

Guide

*to the Records in the
National Archives*



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INTRODUCTION

Information about the records is presented in the present *Guide* by record groups arranged in numerical order.¹ A record group is a body of records that constitutes a convenient unit for "records control" and other purposes of the National Archives. Determination of what records constitute a record group is made by the National Archives after careful consideration of a number of factors, among which both provenance and convenience are especially important. A typical record group consists of the records of a bureau or some other unit of an executive department at the bureau level or the records of an independent agency of somewhat comparable importance in the Government's administrative hierarchy. For all of the executive departments except War and Post Office and for such independent agencies as the Federal Works Agency and the National Housing Agency, record groups with titles beginning "General Records" have been established. Such record groups include in each case the records of the office of the head of the department or agency and the records of other units that are concerned with matters (such as fiscal and personnel matters) affecting the department or agency as a whole. Some record groups of this type include records that were produced by bureaus or other comparable subordinate organizations but were incorporated into central files maintained for the department or agency as a whole.

In some cases it has been convenient to establish what may be thought of as "collective" record groups, bringing together the records of a number of relatively small and short-lived agencies that have a functional or administrative relationship, the records of each agency constituting a subgroup. Such, for example, are Record Group 76, Records of Boundary and Claims Commissions and Arbitrations, and Record Group 220, Records of Presidential Committees, Commissions, and Boards. Under appropriate circumstances a body of collected records may constitute a record group. Illustrative of such groups are Record Group 45, Naval Records Collection of the Office of Naval Records and Library, and Record Group 93, War Department Collection of Revolutionary War Records. When the name of a particular agency is part of a record-group title, it should be understood that the records of predecessor agencies are frequently included in the record group. For example, Record Group 26, Records of the United States Coast Guard, includes the records of the Bureau of Lighthouses, the Life-Saving Service, the Revenue-Cutter Service, and other predecessors of the present-day Coast Guard. When a successor agency has been concerned chiefly with the liquidation of the affairs of its predecessor, however, the name of the predecessor appears in the title of the record group. For example, the War Trade Board Section of the Department of State succeeded in 1919 to functions of the War Trade Board, one of the major emergency agencies of World War I, and continued some of its activities for a short period of time; but the records of both predecessor and successor agencies together constitute Record Group 182, Records of the War Trade Board. In Record

¹ The record group system of the National Archives was developed after the 1940 *Guide* was prepared, and the term "record group" is used in the present *Guide* in a sense quite different from that in which it was used in that earlier volume.

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Group 179, Records of the War Production Board, are records not only of the Board itself but also of its predecessors, the Supply Priorities and Allocations Board and the Office of Production Management, and of its successor, the Civilian Production Administration.

Record group descriptions are arranged in this *Guide*, as previously stated, in the order of the numbers assigned to the record groups. When the record-group system was put into effect by the National Archives in 1944, the 190 record groups first established were numbered consecutively in the order in which the first records in each group had been transferred to the National Archives. Record groups subsequently established have been numbered in the order in which they were established. For the convenience of persons who may have use for it, a list of record groups arranged according to a combination of hierarchical and other relationships as they existed on June 30, 1947, is provided in appendix D.

In its reference work the National Archives has found that one of the best guides to the subject content of official records is a knowledge of the organization and functions of the agencies of the Government that created the records. For this reason, the description of accessioned records in each record group is generally preceded in this *Guide* by a brief outline of the administrative history and a concise statement of the major functions of the agency or agencies creating the records. The descriptions of records usually provide information as to their type, subject content, chronological span, and quantity. At times they provide information as to the completeness and the arrangement of the records and the existence of indexes, registers, and other devices for facilitating use of the records; but such information has been provided on a selective basis only, with no attempt at completeness. Dates given are generally those of the institution and closing of the series concerned rather than the dates of the oldest and most recent documents, though in many instances these two sets of dates are identical. Where a body of records is known to include documents dated earlier or later than the inclusive dates given, the fact is mentioned in the description. Statements of the quantity of records are in terms of linear feet, unless otherwise indicated. The linear footage represents the approximate number of feet of shelving or filing equipment that would be occupied by the records if they were all shelved or filed vertically.

This *Guide* presents only the most general view of the records in the National Archives. Some conception of the degree of generality of its entries may be gained from the statistical fact that in its main section a thousand cubic feet of records, on an average, are covered by about four-fifths of a page of description, while in appendix A the average rate of coverage is a thousand feet in less than one-third of a page. The amount of information about any record group or subgroup bears little or no relationship to the quantity of the records or to their value for research or other purposes. The degree of completeness with which the records are described has been determined to a large extent by such considerations as the availability of other descriptions of the records that could be used by the compilers of this *Guide* or the relative ease with which the records themselves could be examined for information not otherwise available. The task of analyzing,

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arranging, inventorying, listing, and otherwise establishing completely adequate control over the records described in this volume is far from complete. The descriptions of records should be understood, therefore, to be provisional in character; and there are no doubt many errors that will need to be corrected in later guides to records in the National Archives.

At the end of many statements in this *Guide* pertaining to record groups or subgroups citations of references have been printed in small type. They are not intended to be exhaustive but only to call attention to some of the more generally useful published materials that were examined by the compilers of this volume and may be helpfully consulted for supplementary information by persons who use it. Full bibliographical information has been given for each title referred to except in the case of eight titles, for which shorter forms have been used as indicated below:

- Claude H. Van Tyne and Waldo G. Leland, *Guide to the Archives of the Government of the United States in Washington* (2d ed., Washington, 1907), cited as Van Tyne and Leland, *Guide*.
- Waldo G. Leland and Newton D. Mereness, *Introduction to the American Official Sources for the Economic and Social History of the World War* (New Haven, 1926), cited as Leland and Mereness, *American Official Sources*.
- Library of Congress, *Handbook of Manuscripts in the Library of Congress* (Washington, 1918), cited as Library of Congress, *Handbook*.
- Superintendent of Documents, *Catalogue of the Public Documents of the Fifty-third Congress and of All Departments of the Government of the United States for the Period From March 4, 1893, to June 30, 1895* (Washington, 1896), and volumes for succeeding Congresses, cited as *Document Catalogue*.
- Superintendent of Documents, *Checklist of United States Public Documents, 1789-1909, Congressional to Close of Sixtieth Congress, Departmental to End of Calendar Year 1909, vol. 1, Lists of Congressional and Departmental Publications* (3d ed., Washington, 1911), cited as *Checklist*.
- United States Statutes at Large Containing the Laws and Concurrent Resolutions . . . and Treaties, International Agreements Other Than Treaties, Proclamations, and Reorganization Plans* (Boston, Washington, 1845-), cited as *Statutes at Large*.
- Lloyd M. Short, *The Development of National Administrative Organization in the United States* (Baltimore, 1923), cited as Short, *National Administrative Organization*.
- War Department, General Staff, War Plans Division, Historical Branch, *A Handbook of Economic Agencies of the War of 1917* (Washington, 1919. War Department Document 908. Historical Branch Monograph 3), cited as War Department, *Economic Agencies of the War*.

The text of the *Guide* contains a limited number of cross references, but a comparatively full analytical index has been provided. It should be noted, however, that the index refers only to names and subjects mentioned in the text of the *Guide*, and as the *Guide* gives little detail of the contents of the records that it covers, its index will give no more.

More detailed information about records in the National Archives than this *Guide* provides is compiled from time to time by members of the staff as other duties permit. Some of the finding aids or descriptions of records (checklists, inventories, and special lists) prepared for particular record groups or subgroups that were completed before copy for this *Guide* went to press are mentioned in the appropriate record-group entries. For each record group the National Archives compiles and keeps up to date in processed form a document entitled "List of Finding Aids," and it also compiles a processed

list of "general" finding aids that pertain to more than one record group. Complete sets of the *National Archives Accessions* and of the processed lists of finding aids and a nearly complete collection of typed, processed, and printed finding aids are available for consultation in the central search rooms of the National Archives. Copies of processed finding aids and other publications may be obtained from the Exhibits and Information Officer. The National Archives has discontinued its earlier efforts to develop a "dictionary" catalog of the records in its custody.

Besides the finding aids compiled by the National Archives or by agencies that formerly had custody of the records, one large and important reference tool should be specially mentioned. This is a calendar of material in the Government's records in Washington relating to the Upper Mississippi Valley, which was compiled some years ago by Newton D. Mereness for a group of Middle Western institutions. This calendar lists on more than a quarter of a million cards documents found among the records of the Senate and of the State, War, Post Office, and Interior Departments; and, through the courtesy of the University of Illinois, which has a complete set of the cards, the National Archives has available for the use of searchers a microfilm copy of the calendar. The State historical agencies of Ohio, Indiana, Michigan, Wisconsin, Iowa, and Minnesota also have copies on cards of all or parts of this calendar.

If the reader finds anything of interest to him in this *Guide*, he will want to know how he can see or use the records. Searchers coming to the National Archives Building for the first time are usually sent to the General Reference Branch where, in accordance with regulations issued by the Archivist, they are furnished a card of admission and are directed to the search rooms most convenient for examining the records in which they are interested. In the central search rooms are facilities for typing, collating, proofreading, and viewing microfilm; and these rooms are open in the evenings and on Saturdays, when other search rooms are closed. A small auditorium provides a place where groups of persons may, by special arrangement, see motion pictures and hear sound recordings in the custody of the Archivist. The divisional search rooms offer such special facilities as are requisite for the use of records housed in the stack areas adjacent to them.

The records in the National Archives may be examined, as a rule, only within the building in which they are housed; but under appropriate circumstances agencies of the Federal Government are permitted to borrow records for official use. The use of some records, especially those of recent date, is subject to restrictions imposed by Congress, by the transferring agency, or by the Archivist. These restrictions, which may be changed from time to time without notice, are set forth in some detail in appendix B of this *Guide*.

The National Archives has facilities for making photostats, microfilms, photographic and ozalid prints, and copies of motion pictures and sound recordings; and it is empowered by law to provide authenticated or unauthenticated copies of records in its custody not exempt from public examination nor protected by copyright. It may provide copies of records protected by copyright if it is authorized to do so by the copyright owner, but

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The first records transferred to the custody of the Archivist of the United States were brought into the National Archives Building in December 1935. A *Guide to the Material in the National Archives* was published in 1940; in it were listed or described some 200,000 cubic feet of records that had been accessioned by the beginning of that year. In the main part of the present *Guide* are described about 700,000 cubic feet of records that were in the National Archives on December 31, 1945, and in appendix A are more briefly noted more than 100,000 cubic feet of records that were accessioned during the 18 months between January 1, 1946, and June 30, 1947. This new *Guide* is not intended to supplement but rather to supersede the *Guide* of 1940. Into it have been incorporated all the essential information and much of the language of that earlier publication. It is supplemented by *National Archives Accessions*, a quarterly publication that notes records accessioned since June 30, 1947, in the style used in appendix A.

The more than 800,000 cubic feet of records described in the present *Guide* comprise hundreds of millions of pieces of paper (including more than half a million maps), almost 30,000,000 running feet of motion picture films, more than a million items of still pictures, and approximately a quarter of a million disks or other sound-recording units. Most of these materials were originally filed by legislative, judicial, or executive agencies of the United States Government in order to make official record of their activities or to preserve valuable information assembled by them; a few are records of other governments or materials not usually considered to be of record character that from time to time and for various reasons have come into the possession of the United States Government. Collectively, these records document many important transactions of that Government from the date of its establishment down to 1947. But in addition to this they contain information of importance for an understanding of a multitude of other aspects of the life of the American people, both past and present. Although they do not include the records of States or lesser jurisdictions, there is much information in them of value to persons interested in particular localities.

For the period before 1925 the records in the National Archives embrace by far the greater part of the Government's records that are of sufficient value to merit continued preservation. Among the records of that period not yet in the National Archives are most of those of the General Accounting Office and its predecessors, dating from as early as the American Revolution, and the records of most of the Federal courts. Large quantities of records dated later than 1925 are also in the National Archives, as even a casual examination of this *Guide* will show. Especially notable among these are the records of numerous terminated agencies of the 1930's and of World War II.

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it will not itself undertake to obtain such authorization. Under the law it makes no charge for providing copies of records required by Government agencies for official use; in all other cases it charges a fee for this service sufficient to cover costs. It has made and is continuing to make and retain on file negative microfilm copies of selected series of records, from which positive prints will be provided at a relatively small cost. A list of some of the items available in this form has been published by the National Archives under the title *List of File Microcopies*; and search-room supervisors will be glad to supply information about additional items and about the current price per foot of film. Inexpensive facsimile copies of certain documents (such as the Bill of Rights, the Emancipation Proclamation, and the Japanese and German surrender documents of World War II) may be purchased from the Exhibits and Information Officer.

Besides making records or copies of records available for the direct use of investigators, the National Archives provides, to a limited extent, information derived from the records both to agencies of the Government and to private persons. Inquiries may be made in person, by mail, or by telephone. In furnishing information, it is the practice of the National Archives not to make "any evaluation of a particular record or any interpretation of the information contained in it."

For the convenience of searchers as well as staff members the National Archives maintains in rooms adjacent to the central search rooms a special library comprising a working collection of approximately 100,000 books and pamphlets. Its special subject fields are archives administration in the United States and abroad, United States history in the national period, and related social sciences. Approximately two-thirds of the collection consists of Federal Government documents, carefully selected on the basis of their contribution to the understanding of the organization, functions, administrative history, or records of an agency of the Federal Government and including a valuable collection of *Hearings* of Congressional committees. All these materials are available for reference purposes to searchers when their use of the records in the National Archives will be facilitated thereby. Scholars are normally expected to have conducted their research in library materials before consulting the archival materials in the National Archives, however. The Library's holdings in the field of archives administration are available to students of that subject when copies of them are not conveniently available in other libraries.

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TO THE RECORDS IN THE NATIONAL ARCHIVES



1. Records of the War Labor Policies Board

In January 1918 the President appointed the Secretary of Labor as War Labor Administrator, and the Secretary in turn appointed an Advisory Council to help deal with labor problems that arose in connection with war production. On the recommendation of the Council, the War Labor Policies Board was established by the War Labor Administrator on May 13, 1918, to harmonize the labor policies of Government agencies. Its membership consisted of representatives of 11 of these agencies. In addition to Board members, advisers representing business and organized labor attended meetings and sat on committees. The Board formulated uniform policies for war labor administration, promoted better housing conditions for workers, and after the Armistice considered various proposals having to do with demobilization and the cancellation of Government contracts. It also made studies of wartime labor conditions at home and abroad and of labor policies as related to immediate postwar conditions in the United States. The Board was discontinued in March 1919.

All known existing records of the War Labor Policies Board, except a small quantity in the possession of a former employee of the Board, are in the National Archives.

See Alexander M. Bing, *War-Time Strikes and Their Adjustment* (New York, 1921).

Records. 1918-19. 11 feet.

These consist of correspondence of the Chairman and of the Executive Secretary; minutes of the Board and of its committees; correspondence of business and other advisers; correspondence with Governors and State labor officials; and bulletins, newspaper clippings, and daily digests of articles and editorials pertaining to war labor policies and to activities of the Board. A *Preliminary Inventory* of the records has been published.

2. Records of the National War Labor Board, 1918-19

On January 28, 1918, in an effort to minimize labor controversies that might interfere with the effective participation of the United States in World War I, the Secretary of Labor invited the American Federation of Labor and the National Industrial Conference Board (an advisory body representing various associations of manufacturers) to appoint five persons each for membership in a War Labor Conference Board, and this invitation was accepted. Two representatives of the public were also selected, one by the employer representatives and one by the labor representatives, to serve as joint Chair-

3. HOUSING CORPORATION

keeping and auditing the accounts of the Corporation and making disbursements, and they include correspondence, financial reports, general and subsidiary ledgers, and cost-accounting files. Among the records of the Fiscal Division are personnel records maintained by the Chief Clerk. Other general records are those of the Legal Division, 1918-19 (20 feet), including correspondence on land, contracts, and adjustments, opinions on legal questions, and claims papers; and records of the Adjustment Committee, 1919-20 (2 feet), also relating to claims.

Records resulting from such activities as preliminary investigations of housing conditions, industrial surveys, the establishment of local committees on rent profiteering, the assembling of information on housing projects, and the settlement of questions connected with public or private utilities are among the records of the Survey and Statistics Division and the Homes Registration and Information Division, 1918-20 (30 feet). Included are correspondence, questionnaires, statistical reports, reports of local committees, and descriptions of projects.

The function of the Transportation Division was to make available all housing in or about a congested district by rearranging schedules of or improving, installing, financing, or extending train, electric railway, bus, and ferry services. Among its activities was the operation of the Norfolk Ferries, some of the records relating to which are in the custody of the Norfolk Ferries Co. The records resulting from the work of this Division, 1918-20 (60 feet), include general correspondence, plans and specifications, blueprints, estimates of costs, and project books.

The primary concern of the Corporation was the construction of houses, apartments, and dormitories. Work on the housing projects was performed by a number of divisions, following the determination of sites and designs by committees composed of representatives of the divisions concerned. The Real Estate and Commandeering Division obtained land for the projects; the Town Planning Division was responsible for general planning through its staff of town planners; the Architectural Division prepared the building plans; the Requirements Division estimated construction needs and costs and obtained information concerning materials; the Construction Division was responsible for the letting of contracts, the purchase of materials, the work of construction, and the disposal of materials for projects abandoned after the Armistice; the Engineering Division planned and negotiated for the extension of municipal improvements and supervised engineering firms and utility companies employed by the Corporation; and the Industrial Relations Division was concerned with labor problems affecting Corporation contracts and also with the welfare of war workers. The records of these divisions (310 feet) are for the years 1918-20, with the exception of the records relating to real estate, which extend to 1929. They contain detailed information on particular projects and on the general planning for projects and include general files, project files, reports, contracts and agreements, plans and specifications, building blueprints, photographs, maps of cities, and topographic maps.

Other records relating mainly to construction activities are those of some 30 project offices, 1918-20 (425 feet). The field staff at each project

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included a works superintendent, an inspector, a field auditor, and a cost-reports engineer. The project office records resulted chiefly from the work of these officers and consist of correspondence, specifications, photographs, blueprints, contracts, progress reports, purchase orders, pay rolls, accounting records, and the like.

After the housing projects were completed, the Operating Division was responsible for providing furniture and equipment, collecting rents, maintaining the property and services, and directing the community life. From September 1918 to February 1919 it also managed the "Government Hotels" for women in the District of Columbia, which were thereafter directly under the Vice President of the Corporation until they ceased operation in 1930. In June 1919 it took over the work of the Committee on Requisitioned Houses in the District of Columbia, which had been organized in the Corporation in August 1918. The records of the Operating Division, 1918-20 (120 feet), include correspondence, ledgers, vouchers, and leases. The records of the Government Hotels, 1918-30 (160 feet), include general files, correspondence of the auditor and of the manager, tenant records, and vouchers.

4. Records of the United States Food Administration

In May 1917, shortly after the entrance of the United States into World War I, the President authorized Herbert Hoover to initiate an organization for food conservation in anticipation of the passage of the Food and Fuel Control Act. This act was approved on August 10, 1917; and, by an Executive order of the same date, the Food Administration was officially created with Hoover as Administrator. The purposes of the agency were to assure the supply, distribution, and conservation of foods; to facilitate their movements; and to prevent monopolies and hoarding of foods. It maintained governmental control of foods chiefly by means of voluntary agreements and a licensing system. It assumed jurisdiction over commodities when they reached commercial channels. It was assisted by a number of boards and committees, including the Sugar Distributing Committee and the interdepartmental Food Purchase Board. To enable the United States Food Administrator to buy and sell grain and sugar and their products, two subsidiaries, the Food Administration Grain Corporation and the United States Sugar Equalization Board, Inc., were organized (see Record Groups 5 and 6).

After the Armistice of November 11, 1918, the rules and regulations of the Food Administration were revoked as rapidly as possible and its organization was gradually dismantled. The State offices closed early in 1919 and their records were sent to Washington. By a Presidential proclamation of November 21, 1919, the functions of the Food Administrator with regard to wheat and its products were transferred to the Chief of the Cereal Division, who was also the President of the United States Grain Corporation (successor to the Food Administration Grain Corporation) and United States Wheat Director, and his powers relating to other foods were transferred to the Attorney General. By an Executive order

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of August 21, 1920, all branches of the Food Administration that were still in existence were terminated, and its records, with a few exceptions, were placed in the custody of the United States Grain Corporation. By an Executive order of December 31, 1927, the records of the Food Administration and those of the Grain Corporation were placed in the custody of the Department of Commerce pending the erection of an archives building. Among the exceptions mentioned above are the "intelligence" files, which were placed in the custody of the Secret Service Division of the Treasury Department but are now among the records described below, and certain files that were transferred to the Department of Agriculture, some of which are also among these records.

The Food Administration records constitute a valuable source of information concerning the social and economic history of the American people during and after World War I. They reflect not only the mobilization of the Nation's food resources but also the attitudes of sections and economic groups towards the war and the food-conservation measures, the agitation for and results of prohibition and woman suffrage, and a multitude of other problems and activities of the period. They offer opportunities for the study of phases of the careers of nationally prominent persons; and they are rich in material for regional, State, and local history and biography. A *Preliminary Inventory* of the records has been prepared. Part I, "The Headquarters Organization," which includes a general bibliography and a bibliography of Food Administration publications, has been published (July 1943); part II, "The State and Local Food Administrations," has been compiled but not published. A special report entitled "Records of the United States Food Administration and Related Agencies Pertaining to Food Controls and Their Release," has also been compiled.

See Leland and Mereness, *American Official Sources*, 398-410, and the publications listed therein; Frank M. Surface, *The Grain Trade During the World War* (New York, 1928); Joseph C. Bartley, *A Study of Price Control in the United States Food Administration* (1922); Maxey R. Dickson, *The Food Front in World War I* (Washington, 1944); Edith Guerrier, *We Pledged Allegiance* (Stanford University, 1941); William C. Mullendore, *History of the United States Food Administration, 1917-1919* (Stanford University, 1941), prepared in 1921 as the final report of the Administration; Nina Almond and H. H. Fisher, *Special Collections in the Hoover Library on War, Revolution, and Peace*, 80-83 (Stanford University, 1940); and Almon R. Wright, "Records of the Food Administration: New Field for Research" in the *Public Opinion Quarterly*, 3: 278-284 (Apr. 1939), and "World War Food Controls and Archival Sources for Their Study" in *Agricultural History*, 15: 72-83 (Apr. 1941). For references to studies on the State Food Administrations and their records see below.

Records of the central office. 1917-20. 3,726 feet.

The organization of the central office of the Food Administration was built around individuals, assigned to certain problems or areas of operation, and it underwent frequent reorganizations. Each organizational unit kept its own records, except for the first few months, but a master file of copies of telegrams and outgoing letters was maintained. The divisions

that kept most of the records were the Educational, Home Conservation, Hotels and Restaurants, and School and College Divisions, which were concerned with conservation and publicity (246 feet); the Statistical Division, which collected and collated data on food and issued numerous statistical bulletins, grouped by commodities (178 feet); the License and Enforcement Divisions (1,156 feet); the Transportation Division, which worked in cooperation with the Railroad Administration (95 feet); the Baking, Distribution, Staple Groceries, and Wholesale and Retail Divisions, which were concerned with the regulation of food dealers (311 feet); the Canned Foods, Cereal, Collateral Commodities, Cottonseed, Fats and Oils, Meat, Perishable Foods, and Sugar Divisions, which handled many types of matters with regard to particular commodities (710 feet); the Coordination of Purchase Division, which administered controls with regard to food purchases other than grains by the Army, Navy, Marine Corps, the Allies, neutral nations, relief organizations, and other purchasers (164 feet); and the States Administration Division (181 feet).

The records include correspondence files; minutes of conference meetings; agreements with food trades; press releases; accounting records; rules and regulations governing licensees, license applications, and reports of licensees; records of food allotments for the Army, Navy, and Marine Corps, the Allies, and other purchasers; investigation or "intelligence" files, including reports of investigations made by the Secret Service; enforcement records (with a few papers for the period 1920-28); periodic and final reports of the United States Food Administrator, division heads, and State food administrators; maps of relief areas; and photographs, four reels of motion-picture film, lantern slides, posters, and printed matter used in the promotion of food conservation. Most of the records of the immediate office of the United States Food Administrator are in the Hoover Library on War, Revolution, and Peace.

Records of the State Food Administrations. 1917-19. 3,730 feet.

Federal food administrators were appointed, most of them in the summer of 1917, for every State, for Alaska, Hawaii, and Puerto Rico, and for the New York City area, Philadelphia County, and St. Louis. These administrators usually appointed county and often district, city, and town administrators, who were responsible to them. In many places work with regard to increasing and conserving the food supply was already being performed by committees attached to the State councils of defense or committees of public safety or by extension workers of the agricultural colleges and use could therefore be made of existing machinery in setting up the new organizations. The State offices, as they finally developed, tended to be organized like the Washington office. They usually included a home economics director, a State merchant representative, a library director, and an educational director; enforcement, sugar, baking, and hotel and restaurant divisions; various special commodity divisions; and a transportation division. Prices were controlled mainly through local "price interpreting committees," which prepared and published "fair price lists."

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men. The members of this Board, after they had drawn up certain recommendations, were appointed by the Secretary of Labor on March 29 to serve as the National War Labor Board.

The chief function of the National War Labor Board was to arbitrate labor disputes, although it was also empowered to settle disputes by mediation and conciliation. Hearings were held before the Board in Washington or were conducted by examiners in various cities throughout the country. During the 16 months of the Board's operation, 1,251 controversies were presented for settlement. After the Armistice the case load rapidly declined, and the Board was formally dissolved on August 12, 1919.

See Alexander M. Bing, *War Time Strikes and Their Adjustment* (New York, 1921), and Labor Statistics Bureau, *National War Labor Board* (Bulletin 287. Washington, 1922).

Records. 1918-19. 147 feet.

These consist of minutes of the Board's meetings; case files, which include correspondence, complaints, examiners' reports, hearings, briefs, exhibits, and findings and awards; newspaper clippings; questionnaires; and several correspondence files. The findings and awards of the Board were published, but the records include much unpublished material of value for an understanding of labor problems and of the relation of the Government to such problems. A *Preliminary Inventory* of the records has been published.

Some of the Board's records were retained by field employees who regarded their files as personal property. The Department of Labor has retained personnel records of the Board, a 2-volume "Permanent Docket," and summaries of labor news. A series of 61 reports, prepared from press clippings, is in the Library of Congress.

3. Records of the United States Housing Corporation

On October 9, 1917, a Committee on Housing was appointed by the Council of National Defense to report on the housing problem in relation to industrial workers employed on Government contracts. As a result of the recommendations of this committee, a Bureau of Industrial Housing and Transportation was established in the Department of Labor on February 12, 1918. By acts of Congress approved May 16 and June 4, 1918, the President was authorized to provide housing for war needs. He delegated this authority to the Secretary of Labor, who organized the United States Housing Corporation on July 9, 1918, to provide housing, local transportation, and other general community facilities for industrial war workers. The Corporation acted as executive agent for the Bureau of Industrial Housing and Transportation and took over the work begun by it, with the exception of certain minor matters that were continued in the name of the Bureau; the officers of the two agencies were identical, and their records are inseparable. The accounting for and auditing of the Corporation's financial transactions under the initial capitalization were independent of the Department of Labor and also of the Treasury Auditor for that Department. From October 1918 to June 1919

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there existed a Commission on Living Conditions of War Workers, appointed by the Secretary of Labor to study and improve living conditions. The Corporation had administrative responsibility for this Commission, and its records are included in this record group.

Soon after the Armistice many of the Corporation's projects for providing housing and other facilities for war workers were canceled or curtailed; 28 were completed, most of them by May 31, 1919. Since then the Corporation has been concerned with the operation of properties, their sale, and the liquidation of other assets. It was transferred in 1937 from the Department of Labor to the Procurement Division of the Treasury Department, in 1939 to the Public Buildings Administration of the Federal Works Agency, and in 1942 to the Federal Home Loan Bank Administration of the National Housing Agency, where it is in process of final liquidation. It has retained in New York for liquidation purposes certain records relating to financial obligations. Some of the records of the Architectural Division were transferred to the Public Buildings Administration in 1937, and some of those of the Real Estate and Commandeering Division are in the custody of the Procurement Division.

See *Report* of the United States Housing Corporation, December 3, 1918 (Washington, 1919), and its final *Report* (Washington, 1920. 2 vols.); and Harold A. Van Dorn, *Government Owned Corporations*, ch. 6 (New York, 1926).

Records. 1917-41. 2,193 feet.

All known records of the Bureau of Industrial Housing and Transportation and of the United States Housing Corporation are in the National Archives with the exception of records retained for liquidation purposes and other exceptions noted. Among the records in the National Archives are correspondence and reports of the Committee on Housing of the Council of National Defense, 1917-18, in the files of the Director of the Bureau mentioned below; and minutes and other records of the Commission on Living Conditions of War Workers, 1918-19 (5 feet). Included also are various records relating to the Corporation or its work originally accumulated by other agencies. These consist of correspondence and memoranda of the Secretary of Labor on housing matters, which relate especially to legal ownership of property of the Corporation, 1917-35; correspondence relating to the "Own Your Own Home Campaign" of the Information and Educational Service of the Department of Labor, March-August 1919, which was closed by the Corporation; correspondence, copies of contracts, and other records resulting from an investigation of the Corporation by the Senate Committee on Public Buildings and Grounds, September-November 1919, which were turned over to the Corporation by the chairman of the investigating committee; and a few records of the Procurement Division and the Public Buildings Administration, 1937-41.

Among the general records of the Corporation are small files of its President, who was also the Director of the Bureau, of the General Manager, and of other officers. The records of the Fiscal Division and of the Treasurer, which are closely related and in part intermingled, extend to 1934 and comprise a large part of the record group. They resulted from the functions of

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The State food administrations played a large part in the work of the agency as a whole because of the policy of decentralizing responsibility for carrying out the measures formulated in Washington and the emphasis placed upon effecting food control through the voluntary cooperation of consumers and distributors. They enforced the rules and regulations of the Food Administration in the areas under their jurisdiction, with authority to modify general orders to meet local conditions; investigated complaints, held hearings, and prescribed penalties; and, especially, sought to place before the people through local representatives the recommendations of the Washington office with regard to the conservation of particular commodities.

The records of the State food administrations are organized for the most part according to the subdivisions of the particular office. They include correspondence, minutes, reports and statements of dealers, questionnaires, investigation files relating to enforcement matters, and accounting records. They are relatively complete for all the administrations except those of Delaware and Florida. The records of many of the county administrations are missing, however; some may be in historical societies, libraries, or courthouses. A few records of the State administrations are known to be in the custody of the Bancroft Library in California, the Minnesota Historical Society, the North Carolina Department of Archives and History, the Library of the University of Tennessee, and the Burlington Historical Society in Wisconsin.

See George N. McCain, *War Rations for Pennsylvanians* (Philadelphia, 1920); Ivan L. Pollock, *The Food Administration in Iowa* (Iowa City, 1923, 2 vols.); Charles N. Herreid, "The Federal Food Administration in South Dakota," in *South Dakota Historical Collections*, 10: 295-314 (1921); and George W. Smith, "New Mexico's Wartime Food Problems, 1917-1918," in *New Mexico Historical Review*, 18: 349-385, 19: 1-54 (Oct. 1943, Jan. 1944). Descriptions of State food administration records in the National Archives have been published as follows: For California, by David C. Duniway in the *Pacific Historical Review*, 7: 228-240 (Sept. 1938); for Idaho, Oregon, and Washington, by Edmond S. Meany, Jr., in the *Pacific Northwest Quarterly*, 28: 373-382 (Oct. 1937); for Indiana, by William J. Van Schreeven in the *Indiana Magazine of History*, 33: 422-427 (Dec. 1937); for Louisiana, Missouri, and North Carolina, by William D. McCain in the *Louisiana Historical Quarterly*, 21: 869-874 (July 1938), the *Missouri Historical Review*, 32: 56-61 (Oct. 1937), and the *North Carolina Historical Review*, 15: 34-40 (Jan. 1938), respectively; for Ohio, by Almon R. Wright in the *Ohio Archaeological and Historical Quarterly*, 47: 355-362 (Oct. 1938); for Puerto Rico, by G. Leighton La Fuze in the *Hispanic American Historical Review*, 21: 499-504 (Aug. 1941); for Tennessee, by Harry L. Coles, Jr., in the *Tennessee Historical Quarterly*, 4: 23-57 (Mar. 1945); and for Virginia, by Carl L. Lokke, in the *Virginia Magazine of History and Biography*, 50: 220-226 (July 1942).

Records of the Milling Division. 1917-18. 447 feet.

The Milling Division had its origin in a Milling Committee, composed of nine leading members of the milling industry, which was appointed on June 27, 1917, to work out a plan of voluntary control over the wheat-

milling industry. In August this Committee and its office staff became the Milling Division of the Food Administration. The central office of the Division was in New York City, where close cooperation was maintained with the Food Administration Grain Corporation. Throughout the winter of 1917-18 a large office organization, operating through a number of departments and nine regional offices, administered under voluntary agreements signed with millers the distribution of the 1917 wheat crop. A different plan of control was worked out for administering the 1918 crop, and in July the agency was reduced in size and designated as the Milling Section of the newly established Cereal Division, with offices in Washington. The records of the Milling Division remained in New York, where custody of them was assumed by the Grain Corporation.

The records in this subgroup extend from August 1917 to July 1918 and comprise most of those of the Division. Some of its records, however, were incorporated with those of various departments of the Grain Corporation (see Record Group 5), and some of the papers of its Chief and of a member of the former Milling Committee are in the Hoover Library on War, Revolution, and Peace. The records in the National Archives include correspondence, contracts for flour purchases, reports of millers, milling rules and regulations, statistical compilations, and questionnaires. They contain data on the operation, output, and geographical distribution of mills, their sources of wheat supply, allotments of wheat and export flour sales to millers, the meeting of Army and Navy flour requirements, and the like. About three-fifths of the records are those of the regional offices.

Records of the Sugar Distributing Committee. 1917-19. 49 feet.

The Sugar Distributing Committee was appointed by the United States Food Administrator on September 21, 1917, to distribute the beet-sugar crop under agreements worked out between the Food Administrator and producers. It was reappointed on September 30, 1918, to handle similarly the allocation of the beet-sugar crop of that season. The executive offices of the Committee were in Chicago, and it had five distributing district offices. It was terminated on October 15, 1919. Its records include correspondence, minutes, price lists issued by the Committee, and reports of sugar sales and profit adjustments.

Records of the Food Purchase Board. 1917-19. 5 feet.

The Food Purchase Board was formed in December 1917 at the suggestion of the United States Food Administrator to represent the Army and Navy in their relations with the Coordination of Purchase Division of the Food Administration. It was formally authorized by a Presidential proclamation of May 8, 1918, to consist of a representative of the Secretary of War, the Secretary of the Navy, the Federal Trade Commission, and the Food Administration. It operated as a conference or clearing committee to consider the needs of the armed forces in relation to other needs and market conditions and then to determine a purchasing policy for each food commodity. Its last meeting took place in December 1918, and its records

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RECORDS OF FINANCIAL UNITS, 1917-27 (312 feet). These include records of the Offices of the Treasurer and the Comptroller; of the Accounting Department, which maintained the general accounts of the Corporation; of the Auditing Department, which directed the financial organization and the establishment of accounts and inspected operations throughout the country; of the Cashier's Department, which was concerned mainly with personnel and pay-roll matters; and of Leslie Banks & Co., a private firm of chartered accountants, which audited the accounts of the Corporation between 1917 and 1920 and left various records in the custody of the Corporation. Almost all the records of the Treasurer's Office are among those of the other units mentioned. Most of the records are those of the Accounting and Auditing Departments.

RECORDS OF COMMODITY DEPARTMENTS, 1917-20 (816 feet). These include the records of the Cereal Products, Coarse Grain, Flour, Expeditionary Flour, and Wheat Departments and the Bean Division. They consist principally of correspondence, contracts, accounting records, and other materials relating to purchase, sales, warehousing, and shipping transactions in particular commodities and to the adjustment of claims. Among the records of the Flour Department (446 feet) are records inherited from the Milling and Cereal Divisions of the Food Administration.

RECORDS OF EUROPEAN RELIEF DEPARTMENTS, 1918-20 (109 feet). These include purchase, sales, shipping, and other records of the European Department, established in July 1919, and of its predecessors, the Belgian Department and the Miscellaneous Commodities Department. The Belgian Department was established in August 1918 to handle transactions in noncereal commodities such as meat, milk, coffee, soap, oils, and clothing that were purchased and shipped for the Commission for Relief in Belgium; and the Miscellaneous Commodities Department was established in December to handle transactions in commodities such as meat, dairy products, sugar, motor oil, and automobiles that were purchased and shipped for the American Relief Administration and other relief organizations. Records relating to transactions in cereal commodities for the relief organizations are among the records of the commodity departments described above.

RECORDS OF TRANSPORTATION DEPARTMENTS, 1917-23 (362 feet). These consist chiefly of correspondence, contracts, claims papers, and other records of the Transportation Department, which existed from 1917 to 1923 to facilitate the movement of grain by rail and water, to coordinate domestic and export demands made on carriers, and to handle demurrage and other freight claims. The remaining records are those of the Marine Transportation Department, which handled negotiations and accounts pertaining to the loading of steamers with commodities sold for export by the Grain Corporation, 1919-20.

RECORDS OF CONSERVATION UNITS, 1918-19 (20 feet). These consist chiefly of correspondence of the Grain Threshing Division, which existed from April 1918 to February 1919 to promote conservation among threshermen by disseminating information as to threshing practices and the adjustment and repair of threshing machinery; and of the two Offices of

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the Crop Experts, who from 1917 to 1920 cooperated with the Department of Agriculture in formulating policies as to grain standards and the storage of wheat, in combating grain diseases, and in promoting measures to prevent dust explosions in elevators and mills.

Records of the zone offices. 1917-20. 2,451 feet.

The United States was divided by the Grain Corporation into 14 grain zones consisting of the most important terminal and seaboard markets and the territory, if any, that naturally either shipped its wheat to or based its prices on these markets. Each of these zones was placed in charge of a Second Vice President of the Corporation, usually an experienced grain merchant in his territory, who maintained an office and a buying agency at the terminal market. These officials were also agents of the Food Administration and cooperated with the State food administrators in enforcement work. The records of all the zone offices are included in this body of records with the exception of those of the New York zone office, which are among those of the central office of the Corporation described above. They consist of correspondence, reports and statements, statistical compilations, and other materials relating chiefly to the purchase, storage, sale, and shipment of grains and grain products and to claims arising from losses in transit.

Records of the London Office and the American Relief Administration. 1919-20. 100 feet.

The London Office of the Grain Corporation was organized in January 1919 to supervise the movement of American relief ships while in European waters and to act as fiscal agent for the American Relief Administration. It maintained joint offices with the Administration in important ports used in relief work; and its agents supervised the discharge of ships, the checking of cargoes, and the obtaining of receipts from the receiving governments before the supplies were turned over to the American Relief Administration missions, which had jurisdiction over their distribution. At the more important points these missions functioned as parts of inter-allied commissions. An office of the Administration in New York handled payments to the Grain Corporation and assisted in the shipment of supplies. In the late summer of 1919 accountants of the Corporation liquidated the accounts of the missions and supervised the shipment of their financial records to London. The London Office was closed in September and part of its staff was transferred to New York for the conclusion of the work. These records consist of those of the London Office and its field offices, fragmentary records of the Paris administrative office and the missions of the American Relief Administration that were retained by auditors of the Corporation, and a few records of the offices in New York. Included are correspondence, memoranda, and cables; sales agreements with foreign nations; and accounting, statistical, and shipping records. The records contain information on such subjects as political and economic conditions in Europe, relief requirements, methods of financing relief, problems of distribution, and general matters of relief administration. Much related

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material is scattered throughout the central office records of the Corporation described above. Papers of the head of the London Office, Edward M. Flesh, and the bulk of the records of the American Relief Administration are in the Hoover Library on War, Revolution, and Peace.

Records of the United States Wheat Director. 1919-20. 270 feet.

By an Executive order of May 14, 1919, the position of United States Wheat Director was created for the purpose of carrying out price guarantees on the 1919 wheat crop, and Julius H. Barnes, President of the Grain Corporation, was appointed to that office. He was given certain functions and powers formerly vested in the Food Administrator and was directed to utilize the services of the Grain Corporation in the performance of his duties. The work of the Wheat Director was terminated by an Executive order of August 21, 1920, and his records were placed in the custody of the Grain Corporation. They consist largely of correspondence, applications, and other papers pertaining to licenses to export or import wheat or flour. A small quantity of personnel and other administrative records is included.

6. Records of the United States Sugar Equalization Board, Inc.

The United States Sugar Equalization Board was established as a Government-owned corporation on July 11, 1918. It was an agency of the United States Food Administration, and the Food Administrator was Chairman of its Board of Directors.

The principal functions of the Board were to buy and distribute the 1918-19 crop of Cuban sugar and to stimulate production in the United States by equalizing the prices of domestic and imported sugars. In the fall of 1918, by agreement of the War Trade Board and the Food Administration, all coffee importations were made through the instrumentality of the Sugar Equalization Board. It was assisted by a number of committees and commissions, among which were the International Sugar Commission, the Cuban Export Committee, the American Refiners Committee, the Joint Commission on West Indies Transportation, and the Sugar Distributing Committee. It operated through an agreement of October 24, 1918, with the Cuban Government and Cuban producers and a contract of the same date with American refiners. To reduce home consumption, the Board, in cooperation with the central and State offices of the Food Administration, established throughout the country a certificate system of sugar distribution, which was abandoned on December 1, 1918; the resulting records accumulated in the State offices were regarded as records of the Food Administration (see Record Group 4).

By a Presidential proclamation of November 21, 1919, the powers of the Food Administrator over sugar with respect to licensing, hoarding, profiteering, and unfair practices were transferred to the Attorney General;

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on December 31, 1919, the contract with American refiners expired, and the Board's control over the sugar industry ended. It began liquidation in 1920 and was terminated on July 14, 1926, by an Executive order of July 10. In the fall of 1920 the records of the Statistical Division and in July 1926 the remainder of the Board's records were sent to Washington and placed with the Food Administration records in the custody of the United States Grain Corporation. In 1927 they were transferred to the Department of Commerce and in 1937 to the National Archives. Some of the papers of the Board are with those of Edwin P. Shattuck, its General Counsel, in the Hoover Library on War, Revolution, and Peace.

See Joshua Bernhardt, *Mobilization of the Sugar Industry* (New York, 1920).

Records. 1918-26. 137 feet.

These consist of the minutes of the Board of Directors' meetings, correspondence files, refiners' reports, claims papers, accounting records, insurance papers, statistical information files, and administrative papers of the Sugar Equalization Board, 1918-26; and minutes and correspondence of some of the committees affiliated with it, 1918-19.

7. Records of the Bureau of Entomology and Plant Quarantine

Entomological work is one of the oldest activities of the Department of Agriculture. It originated in the Office of the Entomologist, which was established in the Agricultural Section of the Patent Office in 1854. In 1878 a Division of Entomology was created in the Agriculture Department, and in 1904 it was given bureau status. National legislation to prevent the importation and interstate transportation of insect-infested plants was first enacted with the passage of the Plant Quarantine Act of 1912. This act created for its enforcement the Federal Horticultural Board composed of representatives of existing bureaus, including the Bureau of Entomology, the agents of which frequently served as agents of the Board. In 1928 the Board was abolished and its functions were transferred to a new unit known as the Plant Quarantine and Control Administration, which became the Bureau of Plant Quarantine in 1932. In 1934 this Bureau was consolidated with the Bureau of Entomology to form the Bureau of Entomology and Plant Quarantine. The Bureau cooperates with the States in the study and control of both beneficial and injurious insects and in a program to prevent the spread of plant diseases. It is responsible for the enforcement of the following acts: Plant Quarantine, Insect Pest, Honeybees Importation, Mexican Border Inspection, and Export Certification. In cooperation with the Post Office Department it also enforces the Terminal Inspection Act of 1915.

See Gustavus A. Weber, *The Bureau of Entomology* (Washington, 1930) and *The Plant Quarantine and Control Administration* (Washington, 1930).

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Entomological records. 1878-1934. 616 feet.

These records, largely letters received and copies of letters sent, apparently cover all entomological activities from the time the Division of Entomology was created in 1878 to the time the Bureau of Entomology lost its separate identity in 1934, with one series dating from 1870. They pertain both to scientific investigations in the field and to the application of research data to economic problems. The original order of the records has been destroyed by partial reorganizations undertaken many years ago but never completed and by careless moving of the records from place to place. There are now a number of ill-defined series and fragments, the most important of which are mentioned below.

The letters sent, 1878-1908 (36 feet), are made up of 80 letterpress volumes (1878-93); unbound press copies (1896-1908); and 8 volumes of press copies having to do with the Universal Exposition at Paris in 1900, the Louisiana Purchase Exposition of 1904, the entomological exhibits of the National Museum, appointments, and an investigation of field insects. The letters received, 1878-1909 (46 feet), consist of 10 numbered volumes and a mass of unbound material. A "special general file," about 1890-1908 (11 feet), consists of the correspondence of eminent entomologists withdrawn from other files.

The general files, 1908-24 (130 feet), consist of letters received, copies of letters sent, and other papers. Much of the correspondence is with field agents, other Federal agencies, and State agencies. Letters to and from the general public that were apparently considered to be unimportant, 1913-24 (5 feet), were filed separately. These include, however, correspondence with industrial concerns and individuals in foreign countries. The general files for the later period, 1925-34 (150 feet), are in two parts, one designated "special folders," which is a continuation of the general files noted above; and the other designated "general folders" (20 feet), which apparently continues the separately filed material.

Boll-weevil investigation records, 1894-1918 (60 feet), possibly not originally maintained as a unit, include scientific and administrative correspondence of W. D. Hunter, long in charge of the work, and of others connected with it. They also include correspondence of C. W. Townsend, 1894-98; records concerning grain shipments in infested areas; and newspaper clippings relating to the boll weevil, 1901-12 (3 feet). Silk-culture records, 1883-1908 and 1925-32, consist of letters received and copies of letters sent concerning the work of the Federal Government in promoting silk culture. Apiculture records, 1922-32 (5 feet), consist of copies of letters sent by the apiculturist to beekeepers and others. Of special significance is an entomological diary or journal, 1870-1903 (3 feet), containing a day-by-day record of the activities and observations of leading entomologists and Division officials.

In 1930 the Bureau purchased an outstanding collection of specimen of butterflies and moths and accompanying scientific records assembled by William Barnes of Decatur, Ill. The specimens were subsequently turned over to the National Museum, and the remainder of the material, known

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as the Barnes Lepidoptera collection, 1904-27 (40 feet), was transferred to the National Archives. These records include 260 notebooks, 70 zinc etchings and electrotypes, and Dr. Barnes' correspondence with scientists.

Miscellaneous material, 1878-1924 (120 feet), is so extensive and diverse that a detailed description is not now feasible. It includes reports, notes, and correspondence of prominent entomologists; copies of letters prepared in the editorial office, 1909-21; correspondence with the Secretary of Agriculture and the Assistant Secretary, 1892-1924; correspondence relating to the Paris Expositions of 1888 and 1900, to the National Museum, to a medicinal-plant investigation of 1900-1902, to a gypsy and brown-tail moth investigation of 1906-8, to a trip of Trevor Kincaid to Japan in 1908-9, and to silk, cotton-gin-cleaning, grasshopper-fungus, and California-citrus-fruit investigations.

Plant quarantine records. 1912-40. 516 feet.

The Federal Horticultural Board and its successors have had as their principal activities the determination of need for quarantine measures, the promulgation of numbered quarantine measures, and (in cooperation with the Plant Industry, Entomology, and Internal Revenue Bureaus, the Post Office Department, and State officials) the enforcement of quarantine by the inspection, detention, and destruction of infected material and the punishment of violators. Most quarantine measures have been of a special nature, that is, they have interdicted the movement of some particular commodity in or out of a restricted area; a few, however, notably Quarantine No. 37, have been of a broad, general character.

Plant-quarantine records in the National Archives, which are chiefly for the period of the existence of the Federal Horticultural Board, relate to all phases of quarantine activity. They include general files, 1912-28 (258 feet); a series pertaining to the enforcement of quarantine regulations at ports of entry, 1913-28 (40 feet), and correspondence pertaining to pink-bollworm and thurberia-weevil eradication, 1912-28 (7 feet). This correspondence, covering one of the major activities of the Board during its entire existence, includes notices to and reports from agents in Texas, New Mexico, and Arizona.

Other general records are minutes, 1912-34 (6 vols.), recording the formal actions of the Federal Horticultural Board, the Plant Quarantine and Control Administration, and the Bureau of Plant Quarantine; and a "quarantine document file," 1912-40 (6 feet), which consists of notices of hearings, stenographic reports of hearings, and notices of quarantine for each numbered quarantine from 1 to 73, inclusive. It includes also transcripts of hearings on rules and the original signed regulations, 1913-31, covering the importation of nursery stock and the shipment, importation, or exportation of plants, fruits, vegetables, or other materials likely to cause the spread of insect pests. A detailed list of the contents of this file is available.

Records relating to Quarantine No. 37, the general quarantine mentioned above, include applications for permission to import nursery stock, seeds, and plants, copies of special permits issued, correspondence concerning

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permits, and reports and correspondence relative to the inspection and propagation of imported stock, 1919-39 (200 feet). Prior to June 1, 1919, all restrictions on imports had been directed against specific plants and diseases and insect carriers. When this policy proved deficient in several respects, Quarantine No. 37 was promulgated "to prevent the further introduction into the United States of injurious insect pests and diseases." Unlimited entry was allowed under certain conditions for designated classes of plants and plant products, and limited entry was allowed for "new varieties and necessary propagating stock" and for stock necessary for experimental, educational, or scientific purposes. The bulk of the records here described arose out of the administration of special permits under the limited entry. They contain information on importers, sources of stock, varieties and quantities of stock imported, condition at the time of entry, geographic distribution after entry, and propagation in this country.

There are also a few miscellaneous records, consisting mainly of currant and gooseberry plant-shipment permit papers, 1926-28 (2 feet). These arose out of Regulation 4 under Quarantine No. 63 for the control of white-pine blister rust.

8. Records of the Bureau of Agricultural Engineering

Irrigation investigations were begun in 1898 and agricultural-drainage investigations in 1902 by the Office of Experiment Stations in the Department of Agriculture. They were transferred in 1915 with other agricultural-engineering activities of the Department to the Office of Public Roads and Rural Engineering, which in 1918 became the Bureau of Public Roads. In 1920 a Division of Agricultural Engineering was set up in the Bureau to perform this work; and in 1931 the Division was given bureau status as the Bureau of Agricultural Engineering. This Bureau ceased to exist in 1939 when most of its functions were combined with functions of the former Bureau of Chemistry and Soils in a new administrative unit of the Department, the Bureau of Agricultural Chemistry and Engineering. (See Record Group 97.)

See W. Stull Holt, *The Bureau of Public Roads*, 38-40, 51-55, 57, 64 (Baltimore, 1923), and Agriculture Department, *Index to the Publications of the United States Department of Agriculture, 1901-1925*, 749-752, 1259-1268 (Washington, 1932).

Irrigation and drainage-investigation records. 1898-1915. 54 feet.

These consist of general correspondence of the chiefs of irrigation and drainage investigations of the Office of Experiment Stations; their correspondence with members of field staffs; monthly reports from the field summarizing the extent and nature of work performed; a few correspondence files of projects in the field, such as the Florida Everglades and the Big Black River (Miss.) drainage surveys; and administrative orders, circulars, and memoranda. Irrigation and drainage investigations were separated in 1907, and, for the most part, the irrigation and drainage

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records are in separate series. These records, which were in storage for a number of years and underwent several removals before their transfer to the National Archives, are believed to comprise nearly all existing records pertaining to the investigations for the period concerned. They throw light on the early land-reclamation activities of the Government in many sections of the country and on the work of Elwood Mead, Samuel Fortier, and other famous engineers. After 1915 the irrigation and drainage-investigation records were maintained as part of the general files described below.

General files. 1915-39. 428 feet.

These records pertain to irrigation, drainage, explosives, farm machinery, farm structures, and other subjects relating to rural engineering and include correspondence, reports, research data, and administrative records.

Field survey notebooks. 1905-33. 92 feet.

These notebooks (Nos. 1-3553), compiled in the field by drainage engineers, contain data on the topography, soil, and vegetation of drainage districts and farms.

Working papers of field engineers. 1902-28. 10 feet.

The bulk of the papers are for the period after 1915, but earlier records are interfiled with them. Included are notes, drafts of reports, blueprints, annotated maps, photographs, and other materials accumulated by drainage, irrigation, and mechanical engineers making field investigations.

Drainage maps and related materials. 1908-25. 9 cubic feet.

For the most part these are manuscript maps and blueprints of farm units and of drainage districts, showing drainage layouts, and small-scale reference maps. There are also a number of profiles, sections, sketches, tables, and the like. The maps relate mainly to poorly drained districts of the Atlantic and Gulf Coast States, but a few maps pertaining to irrigation projects in the Southwest are included.

Water-flow records. 1925-36. 30 feet.

These consist of records resulting from experiments, correspondence, reports, and manuscripts of studies pertaining to drainage, pumping plants, and rainfall intensity-frequency. Many of them were assembled by David L. Yarnell, drainage engineer at the Hydrological Laboratory at Iowa State University, who published rainfall intensity-frequency data, and by John G. Sutton, who investigated pumping for drainage in the upper Mississippi Valley.

Farm operating efficiency records. 1929-41. 6 feet.

In 1929 the Division of Agricultural Engineering began a series of investigations in order to discover and evaluate the relationship between the engineering elements of power, labor, machinery, buildings, and land improvement and the total of farm operations. Operating plans were provided for privately owned cooperating farms in Georgia, Minnesota, Michigan, North Carolina, Ohio, Virginia, Mississippi, and a few other

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States, and careful records were kept on the farms while the plans were being followed. The plans, reports, engineering data, and maps pertain to farm machinery, farm buildings, soil conservation, farm layout, and related matters.

Records of the Office of Farm Equipment Control. 1917-20. 5 feet.

The Office of Farm Equipment Control was established by the Secretary of Agriculture in 1918 in accordance with provisions of the Food Control Act and of a Presidential proclamation of May 14, 1918. The Office cooperated with the War Industries Board, manufacturers, distributors, and others in an effort to insure to farmers an adequate supply of machinery. The records consist of applications for licenses for the manufacture and sale of farm machinery, replies to questionnaires on the farm-implement industry, and correspondence concerning licensing, equipment supply, priorities, and other problems of the World War I period.

Records of farm-tractor studies. 1900-1920. 6 feet.

Assembled by R. B. Gray in the course of studies of the origins of the tractor industry and of the merits and defects, designs, specifications, costs, and effectiveness of various types of tractors, these records consist largely of catalogs and advertisements, but there is accompanying correspondence, particularly with manufacturing concerns.

Other records. 1923-39. 36 feet.

These include correspondence relating to extension activities, 1926-30; copies of letters by Charles A. Bennett and other engineers, 1933-39; a file maintained by S. H. McCrary, onetime Chief of the Division of Engineering, 1928-38, including minutes, correspondence, and other records of various committees; manuscripts of publications and proposed publications, 1923-39; memoranda, reports, and other records relating to Emergency Conservation Work and Civilian Conservation Corps activities, 1931-39; a record set of the monthly *News Letter*, October 1931-January 1939; and design data and specifications for the development of construction contracts, 1926-41.

9. Records of the National Recovery Administration

The National Recovery Administration was the first of several agencies to be established under the authority of the National Industrial Recovery Act of June 16, 1933. The initial purpose of the NRA was to stimulate industrial recovery through the establishment of maximum working hours and minimum rates of wages and the elimination of child labor. These objectives were embodied in the President's Reemployment Agreement transmitted to all employers in July 1933. Codes for specific trades and industries were developed later, and provisions were incorporated in them covering not only these objectives but also the right of employees to engage in collective bargaining and the prevention of unfair competition between employers.

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The winning of popular support for this program and the handling of petitions for exemption from specific provisions of the President's Agreement, of complaints of violations of the Agreement, and of complaints of code violations were supervised from Washington by an NRA office known successively as the President's Reemployment Program (July-Aug. 1933), the Blue Eagle Division (Aug.-Oct. 1933), and the Compliance Division (Oct. 1933-Aug. 1935). After the invalidation of the NRA codes by the Supreme Court in May 1935, the NRA was continued in a limited form by a Congressional resolution of June 14, 1935, and an Executive order of June 15, 1935. The Compliance Division was renamed the Field Division in August 1935 and was responsible for making a general survey, under the direction of the NRA Committee To Report on Changes in Labor and Trade Practice Standards (the Robert Committee), of the effects of the discontinuance of the codes on such standards. At the request of the House Judiciary Committee a similar survey, limited in scope to standards maintained by Government contractors, was undertaken by the Field Division in October 1935 under the supervision of the Government Contracts Division. On December 31, 1935, the Field Division, together with most of the other NRA divisions, was merged into the Division of Business Cooperation. Four units of the NRA then remained—the Division of Business Cooperation, the Division of Review, the Advisory Council, and the Consumers' Division.

On January 1, 1936, by an Executive order of December 21, 1935, the first three of these units were transferred to the Department of Commerce, which was to terminate them by April 1, 1936, and the Consumers' Division was transferred to the Department of Labor. Two Executive orders issued before April 1, however, provided for an extension of time for the termination of certain activities and for a reassignment of duties. The study program was turned over to a newly created Committee of Industrial Analysis, which was to be assisted by the Division of Industrial Economics set up within the Department of Commerce. The promotion of industrial cooperation was continued under the direction of the Coordinator for Industrial Cooperation. The Committee of Industrial Analysis and its adjunct division brought their work to a close in February 1937; and the Office of the Coordinator for Industrial Cooperation ceased to function on June 30, 1937.

During the first phase of its activities, which lasted only a few weeks, the President's Reemployment Program operated in the field through volunteer local recovery committees set up in some 6,200 towns and cities, through State recovery boards, and through recovery boards established in each of the 26 cities where the Bureau of Foreign and Domestic Commerce maintained district offices. These offices were lent to the NRA to administer its field establishment. When the emphasis of the NRA program was shifted to "compliance," the local committees gave way in August 1933 to local compliance boards, which were likewise supervised by the district offices under the Blue Eagle Division and later under the Compliance Division until January 1934. At that time a system of State NRA compliance offices re-

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placed the district offices, and at their heads were placed persons who were simultaneously State directors for the National Emergency Council and State NRA directors. In some States the two positions were later held by different persons. State adjustment boards, with advisory and appeal functions, were set up at the same time. With the discontinuance of the local boards in June 1934, the State offices took over their duties as well. Nine regional offices were established about January 1935 as intermediaries between the State offices and the Compliance Division headquarters in Washington; a compliance council with advisory and appeal functions was provided for each region; and the legal advisers in the regional and State offices were transferred to the supervision of the Legal Division in Washington. The legal advisers continued to share the offices of the Compliance Division, however, as did the field representatives of the Government Contracts Division, and the files of the field representatives of the three Divisions show a considerable degree of interrelation. This entire field establishment was discontinued in January 1936, and the individual offices were instructed to send their records directly to the National Archives.

The NRA reached out into thousands of communities throughout the land and affected the hours of work and the wages of millions of employees. The establishment and administration of this vast program is reflected in the NRA records, which, according to Leon C. Marshall, Director of the NRA Division of Review, constituted in 1936 "the largest and richest single body of information concerning the problems and operations of industry ever assembled by any nation." The records of the field offices, which were the agencies closest to the people, show in considerable detail the reaction to the program in the several parts of the country.

Both the field-office and the headquarters records of the NRA are in the National Archives. Most of these records were received from the Commerce Department, which consolidated the records and added "review studies" of the work of the NRA to them. Certain records of the Consumers' Division are in the custody of the Department of Agriculture. Records of the code authorities were inherited as a rule by the sponsoring trade associations.

See H. Conrad Hoover, *The President's Reemployment Agreement* (NRA Work Materials 82. Washington, 1936. Processed); W. M. Galvin and others, *History of the Compliance Division* (NRA Work Materials 85. Washington, 1936. Processed); Everett S. Lyon and others, *The National Recovery Administration* (Washington, 1935); Committee of Industrial Analysis, *The National Recovery Administration* (Washington, 1937. Processed); and Charles L. Dearing and others, *The ABC of the NRA* (Washington, 1934).

Consolidated files. 1933-36. 5,027 feet.

The drafting of the codes and their general administration was supervised by a staff of Deputy Administrators, grouped into several numbered Industry Divisions. The records of these Divisions (originally 4 in number but gradually increased to 12) were consolidated after the termination of the codes into several files and were augmented by materials from other NRA units. The consolidated files are as follows:

"CONSOLIDATED INDUSTRY SERIES" FOR INDUSTRIES HAVING APPROVED CODES, 1933-36 (2,200 feet). These records constitute the largest series

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among the central records of the NRA. They consist chiefly of correspondence and memoranda pertaining to code formulation and to the operation of code authorities and industries under the 757 approved codes of fair competition promulgated by the NRA. Considerable portions of the classified central files of NRA were incorporated into these files; and large quantities of records, taken from the desks and files of individual employees of the agency, were also included. The Code Authority Accounts Section contributed copies of approved and disapproved Code Authority budgets, and memoranda on codes from the various advisory boards were also added. The records are arranged alphabetically by name of industry and thereunder according to one of two subject classification schemes, copies of which are available.

"CONSOLIDATED INDUSTRY SERIES" FOR INDUSTRIES WHOSE PROPOSED CODES WERE NEVER APPROVED, 1933-35 (560 feet). These records are arranged alphabetically by industry or trade but are not uniformly filed within such groups.

"CONSOLIDATED ADMINISTRATIVE SERIES," 1933-36 (1,888 feet). In the process of compiling the "Consolidated Industry Series," records were collected from the desks and files of individuals and from other unorganized accumulations of records, some of which could not conveniently be fitted into one of the industry files. This extraneous material was organized into a separate series, arranged alphabetically by author, subject, or form of document.

"CONSOLIDATED REFERENCE SERIES," 1933-36 (379 feet). Formal reports and studies of various NRA units, some of which existed in processed form and others in manuscript only, were organized into this series. Most of the studies were prepared by the Division of Research and Planning and the subsequent Divisions of Review and of Industrial Economics. The brief pre-code "Industry Studies" prepared by the Division of Research and Planning were incorporated in the "Consolidated Industry Series"; but the detailed studies made by the Division under the collective title of "Special Research and Planning Reports," a number of "Post Code Analyses" comparing provisions of different codes, and "Code Administration Studies" on the operation of some of the principal codes are in this series. The "Evidence Studies," undertaken by the Division of Research and Planning and completed by the Division of Review, the 850 "Code Histories" compiled by the Division of Review, and the "Staff Studies" made by the Division of Industrial Economics are also in this series. In addition to the studies, the series includes newspaper clippings and press digests, NRA circulars and bulletins, and a complete set of NRA news releases.

"Document Files." 1933-36. 440 feet.

These files, which resemble the consolidated files described above in general content and scope, were maintained by the Code Record Section of NRA, which had custody of the master copies of certain formal documents of the NRA—codes, amendments, Executive and administrative orders, and the like—and of certain important papers relating to the codes prior to their approval. The Section supplied certified copies of documents and prepared for publication the official bound edition of the *Codes of Fair Competition*

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and separate copies of the codes. It created two principal document files—the “Document Series” and the “Volumes A and B Series.” The former contains for each codified trade or industry the official copy of the code; the approving order of the President or the Administrator; the recommendations of the several advisory boards, the Legal Division, and the Division of Research and Planning; the notice of public hearings; the list of witnesses at the public hearings; the assent of the industry to the code in its final form; the constitution and bylaws of the code authority under the code; and all subsequent administrative orders pertaining to the code. The “Volumes A and B Series” consists of two bound volumes for each code, which contain the more significant papers filed in connection with the drafting of the codes. The “A” volumes are made up of papers filed up to the end of the public hearings; the “B” volumes are made up of papers filed between the close of the public hearings and the code’s final approval by the President or the Administrator.

Transcripts of hearings. 1933–35. 765 feet.

Typewritten and processed copies of transcripts of all public code hearings and of many other hearings, both public and confidential, arranged according to registry numbers and accompanied by an index.

General files. 1933–36. 563 feet.

The NRA Mails and Files Section maintained a “Classified General Files Series” made up of records created by the several headquarters offices that dealt with general matters. In the period after May 1935, sections of these general files were withdrawn for incorporation into the “Consolidated Industry Series” described above. The withdrawn sections contained material on the drafting of codes and the activities of central code authorities; the remaining sections (about 200 feet) are composed largely of general correspondence. Accompanying this material are carbon copies of outgoing letters of NRA headquarters, arranged alphabetically by name of correspondent. A copy of the classification scheme for the general files is available.

Divisional records. 1933–37. 1,442 feet.

The records that remained identified as records of particular divisions after the creation of the consolidated files relate primarily to the administration by those divisions of their special functions. Except for the records of the Compliance, Legal, and Government Contracts Divisions, they are fragmentary and miscellaneous in character. They consist of the following:

RECORDS OF THE COMPLIANCE DIVISION, 1933–36 (742 feet). The broad function of seeing that the law and the codes were observed rested with this Division. It concerned itself chiefly, however, with matters affecting labor and left matters of trade practice largely in the hands of the Code Authorities. It based most of its action upon complaints against individual concerns, but beginning in the fall of 1934 it also made some effort to obtain mass compliance by means of general investigations or surveys. Disputes covered by section 7 (a) of the National Industrial Recovery Act were not as a rule handled by the Compliance Division but went directly or were referred to the National Labor Relations Board or to one of the special labor boards

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(see below). The records of the Division include case files pertaining to investigated code complaints; correspondence relating to alleged code violations; correspondence of the Liaison and Field Branch; correspondence of the Contribution Section, dealing chiefly with complaints of nonpayment of assessments; correspondence with local compliance and adjustment boards; files maintained by officials of the Division; general correspondence; inter-office memoranda; and instructions, interpretations, and orders to and reports from the field. Records of the National Compliance Board and the National Compliance Council are included.

RECORDS OF THE LEGAL DIVISION, 1933–36 (353 feet). This Division passed upon the legal aspects of proposed codes, amendments, and orders and advised on any other legal questions arising in the course of code administration. Copies of the Division’s official memoranda, the originals of which are to be found in the consolidated and “Document” files described above, are in the files of its Administrative Section and of its Legal Advisers to Industry. A special file of the Economic and Procedural Section contains copies of its affidavits attesting to the extraordinary need for regulation in a trade or industry and the legality of procedure followed in the formulation of contested codes. The originals of these affidavits are in the consolidated files. Field and headquarters records of all cases docketed in the NRA for litigation are concentrated in the files of the Division’s Enforcement Department, which passed upon the advisability of bringing cases to the notice of Justice Department representatives and assisted United States attorneys in the preparation of cases for litigation. Certain cases received supplemental hearings by the Federal Trade Commission, and the records of such cases and the Commission’s reports on them are contained in these files. Other records of the Legal Division include office files of staff members; correspondence and interoffice memoranda; and field instructions, orders, and reports.

RECORDS OF THE GOVERNMENT CONTRACTS DIVISION, 1933–36 (106 feet). This Division, originally a section of the Compliance Division, investigated complaints against bidders on Government contracts and made recommendations of action. These recommendations, after approval by the Administrator, were transmitted to the Federal agency whose funds were involved; and with that agency rested the final determination as to what action, if any, should be taken. The records of the Division include case files relating to investigated complaints, among them those pertaining to Reconstruction Finance Corporation loans; correspondence and interoffice memoranda; field instructions, orders, and reports; and office files maintained by staff members.

RECORDS OF THE RESEARCH AND PLANNING DIVISION, 1933–35 (51 feet). Reports and studies made by this Division are to be found in the consolidated and “Document” files described above. The general records of the Division, together with those of its Industry Reporting Unit, Statistical Section, and Imports Section, include administrative records; correspondence, drafts, notes, maps, and work sheets relating to the various studies; statistical material; and personnel records. The Imports Section handled complaints

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were closed in February 1919. The records include general correspondence, minutes, and recommendations of the Board concerning prices, procedures, and allotments.

5. Records of the United States Grain Corporation

The Food Administration Grain Corporation was created as an agency of the United States Food Administration (see Record Group 4) by an Executive order of August 14, 1917. It had a central office in New York City, zone offices throughout the country, and in 1919 a London office, which maintained agents in other European cities. Its main functions were to regulate the grain trade by purchasing, storing, and selling grain and grain products and, in cooperation with the War Trade Board, to control grain imports and exports. It handled the buying and selling of cereals for the Allies (represented by the Wheat Export Co.), neutral countries, and the American Expeditionary Forces; controlled profits and maintained wheat-price guarantees; facilitated grain and flour movements by rail and water; and conducted educational campaigns in improved grain-threshing methods and the prevention of grain-dust explosions. Both during and after World War I an important part of its activities was concerned with European relief. In 1918-19 it was purchasing agent for the Commission for the Relief of Belgium; in 1919 it was fiscal and purchasing agent for the American Relief Administration; and in 1921-22 it was fiscal agent for the Purchasing Commission for Russian Relief. For these organizations it handled transactions in miscellaneous commodities as well as cereals. The work of the Corporation was closely integrated with that of the Food Administration, especially with the activities of the Milling, Coordination of Purchase, Cereal, and Enforcement Divisions. The United States Food Administrator was Chairman of the Board of Directors of the Grain Corporation, and the President of the Corporation was Chief of the Cereal Division of the Administration.

By an Executive order of May 14, 1919, in anticipation of the closing of the Food Administration, the President of the Food Administration Grain Corporation was appointed United States Wheat Director (see below). The Corporation was ordered to reorganize as of July 1, 1919, under the name of United States Grain Corporation and to act as agent of the Wheat Director in administering the provisions of the Wheat Price Guarantee Act of March 4, 1919. On August 21, 1920, the office of Wheat Director was terminated by Executive order and the Corporation was directed to begin its own liquidation, and during the year the bulk of its records were assembled in Washington. The liquidation of the Corporation had been completed by December 31, 1927, when it was dissolved by Executive order, and its records, together with those of the Food Administrator and the Wheat Director in its custody, were transferred to the Department of Commerce pending the erection of an archives building. The records described below were transferred to the National Archives in 1937. Some of the files of the Wheat Director and of Grain Corporation

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officials, the bulk of the records of the American Relief Administration, and the records of the Commission for the Relief of Belgium are in the Hoover Library on War, Revolution, and Peace.

See Frank M. Surface, *The Grain Trade During the World War* (New York, 1928); Frank M. Surface and Raymond L. Bland, *American Food in the World War and Reconstruction Period*, 5, 17, 39-41, 45 (Stanford University, 1931); Harold A. Van Dorn, *Government Owned Corporations*, ch. 4 (New York, 1926); Chester L. Guthrie, "The United States Grain Corporation Records in the National Archives," in *Agricultural History*, 12: 347-354 (Oct. 1938); and Nina Almond and Harold H. Fisher, *Special Collections in the Hoover Library on War, Revolution, and Peace*, 13-19, 80-83 (Stanford University, 1940).

Records of the central office, 1917-27. 2,084 feet.

The central office of the Grain Corporation functioned through the offices of the President, First and Second Vice Presidents, Secretary, Treasurer, and Comptroller; a group of "General Office" units; and a considerable number of departments, which underwent various reorganizations. The Presidents of the Corporation were successively Julius H. Barnes, who beginning in 1919 served also as United States Wheat Director, Edwin P. Shattuck, who had earlier served as First Vice President, and Edward M. Flesh. During the period of liquidation from 1920 to 1927 a skeleton staff in New York received the final audits of the departments and zone agencies, handled claims, and liquidated the accounts of the American Relief Administration; during the same period there existed a Washington office, which assisted in the work of liquidation and administered the records of the Corporation and those of related agencies that were in its custody. The records of the central office fall into the following classes:

GENERAL RECORDS, 1917-27 (465 feet). These consist of the records of the Offices of the President, the First and Second Vice Presidents, the Secretary, and the Office Manager; of the "General Office" units supervised by the Office Manager; of the New York and Washington offices "in dissolution" during the period 1920-27; and of central files containing correspondence, telegrams, cablegrams, reports, rulings, and other records of all offices and departments (183 feet). Of the records of the various offices, those of the Secretary are the most voluminous (102 feet). They pertain chiefly to coarse-grain purchasing, shipments of grain to Europe, and the fiscal operations of the Purchasing Commission for Russian Relief. Of especial interest among the records of other offices are executive minutes, proceedings, and diaries; the agreements entered into with flour jobbers, dealers, brokers, grain elevators, millers, and bakers through which control over the grain trade was exercised and prices were guaranteed; minutes of conferences with grain-trade representatives; reports and statistical compilations on grain stocks and movements; records relating to fair-price schedules and to licenses; correspondence with zone offices; circular letters, telegrams, and bulletins; cablegrams to and from American Relief Administration officials in Europe; and 52 volumes of newspaper clippings. There are a few records created by the Department of Commerce as custodian of the records, 1927-37.

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under section 3 (e) of the National Industrial Recovery Act providing for the imposition of special fees and quantitative limitations on such imports as could be proved to be rendering or tending to render the President's Reemployment Agreement or any code ineffective. The maps mentioned above (1 foot) were collected or prepared in connection with the compilation of *A Study of Natural Areas of Trade in the United States* (Washington, Feb. 1935) and consist of maps prepared by the NRA giving information on the regions and boundaries of the several Code Authorities and of maps prepared elsewhere relating to economic resources, transportation, and domestic trade. A preliminary check-list of the records of this Division has been compiled.

RECORDS OF THE DIVISION OF REVIEW, 1935-36 (50 feet). This Division was created in December 1935 to analyze the work performed by the NRA before the Supreme Court decision invalidated the codes; and the main products of its efforts were studies that have been incorporated into the "Consolidated Reference Series." The preliminary drafts of these studies and some material used in preparing them are among the Division's records, which also include administrative and statistical materials.

RECORDS OF THE DIVISION OF INDUSTRIAL ECONOMICS, 1936-37 (50 feet). After the transfer of the NRA to the Department of Commerce on January 1, 1936, for purposes of liquidation, a Division of Industrial Economics was set up in the Bureau of Foreign and Domestic Commerce to staff the Committee of Industrial Analysis. This Committee was created by Executive order on March 21, 1936, to complete the summary of the results and accomplishments of NRA originated by the Division of Review. The new Division completed the code histories left unfinished by the Division of Review and prepared a new series called "Staff Studies," in which were mustered all the data needed by the Committee for writing its final report to the President. The records of the Division consist largely of the work papers and drafts of these studies. They also include a classified correspondence file and miscellaneous files of memoranda regarding the studies and code histories.

RECORDS OF THE INDUSTRIAL DIVISIONS, 1933-36 (50 feet). Most of the records of these divisions formed the nucleus of the consolidated files described above. The remaining records include miscellaneous correspondence and other records of the Amusement, Basic Materials, Chemical, Construction, Distribution, Equipment, Food, Graphic Arts, and Manufacturing Divisions and of the Forest Products Unit. There are also some office files of division officials.

OTHER RECORDS, 1933-35 (40 feet). These are records of the Public Relations and Communications Divisions and of the Accounts and Code Authority Accounts Sections.

Personnel records. 1933-36. 240 feet.

These include personnel and pay-roll records relating to both headquarters and field staffs of the NRA. The principal series consists of personnel folders of these staffs, arranged alphabetically. Other series consist of reports on personnel and of records relating to various types of personnel actions and to divisional personnel organizations. There are numerous personnel indexes.

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Territorial files. 1933-35. 32 feet.

National Recovery Administrations were established in the Territories of Alaska, Hawaii, and Puerto Rico under the general supervision of one of the numbered Industry Divisions. Alaska operated under the mainland codes; in Hawaii separate codes were drafted for all industries except canning and can manufacturing, and five codes were eventually approved; and in Puerto Rico two codes were finally adopted. Records relating to the drafting and administration of codes in the Territories are included in the consolidated and "Document" files. The remaining material consists of miscellaneous records relating to each of the Territories; general and hearings files for Hawaii; and correspondence, hearings, and "Document" files for Puerto Rico.

Records of code authorities. 1933-35. 400 feet.

Code authorities, elected and paid for by the members of their respective trades and industries, performed the administrative tasks prescribed by the codes of fair competition. Most of the records of the code authorities were turned over to the cognate trade or industrial associations. Files of 18 authorities, however, were turned over to the NRA for safekeeping and were transferred to the National Archives with NRA headquarters records. These include records of the Builders Supply, Local Retail Trade, Retail Solid Fuel, and Trucking Code Authorities.

Records of Administration members on code authorities. 1933-35. 160 feet.

Each code authority included, as a rule, one member appointed and paid by the NRA. These administration members had no vote but could make recommendations to the Administrator on all matters subject to NRA review and could report on all other phases of the code's operation to the Administrator of the Division having jurisdiction over it.

Records of the President's Reemployment Agreement Policy Board. 1933. 7 feet.

This Board was established within the NRA on August 7, 1933, to report to the Administrator on petitions to substitute provisions of proposed codes for certain paragraphs of the President's Reemployment Agreement and to correlate NRA policies concerning the Agreement and the educational drive to arouse public interest in the President's Reemployment Program. The Board was abolished and its functions were transferred to the Compliance Division on October 26, 1933. The records of the Board reflect only its activities in connection with the substituted provisions, which, with very few exceptions, dealt with wages and hours. They are arranged alphabetically by industry.

Records of advisory boards. 1933-36. 260 feet.

The three NRA advisory boards—the Consumers' Advisory Board, the Industrial Advisory Board, and the Labor Advisory Board—submitted formal memoranda approving or disapproving proposed codes and gave advice on problems involving the interests they severally represented. Their memoranda on codes are filed in the consolidated and "Document" files. The records not so filed include correspondence, personnel records, minutes, and

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and Yale Law School Libraries, respectively; and books and publications from the Commission's library are in the Library of Congress. Some records of the Commission are believed to be in the possession of former members of the research staffs of the various committees.

The published reports of the Commission are listed in the *Document Catalogue*, 20: 1775-1777; 21: 1632.

Records, 1929-31. 190 feet.

These consist of records of the offices of the Chairman and the Administrative Assistant, the research staff, the library, and the Committees on Prohibition, Police, Prosecution, and Official Lawlessness. They include minutes of meetings and conferences of the Commission, correspondence, circulars, working papers and research data, reports of committees, speeches, press releases, newspaper clippings, proofs and copies of publications of the Commission, and administrative records, including records relating to personnel and disbursements. A classification scheme for these records is available in processed form.

11. General Records of the United States Government

This record group consists of Constitution papers, laws and treaties, documents having the force of law, and similar or related materials. Such records have usually been filed with the Department of State, with the exception of the documents filed with the Division of the Federal Register of the National Archives beginning in 1936.

Constitution papers, 1787-1920, 1939. 3 feet.

Among the records placed in the custody of the Department of State when it was established were the formal documents from the several States ratifying the Constitution. The first amendments proposed by Congress, ten of which were ratified and constitute the "Bill of Rights," were transmitted to the States by President Washington. All subsequently proposed amendments, however, were transmitted through the Department of State. The ratifications, rejections, and related correspondence pertaining to all proposed amendments have been filed in the Department of State; and, beginning with the twelfth amendment, whenever an amendment has been ratified by the requisite number of States the Department has issued a certificate announcing the fact.

Most of the Constitution papers in the National Archives relate to the ratification of the Constitution and of the first 19 amendments; they include certified copies of action by the States on the proposed amendments, correspondence between the States and the Department of State, and certificates declaring the amendments in force. The papers for 1939 relate to the ratification of the first 10 amendments by Massachusetts, Georgia, and Connecticut. Similar material for proposed amendments regarding titles of nobility (1810) and interference with slavery (1861) and a few papers from State legislatures suggesting other constitutional amendments are also present. The original

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Congressional resolutions proposing constitutional amendments are among the enrolled resolutions described below. Papers relating to the ratification of the twentieth and twenty-first amendments and of the proposed amendment regarding child labor have been retained by the Department of State.

Documents pertaining to the ratification of the Constitution and of the first 15 amendments have been published in volumes 2 and 5 of the Department of State's *Documentary History of the Constitution of the United States of America, 1786-1870*, edited by Andrew H. Allen (Washington, 1894-1905. 5 vols.). See also Gaillard Hunt, *The Department of State of the United States, 168-178* (New Haven, 1914).

Laws of the United States and related records, 1789-1941. 123 feet.

The act establishing the Department of State required the Secretary to receive and preserve, to record in books, and to cause to be published in newspapers the original acts and resolutions of Congress. Later the Secretary was made responsible for the publication of "session laws," containing all laws passed and all treaties ratified and proclaimed during a session of Congress, and of various collected editions of the laws as directed by Congress, the most noteworthy of which is the *Statutes at Large*. The recording of the laws in books was terminated by an act passed in 1838, and the publication of the laws in newspapers was discontinued in 1875. The National Archives has received from the Department of State the enrolled original acts and resolutions of Congress, 1789-1941 (473 vols.); enrolled bills kept from becoming laws by means of the "pocket veto," 1815-96 (1 vol.); and record books containing manuscript copies of the laws, 1789-1837 (46 vols.). Records relating to the publication and distribution of the laws are in Record Group 59, General Records of the Department of State.

See Gaillard Hunt, *The Department of State of the United States*, 275-295 (New Haven, 1914); Superintendent of Documents, *Checklist*, 954-972; and *Report on Pocket Veto* (70 Cong., 2 sess., H. Doc. 493—serial 9035). For indexes to the laws, see George W. Scott and others, *Index Analysis of the Federal Statutes* (Washington, 1908, 1911. 2 vols.), and Walter H. McClenon and Wilfred C. Gilbert, *Index to the Federal Statutes* (Washington, 1933).

Presidential proclamations and Executive orders, 1789-1945. 44 feet.

Proclamations have been issued by the Presidents for a variety of purposes from the beginning of the Government, and many of them have the effect of law. They invariably bear the countersignatures of the Secretary of State and the imprint of the seal of the United States, which has been in the custody of the Secretary of State since 1789, and the proclamations, after being countersigned and sealed, remained in his possession prior to 1936. Executive orders are similar in effect to proclamations but are less formal in character. They rarely have the countersignature or the seal, and they came into the Department of State only occasionally until 1905, when President Theodore Roosevelt endeavored to have all those signed after March 4, 1905, preserved in that Department. There was no effective control on these documents, however, until 1929, when an Executive order required the deposit in the Department of current original Executive orders and proclamations and also the retention therein of copies of drafts forwarded through the Department

to the President for signature. This requirement was relaxed in 1933 to permit exceptions in the case of orders approving codes of fair competition made under authority of the National Industrial Recovery Act.

For many years the Department of State, in addition to having the custody of proclamations and Executive orders, had copies of them printed for distribution; and in 1907, after assigning numbers to the earlier documents in its custody, it began to assign continuing numbers to orders and proclamations as they were received and printed. Thus the Executive orders that were preserved by the Department and are in this record group form part of what is known as the "numbered series," as distinguished from the unnumbered orders (mainly for the period before 1929) that exist in the files of various Government agencies and are in other record groups. Some of these unnumbered orders are noted in the *List and Index of Presidential Executive Orders (Unnumbered Series)*, 1789-1941, compiled by the New Jersey Historical Records Survey (Newark, 1943).

By an Executive order effective March 12, 1936, issued under authority of the Federal Register Act of July 26, 1935, the Division of the Federal Register of the National Archives was assigned the duties of numbering and of supervising the promulgation, publication, and distribution of all Executive orders and proclamations. The same order provided for the transfer to the National Archives on March 12, 1936, of all Executive orders and proclamations then in the custody of the Department of State. Pursuant to this order, Presidential proclamations, 1789-1936, and Executive orders, 1862-1936 (108 vols. and some unbound papers), were transferred from the Department of State. With these were some drafts of and correspondence relating to the proclamations and orders, 1929-36, which are in Record Group 59, General Records of the Department of State. Most of the papers are the original documents, although the earliest proclamation, which bears the date of October 3, 1789, and sets aside a day for public thanksgiving, is a photostat of the original in the Library of Congress. In the National Archives there are also the signed originals of Presidential proclamations and Executive orders filed with the Division of the Federal Register after March 12, 1936 (5 feet).

Card indexes to the proclamations and Executive orders are available in the National Archives; and the orders are both listed and indexed in *Presidential Executive Orders Numbered 1-8030*; 1862-1938, compiled by the New York Historical Records Survey (New York, 1944. 2 vols.). Many of the proclamations and orders are printed in James D. Richardson, *A Compilation of the Messages and Papers of the Presidents* (Washington, 1896-99, and later editions). Most of the proclamations are printed in the *Statutes at Large*, and proclamations and orders having general applicability and legal effect that were in force June 1, 1938, are printed or cited in the *Code of Federal Regulations*, while those issued after that date appear in the *Supplements to the Code*. Beginning March 14, 1936, all proclamations and Executive orders having general applicability and legal effect have also been printed in the *Federal Register*.

See Laurence F. Schmeckebier, *Government Publications and Their Use*, 294-299 (Washington, 1936).

Rules and regulations of Federal administrative agencies. 1936-45. 350 feet.

Prior to the passage of the Federal Register Act of July 26, 1935, there was no provision for the central filing and publication of administrative rules,

regulations, notices, and similar documents that have general applicability and the force of law. This act created the Division of the Federal Register of the National Archives for the purpose of receiving, filing, and registering such documents, making them available for public inspection, publishing them in the *Federal Register*, and codifying and publishing at regular intervals those documents that remain in effect. Documents forwarded to the Division that are determined not to be of general applicability and legal effect are filed but not published. Documents effective only against Federal agencies and their employees are not filed with the Division. The original documents (amounting to 260 feet for those published and 90 feet for those unpublished as of December 31, 1945) are arranged by the name of the agency by which they were filed with the Division. A subject index and a register (ledger) of the documents are maintained in the Division.

International treaties and related papers. 1778-1932. 183 feet.

Before the adoption of the Constitution, the treaty-making power was exercised by the Continental Congress and the Congress of the Confederation, which appointed commissioners to carry on the negotiations on the basis of terms approved by the Congress. Since the adoption of the Constitution, which authorizes the President to make treaties with the advice and consent of the Senate, treaty negotiations have usually been conducted through the Secretary of State, who has preserved not only the treaties and related papers originating since 1789 but also those of the Continental Congress and of the Confederation period that were turned over to him when the Department of State was established. The treaty material in the National Archives comprises the following groups of records:

PERFECTED TREATY FILES, 1778-1932 (153 feet). These are treaties that have gone into force, together with related papers and maps. The file of a bilateral treaty of this class usually consists of (1) an original signed treaty; (2) the attested Senate resolution of advice and consent to the ratification; (3) the duplicate United States instrument of ratification of the original treaty (since about 1835); (4) the original of the certificate, protocol, or procès-verbal of the exchange of ratifications; and (6) the original proclamation of the treaty by the President. In substance the file of a multilateral treaty is the same but the papers may vary somewhat. For example, there is ordinarily but one original treaty, and this remains in the archives of a specified government or international body; the file, therefore, may contain a certified copy of the original treaty or it may contain the original treaty together with the instruments of ratification or adherence deposited by various governments. Many of the early treaty files lack one or more of the papers enumerated above; some treaty files, however, contain other relevant papers, such as the documents granting full powers to negotiate the treaty and to exchange the ratifications thereof, and correspondence, although the bulk of the written records of negotiations are filed with the diplomatic correspondence in Record Group 59, General Records of the Department of State. Maps also are sometimes a part of a treaty file, but the larger ones have been physically segregated. The treaties and their accompanying papers are arranged according to a numerical scheme identical with that of the *Treaty Series*—a

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office files. Records of the Advisory Council, appointed in June 1934 to expedite the work of the advisory boards, are also present.

Records of special labor boards. 1933-37. 130 feet.

To settle controversies arising out of section 7 (a) of the National Industrial Recovery Act and out of provisions of the codes relating to hours of work and rates of pay, a number of labor boards were established with jurisdiction over disputes arising in connection with specific codes or in specific industries. The various textile labor-relations boards, the National Steel Labor Relations Board, and the Automobile Labor Board are represented in the NRA headquarters records. The records of the three textile boards—the Cotton Textile National Industrial Relations Board (Aug. 8, 1933-Sept. 26, 1934), the Textile National Industrial Relations Board (June 28, 1934-Sept. 26, 1934), and the Textile Labor Relations Board (Sept. 26, 1934-Dec. 1935)—consist of personnel and case files. The case files include transcripts of hearings, decisions, exhibits, findings of fact, legal and supporting papers, and related correspondence pertaining to alleged violations of codes for the cotton-textile, silk-textile, and wool-textile industries. After the invalidation of the codes, the case records relate to mediation proceedings arising out of employer-employee disputes in the textile industry. The functions and records of the Textile Labor Relations Board were transferred to the United States Conciliation Service in December 1935, and those of the National Steel Labor Relations Board, created in June 1934, were also transferred to the Service in December 1935; the records of both boards were transferred to the National Archives from that agency. The National Steel Labor Relations Board's records include a case file of petitions, transcripts of hearings, respondent briefs, legal and supporting papers, decisions, and related correspondence. The records of the Automobile Labor Board (Mar. 26, 1934-June 16, 1935) consist of transcripts of hearings, election results, correspondence, and case files.

Records of the Coordinator of Industrial Cooperation. 1935-37. 160 feet.

The Office of the Coordinator of Industrial Cooperation was closely associated with the NRA, but it was never a part of that agency. It was created on September 26, 1935, and remained in operation until June 30, 1937. Its functions were to supervise conferences of representatives of industry, labor, and consumers for consideration of the best means of accelerating industrial recovery, eliminating unemployment, and maintaining business and labor standards; and to coordinate and report to the President on matters relating to appointment, employment, discharge, compensation, and duties of officers and employees of the NRA. Through the efforts of this Office there was organized outside of the Government a voluntary Council for Industrial Progress, which met three times in 1936 and reported its recommendations for action in 1937. Records of the transactions of this Council and its subsidiary bodies are included in the files of the Office of the Coordinator, together with general administrative records, personnel files, and a general file of the Coordinator. The Coordinator's records show nothing of the control of hi

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office over NRA personnel. A preliminary checklist of these records has been compiled.

Records of NRA field offices. 1933-36. 4,200 feet.

The records of the field offices generally include the President's Reemployment Agreements signed by employers in the area, which are usually accompanied by the certificates of compliance also signed by them and presented to the nearest post office in order to obtain "Blue Eagles"; correspondence and petitions regarding exemptions from provisions of the Agreement; correspondence, hearings, and other materials on complaints of code violations under the Agreement; docketed cases of code violations, usually separated into groups dealing with unfair trade practices and with labor provisions; material on trade practices and labor standards collected for the House Judiciary Committee and the Robert Committee; general correspondence; and personnel, fiscal, and other office records. Some records of field representatives of the Legal Division and of the Government Contracts Division are among the files; they also contain records of recovery committees and boards, local compliance boards, State adjustment boards, regional compliance councils, and code authorities that were turned over to State or regional offices for preservation.

Closely related to these records are the records of the National Labor Board and the two National Labor Relations Boards (Record Group 25), which deal with collective-bargaining disputes arising out of code provisions.

10. Records of the National Commission on Law Observance and Enforcement

This Commission, popularly known as the Wickersham Commission, was appointed by President Hoover under the provisions of an act of Congress of March 4, 1929, to conduct an inquiry "into the problem of the enforcement of prohibition under the provisions of the eighteenth amendment of the Constitution and laws enacted in pursuance thereof, together with the enforcement of other laws." Appropriations totaling \$500,000 were made for the work of the Commission, which consisted of 11 members, including George W. Wickersham, Chairman of the Commission and of one of the committees. An administrative office and a research staff were maintained in Washington, and each commissioner and the committee of which he was chairman had research consultants. The 11 committees investigated and prepared reports on different aspects of criminal law enforcement, including prohibition, official lawlessness, the courts, the police, criminal justice and the foreign born, prosecution, the causes and cost of crime, juvenile delinquency, and the conduct of penal institutions.

No appropriations were available after June 30, 1931, and the Washington office was closed the following August. Records of the Committees on the Cost of Crime and on the Business of the Federal Courts are in the Harvard

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set of separate treaty prints issued in pamphlet form by the Department of State. A list of the documents in these files, 1778-1906, has been compiled.

UNPERFECTED TREATY FILES, 1803-1932 (24 feet). These files concern treaties that have been signed on the part of the United States but for one reason or another have failed to go into force. As a rule, each file contains the original treaty as signed or, in the case of a multilateral treaty, the certified copy; the Senate resolution indicating its action; the document granting full powers to negotiate the treaty and to exchange the ratifications thereof; protocols of conferences leading up to the signing of the treaty; correspondence; and memoranda. Five unperfected treaties are in Record Group 46, Records of the United States Senate; a few others have been assigned numbers in the *Treaty Series* and are filed with the perfected treaties; and still others are filed with the despatches transmitting them to the Department of State and therefore form a part of the diplomatic correspondence in Record Group 59, General Records of the Department of State. A copy of a card index prepared by the Department of State is available; and a list of the documents in these files, 1803-1906, has been compiled.

POSTAL CONVENTION FILES, 1853-97 (6 feet). As early as 1792 the Postmaster General was authorized to conclude agreements with foreign postal officials regarding the transportation of the mails, and in 1872 he was empowered, by and with the advice and consent of the President, to negotiate and conclude postal treaties or conventions. Most postal agreements are in the custody of the Postmaster General, but a few that were filed by the Department of State are in the National Archives, notably a draft convention of 1853 with France, a convention of 1880 supplementary to the convention of 1877 with Italy, and the ratifications of the countries signatory to the Universal Postal Convention of 1897. In addition a few other postal conventions received by the Department of State before 1872 are included among the perfected and unperfected treaties described above. A list of the documents in these files has been compiled.

Treaties have been published in the *Treaty Series*, in the *Statutes at Large*, and in many collections. The most complete collection for the entire period to 1906 is William M. Malloy, comp., *Treaties, Conventions, International Acts, Protocols and Agreements Between the United States of America and Other Powers, 1776-1909* (Washington, 1910. 2 vols.). A more definitive work now in progress is Hunter Miller, ed., *Treaties and Other International Acts of the United States* (Washington, 1931-. 7 vols. to date). The preliminary print of the first volume of this work contains tables and lists, a bibliography, and other important data regarding treaties; the other published volumes contain the treaty texts and copious notes for the period 1778-1858. The State Department has published a *List of Treaties Submitted to the Senate 1789-1934* (1935), a *Subject Index of the Treaty Series and the Executive Agreement Series, July 1, 1931* (1932), and a *List of Treaties Submitted to the Senate 1789-1931 Which Have Not Gone Into Force* (1932).

Treaties with Indian tribes and related papers. 1778-1869. 8 feet.

Indian treaties were negotiated on behalf of the various colonies and the British Crown during the colonial period and on behalf of the Continental Congress and the Congress of the Confederation during and after the Revolutionary War. The treaty-making power continued as a prerogative of the

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Federal Government under the Constitution. From 1789 to 1849 Indian treaties were negotiated by special commissioners acting for the President and under the supervision of the War Department; in the latter year the Office of Indian Affairs was transferred to the Department of the Interior and the supervision was shifted to the new agency. An act passed in 1871 prohibited the making of further treaties with Indian tribes but provided that existing treaties were to be unaffected. Thus the Department of State had no part in the negotiation of the treaties, but it received them from the Senate after they had been ratified and preserved them.

Although most of the Indian treaties in this record group were ratified, a few unratified ones are included. Most of the unratified treaties are in the records of the Senate or the records of the Office of Indian Affairs (see Record Groups 46 and 75). The first original treaty is that with the Delaware concluded at Pittsburgh, September 17, 1778, but there are contemporary manuscript or printed copies of treaties concluded as early as 1722 that were used in the course of the negotiation of later treaties; and the last is one with the Nez Percés, ratified by the Senate February 16, 1869. The treaties are usually accompanied by the ratifications by the Senate and the Presidential ratifications and proclamations. In some cases there are also copies of messages of the President to Congress regarding treaties, copies of letters of instructions to Indian commissioners, and journals and correspondence of the commissioners. A copy of a card index compiled in the Department of State is available; it indicates the whereabouts of treaties not found in this collection and includes references to pertinent documents in the "Miscellaneous Letters" and the "Domestic Letters" in Record Group 59, General Records of the Department of State.

Indian treaties have been published in Charles J. Kappler, *Indian Affairs, Laws, and Treaties*, vol. 2 (Washington, 1904); in the *Statutes at Large*, vol. 7 (Boston, 1846); and in *American State Papers: Indian Affairs* (Washington, 1832-34. 2 vols.).

Electoral papers. 1888-1932. 4 feet.

Prior to the election of 1888, the Secretary of State had no regular part in the electoral system, but by an act of February 3, 1887, he was required to receive from the executive of each State a certified list, known as a final ascertainment of electors, showing the names of all persons receiving votes for electors and their total votes and indicating the persons chosen. The Secretary was required to transmit a copy of each ascertainment to each House of Congress and to have the ascertainments published in a newspaper of his choice. This procedure was modified by an act passed in 1928, which provided that, in addition to receiving the ascertainment from each executive, the Secretary should receive two copies of the ascertainment for each State directly from the electors of that State, each copy to be accompanied by a certified statement of the votes of the electors for President and Vice President. He was required to hold one copy of each document subject to the call of the President of the Senate and to keep the other copy for 1 year. The same act discontinued the requirement for the publication of the ascertainments.

The ascertainments comprise the bulk of these records in the National Archives, but there are also for each election such other papers as corre-

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spondence, memoranda, clippings of the ascertainments as published through 1924, and, for 1928 and 1932, the statements of the electoral votes. Much of this material is duplicated in Record Group 46, Records of the United States Senate.

12. Records of the Office of Education

A Department of Education under a Commissioner was established as an independent office in 1867 to collect and disseminate information on education in the United States and abroad and to promote the cause of better education throughout the country; in 1869 it was given the status of a bureau in the Department of the Interior. Functions pertaining to vocational education under the Smith-Hughes Act of February 22, 1917, and later legislation were transferred with accompanying records from the Federal Board for Vocational Education to the Office of Education by an Executive order of June 10, 1933. (The Board was continued, however, as the Federal Advisory Board for Vocational Education.) In 1931 the Alaska Division of the Office, which had had responsibilities for education in Alaska since 1885, was transferred to the Office of Indian Affairs (see Record Group 75). In 1939 the Office of Education was made a part of the Federal Security Agency.

Records of the office of the Commissioner of Education. 1870-1942. 88 feet.

These consist of records withdrawn from the active files of the office of the Commissioner. They include an incomplete series of copies of letters sent, 1870-1908, a series of outgoing letters pertaining to Alaskan affairs, 1892-1909, and an incomplete index to letters received, 1893-1907 (letters whose whereabouts is unknown); correspondence with Government agencies and outside organizations, 1913-21; correspondence concerning highway-transport education, 1918-21; correspondence and other papers pertaining to the World War I work of the Office, including home and school gardens and Americanization activities, 1917-20; monthly reports of division chiefs, 1932-35; records relating to various national and international commissions, conferences, and expositions, including the National Conference on Education in Washington in 1920 and the Citizens' Conference on Education in 1921; economy and efficiency records, 1887-1912, including reports of the former Bureau of Efficiency; appropriation ledgers, 1916-29, 1931, and 1933-34; and records relating to the educational program of the Civilian Conservation Corps, 1933-42. Other fragmentary records are a scrap book of clippings of the World War Extension Division (World War I); data for historical studies of several activities of the Office; material dealing with engineering experiment stations, 1921-26; and correspondence, reports, photographs, and other records concerning education in home economics, 1923-33.

Records relating to surveys, studies, and special projects. 1929-41. 57 feet.

The records of the National Survey of the Education of Teachers, 1931-33, include the papers of the Director and other officials of the Survey, correspondence, reports, questionnaires, and financial and personnel records. The records of the National Survey of Vocational Education and Guidance of

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Negroes, 1936-37, contain much unpublished material and include correspondence, instructions, press releases, statistical material, and minutes. The results of these two surveys were published as *Education Bulletins*, 1933, No. 10, and 1937, No. 38. Fragmentary records are present for surveys of land-grant colleges and universities, of secondary education, of school finances, of the promotion and preservation of child health, and of engineering education.

Materials relating to studies made by the Office of Education include research materials on the Work-Study-Play or Platoon Plan in elementary and high schools; materials for "A Study of Elementary Education Among Negroes," 1931-32; and records of a project on research in universities, conducted by the Office in cooperation with the Works Progress Administration, 1936-37. A comprehensive body of records of the Radio Education Project, also conducted in conjunction with WPA (1936-40), includes correspondence, scripts, and reports. These records provide information on the preparation of radio programs, the policies governing the selection of material, and the activities designed to enlarge program audiences. In 1940 WPA participation in the project was discontinued, but a Radio Division in the Office of Education continued to operate. From this Division the National Archives has received transcriptions of a program entitled "We Hold These Truths," broadcast on December 15, 1941, in commemoration of the one hundred and fiftieth anniversary of the ratification of the Bill of Rights.

Records of the Federal Board for Vocational Education. 1917-33. 184 feet.

These consist of minutes of the Board, general correspondence, and correspondence with State officials, 1917-27; and correspondence, memoranda, and notes of agents of the Board who were assigned to supervise the vocational-education programs of the States and to cooperate with State officials, 1917-33. Combined with the correspondence with State officials are reports of agents on their visits to the States and, for the period 1921-27, descriptive reports of State programs. The agents' records are arranged in two series, consisting of their correspondence with State officials and educators, filed by calendar years and thereunder by States, and of material that does not relate specifically to State programs, filed alphabetically by subject, organization, or agent. These records are concerned with various vocational-education activities of the Board, including the supervision of the spending of Federal grants for vocational training in agriculture, trade, home economics, and industry and for the rehabilitation of disabled war veterans (from 1918 to 1921) and of civilians (after 1920).

See Federal Board for Vocational Education, *Statement of Policies for the Administration of Vocational Education* (*Vocational Education Bulletin* 1. Washington, 1917, and later editions).

Records of the Advisory Committee on Education by Radio. 1929-33. 10 feet.

This Committee was appointed by the Secretary of the Interior in 1929, with the Commissioner of Education as chairman, to study "the possibilities of radio as an educational tool." The Committee, which was privately financed, disbanded at the end of the year after having made arrangements

to publish its report and to turn over to the Commissioner certain of its records. These records, which were subsequently transferred to the National Archives, consist of minutes, correspondence, reports, questionnaires, and miscellaneous materials and include papers dated both before and after the period of the existence of the Committee.

See the *Report of the Committee* (Columbus, 1930).

13. Records of Railroad Labor Boards

In this record group are included the records of various officials and boards that have been charged since 1898 with bringing about the adjustment of labor disputes in the railroad industry under provisions of Federal law. The records described below were received from the present National Mediation Board, established in 1934, which has retained its own records and some of those of the United States Board of Mediation.

See Joshua Bernhardt, *The Railroad Labor Board* (Baltimore, 1923); Harry D. Wolf, *The Railroad Labor Board* (Chicago, 1927); Frank B. Ward, *The United States Railroad Labor Board and Railway Labor Disputes* (Philadelphia, 1929); Clyde O. Fisher, *Use of Federal Power in Settlement of Railway Labor Disputes*, chs. 3-5 (Labor Statistics Bureau, Bulletin 303. Washington, 1922); Board of Mediation and Conciliation, *Report, 1913-17* (Washington, 1918); Railroad Labor Board, *Decisions* (Washington, 1920-26. 6 vols.), and other publications of the Board listed in the *Document Catalogue*, 15: 1842; 16: 1851; 17: 1770; 18: 1910; and A. R. Ellingwood, "The Railroad Labor Act of 1926," in *Journal of Political Economy*, 36: 52-82 (1928).

Records of the United States Board of Mediation and Conciliation. 1898-1921. 37 feet.

Responsibility for mediating labor disputes between carriers engaged in interstate commerce and their train-service employees was assigned by the Erdman Act of 1898 to the Chairman of the Interstate Commerce Commission and the Commissioner of Labor. The Newlands Act of July 15, 1913, provided for a Board of Mediation and Conciliation, to be composed of a Commissioner and two other Government officials designated by the President. Under both the Erdman and Newlands Acts, the mediators were to attempt to bring about the arbitration of controversies when mediation and conciliation failed, and special boards of arbitration were to be set up by the parties that agreed to arbitrate. Most of the Board's jurisdiction was transferred in 1918 to the United States Railroad Administration (see Record Group 14) and was passed on to the Railroad Labor Board in 1920. The Board of Mediation and Conciliation ceased to operate in 1921 and was officially abolished in 1926.

The records include case papers, correspondence, and miscellaneous records produced as a result of mediation and arbitration under the Erdman Act and similar records of the Mediation and Conciliation Board. Case papers are present, with a few exceptions, for all disputes settled under the Erdman and Newlands Acts and for cases from 1915 to 1919 that did not reach the stage of a hearing. They include correspondence, transcripts of proceedings, statements of facts, agreements to arbitrate, records of hearings, exhibits, recom-

mendations, and awards of arbitration boards. Other records include general and miscellaneous correspondence files, 1898-1921; data concerning railroad labor legislation, 1898-1920; press clippings, 1907-12 and 1916-17; papers pertaining to fiscal and personnel matters, 1913-21; and copies of railroad wage schedules. There are a few papers concerning the railroad labor crisis of 1916, which led to the Adamson Act.

Records of the United States Railroad Labor Board. 1920-26. 542 feet.

The Transportation Act of February 28, 1920, which returned the railroads to private control after the period of Government operation during World War I, created the Railroad Labor Board for the adjustment of disputes arising between carriers engaged in interstate commerce and their employees and for the establishment of "just and reasonable" wages, rules, and working conditions. Labor, management, and the public were each represented by three members of the Board. All disputes were, if possible, to be settled in conference between the parties concerned. When this procedure failed, disputes concerning wages went directly to the Board, which heard and decided them; other disputes, however, could first be brought before "Railroad Boards of Labor Adjustment" set up by agreement between carriers and employees. The Board was directed to "investigate and study the relations between carriers and their employees, particularly questions relating to wages, hours of labor, and other conditions of employment and the respective privileges, rights, and duties of carriers and employees," and to compile and publish data relating to such questions.

Many difficult problems faced the Railroad Labor Board as an aftermath of the war. As the establishment of adjustment boards was voluntary and few of them were set up, numerous minor disputes had to be brought before the Board. In 1926 it was replaced by a Board of Mediation with powers and duties similar to those of the old Board of Mediation and Conciliation. All known records of the Railroad Labor Board are in the National Archives.

GENERAL RECORDS, 1920-26 (47 feet). These include general files maintained by the Secretary and other administrative records of the Board. The general files (32 feet) contain information on such matters as relations with other agencies, publicity, personnel, fiscal matters, and supplies and equipment and are arranged according to a numerical plan, a copy of which is available. The other administrative records (15 feet) include personnel, fiscal, and property records kept in the office of the assistant secretary; and minutes of executive sessions of the Board.

RECORDS PERTAINING TO CASES, 1920-26 (396 feet). These consist chiefly of the docket files (340 feet; index, 35 feet), which include correspondence and telegrams between the Board and parties to a dispute, statements setting forth the facts agreed to by both parties and the points at issue, exhibits, transcripts of hearings, agreements, and decisions. There is a separate series of correspondence between railroad executives and officers of labor organizations regarding questions of increases in wages and changes in working conditions, 1920 (3 feet), that were referred to the Board shortly after its formation. Summaries of the votes of members of the Board on cases brought before it are also present (18 feet).

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supplement or duplicate the Director General's final-settlement records described above. Settlements with short-line railroads presented a separate problem, and a Short Line Section, which was organized in 1921 to expedite the settlements, functioned from 1923 to 1926 under the Comptroller. Its records include correspondence, accounting papers, claims, statements, and questionnaires, 1921-25 (11 feet).

Records of the Division of Law. 1918-37. 764 feet.

This Division, which was headed by the General Counsel until 1921 and thereafter by the General Solicitor, was in existence from 1918 to 1933; its unfinished business was concluded by the Assistant Director General. The Division had general supervision over all legal activities of the railroads under Federal control, the preparation of contracts with the carriers, and work relating to claims and property protection. Most of the work was performed in the field under the supervision of the counsel in each region.

The records of the Division consist, in large part, of correspondence, memoranda, and legal papers relating to property-damage and personal-injury claims and claims made by the Railroad Administration against individuals and organizations for freight and demurrage charges. There are also records on matters referred to the General Counsel for his opinion, on contracts between the Director General and the railroads, and on taxes, final settlements, and the control and relinquishment of short lines.

Records of the Division of Operation. 1918-20. 61 feet.

This Division, which was known at first as the Division of Transportation, was organized in February 1918 to control and coordinate the operating activities of all railroads and water carriers under the Director General; it was discontinued on March 1, 1920, when Government operation of the railroads ended. It had many subdivisions and sections (the records of which have been destroyed), and much of its work was carried on through regional directors. On January 14, 1919, an Automatic Train Control Committee was created within the Division to study and report on automatic train-control devices undergoing tests on various railroads or available for tests. The Division of Operation cooperated with the Division of Labor in reviewing matters in dispute between managers and employees.

The records are files maintained in the Director's Office concerning the functions, organization, and administration of the Division (29 feet); records of the Director, the Assistant Director, and others concerning railroad labor, operation, and maintenance (19 feet); and records of the Automatic Train Control Committee, including correspondence, reports, minutes, and blueprints and other materials on automatic train-control devices (8 feet).

Records of the Board of Railroad Wages and Working Conditions. 1918-20. 36 feet.

When the railroads were taken over by the Government, there was a great deal of unrest among railroad employees as a result of the increased cost of living, and one of the first tasks confronting the Director General was the revision of existing wage schedules and the provision of machinery for the settlement of controversies between management and labor. In January 1918

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he appointed a Railroad Wage Commission to study wages and working conditions; and after a painstaking investigation the Commission brought in a report that served as the basis for wage increases effected by a general order of May 25, 1918. The same order created a Board of Railroad Wages and Working Conditions, composed of representatives of management and labor, to hear and investigate complaints and disputes that involved changes in wages or working conditions. All recommendations or interpretations of this Board were subject to the approval of the Director General. The Board was abolished early in 1920.

See *Report of the Railroad Wage Commission to the Director General of Railroads, April 30, 1918* (Washington, 1918); Joshua Bernhardt, *The Railroad Labor Board*, 34-36 (Baltimore, 1923); Harry D. Wolf, *The Railroad Labor Board*, chs. 2, 3 (Chicago, 1927); and Gordon S. Watkins, *Labor Problems and Labor Administration During the World War*, 146-148 (Urbana, 1920).

The records of the Board consist of case files (15 feet); files concerning recommendations of the Board (6 feet), which supplement the case files; transcripts and digests of proceedings at hearings; and compilations of data, working papers, and reports. Materials assembled by and transcripts of hearings of the Railroad Wage Commission (2 feet) are included. The greater part of the records of both the Board and the Commission appear to have been destroyed.

Records of the Division of Labor. 1918-23. 320 feet.

This Division was created on February 9, 1918, and in March, May, and November Railway Boards of Adjustment Nos. 1, 2, and 3 were successively established under the Division to handle disputes between railroad officials and organized employees that concerned personnel grievances or the interpretation and application of wage schedules and agreements already in existence. An Assistant Director was appointed to handle disputes of this nature between officials and unorganized employees. A Women's Service Section gave consideration to the conditions under which women were employed. The Division of Labor was abolished in the spring of 1920, and thereafter labor matters were handled in the Office of the Director General; the Railway Boards of Adjustment continued to function until the following year.

See Bernhardt, *Railroad Labor Board*, 37; Wolf, *Railroad Labor Board*, ch. 4; and Watkins, *Labor Problems and Labor Administration During the World War*, 144-146.

The records of the Division include those of the three Boards and the Women's Service Section. They consist in large part of correspondence, statements of facts, exhibits, reports, agreements, recommendations, decisions, and other papers relating to particular disputes and complaints.

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The pension act passed by the First Congress provided for the continuance of pensions paid under acts of the Continental Congress, and pension business was being handled by the War Department as early as 1792. Congress controlled the actual allowance of claims for Revolutionary pensions until 1803,

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RECORDS OF THE STATISTICAL DIVISION, 1920-27 (99 feet). This Division, under the supervision of the Chief Statistician, was responsible for investigating and compiling data on wages, working conditions, and the relations between carriers and employees. The records include correspondence with railroads and employee representatives; questionnaires and forms resulting from surveys; charts, tables, mimeographed recapitulations of data, and other records summarizing the findings of the Division; and informational files of various kinds, among them handbooks of the rules of operation of railroads and of agreements with employees (1900-1925). Information on situations in employment, the cost of living, and other factors that determined the real wages of employees is contained in this material.

Records of the United States Board of Mediation. 1926-34. 139 feet.

This Board was established by the Railway Labor Act of May 20, 1926, to supersede the Railroad Labor Board. Its functions were to mediate disputes that could not be settled by the appropriate adjustment boards or by the parties to a dispute in conference. The services of the Board could be invoked by either party, or it could offer its services. If mediation proved unsuccessful, an attempt was made to induce the parties to a dispute to submit their controversy to arbitration. Under the Railway Labor Act of June 21, 1934, the United States Board of Mediation was superseded by the National Mediation Board, which took over its records and those of its predecessors.

The records of the Board of Mediation in the National Archives include the correspondence of the Chairman, case files, minutes of executive sessions, general subject files, accounting records, press digests, statistical compilations, and transcripts of arbitration proceedings. They also include transcripts of proceedings and reports of emergency boards appointed by the President under the act of 1926 to arbitrate particular disputes that threatened seriously to interrupt interstate commerce and could not be settled by other means available under the act.

14. Records of the United States Railroad Administration

Under authority of the Army Appropriation Act of August 29, 1916, President Wilson, by proclamation of December 26, 1917, took full control of railroads and certain allied agencies on December 28, 1917. By proclamations of April 11, July 22, and November 16, 1918, control over certain steamship lines and canals and the American Express Co. was also established. Control was exercised through a Director General of Railroads and an organization of eight main divisions and seven regional offices known as the United States Railroad Administration. Government operation continued, except for such short lines as were previously released, until March 1, 1920, when it was ended by the Transportation Act of 1920 and a proclamation of February 28, 1920. Under the terms of the proclamation, the Director General (or his successors) became the agent of the President for purposes of liquidation and final settlement. Most of these activities were completed by 1927, but a skeleton force continued to function until early in

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1937. Thereafter necessary clerical duties were performed by employees of the Treasury Department, and in 1939 the remaining functions of the Director General were transferred to the Secretary of the Treasury.

Large quantities of records of some divisions of the Railroad Administration were destroyed under authority of Congress. The Department of the Treasury has custody of open account files, security ledgers, paid checks, and vouchers; the General Accounting Office has custody of certain records relating to claims arising from a fire in Minnesota in 1918; and the Interstate Commerce Commission has custody of all the "freight rate authorities."

See Leland and Mereness, *American Official Sources*, 419-422, and the publications listed therein; Walker D. Hines, *War History of American Railroads* (New Haven, 1928); William J. Cunningham, "The Railroads Under Government Operation," in *Quarterly Journal of Economics*, 35: 288-340; 36: 30-71 (Feb., Nov. 1921); and *Reports of the Director General of Railroads*, 1918-32, and of the Assistant Director General, 1933-35.

Records of the Director General's Office. 1917-37. 1,037 feet.

During the period of Government operations of the railroads, 1917-20, William G. McAdoo, Secretary of the Treasury, and Walker D. Hines served successively as Directors General of Railroads. During the period of liquidation and settlement the position was held successively by John Barton Payne and James C. Davis and, after 1926, by the Secretaries of the Treasury.

The records of the Director General's office include general files, records used in making final settlements with carriers, agreements and contracts, general orders and circulars, circulars issued by regional directors and divisional offices, copies of press releases, and personnel and pay-roll records. The general files, 1917-27 (205 feet), consist chiefly of correspondence, memoranda, and related papers and cover all phases of the activities of the Railroad Administration for the period concerned. The records used in making final settlements include correspondence, reports, inventories, accounts, statements, and working papers, 1918-25 (652 feet), which were brought together at various times from the files of the Director General, the Comptroller, and the Division of Liquidation Claims (established in 1920) and were combined in a single series arranged alphabetically by names of railroads. Data compiled from the above series are contained in summary records of the final settlements, 1920-22 (39 feet).

Records of the Comptroller's Office. 1918-36. 103 feet.

The Division of Accounting, which in 1919 had been separated from the former Division of Public Service and Accounting, was abolished in January 1920 and was succeeded by the Office of Comptroller, which continued to function until 1937. The records described below include those of this Division, the files of which were taken over and added to by the Comptroller's Office.

The general files, 1919-24 (10 feet), contain correspondence, memoranda, and statements relating to accounting operations and to administrative matters. There are various series of correspondence concerning claims brought against the Administration and by one railroad against another, 1919-36 (25 feet), and rulings on claims, 1918-23 (23 feet). Records pertaining to financial aspects of the final settlements with railroads, 1919-23 (37 feet),

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when this responsibility was delegated to the Secretary of War. Pensions were also paid from a Navy pension fund, created in 1799, which was administered by a commission composed of the Secretaries of the Navy, the Treasury, and War until 1832 and from 1832 to 1840 by the Secretary of the Navy. An act of 1828 granting pensions to veterans of the Revolutionary War was administered by the Secretary of the Treasury until 1835, when its administration was transferred to the War Department. By 1833 a pension office was in operation in the War Department, and in that year Congress made provision for the appointment of a Commissioner of Pensions in that Department. Beginning in 1840 he was to perform his duties "under the direction of the Secretary of War and the Secretary of the Navy." When the Department of the Interior was established in 1849 the authority of the Secretaries of War and the Navy over the Commissioner of Pensions was transferred to the Secretary of the Interior, and in the course of time the Office of the Commissioner came to be termed the Bureau of Pensions.

An act of August 9, 1921, created the Veterans' Bureau (shortly thereafter renamed the United States Veterans' Bureau), in which were consolidated the Bureau of War Risk Insurance of the Treasury Department, which had been created in 1914, the Rehabilitation Division of the Federal Board for Vocational Education, which had been created in 1918, and activities of the Public Health Service relating to veterans of World War I. Under authority of an act of Congress of July 3, 1930, the Bureau of Pensions, the United States Veterans' Bureau, the National Home for Disabled Volunteer Soldiers, and functions of the Office of the Surgeon General with regard to providing artificial limbs and other appliances to veterans were consolidated to form the Veterans' Administration. The domiciliary facilities developed by the National Home for Disabled Volunteer Soldiers, incorporated in 1866, were continued in the Veterans' Administration as the Homes Service. The records of the Administration and its predecessors in the National Archives consist mainly of those accumulated in the settlement of claims for bounty-land, pension, or other benefits based on military or naval service from the Revolutionary War through World War I.

Papers concerning closed pension and bounty-land claims based on service in the period 1775-1861. 3,596 feet.

These records are those formerly maintained by the Revolutionary and 1812 Wars Section of the Veterans' Administration and were accumulated in the War, Treasury, Navy, and Interior Departments, all of which at one time or another had the function of adjudicating claims for pensions and bounty lands based on regular or volunteer service in the period 1775-1861. They relate chiefly to claims based on service in the Revolutionary War and the War of 1812. Records relating to claims based on Revolutionary War service include papers relating to pension and bounty-land claims; correspondence of the various departments engaged in adjudicating Revolutionary War claims, 1800-1866 (568 vols.); exhibits submitted in support of such claims, including family Bibles, marriage certificates, commissions, discharges, newspapers, diaries, and letters; and bounty-land warrant and scrip stub books. Records pertaining to claims based on service in the War of

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1812 include claims papers for pensions, bounty-land claims papers, and bounty-land stub books. There are also papers pertaining to claims, based on Revolutionary War service, for the payment of pension arrears due estates of deceased veterans and half-pay-for-life accruals due Virginia officers or their estates, 1832-59; registers of bounty-land claims and warrants filed and issued on the basis of various acts of Congress, 1812-55; and various record books, scrap books, and lists.

Papers concerning closed pension claims based on service in the period 1817-1917. 56,527 feet.

These papers relate to the claims of veterans and their widows and dependents and fall into four classes: Indian wars, 1817-98; the Navy, 1861-1910; the Mexican War, 1846-48; and the Civil War and later military operations, including the Spanish-American War, the Philippine Insurrection, and the China Relief Expedition, 1861-1917. Each class of papers is composed of four subgroups, as follows: "Survivors' originals," which consist of rejected applications and accompanying papers; "survivors' certificates," which consist of papers for cases in which pensions were granted; "widows' and dependents' originals," similar in character to the "survivors' originals"; and "widows' and dependents' certificates," similar in character to the "survivors' certificates." In cases in which applications were made by widows or dependents of veterans who had made applications, or in which later applications under changed laws were made by veterans themselves, the earlier files have been consolidated with those resulting from later applications based on the same service, death, or disability.

The individual case files contain records of birth, marriage, and death, copies of military records, medical histories, personal histories of dependents, affidavits and testimonials, correspondence, examiners' reports, and decisions of adjudicating agencies. Although the dates of applications run approximately from 1861 to 1934, many of the accompanying papers are of earlier or later dates. A preliminary checklist of these records has been compiled.

Papers concerning closed claims for benefits based on service in World War I. 1918-45. 13,000 feet.

These records consist of an estimated 330,000 closed case files relating to claims for benefits based on World War I service-connected disability or death. The records were accumulated by the Bureau of War Risk Insurance, the Public Health Service, the Veterans' Bureau, and the Veterans' Administration. Most of the veterans represented by these case files died before 1925 and their parents or other dependents before 1940.

Financial records. 1799-1933. 923 feet and 1,167 feet of cards.

These consist of roll books showing payments to pensioners, 1817-1912, and other financial records of the former Bureau of Pensions and of the Veterans' Administration, 1799-1933. The roll books include pension-agency roll books showing payments to individual pensioners through the several pension agencies; central-office roll books arranged by classes of pensioners or according to pension acts; abstracts of payments made to particular classes of pensioners arranged according to pension acts; and ab-

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tracts of payments made to particular classes of pensioners arranged according to pension agencies through which payments were made. Miscellaneous accounting records of the Finance Division of the Bureau of Pensions and its predecessors include records of advances to and disbursements by pension agents, pension-appropriations ledgers, and records of reimbursement settlements, miscellaneous receipts and refundments, and receipts by accountable officers. There are registers of pension applications and of certificates issued to pensioners. Approximately 2,000,000 pension-award cards used in making up the pension roll, 1908-33, are also present.

Personnel records. 1862-1940. 7,518 feet.

The bulk of these records constitute a single series of personnel folders for an estimated 608,100 employees of the Veterans' Administration and predecessor agencies who were separated from the service in the period 1870-1940. In addition, there are various personnel records of the former Bureau of Pensions dating from 1862. These include personnel folders for an estimated 6,900 employees of the Bureau; the administrative and policy files of its Personnel Division, 1895-1930; and such miscellaneous records as reports of investigations of employees and of working conditions and registers of persons eligible for appointment, of temporary employees, and of examining surgeons. Correspondence concerning membership on boards of examining surgeons and on the medical staff of the National Home for Disabled Volunteer Soldiers and administrative papers pertaining to the personnel of local boards of examining surgeons of the Medical Division of the Bureau of Pensions, 1893-1930, are also present.

Miscellaneous administrative records. 1826-1939. 51 feet.

The principal items among these records are the title papers to real property occupied by the various Veterans' Administration field stations, 1866-1945, and a collection of 140 volumes of decisions, orders, instructions, and circulars issued by the Commissioner of Pensions, the Secretary of the Interior, the Solicitor of the Veterans' Administration, and other officials concerned with veterans' affairs, 1866-1932. There are also portraits of various officials of the Bureau of Pensions, records relating to Civil War hospitals, and miscellaneous Bureau of Pensions records assembled by the Historical Library of the Veterans' Administration. A report concerning the efficiency of Bureau personnel in 1911, reports of an investigation of certain soldiers' homes in 1885, and a register of authorizations by the Secretaries of War and the Navy to the Commissioner of Pensions, 1916-24, to place names of individual veterans on the Medal of Honor Roll in accordance with an act of April 27, 1916, are among these records.

Records pertaining to claims for artificial limbs. 1862-1933. 296 feet.

An act of July 16, 1862, and subsequent legislation provided for the furnishing of artificial limbs, trusses, and other prosthetic appliances, or commutation in lieu thereof, to disabled members and former members of the military and naval services who had served during any war prior to World War I, and to disabled members of the Regular Army. The Surgeon General of the Army administered this function until December 1, 1930, when it was

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transferred with related records to the Veterans' Administration. The most extensive records relating to this function are the case files pertaining to applications for prosthetic appliances or commutation in lieu thereof, 1862-1933. They include applications, correspondence, depositions, pension certificates, transcripts of military and naval hospital records, and medical reports. In some cases there are detailed descriptions of injuries and the manner in which they were received. In addition to the case files there are record books and registers of claims for and issuances of artificial limbs and trusses, correspondence of the Surgeon General concerning artificial limbs, and miscellaneous lists, rolls, and indexes. A preliminary checklist of these records has been compiled.

Records of the Office of the Solicitor. 1862-1933. 894 feet.

An act of July 14, 1862, authorized the Secretary of the Interior to appoint a special agent for the Pension Office to assist in the detection of frauds against the pension laws. Under authority of this and supplementary acts efforts were made to bring to justice pension agents or attorneys demanding and receiving payment in excess of the amount allowed by law and persons attempting to practice fraud upon the Government by conspiracy to obtain undeserved pensions or upon individuals by inducing them to file claims possessing no merit. The records created in performance of this function by the Office of the Solicitor of the Veterans' Administration and by predecessor units of the Bureau of Pensions and the Veterans' Bureau consist primarily of case files of investigations handled by the respective offices, 1862-1933, relative to charges of malfeasance against individual attorneys, agents, notaries, and other persons. The files contain correspondence, depositions, affidavits, reports of special examiners, applications, certificates, oaths of allegiance, and notices of change of address and transfer. An estimated 61,000 cards show the status of attorneys, firms, subagents, and organizations admitted to prosecute claims before the Bureau of Pensions, the Veterans' Bureau, or the Veterans' Administration, 1862-1933. Associated with the case files are records of the Bureau of Pensions pertaining to the jurisdiction of officers in foreign countries, particularly their competency to administer oaths for pension purposes, 1902-8, and the terms of office of justices of the peace and notaries public, especially as they relate to fees chargeable by such officers, 1890-1923.

Schedules of the 1890 census enumerating Union veterans of the Civil War. 1890. 23 feet.

The act of March 1, 1889, authorizing the eleventh decennial census, provided that a special enumeration be made of Union survivors of the Civil War or their widows, and an act of April 21, 1894, directed that the schedules resulting from this special enumeration be transferred to the Commissioner of Pensions. The schedules, numbering some 74,000, list persons who served in the United States Army, Navy, and Marine Corps during the Civil War, or widows of such persons, residing in the several States or Territories and the District of Columbia on June 1, 1890. The names of as many as 50 veterans are included on a single schedule. For each veteran are recorded his name, residence, rank, company, regiment or vessel, dates of enlistment

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and discharge, length of service, and any disability incurred. The schedules are arranged alphabetically by name of State and thereunder alphabetically by name of county. Schedules prepared for veterans in institutions usually appear after those for the rest of a county. Accompanying these schedules are six volumes of tabulations. A preliminary checklist of the schedules has been compiled.

War-risk insurance records. 1914-24. 256 feet.

In 1914 the Bureau of War Risk Insurance was created in the Department of the Treasury to insure American vessels and cargoes against war risks. On June 12, 1917, the act creating the Bureau was amended to provide for the insurance of officers and members of the crew of vessels in the American merchant marine against loss of life, injury, or detention resulting from the hazards of war. By an Act of October 6, 1917, the Bureau was given additional functions, including responsibility for the issuance of insurance against the death or total disability of servicemen in the armed forces. In order to make the insurance readily available to men outside the United States a temporary administrative organization was formed in Paris in November 1917, and on January 7, 1918, a War Risk Section was established in the Line of Communication, American Expeditionary Forces, to supervise and direct all war-risk operations with personnel throughout the AEF. The Bureau also administered the provisions of article 4 of the Civil Relief Act, approved March 8, 1918, for the protection of life-insurance policies of members of the armed forces against lapse because of nonpayment of premium. The Bureau was abolished and its functions and records were transferred to the Veterans' Bureau on August 9, 1921. Administrative work incident to the function of issuing marine and seamen's insurance extended to September 3, 1924. All accounts with insurers concerned with "civil relief" protection of life insurance were terminated by June 30, 1924.

The records of the Bureau of War Risk Insurance pertaining to its insurance functions include general administrative files, 1914-17, records of the Marine and Seamen's Divisions and of the Civil Relief Section, 1917-21, and certain memoranda and correspondence of the Advisory Board to the Bureau. Similar records accumulated by the Veterans' Bureau extend to 1924 and include correspondence and other records of its Insurance Division. There are also some papers relating to claims brought before the Mixed Claims Commission, United States and Germany, 1922-23. The records of the War Risk Section, Line of Communication, American Expeditionary Forces, consist of administrative files, 1917-18 (5 feet), which include correspondence, general orders, personnel records, records relating to insured servicemen or to applications for insurance, and the "diary" of the Paris office. A preliminary checklist of these records is available in processed form.

Allotment and allowance records. 1917-21. 9,391 feet.

The most extensive of the records of the Bureau of War Risk Insurance are the case files of beneficiaries under an article of the act of October 6, 1917, that provided for the granting by the Federal Government of allowances to the families and dependents of enlisted men and for allotments from the pay of such men for the support of their families and dependents. The

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records consist chiefly of case files for enlisted men who served in the Army, the Navy, the Marine Corps, and the Coast Guard. A preliminary checklist of these records has been compiled.

Vocational-rehabilitation records. 1918-28. 475 feet.

The program for the vocational rehabilitation of disabled veterans of World War I was administered from 1918 to 1921 by the Federal Board for Vocational Education and thereafter, until the termination of the work in 1928, by the Veterans' Bureau. The work was carried on under both the Federal Board and the Veterans' Bureau by a unit known as the Rehabilitation Division. The records consist of the administrative files of this Division.

The principal series among the administrative records are the general correspondence files, the training-center files, and the district and regional files. The first of these includes correspondence with educational institutions, hospitals, private business organizations, various welfare and veterans' organizations, and field, medical, placement, and other officers of the Division. It also contains the bulletin, general orders, regulations, and field orders of the Division. The training-center files, arranged by name of school or training center, include correspondence, reports, and financial records. The district and regional files are arranged by district for the period 1918-25, and thereunder by such subjects as "agriculture," "conferences," "employment," "land settlement," and "training." After 1925, when Veterans' Bureau regions succeeded the former districts as administrative field units, the files are arranged by region and thereunder by subject-classification number. In addition to the principal series, the records of the Rehabilitation Division include numerous small files of correspondence and reports. A preliminary checklist of these records is available in processed form.

Records of the Homes Service. 1876-1931. 241 feet.

Acts of Congress of 1865 and 1866 established a National Home for Disabled Volunteer Soldiers as an independent agency in the form of a corporation to provide medical, hospital, and domiciliary care for disabled and indigent veterans and to render financial assistance to State and Territorial homes or domiciliaries caring for veterans eligible for admission to national homes. Administration was in the hands of a Board of Managers named by joint resolution of Congress. By 1930 there were 10 branch homes and the Battle Mountain Sanitarium at Hot Springs, S. Dak. Since 1930 they have been administered by the Homes Service as field stations of the Veterans' Administration.

The records in the National Archives are records of the field stations at Bath, N. Y., and Marion, Ind. The records of the Home at Bath, formerly the New York State Home for Soldiers and Sailors, include case histories of members, 1877-1929; various records of disbursements, funerals, sums of money received by members, and infractions of rules, 1890-1917; correspondence concerning applications for admission to membership prior to 1930; a register of deaths, 1879-1929; and a "historical register" of veterans admitted as members, 1878-1929. The records of the Marion Home, formerly the Marion Branch of the National Home for Disabled Volunteer

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Soldiers, include case histories of members, 1888-1930, a "historical register" of members, 1890-1931, and a "hospital record" of patients, 1906-20.

16. General Records of the Department of Agriculture

The Department of Agriculture, established by an act of Congress of May 15, 1862, continued and expanded the agricultural activities that had been carried on by the Patent Office from 1836 to 1862. It was headed by a Commissioner without Cabinet rank until, by an act of February 9, 1889, it was made an executive department headed by the Secretary of Agriculture. For several decades the Department was engaged chiefly in the distribution of seeds and plants, in scientific and educational work designed to increase agricultural production or decrease unit cost through scientifically approved cultural practices, in the prevention of damage by disease and insects, and in the selection of the best varieties and breeds of plants and animals. The work of the Department has expanded greatly since its establishment, and numerous changes have been made in its organization in order to provide for the handling of new functions, bring together related scientific and economic work, and coordinate various research, extension, and regulatory activities. In the twentieth century a relatively greater emphasis has been placed upon problems of marketing, production control, conservation, and rural living conditions than in earlier years.

The Secretary of Agriculture is responsible for formulating general policies, coordinating the work of the various bureaus, and administering the affairs of the Department as a whole. This record group is made up of the records created in the performance of these functions. It includes, besides the records of the Secretary, those of the Under Secretary, the Assistant Secretary, staff officers, and numerous special officers, assistants, and committees appointed to investigate particular problems or to administer emergency functions. It also contains records of the "housekeeping," facilitating, and supervisory units of the Office of the Secretary, including the Office of the Solicitor, the Office of Information, the Office of Budget and Finance, the Personnel Office, and the Office of Plant and Operations. The records in this group are closely related to those of the various bureaus of the Department, which have been assigned to separate record groups, as follows: Record Group 7, Records of the Bureau of Entomology and Plant Quarantine; Record Group 8, Records of the Bureau of Agricultural Engineering; Record Group 17, Records of the Bureau of Animal Industry; Record Group 33, Records of the Extension Service; Record Group 54, Records of the Bureau of Plant Industry, Soils, and Agricultural Engineering; Record Group 83, Records of the Bureau of Agricultural Economics; Record Group 95, Records of the Forest Service; Record Group 96, Records of the Farm Security Administration; Record Group 97, Records of the Bureau of Agricultural and Industrial Chemistry; Record Group 103, Records of the Farm Credit Administration; Record Group 114, Records of the Soil Conservation Service; Record Group 124, Records of the Surplus Marketing Administration; Record Group 136, Records of the Office of Marketing Services; Record Group 145, Records

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of the Agricultural Adjustment Agency; Record Group 152, Records of the Bureau of Dairy Industry; Record Group 161, Records of the Commodity Credit Corporation; Record Group 164, Records of the Office of Experiment Stations; Record Group 166, Records of the Office of Foreign Agricultural Relations; Record Group 176, Records of the Bureau of Human Nutrition and Home Economics; Record Group 180, Records of the Commodity Exchange Administration; and Record Group 221, Records of the Rural Electrification Administration.

Two preliminary checklists of these records have been prepared, one on records of the Solicitor's Office, in typed form, and the other, in processed form, on all other records except those of the Office of Civilian Conservation Corps Activities.

See Short, *National Administrative Organization*, ch. 18; Charles H. Greathouse, *Historical Sketch of the U. S. Department of Agriculture* (Washington, 1907); Francis G. Caffey, *A Brief Statutory History of the Department of Agriculture* (Washington, 1916); Edward Wiest, *Agricultural Organization in the United States* (Lexington, Ky., 1923); Carleton R. Ball, *Federal, State, and Local Administrative Relationships in Agriculture* (Berkeley, 1938. 2 vols.); A. P. Chew, *The United States Department of Agriculture, Its Structure and Functions* (Agriculture Dept., Misc. Pub. 88. Washington, 1940, and earlier editions, 1930 and 1934); United States Department of Agriculture, *Yearbook 1940: Farmers in a Changing World* (Washington, 1940); J. M. Gaus and L. O. Wolcott, *Public Administration and the United States Department of Agriculture* (Chicago, 1940); and Robert H. Cory, Jr., "The United States Department of Agriculture . . . Prior to . . . 1889" (1936), which is available in manuscript form at the National Archives.

Records of the Agricultural Section of the Patent Office, 1839-60. 5 feet.

The agricultural work of the Government was begun in the Department of State by the first Commissioner of Patents, Henry C. Ellsworth, who in 1836 assumed responsibility for the distribution of seeds and plants obtained from consular officials and others abroad. After 1844 annual and special appropriations provided for the collection of statistics and general information on agriculture, the distribution of seeds, and special inquiries. This work was transferred in 1862 from the Patent Office, which in 1849 had become part of the Department of the Interior, to the newly created Department of Agriculture.

The records of the Agricultural Section (21 vols.) pertain mainly to the preparation and distribution of the annual reports of the Commissioners of Patents, which were issued as *Senate and House Documents*, and to the collection and distribution of seeds and plants. The records pertaining to the annual reports include letters from farmers on crop prospects and agricultural practices, completed questionnaires, and copies of articles and essays, with letters concerning their preparation. The records on seed and plant distribution include reports from consular officials, foreign seed firms, missionaries, and others; requests from agricultural societies and farmers; and reports on the cultivation of seeds and plants that were distributed. The records of the Section also include letters and reports resulting from special projects, such as studies of native grasses and European markets for cotton, the collection of native grape cuttings, the collection of tea seeds in China, and the development of sprays for orange trees. Correspondence of the

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Secretary of the Interior concerning the work of the Agricultural Section, 1849-62, is in Record Group 48, General Records of the Department of the Interior.

Correspondence of the Commissioner of Agriculture and the Secretary of Agriculture. 1879-1939. 1,800 feet.

These records consist chiefly of the subject files of the Office of the Secretary, 1906-39, and copies of letters sent by the Secretary, 1893-1939. The letters, memoranda, reports, and other papers received, together with copies of related outgoing material, are filed under the names of the hundreds of objects, commodities, events, transactions, and classes of actions of interest to the Department of Agriculture. These files include not only the correspondence of the Secretary but also a large proportion of that received or prepared by the Assistant and Under Secretaries; by property, fiscal, and personnel officers connected with the Secretary's Office; and by special assistants and committees appointed by the Secretary. The letters sent form a separate and very nearly complete set of copies of all letters signed by the Secretary from 1893 through 1939. Many such letters were prepared in the bureaus of the Department, and the main file on any particular transaction may have remained in the records of the bureau most concerned with the subject or in the subject files of the Office of the Secretary.

There are 3 small series of volumes containing copies of letters sent by the Commissioner and the Secretary before 1900: 4 unlabeled volumes, 1879-85, contain fragmentary correspondence of the Commissioner concerning requests for seeds, publications, special reports, and information; 61 volumes, 1882-97, labeled "Domestic Letters," are of a similar nature; and 12 volumes, 1886-93, labeled "Congressional Correspondence," pertain generally to requests of Congressmen for seeds, special reports, and positions for constituents. For the years prior to the initiation of the subject files in 1906, the only incoming correspondence is a small series covering the years 1893-1906 (20 feet).

For the period from about 1893 to 1939, the correspondence of the Secretary's Office is probably the best primary source of information on the relationship of the United States Government to agriculture, and in hundreds of instances there are in it significant materials for the study of other phases of agriculture and of public administration. Created at a high administrative level, many of these records are concerned with policy, organization, and procedure rather than with details of research or program execution. Such details may usually be found in the records of particular bureaus. In addition to the value derived from their subject content, the reports, letters, cross-reference sheets, and other papers in the correspondence files serve as guides to the work of the Department as a whole and to the records of other units of the Department.

Records of the Offices of the Assistant Secretaries and the Under Secretary of Agriculture. 1889-1940. 26 feet.

The office of Assistant Secretary was created by an act of February 9, 1889, to perform such duties as might be required by law or prescribed by the Secretary. The functions have usually not been precisely defined but

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have included various administrative and supervisory tasks delegated by the Secretaries. The Food Production Act of August 10, 1917, provided for the appointment of two additional Assistant Secretaries to serve during World War I. Authorization for the appointment of an Under Secretary, to serve as first assistant to the Secretary and to become Secretary in his absence, was made in an appropriation act of March 26, 1934. The records described below, except the letters sent by the Assistant Secretaries, are small files pertaining to special activities of several individuals and do not cover the entire work of the offices or even of the individuals. A large part of the correspondence of the Assistant and Under Secretaries is in the correspondence files of the Secretary of Agriculture described above, and some segregated correspondence of the additional Assistants during World War I is included in the records relating to special wartime activities described later.

Copies of letters prepared for the signature of the Assistant Secretaries, filed chronologically, are complete for the years 1889-1929 (119 vols.). A few records (8 inches) that were apparently assembled in the office of Frederick P. Bartlett, associated with Rexford G. Tugwell, include fragmentary correspondence and reports on field stations and offices, 1934-35, the Florida Emergency Relief Administration, 1934, Indian land, 1934, industrial production, 1934, liquor control, 1933, peaches, 1934, Puerto Rico, 1933-35, and rural housing, 1934-35. Another assistant, John F. Carter, was interested in 1934 in developing plans for the agricultural rehabilitation of Puerto Rico and was a member of the interdepartmental planning committee on the Upper Monongahela Valley (1934) and the Committee on Iron and Steel Products of the Interdepartmental Trade Agreements Committee. A few records (2 feet) relate chiefly to these three activities. Records, 1934-40 (3 feet), resulting from the various activities and interests of Milburn L. Wilson, who was Assistant Secretary from 1934 to 1937 and Under Secretary from 1937 to 1940, include a set of copies of letters sent by Wilson. Another series, 1934-37 (2 feet), is made up of the correspondence, memoranda, and reports of secretaries of a departmental committee that cooperated with land-grant colleges in testing methods of handling community discussions of important national and international topics.

Records of the Office of the Solicitor. 1904-43. 1,970 feet.

The Office of the Solicitor was established as the law office of the Department on July 1, 1905. The Solicitor and the attorneys in his office advise the Secretary and other administrative officers on legal problems that arise in connection with Department activities. He assists in the preparation of proposed laws, executive orders, and administrative rulings; and he interprets and gives legal opinions on these measures as need arises. He examines evidence to determine possible violations of laws or rulings of interest to the Department; he holds hearings and acts as counsel at hearings; and he issues tentative findings, conclusions, and orders with respect to the various acts enforced by the Department. When the Department becomes involved in civil or criminal cases the Solicitor prepares pleadings and briefs and cooperates with the Department of Justice in handling the cases. The Solicitor

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drafts and examines contracts, deeds, mortgages, leases, and other such legal documents; and he assists in obtaining patents on inventions of interest to the Department.

The correspondence files, 1904-30, contain materials pertaining to the administration of the Office and to legal questions referred to the Solicitor for attention but not resulting in action documented in case files.

The bulk of the Solicitor's records are made up of case files relating to the violation or alleged violation of the various acts enforced by the Department. The acts and the dates for which there are closed case files are as follows: Animal Quarantine Act, 1908-38; Bird Reservation Trespass Act, 1914-39; Excess Wool Profits Act, 1920-35; Federal Caustic Poison Act, 1931-39; Food and Drug Act, 1907-40; Forestry Act, 1911-37; Game Reserve Trespass Act, 1916-25; Grain Standards Act, 1918-41; Hunting and Fishing Trespass Act, 1918-22; Insecticide and Fungicide Act, 1910-33; Lacey Act, 1912-39; Meat Inspection Act, 1912-41; Migratory Bird Conservation Act, 1935-39; Migratory Bird Game Act, 1914-16; Migratory Bird Hunting Stamp Act, 1935-39; Migratory Bird Treaty Act, 1918-39; National Forest acts, 1910-36; Perishable Agricultural Commodities Act, 1931-39; Plant Quarantine Act, 1913-38; Produce Agency Act, 1928-39; Standard Container Act, 1918-32; Twenty-Eight Hour Act, 1907-41; Upper Mississippi Refuge Act, 1928-39; Virus-Serum-Toxin Act, 1914-26; and the Weeks Forestry Act, 1911-37.

Other case files consist of those relating to applications for patents for inventions made by employees of the Department or to inventions thought to be of use in the work of the Department, 1909-32. There is a special file of contracts, leases, and bonds, 1912-37. Case files of the regional office at Portland, Oreg., 1936-43, are also present.

The Agricultural Adjustment Administration had its own Legal Division until about 1936, when the functions and records of the Division were taken over by the Solicitor's Office. The records, 1933-37 (70 feet), include transcripts of hearings on adjustment programs and marketing agreements, exhibits presented at hearings, and miscellaneous papers on hearings; proceedings, orders, notices, memoranda, and correspondence arising out of investigations of license enforcement, 1933-34; and a numerical series pertaining to the Agricultural Adjustment Act and to specific cases arising under it. In similar fashion, the records of the Washington office of the General Counsel of the Resettlement Administration, 1933-37 (30 feet), became a part of the records of the Solicitor's Office when it took over the legal work of the Administration early in 1937.

The miscellaneous files include records relating to enforcement activities of the Biological Survey, 1936-39; to contracts and litigation matters of the Forest Service, 1909-10; to legal work for the Bureau of Public Roads, 1928-39, and the Weather Bureau, 1928-41; to land acquisition for the Biological Survey, 1930-39, the Mount Vernon Highway, 1929-34, the National Arboretum, 1925-35, and the Bureau of Plant Industry, 1934-35; to the Retirement Act, 1922; to the Percheron Society of America, 1910; to crop and seed loans, 1930-31; to the construction of Department buildings,

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1907-10; to naval-stores legislation, 1914-26; and to national defense and food control, 1917-21.

Records relating to the central direction and coordination of scientific work, regulatory work, and land-use planning. 1897-1937. 4 feet.

The staff work of planning, directing, and coordinating activities in these fields has been a major function of the Secretary's Office, but only occasionally have separate and distinct files resulted from it. Among these are copies of outgoing letters of the Director of Scientific Work, who advised the Secretary and bureau chiefs with regard to the planning and correlation of scientific work, 1920-29 (12 vols.); and papers of an adviser to the Secretary on scientific matters, 1933-37 (2 feet), relating to chemurgy, emergency work relief, the Resettlement Administration, soils, sweet-potato starch, and other subjects. Other fragmentary items include a few copies of letters of Charles W. Dabney, Special Scientific Agent, 1897; papers of Sheldon Jackson on the agricultural possibilities of Alaska, 1897; and a manuscript volume by George Rommel on the utilization of farm products in industry, 1928. The only separate records of the Office of the Director of Regulatory Work, which was in existence from 1923 to 1933, consist of copies of outgoing letters, 1923-29 (3 vols.). In 1937 a Coordinator of Land Use Planning was appointed to coordinate and stimulate land-use planning within the Department, including cooperation with operational agencies in developing practical land-use programs on a county or water-shed basis. Copies of letters sent by the Coordinator's Office, 1937 (8 inches), are among these records.

Records relating to special wartime agricultural activities. 1917-19. 8 feet.

Secretary Houston in April 1917 appointed B. T. Galloway as a special assistant and made him the representative of the Department on the Interdepartmental Advisory Committee. He was also chairman of the Interbureau Committee on National Defense and a member of the Committee on Food Supply and Prices. One series of memoranda, minutes, and letters, April 1917-March 1918 (4 feet), is concerned with his duties on the committees, and another, 1917 (1 foot), relates to offers of services, lands, and advice and to requests or applications for positions, information, loans, and cooperation.

Other records of special wartime activities include copies of letters sent by Assistant Secretaries and special assistants to the Secretary (36 vols.). These relate to the various food and agricultural interests of the Government in World War I and include information on publicity and education, food preservation and conservation, agricultural labor, farm machinery, and the procurement and distribution of nitrate of soda and other fertilizers.

Emergency work-relief records. 1933-43. 100 feet.

Within the framework provided by the emergency relief legislation of the 1930's the Department of Agriculture, through its bureaus and often in cooperation with State agencies, sponsored hundreds of public works projects designed to relieve unemployment. At all times the Secretary and his immediate subordinates took an active part in the work-relief programs, and the

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coordination of the Department's projects was carried out in the Office of the Secretary. An Emergency Projects Committee was established by a memorandum of January 20, 1939. Shortly thereafter an Emergency Projects Section was organized within the Office of Budget and Finance to function as the executive staff of the Committee. The records include papers assembled in order to gain approval for individual projects, reports, accounting and statistical records, circulars, and general correspondence.

Records of the Office of Civilian Conservation Corps Activities. 1938-42. 24 feet.

More than three-fourths of all Civilian Conservation Corps camps were assigned to work projects under the technical supervision of bureaus of the Department of Agriculture, most of them under the Forest Service and the Soil Conservation Service. To Forest Service personnel the Secretary of Agriculture delegated a large part of the responsibility for liaison with the Office of the Director of the Corps and for coordinating and supervising the CCC work of the Department as a whole. It was not until July 27, 1938, that a separate unit, the Office of Civilian Conservation Corps Activities, was established to perform these functions. The records of this Office, which include a few papers going back to 1933, consist of correspondence, memoranda, reports, and other materials arranged under the following subject headings: Claims, communications, cooperation, disbursement, information, inspection, organization, personnel, publications, safety, supervision, and supply.

Records of conferences and committees. 1914-40. 24 feet.

In 1914 a Joint Committee on Projects, made up of six persons representing agricultural colleges and experiment stations and the Department of Agriculture, was appointed to study the ways in which the work of the various agencies might be so coordinated as to make the most effective use of Federal, State, and other funds. The records of the Committee, 1914-15 (2 feet), include minutes, classified lists of projects, reports on projects, and general correspondence.

In November 1924 the President called a conference of nine prominent agricultural leaders to undertake a thorough investigation of the agricultural situation and to make recommendations as to legislation and changes in administration. The records of the President's Agricultural Conference, 1924-25 (8 feet), consist largely of the general correspondence of its Secretary and records relating to such subjects as foreign competition, freight rates, quarantine laws, taxation, and tenant farming.

As the result of an unprecedented drought in the summer of 1930, the President appointed a National Drought Relief Committee to act as a central clearing house for the relief activities of the bureaus of the Department, the Farm Board, the Federal Farm Loan Bureau, the Federal Reserve Board, the Treasury Department, banks, railroads, the American Red Cross, and other instrumentalities. The records of the Committee, 1930-32 (11 feet), largely copies of letters sent, were accumulated in the office of the Secretary of the Committee, who was also the Director of Extension Service. They relate to certification of drought areas, freight-rate reduction, relief by Red Cross dis-

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tribution of seeds and wheat made available by the Farm Board, feed loans, production loans, and regional agricultural credit corporations.

Records of the Division of Agriculture, Council of National Defense. 1940-41. 33 feet.

When the Advisory Commission to the Council of National Defense was reestablished in May 1940, a Farm Products Division, commonly known as the Division of Agriculture, was organized. The defense program was decentralized as it expanded, and by a Presidential letter of May 5, 1941, the work of the Division of Agriculture was transferred with related records to the Secretary of Agriculture. The records of the Division pertain especially to agriculture in relation to defense; but other matters of interest to the entire membership of the Advisory Commission were brought to the attention of Chester C. Davis, who headed the Division, and the records therefore provide information on many early defense activities. There are materials on industrial-plant location and expansion, the financing of war production, labor, prices, priorities, and a great variety of other subjects. Most of the records are arranged by commodities and concern possible defense requirements, plans for increased production, and steps toward conservation. There is a considerable amount of material on the work of various conferences and committees and on relationships with Government and private organizations interested in agriculture.

Records of the Office of the Chief Clerk. 1893-1931. 23 feet.

Until about 1925 a great many of the auxiliary or facilitating services of the Department, such as those concerned with finance, property, communications, and personnel, were carried on by the Chief Clerk. His office became a part of the Office of Personnel and Business Administration in 1925, and in 1931 it was discontinued and most of its remaining functions were taken over by the Division of Operation. The largest series of records is a set of press copies of letters sent by the Chief Clerk's Office, 1893-1929 (159 vols.). Some of the letters were signed by the Secretary, the Director of Personnel and Business Administration, or the Chief Clerk in his capacity as a member of the Federal Real Estate Board. There are several small fragmentary series, including correspondence, 1911-12 (1 foot); subject files, 1911-31 (4 feet); and memoranda, 1913-30 (1 foot).

Fiscal and property records. 1914-40. 19 feet.

These records are largely copies of letters sent by the various units having supervision of fiscal and property matters (exclusive of buildings and real estate), as follows: Division of Accounts and Disbursements, 1914-29 (6 vols.); Office of Inspection, 1914-25 (8 vols.); Office of Personnel and Business Administration, 1920-29 (23 vols.); Office of the Traffic Manager, 1922-25 (1 vol.); Representative of the Department of Agriculture on the General Supply Committee, 1914-18 (5 vols.); and Division of Purchase, Sales, and Traffic, 1923-29 (27 vols.). The Chief of the Division of Purchase, Sales, and Traffic served as the representative of the Department on the Federal Purchase and Specifications Board and on the Interdepartmental Board on Office Procedure, and the volumes contain letters concerning activities of these boards.

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Other records include copies of pay rolls of the Office of the Secretary, 1914-23 (5 feet); incomplete files of memoranda and circulars of the Office of Personnel and Business Administration, 1925-34 (4 inches), and of the Office of Budget and Finance, 1934-40 (4 inches); subject files of the Director of Finance, 1935-37 (3 feet); orders (bulletins) of the Chief Coordinator, 1921-28 (2 inches); and miscellaneous items assembled by the Office of Personnel and Business Administration, 1922-34, and by the Division of Purchase, Sales, and Traffic, 1923-30.

Real-estate and building records. 1894-1943. 300 feet.

Until 1925 housing and real-estate matters were handled largely by the Chief Clerk; during the next 9 years they were the responsibility of the Branch of Business Operation; in 1934 a Division of Operation was established; and in 1939 this unit was enlarged and its name was changed to Office of Plant and Operations. At all times, however, major questions affecting the Department came before the Secretary, and he frequently delegated unusual matters to special committees or his assistants. In the correspondence files of the Secretary and in the records of the Office of the Chief Clerk there are materials on building and real-estate operations, and in addition there are extensive separately maintained records relating to these subjects. These records, though arranged in a great number of small and poorly integrated series, seem to provide reasonably full information about the housing of the Department in the twentieth century.

Most of the records fall into one of the following categories: (1) Subject files relating to the construction of the new administration building, 1903-9, the construction and operation of the South Building, 1926-39, and the construction of the Beltsville Research Center, 1939-42; (2) numerous series arranged by buildings, in which there is information for each building on leases, space assignments, equipment, heating, alterations, and the like, 1906-39; (3) files of leases and agreements, 1895-1939; and (4) deeds, indentures, transcripts, abstracts, and related papers covering title to lands acquired by the Department of Agriculture, 1912-43 (150 feet). These title documents do not cover all lands acquired by the Department and are not generally related to housing; most of them cover Forest Service acquisitions. In addition there are many small miscellaneous files, including correspondence and reports of the Department's representative on the Federal Real Estate Board, 1921-34 (3 feet).

Personnel records. 1862-1940. 509 feet.

From about 1891 to 1921 an appointment clerk in the Office of the Chief Clerk handled personnel matters not relating to policy. He was known as the Chief Personnel Officer until 1925, when there was established in the Office of Personnel and Business Administration a Personnel Branch to take over his duties, those of the Salary Classification Office and of the Personnel Section of the Office of Inspection, and certain new duties. In 1934 provision was made for a Director of Personnel who was responsible immediately to the Secretary. The Secretary has usually taken a personal interest in personnel matters and has sometimes made special delegations of functions.

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The Secretary's correspondence files, therefore, contain much relevant information.

The largest series of separately filed personnel records consists of the personnel folders for Department employees, 1862-1940 (500 feet). They constitute the official records of the employment and status of all persons who were separated from the Department before 1920 and of many who have been separated since then. Other series relate to disciplinary action, 1905-11, the distribution of field employees, 1912, outside work, 1905-22, selective service, 1917-18, the Central Reclassification Committee, 1919-21, the Retirement Act of May 22, 1920, and various employee associations and clubs.

Other records. 1882-1940. 28 feet.

Many of the following small files and items, though they seem to be chance accumulations, are of great significance and interest: (1) A miscellaneous collection of papers, including some on irrigation, weather observations, and Federal-State cooperation, 1882-1902 (18 inches); (2) copies of letters sent by the agent in charge of the Office of Irrigation Inquiry (also known as the Artesian Well Investigation), 1890-95 (10 vols.); (3) a manuscript volume (128 p.) giving a detailed account of the laws governing the work of each bureau and division, the general duties of each unit, the functions of each employee (usually named) and the disposition of funds, 1897; (4) special files of copies of letters sent by J. M. Rusk, 1892, H. C. Wallace, 1921-24, L. H. Goddard, 1923-24, H. M. Gore, 1924-25, and W. M. Jardine, 1925-27; (5) letters of congratulation to H. A. Wallace, 1933; (6) appointment books of the Secretary, 1917-32; (7) records relating to marketing agreements, 1933-38 (8 feet); (8) a set of the Department's *Federal Register* documents with related correspondence, 1936-39 (8 feet); (9) an incomplete set of orders, memoranda, and circulars of the Office of the Secretary, 1894-1940 (4 feet); (10) copies of letters of D. F. Houston as Chairman of the Federal Board for Vocational Education, 1917-19, and of the minutes of the Board, 1920-32 (2 inches); and (11) copies of the minutes of the Federal Power Commission, 1923-30 (6 inches). There are also records of a survey in 1940 of membership on 476 departmental and interdepartmental committees, including questionnaires and a report containing a detailed analysis and appraisal of committee work (2 feet).

17. Records of the Bureau of Animal Industry

The Bureau of Animal Industry, the oldest bureau in the Department of Agriculture, was established by an act of May 29, 1884, to prevent the exportation of diseased cattle and to suppress and eradicate pleuropneumonia and other contagious diseases among domestic animals. It replaced the Veterinary Division, which had been created by the Commissioner of Agriculture the previous year. The Bureau has been charged with the enforcement of numerous statutes and regulations having as their aim the protection of the public health from injury due to infected or diseased meat products, the

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eradication of animal diseases, and the improvement of the livestock of the country. Regulatory measures for which it is responsible include the Twenty-Eight Hour Law of 1873, amended in 1906, under which animals in interstate transit are required to be unloaded and fed and watered once in every 28 hours; the Diseased Animal Transportation Act of 1903, amended in 1905, under which the Bureau exercises quarantine functions to prevent interstate and foreign commerce in diseased animals; the Virus-Serum-Toxin Act of 1913, under which it supervises the preparation, sale, importation, exportation, and interstate shipment of veterinary biological products; and the Meat Inspection Act of 1891, under which it inspects the processing of meat at slaughterhouses and other establishments. From 1927 to 1939 it was also responsible for the enforcement of the Packers and Stockyards Act of 1921.

The Bureau has operated through an extensive field service supervised by several headquarters divisions. The following divisions were chiefly responsible for the creation of the records described below. In 1897 the inspectional functions of the Bureau, most of which arose under the Meat Inspection Act of 1891, were grouped in an Inspection Division. Enlarged funds were provided for the work in 1907, and the authority of the Bureau over the operations of slaughtering and processing establishments engaged in interstate or foreign commerce was increased. In 1912 separate Meat Inspection and Field Inspection Divisions were set up. A large meat-inspection service is maintained in field stations throughout the country. The tuberculin testing of cattle was begun about 1907 in the District of Columbia, and in 1917 a Tuberculosis Eradication Division, which works in cooperation with State authorities and individual owners to eradicate tuberculosis in cattle, swine, and poultry, was created. Other divisions that have investigated animal diseases or participated in measures designed to control them have been the Biochemic Division, which originated as the Biochemic Laboratory in 1890; the Pathological Division; the Zoological Division; the Field Inspection and Quarantine Divisions, combined in 1922; the Tick Eradication Division; the Hog Cholera Control Division; and the Virus-Serum Control Division. The Animal Husbandry Division, which originated in 1901 with the appointment of an expert in animal husbandry, conducts investigations in breeding and management of livestock and poultry.

From an early period the Bureau of Animal Industry has followed the practice of examining its correspondence and related papers periodically, eliminating useless papers, and establishing permanent files. The records described below include a large proportion of the extant records of the Washington office for the period 1894-1933. Most of the records that originated before 1894 appear to have been destroyed. Some that relate to the enforcement of the Packers and Stockyards Act and the Meat Inspection Act and to the dairy-cattle work of the Bureau are included in other record groups (see Record Groups 136 and 152). A typed preliminary checklist of the records in the present record group has been prepared.

See U. G. Houck, *The Bureau of Animal Industry* (Washington, 1924), and Fred W. Powell, *The Bureau of Animal Industry* (Baltimore, 1927).

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Central files. 1894-1933. 795 feet.

With a few exceptions the records of the Bureau and its several subdivisions have been maintained by a central filing unit; and such of the early records as may once have been maintained separately by divisions have been physically associated with the central files. Copies of letters sent, 1894-1918 (645 vols.), are arranged by subjects, types of communications, or classes of correspondents in several series. Incoming communications, prior to about 1913 when a decimal classification scheme was adopted, were filed in several "numerical" series that sometimes overlapped one another and also the classified files. One such series, 1895-1906, though far from complete, apparently relates to all phases of the work of the Bureau; another, 1907-13, relates to all phases of the work except that of the Dairy and Animal Husbandry Divisions; a third, 1901-16, relates only to the work of the Animal Husbandry Division; and a fourth, 1907-21, consists of correspondence between the Washington office and the field service relating to meat inspection at particular establishments. Most of the records of the Dairy Division were either destroyed or transferred to the Bureau of Dairy Industry (see Record Group 152).

The classified files, 1913-33 (575 feet), consist of interfiled incoming and outgoing communications and related materials. The major groups are as follows: (1) General and administrative records, 1913-33 (154 feet), concerning personnel, supplies, finance, publications, and the like for the entire Bureau; (2) meat-inspection records, 1913-25 (67 feet), pertaining to the oversight of packinghouses and the handling of violators under the Meat Inspection Act; (3) animal-diseases records, 1913-32 (122 feet), covering the entire work of the Bureau in this field, except its tuberculosis-eradication and virus-serum-control programs; (4) tuberculosis-eradication records, 1912-33 (60 feet); (5) records, 1913-24 (50 feet), resulting from the inspection and supervision of establishments manufacturing viruses, serums, and toxins used in combating animal diseases; (6) records concerning the inspection and certification of animals and animal products intended for exportation from or importation into the United States, 1913-24 (22 feet); and (7) records relating to the animal-husbandry work of the Bureau, 1917-29 (104 feet).

Other headquarters records. 1914-33. 43 feet.

These consist mainly of schedules of paid vouchers, 1914-28; Treasury settlement forms concerning freight claims, 1914-27; papers pertaining to other claims, 1921-25 (2 vols.); and meat-inspection reports, 1923-33 (5 feet). The reports are forms and summaries, prepared under the supervision of meat inspectors, on shipments of meat and meat-food products entering interstate or foreign commerce, 1923-30, on such products condemned after reinspection and destroyed, on inedible exports, and on the shipment of carcasses and meats by farmers and retail dealers entitled to exemption, all for 1933. Similar records for earlier periods have been destroyed.

Field-office records. 1887-1918. 6 feet.

These consist of letters received by the Inspector in Charge, Frederick, Md., 1911-14; and copies of letters and reports sent by the Inspector in Charge, Baltimore, 1887-1918 (41 vols.).

18. Records of the Army Air Forces

The Army Air Forces command had its beginnings in the Aviation Section created in the Signal Corps by an act approved July 18, 1914. During World War I aviation matters were carried on by four units. An Aircraft Board created by an act approved October 1, 1917, supervised and directed the procurement of aircraft by the War and Navy Departments. By an Executive order of May 20, 1918, the work of the Aviation Section was divided between the Bureau of Aircraft Production, which took over its functions pertaining to aircraft production, and the Division of Military Aeronautics, which assumed all its other functions. Finally, by direction of the President, the Air Service of the Army was created on May 29, 1918. On January 29, 1919, the Director of the Air Service was given full control over the Division of Military Aeronautics and the Bureau of Aircraft Production, and subsequently both units lost their identity in the Service. The Aircraft Board was abolished by an Executive order of March 19, 1919. Statutory provision for a Chief of the Air Service was made by an act approved June 4, 1920, and the Air Service became the Air Corps in 1926. The reorganization of the War Department and the Army effective March 9, 1942, established the Army Air Forces as a separate command under the Secretary of War and the Chief of Staff.

Records of the Chemical Section of the Science and Research Division of the Bureau of Aircraft Production. 1916-19. 3 feet.

The Science and Research Division, organized in October 1917 as a branch of the Signal Corps, was attached to the Bureau of Aircraft Production on May 20, 1918. Personnel and facilities were furnished the Division by the Color Laboratory of the Bureau of Chemistry, Department of Agriculture, to form its Chemical Section. This Section conducted investigations and experiments in the production of sensitizing dyes, incendiary bullets, smoke screens, acetic acid, acetones, secondary alcohols, caseins, and other materials. When the Section was abolished in November 1918, its records were retained by the Color Laboratory, which continued some of the research. The Laboratory was later merged in the Color and Farm Waste Division of the Bureau of Chemistry and Soils, from which Division these records were received by the National Archives. The records consist of correspondence, reports, memoranda, minutes of meetings, and other papers relating to research projects that were apparently preserved by Harry D. Gibbs, chemist in charge of the Color Laboratory, who served as head of the Chemical Section. They reflect some of the production problems of the World War I period and aspects of the early history of airplane production and aerial photography.

Aviation procurement records. 1919-35. 13 feet.

These records consist of headquarters files relating to procurement by the Air Corps and its predecessors. The material reflects the tremendous growth of military aviation during the period covered.

Records of the General Headquarters Air Force and the Air Force Combat Command. 1935-42. 151 feet.

The General Headquarters Air Force was established on March 1, 1935, as the striking arm of the United States Army air power. Except for those units assigned to task forces, overseas garrisons, or other commands, it had control of all Army aerial operations. Although the General Headquarters Air Force was not officially terminated until the War Department reorganization effective on March 9, 1942, it was in effect replaced on June 20, 1941, by the Air Force Combat Command. The records consist of general correspondence files and office records, 1935-42; and certain "secret and confidential" files of the First Concentration Command, 1942, and of the Intelligence Division of the Air Force Combat Command, 1935-42.

Aerial mapping films. 1922-39. 68 rolls of negatives and 790 mosaic negatives and prints.

Films received from Crissy Field, San Francisco, show aerial mapping verticals of airports, camps, fields, forts, ranges, rivers, islands, valleys, and the like in California, Washington, and Oregon. Mosaic negatives and prints received from Scott Field, Ill., cover areas and sites in Illinois, Wisconsin, Michigan, Missouri, Idaho, Indiana, Arkansas, Louisiana, and Kentucky.

Photographs. 1924-39. 8,168 units.

Photographic negatives (1,998 units) received from March Field, Calif., portray building construction, equipment, sanitary and recreational facilities, target ranges, power stations, airplane squadrons, radio control rooms, and other subjects, 1928-34. Negatives (1,443 units) and prints (4,727 units) received from Scott Field, pertain to the development of aircraft lighter and heavier than air, parachute experimentation, helium repurification plants, army maneuvers as viewed from the air, flood and tornado damage, accident studies, record flights, and personnel. The geographical area represented in the Scott Field collection includes Kentucky, Michigan, Missouri, Indiana, Florida, and Wisconsin as well as Illinois.

Motion pictures. 1912-44. 27 units.

These consist of silent motion pictures entitled "Last Rites of the Battleship Maine," made by the Selig Corp. in February 1912, and "Arkansas Flood," made by the Air Corps in February 1938; an Army Air Forces training film entitled "Target for Today" (11 reels) showing the coordination of the various operational units of the American Eighth Air Force and the combined efforts of these units in preparing and completing a bombing mission, 1944; and films (11 reels) received from Scott Field, showing activities connected with the operation of blimps, balloons, and dirigibles at that field, 1925-35.

Sound recordings. 1945. 61 units.

These are sound recordings of the Army Air Forces radio program series, "The Fighting AAF," which include recordings of actual air combat obtained by radio reporters in all theaters of war and of eyewitness accounts of combat on active fighting fronts, March-November 8, 1945.

19. Records of the Bureau of Ships

The Bureau of Construction, Equipment, and Repair, in which the Bureau of Ships had its origin, was one of five bureaus established in the Navy Department by an act of August 31, 1842. Its functions were divided by an act of July 5, 1862, among three bureaus: Construction and Repair, Steam Engineering, and Equipment and Recruiting. The first had charge of building and repairing the hulls of war vessels; the second, of designing, constructing, maintaining, and repairing steam machinery; and the third, of equipping naval vessels and of recruiting and supervising enlisted men (its recruiting and supervisory functions having been transferred from the Office of the Secretary of the Navy).

A general order of June 25, 1889, transferred the functions and records of the Bureau of Equipment and Recruiting with respect to enlisted men to the Bureau of Navigation, now the Bureau of Naval Personnel (see Record Group 24), and transferred the Naval Observatory, the Nautical Almanac Office, and the Hydrographic Office from that Bureau to the Bureau of Equipment and Recruiting. The name of the latter Bureau was changed by an act of March 3, 1891, to the Bureau of Equipment. The Hydrographic Office was restored to the Bureau of Navigation by a general order of December 24, 1892, and was returned to the Bureau of Equipment by an act of May 4, 1898. The discontinuance of the Bureau of Equipment was authorized by an act of June 24, 1910; the Naval Observatory (including the Nautical Almanac Office) and the Hydrographic Office were restored to the Bureau of Navigation by a change in Navy regulations dated June 27, 1910 (see Record Groups 78 and 37); and the functions of the Bureau of Equipment were assigned to other bureaus by a departmental order of June 30, 1910. Many of its functions, including cognizance over electrical apparatus and radio, were transferred to the Bureau of Steam Engineering. The Bureau of Equipment was formally abolished by an act of June 30, 1914.

The name of the Bureau of Steam Engineering was changed by an act of June 4, 1920, to the Bureau of Engineering, partly in consequence of the increasing use of oil-burning machinery. The Bureau of Construction and Repair and the Bureau of Engineering were abolished by an act of June 20, 1940, which consolidated their functions, records, and personnel to form the Bureau of Ships. Thus a single bureau founded in 1842, having been divided into three bureaus in 1862 and reduced to two in 1914, was reconstituted as a single bureau in 1940. The Bureau of Ships is responsible for the design, building, equipping, maintenance, repair, and salvage of naval vessels and their machinery and equipment; for specifications and tests for material, equipment, and machinery; and for the nomination of officers for engineering duty at sea and on shore, including duty as supervisors of shipbuilding, inspectors of machinery, and inspectors of naval material. Most records of its several predecessor bureaus previous to 1885 and most of those of the Bureau of Equipment previous to 1899 have disappeared.

Records of the Bureau of Construction and Repair. 1794-1940. 12,631 feet.

These records fall into the following groups:

GENERAL CORRESPONDENCE, 1850-1940 (6,518 feet). This consists of fragments of a series of handwritten copies of letters sent, 1850-80 (9 vols.), and of a series of press copies of letters sent, 1862-77 (24 vols.); copies of letters sent, 1939-40 (55 feet); fragments of a series of letters received, 1861-77, 1885-86 (53 vols.); handwritten copies of letters received and sent concerning ships, 1886-94 (176 vols.); and general files, consisting of letters received filed with copies of letters sent, reports, memoranda, and informational materials, 1887-1940 (5,972 feet). These records are accompanied by various indexes and registers. The records relate to all varieties of business handled by the Bureau of Construction and Repair and include also nearly all the records of the Bureau of Construction, Equipment, and Repair that are known to have survived. It appears that no breaks were made in certain series when the latter Bureau was divided in 1862.

SHIPS' PLANS, 1794-1940 (2,020 cubic feet). These consist chiefly of tracings, drawings, blueprints, and vandykes, 1794-1910 (1,320 cubic feet); miscellaneous plans, 1890-1940 (37 cubic feet); plans of foreign vessels, 1910-34 (12 cubic feet); blueprints showing designs of flags and pennants, 1914-36 (3 cubic feet); and plans of merchant vessels used by the Navy, 1917-18 (84 cubic feet). The earlier plans were prepared in the offices of the Secretary of War (1794-98), the Secretary of the Navy, and the Board of Navy Commissioners; and many were received from navy yards and shipbuilding plants.

INVENTORIES, SURVEYS, AND REPORTS OF WORK, 1837-1940 (282 feet). These include fragmentary monthly reports of the state and condition of naval vessels, made out by naval constructors, 1837-96 (8 feet); quarterly returns of stores from navy yards and naval depots, 1841-86 (298 vols.); fragmentary papers relating to ship surveys, 1854-66 (6 feet); quarterly reports on sailing and other qualities of vessels, 1874-86 (6 vols.); hull books of naval vessels, containing inspection reports by officers of the vessels, 1894-1920 (113 vols.); monthly reports of work in progress, 1895-1905 (12 feet); records of work done on vessels, 1898-1911 (3 vols.); blueprints, descriptions, and test reports of naval vessels, 1899-1900, 1904-19 (25 binders and 219 vols.); copies of ship surveys and yard surveys, relating chiefly to the appraisal of losses and the disposition of surplus property, 1915-40 (164 feet); and reports of work done on ships, with reports of paint boards and hull boards, 1918-19 (4 feet).

FISCAL RECORDS, 1842-1940 (1,631 feet). These include records of accounts transferred from one appropriation to another, 1842-85 (16 vols.); invoices and bills of lading, 1842-88 (29 vols.); copies of contracts and bonds, 1846-47, 1849-53 (2 vols.); pay rolls of navy yards, 1852-68 (8 feet); bills submitted by navy agents and paymasters from yards and stations, 1860-66 (202 binders); obsolete specifications for naval vessels, 1874-1918 (370 vols.); copies of contracts for material, 1862-72, 1882-86 (6 vols.); copies of bills for the construction of new vessels, 1888-1915

(12 vols.); correspondence concerning requisitions, 1896-1912 (164 feet); records of open-purchase requisitions, 1901-15 (18 feet); copies of abstracts of contracts under the cognizance of the Bureau of Supplies and Accounts, 1908-27 (370 feet); specifications and related correspondence, 1912-39 (115 feet); copies of Navy orders, 1917-20, and of Bureau of Construction and Repair orders, 1917-25 (51 feet); and copies of Supplies and Accounts (NOs) contracts, with related forms and correspondence, 1926-40 (697 feet).

LEGAL RECORDS, 1895-1929 (96 feet). These consist of records relating to vessels involved in litigation before the Court of Claims, 1895-1909, including records of the General Superintendent of Ironclads, 1862-65, and correspondence, blueprints, bills, and other records pertaining to the construction of war vessels (95 feet); and reports and data concerning inspections and repairs of alien vessels, 1917-19, with related correspondence concerning German claims, 1929 (1 foot).

RECORDS OF THE CAMOUFLAGE SECTION, 1917-19 (6 feet). These records pertain to the use of camouflage in World War I and consist of drawings, designs, prints, watercolor sketches, photometer drawings, and a small quantity of reports and correspondence.

RECORDS OF THE NAVAL CONSTRUCTOR'S DEPARTMENT, WASHINGTON NAVY YARD, 1855-1933 (90 feet). These consist of time books, 1855-86, 1899-1901 (10 vols.); letters received, 1861-1901 (27 binders); accounts, copies of contracts, pay rolls, reports on the condition of ships, surveys of ships, requisition books, and various statistical materials, 1865-1904 (40 vols.); time clerk's muster book, 1883-96 (8 vols.); semimonthly reports on the transfer of laborers, 1892-1910 (8 feet); reports of cost of work, 1903-11 (6 feet); card record of the attendance of employees, 1925-33 (11 feet); general correspondence, 1901-12 (39 feet); and other records, 1897-1931 (18 feet).

RECORDS OF OFFICES OF SUPERINTENDING CONSTRUCTORS, 1871-1920 (902 feet). These records, maintained in offices of superintending constructors stationed at 19 shipyards or other manufacturing plants, consist of correspondence, reports of boards to determine costs of changes in naval construction, reports of material shipped, bills, invoices, requisitions, vouchers, circular letters, personnel records, exhibits and data connected with litigation, plans and blueprints, and technical materials.

OTHER RECORDS, 1842-1940 (86 feet). These consist of press copies and handwritten copies of letters sent by the Office of the General Inspector of Ironclads, New York, 1861-66 (33 vols.); correspondence, orders, and requests relating to the inspection of steel, 1898-1912 (33 feet); correspondence, reports, and other records relating to the weight and stability of ships, 1909-40 (24 feet); copies of correspondence with Admiral William S. Sims, commanding the United States Naval Forces Operating in European Waters, 1917-19 (3 feet); files of Rear Adm. George H. Rock, of the Bureau of Construction and Repair, relating to the International Conference on Safety of Life at Sea, to which he was a delegate, 1928-30 (13 feet); and miscellaneous fiscal, personnel, and other records, 1842-88 (10 feet).

Records of the Bureau of Engineering. 1810-1940. 5,725 feet.

Most of these records originated after the creation of the Bureau of Steam Engineering in 1862, but there are plans and a few other records of earlier date. The records, which relate to all varieties of business handled by the Bureau, fall into the following groups:

GENERAL CORRESPONDENCE, 1861-1940 (4,012 feet). This consists of fragmentary letters received, 1861-72, 1878 (19 vols. and 3 binders); letters received, 1888-1910 (554 vols. and 103 feet of unbound records); fragmentary copies of letters sent, 1862-90 (7 vols.); copies of letters sent, 1888-1910 (413 binders), and 1935-40 (92 feet); and general files, consisting of letters received filed with copies of letters sent, reports, memoranda, and other materials, 1885-87 (35 vols.) and 1911-40 (3,315 feet).

PLANS, 1810-1939 (184 cubic feet). These consist of tracings, drawings, blueprints, and vandykes of hulls, engines, boilers, auxiliary machinery, and equipment of naval vessels. Some of the plans previous to 1910 originated in the Bureau of Equipment, and most of those previous to 1862 were originally maintained by the Bureau of Construction, Equipment, and Repair or by the Board of Navy Commissioners.

FISCAL RECORDS, 1853-1940 (876 feet). These include fragmentary copies of contracts and specifications, 1853-62, 1869-73 (5 vols.); copies of abstracts of contracts under the cognizance of the Bureau of Supplies and Accounts, with related forms and correspondence, 1916-26 (83 feet); correspondence and forms relating to Navy Department contracts, 1917-25 (5 feet); schedules and related correspondence, 1926-31, 1937-39 (32 feet); copies of Navy Purchasing Office contracts and related forms, 1926-39 (171 feet); copies of Supplies and Accounts (NOs) contracts and related forms, 1926-38 (425 feet); copies of reports of materials shipped and of orders, 1930-34 (12 feet); and copies of forms relating to Navy Department (NOD) contracts, 1934-40 (4 feet).

TECHNICAL RECORDS, 1890-1940 (245 feet). These include reports of weights of machinery installed in naval vessels, 1890-1910 (130 vols.); descriptions of electrical appliances on vessels in shipyards, prepared by inspectors of equipment and later by inspectors of naval machinery, 1900-1917 (106 binders); blueprints of oil-burning apparatus, prepared by the Naval Liquid Fuel Board, 1902-4 (5 inches); card records of chemical analyses of metals, rubber, and other materials, 1914-30 (28 feet); reports of tests and experiments made by the Engineering Experiment Station at Annapolis, the Fire Control Laboratory, the Fuel-Oil Testing Plant, the Material Laboratory, the Naval Boiler Laboratory, and the Naval Research Laboratory, 1914-40 (121 feet); engineering performance records of submarines, 1925-38 (13 binders); reports of overhauling and repairs of vessels in navy yards, 1931-36 (12 feet); and reports of trial and inspection of vessels by boards of inspection and survey, 1931-40 (18 feet).

RECORDS OF THE ENGINEERING DEPARTMENT, WASHINGTON NAVY YARD, 1848-1911 (15 feet). These fragmentary records include time books, 1848-70, 1879-96 (17 vols.); orders received by the Chief Engineer, 1860-1907

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(30 binders); copies of letters sent, 1867-1911 (26 vols.); and reports of experiments and tests, 1868-82 (1 vol.).

RECORDS OF THE DIVISION OF LOGS AND RECORDS, 1862-1935 (170 feet). These consist of pamphlets, catalogs, reports, circulars, memoranda, tracings, blueprints, and other materials of a technical or historical sort, with a small quantity of attached correspondence.

RECORDS OF THE RADIO DIVISION, 1906-40 (89 feet). These include copies of memoranda and orders, 1906-30 (1 foot); scrapbooks of photographs relating to naval radio, 1907-24 (5 vols.); descriptions of wireless telegraph plants, 1910-31 (3 feet), and of radio installations on ships, 1913-16 (4 feet); scrapbooks of the Alaska Radio Expedition, 1912 (3 feet); correspondence of the Paris Headquarters, Aviation Forces, United States Naval Forces Operating in European Waters, 1918 (3 feet); and historical and descriptive reports submitted by naval radio stations, with photographs and other illustrations, 1925-35 (186 binders).

RECORDS OF THE NAVAL RESEARCH LABORATORY, 1923-40 (49 feet). These are selected "confidential" records consisting chiefly of correspondence, reports, notes, and documents relating to scientific research.

OTHER RECORDS, 1862-1940 (85 feet). These include monthly reports of progress of work upon the engines, boilers, and bunkers of naval vessels, received by the General Inspector of Steam Machinery, 1862-66 (7 feet); records of examinations of candidates for promotion in the Engineer Corps, 1862-99 (1 vol.); minutes and reports of various boards of examining engineers, 1876-99 (9 vols.); records of offices of inspectors of naval machinery at eight shipyards or manufacturing plants, 1883-85, 1895-1904 (65 feet); correspondence, reports, and other records of the Office of the General Inspector of Machinery, 1905-25 (7 feet); and correspondence of the Office of the Coordinator of Shipbuilding, 1939-40 (3 feet).

Records of the Bureau of Equipment. 1891-1910. 477 feet.

Correspondence and a few other records of the predecessor Bureau of Equipment and Recruiting are in Record Group 24, Records of the Bureau of Naval Personnel. The records of the Bureau of Equipment fall into the following groups:

GENERAL CORRESPONDENCE, 1891-1910 (449 feet). This consists of letters received filed with copies of letters sent, reports, memoranda, and other materials, 1899-1910 (290 feet); and various indexes and registers, 1891-1910. The correspondence itself before 1899 has disappeared. The correspondence relates in considerable part to electrical apparatus (including radio) and to aircraft.

RECORDS OF THE EQUIPMENT DEPARTMENT, WASHINGTON NAVY YARD, 1889-1910 (18 feet). These include letters received, 1889-99 (4 binders), and copies of letters sent, 1894-99 (2 vols.); monthly reports of job orders, 1896-1910 (5 inches); and miscellaneous records intermingled with records of the Engineering Department of the Yard, relating to fiscal, technical, and

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personnel matters, 1889-1919, the records after 1910 being those of the Engineering Department (17 feet).

OTHER RECORDS, 1895-1907 (10 feet). These include descriptions of electrical appliances on naval vessels, 1895-1907 (135 vols.).

Records of the Bureau of Ships. 1845-1944. 2,588 feet.

These include series begun by predecessor bureaus and continued by the Bureau of Ships.

GENERAL FILES, 1940-44 (660 feet). These consist of letters received filed with copies of letters sent, reports, memoranda, and other materials relative to the construction and repair of naval vessels and their machinery and equipment and to the administration of plants and shore establishments with respect to such work, 1940-44 (495 feet); and "confidential" correspondence relative to vessels stricken from the Navy Register, 1940-44 (165 feet).

ENGINEERS' LOGS OF NAVAL VESSELS, 1845-1944 (1,500 feet). These records, consisting of 17,436 volumes and binders and 4,161 rolls of microfilm, were maintained by engineers on naval vessels and were variously known as steam logs, engine-room logs, and engineer logs. They contain information relative to engines, boilers, bunkers, auxiliary machinery, wind, sea, latitude and longitude, knots run daily, steam pressure, coal and oil consumption, revolutions or double strokes per minute, gallons of water distilled, duty list of engineer officers and crew, and other matters. Nearly all volumes subsequent to 1916 have been destroyed, but microcopies of them have been retained. The logs previous to the latter part of 1940 were originally records of the Bureau of Engineering.

ALLOWANCE LISTS FOR NAVAL VESSELS, 1896-1944 (105 feet). These contain detailed lists of equipment, accessories, and supplies placed on board naval vessels. The lists previous to the latter part of 1940 were originally records of the Bureau of Construction and Repair.

ELECTRICAL INSTALLATION BOOKS, 1918-44 (213 feet). These consist of about 1,000 binders and booklets and contain statistics, descriptions, plans, photographs, and test reports relating to generators, switchboards, power systems, lighting systems, interior communication systems, electric heaters, storage batteries, searchlights, radio direction finders, degaussing equipment, and other electrical apparatus on naval vessels. The records previous to the latter part of 1940 were originally records of the Bureau of Engineering.

RECORDS RELATING TO RADIO, 1940-43 (110 feet). These consist of "confidential" correspondence on the design and procurement of radio, radar, and underwater sound equipment, 1940-43 (32 feet); and the general files of the Radio Division, 1943 (78 feet).

PHOTOGRAPHIC RECORDS, 1860-1944 (414 cubic feet). These include negatives and prints showing naval vessels during construction, repair, and testing; completed vessels; shipyards and drydocks; various other marine and water-front subjects; and officials of the Navy Department and personnel of the Navy.

20. Records of the Office of the Special Adviser to the President on Foreign Trade

The Office of Special Adviser to the President on Foreign Trade was established by an Executive order of March 23, 1934, to coordinate information concerning the foreign trade of the United States and to carry on negotiations regarding specific trade transactions with anyone desiring Federal assistance in financing or bartering. George N. Peek, the only person to hold the position of Special Adviser, was also president and trustee of the two Export-Import Banks of Washington. When the Special Adviser's Office ceased to exist in 1935, its records remained with the Banks, and the surviving Bank transferred the material described below to the National Archives. Most of the personnel files have been retained by the Bank.

See Laurence F. Schmeckebier, *New Federal Organizations*, 161-164 (Washington, 1934).

Records, 1934-36. 70 feet.

The Office of the Special Adviser was primarily a coordinating one, and consequently much of the material in its files was assembled from or based upon records and compilations of other agencies concerned with foreign trade, such as the Department of State, the Bureau of Foreign and Domestic Commerce, the United States Tariff Commission, and the Committee for Reciprocity Information. Typical products of this coordinating process are country and commodity files, which include reports and other materials from various agencies and integrated economic studies prepared by the Office; and material on blocked exchange, which consists of returned questionnaires and other papers obtained by the Bureau of Foreign and Domestic Commerce and the Second Export-Import Bank in 1935 while ascertaining for the Office of the Special Adviser how much foreign currency owned by United States citizens was being kept abroad as a result of exchange controls and other devices. The Office was represented on the Committee for Reciprocity Information, an interdepartmental organization to conduct hearings and make reports on proposed Executive trade agreements with foreign nations; and in this connection it accumulated correspondence, briefs, hearings, and reports. General correspondence files, accounting papers, and a number of smaller groups of records are also present. Material received as early as 1933 by Mr. Peek, who was then serving as a special assistant to the President on American trade policy, is included; and some of the records, particularly those having to do with accounts and the closing of the affairs of the Office, extend into 1936.

21. Records of the District Courts of the United States

In establishing the Federal judicial system the Judiciary Act of September 24, 1789, provided for the creation of 13 district courts and defined their geographic and subject jurisdiction. The act also provided that the district should be divided among 3 circuits and that there should be held twice a year

in each district a circuit court made up of the district judge and two justices of the Supreme Court. The clerks of the district courts were authorized to serve as clerks for the respective circuit courts. In defining the jurisdiction of the circuit and district courts, the Judiciary Act provided that both courts were to share original cognizance in cases involving crimes, remedies at common law, and aliens suing for a tort. The district courts were to have exclusive original cognizance of civil causes of admiralty and maritime jurisdiction, of seizures and all suits for penalties and forfeitures incurred, and of all suits against consuls or vice-consuls; the circuit courts were to have original cognizance of suits where an alien was a party or the suit was between a citizen of the State where the suit was brought and a citizen of another State and, concurrent with the courts of the several States, of equity suits where the matter in dispute exceeded \$500. Provision was also made for appeals from the district to the circuit courts. Subsequent legislation and other factors caused the amount and type of work performed by the circuit and district courts to vary from time to time. The national bankruptcy acts, the first of which was passed in 1800, added a heavy burden of work to the district courts. In 1891 the appellate jurisdiction of the circuit courts was transferred to the newly created circuit courts of appeals; and the Judiciary Act of 1911 abolished the circuit courts entirely and provided for the transfer of their records and remaining jurisdiction to the district courts. This record group includes the records of district courts, circuit courts, and Federal courts in the District of Columbia.

Records of early admiralty courts of New York. 1685-1834. 3 feet.

This small body of materials, received with records of the District Court for the Southern District of New York, consists of all the admiralty court records for the period before 1790 that have been transferred to the National Archives and certain other admiralty records created later but filed as parts of series made up primarily of papers antedating 1790. The earliest records are a few depositions of 1685 submitted in proceedings before Governor Thomas Dongan, serving in his capacity as Vice Admiral, and a document relating to the proceedings in 1701 of a commission for the trial of piracies and felonies on the high seas. Incomplete minutes of the Vice Admiralty and felonies on the high seas. Court of the Province of New York cover the period 1715-74 (3 vols.). A series of papers relating to prize and other admiralty cases, 1757-98 (2 feet), includes records of this provincial court, of the Admiralty Court of the State of New York, and of the United States District Court for the District of New York. There is also a volume, compiled about 1916, that consists of papers selected from various files, 1685-1834, to illustrate practices chiefly in admiralty.

See Charles M. Hough, *Reports of Cases in the Vice Admiralty of the Province of New York and in the Court of Admiralty of the State of New York, 1715-1788* (New Haven, 1925).

Records of the United States District Court for the Southern District of New York. 1784-1912. 3,692 feet.

By the Judiciary Act of 1789, New York State was constituted one of the 13 judicial districts, and New York City was named as the seat of the district

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court. In 1814 the State was divided into two districts, with the Southern District composed of Rensselaer, Albany, Schenectady, Schoharie, and Delaware Counties and all that part of the State south of these counties. By an act of 1818 these five counties were taken from the Southern District and made part of the Northern District, and an act of 1865 further reduced the geographic jurisdiction of the court by establishing an Eastern District made up of the counties of Kings, Queens, Suffolk, and Richmond, with the waters thereof. As the area of the court contracted the geographic scope of the records that were created contracted along the same lines. It was generally believed that the district court would be much less important than the circuit court and that it would largely be confined to hearing admiralty, customs, and other cases arising out of the commercial business of New York City. The business of the court grew rapidly, however, and the volume of its work gradually came to exceed that of the circuit court.

The records here described consist chiefly of the extant case files of the court, 1789-1912, but there are related dockets, indexes, and other finding aids, and a few general and miscellaneous records. Inasmuch as New York has held a unique position as a commercial center and as a port, and inasmuch as the district court has had exclusive original jurisdiction in admiralty matters and has had for the most part exclusive original jurisdiction in bankruptcy matters, the admiralty and bankruptcy records bulk large and are of special interest and significance. The main series of admiralty case papers (600 feet) extends from 1828 to 1912, though there are papers covering a few earlier cases. Other classes of admiralty records consist of prize-case records, 1812-1901 (40 feet), arising out of seizures during wars, particularly the Civil War; "stipulations," 1832-1904 (46 feet); and various dockets and other finding aids. The bankruptcy case files (2,545 feet) contain petitions of bankruptcy, schedules of bankrupts' assets and liabilities, proofs of debts submitted by creditors, proceedings at meetings of creditors, papers relating to appointments and actions of assignees, testimony, exhibits, and other papers and legal documents created in the trial of cases arising under the Bankruptcy Acts of 1800, 1841, 1867, and 1898.

In defining the jurisdiction of the Federal courts most of the equity litigation was left by Congress to the circuit court (see below), but a few case papers, dockets, minutes, and indexes relating to such litigation were created by the district court, 1869-1912 (63 feet). For jurisdictional and other reasons, materials for other types of cases are less extensive than among the circuit court records. There are, however, records arising out of the trial of customs and internal revenue cases, 1867-1906 (24 feet), law cases, 1799-1916 (27 feet), and criminal cases, 1845-68 (4 feet).

See Madeline R. Robinton, *An Introduction to the Papers of the New York Prize Court, 1861-65* (New York, 1945).

Records of the United States Circuit Court for the Southern District of New York. 1790-1914. 2,375 feet.

For the purpose of holding circuit court, New York State was one district until 1818, and thereafter the jurisdiction of the Circuit Court for the

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Southern District of New York was geographically the same as that for the corresponding district court. Accordingly, the geographic scope of the records contracted in 1818 and again in 1865. By law the court had both original and appellate jurisdiction, and it was evidently intended that it should control most of the litigation arising in the district under Federal law. Actually, however, more and more of the first-instance cases went to the district court, and though the circuit court carried on a great deal of business at certain periods throughout the nineteenth century its activity gradually decreased. The duties of the court were not clearly defined, and the justices were allowed great freedom in the selection of cases so that they rejected much first-instance work and selected appellate cases according to their interests, as when a large number of admiralty appeals were heard just after 1878. There was a revival of activity in the years 1885-91.

The records of the circuit court in the National Archives were received from the District Court for the Southern District of New York and in a few instances contain materials added to the files after the circuit court was abolished. The records consist chiefly of the extant case papers accumulated in the trial of cases coming before the court, either originally or on appeal; related dockets, registers, and other finding aids; and general and miscellaneous records, including minutes, orders and decrees, recognizances, and orders of judgment and final record. The records of equity cases, chiefly the case files, 1790-1911 (1,063 feet), constitute half the records of the court. Records of customs and internal-revenue cases, 1845-1911 (382 feet), relate almost wholly to appeals from the decisions of customs appraisers and to suits against the collectors of customs. Records of common-law cases, 1790-1912, consist of case papers (289 feet), rules and orders, minutes, bonds, and dockets and indexes. Though the records of criminal cases extend from 1790 to 1912 (54 feet), few of them pertain to cases prior to 1876. The records of error and appeal cases, largely case papers, date from 1845 to 1912 (66 feet) and cover cases appealed on writs of error or otherwise to the circuit court. There are a few records of admiralty cases, 1876-1910 (15 feet), chiefly relating to wages, effects, and property of deceased seamen; a few records of habeas corpus cases, 1828-1914 (9 feet); and a few records of bankruptcy cases, 1796-1873 (2 feet), though most of the bankruptcy business came before the district court (see above).

Records of both the Circuit and District Courts for the Southern District of New York. 1789-1912. 89 feet.

In the two preceding entries there are listed various series created either by the circuit court or the district court and attributable to one or the other of them. As the district-court judge sat as a member of the circuit court and as the courts sat in the same chambers and usually had the same clerks, however, there are a few records that cannot at present be attributed to either one or the other of the two courts. Such are the rolls of attorneys, 1789-1834; opinions of judges, 1846-1912 (48 feet); a bond book, 1817-34; praecipies submitted by United States attorneys, 1842-75 (6 feet); records of a United States commissioner, 1890-1904 (7 feet); dockets and

indexes to law cases, 1907-12 (3 feet); and miscellaneous records, 1789-1912 (24 feet).

Records of the Circuit Court for the District of Columbia. 1801-63. 190 feet.

By an act of February 27, 1801, Congress divided the District of Columbia into two counties, Washington and Alexandria, with the Potomac River as the separating boundary, and created a Circuit Court for the District of Columbia. Until the retrocession of Alexandria County to Virginia in 1846, the court held sessions in each county, applying the law of Virginia as it existed at the time of the act of 1801 in Alexandria County and the Maryland law similarly in Washington County. The court appointed a different clerk for each county, but the same marshal and district attorney served the entire district. The court had jurisdiction in civil and criminal law, in equity, over seizures on land or water, and over all penalties and forfeitures under the laws of the United States. It succeeded to litigation pending before the hustings courts in Alexandria and Georgetown, and it had appellate jurisdiction over the orphans' courts that were set up in the two counties. It exercised the governmental functions previously possessed by the Virginia county courts and the levy and county courts of Maryland of granting licenses to sell liquor and of appointing constables, inspectors of flour, tobacco, highways, and ferries, and other officers. The jurisdiction of the circuit court was reduced in 1823 by enlarging the jurisdiction of justices of the peace and in 1838 by transferring its criminal jurisdiction to a newly created Criminal Court for the District of Columbia (see below). The circuit court was abolished on March 3, 1863.

The records of this court are mainly interesting for their bearing on the governmental, legal, and judicial history of the District of Columbia and on various phases of its social and economic life, but their interest is not restricted to the District. Many of the Nation's leading lawyers and statesmen had at one time or another intimate contact with this court; the United States made extensive use of it for settling accounting questions in which its own officers or former officers were defendants; and adversaries of the United States used it as the court of appropriate jurisdiction in mandamus proceedings against department heads, as in *U. S. ex rel. Stokes v. Kendall* (1837).

The minute books, 1801-63 (32 vols.), tracing the daily proceedings of the court, have among their entries the names of judges present, titles of cases heard with related information, and notations of licenses, appointments, naturalizations, rules of court, and admissions to the bar. The case materials, 1802-63 (172 feet), consist mainly of case papers (144 feet) relating chiefly to civil and criminal cases originating in the circuit court and of indexed docket books (132 vols.), which contain summary information regarding cases and aid in determining the nature and location of case papers. Among the types of documents included in the case papers are writs of *capias*, bench warrants, declarations, indictments, recognizances, pleas, subpoenas, depositions of absent witnesses, evidentiary papers, and writs of execution. Related to litigation but not docketed nor necessarily

connected with particular cases are grand and petit jury lists and petitions for writs of habeas corpus.

Papers unrelated to cases, 1809-63 (14 feet), include applications for the various posts to which the court possessed the power of appointment; insolvency papers filed in accordance with the act of March 3, 1803, for the relief of persons imprisoned for debt in the District of Columbia, 1814-50; bankruptcy papers for the brief period during which the Bankruptcy Act of 1841 was in force; lien papers filed in accordance with the provisions of the Mechanics Lien Law of 1833, which provide information regarding building in the District of Columbia, 1833-62; deeds and other instruments manumitting slaves prior to the act of April 16, 1862, which abolished slavery in the District of Columbia; and schedules of slaves filed by owners claiming compensation under this act or by slaves claiming freedom under a supplementary act of July 12, 1862.

Records of the courts of the District of Columbia created in Alexandria County remained there at the time of the retrocession to Virginia and are now in the custody of the clerk of Arlington County, Va. Other records that may have been created by the circuit court are among the naturalization records and records of minor courts described below.

See Wilhelmus B. Bryan, *A History of the National Capital* (New York, 1914-16. 2 vols.); F. Regis Noel and Margaret Bemis Downing, *The Court House of the District of Columbia* (Washington, 1919); William Cranch, *Reports of Cases Civil and Criminal in the United States Circuit Court for the District of Columbia From 1801 to 1841* (Boston and Washington, 1852. 6 vols.); and J. A. Hayward and G. C. Hazelton, *Report of Cases, Civil and Criminal, Argued and Adjudged in the Circuit Court of the District of Columbia for the County of Washington, 1840-1863* (Washington, 1892-95. 2 vols.).

Records of the Criminal Court for the District of Columbia. 1838-62. 32 feet.

By an act of July 7, 1838, a criminal court was established to succeed to the criminal jurisdiction of the circuit court (see above). A close connection was maintained, however, between the two courts. They had the same clerk, marshal, and district attorney; a circuit court judge might substitute in the criminal court; and cases might be carried to the circuit court. The criminal court was abolished in 1863. The records of the court consist of minutes of the proceedings of the court beginning with its third term, 1839-62 (30 vols.); a record of proceedings in criminal cases, 1850 (1 vol.); docket books, 1838-62 (80 vols., most of them indexed by names of defendants); and papers, 1838-62 (20 feet), filed under such heads as criminal appearances, recognizances, criminal trials, and judicials.

Records of the District Court for the District of Columbia. 1857-63. 3 inches.

By an act of April 29, 1802, Congress directed the chief judge of the circuit court to hold a district court of the United States for the District of Columbia. This court, not to be confused with the present district court, was abolished in 1863. The fragmentary records of the court, which had a very restricted jurisdiction, consist of a docket book, 1857-63, and copyright papers, filed in 1856, 1859, and 1862-63. The docket book lists cases arising from the

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violation of Federal statutes, particularly revenue laws, and cases in admiralty and prize law. The prize cases resulted from captures made during the Civil War by the Potomac Flotilla and the South Atlantic Squadron. The copyright papers include titles and legends for Civil War photographs taken by Mathew B. Brady. Other copyright records of this court are deposited in the Copyright Office of the Library of Congress.

Records of the Supreme Court for the District of Columbia. 1863-1929. 2,782 feet.

On March 3, 1863, Congress abolished the circuit, district, and criminal courts of the District of Columbia and created in their place the Supreme Court of the District of Columbia. It was given general civil and criminal jurisdiction in law and equity cases, including probate cases. Before the court there came not only cases arising under general Federal law, as in any district court of the United States, but also cases arising under local laws and ordinances of a municipal character and cases to which citizens of the District of Columbia were not parties, the latter arising by reason of the fact that the District is the seat of government for the whole Nation. It happens, therefore, that the subject scope of these records, largely case papers, greatly exceeds that of the usual Federal court records and is broad enough to include almost any type of matter subject to litigation in the years mentioned. The name of this court was changed by an act of June 25, 1936, to the District Court of the United States for the District of Columbia.

The records of the court consist chiefly of minutes, dockets, and case papers in equity cases, 1863-1900; law cases, 1863-1910; criminal cases, 1863-1915; habeas corpus cases, 1863-1929; condemnation cases, 1863-1929; bankruptcy cases (minus the proofs of claims), 1867-1924; and patent appeals cases, 1870-93. Miscellaneous records include general term minutes and indexes to judgments, 1863-95; a calendar for law cases, 1894-1922; a list of law judgments, 1863-95; and bonds, 1864-1929. Naturalization records of the court are listed separately below.

Records of naturalizations in courts for the District of Columbia. 1801-1924. 15 feet.

These records, created chiefly in the circuit court prior to 1863 and the Supreme Court of the District of Columbia thereafter, include an index of naturalization proceedings, 1802-1909; "naturalization records," 1824-42 (1 vol.), 1866-1906 (7 vols.); "naturalization papers," 1856-1903 (4 feet); copies of declarations of intention, 1866-1906 (1 foot); oaths of witnesses, 1856-1906; orders, 1903-6 (3 feet); and World War I petitions and an index in military cases, 1918-24 (6 feet). These are segregated naturalization records only; other similar records are among series mentioned above.

Records of minor courts for the District of Columbia. 1801-1924. 6 feet.

Among these fragmentary and miscellaneous records are justices of the peace docket records, 1831-1909 (4 feet); superseded records in justices of the peace cases, 1801-14, 1818-22; and magistrates' dockets, 1869-70.

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Records of the Circuit Court for the Eastern District of North Carolina. 1791-1911. 6 feet.

In North Carolina the circuit court sat for the entire State at New Bern, 1790-93, and at Raleigh, 1793-1872. The redistricting act of 1872 restricted the geographical jurisdiction of the Raleigh court to the eastern judicial district, and subsequently Wilmington, New Bern, Washington, and Elizabeth City were also made seats of the circuit court within that district.

The records include minute books and rough minutes, 1791-1860 and 1866-85 (10 vols.), in which are recorded commissions, grand-jury lists, occasional pardon and memorial resolutions, and case entries; and an incomplete set of docket books and calendars, 1791-1871 (27 vols.). There are appearance, execution, and trial dockets. Calendars, differing from dockets in that entries are arranged by cases rather than by terms of courts, cover civil cases, 1903-11, and equity cases, 1884-85, 1890-99, and 1903-11. Dockets and calendars indicate the types of papers filed in each case, but the case papers are in the custody of the clerk of the present district court in Raleigh. Other records include copies of letters of Nathaniel J. Reddick, clerk of the court, 1867-98 (13 vols.); a docket of a commissioner of the court, 1890-97 (1 vol.), showing cases concerning seamen's wages, illicit distilling, and the sale of liquor without licenses; and records of the North Carolina Lumber Co. and its receivers, 1905-8 (5 vols.).

Records of the District Court for the Eastern District of North Carolina. 1791-1864, 1899-1913. 1 foot.

A United States district court was established at New Bern and served the entire State of North Carolina during the years 1790-92 and 1797-1801. From 1792 to 1797 and from 1801 to 1872, the State was divided into three districts known after 1801 as Albemarle, Pamlico or Pamlico, and Cape Fear. On June 4, 1872, Congress redistricted the State and directed that terms of court for the new eastern judicial district be held at Elizabeth City, New Bern, and Wilmington, the seats of the courts of the old districts. Subsequently terms were also established at Raleigh and Washington. The records consist of minute books, 1791-1864, including minutes of the Confederate States district courts, 1861-64; trial dockets, 1810-25, 1841-42, 1845-46, and 1861 (for the Confederate States Court); copyright registration books, 1796-1802, 1811-57; and letters received by Hiram L. Grant, who was clerk of the district court at Raleigh, 1899-1913, and of the circuit court there, 1902-11. Other records of North Carolina courts are in the custody of the North Carolina Department of Archives and History, the clerk of the present court and his deputies, and the library of Duke University.

Other district-court records. 1805-1929. 3 feet.

Other records received by the National Archives from district courts consist of materials pertaining to proposed trials of Aaron Burr and Herman Blennerhassett, 1805-8 (1 foot), from the court for the Southern District of Ohio; copies of population-census schedules for the Federal censuses of

1830 and 1840 in Vermont (2 feet), from the court for the District of Vermont; and a motion-picture film of the Dempsey-Sharkey and the Dempsey-Tunney boxing matches, 1927, from the court for the Western District of Washington.

22. Records of the Fish and Wildlife Service

The Fish and Wildlife Service of the Department of the Interior was formed on June 30, 1940, by a merger of the Bureau of Fisheries and the Bureau of Biological Survey. With a very few exceptions all the transferred records in this record group were maintained by one or the other of those bureaus or their predecessors and all can be most conveniently described as records of the bureaus.

See Robert H. Connery, *Governmental Problems in Wildlife Conservation* (New York, 1935), and Bureau of Fisheries, *Conservation Work of the Bureau of Fisheries* (Washington, 1935).

Records of the Bureau of Fisheries. 1868-1940. 470 feet.

A Commissioner of Fish and Fisheries was appointed in 1871, pursuant to a resolution of Congress, to investigate the causes, extent, and means of preventing the decline of American fisheries. His office, an independent agency known at first as the United States Fish Commission and later as the United States Fish and Fisheries Commission, subsequently undertook the propagation of food fish, the collection of statistics on the fisheries industry, and the study of commercial fishery methods and fish utilization. The act establishing the Department of Commerce and Labor, approved February 14, 1903, placed the Commission, subsequently known as the Bureau of Fisheries, under the jurisdiction of the new Department, and also transferred to the Department the regulation of the Alaska salmon and fur-seal industries, a function of the Treasury Department since 1868. The Alaskan work, at first performed by two separate agencies in the Department of Commerce and Labor, became by 1910 a part of the work of the Bureau of Fisheries. The Bureau was transferred from the Department of Commerce to the Department of the Interior in 1939. The records of the Commission and the Bureau fall into the following groups:

GENERAL RECORDS, 1871-1940 (370 feet). These records consist of the early correspondence files, chiefly of the Commission, prior to about 1906; portions of the classified correspondence files containing records from 1903; and numerous small series of miscellaneous character.

The early correspondence consists of letters received, 1871-1900 (135 feet), with some materials from 1869 addressed to S. F. Baird before he became the first Commissioner, and copies of letters sent, 1871-1906 (75 feet). In general the correspondence is arranged in chronological order. Registers (110 vols.) list the letters and summarize their contents, and indexes, usually by correspondents, are in most of the volumes of press copies and registers and in 54 separate volumes. For the most part the correspondence deals with the administrative development and growth of the Commission and the Bureau

but among the copies of letters sent are small series of letters that have special interest. These relate to such subjects as personnel controversies within the Commission, Congressional investigations of the Commission, the proposed transfer of the Commission to the Department of Agriculture, sealing in the Pribilof Islands, and the regulation of salmon fishing in Alaskan waters.

Before 1937 the Bureau did not have a central-files system, and when a decimal filing system was established in that year some earlier material was drawn into the classified files from divisional sources and elsewhere. The portions of these files in the National Archives (40 feet) consist of non-current materials filed under such headings as commentaries and criticisms, 1937-40; the White House, 1934-39; departments and independent agencies, 1914-39; emergency relief, 1933-38; conservation, 1931-39; administration, 1905-39; black bass and angling, 1931-40; whaling operations, 1924-40; and inspection reports, 1903-39.

Some of the miscellaneous records are of great historical interest and significance. Of special importance for the early work of the Commission are a few letters to and from the Commissioners, 1870-72, some antedating the establishment of the Commission; incoming letters from executive departments, 1877-81; and letters from Livingston Stone, 1874, 1876-77. Records that relate to international relations, both scientific and political, include field notes and records of interviews of international joint commissioners William Wakeham and Richard Rathbun relative to the preservation of fisheries in waters separating the United States and Canada, 1894-95 (13 feet); materials on relations with Canada and Mexico, 1906-37 (3 feet); and papers relating to international fisheries conventions and commissions, 1905-34 (5 feet). There are reports, programs, exhibits, and other records that arose out of participation in the work of scientific societies, conferences, and congresses, 1906-37 (4 feet), and in national and international expositions, 1880-1926 (3 feet). The files relating to the operation of the Bureau's vessels include logs of the *Grampus* and the *Fish Hawk*, 1886-93 (2 feet), on scientific expeditions along the Atlantic coast; logs and other records of the operation of the *Albatross*, 1881-1924 (3 feet); and correspondence and reports concerning the purchase, operation, and disposition of other vessels, 1879-1928 (2 feet). There are sketches and photographs used in publications, 1885-1919 (9 feet), and clippings from the Gloucester (Mass.) *Daily Times* concerning fishing conditions, 1900-1936 (6 feet). Materials relating to the administration of the Bureau include numerous ledgers, journals, and other fiscal records, 1871-1919 (24 feet); records relating to fish and fishery legislation, 1930-37 (1 foot); a "station history" series (17 feet) made up of papers relating to such matters as the establishment of stations, the leasing of ground, the construction of buildings, and major organizational changes; a "charges, complaints, and investigations" series, 1895-1926 (6 feet); and an "administrative" series for the period of World War I (4 feet).

Photographic materials (8 cubic feet) other than those mentioned above include albums of pictures taken on cruises of the *Albatross*, 1892-94; albums of pictures of fisheries and fish hatcheries throughout the United States;

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22. FISH AND WILDLIFE SERVICE

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pictures of the seal rookeries in Alaska, 1892-97, of the pearl-button industry in Iowa, and of sponge fisheries; interior views of the *S. S. America*; and 19 reels of motion-picture film, 1921-32, dealing largely with fishing off the New England coast but also illustrating various phases of the Bureau's work elsewhere. Cartographic materials (5 cubic feet) include copies of the "Alaska Boundary Tribunal Atlas," 1898-1919, and maps showing locations of seal rookeries on the Pribilof Islands and of fishtraps in Alaskan coastal waters.

"ALASKA FILE" OF THE OFFICE OF THE SECRETARY OF THE TREASURY, 1868-1903 (10 feet). The Secretary of the Treasury was responsible for the protection and conservation of the Alaskan fur seals from 1868 to 1903 and the Alaskan salmon fisheries from 1889 to 1903. The records in the "Alaska File" are largely letters, reports, and other documents received from special agents, the customs officer at San Francisco, other departments, the general public, and the Alaskan Commercial Co. and the North American Commercial Co., which, from 1870 to 1910, had the exclusive right to take seals in Alaska. They relate mostly to sealing operations and to the administration of the Pribilof Islands, though some pertain to salmon fisheries. Miscellaneous records relate to a census of St. Paul Island in 1898, statistics on the entry of seal skins, ships' operations, salmon fisheries, and fisheries legislation. In the records of the Office of the Secretary of the Treasury (Record Group 56) there are related records.

RECORDS OF THE ALASKA DIVISION, 1903-39 (76 feet). Supervision of fisheries matters in Alaskan waters was made a responsibility of the Office of the Secretary of Commerce and Labor in 1903. Subsequently the work was performed by the Alaskan Fisheries, later known as the Alaska Division of the Bureau of Fisheries. Since 1910, when the contract with the North American Commercial Co. expired, the Division has conducted the sealing operations of the Pribilof Islands, where about 80 percent of the seals of the world have had their breeding grounds, and has had the responsibility of supervising all the activities, social as well as industrial, of the small, isolated, dependent communities on the Islands. The Salmon Section of the Division has directed the operations of several vessels and has supervised the wardens, stream guards, and inspectors, who have observed the salmon run and the spawning ground; has taken action against violators of "escapement" laws; has recommended changes in seasonal regulations; has inspected packing plants; and has removed stream obstructions.

Most of the records of the Division are arranged in two series, one (32 feet) containing material principally for the period prior to 1921, including some of Treasury Department origin, and the other (44 feet) relating principally to the period 1921-39. Each series is made up of a multitude of informal small dossiers without any logical arrangement. Any one folder or bundle may pertain to a particular geographic area, an investigation, the activities or observations of some person, a specific commodity, or some administrative action. Taken together they relate to all the activities of the Bureau of Fisheries in Alaska. Detailed lists of the dossiers are available.

RECORDS OF THE DIVISION OF SCIENTIFIC INQUIRY, 1906-33 (14 feet). These are miscellaneous disarranged and fragmentary files relating to water pollution, diseases of fish, fish culture in different geographic areas, conservation, shell fish, publications, administration, and various investigations of fish and fisheries.

Records of the Bureau of Biological Survey. 1902-41. 516 feet.

A Division of Ornithology and Mammalogy was established in the Department of Agriculture in 1886; 10 years later it became the Division of Biological Survey; and in 1905 it was given bureau status. Prior to 1907 the Bureau was engaged largely in scientific studies of wildlife, particularly its geographic distribution. Thereafter increasing emphasis was placed upon investigations of a practical nature and upon regulatory work. It became especially active in coordinating and promoting measures to control rodents and other predatory animals; it undertook research in the breeding of fur-bearing animals and the management of fur farms; it was assigned responsibility for enforcing the various migratory-bird acts, the first of which was the Lacey Act of 1900; and, chiefly after 1920, it emphasized the protection and increase of beneficial species of birds and mammals by establishing game refuges and carrying on experimental work. Its records fall into the following groups:

GENERAL RECORDS, 1902-39 (435 feet). Most of the Survey records for the period prior to 1916 have disappeared. A small series, 1902-25 (2 feet), arranged alphabetically by correspondents, contains some early material; a few records were incorporated into the classified files described below, others were destroyed by fire, and some cannot be accounted for.

The general records of the Bureau are largely in central classified correspondence files, 1916-39 (425 feet), and relate to all phases of Government protection and conservation of wildlife. These files, made up of correspondence, intraoffice communications, and reference material, are arranged by subjects corresponding to the principal interests of the Bureau. Most of the material falls under the following major classes: Alaska; big game; biological investigations (50 feet); finance; food habits; fur resources; game protection (200 feet), largely closed case files of investigations of violations of migratory-bird laws; importation of live birds and mammals; office operations; predatory-animal and rodent control (30 feet); property; publications (21 feet), including copies of manuscripts; and reservations (34 feet).

Miscellaneous records include records of the President's Wildlife Committee, otherwise known as the Beck Committee, 1933-34 (18 inches), appointed to formulate policies for wildlife conservation; and papers relating to the work of the Water Resources Committee of the National Resources Committee, 1935 (18 inches), and to the extension work of the Bureau (2 feet).

DIVISIONAL RECORDS, 1911-37 (21 feet). In addition to the central files there are a few supplementary and generally fragmentary files separately maintained in some of the Bureau's divisions. They include records of the Division of Biological Investigations, later known as the Division of Wildlife Research, 1933-37 (3 feet); of the Division of Game Management and its predecessor, the Division of Game and Bird Reservations, 1920-37 (15 feet);

and of the Division of Alaska Investigations and its predecessors, 1911-27 (4 feet). This last-named division was formed in 1921 to administer investigations in Alaska and certain regulatory and promotional activities, transferred from the Bureau of Fisheries and the Office of Education, relating to land fur-bearing animals and reindeer. Most of its records are those created by the Bureau of Fisheries in the course of leasing certain islands for fox-fur farming.

RECORDS RELATING TO EMERGENCY WORK, 1933-41 (60 feet). The President's Wildlife Committee of 1933, mentioned above, focused attention on the crisis faced by wildlife and more particularly on the fact that without the restoration of breeding areas there could be no regeneration of the rapidly receding population of migratory waterfowl. Accordingly, millions of dollars were allocated from various emergency funds for an unprecedented large-scale program of wildlife restoration. Responsibility for developing and directing most of the program fell upon the newly formed Division of Migratory Waterfowl in the Bureau of Biological Survey. A large portion of these records seem to be those of the Division's Section of Restoration and Development. By 1938, however, a Division of Construction and CCC Operations had taken over the direction of the 30 or so Civilian Conservation Corps camps that performed most of the work, and many of the records relate to the work of this Division. The acquisition and expenditure of emergency funds and the direction of work carried on by their use were complex operations characterized by a high degree of interagency cooperation. Many of these records, therefore, pertain to cooperation with the Emergency Conservation Work, the National Recovery Administration, the Agricultural Adjustment Administration, the Work Projects Administration, the Bureau of Agricultural Engineering, and other agencies. Most of the records are arranged by subjects or projects.

23. Records of the Coast and Geodetic Survey

In 1807 Congress authorized the making of a survey of the coasts of the United States, but not until 1816 was an organization, known as the Survey of the Coast, established in the Treasury Department to perform this task. The Survey soon ceased to function for want of an appropriation, but it was reestablished in 1832 and remained in the Treasury Department until 1903, aside from the years 1834-36, during which it was supervised by the Navy Department. It was renamed the Coast and Geodetic Survey in 1878 in recognition of its geodetic activities, and it was transferred to the Department of Commerce and Labor in 1903. Since 1913 it has been in the Department of Commerce. Seismographic work of the Weather Bureau was taken over by the Survey in 1925.

See Gustavus A. Weber, *The Coast and Geodetic Survey* (Baltimore, 1923), and the following publications of the Survey: *The United States Coast and Geodetic Survey* (rev. ed., Washington, 1929); *List and Catalogue of Publications* (Washington, 1908); *Catalog of Nautical and Aeronautical Charts, Coast Pilots, Tide Tables, Current Tables, Tidal Current Charts* (Washington, 1936); and *Annual Reports, 1816-1932* (last printed).

Records of observations and surveys. 1832-1942. 3,646 feet.

These records contain data collected in the various States, Territories, and dependencies, and occasionally in foreign countries as well. In many cases they constitute the only authentic source from which can be deduced natural or artificial changes in the physical condition of the area surveyed, and from them there has been drawn off and published from time to time information required for general use. The material is usually bound in volumes. Detailed lists have accompanied the various transfers of records. The records consist of the following classes:

ASTRONOMICAL RECORDS, 1832-1933 (146 feet). Azimuth, time, latitude, and longitude observations, time computations, and miscellaneous data.

LEVELING RECORDS, 1883-1942 (1,187 feet). Descriptions of bench marks, spirit-level observations, vertical measures, and rod books.

TRIANGULATION RECORDS, 1843-1940 (715 feet). Accurate descriptions of triangulation monuments, reconnaissance notes regarding territory through which surveys were to pass, observations of horizontal angles and directions, abstracts of horizontal measures, and traverse and base-line measurements and computations.

TIDE RECORDS, 1832-42 (565 feet). Marigrams or tide rolls, tide-staff readings, and tide-leveling records, including descriptions of bench marks, sketches, and readings.

MAGNETIC OBSERVATIONS AND SEISMOGRAPH RECORDS, 1833-1941 (398 feet). Observations at observatories and field stations on land, 1830-1936, smoked-paper and photographic seismograms, 1903-41, and seismological registers from stations in all parts of the world, 1899-41.

GRAVITY OBSERVATIONS, 1873-1922 (10 feet).

DEPTH SOUNDING RECORDS, 1836-1918 (625 feet).

Correspondence. 1816-1935. 672 feet.

Correspondence and related records of the Survey are contained principally in three series of bound volumes. The most extensive of these (858 vols.) is made up of the correspondence, monthly reports, and journals of the Survey for the period 1834-1935. The larger subdivisions of this series consist of the correspondence and reports of the Office of the Assistant in Charge, 1847-1920; correspondence of the Office of the Hydrographic Inspector and the Inspector of Hydrography and Topography, 1879-1909; correspondence with the Disbursing Office, 1885-97; and reports and journals, 1904-35. The second series (784 vols.) contains correspondence for the period 1832-1903 concerning the internal organization of the Survey and its relations with other Government agencies. The third series (121 vols.) consists of correspondence used at various times by the Office of Hydrography for reference purposes. It contains letters that this Office either did not send to the Division of Archives and Library of the Survey or that it failed to return to the custody of that Division. They relate largely to the field work, personnel, and bookkeeping of the Survey, 1816-18, 1832-1918. Included is a volume of letters for the period 1816-32, those after 1818 relating to certain survey activities conducted by the Navy Department. These three series of volumes contain almost all the extant correspondence of

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the Survey through 1924 and have unique value as a source for the scientific history of the period covered. In addition to the bound volumes of correspondence there is a file of correspondence of the Office of the Director of the Survey with Federal departments and other agencies, 1915-29; and one of correspondence of the Division of Hydrography and Topography with the public, 1924-29.

Logs. 1840-1941. 495 feet.

These deck and engineers' logs for vessels used by the Coast and Geodetic Survey comprise 4,643 volumes, including a few medical journals and petty cash books. They supplement the field records and, in addition to their general historical and scientific interest as records of survey parties at work, are of value for determining the dates and conditions under which specific surveys were undertaken. A list of the logs has been compiled.

Other records. 1870-1935. 3 feet.

These consist of several editions of the printed Survey charts of the coasts of the United States and its possessions, with manuscript revisions from which the successive editions of Survey charts were produced, 1903-34 (15 feet); blueprints and tracings of building plans of Survey buildings, 1870-1925 (1 foot); and a file of newspaper clippings and reports from individuals concerning earthquakes, 1902-35 (14 feet).

24. Records of the Bureau of Naval Personnel

The Bureau of Navigation, established in 1862 as one of eight bureaus of the Navy Department, took over at that time some functions of the former Bureau of Ordnance and Hydrography. It was at first mainly concerned with providing nautical charts and instruments, signal books, bunting, ships' libraries, and the like and with the supervision of the Nautical Almanac Office and of the United States Naval Observatory and Hydrographical Office. In 1866 this last-named agency was made two separate units within the Bureau, the Naval Observatory and the Hydrographic Office. By a reorganization in 1889, however, the Bureau's responsibilities were almost completely changed. All its previously existing functions and offices were transferred to the Bureau of Equipment and Recruiting (renamed at this time the Bureau of Equipment), with the exception of the Hydrographic Office, which was not so transferred until 1898; and from the Bureau of Equipment and Recruiting the Bureau of Navigation took over responsibility for the recruiting, training, discipline, and control of enlisted men and the appointment and detail of officers. At the same time it received from the Office of the Secretary of the Navy responsibility for the supervision of the Naval Academy, which once before (1862-69) had been under its control. Thus the main responsibility of the Bureau of Navigation became the provision and maintenance of an efficient personnel. In 1910 the Naval Observatory and the Hydrographic Office were returned to the Bureau, but in 1942 they were

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transferred to the Office of the Chief of Naval Operations. On May 3, 1942, the Bureau of Navigation was renamed the Bureau of Naval Personnel.

See Van Tyne and Leland, *Guide*, 196-198, and Henry P. Beers, "The Bureau of Navigation, 1862-1942," in *American Archivist*, 6: 212-252 (Oct. 1943).

Records of the Bureau of Equipment and Recruiting. 1862-94. 232 feet.

This Bureau, created in 1862, was one of three bureaus to receive functions formerly exercised by the Bureau of Construction, Equipment, and Repair. When its functions pertaining to the enlistment and assignment of seamen were transferred to the Bureau of Navigation in 1889, the related records were also transferred and a few of the series were continued by the Bureau of Navigation. The records consist principally of letters received, 1862-85 (678 vols.), and copies of letters sent, 1862-89 (407 vols.). Letters received for the years 1886-89 have not been found. Other records include quarterly returns of deserters, 1863-65 (51 vols.); records relating to honorable discharges, 1864-85 (73 vols.); and weekly returns of boys or apprentices on naval ships, 1875-94 (34 vols.). Other records maintained by this Bureau are in some of the groups described below.

General correspondence of the Bureau of Navigation. 1862-1940. 2,267 feet.

The letters received by the Bureau for the period 1862-84 (556 vols.) are grouped in series under such headings as naval officers, navigation officers, commandants, paymasters, naval apprentices, Naval Observatory, Naval Academy, Nautical Almanac Office, Navy Department, Pension Office, and Signal Office. The letters relating to naval apprentices are chiefly from a system inaugurated by Secretary Gideon Welles in 1864. Letters received for the period 1885-89 have not been found, but there are registers containing brief abstracts of the letters for those years (7 vols.). Among the letters sent, there are copies for the period 1862-84 (208 vols.) grouped in series by subjects and classes of correspondents. For the period 1885-90 there are copies (20 vols.) arranged chronologically.

For the period 1889-1939 there are general files containing both incoming and outgoing material (1,878 feet). These files are arranged by numbers assigned chronologically until 1925 and thereafter by subject. In addition, there are various series of copies of letters sent, 1890-1911 (1,938 feet), arranged by subject or classes of correspondents and thereunder chronologically. There are registers of correspondence, 1896-1903 (47 vols.), but finding aids for the years since then have been retained by the Bureau.

Records relating to officers. 1825-1936. 271 feet.

In March 1861 an Office of Detail was established in the Secretary's Office to handle matters relating to the appointment and detail of naval officers, and in 1865 it was placed under the supervision of the Chief of the Bureau of Navigation. It was formally transferred to the Bureau in 1889 and was renamed the Division of Officers and Fleet. Most of the records relating to

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officers have been retained by the Navy Department. Those in the National Archives are as follows:

CORRESPONDENCE OF THE OFFICE OF DETAIL AND THE DIVISION OF OFFICERS AND FLEET, 1865-96 (127 feet). Included are letters received, 1865-95 (322 vols. and 60 feet of unbound papers); copies of letters sent, 1865-90 (22 vols.); and general correspondence files containing both letters received and sent, 1895-96 (9 feet). Letters sent for the years 1891-94 have not been found.

OTHER RECORDS, 1825-1936 (144 feet). Among these are copies of letters sent to officers by the Secretary of the Navy and the Chief of the Bureau of Navigation conveying appointments and orders and accepting resignations, 1842-95 (47 vols.), and of letters sent to officers of the Engineer Corps, 1853-99 (10 vols.); copies of commissions and warrants issued to officers, 1844-1936 (36 feet); registers and lists of officers, 1837-1909 (13 vols.); copies of resolutions of confirmation of officers by the Senate, 1843-1909 (10 vols.); and copies of certificates of identification issued in lieu of passports to naval personnel ordered to duty abroad, with related correspondence, 1917-21 (12 feet).

Records relating to midshipmen. 1850-1940. 227 feet.

These records pertain to the education and training of midshipmen. In 1845 Secretary of the Navy George Bancroft founded the Naval School (later renamed the United States Naval Academy) at Annapolis, Md., to provide more satisfactory methods of instructing midshipmen, who up to that time had been educated in a haphazard way aboard ship and at navy yards. It was immediately responsible to the Secretary of the Navy until 1862 when it was placed under the Bureau of Navigation; it was again placed under the direct supervision of the Secretary of the Navy in 1867, but in 1889 it was placed a second time under the Bureau of Navigation.

The records include letters received from the Superintendent of the Naval Academy, 1850-53 and 1855-58 (5 vols.); copies of letters sent to the Superintendent of the Academy, 1850-53 (1 vol.); general correspondence pertaining to the Academy, 1891-96 (11 feet); and correspondence relating to applicants for appointment as naval cadets at large, 1863-91 (11 feet). Among other records are individual records of naval cadets, 1862-1904 (176 feet); letters of appointment issued to naval cadets or to midshipmen, 1884-1940 (12 vols.); reports of monthly grades of cadets at Annapolis, 1870-88 (3 vols.); and proficiency and character reports of cadets on ships, 1884-90 (1 vol.).

Records relating to enlisted men. 1846-1924. 1,176 feet.

In 1862 functions pertaining to enlisted personnel were transferred from the Secretary's Office, where they had been performed since the creation of the Navy Department, to the Bureau of Equipment and Recruiting. In 1889 these functions and related records were transferred to the Bureau of Navigation. Most of the records pertaining to enlisted men have been retained by the Navy Department. Those in the National Archives include a microfilm

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copy of a card index to records of enlisted men, 1846-84 (67 rolls); correspondence concerning service records of enlisted men, 1885-1924 (333 feet), arranged alphabetically by names of men, most of whom served before 1885 and particularly during the Civil War; muster rolls of ships and stations, 1860-85; a card record of service of enlisted men, 1917-19 (528 feet); records, 1918-24 (29 feet), of the Sixth Division (Morale Division), which handled matters pertaining to the comfort, recreation, and entertainment of men in the naval service after World War I; records, 1917-24 (36 feet), of the Training Division, which administered the training of enlisted personnel at the various naval training stations during and after World War I; and correspondence concerning rejected applications for enlistment, 1937-41 (14 feet). Among miscellaneous records relating to enlisted men, 1846-1908 (236 feet), there are lists of recruits; shipping articles of recruits, enlisted men, and boys; registers of enlistment; and conduct reports.

Ship's logs. 1801-1942. 4,360 feet.

The task of collecting and preserving logs of naval vessels was performed in a rather haphazard fashion by various offices of the Department until the establishment of the Bureau of Navigation, which took over the task and assumed the custody of such records. This collection, in which there are many gaps, especially for the period before the Civil War, consists of more than 27,000 volumes. The logs record the name of the ship, the name of the officer in command, the position of the vessel, the rate of progress, the weather, the depth of the ocean, engagements, courts martial, accidents, and other events and observations both at sea and on shore. They are of value for establishing and verifying specific historical points, and some of them contain varied and interesting observations; but the details concerning important events are often disappointingly meager.

Photographic records. 1900-1938. 34 cubic feet.

These consist of more than 3,400 negatives of photographs of officers, enlisted men, and vessels, 1900-1938; and about 100 reels of silent motion picture film, 1918-20, showing Navy activities during and immediately after World War I, which were produced by the United States Navy and used in recruiting activities.

Other records. 1861-1918. 126 feet.

Included are registers of employees of the Navy Department, 1861-95 (4 vols.); records of complements of ships and stations, 1864-66, 1890-1912 (5 vols.); correspondence of the Commander in Chief of the North Atlantic Squadron of the United States Fleet, 1897-1900 (7 feet); maps showing the movements of vessels in the battle of Santiago de Cuba, 1898; correspondence and other materials relating to naval personnel lost in the sinking of the Maine, 1898-1901 (2 feet); personnel records of officers and men of the Naval Auxiliary Service, 1901-17 (55 feet); and correspondence and other records of the Division of Naval Militia Affairs, 1891-1918 (60 feet), pertaining to supervision of and aid extended to State organizations of naval militia.

25. Records of the National Labor Relations Boards

A National Labor Board was established by the President on August 5, 1933, to adjust labor disputes arising out of the President's Reemployment Agreements and the codes provided for in the National Industrial Recovery Act. It was superseded by the first National Labor Relations Board, which was established by an Executive order of June 29, 1934, and functioned until May 1935, when portions of the National Industrial Recovery Act were invalidated by the Supreme Court. The activities of these Boards included, in addition to the settlement of labor disputes, quasi-judicial functions connected with the interpretation of section 7 (a) of the act and the conduct of employee elections for the choice of representatives for collective bargaining. Under both agencies, regional boards were set up to mediate in disputes and conduct hearings in their respective districts. By the Wagner Act of July 5, 1935, there was created a second National Labor Relations Board. Under this act, which affirms the right of employees to organize and to designate their own representatives for purposes of collective bargaining, the Board is authorized to conduct secret elections for employee representatives and to order employers to end specified unfair labor practices that frustrate collective bargaining. This Board has no subordinate boards but maintains 22 regional offices for the investigation and amicable adjustment of cases in the field.

The records of the National Labor Board and the first National Labor Relations Board passed into the custody of the second National Labor Relations Board, which transferred them, with the exception of certain administrative and personnel materials, to the National Archives. The second National Labor Relations Board has retained all its own records with the exception of certain case and hearing files.

See Lewis L. Lorwin and Arthur Wubnig, *Labor Relations Boards* (Washington, 1935); Leverett S. Lyon and others, *The National Recovery Administration*, 446-487 (Washington, 1935); William H. Spencer, *Collective Bargaining Under Section 7 (a) of the National Industrial Recovery Act* (Chicago, 1935); Hugh A. Donohoe, *Collective Bargaining Under the NIRA* (Washington, 1935); and the *Decisions of the National Labor Board* (1934. 2 vols.) and the *Decisions and Orders of the National Labor Relations Board*, issued annually since 1936.

Records of the National Labor Board and the first National Labor Relations Board. 1933-35. 416 feet.

The records of these two Boards, some of which are maintained in continuous series, include case files containing reports of investigators, exhibits, correspondence, and findings of the Boards, arranged by 714 case numbers (58 feet); transcripts of proceedings before the Boards, also arranged by case numbers (51 feet); indexes to the case files and the transcripts (13 feet); regional files containing correspondence with the regional boards, their weekly reports, and other papers, which chiefly concern cases handled by the local boards (13 feet); and various correspondence files. There are also records of the regional offices of these two Boards, among which are case files, including exhibits, legal papers, transcripts of hearings, decisions, and related correspondence; card indexes and docket books relating to the case files; and

administrative and miscellaneous files, consisting of personnel and fiscal records, minutes, reports and surveys, press releases, and general correspondence.

These records are valuable for the study of labor problems in general and in special industries and of governmental activities in connection with labor disputes. They include material relating to the Pacific longshoremen's and the Imperial Valley agricultural workers' strikes of 1934 and 1935 and to such notable cases as those involving the Weirton Steel Co., the Budd Manufacturing Co., and the Firestone Rubber Co.

Records of the second National Labor Relations Board. 1935-41. 1,475 feet.

These records consist of the case files of the Board through 1940, including the master files on all cases heard and adjusted in Washington and folders containing copies of the basic papers in all cases closed by the regional offices without reference or appeal to the National Board; and the hearing files, 1935-41, which contain transcripts of hearings held by trial examiners in the field, together with related exhibits and transcripts of oral arguments heard by the National Labor Relations Board in Washington. The case files are arranged in a single alphabetical series, and the hearing files in a single numerical series. Together these files constitute the public record of all cases presented to the Board in the period to which they pertain.

26. Records of the United States Coast Guard

The Coast Guard was created by an act of January 28, 1915, which consolidated the former Revenue-Cutter and Life-Saving Services of the Department of the Treasury. On July 1, 1939, the Bureau of Lighthouses in the Department of Commerce was transferred to and consolidated with it; and on February 28, 1942, it took over the functions of the Bureau of Marine Inspection and Navigation relating to the navigation and vessel-inspection laws and to the welfare of merchant-marine seamen (see Record Group 41). The Coast Guard functions on the high seas and navigable waters of the United States and its Territories and possessions and is charged with the enforcement of customs and navigation laws, the supervision of the anchorage and movement of vessels, the reporting of marine casualties, the saving and protection of life and property, and the installation, maintenance, and operation of lighthouses, lightships, buoys, and other aids to navigation. It constitutes a part of the military forces of the United States and operates as a part of the Navy in time of war or when the President so directs. Otherwise, it operates within the Department of the Treasury.

Records of the Bureau of Lighthouses and its predecessors. 1789-1939. 2,579 feet.

The maintenance of lighthouses was undertaken by the Federal Government in 1789 and was performed by officials in the Treasury Department until 1852, when the United States Lighthouse Board was organized with the Secretary of the Treasury as its president. The Board was transferred to the Department of Commerce and Labor in 1903; and in 1910 it was superseded

by the Bureau of Lighthouses, which remained in the Department of Commerce when the Department of Labor became a separate agency in 1913. The records not only reflect the administration of the lighthouses but also contain data regarding wages, prices of materials, and maritime conditions in the areas where lighthouses were located. In some series, particularly of the Lighthouse Board, there are gaps as a result of a Department of Commerce fire in 1921. The records fall into the following groups:

CORRESPONDENCE, 1789-1939 (1,750 feet). Correspondence of the Treasury Department concerning lighthouse matters prior to the establishment of the Lighthouse Board is contained in a series of letter books entitled "Lighthouse Letters." These books contain letters received, 1789-1812 (8 vols.), and copies of letters sent, 1792-1852 (31 vols.). Correspondence of the Lighthouse Board falls into two groups: (1) Correspondence with Government officials, Members of Congress, firms, and others outside the Lighthouse Service, consisting of letters received, 1833-1900 (155 vols., only 7 of which antedate 1852), and copies of letters sent, 1851-1910 (409 vols.), arranged in several series; and correspondence with inspectors, engineers, and superintendents of lighthouses in the various lighthouse districts, consisting of letters received, 1853-1900 (448 vols.), and copies of letters sent, 1852-1910 (668 vols.), arranged in series by district and thereunder by official; and (2) general correspondence files, including letters received and copies of letters sent, 1901-10 (285 feet), arranged according to a numerical subject system. Correspondence of the Bureau of Lighthouses, 1910-39 (550 feet), similar in scope to that of the Lighthouse Board, is arranged in several series, the first of which covers the last 7 months of 1910 and the others successive periods of 3 years each. All the series are arranged according to the same numerical subject system of filing.

PERSONNEL RECORDS OF CIVILIAN EMPLOYEES, 1821-1939 (81 feet). These are records of employees of the Lighthouse Service who resigned or were transferred or dismissed before July 1, 1939. They include personnel folders, one for each individual, containing applications for employment, appointment papers, resignations, and oaths of office, and related correspondence.

PAPERS RELATING TO LIGHTHOUSES AND LIGHTHOUSE SITES, 1789-1939 (98 feet). Most of these are legal papers pertaining to lighthouse sites, 1789-1939 (90 feet), which include contracts for the construction of lighthouses and for equipment and supplies. Related to them is a collection of original opaque drawings of lighthouses, lighthouse sites, and life-saving stations, 1840-1935. Journals of lighthouses are present for the period 1873-1939.

RECORDS RELATING TO LIGHTHOUSE VESSELS, 1853-1939 (300 feet). These consist of title papers for vessels owned by the Lighthouse Board, 1853-95; and logs of Lighthouse Service vessels, 1873-1939.

MINUTES AND OTHER RECORDS OF THE LIGHTHOUSE BOARD, 1852-1910 (49 feet). The minutes are complete for this period (27 vols.). The other records consist of committee reports, 1875-1900 (8 vols.); notifications of appointments and miscellaneous personnel reports, 1883-1907 (29 vols.); and various account books.

LIGHTHOUSE DISTRICT RECORDS, 1838-1939 (300 feet). The records of the Third Lighthouse District, New York, 1852-1940, are the most extensive.

They consist of correspondence and reports received and sent by the district inspector, engineer, and superintendent concerning all activities of the district headquarters; maps and charts of coastal waters in and around New York; personnel records; and ledgers of receipts and disbursements. Although the Seventh Lighthouse District, Key West, Fla., was established in 1852, its records, consisting of correspondence and reports, date only from 1878. The activities of this district are of particular interest because of the topographic characteristics of the coastal area. The correspondence for 1898 deals at some length with activities in relation to the Spanish-American War. Copies of outgoing correspondence of the Twelfth District Office, San Francisco, 1855-59, and lighthouse records for Puerto Rico, 1838-97, and for the Virgin Islands, 1910-17, are also present.

MOTION PICTURES. Two 1-reel films depict activities of the Lighthouse Service in repairing, adjusting, and refueling channel markers and buoys; in replacing older buoys with modern markers; and in maintaining and supplying lightships. Undated.

Records of the Life-Saving Service. 1870-1915. 657 feet.

The Life-Saving Service was formally established in 1871 under the administrative supervision of the Revenue-Marine Division of the Treasury Department. Prior to that time the provisions made for rescues along the coasts were informal and generally voluntary. In 1878 the Life-Saving Service was placed under a General Superintendent immediately responsible to the Secretary of the Treasury, with a status approximately that of a bureau. This status was continued until the merging of the Life-Saving Service with the Revenue-Cutter Service to form the Coast Guard in 1915.

The correspondence of the Service includes both letters received and copies of letters sent and touches on all subjects pertinent to its work, including personnel and fiscal matters, procedures, work programs, sea disasters, and rescues. Other records include journals, 1881-1914, wreck reports, papers relating to applications for and the award of medals, and miscellaneous personnel papers such as nominations for keepers and applications for the position of Superintendent.

Records of the Revenue-Cutter Service. 1789-1915. 900 feet.

The Revenue-Cutter Service had its origin in acts passed by Congress in 1789 and 1790 providing for a surveyor at each port and for the maintenance of cutters in enforcing the collection of customs and tonnage duties. A Revenue-Marine Bureau was established in the Department of the Treasury in 1843 to administer the Service, and this Bureau remained in existence until 1849, when control of the cutters reverted to local collectors of customs. The Service was administered from 1871 to 1894 by a Revenue-Marine Division in the Office of the Secretary.

The correspondence of the Service falls principally within the period 1833-1910, although there are copies of outgoing letters dating back to 1790. Personnel records of officers and enlisted men (26 feet) pertain to the period 1833-1915, with fragmentary records as early as 1789. Correspondence and specifications relating to the construction and repair of revenue cutters (65 feet) are present for the period 1845-1910. Shortly

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after the acquisition of Alaska, the Revenue-Cutter Service was assigned the function of enforcing certain Federal regulations in that territory. Records relating to this police work are present for the period 1880-1910. There are also reports relating to wrecks, assistance rendered, and the like, as well as numerous account books. Correspondence with collectors of customs in Record Group 36, Records of the Bureau of Customs, and Record Group 56, General Records of the Department of the Treasury, includes some materials relating to the Revenue-Cutter Service in early years.

Records of the United States Coast Guard. 1828-1943. 9,910 feet.

The records described below include series begun by or records brought forward from the files of the predecessors of the Coast Guard. A preliminary checklist of most of the records is available in processed form.

CORRESPONDENCE, 1875-1941 (2,125 feet). This consists of classified files of incoming and outgoing correspondence, reports, and memoranda of the Coast Guard headquarters relating to administrative and legal matters; the construction, outfitting, and repair of vessels, shore establishments, and machinery; seized vessels; the Bering Sea Patrol; operations; personnel; and communications. Materials antedating 1915 are records of the Revenue-Cutter and Life-Saving Services that have been integrated with related records of the Coast Guard.

PERSONNEL FILES, 1885-1938 (874 feet). The enlisted-personnel files, about 1885-1933 (700 feet), are made up of the service records of inactive enlisted Coast Guard personnel, including personnel of the former Revenue-Cutter and Life-Saving Services, whose terms of enlistment terminated prior to 1934. Such records include enlistment contracts; reports of physical and medical examinations, hospitalizations, and medical treatment; data on Government insurance policies held; findings of courts; data on the nature of discharges received; and correspondence. The officer-personnel files (84 feet) contain the service records of officers of the Revenue-Cutter and Life-Saving Services taken over by the Coast Guard in 1915 and of officers of the Coast Guard whose terms of service terminated prior to 1930. The records include correspondence concerning commissions and promotions, orders and records of assignments, and fitness reports. The civilian-personnel files (90 feet) contain records of inactive civilian personnel of the Coast Guard headquarters and field offices, 1915-37; of the civilian personnel of the Life-Saving Service whose service extended beyond 1914; and of personnel of the Bureau of Lighthouses, 1900-1938. Included are letters of application, recommendation, and appointment; records of assignments; and resignations. The personnel records in Record Group 56, General Records of the Department of the Treasury, contain some folders for military and civilian personnel of the Coast Guard and its predecessors.

PAY CARDS AND MUSTER ROLLS, 1833-1941 (178 feet). The pay cards record monthly payments to officers and enlisted men for salaries, clothing, service credits, and allotments and provide information also on dates of enlistments, transfers, and discharges. The muster rolls are for Revenue-Cutter Service vessels, 1833-1914, and for vessels, districts, lifeboat stations, miscellaneous units, and recruiting stations, 1915-41. In addition to the pay cards

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and muster rolls, there are three series of honorable-discharge records: (1) World War I cards, 1917-18, containing the name, age, rating, place and date of enlistment, place of service, commendations, and date, place, and nature of discharge for each enlisted man of the Coast Guard, except that cards for persons with names beginning with letters K-Z are missing; (2) stubs of honorable discharges granted by commanders of various Coast Guard vessels and shore units to enlisted personnel, 1927-37; and (3) receipts for honorable-discharge forms, 1930-34. The stubs of honorable discharges contain the name of the vessel or shore unit, the name of the enlisted man, his rating at the time of discharge, the rating for which he was best qualified, and his home address.

RECORDS OF COURTS MARTIAL AND DECK COURTS, 1906-41 (59 feet). These consist of records of general courts martial, records of minor and summary courts martial, and records of deck courts. The records of general courts martial of the Revenue-Cutter Service and the Coast Guard (26 feet) cover the period 1906-41 and include data pertaining to the organization and personnel of the courts; the charges and specifications and the pleas and arraignment of the defendants; papers and exhibits transmitted for the consideration of the courts; the proceedings, findings, and sentences; and the reports of the reviewing authorities. The records of minor courts martial of the Coast Guard, the Revenue-Cutter Service and of summary courts martial of the Coast Guard, July 1906-June 1941, contain orders summoning the courts, arraignment and pleas of the accused, the proceedings at the trials, the findings and sentences of the courts, and the reports of the reviewing authorities. The records of deck courts, 1930-41, consisting in each case of a single form, contain for each defendant his name, citizenship, number and dates of enlistment, loss of pay recommended, record of previous convictions, plea, finding of the court, sentence, and report of reviewing authorities. Files relating to Coast Guard general courts martial and deck courts convened during World War I are among the records of the Office of the Judge Advocate General of the Navy (Record Group 125).

Logs, 1828-1942 (6,075 feet). Logs, in which are recorded daily detailed information concerning operations and activities, the weather, personnel, and other matters, are kept by Coast Guard vessels and by lifeboat stations, and other shore units. These logs are a primary source for information of an operational nature and one of the principal sources for the general history of the Coast Guard and its predecessors. Virtually all existing logs created by the Life-Saving Service, the Revenue-Cutter Service, and the Coast Guard through 1943 are in the National Archives, and a policy of transferring to that agency logs that have been in existence for more than 2 years has been adopted. Logs, journals, weekly transcripts of logs, and monthly abstracts of journals of name vessels of the Revenue-Cutter Service and the Coast Guard in the National Archives have been consolidated into a single alphabetical file, 1828-1941 (2,068 feet), in order to construct as nearly complete a record as possible of the activities of each vessel. In addition to these logs of name vessels, there are collections of logs of life-saving stations, 1874-1914, of lifeboat stations, 1915-43, and of smaller

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vessels, bases, and miscellaneous short units, 1915-43. A list of logs of Coast Guard vessels in the National Archives, 1790-1941, is available in processed form.

MARINE ENGINEERING RECORDS, 1924-40 (70 feet). These include blueprints, tracings, motor-vehicle reports, yard-progress reports, and construction reports of vessels of the *Tampa* class and of small boats constructed by projects of the Work Projects Administration.

MICROFILM COPIES OF CASUALTY, WRECK, AND ASSISTANCE REPORTS, 1913-40 (229 rolls). The casualty and wreck reports, 1913-39, consist of reports submitted to Coast Guard headquarters in accordance with an act of June 20, 1874, by masters, agents, or owners of American vessels when casualties or wrecks involved the loss of \$300 or when they resulted in loss of life or serious injury to anyone on board. The reports of assistance rendered individuals and vessels by the various units of the Coast Guard, 1916-40, give the name of the vessel, person, or plane assisted, the date the assistance was rendered, the name of the station or vessel rendering the assistance, and other information.

CASE HISTORIES OF SEIZED VESSELS ENGAGED IN OR SUSPECTED OF SMUGGLING RUM, 1928-33 (54 feet). These consist of reports of seizures and court actions, photostatic copies of log entries, newspaper clippings, and correspondence relating to the seized vessels. Correspondence and other records relating to seized vessels before 1928 are in the correspondence files, 1875-1941, described above.

RECORDS OF THE DISTRICT COAST GUARD OFFICE, NEW ORLEANS, 1935-43 (12 feet). Detailed information concerning the operations and policies of the Coast Guard is contained in its district records, which in consequence supplement and amplify materials in the classified correspondence files of the Coast Guard headquarters. These records of the District Coast Guard Office for the Eighth Naval District at New Orleans consist of correspondence and reports on operations. They contain information about the apprehension and detention of vessels suspected of violating the neutrality laws of the United States that is not to be found in the headquarters files.

RECORDS OF THE BERING SEA PATROL, 1927-39 (15 feet). Since shortly after the purchase of Alaska, vessels of the Revenue-Cutter Service and its successor, the United States Coast Guard, have regularly cruised in the North Pacific Ocean, the Bering Sea, and the waters around southeastern Alaska in the summer months to prevent the killing of fur seals and to perform other duties for the Treasury and other departments. In recent years the annual patrol has been conducted primarily for the enforcement of the convention of July 7, 1911, signed by the United States, Great Britain, Russia, and Japan, for the protection of fur seals of the North Pacific Ocean. In addition, the cutters deliver food to isolated settlements in the Territory and aid in combating epidemics and administering justice. The Bering Sea Patrol consists of vessels temporarily assigned from other divisions of the Coast Guard and is directed by a division commander, who usually maintains headquarters at Unalaska, Alaska. The whereabouts of records of the Patrol for the years prior to 1927 is unknown. The records in the National Archives consist of correspondence with Coast Guard headquarters and communications between

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vessels comprising the units of the Patrol. They relate to all activities of the Patrol, with particular emphasis on operational matters, and provide considerable information on such matters not duplicated in headquarters records.

PHOTOGRAPHS, 1941-45 (4,280 items). These consist of release copies of photographs collected by the Public Relations Division of the Coast Guard, showing activities of the Coast Guard with emphasis on military activities during World War II. On November 1, 1941, the Coast Guard became a part of the Navy and in this capacity patrolled the high seas to protect shipping from submarine and aerial attack, rescued survivors of torpedoed vessels, patrolled and policed the coastline and ports of this country to prevent sabotage, and operated landing craft in all amphibious landings in the Pacific theater and in Europe after the landings in North Africa. The Public Relations Division provided widespread photographic coverage for these activities. Included are photographs of the invasions of Biak, Bougainville, Guam, Leyte, Normandy, Italy, and Sicily; of individuals and equipment in action; and of the sinking of German submarines and the liquidation of certain German bases in Greenland.

MOTION PICTURES AND SOUND RECORDINGS, 1922-43 (174 units). The Coast Guard contracts for motion pictures for use in recruiting, for entertainment aboard vessels, and for documentation purposes and cooperates with news-reel agencies in making pictures, of which copies are received in return. It also receives occasional donations of films and sound recordings. Coast Guard films in the National Archives, a number of which are news reels, portray various activities of the Coast Guard, including the suppression of the traffic in narcotics; rescue work in the open sea, during floods, and in frozen seas; patrol of the coast and inland waters; the apprehension of rum-runners; the training of cadets; and target practice. Sound recordings consist principally of those of radio programs participated in by Coast Guard officers.

27. Records of the Weather Bureau

Prior to 1870 organized meteorological observations were made in the United States by the General Land Office, the Offices of the Surgeon General and the Chief of Engineers of the Army, the Hydrographic Office of the Navy, and a few State authorities, and especially the Smithsonian Institution. The first full-time weather service was organized in the Office of the Chief Signal Officer of the Army in accordance with a joint resolution of Congress approved February 9, 1870. Though other agencies continued to make observations, that Office, which in 1873 took over the Smithsonian Institution's system of voluntary observers, was the most important. On July 1, 1891, the Weather Bureau was established in the Department of Agriculture and took over the meteorological work and records of the Office of the Chief Signal Officer. The Bureau was transferred to the Department of Commerce in 1940 by President Roosevelt's Reorganization Plan No. IV.

See Cleveland Abbe, "The Meteorological Work of the U. S. Signal Service," in *Weather Bureau, Bulletin* 11, part 2, p. 232-285 (Washington, 1894); Gustavus A. Weber, *The Weather Bureau* (New York, 1922); E. B. Calvert, *The Weather Bureau* (Agriculture

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ture Dept., *Misc. Pub.* 114. Washington, 1931); *Annual Reports* of the Signal Service, 1870-91, and of the Weather Bureau, 1891-; and National Archives, *List of Climatological Records in the National Archives* (Washington, 1942).

Records of the Meteorological Division of the Smithsonian Institution. 1847-73. 40 feet.

The most important system for taking meteorological observations in the United States during the middle of the nineteenth century was established by the Smithsonian Institution in 1847. It was built around the work of widely scattered volunteer observers, many of whom had reported for some years to James P. Espy, who had established himself under various auspices as the "national meteorologist" prior to his employment by the Institution in 1847. As the system grew, previously existing private and State weather services were gradually merged with it. Its system of voluntary observers was transferred to the Signal Office in 1873.

The records consist chiefly of correspondence of the Division, 1847-67, and miscellaneous diaries, reports, charts, and other materials, some of which were assembled by predecessors or successors of the Division and bear dates as early as 1760 and as late as 1909. The correspondence encompasses a wide variety of subjects, often covering the entire field of the Smithsonian Institution's interests. In the early years, for example, Joseph Henry, its first Secretary, gave personal attention to the correspondence, and the correspondence file of the Division contains material relating to his interests other than meteorological. In general, however, the correspondence pertains to the system of volunteer observations and is concerned with discussions of the laws of meteorology and requests for advice, instructions, instruments, or supplies. Other materials include important meteorological or hydrological records, news clippings, periodic weather bulletins and charts, diaries, and technical writings relating to meteorology.

See William T. Holland and Charles S. Jarvis, *Inventory of Unpublished Hydrologic Data* (Geological Survey, *Water-Supply Paper* 837. Washington, 1938).

General correspondence. 1870-1935. 1,250 feet.

The general correspondence files include records of the Weather Bureau from 1891 to 1935 and of its predecessor agency, the Office of the Chief Signal Officer of the War Department, from 1870 to 1891. The weather-service work of the Office of the Chief Signal Officer (commonly known as the Signal Office) was its primary function and the subject of most of its correspondence. When the meteorological function was transferred to the newly created Weather Bureau of the Department of Agriculture in 1891, the central correspondence files of the Signal Office from 1870 on were also transferred. The file designations used at this time lacked system and continuity and are not trustworthy guides to the subject content. In July 1894 letters received were no longer classified but were registered and filed chronologically as received. Copies of letters sent were filed under these headings: Chief Clerk, Chief of the Bureau, and confidential. The filing system was reorganized in January 1912 and a decimal subject scheme of filing was introduced. The following classifications were adopted: General administration, personnel, accounts, buildings and grounds, material and supplies, stations,

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observations and reports, publications, and miscellaneous. The records contain various indexes, registers, and other finding aids.

Administrative records. 1870-1940. 85 feet.

A large part of the records relating to the "housekeeping" activities of the weather service of the Signal Office and of the Weather Bureau were filed in the general correspondence files. There are, however, some that were maintained separately by the Chief Clerk and by the various offices having to do with finance and accounts and with personnel. The principal administrative officer was the Chief Clerk, and certain records, many of considerable significance, can be identified with his office. They include reports of boards and proceedings of committees, 1880-86; instructions, 1875-1917; special orders, 1888-90; circular letters, 1880-91, 1897-1908; and office memoranda, 1885-1911. There are fragmentary financial records, 1883-1928. The major file of personnel records consists of folders containing appointment papers, efficiency reports, photographs, correspondence, and other materials relating to the service of each employee who was born before January 1, 1880 (35 feet). There are rosters of personnel; records of station assignments, appointments, promotions, and reductions; confidential reports on personnel; and records relating to training. Most of the personnel records concern service or administration prior to 1914. Although many records of military service were returned to the War Department after the transfer of records of the Signal Office to the Weather Bureau in 1891, a clear-cut segregation was not achieved, and many records relating to military personnel remained with the Weather Bureau. Inspection reports, 1870-1940 (18 feet), consist of forms and related correspondence containing periodic descriptions of individual stations and of their personnel, instruments, relations with the public, and general meteorological services.

Records of meteorological observations. 1819-1942. 4,304 feet.

The various groups of records described below contain most of the basic scientific data assembled systematically by the Weather Bureau and its predecessors. They include records of observations made without the use of instruments, records of observations based upon instrument readings, and records of automatic instruments that continuously recorded atmospheric conditions. Records of marine observations and of upper-air observations, weather charts, and a few miscellaneous series are described elsewhere.

See National Archives, *List of Climatological Records in the National Archives* (Washington, 1942).

METEOROLOGICAL RECORDS OF THE SURGEON GENERAL'S OFFICE, 1819-1911 (72 feet). These consist of meteorological reports received by the Surgeon General's Office from Army surgeons stationed at United States military posts, 1819-59 (12 feet), and meteorological registers maintained at the posts, 1819-1911 (60 feet), from which the data contained in the reports were drawn.

METEOROLOGICAL REPORTS OF VOLUNTARY OBSERVERS FOR THE SMITHSONIAN INSTITUTION, 1840-73 (80 feet). These consist of reports from first-class observers equipped with complete sets of instruments, from partially

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equipped observers having only thermometers and rain gages, and from observers not equipped but reporting only visual observations.

METEOROLOGICAL REPORTS OF THE SURVEY OF THE NORTHERN AND NORTH-WESTERN LAKES, 1859-76 (14 feet). Meteorological observations of the Survey, carried on by the Corps of Topographical Engineers (later by the Corps of Engineers) of the Army, were reported monthly on a form entitled "Register of Water Level, and Meteorological Observations." The reports, some of which have been published and some of which are duplicated in the reports of voluntary observers for the Smithsonian Institution, contain records of the following observations: Water gage, air pressure, temperature, evaporation, precipitation, winds, and clouds. This body of records also includes anemometer trace sheets, 1860-70, which are among the earliest known weather records made by self-registering instruments.

METEOROLOGICAL REPORTS OF VOLUNTARY OBSERVERS FOR THE SIGNAL OFFICE, 1860-93 (142 feet). The system of volunteer observers established by the Smithsonian Institution was transferred to the Signal Office in 1873, after which it was expanded until, in 1890, there were more than 2,000 observers. As is the case with earlier records, the geographic coverage and the scope of the data vary from year to year. The fully equipped observers reported pressure, temperature, humidity, precipitation, wind, sky condition, and general observations. Reports from other observers are much more limited.

METEOROLOGICAL REPORTS OF VOLUNTARY OBSERVERS FOR THE WEATHER BUREAU, 1893-1938 (390 feet). Although there was some variation in data provided by voluntary observers, most reports were made on standard forms (1005 and 1009) after 1893. There are separate series of special observations in the Cotton Belt, 1883-1902 (15 feet), and in the corn and wheat region, 1896-1902 (7 feet).

WEATHER OBSERVATIONS OF REGULAR STATIONS, 1870-1938 (780 feet). These records consist largely of standard, periodic form reports from fully equipped stations administered by full-time paid personnel and known as first-order and second-order stations. There are a few less comprehensive reports from third-order stations, 1882-98 (9 feet), and a few from so-called sunset stations, 1881-85 (4 inches). The weekly reports, 1870-81 (138 feet), generally included data on atmospheric pressure, temperature, wind, clouds, precipitation, and the general state of the weather. The monthly reports, 1870-1938, submitted by first-order and second-order stations, provided for recording, several times each day, the pressure, temperature, humidity, wind direction and velocity, cloud condition, precipitation, and character of the weather. Other observations and summaries were also entered. Related records of self-registering instruments sent in from stations are described elsewhere.

OBSERVATIONS AT RIVER AND RAINFALL STATIONS, 1882-1930 (45 feet). Since 1871 the Weather Bureau (formerly the Signal Office) has been authorized to maintain stations and substations on principal streams throughout the country for the purpose of gathering data on stream level and precipita-

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on for use in forecasting changes in river stages, especially flood conditions. These records are the daily observations of gage, gage-change, rainfall, nowfall, run-off, and flood phenomena.

DAILY JOURNALS AND ABSTRACTS, 1870-1907 (216 feet). Each station was expected to keep a journal or diary of weather observations to supplement the regular meteorological forms. Abstracts, containing brief accounts of the extraordinary and important meteorological phenomena, were made from the journal and forwarded monthly to headquarters in Washington. After 1895 the document that was sent to Washington was known as a journal, rather than an abstract, though the content seems to have remained about the same. Much of the data duplicates or elaborates that recorded on official forms. The observers did, however, enter in the abstracts or journals data on such subjects as auroral displays, earthquakes, hail storms, extraordinary storms, distant lightning, frosts, first ice, bird flights, and tornadoes. In addition they recorded certain activities and administrative matters such as inspections, absences, or the cleaning and adjusting of instruments.

WIND, RAIN, AND SUNSHINE RECORDS, 1872-1942 (2,000 feet). These records consist chiefly of forms containing data on wind, rain, and sunshine conditions at stations where instrument observations were made. Included are the anemometer records that preceded the wind, rain, and sunshine forms. The chronological periods covered vary from station to station.

RECORDS OF TOTAL SOLAR AND SKY RADIATION, 1907-41 (15 feet). Solar-radiation work of the Weather Bureau dates from 1907, but only since 1920 has it ranked as an important phase of general meteorological research. These instrument records contain data for each minute of the day on the solar thermal energy received at the surface of the earth, on the brightness of the day, and on the intensity of daylight, at different seasons of the year and under different atmospheric conditions, at 10 stations in the continental United States and at Fairbanks, Alaska, and San Juan, P. R.

BAROGRAPH TRACE SHEETS, 1889-1939 (250 feet). These automatic instrument records show barometric pressure graphically on special forms.

THERMOGRAPH TRACE SHEETS, 1888-1939 (300 feet). These automatic instrument records of thermograph readings, largely on trace sheets, give the hourly temperatures at the various stations.

Records of the Marine Division. 1842-1940. 536 feet.

The Depot of Charts and Instruments of the Navy Department began the systematic collection of ocean weather data in 1842 when Lt. Matthew Fontaine Maury assumed command of it. The work, though interrupted during the period 1859-73, was continued and expanded by the Depot's successor, the Hydrographic Office. The observations of the Office duplicated to some extent those of the Signal Office from 1873 until 1887, when all the marine weather work was concentrated in the Hydrographic Office. In 1904 this work and related records were transferred to the Weather Bureau. In 1920 a Marine Division was established in the Bureau to supervise the work of procuring meteorological information from voluntary observers on ocean-going vessels, to prepare charts of the meteorology of the ocean, and to supply

data used in the preparation of pilot charts issued by the Hydrographic Office. The Division was abolished in 1940.

See Gustavus A. Weber, *The Hydrographic Office*, 17-20, 33 (Baltimore, 1926), and W. H. Beehler, "The Origin and Work of the Division of Marine Meteorology of the Hydrographic Office," in *Weather Bureau, Bulletin* 11, part 2, p. 221-232 (Washington, 1894).

"ABSTRACT LOGS" AND MISCELLANEOUS JOURNALS, 1842-90 (40 feet). The "abstract logs" were devised by Matthew Fontaine Maury, Superintendent of the Depot of Charts and Instruments, 1842-61, for the purpose of obtaining information for his celebrated "Wind and Current Charts," and they were issued to navigators of merchant vessels beginning in 1848. Observations were recorded on the forms provided and the logs were sent in at the close of voyages. In return for this cooperation, mariners were given charts and sailing directions prepared by the Depot. Maury had previously searched old logbooks of naval and other vessels for the information he required, and some of the abstract logs contain entries transcribed from logbooks of early commercial ships; the earliest log abstracted is that of the *Empress of China* for 1784. The transcribed material is not confined to navigational or meteorological data. Besides the abstract logs, a number of other logs of various sorts are in the collection, including a few original ships' logs. Lists of the logs and a card index by ships' names, prepared by workers on a Work Projects Administration project, accompany the records. Some of Maury's correspondence is in Record Group 78, Records of the Naval Observatory; and some of the naval logbooks that he may have used as sources of data for his charts prior to 1848 are in Record Group 24, Records of the Bureau of Naval Personnel.

See Charles L. Lewis, *Matthew Fontaine Maury*, 53-55, 58 (Annapolis, 1927); John W. Wayland, *The Pathfinder of the Seas*, 55-57 (Richmond, 1930); and Lewis J. Darter, "Federal Archives Relating to Matthew Fontaine Maury," in *American Neptune*, 1: 149-158 (Apr. 1941).

METEOROLOGICAL JOURNALS, 1879-93 (135 feet). These records (1,955 vols.), which consist of forms that appear to have been developed from the abstract logs described above, were supplied to captains of merchant vessels by the Hydrographic Office and were returned with recorded observations at the end of voyages. They are arranged numerically and accompanied by a card index.

OBSERVATIONS OF OCEAN LOCALITIES, 1850-80 (16 feet). The observations were made in ocean squares of five degrees and were entered on unbound forms (form B) supplied by the Hydrographic Office. By the compilation of observations made in the same areas over a number of years, information concerning weather conditions in particular localities was obtained.

REPORTS OF SHIPS' METEOROLOGICAL OBSERVATIONS, 1873-1941 (285 feet). These unbound reports, submitted to the Signal Service, the Hydrographic Office, and the Weather Bureau, do not differ greatly from the journals described above. In addition to the usual data on temperature, pressure, wind, and precipitation, information on gales and storms, fogs, auroral lights, and shipwrecks is sometimes entered.

SIMULTANEOUS INTERNATIONAL METEOROLOGICAL OBSERVATIONS, 1874-86 (40 feet). These records of observations were made simultaneously by captains of merchant vessels at points throughout the world on forms provided by the Hydrographic Office.

OTHER RECORDS RELATING TO MARINE METEOROLOGICAL OBSERVATIONS, 1904-40 (20 feet). These include synoptic charts of ocean weather conditions, 1904-40, based upon ships' observations; transcriptions, tabulations, and compilations prepared by Work Projects Administration projects under the sponsorship of the Weather Bureau; and various technical and administrative papers concerning the making of ships' observations.

Records of the Aerological Division. 1898-1941. 686 feet.

Systematic observation of atmospheric conditions in the upper air was begun in 1898 with the establishment of kite observations at 17 points. In 1904 all kite and balloon work was placed under the immediate supervision of an observatory at Mount Weather, Va. With the advent of aviation, upper-air investigations became much more important, and the work of the Weather Bureau in this field expanded greatly. An Aerological Division, with an Airplane and Sounding-Balloon Observation Section, a Pilot-Balloon Observation Section, and an Aerological Investigations Section was established. Aerological records in the National Archives are as follows:

KITE RECORDS, 1898-1933 (45 feet). By the use of self-registering meteorographs, carried aloft by kites at various stations throughout the United States, record was made of pressure, temperature, humidity, and wind velocity at known intervals. Supplementing the meteorograms thus produced are kite data sheets on which record was made of the physical conditions surrounding the flight, such as height, angular elevation, surface, and humidity. The kite records consist chiefly of these two reports, but there are, in addition, some tabulation sheets containing transcriptions from the two forms. The use of kites was generally discontinued after 1931.

PILOT-BALLOON RECORDS, 1919-41 (620 feet). These are records of systematic observations of upper-air conditions obtained by use of pilot-balloons accompanied by theodolites. Most of them are forms known as pilot-balloon data sheets and pilot-balloon graphs, although there were a number of preceding forms. They generally contain, for each flight, a description of the balloon and data on the meteorological conditions and general character of the day, the number of theodolites used, the length of time of flight, the balloon's ascension rate and course of disappearance, elevation and azimuth angles, and wind direction and velocity.

OTHER RECORDS RELATING TO UPPER-AIR OBSERVATIONS, 1930-39 (21 feet). These include adiabatic charts, 1930-32 (2 feet); airplane data sheets, 1931-36 (4 feet); and aerometeorograms, 1931-39 (15 feet).

Records of the Instrument Division. 1870-1930. 15 feet.

The installation, maintenance, and methods of use of the instruments and equipment required for the meteorological and seismological observations of the Bureau have been supervised by the Instrument Division. The records include recapitulations of barometric readings, 1870-1930 (11 feet); records of instruments received and issued, 1873-98; hygrometer records, 1879;

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thermometer records, 1871-94; Robinson anemometer records, 1871-91; anemometer comparisons, 1882-86; and instrument shelter records, 1884-88.

Weather charts and maps. 1870-1941. 505 cubic feet.

These weather charts and maps are chiefly basic charts for the Washington Forecast District, 1871-1936; basic charts for the Chicago Forecast District, 1896-1941; Northern Hemisphere charts; Northern Atlantic charts; Northern Pacific charts; and several series relating to special observations or studies. The charts for the Washington and Chicago Forecast Districts are the original manuscript charts drawn at the instant of receipt of telegraphic reports. Separate charts were prepared for the graphic presentation of simultaneous observations of temperature, pressure, winds, humidity, and other weather conditions. The separate charts were then used in preparing the weather maps, published daily, semidaily, or tridaily, and in the preparation of forecasts for the districts. The Chicago Forecast District included Illinois, Indiana, Iowa, Kansas, Michigan, Minnesota, Missouri, Nebraska, North Dakota, South Dakota, Wisconsin, and the upper and lower Lakes. The Washington District included all the remaining area east of the Mississippi River except Mississippi, Alabama, Florida, Georgia, and North and South Carolina.

The Northern Atlantic and Northern Pacific charts, later consolidated into the Northern Hemisphere series, contain the graphical representation of the marine data reported by vessels at sea. Other records include Fire Weather Warning Service charts for the Chicago District, 1929-41; aerological charts, 1935-41, presenting data obtained from airplane observations and from radiosondes; other upper-air charts; charts of cross sections through the atmosphere; and special charts of storms, cold waves, and pressure areas.

Other records. 1863-1941. 70 feet.

These include records of precipitation, some assembled by the Soil Conservation Service, 1891-1938 (24 feet); photo-sunshine charts and sunshine reports, 1890-1908 (8 feet); records of forecasts issued over naval radio stations NAA and NBA, 1932-41 (11 feet); records of aviation route forecasts, 1931-33; records of the Ithaca, N. Y., station, 1889-1931 (1 foot), of the Experimental Weather Station at Wagon Wheel Gap, Colo., 1910-26, and of other discontinued stations; records of observations in Guam, 1902-8 (1 foot); papers of Cleveland Abbe, Sr., leading early meteorologist, 1863-1916 (8 feet); records relating to military telegraph lines, 1879-85 (1 foot); records of the Lady Franklin Bay Polar Expedition, 1883-84 (3 feet); records relating to expositions; various journals and diaries; and bibliographical material.

28. Records of the Post Office Department

The office of Postmaster General was created by an act of September 22, 1789, which provided that the existing regulations governing the postal establishment should be continued. The first act to provide in detail for a Post Office Department was passed on February 20, 1792, and subsequent

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legislation enlarged its duties. Since 1829 the Postmaster General has been a member of the Cabinet, but it was not until the passage of the organic act of June 8, 1872, that the Post Office Department attained the status of an executive department. By the act of 1792 the Postmaster General was given authority to appoint an assistant, and a second assistant was authorized in 1810, a third in 1836, and a fourth in 1891. The several Assistant Postmasters General had been definitely assigned supervision of the administration of certain matters as early as 1836, but such a distribution of the duties of the Department did not receive statutory recognition until 1878. Duties have been redistributed among the various branches or "bureaus" of the Department from time to time, but some of them, such as those relating to the appointment and supervision of postmasters, the transportation of the mails, and finance, have remained constant for many years. The records of the administrative divisions described below are grouped according to the present supervision of the divisions.

See Short, *National Administrative Organization*, chs. 8, 16; Pao Hsun Chu, *The Post Office of the United States* (2d ed., New York, 1932); and Van Tyne and Leland, *Guide*, 147-171.

General records. 1836-1941. 250 feet.

These include journals of the Postmaster General containing his orders relating to postal matters, 1837-79 (83 vols.); correspondence, reports, and exhibits of the Office of the Solicitor relating to the transmittal and seizure of mails violating the Espionage Act, 1917-21 (170 feet); miscellaneous files of the former Auditor for the Post Office in the Treasury Department, 1910-21 (17 feet), relating chiefly to personnel but including some materials relating to the work of the Auditor's office; motion pictures portraying various activities of the Department, 1915-38, and the construction of the Post Office Department Building in Washington, 1931-34 (107 units), and seized German propaganda films, 1940-41 (4 units); and miscellaneous records, 1836-1929. Much of the material relating to the enforcement of the Espionage Act of 1917 consists of copies of publications alleged to be in support of Bolshevism, the Ku Klux Klan, and the Industrial Workers of the World. The miscellaneous records include 2 volumes relating to the administration of the Department, 1836-62; records of the Chief Clerk's Office (7 feet), consisting of records pertaining to office supplies, equipment, and buildings, 1845-1923, and minutes of meetings of the postal employees' cooperative store, 1920; and some correspondence of the Personnel Director pertaining to the weighting system of efficiency ratings, 1925-28. Most of the records of the Auditor for the Post Office Department relating to accounts were transferred to the General Accounting Office in 1921.

Records of the Bureau of the First Assistant Postmaster General. 1828-1936. 763 feet.

The functions of this Bureau, at one time known as the "Appointment Office," now include the handling of all matters pertaining to the establishment, maintenance, change in name, and discontinuance of post offices, classified and contract stations and branches, and rural stations; changes of sites of

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post offices of the fourth class; the selection and preparation for nomination of postmasters at post offices of the first, second, and third classes and the appointment of postmasters at offices of the fourth class; the bonding and commissioning of postmasters; the general management of post offices and the instruction of postmasters; the authorization of allowances for expenses connected with post offices; the establishment, maintenance, and conduct of city-delivery, village-delivery, rural-delivery, and special-delivery services; and the treatment of mail sent to dead-letter branches.

The records consist of journals of the First Assistant Postmaster General, 1867-1905 (71 vols.), containing orders concerning appointments of postmasters, the establishment, discontinuance, and changes of sites of post offices, and the appointment of certain personnel in the Postal Service; records of the former Division of Postmasters, consisting of correspondence relating to the appointment of first-class postmasters and the establishment and discontinuance of first-class post offices, 1928-36 (75 feet), the use of which is restricted; and city-delivery maps showing carrier-delivery routes, 1935; records of the former Division of Post Office Service, consisting chiefly of records for various periods between 1903 and 1932 relating to such matters as inspection, contract stations, and routes (65 feet); records of the former Division of Rural Mails, consisting of its general correspondence, 1901-34 (360 feet), and miscellaneous correspondence and other records containing material on the establishment, extension, and discontinuance of rural routes, 1899-1934 (175 feet); and a small quantity of miscellaneous correspondence regarding conventions, personnel, legislation, and other subjects, 1903-34.

Records of the Bureau of the Second Assistant Postmaster General. 1872-1934. 335 feet.

This Bureau, once known as the "Contract Office," is responsible for the authorization and management of the transportation of domestic and international mail. The most extensive series of records consist of mail-route registers, 1828-80 (324 vols.), with incomplete indexes, 1830-87 (69 vols.), and related indexes to mail-route contractors, 1840-77 (35 vols.), containing names of post offices and information on mail service thereto, names of contractors, and related data; railroad-route registers, 1872-1928 (463 vols.), containing descriptions of railroad service, rates of pay, and, in later volumes, original orders establishing, discontinuing, and making changes in railroad service; and mail-messenger-route registers, 1900-1934 (233 vols.), containing original orders authorizing, discontinuing, and making changes in that service. Other records consist chiefly of correspondence of the Division of Railway Mail Service relating to the organization and functioning of the Service, especially of the various field divisions, 1918-30 (15 feet); and of miscellaneous records of the Division of Air Mail Service. The latter include plans of landing fields and maps of cities showing proposed locations for landing fields, 1918-25; blueprints and specifications of airplane parts, hangars, and fittings, 1918-25, sent in from field stations; and correspondence relating to the air-mail advertising campaign, 1932-33, and to performance reports of the Air Mail Service, 1932-34. Other miscellaneous records include correspondence of the Division of Railway Adjustments relating to

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power-boat service, 1916-24, to the allocation of mail in the railroad service, 1917-20, and to back pay for railroads as a result of Interstate Commerce Commission decisions, 1925-28; and returned questionnaires, with related correspondence, from steamship companies pertaining to their contracts for carrying the mail, 1933-34.

Records of the Bureau of the Third Assistant Postmaster General. 1893-1938. 240 feet.

This Bureau, once known as the "Financial Office," has charge of the financial operations of the Department, including the collection and deposit of postal revenues, the receipt and disposition of all moneys coming directly to the Department, and the keeping of accounts showing the fiscal operations of the postal, money-order, and postal-savings systems. Its Division of Classification (succeeded in 1945 by the Division of Letter and Miscellaneous Mail and the Division of Newspaper and Periodical Mail) had general control over all business relating to the classification of domestic-mail matter, including the determination of the admissibility of publications as second-class matter and administration of the law requiring annual statements of their ownership, circulation, and other information. Most of the records described in this paragraph are records of this Division, consisting of case files containing correspondence and exhibits relating to publications entered as second-class matter that have gone out of existence, 1923-40 (200 feet); and statements of the ownership, management, and circulation of publications, 1932-38 (35 feet). There are in addition some correspondence of the Division of Finance with postmasters, 1921-34 (3 feet), and a small quantity of correspondence and other records of the Division of Money Orders, 1893-1903. 1914-19.

Records of the Bureau of the Fourth Assistant Postmaster General. 1918-42. 35 cubic feet.

The Bureau of the Fourth Assistant Postmaster General now includes a number of divisions responsible for matters pertaining to post-office quarters, equipment and supplies, and the operation of the Motor Vehicle Service. It includes a Division of Topography, which compiles and distributes post-route, rural-delivery, county, and local-center maps. The records of the Bureau in the National Archives consist of maps produced by this Division, including post-route State maps showing routes of transportation of mail in each State, differentiated according to means of conveyance and frequency of use, 1934-42 (with a few going back to 1928); official postal maps of cities showing the location of carrier stations and boundaries of carrier-station districts, 1918-25; and a considerable number of maps of rural-delivery routes, accompanied by official descriptions giving mileages, 1927-40. The last named include local-center maps (tracings), 1933-37, showing rural-delivery routes and individual houses, often with the names of occupants.

Records of the Bureau of the Chief Inspector. 1861-1935. 128 feet.

This Bureau originated in 1878 as a division, but special agents were employed long before that time and regular files were maintained from 1867. The Bureau performs general inspection duties for the whole Department and

the Postal Service; among other duties are the handling of matters relating to depredations upon the mails and violations of the postal laws and regulations. Its records in the National Archives consist chiefly of correspondence and reports of special agents and post-office inspectors relating to the criminal history and prosecution of violators of postal laws and regulations, 1879-1903 (with a few records as early as 1867); indexes to arrest cases, 1888-99; and various record books relating to arrests, 1861-1911. There is also a small quantity of correspondence, reports, and memoranda relating to the preparation of material for the Postmaster General's annual reports, 1905-35.

29. Records of the Bureau of the Census

The first nine decennial censuses were taken by the United States district marshals, who in 1790 made their returns directly to the President, from 1800 to 1840 to the Secretary of State, and from 1850 to 1870 to the Secretary of the Interior. From 1880 to 1900 the censuses were taken by enumerators who were under the direction of supervisors responsible to the Secretary of the Interior. On July 1, 1902, the Census Office became a bureau of the Department of the Interior. In 1903 it was transferred to the newly created Department of Commerce and Labor, and since 1913 it has remained in the Department of Commerce.

See W. Stull Holt, *The Bureau of the Census* (Washington, 1929).

Census schedules, 1790-1938, 14,354 feet.

Census schedules for the censuses listed below are in the National Archives.

CENSUSES OF POPULATION, 1790-1930 (2,875 feet). The schedules of population censuses consist of those of the decennial censuses for 1790-1880, 1910, and 1930 that were formerly in the custody of the Bureau of the Census. They are not complete for some of the early censuses. Schedules for the censuses before 1850 give only the name of the head of each family, followed by such information regarding the family as number and age and sex groups. Beginning with the census of 1850 the schedules contain the name of each individual together with such information as age, sex, State or foreign country of birth, and occupation. The censuses of 1850 and 1860 contain separate schedules of slave population.

Schedules and tabulations of the census of 1890 constituting a special enumeration of surviving veterans and widows of veterans of the Civil War are in Record Group 15, Records of the Veterans' Administration.

CENSUS OF INDUSTRY, 1840 (5 feet). These are statistical tables containing data for geographic areas on mines, horticulture, products of the forest, and manufactures.

CENSUSES OF AGRICULTURE, 1920-35 (9,598 feet). Questions regarding agriculture first appeared on schedules for the 1840 census (see Census of Industry above) and have formed a part of every decennial census thereafter. To provide even more current statistics the first mid-decennial census of agriculture was taken in 1925. Schedules for the census of 1920 (4 feet), of

1925 (2,306 feet), of 1930 (3,256 feet), and of 1935 (3,800 feet) are in the National Archives. Those for the censuses of 1925, 1930, and 1935, which are all but complete, contain detailed information for practically every farm in the United States on such subjects as tenure, acreage, values, debts, expenses, population, and crops. Schedules for the 1920 census are chiefly those for Puerto Rico, Hawaii, Alaska, and Guam. In addition to the general farm schedules, the supplemental tobacco schedules for the Census of Agriculture, 1910, and the schedules for the special censuses of Fruits and Nuts, Horticulture, Irrigation, and Drainage, taken in conjunction with the Census of Agriculture, 1930, are present. The agricultural schedules for 1850, 1860, 1870, and 1880 have been distributed to societies and libraries throughout the country; those for 1890 have disappeared; and those for 1900 and 1910 and all but a few folios for 1920 have been destroyed.

See F. F. Elliott, "The 1930 Census of Agriculture—New Features and Uses," in the *Journal of Farm Economics*, 13: 109-122 (Jan. 1931); Social Science Research Council, *The Census of Agriculture* (Bulletin 40. New York, 1937); and John D. Black and R. H. Allen, "The Counting of Farms in the United States" and discussion in the *Journal of the American Statistical Association*, 32: 439-470 (Sept. 1937).

CENSUS OF RELIGIOUS BODIES, 1926 (90 feet). The permanent Census Act of March 6, 1902, authorized the taking of a census of religious bodies every 10 years beginning in 1906. Schedules for the censuses of 1906 and 1916 have been destroyed. Those for the 1926 census show for each church the local name, the address, the number of members by sex, the number and value of and the debt on church edifices, the amounts expended for running expenses and benevolences, the number of teachers and scholars in Sunday schools, the name of the minister, the number of assistant ministers, and the name of the college or Bible school from which the minister and his assistants graduated. The information was collected by correspondence and by special agents.

CENSUSES OF MANUFACTURES, 1820, 1931-33 (250 feet). A census of manufactures was undertaken as a part of the decennial census of 1810 and, with the exception of 1830, was a regular feature of the censuses from 1810 to 1910. In 1905 a mid-decennial census of manufactures was undertaken, and from 1919 until the entry of the United States into World War II biennial censuses of manufactures were taken. The schedules of the 1820 census of manufactures, tabulations of manufactures in 1840 (see Census of Industry above), and schedules of the biennial censuses of manufactures, 1931 and 1933, are in the National Archives. The schedules of the 1810 census are not known to be in existence; schedules of the 1850, 1860, 1870, and 1880 censuses have been distributed to societies and libraries throughout the country; and those of censuses between 1890 and 1929 have been destroyed following Congressional authorization.

CENSUS OF DISTRIBUTION, 1930 (1,135 feet). The act providing for the taking of the 1930 decennial census authorized a Census of Distribution to cover retail and wholesale business establishments in existence at the beginning of 1930. Schedules of this census give for 1,549,402 retail and 169,777 wholesale establishments the nature of each establishment and business, the

29. CENSUS BUREAU

number of proprietors and firm members, the number of paid employees and total salaries and wages paid, rent, interest, all other expenses, and receipts from repair and service operations. Information on expenses of salesmen and the type of wholesale distributor are included for wholesale establishments. The Census of Distribution was the forerunner of the later Censuses of Business.

CENSUS OF BUSINESS, 1935 (180 feet). In 1933, 1935, 1937, and 1939, information comparable to that collected in the Census of Distribution was taken by Censuses of Business. Schedules for the census of 1933 have been destroyed. Those of the remaining censuses have been retained by the Bureau of the Census with the exception of a fraction of the 1935 schedules not needed for comparative purposes, which are in the National Archives. These 1935 schedules relate to amusement enterprises, broadcasting stations, banking and other financial institutions, advertising agencies, real-estate agents, insurance agents, bus transportation, motor trucking for hire, and public warehousing. The schedules in the National Archives are complete for the types of businesses they cover.

Maps, 1920-40. 123 cubic feet.

These consist of compilation maps of censuses of drainage, 1920 and 1930, and county maps showing minor civil divisions, 1940. The compilation maps give information relative to drainage and detailed cartographic information concerning land ownership and individual farm-unit boundaries within specific counties. They consist mostly of large-scale blueprint base maps upon which information as to drainage projects has been added. The published reports of the censuses of drainage contain printed maps based in part on these maps. The approximately 3,500 maps, mainly of individual counties, upon which the boundaries of minor civil divisions (townships, boroughs, cities, incorporated places) were plotted, were compiled in connection with the sixteenth decennial census (1940). They and their accompanying computations represent the first determination of the areas of all of the roughly 50,000 minor civil divisions of the United States. Results of the computations have been published by the Bureau in *Areas of the United States, 1940* (Washington, 1942).

Motion pictures and sound recordings, 1937-40. 35 units.

A motion picture entitled "Counting the Jobless," made by Pathé News, Inc., for the Works Progress Administration, was distributed throughout the country to acquaint the public with the procedures and purposes of the National Unemployment Census conducted in 1937-38. Another picture entitled "Know Your U. S. A.," made by the Department of Agriculture for the Bureau of the Census, was used to explain to the public the questions to be asked in the 1940 census. The sound recordings are of a series of eight radio programs entitled "Uncle Sam Calling," explaining the questions asked and the information desired for the 1940 census. These recordings were produced by the Office of Education in collaboration with the Bureau of the Census.

30. PUBLIC ROADS ADMINISTRATION

Personnel records, 1890-1944. 224 feet.

These records consist of the individual personnel folders for employees of the Bureau of the Census who were born prior to 1880 and for those who died or retired from the service during the period from July 1, 1890, to October 1, 1944. They include folders for district and field supervisors and temporary employees (with the exception of enumerators) hired under emergency funds. The folders contain all standard personnel forms, such as notices of appointment, copies of oaths of office, requests for transfer, notices of change in status, letters of resignation, and the like.

Other records, 1800-1930. 105 feet.

A large part of the administrative records of the organizations that took the censuses prior to 1902 and many of the records of the permanent census agency itself have been destroyed. Fragmentary administrative records of the various censuses from 1800 to 1930 contain recapitulations, summaries, lists, totals, digests, and the like; administrative correspondence; personnel lists; indexes of marshals who took the earlier censuses and of census districts; work records; registers of returns received; and papers pertaining to special projects. The recapitulations and total sheets of the 1840 Census of Mines, Agriculture, Horticulture, Commerce, Fisheries, Products of the Forest, and Manufacturers are among these records. There is also a series of manuscript volumes of accounting, personnel, and related records pertaining to the censuses from 1830 to 1920. Included are accounts of appropriations; pay rolls; ledgers; vouchers; personnel lists; records of schedules received from enumerators; lists and descriptions of enumeration districts; and records relating to special censuses such as the special census of Indians, 1880-81, and of Oklahoma, 1907. Records of some special agents, including the logbooks of the Special Agent for Alaska, June 11-September 28, 1890, are also present.

30. Records of the Public Roads Administration

The Public Roads Administration had its origin in the Office of Road Inquiry, which was created by the Secretary of Agriculture on October 3, 1893, under authority of an act approved on March 3 of the same year. Within the Department of Agriculture it was known successively thereafter as the Office of Public Road Inquiries, the Office of Public Roads, the Office of Public Roads and Rural Engineering, and the Bureau of Public Roads. On July 1, 1939, it became part of the newly created Federal Works Agency and was given its present title. Its functions, originally limited to the collection and dissemination of information, have been repeatedly enlarged since 1912 until they now include the administration of Federal grants to the States for aid in road construction; cooperation in the construction of roads in national forests and parks; research in problems of transportation and highway design; and participation with other Government agencies in special projects.

Records of the Division of Agricultural Engineering, which until 1931 was a part of the Bureau of Public Roads, are in Record Group 8, Records of the Bureau of Agricultural Engineering.

Records. 1916-41. 65 cubic feet.

These consist of Federal-aid highway system log maps, comprising a set of large-scale maps of counties and similar areas throughout the country on which were periodically recorded the segments of the highways progressively added or improved with Federal aid, 1922-35; highway maps of counties in Florida, Illinois, Iowa, Michigan, and Ohio and two maps relating to the Highway Transport Survey of Pennsylvania, 1916-36; and printed highway base maps on which are shown in manuscript the portions of the road systems in various States that were enlarged into multiple-lane highways, 1938-41.

31. Records of the Federal Housing Administration

The Federal Housing Administration was created by the National Housing Act of June 27, 1934, the main objectives of which were the improvement of housing standards and the maintenance of a sound mortgage market. In 1939 the Administration was grouped with other agencies to form the Federal Loan Agency, and in 1942 it was transferred to the National Housing Agency. It facilitates the financing of private building operations, including the repair of buildings and the replacement of structures damaged by floods or other catastrophes, through the insurance of private loans. Particular emphasis is placed on the rehabilitation of slums and blighted areas.

Records. 1934-38. 15 cubic feet.

These consist of records selected as samples from regional-office files of plans and specifications of "typical American homes" insured under Title II of the National Housing Act, 1934-38 (7 feet), and of sound recordings and films used in publicity campaigns of the Administration. The latter consist of 9 short sound films, which comprise a series entitled "Better Housing News Flashes"; 4 reels of sound films illustrating the planning, construction, and financing of low-cost houses; 12 slide-film strips and 20 accompanying sound recordings constituting a group entitled "Better Housing Program"; and 15 disks containing sound recordings of promotional announcements and music used in radio broadcasting.

32. Records of the United States Shipping Board

The United States Shipping Board was organized on January 30, 1917. Its principal objectives, as defined in the Shipping Act of September 7, 1916, were the regulation of carriers by water and the development of a naval auxiliary and a merchant marine.

Almost immediately the Board was confronted with problems arising from the shipping emergency that followed Germany's announcement of unrestricted submarine warfare. The entrance of the United States into World

War I intensified these problems by making necessary a huge fleet to transport the men and materials requisite to the military and economic prosecution of the war. The powers exercised by the Board during the next few years were derived in part from the Shipping Act and in part from emergency legislation and Executive orders and proclamations. Enemy-owned shipping was taken over, and the Board was authorized to requisition existing shipping within the jurisdiction of the United States. Seized and requisitioned ships or ships that the Board acquired by other means were equipped, manned, and operated by the Board.

During the war the principal instrumentality of the Shipping Board was the United States Shipping Board Emergency Fleet Corporation, a District of Columbia corporation formed by the Board on April 16, 1917. The purposes of the Corporation were the purchase, construction, chartering, maintenance, and operation of merchant vessels for the commerce of the United States. All stock in the Corporation except the qualifying shares of its trustees was held for the United States by the Shipping Board, whose members served as trustees of the Corporation until a reorganization in 1921. Between 1917 and 1922, the Corporation exercised powers conferred upon it by the Board, by legislation, or by Presidential delegation to conduct a vast ship-construction program and to operate ships. These tasks were performed through the Construction Organization and the Operations Organization. The wartime organization of the Shipping Board itself developed to meet needs as they arose and was subject to frequent modification.

The Merchant Marine Act of June 5, 1920, repealed a considerable body of emergency legislation and also made extensive additions to the powers allotted to the Board in the Shipping Act. Under these acts and those subsequently passed, the Board was given broad authority to study the economics of shipbuilding and operation, to lend money for private construction of approved types, to determine what steamship lines should be opened in foreign and domestic commerce and the general characteristics of vessels to be operated thereon, to recommend to Congress shipbuilding programs necessary to the maintenance of an adequate merchant marine, and, in cooperation with the War Department, to perform important duties relative to port and water-transportation facilities. Besides these duties, the Board wielded regulative authority over rates charged in water-borne interstate commerce, competitive practices and trade agreements, the transfer of ships from American registry, and insurance matters. Finally, the Board was responsible for the liquidation of the Government-owned merchant fleet and for the operation and maintenance of that fleet pending liquidation. Most of the functions relating to the maintenance, operation, and disposal of Shipping Board vessels were handled for the Board by the Emergency Fleet Corporation, which was renamed the Merchant Fleet Corporation by an act of February 11, 1927.

An Executive order of June 10, 1933, directed the abolition of the Shipping Board and the transfer of its functions, including those in respect to the Fleet Corporation, to the newly formed United States Shipping Board Bureau in the Department of Commerce.

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The records described below include the records of the Shipping Board, the Shipping Board Bureau, and the Emergency and Merchant Fleet Corporations, except for a few series continued by the Maritime Commission and included in Record Group 178. Other records have been retained by the Maritime Commission. Papers of Edward N. Hurley, Chairman of the Shipping Board and President of the Emergency Fleet Corporation from 1917 to 1919, are in the possession of Notre Dame University, Notre Dame, Ind., and papers of Maj. Gen. George W. Goethals, General Manager of the Emergency Fleet Corporation until July 1917, are in the Library of Congress.

A number of preliminary checklists and other finding aids, which cover a substantial part of these records, have been compiled.

See Darrell H. Smith and Paul V. Betters, *The United States Shipping Board, Its History, Activities and Organization* (Washington, 1931); Arthur E. Cook, *A History of the United States Shipping Board and Merchant Fleet Corporation* (Baltimore, 1927); and the *Annual Reports of the Shipping Board, the Shipping Board Bureau, and the Maritime Commission, 1917-37*. Of especial value for the period of World War I are Edward N. Hurley, *The New Merchant Marine* (New York, 1920) and the *Bridge to France* (Philadelphia, 1927); William C. Mattox, *Building the Emergency Fleet* (Cleveland, 1920); William F. Willoughby, *Government Organization in War Time and After, 143-165* (New York, 1919); United States Shipping Board, *The Shipping Act and Merchant Marine Act* (Washington, 1920); Leland and Mereness, *American Official Sources*, 280-309; and National Archives, *Handbook*, 516.

Records of the United States Shipping Board, 1917-36. 4,172 feet.

These consist of general records, records concerning certain specialized activities, and a bronze die of the official seal.

The general records (3,254 feet) are of considerable interest and value as they contain important policy material and information on practically all aspects of Shipping Board activities. Included are a complete set of the official minutes (40 vols.), verbatim reports of the meetings of the Board, 1917-32 (20 feet); the "docket files," 1917-33 (400 feet); general files, 1916-36 (2,203 feet); the historian's files, 1918-20 (8 feet); office files of the Commissioners and other high officials, 1917-34 (620 feet); minutes of the Advisory Committee of the Bureau, 1934-36 (2 vols.); and papers of the Advisory and Special Committees of the Bureau, 1933-35 (3 feet). The official minutes of the Board bear file references to the "docket files," which contain supplementary material such as reports and memoranda relating to the various subjects under discussion by the Board. The general files and the historian's files are arranged by subjects and include correspondence, administrative orders, reports, memoranda, and statistical materials.

The records of specialized activities were produced by various operating units established during World War I to perform functions not all of which were continued in peacetime. They fall into the following groups:

PORT AND HARBOR FACILITIES RECORDS, 1917-26 (90 feet). These consist for the most part of general and special files pertaining to activities carried on during the war by the engineering and statistical units of the Port and Harbor Facilities Commission, but there is also some material, chiefly correspondence, for the period after December 1, 1919, when the Shipping Board and the War Department, through its Board of Engineers

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for Rivers and Harbors, began cooperative work. Correspondence and informational materials constitute the bulk of the records. Informational materials include wartime port-facilities data furnished by mayors, chambers of commerce, port engineers, and others having special knowledge of localities; reports of various sorts including those of a mission that studied port and harbor facilities in England and France during 1918; blueprints, maps, and statistical tables and charts; and news releases and newspaper clippings. With these records are some of the files of the Inter-Regional Traffic Committee of the United States Railroad Administration, functions of which were absorbed by the Port and Harbor Facilities Commission.

RECORDS PERTAINING TO PLANNING AND STATISTICAL WORK, 1917-19 (15 feet). These are the remnant of the once extensive body of records accumulated by the Planning and Statistics Division and described in Leland and Mereness, *American Official Sources*, 290-307. Included are general files, copies of statistical reports relating to shipping and ship building, and some papers of the secretary of the Committee on Manning American Merchant Marine, which studied the probable future crew and officer requirements of American merchant vessels and related questions.

RECORDS PERTAINING TO INDUSTRIAL RELATIONS, 1917-22 (63 feet). These include records of the Marine and Dock Industrial Relations Division, 1917-22 (38 feet), which handled labor problems dealing with seamen, longshoremen, and harborcraft workers. This material concerns wages, hours, labor conditions, and controversies and includes data concerning collective-bargaining negotiations between ship owners and labor unions. Also included are the records of two independent agencies that were closely associated with the Shipping Board—the National Adjustment Commission, 1918-20 (20 feet), created to govern the wages, hours, and working conditions of longshoremen, and the New York Harbor Wage Adjustment Board, 1917-19 (5 feet), which had jurisdiction over harborcraft workers.

RECORDS PERTAINING TO CLAIMS AND LEGAL MATTERS, 1917-35 (306 feet). These include the files of Judge Chauncey G. Parker, General Counsel for the Shipping Board and the Fleet Corporation, and of various other officials of the Legal Department, reports and memoranda of the Department, and files assembled and used by the General Counsel in the Green Star, Skinner and Eddy, and other litigation cases, 1917-35 (294 feet). In addition there are the records of the Requisition Claims Committee, also known as the Advisory Committee on Just Compensation for Requisitioned Vessels, 1919-20 (12 feet), which investigated and recommended settlements of claims arising out of the requisitioning of ships and materials.

RECORDS OF THE OFFICE OF THE SPECIAL AGENT AT CLEVELAND, 1917-20 (75 feet). The bulk of these consist of correspondence and financial records dealing with the activities of Special Agent F. A. Eustis, who was in charge of this Office from September 1917 to January 1919 and was responsible for the requisitioning, reconstruction, and transportation of Great Lakes vessels for use at sea.

OTHER RECORDS, 1917-36 (669 feet). Among these are included the records of the Shipping Control Committee, 1918-19 (120 feet), which supervised the shipment of supplies, allocated vessels to cargoes and routes,

and controlled the loading and discharging of American tonnage. On the resignation of the Committee in December 1918, most of its duties were transferred to the Operations Organization. Also included are the records of the Division of Regulations, 1917-36 (48 feet), which heard complaints respecting rates and practices of carriers by water in foreign and domestic commerce; records of the Bureau of Information, 1918-19 (5 feet), and of the Field Information Division, 1921-22 (115 feet); and insurance records, 1918-36 (381 feet), including general files of the Division of Insurance and particular and general average insurance statements.

General records of the Fleet Corporation, 1917-36, 3,611 feet.

Among these are the certificate of incorporation and related papers, official copies of minutes of the proceedings of the Board of Trustees during the entire life of the Corporation (26 vols.), records of stock transfers, and the bronze die of the official seal of the Corporation. Included also are the following groups of records:

RECORDS OF THE OFFICE OF THE GENERAL COMPTROLLER, 1917-36 (1,133 feet). Prior to September 1919, when E. H. Abadie was appointed General Comptroller for the entire Corporation, both the Operations and Construction Organizations had separate comptrollers. This Office centralized the accounting and auditing functions of the Corporation, later those of the combined Shipping Board Bureau and Merchant Fleet Corporation, and thereafter those of the Maritime Commission until November 1936, when it was abolished and its duties were delegated to the Commission's Division of Finance. The records include general correspondence, correspondence dealing with financial transactions involving shipbuilding and steamship-line companies, and financial and statistical reports of the Corporation.

RECORDS OF THE OFFICE OF THE TREASURER, 1918-36 (279 feet). The first Treasurer of the Corporation was appointed the day following its incorporation. The Treasurer, accountable for all funds and securities of the Corporation, was also responsible, under the instructions of the President and the Board of Trustees, for the direction of the Corporation's finances. The financial statements were prepared by him. Beginning in September 1919 the Treasurer was also the disbursing officer of the Shipping Board, and when the United States Lines was formed he was made Treasurer. The Office went out of existence with the dissolution of the Corporation in October 1936. The records include general correspondence, reports on the credit and financial status of companies and individuals, and financial statements and reports.

RECORDS OF THE INVESTIGATION DEPARTMENT, 1918-26 (367 feet). This Department on its formation in 1920 took over functions and records of the Plant Protection Section of the Construction Organization pertaining to intelligence investigations. The records contain information on subversive activities, thefts, smuggling, and claims investigations. Some records of the Plant Protection Section are among those of the Construction Organization described below.

RECORDS OF THE SHIP PROTECTION COMMITTEE, 1917-21 (33 feet). In May 1917 this Committee, composed of three members, was appointed by General Goethals, General Manager of the Fleet Corporation, to consider

methods of protecting merchant ships from torpedoes. The Committee was concerned largely with receiving and considering suggestions submitted by citizens, and in its work it cooperated closely with the Naval Consulting Board. The records consist of general correspondence, 1917-21.

RECORDS CONCERNING CLAIMS, 1918-36 (1,437 feet). These deal with the investigation, negotiation, and settlement of claims arising from the cancellation of contracts for ship construction and from contract adjustments after World War I. Although various investigative agencies and boards were established by the Shipping Board through its Fleet Corporation, it was not until February 1922 that this work was consolidated in a Department of Claims. A large part of these records, 1918-24 (625 feet), are those of the Department of Claims and its predecessor units. Also included are records relating to or used in litigation cases involving the Corporation, 1916-36 (142 feet), and other claims records, 1917-36 (670 feet).

OTHER RECORDS, 1920-32 (355 feet). Among these are included the correspondence of the Purchase and Supply Division, 1920-36 (108 feet), relating to the organization and personnel of the Division and to the construction of bunkering and fuel-oil stations; correspondence, reports, and other records of the Advertising Department and its field offices, 1920-31 (132 feet); and general correspondence of the Division of Finance, 1926-32 (115 feet).

Records of the Construction Organization of the Fleet Corporation, 1917-26, 7,381 feet.

The Construction Organization was that part of the Fleet Corporation engaged in the building of vessels, drydocks, shipyards, and housing and transportation facilities. It began work with the formation of the Corporation in 1917, and for nearly a year it was headed by the General Manager of the Corporation. In April 1918, however, the post of Director General of the Corporation was created, and the General Manager became his subordinate. Names prominently associated with one or both of these offices include Maj. Gen. George W. Goethals, Admiral Washington L. Capps, Charles M. Schwab, Charles Piez, and John L. Ackerson. After the Armistice curtailments in production brought about extensive reorganization, involving the termination of activities, the consolidation of units, and ultimately the complete disappearance of the Organization in February 1926.

The records accumulated in the execution of the construction program, insofar as they have been transferred to the National Archives, consist of the following groups:

GENERAL FILES, 1917-26 (730 feet). These relate to all phases of the construction program and are arranged in an "old series," running through October 31, 1919, and a "new series," beginning on the following day with the substitution of a decimal classification plan (which was intended for general use throughout the Construction Organization) for the cumulative numerical subject system that had been used for the old files. Materials were transferred from the old to the new series only as they became active. Among the major headings of the decimal classification plan, copies of which accompany the records, are the following: General matters, administration, ship-

yards and plants, ships and shipbuilding, finance and accounting, materials and supplies, labor and labor affairs, and harbors and inland water routes. Included in both series are correspondence, administrative orders, contracts and other legal materials, reports, charts, blueprints, drawings, memoranda, and notes. Only a small portion of the papers in the general files postdate the conclusion of construction work in 1922. Extensive card indexes to correspondents and to subjects accompany these files.

OFFICE FILES OF PRINCIPAL CONSTRUCTION EXECUTIVES, 1917-20 (19 feet). Included are small bodies of records maintained in the immediate offices of Charles Piez, Charles M. Schwab, John L. Ackerson, and two subsequent heads of construction work, H. E. Frick and F. P. Baldwin. Accompanying the Ackerson files are those of several of his assistants. Other papers pertaining to the activities of these men and of prominent officials not included here—for example, George W. Goethals—are in the general files described above.

FILES CONCERNING RELATIONS WITH CONGRESSIONAL COMMITTEES, 1918-20 (16 feet). During this period the affairs of the Corporation were considered by various committees including the Senate Committee on Commerce, the House Committee on Merchant Marine and Fisheries, and a select investigating committee of the House headed by Representative Joseph Walsh of Massachusetts. The material consists of a general information file, a group of documents known as "Ackerson's Story for Congress," and other records. Lists of files accompany some of the series.

PHOTOGRAPHS, 1917-20 (104 feet). These portray the progress of construction work month by month.

RECORDS OF ADMINISTRATIVE UNITS, 1917-36 (540 feet). Included are subject files of correspondence, reports, and other materials accumulated by Vice President Coonley and his assistants and by the general office of the administrative group, 1917-20 (13 feet); a small quantity of personnel materials, such as service records of persons on the rolls in the early summer of 1918 and papers dealing with the draft-exemption problem and the placement of released employees in private industry, 1918-19 (9 feet); correspondence files, organization charts, administrative orders, and other materials accumulated by a Committee on Organization and Efficiency, 1918-20 (14 feet); financial materials, including files of Capt. Winfield B. Holton, Jr., and E. E. McNary, who were prominently connected with the Vice President's Office, reports and other papers concerning financial relations with various companies, and a contract file, 1917-36 (209 feet); plant-protection records, including files of the assistant head of the Plant Protection Section in charge of activities on the Pacific Coast, 1917-19 (37 feet); files of the Legal Division, 1917-20 (50 feet), and of the Contract Division, 1917-19 (15 feet); and records concerning industrial relations, 1917-19 (193 feet), among which are conference minutes and other papers concerning labor relations of the General Manager, Charles A. Piez, and the records of the Industrial Relations Division.

RECORDS OF RELATED AGENCIES, 1917-38 (229 feet). These are the records of several independent agencies that were closely associated with the

Construction Organization. They consist of records of the Fir Production Board, 1917-19 (153 feet), organized in February 1918 to stimulate and coordinate the production and shipment of fir lumber for war industries; the Shipbuilding Labor Adjustment Board, 1917-19 (14 feet), known also as the Macy Board, which adjusted disputes concerning wages, hours, and conditions of labor in the repair and construction of ships or of plants under the jurisdiction or control of the Shipping Board; and the records of the American Marine Standards Committee, 1923-38 (62 feet), which was organized in 1923 to promote the standardization and simplification of ship construction and operation and was abolished in 1938.

RECORDS OF CONSTRUCTION UNITS, 1917-25 (2,816 feet). These consist of individual bodies of records, most of them created at the home office, as follows:

(1) Records pertaining to statistical work, 1917-20 (47 feet). The bulk of these records were accumulated by the Planning and Statistics Section and the remainder by the Records Section of the Ship Construction Division. They include general files organized under 25 headings such as contract data, shipyards, the various types of ship construction, docks, labor, finance, publications and publicity, and organization; correspondence, drafts of reports and speeches, and administrative memoranda; and numerous types of statistical documents designed to show the progress of the construction program.

(2) Steel-ship construction records, 1917-19 (80 feet). Included are correspondence files of various officials of the steel-ship construction unit, numerous files of outgoing letters and telegrams, and materials relating to requisitioned hulls, shipbuilding machinery, shipbuilding plants, shipbuilding companies, standard practices in construction, and camouflage work.

(3) Wood-ship construction records, 1917-22 (58 feet). Most extensive are the general files of the wood-ship construction unit. Other materials include construction progress files, arranged by subject; files relating to the cost of proposed "changes and extras" in the construction of individual ships; and information regarding credits granted to builders by the Corporation.

(4) Concrete-ship construction records, 1917-21 (116 feet). Included are the general files of the concrete-ship unit. Among other records present are reports on tests conducted in connection with launching ships, specifications for ships, and bodies of correspondence concerning companies building concrete ships at Providence, R. I., and Brunswick, Ga., including a correspondence file of the resident representative of the unit in Brunswick.

(5) Engineering records, 1917-21 (51 feet). Included are specifications for ships set by the Corporation or proposed by builders, copies of contracts for building ships and installing machinery, files of several naval architects, and materials relating to ship protection—especially the "otter gear."

(6) Shipyard-plant construction records, 1917-23 (290 feet). These include general files of the unit that administered the shipyard-construction program and of its fire-protection, plant-protection, health and sanitation, transportation-of-labor, housing, dredging, and dry-dock and marine-railway subdivisions, and informational files of the records and progress subdivision.

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In addition, there are correspondence files of several individuals, statistical materials, shipyard location maps, plans for the construction of shipways and buildings, and other materials.

(7) Requirement records, 1918-19 (13 feet). These were accumulated by the Requirements Section, which was responsible for obtaining and reviewing estimates and schedules of supplies required in construction and for liaison work with the War Industries Board. Included are general files relating to all activities of the Section, clearance requests, and copies of the minutes of various sections and committees of the War Industries Board.

(8) Supply records, 1917-24 (1,486 feet). These are records of the Supply and Sales Division, created in January 1919, and of its predecessor, the Supply Division. For the period prior to the Armistice they deal mainly with the purchase and transportation of supplies and thereafter with the sale of surplus materials. Included are the records of the Youngstown District Office and its branches in nearby cities.

(9) Housing and transportation-facilities records, 1917-25 (675 feet). These are mainly the records of the Passenger Transportation and Housing Division, which administered a program for providing housing for shipyard workers and facilitating their transportation to and from work. Included are correspondence, reports, and statistical materials concerning housing requirements and the planning, construction, and management of housing and transportation projects.

RECORDS OF DISTRICT OFFICES, 1917-23 (2,747 feet). In 1917 the shipbuilding areas of the United States were divided into 11 districts, and an office of the Construction Organization was established in each. Representatives of home-office units were assigned to each district and at first reported directly to their central units. In 1918 the district offices were reorganized on the lines of the home office with a district manager responsible to the Vice President and General Manager. The district offices were immediately responsible for ship construction and inspection and maintained representatives at the yards themselves. From time to time noncurrent records were sent in to the home office, and at the close of the construction program the balance of the records followed.

Typical contents of the files of each district are reports of the district manager and inspectors; weekly progress, monthly construction, and financial reports; plans, specifications, and contracts for vessels; data on industrial and labor relations, housing, plant protection, insurance, and vessel documentation and classification; and records concerning the purchase and inspection of materials, safety engineering, and camouflage work. Much of this material is duplicated in records of the home office.

RECORDS OF REPRESENTATIVES AT SHIPYARDS, 1917-22 (180 feet). These are records of the authorized representatives of the Construction Organization at the yards of the Merchant Shipbuilding Co., Bristol, Pa., and the Submarine Boat Corp., Newark, N. J., concerning the construction, launching, and trial of ships. Similar records have been mentioned above and others are believed to be included with the records of district offices.

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Records of the Operations Organization of the Fleet Corporation. 1917-36. 9,846 feet.

The Operations Organization consisted of that part of the Fleet Corporation engaged in supervising and controlling the operation of merchant ships owned by or chartered to the Shipping Board. The Organization had its origin in the appointment of a group of special agents by the Shipping Board in March and April 1917, but it first attained unified form on August 3, 1917, as the Transportation Committee (later the Committee of Operation) of the Fleet Corporation. Included here are not only the records of the Operations Division, established on September 29, 1917, but also those of other units engaged in closely related activities. The records fall into the following groups:

GENERAL RECORDS, 1917-36 (4,290 feet). These consist of the records of the Washington Office of the Operations Organization. Included are the official minutes of a predecessor unit, the Committee of Operation, 1918-20 (2 vols.); general files, 1917-36 (1,796 feet), of the Division of Operations, the major part of them falling within the period 1917-20, which contain considerable information on vessels owned, operated, or requisitioned by the Shipping Board in addition to a mass of data on day-to-day shipping operations; correspondence and reports of the Chartering Committee, 1917-19 (120 feet), which controlled operations of all American vessels under 2,500 tons and all neutral shipping in American foreign trade from September 1917 to March 1919 through the granting of charters and the fixing of charter rates; other records of the Division of Operations and subordinate units thereof, 1917-36 (2,000 feet); records of the Division of Insurance, 1917-35 (250 feet); and records of the Ship Sales Division, 1921-35 (124 feet).

RECORDS OF DISTRICT OFFICES, 1917-36 (3,209 feet). These are the files of the various district offices of the Operations Organization and their subordinate agencies or offices in the United States. As the Construction Organization completed vessels and as vessels were requisitioned, field offices were created to operate them. The records of each of these offices generally include correspondence on such varied topics as cargoes, commodities, labor conditions and stevedoring, ship launchings, and personnel; correspondence and reports on the repair of vessels and laid-up ships; reports on ship and cargo movements and on ship operations; materials pertaining to accident and insurance claims; and reports of port stewards and food inspectors.

RECORDS OF FOREIGN OFFICES, 1919-31 (897 feet). These are the files of various foreign agencies maintained at various times by the Operations Organization to promote the shipping activities of the United States. The records of each office generally include data on ship movements, freight rates and traffic, stevedoring and labor conditions, cargo delays and claims, vessel repair, and port facilities and bunkering.

RECORDS OF THE UNITED STATES LINES, 1921-26 (1,238 feet). The records of this steamship company, which was owned and operated by the Shipping Board, consist of both home and foreign-office records. Typical files of foreign offices, located at London, Paris, Antwerp, Frankfurt, Bremerhaven, Hamburg, and Warsaw, include correspondence and other papers

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relating to passenger traffic, passenger lists, voyage reports, and data on stevedoring, port facilities, freight traffic, claims, and commodities.

OTHER RECORDS, 1917-36 (212 feet). Included are vessel-operation reports of the American Republics Line, 1926-32 (11 feet); personnel records of deck officers, stewards, and engineers who served on vessels owned and operated by and for the Shipping Board and the Fleet Corporation, 1917-36 (177 feet); and files of the International Freighting Corporation, 1920-22 (24 feet).

33. Records of the Extension Service

Prior to 1914, when the Smith-Lever Act provided for a grant-in-aid system for cooperative agricultural extension work by the Federal Government and the States, various units in the Department of Agriculture had already inaugurated educational and demonstration activities. In 1903 a Farmers Institute Specialist had been appointed in the Office of Experiment Stations. At about the same time S. A. Knapp of the Bureau of Plant Industry, in conjunction with the General Education Board, had begun cooperative farm demonstration work in the South. In 1906 the Office of Farm Management had been organized in the Bureau of Plant Industry; and it also had carried on cooperative demonstration and education work, especially in the North. On July 1, 1915, these and other related activities were brought together in the States Relations Service, which consisted of the Office of the Director, the Office of Experiment Stations, the Office of Extension Work in the South, the Office of Extension Work in the North and West, and the Office of Home Economics. In 1921 the two units that had operated on a geographic basis were combined within the Service to form the Office of Cooperative Extension. Two years later, in 1923, the States Relations Service was abolished and the Extension Service was organized. To it were transferred the functions of the States Relations Service; the Office of Exhibits, formerly in the Secretary's Office; and responsibilities pertaining to motion pictures that had been handled by the Department's Division of Publications.

The normal functions of the Extension Service are to coordinate the extension activities of the several bureaus of the Department with those of the State agricultural colleges; to aid farmers, through the services of county agricultural agents and county home-demonstration agents, in carrying out new farming and home enterprises; to make known the results of research and experiments in agriculture and home economics; and to take charge of pertinent displays and exhibits at fairs and expositions. In periods of crisis, such as drought, depression, or war, the local agents of the Service carry on various emergency activities. In 1942 the Motion Picture and the Agricultural Exhibit Sections of the Service were transferred to the Department's Office of Information; their records created prior to that time and those of their predecessors, however, are included in this record group.

This record group consists of records created by the Bureau of Plant Industry, chiefly by its Office of Cooperative Demonstration Work (in the South); by extension units of the States Relations Service; and by the

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Extension Service. Related records are in Record Group 54, Records of the Bureau of Plant Industry, Soils, and Agricultural Engineering; Record Group 33, Records of the Bureau of Agricultural Economics; and Record Group 164, Records of the Office of Experiment Stations.

General correspondence. 1907-35. 126 feet.

This correspondence pertains to all phases of the work of the Extension Service and its predecessors, including emergency work undertaken during World War I and relief work in the decade of the 1930's. The material for the period prior to 1915 is not extensive (less than 3 feet). All correspondence pertaining to a specific State is filed by fiscal years under the name of that State, and all other correspondence is filed, also by fiscal years, alphabetically by subject or by the name of the correspondent.

Annual narrative and statistical reports. 1908-42. 3,000 feet.

In remarkable degree these records give an extensive and intimate account of the substantive interest of the Federal Government in the details of farm operation and rural life. For each State and Territory there are usually reports from State officials, subject-matter specialists, county agents, home-demonstration agents, and club agents. While there is general uniformity, there is wide variation from State to State and from county to county, as the organization of extension work has been determined in large degree by State legislation. The State officers are usually a director, a county-agent leader, a home-demonstration leader, and a club leader, but in some States there are in addition similar leaders for Negro extension work. In other States there are administrative assistants, junior demonstration leaders, or other officials. The reports of subject-matter specialists vary greatly from place to place and time to time, but for most States there are reports on such subjects as agronomy, animal husbandry, clothing, dairying, entomology, foods and nutrition, forestry, horticulture, marketing, plant pathology, poultry, publications, rodents, recreation, and rural engineering. The annual reports of the county agents, prepared according to general instructions provided by the Extension Service, are narrative and statistical accounts of the work done during the year, the progress on specific projects, the agricultural situation in the county concerned, and the attitudes of the rural population. They usually amount to from 20 to 100 typewritten pages each. The reports of home-demonstration agents are also county-wide in scope and are similar to the reports of county agents except that they pertain to such matters as sewing, canning, home management, and various operations carried on in conjunction with the household. The reports of club agents, employed in most States but not in all of them, relate to the promotion of boys' and girls' clubs as a means of developing interest in improved agricultural practices. Extension work was very limited prior to the passage of the Smith-Lever Act in 1914, and reporting prior to that time was not regular and systematic; there are, therefore, only occasional reports dated earlier than 1915. The availability of any type of report for any specified area depends largely upon the development of extension work in the area at the time.

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Plans of work. 1920-37. 86 feet.

State and county extension leaders, after investigation and discussion, draw up project plans, which they submit to the Washington office for approval. The projects may involve improvement of soil fertility, club work, animal breeding, rural housing, or activities in any of numerous other fields. The plans are drawn up according to general instructions and include data on organization, objectives, and costs. They are accompanied by notes on action taken in the Washington office, and sometimes related correspondence is filed with them. The basic arrangement is by States and thereunder by classes of projects.

Field-trip reports. 1916-38. 27 feet.

These are formal inspection reports made by subject-matter specialists. They give the date of the visit, the area or establishment visited, the purpose of the visit, and an account of the work done on the visit. The arrangement of the reports is by States.

Smith-Lever inspection reports. 1915-39. 13 feet.

In return for Federal financial assistance, the States are required to submit to a certain amount of supervision and inspection and to maintain certain standards. These records are periodic formal reports, largely of a financial nature, made after administrative inspection in accordance with law.

Motion pictures. 1913-37. 726 reels.

The Department of Agriculture was one of the first agencies of the Government to utilize motion pictures as a means of disseminating information to the public. Experimentation was begun in this field as early as 1913, at first being directed by a committee, and in 1918 the work received a definite appropriation and was made a responsibility of the Division of Publications. In 1923 motion-picture activities were transferred to the Extension Service, where an Office of Motion Pictures was set up. This became the Division of Motion Pictures in 1934, and in 1939 it became a Section of the newly created Extension Information Division of the Service. A small studio and laboratory were maintained and films were produced with the cooperation of other branches of the Department, primarily for use by or under the supervision of agricultural extension and other field workers. Films of interest to the Department were received from various sources, also, and were preserved by the Division. The records in the National Archives consist of instructional and documentary motion pictures, some with sound tracks, pertaining to roads, crops, market facilities, conservation practices, the activities of the Civilian Conservation Corps, and various episodes in the history of the Department. Some of them portray Presidents, Secretaries of Agriculture, and other important persons.

Records of the Office of Exhibits. 1876-1909. 5 feet.

These consist of correspondence, lists of exhibits, financial papers, and other records arising out of the Department's participation in various international fairs and expositions.

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Other records. 1876-1939. 12 feet.

These include club stories, 1910-21; memoranda and circular letters, 1908-33; personnel and business-administration circulars, 1925-33; reports on corn-borer control work, 1927-28; records of an analysis of time spent by extension workers, 1927-28; and summaries of questionnaires on "What Farmers Think of Extension," 1923.

34. Records of the Federal Deposit Insurance Corporation

The Federal Deposit Insurance Corporation was created by the Banking Act of 1933 primarily for the purpose of insuring the deposits of all banks entitled to insurance under that act. Its major functions are to pay the claims of depositors of insured banks that have been closed without adequate provision for such payment; to act as receiver for suspended national banks, all of which are insured, and for suspended insured State banks upon appointment by the State banking authorities; and to prevent the development or continuance of unsound banking practices. It also makes loans to insured banks or purchases assets from them in order to facilitate mergers or to avert losses.

Records. 1933-39. 650 feet.

These consist principally of periodic reports on examinations of insured banks conducted by the Corporation during the years 1934-39. The Corporation does not itself examine insured banks that are examined by other Federal bank supervisory agencies, and these reports therefore do not cover national banks examined by the Bureau of the Comptroller of the Currency or banks that are members of the Federal Reserve System and are examined by the Federal Reserve banks. Other records of the Corporation consist mainly of certified statements, remittance letters, and stock subscriptions received from member banks and some computations and compilations of data prepared by the Corporation, 1933-35. They contain information concerning numbers of depositors, amounts of deposits eligible for insurance, assessments, and remittances of member banks.

35. Records of the Civilian Conservation Corps

An act of Congress approved March 31, 1933, authorized the President to provide for the employment of unemployed citizens "in the construction, maintenance, and carrying on of works of a public nature in connection with the forestation of lands . . . the prevention of forest fires, floods, and soil erosion, plant pest and disease control, the construction, maintenance or repair of paths, trails, and firelanes in the national parks and national forests," and other work in the public domain in order to relieve the acute condition of widespread distress and unemployment existing at that time and to provide for "the restoration of the country's depleted natural resources

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and the advancement of an orderly program of useful public works." This act was given effect by an Executive order of April 5, 1933, which appointed a Director of Emergency Conservation Work and directed the establishment of an Advisory Council to be made up of representatives of the Departments of Agriculture, Labor, and the Interior. Though there were many subsequent Executive orders and laws relating to the Civilian Conservation Corps (the official title given the agency in 1937), the objectives of the Corps and the means of achieving them remained basically the same throughout its existence. By authority of the President's Reorganization Plan No. I, effective July 1, 1939, the Civilian Conservation Corps became a part of the Federal Security Agency. An appropriation act of July 2, 1942, provided for the termination of all major work of the Corps by June 30, 1943, and all subsequent activity was of a liquidating nature.

In accordance with the intent of the basic act, the work of the Civilian Conservation Corps was carried out through the cooperation of existing agencies of the Federal Government. Conservation and public-works projects were planned and supervised by certain "technical" agencies, the chief of which were the Forest Service, the Soil Conservation Service, the National Park Service, the Bureau of Plant Industry, and the Bureau of Entomology and Plant Quarantine. The selection of the majority of the men to work on the projects was delegated to the Department of Labor, which, in turn, delegated the work to local welfare and relief agencies. Veterans were selected by the Veterans' Administration, Indians by the Office of Indian Affairs, enrollees in Alaska and Puerto Rico by the Forest Service, and enrollees in Hawaii by the National Park Service. The War Department established camps adjacent to projects; provided transportation, housing, food, clothing, medical care, and entertainment; supervised and cared for almost all the needs of the camps and the enrollees except those related directly to work on the projects; and performed the bookkeeping and accounting work for the entire Corps. The Office of Education acted in an advisory capacity to the War Department and, in effect, planned and unified educational programs. The Director of the Civilian Conservation Corps initiated or approved all major plans or policies and supervised, coordinated, and reviewed the activities of the various cooperating agencies. When the Corps continued beyond the original emergency period, the Office of the Director expanded, but it remained small at all times. Its lines of organization were fluctuating and not clearly defined, and several functions of the nature usually performed in the office of the head of an agency were performed by cooperating agencies.

Much of the material in this record group is not well arranged, and the relationships of various series are not always clear. There are no finding aids or indexes that serve as adequate guides to the records. Use of the compilation of selected documents mentioned below, however, will facilitate investigation of the records. Other closely related records, including those of selected camps, those pertaining to the administration of projects within cooperating agencies, and some of a general nature were maintained by

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cooperating agencies and are now among the records of those agencies in the National Archives.

See Charles P. Harper, *The Administration of the Civilian Conservation Corps* (Clarksburg, W. Va., 1939), and *Annual Reports of the Director of the Civilian Conservation Corps*.

General records of the Office of the Director. 1933-42. 395 feet.

At the time of the liquidation of the Civilian Conservation Corps in 1943, John D. Guthrie, an officer of the Forest Service intimately associated with the Civilian Conservation Corps from 1933 to 1943, directed the compilation of a set of select documents (18 vols.) pertaining to the organization and work of the Corps. Significant memoranda, directives, letters, and other documents were grouped under some forty subject headings such as organization, inspection, soil-erosion control, project assistants, awards for valor, CCC safety, portable CCC camp buildings, education and training, and land acquisition. This compilation is an exceptionally good source of information and a basic tool for anyone using the records.

The correspondence files of the Director comprise a large part of the general records. Many series are arranged in simple alphabetical order by names of correspondents; others are restricted to particular classes of correspondents such as schools, cities, States, business organizations, and agencies of the Federal Government; and still other series are arranged according to such subjects as education, supplies and equipment, and enrollment of men. Several files are made up of uniform classes of material such as reports, statistical forms, and camp lists. Fragmentary or isolated series of records created by associated or subordinate administrative units, such as the minutes of the Advisory Council, 1933-42 (4 inches), are present. There are many miscellaneous small files and discrete items, including CCC handbooks of the National Park Service, the Soil Conservation Service, and the Biological Survey; copies of special reports from camps; and a partial set of the CCC paper, *Happy Days*.

Progress reports. 1933-42. 350 feet.

The reports, usually submitted monthly, are from all camps in operation during the period covered. They are statistical in form and contain detailed information concerning the nature of the projects on which the personnel of a given camp was engaged, the amount of time devoted to them, the number of men employed, the materials used, and the name of the cooperating agency. This information has been used in the compilation of summary reports.

Records of the Division of Selection. 1933-42. 150 feet.

Until 1939 the Department of Labor, acting under general policies laid down by the Director, made plans for the enrollment of men for work projects; established detailed standards relating to age, citizenship, unemployment and relief status, marital status, occupational skills, and physical

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fitness; designated established State welfare and relief organizations as selecting agencies; and provided instruction and information concerning enrollment to the local welfare agencies receiving and investigating applicants. By an Executive order of May 15, 1939, the Secretary of Labor was dropped from the Advisory Council; and W. Frank Pearsons, who had represented the Secretary of Labor and had directed the selection office, was transferred, with his staff, to the Director's Office, where he headed the Division of Selection. The records, most of which are arranged by subject, include materials on enrollment plans and operations, organization and procedure, legislation, instructions, publicity, education, conferences, cooperating agencies, and statistics of operations.

Records of the Chief Liaison Officer. 1937-42. 3 feet.

In 1933 liaison officers were Forest Service officers selected and appointed by the Chief of the Forest Service "as representative of the Director" in each Army-corps area to assist Army officers in coordinating their work with that of the technical agencies involved. Although remaining on the pay roll of the Department of Agriculture, they acted for all the technical agencies and reported, at least after 1937, to a Chief Liaison Officer in the Director's Office. The records, consisting chiefly of correspondence between the Chief Liaison Officer and the liaison officers in the various areas, relate to the working out of cooperative arrangements and the adjustment of differences among officers in specific instances. Similar materials are among the Forest Service records.

Records of camp investigations. 1933-42. 93 feet.

These records consist of regular and special reports, with related correspondence and exhibits, from field inspectors. They relate to camp administration, morale, food, health, safety, education, recreation, and public relations. They refer only incidentally to the "technical" project work of the camps.

Records of the Division of Safety. 1934-42. 85 feet.

A Division of Safety was established in June 1934 in the Director's Office to work with personnel of the War Department and the "technical" agencies in programs directed toward the reduction and the elimination of accidents. The Division supervised the preparation of safety manuals, organized educational campaigns, sponsored safety lectures and training courses, inspected facilities and practices, recommended changes, and received reports on accident investigations. The records consist of the general files of the office of the Chief Safety Engineer, 1934-42 (16 feet), and several series of detailed casualty and safety reports. Most of the reports, filed by names of individuals, consist of testimony and exhibits relating to particular accidents. Others relate to certain types of accidents or to the safety work of particular camps or corps areas.

Records of the Division of Public Relations. 1933-41. 83 feet.

From the first it was intended that all publicity about the Civilian Conservation Corps should clear through the Director's Office, and accordingly

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a Chief Information Officer was appointed. The cooperating agencies continued to act independently in some cases, so various coordinating committees were appointed, notably the CCC Information and Publications Committee, appointed in 1939. The records consist of the general correspondence of the Chief Information Officer, records of committee work, articles and speeches, clippings, press releases, radio scripts, "success" stories, and reports. A notable collection of photographs (33 cubic feet) relates to all phases of the work of the Corps. The few motion pictures released by the Corps were prepared by offices of the Department of the Interior and the Department of Agriculture and are in Record Group 33, Records of the Extension Service. Press releases and radio scripts of local significance only were frequently issued without clearance through the Director's Office and are not among these records.

36. Records of the Bureau of Customs

The Customs Service, which was established on July 31, 1789, became a part of the Treasury Department when that Department was organized shortly thereafter and has remained so to the present time. For the performance of administrative duties pertaining to customs, a Division of Customs (which had no connection with the Commissioner of Customs, 1849-94, who performed the functions of a comptroller) was created in the Secretary's Office in the 1860's. In 1927 the Division was succeeded by the Bureau of Customs, which was headed by the Commissioner upon whom the Secretary was authorized to confer "any of the rights, privileges, powers, or duties, in respect of the importation or entry of merchandise into, or exportation of merchandise from, the United States" vested in him by law. By an Executive order of February 28, 1942, the Customs Bureau was given the functions incident to the registry, enrollment, licensing, and admeasurement of vessels, the collection of tonnage taxes, the entrance and clearance of vessels and aircraft, and other marine activities previously performed by the Bureau of Marine Inspection and Navigation. Prior to that time collectors of customs had performed similar functions as field officers of that Bureau. The Bureau of Customs administers the assessment and collection of import duties and, in cooperation with other Government agencies, assists in the prevention of smuggling, espionage, and sabotage and in the physical control of persons and their effects entering and leaving the United States.

The records of the Bureau of Customs in the National Archives include records of the Customs Service from 1789 and customs records of a few ports for the colonial, Revolutionary War, and Confederation periods. Records of the Secretary's Office relating to the administration of the Service prior to the creation of the Bureau, including correspondence with collectors of customs, 1789-1923, are in Record Group 56, General Records of the Department of the Treasury. Records relating to the documentation, ownership, and inspection of vessels sent in to the Bureau of Marine Inspection and Navigation by collectors of customs and other marine docu-

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ments kept at the customhouses are among the records of that Bureau (Record Group 41).

See Laurence F. Schmeckebier, *The Customs Service* (Baltimore, 1924).

Customhouse maritime records used in the settlement of French spoliation claims. 1762-1845. 75 feet.

Since 1789 the customs officers at ports of entry have been responsible for the registration, enrollment, and licensing of merchant vessels and for preserving copies of the documents issued and other maritime records. As a result of an act of Congress of January 20, 1885, "to provide for the ascertainment of claims of American citizens for spoliations committed by the French prior to the 31st day of July, 1801," the Treasury Department called upon various collectors of customs to send in certain maritime records for use in defending suits under the act. The records called for were for the period 1792 to 1801, but many of them were bound with earlier or later records or both and the entire volumes were sent in.

The material in the National Archives comprises records thus assembled and consists of registers, enrollments, licenses, manifests, clearances, bonds, oaths, abstracts, sea letters, letters of marque bonds, proofs of ownership, weighters' and gagers' certificates, circular letters, accounts, and the like (371 vols. and 50 feet of unbound papers), arranged by customs-collection districts. Accompanying the records are schedules of letters written by the collectors of customs between 1885 and 1887 that list the records sent in or give information about early records no longer extant; lists and indexes prepared in the Department also cover much of the material. Among the few records antedating 1789 are two volumes from New Haven, which contain entries dated as early as 1762. For similar marine documents dating from 1815, see Record Group 41, Records of the Bureau of Marine Inspection and Navigation.

See Van Tyne and Leland, *Guide*, 73, and Samuel E. Morison, "The Customhouse Records in Massachusetts, as a Source of History," in *Massachusetts Historical Society, Proceedings*, 54: 324-331 (1920-21).

Records of the Collector of Customs, New York. 1820-1930. 3,259 feet.

The principal records of the New York Collector of Customs resulting from the administration of the powers and duties of the Secretary of the Treasury under customs laws are the inward and outward foreign and coastwise manifests and related entrance and clearance papers for the period 1917-18 and 1922-30. Similar records for 1918-22 and for the years prior to 1917 were destroyed under Congressional authorization. The manifests are generally enclosed in dossier form with entrance and clearance papers. The entry papers attached to inward foreign manifests include cargo lists, masters' oaths, bills of health from foreign ports, consular certificates, certificates of quarantine inspection, crews' customs declarations, inspectors' returns, and surveyors' certificates. Clearance papers attached to outward foreign manifests include cargo lists, certificates of tonnage of foreign vessels, oaths of masters of foreign steam vessels clearing without passengers, shippers' export declarations, oaths of agents on filing final manifests of vessels, store lists or lists

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of ship stores, and copies of crew lists. There are also indexes to warehouse and consumption entries for the period 1921-30.

Of unique value among the records are the passenger lists of vessels entering and clearing at the port of New York from May 1820 to December 1919. For the nineteenth century they constitute the only approximately complete record of arrivals and departures at the most important port in the United States. The lists are of value not only for genealogical and historical studies but also for first proofs of arrival or residence in the United States. Records of the immigration authority for this port prior to June 15, 1897, were destroyed in a fire at Ellis Island. Other records of the New York Collector include foreign-vessel entrance and clearance blotters, 1872-1900; records relating to the Revenue-Cutter Service, 1882-93; and a group of miscellaneous records, 1830-75, received by the National Archives from the Library of Congress, which contain correspondence, account books, cargo manifests, consular invoices, reports of seizures, applications and recommendations for appointments, and a diary of a blockade runner on a Confederate vessel in 1863. The material regarding appointments (10 feet) covers the period 1869-70, and among the recommendations are letters from Horace Greeley, Roscoe Conkling, Henry Ward Beecher, and Hamilton Fish.

Records of the Collector of Customs, Baltimore. 1780-1934. 170 feet.

Records of the entrance and clearance of vessels at the port of Baltimore are present for the period 1803-1934, and there are two volumes of such records for the period 1780-85. Associated with these records are records of export bonds and of entries and bills of health relating to ships' personnel and cargo, 1789-1835. There are passenger lists of vessels entering at the port of Baltimore, 1820-1919 (with gaps), and records relating to deceased passengers, 1867-1913. Accounts of the Collector include cash books and records of receipts, refunds, and tonnage duties, 1785-1809. Records of records of receipts, refunds, and tonnage duties, 1785-1809. Records of related customs functions of the Collector pertain to internal-revenue collections, 1794-1802, marine-hospital affairs, 1830-85, and revenue cutters, 1837-1902. There is incomplete correspondence of the Collector for the period 1806-1912.

Records of the Collector of Customs, Charleston. 1818-1934. 140 feet.

These include records of the Collector of Customs at Beaufort, S. C., 1818-1930. They consist of accounting records, correspondence, and records relating to the entrance and clearance of vessels, the entry and appraisalment of merchandise, exportation and drawback, and warehousing and transportation. Many of the records have survived a war, an earthquake, and a number of moves. Records for the Civil War period are few, but there are materials for these years relating to such subjects as the entrance and clearance of vessels and the substitution of Confederate for Federal control over the customs service.

Records of the Collector of Customs, New Bern, N. C. 1866-1910. 72 feet.

Records of the Collectors of Customs at Durham and Washington, N. C., are among those of the New Bern Collector. The records consist of cor-

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order of the commanding officer, Lt. Charles Wilkes. His own journal, 1838-42, is part of the numbered survey series described above. Other records relating to the expedition include letters received by the Secretary of the Navy, in Record Group 45, Naval Records Collection of the Office of Naval Records and Library, and logs of some of the expedition's vessels, in Record Group 24, Records of the Bureau of Naval Personnel.

Hydrographic charts. 1869-1934. 32 feet.

These are record copies of charts, numbering about 25,000, published by the Hydrographic Office. They represent on a large scale the coastal lands and waters of the world outside the United States and its possessions and show depth of water, channels, buoys, lighthouses, landing docks, and other features. They are based in part upon surveys made by the Hydrographic Office in the Caribbean and on the coasts of Central America but chiefly upon charts published by foreign hydrographic bureaus. They comprise all published revisions and editions of each chart and are accompanied by a few index maps and an incomplete record set of a printed catalog.

Records containing marine data. 1885-1934. 156 feet.

These records are unbound papers, consisting of reports on current observations submitted by lightships, 1904-28, and by private vessels, 1889-1934, giving date of observation, latitude and longitude, set and hourly drift of current, direction and force of wind, and surface temperature, specific gravity, and color of water, reports on floating dangers, dangers to navigation, drifting ice, aids out of position, and aids not functioning, 1888-1924; reports of visibility at sea, submitted by United States ships, 1931-32; and reports of meteors, comets, shooting stars, water spouts, and other phenomena, 1885-1903. These records were a basis for publications of the Hydrographic Office.

Aerial photographic negatives. 1922-30. 221 rolls of film.

These contain views of the Florida Keys and the coasts of Cuba and Venezuela, of lighthouses and seaplane anchorages along the Gulf coast of the United States, and of landing fields from Washington to Norfolk, Va., together with mosaic views of Florida and Cuba. They are accompanied by a detailed list of rolls and 19 geographic index charts.

Other records. 1842-1931. 107 feet.

These include daily remark books kept by navigation officers on various United States vessels, 1866-68, 1871-75, 1890 (8 vols.); copies of letters sent by the Division of Marine Meteorology, 1888-91 (10 vols.), and by the Division of Chart Construction, 1895-1908 (2 vols.); correspondence with branch hydrographic offices, 1907-20 (4 feet); and charts showing soundings made by the U. S. S. *Stewart* on an eastward voyage from Newport to Singapore, 1922, the first voyage made by any vessel in which an oceanic body of water was sounded by echo and not by wire (2 inches). In addition, there is a small quantity of correspondence transferred to the Office from the former Bureau of Ordnance and Hydrography and the Bureau of Navigation. That of the Bureau of Ordnance and Hydrography includes letters

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received, 1842-62 (7 vols. and binders), and copies of letters sent, 1842-63 (7 vols.). Most letters received by that Bureau relating to hydrographic and astronomical matters are in Record Group 45, Naval Records Collection of the Office of Naval Records and Library. The correspondence of the Bureau of Navigation consists of letters received by the Bureau from the Hydrographic Office, 1862-83 (14 binders), and copies of letters sent to the Office, 1863-78 (1 vol.).

38. Records of the Office of the Chief of Naval Operations

The Office of the Chief of Naval Operations was established in the Navy Department in 1915 to coordinate the operational activities of the Navy. Under this Office were placed the already existing Office of Naval Intelligence, Board of Inspection and Survey, and Naval Communication Service. The Hydrographic Office and the Naval Observatory were attached to it in 1942 (see Record Groups 37 and 78). The Office of the Chief of Naval Operations constitutes a naval general staff, is directly responsible to the Secretary of the Navy, and encompasses in its functions all matters concerning the development of naval strategy and wartime fleet operations. General correspondence of the immediate office of the Chief of Naval Operations from 1915 to July 1, 1942, is interfiled with that of the Secretary of the Navy and is included in Record Group 80, General Records of the Department of the Navy.

See Henry P. Beers, "The Development of the Office of the Chief of Naval Operations" (parts I-III), in *Military Affairs*, vol. 10, no. 1, p. 40-68; vol. 10, no. 3, p. 10-38; vol. 11, no. 2, p. 88-99 (spring, fall 1946, summer 1947). A concluding part is still to be published.

Records of the Office of Naval Intelligence. 1882-1935. 1,104 feet.

The Office of Naval Intelligence was established in 1882 as a part of the Bureau of Navigation. From 1909 to 1915 it was under the supervision of the Aid for Operations in the Secretary's Office, and since 1915 it has been a division of the Office of the Chief of Naval Operations. It is also known as the Intelligence Division. Its functions include the collection and distribution of information, the direction of naval attachés abroad, and the investigation of individuals and organizations suspected of disloyal activities. Its records fall into the following groups:

GENERAL CORRESPONDENCE, 1882-1924, 1929-43 (270 feet). Included are copies of letters sent, 1882-1911 (88 vols.); letters received, 1882-99 (9 vols.); letters from naval attachés, 1882-1900 (25 vols.); copies of cable correspondence with naval attachés, 1898-1900 (2 vols.); general correspondence, 1899-1912 (80 vols.); fragments of unbound correspondence, 1912-24 (8 feet); and general correspondence, 1929-43 (151 feet).

RECORDS OF THE OFFICE OF NAVAL RECORDS AND LIBRARY, 1885-1921 (78 feet). These are records created by the Office and its predecessors as distinguished from the records assembled in the Naval Records Collection of the Office (Record Group 45). They include general correspondence,

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1885-1912 (76 feet), chiefly pertaining to requests for information; and copies of histories of the activities of United States naval forces operating in European waters, 1919-21 (2 feet), that were compiled by the Historical Section of the Office of Naval Intelligence.

FIELD RECORDS, 1885-1920 (249 feet). Included are copies of letters sent by naval attachés stationed in Europe, 1885-1905 (32 vols.); correspondence of the naval attaché at Rio de Janeiro, 1917-20 (1 vol.); records of the scientific attachés at London, 1917-19 (7 feet); records of the naval-intelligence officer at Halifax, Nova Scotia, 1917-19 (1 foot); and records of the Office of the Aide for Information, Third Naval District, consisting of general files, 1917-20 (232 feet), and records of the Ship Search Detail of that Office, 1918 (1 foot).

OTHER RECORDS, 1882-1943 (507 feet). Among these records, most of which are fragmentary and disarranged, are records of inspections of plants manufacturing materials for the Navy that were made by the Naval Contract and Plant Division of the Office, 1918 (2 feet); central-office and field records relating chiefly to suspect persons and organizations, 1917-20 (200 feet); copies of war diaries of ships of the Atlantic Fleet, 1917-19 (36 feet); records relating to the camouflage of warships and armed merchant vessels, 1918 (35 feet); photographs of Allied and enemy ship models by Norman Bel Geddes, 1941-43; maps of various countries and areas throughout the world, 1905-35 (about 1,900 items); and graphs and diagrams dealing with ship design and the organization and comparative strength of the navies of the world, 1905-30.

Records of the Board of Inspection and Survey. 1882-1944. 440 feet.

This Board was appointed following the passage of an act in 1882 that required the Secretary of the Navy to provide for the inspection of all naval vessels. The functions of the Board were later expanded to include acceptance examinations and trials of naval vessels, submarines, and aircraft, excepting experimental aircraft, and the inspection of newly commissioned vessels and naval vessels returning from foreign stations. Most inspections were made by special boards, which submitted their reports to the Board of Inspection and Survey for review and transmittal to the Secretary of the Navy. On May 11, 1915, the Board became the Inspection Division of the Office of the Chief of Naval Operations without losing its identity as the Board of Inspection and Survey.

The records of the Board itself, 1882-1944 (403 feet), include correspondence, 1882-1911; letters sent, 1912-37; reports on trials and inspections of vessels, 1893-1926; and reports of material inspections of vessels, 1925-44. Also included are records of boards that functioned under the Board of Inspection and Survey. These consist of the records of the Navy Board of Survey for Shore Stations, 1910-14 (14 feet); the records of the Joint Merchant Vessel Board, 1916-20 (2 feet), established in 1916 for the purpose of inspecting merchant vessels; and records of the Board of Review, 1917-19 (21 feet), known at first as the Board To Determine Methods of Disposal of Certain Vessels and Negotiate Proceedings for Such Disposal.

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Records of the Office of Naval Communications. 1911-28. 636 feet.

This Office originated in 1912 as the Naval Radio Service of the Bureau of Navigation. On May 11, 1915, it was attached to the Office of the Chief of Naval Operations. Its name was changed to the Naval Communication Service in 1916 and to the Communication Division after 1919, but it is usually known as the Office of Naval Communications. It administers naval radio stations, handles all naval telegraph, telephone, and cable communications, and is responsible for all other matters relating to naval communications. The records include correspondence, 1911-28 (459 feet); records of signal communications between ships, 1913-22 (133 feet); and translations of code dispatches received and sent by naval vessels, 1917-18 (32 feet).

Records of the Base Maintenance Division. 1906-41. 138 feet.

In order to provide for naval defense on a regional basis and also for a regional administration of shore establishments, various naval districts were established in 1903 (see Record Group 181, Records of Naval Districts and Shore Establishments). At first these districts were under the cognizance of the Bureau of Navigation. In 1916 jurisdiction over the districts was transferred to the Office of the Chief of Naval Operations, and in 1918 the unit in charge was designated as the Naval Districts Division. Its name was changed to the Base Maintenance Division in 1942. In time of war or national emergency the Division has charge of the commandeering of vessels for the Navy. The records consist principally of correspondence and reports concerning the acquisition of private ships by the Navy during World War I and their disposition thereafter.

Records of temporary boards. 1918-42. 17 feet.

The Shore Station Development Board was established in 1937 to prepare a comprehensive plan for the development of each naval shore station. This Board, still in existence as late as 1942, evidently inherited the records of three other boards and incorporated them to some extent with its own. These other boards were the Board To Consider and Make Recommendations Concerning the Shore Establishment of the Navy, established in 1922 and dissolved in 1923; the Board for the Development of Navy-Yard Plans, created in 1923 and in existence as late as 1937; and the Board To Survey and Report on the Adequacy and Future Development of the Naval Shore Establishment, appointed in 1940 and dissolved in 1941. The records of these boards include correspondence and reports, 1923-40 (7 feet); minutes, 1928-40 (1 foot); and annual revisions of a master priority list for the development of naval shore-station facilities, 1941-42 (2 feet), prepared by the Shore Station Development Board. There are also records of the Statutory Board on Submarine, Destroyer, Mine, and Naval Air Bases, 1938 (1 foot), established in 1938 to investigate and report on the need for additional bases on the coasts of the United States and of its Territories and possessions.

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responsiveness, accounting records, and records relating to the entrance and clearance of vessels, the entry and appraisal of merchandise, exportation and drawback, and warehousing and transportation. They have special significance for the study of the tobacco industry in North Carolina.

Records of the Collector of Customs, Mobile. 1806-1936. 540 feet.

These include those produced in the period of the Civil War. They consist of correspondence, accounting records, and records of the entrance and clearance of vessels and the import and export of merchandise. They include such types of records as manifests, wreck reports, ships' documents, logs, crew lists, and shipping articles.

Records of the Collector of Customs, Washington (Georgetown). 1807-1934. 10 feet.

These consist of correspondence, 1829-1926; account books, including journals, cash receipts and daybooks, records of moneys received and deposited, monthly and quarterly returns, expense accounts, and impost books, 1809-1909; records of the entrance and clearance of vessels and of imports and exports, 1813-1934; and records relating to marine hospitals, 1865-78, revenue steamers, 1862-65, wrecks, 1895-1932, and personnel, 1903-24. A preliminary checklist of these records has been compiled.

Other customhouse records. 1773-1900. 450 feet.

These records were received by the National Archives from the Library of Congress, to which they had been transferred by order of the Treasury Department in 1908 from various customhouses. They include slave and other manifests, papers relating to entries, drawbacks, and bounties, crew lists, shipping articles, sea letters, ships' passports, bills of sale, bonds, oaths, registers, enrollments, licenses, and correspondence. Records from the following districts or ports are present: Alexandria, Va., Edenton, N. C., Elizabeth City, N. C., Georgetown, D. C., New Bedford, Mass., New Orleans, La., New York, N. Y., Perth Amboy, N. J., Portland, Me., Rockland, Me., Savannah, Ga., Tappahannock, Va., Waldoboro, Me., and Yorktown, Va. In form and latent historical value they compare with the records used in the Treasury Department in connection with the French spoliation claims, and in some cases they continue series and fill gaps in those records. Most noteworthy of these records are those of the New Orleans customhouse (165 feet), which include returns of the coastwise trade in slaves at this port from 1821 to 1843; lists of flatboats on which was floated down the Mississippi the produce of the Middle West; circulars issued by the Treasury Department on customs procedure; and correspondence between the Treasury Department and the collector. They include also papers of the customhouse while under the Confederacy and a long series of papers relating to trade, blockade running, and fiscal and commercial regulations.

See Library of Congress, *Handbook of Manuscripts*, 473.

37. HYDROGRAPHIC OFFICE

37. Records of the Hydrographic Office

From 1830 to 1866 the Hydrographic Office and the Naval Observatory formed a single agency. The Hydrographic Office was established as a separate administrative unit in the Bureau of Navigation, Department of the Navy, by an act of June 21, 1866, was transferred to the Bureau of Equipment and Recruiting in 1889, was restored to the Bureau of Navigation in 1892, was transferred to the Bureau of Equipment in 1893, was again restored to the Bureau of Navigation in 1910, and was attached to the Office of the Chief of Naval Operations by an Executive order of April 8, 1942. Throughout these changes the Hydrographic Office has remained virtually autonomous. It conducts surveys in foreign waters and on the high seas, collects and disseminates hydrographic and navigational information, prepares and distributes maps, charts, and manuals required in navigation, and conducts research in oceanography.

See Gustavus A. Weber, *The Hydrographic Office* (Baltimore, 1926).

General correspondence. 1842-1932. 638 feet.

These records consist of letters received, 1866-92 (140 binders); copies of letters sent, 1842-1932 (458 vols. and binders); letters received filed with copies of letters sent, reports, and memoranda, 1885-1924 (195 feet); and related registers and indexes. Correspondence relating to hydrographic matters before 1866, except for the letters sent noted above, is in Record Group 78, Records of the Naval Observatory.

Records of hydrographic surveys. 1854-1939. 686 feet.

The collection of these records was apparently begun in 1854, though a few records dated as early as 1811 are included. The records consist of letters received, copies of letters sent, small charts and drawings, and pamphlets, 1854-1907 (43 feet); bound volumes and loose papers, 1811-1939 (600 feet); and manuscript charts (23 feet). The volumes include a few journals of exploring expeditions under Lt. Charles Wilkes, 1838-42, and Commanders Cadwalader Ringgold and John Rodgers, 1853-55, but consist mainly of small notebooks containing penciled observations on tides, soundings, and triangulations. The charts, largely of surveys in the Caribbean and along both coasts of Central America, consist mainly of "boat sheets" (prepared on the survey vessel, showing all soundings recorded) and "smooth sheets" (prepared in Washington from the "boat sheets" and drawn on a reduced scale as a basis for published charts).

Journals and logs kept by members of the United States Exploring Expedition. 1838-42. 2 feet.

The United States Exploring Expedition, which circumnavigated the globe, was occupied chiefly with surveys in Pacific and Antarctic waters. These journals and logs (19 vols.) contain narratives that were kept by

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Records of the Military Government of Santo Domingo. 1917-24. 54 feet.

Following an impasse between the Dominican Customs Receivership (see Record Group 139) and the Government of the Dominican Republic, a Military Government of Santo Domingo was established on November 29, 1916. Shortly afterwards the Dominican Congress was suspended and United States naval officers were placed in charge of the executive departments. In July 1924 a constitutional government took office and the Military Government was terminated.

Among these records are general correspondence, 1917-24 (31 feet); correspondence with Sumner Welles, American High Commissioner, 1922-23 (1 foot); quarterly reports of the Military Governor, 1917-23 (1 foot); executive orders, regulations, and proclamations issued by the Military Governor, 1916-23 (3 feet); correspondence of the legal adviser, 1920-22 (2 feet); and files of the *Gaceta Oficial*, 1904-24 (4 feet), an official publication of the Dominican Republic that was continued by the Military Government. The records contain valuable data relating to officers and enlisted men, courts and boards, appointments and discharges, general economic conditions, improvement of roads, sanitation and medicine, and commerce and transportation. A preliminary checklist of these records is available in processed form.

Records of the United States Naval Forces Operating in European waters. 1917-19. 79 feet.

Shortly after the entrance of the United States into World War I, Admiral William S. Sims was placed in command of the United States Naval Forces Operating in European Waters. In March 1919 Admiral Sims was succeeded by Admiral Harry S. Knapp. Most of these records appear to have been originally maintained in the London headquarters of the organization. The Office of Naval Records and Library has removed many papers and has incorporated them in the "area" and "subject" files in the Naval Records Collection (Record Group 45). The records, almost completely disarranged, contain copies of reports from Admiral Sims, copies of telegrams and cablegrams, and correspondence and other materials relating to courts martial.

Records of the Naval Overseas Transportation Service. 1917-19. 85 feet.

This Service was created in January 1918 to direct the operation of a fleet of vessels engaged in supplying naval forces in Europe during World War I and to assist the Army in transporting and supplying the American Expeditionary Forces in Europe. It was also used to transport troops back to the United States after the end of the war. It was abolished on July 7, 1920. The records consist chiefly of files maintained by the supervisor for the Fifth Naval District and the central correspondence of the Service. There are also a few records of the Service's Demobilization Board, 1919-20 (1 foot), which was established in March 1919.

Records of fleets, squadrons, and vessels. 1865-1944. 487 feet.

Among these are records of the North Atlantic Squadron, 1865-1903 (14 feet); some correspondence of officers commanding United States vessels,

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1878-1928 (194 feet); incomplete correspondence of the Commander in Chief of the Atlantic Fleet, 1903-8 (23 feet); records of the Cruiser and Transport Force, Atlantic Fleet, 1917-19 (60 feet); records of the Submarine Divisions, Battle Fleet, and of the Control Force, United States Fleet, 1926-30 (24 feet); and general files of the U. S. S. *Augusta*, 1935-44 (120 feet).

Other records. 1908-39. 98 feet.

These consist of fragmentary records relating to naval aviation, 1908-39 (17 feet); photostats of materials containing statistical data and of weekly statistical reports issued by the Statistics Branch of the War Department General Staff, 1918-31 (4 feet); records relating to the naval station at St. Thomas, V. I., 1922-30 (1 foot), including correspondence between the Commandant and the Chief of Naval Operations for 1928-30; and unarranged reports of inspections of vessels, 1924-34 (40 feet).

39. Records of the Bureau of Accounts (Treasury)

The Bureau of Accounts was created in the Department of the Treasury under the President's Reorganization Plan No. III, effective June 30, 1940. It succeeded the Office of the Commissioner of Accounts and Deposits, established in January 1920 to supervise and coordinate the work of divisions engaged in accounting transactions connected with receipts and expenditures and with the deposit of public funds throughout the country and also the performance of certain duties in the Office of the Treasurer connected with the work of these divisions. The Bureau at present maintains the accounts relating to the receipt, appropriation, and expenditure of public moneys for all agencies and establishments of the Government and makes all disbursements for Government agencies, with the exception of those made by the Post Office Department, United States marshals, the Panama Canal, special disbursing agents of the War and Navy Departments, and certain Government corporations. It also has a number of other duties with regard to such matters as the designation and supervision of Government depositaries, the examination and approval of surety and fidelity bonds, the collection of the principal and interest on foreign obligations and railroad obligations owned by the United States, and the payment of awards under the Settlement of War Claims Act of 1928.

The records of the Bureau include those of its predecessor and of the predecessors of certain of its divisions. Among these records are a few antedating the creation of the Treasury Department in 1789. The Bureau has retained certain early records such as the original manuscript accounts kept by George Washington as Commander in Chief during the Revolutionary War and Alexander Hamilton's first Treasury circular of instructions.

Records of the Bookkeeping and Warrants Division. 1776-1941. 4,966 feet.

The Division of Warrants, which existed in the Secretary's Office as early as 1868, developed into the Division of Warrants, Estimates, and Appropriations by 1875 and was formally established as the Division of Book-

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keeping and Warrants by the Dockery Act of July 31, 1894. Under this act it took over functions and records relating to the keeping of accounts of receipts and expenditures of public funds from the Division of Receipts and Expenditures of the Register's Office. In 1920 it was placed under the supervision of the Commissioner of Accounts and Deposits, and the following year it was given the duties of the Division of Public Moneys, also a former division of the Secretary's Office. The Division is the bookkeeping agency of the Government and keeps the accounts relating to the revenues, appropriations, and expenditures of all Federal agencies.

The records of the Division relating to public funds, 1776-1941, consist of unbound papers and several thousand volumes relating to the function of accounting for the public moneys. Although the records, particularly the volumes for the earlier period, are of many kinds, most of them can be classified as appropriation warrants, registers of covering warrants, certificates of deposits, fiscal officers' registers of deposits, and classified receipts and repayment ledgers. The records are fragmentary prior to 1850, and there are gaps in many of the series of later date.

Other records of the Division consist mainly of incomplete record sets of Treasury publications concerning receipts, expenditures, appropriations, the public debt, and the like, 1789-1935 (444 vols.), and of reports and other financial papers submitted to Congress by the Secretary and various other Treasury officials and printed between 1796 and 1816 (40 vols.). Besides these printed books there are 85 manuscript volumes of public accounts and of receipts and expenditures, 1789-1891, from which the annual publications on *Receipts and Expenditures* were derived; a volume of accounts pertaining to the Continental Army, 1779-81; a volume of Auditor's numbered reports concerning the certificates of indebtedness liquidated in pursuance of an act of June 12, 1798; and a volume containing copies of letters from Col. Thomas Barclay, "His Majesty's Agent for British Prisoners of War in the United States," to Gen. John Mason, American Commissary General of Prisoners, April-June 1813.

Records of the Disbursement Division. 1865-1929. 83 feet.

From the beginning of the Government disbursing agents were designated in the various Federal agencies, and by an act of 1853 and subsequent legislation the appointment of bonded disbursing clerks by the heads of departments from among their regular clerical forces was authorized. In the Treasury Department the work of the disbursing clerks was consolidated in 1910 under a single Disbursing Clerk, who made disbursements for the entire Department with the exception of the Bureau of Engraving and Printing. An Executive order of June 10, 1933, directed the transfer of disbursement functions for all agencies of the Government to a Division of Disbursement in the Treasury Department. This Division took over the functions and records of the Office of the Disbursing Clerk.

Records of the Division in the National Archives relate to disbursements of public moneys for the Treasury Department. Schedules, or abstracts as they were called until 1917, are chronologically arranged and cover the

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period 1910-29 (320 vols.). The remainder of the material (56 vols. and a few unbound papers) is miscellaneous in character and includes accounting books of various types, pay rolls, and a few small series of correspondence of the disbursing clerks. For the most part the material postdates 1890, but there are a few letters dating from 1865.

Records of the Surety Bonds Section. 1783-1915. 162 feet.

The duty of receiving, examining, and preserving fidelity bonds of officers and employees of all the executive agencies of the Government except the Post Office Department was concentrated in the Section of Surety Bonds of the Treasury Department in 1895, and the agencies transferred their files of old bonds to the Section. The Section was a part of the Appointment Division of the Secretary's Office from 1895 to 1911; it was an independent section of the Secretary's Office from 1911 to 1921; it was again under the jurisdiction of the Appointment Division from 1921 to 1931; and in 1931 it was assigned to the Office of the Commissioner of Accounts and Deposits. The records of the Section in the National Archives consist of fidelity bonds, with related papers, filed before 1915 by persons no longer in the service of the Government. Included in the records transferred are a few bonds of postmasters who acted as depositaries of public moneys, 1879, of match manufacturers who received internal-revenue stamps on credit, 1864-82, and of universities responsible for the safekeeping of ordnance and ordnance stores, 1877-97.

40. General Records of the Department of Commerce

The Department of Commerce and Labor was established by an act of February 14, 1903, which transferred to it a number of already existing offices, bureaus, and other agencies—seven from the Treasury Department, one each from the State and Interior Departments, and two independent units. It became the Department of Commerce in 1913, when a separate Department of Labor was created. The functions of the Department are to promote foreign and domestic commerce, the mining, manufacturing, and shipping industries, and the transportation facilities of the United States. The broad functions of the Department are performed through its bureaus (see Record Groups 23, 27, 29, 91, 151, 167, and 197). Certain activities of a general and administrative nature, however, are conducted by units in the Office of the Secretary. The most consistently important of these have been the Chief Clerk's Office, the Solicitor's Office, the Library, and the Divisions of Accounts, Personnel Management and Supervision, Publications, and Purchases and Sales.

See the following publications of the Department of Commerce and its predecessor: *Organization and Law of the Department of Commerce and Labor* (Washington, 1904); *Department of Commerce, Condensed History, Duties and Practical Operation* (Washington, 1913); and *The United States Department of Commerce, How It Serves You on Land and Sea and in the Air* (Washington, 1941).

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General files of the Office of the Secretary. 1903-41. 40 feet.

The parts of these files in the National Archives consist of reports and correspondence pertaining to the work of the Bureaus of Mines, Corporations, Lighthouses, and Fisheries, all of which were transferred to other departments from the Department of Commerce (see Record Groups 70, 122, 26, and 22). Most of these are bureau records that were incorporated in the general files maintained by the Secretary's Office. Other records are those of the Secretary pertaining to activities related to those of the bureaus. Both groups contain material relating to such subjects as State taxation, the efficiency of trusts, the establishment of lighthouses and lightships, helium production and supplies, pelagic sealing, and the development of the Pribilof Islands.

Records of the Office of the Disbursing Clerk. 1903-23. 5 feet.

The organic act of the Department of Commerce and Labor in 1903 provided for a Disbursing Clerk in the Office of the Secretary, whose duty was to keep records of the funds appropriated to the Department and of expenditures. The Office of the Disbursing Clerk was transferred to the Treasury Department in 1934. The records, which are fragmentary, include disbursing and appropriation ledgers, cash books, vouchers, and other fiscal records, chiefly for the period before the establishment of the Department of Labor in 1913.

Personnel records. 1884-1943. 202 feet.

The Division of Personnel Management and Supervision and predecessor units in the Office of the Secretary of Commerce have maintained the record copies of personnel papers for the various bureaus of the Department. The records in the National Archives include the personnel records of employees who were born before 1878, who died before 1943, or who retired in the period 1884 to 1943. Among them are the records of employees of the former Bureau of Marine Inspection and Navigation, who were transferred to the Coast Guard in 1942. The materials consist of folders for individual employees containing summary sheets with a brief record of the service of each employee, correspondence, and personnel forms. "Service record cards" serve as an index to the folders. They note each employee's name, legal residence, place and date of birth, position, date and manner of appointment, and changes in status. Many of the papers included in the folders were originally part of the files of the Departments of the Treasury and the Interior and pertain to employees of divisions transferred to the newly organized Department of Commerce and Labor in 1903.

Records of the United States Industrial Commission. 1898-1902. 4 inches.

This Commission was established by an act of Congress approved June 18, 1898, to investigate problems pertaining to immigration, labor, agriculture, manufacturing, and business, to report thereon to Congress, and to suggest appropriate legislation. Though originally established for 2 years, its life was extended to February 15, 1902. It held hearings, employed experts to conduct investigations, and submitted a series of reports, which were published in 19 volumes. In accordance with a joint resolution of Congress

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of February 21, 1902, the records of the Commission were deposited with the Library of Congress; a joint resolution of March 4, 1907, directed their transfer to the Department of Commerce and Labor. Later the minutes came into the possession of a former secretary of the Commission, from whom they were received by the National Archives. These minutes, which are written on loose sheets assembled in two binders, are the only records of the Commission in the National Archives. The whereabouts of the remainder of the records is unknown.

For a list of publications of the Commission, see *Checklist*, 1515.

Records of the Industrial Cooperation Service. 1919. 4 feet.

The Industrial Cooperation Service was set up as a section of the Office of the Secretary of Commerce on January 1, 1919, and served as a focal point for the study and discussion of business and industrial problems, particularly those concerned with standardization, the search for outlets for waste products, commercial developments of new products, and plans for minimizing business abuses. The Service was terminated June 30, 1919. Its records consist of an "executive general file," a "commodity file," and miscellaneous informational reports and memoranda.

Records of the Industrial Board. 1919. 5 feet.

The Industrial Board was made up of four representatives of industry and representatives of the Railroad Administration, the Department of Commerce, and the Department of Labor. Its function was to promote general confidence and hasten the revival of trade by obtaining the voluntary assent of industry to reductions in prices. It existed as a section in the Office of the Secretary of Commerce from February to May 1919. Its records consist of correspondence, reports, charts, memoranda, and informational materials collected for the use of the Board.

Records of the Waste Reclamation Service. 1919. 7 feet.

The Waste Reclamation Service was established as a section of the Office of the Secretary of Commerce on January 1, 1919, to investigate and publicize means of reclaiming waste materials. It took over some of the functions of the War Prison Labor and National Waste-Reclamation Section of the Labor Division of the War Industries Board. Questionnaires and reports of this predecessor agency relating to the use of prison labor in industry are among these records, which also include the general and administrative correspondence of the Service.

41. Records of the Bureau of Marine Inspection and Navigation

Navigation laws were passed by the First Congress in 1789 and were enforced by customs officers under the supervision of various officials in the Treasury Department. Circuit courts directly handled matters relating to the shipment, care, and discharge of seamen until 1872, but in that year shipping commissioners appointed and supervised by these courts took over

this work. Responsibility for the administration of all navigation laws including those administered by the shipping commissioners was concentrated in 1884 in a Commissioner of Navigation, who, together with the Bureau of Navigation established under his control, was placed under the general supervision of the Secretary of the Treasury. Meanwhile, in 1838, Congress provided for inspection of hulls and boilers of ships by local inspectors appointed by United States district-court judges and for certain minimum standards regarding life-saving and fire-fighting equipment. By the Steamboat Act of 1852 the Steamboat-Inspection Service was formally established and placed under nine supervising inspectors, who in turn were indirectly responsible to the Secretary of the Treasury. These inspectors collectively constituted the Board of Supervising Inspectors, with responsibility for the establishment of rules and regulations for the uniform administration of the steamboat-inspection laws. A Supervising Inspector General for the Service and direct accountability to the Treasury Department were provided by an act in 1871.

In 1903 both the Bureau of Navigation and the Steamboat-Inspection Service were transferred to the Department of Commerce and Labor, and in 1913, when a separate Department of Labor was established, they remained in the Department of Commerce, but customs officers of the Treasury continued to serve as a part of the field force of the Bureau of Navigation. The two units were combined in 1932 to form the Bureau of Navigation and Steamboat Inspection, which became the Bureau of Marine Inspection and Navigation in 1936. In 1942 the functions of the Bureau were divided between the Bureau of Customs and the Coast Guard, under the authority of the First War Powers Act, for the duration of the war and 6 months thereafter. In 1946 this division of functions was made permanent and the Bureau of Marine Inspection and Navigation was formally abolished.

See Lloyd M. Short, *The Bureau of Navigation* (Baltimore, 1923) and *The Steamboat-Inspection Service* (New York, 1922); and Van Tyne and Leland, *Guide*, 233, 234.

General records. 1791-1941. 2,785 feet.

These comprise virtually all extant general files of the Bureau of Navigation and the Steamboat-Inspection Service and include some series continued by the successor bureau. Although the two agencies were combined in 1932, their correspondence continued to be filed separately until March 1935. The Bureau of Customs has retained most of the correspondence of the Bureau of Marine Inspection and Navigation, 1935-42, with the exception of some relating to functions taken over by the Coast Guard and retained by that agency. The records fall into the following groups:

CORRESPONDENCE OF THE BUREAU OF NAVIGATION, 1814-1935 (1,990 feet). This material consists of letters sent, 1865-1907, with one volume for 1814-27 (266 vols.); letters received, 1884-1905 (173 feet); and general correspondence, 1905-35 (1,750 feet). The letters sent are chiefly letters of the Secretary of the Treasury and the Commissioner of Navigation and are almost complete after 1865. They are divided into series according to subject matter or the type of person addressed, and each series is arranged chronologically. Indexes are usually to be found in the volumes, but there

is no general index. The letters received, 1884-1905, consist principally of a general series of letters received by the Bureau, which is arranged according to "docket" numbers assigned in sequence; there are also several smaller series received by the Secretary of the Treasury and others. Dockets, 1884-1907 (36 vols.), list most of the letters and papers received during that period, summarize their contents, and note any action taken. Dockets of incoming letters and papers relating to navigation and tonnage and to fines, penalties, and forfeitures, 1867-87, form separate series (26 vols.), but the original documents are missing. The general correspondence, 1905-35, is arranged by "docket" numbers, which continue those of the earlier series of letters received. Indexes to the general correspondence have been retained by the Bureau of Customs.

The subjects dealt with in the correspondence include remissions and mitigation of fines and penalties, official numbers assigned vessels, marine documents, international conferences regarding maritime matters, the early installation of wireless on ships at sea, and safety regulations concerning motorboats and the carrying of dangerous cargoes. Although a large part of the material relates to the routine administration and functions of the Bureau, much of it has value for the historian and social scientist. Among the earlier records, for instance, for the period 1895-96 are many letters relating to Cuban filibustering; many of the letters in the 1880's deal with the negotiation of a new fisheries treaty with Great Britain; and for the period 1884-1906 there is much material on maritime labor practices.

CORRESPONDENCE OF THE STEAMBOAT-INSPECTION SERVICE, 1852-1934 (700 feet). This material is composed of copies of letters sent by the Supervising Inspector General to local and supervising inspectors, special inspectors for foreign steam vessels, and other officials, 1877-1905, with several series of letters running to 1909 (186 vols.); a few letters received relating to personnel, 1852-1902 (3 feet); registers of letters received, 1866-1907 (120 vols.), which contain information as to the contents of and action taken on letters that for the most part have now been lost or destroyed; and general correspondence, 1905-34 (650 feet). There are also copies of letters pertaining to the Service that were sent by the Secretary of the Treasury, 1852-1907 (29 vols.). This material relates to the activities of the Service in inspecting vessels, licensing officers, certifying members of the crew, and administering the laws and regulations for the protection of life and property at sea. It is especially valuable from the standpoint of maritime historians and of persons interested in tracing the maritime policies of the United States in their technical aspects as related to steamboats.

RECORDS OF THE BOARD OF SUPERVISING INSPECTORS, 1869-1941 (40 feet). This Board, established in 1852, met annually for the purpose of formulating new or revised rules and regulations for the administration of the steamboat-inspection laws, approving various types of equipment for use on board vessels, and performing similar functions; special meetings were also held as occasion required. For the early period there are journals of the proceedings at its annual and special meetings, 1869-1904 (with gaps for 1889-91), which have been printed in part. These contain minutes, annual

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reports of various inspectors, decisions, and general rules and regulations. There are also copies of the journals for the annual meetings of 1935, 1939-41, and of the journals of the Executive Committee, 1936-38, 1941, as well as a complete set of minutes of meetings of the Board, 1935-42. The bulk of the records consists of correspondence of the Board relating to Regulations 1-1400 for the years 1911-41 (25 feet) and samples of forms and placards used or prescribed by the Board from 1897 through 1941 (8 feet), many of which were required by law to be posted in merchant vessels.

MISCELLANEOUS RECORDS, 1791-1941 (55 feet). These records fall into the following groups:

(1) Records of the Bureau of Navigation and its predecessor and successor offices, including reference lists and volumes, 1791-1931 (4 feet), such as a digest of decisions of the First Comptroller, 1791-1819, and a digest of decisions and instructions of the Secretary of the Treasury, 1833-63; records relating to navigation and tonnage statistics, 1793-1926 (6 feet), which contain information on vessels built and on various means by which merchant tonnage was increased or decreased; accounting records, 1833-1932 (2 feet), dealing chiefly with the collection of the tonnage tax and of fines and penalties; correspondence and other records regarding efforts leading to the adoption of an international convention on safety of lives at sea, 1913-32 (15 feet); logbooks of patrol vessels used in enforcing the navigation laws, 1920-37 (5 feet); and a few photographs of Bureau officials.

(2) Records of the Steamboat-Inspection Service and its successors (18 feet), consisting of such materials as reports and records of the work of inspection, including annual reports of local and supervising inspectors to 1937, annual statistical statements on the work, 1920-39, and reports on foreign steam vessels inspected, 1882-1900; personnel, property, and accounting records, including records of personal and miscellaneous accounts of local and supervising inspectors, 1875-1911 (11 vols.), copies of commissions to local inspectors, 1852-96 (3 vols.), and salary records of all employees of the Steamboat-Inspection Service, 1872-1911 (5 vols.); and a bibliography of articles relating to steam vessels printed in various nautical magazines, 1937-41.

(3) Correspondence, technical sketches, and blueprints of the United States Load Line Committee appointed by the Secretary of Commerce in 1928 to study ship construction and loading (4 feet); and correspondence, reports, and other papers regarding the adoption and enforcement of the international load-line convention signed at an international conference on the subject held in 1930 in London, 1930-34 (1 foot).

Marine documents and related records. 1783-1943. 1,800 feet.

These consist chiefly of marine documents and other records maintained in Washington, but some documents received from collectors of customs are included. The main body of marine documents, for vessels not now in service, includes original and some duplicate certificates of registry, 1815-1943, enrollment, 1815-1943, and license, 1864-1943, and yacht licenses and

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enrollments, 1881-1943. These are arranged geographically by ports for the early years, and the later documents are filed according to the official numbers assigned the vessels. Each certificate contains information as to the owner and master of the vessel, the date and place of building, the dimensions, the home port, and the reason for the surrender of the original document if this had occurred, as well as notations of any mortgages, bills of sale, or conveyances. These documents are supplemented by record books and "master abstracts," arranged chronologically by ports of issue, until about 1911. There are also 5 volumes of copies made about 1900 that list certificates of registry issued in Boston, New York, Philadelphia, and Baltimore, 1789-1811. Related material includes applications for official numbers for vessels and copies of "awards" showing the numbers granted, 1867-1943; registers of ships arranged according to their official numbers; and various other lists compiled for special purposes.

Early marine documents accumulated by the Treasury Department are believed to have been destroyed by fire in 1814, and many of the records for the period 1815 to 1870 were badly damaged by fire in 1921. Duplicates of many of the marine documents, however, had been retained in the custom-houses. Some of these were called in by the Treasury Department in 1885 for use in connection with the French spoliation claims and are listed among the records of the Bureau of Customs (see Record Group 36). Others, which are in this record group, have been received by the National Archives from collectors of customs for the ports of New York, 1789-1900 (221 feet); Washington (Georgetown), 1811-99 (7 feet); and Baltimore, 1783-1912, Chester, Pa., 1789-1822, and Havre de Grace, Md., 1815-22, 1857-85 (30 feet). These include not only duplicate certificates of registry, enrollment, and license or abstracts of such documents but also oaths of masters and owners, bills of sale and mortgages on vessels, records of mortgage cancellations and satisfactions, and admeasurement records. The marine documents constitute the best source of information for tracing the history of a given American vessel, 5 tons burden or over, from its building to its final sale to an alien, abandonment, breaking up, or loss at sea.

Other marine records consist of certificates of awards of number to undocumented vessels (chiefly motorboats), 1936-42 (288 feet), arranged numerically. They give the name of the owner, the date and place of building, the dimensions, and the horsepower of the motor. All motorboats were renumbered in 1936 and a centralized file on awards of numbers was kept in Washington until 1942.

See Forrest R. Holdcamper, "Registers, Enrollments and Licenses in the National Archives," in *American Neptune*, 1: 275-294 (July 1941). This contains a table arranged by ports of the marine documents for vessels built prior to 1918 exclusive of those received from the collectors of customs mentioned above.

Records relating to marine casualties and violations of inspection laws. 1852-1941. 200 feet.

These consist chiefly of closed marine-inspection and complaint case files, 1937-41, resulting from investigations of marine casualties and minor offenses committed by licensed personnel of vessels. They include reports,

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minutes of hearings and transcripts of testimony, correspondence, and related materials. A card index to the material has been retained by the Coast Guard. These records contain information on the renewed efforts of the Government to control maritime casualties after the *Morro Castle* disaster. The records before 1937 consist of six volumes containing lists by name of vessel of casualties and violations of steamboat-inspection laws, 1877-1911, and a card record of marine casualties, with particular reference to steam vessels, 1852-1937, which can be used as a guide to materials on casualties that are among the records of the various offices of the local inspectors.

Applications for seaman's protection certificates. 1916-40. 840 feet.

These applications, with affidavits and occasionally other materials offered as proof of citizenship, were submitted by seamen employed in the American merchant marine to collectors of customs, who acted as field agents of the Commissioner of Navigation and later of the Director of the Bureau of Marine Inspection and Navigation in the issuance of seaman's protection certificates. Such certificates were specifically required by law from 1916 to 1940 for sailing in foreign waters. The applications give the name and address of the seaman, the date and place of his birth, the date and place of naturalization if he was not born in the United States, the name of the ship on which he was last employed, and the name of the ship of his prospective employment. In addition, they contain his signature, left thumb print, photograph, and a description of his physical characteristics. There are present some applications for certificates for aliens, who under an act passed in 1918 and repealed in 1935 were allowed special certificates after 3 years of service. The records were received from various customhouses throughout the country.

Records of United States shipping commissioners. 1873-1935. 2,877 feet.

Since 1872 shipping commissioners in the various ports have administered the laws regarding the protection and welfare of seamen, including those relating to their shipping and discharge. They supervise the signing of shipping agreements entered into between seamen and masters or owners before each voyage to a foreign port; they also ship seamen for vessels engaged in the coastwise trade at the request of their owners. All seamen must be discharged and receive their wages in the presence of a shipping commissioner. At ports where there are no shipping commissioners, collectors or deputy collectors of customs act in that capacity. The records in the National Archives consist of the copies of shipping agreements or articles retained by the commissioners, 1873-1935, and of official merchant-marine logbooks filed with the commissioners at the conclusion of voyages, 1886-1935, for the following ports: Boston, New York, Philadelphia, Baltimore, Norfolk, Mobile, New Orleans, Houston, Galveston, Baytown, Tex., San Pedro, San Francisco, Portland, Oreg., and Seattle. The beginning dates of the records vary for the different ports. The shipping articles for each voyage give the name and type of vessel, its destination, and the signature, rank, birthplace, height, wages, date of signing on, and name and address of next of kin of each crew member. A copy of the articles was filed at the

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port where the crew members signed on and another at the port where they were paid off. The official logbooks contain crew lists, slop and cash accounts of the crews, load-line information, and entries relating to events on voyages. The entries on events pertain to such matters as the conduct, health, and discipline of the crews, collisions and other accidents, and deaths, marriages, and births among the passengers. The logbooks for coastwise voyages often furnish the only existing proof of the services of seamen on such voyages. The filing of the log was optional, but it was often filed by the captain of a vessel for his own protection or that of the owner.

Records of offices of supervising and local inspectors of steam vessels. 1861-1941. 65 feet.

The local inspectors of the Bureau of Marine Inspection and Navigation and the former Steamboat-Inspection Service formed boards of local inspectors, which were grouped geographically into supervising inspection districts, each under a supervising inspector. The supervising inspectors collectively constituted the Board of Supervising Inspectors, the records of which are described above. The duties of the local inspectors included the inspection of hulls, boilers, machinery, and life-saving, fire-fighting, and other equipment of vessels to ensure the safety of passengers and crews of merchant vessels; the examination, licensing, and certifying of officers and members of crews; the investigation and trial of licensed officers and certificated personnel charged with negligence, misconduct, and other infractions of law; and the conduct of boat and fire drills. The records described below, though fragmentary, illustrate the various activities of the offices.

RECORDS OF OFFICES OF SUPERVISING INSPECTORS, 1861-1941 (21 feet). These consist principally of correspondence of the office of the supervising inspector at Louisville, 1906-41 (13 feet), and of the successive offices at Cincinnati, 1908-10, and Pittsburgh, 1910-41 (8 feet). The correspondence relates chiefly to the licensing of masters, mates, and engineers on steam vessels and to the inspection of steam vessels. There is also a small quantity of correspondence of the office at Detroit, 1861-73 (3 inches), pertaining mainly to the investigation of collisions and other accidents involving steam vessels on the Great Lakes.

RECORDS OF OFFICES OF LOCAL INSPECTORS, 1861-1936 (44 feet). The earlier records are those of the office of local inspectors at Louisville (2 feet), consisting of loyalty oaths and copies of engineer's and pilot's certificates for the years 1861-67 and records of tensile tests, hull and boiler investigations, and casualty investigations, 1895-1909. From the office at Cleveland there are about 8,000 able-bodied seaman's jackets, 1915-36 (37 feet), each containing the original application for able-bodied seaman's certificate, the record of physical examination, and other materials pertaining to the seaman's service record. From the office at New Orleans there are records of hull and boiler inspections and stubs of lifeboatman's and able-bodied seaman's certificates, 1905-11, 1923-34 (4 feet), and from New York there are stubs of able-bodied seaman's certificates, 1916-30 (1 foot).

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Records of the former United States Shipping Board Recruiting Service and Sea Service Bureau. 1917-34. 665 feet.

The Recruiting Service was established in the United States Shipping Board on June 1, 1917, with headquarters in Boston, to recruit and train crews for the merchant marine. It organized and maintained navigation and engineering schools and training stations and operated several training ships. Applicants for the schools were required to meet entrance standards set up by the offices of local inspectors of steam vessels of the Steamboat Inspection Service, with which the field sections of the Recruiting Service cooperated. The organization included the Sea Training, Social Service, and Sea Service Bureaus, the latter serving as a placement agency not only for men trained by the Recruiting Service but also for other personnel needed by merchant ships. In 1919 much of the work was terminated, and in 1921 the schools and training stations were closed. The Sea Service Bureau, however, was recognized as meeting a continuing need, and it existed, under varying supervisions and for part of the time as the Sea Service Section, until 1934. In that year its functions and the bulk of its records, with those of the Recruiting Service, were transferred to the Bureau of Navigation and Steamboat Inspection (later the Bureau of Marine Inspection and Navigation). The records described below include the records so transferred and a small quantity of material received by the National Archives with other records of the Shipping Board (see Record Group 32).

The records include correspondence and general administrative files of the Recruiting Service and the Sea Service Bureau, 1917-34, with some papers as late as 1937, including records of the New Orleans, San Francisco, and Seattle offices; a number of special files on such subjects as the training of men as officers, training ships, turbine training, enrolling officers, draft deferment of seamen, medical matters, and publicity (including photographs pertaining to the activities of the Service); and records relating to seamen. The last named comprise the bulk of the material. The principal series consists of personnel jackets, 1918-21 (341 feet), containing applications for admission to schools and training ships, training records, and incidental materials such as draft-registration cards, passport envelopes, birth certificates, and Army or Navy discharge papers. Papers pertaining to recruits who were discharged, honorably or otherwise, 1919-20 (35 feet), form a separate series. Other personnel jackets contain seaman's identification cards and give information concerning the service of seamen. Applications for appointment, 1918-19 (10 feet), were kept separately for seamen awaiting positions; and there are also applications for training in navigation and engineering schools and training records of enrollees, 1917-21 (7 feet). Additional information on seamen is contained in recruits' enrollment cards, slop-chest cards, and pay-roll cards; and there are numerous lists of seamen relating to such matters as placement and transfer, enrollment in schools, draft exemptions, and seamen lost in the war.

42. PUBLIC BUILDINGS AND PUBLIC PARKS

42. Records of the Office of Public Buildings and Public Parks of the National Capital

The functions of this Office had their origin in the establishment in 1791 of a Board of Commissioners for the District of Columbia, charged with the responsibility for planning and constructing a capital city. The initial period of construction came to an end in 1802, and the Board expired in that year. Its records and parts of its functions were thereafter successively inherited by the Superintendent of Public Buildings, 1806-16, the Commissioner of Public Buildings, 1816-67 (in the Department of the Interior from 1854), and the Office of Public Buildings and Grounds, 1867-1925. This last-named Office was combined in 1925 with the Office of the Superintendent of the State, War, and Navy Building, an independent agency established in 1883, to form the Office of Public Buildings and Public Parks of the National Capital. This Office was abolished in 1933. Its functions with respect to public buildings in the District of Columbia are now vested in the Public Buildings Administration (see Record Group 121). The records of the Office and of its predecessors named above are included in this record group. Included in it also are the records of many temporary commissions and other agencies that were established to erect buildings or monuments in the District of Columbia. Upon the termination of such agencies, their records remained in the custody of the Office of Public Buildings and Public Parks of the National Capital or its predecessors, which were responsible for the maintenance of the buildings or monuments erected.

See Elizabeth Bethel, "Material in the National Archives Relating to the Early History of the District of Columbia," in *Records of the Columbia Historical Society*, vol. 42/43, p. 169-187 (Washington, 1942).

Proceedings of the Board of Commissioners for the District of Columbia. 1791-1802. 1 foot.

These proceedings or minutes, which describe in detail the business attended to at the frequent meetings of the Commissioners, are probably the most significant documents in this record group for the early history of the District of Columbia. They are complete (5 vols. and an index) except for the period July 31, 1795, to October 24, 1796.

Land records of the District of Columbia. 1792-1830; 1856-1908. 25 feet.

These are the basic title documents for all land in the early city of Washington and certain other land in the District of Columbia and, as such, are of great legal and historical value. At the direction of the Board of Commissioners for the District of Columbia the owners of the area chosen for the site of the city of Washington were required to cede all their lands to trustees. The Commissioners then divided the land into squares and lots, returned half of it to the original owners, selected land for streets and

public buildings, and sold part of the remainder. The records include deeds of trust from the original proprietors to the trustees (1 vol.); division sheets, assignments, and other papers covering squares 1-1149 and reservations 1, 9, 13, 28, and 29 (20 vols.); and other records relating to the division of land, the passing of title, and the sale of lots. Because uncertainties as to titles developed later, the Federal Government, using these original records as sources, made comprehensive investigations on three separate occasions. The records of these investigations consist of a 2-volume report by Robert Ould, 1856; a 1-volume report by A. M. Cane, 1859; and maps, a card file covering all parcels of land, title-search work papers, and the final report of a commission authorized in 1908 (5 feet).

General correspondence. 1791-1929. 160 feet.

The general correspondence of the successive agencies concerned with public buildings and grounds in the District of Columbia for the period prior to 1907 (87 feet) consists of a number of series of letters received, copies of letters sent, and indexes and registers. Most of it is in bound volumes. The incoming correspondence is complete except for the years 1853-55, and the outgoing correspondence is complete except for a few large gaps, notably 1802-15 and 1839-51. The correspondence relates to the selection and hiring of architects, inspectors, craftsmen, and laborers; the division of lands and the sale of lots; building regulations; the maintenance of buildings and streets; fire fighting and water supply; and, in brief, all the multitudinous aspects of a century of the physical development of the capital city. The originals of letters from Maj. Pierre Charles L'Enfant, with one exception, and of many letters from the Presidents were removed from these files some years ago and are now in the Manuscripts Division of the Library of Congress; they are represented in the files, however, by photostatic copies.

The general correspondence for the period 1907-25 (65 feet), which is arranged according to arbitrary subject-numeric systems, continues the earlier "book" records and similarly relates to all phases of the work of the Office of Public Buildings and Grounds. Most of the correspondence is filed under the names of particular buildings, bridges, statues, parkways, or other areas or structures and is concerned largely with matters pertaining to maintenance and supply. The files also contain materials of a general nature under headings such as accounts, appointments, monuments in general, vehicles, concerts, and playgrounds. Loosely related to these files are small, separate series containing administrative and project records of the Superintendent of Parks, 1921-26 (5 feet), and correspondence relating to the White House, 1923-29 (3 feet). The records described here contain some information relating to construction, but much of the important construction activity was carried on by independent agencies and the resulting records are separately described below.

Administrative records. 1791-1907. 50 feet.

These records, supplementing the general correspondence, are chiefly ledgers, journals, day books, vouchers, and other records relating to the accounts and finances of the various agencies. There are, however, numerous other small series and discrete items such as employment records, inventories,

contracts, plans, specifications, and files maintained by construction engineers, supervisors, disbursing officers, and the like.

Records of the Office of the Superintendent of the State, War, and Navy Building. 1883-1925. 70 feet.

An act approved March 3, 1883, provided that the completed portions of the State, War, and Navy Building should be operated by a Superintendent under the general direction of a Commission composed of the Secretaries of the State, War, and Navy Departments. The records of the Office of the Superintendent for the period 1883 to 1909 (4 feet) consist of bound volumes of letters sent and copies of letters received, miscellaneous financial and property records, drawings, and papers pertaining to the organization and proceedings of the Commission. The general correspondence for the period from 1909 to 1925, when the Office was abolished, relates to the administration of the Office, maintenance and care of the building, space assignments, supplies and equipment, concessions, personnel, accounts, and miscellaneous matters. During and after World War I the Superintendent had the care of certain other buildings, and the correspondence pertains also to his duties in connection with them.

Records relating to the construction of public buildings, monuments, and memorials. 1791-1943. 130 feet.

The general correspondence files and the administrative records of the various agencies having charge of public buildings and grounds in the District that are described above have in them materials on such subjects as the planning of structures, the selection of architects and designers, and the supervision of construction. The construction of many of the public buildings, monuments, and memorials has, however, been supervised by private societies or by independent Federal agencies created especially for the erection of particular structures. Often the construction has been under the direction of an officer of the Corps of Engineers of the Army. When projects were completed, the care of the property was usually entrusted to the Office of Public Buildings and Public Parks or its predecessors, which also frequently inherited the records of the construction agencies. The records of many such agencies, diverse as to volume and scope, are in this record group.

The early records of this nature include minutes of a commission appointed by President Madison to rebuild the Executive Mansion, the United States Capitol, and public offices in the city of Washington, 1815-16 (1 vol.), and the journal and letters of the Board of Commissioners appointed by the President to supervise the construction of public buildings, 1838-40 (2 vols.). The records of the Lincoln Memorial Commission, 1911-22 (12 feet), consist of correspondence, minutes, reports, and miscellaneous records maintained by the Resident Commissioner in cooperation with the Secretary of the Commission and a file separately maintained by the Executive and Disbursing Officer, who was also the Engineer Officer in Charge of the Office of Public Buildings and Grounds. There are several smaller files (15 feet) relating to the erection of memorials to John Barry, Christopher Columbus, Ulysses S. Grant, and other figures of prominence in American history. Still

other records resulted from the construction of memorials to particular groups or causes. Such are the records (7 feet) of the Arlington Memorial Amphitheatre Commission, created by an act approved March 4, 1913, and those of commissions responsible for erecting Red Cross buildings as memorials to women of the Civil War and World War I. 1913-30 (6 feet). The largest units of records relating to the construction of buildings for Government occupancy are those pertaining to the construction of the State, War, and Navy Building and the Pension Office Building (50 feet). They consist of correspondence of the Officers in Charge and of the disbursing agent, architects' drawings, and registers, journals, purchase books, and other records that were used to account for money, time, and material.

Included also in this group of records are those of the Washington National Monument Society, which was organized by citizens of Washington in 1833 and was authorized by Congress in 1848 to erect a monument to George Washington upon public grounds. The task was begun by the Society, but in 1876 it was transferred to the Joint Commission for the Completion of the Washington Monument, a body created by Congress, which completed the Monument and in 1888 was dissolved. At that time the records of the Commission were turned over to the Society. The records for the period 1833-95 (27 feet) came ultimately into the possession of the National Park Service, which transferred them to the National Archives. They comprise records of both the Society and the Joint Commission and include minutes, correspondence, registers of contributions, accounts, photographs, plans, drawings, and newspaper clippings. They reflect not only the history of the campaign for funds and the history of the construction of the Monument, which may well be of interest to architects and engineers, but also aspects of social and political history, such as the Know-Nothing movement and a controversy over the "Pope's Stone." Light is thrown on the interests and activities of prominent men, such as John Marshall and James Madison, the first and second presidents of the Society, respectively; and the registers are filled with signatures of contributors. The records of the Society since 1895 are in the custody of its secretary; the Manuscript Division of the Library of Congress has a volume of minutes of the Commission, 1884-85, and some "books and papers of the treasurers" of the Society.

See Frederick L. Harvey, *History of the Washington National Monument Society* (Washington, 1903); *Reports of the Joint Commission, 1877-87*; Library of Congress, *Handbook of Manuscripts*, 421, 515; and Van Tyne and Leland, *Guide*, 274, 291.

Among the records of the various construction agencies are many maps, diagrams, pen-and-ink drawings, blueprints, and photographs. They include drawings for a proposed memorial bridge at Arlington, 1900; original pen-and-ink drawings and brush paintings of the State, War, and Navy Building, 1871-88 (24 cubic feet), of the "Old Patent Office Building," 1837-67 (4 cubic feet), the "Old General Land Office Building," 1830-35 (3 cubic feet), and the "Old Pension Office Building," 1882-89 (4 cubic feet); glass-plate negatives of statues and monuments; and photographs of buildings, statues, and monuments.

Other records related to the construction of public buildings, monuments, and memorials in the District of Columbia are in Record Group 66, Records

of the Commission of Fine Arts, and Record Group 77, Records of the Office of the Chief of Engineers.

Records relating to the White House. 1869-1929. 10 feet.

The act of March 2, 1867, establishing the Office of Public Buildings and Grounds specifically assigned to it the maintenance, care, and repair of the Executive Mansion, grounds, and greenhouses. These functions were transferred to the Office of Public Buildings and Public Parks of the National Capital in 1925, and many records relating to their performance are in the classified files of that Office (see above). There are in addition certain separate and sometimes fragmentary records. The Military Aide to the President, an officer administratively attached to the Office of Public Buildings and Grounds, was in charge of arrangements for musicals, dinners, receptions, and other official or semiofficial functions at the Executive Mansion. Records arising out of this activity include correspondence, chiefly 1898-1917, relating to such subjects as guests, menus, seating arrangements, servants, military aides, and decorations; programs of receptions and dinners, 1898-1909; a diary or scrapbook of official functions, 1902-16 (28 vols.); notes and exhibits for a continuation of the diary, 1913-21; itemized expenditure books, 1897-1915 (21 vols.); and a few other miscellaneous records to 1929.

Other records. 1791-1932. 30 feet.

Besides the maps incorporated in various series mentioned above, there are many other maps and related records showing the distribution of Federal properties in the District of Columbia, 1791-1895 (9 cubic feet). Among them are the original "[Nicholas] King Wharfing Plans of the City of Washington," 1797, and the original "King Plats of the City of Washington," 1803.

From 1921 to 1930 the head of the Office of Public Buildings and Public Parks was also Motor Transport Coordinator for the Federal Coordinating Service, Bureau of the Budget. The records arising out of this function (5 feet) relate chiefly to surveys of the ownership and operation of Government automobiles. In accordance with an act of March 4, 1913, a Rock Creek and Potomac Parkway Commission was created to acquire land for extension of the parkway between Rock Creek Zoological Park and Potomac Park. The records of the Commission, 1915-32 (4 feet), relate chiefly to the negotiations for the purchase of particular tracts and the transfer of title to such tracts. Other records are newspaper clippings, largely 1927-28 (1 foot); invitations and programs (1 foot); and financial records (10 feet).

43. Records of United States Participation in International Conferences, Commissions, and Expositions

Since 1826 the United States has participated in numerous international congresses and conferences; in international committees, commissions, and other organizations concerned with social, economic, and political matters;

and in international exhibitions and expositions. This participation has been carried on for the most part under the auspices of the Department of State pursuant to Congressional authorization. The resulting records have usually been preserved as a body by the Department and comprise the greater part of the records in this record group. Related records are in Record Group 59, General Records of the Department of State. Other departments besides the Department of State have been concerned with participation in many of the conferences, commissions, and expositions, and the resulting records are usually in their general records or in the records of their subordinate agencies. Records of boundary and claims commissions and arbitrations form a separate record group (Record Group 76). Records of recent commissions created by Congress to represent the United States at international expositions are in Record Group 143, Records of Exposition, Anniversary, and Memorial Commissions of Congress.

Records relating to international conferences and commissions. 1826–1906, 1916–44. 564 feet.

The records resulting from United States participation in international conferences to 1906 that are in this record group (7 feet) include such material as correspondence, minutes, acts, protocols, reports, and other records for the Panama Congress, 1826; the First International Conference of American States at Washington in 1889 and the Second at Mexico City in 1901; the American International Monetary Commission at Washington in 1891; the two Red Cross conferences at Geneva in 1864 and 1906; the International Sanitary Conference and the International Prime Meridian Conference at Washington in 1881 and 1884, respectively; the Berlin Conference on West African Affairs, 1884–85; the Samoan conferences at Washington and Berlin in 1887 and 1899, respectively; and the First Hague Peace Conference, 1899. Records of other conferences held before 1906 are filed as a part of diplomatic correspondence, which is included in Record Group 59, General Records of the Department of State.

Later records resulting from participation in international conferences and organizations are more varied and extensive. They include records for several conferences on communications: the International Conference on Electrical Communications at Washington in 1920 (55 feet); the International Radio Conference at Washington in 1927 (10 feet); the International Radio and Telegraph Conference at Madrid in 1932 (4 feet); and the third meeting of the International Consulting Committee on Radio Communications at Lisbon in 1934 (22 feet). One of the most important and extensive bodies of records is that resulting from the Washington Conference on Limitation of Armament, 1921–22 (120 feet). Other conferences for which there are records are the two Lausanne Conferences on Near Eastern Affairs, 1922–23 (9 feet); the Washington Conference on Central American Affairs, 1922–23 (3 feet); the Second International Emigration and Immigration Conference at Habana in 1928 (2 feet); the International Conference on Safety of Life at Sea at London in 1929 (14 feet); the Third World Power Conference and Second Congress on Large Dams at Washington in 1936 (86 feet), including two reels of motion-picture film that

depict points of interest throughout the United States with reference to mineral and hydraulic sources of power, metropolitan gas and electric utilities, and railway transportation; and the Eighth American Scientific Congress at Washington in 1940 (30 feet).

The principal records resulting from United States participation in international commissions and committees that are in this record group relate to the Inter-American High Commission, 1916–34 (49 feet), a body created following the First Pan-American Financial Conference for the purpose of obtaining uniformity of laws upon financial and commercial matters; the American-Mexican Joint Commission created in 1916 to consider questions arising from the border disturbances of that year (10 feet); and the United States Committee of the Joint Economic Committees—United States and Canada, 1941–44 (2 feet), which assisted in the collaboration of the two countries in the utilization of their combined resources for war requirements.

Also in this record group are the records of the Russian Railway Service Corps, an organization of American railway engineers and technicians formed in 1917 at the request of the Provisional Government of Russia, together with records of United States participation in the Interallied Railway Commission of Russia and the Interallied Technical Board, 1917–23 (106 feet); and the records of electoral missions sent from the United States to Nicaragua, 1928–32, under an agreement of May 1927 (35 feet).

See H. M. Wriston, *Executive Agents in American Foreign Relations*, 572–618 (Baltimore, 1929); *International Congresses and Conferences, 1840–1937; a Union List of Their Publications* (New York, 1938); and Carl L. Lokke, "A Sketch of the Interallied Organizations of the First World War and Their Records," in *American Archivist*, 7: 225–235 (Oct. 1944).

Records relating to international exhibitions and expositions. 1867–1934. 160 feet.

Although the practice of holding local and national fairs and exhibitions is an ancient one, international expositions did not begin until 1851, when the first was opened in London with the United States represented by a commission and a central committee. Congress authorized American participation in several subsequent exhibitions before 1866; at that time it accepted an invitation to be represented at the Paris Universal Exposition of 1867, and, in addition to making certain funds available, it directed the Secretary of State to prescribe such "general regulations concerning the conduct of the business relating to the part to be taken by the United States as may be proper." This duty has devolved upon the Secretary of State in connection with almost every international exposition at which the United States has been represented since that time.

The earliest item among the records is a pamphlet announcing the various classes of exhibits for the French Universal Agricultural Prize Exhibition at Paris in 1857, but the Paris Universal Exposition in 1867 is the first to be well represented by records. Included among them are transcripts of correspondence of the Department of State relating to the exposition, correspondence and records of the United States Commission, a register of applications, receipts for medals, lists of American exhibitors and exhibits,

minutes of the advisory committee, pamphlets, catalogs, and miscellaneous reports. Similar records are included for most of the other exhibitions. The largest groups of material are the records of United States participation in the World's Columbian Exposition (Chicago), 1893; in the Universal Exposition (Paris), 1900; in the Louisiana Purchase Exposition (St. Louis), 1904; in the Brazilian Exposition (Rio de Janeiro), 1922-24; in the International Exposition (Seville), 1929; in the International and Colonial Overseas Exposition (Paris), 1931; and in the Chicago World's Fair, 1933-34. Other expositions represented are those held at Vienna, 1873; Philadelphia, 1876; Paris, 1878; Sydney, 1879; Melbourne, 1880; New Orleans, 1884-85 and 1885-86; Melbourne, 1888; Paris, 1889; Antwerp, 1894; Atlanta, 1895; Buffalo, 1901; Hampton Roads (Jamestown Exposition), 1907; and San Francisco, 1915. Much of the material is bound and indexed, and some of the unbound correspondence is also indexed. A list of some of the records has been compiled.

For publications of boards, commissions, or officials in charge of Government participation in international expositions and exhibitions to 1909, see *Checklist*, 949-953; and for lists of expositions participated in by the United States to 1936, see State Department, *International Expositions* (62 Cong., 2 sess., S. Doc. 917—serial 6179), and Foreign Affairs Committee, House, *New York World's Fair, 1939, Hearings . . . on . . . Authorizing Federal Participation*, 15 (Washington, 1937). See also Hunt, *Department of State*, 178-186, and Wriston, *Executive Agents*, 611-615.

44. Records of the Office of Government Reports

The Office of Government Reports was created pursuant to the President's Reorganization Plan No. II, effective July 1, 1939, and shortly thereafter it was made an administrative unit in the Executive Office of the President. To it were transferred the field organization and most of the functions, personnel, and records of the National Emergency Council, which was abolished in accordance with that plan. The National Emergency Council had been established by an Executive order of November 17, 1933, to coordinate and make more efficient the work of the field agencies of the Government; and in 1934 the Executive Council, created by an Executive order of July 11, 1933, to provide for the orderly presentation of business to the President and to coordinate interagency problems of the new Government agencies, had been consolidated with it. A major purpose of the Office of Government Reports and of its predecessor was to provide a central clearing-house of information for the President, agencies of the Federal Government, State and local governmental bodies, citizens, and organizations of citizens. It served also in a liaison capacity between Federal agencies and State governments in order to report on and assist in the preparation of State legislation. By an Executive order of June 13, 1942, it was consolidated with other agencies to form the Office of War Information. A few of its files that were continued by that Office are in Record Group 208, Records of the Office of War Information.

General records. 1933-42. 443 feet.

These consist of various general and special files of the National Emergency Council, the Executive Council, and the Office of Government Reports, a number of which contain records of all three agencies. They include general correspondence; minutes of meetings and reports on matters considered at meetings; personnel records of employees of the National Emergency Council; press releases; newspaper clippings concerning emergency activities; correspondence with and reports of State Directors; correspondence, reports, and statistical materials pertaining to the activities of Federal agencies, to legislation requested by them, and to special surveys of Government personnel, publications, and legal work; a directory of Federal field personnel; radio scripts and other records of the Radio Division of the National Emergency Council; correspondence and reports of the Housing and Consumers' Counsel Divisions of the Council; and correspondence and reports of Council representatives on the National Industrial Recovery Board (see Record Group 9), on the Advisory Committee on Allotments (see below), and on the Central Housing Committee (see Record Group 207). There are also sound recordings of three series of radio programs broadcast weekly throughout the Nation between the years 1938 and 1941 explaining the purposes and activities of Federal agencies (47 disks), accompanied by typed scripts. These record the voices of the President, Cabinet members, and various other officials.

Records of the Division of Applications and Information. 1935-36. 270 feet.

This Division was established in the National Emergency Council by an Executive order of May 6, 1935, to receive applications for allotments of funds for projects to be undertaken by the Federal Emergency Administration of Public Works and the Works Progress Administration, to have the applications examined and reviewed, and to transmit the applications to the Advisory Committee on Allotments; this Committee, which consisted of the Secretary of the Interior as Chairman and of other Government officials, was charged with making recommendations to the President regarding the allotment of funds to such projects. The Division also furnished information to the public on the allotment of funds and on the progress of approved projects. In September 1935, when the Council discontinued its work of coordinating project applications, the Division was abolished, but correspondence of later dates concerning proposed projects was added to its files.

The records of the Division, which are apparently complete, include such material as copies of applications for allotments of funds for projects and related papers, records of the allocation and cancellation of funds, periodical reports and summaries on the status of applications and projects, correspondence, and miscellaneous office files. Since much of the material received by the Division was transmitted to other agencies, many of the papers retained are copies of documents preserved by the Federal Emergency Administration of Public Works, the Works Progress Administration, the Bureau of the Budget, and the National Emergency Council proper. The applica-

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tions for projects, which were filed with the Federal agency concerned, contain more data than the applications for allotments preserved by this Division, but the material described here probably constitutes the only record of all projects requested and approved during the existence of the Division.

See the document entitled "Procedure Governing the Filing and Routing to the Advisory Committee on Allotments of Applications for Allotments Under the Emergency Relief Appropriation Act of 1935," which was issued by the Division in processed form on May 10, 1935.

Records of the United States Film Service. 1938-40. 68 feet.

The United States Film Service was established by the National Emergency Council in September 1938. Its functions were to provide a central information office on all Government film activities, to act as consultant to Federal agencies on matters relating to the production and distribution of film, to serve as liaison between such agencies and the motion-picture industry, and to distribute documentary films. Upon the termination of the Council in 1939 the Film Service was transferred to the Office of Education; it was abolished the following year and its records were taken over by the Office of Government Reports. They consist of correspondence with Federal and State agencies, civic organizations and private groups, and foreign organizations.

Records of field offices. 1934-42. 320 feet.

In each State the National Emergency Council was represented by a State Director and in Alaska by a Territorial Director. The main functions of these officials were to operate clearinghouses for information concerning Federal agencies, to serve as chairmen of coordinating committees composed of representatives of the various agencies, to serve as liaison officers between the agencies and the State administrations in the development and administration of Federal and State programs, and to prepare biweekly reports reviewing the work of each agency. In 1939 the offices of the State Directors became the State offices of the Office of Government Reports. In 1942 they were succeeded by the regional and branch offices of the Office of War Information. The records of most of the offices begin in 1935 and consist of correspondence and copies of reports.

45. Naval Records Collection of the Office of Naval Records and Library

The Naval Records Collection had its genesis in 1882, when the Librarian of the Department of the Navy, who was then in the Office of Naval Intelligence, began to collect and prepare for publication the manuscript naval records relating to the Civil War. That part of the library staff engaged in this task was named the Naval War Record Office and was known collectively with the library as the Office of Library and Naval War Records. In 1889 this unit was placed in the Office of the Secretary of the Navy, and shortly thereafter the main body of bound records of that Office was transferred to it. In the early 1900's it began to collect some of the older records of

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the bureaus. Other records were received under an act of 1904, which provided that all naval records in the executive departments relating to the personnel and operations of the Navy from 1798 to the Civil War should be transferred to the Secretary of the Navy, and under an act of 1906, which similarly provided for the transfer of records relating to the personnel and operations of public and private armed vessels of the North American Colonies in the Revolutionary War.

In 1915 the Office of Library and Naval War Records received its present name. Four years later it was returned to the Office of Naval Intelligence, where it was merged with the Historical Section, created in 1918 to collect and arrange naval records relating to American participation in World War I and to prepare monographs on the war. As a result of this merger large quantities of World War I records were added to the collection. Originals and transcripts of many other public and private papers from the period of the Revolution were acquired after 1923, many of them by gift and purchase. In 1924 the Office began to rearrange its earlier collections according to methods previously in use for the records of World War I. In general, bound volumes were arranged chronologically without regard to series and unbound papers were filed according to subject and area classifications.

That part of the Naval Records Collection in the National Archives comprises most of the materials assembled by the Office that originated before 1911, with the exception of photographs and other pictorial records, which have been retained by the Office. A preliminary checklist of these materials, in which the original series of bound volumes have been reconstructed so far as possible, is available in processed form. Other finding aids include a card catalog prepared by the Office of Naval Records and Library showing titles and dates of volumes in the collection, 1775-1910. This is in two parts, one arranged chronologically by volume and the other according to a subject-classification scheme. Many of the records in the collection have been printed in publications of the Navy Department. Records created by the Office in the course of its business are not in this record group but are in Record Group 38, Records of the Office of the Chief of Naval Operations.

See Van Tyne and Leland, *Guide*, 175-195; Robert Wilden Neeser, *Statistical and Chronological History of the United States Navy, 1775-1907*, vol. 1, p. 3-12 (New York, 1909); and Bess Glenn, "Navy Department Records in the National Archives," in *Military Affairs*, 7: 247-253 (winter, 1943).

Records of the Office of the Secretary of the Navy. 1775-1913. 1,093 feet.

Nearly all records that originated in the Office of the Secretary before 1886 are in the Naval Records Collection. Most of the records created after that date are in Record Group 80, General Records of the Department of the Navy. Those in this record group are as follows:

CORRESPONDENCE, 1798-1886 (939 feet). During this period letters received were bound, and handwritten copies of letters sent were kept in letter books. Both the letters received and sent were arranged in series determined by classes of correspondents and thereunder chronologically, with indexes

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and registers in most volumes and also with separate consolidated indexes and registers.

(1) The outgoing correspondence (77 feet) falls into numerous series, including the following: Miscellaneous letters, 1798-1886 (107 vols.); and letters to officers, 1798-1886 (93 vols.), to Federal executive agents, 1798-1824 (5 vols.), to Congress, 1798-1886 (21 vols.), to commandants and Navy agents, 1808-65 (110 vols.), to the Board of Navy Commissioners, 1815-42 (2 vols.), to bureaus, 1842-86 (7 vols.), to officers commanding squadrons or vessels, 1861-86 (8 vols.), and to Naval Academy, commanding, or other officers, 1869-84 (15 vols.).

(2) The incoming correspondence (862 feet) includes the following series: Miscellaneous letters, 1801-84 (811 vols.); and letters from officers below the rank of commander, 1802-84 (845 vols.), from commanders, 1804-86 (217 vols.), from captains, 1805-61, 1866-85 (413 vols.), from officers commanding expeditions, 1818-85 (23 vols.), from Congress, 1825-61 (6 vols.), from the Board of Navy Commissioners, 1827-42 (27 vols.), from Federal executive agents, 1837-86 (131 vols.), from officers commanding squadrons, 1841-86 (309 vols.), from bureaus, 1842-85 (86 vols.), from Navy agents and naval storekeepers, 1843-65 (28 vols.), from commandants, 1848-86 (332 vols.), from rear admirals, commodores, and captains, 1862-65 (26 vols.), and from rear admirals and commodores, 1866-84 (30 vols.).

CIRCULARS, GENERAL ORDERS, AND INSTRUCTIONS, 1776-1913 (12 vols.). These consist of several incomplete series to 1896 and a bound register, 1863-1913. Among the earliest papers are printed instructions from Congress to commanders of privateers dated April 3, 1776, and instructions from the President concerning prize goods dated July 10 and December 29, 1798. The records are especially fragmentary before 1863, when the issuance of numbered general orders was begun.

FISCAL RECORDS, 1794-1893 (107 vols.). These are fragmentary records relating to the receipt and disbursement of funds.

PERSONNEL RECORDS, 1798-1890 (456 vols. and some unbound papers). These deal with the appointment, employment, resignation, and retirement of naval, Marine Corps, and civilian personnel; the orders issued to officers; and the numbers and distribution of personnel. The records consist chiefly of correspondence, 1803-90 (35 feet); muster rolls and pay rolls of vessels, 1798-1859, and of shore establishments, 1800-1887 (51 feet); lists of naval, marine, and civil officers of shore establishments, 1855-89, and of officers of vessels, 1861-87 (12 feet); and registers and indexes of applications and appointments relating to naval, Marine Corps, and civilian personnel, 1814-87, of regular officers, 1798-1874, and of volunteer officers, including some Confederate naval officers, 1861-79 (9 feet).

LEGAL RECORDS, 1807-76 (127 vols.). These were created as a result of legal and regulatory functions exercised by the Office of the Secretary of the Navy respecting contracts, claims, prize vessels and their cargoes, prisoners, courts martial, courts of inquiry, and the examination, promotion, and retirement of officers of the Navy and the Marine Corps. These and other legal functions of the Office of the Secretary were transferred to the

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Office of the Judge Advocate General in 1880 (see records of that Office described below and Record Group 125).

MISCELLANEOUS RECORDS, 1797-1913 (51 vols.). Among the miscellaneous records of the Secretary's Office are letters relating to the Barbary pirates, 1803-8 (1 vol.); correspondence with agents of the United States on the coast of Africa for the reception of liberated Africans and letters from members of the American Colonization Society, 1819-58 (6 vols.); reports on live-oak lands adjoining Escambia Bay and Escambia River, 1828 (1 vol.); and reports of the Naval Examining Board and its successor agency, the Permanent Commission, relating to inventions and other scientific projects referred to them by the Secretary of the Navy, 1862-65 (3 vols.).

Records of the Board of Navy Commissioners. 1815-42. 109 feet.

The Board of Navy Commissioners was established by an act of February 7, 1815, which provided that the Commissioners should be three officers of rank not lower than post captain, who should be attached to the Office of the Secretary of the Navy and serve under his superintendence. The Board was to discharge all "ministerial duties" of the Office relative to the procurement of naval stores and materials and the construction, armament, equipment, and employment of vessels of war, "as well as all other matters connected with the naval establishment of the United States." The Commissioners were authorized to appoint their own secretary, who was to keep "a fair record of their proceedings." During the tenure of the Board, the Secretary of the Navy retained immediate supervision over matters of naval personnel and naval discipline, appointments, the detailing of officers, and the movements of vessels.

The Board was abolished by an act of August 31, 1842, and in its stead five bureaus were created. This act required "that the books, records, and papers now belonging to the office of Navy Commissioners shall be distributed among the bureaus, according to the nature of their duties." All but a few of the known records of the Board are now in the Naval Records Collection and are described below.

JOURNAL, 1815-42 (19 vols.). This is the record of proceedings of the Board that was required by the act of February 7, 1815. It consists chiefly of summaries of letters sent by the Commissioners.

CORRESPONDENCE, 1815-42 (92 feet). - The incoming and outgoing letters are arranged separately, chiefly by class of correspondent. Most of the series noted below extend from 1815 to 1842; but the incoming correspondence includes letters dated in 1814 that were referred to the Board or received as enclosures.

(1) The incoming correspondence (73 feet), includes miscellaneous letters (77 vols.), chiefly from correspondents outside the Navy Department and particularly from contractors, merchants, and manufacturers; and letters from commandants (237 vols.), from officers (22 vols.), from the Secretary of the Navy (21 vols.), from naval constructors and engineers (10 vols.), and from Navy agents (66 vols.), the last mentioned relating mainly to the purchase, storage, and expenditure of supplies and the preparation of estimates and accounts. There are also letters from ord-

nance inspectors, 1820-40 (4 vols.); reports of the Chief Naval Inspector, 1827-34 (1 vol.); letters from the Depot of Charts and Instruments, 1831-42 (7 vols.); and letters referred by the Secretary of the Navy to the Commissioners, 1838-42 (5 vols.).

(2) The outgoing correspondence (19 feet) includes copies of circulars (2 vols.); copies of miscellaneous letters (8 vols.) and of letters to the Secretary of the Navy (7 vols.), to officers (2 vols.), to Navy agents (5 vols.), and to commandants (14 vols.); and copies of letters to naval constructors, steam engineers, and civil engineers, 1838-42 (1 vol.). The letters to commandants relate to contracts, expenditures, property, ordnance, supplies, the building and repair of vessels, and civilian personnel, and the letters to officers include letters to ordnance inspectors and to the officer in command of the Depot of Charts and Instruments.

OTHER RECORDS, 1815-42 (13 feet). These include copies of contracts (15 vols.), some of them dated as early as 1794, and miscellaneous bound records (73 vols.), chiefly relating to expenditures, supplies, property inventories, and timber expeditions.

Records of offices and bureaus. 1799-1911. 97 feet.

The records of the various offices and bureaus of the Navy Department other than the Secretary's Office that are in the Naval Records Collection constitute relatively small portions of their records and are usually isolated series or parts of series, many of them begun by their predecessors. They fall into the following groups (exclusive of unbound papers, chiefly of the Bureau of Navigation, that were incorporated into the "area" or "subject" files described below).

RECORDS OF THE OFFICE OF THE JUDGE ADVOCATE GENERAL, 1799-1883 (68 feet). These are chiefly records of proceedings of general courts martial and courts of inquiry, 1799-1867 (167 vols.), accompanied by an index, and miscellaneous case papers, 1863-83 (41 vols.). Similar records are among the legal records of the Secretary's Office described above and in Record Group 125, Records of the Office of the Judge Advocate General.

RECORDS OF THE OFFICE OF NAVAL INTELLIGENCE, 1888-1914 (11 feet). Included are correspondence of Lt. Nathan Sargent, naval attaché at Rome, Vienna, and Berlin, 1888-93 (22 vols.); press copies of letters sent by naval attachés at London, 1889-1914 (37 vols.), and at Berlin, 1896-98 (2 vols.); and letters copied from various sources relating to Panama, Santo Domingo, Cuba, Nicaragua, and Honduras, 1903-11 (19 vols.), chiefly correspondence of commanders in chief of naval squadrons. Other records of the Office of Naval Intelligence are in Record Group 38, Records of the Office of the Chief of Naval Operations.

RECORDS OF THE BUREAU OF CONSTRUCTION, EQUIPMENT, AND REPAIR, 1825-58 (1 foot). These consist of a few miscellaneous items (7 vols.), including statistics on the cost of building various naval vessels, reports on the sailing qualities of vessels, and reports of engineers. Other records of the Bureau are in Record Group 19, Records of the Bureau of Ships.

RECORDS OF THE BUREAU OF NAVIGATION, 1813-1911 (9 feet). Included are parts of series relating to the appointment, confirmation, and resigna-

tion of officers covering the period 1813-42 (9 vols.); cruising reports of naval vessels, 1895-1910 (14 vols.); and daily reports of arrivals and departures of vessels, 1897-1910 (25 vols.). Other records of the Bureau are in the "area" and "subject" files described below and in Record Group 24, Records of the Bureau of Naval Personnel.

RECORDS OF THE BUREAU OF ORDNANCE AND HYDROGRAPHY, 1842-62 (3 feet). Included are letters received relating to hydrography, 1842-62 (16 vols.), and journals of the North Pacific Exploring Expedition under Commanders Cadwalader Ringgold and John Rodgers, 1853-56 (12 vols.). Other records of the Bureau are in Record Group 24, Records of the Bureau of Naval Personnel, and in Record Group 74, Records of the Bureau of Ordnance.

RECORDS OF THE BUREAU OF YARDS AND DOCKS, 1811-79 (5 feet). Included are a few scattered pay rolls of civil personnel in shore establishments, 1811-79 (2 feet), and records relating to naval timber reservations, 1828-61 (28 vols.), including correspondence with timber agents and maps of reservations. Other records of the Bureau are in Record Group 71, Records of the Bureau of Yards and Docks.

Records of naval shore establishments. 1814-1911. 21 feet.

From time to time there were added to the Naval Records Collection scattered volumes or parts of series from the records of the following shore establishments: Baltimore Naval Station, 1863-64 (1 vol.); Boston Navy Yard, 1814-67 (41 vols.); Gosport (Norfolk) Navy Yard, 1840 (1 vol.); Havana Naval Station, 1899-1903 (8 vols.); Mare Island Navy Yard, 1854-56 (1 vol.); Mound City Naval Station, 1864-72 (10 vols.); Naval Academy, 1852 (1 vol.); New Orleans Naval Station, 1863-66 (1 vol.); New York Navy Yard, 1817-75 (129 vols.); Newport Naval Station, about 1884 (6 vols.); Pensacola Navy Yard, 1837-1911 (29 vols.); Philadelphia Navy Yard, 1817-76 (33 vols.); Portsmouth Navy Yard, 1840-45 (3 vols.); Rio Grande Station, 1875-79 (1 vol.); and Washington Navy Yard, 1814-1908 (19 vols.).

Records of boards and commissions. 1837-1902. 2 feet.

Certain records of boards and commissions assembled by the Office of Naval Records and Library other than those of the Board of Navy Commissioners described above did not become incorporated into other files. They consist of the minutes of the Board for Testing Ordnance, 1836-37 (1 vol.); the journal of the Board To Prepare a Code of Regulations for the Government of the Navy, 1857-58 (1 vol.); records of the Naval Examining Board and its successor, the Permanent Commission, 1861-65 (9 vols.); the journal of the Joint Army and Navy Board, 1866 (1 vol.); letters sent by the Board for Examination of Officers for Promotion, 1868-69 (1 vol.); the journal of the Commission To Ascertain the Cost of Removing the Naval Observatory, 1878 (1 vol.); correspondence of the Naval War Board, 1898 (4 vols.), concerning naval operations in the Spanish-American War; and the report of the Board of Arbitration for Army and Navy Maneuvers, 1902 (1 vol.).

Materials acquired from sources outside the Navy Department. 1691-1908. 100 feet.

The Office of Naval Records and Library and its predecessors acquired from sources outside the Navy Department through gift and purchase a wealth of public and private papers. Previous to 1924 the chief effort of the Office was to accumulate papers relating to the Civil War, one of the results of which was the collection of the largest body of manuscript materials relating to the Navy of the Confederate States of America in existence. Since 1924 a constant search for materials pertaining to all phases of United States naval history has been made. Certain records were transferred from the State, War, and Treasury Departments as required by acts of Congress of 1904 and 1906. Many of the unbound papers obtained by the Office were incorporated in the "area" and "subject" files described below. Those maintained separately and described in this section are, with a few exceptions, bound.

One of the more important series consists of originals and transcripts of logs, journals, and diaries of officers of the United States Navy at sea, 1776-1910 (210 vols.), most of them acquired from naval officers or their heirs. Among them, for example, are copies of logs of the *Wasp*, 1776, the *Ranger*, 1777-80, the *Bonhomme Richard*, 1779, H. M. S. *Serapis*, 1779, the *Alliance*, 1779-80, and the *Ariel*, 1780; copies of various logs and journals kept aboard the *Constitution*, 1798-1804; and a log of the *Monitor*, 1862. Other series include logs and journals of American privateers and merchant vessels, 1776-1869 (9 vols.); account books of naval vessels, 1777-1879 (21 vols.); and a large collection of letter books of naval officers, 1778-1909 (365 vols.).

A considerable number of transcripts and originals of documents from foreign sources are present, 1691-1908 (7 feet), many of them pertaining to the British Navy. Included are logs and journals of British naval and merchant vessels, 1775-1899 (25 vols.); documents relating to John Paul Jones, 1778-91 (2 vols.); registers of United States prisoners in Halifax, Barbados, Jamaica, and Quebec, 1805-15 (4 vols.); and naval manuscripts copied for Capt. Alfred T. Mahan, 1807-15 (5 vols.).

The records of or pertaining to the Confederate States of America (9 feet) relate chiefly to the Navy but include a few other items. They consist principally of logs and journals of naval vessels, 1861-65 (8 vols.), and of privateers, 1861 (5 vols.); unbound muster rolls and pay rolls of naval vessels, naval stations, and marine detachments, 1861-64 (5 feet); records of the Naval Gun Foundry at Selma, La., consisting of outgoing correspondence, 1862-64 (5 vols.), and a detailed record of guns manufactured, 1863-65 (2 vols.); account books of several naval vessels, 1861-64 (5 vols.); and shipping articles signed by Confederate seamen, 1861-65 (1 vol.).

The records transferred from the War Department include copies of letters sent by the Secretary of War to naval officers, naval constructors, shipbuilders, and others, 1790-98 (1 vol.); some records of the arsenal at Philadelphia concerning military and naval supplies, 1796-1814 (11 vols.); and copies of correspondence between the Secretary of War and Samuel

Hodgdon and John Harris, storekeepers at the arsenal at Philadelphia, relating to the arming of early frigates and ships of war, 1795-98 (1 vol.). The records transferred from the Department of State include letters from collectors of customs to the Secretary of State relating to commissions of privateers, 1812-15 (6 vols.), and a log of the cartel ship *Analostan*, 1813-15 (1 vol.), on cruises from Washington to the West Indies and Nova Scotia. Those from the Treasury Department include indexes to bonds executed by paymasters of the Navy, 1809-65 (2 vols.), and notes on fiscal matters affecting the Navy, 1853-64 (2 vols.).

"Area" and "subject" files. 1775-1910. 399 feet.

In 1924 the Office of Naval Records and Library began to rearrange various papers in its custody into a so-called "area file" and a "subject file," and it continued to insert papers into these files until a recent date. It included in the files unbound papers obtained from private sources, chiefly naval officers or their heirs; papers obtained by breaking up various volumes in poor condition; and unbound papers removed from the files of the Office of the Secretary, the Office of Detail, and the Bureau of Navigation. These papers were augmented with photographs, drawings, clippings, pamphlets, occasional cross-reference sheets, and other items. Materials of the most varied origin and character but related to the same subjects were thus placed side by side.

The area file, 1775-1910, with a few papers of earlier date (123 feet), is arranged by regions and thereunder chronologically. The papers in it relate chiefly to occurrences and conditions in definite places for periods of not more than a few days, and most of them are of small bulk. The file is accompanied by a card index arranged alphabetically, chiefly by names of persons and ships, which covers the period from about 1775 to 1815 (5 feet).

The subject file, 1775-1910 (271 feet), is arranged by subjects and thereunder by divisions and subdivisions of subjects. It consists mainly of papers relating to occurrences and conditions extending over considerable areas for considerable periods of time and to matters having little connection with time and place.

46. Records of the United States Senate

The Senate and the House of Representatives are coordinate legislative bodies except for the constitutional provision that revenue bills must originate in the House. The Senate has, however, certain functions of an executive character in which the House of Representatives does not share. These arise from the provisions of the Constitution assigning to the Senate a share in the powers of appointment and treaty making. In addition to its legislative and executive functions the Senate also sits as a court to try civil officers impeached and prosecuted by the House of Representatives. These functions are reflected in the records of the Senate, of which its Secretary has been the custodian from the beginning. With certain excep-

tions, which are numerous only in more recent Congresses, the records transferred to the National Archives in the period covered by the main part of this *Guide* are those of the First through the Seventy-sixth Congresses. For records transferred between January 1, 1946, and June 30, 1947, see appendix A.

A great majority of the documents constituting these records either resulted from the activities of Senate committees or were referred to such committees and subsequently returned to the Secretary of the Senate for filing. The disposition of certain committee records is discretionary, however, and some records remain in the custody of the committees. This record group includes records that were maintained by committees as well as those that were filed with the Secretary of the Senate. Certain joint committees of the two Houses turned their records over to the Secretary of the Senate, who had such materials filed according to the system used for materials received from Senate committees; these are physically separable from the Senate files, however, and have been allocated to Record Group 128. A classification scheme has been compiled for the records of each Congress through the Seventy-sixth, with the exception of those of select committees since 1934; for most of the latter preliminary checklists have been compiled. Various special lists of records are also available, including lists of the records of the First Congress and of the Territorial papers that are among the records of the Senate, 1791-1873.

Many of the papers in the files for the first 25 Congresses (1789-1838) are available in print in the *American State Papers* (Washington, 1832-61, 38 vols.); similarly, many from the Fifteenth Congress on have been published in what is known as the Congressional or serial set; and most of the Presidential messages other than those submitting nominations are printed in James D. Richardson, *A Compilation of Messages and Papers of the Presidents* (Washington, 1896-99, and later editions). A calendar on cards of over 33,000 items bearing on the history of the upper Mississippi Valley and the Great Lakes region in the Senate files of the first 50 Congresses (1789-1888) has been compiled for a group of historical agencies, and a microfilm copy of this calendar is available at the National Archives. Other useful aids are lists of bills and resolutions and indexes contained in the printed journals of the Senate and the alphabetical lists of private claims published as Senate documents in 1881, 1895, 1900, 1903, and 1905 (serials 1945, 1946, 3175, 3881, 4433, and 4917), which cover the Fourteenth and subsequent Congresses through the Fifty-eighth.

See George H. Haynes, *The Senate of the United States, Its History and Practice* (Boston, 1938, 2 vols.), and Van Tyne and Leland, *Guide*, 255. For a discussion of Congressional publications see Laurence F. Schmeckebier, *Government Publications and Their Use*, ch. 5 (Washington, 1936).

Manuscript journals and minute books. 1790-1944. 144 feet.

The journals of legislative proceedings are in two forms to the end of the first session of the Twenty-second Congress, the rough journal with corrections and deletions indicated and the finished journal transcribed from the rough journal. Neither set is complete but one or the other is present

for each session except the first session of the First Congress and the sessions of the Sixth, Seventh, and Eighth Congresses. The journal of the first session of the First Congress has been retained in the Office of the Secretary of the Senate. From the second session of the Twenty-second Congress to the Seventy-eighth Congress, inclusive, manuscript journals exist in but one form, and a few of the volumes are missing, among them the one that contained the famous resolution of March 28, 1834, censuring President Jackson. Corrections and deletions are indicated in some of these journals. Impeachment proceedings are sometimes bound with the legislative journals and sometimes in separate volumes. Accompanying the journals are minutes of legislative proceedings for various sessions from the Second to the Seventy-eighth Congress. These minutes were kept during the actual sittings of the Senate and were used in preparing the journals. The executive journals, which comprise a separate series, and a number of journals of confidential legislative sessions have not been transferred to the National Archives.

General files. 1789-1942. 2,900 feet.

These are unbound papers arranged in groups by Congresses and thereunder in various classes of papers, among which the types described below are the more important.

(1) Bills and resolutions. These consist of Senate and House bills and resolutions in the various forms through which they passed during their consideration in the Senate, including Senate enrolled bills that were recalled or vetoed but excluding Senate engrossed bills described below. They are valuable chiefly for the detailed information that they contain relative to legislative proposals. They extend through the Seventy-sixth Congress, but as a class they are lacking from the general files of the Fortieth and some subsequent Congresses. For certain Congresses bills and resolutions not included in these files are segregated and bound as noted below.

(2) Committee reports and papers. These are present as a single class in the files of each Congress through the Twenty-ninth. Thereafter they constitute two separate classes. Beginning with the Forty-fourth Congress, originals of reports are segregated and bound as noted below. Committee papers constitute that part of the materials received by the Secretary from committees that did not fit properly into any other class. They are grouped by committees and consist of correspondence, petitions directed to particular committees or individual members thereof rather than to Congress or the Senate, and other materials. Numerous documents similar to those described in paragraph 4 below are included in committee papers for the Congresses prior to the Fiftieth. The last Congress represented is the Seventy-seventh, for which there are papers of one committee.

(3) Petitions and memorials. This class of material, which is among the files of each Congress, includes resolutions of State legislatures and contains much unpublished material of historical value. Some documents of the sort included in this class until the Fiftieth Congress are filed thereafter with the "supporting papers" described below, and the remainder from the

Fifty-seventh Congress through the Seventy-sixth are divided into two classes—those tabled and those referred to committees.

(4) "Supporting papers." In the files of the Fiftieth and subsequent Congresses, a considerable body of papers that were used by committees in the consideration of legislation and that were of the kind previously filed with committee papers and with petitions and memorials was segregated under the designation of "supporting papers." Through the Fifty-sixth Congress, these papers appear to concern private legislation exclusively and are filed alphabetically by the names of applicants for relief; thereafter papers are arranged by bill numbers and relate in part to public bills. Typical contents of a file relating to a particular bill are the petition of the applicant, affidavits, correspondence with officials, and committee reports. Supporting papers after the Seventieth Congress have been retained by the Secretary of the Senate.

(5) Presidential messages, reports of departments and other agencies, and other communications. Through the Forty-third Congress, Presidential messages constitute one class of material and reports and other communications another. Beginning with the Forty-fourth Congress, papers from these classes that were published as Senate "documents" were segregated as noted below; the remainder were distributed between the committee papers and a class of messages, reports, and other communications that were tabled. The latter class is present through the Seventy-fifth Congress.

(6) Impeachment papers. These constitute a class of papers necessarily present only in occasional instances. They include the formal documents filed with the Senate in connection with trials of officials impeached by the House of Representatives. Such papers have been transferred to the National Archives through the Seventy-fourth Congress.

(7) Electoral papers. These include certificates of the electors of the President and Vice President of the United States and certified lists of their votes. They are present for all elections through that of 1936. Other electoral papers are in Record Group 11, General Records of the United States Government.

Many papers of several of the types described above were ordered printed as Senate documents and are consequently segregated and bound as is noted below.

Executive papers. 1789–1901. 200 feet.

These papers, also unbound and arranged by Congresses, have been received to the end of the Fifty-sixth Congress. They relate almost entirely to the Senate's share in the appointment and treaty-making powers. Included are Presidential messages making or withdrawing nominations, seeking advice regarding proposed treaty negotiations, and submitting, explaining, or recalling treaties; and correspondence, petitions, and memorials relative to treaties, nominees, and the conduct of officials. Copies of treaties are often present, and the originals of five unperfected treaties have been found. There are appreciable quantities of papers relative to Presidential suspensions from office made under the Tenure of Office Act of March 2, 1867. A special

list of executive papers relating to treaties, conventions, and other international acts has been compiled.

Bound bills and joint resolutions. 1789–1929. 77 feet.

These records fall into two groups, as follows:

ENGROSSED SENATE BILLS AND JOINT RESOLUTIONS, 1789–1929 (146 vols.). These volumes contain bills and joint resolutions as passed and submitted to the House. The first 70 Congresses, with the exception of the Forty-fourth, are covered. Nearly all the volumes are devoted to bills and joint resolutions that became law, but there are a few that contain only bills and joint resolutions that were not enacted. To some extent in the volumes for the earlier Congresses and regularly in those for the later Congresses, bills and joint resolutions in which the House of Representatives made changes are accompanied by the House amendments and, when conference committees were appointed, by the papers leading to the conference, the report of the conferees, and the formal notification from the House that the report of the conferees had been accepted. Final changes resulting from House or conference amendments are indicated in the text of the engrossed bill or joint resolution.

ORIGINAL AND REPORTED BILLS AND JOINT RESOLUTIONS, 1881–93 (140 vols.). These volumes cover the Forty-seventh to the Fifty-second Congresses, inclusive. Senate and House proposals are segregated in separate volumes, and House bills are lacking for the Fifty-second Congress. Similar material for most of the other Congresses is in the general files described above.

Documents, reports, and hearings prepared for publication. 1875–1943. 850 feet.

Beginning with the Forty-fourth Congress, the originals of "Senate documents" and "Senate reports" (committee reports of the Senate) prepared for publication in the Congressional set are arranged by numbers to correspond with the printed series and bound. This material is present through the Seventy-eighth Congress. Its principal value appears to be in the revisions and deletions indicated and in the possibility of its use as a check upon the accuracy of the printed versions. The same value attaches to transcripts of hearings before committees of the Senate or joint committees, which have been published as *Hearings* independently of the Congressional set.

Segregated maps and atlases. 1806–1920. 60 cubic feet.

These consist, exclusive of duplicates, of 42 atlases and geological folios and 1,190 maps, of which 665 are in manuscript or bear manuscript notations. Among these originals are a series of 157 large-scale maps embodying the surveys of proposed routes for canals and roads and for harbor improvements, 1825–36, made by Army engineers as part of the internal-improvement program; a series of maps used by the Military Affairs Committee of the Senate showing troop dispositions and the military situ-

ation at different times and on various fronts during the Civil War; one of the 12 copies of the large map of Indian lands and lands ceded by the Indians, prepared in the War Department in 1839; a public-lands survey of southwestern Wisconsin, south of the Wisconsin River, on the scale of 1 mile to the inch, made about 1835; and David Dale Owen's geological maps of the tri-State lead area of Iowa, Wisconsin, and Illinois. The printed maps consist mainly of separate copies of maps accompanying reports to Congress and include maps representing early western exploring expeditions and the military frontier; a series from the reports of surveyors general showing the progressive advance of surveying in the public-lands States, 1835-45; and a set relating to the disputed northeastern boundary. The relationship of most of these segregated maps to other Senate records has been established. Many additional maps are in the general files and among the executive papers described above.

Administrative records of the Office of the Secretary. 1789-1941. 25 feet.

These consist of correspondence, "bill books" showing the steps in legislation and other record books of various kinds, printing and binding accounts, and miscellaneous materials. The Office has retained other financial records from 1789.

Miscellaneous records. 1817-1937. 47 feet.

This material includes copies of committee reports, 1817-27 (2 vols.); account books of Joseph Nourse, the first Register of the Treasury, 1801-4, 1817-20 (2 vols.); papers relative to contracts and proposals for carrying the mails, 1837-41 (2 vols.); a register of claims contracted under Lt. Col. John C. Fremont in California, 1846-47; two huge volumes containing a memorial submitted in 1856 by citizens of California urging the construction of a wagon road across the plains and the establishment of military posts, in which the signatures are arranged according to places of residence; two volumes of photographic exhibits before the United States District Court for Northern California in the cases of *Luco v. United States* (1858) and *United States v. Limantour* (1858); and four news reels of events connected with strikes in 1936-37, which were acquired by a committee investigating violations of free speech and the rights of labor. Most of this material is segregated from the general files for physical reasons.

Records of select committees. 1934-45. 456 feet.

The records of select or special committees of the Senate that were transmitted to the Secretary of the Senate for filing prior to the establishment of the National Archives are with those of standing committees in the general files described above. Many of the records of such committees, however, were not transmitted to the Secretary upon the termination of the committee and their present whereabouts is unknown. The records of select joint committees of the two Houses of Congress are in Record Group 128, Records of Joint Committees of Congress. Records of select committees of the Senate beginning with the Seventy-third Congress are in the National Archives as follows:

RECORDS OF THE SPECIAL COMMITTEE INVESTIGATING THE MUNITIONS INDUSTRY, 1934-36 (205 feet). This committee was created by a Senate resolution of April 12, 1934, under the chairmanship of Senator Gerald P. Nye, to examine the activities of individuals or business concerns engaged in the manufacture, sale, distribution, import, or export of munitions, the structure of the munitions industry, and the methods of promoting armament sales; to investigate the adequacy of existing legislation or treaties for the control of traffic in munitions; to recommend specific legislation that would "take the profit out of war"; and to inquire into the desirability of establishing a Government monopoly in the manufacturing of munitions. In its study of the background of events prior to the entrance of the United States into World War I, war and postwar financing, and naval shipbuilding, the committee examined documents in the files of Government agencies, munitions companies, banking firms, and private citizens. Its first hearing was held in September 1934 and its last in February 1936. Its proceedings were published in the printed *Hearings* (Washington, 1934-36. 39 pts.), and its findings and recommendations in *Senate Report* 944, 74th Congress, 1st and 2d sessions. The records of the committee include general correspondence, administrative files, correspondence reflecting public reaction to its work, summaries of its findings, verbatim transcripts of testimony at hearings, briefs prepared for hearings, and a large quantity of copies of the documents studied for the period 1914-34. Many of the records are arranged according to the names of the companies investigated. Included are the records of the New York office of the investigating staff of the committee. A preliminary checklist of the records is available in processed form.

RECORDS OF THE SPECIAL COMMITTEE TO INVESTIGATE LOBBYING ACTIVITIES, 1935-38 (76 feet). This committee was created by a Senate resolution of July 11, 1935, and functioned until December 1940, with Senators Hugo L. Black and Sherman Minton as successive chairmen. No final report was submitted. The records of the committee include general correspondence, memoranda, and reports; responses to a questionnaire sent out by the committee; case files relating to individuals and companies investigated; and letters, telegrams, petitions, and the like pertaining to the reorganization of the Supreme Court, the 30-hour-week bill, the public-utilities bill, and other pending legislation. A preliminary checklist of the records has been compiled.

RECORDS OF SPECIAL COMMITTEES TO INVESTIGATE CAMPAIGN EXPENDITURES, 1938-42 (60 feet). These are records of three successive committees created to investigate the expenditures of senatorial candidates in the campaigns of 1938, 1940, and 1942 and also of Presidential and Vice Presidential candidates in the campaign of 1940. Senators Morris Sheppard, Guy M. Gillette, and Ernest W. McFarland were the chairmen of the respective committees. The records include correspondence, memoranda, minutes, responses to questionnaires, reports and work papers of investigators, exhibits, summaries of findings, and printed "confidential" reports of the 1938 committee. Preliminary checklists of the records of the first two

committees have been prepared. Only a few of the records of the 1942 committee have been transferred to the National Archives.

RECORDS OF THE SPECIAL COMMITTEE TO INVESTIGATE GASOLINE AND FUEL OIL SHORTAGES, 1941-43 (12 feet). This committee was created by a Senate resolution of August 28, 1941, to investigate shortages of gasoline, fuel oil, and other petroleum products and the most effective means of insuring an adequate supply for national-defense purposes "without undue hardship to business enterprises and consumers generally." The scope of its investigations was broadened in November 1941 to include solid fuels. It concluded its work in 1943. Senator Francis T. Maloney was the chairman. The records of the committee consist mainly of general correspondence, memoranda, responses to letters or questionnaires requesting information, letters received on the rationing of gasoline and fuel oils, manuscript reports of the committee, and transcripts of hearings. Included are materials on transportation as a cause of the gasoline and fuel-oil shortage. A preliminary checklist of these records has been compiled.

RECORDS OF THE SPECIAL COMMITTEE TO INVESTIGATE THE NATIONAL DEFENSE PROGRAM, 1941-45 (103 feet). This committee was created by a Senate resolution of March 1, 1941. Senator Harry S. Truman was the chairman until August 3, 1944, when he resigned and was succeeded by Senator James M. Mead. Senator Harley M. Kilgore became chairman in October 1946 and Senator Owen Brewster in January 1947. The committee made investigations in many fields for the purpose of facilitating the war effort, and since the close of hostilities it has been concerned with postwar problems. It has retained the greater part of its records. Those in the National Archives consist of correspondence, work papers of investigators, reports, and transcripts of hearings.

47. Records of the Social Security Board

The Social Security Board was established by the Social Security Act approved August 14, 1935, and on July 1, 1939, it was placed in the Federal Security Agency. The Board administers those provisions of the act that provide for Federal old-age and survivors insurance and that authorize grants-in-aid to the States for the administration of their unemployment-compensation systems and for public assistance to the blind, the aged needy, and dependent children. It also makes studies and recommendations with regard to improved methods of providing economic security through social insurance.

Motion pictures. 1936-40. 39 reels.

These consist of 22 motion pictures produced for distribution through commercial channels for the purpose of disseminating information concerning the Social Security Act and procedures under it, most of them pertaining to old-age benefits and unemployment compensation; and a few news reels portraying activities in connection with the administration of the act.

Sound recordings. 1939. 4 disks.

These are recordings of a radio program entitled "Joe Johnson, the Year 1939," produced for broadcast throughout the country to illustrate procedures with regard to unemployment compensation.

Records of the Bureau of Old-Age and Survivors Insurance. 1936-40. 6 feet.

These are miscellaneous materials used in preparing the annual reports of the Bureau and copies of monthly reports of the divisions and of the Director of the Bureau.

Records of the Committee on Economic Security. 1934-35. 31 feet.

This Committee was created by an Executive order of June 29, 1934, to study the problem of economic and social security and to develop an appropriate legislative program. The report of the Committee, submitted to the President on January 15, 1935, contained recommendations that led to the passage of the Social Security Act. The Committee became inactive on October 1, 1935. Its records passed into the custody of the Social Security Board, which has continued the Committee's function of studying proposed changes in the Social Security Act. Most of the records of the Committee are now in the National Archives. They consist of reports, correspondence, memoranda, minutes and agenda of the Committee, compilations of laws, drafts of proposed legislation, statistical materials, press releases, and newspaper clippings.

48. General Records of the Department of the Interior

The Department of the Interior was established by an act approved March 3, 1849, in order to bring into one department four large administrative units formerly under the State, Treasury, and War Departments. These were the Patent Office, the General Land Office, the Office of Indian Affairs, and the Office of the Commissioner of Pensions. Certain eleemosynary and penal institutions in the District of Columbia and a number of small offices having jurisdiction over the census, marshals and other court officers, and Federal buildings and grounds were also placed in the new Department. In the course of its history numerous other functions have been assigned to it, and there have existed in it many bureaus and offices the functions of which have been discontinued or are now performed outside the Department. The following agencies or their predecessors are among those that were at one time in the Department but have been transferred elsewhere: Patent Office, Veterans' Administration, Census Bureau, Interstate Commerce Commission, Bureau of Labor Statistics, and Office of Education. The Department now includes the following major units, the records of each of which constitute a separate record group: General Land Office (renamed the Bureau of Land Management in 1946), Bureau of Reclamation, Geological Survey, Bureau of Mines, Office of Indian Affairs, National Park Service, Fish and Wildlife Service, and Division of Territories and Island Possessions. The present record group consists chiefly of the records of the Office of the Secretary of the Interior.

From 1849 to 1907 the Secretary was assisted in handling the affairs of the Department by divisions of his Office responsible for major functions of the Department or for certain facilitating or "housekeeping" activities pertaining to the Department as a whole. Each division or other unit maintained its own records. In 1907 the Office was reorganized, several of the divisions that served as intermediaries between the Secretary and the Department's bureaus and offices were abolished, and a central filing system was established. The various administrative units are identified briefly below in connection with the descriptions of their records.

See Short, *National Administrative Organization*, chs. 9, 17.

Central files of the Office of the Secretary. 1907-40. 34 feet.

Only those portions of the central files that relate entirely to the work of agencies no longer under the supervision of the Secretary of the Interior are in the National Archives. They comprise certain records relating to pension affairs, 1907-30 (12 feet); to the work of the Patent Office, 1907-26 (4 feet); and to the supervision of Howard University, St. Elizabeths Hospital, Freedmen's Hospital, and Columbia Institute for the Deaf, 1907-40 (18 feet). Many similar records for the earlier period are among the records of the Patents and Miscellaneous Division described below.

Records of the Division of Lands and Railroads. 1849-1907. 570 feet.

This Division, though not formally established until about 1870, had existed in all but name since 1849. During its entire history most of the work of the Division consisted of providing assistance to the Secretary on General Land Office matters, and its records are therefore closely related to those in Record Group 49, Records of the General Land Office. From time to time, however, it was given other functions in connection with related matters. The correspondence and related materials, both incoming and outgoing, are organized chiefly as general files. In addition, however, particularly for the early period, there are many small files arranged by subject or office of origin. Some of the more significant of these concern railroad land grants, the survey and construction of wagon roads, timber trespasses, the work of special land inspectors, the organization of the Territory of Oklahoma, and surveys of the Mexican boundary. Other records of the Division include reclamation-project files, 1902-7; special reports on wagon roads and land investigations; claims and contest papers, chiefly relating to the Des Moines River settlers, 1894-1904; and opinions of the Secretary of the Interior and the Attorney General on land matters.

Records relating to Pacific Railroad Surveys. 1853-62. 42 cubic feet.

An appropriation act of March 3, 1853, authorized the Secretary of War to employ topographical engineers "to ascertain the most practicable and economical route for a railroad from the Mississippi River to the Pacific Ocean." To supervise the work of the various surveying parties and to prepare their reports for publication, an Office of Explorations and Surveys was established in the War Department. The records here described are records of this activity that were transferred to the Department of the Interior in accordance with a joint resolution of March 3, 1865. They con-

sist of applications for employment, requisitions, and other administrative records, 1853-61; correspondence and other records relating to the preparation of the reports and their distribution, 1853-62; general correspondence of the Office, 1859-61; maps and railroad profiles, 1853-60 (30 cubic feet); reports and correspondence concerning the Isaac Stevens Expedition, 1853-61, the Yellowstone and Missouri Expedition, 1861, and the Colorado and San Juan Expedition, 1861; and miscellaneous papers, including records of scientific observations and papers pertaining to the work of the United States-Mexican Boundary Commission, 1854-61.

Records of the Indian Division. 1849-1907. 308 feet.

This Division, formally established about 1870 but preceded by an Indian "desk," assisted the Secretary on all matters relating to Indian affairs except, after 1898, those relating to the Indian Territory. Communications to the Secretary on Indian affairs were referred first to the Division and then, if thought desirable, to the Office of Indian Affairs (see Record Group 75); and matters referred by that Office to the Secretary were also considered by the Division. The records consist chiefly of correspondence, related papers, indexes and registers, and a few special files of reports and the like. The letters and other materials received, 1849-1907 (207 feet), are arranged in a general chronological series covering the entire period and in a number of shorter series, which begin at various dates and terminate about 1880. These shorter series consist of letters from the President, the State, War, Treasury, and Justice Departments, the Commissioner of Indian Affairs and the Commissioner of the General Land Office, the Board of Indian Commissioners, and miscellaneous offices and individuals (14 feet). Letters from various sources relating to Indian trust funds (5 feet) are separately filed. Subject and miscellaneous files (6 feet) contain reports, affidavits, correspondence, and other papers relating to frontier incidents and Indian outbreaks, the work of special commissions, and other matters. Copies of letters signed by the Secretary are contained in letter books, 1849-1903 (121 vols.), and press copy books, 1854-1907 (165 vols.), which duplicate one another in part.

See Van Tyne and Leland, *Guide*, 204.

Records of the Indian Territory Division. 1898-1907. 203 feet.

Following the passage of the Curtis Act of June 28, 1898, which marked the beginning of the active administration by the Government of the affairs of the Choctaw, Creek, Cherokee, Chickasaw, and Seminole Nations, this Division was set up to conduct the business of the Secretary's Office relating to the Indian Territory and the Five Civilized Tribes. The records consist of a general series of letters received by the Secretary (75 feet), unbound and arranged chronologically; subject files containing letters received, reports, and other papers (42 feet); letters sent (317 vols.), most of which are press copies; copies of memoranda sent (4 vols.); and a few miscellaneous dockets, registers of land sales, and the like. The letters received are entered in registers (45 vols.) and in subject and name indexes (9 vols.), and most of the press copy books are indexed. The records provide

information about the work of the Commission to the Five Civilized Tribes, otherwise known as the Dawes Commission, and other representatives of the Government in Indian Territory after 1898, and they also contain valuable data on the enrollment of the tribes, the allotment of lands, the sale of town sites, the leasing of mineral lands, and many other matters arising under the Curtis Act. Much of the correspondence is with the Office of Indian Affairs.

Records of the Patents and Miscellaneous Division. 1849-1907. 392 feet.

Except for those functions relating to appointments, Indians, lands, and railroads, this Division handled, for the Secretary's Office, all the many miscellaneous functions that were assigned to the Department of the Interior between 1849 and 1907. There are files of incoming letters and copies of outgoing letters, general in their content and chronologically arranged, but a large part of the material is arranged in special series by subjects or correspondents. Much of it concerns the work of the Bureau of Pensions and the Patent Office. Other files pertain to legislation, the Executive Mansion, the administration of Territories, the colonization of free Negroes, the work of the Geological Survey, the administration of affairs in the District of Columbia, the supervision of the Census, the creation of forest reserves, the construction of buildings, the admission of attorneys and agents to practice before the Department, and many miscellaneous subjects.

A separate body of the records of this Division relates to the administration of pension legislation, 1849-1907 (55 feet) and supplements other records of the Division. These records consist largely of the correspondence of the Secretary concerning pension matters; dockets of cases arising under various acts; and several miscellaneous volumes on rejected invalid pension claims, 1871, pensions granted by special acts of Congress, 1861-98, decisions of the Secretary, 1853-65, fraudulent marriages, 1890, "favoritism" in reviewing pension claims, 1892, Pensions Bureau procedures, 1889-92, and other pension matters.

Records relating to national parks and monuments. 1872-1915. 26 feet.

These records, part of them withdrawn from records of the Patents and Miscellaneous Division, include correspondence, superintendents' reports, and other reports and memoranda relating to all national parks from the date of their establishment to 1907, when the filing system was reorganized. The records relating to Hot Springs Reservation, which begin in 1877, and those relating to Yellowstone National Park constitute the largest series. Of particular interest are letters having to do with the creation of Yellowstone National Park and reports of its first superintendent, Nathaniel P. Langford. There are also financial reports from all parks, 1906-11, and a small quantity of records pertaining to national monuments, 1906-15.

See Hiram Martin Chittenden, *Yellowstone National Park*, chs. 14, 30 (4th ed., Stanford University, 1933).

Records relating to participation in national and international fairs and expositions. 1876-1909. 40 feet.

These records, consisting of correspondence and administrative papers, relate chiefly to Government participation in the Philadelphia Centennial Exposition, 1876; the World's Columbian Exposition (Chicago), 1893; the Louisiana Purchase Exposition (St. Louis), 1904; the Lewis and Clark Exposition (Portland, Oreg.), 1905; the Jamestown Exposition (Hampton Roads), 1907; and the Alaska-Yukon-Pacific Exposition (Seattle), 1909. For the most part, they are records kept by representatives at the fairs. Related records concerning the planning and general supervision of participation, insofar as the Secretary of the Interior was concerned, are among the records of the Patents and Miscellaneous Division described above.

Records of the District of Columbia Penitentiary. 1829-76. 21 feet.

These records include the minutes, correspondence, and records of visits of the Board of Inspectors of the United States Penitentiary; incoming letters and records of the warden's office; records relating to the sentence and punishment of convicts; and financial and administrative records.

Records relating to the construction of buildings. 1826-1911. 32 feet.

Most of these records consist of correspondence, drawings, and other papers of the Office of the Supervising Engineer and Architect in Charge of the Construction of the "New Pension Building," 1881-89 (26 feet). The remainder are construction drawings, blueprints, and plans for jails, hospitals, District of Columbia Government buildings, exposition buildings, bridges, and various other structures. There are similar materials among the records of the Patents and Miscellaneous Division.

Records of the Office of the Solicitor. 1890-1943. 28 feet.

An act approved February 25, 1871, authorized an additional Assistant Attorney General, who was assigned to the Department of the Interior and became the law officer (the Solicitor) for the Department. These fragmentary files include copies of letters sent, 1894-1907; letters received, 1902-3; briefs, exhibits, and digests of cases, 1890-1907; a docket of cases in United States courts involving the Department of the Interior, 1901-7; and dossiers on War Minerals Relief Act cases appealed from the decisions of the Secretary to Federal courts, 1919-43 (18 feet).

Records of the Division of Appointments. 1849-1907. 590 feet.

This Division, under various names, had charge of personnel matters in the Department insofar as they were centralized in the Secretary's Office. It was concerned with appointments, resignations, removals, promotions, special assignments, and the like. The records include chronological files of copies of outgoing letters, many of which were prepared for the signature of the Secretary or the Chief Clerk; miscellaneous incoming letters; copies of formal communications to the Civil Service Commission; and numerous

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small files such as papers relating to political charges against employees and correspondence and reports of various boards of inquiry. There are also orders and circulars, copies of reports to Congress and the Secretary, and papers containing personnel statistics and information on such matters as appointment methods, and examinations for clerkships. A large part of the records of the Division consists of applications, appointment papers, and other materials relating to the employment status of individuals in all the subdivisions of the Department. They include memorandum copies of letters of nomination and appointment by both the President and the Secretary of the Interior. Included are personnel records of employees of the Bureau of Pensions, the Office of Education, and other units that were subsequently transferred from the Department or discontinued. Personnel records for the period after 1907 are described below.

Personnel records. 1907-38. 1,140 feet.

These are personnel case files and other records relating to the services of employees of the Department who were separated from it, by death or otherwise, during the period 1907-38. The records of employees of the Bureau of Pensions, the Patent Office, and the Office of Education have been withdrawn from these files.

Financial records. 1849-1934. 158 feet.

These records, few of which antedate 1853, were created in the office of the Disbursing Clerk, who from 1871 to 1883 was Chief of the Disbursement Division and from 1883 to 1921 Chief of the Division of Finance. They include correspondence, chiefly 1872-1910; appropriation ledgers, 1853-1923; disbursing clerks' cash books, 1853-1925; journals, 1879-99; and certificates of settlement of accounts of chief disbursing clerks, 1911-28. Within classes of material many of the records are arranged by bureaus or other administrative units.

Pictorial records and sound recordings. 1862-1941. 8 cubic feet.

There are eight reels of motion pictures, 1930-38, depicting the Grand Coulee Dam, Southern Indian mounds, and scenes in Texas and Washington and in various national parks. A miscellaneous collection of still pictures, 1862-1928 (6 cubic feet), many of them assembled for the annual reports of the Department, includes pictures of early Territorial days in Arizona and Oklahoma and of scenes in national parks and in Puerto Rico. A collection of portraits of Interior Department officials is present. There are also sound recordings of an interview with William Henry Jackson, 1941, and of the opening meeting of the President's Committee to Recommend Changes in the Organic Act for Puerto Rico, 1943.

Cartographic materials. 1850-1933. 7 cubic feet.

These are manuscript maps of the Hot Springs Reservation, Ark., 1879-1901 (1 cubic foot); maps and railroad profiles of land-grant railroads, 1864-1907; maps and an atlas relating to Indian Territory and other Territories in the West, 1875-1912; maps relating to the outlying possessions of the United States, 1878-1916, to Washington, D. C., 1873-1922, and to recla-

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mation work, 1900-1912; and miscellaneous maps, many of them printed, 1850-1933. Other significant collections of maps within this record group are mentioned above.

49. Records of the General Land Office

From the establishment of the Federal Government until 1812 the disposition of the public domain was handled immediately by the Offices of the Secretary of the Treasury and the Register of the Treasury. By an act of Congress, approved April 25, 1812, the General Land Office was established as a bureau in the Treasury Department to superintend and execute all transactions concerning public lands except the work of surveying and mapping. In 1849 it was transferred to the newly created Department of the Interior, where it has since remained. The first Surveyor-General was appointed in 1796; thereafter additional Surveyors-General were appointed for new areas as needed. The Surveyors-General were independent officers until 1836, when they were placed in the General Land Office. The functions of the General Land Office were to supervise the survey, management, and disposition of the public domain and generally to execute all laws relating to public lands. By the President's Reorganization Plan No. III of 1946, effective July 16, 1946, the General Land Office was consolidated with the Grazing Service of the Department of the Interior to form the Bureau of Land Management in that Department.

Although a large part of the significant noncurrent Land Office records, particularly for the period prior to 1908, are in the National Archives, there remain in the custody of the Bureau of Land Management certain basic series. These are all record copies of patents, that is, the fundamental title documents; central-office tract books, except some fragile originals that have been superseded by transcripts; and central-office original plats of survey; and field notes of surveys, except those for mineral entries and private land claims, which are among the related land-entry papers.

The records constituting this record group have been accumulated over a long period of time by an agency that has frequently been subject to internal reorganization, with accompanying shifts of functions and records. Within the brief scope of this description it is not possible to describe such a mass of complex and sometimes disorganized material precisely and in parallel entries that are in reasonable degree mutually exclusive as to chronological, subject, or organizational coverage. All entries, therefore, should be examined by anyone seeking information on a particular period, subject, or organization.

See Thomas Donaldson, *The Public Domain* (Washington, 1884); Francis H. Whit "The Administration of the General Land Office, 1812-1911" (ms. thesis in Harvard College Library, photostat in National Archives Library); Milton Conover, *The General Land Office* (Baltimore, 1923); General Land Office, *Public Land System of the United States* (Washington, 1924); Benjamin H. Hibbard, *A History of the Public Land Policies* (New York, 1939); and Van Tyne and Leland, *Guide*, 219-225.

General correspondence files. 1796-1939. 8,600 feet.

Almost all extant correspondence files of the Washington office prior to 1908 and many files for the period since 1908 are among these records. There are gaps in the files, but they are relatively few and insignificant. The use of the records is complicated, however, by their volume, the lack of uniformity in arrangement, and a dearth of indexes or registers. Most series consist either of letters received or copies of letters sent; rarely have the two classes of material been interfiled, even for the more recent period. Within each class there are numerous subdivisions, which are based upon the function involved, the administrative origin of the letters, the physical nature of the documents, or other considerations. Within these subdivisions the letters are usually arranged chronologically.

OUTGOING LETTERS, 1796-1939 (5,000 feet). These are record copies of almost all outgoing communications, 1796-1939, including copies of telegrams and certain formal reports. They consist generally of bound volumes of handwritten copies for the first part of the nineteenth century, bound volumes of press copies beginning in the latter part of the nineteenth century and extending to 1908, and unbound press and carbon copies, 1908-39. Those for the period 1908-39 are filed chronologically and thereunder by the administrative units in which they were prepared. For many purposes their value is somewhat less than that of similar copies for the earlier period, because other copies were frequently filed in patent files, case files, dossiers, and the like after 1908. The communications are addressed to Presidents, Cabinet officers, other officials of the executive branch, Members of Congress, registers and receivers, Surveyors-General, special agents, inspectors, local government officials, and private individuals. They pertain to all functions of the General Land Office. The various series relate to surveys, military-bounty-land warrants and scrip, private land claims, Indian lands, swamp lands, preemption claims, railroad grants, homestead claims, agricultural-college scrip and school lands, forest reserves, town sites, mineral claims, timber and stone claims, reclamation, timber trespasses, and the like. Other letters relate to the preparation, recording, and transmittal of patents and fiscal, personnel, and other administrative matters.

LETTERS RECEIVED, 1803-1908 (3,600 feet). Most of the letters received have been arranged in a single large chronological file, but some have been separately filed. There are, for example, separately filed letters from registers and receivers, 1803-49; letters from Surveyors-General, 1803-71; and for various dates separate series of letters relating to railroad rights-of-way, railroad land grants, canal-improvement and irrigation rights, timber-cutting permits, timber trespasses, timber sales, and military, lighthouse, and other reservations. As is the case with the letters sent, the letters received form an almost complete record for the period covered and relate to all functions of the General Land Office. There is no complete index or other guide to these records, but there are numerous registers and indexes covering small segments of them.

Military-bounty-land-warrant records. 1788-1855. 1,393 feet.

By Military Bounty Land Acts of 1788, 1803, 1806, 1811, 1812, 1842, 1847, 1850, 1852, and 1855, the Federal Government granted public land to veterans and heirs of veterans of the Revolutionary War, the War of 1812, the Mexican War, Indian wars, and frontier skirmishes. After a veteran's application had been approved, he was issued a warrant entitling him to "locate" a specified number of acres on the public domain. He could himself present the warrant at a district land office and ask that a patent be issued for a particular tract; he could (except in the case of warrants issued under the act of 1812) sell the warrant to someone else who might use it to obtain title to land; or under the scrip acts warrants could be exchanged for land scrip, which in turn could be used to pay for public land. These records consist of dossiers containing the warrants, assignments, identifications, copies of wills, "certificates of location," and other documents having to do with the conveyance or "location" of warrants. Also among these records are the Virginia military-bounty-land warrants that were used to obtain patents to lands in the Virginia Military District in Ohio. The original warrants, issued by Virginia, that were used to obtain patents to lands in what are now the States of Virginia, West Virginia, and Kentucky are in the custody of the Register of State Lands at Richmond and the Auditor for State at Frankfort.

The records in the National Archives are arranged according to the various acts under which warrants were issued and thereunder (for the acts of 1847, 1850, 1852, and 1855) according to the acreage involved and warrant numbers. Name indexes are available for warrants issued under the acts of 1788, 1803, and 1812 and also for Virginia military warrants. Warrants issued under acts after 1812 can be found in the files only if the searcher knows the act under which the warrant was issued and the warrant number or the date and place of the use of the warrant to obtain a patent to land.

Records relating to the issuance of land scrip. 1830-62. 201 feet.

Beginning with an act approved May 30, 1830, Congress passed a number of laws that provided for the exchange of unused military-bounty-land warrants for scrip that was assignable and receivable in payment for public lands. The device of scrip was also used for other purposes, as indicated by various acts cited below. The records include the original warrants that were exchanged for scrip, applications for scrip, stubs of scrip, various indexes and lists, record copies of scrip issued in exchange for military warrants, "Agricultural College Scrip" (act of July 2, 1862), "Chippewa Half Breed Scrip" (treaty of April 12, 1864), "Choctaw Scrip" (act of August 23, 1842), "Surveyor-General Scrip" (act of July 4, 1836), and other miscellaneous small issues of scrip.

Land-entry papers other than military. 1788-1908. 18,500 feet.

These are chiefly case files containing the documents accumulated by the General Land Office in connection with each entry prior to the issuance

of a patent (whether or not the patent was ever issued). They cover entries made under all general land laws, including cash and credit purchases, preemption entries, and entries under the Graduation Act, the Homestead Act, the Timber Culture Act, the Timber and Stone Act, and the Desert Land Act. They include "town site" dockets, "private land claims" dockets, "lieu selection" dockets, "coal cash" cases, and "mineral" cases. The nature of the papers in the file for any particular entry depends upon the law under which the entry was made and the particular circumstances surrounding it. Some of these laws required certain qualifications of the claimant, and consequently he frequently submitted information as to age, residence, and citizenship. Since various laws required that the lands be described precisely, that certain improvements be made, and that the lands be dedicated to particular uses, the files contain information on these subjects. They also contain financial records and documents showing the successive steps taken prior to the issuance of a patent. Related to the case papers are abstracts of entries, which consist of monthly reports from registers and receivers at local land offices listing all types of entries and payments made at the offices each month. These reports, which are in general arranged alphabetically by State, by land offices within the State, and chronologically within the offices, may sometimes be used as finding aids to the case papers.

In order to find the papers relating to a particular entry a searcher must specify the law under which the entry was made and the entry number; or he must give the location of the land in terms of section, county, range, and meridian; or he must give the date of the entry and the name of the office where the entry was made. There are related papers elsewhere among General Land Office records, particularly in the correspondence files, the records of contests, and the cartographic records.

Records of contests and investigations. 1870-1909. 845 feet.

These consist largely of case papers and docket books assembled or prepared by the General Land Office in the course of assembling evidence on, adjudicating, and settling rival claims to particular tracts of land.

RECORDS OF CONTESTED ENTRIES WITHIN RAILROAD GRANTS, 1872-1909 (340 feet). Railroads receiving land grants were entitled to indemnity for or selections in lieu of any lands within such grants previously sold, reserved, occupied by homestead settlers, preempted, or otherwise disposed of at the date when the grant became effective. Settlers within the bounds of these grants whose entries were not perfected had to enter contest against the railroad and to prove their prior right to the land. The papers concerning these contests, which are arranged according to the docket number of the case, include affidavits, testimony, briefs, correspondence, and reports; and they are accompanied by docket books (31 vols.), which contain a brief of the action in each case, and by an alphabetical index (1 vol.) of contestants. The papers concerning contested entries within the Osage cession in Kansas, which was opened to patenting by an act of August 11, 1876, form a separate series (4 feet) and are accompanied by a separate docket book.

These records, which were created by the Reclamation and Land Grant Division and its predecessors, throw light on the character and extent of settlement in land-grant areas at the time the railroads were surveying and locating their lines.

CASE PAPERS OF CONTESTED ENTRIES UNDER THE PREEMPTION ACT, 1897-1904 (70 feet). These papers consist of such items as declarations of contestants, replies of claimants, testimony and affidavits, notices of services, copies of motions, correspondence of contesting claimants or their attorneys, and notices of appeal and arguments on appeal. Most of the case papers for preemption contests prior to 1900 were destroyed in accordance with Congressional authorization.

OTHER RECORDS OF CONTESTS AND INVESTIGATIONS, 1870-1909 (435 feet). These are series of case papers and related records that were created when contests arose or investigations were conducted under mineral-land laws and timber-trespass acts; docket books containing briefs of the actions in contest cases arising under the Homestead Act (15 vols.), mineral-land laws (25 vols.), and trespass laws (89 vols.); and other docket books relating to miscellaneous and special investigations.

Selection and adjustment lists. 1850-1921. 300 feet.

When an act was passed granting land to a State or a corporation to aid in the construction of railroads, the grantee appointed a "selector" who inspected the lands within the land-grant areas and selected those available for patenting to the State or the railroad. The selector then filed lists of such lands with the district land offices, which, after reviewing them, sent them to the Washington office. Frequently, because of prior claim to land within the original grant or the mineral character of the land, it was necessary for the selector to make "lieu" selections outside the primary limits. Title did not pass at any one time to all the lands to which the State or railroad was entitled under a particular act, but only when all necessary examination of the records and adjudication of conflicts had been made. It was desirable, therefore, for the States, the railroads, and the General Land Office to know from year to year the status of each grant. For this purpose there were drawn up periodic "adjustment lists." These railroad land-grant selection and adjustment lists, 1850-1921 (400 feet), and similar lists for canals and wagon roads constitute a large part of the separate records of Division F, first known as the Railroad Division when it was established in 1872, renamed the Railroad Grants and Rights of Way Division in 1907, and later called the Reclamation and Land Grant Division. (For other records of the Division, see above, Records of contests and investigations.)

Records relating to surveys. 1870-1933. 425 feet.

Surveying contracts, correspondence, reports, field notes, and other records pertaining to general surveys, island surveys, rejected surveys, surveys of lands in Indian Territory, and special investigations are among these records. They are chiefly from the files of Division E, the Division of Survey.

Records of offices of Surveyors-General. 1796-1920. 15 feet.

These records include correspondence of the Surveyor General of the [Old] Northwest, 1796-1856 (50 vols.), both before and after 1836, when he was placed under the supervision of the General Land Office, and fragmentary records of other offices of Surveyors-General, chiefly for California, 1880-1920 (6 feet), Montana, 1892-1917 (2 feet), Arkansas, 1836-59 (1 foot), and Louisiana, 1831-1910 (1 foot).

Records relating to Indian lands. 1830-1908. 18 feet.

Correspondence and other records pertaining to Indian reserved lands, certificates, patents, and special claims of Indians and persons of mixed blood under various treaties and agreements are among these records. They are chiefly from the files of Division K, the Indian Lands Division.

Private land-claims records. 1803-1920. 187 feet.

The Private Land Claims Division was one of three divisions established in the General Land Office following the reorganization of 1836; after 1875, when divisions were first lettered, it was also known as Division D. It was in charge of private land claims that had their origin in grants or other forms of concessions from governments possessing sovereignty over territory that later became part of the United States. Much complicated and exacting work was involved in the final determination of such claims. As the number of unsettled private claims declined, however, other duties were transferred to this Division, notably the handling of Indian lands. The Division was abolished in 1895, and its functions were transferred to the Preemption Division; after 1907 private land claims were administered in the Indian Lands Division. The Washington correspondence records relating to the settlement of private land claims are among the general correspondence files of the Land Office (see above). There are, in addition, separate case files (125 feet) on each claim, which consist of survey notes, transcripts of court proceedings, correspondence, and other records created in the Washington office in connection with the final adjudication of the claim.

The usual procedure for the settlement of claims arising out of grants originally made by foreign governments was through the establishment by law of special boards to take evidence and to make decisions. When such boards completed their work their records were usually turned over to State officials or sent to the Land Office in Washington. The National Archives has received the records of a number of such boards, 1803-1860 (60 feet), notably those whose work covered the areas now comprising the States of Alabama, Mississippi, and California. The California records, 1852-56 (15 feet), valuable source material for the rancho period in California history, were assembled by the California Board of Land Commissioners, and most of them were transferred to the National Archives in 1937 from the Office of the District Cadastral Engineer at Glendale, Calif. They consist of "Complete Expedientes," "Incomplete Expedientes," "Cases," transcripts and translations of documents, journal and minutes of Board proceedings, lists or indexes to land grants, and other fragmentary materials.

Although the principal records relating to private land claims in Florida, Louisiana, and Missouri have been retained by those States, there are fragmentary and incomplete records relating to private land claims in Florida, 1824-98 (2 feet). They include warrants, survey plats, and other papers relating to British private grants, filed alphabetically by name of grantee, 1770-79; a few miscellaneous papers of the Governor and Council of West Florida, 1770-79; reports on private land claims in East Florida by the Board of Commissioners appointed under an act of March 3, 1823, to ascertain claims and titles to lands in that region, 1824-25; printed copies of bills to confirm private grants introduced into the Twenty-first and Twenty-second Congresses, 1829-32; letters and reports received by the Office from the Surveyor General and from the registers and receivers of land offices in Florida, which relate to private grants and conflicting surveys and titles in Florida, which relate to private grants and conflicting surveys and titles resulting therefrom, 1834-57; and correspondence, reports, and lists concerning the Spanish archives of East and West Florida and attempts of the Department of the Interior to trace and acquire them, 1848-98.

See W. W. Robinson, "Land Grant Records that Survived a Great Fire," *Quarterly of the Historical Society of Southern California*, 26: 38-44 (Mar. 1944).

Records of town-site boards. 1888-1925. 18 feet.

Town-site legislation after 1867 made provision for the establishment in certain cases of boards of town-site trustees. Particularly in Oklahoma and Alaska, these boards were given responsibility, under the supervision of the Commissioner of the General Land Office, for the subdivision of the sites and the sale of town lots. When they completed their work the boards forwarded most of their records (140 vols.) to the Land Office, which transferred them to the National Archives. The volumes contain minutes, applications for deeds, records of contests, accounts, diagrams, and the like. An index of these records has been prepared.

Abandoned-military-reservation files. 1822-1937. 70 feet.

The dossiers that comprise these files have resulted from the interest of the General Land Office in the creation of military reservations from lands on the public domain and from its responsibility for the disposal of such reservations or parts thereof when abandoned by the War or Navy Departments. Although there is much unevenness in the quality and completeness of the files, a typical dossier includes Executive orders, correspondence, "title papers," plats, maps, blueprints, and tracings. An index to these records is available in processed form.

Records relating to logging on the ceded Chippewa pine lands. 1897-1938. 30 feet.

Under the Nelson Act, approved January 16, 1889, and its amendments, principally in 1896 and 1902, special provision was made for disposition of timber and timber lands in Minnesota ceded by the Chippewa Indians. These records of the General Land Office in Washington, 1897-1938 (16 feet), and of the Office of the Superintendent of Logging at Cass Lake, Minn., 1903-38 (13 feet), resulted from the execution of Land Office func-

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tions under the various acts. They consist of correspondence, accounting records, contracts, "scale books," "log books," maps, and related records.

Records relating to the leasing and operating of lead and copper mines. 1824-47. 10 feet.

From 1821 to 1847 agents of the War Department were in charge of leasing and otherwise administering the reserved mineral lands of the public domain. These records of such agents in charge of lead and copper mines in Wisconsin, Illinois, and Michigan consist of correspondence, permits and leases, lists of mineral lands, accounting records, and other materials. A few are dated as early as 1824, but most of them are for the period after 1842, when most of the lands in question were ceded by the Chippewa Indians.

Administrative records. 1850-1920. 300 feet.

These consist of correspondence relating to the operation of the General Land Office; personnel records; records of accounts audited, adjusted, and settled; series relating to special accounts such as those for timber depredation, contingent surveying, Indian land, and swamp land; and divisional "scrapbooks" made up of office orders, circulars, memoranda, clippings, and the like. These records are chiefly from the files of the Administrative Division (Division A) and the Division of Finance and Accounts (Division M).

Cartographic records. 1785-1935. 397 cubic feet.

Township plats of closed district land offices have either been turned over to the States in which the offices were located, or they have been sent to the Washington headquarters. Those sent to headquarters and later transferred to the National Archives include plats (ca. 1800-1888) for Alabama, Illinois, Indiana, Iowa, Kansas, Mississippi, Missouri, Ohio, Oklahoma, Oregon, Washington, and Wisconsin. The "Old Map File" of the Division of Surveys (Division E) consists of a wide variety of maps relating to the disposal of lands in the public-land States and Territories, 1800-1935. A small but significant part of the file consists of the original township plats of the Seven Ranges west of the Ohio River, 1785-87, the related field notes, and manuscript maps of other early land subdivisions of Ohio. The map files of the Division of Reclamation and Land Grants (Division F) consist of original "profiles" of proposed railroad lines and of maps of rights-of-way for railroads, canals, and reservoirs. These are the signed copies that constitute the authorizations to the companies concerned to construct facilities on the indicated public lands.

Other records. 1807-1938. 500 feet.

Other Washington office records include portraits of former Commissioners of the General Land Office, 1814-1933; dilapidated tract books that have been superseded by transcripts (360 vols.); records concerning special grants to immigrants and refugees, 1830 (6 vols.); the journal and correspondence of Cathcart and Hutton, agents appointed under an act of March 1, 1817, to report on the reservation of public lands to supply timber for naval purposes, 1818-19 (1 vol.); abstract histories of lighthouse, mili-

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tary, and Indian reservations (6 vols.); copies of Presidential proclamations relating to public-land sales and land offices, 1807-1908 (15 vols.); record copies of railroad mortgages, 1886-1938 (11 vols.); a register of mining entries (18 vols.); a register of reports of special agents; "O and C" records, that is, records pertaining to reimbursement by the Federal Government of counties in Oregon and California for tax revenues lost by them when title to certain railroad land grants was reverted in the United States; records relating to the Soscol Ranch Land Cases in California; and records of the valuation of Sioux Indian lands, 1864-66 (2 vols.). Among the records of discontinued local land offices or boards are tract books (663 vols.) not retained by the States; miscellaneous abstracts and related records (264 vols.); and records of the Hot Springs Commission (3 vols.).

50. Records of the Treasurer of the United States

The act of 1789 establishing the Department of the Treasury provided for a Treasurer, whose duty it was "to receive and keep the monies of the United States, and to disburse the same upon warrants drawn by the Secretary of the Treasury, countersigned by the Comptroller, recorded by the Register, and not otherwise." The receipt and primary disbursement of public funds on deposit in the Treasury or in other authorized depositories has remained the principal function of the Treasurer of the United States.

Records of the Office of the Treasurer in the National Archives consist of permanent accounting records to 1930 and of certain personnel records and correspondence files. In a report to Congress on the Treasury Department fire of 1833 it is stated that many records relating to transactions of the Treasurer's Office prior to June 1, 1829, were destroyed.

Permanent accounting records. 1813-1934. 7,500 feet.

The ledgers, registers, journals, schedules, cash books, receipt books, statements, reports, certificates of deposits, and checks that comprise the permanent accounting records resulted from the following functions of the Office of the Treasurer: The receipt and disbursement of public funds on deposit in the Treasury and in other authorized depositories; the issuance and redemption of national-bank currency and Federal Reserve notes and bank notes; the payment of principal and interest on the public debt and on the bonds of the Puerto Rican and Philippine Governments; the issuance of statements of public expenditures, outstanding paper currency, and money in circulation; the maintenance of accounts of trust funds, reserve funds, and general funds; the custody of public money, public deposits in national banks, securities, and trust funds such as those to secure postal savings in banks, the Smithsonian fund, and Indian annuity funds; and other functions formerly exercised by the Treasurer such as the supervision of the finances of the District of Columbia and the supervision of assistant treasurers. The ledgers among these records include general ledgers, 1857-1930, ledgers of receipts and disbursements, 1862-1911, ledgers of disbursing agents' accounts, 1913-20, and ledgers of quarterly accounts, 1813-1911.

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Registers include national-bank stock registers, 1864–1903, warrant registers, 1829–1931, registers of drafts and checks, 1844–1931, and registers of payments on principal and interest of the public debt, 1840–1921. There are journals of receipts and disbursements for the period 1862–1911 and statements of quarterly accounts for 1813–1911. Records relating to trust funds are for the period 1900–1930, and accounts relating to the Postal Savings System are for the period 1911–30.

Correspondence. 1814–1930. 495 feet.

Early correspondence of the Office of the Treasurer consists of letters received, 1869–1906 (911 vols.); copies of letters sent by the Office, 1814–36, 1841–44, 1856–97; copies of letters to national banks, 1874–77; and copies of letters to assistant treasurers and designated depositories, 1863–74. Later correspondence is chiefly for the period 1912–30 and is arranged by year and thereunder by a numerical-subject system. It includes correspondence of the Office with subtreasuries, mints, assay offices, national banks, and the disbursing offices of the various Government agencies relating chiefly to accounts, deposits, receipts and disbursements, and bond and currency matters. Correspondence relative to postal savings, 1911–27, is filed separately.

Personnel records. 1865–1934. 8 feet.

In addition to correspondence relating to personnel actions and policies in the numerical-subject files described above, there are registers of personnel and of pay rolls, personnel lists, and appointment papers.

51. Records of the Bureau of the Budget

An act of Congress approved June 10, 1921, created the Bureau of the Budget, placing it in the Department of the Treasury but under the immediate direction of the President. By the President's Reorganization Plan No. 1, effective July 1, 1939, it was transferred to the Executive Office of the President and the functions of the Central Statistical Board, created in 1933, and the Central Statistical Committee, created in 1936, were allocated to it. The purposes of the Bureau are to assist in the preparation of the budget and to supervise its administration; to develop improved administrative practices and more efficient and economic conduct of the Government service; to assist the President with regard to proposed legislation and Executive orders and proclamations; to promote the coordination of Federal and other statistical services; and to report to the President on the plans and accomplishments of the various agencies of the Government. The functions of the Bureau of the Budget embrace some of those carried on by earlier agencies, including the President's Commission on Economy and Efficiency, the Bureau of Efficiency, and the Central Bureau of Planning and Statistics, the records of which are in this record group.

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Records of the President's Commission on Economy and Efficiency. 1905–13. 127 feet.

Authorized by an act of June 25, 1910, and appointed by President Taft, the President's Commission on Economy and Efficiency made "the most comprehensive and systematic investigation that has ever been made of the administrative branch of the national government." Experts were employed, cooperating committees were set up in the departments and independent establishments, and a mass of studies, bibliographies, statements, organizational outlines, and other materials was assembled. The Commission acquired at least some of the records of the Committee on Department Methods (the Keep Commission), which had been appointed by President Theodore Roosevelt in 1905 "to investigate the business methods and practice of the Executive Departments and to report plans for their improvement," had functioned until 1909, and had assembled considerable data and submitted to the President 18 reports, which were printed. The results of many of the investigations of the Commission on Economy and Efficiency were published as reports or circulars, but a considerable part of its studies were still in manuscript or were incomplete when the Commission expired on June 30, 1913. Its records were acquired by the Division of Efficiency (see below) and in 1933 passed into the custody of the Bureau of the Budget, from which they were received by the National Archives.

The records of the Commission on Economy and Efficiency in the National Archives, which comprise all those known to be extant, consist of correspondence, minutes, personnel and fiscal papers, and other records reflecting the organization and activities of the Commission and of materials relating to the history, organization, and operation of the agencies of the Government and to problems of personnel, budget making, and business procedures. They should be of considerable value to students of the history of the Federal Government and of governmental organization and administration. Records of the Keep Commission are intermingled with those of the later Commission, and it has not been possible to determine to what extent they are complete. Records relating to the work of the Keep Commission have been received by the National Archives with the records of various other agencies and are in other record groups.

See Gustavus A. Weber, *Organized Efforts for the Improvement of Methods of Administration in the United States*, ch. 2 (New York, 1919), and the *Document Catalogue*, 10: 486; 11: 568; 12: 574.

Records of the Bureau of Efficiency. 1913–33. 232 feet.

In 1913 a Division of Efficiency was created in the Civil Service Commission. By an act of Congress approved February 28, 1916, it was given the status of an independent agency under the title of Bureau of Efficiency. Its principal functions were to serve the President and administrative agencies by studying specific problems of organization and business methods and by making recommendations for their improvement. It made special surveys covering a wide variety of subjects at the request of the heads of agencies and

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of committees or individual Members of Congress. Its activities included the establishment of a system of efficiency ratings for Government employees; the investigation of the classes, numbers, and work of employees of various agencies; the collection of material on the retirement of employees; the study of the duplication of work by Government agencies; and the introduction of new accounting, statistical, and filing methods and other procedures in a number of agencies. During World War I the Bureau was mainly concerned with giving assistance to war agencies; for example, to the Bureau of War Risk Insurance in organizing its large-scale operations. In 1928 the scope of its investigations was extended by Congress to include the municipal government of the District of Columbia. It was abolished by an act of March 3, 1933, and its records were transferred to the Bureau of the Budget and later to the National Archives.

Most of the records of the Bureau of Efficiency, including its studies and reports (few of which were published), are contained in general files arranged according to a decimal-classification plan, a copy of which is available. Under this plan, records relating to general matters of Government organization, personnel, equipment, filing methods, financial and statistical work, overlapping activities, and the like are arranged by subject at the beginning of the files; the remainder of the records are arranged by agency and thereunder by subject. The records not included in the general files consist chiefly of over-size accounting papers and service-record cards of employees; a card index to subjects treated in Government publications or other published materials concerning Government activities, containing entries for the period 1913-33 (30 feet); and cards containing entries as late as 1933 describing projects or continuing functions of Government agencies, with references to other agencies cooperating or doing similar work (6 feet).

See Bureau of Efficiency, *Annual Reports*, 1916-32; the *Report* for 1916 covers the years 1913-16.

Records of the Central Bureau of Planning and Statistics. 1918-19. 49 feet.

The Central Bureau of Planning and Statistics was organized early in June 1918 in response to the President's request in a letter to Bernard M. Baruch, Chairman of the War Industries Board, for an agency to provide "a conspectus of all the present war activities of the Government and upon that to base a periodical checking up of the actual operations and results." The Bureau operated as an independent agency directly under the President but reported through Baruch. It was headed by Edwin F. Gay, who also headed and coordinated the statistical branches of the United States Shipping Board, the War Industries Board, and the War Trade Board (the records of which are in Record Groups 32, 61, and 182), and it had direct connection with most of the other agencies that dealt with economic information and statistical matters. It included a Central Statistical Clearing House. In addition to a "Conspectus of Special War Activities," it prepared special reports on many subjects and periodical surveys of commodity, shipping, labor, and railroad statistics. On December 2, 1918, the President designated it as

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the official source through which should be obtained the economic data required by the American delegates at the Paris Peace Conference. In June 1919 records segregated as its "permanent files" were placed in the custody of the Department of State, and on July 1, 1919, it was dissolved. Part of its work and perhaps some of its records were taken over by the Bureau of Efficiency.

The so-called "permanent files" of the Bureau, transferred from the Department of State, include correspondence of Edwin F. Gay; general subject files; reports, memoranda, charts, and other materials received from outside sources or prepared by the Bureau concerning such subjects as shipping, labor, prices, railroads, food, fuel, and the mineral resources and production of the United States; copies of the "conspectus" of war activities and of weekly and special reports to the President; data accumulated for and copies of materials sent to the Peace Conference; and personnel and office records.

See Zenas L. Potter, "The Central Bureau of Planning and Statistics," in *American Statistical Association, Quarterly Publications*, 16: 275-285 (Mar. 1919).

52. Records of the Bureau of Medicine and Surgery

The Bureau of Medicine and Surgery was established in 1842 in the Navy Department. Its Chief is the Surgeon General of the Navy. The Bureau is charged with the maintenance of the health of the Navy and the care of the Navy's sick and injured; the management of naval hospitals, medical supply depots, medical laboratories, the Navy Medical Center, and technical schools; and the professional education and training of officers, nurses, and enlisted personnel of the Medical Department of the Navy.

Correspondence. 1842-1925. 748 feet.

Much of the correspondence deals with routine matters of personnel and administration, but some of the letters are of considerable interest, especially for information about diseases and methods of treatment. The separately filed incoming material consists of letters received, 1842-85 (412 vols.), arranged chronologically and indexed; and sanitary reports submitted by medical officers of naval vessels, stations, and hospitals, 1907-17 (17 feet), arranged chronologically and thereunder by names of ships, stations, and hospitals. Outgoing correspondence includes handwritten and press copies of letters sent, 1842-1911 (181 vols.). Series containing both incoming and outgoing material include applications from medical officers addressed to the Surgeon General and orders from the Surgeon General to medical officers, 1844-57 (5 vols.) and 1861-95 (7 vols.); and the general correspondence files of the Bureau, 1885-1925 (692 feet).

Records of naval vessels, stations, and hospitals. 1812-1920. 1,209 feet.

Among these are medical records of various ships, stations, and hospitals, 1812-80 (294 feet), including medical journals maintained by naval surgeons; registers of patients; hospital case files; certificates of physical ex-

aminations at time of enlistment and of death, disability, pension, and medical survey; burial reports; and a few related records. The more recent records consist of correspondence of United States base hospitals at Brest, Strathpeffer, Leith, and Queenstown, 1918-20 (4 feet); medical correspondence of the naval supply depots at Brest and Liverpool, 1918-19 (3 feet); correspondence of naval hospitals at Brooklyn, Corfu, Genoa, Gibraltar, Pelham Bay, Philadelphia, Ponte Delgada, and Ward's Island, 1918-20 (4 feet); and case files of individual patients at naval hospitals at Bethesda, Md., 1914-39 (456 feet), and at Chelsea, Mass., 1919-31 (445 feet).

Records of the Naval Medical School, Washington. 1880-1911. 5 feet.

In 1882 the Bureau of Medicine and Surgery established a Museum of Hygiene in the District of Columbia. Its name was changed to the United States Naval Museum of Hygiene and Medical School in 1902 and in 1905 to the Naval Medical School. The records of the Naval Medical School and its predecessors include copies of letters sent, 1880-1919 (15 vols.), letters received, 1882-1909 (13 vols.), and orders and notices issued by the School, 1905-11 (1 vol.).

Other records. 1824-1926. 5 feet.

Among these are a list of medical officers in the Navy, 1824-73 (1 vol.), arranged by ships and stations and thereunder chronologically; glass-plate lantern slides showing combat scenes and equipment relating to gas warfare, 1918-19 (2 inches); and summaries of accounts of naval hospitals, shore stations, and ships, 1922-26 (2 feet).

53. Records of the Bureau of the Public Debt

From 1776 to 1817 subscriptions to Government loans were handled by loan offices in the various States under the supervision of the Continental Congress and the Congress of the United States. In the latter year the duties and records of the Commissioners of Loans were transferred to the Second Bank of the United States. Upon the expiration of the charter of the Bank in 1836, its loan records were transferred to the Register of the Treasury, an office created by the Continental Congress in 1781 with responsibility for keeping all accounts of the public money and the public debt and continued within the Department of the Treasury after 1789. In 1868 there was created within the Office of the Secretary of the Treasury a Division of Loans, which limited the activities of the Register's Office by sharing with it functions pertaining to public-debt obligations. In 1876 this Division was combined with the Division of Currency, which had been created at the same time, to form the Division of Loans and Currency. This Division, together with the Register's Office, was placed under a Commissioner of the Public Debt in 1919, and in 1921 it became the Public Debt Service. Under this reorganization the Register's Office retained only functions relating to the retirement of securities; the more extensive functions relating to the issuance of securities and the conduct of subsequent transactions with creditors were

concentrated in the Division of Loans and Currency. A Division of Accounts and Audits was set up in 1920, and in 1921 a Division of Paper Custody was added. Until 1924 the Public Debt Service included a Division of Savings, which continued the work of the War Loan Organization created in the Treasury Department in 1917 to sell and distribute Liberty Loan bonds. The President's Reorganization Plan No. III, effective June 20, 1940, converted the Public Debt Service into the Bureau of the Public Debt in the Treasury Department.

The Bureau of the Public Debt, through its various divisions, supervises the manufacture and issue of distinctive paper used for public-debt securities, the issue and calling in of securities, the examination and filing of redeemed bonds and other securities, and the movement of securities. The records described below relate in the main to the debts contracted by the United States between 1776 and 1900. They were assembled in the Office of the Commissioner from records created by or in the custody of the Register or of the Division of Loans and Currency.

See Van Tyne and Leland, *Guide*, 75-77; Mayo, *The Treasury Department and Its Various Fiscal Bureaus*, 239-254; Rafael A. Bayley, *The National Loans of the United States . . . to June 30, 1880* (Washington, 1882); William F. DeKnight, *History of the Currency of the Country and of the Loans of the United States . . . to June 30, 1900* (Washington, 1900); and Treasury Department, *Annual Reports*, 1911 and 1920-22.

Continental Congress Treasury books. 1776-89. 2 feet.

At one time the Register of the Treasury is said to have had in his keeping "all the ledgers, journals, and day books kept at the Treasury during the Revolutionary War," but most of these have since been transferred with functions to the Bureau of Accounts (see Record Group 39) or to the General Accounting Office or have been placed in the Library of Congress. The few such records in the present record group include waste books, 1776-78 and 1785-86; a transfer ledger, 1777-85; a journal, 1787-89; a ledger of the accounts of Ferdinand Grand, the Parisian banker with whom dealt Benjamin Franklin, Thomas Barclay, and other representatives of the United States, 1777-85; some Revolutionary lottery journals listing ticket numbers and prizes; and a copy of the 1786 edition of *The Register of the Certificates Issued by John Pierce . . . Paymaster General and Commissioner of Army Accounts for the United States* (4 vols.). This register lists in numerical order the certificates of indebtedness issued to the officers and men of the Continental Army in accordance with an ordinance of Congress adopted July 4, 1783, contains manuscript annotations showing the cancellation of the certificates, and is supplemented by a manuscript volume listing in chronological order certificates issued during a part of 1787. The *Seventeenth Annual Report* of the National Society of the Daughters of the American Revolution (1915) contains an index to names in the printed register.

Correspondence relating to public-debt transactions. 1791-1915. 600 feet.

The principal part of this correspondence of the Register of the Treasury and the Secretary of the Treasury is for the period 1861-1915 (343 feet).

The earlier correspondence is contained in copies of letters sent by the Register, 1816-28 (5 vols.); and in a series known as "Estimates and Statements," 1791-1858 (24 vols.), which contains some scattered correspondence but which records chiefly estimates of governmental expenditures compiled annually for submission to Congress by the Secretary, statements of accounts, and reports on many subjects prepared in most cases for the Secretary. There is an index to the letters of Joseph Nourse, the first Register, in the "Estimates and Statements" series. A register of calls for information from the executive officers and Congress, 1832-49, contains references to the answers in the letter books and occasionally to those in the "Estimates and Statements."

Records of loans. 1776-1836. 224 feet.

These records were created by the Commissioners of Loans in the 13 original States, by the Second Bank of the United States and its branches in those States, and by the Register of the Treasury. The Continental Congress in 1776 established loan offices in the States to receive subscriptions to the domestic loans. On August 4, 1790, Congress, in the act that incorporated the Revolutionary War debts of the States into the national debt and provided for the funding of the entire debt of the United States, continued the loan-office system. The Commissioners of Loans were directed to take subscriptions to the stock issued and to open books in which should be entered the credits of subscribers, the transfer of stock from creditor to creditor, and the payment of interest. An act of March 3, 1817, provided that the duties and records of the Commissioners should be transferred to the Bank and directed that when this was done the old offices should cease to exist. When the Bank's charter expired, Congress, by an act of April 11, 1836, directed that the loan records that the Bank had created or inherited from the Commissioners be transferred to the Treasury Department. There these records came into the custody of the Register. They covered the domestic loans of the Revolutionary and Confederation periods, the great loan of 1790, and all loans subsequently floated through that of 1825, the last before the discharge of the debt of the United States in 1836, and fall into the following groups:

COMMISSIONERS' AND THE SECOND BANK'S LOAN RECORDS, 1776-1836 (2,256 vols.). These books, which reveal a considerable degree of diversity in bookkeeping methods prior to 1817, consist principally of journals, ledgers, and registers of subscriptions to loans, of interest (dividend) payments, and of unclaimed dividends. The records vary from State to State as to period covered and quantity, as follows: New Hampshire, 1777-1835 (24 vols.); Massachusetts, 1777-1835 (259 vols.); Rhode Island, 1790-1835 (39 vols.); Connecticut, 1777-1835 (155 vols.); New York, 1777-1835 (117 vols.); New Jersey, 1777-1835 (14 vols.); Pennsylvania, 1776-1836 (1,125 vols.); Delaware, 1777-1838 (3 vols.); Maryland, 1777-1835 (163 vols.); Virginia, 1779-1835 (275 vols.); North Carolina, 1791-1832 (15 vols.); South Carolina, 1790-1836 (44 vols.); and Georgia, 1791-1835 (19 vols.). These records include copies of letters sent (4 vols.) by Commissioners Nathaniel Appleton of Massachusetts, 1785-91, Thomas Smith and Stephen Moylan of

Pennsylvania, 1790-1804, and Robert and William Habersham of Georgia, 1810-17.

REGISTER'S RECORDS, 1790-1836 (99 vols.). These include the centrally maintained books relative to the loans from 1790 through 1825, among which are books of the same types as those of the Commissioners and the Bank described above, as well as registers of powers of attorney and the accounts with the various Commissioners.

See Charles A. Beard, *An Economic Interpretation of the Constitution of the United States*, 20-22 (New York, 1935), for comments on the historical value of the earlier portion of these records.

Records of indebtedness. 1838-1935. 2,100 feet.

These records, which were created in connection with issues of stock and Treasury notes after the United States returned to the status of debtor following the discharge of the debt in 1836, include the following:

ACCOUNTING BOOKS, 1838-1930 (3,915 vols.). These consist of registers of original issue, transmission, redemption, and interest or dividends, as well as journals and ledgers concerning the Spanish Indemnity certificates of 1836, the Mexican Indemnity certificates of 1836, the Bounty Land certificates of 1847, the Texas Indemnity certificates of 1850, the Oregon War Debt of 1861, the bond issues for the construction of the several Pacific Railroads in 1862, loans to finance the Civil War, other United States loans floated in the period 1836-1900, and District of Columbia loans under the act of June 20, 1874, and later acts. There are numerical registers and other records for the various Treasury-note issues except those of 1837, 1838, 1839, and 1843, for which none are known to exist, and that of 1860, the registers for which have been retained in the Register's Office.

PAPERS RELATING TO TRANSACTIONS, 1838-1918 (723 feet). These consist of warrants, certificates of deposit, and other papers authorizing the original issue, transfer, or exchange of registered or coupon securities for the Spanish Indemnity, the Mexican Indemnity, the Bounty Land issues, the Oregon War Debt, Civil War loans, and other loans floated in the period 1836-1917.

CORRESPONDENCE, 1840-1915 (400 feet). The bulk of this correspondence consists of acknowledgements of receipts of securities from investors, notices of transfer of securities, and statements of redemption received by the Register of the Treasury, 1841-1915. Incoming correspondence also includes bids for stock, 1840-44 and 1846-48 (2 vols.), offers of stock, 1850-54 (1 vol.), miscellaneous letters, 1843-49 and 1857-60 (4 vols.), and letters concerning the Mexican Indemnity stock, 1846-41 (2 vols.), and the Mexican War Bounty Land stock, 1848-49 (1 vol.). Outgoing correspondence includes general loan letters, 1843-61 (14 vols.), and letters concerning the Mexican War Bounty Land stock, 1847-61 (3 vols.).

Records of the Commissioners of the Sinking Fund. 1834-36. 1 foot.

The 1790 act that provided for the funding of the national debt established a sinking fund out of which the debt was gradually to be retired. This act was followed on May 8, 1792, by another act that designated the President

of the Senate, the Chief Justice, the Secretaries of State and of the Treasury, and the Attorney General as Commissioners to administer the fund and liquidate the debt of the United States. On July 4, 1836, following a notification from the Commissioners that the fund was adequate to meet the outstanding debt of the United States, Congress directed that the powers and duties of the Commissioners be suspended until revived by law and ordered the transfer of their records to the custody of the Treasury. No act of revival was ever passed. The whereabouts of all but one volume of the records of the Commissioners is unknown. This volume is a transcribed copy of the minutes covering the Commissioners' concluding sessions. The final entry is their resolution requesting to be discharged.

Records of the War Loan Organization and the Division of Savings. 1917-24. 193 feet.

Five campaigns for the sale of Liberty Loan bonds during World War I were carried on under the direction of the Secretary of the Treasury. In April 1917 the War Loan Organization was created to conduct the advertisement, sale, and distribution of the bonds, and in October 1918 it took charge of the sale of War Savings certificates. The Organization was disbanded following the war, and its records passed into the custody of the Public Debt Service. Certain of its functions relating to savings were continued as a part of a thrift program by the Division of Savings of the Public Debt Service. Records of the Organization and its successor include correspondence, posters, scrapbooks, leaflets, press releases, motion pictures, still pictures, lantern slides, and miscellaneous publicity material. The posters constitute what is said to be the only complete set of posters used to stimulate the sale of Liberty Loan bonds and War Savings certificates in the possession of the Government. Among the artists whose work is represented by the posters are Howard Chandler Christy, C. R. Macauley, and L. S. Harris. The photographic records show screen stars and other prominent personages who participated in the Liberty Loan campaign of 1917.

Field work of the War Loan Organization was in the charge of organizations for each of the Federal Reserve districts under the direction and supervision of the governors of the respective Federal Reserve banks. Records of these field organizations in the National Archives are confined to those of the Kansas City Federal Reserve District. They include letters addressed to or received from chairmen of special war-savings committees in local governmental jurisdictions and fraternal, labor, or industrial organizations, material relating to chairmen of the campaign staffs, and publicity materials.

Associated with the records of the War Loan Organization and the Division of Savings are records of the "Liberty Loan Association of Banks and Trust Companies of New York City," which was formed to facilitate the handling of small-denomination subscriptions to the Third Liberty Loan. Although a private organization, it acted under the general supervision of the Federal Reserve Bank of New York. It functioned from March 20, 1918, to July 30, 1920, and its records consist of statistical and interoffice memoranda, correspondence, and material relating to Liberty Loan and War Loan Organization affairs.

Motion pictures. 1928. 2 units.

These consist of two short films made in 1928. They show Secretary of the Treasury Andrew W. Mellon examining the first dollars of the new small-size currency issued in 1929 and congratulating employees who had completed 50 years of service. Other motion pictures are among the records of the War Loan Organization described above.

Other records. 1789-1847. 4 feet.

Most of these records relate to functions that were once performed by the Register. Of interest are financial accounts, with accompanying letters or notes of justification, of American ministers and consuls in France, Holland, Spain, Portugal, and the Barbary States for various periods, 1793-1813; a report detailing accounts in connection with treaty obligations with Algiers and the naval war with Tripoli, 1795-1812; summaries and balance sheets of the Postmaster General's accounts, 1789-1814; ledgers of receipts and expenditures of the commissioners to establish the permanent seat of the Government, 1794-1802; a journal of the accounts of the State Department with the original Bank of the United States, 1795-1800; a ledger relating to the privateer pension fund, 1813-30; a register of bills of exchange purchased by the United States, 1793-1833; a book listing in alphabetical order American prisoners held at various British depots, 1812-14; certified copies from the State Department of awards made to American citizens in accordance with treaties made with France in 1831 and with Mexico in 1839; and receipts for securities issued by the Treasury to cover the awards made under this French treaty and also under those similarly made in accordance with the Neapolitan treaty of 1832 and the Peruvian treaty of 1841.

54. Records of the Bureau of Plant Industry, Soils, and Agricultural Engineering

The Bureau of Plant Industry, Soils, and Agricultural Engineering was established in the Department of Agriculture in compliance with an Executive order of February 23, 1943. Its beginnings, however, are traceable to the Agricultural Section of the Patent Office, in which a botanist was appointed as early as 1856. In the act of 1862 creating the Department of Agriculture, provision was made for procuring, propagating, and distributing new and valuable seeds and plants. This activity was centered in the Division of Gardens and Grounds, established in 1862, and the Division of Seeds (later called the Division of Congressional Seed Distribution), established in 1868. A Division of Botany was created in 1868; it maintained the United States National Herbarium until the transfer of the latter to the Smithsonian Institution in 1896. The Division of Pomology was created in 1886; and the Division of Vegetable Physiology and Pathology, which began as a Section of Mycology in the Division of Botany in 1886, was established in 1890. The Department's fiber investigations, which began in the Division of Statistics in 1889, resulted in the establishment of the Office of Fiber Investigations in 1890. The Division of Agrostology originated in the

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Division of Botany and attained independent status within the Department in 1895. A Seed and Plant Introduction Section, organized in the Division of Seeds in 1898, was later transferred to the Division of Botany. To coordinate the activities of these autonomous divisions and offices, the Bureau of Plant Industry was established on July 1, 1901. The Bureau was thus concerned initially with investigations in the fields of vegetable pathology and physiology, botany, grasses and forage plants, pomology, domestic tea growing, and foreign seed and plant introduction and with the supervision of the experimental gardens and grounds, the Arlington Experimental Farm (since discontinued), and Congressional seed distribution (discontinued in 1923). After 1901, as the investigations became specialized and new ones developed, the work of the Bureau was grouped by projects, for each of which an office (later a division) was made responsible.

By recent reorganizations, functions relating to soil and fertilizer investigations, soil surveys, and agricultural engineering have been transferred to the Bureau. The soil fertility and soil microbiology work of the Bureau of Chemistry and Soils was assigned to it by the Agricultural Appropriation Act of 1936, and the soil-chemistry, soil-physics, and soil-survey work of that Bureau was transferred to it by a memorandum of the Secretary of October 6, 1938. In February 1943 the engineering research and the research on chemical weed eradication and effluent contaminants of the Bureau of Agricultural Chemistry and Engineering were transferred to it, and it received its present name.

See Fred W. Powell, *The Bureau of Plant Industry* (Baltimore, 1927), and Gustavus A. Weber, *The Bureau of Chemistry and Soils* (Baltimore, 1928).

General records of the Bureau of Plant Industry. 1900-1939. 550 feet.

These include the several series of general correspondence and administrative records created in the office of the Chief of the Bureau of Plant Industry and also a number of series and discrete items that, on the basis of present knowledge, cannot be allocated to any of the many subordinate administrative units named below. Since record keeping within the Bureau was largely decentralized and frequently lacked standardization or continuity, it is not possible to make any concise statement regarding the scope of the informational content of the general records. Speaking broadly, however, they relate to Bureau planning, to coordination of the work of separate units, to "house-keeping" activities, to emergency functions, and to the relations of the Bureau with other agencies and the public. On many subjects the general records are closely related to and supplement records of the Office of the Secretary of Agriculture (see Record Group 16), records of cooperating agencies, and records of the subordinate units of the Bureau described below. The records of these subordinate units sometimes contain extensive materials of a general nature relating to the administration of the Bureau as a whole, to committee assignments, or to work involving several units.

The general records include correspondence of the Chief, largely incoming, 1900-1908 (25 feet); miscellaneous administrative correspondence, 1900-1910 (4 feet), including materials relating to the President's Commission on

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Economy and Efficiency and to B. T. Galloway's trip to the Far East, 1910-11; general correspondence, largely with persons outside the Federal Government, 1908-39 (366 feet); administrative correspondence, including project reports and files on legislation and on budget matters, 1908-22 (67 feet); copies of outgoing correspondence, 1901-29 (84 feet); correspondence and other materials relating to alfalfa investigations, 1903-10 (6 inches); correspondence concerning camphor growing, 1915-21 (2 inches); and records relating to projects for the growing of castor beans during World War I, 1918 (4 feet).

Records of the Division of Congressional Seed Distribution. 1881-1925. 14 feet.

Congressional and administrative officials responsible for organizing the Agricultural Section of the Patent Office and its successor, the Department of Agriculture, recognized that a primary function of the agencies should be the introduction, testing, and distribution of new varieties of seeds. In 1868 a Division of Congressional Seed Distribution was established. The Division purchased seeds, foreign and domestic, from commercial sources, sometimes tested them, packed and labeled them, and, in close cooperation with Members of Congress, distributed them. Large-scale political distribution ceased in 1923 and the Division was abolished, though restricted distribution of new and rare field seeds continued. The records, some series of which were continued for a short period beyond the termination of the Division, include annual statements for 1881, 1890-91; copies of letters sent, 1893-1901; an annual "Record of Congressional Seed Distribution," 1901-23, providing in detail a narrative and statistical account of each year's activity; and copies of correspondence relating to contracts, 1896-97.

Correspondence of the Arlington Experimental Farm. 1905-40. 4 feet.

By an act of April 18, 1900, Congress provided for the establishment of the Arlington (Va.) Experimental Farm in order to advance, promote, and give practical illustration to the "science of farming." In 1901 the Farm became part of the newly formed Bureau of Plant Industry, and for the next 40 years it was the main field laboratory for the Bureau. Late in 1941 it was abandoned and its activities were transferred to the Beltsville (Md.) Research Center. This correspondence relates to the history, growth, and development of unique and common plants and their potential uses and to the administration of the Farm.

Records of the Office of Agricultural Technology and Fiber Investigations. 1907-12. 30 feet.

During the period covered by these records N. A. Cobb was in charge of technological work, and the records relate almost entirely to his investigations of paper and fiber plants and particularly to his efforts to standardize cotton grades. Sometime after 1912 he became greatly interested in nematodes, threadworms that infect the roots of important crops, and scattered among these records there are a few papers, some as late as 1918, that relate to nematodes.

Records of the Division of Cotton, Rubber, and Other Tropical Plants. 1907-33. 32 feet.

The discovery, study, introduction, and development of tropical plants has always been an interest of the Department of Agriculture. About 1905 there was established a Division of Investigation in Agricultural Economy of Tropical and Subtropical Plants, which, within a few years, became the Office of Acclimatization and Adaptation. About 1923, when special funds were provided for rubber investigations, the name was changed to the Division of Cotton, Rubber, and Other Tropical Plants. The work was carried on chiefly by projects for the acclimatization in the South and Southwest of varieties of cotton, corn, and other plants of tropical origin. Special investigations of rubber growing and of alkali-resistant and drought-resistant plants, biophysical investigations, and other investigations of plant breeding and adaptation were undertaken. The records consist of the general files of the various investigations, offices, and divisions and relate to scientific work, office organization and administration, relations with other Government agencies, and all other phases of the activities of these units. The correspondence is chiefly with field representatives of the Division, with farmers and experiment stations interested in new plants and their culture, and with missionaries, diplomats, explorers, and others who had information about new plants.

Records of the Division of Drug and Related Plants. 1920-29. 20 feet.

Under various names this Division has been responsible for studying methods of producing, drying, and preserving drug, oil-seed, volatile-oil, and related plants; for experimenting with and introducing new drug crops and sources of oils and drugs; and for identifying and describing poisonous plants. The records consist chiefly of correspondence with experiment stations, other units of the Department, drug companies, and the general public concerning camphor production, the culture of castor-oil plants, and other aspects of the work of the Division. There are also bibliographical and index cards for materials in the library of the Surgeon General of the Army.

Records of the Division of Forage Crops and Diseases. 1899-1934. 91 feet.

This Division has existed as a separate unit under various names since it was first established as the Division of Agrostology in 1895. It engages in field investigations and cooperates with experiment stations in studies pertaining to the production and improvement of all crop plants used for forage, and it has been interested incidentally in plants used for green manuring, turf production, and soil binding. Its records consist of general correspondence, 1905-34 (57 feet); correspondence of the Washington office with experiment stations, 1899-1928 (15 feet), and with other units of the Bureau, 1909-29 (11 feet); and miscellaneous records, 1905-26 (8 feet), relating to the distribution of new and rare field seeds, 1923-26, experimental planting of Grimm alfalfa, 1926, cooperation with the Federal Horticultural Board, and various administrative matters.

Records of the Division of Forest Pathology. 1898-1938. 112 feet.

Field study of timber and forest-tree diseases was begun in the Division of Vegetable Physiology and Pathology in 1899 when Hermann Von Schrenk, noted forest pathologist and instructor at the Shaw School of Botany at St. Louis, was appointed special agent. Two years later the Mississippi Valley Laboratory was established with Von Schrenk in charge. In 1907 the work was transferred to Washington and a separate unit, which became in time the Division of Forest Pathology, was set up in the Bureau of Plant Industry to handle this work. The Division conducts investigations of economically important diseases of trees, such as white-pine blister rust, chestnut blight, heart rot of Douglas fir, and blue-stain deterioration of timber, with a view to their control or eradication. Its records, covering most of the technical and administrative work of the Division, include correspondence and other records of the Mississippi Valley Laboratory, 1898-1906 (3 feet); general correspondence, 1908-38; correspondence of the station at Missoula, Mont., 1912-21 (1 foot); "project" files containing field notes and correspondence on particular projects, 1912-36 (2 feet); and miscellaneous material, largely administrative, 1908-37, relating to accounts, personnel, bids and leases, work plans, publicity, and legislation (2 feet).

Records of the Division of Irrigation Agriculture. 1902-37. 75 feet.

This Division was established in 1905, in response to a request from the Reclamation Service, as the Office of Western Agricultural Extension. Subsequently its name was changed, and over most of the period covered by these records it was known as the Division of Western Irrigation Agriculture. By demonstrational and experimental work on reserved lands in various reclamation-project areas, the Division seeks to determine methods of crop selection, rotation, and management best suited to successful farming on irrigated and semiarid lands and to promote the adoption of improved practices on such lands. The general correspondence of the Division, 1905-35, contains detailed information about the problems incident to the establishment of field stations and the prosecution of investigations, such as that pertaining to the adaptation of Egyptian cotton to the Southwest. Weekly reports from field stations and various technical papers give a comprehensive picture of the development of irrigation agriculture at places such as Riverside, Colo., Huntley, Mont., Mitchell, Nebr., Newell, S. Dak., and Fallon, Nev. There is similar information in the "Weekly Bulletins," mimeographed releases issued by the Washington office.

Records of the Division of Sugar Plant Investigations. 1914-32. 34 feet.

These records consist largely of correspondence and reports of experts of the Division engaged in studies of the production and improvement of sugar cane, sugar beets, and sorghum. They include information on the importation, selection, and breeding of various varieties and on proper handling and utilization of raw materials and by-products. There are also records of the Sugar-Plant Field Experiment Station at Cairo, Ga., 1913-23.

Records of the Division of Cereal Crops and Diseases. 1900-1936. 140 feet.

Cereal investigations were carried on in the Office of Vegetable Pathological and Physiological Investigations prior to about 1906, when a separate Grain Division was established. Though the functions and also the name of the Division have changed from time to time, it has generally investigated, in cooperation with experiment stations, the culture, adaptation, and improvement of cereal crops and ways of preventing and eradicating diseases of these crops. It has had a special interest in the cultivation of flax for seed purposes and the production and improvement of broom corn. The records consist of the Division's general correspondence files, 1917-35, relating to all phases of the work of the Division; correspondence with persons in foreign countries, 1900-1934; narrative and technical reports on significant corn-breeding investigations at Bloomington, Ill., 1916-36; files relating to corn breeding and efforts to control the European corn borer, 1927-32; correspondence relating to barley investigations, 1925-32; a manuscript of an unusual study of oats yield, 1934; and notes and correspondence pertaining to studies of bacteriological diseases of wheat, 1917-20.

Records of the Division of Genetics and Biophysics. 1906-29. 18 feet.

About 1906 a Physical Laboratory was established in the Bureau of Plant Industry. Continuing as the Division of Genetics and Biophysics (also known as the Biophysical Laboratory), it investigated the physical laws involved in the growth and reproduction of plants until it was abolished about 1936. It was concerned chiefly with the response of plants to heat, light, moisture, electric currents, and the chemical composition of the soil. Its records consist of correspondence, 1906-29, and various files of data and work papers, largely records of climatological observations. Some of the correspondence of G. N. Collins, who was in charge of Biophysical Investigations in the 1920's, is in letterpress volumes of the Division of Cotton, Rubber, and Other Tropical Plants described above.

Records of vegetable pathological and physiological investigations. 1890-1908. 104 feet.

In 1890 the Section of Vegetable Pathology of the Division of Botany was made a separate Division. It was reorganized in 1895 as the Division of Vegetable Physiology and Pathology and subsequently was absorbed by the Vegetable Pathological and Physiological Investigations of the Bureau of Plant Industry. In 1906 the Division maintained in various parts of the country laboratories for the study of plant pathology, plant physiology, plant breeding, and plant life history. The records of the Division consist largely of correspondence files, 1890-1908. B. T. Galloway, Chief of the Division in the 1890's, was most influential in establishing the Bureau of Plant Industry and became its first Chief; as a result of his service in a dual capacity the Division's files occasionally contain papers dealing with matters of Bureau-wide interest.

Records of horticultural and pomological investigations. 1885-1941. 820 feet.

In 1886 a Pomological Division of the Department of Agriculture was established to study the varieties of orchard crops and their production and

management. This work was continued and expanded in the Bureau of Plant Industry. For some years several separate activities were grouped as Pomological Investigations. The general correspondence of the Pomological Division and its successors, 1885-1912 (110 feet), relates to the work of studying and identifying varieties, preparing exhibits, distributing publications, and answering general inquiries. A second large series on "Field Investigations in Pomology," 1903-12 (78 feet), concerns work on practical problems of orchard growing. A few miscellaneous records for the period before 1913 include correspondence with the Bureau of Entomology, correspondence relating to the Paris Universal Exposition in 1900, correspondence relating to the work of the California Agricultural Experiment Station, and correspondence of the principal horticulturalist with the Chief of the Bureau, 1901-12 (8 inches).

In a reorganization of 1913 an office known as Horticultural and Pomological Investigations was established. After several changes in name it became the Division of Fruit and Vegetable Crops and Diseases in 1928. The general correspondence of this unit, 1913-29 (475 feet), relates to the breeding, culture, utilization, transportation, and storage of fruits, nuts, vegetables, and ornamental plants.

A principle line of activity in the various offices concerned with pomology has been the collection and identification of specimens of fruits, scions, cuttings, and propagating material. They also received and distributed for experimental planting new, promising, and untried propagating material. The principal records of this work consist of a "Journal of Receipts," 1886-1941 (29 vols.); a register of "Receipts and Distributions," 1886-1907 (4 vols.); and card files, 1887-1923 (120 feet), arranged by names of persons and by classes of fruits. The final volume of the "Journal of Receipts" contains a full history of the "Journal" prepared at the time it was discontinued.

Records of tobacco and plant-nutrition investigations. 1907-26. 30 feet.

Studies of the growing, curing, and handling of tobacco, though made to some extent before 1908, were not carried on by a separate office until a unit known as Tobacco Investigations was organized in that year. Since the rapid depletion of soil is one of the major problems in tobacco growing, the unit was greatly interested in plant nutrition, and it became the focal point for general studies of plant-food requirements and their relation to length of day, soil composition, crop rotation, and other factors. Its name was changed to Tobacco and Plant Nutrition Investigations to show its broadened interests. The records, which relate to all phases of the work, consist of correspondence with employees, usually agents, 1907-22, and general correspondence, 1907-26.

Records of soil-fertility investigations. 1915-40. 70 feet.

Soil-fertility investigations were carried on in the Bureau of Soils and to a less extent in the Bureau of Plant Industry prior to 1915. In that year the fertility investigations were transferred to the Bureau of Plant Industry, where they remained until 1940, except for the period 1927-35

when they were carried on in the Bureau of Chemistry and Soils. The records consist of general correspondence, 1915-40 (35 feet), administrative correspondence, budget data, project statements, biochemical reports, and miscellaneous records. They include materials on greenhouse, field, and laboratory studies of soil management, soil fertility as affected by various crops, the mineral and organic composition of soil, the action of various types of fertilizers, and the sources of fertilizer.

Records of the Office of Fertilizer Control. 1918-21. 60 feet.

Under authority of the Food and Fuel Control Act, the Secretary of Agriculture established the Office of Fertilizer Control on March 13, 1918. The Office was placed in the Bureau of Soils in late 1918 and with the conclusion of peace in 1921 it was terminated. Its functions were to license fertilizer manufacturers, importers, and wholesale dealers; to enforce priorities; to prevent hoarding, profiteering, speculation, and manipulation; to assure an adequate supply and equitable distribution; and to facilitate the movement of fertilizers and fertilizer ingredients. Upon the conclusion of World War I hostilities the Office sought to obtain permanent fertilizer-control legislation, and it made investigations as to the ultimate use to be made of the Government's nitrate plants at Muscle Shoals and Sheffield, Ala. The records include general correspondence files; card records of licensed manufacturers and fertilizer dealers; and reports on the distribution, use, and prices of fertilizers, and on fraudulent manufacturers, manipulators, speculators, and hoarders. A "Report of the Assistant Secretary in Charge of Fertilizer Control" (1918) is in the correspondence files. There is related material in the correspondence files of the Bureau of Soils described below and in those of the Secretary's Office in Record Group 16, General Records of the Department of Agriculture.

Records of the Fixed Nitrogen Research Laboratory. 1916-27. 60 feet.

By section 124 of the National Defense Act of June 3, 1916, \$20,000,000 was appropriated to assure an adequate nitrate supply. To carry out the purpose of this act, the Secretary of War authorized the establishment in 1917, after the entrance of the United States into World War I, of a Nitrate Division in the Office of the Chief of Ordnance. This Division was to carry on experiments and investigations leading to improvement in processes of nitrogen fixation, to construct plants for the manufacture of ammonia nitrate, to have jurisdiction over the laboratories and experimental stations concerned, and to cooperate with universities and other agencies engaged in similar work. The Fixed Nitrogen Research Laboratory, established in the Division on March 29, 1919, was transferred by an Executive order of July 1, 1921, to the Department of Agriculture, where it remained an independent unit until about 1927 when it became the Fertilizer Research Division of the Bureau of Chemistry and Soils. The Laboratory continued research begun during the war, sought further information necessary for the peacetime utilization of the two plants built by the Government at Sheffield and Muscle Shoals, Ala., and conducted other investigations to further the solution of the problem of producing nitrogen compounds economically.

Records of the Nitrate Division of the War Department that were transferred to the Department of Agriculture and are now in the National Archives consist of correspondence, reports, and technical data arising from investigations, 1916-19 (8 feet). Records of the Laboratory include general correspondence of the Director and of the various scientific divisions (the Divisions of Engineering, Physics, Synthetic Ammonia, Chemistry, and Organic Investigations), 1919-27 (8 feet); administrative papers relating to personnel, accounts, organization, use of the Muscle Shoals plant, and other matters (4 feet); and a quantity (40 feet) of poorly organized material relating to experiments with the cyanimid process, the arc process, and the Haber process and to other scientific investigations. There are a few records of the Division of Fertilizer and Fixed Nitrogen Investigations of the Bureau of Chemistry and Soils for the period after 1927.

Records of potash investigations. 1916-36. 10 feet.

In late 1916 the Bureau of Soils was authorized by the Secretary of Agriculture to establish at Summerland, Calif., a plant and laboratory to investigate the problems arising out of the extraction of potash from kelp; and after the termination of World War I investigations relating to the production and use of potash were continued. After 1927 this work was carried on in the Division of Fertilizer and Fixed Nitrogen Investigations of the Bureau of Chemistry and Soils. The records consist of correspondence, reports, and technical papers.

General correspondence of the Bureau of Soils. 1894-1928. 284 feet.

Various scientific analyses of the composition and properties of soil had been made in the Department of Agriculture prior to 1894, when a Division of Agricultural Soils was set up in the Weather Bureau. An appropriation act of March 2, 1895, recognized the Division as independent of the Weather Bureau and charged it with "investigation of the relation of soils to climate and organic life" and the "investigation of the texture and composition of soils." In 1901 the Division was given bureau status as the Bureau of Soils and in 1927 it was combined with the Bureau of Chemistry to form the Bureau of Chemistry and Soils. The principal activities of the Bureau were the examination and classification of soils by soil surveys and the investigation of the physical properties of soil, the effects of fertilizer on soils, the adaptation of soils to particular crops, and the relation of soils to climatic conditions. The general correspondence covers all phases of the work of the Bureau and its predecessor. It relates to soil-mapping work: soil studies made abroad; soil surveys in reclamation-project areas and national forests; tobacco-area investigations; special investigations of "drainage and seepage waters"; soil management; soil-fertility studies, chiefly 1904-15 and 1927-36; the utilization of soil resources, including those of alkali soils; fertilizer resources, particularly during World War I; soil chemical and physical investigations, including investigations of erosion; and administrative and policy matters, including cooperation with States and with associations of soil scientists.

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General correspondence of the Bureau of Chemistry and Soils. 1928-36. 215 feet.

These records are substantially a continuation of the general correspondence of the Bureau of Soils described above, with the addition of materials pertaining to fertilizer investigations and to chemical and technological research.

Field records of soil surveys. 1900-1935. 447 feet.

The field examination, classification, and mapping of soils of principal agricultural areas began in 1899 in the Division of Soils and has continued to be a major activity of the soils units of the Department. The surveys, usually based upon the county as a unit, have generally been made in cooperation with State organizations. These records, arranged by counties and covering a large part of the agricultural area of the United States, include correspondence between the Washington office and field agents regarding the initiation and administration of projects; correspondence with local officials; scientific reports containing descriptive information relating to such matters as soil texture, color, origin, and value for crops; reports on the general history of agriculture and on agricultural conditions in each area surveyed; and manuscript maps showing the results of soil surveys (129 cubic feet). The correspondence and reports extend only through 1928, but the maps are available for surveys through 1935.

Office files of A. G. McCall. 1927-35. 29 feet.

During the period covered by these records A. G. McCall was head of the Soils Investigations of the Bureau of Chemistry and Soils and took an active part in scientific soil work, in and out of the Department, and in the administration of the Bureau. This correspondence relates to his professional and administrative activities, particularly his representation on various committees and his work with the International Society of Soil Science and other organizations.

Miscellaneous records relating to soil investigations. 1902-36. 34 feet.

These records, largely for the period prior to 1927, consist chiefly of correspondence and reports on the classification of lands in national forests, 1913-15 (10 feet); questionnaires regarding ground-water levels, 1910 (4 feet); correspondence concerning a peat investigation, 1933-36 (1 foot); reports on soils of farms of public institutions in Georgia, 1907; clippings and notes concerning county surveys, about 1912 (3 feet); and a number of administrative records relating to organization, publications, personnel, fiscal matters, and the handling of property.

55. Records of the Danish Government of the Virgin Islands

The Danish West Indies, consisting of three main islands—St. Thomas, settled by the Danes in 1672, St. John, occupied in 1717, and St. Croix, purchased from the French in 1833—and many smaller uninhabited islands, were purchased by the United States in 1917 and renamed the Virgin Islands

55. VIRGIN ISLANDS

of the United States. Except for a few months in 1801 and for the period 1807-15, when England held them, these islands remained continuously under the rule of Denmark until the United States took possession of them. After 1917 they were under the jurisdiction of the Navy Department until 1931 when they were transferred to the Interior Department. A Governor appointed by the President heads the local administration of the islands. Government records relating "to the cession or the rights and property of the inhabitants of the Islands" were specifically transferred to the United States by the treaty of cession. This record group comprises the records that came into the possession of the United States according to this provision of the treaty, with a few series extending briefly into the period of United States possession.

Numerous gaps exist in these records. Some records of the period of the Danish administration are preserved in Denmark in the Danish State Archives (*Rigsarkivet*) and in the Danish provincial archives (*Landsarkivet*), to which they were transferred from the islands in 1898 and in 1919. Other records of the islands are to be found in the Bancroft Library at the University of California; still others have been destroyed by insects, fire, atmospheric conditions, and the like. Remaining in the Virgin Islands are all extant land records from the beginning to the present time. The Library of Congress has transcripts of documents relating to the Danish West Indies, 1653-1790, that were made from records in the Danish archives and other depositories.

See Waldemar Westergaard, *The Danish West Indies*, 263-268 (New York, 1917); Kay Larsen, *Dansk Vestindien* (Copenhagen, 1928); Samuel F. Bemis and Grace G. Griffin, *Guide to the Diplomatic History of the United States*, 366-369, 844, 932-933 (Washington, 1935); and "Indberetning om Landsarkivar Saxilds Resje til de tidligere dansk-vestindiske øer 1919"—a typewritten report, a copy of which is in the library of the National Archives.

Records. 1672-1917. 1,200 feet.

The records, which are chiefly in Danish, originated for the most part with the Danish administration of St. Thomas, St. John, and St. Croix, prior to 1917. They represent a selection by the Survey of Federal Archives, in cooperation with the government of the Virgin Islands, of material of historical value not needed for official use. The records have been moved frequently and stored under adverse conditions, and they have not yet been completely restored to proper order. They appear, however, to consist of administrative, legislative, judicial, police, military, and miscellaneous records. The administrative records, 1672-1917, include Governors' orders issued at St. Thomas, 1672-1840, and at St. Croix, 1733-1862; the daybook of Johan Lorentz, the Vice Commandant at St. Thomas, 1694-97; Governor Clausen's letters to foreign officials, 1774-84; letter books of Governor von Scholten, 1834-53; official papers of Governor Helweg-Larsen, 1916; rough drafts of official letters to Denmark, 1778-1831; press copies of letters to Denmark or to island officials transmitting instructions from Denmark, 1874-1917; correspondence with consular officials stationed at St. Thomas, 1839-1916; miscellaneous governmental papers, 1855-1917; protocols and papers

of the Sanitary, Poor, Health, Quarantine, Hospital, Road, and other quasi-executive governmental commissions of St. Thomas and St. Croix, 1853-1917; general ledgers of St. Thomas, 1816-1908, and of St. Croix, 1741-1850; duplicate accounts of the colonial treasury at St. Thomas, 1829-1916; "matriculs" or tax lists of St. Thomas, 1823-54, and of St. Croix, 1743-1850; lists of the King's Negroes, 1820-33; reports on the appraised value of slaves, 1846-52; sugar record book of government-owned plantations, 1835-88; reports on sugar exported from St. Croix, 1835-92; papers relating to the insurrections of 1848 and 1878; and correspondence and reports pertaining to education, 1876-1917.

Legislative records, 1767-1917, include proceedings of the Burgher Council of St. Croix, 1767-80, and of the Colonial Councils, 1852-1917. Among the judicial and police records, 1794-1917, are an Upper Court protocol, 1794-98, town-court case papers, 1860-1917, police journals and protocols, 1853-1917, and police correspondence, 1852-1917, from St. Thomas; "recording protocols," or official copies of public notices, contracts, and petitions, 1771-1818, yearly reports of the town court, 1879-1908, police-court case papers, 1852-1912, police journals and protocols, 1844-1917, and police reports, 1869-1914, from St. Croix; and police journals and protocols, 1892-1919, and police correspondence, 1915-19, from St. John. Military records include reports and rolls of the royal military force at St. Thomas, 1802-86; and military letter books from St. Croix, 1854-81. Other records include correspondence and papers relative to St. Thomas harbor, 1854-1917.

56. General Records of the Department of the Treasury

The Department of the Treasury was established by an act of September 2, 1789, which directed the Secretary of the Treasury to digest and prepare plans for the improvement and management of the revenue and for the support of the public credit; to prepare and report estimates of revenue and expenditures; to superintend the collection of revenues; to decide on the forms of keeping and stating accounts and making returns; and to grant all warrants for money to be issued from the Treasury. The functions of settling accounts and countersigning warrants for the War and Navy Departments were performed in those departments from 1792 and 1798, respectively, until 1817, when they were returned to the Treasury Department; and from 1836 to 1921 accounts for the Post Office Department were audited and settled by an Auditor who functioned as a Post Office official rather than as a Treasury official. By the Budget and Accounting Act of 1921 functions and records relating to the settlement and adjustment of accounts were transferred to the newly established General Accounting Office, which was set up as an independent agency. Functions relating to the preparation of estimates of expenditures were vested in a Bureau of the Budget, which was a part of the Treasury Department until 1939, when it was transferred to the Executive Office of the President.

Many agencies having functions partially or wholly nonfiscal have been administrative units of the Treasury Department. These have included the General Land Office, which was transferred to the Department of the Interior in 1849; the Lighthouse Board, the Steamboat-Inspection Service, the Bureau of Navigation, the National Bureau of Standards, the Coast and Geodetic Survey, the Bureau of Immigration, and the Bureau of Statistics, which were transferred to the Commerce and Labor Department in 1903; the Public Health Service, which was transferred to the Federal Security Agency in 1939; and the Federal Alcohol Administration, which was abolished under the President's Reorganization Plan No. III, effective June 20, 1940. Agencies of this nature that remain in the Treasury Department include the United States Secret Service Division, the Bureau of Narcotics, and the United States Coast Guard.

The general records of the Department of the Treasury include records of the Office of the Secretary and its subdivisions and of smaller units of the Department, such as the Office of the Chief Clerk, performing service functions for the Department as a whole. The records of the Department's bureaus and other major units are in separate record groups, as follows: Record Group 26, Records of the United States Coast Guard; Record Group 36, Records of the Bureau of Customs; Record Group 39, Records of the Bureau of Accounts; Record Group 50, Records of the Treasurer of the United States; Record Group 53, Records of the Bureau of the Public Debt; Record Group 58, Records of the Bureau of Internal Revenue; Record Group 87, Records of the United States Secret Service; Record Group 101, Records of the Bureau of the Comptroller of the Currency; Record Group 104, Records of the Bureau of the Mint; Record Group 137, Records of the Procurement Division; and Record Group 170, Records of the Bureau of Narcotics.

See Robert Mayo, *The Treasury Department and Its Various Fiscal Bureaus* (Washington, 1847), and Short, *National Administrative Organization*, chs. 6, 13.

General correspondence of the Office of the Secretary. 1789-1935. 1,923 feet.

The general correspondence of the Office of the Secretary consists of many separate series of letters received, 1833-1912 (with a few letters of earlier date), and of copies of letters sent, 1833-1902 (with a few letters of earlier date and a few series continuing to 1935). The series of letters received include correspondence from executive officers, 1831-1910; the Senate, 1832-1910; the House of Representatives, 1838-1897; the Bureau of Engraving and Printing, 1862-1911; the Division of Loans and Currency, 1865-1910; the Register's Office, 1827-1910; the Revenue-Cutter Service, 1870-1910; the Supervising Architect, 1859-1910; and the Treasurer of the United States, 1818-1910. Copies of letters sent, 1833-1935, contain communications from the Secretary to the executive departments, Congress, the judiciary, State officials, and officials in various offices and bureaus in the Treasury Department. The correspondence relates to public lands, Indian affairs, loans and deposits, mint operations, banks and banking, Territorial affairs, marine-hospitals, life-saving activities, the administration of internal-revenue

empowered to receive such property from military and naval officials. Records of the Special Agencies relating to captured, abandoned, and confiscable property include monthly returns of property received and collected; libels taken in connection with the seizure of lands; leases for houses, tenements, and lands; maps showing the location of leased plantations; statements of property sold at auction; and correspondence files. Other functions of the Special Agencies represented in the records are the administration, in the period prior to the creation of the Bureau of Refugees, Freedmen, and Abandoned Lands (see Record Group 105), of regulations relative to the employment and general welfare of freedmen and the supervision of cotton-purchasing agents.

Records relating to captured and abandoned property. 1863-1906. 100 feet.

At the time of the establishment of the Special Treasury Agencies, a Division of Restricted Commercial Interchange and Captured and Abandoned Property was set up under the Commissioner of Customs to handle the work of the Agencies within the Treasury Department. In the post-Civil War period functions pertaining to captured and abandoned property were handled successively by the Division of Captured and Abandoned Property, the Division of Captured Property, Claims, and Land, and the Miscellaneous Division, which was abolished in 1906. These records pertain principally to claims brought against the Government for illegal seizure of property during the Civil War. They include correspondence and other records relating to the work of the Special Agencies, 1864-68; correspondence of the Division of Captured and Abandoned Property and its successors, 1864-1906; and miscellaneous materials relating to all types of captured and abandoned property for the period 1863-75. Among the records are papers relating to cotton claims arising under section 5 of an act of May 18, 1872, authorizing the Secretary of the Treasury to make payment to lawful owners or their legal representatives for all cotton unlawfully seized after June 30, 1865, by Government agents in violation of their instructions.

Records of the Southern Claims Commission. 1871-80. 12 feet.

An act of Congress approved March 3, 1871, provided for the appointment of three commissioners to receive, examine, and consider the claims of "those citizens who remained loyal adherents to the cause and the government of the United States during the war, for stores or supplies taken or furnished during the rebellion for the use of the army of the United States in States proclaimed as in insurrection against the United States." An act of May 11, 1872, authorized the Commissioners to appoint special agents to investigate pending claims, procure evidence, and examine witnesses. The investigation and settlement of the claims occupied the Commission until March 1880, when the last of the claims were reported to Congress. The records of the Commission in the National Archives include journals of the Commissioners, general letters received, letters received from and about special agents, and summary reports on claims submitted by the Commissioners to the House of Representatives. There are a geographical list of claimants and a consolidated index of claims, both in printed form. Registers, indexes, and lists

from which the printed list and index were derived are also present. Other records of the work of the Commission are in the custody of the Library of Congress and the General Accounting Office. Copies of letters sent by the Commissioners have not been found, but an indication of the content of such letters is contained in the journals of the Commissioners and in the endorsements on letters received.

Confederate records. 1861-65. 55 feet.

The larger part of the records of the Confederate States of America that came into the possession of the United States Government passed into and remained in the custody of the War Department (see Record Group 109). A quantity of Confederate records, however, came into the possession of the Federal Treasury Department, presumably from the Special Agencies established in the South after the war. These were later supplemented by purchases. The Confederate records comprising the Treasury Department collection fall into the following categories:

CORRESPONDENCE OF THE CONFEDERATE TREASURY DEPARTMENT, 1861-65 (6 feet). These records consist largely of letters received by the Confederate Secretary of the Treasury and supplement the collection of copies of outgoing correspondence of the Secretary in Record Group 109, War Department Collection of Confederate Records. The incoming letters include not only letters from thousands of private citizens on a variety of subjects usually related to Treasury operations but also reports and letters from various bureau officers, collectors of customs, assistant treasurers, mint officials, and, particularly, from the various heads of executive departments and persons engaged in financial or purchasing operations abroad.

FINANCIAL AND ACCOUNTING RECORDS, 1861-65 (10 feet). These include Confederate State bonds and warrants, accounts of the First Auditor of the Treasury Department, financial records of the State, Post Office, and War Departments, pay-roll and mileage records of the House of Representatives, accounts current of the State of Texas, materials relating to the military telegraph lines, and various cash books and ledgers. Among the financial records of the State Department are the accounts of Confederate foreign agents (Slidell, Yancey, Rost, Lamar, and others) and many letters received by the agents. The letters deal with such subjects as cotton sales abroad, blockade running, the sale of Confederate bonds, and the procurement of ships. The financial records of the War Department include appropriation warrants of the Commissary General, lists of cargoes of captured vessels, requisitions, contracts, pay vouchers, and a considerable amount of correspondence on the procurement of supplies for the Confederate Army.

COURT RECORDS, 1861-65 (2 feet). The larger portion of these records of or relating to Confederate courts consist of records of the Court for the Eastern District of Texas, including papers relating to criminal cases, alien enemy debts, sequestration cases, and admiralty cases. Warrants, petitions, depositions, affidavits, deeds and bills of sale, reports of the grand jury (1864), venires, court orders, commitments, summons, oaths of office, subpoenas, and attachments are included. The courts of the central government

laws, navigation, and internal affairs of the Treasury Department. Most of the correspondence of the Office relating to customs matters is described below.

Correspondence of the Office of the Secretary relating to customs matters. 1789-1927. 991 feet.

The administration of the customs laws of the United States was a function of the Office of the Secretary of the Treasury from the time of the establishment of the Department of the Treasury to the creation of the Bureau of Customs in 1927. In the 1860's a Division of Customs was established in the Office of the Secretary. The records of the Office relating to customs matters include case files of the Division of Customs relating chiefly to merchandise classification, 1880-1927; and letters from the Secretary of the Treasury to collectors of customs, 1789-1909, concerning the administration of customs laws and regulations and decisions relating to the collection of customs. Letters from the collectors of customs to the Secretary of the Treasury for the period 1833-69 are in the general correspondence of the Office of the Secretary described above.

Miscellaneous records of the Office of the Secretary. 1790-1934. 75 feet.

These consist of registers, journals, ledgers, statements, reports, lists, scrap-books, and papers relating to accounts and deposits, receipts and expenditures, public moneys, public lands, national banks and other depositories, and claims presented to the Treasury Department, including files pertaining to certain cases adjudicated in the Court of Claims, appeals under tariff, customs, and internal-revenue laws, and related matters such as protests, remissions, compromises, fines, penalties, and forfeitures.

Personnel records. 1789-1945. 3,350 feet.

These comprise correspondence, applications, nominations, and other personnel records of the Department of the Treasury for the period before 1910 and individual personnel files established at later dates for former employees of the Treasury Department who were born before 1875, who retired before 1910, or who died before 1945.

Records of the Chief Clerk's Office. 1876-1935. 215 feet.

The appointment of a Chief Clerk for the Department of the Treasury was authorized by an act of April 20, 1818. In 1871 the Chief Clerk was designated as superintendent of the buildings occupied by the Department in the District of Columbia, and his Office was known as the Office of Chief Clerk and Superintendent until May 20, 1937, when a separate Office of the Superintendent of Treasury Buildings was established. Until about 1910 the duties of the Chief Clerk and Superintendent included the supervision of expenditures for the furniture, repair, maintenance, and custody of public buildings under the control of the Department outside the District of Columbia. Control over such expenditures gradually passed to the Office of the Supervising Architect. The Chief Clerk's Office has also had control of expenditures incurred in the participation of the United States Government in various expositions. The records of the Office fall into the following groups:

RECORDS RELATING TO PUBLIC BUILDINGS, 1878-1935 (127 feet). Copies of letters from the Chief Clerk or an Assistant Secretary to custodians of public buildings outside the District of Columbia approving or disapproving expenditures, 1878-1910, comprise most of the records. There are also drawings and blueprints of Government-owned and rented buildings occupied by the Treasury Department in Washington; and tabulations, estimates, analyses, and itemized statements on space requirements and cost of maintenance and operation of such buildings in Washington and in the field, 1902-35.

RECORDS RELATING TO GOVERNMENT PARTICIPATION IN EXPOSITIONS, 1876-1909 (83 feet). These consist of correspondence, records of awards, ledgers, cash books, and other records pertaining to the following expositions: The Philadelphia International Centennial Exposition, 1876; the World's Industrial and Cotton Centennial Exposition (New Orleans), 1884-85; the World's Columbian Exposition (Chicago), 1893; the Portland (Oreg.) Universal Exposition, 1894; the Cotton States and International Exposition (Atlanta), 1895; the Tennessee Centennial Exposition (Nashville), 1897; the Omaha Trans-Mississippi and International Exposition (Omaha), 1898; the Pan American Exposition (Buffalo), 1901; the South Carolina Interstate and West Indian Exposition (Charleston), 1901-2; the Ohio Centennial and Northwest Territory Exposition (Toledo), 1902-3; the Louisiana Purchase Exposition (St. Louis), 1904; the Lewis and Clark Exposition (Portland, Oreg.), 1905; the Jamestown Exposition (Hampton Roads), 1907; and the Alaska-Yukon-Pacific Exposition (Seattle), 1909.

Records of the special agencies. 1861-65. 150 feet.

The organization of the Special Agencies, of which there were ultimately nine, was begun in 1863 to handle the problem of commercial intercourse in those areas of the South declared to be in insurrection but under military control of the United States and in adjacent areas in loyal States. Prior to this time, the Treasury Department had controlled such intercourse through permits to transport products, which had been issued by collectors and surveyors of the customs, and permits to trade, which had been issued only by the Secretary of the Treasury. After the establishment of the Special Agencies, goods or merchandise could not be transported to or from restricted areas except on "authorities" issued by the Supervising or Assistant Special Agents, and it was required that applications for such authority be accompanied by bonds and by oaths of loyalty. The organization was disbanded by the end of 1866. Records of the Special Agencies (513 vols.) include returns of Supervising Special Agents and such records of the individual Agencies as cash books, ledgers, letter books, daybooks, and books recording authorities for establishing supply and trade stores. Also present are papers pertaining to applications for and the granting of permission to engage in commerce and transportation, manifests of river steamers, abstracts of business done at customhouses, abstracts of internal and coastwise commerce, and correspondence files. Most of these records relate to the period 1863-65.

Supervising and Assistant Special Agents were authorized to collect all captured and abandoned property within their Agencies except that used or intended to be used by the Union forces in the South and, in addition, were

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of the Confederacy are represented principally by records pertaining to the monetary accounts of the Confederate judicial districts. Through these papers the names, locations, and salaries of judges, marshals, and other officials of or connected with these courts can be determined.

CUSTOMHOUSE RECORDS, 1861-65 (12 feet). These incomplete files include inward and outward manifests, warehouse entries and withdrawals, import entries, abstracts of duties, landing permits, lists of officers, crews, and occasionally passengers, accounts current, and abstracts of disbursements for most of the Confederate ports, including Galveston, Eagle Pass, New Orleans, Mobile, Savannah, and Charleston. Records of the port of Charleston are the most nearly complete and the most voluminous. Lighthouse records, including lists of persons employed, vouchers, accounts, and inventories, are also present. Other Confederate customhouse records for Mobile and Charleston are in Record Group 36, Records of the Bureau of Customs.

OTHER RECORDS, 1861-65 (25 feet). These include Confederate Government records relating to the various States of the Confederacy; papers of the Trans-Mississippi Cotton Bureau and the Produce Loan Office; financial and accounting records, apparently of the various offices of the Confederate Treasury Department; some correspondence and miscellaneous papers relating to currency; and a miscellaneous group of warrant books and schedules of interest of the Confederate Government. The records relating to the various States of the Confederacy pertain to Confederate cotton agents, cotton and bond transactions, and related matters in Alabama, Florida, Georgia, Louisiana, Mississippi, North Carolina, Texas, and Virginia. The records of the Trans-Mississippi Cotton Bureau include both letters received and sent and contain material relating to the transportation of army supplies, the purchase of arms, the movement of vessels, and the collection, sale, transportation, and impressment of cotton. They are of particular interest for the latter years of the war when the Trans-Mississippi region was virtually cut off from the rest of the Confederacy. The Produce Loan Office records are concerned with the right to purchase cotton and contain reports as to the amounts of cotton purchased in the various States of the Confederacy. Among the miscellaneous account books is one of the blockade-running company known as the Importing and Exporting Co. of South Carolina.

Records of the Bureau of War Risk Insurance. 1917-20. 10 feet.

The Trading With the Enemy Act, approved October 6, 1917, provided for stringent control over enemy insurance companies operating in the United States with a view to the liquidation of the assets of such companies. The act also provided for the licensing of all other foreign insurance companies wishing to continue to do business in the United States. Responsibility for control, licensing, and liquidation activities provided for in this act was assigned to the Secretary of the Treasury, who, in turn, delegated it to the Bureau of War Risk Insurance. Liquidating licenses were issued to affected companies by this Bureau, and upon revocation of these licenses on November 7, 1918, and January 15, 1919, the assets and affairs of the companies were taken over by the Alien Property Custodian (see Record Group 131) in accordance with

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an Executive order of November 18, 1918. The licensing of insurance companies other than those owned by enemies or allies of enemies continued almost to the close of 1920.

The records of the Bureau of War Risk Insurance resulting from these licensing and related functions consist of applications for licenses; correspondence with applicants; reports (including exhibits) on applicants made by the Bureau, the War Trade Board, the Alien Property Custodian, and American consuls abroad; correspondence with other Federal agencies and with State governments regarding the licensing, operation, and liquidation of foreign insurance companies; records of licenses granted; and copies of laws, proposed legislation, regulations, decisions, Executive orders, and proclamations relating to the control of foreign insurance companies. The administrative files relating to the organization and operation of the Trading With the Enemy Section of the Bureau of War Risk Insurance are also among these records. Records of the Bureau relating to other functions, which were transferred to the Veterans' Bureau, are in Record Group 15, Records of the Veterans' Administration.

57. Records of the Geological Survey

After four separate Federal surveys had operated in the western Territories, the United States Geological Survey was established in the Department of the Interior by an act of March 3, 1879. It provided that the Survey, headed by a Director, should undertake the classification of the public lands, the examination of the geological structure and the mineral resources and products of the national domain, and the issuance of maps and other publications embodying the results of this work.

See Institute for Government Research, *The United States Geological Survey* (New York, 1918).

Records of early surveys. 1867-79. 9 feet.

The records of the United States Geological and Geographical Survey of the Territories, or the Hayden Survey, 1867-79 (5 feet), include letters received by F. V. Hayden, incomplete files of accounting records, and miscellaneous papers. Records of the United States Geological Exploration of the Fortieth Parallel, or the King Survey, 1867-78 (1 foot), include copies of letters and reports from Clarence King to the Chief of Engineers, letters received by King, and six notebooks of S. F. Emmons, a geologist with the Survey. Records of the United States Geographical and Geological Survey of the Rocky Mountain Region, or the Powell Survey, consist of letters received, 1869-79, and copies of letters sent by J. W. Powell, 1876-79 (3 feet). For the United States Geographical Surveys West of the One Hundredth Meridian, or the Wheeler Survey, there is only one item, a manuscript copy of a "Progress Report," which was published in 1874. The subject content of these records is not exclusively geological, for the staffs of the Surveys included geographers, topographers, botanists, ethnologists, and other scientists on whose careers the material throws valuable light. Maps and other

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records of or pertaining to the Surveys are in Record Group 77, Records of the Office of the Chief of Engineers, and glass-plate negatives made by photographers of the expeditions are in Record Group 106, Records of the Smithsonian Institution.

See L. F. Schmeckebier, *Catalogue and Index of the Publications of the Hayden, King, Powell, and Wheeler Surveys* (Geological Survey, Bulletin 222. Washington, 1940), and G. P. Merrill, *The First One Hundred Years of American Geology*, ch. 8 (New Haven, 1924).

General correspondence. 1879-1901. 48 feet.

This is chiefly correspondence of the Office of the Director of the Geological Survey. It pertains to all aspects of the work of the Survey and includes letters received, 1879-1901 (57 vols. to 1889; thereafter unbound), and copies of letters sent, 1879-97 (35 vols.). Many communications from distinguished scientists are to be found among the letters received. There is in addition a group of letters received and sent by S. F. Emmons, 1879-87 (3 vols.).

Records of the Geologic Branch. 1900-1937. 60 feet.

In 1901 the work of the Geological Survey was decentralized, and thereafter the principal records were maintained by the various branches. The Geologic Branch has conducted surveys and investigations to determine the distribution, structure, composition, history, interrelationships, and uses of deposits of rocks and minerals and has carried on research in geologic and related chemical and physical problems. Its files, 1901-16 (20 feet), are arranged according to a numeric-subject scheme and are apparently complete except for certain materials withdrawn and placed in series of later date. They pertain to all the scientific activities of the Branch and to its administration. For the later period, 1916-37, there are parts of the classified files (28 feet), including copies of monthly reports and other administrative papers, addresses, and press bulletins. Account books, 1902-17 (7 feet), contain itemized records of allotments to geologists in the field and of their expenditures in connection with their work.

Geologists' field notebooks. 1867-1939. 45 feet.

These books consist of notes, usually in diary form, rough sketches, maps, and diagrams made in the course of investigations of the general geology of various areas or in the examination of individual mines. There are many detailed sketches of mine shafts and tunnels. Some of the items are not in book form but consist of loose notes or correspondence brought together in manila envelopes. The bulk of the records relate to such mining districts in the West as the Leadville area (Colo.), the Butte area (Mont.), the Coeur d'Alene area (Idaho), the Tintic and Mercur districts (Utah), the Bisbee and Globe areas (Ariz.), the Goldfield district (Nev.), and the Black Hills. Areas in the Eastern States are represented, however, and there are, in addition, several items consisting of observations made by geologists during trips to South and Central America and Europe. A preliminary checklist of the notebooks has been compiled.

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Maps. 1879-1944. 517 cubic feet.

For the most part these are the original drawings produced in connection with the systematic topographic mapping of the United States. They include the so-called "quadrangles," the regular sheets of the topographic maps themselves, drawn as penciled planetable sheets in the field and subsequently inked in; similar drawings of a relatively small number of special areas and of belts of terrain along major rivers that do not fit into the regular sheet system; related contributory drawings dealing with individual elements such as woodland, elevation figures, road classification, and place names; and drawings of some general maps of States and other areas showing topographical relief in shading. The index maps issued by the Survey since 1915 serve as an index to these original drawings. Other map materials include paper prints from vertical aerial mapping film covering parts of South Carolina, Georgia, Alabama, Mississippi, and Louisiana, 1934 (3 cubic feet); and an atlas of map exhibits prepared for the State of Texas and submitted to the Supreme Court as an exhibit in defense of its position in the Red River boundary dispute with Oklahoma about 1922 (see 260 U. S. Reports 631, and 274 U. S. Reports 714).

Pictorial records. 1881-1944. 200 cubic feet.

These are chiefly sketches, photographs, charts, and other pictorial materials prepared for use in bulletins, monographs, professional papers, water-supply papers, annual reports, and other publications of the Survey.

Records of Arnold Hague. 1884-1917. 6 feet.

Arnold Hague served as a scientist in the Geological Survey from its inception in 1879 until 1917, and it was under his direction that the geological surveys of Yellowstone Park were made. These records include correspondence, notes, lists of specimens, reports, and drafts of publications, most of which relate to the geological exploration of the Yellowstone Park area.

58. Records of the Bureau of Internal Revenue

The Office of Commissioner of Internal Revenue, commonly known as the Bureau of Internal Revenue, was created in the Department of the Treasury by an act of July 1, 1862, and is responsible for the assessment and collection of all internal-revenue taxes and the enforcement of all internal-revenue laws. Prior to the Civil War internal taxes had been levied only during the periods 1791-1802 and 1813-17, but during that war a number of new taxes were imposed. These were gradually abolished or reduced until 1883, when a revenue act did away with all internal-revenue taxes except those on liquor and tobacco. From that time until 1913 the Bureau was chiefly concerned with the collection of taxes on those two commodities, though other tax and regulatory activities were assigned to it from time to time. It enforced the abortive income-tax law of 1894 and, after 1909, collected the corporate income tax. After the adoption of the sixteenth amendment in 1913, the collection of income taxes, corporate and personal, became a principal function of

the Bureau. During World War I its work greatly expanded, and in 1917 and succeeding years it was completely reorganized. From 1919 to 1927 it was charged with the enforcement of prohibition as well as internal-revenue laws.

See Laurence F. Schmeckebier and Francis X. A. Eble, *The Bureau of Internal Revenue* (Baltimore, 1923).

Estate-tax returns and related papers. 1916-25. 4,050 feet.

The Estate Tax Division was set up to administer the tax imposed by act of Congress of September 8, 1916, on the transfer of estates of decedents that exceed stipulated amounts. The Division examines and audits the returns made by executors, investigates the facts through field agents, and makes the assessment. The files for the estates of all decedents whose deaths occurred before the end of 1925 are in the National Archives. All the papers relating to an estate-tax liability are filed together and assigned a serial number. They include in each case the preliminary notice, the report of the field agent, the final return, and a summary sheet. In many instances a file contains other papers such as a copy of the will, an itemized inventory of personal effects, affidavits, correspondence, and memoranda. An alphabetical card index to decedents has been retained by the Division. A preliminary checklist of these records has been compiled.

Individual income-tax returns. 1930-31. 3,099 feet.

These records consist of individual income-tax return forms 1040 for net incomes from salaries and wages of more than \$5,000, and incomes from business, professions, rents, or sales of property (2,960 feet); and samples of form 1040A for incomes of not more than \$5,000, that were withdrawn from field offices and used at Washington in computing statistics of national income, with accompanying papers. All the forms and papers pertain to the tax year 1930. A preliminary checklist of these records has been compiled.

Records relating to the enforcement of prohibition laws. 1917-34. 1,765 feet.

An Executive order of September 2, 1917, gave the Bureau of Internal Revenue control over the production of distilled spirits for beverage purposes as part of the wartime food-control program. The first general restriction on the sale of intoxicating liquors was imposed by an act of November 21, 1918, known as the "war prohibition act," which became effective in the summer of 1919. Wartime prohibition was superseded by constitutional prohibition, which went into effect on January 16, 1920. The National Prohibition or Volstead Act of October 28, 1919, provided for the enforcement of prohibition and vested the administration of both the prohibitory and permissive features of the law in the Commissioner of Internal Revenue.

In December 1919 a Prohibition Unit was set up in the Bureau of Internal Revenue, and with it was merged the existing division dealing with industrial alcohol. At first the enforcement of prohibition was in the hands of a field service headed by a prohibition director for each State, while the issuance of permits was largely centralized in Washington. In 1925, however, the prohibition service was reorganized, and the duties of the Washington office

became chiefly supervisory. Regional prohibition administrators replaced the State directors and were authorized to issue general or basic permits to manufacture, sell, transport, or use alcoholic liquor. They were also given control over the manufacturing, denaturing, and warehousing of industrial alcohol, which up to this time had been exercised by the collectors of internal revenue. The effect of the reorganization was to separate prohibition and revenue functions, but it was not until 1927 that a separate Bureau of Prohibition under a Commissioner was created. Under the Prohibition Reorganization Act of 1930, this Bureau was replaced by the Bureau of Industrial Alcohol, under which permits were issued in the field by district supervisors of permits, and a new Bureau of Prohibition was created in the Department of Justice to take over enforcement activities.

After the repeal of the eighteenth amendment, the Bureau of Industrial Alcohol was abolished by an Executive order of March 10, 1934, and its remaining functions and records were transferred to the Commissioner of Internal Revenue, as were functions given the Department of Justice in 1930 and the records relating to them. The prohibition records were placed in the custody of an Alcohol Tax Unit, which was set up in the Bureau of Internal Revenue in May 1934.

See *Annual Reports* of the Commissioner of Internal Revenue, 1920-27, of the Commissioner of Prohibition, 1927-30, and of the Commissioner of Industrial Alcohol, 1931-33; Laurence F. Schmeckebier, *The Bureau of Prohibition* (Washington, 1929); and Bureau of Industrial Alcohol, *Permit Procedure Relating to Industrial Alcohol and Other Nonbeverage Liquors* (Washington, 1931).

RECORDS PERTAINING TO INDUSTRIAL ALCOHOL, 1918-34 (39 feet). Control over the manufacture, storage, and denaturing of industrial alcohol, which was made free of tax in 1906, was exercised by collectors of internal revenue until 1925 and was then transferred to the prohibition service. Under the prohibition law the term "industrial alcohol" included pure ethyl alcohol, which was taxed, as well as the tax-free denatured alcohol derived from it. Traffic in completely denatured alcohol was subject to few restrictions, but persons dealing in specially denatured alcohol, which was prepared under a variety of formulas and used in numerous preparations, were required to give bonds and obtain permits. Records relating to these activities are of a miscellaneous character, consisting of several small and incomplete series of correspondence regarding bonds, permits, and formulas, the operations of distilling plants, and inspections; circular letters relating chiefly to denatured-alcohol formulas; reports on chemical analyses of suspected spirits; and various lists and card records of users of industrial alcohol. A few of the records (2 feet) antedate the prohibition period.

RECORDS RELATING TO PERSONNEL, 1919-34 (35 feet). These include miscellaneous correspondence files concerning applications for positions in the prohibition service and assignments and transfers of storekeeper-gagers, the employees immediately in charge of liquor being manufactured or stored.

MISCELLANEOUS RECORDS, 1917-34 (123 feet). These comprise a number of small and often fragmentary series, some of which are nevertheless of considerable value for a study of prohibition administration and enforcement.

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Included are general correspondence and correspondence with field agents and others, mimeographed circulars, estimates of disbursements, materials relating to violations and enforcement of the prohibition act not easily obtained elsewhere, and a few legal papers. There are several files of record cards, the most important of which is a record of wine shipments from bonded wineries and storerooms, 1917-21 (37 feet).

Records of the Direct Tax Commission for the District of South Carolina. 1862-99. 19 feet.

These records resulted from the activities of the Direct Tax Commission for the District of South Carolina, which functioned from 1863 to 1870, in the collection of the direct tax levied by an act of Congress approved on August 5, 1861; from related activities of the collector of internal revenue in Charleston; and from work of the Office of the Commissioner of Internal Revenue in settling claims presented after the original agency was discontinued. They include the general correspondence files of the Direct Tax Commission and the collector of internal revenue, 1863-75; copies of letters sent by the chairman of the Commission, 1863-67, and by the Commissioner of Internal Revenue regarding direct-tax claims, 1878-85; and letters sent by the Commissioner of Internal Revenue to the collectors of internal revenue at Columbia and Charleston, 1870-76 and 1886-98. There are also applications for the refund of surplus proceeds and for the redemption of real estate sold for the payment of direct taxes, and other applications and claims papers, with related correspondence, 1863-99; a cash book and ledger of accounts of the Commission, 1862-70; "head of family" and cash-sale land certificates and Army, Navy, and Marine certificates of land purchase; and record books of direct-tax assessments and payments and other activities under the direct-tax laws, 1863-99. Related to these textual records is a group of maps reflecting the activities of the Direct Tax Commission in the period 1863-70. Included in this collection are some early manuscript maps of St. Helena's Parish and the town of Beaufort, drawn before 1860; and some manuscript, annotated, and printed maps of South Carolina, of St. Helena's Parish and contiguous areas, and of islands off the coast. Among the maps of St. Helena's Parish are plans and plats of Beaufort and Port Royal bearing administrative annotations of the Commission. In addition to this group of maps, there is a 5-foot-square manuscript map of St. Helena's Parish, prepared at the direction of the Direct Tax Commissioner, showing the rectangular land subdivision carried out in the area under the provisions of acts of June 7 and July 17, 1862, and February 6, 1863, relating to the collection of direct taxes and the confiscation of land, and of acts of March 3, 1865, and July 16, 1866, creating and extending the Bureau of Refugees, Freedmen, and Abandoned Lands. This map is accompanied by 26 surveyors' field notebooks containing the data from which it was constructed.

Records of the Collector and Assessor of Internal Revenue for the Fourth District, Texas. 1866-89. 6 feet.

These records consist of returns, accounts, correspondence, and other materials resulting from the operation of various internal-revenue laws,

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notably those of 1864, 1866, 1867, and 1879, in the Fourth Internal Revenue District in Texas. The returns relate to the period 1867-68 and include annual income-tax returns of special taxes on retail dealers, physicians, hotel-keepers, apothecaries, dentists, brokers, and the like; monthly returns of taxes on cotton paid by producers, owners, or holders; and returns on successions of real estate and on legacies and distributive shares of personal property. The correspondence consists of copies of letters from the Department of Justice to the Commissioner of Internal Revenue regarding the prosecution of offenders against internal-revenue laws, 1885-86; and letters received by the collector from United States district attorneys, deputy collectors, and private individuals, regarding assessments, collections, and violations, 1885-89. Other materials include applications for licenses as druggists, retail dealers, and brokers; monthly returns of sales of auctioneers and brokers; storekeepers' monthly abstracts; cigar manufacturers' statements; fruit distillers' bonds; and monthly returns of slaughtered cattle for the period 1866-68.

Records of the Collector of Internal Revenue, Mobile. 1869-1917. 2 feet.

These consist of account books containing a daily record of collections and deposits and a cash book of the collector.

59. General Records of the Department of State

A Department of Foreign Affairs was established under the Constitution by an act of Congress of July 27, 1789. Its Secretary was empowered to commission and direct the activities of ministers and consuls of the United States, to negotiate with ministers of foreign states, and to conduct any other matters pertaining to foreign affairs assigned to him by the President. He was also given custody of the records of the Department of Foreign Affairs that had existed under the Continental Congress and the Congress of the Confederation. On September 15, 1789, the new Department was designated as the Department of State, and, in addition to his duties relating to foreign affairs, the Secretary of State was charged with such domestic activities as receiving, publishing, and preserving the laws passed by Congress, keeping the seal of the United States and affixing it to certain instruments signed by the President, and receiving all records remaining in the office of the former Secretary of the Continental Congress except those turned over to the Treasury and War Departments at the direction of the President. As one of the three executive departments established by the First Congress, the Department of State was assigned other domestic duties from time to time until in fact it embraced "the whole domestic administration (war and finance excepted)." For varying periods it performed such functions as those relating to patents, copyrights, the census, pardons, Territorial affairs, land patents, the mint, and rights, the immigration. With the expansion of the Government most of the domestic functions of the Department passed to other agencies, so that the Department has again become almost exclusively a department of foreign affairs.

Most of the records formerly held by the Department of State in an archival capacity are in other record groups. Constitution papers, laws, treaties, and Executive orders and Presidential proclamations are in Record Group 11, General Records of the United States Government. Other records preserved by the Department are in Record Group 43, Records of United States Participation in International Conferences, Commissions, and Expositions; and in Record Group 76, Records of Boundary and Claims Commissions and Arbitrations. Records of diplomatic and consular posts are in Record Group 84, Records of the Foreign Service Posts of the Department of State.

See William H. Michael, *History of the Department of State of the United States* (Washington, 1901); Gaillard Hunt, *The Department of State of the United States* (New Haven, 1914); and Graham H. Stuart, *American Diplomatic and Consular Practice* (New York, 1936). For detailed descriptions of State Department records, see State Department, *Inventory of Archives in the Bureau of Indexes and Archives* (Washington, 1897), and Van Tyne and Leland, *Guide*, 2-56.

Continental Congress papers. 1774-89. 6 feet.

The records of the Continental Congress that passed into the custody of the Secretary of State in 1789 remained intact in the State Department until an Executive order of March 9, 1903, directed their transfer to the Library of Congress "with such exceptions and reservations . . . as in the discretion of the Secretary of State may be required for the continuity and completeness of the Records and Archives of the Department of State." Most of the material retained in 1903 was, at the request of the Secretary of State, subsequently transferred to the Library of Congress under authority of an Executive order of December 19, 1921. The volumes and papers remaining in the State Department after these two transfers were later transferred to the National Archives.

In inventories compiled by the Department of State, the Continental Congress papers have been listed in 194 numbered groups; the bound volumes herein described are those comprised in groups numbered 120-122, 124, 125, 127-130, 135, and 187, and in an index. Most of these were record books of the Department of Foreign Affairs of the Congress, and many contain entries made after 1789 by the Department of State. A volume of "Foreign Letters" contains copies of instructions to diplomatic and consular representatives abroad, 1785-90, and is the forerunner of the series of diplomatic and consular instructions described below. A series of "American Letters" (4 vols.) consists of copies of letters sent to persons within the United States and of copies of notes exchanged with foreign agents in this country, 1784-92; this series is the predecessor of the series of "Domestic Letters" and of diplomatic notes to and from the Department described below. Other transcripts include reports of the Secretary of the Department, 1785-89 (3 vols.); treaties and loan agreements made by the United States, 1783-88 (2 vols.); passports or sea letters granted to American ships, together with applications and evidence submitted, 1788-92; and commissions of foreign ministers, agents, and consuls, 1778-1821 (2 vols.). There are also a number of miscellaneous record books kept by the Departments of Foreign Affairs and of State and by the Secretary of the Congress. The index

(4 vols.) refers to material to be found in scattered groups of the Continental Congress papers bearing numbers between 79 and 146 in the State Department inventories.

In addition to these bound volumes there is considerable unbound material, including correspondence, petitions addressed to the Congress, documents concerning the relations of the Congress to the States, and printed broadsides consisting of reports, resolutions, and other documents of the Congress. The correspondence is chiefly from American diplomatic representatives abroad, though there are communications from John Paul Jones and other important figures of the day. Some items, such as a penciled letter from Henry Laurens while he was a prisoner in the Tower of London and certain letters of John Adams, Thomas Barclay, Arthur Lee, and others, have special interest. Despatches of Benjamin Franklin, John Jay, Thomas Jefferson, and other diplomats exist in the form of duplicate originals, press copies, and transcripts.

Inventories of the Continental Congress papers have been published by the State Department in *Catalogue of Manuscript Books . . . 1774 to 1789 Deposited in the Archives of the Department of State* (Washington, 1855) and in *Catalogue of Papers of the Continental Congress*, 7-22 (Bureau of Rolls and Library Bulletin 1. Washington, 1893). For lists of the papers transferred to the Library of Congress in 1903 and 1921, see the Library's *Handbook of Manuscripts*, 79-90 (Washington, 1918), which erroneously lists item 187 as having been transferred, and Curtis W. Garrison, "List of Manuscript Collections in the Library of Congress to July, 1931," in American Historical Association, *Annual Report*, 1930, vol. 1, p. 143-145. See also Van Tyne and Leland, *Guide*, 47, 265. Much of the material described above has been printed in Francis Wharton, ed., *The Revolutionary Diplomatic Correspondence of the United States* (Washington, 1889. 6 vols.), and in *The Diplomatic Correspondence of the United States of America, From the Signing of the Definitive Treaty of Peace, 10th September, 1783 to the Adoption of the Constitution March 4, 1789* (Washington, 1833-34. 7 vols.)

Diplomatic correspondence. 1789-1906. 868 feet.

This material consists of the following groups of records:

INSTRUCTIONS, 1791-1906 (218 vols.). These are copies of communications and lists of enclosures sent from the Department to American diplomatic representatives abroad and, in the early years, to consular representatives also. For the period 1791-1829, 12 volumes of instructions, chronologically arranged, cover all countries. These are continued by series of volumes for groups of countries or for individual countries, which start at various times, beginning in 1829. Instructions prior to 1791 are in a separate volume of "Foreign Letters" begun by the Continental Congress, which is described above. Instructions to special missions, 1823-1906, are bound separately (4 vols.). Prior to 1870, most volumes of instructions contain a register of their contents; thereafter instructions may be found through an 8-volume register that also lists diplomatic notes to foreign missions.

DESPATCHES, 1789-1906 (2,372 vols.). These are communications to the Department from diplomatic representatives abroad, together with enclosures, such as copies of notes sent by ministers of foreign states to American representatives there or material, printed or manuscript, bearing on foreign conditions. The main group of despatches (2,202 vols.) is arranged chronologically for each country, except in cases where American representatives

were accredited to more than one government (e. g., Central America), in which event despatches from several countries have been bound together. A separate series known as "Letters from United States Ministers," 1789-1830 (57 vols.), consists for the most part of duplicate despatches. Despatches of special agents, 1794-1906, constitute another series (45 vols.). To 1870, despatches are listed in separate registers (58 vols.); thereafter they may be found through registers (10 vols.) that also list diplomatic notes from foreign missions.

NOTES TO FOREIGN MISSIONS, 1810-1906 (137 vols.). These consist of copies of communications sent by the Department to foreign embassies and legations in the United States. From 1810 to 1934 the notes, including some notes to foreign consuls, are arranged chronologically for all countries in 4 volumes of "Notes to Foreign Legations"; the original volume covering the years 1804-10 is missing, but there is an index to its contents and copies of some of the notes have been assembled in a substitute volume. After 1834 the volumes of notes are grouped in series by countries. Prior to 1804 the notes from the Department are either in the last volume of the "American Letters" (4 vols.) begun by the Continental Congress, which is described above, or among the "Domestic Letters" described below. For the period 1812-60 notes to legations of several countries are listed in a register (13 vols.) that also contains summaries of diplomatic notes to the Department. After 1870 the notes from the Department may be found through the 8-volume register that also lists the diplomatic instructions.

NOTES FROM FOREIGN MISSIONS, 1789-1906 (575 vols.). These consist of communications to the Department from foreign embassies and legations in the United States. From the beginning the notes were bound in separate volumes for different countries, but a few early notes are copied in the last volume of "American Letters." Registers of notes sent to the Department before 1870 begin for a few countries as early as 1812, but for most countries they do not start before 1828; they are to be found in volumes that also contain summaries of certain diplomatic notes from the Department. Summaries of notes received after 1870 are in the registers that also list the diplomatic despatches.

Although the records described above constitute the centralized diplomatic archives of the Department for the period covered, it should be borne in mind that supplementary diplomatic material in the files of the Department is in the consular correspondence, in the "Domestic Letters," in the "Miscellaneous Letters," and even in the miscellaneous letters of the Division of Accounts, which are described elsewhere as parts of this record group. Moreover, the instructions and despatches described above are both duplicated in large part and supplemented in the records of diplomatic posts in Record Group 84. The detailed analysis of the materials in the diplomatic archives relating to each country, as printed in Van Tyne and Leland, *Guide*, 7-20, is still essentially correct and need not be repeated here. It is supplemented by a detailed list compiled at the time the records were transferred.

Many of these documents for the years 1789-1828 are printed in *American State Papers: Foreign Relations* (Washington, 1832-59. 6 vols.). Adelaide R. Hasse, comp.

Index to United States Documents Relating to Foreign Affairs, 1828-1861 (Washington, 1914-21. 3 vols.), provides references to documents in scattered congressional and departmental publications during the years noted. Documents of importance in the relations between the United States and Hispanic America for the period 1809-60 and between the United States and Canada for the period 1784-1848 are printed in three works edited by William R. Manning, *Diplomatic Correspondence of the United States Concerning the Independence of the Latin-American Nations* (New York, 1925. 3 vols.); *Diplomatic Correspondence of the United States; Inter-American Affairs, 1831-1860* (Washington, 1932-39. 12 vols.), and *Diplomatic Correspondence of the United States; Canadian Relations, 1784-1860* (Washington, 1940-. 3 vols. to date). Many diplomatic documents for the period since 1861 have been published in the State Department's annual volumes of *Papers Relating to the Foreign Relations of the United States*.

Ceremonial communications. 1786-1909. 6 feet.

Heads of governments usually address each other directly when sending or acknowledging communications that accredit or recall diplomatic representatives or that grant full powers to negotiate and conclude treaties. The same practice is followed by heads of foreign governments in announcing important events, such as births, marriages, deaths, accessions to the throne, abdications, and changes of government. Some material of this nature to 1906 is bound with the diplomatic correspondence described above, and later material is in the central files described below; the rest is arranged separately in the following groups:

LETTERS FROM FOREIGN SOVEREIGNS AND STATES, 1786-1909 (24 vols. and some unbound papers). Announcements and acknowledgments, known as "ceremonial letters," sent chiefly on extraordinary occasions and sometimes wrapped or boxed in containers of silk, wood, or ivory.

LETTERS TO FOREIGN SOVEREIGNS AND STATES, 1829-77 (4 vols.). Mainly record copies of congratulations or condolences in acknowledgment of foreign ceremonial letters, together with copies of some requests for exequaturs for American consuls and of letters of credence and letters of recall of American diplomatic representatives.

CREDENCES, 1789-1906 (8 vols.). Copies of letters of credence and of full recall of American diplomatic representatives, of their commissions, of full powers to negotiate treaties, and of a few acknowledgments of foreign ceremonial letters.

Consular correspondence. 1789-1906. 918 feet.

This material, the arrangement of which is similar to that of the diplomatic correspondence described above, consists of the following groups of records:

INSTRUCTIONS, 1800-1906 (201 vols.). These are copies of communications and lists of enclosures sent from the Department to American consular representatives abroad, including consular clerks; and prior to 1870 there are also recorded with them some letters pertaining to consular matters similar to those in the "Domestic Letters" series. The instructions are arranged chronologically without regard to the posts concerned except for the years 1835-74, for which period they are grouped first on a geographical basis and then chronologically. For the years 1789 to 1800 the instructions are recorded in the volume of "Foreign Letters" begun by the Continental Congress

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and continued by the Department of State, in the diplomatic instructions, or in the "Domestic Letters." Prior to 1833, each volume of instructions contains an index of the names of the recipients of the instructions; thereafter there are registers (31 vols.) listing the material.

DESPATCHES, 1789-1906 (3,528 vols.). These are communications to the Department from consular representatives abroad, together with enclosures. The despatches from each post, which are arranged chronologically, are bound in separate volumes. Registers of the despatches cover the period 1827-1906 (43 vols.).

DESPATCHES FROM CONSULAR CLERKS, 1869-1906 (9 vols.). Reports from these clerks, who were intended to form the nucleus of a career service, were segregated, arranged chronologically, and bound separately for the period indicated.

NOTES TO FOREIGN CONSULS, 1853-1906 (4 vols.). These consist of copies of communications sent by the Department to foreign consular officers in the United States. Earlier material of this character is bound with the diplomatic notes from the Department and with the "Domestic Letters."

NOTES FROM FOREIGN CONSULS, 1789-1906 (17 vols.). These are communications to the Department from foreign consular officers in the United States. They are arranged chronologically, and those after 1870 are listed in registers.

Although these are the centralized consular records of the Department, as already noted the consular correspondence is not always sharply separated from the diplomatic correspondence, and the separation of the consular correspondence from the "Domestic Letters" and "Miscellaneous Letters" is likewise not a rigid one. Moreover, the instructions and despatches described above are both duplicated in large part and supplemented in the records of consular posts in Record Group 84.

Some of the consular reports and despatches have been published by the State Department and other agencies in annual volumes of *Commercial Relations*, begun in 1855; in monthly, special, and daily series of *Consular Reports*, begun in 1880, 1890, and 1898, respectively; and in other Government documents listed in the *Checklist*, 347-358, 365-369, 907, 921-943. Some consular correspondence having a diplomatic aspect is also printed with diplomatic correspondence in the publications listed above.

Miscellaneous Letters. 1789-1906. 422 feet.

The "Miscellaneous Letters" series (1,533 vols.) comprises most of the letters received by the Department of State to 1906 and not filed with the diplomatic or consular correspondence. They cover a wide variety of subjects relating to both international and domestic affairs. A considerable number contain complaints of the treatment received abroad by American merchants, travelers, and ships; some of these complaints developed into claims against the various foreign governments concerned, were settled by diplomatic negotiation or by claims commissions or arbitrations, and are reflected in the diplomatic and consular correspondence and in the claims records described elsewhere as parts of this record group. There are also requests for information relative to foreign customs and laws and to the

provisions of treaties and their interpretation. Communications received from Government officials and agencies are filed in this series and include, for instance, letters from the Treasury Department relative to the execution of the customs laws; letters, reports, resolutions, and requests from the Senate and the House of Representatives and the various committees of Congress; and letters and opinions from the Attorney General on such matters as the position of the Federal Government regarding redress claimed by the French chargé d'affaires for ill-treatment accorded his countrymen within the State of Louisiana (1837), the interpretation of the fourth article of the treaty with Algiers (1816), the question of diplomatic immunities (1818 and 1820), and the right of aliens to hold real estate in the United States (1819).

The domestic functions of the Department are represented by letters relative to the publishing of the laws; communications from the governors, secretaries of state, and other officials of the State governments; and a number of letters and reports from the various Territorial officials. Letters from governors of States and others regarding the adoption of amendments to the Constitution have been removed from the series and now form a part of the Constitution papers in Record Group 11. Numerous letters pertaining to patent applications and immigration, which are listed in the registers to this series, are not in the series and were probably transferred with the functions to other agencies of the Government.

For the years 1789-1820 abstracts of the letters arranged alphabetically according to the names of the writers are available in the Department's *Calendar of the Miscellaneous Letters Received by the Department of State From the Organization of the Government to 1820* (Washington, 1897) and in a manuscript supplement in the National Archives, which covers other letters received during the same period. Registers of the letters (82 vols.) exist for the period 1817-1906.

See Van Tyne and Leland, *Guide*, 23.

Domestic Letters. 1792-1906. 67 feet.

The "Domestic Letters" series (289 vols.) consists of copies of outgoing letters and is the companion series to that of "Miscellaneous Letters" described above. Some of the "Domestic Letters," especially for the early years, deal with diplomatic and consular matters; many similar letters having some relation to consular affairs are not filed with the series, however, but are included among the consular instructions. Among the "Domestic Letters" relating to foreign affairs are communications addressed to foreign diplomatic and consular representatives in the United States, such as those written to the British and French Ministers, 1793-95, regarding alleged violations of the neutrality; letters answering or investigating complaints regarding the American Diplomatic and Consular Service and concerning the treatment received by American citizens at the hands of foreign officials; and letters from the Secretary of State to other Cabinet officers. Among those of the last class are letters pertaining to legal interpretations, assistance needed from military and naval forces in international relations both in peace and in war, and kindred subjects. Many of the letters addressed to governors,

district attorneys, and other State and Territorial officials are also concerned with affairs having an international aspect, such as the one to Governor Andrew Jackson regarding affairs in the Territory of Florida and relations between Americans and Spaniards. The bulk of the material relates, however, to laws, constitutions, and other matters coming within the scope of the domestic duties of the Department of State. The volumes for the period June 30, 1799–April 30, 1802, are missing. For the years 1784–92 letters of the same type as those included in this series are among the “American Letters” described above.

Each volume prior to 1870 contains an index of names of persons addressed, and registers of the letters (15 vols.) exist for the years 1802–11 and 1840–1906.

See Van Tyne and Leland, *Guide*, 21–23.

Press copy books. 1863–1913. 189 feet.

For many years the State Department followed the practice of making press copies of all outgoing correspondence, often dividing the copies of correspondence of the same nature into two groups, one containing letters of more permanent interest and the other consisting of routine acknowledgments and the like. The more important communications then seem to have been transcribed from these press copies into permanent record books, but the press copy books contain some items of interest not to be found elsewhere. A preliminary examination of the volumes transferred indicates the presence of the following material:

DIPLOMATIC AND CONSULAR CORRESPONDENCE, 1863–1909 (963 vols.). Diplomatic instructions, 1878–1906 (329 vols.); diplomatic notes from the Department, 1895–1906 (60 vols.); routine acknowledgments of diplomatic despatches and notes, 1900–1906 (49 vols.); consular instructions, 1863–1906 (457 vols.); confirmation copies of telegrams sent and received, 1898–1906 (14 vols.); letters introducing travelers to American representatives abroad, 1879–1903 (19 vols.); and miscellaneous form letters to those representatives, 1891–1909 (35 vols.).

OTHER CORRESPONDENCE, 1865–1913 (966 vols.). General domestic letters, 1873–1913 (531 vols.); domestic letters pertaining to consular matters, 1871–1906 (282 vols.); forms addressed to the Treasury Department requesting customs courtesies for American and foreign officials, 1886–1906 (41 vols.), and to the Fifth Auditor concerning leaves of absence for American representatives abroad, 1890–1906 (12 vols.); letters of the Bureau of Rolls and Library regarding the archives, publications, and library of the Department, 1875–1906 (76 vols.); and miscellaneous letters, 1865–1907 (24 vols.).

MISCELLANEOUS, 1879–1908 (10 vols.). Reports of the Diplomatic Bureau, 1879–98 (5 vols.), and requisitions for printing the laws, 1883–1908 (5 vols.).

Central files. 1906–29. 6,320 feet.

In 1906 the arrangement of the diplomatic, consular, “miscellaneous,” and “domestic” correspondence of the Department in the various series described

above was discontinued. From 1906 to 1910 all incoming and outgoing correspondence, reports, intradepartmental communications, and other papers not of a routine nature (except those relating to appointments, passports, publications, accounts, and a few other subjects, which were filed separately by the offices concerned) were arranged by subject in a single numerical series (1,172 vols.). A number was assigned the first communication on a given subject and each subsequent incoming paper on that subject received a subordinate number. Correspondence on routine matters was placed in a “minor file,” in which diplomatic or consular correspondence was arranged alphabetically by country or city and other correspondence by the name of department or writer (62 vols.). The records in both the numerical and “minor” series were indexed by subject on cards (190 feet), and card records containing synopses of the communications in the numerical series were kept (73 feet). In 1910 the system of assigning consecutive case numbers to subjects was abandoned in favor of a decimal system of subject classification. The record cards for the period 1906–10 were thereupon rearranged according to the new subject numbers and a “conversion book” containing both the old and new numbers was compiled.

The central files arranged according to the decimal classification plan adopted in 1910 are in the National Archives through 1929 (6,000 feet). Most of them are in the form of unbound papers, but 1,251 bound volumes are included. Under this plan they are arranged in nine major classes according to subject, with varying arrangements thereunder, as follows: (0) General and miscellaneous matters, including such subjects as the records of the Department, publications, tours and visits, and the diplomatic-pouch service; (1) matters pertaining to the administration of the Government of the United States, including the administration of the Department and its Foreign Service and such subjects requiring special elaboration as citizenship and the documentation of merchandise under the customs laws; (2) matters pertaining to the negotiation, application, and interpretation of extradition treaties and to individual extradition cases; (3) matters pertaining to the protection of private and national interests; (4) matters pertaining to the negotiation, application, and interpretation of claims treaties and to individual claims cases; (5) matters of common interest to the governments or the people of several countries, such as international congresses and conferences, multilateral treaties, and the League of Nations; (6) matters pertaining to commerce, customs administration, trade agreements, and the like; (7) matters pertaining to the political relations of states, including diplomatic and consular representation and bilateral treaties, conventions, and agreements (with certain excepted classes); and (8) matters relating to the internal affairs of states. The filing manual of the Department of State entitled *Classification of Correspondence*, the fourth edition of which appeared in 1939, serves as a guide to the arrangement of the records within these classes. A name index on cards and lists of the papers in 1,173 binders were received with the records.

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Consular commercial and political reports. 1925-42. 575 feet.

Among the duties of the Consular Commercial Office, created in a departmental reorganization of 1921, were the receiving, censoring, grading, and criticizing of commercial and economic reports and trade letters and the distribution of such reports or data selected from them to other Government agencies or interested private organizations. Consular reports on political affairs were also received, graded, and routed to the proper divisions of the Department. From 1940 to 1944 these duties were performed by a Division of Commercial Affairs. Foreign-service reporting is now supervised by a division of the Office of Foreign Service. The reports are classed as required or voluntary. The originals of all required reports and of the more important voluntary reports coming to the Department are filed permanently according to the Department's subject-classification scheme in the central files (see above); and the originals of the less important voluntary reports and one copy of all other reports are retained by the receiving and distributing office for a period of years. The records transferred to the National Archives consist of the papers so retained after 1925; similar files for earlier years have been destroyed. They are composed of the following classes:

TRADE REPORTS AND RELATED PAPERS, 1925-42 (530 feet). These cover many phases of economic, industrial, and commercial activities within given consular districts. They discuss such subjects as general trade conditions, markets for American produce, and export and trade policies of foreign countries. Beginning in 1939 they include certain reports formerly prepared by the commercial attachés, trade commissioners, and agricultural attachés of the Departments of Commerce and Agriculture, whose functions were transferred to the Department of State in that year. The related papers include annual export returns, annual reports on trade-extension work, sample trade letters, and periodic shipping reports.

POLITICAL REPORTS, 1925-35 (35 feet). Consular political reports represent a less publicized function of consular officers, are usually confidential, and are rarely published. Those received from posts in countries having no American diplomatic mission are especially significant. Grouped with the consular reports are copies of political reports from diplomatic missions, 1925-28, that were referred to the Consular Commercial Office for its information.

MONTHLY SHIPPING REPORTS, 1930-35 (10 feet). As already indicated, the originals of most of the reports mentioned have been filed according to the Department's subject-classification scheme and hence are dispersed; the material herein described, although incomplete, is significant because it represents a centralization of such reports received from American Foreign Service officers. Some of the nonconfidential data in the trade reports were published contemporaneously by the Department of Commerce.

Passport records. 1791-1911. 386 feet.

Although the Department of State issued passports from the earliest days of the Government, the function was not wholly within the Department's charge until 1856, when the first legislation regulating the issuance of pass-

ports was enacted. In 1870 a Passport Bureau was established within the Department, and this agency, under various names, the most recent being the Passport Division, has existed to the present time.

The records consist principally of passport applications and related papers. The main series of applications is in bound volumes covering the years 1830-1906 (1,115 vols.), which through 1867 are designated as "passport letters" and subsequently as "passport applications." Emergency applications for passports submitted to Foreign Service representatives abroad, 1877-1907 (119 vols.), form a separate series. Bound with the applications are various forms of evidence substantiating the citizenship of the applicant, such as notarial certificates, letters of introduction and commendation, birth, baptismal, and marriage certificates, seamen's certificates issued under the Act for the Relief of Seamen (1796), oaths of allegiance (after 1861), and old passports. Some of the early passports and naturalization certificates were issued by State, Territorial, and local governments. Accompanying the bound records are unbound papers, 1791-1911 (43 feet), which are apparently documents discovered after the bound volumes were made up. Only a few of these papers are dated before 1830.

Other records include a record book of passports issued, 1810-17; copies of passports (including copies of special passports to 1829), 1817-34 (17 vols.); copies of special passports, 1829-97 (12 vols.); copies of insular passports, 1901-11 (1 vol.); a small file of requisitions for special passports, 1861-91 (2 feet); records of New York and Boston passport agencies, 1861-62 (10 vols.), including applications, notarial certificates, and other papers forwarded to the Department; and memoranda of passports issued by the Legation in London, 1796-1812 (1 vol.). Among the copies of special passports are a few issued to noncitizens and to "free men of color" to travel in the United States.

See Gaillard Hunt, *The American Passport* (Washington, 1898).

Visa records. 1914-40. 864 feet.

Except for a time during the Civil War, passports were not required of aliens entering the United States prior to World War I, although special passports were occasionally issued to noncitizens to travel in this country and consuls participated to some extent in immigration control under the Chinese exclusion laws. The general practice of requiring all aliens desiring to come to this country, with certain exceptions, to obtain visas from consular officers abroad was begun as a war measure in 1917 and continued under authority of an act of 1918, amended in 1921. Consuls were directed to refuse to visa passports of aliens whose entrance appeared to be contrary to the public safety, and they were required to warn applicants for visas if they were apt to be excluded from the United States upon arrival at ports of entry under the immigration laws of 1917 and 1921. Not until the passage of the Immigration Act of 1924, which continued the quota system established in 1921, were they made responsible for denying visas to applicants not admissible under the numerical limitations of the immigration laws. This measure greatly increased the visa work of the Department of State. Visa

matters had been handled in the Bureau of Citizenship until August 1918, when the Visa Office was created as a part of the Division of Passport Control. The following year it became a separate office and in 1931 its name was changed to Visa Division. It is responsible for the coordination and supervision of all matters pertaining to alien visa control and the control of immigration quotas. Records in the National Archives pertaining to visa and immigration matters in addition to those described below are in the central files of the Department or are among the records of consular posts in Record Group 84.

The records consist principally of the correspondence of the Department concerning individuals and their efforts to obtain visas, 1914-40 (800 feet). Correspondence relating to deportation cases, 1918-31 (17 feet), forms a separate series. In addition, there is a series of correspondence arranged by case numbers that relates chiefly to policies and procedures with regard to the admission of aliens, mainly for the period 1917-25 but with a few papers dated as early as 1914 and as late as 1931 (40 feet). Other records include weekly reports from consuls and legations on the number of visas granted and refused, 1914-24 (4 feet), and requests for permits to leave the United States, mainly for the period 1918-20 but with a few papers dated as late as 1923 (1 foot). Although these records relate especially to individual cases that came before the Department, they contain much general information on such subjects as alien control during World War I, the restriction of immigration under the quota system, the exclusion of aliens apt to become public charges, and the deportation of aliens under a law of 1918 and later legislation. They include communications from consuls and other officers of the Department of State, other Government officials, Members of Congress, officials of foreign governments, and private persons both in this country and abroad who were interested in obtaining the admission of visa applicants. A few copies of applications for visas are present, but most of these were retained by the consular offices.

See Department of State, *The Immigration Work of the Department of State and Its Consular Officers* (Washington, 1938).

Records relating to the publication and distribution of the laws. 1789-1875. 11 feet.

The act establishing the Department of State required the Secretary to cause the publication of the original acts and resolutions of Congress in three newspapers and to distribute printed copies of the laws ("slip laws") to specified individuals. Later the Secretary was made responsible for the publication of "session laws" and of various collected editions of the laws as directed by Congress, the most noteworthy of which is the *Statutes at Large*, published under contract by a private firm until 1874 and subsequently printed by the Government Printing Office under the direction of the Department of State. From time to time Congress increased the number of newspapers in which the laws were to be printed, until such publication was discontinued in 1875.

This body of records includes correspondence, 1789-1875 (9 feet); and lists of newspapers authorized to publish the laws, 1849-74 (3 vols.). The

correspondence consists chiefly of letters from newspaper owners authorized or seeking authorization to publish the laws; but there are also letters to the Department endorsing specific newspapers and a few newspapers submitted as evidence that the laws had been printed. Other records of the Department relating to the publication and distribution of the laws are among the "Miscellaneous Letters," the "Domestic Letters," and the accounting records described below. The original acts and resolutions of Congress are in Record Group 11, General Records of the United States Government.

Presidential warrants for affixing the seal of the United States. 1878-1936. 20 feet.

By an act of September 15, 1789, the First Congress directed the Secretary of State to keep the seal of the United States and authorized him to affix it to civil commissions of officials appointed by the President and to other instruments and acts when so directed by the President. The seal is affixed to commissions and exequaturs upon their being signed by the President, but special warrants bearing the President's signature are required before it can be affixed to other instruments, the most usual of which are treaties and conventions, Presidential proclamations, ceremonial letters, and warrants of extradition. The warrants transferred to the National Archives cover the period August 22, 1878, through December 31, 1936.

See Michael, *History of the Department of State*, 30; and Hunt, *Department of State*, 256-262.

Exequaturs and related records. 1790-1910. 6 feet.

The right of a foreign consular officer to exercise consular privileges at a particular place is recognized by the issuance of an exequatur. Full exequaturs signed by the President and bearing the seal of the United States are issued only to consuls who have a regular commission signed by the chief of the appointing state; subordinate consular officers receive a less formal exequatur signed by the Secretary of State, which is now known as a certificate of recognition. The commission presented by the consular officer when he requests an exequatur is recorded in the Department of State. The records in the National Archives consist of copies of exequaturs issued to foreign consuls in the United States, 1790-1910 (13 vols.); copies of certificates of recognition, 1879-1910 (2 vols.); and copies of commissions of foreign consuls, 1821-1910 (9 vols.). Earlier copies of commissions are among the Continental Congress papers described above.

See John Bassett Moore, *Digest of International Law*, vol. 5, p. 12-15 (Washington, 1906).

Extradition papers. 1842-1910. 32 feet.

Extradition, "the act by which one nation delivers up an individual, accused or convicted of an offense outside of its own territory, to another nation which demands him, and which is competent to try and punish him," is almost invariably practiced by the United States under the provisions of treaties with foreign nations. Exclusive of a 12-year period during which an extradition article of the Jay Treaty of 1794 was in force, extradition in the

United States under treaties began with the Webster-Ashburton Treaty of 1842 and expanded rapidly thereafter. Except in some instances, principally in the early days of the Nation, the function has rested with the Federal Government; and since the practice involves negotiation with other nations, it became a duty of the State Department. Within the Department this duty is performed by its legal staff, but certain classes of documents are filed with the office charged with making out and affixing seals to the necessary formal papers.

This material consists of copies of the mandates, sometimes incorrectly called "warrants of arrest," authorizing judicial proceedings to determine whether there is sufficient evidence to justify extradition; of warrants of surrender, authorizing the turning over of accused persons to representatives of foreign nations; of President's warrants, authorizing American agents to go abroad and bring back surrendered persons; and of supporting papers. Such papers usually include requisitions on the Secretary of State by foreign officials for the issuance of mandates or warrants of surrender or by American State or Federal officials for the issuance of President's warrants; and these are generally accompanied by certified copies of warrants, indictments, affidavits, transcripts of judicial proceedings, exhibits and other evidence, photographs, and other pertinent documents. The main body of records covers the period from 1842 to 1906, but it is accompanied by record books containing copies of the warrants in each case, 1843-1910. For the period 1842-62 still other copies are among the copies of pardons and remissions referred to below.

See John Bassett Moore, *A Treatise on Extradition and Interstate Rendition* (Boston, 1891. 2 vols.), and Hunt, *Department of State*, 402-414.

Appointment records. 1789-1932. 893 feet.

The records of the Department of State relating to the appointment and commissioning of departmental and Foreign Service personnel and other Federal officials have usually been kept by the unit having custody of the Seal of the United States, which is affixed to civil commissions of officials appointed by the President, with the exception of those commissioned under the seal of particular departments. Beginning in 1874 the making out, recording, and sealing of certain civil commissions was transferred by successive laws from the Department of State to the various departments under whose jurisdiction the commissioned individuals came. The records relating to appointments fall into the following groups:

APPLICATIONS AND RECOMMENDATIONS FOR OFFICE, 1797-1901 (832 feet). These are letters from applicants for Federal office or from persons recommending them that were addressed to the Secretary of State or to the President and referred by him to the Secretary. They are arranged by Presidential administration and thereunder alphabetically by name of applicant. They are accompanied by a few miscellaneous registers, and the Department of State has retained a card index to them. The applications are mainly for positions with the Department or its Foreign Service, but as the Department was at one time responsible for most aspects of domestic administration not related to war or finance the positions applied for during the early period

include most of those within the Federal service. Also applications for positions under the Department of the Treasury were often referred to it during that period. The records therefore have unique value for biographical and historical purposes. Many of the letters are from or about persons prominent in the affairs of the country, and many of them discuss at some length the backgrounds of the applicants and their reasons for seeking office. There is no corresponding series of letters sent, as the custom of the Department until 1893 was not to answer such letters and thereafter to make only a routine acknowledgment. The applications and recommendations for the Washington administration were placed in the custody of the Division of Manuscripts of the Library of Congress in 1909. These papers, which are typical of those for the immediately succeeding administrations, are described in Gaillard Hunt, *Calendar of Applications and Recommendations for Office During the Presidency of George Washington* (Washington, 1901).

SENATE CONFIRMATIONS AND REJECTIONS OF PRESIDENTIAL NOMINATIONS, 1797-1932 (10 feet). Attested copies of Senate resolutions concurring in or rejecting appointments made by the President, arranged in a single chronological series.

OATHS OF OFFICE, 1799-1932 (16 feet). Oaths of allegiance signed by Foreign Service officers and departmental employees, Cabinet officers, and others appointed to Federal office through the Department of State.

COMMISSION PAPERS, 1789-1910 (21 feet). These consist of copies of commissions issued to Federal officials, usually in the form of volumes containing blank commissions in which the necessary notations have been made in longhand, of indexes or registers to these copies, and of lists of commissioned officials. The volumes for the earlier years contain copies of the commissions issued to all classes of officials; later there are separate series for diplomatic and consular officials, for permanent and temporary miscellaneous officers appointed by the President, and for various officers no longer commissioned under the seal of the United States, as follows: Federal Surveyors General of public lands throughout the United States, 1838-54; permanent and temporary deputy postmasters, 1836-74; permanent and temporary United States attorneys and marshals, 1825-88; judges of the Supreme, district, District of Columbia, and other Federal courts, 1837-88; and other District of Columbia officials, including notaries public, 1878-88, permanent and temporary justices of the peace, 1832-88, and commissioners of deeds appointed for the District of Columbia in the various States, 1878-88.

MISCELLANEOUS RECORDS, 1789-1901 (14 feet). These include letters accepting appointments to Federal office and orders received from other departments requesting that commissions be issued, 1789-1892 (8 feet); a few letters declining appointments or offering resignations, 1789-1895 (2 feet); several small series of applications, recommendations, declinations, and resignations relating to offices in various Territories, 1802-17 (1 foot); copies of form letters suspending Federal officials, 1869-87 (4 vols.); copies of notices to the Secretary of the Treasury regarding commissions and consular bonds, 1867-1901 (4 vols.); and several registers of consular bonds. Other records relating to acceptances, declinations, resignations, and suspen-

sions are among the diplomatic and consular despatches and the "Miscellaneous Letters" of the Department.

See Van Tyne and Leland, *Guide*, 55; Hunt, *Department of State*, 256-274; and Michael, *History of the Department of State*, 30, 83-86.

Accounting records. 1785-1906, with a few records of a later date. 152 feet.

A clerk to perform the duties of an accountant in the Department of State was first provided for in an appropriation act of 1797, and this clerk and his successors apparently handled accounts and disbursements until 1833, at which time a Disbursing and Superintending Bureau was established. This Bureau was superseded by a Disbursing Agent in 1834, and the Agent in turn was displaced in 1870 by the Bureau of Accounts, which became the Division of Accounts in 1938. In 1944 the functions of the Division were transferred to the newly created Division of Budget and Finance of the Office of Departmental Administration. The records in the National Archives constitute most of the accounting records and related correspondence of the Bureau of Accounts and its predecessors until about 1906. Most of the records after 1906 have been retained by the Division of Budget and Finance.

The Bureau of Accounts was charged with the supervision of all financial transactions of the Department both in the United States and abroad and with the accounting for all funds under the Department's control, including international indemnity or trust funds. It prepared requisitions for funds for the use of the Department's disbursing officers and examined and scheduled for payment all drafts drawn by officers in the Foreign Service. It conducted correspondence relating to accounts and other fiscal matters, prepared general instructions bearing on accounting procedure, kept ledger records that reflected currently the status of appropriations and funds, prepared pay rolls, and provided the budget officer with reports of expenditures and other fiscal records. The records in the National Archives reflect all these activities. They consist of many series of bound volumes (often fragmentary), numerous discrete volumes, and about 30 feet of unbound records; they are accompanied by a list prepared in the Department. Included are papers submitted by Department officers, both at home and abroad, by officers of the Treasury and other Departments, and by business firms and private individuals having dealings with the Department.

The largest series of letters received is labeled "miscellaneous letters" and covers the years 1829-87, 1900-1904 (108 vols.). With it are indexes or registers for the years 1833-83. It contains a wide variety of material, including letters from publishers of the laws, letters from census takers and marshals, and despatches from diplomatic and consular officers relating to accounts. In some instances, such as the Cushing Mission to China and the Northeastern Boundary Commission Survey following the Webster-Ashburton Treaty, the amount of correspondence is considerable. The letters sent consist chiefly of bound press copies for the period 1837-1915 (217 vols.), which correspond to the letters received in the nature and variety of the subjects dealt with. Other records include letters and accounts received from despatch agents at various ports, 1840-57 (7 vols.), letters received from the

Fifth Auditor and the First Comptroller of the Treasury Department, 1829-65 (15 vols.), and from other departments and bureaus, 1829-61 (3 vols.); press copies of letters sent relating to the payment of Mexican indemnity claims, 1882-91 (4 vols.); and several feet of unbound letters received, 1899-1908. There are a number of small series of letters and accounts relating to the maintenance or erection of buildings occupied by the Department, 1830-84, and to the erection of the Pan American Union Building for the International Bureau of American Republics, 1907-13. Other correspondence pertaining to accounts is among the "Domestic Letters" and the "Miscellaneous Letters" of the Department.

The most extensive series of general accounting records consist of copies of requisitions on the Treasury, 1818-90 (57 vols.), various series of cash books, 1785-1925 (27 vols.), bill books, 1890-1913 (25 vols.), pay rolls, 1855-1903 (20 vols. and some unbound papers), and records of drafts received, 1862-1913 (17 vols.). There are, in addition, many miscellaneous account books dating from 1795, including ledgers, journals, day books, and records of appropriations.

Records relating to diplomatic, consular, and other Foreign Service accounts, 1838-1913 (94 vols.), include records of salaries and contingent expenses, of fees received at consulates, and of accounts transmitted to the Treasury Department. For the period 1790-1820 there are unbound letters and accounts received from consuls (5 feet), which include materials relating to the accounts of Dutch bankers. Records relating to accounts with London banks consist chiefly of letters and accounts received from and copies of instructions to bankers, 1830-1908 (33 vols.).

Accounting records relating to international indemnities or trust funds and the payment of claims awards, 1834-1903 (9 feet), include materials on the Spanish, Mexican, Brazilian, Venezuelan, Chinese, and Japanese indemnities. Those relating to the expenses of international conferences, commissions, and expositions, 1890-1907 (12 feet), include materials on the Industrial Practices Conference at Madrid, the Samoan Land Commission, the Philippine Commission, the Nicaragua and Isthmian Canal Commissions, the Hague Peace Conference of 1899, and the Paris Exposition of 1900.

See Michael, *History of the Department of State*, 56-58.

Foreign Service inspection reports. 1896-1939. 67 feet.

Until 1906 special inspections of diplomatic and consular posts were made as necessary by various officers of the Department. An act of Congress approved April 5, 1906, provided for the appointment of five consuls-general at large to make such inspections of consulates as the Secretary of State should direct and required that each consulate be inspected at least once in every 2 years. These officers were later succeeded by Foreign Service inspectors with authority to inspect both diplomatic and consular posts. Most of the reports of inspections made before 1906 are in the "Miscellaneous Letters" or among other records of the Department, but a few are among the records described below.

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The inspection reports, 1906-39 (64 feet), are arranged alphabetically by diplomatic or consular post and consist of form reports giving detailed information on all phases of the administration and activities of each post. They are often accompanied by photographs, maps, and copies of the recommendations of the inspector. Among the subjects reported upon are personnel, quarters, property, accounts, the adequacy and need of United States consular representation at the post, foreign consular representation in the same area, trade-extension work, political and economic reporting, and visa, immigration, and passport work. Large-scale printed maps of some 260 cities, occasionally annotated, have been segregated from the reports and form a separate series (1 foot). Received with these records were reports on the inspection of consulates, 1896-1902 (3 vols.); an inspection report made by the Third Assistant Secretary of State in 1904 (1 vol.); reports showing the boundaries of consular districts in 1903 (5 vols.), most of them accompanied by maps; copies of instructions to inspectors, 1906-10 (3 inches); notes on the consular establishments of Great Britain, Germany, France, Italy, and Austria-Hungary in various countries, 1907-8 (2 vols.); and an isolated volume of letters received regarding the operation of the consular system, 1825-32, with a few circulars of earlier and later dates.

Records relating to American citizens abroad. 1857-95; 1903-20. 28 feet, exclusive of card records.

The Division of Foreign Service Administration now has supervisory responsibility for matters relating to the protection of American lives, property, and interests abroad and to the death of Americans abroad. Most of the records relating to these matters are filed among other records of the Department and of its Foreign Service posts (see Record Group 84). The miscellaneous records described here consist principally of correspondence of the former Consular Bureau relating to inquiries from private individuals, Government agencies, and Members of Congress concerning the welfare and whereabouts of American citizens abroad at the beginning of World War I, 1914-16 (24 feet). This is accompanied by an extensive card index of names of persons about whom inquiries were received, 1914-20 (46 feet), which also relates to material in the central files. Other records include form copies of notices to newspapers of deaths of American citizens abroad, 1857-95 (17 vols.), and 1906-12 (3 vols. of press copies); and reports on aid to American citizens by consular officers, 1903 (1 vol.).

War of 1812 papers. 1812-16. 6 feet.

These papers, assembled by the Department of State, deal with international phases of the War of 1812 and the Treaty of Ghent. They include such items as lists of American ships detained, accounts of the British commissioners for American droits of admiralty, correspondence of the American commissions and their agents abroad, papers of John Dougan relating to ships detained by the British in Bermuda, accounts and papers relating to the property condemned in the vice-admiralty court of Barbados, insurance brokers' accounts, and American letters relating to captured vessels and other matters. One volume labeled "Intercepted Correspondence" contains letters dealing with

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diplomatic and military activities of British agents, particularly in the Old Northwest, from 1789 to 1814. There are also reports and correspondence regarding aliens in the United States, prisoners of war, and passports; the passport material contains letters of such prominent men as Stephen Decatur, Rear Admiral Cockburn, Richard Rush, William Lowndes, and Joseph Story.

Civil War papers. 1861-65. 13 feet.

From the outbreak of the war until early in 1862, the Secretary of State, acting through United States marshals and other officials, caused the arrest and imprisonment of nearly a thousand persons suspected of being or about to be engaged in treasonable or disloyal practices. These persons were held in the custody of the military authorities, were not brought to trial, and were released only on the order of the Secretary of State, usually following a special examination made at his direction. On February 14, 1862, the Secretary of War took over the responsibility for political prisoners, many of whom were soon released, and on February 27, 1862, he established a commission to examine the cases of prisoners then in custody. This commission, which recommended the release of still other prisoners, submitted its final report in February 1863. Records pertaining to political prisoners preserved by the State Department include intercepted correspondence, which often provided the basis for making arrests; letter books containing copies of communications relative to the apprehension and detention of political offenders or suspects; papers relating to individual cases, usually consisting of letters received from individuals denouncing other individuals as disloyal, letters from prisoners requesting their release, or letters from friends interceding in their behalf; record books containing digests compiled from these case papers; and certain of the proceedings before the commission established by the Secretary of War. Most of the material is supplied with indexes and, according to stamped notations, was either examined in connection with or copied for use in the *Official Records of the Union and Confederate Armies*.

The State Department, because of its international functions, was also concerned with aliens who claimed exemption from military service and in this connection acquired such items as correspondence, certificates of exemption, depositions, and affidavits, 1861-65 (4 feet).

Amnesty papers preserved by the Department as a result of its Civil War activities are described later in this record group.

See Van Tyne and Leland, *Guide*, 26 and 53; Frederic Bancroft, *Life of William H. Seward*, 2: 254-280 (New York, 1900. 2 vols.); and *Official Records of the Union and Confederate Armies*, series 2, vol. 2 (Washington, 1897).

General pardon records. 1789-1893. 28 feet.

From 1789 to 1850 all petitions for pardons of criminals convicted by Federal courts were received by the Secretary of State, who joined with the Attorney General in considering them and in making recommendations to the President. After 1850 most petitions went to the Attorney General only, and beginning in 1870 they were apparently all referred to the Department of Justice, but the Department of State continued to prepare all warrants and commutations on the requisition of the Attorney General until 1893,

when the remaining pardon activities were transferred to the Department of Justice. Certain special duties in connection with amnesty and pardon during and after the Civil War were also performed by the Department of State.

These records consist of petitions for pardon and Executive clemency, 1789-1869 (10 feet), frequently accompanied by briefs of court procedures, indictments, and statements of district attorneys, physicians, wardens of penal institutions, judges, marshals, and other persons; of requisitions by the Attorney General for the preparation of warrants of pardon and commutations of sentences, 1849-93 (9 feet); and of copies of pardons and remissions granted, 1789-1893, together with registers and indexes to most of them (20 vols.). Papers pertaining to pardons granted for political offenses in connection with the Civil War are described below, and later and supplementary pardon records accumulated by the Department of Justice are in Record Group 204, Records of the Office of the Pardon Attorney.

Civil War amnesty and pardon records. 1863-67. 84 feet.

Amnesty oaths were received by the Department of State under the provisions of an act of July 17, 1862, and of four proclamations issued pursuant thereto. By the successive proclamations these oaths were offered to increasingly large groups of individuals in the seceded States, and the taking of such oaths was one prerequisite for voting for or holding the position of delegate to the constitutional conventions to be held for the reorganization of these States. As a result, large quantities of forms for the oaths were apparently struck off in print shops throughout the South, and there is no uniformity in the format, wording, or even the heading, some being "amnesty oath" or "oath of amnesty" and others, "oath of allegiance" or "proclamation oath." In some cases when Confederate troops surrendered and took the oath, it was coupled with an oath of parole in a document known as "oath and parole." Usually each person signed a separate oath, but occasionally a single printed oath is followed by a whole page of signatures. All these various oaths were transmitted to the Department of State, were registered, and were placed in its archives. Important Confederate officials and others to whom the privilege of taking the amnesty oath was not extended by proclamation were often granted Presidential pardons and, beginning in July 1865, were obliged to accept in writing certain conditions before the pardons became valid.

This material includes signed amnesty oaths, lists or registers of signers as kept by the Department of State and by Federal officials administering the oath in the field, requisitions by the Attorney General on the Secretary of State for Presidential warrants of pardon, copies of warrants of pardon issued, registers showing the disposition of such warrants, and signed acceptances of the conditions of pardon. Most of the individual amnesty oaths, cross references to similar oaths filed elsewhere in the form of bound volumes or sheets bearing many signatures, and most of the acceptances of pardon conditions are interfiled and are arranged first by States and then alphabetically by the names of the signers, but oaths and acceptances not bearing

an address are grouped separately. The entries in the various lists, registers, and other records are generally arranged alphabetically by the names of the individuals concerned or are indexed.

These papers reflect the progress of Federal troops into the border and seceded States and furnish a detailed record of one phase of the restoration of the authority of the United States. They also contain valuable data for local history and genealogy. The petitions for pardon and supporting papers on the basis of which pardons were granted are in Record Group 94, Records of the Adjutant General's Office.

Lists of persons pardoned and other pertinent material transmitted by the President to the House of Representatives are published in *House Executive Documents*, 39 Cong., 1 sess., No. 99; 2d sess., Nos. 31 and 116 (serials 1263, 1289, and 1293). See also Jonathan T. Dorris, "Pardoning the Leaders of the Confederacy," in the *Mississippi Valley Historical Review*, 15: 3-21 (June 1928), and his "Pardon Seekers and Brokers: A Sequel of Appomattox," in the *Journal of Southern History*, 1: 276-292 (Aug. 1935).

Territorial papers. 1764-1873. 12 feet.

Affairs in the Territories were under the supervision of the Department of State from the beginning of the Government under the Constitution until 1873. During this period the Department supervised for varying lengths of time the relations with 28 Territories, attending to such matters as the conduct of correspondence between the President and the Territorial officials, the printing of the Territorial laws, and the provision of seals for the official use of the Territories. As each Territory was admitted into the Union as a State, the Department relinquished its supervision, and in 1873 an act of Congress gave to the Secretary of the Interior "all the duties in relation to the Territories of the United States that are now by law or by custom exercised and performed by the Secretary of State."

The material herein described was received by the Department of State in the course of its supervisory duties and consists chiefly of volumes containing original letters from the governors and secretaries of the Territories to the President or the Secretary of State; the journals of executive proceedings in the Territories; and acts of the Territorial legislatures. In some cases letters and documents pertaining to areas that later became Territories have been bound with material relating to the same areas that was subsequently received during the Territorial period; and there are a few papers relating to California, 1846-47, which never was a Territory. The following Territories are represented in the volumes transferred: Colorado, 1859-73 (2 vols.); Dakota, 1861-73, and the District of Columbia, 1871 (1 vol.); Florida, 1777-1828 (12 vols.); Idaho, 1863-72 (2 vols.); Kansas, 1854-61 (3 vols.); Mississippi, 1797-1817 (2 vols.); Montana, 1864-72 (4 vols.); Nebraska, 1854-67 (1 vol.); Nevada, 1861-64 (2 vols.); New Mexico, 1851-72 (4 vols.); Northwest, 1787-1801 (3 vols.); Oregon, 1792-1858 (1 vol.); Orleans, 1764-1813 (13 vols.); Southwest, 1775-96 (1 vol.); Utah, 1853-73 (2 vols.); and Washington, 1854-72, and Wyoming, 1868-73 (2 vols.). There is also a small file of correspondence with the War Department and others pertaining to the capture of Pensacola, 1813-18. Other Territorial papers received by the State Department before 1873 have been retained for

the time being by the Department. Copies of communications on Territorial affairs sent by the Department are in its "Domestic Letters." For the period after 1872 Territorial material of the sort formerly preserved by the State Department is included in Record Group 48, General Records of the Department of the Interior, and in Record Group 126, Records of the Division of Territories and Island Possessions.

Many of these papers are being printed by the Department of State in Clarence E. Carter, comp., *The Territorial Papers of the United States* (Washington, 1934-. 11 vols. to date). An earlier work pertaining to them is David W. Parker, *Calendar of Papers in Washington Archives Relating to the Territories of the United States (to 1873)* (Washington, 1911). See also Van Tyne and Leland, *Guide*, 35-47, and Hunt, *Department of State*, 131-135.

Records of the Russian-American Company. 1802-67. 17 feet.

The Russian-American Company was an official Russian company that had economic and political control of Alaska prior to its purchase by the United States in 1867. These records consist of the papers of the company that were in Alaska and were transferred to the custody of the United States in accordance with the provisions of the treaty of cession. They were forwarded from Alaska to the War Department by the commandant of the military department of Alaska and were then transferred to the Department of State in 1870.

The records, which are almost entirely in Russian longhand, include papers sent by the board of directors of the company to the administrators general (governors) of the colonies, journals of correspondence between the administrators general and the board of directors and other persons, logbooks of company ships, and journals of exploring parties. The letters from the board of directors cover the years 1802 and 1817-66 and outline colonial policies regarding employees, the church, furs, trade, and the like. The correspondence of the administrators general, 1818-67, is sometimes copied in the journals in full and sometimes in abstract and contains such material as local regulations for the company employees, instructions concerning relations with the native tribes, fur prices, prices of the company's supplies, orders for transportation and equipment for exploring and trading expeditions, instructions regarding farming and animal husbandry, and vital statistics. The logbooks, 1851-67, were kept on 15 of the company's ships on their voyages in Alaskan waters and to California, Siberia, China, the Hawaiian Islands, and Russia. Captain N. Arkhimandritov's journals of explorations on Kodiak Island, Norton Sound, and the Pribilof Islands, 1860-64, fill one volume, and another is taken up with journals of overland exploration under the command of Lt. Lavrentii A. Zagoskin, 1842-44, into the Lower Yukon Basin and the southwestern mainland of Alaska.

For histories of the company, see Hubert H. Bancroft, *History of Alaska*, chs. 17-22 (San Francisco, 1886); P. Tikhmenev, comp., *Istoricheskoe obozryenie obrazovaniya Rossiisko-Amerikanskoi Kompanii i deistvii eya do nastoyashchago vremeni* (St. Petersburg, 1862-63. 2 vols.); and Hans Pilder, *Die russisch-amerikanische Handels-Kompanie bis 1825* (Berlin and Leipzig, 1914). Translations and facsimiles of some of these documents appear in State Department, *Fur-Seal Fisheries Arbitration*, vols. 8, 16 (Washington, 1895). Zagoskin published a detailed account of his expedition under the title

Pieshekhodnaya opis chasti russkikh vladenii v Amerike v 1842, 1843, 1844 godakh (St. Petersburg, 1847. 2 vols.), and a brief statement regarding his explorations appears in Alfred H. Brooks, *Geography and Geology of Alaska* (Geological Survey, Professional Paper 45. Washington, 1906).

Miscellaneous records. 1720-1940. 175 feet.

In addition to the other records of the Department of State described above, there has been transferred to the National Archives a mass of miscellaneous material that includes many items similar to those in other bodies of records. The relationship of these items to other material has not been clearly established. Such items include treaty papers, among them an agreement between Governor Louis de Kélérec of Louisiana and the Cherokees, 1761; diplomatic and consular correspondence on a variety of subjects such as negotiations for reciprocity treaties, 1848-1907; and boundary, claims, conference, exposition, and extradition material. There is also material of a domestic nature, consisting chiefly of records of relations with the several States and Territories. These include correspondence concerning the claim of Virginia in 1788 to lands ceded to the United States, letters from governors of States, 1790-1812 (1 vol.), and copies of State constitutions and of State and Territorial laws. Copies of executive records of the Senate, 1789-1836 (10 vols.), miscellaneous letters from Congressional committees, 1830-61 (1 vol.), and opinions of the Attorney General and related papers, 1792-1810 (1 vol.), are representative of other classes of domestic records. Closely related to Territorial materials are originals and transcripts of documents pertaining to the Spanish territories of Florida and Louisiana, which were obtained by Jeremy Robinson and Nicholas P. Trist in Cuba, 1830-35. There are also fiscal records and records of appointments and commissions.

Other noteworthy materials include departmental administrative records, among them reports of bureaus in the Department, 1790-1905 (19 vols.), and circular instructions, 1802-1917 (7 vols.); odd-size petitions relating chiefly to American foreign policy in the Spanish Civil War and World War II, 1938-40 (1 foot); applications and copies of licenses, with related correspondence, pertaining to the exportation of arms to Mexico, 1919-29 (13 feet); and records of functions no longer performed by the Department, such as immigration work, which is represented by a register of passengers arriving on vessels, 1819-20 (1 vol.), and by a register of letters received, 1864-67, and copies of letters sent, 1864-67, by the Immigration Bureau (2 vols.).

Also of interest are a manuscript copy of a journal kept by Bernard de la Harpe on a trip to Louisiana in 1720; a blank warrant signed by Governor Robert Dinwiddie of Virginia in 1756; the original journal kept by Mason and Dixon, the surveyors, in 1763; a manuscript journal of the activities during the period 1779-82 of three New York quartermaster officers, Alexander Church, Archibald Ramsey, and Zephaniah Halsey; transcripts of Benjamin Franklin papers now in the Library of Congress (24 boxes); a few bonds and other papers of Judah P. Benjamin, later a cabinet official of the Confederacy; and George Washington's personal copy of the printed journal of both Houses of Congress for the first session of the First Congress.

There are occasional maps, such as one made by Lieutenant Colonel Gouvion of a plan of attack on Yorktown, Va., 1781, and a map of Louisiana in 1816 by William Darby; photographs of diplomats and foreign dignitaries; and items that might be called museum pieces. Among these are coins; ornamental containers of ivory, wood, or silk that enclosed ceremonial communications from heads of foreign states; presents from foreign potentates, such as the whale's tooth presented by King Thakoban of Fiji to President Grant in 1870; and miscellaneous objects, including a stone from the Great Wall of China, an elephant's tusk, and a plaster of paris model of the Panama Canal.

Motion pictures. 1911-41. 13 reels.

Most of the films were apparently received by various officials of the Department. The earliest depicts phases of construction activities on the Panama Canal in 1911. For the period of World War I there are views of the arrival in Washington of such foreign visitors as Arthur J. Balfour, René Viviani, and Marshal Joffre and pictures of Turkish newspaper correspondents and foreign visitors examining devastated areas near Smyrna. A film made in 1924 portrays President Coolidge and members of his Cabinet. There are views of the buildings and grounds of the legation at San Salvador in 1926 and of proposed sites for a legation in Bolivia and of activities of the American Minister there in 1929. Also included are news reels made in 1933 showing the American Ambassadors to Cuba and Cuban officials, the visit of Ras Desta Demtu, special ambassador of the Emperor of Ethiopia, and the departure of the American Ambassador for the Union of Soviet Socialist Republics following the resumption of diplomatic relations; and a March of Time production made in 1941 entitled "Uncle Sam the Good Neighbor" showing United States diplomats, the training and duties of new members of the Foreign Service, and officials and functions of various units of the Department of State.

Sound recordings. 1938-41. 8 disks.

There are three sets of sound recordings. One of them, entitled "Then Came War: 1939" (3 disks), was prepared under the auspices of the National Education Association by Elmer Davis, news commentator, and reviews the events leading up to World War II; it includes extracts of addresses by Neville Chamberlain, Edouard Daladier, and Adolf Hitler. The second records a radio program entitled "Good Neighbor Brazilian Hour," broadcast by the National Broadcasting Co., Inc., 1941 (3 disks). The third records a speech made by Secretary of State Cordell Hull on February 19, 1938, entitled "Trade, Prosperity and Peace" (2 disks).

60. General Records of the Department of Justice

The Judiciary Act of September 24, 1789, provided for the appointment of "a meet person, learned in the law, to act as attorney general of the United States" and made it his duty "to prosecute and conduct all suits in the

Supreme Court in which the United States shall be concerned, and to give his advice and opinion upon questions of law when required by the President of the United States, or when requested by the heads of any of the departments, touching any matters that may concern their departments." Although not the head of an executive department under the terms of this act, the Attorney General was very early drawn into the President's Cabinet on an equal footing with the department heads. An effort in 1830 to consolidate in his hands responsibility for all litigation concerning the United States failed when Congress, instead of establishing a department of law, created the Solicitorship of the Treasury with extensive authority over the conduct of cases in the lower courts and over United States district attorneys, marshals, and other officers connected therewith. The Solicitor was authorized by the act establishing his office to request the advice and direction of the Attorney General in the performance of his duties. Further attempts to establish a law department were made under Presidents Polk and Pierce. The need for more centralized control of law enforcement in the emergency of war induced Congress on August 2, 1861, to give the Attorney General "general superintendency and direction" of district attorneys and marshals, a grant of power not intended to modify the existing authority of the Solicitor of the Treasury, as Congress promptly pointed out.

Meanwhile, circumstances had necessitated a considerable expansion in the Attorney General's Office. One clerk had sufficed from 1818 to 1850; in the latter year a new clerkship was created and during the years immediately following several others were added. In 1859 Congress authorized the Attorney General to appoint an assistant, but this post was abolished in 1868 and the President was authorized to appoint with the advice and consent of the Senate two assistant attorneys general. At the same time the duty of defending the Government in the Court of Claims was vested in the Attorney General. Finally, by an act passed June 22, 1870, Congress created the Department of Justice, with the Attorney General as its head and a Solicitor General as his principal subordinate, and transferred to the new Department the Solicitor of the Treasury and the law officers of the State and Navy Departments and of the Bureau of Internal Revenue. The Attorney General was authorized not only to superintend district attorneys in the conduct of litigation but also to take charge of cases in the lower courts in person or through a representative. By or in consequence of the Department of Justice Act and acts passed within the next few years, various duties relating to the administration of justice were transferred from the Secretary of the Interior to the Attorney General. These included the supervision of the accounts of district attorneys, marshals, clerks, and other officers of the courts, all of whom were then compensated principally from fees; the control of the judiciary fund from which the expenses of the courts and of the safekeeping of prisoners were paid; and the provision of facilities in State, Territorial, or other prisons for the incarceration of Federal prisoners for whom proper quarters were not available in the judicial districts where they were convicted.

The records prior to 1870 are incomplete. When William Wirt became Attorney General on November 13, 1817, he found "no books, documents, or

papers of any kind" to inform him of the actions of any of his predecessors. This deficiency, which was subsequently overcome in part, is probably explained by the fact that Congress did not provide official quarters or clerical assistance for the Attorney General until 1818. Wirt established a record-keeping system, which provided for files of incoming papers, an opinion-book series, and a letter-book series. In the records antedating the Civil War there are some extensive gaps, which resulted in part from the lack of personnel to make longhand copies of outgoing papers, but after 1870, when the Department began to make copies mechanically, only minor gaps occur. A few of the records now in the National Archives and described below were deposited in the Library of Congress for some years prior to 1935, when they were recalled by the Department.

The present record group includes records of the Office of the Attorney General; of administrative units of the Department, the records of which have been maintained, in whole or in part, in the central files of the Department; and of several temporary offices that maintained their own files. The centrally maintained records of the Department, constituting the largest and most significant part of this group, are made up of several subgroups, which, though physically separable and described below under separate headings (see the first six entries) are often overlapping and interrelated in content. Separately maintained records of certain administrative units of the Department are in Record Group 65, Records of the Federal Bureau of Investigation; Record Group 85, Records of the Immigration and Naturalization Service; Record Group 118, Records of United States Attorneys and Marshals; Record Group 129, Records of the Bureau of Prisons; Record Group 190, Records of the Bureau of War Risk Litigation; Record Group 204, Records of the Office of the Pardon Attorney; Record Group 205, Records of the Court of Claims Section; and Record Group 206, Records of the Solicitor of the Treasury.

The Washington records of the Department constitute a body of source material relatively unexploited for research purposes. They are as varied in subject matter as might be expected from an agency that conducts or advises in the conduct of most of the litigation to which the United States is a party or in which it is interested, that advises the President and the department heads upon questions of law important enough to require the Attorney General's opinion, that manages prisons, and that served the courts in an administrative capacity until the organization of the Administrative Office of the United States Courts in 1939 (see Record Group 116). Indeed, so many and varied have been the demands upon the Department that a nearly complete list of major topics in American history since 1870, and an extensive list for earlier years, could be made up from its files. Because much of the work that it performs originates in or passes through the judicial districts into which the United States is divided, the records of the Department contain much of value to persons interested in particular localities. To students of political science and public law, legal and judicial history, and the administration of justice generally, these records have obvious value.

See the *Annual Reports* of the Attorneys General, 1870-; the *Register* of the Department and the Federal courts, 1871-; Homer Cummings and Carl McFarland, *Federal*

Justice (New York, 1937), which is based on extensive research in the archives of the Department; Albert Langeluttig, *The Department of Justice of the United States* (Baltimore, 1927); Arthur J. Dodge, *Origin and Development of the Office of the Attorney General* (70 Cong., 2 sess., H. Doc. 510—serial 9035); James S. Easby-Smith, *Department of Justice, Its History and Functions* (Washington, 1904); Short, *National Administrative Organization*, 184-195, 330-343; and Van Tyne and Leland, *Guide*, 137-146.

Attorney General's papers. 1790-1870. 71 feet.

This material, which includes relatively few papers earlier than 1818, is arranged on a chronological basis and contains incoming correspondence, occasional drafts of outgoing letters and opinions of the Attorney General, papers submitted in connection with requests for opinions or used by the Attorney General in their formulation, records of cases appealed from the lower courts of the United States, notes and briefs of arguments before the Supreme Court and other courts, drafts of legislation, papers relating to land titles, pardons, claims, and appointments to office, office accounts and pay rolls, and a considerable number of personal papers of the Attorneys General. The papers deal with a great variety of subjects, such as the powers and duties of the Attorney General and other executive officers; the movement for and establishment of the Department of Justice; treaty interpretation, including Indian treaties; courts, including courts martial; claims against the United States; Territorial government; banks, including the First and Second Banks of the United States; neutrality laws, including violations thereof taking place during the Napoleonic wars, the Latin American struggles for independence, the Crimean War, and the Fenian disturbances; the nonintercourse legislation of the Jefferson-Madison period; the War of 1812; public-lands problems, including the validity of titles antedating the acquisition of Louisiana, Florida, and California; pardons; customs-law violations; piracy; slavery and the slave trade; and the Civil War and Reconstruction. Indexes, 1817-62 (3 vols.), and registers, 1861-70 (3 vols.), cover the greater part of the material, and their summaries are often useful when particular letters are missing.

Letters sent. 1818-1913. 251 feet.

Except for copies or drafts of some such letters among the papers of the Attorney General, copies of outgoing correspondence until 1904 were preserved exclusively in bound form. Since then carbon copies of letters sent have been filed with the related incoming correspondence, but outgoing letters were recorded in press copy books until 1913. The letters indicate the viewpoint and action of the Attorney General and the Department on nearly all subjects of correspondence that appear in the records described elsewhere in this record group. The segregation of letters to different classes of persons in different series of letter books, a practice that prevailed from 1867 to 1904, resulted in the distribution of letters dealing with the same subject among the several series. Almost all books containing fair or carbon copies and many containing press copies of letters sent are indexed—those containing letters to Members of Congress and executive officers in Washington, by the names of agencies of the Government, and those containing letters to officials outside of Washington, by judicial districts. Where one

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of these systems is not used, indexes are alphabetical by addressees' names. The books fall into groups described in the following paragraphs.

GENERAL AND MISCELLANEOUS LETTERS, 1818-1913 (790 vols.). These are copies of letters to the President, officers and Members of Congress, department heads, judges, district attorneys, marshals, clerks of courts, and miscellaneous other persons. The making of fair (handwritten) copies began under Attorney General Wirt, the first entry being his letter to President James Monroe of January 17, 1818 (erroneously dated 1817), concerning the duties, records, and facilities of his Office. From 1818 to 1867 the letter books contain all the Attorney General's outgoing correspondence other than opinions that has been preserved by the Department, except the few letters to be found among the Attorney General's papers described above and the letters to the Solicitor of the Treasury, 1830-42 (see Record Group 206). On very rare occasions in the early years incoming letters were copied into these books. There are several gaps in the early letter books, and there are no letter books at all for the period between October 1, 1850, and May 25, 1857. During this period John J. Crittenden, Caleb Cushing, and Jeremiah S. Black served as Attorneys General, and drafts or copies of some of the letters they wrote are among the papers of the Attorney General described above. The establishment of various special series of letter books between 1867 and 1874 narrowed the compass of the parent series until it became the repository of letters to miscellaneous persons. With the discontinuance in 1904 of various special series of letters sent (described below) and of the series of opinions on title questions, the general and miscellaneous series was expanded to include the material that had formerly gone into those abandoned series.

LETTERS TO THE SOLICITOR OF THE TREASURY, 1830-42 (1 vol.). These are addressed to the first four Solicitors of the Treasury and contain the advice and direction requested by them of the Attorney General in accordance with the statute creating their office. Some such correspondence appears thereafter in the letter books described in the preceding paragraph and in those containing letters to executive officers and Members of Congress described below.

LETTERS CONCERNING JUDICIARY EXPENSES, 1849-84 (24 vols.). These are copies of letters of the Secretary of the Interior, 1849-70 (17 vols.), and of the Attorney General and other officers of the Department of Justice, 1870-84 (7 vols.), concerning the administration of the judiciary fund and the supervision of the accounts of clerks and other officers of all the courts of the United States and of marshals and district attorneys. The Interior Department series, which came to the Justice Department with the function, is the more comprehensive and interesting because all correspondence relating to the subject, whether addressed to the President, to the heads of departments, to Members of Congress, or to those whose accounts or expenditures were involved, went into this series, whereas the Department of Justice distributed comparable letters according to addressees among its various series and restricted its judiciary-expense books almost entirely to letters to officers whose accounts were involved.

The entire group shows the effort of the central authorities to require exact accounting from field officers. Among the expenses with which the letters deal are those for the care and conveyance of prisoners, for the employment of deputies, for the payment of witness fees, and for the rental and equipment of buildings and offices for courts, attorneys, or marshals. Interesting subjects that appear during the early 1860's are the enforcement of the laws prohibiting the slave trade, the return of recaptured Negroes to Africa, and the suppression of counterfeiting by the establishment of a Secret Service Division in the Treasury Department. The many subjects relating to law enforcement that appear in the other groups of letter books reappear here from the standpoint of expense. After 1884 letters similar to those that formerly had gone into these series were included with the instructions to district attorneys and marshals, with the letters to judges and clerks described below, and in the various series of Accounts Division letter books mentioned below.

INSTRUCTIONS TO UNITED STATES ATTORNEYS AND MARSHALS, 1867-1904 (593 vols.). These are copies of letters concerning the official duties of district attorneys and marshals. Among other things, these officers are instructed regarding action to be taken in particular cases and policy to be followed in general; they are called upon to furnish information; and they are authorized to make certain expenditures or to lease certain quarters. Many of the letters to marshals concern prisoners. In tracing actual law enforcement into the field and the Attorney General's control thereof, these letters are essential. Nearly all subjects appearing in the other principal groups are present here. Between 1861, when the power to direct district attorneys and marshals was conferred upon the Attorney General, and the segregation of instructions into a separate series in 1867, similar letters are recorded in the general letter-book series.

LETTERS CONCERNING INTERNAL-REVENUE CASES, 1869-1904 (10 vols.). These are copies of letters to the Secretary of the Treasury conveying the recommendations of the Attorney General regarding the compromise of internal-revenue cases. Such recommendations were required by a statute approved July 20, 1868, before the Commissioner of Internal Revenue and the Secretary of the Treasury could compromise such cases after proceedings had been initiated in the courts.

LETTERS TO EXECUTIVE OFFICERS AND MEMBERS OF CONGRESS, 1871-1904 (266 vols.). These are copies of letters addressed to the President, the heads of executive departments and of their branches, and the officers, committees, and Members of the Senate and the House of Representatives. The letters deal with legislative matters of interest to the Department, the initiation and conduct of civil and criminal litigation, the directions to be sent to district attorneys and marshals, the official conduct of these officers, appointments to office and other personnel matters, expenditures, and many other things relating to law enforcement, the Federal judiciary, and the routine business of the Department. There are reports to Congress on special subjects, letters dealing with questions and complaints referred to the Attorney General by Members of the Senate and House on behalf of their constituents, and recom-

mendations regarding the approval of legislation by the President. The letters show very realistically the relationship between the Department and the legislative and executive branches of the Government.

LETTERS TO JUDGES AND CLERKS, 1874-1904 (79 vols.). These are copies of letters addressed to the judges and clerks of the Federal and Territorial courts. Although the majority of the letters concern relatively minor matters such as the transmittal of volumes of court reports, the furnishing of transcripts of records in cases, the arrangement of leaves of absence, and the settlement of accounts, a few deal with subjects of considerable interest such as charges against judges and other court officials, the policy of judges on the bench, the qualifications of applicants for judicial offices, the need for legislation, and the relationship between judges and the Attorney General in the interpretation of law. Prior to 1874 letters similar to those in this group appear in the books of letters concerning judiciary expenses and in the books containing general and miscellaneous letters described above.

See Van Tyne and Leland, *Guide*, 139-143. A considerable number of the Attorney General's letters that have been published in the Congressional series prior to 1881 are listed in *Senate Executive Document* 109, 47 Cong., 1 sess. (serial 1990).

Letters received. 1849-1904. 2,690 feet.

The only parts of these files antedating 1871 are those containing papers received by the Secretary of the Interior in connection with his administration of the judiciary fund and his supervision of the accounts of marshals, clerks, and other judicial officers. The authors of the letters written after 1871 and their enclosures include Presidents, department heads, Solicitors of the Treasury, Members of Congress, judges, district attorneys, marshals, clerks of courts, jailers, wardens, special agents, examiners, counsel for private parties, foreign officials, and many other persons. Individual letters usually deal with a case or group of cases, an opinion requested of the Attorney General, or some legislative or administrative matter in which the Department was interested or over which it had control.

These communications contain much information upon general and localized phases of hundreds of important subjects connected with the following topics and many others: Southern Reconstruction, including materials that relate to the execution of the Enforcement Act of 1870, the Ku Klux Act of 1871, and the Civil Rights Act of 1875; the establishment and maintenance of law and order in the Territories, including the enforcement of legislation against polygamy; the prolonged struggle with the Pacific railroads; frauds of many sorts, among them those that concern the violation of banking and election laws and the notorious operations of the *Crédit Mobilier*, the "Whiskey Ring," and the "Star Route" manipulators; the enforcement of neutrality legislation, particularly against filibustering expeditions; the protection of the public domain, especially its timber and mineral resources; labor disturbances threatening to interrupt interstate commerce or impede the transportation of the mails; enforcement of laws against peonage; immigration matters, especially those concerning the violation of contract-labor and Chinese-exclusion laws; the monopoly problem, including the telephone pat-

ent litigation of the 1880's and the early efforts to apply the Antitrust Act of 1890; violations of laws concerning trade with the Indians; questions arising out of the war with Spain and the acquisition of noncontinental territory; problems pertaining to the administration of justice, such as the housing and equipment of courts, the qualifications and conduct of judges and other officers in the judicial districts, the procedure of courts, and the transportation, treatment, and housing of prisoners; and, in connection with all these matters, the administration of the appropriations under the Attorney General's control and the supervision of accounts. The materials concerning the accounts of marshals and other officers in the judicial districts are both plentiful and informative.

Numerical files. 1904-37. 2,758 feet.

In 1904 there was inaugurated a straight numerical filing system wherein, for the most part, each case or subject, when the first papers on it appeared, was given a consecutive number with no distinction as to class, nature, or subject. From 1904 to 1912 these files constituted the only Department of Justice central files, though copies of outgoing letters were frequently placed in bound volumes (see above) as well as in the numerical files. Classified administration files for judicial districts were established in 1912 and classified subject files were initiated in 1914. These gradually replaced the numerical files, which were continued, however, as a repository for materials not subject to the classifications of the newer systems. Classes of subjects in the numerical files for the period 1904-12 are similar to those in earlier and later files. Although the numerical files gradually became much less significant after 1912, no general and uniform rule was applied for the division of material between them and the classified files, so that on many subjects reference must be made to both.

Administration files for judicial districts. 1912-38. 130 feet.

These classified files consist of correspondence, memoranda, and other papers pertaining to the Department's administration of judicial districts through the offices of the United States attorneys and marshals.

Classified subject files. 1914-37. 7,505 feet.

Since their introduction in 1914 these files have gradually become the most important repository of materials arising out of the principal functions of the Department of Justice. Over a period of years more than 150 class or subject numbers have been assigned to groups of correspondence and other papers. Any one class generally includes all papers arising out of the Department's part in the enforcement of a law or a closely related group of laws. There are, for example, classes for insecticides and fungicides, plant quarantine, the Harrison Anti-Narcotic Act, the National Prohibition Act, copyrights, the Packers and Stockyards Act, the Mortgage and Lien Foreclosure Act, and the Railroad Labor Act. There are also subject classes that are not closely related to specific acts but pertain to the Department's functions in connection with particular commodities, types of transactions, governmental units, or general internal administration. Among

these are strikes, immigration, customs violations, kidnapping, the Tennessee Valley Authority, the Farm Credit Administration, civil rights, bankruptcy, and the general administration of the Department. Within each primary class most of the records comprise case materials, which are generally filed by judicial-district numbers, or materials placed under certain standard subclasses, such as legislation, circulars, cooperation, forms, economy, and policy and procedure.

The scope of the classified subject files and their interrelationship with other files of the Department can be indicated by more extended reference to certain classes. Class 60, for example, contains copies of most of the letters, reports, exhibits, and other records accumulated in the enforcement of the Sherman Antitrust Act of 1890. Most of the records in this class, 1920-33 (700 feet), are arranged by commodities, trades, associations, or activities, and thereunder by cases. There are, however, files relating to general subjects such as policies and procedures, forms, circulars, cooperation, and legislation. Similar materials on antitrust action prior to 1920 are in the numerical files and the various series of letters sent. The bulk of the records created by the High Cost of Living Division, 1919-21 (30 feet), constitute class 24 of the classified subject files, but records involving the antitrust approach to the control of the cost of living are in class 60, "Antitrust Violations." There are similar materials in the numerical files; other high-cost-of-living records were retained in the offices of the Division (see below) and never became a part of the central files. Class 9, set up during World War I, is known as "European War Matters," but it is estimated that its 400 feet of materials constitute less than half the central files relating to World War I. Related records are to be found in other classes of the classified subject files and in the numerical files. A preliminary checklist of the classified World War I records has been compiled.

The chronological coverage varies from class to class, depending upon the date of their establishment and the relationship of the records to current activities of the Department. In all, 133 classes out of the more than 150 are represented by records transferred to the National Archives. Accompanying the records are extensive card indexes by persons, corporations, and subjects. Copies of file-classification schemes or manuals are available, and special finding aids have been prepared for a few small segments of the files.

Opinions on questions of law. 1817-1934. 92 vols.

These are copies of the official opinions on questions of law rendered to the President, the department heads, and, on rare occasions, to the chairmen of congressional committees. The earliest opinion is that of William Wirt, dated November 17, 1817, 4 days after he took office. Thereafter there are occasional periods for which no opinions appear, notably those covered by the following inclusive dates: November 29, 1845-July 16, 1848; November 28, 1848-March 20, 1849; and December 23, 1849-March 11, 1853. Opinions written during these periods as well as during that prior to 1817 may often be found in the previously described Attorney General's papers,

the records of the various departments (for example, a manuscript volume of opinions and related papers, 1792-1810, in Record Group 59, General Records of the Department of State), the papers of the Presidents in the Library of Congress and other depositories, or the published opinions of the Attorney General. No existing collection of opinions is complete. Published collections omit many opinions to be found among the record copies constituting this subgroup; likewise the published opinions include many communications that were not regarded as opinions by their authors. Such communications will ordinarily be found in the appropriate letter-book series, among the papers of the Attorney General, or in other records of the Department. Furthermore there are a few instances in the earlier volumes where factual statements that would be of value to the historian have been omitted in published versions. Helpful background information concerning particular opinions can often be obtained from letters of request and related documents submitted therewith. Requests are usually to be found among the previously described papers of the Attorney General and the Department, but related documents were often returned to the requesting officials. Beginning in 1904 copies of opinions are also filed in the central files.

See Justice Department, *Official Opinions of the Attorneys General* (Washington, 1852-1940. 39 vols.). A *Digest* of these opinions is published at intervals by the Department. Earlier editions of the opinions appeared as *House Executive Documents* in 1841 and 1851, 26 Cong., 2 sess., No. 123, and 31 Cong., 2 sess., No. 55 (serials 387, 602, 603).

Opinions on title questions. 1841-43, 1853-1904. 18 vols.

These are copies of opinions rendered in compliance with a joint resolution of September 11, 1841, directing the Attorney General to give his opinion in writing as to the validity of the title to land or sites purchased or proposed for purchase by the United States. Although very few title opinions appear in the *Official Opinions of the Attorneys General*, they frequently contain matter of interest to local historians and other persons. From 1904 copies of title opinions are in the central files.

California land-claims transcripts. 1851-56. 25 feet.

When California was acquired from Mexico all public land passed to the United States. The extent of this land depended upon the validity of private land claims antedating the American conquest. On March 3, 1851, Congress authorized the establishment of a three-man commission "for the purpose of ascertaining and settling every private claim to land within California based upon right or title derived from the Spanish or Mexican Government." The Commission acted on 813 claims, involving much of the most valuable land in the State, and in accordance with a provision of a statute approved August 31, 1852, two certified transcripts of the record in each case were made up. One was to be filed with the clerk of the proper United States district court in California; the other was to be forwarded to the Attorney General of the United States, whose duty it was to examine the records in cases decided adversely to the United States and notify the court in California within 6 months after the receipt of each transcript whether the Government would prosecute an appeal. Each transcript consists of a copy of the pro-

ceedings and decision of the Commission in the case and of the papers and evidence on which they were founded. One of these papers is usually a map of the territory included in the claim. A docket book lists the cases in numerical order and gives the dates of the major events in the conduct of each case. Other materials relative to these claims are in Record Group 49, Records of the General Land Office.

Records of the Assistant Attorney General for the Spanish Treaty Claims Commission. 1901-10. 75 feet.

The Treaty of Paris concluding the Spanish-American War obligated the United States to adjudicate and settle all claims of its citizens against Spain from the outbreak of the Cuban insurrection in 1895 to the exchange of the treaty ratifications. On March 2, 1901, the President approved an act establishing a Spanish Treaty Claims Commission and providing an Assistant Attorney General and such professional aids as he might need to defend the interests of the United States before the Commission. After several extensions of its life, the Commission completed its work and passed out of existence on May 2, 1910, when the office of the Assistant Attorney General ceased to exist.

Of the 542 claims filed with the Commission, 354 were for injuries to property and 188 were for personal injuries, including 150 arising out of the destruction of the U. S. S. *Maine*. Nearly all the claims were founded upon events in Cuba, though a few originated in Puerto Rico, the Philippines, the Caroline Islands, and even Washington, D. C. The nature of the claims made necessary the gathering of evidence abroad, especially in Cuba and Spain. Commissioners appointed by the Treaty Claims Commission under an act of June 28, 1902, were sent to Cuba to take testimony, and arrangements were made for procuring depositions from officers and men in Spain who had served in the army of occupation during the Cuban insurrection and copies of relevant documents from the archives of the Spanish War Department. The result was the accumulation by the Commission of a body of documentary information possessing singular worth to the student of Cuban affairs between 1895 and 1898. The records of the Commission itself are in Record Group 76, Records of Boundary and Claims Commissions and Arbitrations, but copies of records assembled by it were often filed in the office of the Assistant Attorney General.

The records consist of correspondence (15 feet), case materials (59 feet), and miscellaneous records (1 foot). The correspondence is made up of copies of letters to officials of the Departments of State and War, to subordinates conducting investigations, and to counsel for claimants; and of letters received from various Government officials, claimants' counsel, special agents and examiners, and others.

The case materials include docket books (2 vols.) containing summary information regarding the progress of each case; reports regarding cases from the Adjutant General of the American Army in Cuba, 1901-2 (1 foot); printed statements, briefs, and arguments by counsel for the claimants and the Government (24 vols.); transcripts of the record in each case, some of which include copies of depositions taken in Cuba and Spain (41 feet); copies

of all orders issued by the Commission (5 vols.); and a considerable body of printed and manuscript material that was gathered for evidentiary purposes, such as maps, Cuban accounts of the insurrection, a personnel list of the Army of Liberation, and English translations of decrees issued during the Spanish rule in Cuba, of reports of Spanish governors, and of the official diary of the operations of the Spanish Army in Cuba from 1895 to 1898.

The miscellaneous records include various special reports by the Assistant Attorneys General in charge of the claims and an interesting body of material concerning the collection of evidence in Spain, especially letters received in Madrid by Special Agent Maddin Summers from the Department in Washington and from General Ramon Mendez-Alanis, who was then in charge of the archives of the Spanish War Department, 1902-6 (2 vols.), and the report of Assistant Attorney Charles F. Jones, who went to Spain in 1904 to arrange the details of the work there.

Records of the Insular and Territorial Affairs Bureau. 1902-6. 2 feet.

This Bureau was established by the Attorney General in February 1902; it ceased to exist in 1906, for want of an appropriation. It had charge of departmental business relating to insular and Territorial possessions, the Isle of Pines, the Isthmus of Panama, Indian reservations, ocean cables, and various other subjects. It devoted considerable effort to obtaining information concerning the laws and customs of the insular possessions.

The records consist of copies of letters sent (9 vols.) concerning all the activities of the Bureau. Among the subjects noted are extradition of criminals, the terms of Senators in Hawaii, the desirability of various legislative proposals relating to Territories and insular possessions, marriage customs in Puerto Rico, and matters pertaining to the Panama Canal. Occasionally there are official opinions of the Attorney General that were prepared by the Bureau relative to some subject within its province. Incoming correspondence and, beginning in 1904, duplicate copies of letters sent are filed among the letters received and the numerical correspondence files described above.

Records of the High Cost of Living Division. 1919-20. 6 feet.

Following World War I, chiefly in the years 1919-20, under the Lever Act as amended and the antitrust laws the Attorney General was active in combating profiteering and price practices that tended to raise the cost of living. To perform this work a High Cost of Living Division was created. Most of the records of the Division are in the classified subject files described above. These separately maintained records were the working files of the Division and consist mainly of carbon copies of correspondence. A preliminary checklist of the records of the Division, including records in the classified subject files, is available in processed form.

Records of the War Transactions Section. 1922-26. 72 feet.

In accordance with an appropriation act of May 22, 1922, the Attorney General established in July 1922 a War Transactions Section to investigate and prosecute frauds arising out of wartime contracts. In general, the

cases on which action was taken arose out of completed transactions for the purchase of materials by the Government during World War I, out of settlements made under the Dent Act of March 2, 1919, and out of sales of surplus war materials. The records were created or received in the following auxiliary and component units of the Section: The Office of the Executive Assistant to the Attorney General, the Office of the Director, the Advisory Council, the Joint Board of Survey, and the Accounting Investigation, Aircraft, Camps and Cantonments, Ordnance, Ordnance Survey, and Quartermaster Survey Units. Much of the general correspondence, many of the administrative records, and most of the systematic case files of the Section, as well as similar records created prior to the formation of the Section and after its termination in 1926, make up class 70 of the classified subject files, 1918-33 (226 feet), described above. The separately maintained records, 1922-26, consist of minutes, general correspondence, records of office administration, case books, abstracts of cases, investigation files, legal files, and work papers.

Records of the Hughes Aircraft Investigation Office. 1918-19. 17 feet.

In 1918 the President requested the Attorney General to investigate "charges of dishonesty and malversation in regard to the production of aircraft." The investigation was conducted by Charles E. Hughes with the cooperation of officials of the Department of Justice. The records consist largely of general correspondence, copies of the testimony of some 200 witnesses, and exhibits of concerns engaged in aircraft production.

Records relating to the defense of patent claims. 1928-31. 78 feet.

The Settlement of War Claims Act of 1928 provided, among other things, a method for determining fair compensation due German, Austrian, and Hungarian owners whose patents or applications for patents had been seized during World War I by the Alien Property Custodian under the Trading With the Enemy Act. The records here mentioned are those created and separately maintained by the Claims Division in defending the Government against claims brought by nationals of former enemy countries before the War Claims Arbitrator. They consist largely of case files (70 feet) made up of correspondence, memoranda, pleadings, and a wide variety of related and supporting papers. A preliminary checklist of the records is available in processed form.

Records of Naval Oil Reserve investigations. 1924-39. 59 feet.

These records relate to the investigation and conduct of civil and criminal cases commenced as a result of investigations of leases upon Naval Oil Reserves conducted by the Senate Committee on Public Lands and Surveys, 1922-24. Involved were Naval Oil Reserves No. 1, Elk Hill, Calif., No. 2, Buena Vista Hills, Calif., and No. 3, Teapot Dome, Wyo. The files were created by Atlee Pomerene and Owen J. Roberts, special counsel appointed in accordance with a Senate joint resolution of February 8, 1924, and by special and regular officials of the Department of Justice in the course of their participation in the cases. The files consist of correspondence, news-

paper clippings, legal and other memoranda, materials accumulated in developing documentary evidence and testimony, accounting materials, photostats of documents, pleadings, briefs, transcripts, and related records.

Field-office records of the Lands Division. 1936-40. 12 feet.

These consist of correspondence, memoranda, legal documents, and other papers pertaining to land titles of various Federal projects in Alabama.

Records of investigations of bankruptcy administration. 1929-31, 1939-40. 14 feet.

These fragmentary records consist of reports, questionnaires, letters, and memoranda resulting from investigations conducted by Col. William J. Donovan in 1929 and Solicitor General Thomas D. Thatcher in 1930-31 (8 feet), which were later used by the Attorney General's Committee on Bankruptcy Administration; and a set of returned questionnaires entitled "Questionnaire for Use by Law Schools in Bankruptcy Case History Studies," 1939-40 (6 feet), which had been sent out by the Attorney General's Committee. The records of the investigations of 1929-31 include returns and reports from referees in bankruptcy, clerks of court, and business firms on such subjects as the reelection of trustees, subpoenaing practices, the adjustment of scheduled liabilities, emoluments received by referees, and first meetings of creditors. A master digest of materials gathered by the Committee is in the Library of the Department of Justice.

See *Administration of the Bankruptcy Act: Report of the Attorney General's Committee on Bankruptcy Administration* (Washington, 1941).

Records of the Attorney General's Survey of Release Procedures. 1935-38. 130 feet.

In an effort to point the way toward a more uniform system of probation, parole, and pardon in Federal and State jurisdictions, a research project known as the Attorney General's Survey of Release Procedures was set up in 1935. Financed by a grant from the Works Progress Administration, the work was carried on by a staff appointed by the Attorney General and under his general supervision. The records include administrative, financial, and personnel records, procedural and instructional materials, forms used in field surveys, and research materials.

See Department of Justice, *Attorney General's Survey of Release Procedures* (Washington and Leavenworth, 1939-40. 5 vols.).

Records of the Attorney General's Advisory Committee on Crime. 1934-38. 33 feet.

This Committee, made up of 13 representatives of governmental and private agencies interested in the prevention, detection, and punishment of crime, surveyed conditions and developments in the field of criminal justice generally, made a special survey of crime-prevention work, formulated plans for a Federal crime-prevention bureau, and acted as a clearinghouse of information on criminal questions. The records consist of general correspondence; correspondence of the chairman, Justin Miller; information files (14 feet); clippings (4 feet); records relating to requests for informa-

ion; and miscellaneous small series. A preliminary checklist of these records is available in processed form.

Records of the Attorney General's Committee on Administrative Procedure. 1939-41. 63 feet.

This Committee, sometimes known as the Acheson Committee after its chairman, Dean Acheson, was appointed to examine procedural practices of administrative agencies that made decisions directly affecting private rights and property. Examination was made of the procedures of 28 agencies or divisions thereof, and monographs on them were prepared by the Committee. These agencies submitted additional data and public hearings were held. The records consist of copies of the monographs, transcripts of hearings, minutes of meetings, correspondence, and materials used in the preparation of the final report.

See the *Final Report* of the Committee (Washington, 1941) and monographs embodying the results of its investigations published as *Administrative Procedure in Government Agencies* (77 Cong., 1 sess., S. Doc. 10—serial 10563).

Records of the General Agent. 1877-1907. 15 feet.

Beginning in 1871, Congress placed under the Attorney General's control a fund for the detection and prosecution of crimes against the United States; 2 years later and regularly thereafter another fund was provided for detecting and prosecuting frauds in the Indian service and violations of statutes concerning trade with the Indians. At first the expenditure of these funds had little influence on the organization of the Department. By 1877, however, an officer known as the General Agent began to function, and by 1882 his duties had become fairly definite. They related largely to administrative matters and included the conduct of investigations at the direction of the Attorney General, the management of the Department's business concerning prisons and prisoners, and the supervision of a small force of examiners and special agents. Whereas the special agents were principally engaged in investigations relating to Indian matters, the examiners were primarily engaged in conducting investigations, which Congress had authorized since 1878, into the official acts, records, and accounts of marshals, district attorneys, clerks of courts, United States commissioners, and other officers. Two important extensions in the General Agent's authority subsequently took place. In 1894 the newly organized Division of Accounts was placed under his supervision, and about 1895 he was given charge of matters concerning the construction and maintenance of Federal penal institutions—notably the prisons that were then beginning to replace State, Territorial, and local prisons and jails as places of detention for Federal prisoners convicted of serious offenses.

On October 1, 1907, an order of the Attorney General abolished the position of General Agent and divided its functions among a Chief Examiner, a Superintendent of Prisons and Prisoners, and the Division of Accounts. The last-named unit still exists, and the organizations of the Chief Examiner and the Superintendent of Prisons and Prisoners have evolved into the present-day Federal Bureau of Investigation and the Bureau of Prisons, respectively.

The greater part of the records of the General Agent consist of copies of letters sent. The General Agent's letters to the Attorney General, 1882-93 (4 vols.), many of them written during operations in the field, concern his own functions, conditions that he found in prisons and jails, conditions in and the leasing of court rooms, and other matters. Information regarding the transportation, treatment, and housing of prisoners is contained in a series of letters to wardens and marshals begun by the Chief Clerk and continued by the General Agent, 1881-85 (5 vols.). Apparently these series were discontinued and letters that would have gone into them were put into a miscellaneous series, 1882-1907 (20 vols.), which contains letters to a great variety of officials besides those already mentioned, including marshals, district attorneys, clerks of courts, United States commissioners, supervisors of elections, examiners, and special agents. In addition to the subjects already suggested, these letters relate to accounts, to investigations of official conduct and of violations of acts concerning trade with the Indians, and to many other matters. Most of the letters to examiners and special agents are segregated in a series of letters and instructions relating to their expenses and to the details of their operations, 1882-1907 (18 vols.). There are several volumes relating largely to the construction of Federal prisons and other prison matters. Incoming correspondence addressed or referred to the General Agent and copies of outgoing letters from 1904 are in the central files.

The remainder of the records consist of copies of reports of examiners, 1882-90 and 1893 (20 vols.), and a number of volumes each concerning a particular subject or individual. The reports, the originals of which are in the central files, concern the official acts, records, and accounts of officers in various judicial districts and contain much information regarding conditions in those districts. The individual volumes comprise reports in tabular form made by George K. Chase, the first General Agent, as a result of what appears to have been the Department's earliest examinations of Federal prisoners incarcerated in State and local penal institutions in various parts of the United States, 1879-81; copies of documents apparently relating to "Star Route" frauds, 1878-82, of letters concerning mail and pension frauds written by Post Office Inspector Brewster Cameron in the latter part of 1881, a few months before he became General Agent of the Department of Justice, and of sworn statements of witnesses concerning charges against certain United States marshals, 1883; and correspondence of Examiner J. W. Nightingale, 1887-89.

Records of the Special Executive Assistant to the Attorney General. 1935-40. 46 feet.

These are office files of the Special Assistant who controlled the Department's publicity. Besides the records concerning the operations of the office, there are many that contain information on the organization and operations of the Department.

Records of the Chief Clerk's Office. 1903-17. 10 feet.

During the period covered by these records the Chief Clerk was responsible for many of the purely administrative activities of the Department. These

60. JUSTICE DEPARTMENT

from 1875 to 1897, the disbursement and appointment functions were performed by one clerk. In the latter year these functions were separated and an Appointment Clerk was designated by the Attorney General, and, finally, in an act of February 25, 1903, the Appointment Clerk received statutory recognition. On November 17, 1939, an order of the Attorney General established a Division of Personnel Supervision and Management under a Director of Personnel, who had been appointed early in the year. The Division, subsequently the Personnel Office, absorbed the duties of the Appointment Clerk.

The records relating to personnel consist largely of the following types, many of which for earlier years are scattered among various series rather than filed together for each individual: Applications, endorsements, copies of appointment forms and letters, oaths of office, bonds, pay rolls and records of pay-roll changes, resignations and other termination records, correspondence, and accounting records. Among the officials concerned are district attorneys, marshals, wardens and trustees of penal institutions, justices of the peace and notaries public in the District of Columbia, officials of the Department of Justice in Washington, and judges of the courts of the United States, its Territories, and the District of Columbia and of several special courts. The papers are generally grouped by geographical areas (States, Territories, and the District of Columbia) when posts lying therein are concerned and by agency names in other cases (the Supreme Court, each circuit court, each circuit court of appeals, and the Department in Washington). From 1884 until about 1903 the papers within a group are in units conforming approximately to Presidential administrations.

Among the numerous miscellaneous series, frequently incomplete, are copies of letters sent concerning appointments, 1884-1912 (78 vols.); lists of judges, district attorneys, and marshals for various periods, 1846-83 (5 vols.); lists of assistant attorneys and special assistant attorneys general, 1870-98 (2 vols.); lists of applicants for appointment as judges, district attorneys, and marshals, with abstracts of recommendations of candidates and criticisms of incumbents of these posts, apparently for the Buchanan administration and a part of the second Grant administration; registers of nominations submitted to the Senate by the President, 1877-89, 1893-1905 (5 vols.); copies of commissions issued to marshals, 1849-50 (1 vol.), and to notaries public in the District of Columbia, 1899-1905 (2 vols.); and order books, 1860-1900 (2 vols.), which contain copies of the Attorney General's letters and orders appointing or dismissing employees and some otherwise elusive information regarding the internal organization of the Department.

The records relate only to persons separated from the service of the offices named above, and there are very few dated later than 1937. Service-record cards and correspondence relating to personnel of the United States courts after 1912 are in the custody of the Administrative Office of the United States Courts.

61. WAR INDUSTRIES BOARD

Form reports concerning cases. 1926-43. 1,260 feet.

For many years the Department of Justice has required United States district attorneys and clerks of district courts to make monthly formal reports on the nature and progress of all cases to which the United States has been a party. Data reported in records from 1926 to 1935 (100 feet) are not as systematic or extensive as that reported thereafter. The major types of litigation are listed separately, and the information given includes the titles and docket numbers of cases and data concerning their nature and progress.

A Judicial Statistics Section was established in the Bureau of Prisons in 1935 and was assigned, as one of its functions, the compilation of statistics relative to the business of the Federal courts for the use of the Department and the Judicial Conference. The Section was transferred to the Administrative Division of the Department in March 1938, and in 1939 it surrendered to the newly created Administrative Office of the United States Courts (see Record Group 116) the function of compiling statistics on civil cases. The records of the Section, 1935-43, consist of card form reports on bankruptcy proceedings, civil proceedings (through 1937 only—for continuation see Record Group 116), criminal proceedings, and cases eliminated without court proceedings. Data appearing on these reports vary for different years and for different classes of cases, but they generally include items such as the following: Names of parties, docket numbers, district and terms of court, cause of action or nature of offenses, sources of information regarding offenses, origin and jurisdictional basis, type of trial, amount of bond, names of judges, and dates of principal steps in the case. Statistics based upon the reports have been published in the *Annual Reports* of the Attorney General.

61. Records of the War Industries Board

The War Industries Board originated as one of the subordinate units of the Council of National Defense, which was created in 1916 to make available for war purposes the industrial resources of the Nation (see Record Group 62). By a resolution of February 28, 1917, the Council, as one of its first steps, created a Munitions Standards Board to aid in the standardization of specifications for the manufacture of munitions. This Board was soon absorbed by the General Munitions Board, which was created by the Council at the end of March to coordinate War and Navy Department buying, assist in the acquisition of raw materials and manufacturing facilities to meet war demands, and establish precedence of orders where there was a shortage of commodities. In the meantime, the Advisory Commission of the Council had created a number of committees of producers and manufacturers to give advice concerning particular industries and both raw and finished materials. The War Industries Board, established by the Council on July 28, 1917, "to act as a clearing house for the war industry needs of the Government," superseded the General Munitions Board, and the advisory com-

fragmentary records include copies of general letters sent by the Chief Clerk, 1903-14; copies of letters concerning reports of district attorneys, marshals, and court officials, 1909-11; and other correspondence concerning administrative matters, 1910-17.

Records of the Office of the Disbursing Clerk. 1857-1926. 30 feet.

The records show a disbursing clerk in the Attorney General's Office as early as 1857, and the act establishing the Department directed the designation of one of the clerks therein provided to serve in this capacity. The Chief Clerk was so designated and served until 1875, when the disbursing function was transferred to another clerk, who also had charge of routine appointment matters until 1897. The abolition of the fee system of compensation for district attorneys and marshals in 1896 broadened the functions of the Disbursing Clerk. He disbursed funds from more than 40 appropriations covering the salaries and expenses of the Department of Justice and the salaries of district attorneys, marshals, active and retired justices and judges, and certain other officers. In 1914 Congress narrowed these functions by designating marshals as disbursing officers for the payment of their own salaries and those of district attorneys, active judges of the lower Federal courts, and the employees of these officers and courts. In 1934, as a result of the concentration in the Treasury Department of disbursing functions performed by the clerks in the several departments, the office of Disbursing Clerk was abolished.

The records of the Office are chiefly pay rolls, 1870-87, 1891-1907; volumes recording pay-roll changes, 1897-1920; copies of vouchers, 1872-1907; cash books and journals, 1881-1921, 1924-26; quarterly and monthly accounts current, 1881-1907; and appropriation ledgers, 1907-24. There are also copies of letters sent, 1885-89, 1909, 1912-19.

Records of the Division of Accounts. 1855-1938. 200 feet.

For many years after the establishment of the Department of Justice, accounting functions were performed under the direct supervision of the Chief Clerk, in whose office there grew up a unit known unofficially as a division of accounts. Finally, on October 1, 1894, such a division was formally organized with a chief as its head and was placed under the supervision of the General Agent. Its principal function was to conduct the administrative audit initiated by the Dockery Act of July 31, 1894, of the accounts of district attorneys, assistant attorneys, marshals, commissioners, clerks, and other officers of the courts; of accounts relating to prisoners convicted or held for trial in any court; and of all other accounts relating to the business of the Department of Justice or the courts of the United States other than consular courts. In addition thereto the Division compiled the annual estimates of appropriations for the Department and the judiciary and statistical material for the *Annual Report* of the Attorney General. From 1907, when the position of General Agent was abolished, until 1919 the Division was independent within the Department. In 1919 the function of conducting the field examination of the official acts, records, and accounts of district attorneys, marshals, and other court officers, which since 1907

had been performed within the Bureau of Investigation, was transferred to the Division of Accounts. There this function has remained except for the years 1934 to 1936, during which it was again in the Bureau of Investigation. In 1922 the title of the Chief of the Division was changed to General Agent. From 1922 to 1934, this official served as budget officer for the Department, and much of the work on the budget continued to be performed in the Division until the establishment in 1944 of a separate Budget and Planning Section.

The correspondence of the Division, 1894-1934 (115 feet), consists chiefly of copies of letters sent to the President, the heads and officials of the executive departments, Members of Congress, judges and clerks of courts, district attorneys, marshals, United States commissioners, and miscellaneous other persons. The letters, most of which appear also in the various series of the central files described above, deal with the rendition and approval of accounts, the authorization of expenditures incidental to the housing and maintenance of the courts and the enforcement of law, the appointment and qualification of officers and employees and their compensation, and the legislative problems with which the Division was concerned. The files consisted initially of outgoing letters only but gradually became the general files, including letters received, memoranda, and other documents.

The accounting records of the Division, 1855-1938 (130 feet), comprise many series and concern the various appropriations under the Attorney General's control, including those for the courts, and the receipts from fees collected by marshals, district attorneys, United States commissioners, and clerks of court. Much of the material relates to the disbursing functions of the marshals. The few series antedating the establishment of the Department of Justice were transferred to it by the Secretary of the Interior. They deal with requisitions from and advances to marshals and with the emoluments of district attorneys, marshals, and clerks of court. Such records were continued by the Department of Justice. Several series concern Federal prisoners, accounts with State penitentiaries, and the construction of the Federal prisons at Fort Leavenworth and Atlanta. These records contain useful information regarding details of law enforcement, the operation of the Federal courts, and personnel matters.

Personnel records. 1853-1937. 913 feet.

Although the Attorney General's Office grew considerably in the two decades prior to 1870, its own appointment problems remained relatively minor. About 1853, however, the Attorney General took over from the Secretary of State the important task of handling correspondence concerning appointments to the various judicial and legal offices of the Federal Government. Commissions for persons appointed to these offices and to others subsequently created within the Attorney General's Office and the Department of Justice were prepared at the Department of State until an act approved August 8, 1888, transferred this duty to the Department of Justice, the seal of which thereafter replaced the Seal of the United States on the commissions.

The routine business connected with these appointments was long a sufficiently light task to enable a clerk to combine it with other duties. Thus

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in 1916 by the Naval Consulting Board, in 1917 by the Council of National Defense, and in 1918 by the War Industries Board; papers relating to clearances of Government orders and of construction projects; a numerical file of copies of priority certificates and related papers (306 feet); questionnaires; personnel and accounting records; press releases, bulletins, and circulars; card records of many kinds; and indexes, some of which cover material later refiled. Although most of the records are for the period 1917-19, there are a few papers of earlier date and small quantities of records of liquidating agencies and custodians of the records that include papers dated as late as 1933.

A *Preliminary Inventory* of the records (Washington, May 1941) has been published and several selective lists of records in the files of the War Industries Board and the Council of National Defense relating to particular commodities or other subjects are available in typed or processed form. The records of the Board and those of the Council are closely related and to some extent intermingled, so persons interested in this record group should also see Record Group 62, Records of the Council of National Defense.

62. Records of the Council of National Defense

The Council of National Defense was created by an act of August 29, 1916, "for the coordination of industries and resources for the national security and welfare." Its duties were "to supervise and direct investigations and make recommendations to the President and the heads of executive departments" concerning various problems connected with the mobilization of resources for defense and to create relations that would make possible the immediate concentration and utilization of resources in time of need. The Council consisted of six Cabinet members, who were assisted by an Advisory Commission of seven persons, each of whom was named for his "special knowledge of some industry, public utility, or the development of some natural resource" or for other special qualifications. Included on the Commission were representatives of the medical profession and of labor. Walter S. Gifford became the Director and Grosvenor B. Clarkson the Secretary of the Council and of the Advisory Commission.

Between February and May 1917 both the Council and its Advisory Commission organized numerous boards, sections, committees, and subcommittees, largely made up of prominent persons who worked without compensation and with little supervision. Each member of the Advisory Commission headed a main committee, usually in his particular field. This organization underwent many changes. Some of the units had but a brief and often nominal existence; others, although their powers were only advisory, began work that was continued by independent war agencies or the executive departments; and still others functioned throughout the war. (For lists of the units and personnel at the close of each of the fiscal years 1917-19, see the first three *Annual Reports* of the Council.)

Much of the work of the Council in connection with war resources and supplies, which was at first carried on by various units, was gradually cen-

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tralized in the War Industries Board, established on July 28, 1917, and separated from the Council the following year (see Record Group 61). Units succeeded wholly or in part by this Board were the Committees on Supplies and on Raw Materials, Minerals, and Metals of the Advisory Commission, the Munitions Standards Board, the General Munitions Board, the Industrial Inventory Section, the Committee on Automotive Transport, the Commercial Economy Board, and the Division of Statistics. Most of the functions of the Committee on Supplies, however, were transferred to the Quartermaster Corps, and part of the staff of the Division of Statistics was transferred to the General Staff. Work begun by the Aircraft Production Board of the Council was continued by the independent Aircraft Board and later by the Aircraft Production Bureau of the War Department; that of the Committees on Transportation and Communication and on Inland Water Transportation by the Railroad Administration; that of the Committee on Coal Production by the Fuel Administration; that of the Committee on Food by the Food Administration; and that of the Committee on Housing by the United States Housing Corporation. The records of some of these units are known to be among those of the successor agencies; the whereabouts of others has not been determined.

By the summer of 1918 the work of the Council as an "administrative laboratory for the study, organization, and allocation to the proper executive departments at the proper time of new phases of Federal administration relating to or growing out of the prosecution of the war" had come to an end, but it continued to be important in the stimulation of civilian morale and in other ways. The units that functioned throughout most of the active life of the Council were the Woman's Committee, led by Anna Howard Shaw and others prominent in the woman-suffrage movement, which worked through some 18,000 units; the State Councils Section, which guided and coordinated the work of approximately 164,000 State and local defense councils, and its successor, the Field Division, which was created in September 1918 and took over much of the work of the Woman's Committee; the Committee on Labor, which was headed by Samuel Gompers, a member of the Advisory Commission; the Medical Section and General Medical Board, a number of the committees of which were taken over by various Government agencies; and the Highways Transport Committee, which had numerous subcommittees in every State and Territory. The National Research Council served as the Department of Science and Research of the Council of National Defense (see Record Group 189), and the Naval Consulting Board acted as its Board of Inventions (see Record Group 80). Early in 1919 a Reconstruction Research Division was set up to investigate problems of postwar readjustment and reconstruction, and in November of that year an Interdepartmental Defense Board was established.

After the war plans were made to reorganize the Council on a peacetime basis, and the study and rearrangement of its records and of the records of other war agencies placed in its custody, especially of those of the War Industries Board, were begun. No appropriations were available for the maintenance of the Council after the fiscal year 1921, however, and by an

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mittees on industries and materials were reorganized and made subordinate to it. Other units of the Council were also attached to it at various times. On March 4, 1918, the President appointed Bernard M. Baruch (formerly head of the Committee on Raw Materials, Minerals, and Metals of the Advisory Commission) as Chairman of the Board and enlarged its functions; and on May 28, 1918, it was made an independent agency by Executive order. All authority except that relating to price fixing was vested in the Chairman.

The Board analyzed the industrial requirements of the Nation and of the Allies and the extent to which they could be met; issued "clearances" on Government orders before they were placed with contractors; determined priorities in the production and delivery of commodities; arranged agreements fixing the prices of certain raw materials; encouraged the conservation of existing facilities and resources and when necessary developed new ones; and supervised the purchasing by the Allies in the United States. In the performance of this last function its activities were closely integrated with those of the Allied Purchasing Commission (see Record Group 113). The organization of the Board was very complex, but in general it functioned through the Requirements, Priorities, Conservation, Facilities, Labor, and Planning and Statistics Divisions, the Price-Fixing Committee (headed by Robert S. Brookings), and a large number of so-called "commodity sections," which accumulated information on and performed other duties relating to particular commodities and industries. Through these sections the requests and instructions of the Board were transmitted to industry.

By an Executive order of December 31, 1918, the Board was dissolved and provision was made for winding up its affairs. Liquidation was completed on July 22, 1919, and most of the records of the Board were placed in the custody of the Council of National Defense. In 1921 these records were transferred to the custody of the War Department, from which they were received by the National Archives in 1937. During the years 1919-23 papers drawn from the files of nearly all units of the Board were refiled under the direction of Adelaide R. Hasse, a process that was not completed; and at various times papers relating to particular subjects were assembled for the use of Senate committees and the Department of Justice and in connection with the work of the Army Industrial College.

In 1918 the functions and records of the Domestic Wool Section of the Board were transferred to the Bureau of Markets and now constitute part of Record Group 83, Records of the Bureau of Agricultural Economics. Small quantities of records, including most of those of the Planning and Statistics Division, were transferred to the War Trade Board and are interfiled with its records (Record Group 182); and various records were transferred to bureaus of the War Department, a few of which are interfiled with records of the Office of the Judge Advocate General (Record Group 153). Some records of the Board, of unknown quantity and character, are in the custody of the Office of Education; the American Geographical Society, New York City; and the Hoover Library on War, Revolution, and Peace, Stanford University, Calif.

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See Leland and Mereness, *American Official Sources*, 332-376; War Industries Board, *Outline of the Board's Origin, Functions, and Organization* (Washington, 1918) and *American Industry in the War* (Washington, 1921); William F. Willoughby, *Government Organization in War Time and After*, ch. 5 (New York, 1919); Grosvenor B. Clarkson, *Industrial America in the World War* (New York, 1923); and Frederic L. Paxson, *America at War, 1917-1918*, 119-125, 252-257 (Boston, 1939). Information concerning the reorganization and nature of the records is contained in the *Fourth Annual Report of the Council of National Defense*, 74-91 (Washington, 1920). The *Minutes of the Board's Price-Fixing Committee*, with an index to them, were printed for the use of the Senate Special Committee Investigating the Munitions Industry as 74 Cong., 2 sess., *S. Com. Print 5* (Washington, 1936. 4 pts.).

Records. 1917-19. 2,229 feet.

In the refileing process mentioned above records of the Chairman and of all units of the Board were distributed throughout three groups of consolidated files known as the administrative files (74 feet), the commodity or technical files (628 feet), and the company files (263 feet). The administrative files contain correspondence and other papers concerning the general policies and functioning of the organization, minutes of meetings, rulings, reports of the different units, printed and mimeographed publications of the Board, among them its studies of commodity prices (listed in Leland and Mereness, *American Official Sources*, 342-346), and the like, arranged for the most part alphabetically by the unit concerned. The commodity files contain such materials as correspondence, memoranda, special reports and studies, compilations of data, form materials, publications, photographs, charts, and card records relating to many subjects but especially to particular commodities and industries. Scattered throughout these files are statements of the capacities of industrial plants, statistical and technical information on the composition and manufacture of industrial commodities, studies of raw materials and their availability, memoranda on the use of substitute materials, correspondence and reports pertaining to labor and transportation problems in specific industries or communities, questionnaires on various phases of industrial life, letters and telegrams giving the reaction of businessmen to proposed Government measures, correspondence and reports concerning the military needs of the United States, records pertaining to Government contracts, and papers concerning the purchasing of military and other supplies by the Allied Powers. The material is arranged alphabetically by subject and is accompanied by lists of the subject headings and cross references on cards (45 feet). The company files consist of routine correspondence with industrial concerns and copies of priority certificates, arranged alphabetically by person or firm name.

Records that were not incorporated in the consolidated files include general correspondence of the Secretaries of the General Munitions Board and the War Industries Board and of the General Counsel and Liquidating Officer; correspondence concerning legal matters, construction projects, storage of materials, labor, fire prevention, plant facilities, particular commodities, and many other subjects; cablegrams; minutes of meetings of units of the Board and of conferences with industrial leaders; reports on the operations and capacities of industrial plants; records pertaining to industrial surveys made

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Executive order of April 21, 1921, the War Department was directed to take over its records. Under authority of an act of November 9, 1921, the functions and records of the Highways Transport Committee were transferred to the Bureau of Public Roads (now the Public Roads Administration). The records remaining in the custody of the War Department were transferred to the National Archives in 1937 and are described below. A *Preliminary Inventory* of these records (Washington, Dec. 1942) has been published and various special lists of records in the files of the Council and of the War Industries Board are available in typed or processed form.

The Council remained inactive until May 29, 1940, when there was appointed a new Advisory Commission, under which new agencies developed. An administrative order of January 7, 1941, provided that the activities of the Council and all subordinate agencies should be "coordinated in and through" the Office for Emergency Management. Most of these subordinate agencies were soon merged with other national-defense agencies, as a result of which most if not all the records of the Council for the period of World War II form parts of other record groups.

See Leland and Mereness, *American Official Sources*, 317-331, and the publications listed therein; William F. Willoughby, *Government Organization in War Time and After*, 9-21 (New York, 1919); Frederic L. Paxson, *America at War, 1917-1918*, 19-42, 118 (Boston, 1939); and Council of National Defense, *Annual Reports* (Washington, 1917-20). The *Minutes* of the Council, with an index to them, were printed for the use of the Senate Special Committee Investigating the Munitions Industry as 74 Cong., 2 sess., *S. Com. Print 7* (Washington, 1936).

Records. 1916-21. 541 feet.

Most of the records relate to the general administration and functioning of the Council and its Advisory Commission and to the work of units that remained under the Council until the close of the war or after, but there are fragmentary records for some of the temporary units. The bulk of the material is for the years 1917-18. Included are a few papers for the years 1921-37 relating chiefly to the custody and use of records of the Council or of records that had been transferred to it.

Among records of a general nature are the correspondence of the Chairman of the Advisory Commission and of the Secretary of the Council and the Commission, 1917-18; correspondence and other papers of the Directors, 1916-21; minutes of meetings of the Council, the Advisory Commission, and the Interdepartmental Defense Board and minutes of weekly conferences, 1916-21, many of them accompanied by indexes; monthly and weekly reports of committees and sections, May 1917-October 1918; personnel and accounting records; and memoranda, charts, news releases, and newspaper clippings.

Of the records of units organized by the Council and the Advisory Commission, the most extensive and complete are those of the Woman's Committee, the State Councils Section and its successor, the Field Division, and the Committee on Labor, which relate in large part to the supervision and coordination of the activities of the State, county, and municipal defense councils and of the women's committees and to the enlisting of the cooperation

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of labor and other groups in efforts to win the war. This material pertains to such matters as the stimulation of morale, recruiting, conservation, the transmission of requests from Federal agencies to State and local groups, the sale of Liberty Loan bonds, public health, child welfare, industrial training, women in industry, labor problems, and economic and social conditions of women abroad; and it includes correspondence, minutes, reports, abstracts of information, clippings, news releases, biographical sketches, photographs, questionnaires, lists of organizations and individuals, circulars and bulletins, posters, mailing lists, and indexes. Records of the Medical Section and the General Medical Board consist chiefly of record cards pertaining to members of or applications for membership in volunteer medical service or nursing organizations and some miscellaneous correspondence, reports, form letters, newspaper clippings, and the like. Records of the Reconstruction Research Division include correspondence, reports, clippings, and abstracts of articles and pamphlets relating to postwar problems.

Records of other units include some correspondence, reports, and card records of the Statistics Division pertaining to the purchase of animals for the remount service and correspondence, minutes, and other papers of the Munitions Standards Board and the General Munitions Board (see also Record Group 61); and there are consolidated files of papers assembled by Adelaide R. Hasse during the years 1919-23 from the records of all committees, divisions, and sections, 1916-20 (14 feet).

63. Records of the Committee on Public Information

The Committee on Public Information was created by an Executive order of April 13, 1917, with George Creel as Chairman and with the Secretaries of State, War, and the Navy as ex officio members, the last three being authorized "each to detail an officer or officers to the work of the Committee." Its functions were to release news of the Government during World War I, to disseminate information designed to sustain morale in the United States and in Allied and neutral countries, and to administer the voluntary press censorship. Various divisions, the names of which reflect their functions, were set up to carry on the work as the activities of the Committee expanded. They included the Executive, Business Management, Civic and Educational Cooperation, News, Official Bulletin, Foreign Language Publications, Labor Publications, Production and Distribution, Pictures, Films, Four Minute Men, Speaking, Women's War Work, Advertising, Reference, Syndicate Features, Industrial Relations, and Work With the Foreign Born Divisions. Writers, college professors, artists, translators, advertising agencies, speakers' bureaus, and volunteer speakers known as "four minute men" contributed their services to the Committee. Late in 1917 work was begun abroad, at first under the personal direction of the Chairman and later under successive officials known as Directors of the Foreign Section, and commissioners were stationed at foreign capitals to represent the Committee.

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After July 1, 1918, the work of the Committee was somewhat curtailed, and after the signing of the Armistice its domestic activities were brought to a close. Some of the foreign work was continued, however, until June 30, 1919, when the Committee ceased to function. By an Executive order of August 21, 1919, the Committee was abolished and its records were transferred to the Council of National Defense, where the liquidation of its affairs was completed. Some of the records already had been distributed among other agencies, however, and not all of them could be reassembled. By an Executive order of April 21, 1921, the War Department was made custodian of the records, and in 1928 and 1930 large quantities of them were disposed of under Congressional authority. The remaining records were subsequently transferred to the National Archives. A classification scheme for these records is available in processed form.

See Leland and Mereness, *American Official Sources*, 429-432, and the publications of the Committee listed therein; Council of National Defense, "A Report [to the Senate] Concerning Papers, Files, Records, Public Property, Assets and Liabilities, etc., of the Committee on Public Information" (June 9, 1920), a copy of which is available in the Committee's files; Committee on Public Information, *Complete Report of the Chairman* (Washington, 1920); George Creel, *How We Advertised America* (New York, 1920); William F. Willoughby, *Government Organization in War Time and After*, 33-39 (New York, 1919); Frank H. Allen, "Government Influence on News in the United States During the World War" (1934. Ms. thesis in University of Illinois Library); and James R. Mock and Cedric Larson, *Words That Won the War* (Princeton, 1939).

Records. 1917-23. 171 feet.

Records for nearly all divisions are present, but in many instances they consist of but a few fragmentary files. Included are general correspondence and other papers of the Chairman and his two Associate Chairmen; reports of divisions; personnel and financial records with related correspondence, including a few papers dated as late as 1923; correspondence, copy prepared for publication, and other records pertaining to the preparation and distribution of informational material by the Division of Civic and Educational Cooperation, of which Guy Stanton Ford was Director; correspondence, bulletins, copies of speeches, photographs, card lists of speakers, and newspaper clippings of the Speaking Division; and correspondence and card records of the Advertising Division, including a name index to the correspondence. There are also news releases issued by the Division of News on the war work of Government agencies and other subjects, manuscript and printed copies of publications of the Committee, translations of articles from foreign newspapers and pamphlets, records pertaining to the receipt and distribution of motion-picture films and photographs, card lists of the "four minute men," and card records pertaining to women's war work.

Records relating to the foreign work of the Committee are more complete than those relating to domestic activities. They portray the methods used in obtaining data from abroad and in disseminating information about the United States in foreign lands, and they contain some information on censorship methods and rules both in this and in other countries. Included are

general correspondence of the Chairman of the Committee and of the Directors of the Foreign Section; correspondence with representatives of the Committee abroad; telegrams and cablegrams; reports; foreign newspapers, clippings, copies and translations of articles, news releases and bulletins, and posters; records showing the distribution and use made of propaganda materials; records of the shipment and receipt of motion-picture films and still photographs; and partial indexes to the correspondence. Small quantities of records of the offices at Paris, Rome, Berne, Madrid, The Hague, London, Santiago, Buenos Aires, and Lima and in Russia are present (14 feet).

64. Records of the National Archives

The National Archives was established by the National Archives Act, approved June 19, 1934. Its primary functions are to assemble, preserve, arrange, and describe such of the noncurrent records of agencies of the Federal Government as have sufficient administrative, legal, research, or other value to warrant their continued preservation and to make such records available for use by Government officials, scholars, and others. It is also authorized to accept, preserve, and make available "motion-picture films and sound recordings pertaining to and illustrative of historical activities of the United States." (For motion pictures and sound recordings received as gifts under this authorization, see Record Groups 200 and 201.) Other functions are to appraise and report to Congress regarding records proposed for disposal by Federal agencies as lacking sufficient value to warrant their continued preservation by the Government; and, through its Division of the Federal Register, to receive and publish the texts of Presidential proclamations, Executive orders, and rules and regulations issued by Federal agencies that have general applicability and legal effect. (For documents filed with this Division, see Record Group 11.) The administration of the Franklin D. Roosevelt Library at Hyde Park, N. Y., is vested in the Archivist of the United States. This record group includes the records created by the National Archives in the performance of its functions. It also includes the records of two agencies closely related to the National Archives, both of which were created by the National Archives Act, the National Archives Council and the National Historical Publications Commission. The records described below are the only parts of the records of the National Archives as an administrative agency of the Government that have been formally transferred to the National Archives as the custodial agency for noncurrent records of the Government.

Motion pictures. 1936-38. 11 units.

These consist of a sound film portraying the first meeting of the National Archives Council in the National Archives Building, held on February 10, 1936, which consists chiefly of the address delivered by Secretary of State Cordell Hull on that occasion; and silent films showing tests of specially designed film-storage equipment of the National Archives.

65. Records of the Federal Bureau of Investigation

This Bureau took form around a Chief Examiner of the Department of Justice, who was appointed on October 1, 1907. He supervised the examiners and special agents who had been serving under the General Agent (see Record Group 60) and also other investigators who had not operated under that officer and who in most instances had been borrowed from the Secret Service Division of the Treasury Department. When legislation in 1908 made it impossible for the Secret Service to make further loans of personnel, the regular force of the Chief Examiner was expanded. The Chief Examiner's organization was formally named the Bureau of Investigation in 1909, and its present name was fixed in 1935. In 1919 the examining function inherited from the General Agent was transferred to the Division of Accounts (see Record Group 60). Today the Bureau conducts investigations of offenses against Federal laws except those relating to counterfeiting, narcotics, and other matters not within the jurisdiction of the Department of Justice; gathers, classifies, preserves, and exchanges criminal-identification records; and performs various other functions, among them the operation of a technical laboratory and the National Police Academy. More than 50 field divisions are maintained in various key cities of the United States and its possessions.

See Federal Bureau of Investigation, *The Federal Bureau of Investigation* (Washington, 1935), and A. C. Millspaugh, *Crime Control by the National Government* (Washington, 1937).

General records. 1907-12. 14 feet.

These somewhat fragmentary records, chiefly copies of communications sent or received by the Chief Examiner and the Chief of the Bureau of Investigation, include general and miscellaneous letters sent, 1907-11; outgoing reports and memoranda, 1907-11; tabular administrative reports, 1908-10; reports and telegrams from special agents, 1908-10; letters sent by the Attorney General to various Government officials relative to the work of the Bureau, 1910-12; and a few miscellaneous records.

Criminal-identification records. 1897-1924. 126 cubic feet.

These records consist chiefly of Bertillon criminal-identification cards made by officials of the Leavenworth and Atlanta penitentiaries, State prisons, and local police departments. The agencies responsible for assembling them were the Bureau of Criminal Identification, which operated under the Superintendent of Prisons in the Department of Justice until 1923 when its functions and records were transferred to the Bureau of Investigation, and the National Bureau of Criminal Identification of the International Association of Chiefs of Police. In 1923 certain records of the latter agency were transferred to the Department of Justice and were made a part of those of the Criminal Identification Division of the Bureau of Investigation. Records other than the identification cards mentioned above include general correspondence of the National Bureau of Criminal Identification, 1897-1923 (12 feet); an

informational file on criminology (4 feet); and miscellaneous records of the Bureau of Criminal Identification, 1899-1924 (2 feet).

Motion picture. 1936. 3 reels.

This film portrays methods used by the Federal Bureau of Investigation in the detection of crime and the training of G-men.

66. Records of the Commission of Fine Arts

The Commission of Fine Arts, which was created by an act of May 17, 1910, consists of "seven well-qualified judges of the fine arts" appointed by the President for 4-year terms. A Secretary and Administrative Officer is in charge of the Washington office and maintains contact with the Commissioners, who reside in various parts of the United States. The Commission's authority, derived mainly from statutes and Executive orders, is generally of an advisory character. Much of it concerns the District of Columbia. Here the Commission advises upon the plans and designs of public structures and parks; upon the location of statues, fountains, and monuments in streets, public squares, and parks; upon the external appearance of semi-public and private buildings proposed for construction or alteration within certain specified areas (under the Shipstead-Luce Act); and upon the selection of lands by the National Capital Park and Planning Commission for playgrounds, parks, and parkways in the District and in nearby Maryland and Virginia. Other matters concerning which the Commission must be consulted include those relating to the designs of medals, insignia, and coins produced by any of the executive departments and those relating to the selection of models for and artists to execute statues, fountains, and memorials to be erected under the authority of the United States. The President of the United States and the committees of either House of Congress are authorized by law to refer questions of art to the Commission, and, under the will of the late Charles L. Freer, the Commission must approve all additions to the Freer Far-Eastern art collection that are purchased by the Smithsonian Institution from an endowment set up for this purpose.

General records. 1910-42. 12 feet.

These consist of general correspondence files of the Commission, of the Chairman, and of the Secretary, and various miscellaneous records. For the most part they relate to such matters as public inquiries on artistic matters, arrangements for meetings, and speeches and articles. Included are manuscripts of addresses by Charles Moore, former Chairman of the Commission; miscellaneous maps, photographs, and blueprints; and administrative records, some of which contain biographical information on artists who were Commissioners. Correspondence relating to particular projects is in the project files described below.

Completed-project files. 1910-43. 94 feet.

The most significant of these records are arranged alphabetically by projects and consist of the correspondence, blueprints, drawings, photographs,

newspaper clippings, and other records relating to projects that were of concern to the Commission and were completed by 1943 (78 feet). They contain information on hundreds of projects as various as the Argonne Cemetery, an Arkansas Centennial Coin, the Arlington Memorial Bridge, the Lincoln Memorial, the House Office Annex, Union Station Plaza, and the Ferdinand de Lesseps monument. These records are a source of prime importance for the history of art in the United States, particularly insofar as the relationship of the Federal Government to public artistic and architectural projects is concerned. The Shipstead-Luce Act case files, 1930-41 (16 feet), usually contain only brief formal statements and related sketches or blueprints. Preliminary checklists of these records have been compiled.

67- Records of the United States Fuel Administration

The United States Fuel Administration was created by President Wilson on August 23, 1917, with the appointment of Harry A. Garfield as Fuel Administrator, to assume the powers over fuel granted to the President by the Food and Fuel Control Act of August 10, 1917, an act designed "to assure an adequate supply and equitable distribution, and to facilitate the movement" of food and fuel during World War I. The Administrator had broad authority to regulate the production, distribution, and consumption of coal, coke, natural gas, and the fuel products of petroleum, including the power to grant licenses, to prescribe rules for the conduct of businesses, to take over and operate plants and business, to fix prices, and to determine what constituted reasonable prices.

The Fuel Administration was at first organized by bureaus reporting directly to the Administrator, who was aided by six staff advisers, but its work expanded so rapidly that reorganization soon became necessary, and by the spring of 1918 Divisions of Administration, Distribution, and Oil, which were subdivided into bureaus and sections, had been set up. The staff advisers were retained as members of the executive staff and assisted the Administrator in the shaping of general policy and in the formulation of programs for the bureaus within the divisions. Field representatives were maintained by the Bituminous Coal Bureau of the Distribution Division in the 23 distribution districts into which the country was divided, and an Anthracite Committee with headquarters in Philadelphia represented the Anthracite Bureau of the same Division. State Fuel Administrators, assisted by State advisory committees and by county and city committees, provided the Federal Administrator with information pertaining to their localities, conducted publicity and educational campaigns, initiated conservation plans supplementary to the national program, investigated fuel costs, and were responsible for the distribution of fuel allocated to their regions. The contact of the State Administrations with the National Administration was chiefly through the Bureau of State Organizations of the Administrative Division and the Bureau of State Distribution of the Distribution Division. Late in 1917 the Administrator took over the Tidewater Coal Exchange, which had been formed by operators a few months earlier for the pooling of coal shipped

to Atlantic ports, and until March 1919 all shipments of coal to Hampton Roads, Baltimore, Philadelphia, and New York were regulated by that agency.

Shortly after the Armistice the Administration began to draw its work to a close. In January and February 1919 orders and regulations governing the coal industry were suspended, and in May those governing licensed oil businesses were revoked. State Fuel Administrators were directed to assemble the records of the State Administrations and send them to Washington; final reports giving historical and analytical accounts of the activities of the divisions and bureaus were prepared; and on June 30, 1919, for want of an appropriation, the Administration closed its doors officially, though a skeleton force was maintained for a short time to complete routine business. With the approach of winter, however, a strike was called in the bituminous coal industry, foreboding a coal famine; and toward the end of October the Fuel Administrator was asked to resume his functions and the orders and regulations relating to the coal industry were revived. Rather than reassemble his staff the Administrator conferred much of his authority upon the Director General of Railroads, head of the United States Railroad Administration (see Record Group 14), which bore the expenses of the Fuel Administration during this period. On December 13, 1919, the Administrator resigned, but the Railroad Administration continued to wield the authority delegated to it until April 1, 1920, when the orders and regulations that had been restored were, together with subsequent orders, suspended by the President. The Tidewater Coal Exchange was revived early in 1920 and continued to function for a time.

The records of the Fuel Administration were placed in the custody of the Secretary of the Interior by an Executive order of July 22, 1919. In 1930 Congress authorized the destruction of the greater part of the accounting records of the Washington office and of the records of most of the State Fuel Administrations. The remaining records were subsequently transferred to the National Archives from the Interior Department. They offer material for the study of labor relations, of governmental regulation of production, distribution, and prices, of the control of public opinion, and of the activities of many prominent persons during World War I.

The following description follows an administrative organization pattern. It should be understood, however, that the organization was fluid, that filing was not always by administrative unit, and that a number of officials in the organization served in more than one capacity and, as a rule, separate files were not maintained for the different positions. This record group also includes records of the United States Bituminous Coal Commission.

See William F. Willoughby, *Government Organization in War Time and After*, ch. 12 (Washington, 1919); Leland and Mereness, *American Official Sources*, 411-418, and the publications listed therein; United States Fuel Administration, *General Orders, Regulations and Rulings* (Washington, 1920); *Final Report of the United States Fuel Administration* (Washington, 1919-21. 7 pts.); War Department, *Economic Agencies of the War*, 178-180; and Don B. Cook, *Records Problems and Policies in the Dismantling of the United States Fuel Administration* (National Archives Records Administration Circular No. 6. January 1944).

68. Records of the United States Coal Commission

The United States Coal Commission was created by an act of Congress approved September 22, 1922, to investigate "questions relative to interstate commerce in coal and all questions and problems arising out of and connected with the coal industry," with the object of gathering data that would be of value to Congress in framing legislation. The Commission expired by statutory limitation on September 22, 1923, after having conducted a broad investigation of the entire coal industry, including its economic and social maladjustments. An Executive order of September 13, 1923, designated the Director of the Geological Survey to perform any administrative duties incident to closing the work of the Commission and placed its records in the custody of the Secretary of the Interior. The greater part of the records, however, were lost in March 1936 when inadvertently removed from a storeroom by a waste-paper contractor. All known existing records of the Commission are now in the National Archives. Certain records of the Commission that had passed into the possession of the Bureau of Mines have been restored to this record group.

See Edward E. Hunt and others, *What the Coal Commission Found* (Baltimore, 1925), and *Report of the United States Coal Commission* (Washington, 1925. 5 pts.), especially the "Report of the Secretary," in pt. 1, p. 279-314.

General records. 1922-26. 40 feet.

Included are general correspondence files (6 feet) and miscellaneous correspondence; administrative records relating mainly to financial and personnel matters; published and unpublished reports and related correspondence; informational materials, including pamphlets and clippings; statements and briefs submitted by such organizations as the Bituminous Operators' Special Committee and the United Mine Workers of America; and copies of the minutes of the Commission and of conferences held during the summer of 1923 between the anthracite operators and the United Mine Workers in connection with a dispute in which the Commission intervened.

Records of investigations. 1922-23. 140 feet.

The Commission divided its investigations into three groups as they related to economic, labor, or engineering facts and placed each group under the general supervision of one or more Commissioners. The investigations of economic facts pertained to wholesaling and retailing costs and to cost of production, investment, and profits; the investigations of labor facts were concerned with living conditions, cost of living, and earnings of miners, wage rates, labor relations, irregularity of employment, and labor turnover; and the engineering investigations covered the production, storage, transportation, distribution, and waste of anthracite and bituminous coal, as well as underground management and safety in bituminous coal mining.

Records for most of the investigations appear to be present. They include the correspondence files of some of the officials directing the investigations and of special investigators; questionnaires and other forms filled out by mine operators, with related correspondence; briefs and statements of operators'

associations; reports of investigators; printed and manuscript wage agreements, arranged by producing districts; and statistical tabulations, record cards, and working papers.

69. Records of the Work Projects Administration

The Work Projects Administration (known as the *Works Progress Administration* until July 1, 1939) was established by Executive order of May 6, 1935, as the agency responsible for the execution of the Government's work-relief program as a whole. Before this the Federal Government had participated in the relief program through the Federal Emergency Relief Administration, set up under an act of May 12, 1933, and the Civil Works Administration, established by an Executive order of November 9, 1933, the two agencies having a common Administrator. The Civil Works Administration was abolished in March 1934, and its functions and records were transferred to the Emergency Work Relief Program of the Federal Emergency Relief Administration, which continued in existence until December 1935. The administration of work relief, however, was taken over by the WPA when that agency was created. Records of the FERA and many members of its staff were transferred to the new agency. Under the President's Reorganization Plan No. 1, effective on July 1, 1939, the WPA was made a part of the Federal Works Agency. At the same time the National Youth Administration was separated from the WPA and placed in the Federal Security Agency (see Record Group 119). When the WPA was officially abolished on June 30, 1943, a Division for the Liquidation of the Work Projects Administration was set up within the Federal Works Agency and functioned until June 30, 1944.

The WPA operated at four organizational levels—the central administration in Washington, regional offices, State administrations, and district offices. Except for certain Federally sponsored projects, State and local governments cooperated in financing and supervising WPA work projects. Because of the close administrative and chronological relationship between the three Federal relief agencies and because of numerous changes in their organization, some of the series of records described below are interrelated and overlapping.

See Edward A. Williams, *Federal Aid for Relief* (New York, 1939); A. W. MacMahon, J. D. Millett, and Gladys Ogden, *The Administration of Federal Work Relief* (Chicago, 1941); and Donald S. Howard, *The WPA and Federal Relief Policy* (New York, 1943).

Central files. 1933-44. 1,444 feet.

These files contain the most important materials relating to the general administration and operation of the three Federal relief agencies. The volume of CWA records, 1933-34 (54 feet), is relatively small because of the short duration of the agency; the FERA central files, 1933-36 (210 feet), are more extensive; and the WPA central files, 1935-44 (1,180 feet), including records of the Division for the Liquidation of the WPA, 1943-44, constitute by far the largest portion of the total. The files of all three agencies are organized similarly into "State" and "General Subject" series. Most of the significant administrative correspondence and reports relating to the opera-

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General records. 1917-19. 39 feet.

These include the general correspondence of the Fuel Administrator and of the Assistant Administrator for the revival period of November-December 1919; the office files of George E. Howes (appointed Executive Secretary and historian of the Administration in 1919), which contain the final reports of the division and bureau heads and of the State Fuel Administrators assembled in the closing months of the Administration and edited by Howes for publication; and correspondence and other papers of some of the staff advisers and of the engineers attached to the executive office. Records of the Fuel Administrator for the main period of the Administration are not present.

Records of the Administrative Division. 1917-19. 967 feet.

This Division administered almost all the work of the Administration except that related to oil and to the distribution of coal and coke. The records of the General Director of the Division, which form the largest series (175 feet), reflect his work as Assistant Administrator, and many of the other letters, reports, financial records, and the like relate to general administration. In addition there are a number of small, distinct files, usually created by the bureaus, that relate to special measures taken to increase the production of coal and coke, conservation programs, the preparation and distribution of press releases and bulletins, the investigation of violations and legal action against violators, the distribution of railroad cars, coal prices, labor, and the activities of State Administrations.

Records of the Distribution Division. 1917-19. 753 feet.

Working in close cooperation with the War Industries Board and the Railroad Administration, this Division controlled the distribution of coal and coke among the States and certain defined consuming areas; allocated supplies of coal and coke directly to the Army, railroads, and certain war industries; and arranged the proper routing of shipments. Records relating to these functions are chiefly those of the Bituminous Coal and Coke Bureau (452 feet), including records of 23 district offices, and of the Anthracite Coal Bureau (104 feet), including records of the Anthracite Committee. Other records relate to the supervision of the artificial-gas industry, emergency problems arising out of coal shortage, and the collection of statistics on distribution.

Records of the Oil Division. 1918-19. 155 feet.

This Division, created in January 1918, stimulated the production and conservation of crude petroleum and its products; supervised the transportation and allocation of oil; and, in general, assisted the industry, which was largely self-governed, to organize in such way as to contribute most effectively to the war effort. Many of the records are in the general files (85 feet), which reflect almost all matters considered by the Washington office. For matters of general policy the records of the Office of the General Director and of the Counsel are of most value. For tabulations of important data, the records of the Bureau of Statistics, the Bureau of Technology, and the Bureau

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of Engineering are of significance. Among these records are the records of the Federal Oil Director for the Pacific Coast and of the Advisory Committee on Natural Gas. A preliminary checklist covering all records of the Division is available in processed form.

Records of State Fuel Administrations. 1917-19. 230 feet.

These consist of the records of the Massachusetts, Michigan, and Minnesota State Fuel Administrations, which were specifically excluded from the field records authorized by Congress in 1930 for destruction; of records of the New England Administration, part of which are intermingled with those of the Massachusetts Administration; and of a few records of the Mississippi and Illinois Administrations. Included are general correspondence, correspondence with local committees and with offices of the national Administration, questionnaires, inspectors' files, retail dealers' registration certificates, and records relating to coal stocks, shipments, and allotments to counties and cities.

Records of the United States Bituminous Coal Commission. 1919-20. 6 feet.

Following a general strike in the bituminous coal industry in protest against the continuance of the so-called "Washington wage agreement" of 1917, the President on December 19, 1919, appointed the United States Bituminous Coal Commission to investigate and adjust the matters in controversy between the miners and operators. The Commission, which consisted of three members (two of whom had formerly been in charge of labor matters under the Fuel Administration), held hearings during January and February 1920 and gathered information bearing on the problem from other agencies; and on March 10 it submitted its report, entitled *Award and Recommendations* of the United States Bituminous Coal Commission (Washington, 1920). By an Executive order of March 24, 1920, the dissolution of the Commission was ordered, effective upon the signing of the agreements between the miners and operators that were specified in its award.

For purposes of liquidation the Commission's records were to be transferred to the Council of National Defense, after which they were to be transferred to the Interior Department and consolidated with the files of the Fuel Administration. The latter transfer was suspended by an order of June 16, 1920, however, until the completion of the work of the United States Anthracite Commission, which had similar functions, and the proposed consolidation was never carried out. The United States Coal Commission, created in 1922, probably made use of the records, for most of them were received with records of that agency, which were transferred from the Interior Department; the remainder of the records were received with records of the Bureau of Mines. The records, which are closely related to those of the Fuel Administration for the same period, consist of correspondence and reports, together with briefs and related data presented by the miners and operators; transcripts of proceedings; petitions and decisions; press releases; preliminary drafts of the report of the Commission; and administrative records.

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tion of a program within a single State or Territory are filed under the name of the State or Territory to which they pertain and thereunder according to various subject classifications. Correspondence of a more general nature relating to the operation of the program as a whole or to its operation in more than one State is filed by subject within one of the "General Subject" classifications. A preliminary checklist that gives detailed information concerning the records and their subject coverage is available in processed form.

Records of the FERA Division of Self-Help Cooperatives. 1933-37. 75 feet.

The Federal Emergency Relief Act of 1933 attempted to aid cooperatives by authorizing grants to States to facilitate the "barter of goods and services." The records of the Division that performed this function consist of correspondence relating to the granting of funds and the operation of projects, monthly progress and financial reports, field reports, and some informational material about cooperatives. This Division maintained all its records apart from the central files.

Records of the FERA Transient Division. 1933-36. 45 feet.

The Transient Division was established to supervise the granting of funds to States for the relief of indigent persons who could not qualify under State laws requiring that only residents could be recipients of relief. Most of the administrative correspondence of the Division was placed in the central files. These separately maintained records consist largely of periodic statistical reports, surveys of camp facilities, and policy records regarding the setting up of work camps and the reorganization of the transient program under the WPA.

Records of the FERA Sectional Economic Research Project. 1934-37. 24 feet.

These are the administrative records and some of the research materials created by a project that undertook studies of the United States by economic sections under the "four phases of sectional economy—industrial, agricultural, political, and social."

Records of the FERA and WPA Emergency Education Program. 1933-39. 115 feet.

This program was concerned with the supervision of State and local projects for adult-education courses in arts and crafts, vocational training, parent education, and child care. Program supervisors also conducted classes in Negro and workers' education and in literacy and assisted in the operation of nursery and rural schools. The college-student-aid program also came within the jurisdiction of this program. The records consist of Washington-office correspondence, memoranda, reports, and some teaching materials. Records resulting from this program were incorporated in the WPA central files after 1939.

Records of the FERA Work Division. 1934-36. 16 feet.

These include operating procedural bulletins for specific work projects and correspondence and reports pertaining to a rural-electrification survey, engineering and construction projects, the drought-relief and subsistence-garden programs, and the mattress-making project of the Women's Section.

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Records of the WPA Division of Engineering and Construction. 1935-44. 115 feet.

This Division was responsible for planning, reviewing, and providing general oversight of projects for the construction of highways, airports, dams, sanitation works, and the like. The records consist of the central classified files; administrative papers, including some relating to the supply of heavy equipment; project files, including those on airways and airports; map files, chiefly pertaining to airport projects; and photographs (10 cubic feet) made up of both aerial and ground views of airports and airport sites throughout the United States.

Records of the WPA Division of Finance. 1935-43. 67 feet.

These fragmentary records consist of correspondence relating to the general supply fund and "restitution files" relating to the recovery of misappropriated funds. The latter are closely related to the records of the WPA Division of Investigation.

Records of the WPA Division of Investigation. 1934-43. 375 feet.

These consist primarily of reports on investigations of fraud, defalcations, the misappropriation of funds, inefficiency, and disloyalty. They include CWA and FERA, as well as WPA, investigation case files.

Records of the WPA Division of Information. 1936-42. 500 feet.

These consist of newspaper clippings (130 feet) and correspondence, reports, radio scripts, photographs, and related printed and processed informational material concerning all types of WPA activity in all parts of the country.

Records of the WPA Division of Statistics. 1935-43. 150 feet.

This Division, formerly known as the Division of Social Research, the Division of Research, Statistics, and Finance, and the Division of Research, Records, and Statistics, had widely varying functions during its existence. In general it was responsible for assembling and analyzing, for the use of the WPA, statistical information on such matters as the number of persons employed on projects, the number of applications for employment, the status of work on projects, and the materials used. Among its significant surveys were those on community facilities, on family separation resulting from relief policies, on the effect of the "18-months rule" with regard to continuous WPA employment, on vocational skills in WPA, on the effect of the defense program on WPA employment, and on the extent to which relief policies prevented private employment. The records of the Division include general administrative correspondence, statistical tabulations, materials used at appropriation hearings, and scrapbooks and photographs submitted in 1943 by the State offices for a pictorial history of the WPA. Some of these records are closely related to those of the Research and Records Projects.

Records of WPA Service Projects. 1935-43. 3,030 feet.

These are records of a unit known successively as the Division of Professional and Service Projects, 1935-41, the Division of Community Service Programs, 1941-42, and the Service Division, 1942-43. Its function, in

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general, was the supervision of a number of Federally sponsored "white collar" work-relief projects. The central-office records (200 feet) include an index to records of the unit in the central files, 1935-39; narrative reports submitted by State offices, 1935-39; scrapbooks of "This Work Pays Your Community Week" exhibits submitted by the State offices, 1940-41; and final national and State reports on the operations and accomplishments of the various service projects, 1942-43. Taken together, the first five projects mentioned immediately below were known as Federal Project No. 1, the records of which include statistical summaries of project employment and costs and procedural materials in addition to the records of the projects themselves. The records of the various projects are as follows:

RECORDS OF THE FEDERAL MUSIC PROJECT, 1935-39 (70 feet). The records of this project consist of administrative correspondence; narrative, statistical, and miscellaneous reports on the general program and its sponsorship; newspaper clippings; and sound recordings of various programs. The recordings (90 units), many of them of folk music, were made by concert bands, women's symphonies, children's orchestras, madrigal singers, dance bands, and other groups.

RECORDS OF THE FEDERAL THEATRE PROJECT, 1935-39 (625 feet). This project was designed to provide jobs for the unemployed in the theater world and to present drama to a wider public than that reached by commercial producers. The records are those of the Washington and New York City national offices, the National Service Bureau in New York, various regional service bureaus, and numerous State offices. They consist of administrative correspondence, including the files of the National Director; narrative and statistical reports on productions; newspaper clippings, press releases, and other publicity concerning performances; research materials, monographs, and histories of the theater; playscripts, play catalogs, and production bulletins; and photographs and posters. Motion pictures of performances are among the records of the Motion Picture Division described below. There are related materials in the Library of Congress.

RECORDS OF THE FEDERAL ART PROJECT, 1935-39 (25 feet). These consist of correspondence with the State and regional offices, field trip reports, and miscellaneous records pertaining to National Art Week, community art centers, and the "Index of American Design."

RECORDS OF THE FEDERAL WRITERS' PROJECT, 1935-42 (150 feet). This project was designed to provide jobs for unemployed authors, journalists, lawyers, teachers, and the like by assigning to them the preparation of city and State guide books and local historical and sociological studies. The records consist of the Washington-office administrative files; field-trip reports; editorial correspondence and reports; publication contracts for manuscripts; regional-office files from Southern California and New England; and a small quantity of edited manuscripts with related research material and correspondence.

RECORDS OF THE HISTORICAL RECORDS SURVEY, 1935-42 (125 feet). Designed to employ "history research workers, teachers, librarians, lawyers, clerks, and other white collar workers" who were certified as eligible for

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employment, the Survey undertook to discover, preserve, and list basic materials for research in the history of the United States. These Washington-office files of the Survey include correspondence, reports from regional and field supervisors, editorial correspondence, manuals, and an almost complete record set of HRS publications. Most of the records pertain to the inspection, listing, and inventorying of archival and other materials in libraries, historical societies, city and county offices, churches, and other non-Federal depositories. There are some that concern the Survey of Federal Archives, the American Imprints Inventory, and national-defense work undertaken after 1940. There are related records in the central files, in the Research and Records Projects files, and in the records of the Division of Information. A preliminary checklist of these records is available in processed form.

RECORDS OF THE SURVEY OF FEDERAL ARCHIVES, 1935-43 (600 feet). This project, sponsored by the National Archives, had as its purpose the survey of records of the Federal Government outside the District of Columbia in order to ascertain their whereabouts, volume, and conditions of storage and to compile inventories of them. A large part of these records (400 feet) are copies of a form giving location, volume, title, dates, and other information concerning series of records surveyed. There are, in addition, correspondence, reports, copies of unpublished manuscripts, instructional materials, the records of several regional offices, and a complete record set of the published inventories. A preliminary checklist of these records is available in processed form.

RECORDS OF THE RESEARCH AND RECORDS PROJECTS, 1935-42 (1,200 feet). This subdivision of the Professional and Service Projects provided general supervision and review for surveys and investigations of such matters as traffic, land use, housing, natural resources, public administration, social and economic conditions, education, and university research. The work of the unit did not differ greatly from that of the Division of Research and Statistics and closely related records may be found among the records of that Division. In general, however, the Research and Records Projects unit was concerned only with sponsored projects rather than with research within or for the WPA. The records consist of project application files (260 feet), general administrative correspondence, reports and unpublished studies, procedural materials, statistical data, and copies of publications and of final project reports (400 feet). In most cases the research and unpublished materials assembled by the various projects were retained by their sponsors.

OTHER PROJECT RECORDS, 1935-43 (35 feet). These include administrative correspondence and manuals of procedure of Library Service and Newspaper Indexing Projects; records of the Library of Congress Project to inventory and arrange records of the WPA art programs; records of the Workers' Service Program; and records of the Spanish Project, designed to teach Spanish to members of the Army Air Forces.

Records of the WPA National Research Project. 1935-42. 48 feet.

The National Research Project on Reemployment and Recent Changes in Industrial Techniques was established in 1935. With the cooperation of a

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large number of private and governmental organizations, its staff conducted an extensive program of analyzing existing information and augmenting it with field surveys and analyses in an attempt to determine "the extent of recent changes in industrial techniques and to evaluate the effects of these changes on the volume of employment and unemployment." Most of the so-called "product" records of the project, that is, the assembled research data, were turned over to the Bureaus of Labor Statistics and of Agricultural Economics. The records described here are the "project" or administrative records, consisting of correspondence, memoranda, and reports relating to the organization and administration of the project and its relations with other Government agencies and with private institutions. The records also contain information on publicity, program studies, photographs, and an almost complete record set of published reports.

Miscellaneous FERA and WPA divisional and project records. 1934-43. 16 feet.

These consist of various small series, frequently related to records in the central files, including records of the Social Service Training Program, 1934-36, the Adjustment Division, 1934-35, the Supply Division, 1940-43, the Safety Division, 1934-41, the Employment Division, 1935-36, the Division of Training and Reemployment, 1940-43, and the Division of Records and Microphotography, 1937-43.

Motion pictures. 1935-43. 100 units.

A Motion Picture Record Division was established in 1935 to record the progress on WPA work. Most of these films were produced or distributed by the Division or its successors and they relate to the various activities of the WPA. Included are films on flood, drought, and hurricane relief and rehabilitation; the construction of dams, roads, parks, airports, and the like; slum clearance; and "white-collar" work projects. One series of films relates to WPA programs in particular areas. There are a few instructional films, such as those in the "Physical Science" series and the "Bringing the World to the Classroom" series.

Other FERA and WPA records. 1934-43. 190 feet.

These records, though often fragmentary and sometimes duplicated in the central files, include some significant materials created at high administrative levels. Among them are records of the Office of the Assistant Administrator of FERA, Jacob Baker, 1934-36 (5 feet), relating to general policy, wages and hours, the classification of workers, self-help cooperatives, "white-collar" projects, and the organization of the WPA. Records of the Office of the WPA Commissioner (formerly Administrator), 1935-43 (30 feet), include fragmentary correspondence and memoranda of a policy nature; Presidential letters allocating funds for WPA projects, 1939-41; and records of the Director of the Administrative Budget Section of the Division of Management, 1940-43 (12 feet). A master set of the WPA "Manual of Rules and Regulations" and procedural bulletins, 1935-43 (36 feet), includes Executive orders, administrative orders, and circular letters. There are also WPA

organization charts, 1935-42 (6 feet); copies of outgoing correspondence with prominent individuals and organizations, 1935-38 (80 feet); samples of complaint correspondence, 1933-36 (15 feet); and records of the Liaison Officer for the WPA State Administration in Oklahoma, 1937-39 (6 feet).

70. Records of the Bureau of Mines

The Bureau of Mines was established in the Department of the Interior by an act approved May 16, 1910. In 1925 the Division of Mineral Resources of the Geological Survey and the Coal Division of the Bureau of Foreign and Domestic Commerce, together with their records, were transferred to the Bureau. It was made a part of the Department of Commerce the same year but it was returned to the Department of the Interior in 1934. The Bureau is the scientific and engineering agency of the Federal Government responsible for safeguarding the lives of workers in the mineral industries and for developing more efficient methods for the mining, preparation, distribution, and utilization of mineral resources. Prior to 1925, the period covered by most of the records described below, the expansion of the Bureau's functions was marked by the assumption of new tasks under a broadening amendment to the act of 1910, approved February 25, 1913; by the establishment of safety stations and experiment stations under an act of 1915; by the enforcement of the Explosives Regulation Law of 1917 and the Leasing Act of 1920; and by the conduct of numerous special scientific, technological, and administrative projects growing out of World War I and its aftermath. Administratively the work of the Bureau was divided by 1919 between an Investigations Branch and an Operations Branch. By 1926 Health and Safety Divisions had been organized in a separate branch, and an Administrative Branch included Divisions of Office Administration and Education. As a result of new emphasis on the economic aspects of mineral investigations, an Economics Branch was set up about 1925 with Divisions of Coal, Minerals and Metals, Petroleum Economics, and Mineral Resources and Statistics. The Technologic Branch in 1926 included Petroleum and Natural Gas, Helium, Metallurgical, Mining, Mechanical, Explosives, and Experiment Stations Divisions. At the same time a Chief Mining Engineer was given special duties in connection with British cooperation, the work of the Mine Safety Board, and the operation of an Experimental Mine.

General files. 1910-24. 475 feet.

These central classified files relate to all activities of all units of the Bureau during the years covered. More specifically, classification headings indicate that the records pertain to the organization of the Bureau, general policy, legislation, rules and regulations, cooperative relationships with other Government agencies and private associations and institutions, general field work, mining operations, mine safety, mine health, rescue work, mine management and labor, ores and ore dressing, metallurgy, helium, mineral technology, fuel lands and their leasing, coal technology, lignite, peat, the Government Fuel Yards, petroleum and natural gas, the work of the War Minerals Division

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persons addressed; and press copies, 1895-1911 (382 vols.). General files, 1886-1942 (2,538 feet), contain both letters received and copies of letters sent. "Confidential" correspondence, 1918-42 (27 feet), is separately filed, and there are microfilm copies of general correspondence, 1918-44 (2,633 rolls).

Technical records. 1783-1943. 569 feet.

These deal primarily with the design and construction of facilities in shore establishments. They include plans, drawings, and blueprints of buildings and constructions in shore establishments, 1853-1940 (216 feet); microfilm copies of such materials, 1783-1941 (497 rolls); and photographic prints of construction projects in over 500 shore establishments, 1899-1943 (175 feet). Also included are incomplete series of logs of civil-engineer departments of various shore establishments, 1817-1921 (87 vols.); a report on British dockyards prepared by Capt. Matthew C. Perry, 1840 (1 vol.); inspection data received from public-works officers relating to naval works in shore establishments, 1917-23 (10 feet); and fragmentary records of public stores at shore establishments, 1813-87 (45 feet).

Financial records. 1821-1944. 3,188 feet.

These records, which are very diverse, include such material as bids, specifications, and related correspondence and other papers, 1821-1940 (298 feet); contracts, with accompanying bonds, specifications, and frequently plans for stipulated constructions, 1842-1944 (1,118 feet); correspondence relating to contracts and specifications, 1911-42 (1,092 feet and 338 rolls of microfilm); other records relating to contracts, 1842-1926 (66 feet); annual reports of expenditures and operations, 1842-1911 (34 feet); and annual estimates of funds required for public-works projects, 1919-32 (14 feet).

Personnel records. 1842-1936. 87 feet.

Among these are some pay rolls of shore establishments, 1844-96 (37 feet); monthly reports on beneficiaries at the Naval Asylum, 1851-86 (6 feet); and papers relating to apprentices and other minors employed in shore establishments, 1853-82 (4 feet).

Other records. 1842-1944. 220 feet.

These include handwritten copies of circulars sent to commandants of navy yards, 1857-97 (2 vols.); correspondence with emergency shipbuilding plants, 1917-18 (12 feet); correspondence and other records relating to the Federal Emergency Relief Administration, 1933-38 (12 feet); records of the Aviation Division, Construction Department, including correspondence, blueprints, plans, and memoranda relating to the construction of naval air stations at Alameda, San Diego, and San Pedro, Calif., Tongue Point, Ore., and Seattle, 1925-42 (2 feet); records of the Naval Construction Battalion Training Center, Camp Pendleton, Oceanside, Calif., consisting of correspondence and other material, 1942-44 (4 feet); and records of the Construction Battalions (Seabees) Recruiting Division, 1942-43 (2 feet), including correspondence, memoranda, posters, and exhibits.

72. AERONAUTICS BUREAU

72. Records of the Bureau of Aeronautics

Correspondence regarding possible use of aircraft by the Navy was begun as early as 1908 by the Office of the Secretary of the Navy and by the Bureau of Equipment, and later by other bureaus of the Navy Department. On March 13, 1911, the general supervision of naval aeronautics was placed in the Bureau of Navigation. The first naval aviation unit was organized in the summer of the same year, with a camp near Annapolis; and in January 1914 a naval air station was established in the abandoned navy yard at Pensacola. General orders issued June 23, 1913, and June 20, 1916, distributed functions relative to the construction and equipment of naval aircraft among the Bureaus of Construction and Repair, Steam Engineering, Ordnance, Yards and Docks, and Navigation; and in 1915 the coordinating functions of the Division of Operations, Office of the Secretary of the Navy, with respect to aeronautics were transferred to the Office of the Chief of Naval Operations. Functions relative to aircraft, like those relative to surface vessels, were thus diffused throughout the Navy Department until July 12, 1921, when an act of Congress authorized the establishment of a Bureau of Aeronautics. The authorization was given effect by a general order of August 10, 1921, which consolidated the aeronautical functions of various bureaus and offices in the new Bureau.

The Bureau of Aeronautics is responsible for the testing of materials, the making of contracts, the outfitting of bases and other shore establishments, the drafting of recommendations and schedules for aircraft construction, and the supervision of the service, repair, overhauling, and salvage of naval aircraft. Various bodies of records relating to naval aircraft were transferred to the Bureau of Aeronautics in 1921 and 1922; other such records were retained by the bureaus and offices in which they had been filed or were transferred to the Office of Naval Records and Library.

Aeronautical records of the Bureau of Engineering. 1911-22. 90 feet.

These relate to airplane engines, fuel, propellers, lights, detectors, and other instruments and to kites, balloons, and gas. On June 1, 1917, the aeronautical functions of the Bureau of Steam Engineering (later the Bureau of Engineering) were concentrated in an Aeronautics Division. The records include letters received filed with copies of letters sent, reports, memoranda, and other materials, 1911-22 (55 feet); abstracts of contracts under the cognizance of the Bureau of Supplies and Accounts, with notices of awards and related correspondence, 1915-21 (18 feet); copies of Navy pay-office contracts, 1916-21, of Navy orders, 1918-20, and of bureau orders, 1918-21, with accompanying reports of material shipped and related correspondence (6 feet); and records of the Naval Inspector of Engineering Material and the Superintending Constructor of Aircraft, Boston, 1916-19 (8 feet).

Aeronautical records of the Office of the Chief of Naval Operations. 1914-24. 305 feet.

These relate chiefly to general supervision of naval aeronautics, the assignment and detail of aircraft and aeronautical personnel, and aeronautical mat-

70. MINES BUREAU

and of the Division of Mineral Resources and Statistics, and work at the various field stations and laboratories.

See Fred W. Powell, *The Bureau of Mines* (New York, 1922).

Divisional and field records. 1900-1940. 120 feet.

The principal records of the various subordinate units of the Bureau of Mines were placed in the general files, but there are other records that were withheld from these files. They include records of the Division of Mineral Resources of the Geological Survey, the Coal Division, the Petroleum Economics Division, the Information and Education Division, and the Committee for Explosives. There are records relating to work at field stations at Ithaca, Pittsburgh, Salt Lake City, Boulder, Colo., Miami, Okla., and elsewhere. Among the many records that are not clearly identified by administrative origin are some relating to peat investigations and the production of metals, mine lumber, explosives, aluminum, and helium. Other records relate to attendance at the Petroleum Conference of the Inter-Allied Maritime Transport Council in London, 1918-19, and to the Navy Alaska Coal Investigation Expedition, 1914. Special lists of the records relating to helium, petroleum, and explosives have been compiled.

Statistical records of employment and accidents in mines. 1911-42. 65 feet and 230 rolls of microfilm.

Operators of quarries, coal mines, metal and nonmetal mines, and metal-working plants have been required to submit periodic form reports showing the number of employees in different types of work and the number and causes of accidents, the circumstances surrounding them, and their results. Many of the original schedules have been destroyed, but microfilm copies of schedules, 1915-35 (230 rolls), and statistical tabulations based on them, 1911-42 (60 feet), are in the National Archives. There are also form reports submitted by State agencies giving information about accidents resulting in death, 1933-42 (5 feet).

Motion pictures. 1920-39. 376 units.

These are principally educational and documentary films prepared by the Division of Information in cooperation with industrial concerns. They illustrate the Bureau's various activities, particularly in connection with the promotion of safety practices and devices in mines, the improvement of sanitation in mining areas, the giving of first aid, and the rescue of imprisoned miners. The extractive industries are represented by films that illustrate drilling for oil and natural gas and the mining of coal, gold, iron, copper, zinc, and nickel. Processing and fabricating activities are pictured in films on copper smelting, steel manufacture, refining, and the manufacture of items such as spark plugs, storage batteries, watches, sulphur, dynamite, and cement.

Records of the Committee on Mineral Imports and Exports. 1918-19. 8 feet.

This Committee was organized by the Division of Planning and Statistics of the United States Shipping Board to assist in formulating programs relative to the importation and exportation of minerals, especially in regard to a more

71. YARDS AND DOCKS BUREAU

effective use of shipping facilities. The records consist of correspondence, reports and recommendations, bulletins, and minutes. A few of the Committee's records are among the records of the Shipping Board in Record Group 32 and the records of the Division of Mineral Resources of the Geological Survey in this record group. A subject file on minerals was combined with records of the Joint Information Board on Minerals and Derivatives described below. A preliminary checklist of the records of the Committee is available in processed form.

Records of the Joint Information Board on Minerals and Derivatives. 1918-19. 9 feet.

This interagency Board was organized to coordinate and distribute information concerning minerals of importance in the prosecution of World War I; to provide opportunity for the discussion of administrative problems relative to minerals; and to aid Government administrators in obtaining all available information on minerals. The records consist of a small amount of correspondence, minutes of meetings, memoranda, and miscellaneous records; and, principally, of papers relating to particular mineral subjects. A subject file includes records originally filed by the Committee on Mineral Imports and Exports and by the Division of Mineral Resources of the Geological Survey. A preliminary checklist of the records of the Board is available in processed form.

71. Records of the Bureau of Yards and Docks

The Bureau of Navy Yards and Docks was created as one of the five bureaus of the Navy Department in 1842. Since 1862 it has been known as the Bureau of Yards and Docks. The Chief of the Bureau is also Chief of the Corps of Civil Engineers. The functions of this Bureau, which are carried out by commissioned officers of the Corps of Civil Engineers, include the design, construction, and maintenance of navy-yard facilities, harbor structures, utilities, and all types of buildings. The Bureau also has charge of and operates all land-transportation and weight-handling equipment for the Navy. At advanced naval bases and in combat areas during time of war its work is performed by Construction Battalions (Seabees). From 1849 to 1890 it had charge of the Naval Asylum at Philadelphia, known after 1889 as the United States Naval Home.

General correspondence. 1842-1942. 3,426 feet.

This correspondence is with commandants of navy yards and stations, Navy agents, naval officers, civil engineers, governors of the Naval Asylum, Secretaries of the Navy, bureau heads, and other Government officials and with contractors and other individuals. The letters received, 1842-85 (178 feet), are arranged in series by classes of correspondents, with letters from commandants of navy yards and stations and from Navy agents arranged in subseries by name of navy yard or naval station. The letters sent include handwritten copies, 1842-95 (107 vols.), arranged in series by classes of

ters outside the naval districts. These functions centered at first in the Office of Naval Aeronautics, established in 1914 in the Division of Operations, Office of the Secretary of the Navy. They were subsequently transferred to the Office of the Chief of Naval Operations, where they were successively the responsibility of the Material Division, the Office of Naval Aviation (usually designated as the Aviation Division), and the Aviation Section, Planning Division. The records consist chiefly of general files, 1914-21 (146 feet); photographs of men assigned to the Marine Air Corps (giving their names, ranks, activities, and other information) and lantern slides showing aircraft, aircraft carriers, naval air stations, aerial mapping, and other subjects, 1918-20 (22 feet); plans of shops and shop equipment of the United States Naval Aviation Base, Eastleigh, England, 1918 (2 feet); records of the Inspector of Naval Aircraft, Naval Aircraft Station, Friedrichshafen, Germany, 1922-24 (8 feet); and miscellaneous records, including copies of correspondence with the United States Naval Forces Operating in European Waters, contracts, unbound flight logs, data concerning helium, and inspection reports, 1917-20 (63 feet).

Aeronautical records of the Bureau of Construction and Repair. 1917-21. 53 feet.

These records relate to the construction and repair of naval aircraft except for their power plants. In July 1916 these functions were concentrated in an Aircraft Division. The records include correspondence with supervising constructors of naval aircraft, 1918-19 (3 feet); records of the Superintending Constructor of Naval Aircraft, Buffalo, 1917-19 (33 feet); and records of the Office of Spruce Production for the Navy, Boston, 1918-19 (10 feet).

General files. 1917-42. 1,835 feet.

Letters received filed with copies of letters sent, reports, memoranda, and other materials, of which a part (31 feet) is segregated as confidential, make up these files. The earlier files were begun by the Bureau of Construction and Repair and after their transfer to the Bureau of Aeronautics were continued unbroken as the general files of that Bureau. The records after 1921 relate to all varieties of matters handled by the Bureau of Aeronautics, including the design, manufacture, distribution, and disposition of naval aircraft, aeronautical research, administration, and civil, enlisted, and officer personnel.

Contracts. 1915-42. 901 feet.

These include abstracts and copies of contracts, with related forms and correspondence, 1915-42 (782 feet); and copies of War Department contracts involving naval aircraft, with related forms and correspondence, 1937-42 (37 feet).

Drawings, tracings, blueprints, and vandykes. 1917-42. 500 feet.

These represent designs of aircraft and of aircraft parts and consist of about 4,700 rolled plans in numerical order, 1917-28, begun by the Bureau of Construction and Repair; and folded or flat plans arranged by a combina-

tion of symbolical numbers (indicating type of plane), names of manufacturers, parts of planes, and dates of plans, 1917-42.

Aircraft logs. 1918-42. 618 feet.

These consist of aircraft flight logs, 1918-42 (7,000 vols.), and aircraft engine logs, 1923-42 (4,700 vols.)

Records of the Naval Aircraft Factory. 1917-41. 616 feet.

The construction of a Naval Aircraft Factory in the Philadelphia Navy Yard was authorized by the Secretary of the Navy on July 27, 1917. It manufactures aircraft for the Navy, obtains cost data for guidance in dealing with private manufacturers, and does experimental work under the direction of the Bureau of Aeronautics, to which it was transferred from the Office of the Chief of Naval Operations. Its records consist of general files, including correspondence between the Navy Department and the Naval Aircraft Factory relating to organization, policy, and authority for work, and between manufacturers and the Factory relating to work in progress, 1918-30 (349 feet); test reports for materials and structures, 1918-29 (45 feet); blueprints, 1918-33 (125 feet); employment records, 1917-19 (41 feet); approximately 60,000 nitrate photographic negatives and 60,000 prints showing aeronautical equipment, construction of buildings and planes, and civil and naval personnel, 1918-41 (55 feet); and miscellaneous records (1 foot).

Records of offices of inspectors of naval aircraft. 1925-36. 445 feet.

These include correspondence, copies of contracts, test reports, drawings and blueprints, photographs, and other records of offices of inspectors of naval aircraft at Baltimore, Bristol (R. I.), Buffalo, Chicago, Cleveland, Dayton, Detroit, East Hartford, Munhall (Pa.), Pensacola, Philadelphia, Schenectady, Seattle, and Wichita.

Aeronautical records of inspectors of naval material. 1926-39. 193 feet.

These include correspondence, contracts, and other records of offices of inspectors of naval material at Chicago, 1931-34, Munhall, Pa., 1935-39, and Schenectady, 1926-36.

Other records. 1916-45. 526 feet.

These include correspondence and other records concerning the acquisition of sites for dirigible bases, 1919-29 (2 feet); records of and relating to the United States Helium Production Plant, Fort Worth, 1919-30; reports, statistics, blueprints, and photographs relating to the ZR-3 (*Los Angeles*), the ZR-1 (*Shenandoah*), and other rigid airships, 1922-40 (13 feet); copies of tests of structural calculations, chiefly for wing and fuselage parts of airplanes and gliders, 1935-43 (12 feet); correspondence, plans, reports, tabulations, photographs, test data, and other records relating to airship design, 1916-40, to airship history, 1917-41, to facilities and processes employed at Lakehurst, N. J., and Sunnyvale, Calif., and to estimates prepared by the Goodyear Aircraft Corporation in connection with Navy contracts, 1942-43 (40 feet); and correspondence and certain printed materials of the Materials and Resources Group, Production Division, 1942-45 (3 feet).

73. Records of the President's Organization on Unemployment Relief

On October 17, 1930, President Hoover designated several Cabinet members and the Governor of the Federal Reserve Board as members of a committee to consider plans for meeting the unemployment problem during the coming winter. Five days later the President appointed Col. Arthur Woods to take charge of developing such a program, and the Cabinet committee assumed an advisory position. Around Colonel Woods was organized the President's Emergency Committee for Employment, which consisted at first of about 30 persons, among them industrialists, economists, social workers, and Government officials. The Committee was represented in the field by 7 regional advisers, who aided in the formation of numerous State and local emergency committees. Existing agencies such as churches, civic clubs, and fraternal organizations served instead of special committees in many of the counties and smaller cities.

On August 19, 1931, the Emergency Committee was reorganized as the President's Organization on Unemployment Relief, with Walter S. Gifford as Director. An advisory committee of more than one hundred members from various parts of the country, from among whom were chosen State representatives, was appointed by the President, and committees on the administration of relief, the program of Federal public works, cooperation with national organizations, employment plans and suggestions, and the mobilization of relief resources were formed.

Neither the "Woods Committee" nor the "Gifford Organization" administered relief. They undertook, instead, to stimulate and coordinate the efforts of national, State, and local agencies for combating unemployment and distributing relief. They served as clearinghouses for ideas, gathered and distributed information, encouraged the construction of needed public works, and sponsored programs designed to relieve the unemployment situation and its resulting hardships. The expenses of these organizations were defrayed by the Department of Commerce and were met by deficiency appropriations. Congress failed to make such an appropriation in 1932, and, as a result, the President's Organization ceased to function on June 30 of that year. By an Executive order of March 2, 1933, President Hoover directed the transfer of the records of both the Committee and the Organization to the Department of Commerce and ultimately to the National Archives.

See Erving P. Hayes, *Activities of the President's Emergency Committee for Employment, 1930-1931* (Concord, 1936); and Appropriations Committee, House, *Second Deficiency Appropriation Bill for 1931, Hearing*, 700-720 (Washington, 1931), and *Second Deficiency Appropriation Bill for 1932, Hearing*, 66-72 (Washington, 1932).

Central files. 1930-32. 90 feet.

These comprise the central files of both the Emergency Committee and the President's Organization, which constitute separate bodies of records but are similar in content and arrangement. They contain correspondence,

memoranda, and other materials concerning the efforts of these organizations and of the State and local committees and other groups throughout the country to relieve unemployment and provide relief; commendations, criticisms, and suggestions regarding the work, including plans for relieving unemployment (of which several thousand were received); statistical and other information furnished by governmental and private agencies concerning the effects of the depression; publicity materials; correspondence concerning legislation and copies of bills and resolutions bearing on the unemployment problem; and various administrative records. Included are records pertaining to the "back to school," garden, food and nutrition, conservation of surplus foods, and clothing programs sponsored by the President's Organization, and notes of telephone conversations held by Colonel Woods with the Governors of all the States or with their representatives in November 1930 concerning conditions in their localities.

Files of divisions and committees. 1930-32. 79 feet.

Included are general files of the Public Works, Publicity, Industries, and Women's Divisions and some records of the Committee on Cooperation with National Groups and Associations and the Committee on Employment Plans and Suggestions. Among the records of the Public Works Division are questionnaires concerning the construction of schools and other public or semipublic works, arranged by State and thereunder by city.

"Relief files." 1930-32. 9 feet.

These consist of three groups of records concerning the organization of relief, arranged by States, by cities, and by national organizations, and a complete set of bound press releases. In the State files are correspondence and reports from State and city chairmen of relief committees; in the city files are correspondence from mayors on local situations, reports of field workers and organizers, and questionnaires regarding relief funds in cities; and in the national organization files are reports and bulletins from Federal agencies whose work was related to the unemployment problem and from such nongovernmental organizations as the American Red Cross, the Association of Community Chests and Councils, the Russell Sage Foundation, the American Federation of Labor, and the Family Welfare Association of America.

Office files. 1930-33. 16 feet.

These include files of Fred C. Croxton, who served first as a regional adviser, then as Acting Chairman of the Emergency Committee, after Colonel Woods' retirement in April 1931, and finally as Assistant Director of the President's Organization; of Erving P. Hayes, executive assistant to Mr. Croxton; of Walter S. Gifford, Director of the President's Organization; and of other individuals. Of particular interest in the Croxton files are papers on the financial plight of corporations in 1932; and the Hayes files contain materials for a fairly complete picture of the activities of the Emergency Committee.

74. Records of the Bureau of Ordnance

The Bureau of Ordnance and Hydrography was one of the five bureaus established in the Navy Department by an act of August 31, 1842. The Bureau was divided by an act of July 5, 1862, into a Bureau of Navigation and a Bureau of Ordnance. To the former were transferred the nonordnance functions and most of the records relating to hydrography, astronomy, and navigation. The Bureau of Ordnance is responsible for the design, manufacture, procurement, maintenance, and issuance of all armament (including armor, torpedoes, mines, depth charges, pyrotechnic materials, bombs, ammunition, war explosives, war chemicals, defensive nets, buoys, and net appliances) and with some exceptions, for optical and other devices and materials for the control of guns, torpedoes, and bombs. The Bureau also provides for the upkeep, repair, and operation of naval gun factories, ordnance plants, torpedo stations, proving grounds, powder factories, ammunition depots, mine depots, and magazines.

General correspondence. 1842–1940. 5,058 feet.

Relating to all the business handled by the Bureau of Ordnance, these files consist of letters received, in series arranged by subjects and by classes of correspondents, 1842–84 (548 vols. and 321 binders); copies of letters sent, 1842–1918 (1,158 vols.); and general files, including letters received filed with copies of letters sent, reports, memoranda, and other records, 1885–1940 (4,422 feet).

Technical records. 1841–1942. 598 feet.

These records (chiefly printed forms) relate to the design, manufacture, testing, and distribution of naval ordnance. For the most part they consist of records relating to guns, chiefly 1863–1942 but with a few documents dated as early as 1798 (128 feet), to armor, 1891–1904 (5 feet), to casting and forging, 1898–1921 (20 feet), to ammunition, 1903–41 (139 feet), and to underwater ordnance, 1907–41 (40 feet); and of miscellaneous technical records, 1841–1934 (241 feet). There are also graphic files and related materials, 1843–1918 (25 feet), including large plans, drawings, blueprints, and vandykes, 1843–1918 (5 feet); photographs, drawings, and printing plates, 1885–1911 (18 feet); and blueprints, photographs, models, and publications submitted by naval inspectors of ordnance relating to work on and inspection of United States ships, 1911–18 (2 feet).

Fiscal records. 1842–1939. 255 feet.

These include copies of contracts and related papers, 1842–78, 1887–1939, and budget estimates and related correspondence, 1843–1904.

Records relating to patents and inventions. 1898, 1917–25. 10 feet.

Letters received relating to inventions, 1898 (3 feet), and correspondence concerning patents and inventions, 1917–25 (6 feet), are among these records.

Records of the Naval Gun Factory. 1843–1944. 340 feet.

A Gun Plant Board was convened by order of the Secretary of the Navy, November 19, 1886, to consider methods "to put the buildings and plant of

the Washington Navy Yard in a condition to adapt them to ordnance work on a large scale." Soon after the submission of its report in 1887 the enlargement of ordnance facilities in the Navy Yard was begun; and this process continued until December 1945, when the whole of the Navy Yard was incorporated into the Naval Gun Factory. Upon its establishment in 1887 the Naval Gun Factory received and continued the records of the Ordnance Department of the Navy Yard. The records in the National Archives include correspondence, reports, and memoranda, arranged by subject, 1843–1911 (510 binders); and reports on the examination of inventions, 1851–80 (8 vols.). Other records of the Naval Gun Factory are among those of the Washington Navy Yard in Record Group 181, Records of Naval Districts and Shore Establishments.

Other records. 1842–1944. 1,491 feet.

These include records of offices of naval inspectors of ordnance, 1895–1925 (1,353 feet); office files of the Chief of the Bureau of Ordnance, 1904–24 (6 feet); correspondence, reports, and other records of the Torpedo Repair Station of Base 6, Destroyer Flotillas, United States Naval Forces Operating in European Waters, 1917–18 (2 feet); logbooks, requisition and order books, and other records of the Naval Ammunition Depot, Fort Mifflin, Pa., 1863–1919 (5 feet); correspondence and technical, fiscal, and personnel records of the Navy Nitrate Plant, Indian Head, Md., 1918 (3 feet); correspondence, reports, and other records of the Torpedo Assembling Plant, Naval Torpedo Station, Alexandria, Va., 1918–33 (17 feet); copies of circular letters issued by the Bureau of Ordnance, 1920–22 (4 feet); and records of the Degaussing Office, Thirteenth Naval District, relating to degaussing activities in Alaskan waters, 1942–44 (1 foot).

75. Records of the Office of Indian Affairs

From the establishment of the Federal Government until 1849 jurisdiction over all Indian affairs was vested in the War Department. The work was carried on directly by the Office of the Secretary of War until 1824, when a separate agency within the War Department, the Bureau of Indian Affairs, was given responsibility for the nonmilitary aspects of Indian affairs. This agency, which became known as the Office of Indian Affairs, was transferred in 1849 to the newly created Department of the Interior, where it has since remained. The Office of Indian Affairs has responsibility for the management of all matters concerned with the Federal Government's relations with the Indians, including their economic development, education, health, and legal rights. Included in this record group, in addition to the records of the Office of Indian Affairs itself, are records of the Office of Indian Trade, of the Board of Indian Commissioners, and of various commissions—records that came into the possession of the Office and were considered to be parts of its records.

See Laurence F. Schmeckebier, *The Office of Indian Affairs* (Baltimore, 1927).

1851-55 (Oregon); records of the treaty commission to the Washington Indians, 1854-55; and journals of proceedings of a special peace commission headed by Gen. Alfred Sully, 1867 (Upper Missouri).

Records of the Office of Indian Trade. 1795-1822. 45 feet.

Although two Government trading houses were established among the Creek and Cherokee Indians in 1795, general authority for establishing such houses was not given until a year later. An act of April 18, 1796, which was reenacted from time to time with slight changes until 1822, authorized the President to establish Government trading houses or factories "at such posts and places on the western and southern frontiers, or in the Indian country, as he shall judge most convenient for the purpose of carrying on a liberal trade with the several Indian nations." Some 28 different factories, located at Detroit, Michilimackinac, Fort Madison, Fort Osage, Natchitoches, and other places on the frontier, were at various times in existence under this system. Headquarters for supplying the factories and for receiving furs and peltries were at first in Philadelphia, and the system was operated mainly through the facilities of the War Department. In 1806 provision was made for a Superintendent of Indian Trade, who maintained a warehouse in Georgetown, D. C., and was responsible for purchasing and transporting goods to the factors until the factory system was abolished in 1822.

The records of the Office of Indian Trade came into the possession of the Bureau of Indian Affairs in about 1834. In 1910 some of them that were unbound were transferred to the Library of Congress (see its *Handbook of Manuscripts*, 479). The remainder of the records, now in the National Archives, consist principally of correspondence and accounting records. The correspondence (8 feet) includes original letters and related papers, some of them addressed to factors, 1795-1822 (6 feet); letter books of the Superintendent of Indian Trade, 1807-22 (6 vols.); and letter books of factories located in the Southwest, 1795-1821 (3 vols.). Most of the accounting papers (29 feet) are records of the central office and include statements of accounts, invoices of goods sent out and of furs received, receipts, abstracts of disbursements, canceled checks, notes, bonds, bills, vouchers, bills of lading, permits, and oaths. Among other records of the central office are a number of volumes that record goods ordered for the various factories; a volume of invoices of furs received from factories, 1796-1805; a volume that lists sales of furs, 1812-22, giving names of purchasers and prices; and check-stub books. Very few of the records antedate 1800. A calendar on cards, which includes items to be found in this material relating to the upper Mississippi Valley, has been compiled for a group of historical agencies, and a microfilm copy of this calendar is available at the National Archives.

See Katherine Coman, "Government Factories: An Attempt to Control Competition in the Fur Trade," in *Papers and Discussions of the American Economic Association*, 1911, p. 368-388; Edgar B. Wesley, "The Government Factory System Among the Indians, 1795-1822," in *Journal of Economic and Business History*, 4: 487-511 (May 1932); and *American State Papers: Indian Affairs* (Washington, 1832-34, 2 vols.). Some of the letters of the Superintendent of Indian Trade have been published in *Wisconsin Historical Collections*, vols. 19 and 20 (Madison, 1910-11).

Records relating to Indian removal. 1820-60. 70 feet.

Most of these records relate to the removal of the Five Civilized Tribes during the decade of the 1830's, though there are a few documents pertaining to the removal of Indians from the Old Northwest, and there are some of earlier and later dates. They include letters, contracts, reports, and financial records of the Commissary-General of Subsistence, who was responsible (prior to October 1836) for furnishing transportation, rations, rifles, and other articles specified by removal treaties. There are several hundred emigrant enrollment lists, consisting of lists of Indians agreeing to emigrate, muster rolls of parties removed, and lists of Indians who voluntarily emigrated, and related correspondence and reports, 1830-56. The considerable volume of material relating to the removal of the Cherokees consists of the correspondence of Benjamin F. Curry and Nat Smith, superintendents for their removal, 1831-38; records relating to the valuation of property and improvements of Cherokee emigrants, 1835-38; and miscellaneous records, 1831-47. Records relating to Choctaw claims and reserves consist of journals, depositions, decisions, and other records of various boards of commissioners, 1830-76; and registers, lists, notes, memoranda, and other records pertaining to land and scrip claims and awards. The Chickasaw and Creek records are chiefly those pertaining to reserve lands and claims for lands, 1832-60, though there are a few other records such as a "Journal of Occurrences on the Route of a Party of Emigrating Creek Indians."

Records of the Board of Indian Commissioners. 1869-1933. 33 feet.

This Board was created by an act of April 10, 1869, to exercise joint control with the Secretary of the Interior over disbursements for Indian affairs. Consisting of 10 members appointed by the President, it reformed the purchasing methods and audited the accounts of the Indian Service, inspected goods purchased, and made recommendations on matters of policy. By an act of May 17, 1882, the duties of the Board were limited to the visitation and inspection of agencies and to cooperation with the Commissioner of Indian Affairs in the purchase and inspection of supplies. The Board functioned in an advisory capacity until May 25, 1933, when it was abolished. The records, which comprise all records of the Board known to be in existence, consist of minutes, 1869-1933 (3 vols.); letters received, 1870-72 (5 vols.); letters sent, 1870-1909 (14 vols.); general correspondence and information files, 1910-33 (27 feet); special reports, 1915-32 (10 vols.); and a few unbound reports and other papers, 1869-90.

See Indian Commissioners Board, *Annual Reports*, 1869-1932; and Schmeckebier, *Office of Indian Affairs*, 56, 292, 407.

Annual reports of field jurisdictions. 1910-39. 100 feet.

From 1837 to 1906 annual reports of agents and superintendents of field jurisdictions were printed in appendixes to the *Annual Reports* of the Commissioner of Indian Affairs; from 1907 to 1909 the reports were processed but not published; since then they have not been duplicated. The originals of many of the early reports, sometimes bearing editorial corrections, are scattered among various files of the Office of Indian Affairs, the Senate, and

General correspondence. 1800-1936. 6,550 feet.

The Office of Indian Affairs has always maintained some kind of central files, within which it has attempted to place all significant headquarters correspondence. The subject content of the files in the National Archives, which are nearly complete for the period shown, is as broad as the work of the Indian Office itself and can be indicated here only by a brief discussion of the arrangement of the records. These files, in almost every instance, contain materials related to the records described in other entries for this record group.

The letters received by the Secretary of War that constitute a part of this record group are relatively few for the period prior to 1824 (less than 2 feet), but there are related materials in Record Group 107, Records of the Office of the Secretary of War, and in the records of the Office of Indian Trade described below. For the period 1824 to 1881 the incoming materials (420 feet) are arranged by field jurisdictions and by special subjects. A series of registers (126 vols.) serves as a finding aid to the letters received, 1824-81. Certain incoming letters and papers, apparently those relating to claims or other cases that remained unsettled over a period of time and for which the papers were usually wanted as a unit, were separated and maintained as "special files." These include records of the Sioux Commission, 1863, and of the Indian Peace Commission, 1867-68.

From 1881 until the establishment of the classified files in 1907 the incoming letters and reports were filed for the most part in two large groups, reflecting to some extent the major interests of the office during that period, as records of the Land Division (616 feet) and of the Education and other Divisions (1,080 feet). Within these groups the arrangement is roughly chronological, but there are registers that serve as an index. Some of the most important papers relating to problems that arose at particular reservations or in connection with certain tribes or persons were placed in special case files, 1881-1907 (188 feet). They concern such matters as railroad rights-of-way, cattle trespass, timber trespass, logging, special claims, schools, contracts, surveys, unauthorized settlement, and the sale of liquor.

For the period 1907-33, both incoming and outgoing communications (3,450 feet) were filed by field jurisdictions except that when the document related to no one jurisdiction it was placed in a "general service file." Within each jurisdiction and also within the "general service file" the material is classified under the following headings: General and statistical, administration and control, finance and accounts, land, buildings and equipment, supplies and stock, operations, health and social relations, education and extension, industries, and employment. Among these records are the "heirship files," 1910-21 (544 feet), made up of records that arose out of the administration of an act of June 25, 1910, making it the duty of the Secretary of the Interior to determine the heirs to the estates of Indians whose titles to allotments under the acts of 1887 and 1906 were held in trust. Forming a large and distinct series for the period 1907-33 are letters and reports (528 feet) relating to the Five Civilized Tribes. Some of the records pertaining to property matters for the period 1921-33 are not in the National Archives.

The copies of letters sent, 1800-1886 (about 225 vols.), comprise one chronological series. Copies of reports of the Commissioner to the Secretary of War appear in this series prior to 1838, but thereafter the reports to the Secretary of War and to the Secretary of the Interior are in separate volumes, 1838-85 (12 feet). With the introduction of the letterpress, the making of handwritten transcripts was gradually discontinued and press copies were separately maintained by divisions. These are present from about 1880 to 1907 for the Land, Education, Accounts, Finance, Medical and Education, Depredation, and Miscellaneous Divisions. There are registers and abstracts that serve as indexes. After the system of classified files was inaugurated in 1907, copies of outgoing letters were placed in these files, but in addition a straight chronological file of outgoing letters, 1909-36, was maintained.

Field-office records. 1800-1920. 452 feet.

These are chiefly records of the various superintendencies that comprised the principal field offices of the Office of Indian Affairs in the so-called treaty period prior to 1871. Included, however, are a few early records of agencies and a few records of peace and treaty commissions. The superintendencies frequently coincided with Territories and were often administered by Territorial governors acting as ex officio superintendents. Under them were most of the agencies, though some agencies were independent of the superintendencies and were responsible directly to Washington. The records relate to the negotiation of treaties; the making of payments to Indians; relations with the Army; land controversies; Indian education; appointments to office; and a multitude of activities incident to the execution of Government policy. Most of the records relating to the government and removal of the Five Civilized Tribes are described elsewhere.

Records are present for the following superintendencies: Arizona, 1854-73; Central, 1847-78; Dakota, 1865-78; Idaho, 1867-70; Michigan, 1814-83; Minnesota, 1849-55; Montana, 1869-70; Nevada, 1869-70; New Mexico, 1851-75; Northern, 1851-76; Oregon, 1848-72; Southern, 1853-72; Washington, 1853-74; Wisconsin, 1836-48; and Wyoming, 1870. The most extensive field records for the early period are those of the Cherokee Agency, 1801-35 (5 feet), consisting of incoming letters, drafts of outgoing letters, journals, receipt books, ledgers, and miscellaneous records. There are a few early nineteenth century records of the Creek and Chickasaw agencies. The only recent field records of which a large quantity are in the National Archives are those of the Leech Lake and White Earth Subagencies of the Consolidated Chippewa Agency, 1880-1920 (280 feet). There are also a few records of the Malheur Agency, 1876-82, and of the Moquis Pueblo, 1882-83.

Records of peace and treaty commissions are scattered among various bodies of records. Some of those separately filed are transcripts of the correspondence of the commission that negotiated with the Winnebagos and other Indians for cession of lead-mining lands, 1829; journals of proceedings of commissioners appointed under acts of June 5, 1850, and July 20, 1867; a journal of treaty negotiations conducted by Anson Dart and Joel Palmer,

the House of Representatives. The reports here described were compiled in accordance with specific instructions from Washington. They usually contain narrative and statistical information covering all activities within the jurisdictions. They contain information on such matters as law and order, health, schools, industries, forestry, irrigation, allotments, employment, records, and Government property. These reports, generally speaking, provide the best first approach to the study of the history of jurisdictions or of various aspects of work or events within them. They may be supplemented by the use of other records, chiefly the inspection reports described below and materials in the classified files.

Inspection reports. 1909-40. 30 feet.

In accordance with an act of February 14, 1873, inspectors appointed by the President are required to make periodic visits to all jurisdictions and to conduct full investigations of all matters pertaining to the superintendencies, agencies, reservations, and schools. The reports submitted by these inspectors contain a wide variety of information on the condition of the Indians, the use of their lands, their educational advancement, the administration of the jurisdictions, and the like. They form a valuable supplement to the annual reports of field jurisdictions.

Reports of special agents. 1907-21. 60 feet.

These are reports on special investigations of unusual problems arising in the field in connection with inefficient or dishonest personnel, poor administration, violent disagreements between Indians and agents, trouble between Indians and white persons, and the like. They supplement the inspection reports and the reports of field jurisdictions. Similar records of earlier date are in the general correspondence files.

Census rolls. 1835-1939. 175 feet.

These consist of detailed enumerations arranged by years and thereunder by jurisdictions. They are supplemented by birth and death rolls, 1924-35 (30 feet), similarly arranged. Only a few of the rolls, chiefly for censuses of the Cherokee, antedate 1885.

Records of the Irrigation Division. 1871-1935. 80 feet.

The irrigation work of the Office of Indian Affairs, initiated about 1867 but not extensive before the twentieth century, has been designed to protect the water rights of the Indians and to furnish water to their lands. The Irrigation Division, formally established about 1925 but preceded by special officers concerned with irrigation matters, plans and gives general supervision to the detailed construction and maintenance work that is carried on in irrigation districts on Indian lands. Operation of completed projects has generally been under the direction of officers in charge of reservations. Most of the general correspondence (33 feet) is for the period 1891-1931, but there is some dated as early as 1871. It is classified according to districts concerned and thereunder by agencies, projects, or special topics. The records also include annual reports of the Chief Engineer, 1914-24; project annual reports, 1908-30; monthly progress reports by districts, 1907-22;

cost reports, budget justifications, and other financial records, 1883-1935; and circulars, 1907-31. A preliminary checklist of these records has been compiled.

Records of the Alaska Division. 1885-1931. 135 feet.

This Division was established in 1885 in the Office of Education to supervise the education of children in Alaska, but its duties, which were largely concerned with the Eskimo and Indian inhabitants of the Territory, were not limited to educational matters. Its representatives served as law-enforcing agents, collected data for different Government agencies, directed the operation of the reindeer service, and supplied medical aid to the natives. In 1905 the education of white children was put under the direction of the Governor of the Territory, and the administration of the reindeer service was similarly transferred in 1930. In 1931 the Division, with its remaining functions, was transferred to the Office of Indian Affairs. The materials described below include records transferred to the National Archives from both the Office of Indian Affairs and the Office of Education and comprise practically all extant records of the Division to 1931.

For the period 1885 to 1908 there are press copies of letters sent (63 vols.) and letters and reports received by Sheldon Jackson, General Agent of Education in Alaska. General correspondence files of the Division, in which there are many gaps, extend from 1908 to 1931. They include files pertaining to land, natives, reindeer, schools and hospitals, cooperative enterprises, contracts, appointments, and relations with other Government agencies and with private institutions and individuals, and also files of correspondence with and reports of Alaskan stations. There are present also annual reports regarding the reindeer herds at different stations, 1912-17 (not complete); fragmentary personnel files, 1901-23; and miscellaneous accounting records.

See Darrell H. Smith, *The Bureau of Education*, 5-7, 47-55, 98-100 (Baltimore, 1923).

Records relating to "emergency" activities. 1933-38. 250 feet.

These consist of the classified files of the Washington office that planned and gave general supervision to Civilian Conservation Corps camps for Indians; correspondence, reports, and personnel files pertaining to Civil Works Administration projects sponsored by the Office of Indian Affairs, 1934-35; "rehabilitation files" relating to special efforts to make all Indians self-sustaining, particularly through a program for the reestablishment of landless Indians on reservation areas; and "Federal project files" of the Construction Division relating to the construction of public works upon Indian reservations.

Records relating to land. 1860-1935. 70 feet.

Most of these records arose out of the administration of laws and treaties providing for Indian reserve lands, the Allotment Act of 1887, and subsequent acts providing for the allotment of land in severalty to individuals, the holding in trust of certain lands for them, and the supervision of leases. They include correspondence and legal papers relating to lands reserved by treaty or law for individual Indians, allotment rolls, tract books, allotment

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plats, allotment registers, abstracts of approved locations, timber schedules, lists of deeds, copies of "certificates of competency," records pertaining to Indian trust lands, records of the appraisal of value of Indian lands, and copies of farming and grazing and oil and gas leases.

Field notes of reservation surveys. 1830-1920. 80 feet.

These are the detailed notes of surveyors making original surveys of Indian reservations (335 vols.).

Records relating to education. 1879-1938. 165 feet.

These fragmentary records include records of Indian-school statistics, 1880-1907; incomplete narrative and statistical reports concerning extension activities, 1930-38; school calendars, 1930-34, containing statements of the organization and plan of operation for each school for each year; school attendance and census records, 1936-39; records of the Carlisle School, including folders for each student, and record cards, 1879-1918; "Salem Educational Survey" records, 1933-35; and office files of the Chief of the Education Division, 1931-35.

Financial and property records. 1826-1935. 900 feet.

In general these records fall into four classes. First there are the records relating to the over-all finances of the Office. Such are the appropriation and trust-fund ledgers, 1835-1923 (125 vols.); copies of pay rolls, 1826-1933; and the decisions of the auditor of the Treasury and the Comptroller General relating to Indian Office disbursements. In the second there are numerous documents relating to the purchase and distribution of supplies and special services. Illustrative of these are the contract volumes, 1836-1910; warehouse correspondence, 1907-21; letters and reports relating to Indian supplies, 1921-24; and records of open market purchases, 1881-1901. A third class contains records of payments to Indians. These include a large series relating to claims, 1922-35; a series concerning payments made to New York Indians; lost allotment and lost property-claims records arising out of the administration of an act of May 3, 1928; and Pine Ridge Sioux claims records, 1890-91. Finally there are records resulting from the claims of white persons against Indians. These include a great variety of so-called depredation records and an unusual collection of daybooks, cash books, ledgers, and other records of the private fur trade submitted in connection with claims under various treaty stipulations, 1831-55.

Personnel records. 1835-1939. 35 feet.

These records relate to employees of the Office and are made up of a few large series and a number of small miscellaneous series or items. The larger series are "personnel registers and records," 1835-1910 (150 vols.); "position files," relating to personnel policies and problems in each jurisdiction rather than to individual employees, 1907-39; and copies of official bonds of superintendents and agents, 1867-1931 (26 vols.). Other records include copies of reports to the Civil Service Commission on changes of employees, 1909-24; replies to a questionnaire concerning living quarters of field employees, 1932; and correspondence and lists concerning personnel, 1938-1939.

76. BOUNDARY AND CLAIMS COMMISSIONS

Miscellaneous records. 1800-1935. 1,000 feet.

These are records that, because of their size or their administrative origin or for reasons now obscure, have accumulated outside the systematic files of the Office and in many cases have not been identified with precision. They include Indian Office circulars and orders and answers to them; press releases and clippings; traders' licenses, 1848-1902; correspondence of the Library, 1937-40; records of timber surveys and logging operations; a liquor-traffic series, 1907-18 (37 feet); records of an industrial survey, 1922-35; and a calendar of papers in the Indian Office relating to the Black Hawk War.

Photographic records. 1872-1935. 25 cubic feet.

These relate to almost all aspects of the work of the Office of Indian Affairs. They include pictures of individual Indians, Indian family groups, Indians at work, schools, graduating classes of Indian children, agency buildings, hospitals, and other subjects. Most of the pictures were made during the twentieth century, but there are a few of earlier date, including five albums of photographs of Indian delegations to Washington, 1872-74. The only motion picture among the records is one taken in the course of an Alaska cruise of a revenue-cutter vessel and is entitled "A Trip to the Arctic With Uncle Sam." A large part of the collection (14 cubic feet) consists of aerial views of the Navajo and Fort Apache Reservations, taken by the Office of Indian Affairs in cooperation with the Soil Conservation Service, 1934-35.

Maps. 1830-1937. 178 cubic feet.

Most of these maps, generally manuscript, relate to tribal lands, lands allotted to individual Indians, town sites, irrigation projects, and rights-of-way through Indian lands for railroads, roads, telephone lines, and the like. A small group (18 cubic feet), relating to Indian reservations, consists of printed maps, manuscript township plats and related registers, and Land Office maps and atlases.

76. Records of Boundary and Claims Commissions and Arbitrations

This record group consists of records of and pertaining to boundary and claims commissions, arbitrations, and awards and of records resulting from arbitrations by the President and other officials in disputes between foreign governments. Such records have been preserved by the Department of State, from which the National Archives has received those described below. The original treaties, conventions, and other international acts providing for the commissions, arbitrations, and awards are usually to be found among the treaty records in the General Records of the United States Government (Record Group 11), but a few are among the records in this group or among the diplomatic correspondence in General Records of the Department of State (Record Group 59). Correspondence and other records of the Department of State relating to boundaries and claims are also in the latter group.

**Records of boundary commissions, arbitrations, and negotiations. 1794-1930.
104 feet.**

The boundaries of the United States have been defined and described by various treaties and conventions between the United States and Great Britain, France, Russia, Spain, Mexico, and Texas. Some portion of these boundaries has been in question almost constantly from the time of the signing of the treaty of peace with Great Britain in 1783. The location of the boundary at disputed points has been determined by reference to joint commissions representing both parties to the dispute, by arbitration before some neutral party, and, in one noteworthy case, by direct diplomatic negotiations.

The records in the National Archives are those of commissions and arbitrations authorized between 1794 and 1925 to locate, survey, define, describe, settle, or mark the various boundaries; but some of the documents are dated as early as 1719. The records of boundary commissions include such material as papers relating to the appointment of commissioners and other personnel; journals or other records covering the organization and daily procedure of the commissions and the progress of their work; manuscript and printed documentary and cartographic materials assembled by the commissions for background, assistance, or evidence; orders and instructions of the commissioners relative to surveying and exploratory work to be undertaken in the field; field books, sketches, and other records of field parties; reports, statements, and arguments of the commissioners; final reports or declarations of the commissioners covering the determination and marking of the boundary line or, in cases of disagreement, the arguments of each party and the causes of the disagreement; maps prepared under the direction of the commissioners and based on surveys, undertaken by their direction, of the territory contiguous to the boundary line; and sketches and photographic views of boundary monuments and areas along the boundary line. The records pertaining to boundary arbitrations differ somewhat in form, though not greatly in content. They include the arguments of each party in the form of a case and a counter case, to which supporting documentary and cartographic data are appended, and the award or decision of the arbitrator. The direct negotiation between Webster and Ashburton in 1842 resulted in few records, chiefly the treaty and certain previously prepared maps that received the approval of the negotiators.

An exceptionally valuable part of these records consists of the maps, of which the larger ones have been segregated. Their primary importance lies, of course, in the fact that they constitute an original cartographic record, usually on a large scale, of the settlement of boundary questions. Many of the maps resulting from surveys comprise the whole range from field sketches through field sheets and fair drawings to the signed copies of the final printed version. As a rule they represent the first detailed mapping in the areas with which they are concerned; and in some cases they still constitute the best representation of those areas after a lapse of 60 years or more. The reference maps assembled by boundary commissions for information and especially the maps submitted as evidence in arbitrations cover a long period, some dating back to the early part of the eighteenth century, and include many of

the outstanding authoritative maps of their time, so that together they constitute a collection representative of the cartography of North America for a period of over two centuries. Other maps in this group are important because of their considerable historical significance, notably those bearing indications of use by Franklin, Webster, Ashburton, and other negotiators or by arbitrators such as the King of the Netherlands.

Most of the formal documents have been printed, though field notes and other supplementary materials, including the maps, are usually unpublished. Even the copies of maps published by the commissions or arbitrators are valuable, however, for they were usually issued in limited editions; and a number of the standard contemporary maps used in boundary affairs, such as those of Mitchell, Disturnell, and Melish, are now also rare.

General information regarding the organization and functioning of the various boundary commissions, arbitrations, and negotiations is printed in John Bassett Moore, *History and Digest of the International Arbitrations to Which the United States Has Been a Party* (Washington, 1898. 6 vols.) and *Digest of International Law* (Washington, 1906. 8 vols.), and in Edward M. Douglas, comp., *Boundaries, Areas, Geographic Centers, and Altitudes of the United States and the Several States* (Geological Survey Bulletin 817, Washington, 1930). Texts of most of the agreements relating to boundaries are in Miller, *Treaties*, and in Malloy, *Treaties*, and a partial list of published material on the subject is given in the *Checklist*, 911-920, *passim*.

Records of claims commissions, arbitrations, and awards. 1794-1906, 1922-41. 2,230 feet.

Claims of American citizens against foreign governments and claims of foreign citizens or subjects against the Government of the United States are usually settled pursuant to terms of treaties, conventions, or other international acts by claims commissions, by arbitration, or by outright award. Two or more countries may participate in choosing the membership of an international claims commission, and the commission, which may also be known as a joint or general claims commission, may be empowered to adjudge any claims against either one or more than one country arising during a specified period of time. A domestic claims commission is established by a single country to carry into effect a just distribution among its claimant citizens of a lump-sum indemnity received from another country. Arbitrations are usually provided to settle one or more specified claims. In some cases, following diplomatic negotiations, claims are settled by an international agreement by which one nation makes an outright award to one or more claimants; this method was more generally practiced before 1900 than it is at present.

Claims-commission records include in general the following types of material:

(1) Papers relative to the appointment of commissioners; the rules of procedure to be followed in prosecuting and adjudging the claims; documents relative to the determination of the president, umpire, or arbitrator; and the correspondence of the commissioners.

(2) The official record books and papers of the commission, such as the journal, docket of claims, opinions of the commissioners, and the awards. These records, in the case of an international or joint commission, are usually

77. Records of the Office of the Chief of Engineers

Engineer officers were provided for the Continental Army in 1775, and a Corps of Engineers was established in 1779 and disbanded in 1783. The present Corps originated in an act of March 16, 1802, which provided for a Corps of Engineers to be established at West Point and to "constitute a military academy." In 1816 Congress authorized the employment of an engineer assistant and this led soon to the creation of the Board of Engineers for Fortifications. Orders of April 3, 1818, which directed the Chief Engineer as the commanding officer of this Corps to fix his headquarters in Washington, resulted in the establishment of the War Department office now known as the Office of the Chief of Engineers. In the same year the Army's establishment of topographical engineers was placed under the supervision of the Chief Engineer, and a topographical engineer was assigned to duty in his office as Topographer to the War Department. This was the origin of the Topographical Bureau, which was given direction of topographical operations in 1829 and became a separate bureau in 1831. The rise of this Bureau resulted from the importance assumed by internal-improvement surveys under the Survey Act of 1824. The Corps of Engineers and the Corps of Topographical Engineers shared much of the work on river and harbor improvements until March 1863, when the Corps of Topographical Engineers and the Bureau of Topographical Engineers were abolished and all officers and functions were again put under the supervision of the Chief of Engineers. The Military Academy was removed from the sole jurisdiction of the Chief of Engineers by an act of July 13, 1866.

The military duties of the Office of the Chief of Engineers have included supervision of reconnoitering, surveying, map making, road building, the laying out of camps, the construction and repair of forts, and the like. Aside from the records of the Civil War period, most of the records described below arose out of the civil duties of the Office, which have included, at various times, the maintenance and improvement of inland waterways and harbors; the formulation and execution of plans for flood control; the operation of certain dams and locks; the approval of plans for the construction of bridges, wharves, piers, and other works over navigable waters; supervision of the construction and maintenance of roads in Alaska; and the care of public buildings and grounds in the District of Columbia (see Record Group 42, Records of the Office of Public Buildings and Public Parks of the National Capital).

See Chief of Engineers, *Letter . . . Containing a Historical Sketch of Corps of Engineers* (Washington, 1876), reprinted in Joint Committee on the Reorganization of the Army, *Report*, 327-353 (45 Cong., 3 sess., S. Rept. 555—serial 1837); Raphael P. Thian, *Legislative History of the General Staff of the Army of the United States . . . From 1775 to 1901*, 481-529 (Washington, 1901); W. Stull Holt, *The Office of the Chief of Engineers of the Army* (Baltimore, 1923); the *Annual Reports* of the Chief of Engineers, 1822-61 and 1864 to date, and of the Chief of Topographical Engineers, 1832-61; and Van Tyne and Leland, *Guide*, 125-128.

Correspondence and miscellaneous records. 1812-94. 1,740 feet.

These consist of the extant correspondence, reports, field notes, returns, orders, and other miscellaneous records of the Topographical Bureau and

the Office of the Chief of Engineers to 1894 that have not been transferred to other agencies; records of various engineer boards, commissions, and surveys are also present. Most of the records of the Office date from 1812, when the Chief Engineer began to keep them in a systematic fashion, but there are a few documents dated as early as 1789. The records of the Topographical Bureau, which are not entirely separable from those of the Office of the Chief of Engineers, are quite incomplete before about 1850. A considerable amount of separable material has been transferred to other agencies from time to time as such agencies have taken over specific functions from the Office, such as the supervision of the Military Academy and the handling of matters relating to real estate. Some material collected by the Office is included in the present record group, such as the papers of John C. Wrenshall, a civil engineer of Baltimore and officer in the Confederate Army, for the period 1861-98, and a collection of documents and copies of documents relating to the duties of engineer officers for the period 1801-20.

Of the various types of records, the correspondence is the largest in quantity and probably the most important. Prior to 1890 this correspondence consists of letters received, or "document files," which begin in 1813, and of copies of letters sent, which date from 1812. In general, both the letters received and the letters sent are divided first into chronological groups of varying lengths and then by character of correspondent or subject or by the division of the Office of the Chief of Engineers concerned. Within these groups the letters sent are recorded in chronological order, and the letters received are arranged chronologically under each letter of the alphabet. Between 1890 and 1894 early versions of the Ainsworth system of registry, which involved the use of record cards instead of letter books, were applied to current correspondence. Under this system all correspondence is filed in numerical series and is well indexed.

General files. 1894-1923. 1,060 feet.

These files are a continuation of those described in the previous entry and cover the same types of activity. In 1917, however, the files relating to military engineering were separated, and thus the records described below cover only civil works for the period 1917-23; records relating to military engineering, with the exception of certain records among those of the American Expeditionary Forces in Record Group 120, remain in the Office of the Chief of Engineers. The civil-works records relate to such matters as river and harbor improvement, the bridging of navigable waters, the building of light-houses, regulatory and research activities, the Muscle Shoals Project, and the building and operation of barges on the Mississippi River. They concern participation in or cooperation with such agencies as the Board of Engineers for Rivers and Harbors, the Mississippi River Commission, the California Debris Commission, the Lighthouse Board, the International Commission of the Congresses of Navigation, the District Commissioners of the District of Columbia, the Office of Public Buildings and Grounds, the Board of Road Commissioners for Alaska, and the Panama Canal Commission.

kept in duplicate, so that the commissioner of each country has a set to transmit to his government.

(3) The memorials, pleadings, depositions, evidence, and arguments, manuscript or printed, comprising the cases of the individual claimants. With the closing of the labors of a joint or general commission these files are usually divided between the commissioners, each keeping the papers of the claimants of his own country for transmission to his government.

Claims-arbitration records usually include the arguments of each party in the form of a case and a counter case, to which supporting data are appended, and the award or decision of the arbitrator. The record of claims awards obtained through diplomatic negotiations is usually to be found in the diplomatic correspondence in Record Group 59.

The records for the period 1794 to 1906 (1,300 feet) consist chiefly of records of international and domestic claims commissions that were turned over by American agents and commissioners to the Secretary of State and were preserved by him in a group, but they also include records of claims arbitrations and awards and considerable material relative to other claims of American citizens that apparently were never brought before duly constituted commissions or submitted to arbitration. Between 1794 and 1906, on the dates indicated in the following list, the United States concluded agreements for the settlement of claims with the countries named. Where dates of agreements are separated by commas, the later agreements extended, revised, or modified the earlier agreements; where dates of agreements are separated by semicolons, the agreements are not so related to each other. Where dates appear in ordinary type, the records of the award, arbitration, or commission established by agreements of those dates are a part of the claims records in this record group. Where the dates are in italics, however, the records were received by the Department of State in the form of diplomatic despatches and enclosures thereto, and hence are a part of the diplomatic correspondence in Record Group 59.

Brazil: 1849; 1870; 1902
 Chile: 1858; 1892, 1897; 1897
 China: 1858; 1901
 Colombia: 1825; 1829; 1843; 1844
 (April); 1844 (November); 1845;
 1846; 1848; 1853; 1857, 1864; 1874
 Costa Rica: 1860
 Denmark: 1830; 1888
 Dominican Republic: 1902; 1903
 Ecuador: 1849; 1850; 1853; 1857; 1862;
 1893
 France: 1803; 1831; 1880, 1882, 1883
 Great Britain: 1794 (article 6); 1794
 (article 7); 1814, 1818, 1822, 1826;
 1853, 1854; 1863; 1871 (articles 1-11);
 1871 (articles 12-17); 1892, 1896
 Guatemala: 1900

Haiti: 1884, 1885; 1888; 1899, 1900
 Mexico: 1839; 1848; 1868; 1897; 1902
 Nicaragua: 1900
 Paraguay: 1859
 Peru: 1841; 1862; 1863; 1868; 1898
 Portugal: 1851; 1891
 Russia: 1900
 Salvador: 1901; 1902
 Samoa (United States, Germany, and
 Great Britain): 1899
 Spain: 1795; 1802; 1819; 1834; 1871,
 1881, 1882, 1883; 1875; 1898
 Texas: 1838
 Two Sicilies (Neapolitan): 1832, 1835
 Venezuela: 1844; 1846; 1848; 1849; 1852;
 1853; 1858; 1859; 1860; 1866, 1885,
 1888; 1892; 1903

The records for the period 1922 to 1941 are those of two mixed claims commissions established by agreements concluded with Germany, Austria, and Hungary in 1922 and 1924 for the settlement of claims arising out of World War I and protested acts during the period of neutrality preceding the war (700 feet); of two successive special claims commissions established by an agreement concluded with Mexico in 1923 and an act of Congress of 1935 for the settlement of claims of United States citizens for losses or damages suffered between 1910 and 1920 (150 feet); and of a general claims commission established by an agreement concluded with Mexico in 1923 (with several extensions to 1934) for the settlement of claims originating after 1868 except those considered by the special claims commission (80 feet).

See Marie Charlotte Stark, "Materials for Research in the Files of International Claims Commissions," in *American Neptune*, 3: 48-54 (Jan. 1943). General information regarding the organization and functioning of the various claims commissions and arbitrations is printed in Moore, *International Arbitrations*, and in Green H. Hackworth, *Digest of International Law* (Washington, 1940-44, 8 vols.). Texts of most of the agreements relating to claims are in Miller, *Treaties*, and in Malloy, *Treaties*, and publications of many of the commissions are recorded in the *Checklist*, 909-921, 1508-1514, 1525-1530.

Records of arbitrations for foreign governments. 1866-1935. 100 feet.

From time to time the President and other American officials have been called upon to serve as arbitrators in disputes between foreign governments, usually over boundary questions arising in the Western Hemisphere. Evidence, sometimes including maps and documents antedating the arbitrations by a century or more, statements, and arguments submitted by the disputants; minutes of proceedings; and reports, decisions, and awards of the arbitrators have been preserved by the Department of State. Some of the manuscript, annotated, or printed maps of South America, which date from the seventeenth through the nineteenth centuries, are highly significant historically as well as cartographically in that they well portray the increase in knowledge of the geography of the continent. The larger maps have been segregated.

The material in the National Archives covers the boundary arbitrations between Great Britain and Portugal regarding the ownership of Bulama Island and adjacent territory, 1869-70; between Argentina and Paraguay over the middle Chaco, 1876-78; between Costa Rica and Nicaragua as to the validity of the Treaty of Limits of 1858 and certain matters covered by it, 1886-88; between Argentina and Brazil over the Misiones area, 1889-95; and between Chile and Peru over the Tacna-Arica area, including the records of United States representation on the Plebiscitary Commission, 1925-26. There is also material on United States mediation in the war between Spain and Peru, Chile, Bolivia, and Ecuador, 1866-72; records of United States representation on the Commission of Inquiry and Conciliation formed to investigate and attempt to settle the dispute between Bolivia and Paraguay over the Chaco area, 1929-30; and aerial film negatives resulting from surveys of boundaries between Honduras, Guatemala, and El Salvador, 1932-35 (37 rolls).

See Moore, *International Arbitrations*, vols. 2, 5, 6; and Hackworth, *Digest of International Law*, vol. 1, p. 745-750, and vol. 6, p. 41-44.

Contract files. 1866-1928. 112 feet.

These are copies of formal contracts entered into by the Office of the Chief of Engineers and private firms or individuals agreeing to provide equipment, buildings, timber, and various commodities and services. Accompanying the contracts are blueprints, specifications, and other documents that directly support them; the related correspondence, however, is in the files described immediately above. Besides the main contract files, 1866-1924, there is a smaller series, the "emergency contract file," 1901-28 (35 feet).

Records of the Office of the Director General of Military Railways. 1917-20. 180 feet.

These files of correspondence, reports, purchase papers, and other materials are records of an office established during World War I to procure personnel, materials, and supplies for Army railroad operations in France. They are not complete, and it is presumed that related records are in Record Group 120, Records of the American Expeditionary Forces, 1917-21.

Records of district offices. 1800-1944. 1,200 feet.

The district engineer offices, numbering about 40 during the period covered by the major portion of these records, are the basic field offices of the Office of the Chief of Engineers. Although they report through division offices covering broad geographic areas, the district engineers are immediately in charge of surveying, planning, constructing, and maintaining improvements and structures. In their offices originate most of the official papers, reports, and documents that are transmitted through division offices and are acted upon by the Chief of Engineers or referred to the Secretary of War. The district offices have varied in organization and functions in accordance with the needs and geography of each district. For this reason and because of variations in record-keeping practices the subject content of the records and the degree of their completeness and usefulness vary from district to district. The records from any one office may include some or all of such classes of material as general correspondence, reports (project, time, commerce and traffic, boat, and river and weather reports), financial records (journals, ledgers, account books, and vouchers), contract files, project papers (blueprints, drawings, and graphs), inspectors' and surveyors' notebooks, and administrative papers (orders, circulars, and personnel records).

There are records in the National Archives for the following district offices and subordinate installations for the dates indicated: Albany, 1820-1940; Ashland, Ky., 1910-41; Baltimore, 1870-1924; Buffalo, 1869-1923; Charleston, 1870-1914; Cincinnati, 1915-43; Erlanger, Ky., 1914-36; Jacksonville, Fla., 1865-1935; Mobile, 1884-1934; New Richmond, Ohio, 1913-44; New York, 1864-1934; Owensboro, Ky., 1904-43; Philadelphia, 1893-1936; Pittsburgh, 1886-1940; Providence, 1800-1921; Rock Island, Ill. (including Keokuk, Iowa), 1864-1935; St. Paul, 1873-1932; South Portsmouth, Ky., 1909-38; Wilmington, N. C., 1891-1909; and Vicksburg, Miss., 1892-1929.

Photographic records. 1862-1940. 127 cubic feet.

More than half of these thousands of photographic items were made in the years 1875-1902, and for that period they constitute a comprehensive photo-

graphic record of the construction activities of the Corps of Engineers. There are also approximately 1,000 glass lantern slides illustrating types of engineering activities, 1917-25; aerial photographs of the Inter-American Highway Survey, 1932; photographs taken on early western exploration surveys; and miscellaneous photographs of other military and civil activities.

Maps. 1770-1945. 898 cubic feet.

These records may be described as belonging to three distinct groups, though there is physically a considerable intermingling of the second and third. In the first there are approximately 15,000 items (329 cubic feet), perhaps a third of them manuscript maps, that were received from the General Map Files Section of the Administrative Division, Office of the Chief of Engineers. The collection, assembled between 1826 and 1910, consists of maps of historical value made or used by the military engineers of the Army. It does not include maps relating to civil works, but it does include original maps resulting from military and civil geographical explorations and surveys since about 1789, especially those made by the Topographical Bureau, as well as related maps and atlases, some of which date back to the middle and early part of the eighteenth century. For the most part the maps relate to North America in general and to the States east of the Rocky Mountains in particular and deal with the military campaigns of the War of 1812, the Mexican War, the Civil War, and the Indian wars, and with Indian lands in the second quarter of the nineteenth century. There are also reference maps dealing with the wars of European powers, 1830-85, and maps representing the principal national topographical surveys of European countries and their colonies for the period 1875-80.

The second group consists of approximately 13,500 items from the General Staff map collection, 1880-1940 (92 cubic feet). The third consists of about 69,700 Army Map Service file copies of maps of various countries and areas of military interest throughout the world, 1940-45 (477 cubic feet). The General Staff map collection, outstanding for its broad and detailed coverage of areas throughout the world, was begun about 1895 in the Military Information Division of the Adjutant General's Office and was continued under various jurisdictions until March 1942, when it was transferred to the newly created Army Map Service, which was placed under the Chief of Engineers. The Army Map Service has transferred to the National Archives certain maps from the General Staff map collection that it did not need for current operations and certain maps used or prepared by the Service itself in the compilation and production of maps for World War II. These two classes of material are intermingled but are distinguishable, as is indicated by the date and volume estimates given above. The remainder of the General Staff map collection has been retained in the files of the Army Map Service.

Other records. 1910-40. 100 feet.

These include records pertaining to the International Association of Navigation Congresses, 1910-23 (70 feet); field-office records of the Nicaraguan Canal Survey, 1929-31 (10 feet); records of the Niagara Water Power Commission, 1917-19 (10 feet); fragmentary records of the Sanitary Corps

The National Park Service was created in the Department of the Interior by an act approved August 25, 1916, and to it were transferred functions pertaining to the administration of national parks and monuments previously handled in the Office of the Secretary. By an Executive order of June 10, 1933, jurisdiction over military and battlefield parks and monuments was transferred to it from the War Department. Additional duties pertaining to historic sites and buildings and to park and recreational areas have since been given to the Service.

See Jenks Cameron, *The National Park Service* (New York, 1922); and Alvin P. Stauffer and Charles W. Porter, "The National Park Service Program of Conservation for Areas and Structures of National Historical Significance," in *Mississippi Valley Historical Review*, 30: 25-48 (June 1943).

Records relating to military parks and monuments. 1890-1935. 30 feet.

These records, most of which were created in the Offices of the Quartermaster General and the Chief of Engineers of the War Department, 1925-33, consist of correspondence, reports, and administrative papers relating to plans for the establishment of military parks and monuments, the purchase of land for sites, the development of the areas, and the administration of completed projects. A large part of the material concerns Civil War battle sites, and it sometimes includes detailed studies of the battles in relationship to topography and buildings.

See War Department, *National Military Park, National Park, Battlefield Site, and National Monument Regulations* (Washington, 1931).

General correspondence. 1907-25. 155 feet.

The general correspondence consists of incoming letters, copies of outgoing letters, and related materials. The files were maintained by the Secretary's Office prior to 1916 and thereafter by the National Park Service, though no basic change in classification was made prior to 1925. All materials pertaining to the administration of the Washington office or not relating primarily to any one park are filed under "general" (24 feet); materials relating to national monuments (the Petrified Forests, Pinnacles, and Tumacacori Monuments) are filed under that heading (1 foot); and all other materials are arranged (130 feet) by names of parks: Acadia, 1916-25; Crater Lake, 1907-25; Glacier National, 1916-28; Grand Canyon, 1908-39; Hawaii, 1911-30; Hot Springs, 1907-29; Lassen, 1907-26; Mesa Verde, 1907-30; Mount McKinley, 1916-26; Mount Rainier, 1907-26; Platt, 1907-25; Rocky Mountain (formerly Estes), 1915-30; Sequoia and General Grant, 1907-26; Sully's Hill, 1907-34; Wind Cave, 1907-25; Yellowstone, 1907-34; Yosemite, 1907-35; and Zion, 1916-25. As indicated by the dates, there is a small amount of material for the period after 1925. The records relate to all phases of park administration.

Reports of superintendents of national parks and monuments. 1923-35. 21 feet.

Since 1924 the National Park Service has required monthly narrative reports from all superintendents. The reports were in general carefully

planned and executed and constitute a rich source of information on such subjects as park administration, construction and maintenance, the use of the parks or monuments by the public, wildlife, natural phenomena, and cooperation with other agencies. Many of the reports include processed or printed park publications, travel folders, newspaper clippings, and photographs. Filed in this series are a few reports of various branches or field offices of the Service, including the Branch of Research and Education, the Branch of Engineering, the Branch of Forestry, and the Branch of Plans and Design (formerly the Landscape Division). A list of these reports has been compiled.

Records of the Portland and San Francisco offices. 1918-34. 22 feet.

Most of these records, chiefly for the years 1923 to 1930, are records of the Office of the Chief Civil Engineer, which had its headquarters at Portland, Oreg., from about 1923 to 1926 and thereafter at San Francisco until 1938. The correspondence relates to the construction of bridges, roads, and buildings in parks in the West; the purchase and maintenance of engineering equipment; and the compilation of engineering data for submission to the Director in Washington. Sometime after 1928 consolidated files were evidently established in San Francisco, inasmuch as the files for this later period include records of the naturalist, the landscape architect, the educational officer, and perhaps other officers. The records pertain to activities in all national parks of the West.

Reports of regional landscape architects. 1936-40. 7 feet.

These monthly narrative reports to the Chief of the Branch of Plans and Design constitute one of the principal sources of information about the architectural and landscape work of the Service.

Master plans. 1931-41. 150 cubic feet.

For some years past there have been prepared, usually by landscape architects, master plans and revised master plans showing the general schemes for the physical development of park and monument areas. The plans described here, most of them the official signed copies approved by the Director of the National Park Service, have been superseded by new or revised plans. Each master plan consists of a textual statement describing in detail such matters as the location and nature of proposed structures, roads and trails, landscaping, signs, or other modifications of the areas and a map or series of maps showing precisely the location of the proposed modifications. A preliminary checklist of these records has been compiled.

Records relating to Civilian Conservation Corps camps and Works Progress Administration work camps. 1933-41. 119 feet.

The National Park Service, as one of the principal agencies cooperating with the Civilian Conservation Corps (see Record Group 35), supervised the technical work of more than 600 CCC camps from 1933 to 1942. The separate records of this activity consist of periodic narrative reports of superintendents of such camps in national, State, and local parks, 1933-37 (90 feet); a few similar reports of temporary Works Progress Admin-

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and other records of the American Expeditionary Forces and the American Forces in Germany (8 feet); and a signed copy of the Potomac River Compact, 1940.

78. Records of the Naval Observatory

Before 1866 the Naval Observatory and the Hydrographic Office were parts of a single agency. This agency, the Depot of Charts and Instruments, was established by a circular of the Board of Navy Commissioners, December 6, 1830; was transferred to the Bureau of Ordnance and Hydrography by an act of August 31, 1842; was renamed the United States Naval Observatory and Hydrographical Office by order of the Secretary of the Navy in December 1854; and was transferred to the Bureau of Navigation by an act of July 5, 1862. The Naval Observatory and the Hydrographic Office (see Record Group 37) were separated by an act of June 21, 1866. The Observatory was transferred from the Bureau of Navigation to the Bureau of Equipment and Recruiting in 1889; was restored to the former Bureau in 1910; and was attached to the Office of the Chief of Naval Operations by an Executive order of April 8, 1942. Throughout these changes the Naval Observatory has remained virtually autonomous. It furnishes correct daily time to the United States, maintains continuous astronomical observations, and develops, inspects, and services navigational and astronomical instruments for the various sea and air operations and activities of the Navy.

See Gustavus A. Weber, *The Naval Observatory* (Baltimore, 1926).

General correspondence. 1839-1929. 254 feet.

This consists chiefly of letters received, 1839-92 (24 feet), copies of letters sent, 1842-1911 (79 vols.), and general files containing letters received filed with copies of letters sent, reports, and memoranda, 1885-1929 (181 feet). The correspondence before 1866 relates to matters under the cognizance of the Depot of Charts and Instruments and the United States Naval Observatory and Hydrographical Office, and includes correspondence of Lt. Matthew Fontaine Maury, Superintendent from 1842 to 1861. ("Abstract logs" assembled by Maury are in Record Group 27, Records of the Weather Bureau.)

Records of magnetic observations. 1843-96. 9 feet.

These consist of penciled observations of vertical and horizontal force of deflections of magnetographs, and of reduction of temperature in the magnetic vault (77 small vols.), with graphic and statistical summaries on large sheets (4 feet).

Records of telescopic observations. 1845-1907, 1920. 164 feet.

These consist of penciled data and remarks written at the telescope (3,100 small vols.); chronograph tapes (152 reels) and chronograph sheets, recording graphically the clock time of observations; reduction sheets, reducing the instrumental observations to a single time; miscellaneous volumes and sheets of data relating to clock corrections, thread intervals, precessions, and longi-

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tude computations; and card catalogs of stars, including the Washington Zone Catalogue, 1846-52, and the Transit Circle Catalogue, 1872.

Records relating to the United States Naval Astronomical Expedition to the Southern Hemisphere. 1848-61. 25 feet.

These include a printed narrative of the expedition, 1849-52, by James M. Gilliss, Superintendent of the Expedition; letters received, 1848-59 (2 binders and loose papers), and copies of letters sent, 1848-61 (6 vols.); penciled notebooks of telescopic observations (46 vols.); sheets of data relating to reductions, differential measures, clock corrections, and determinations of latitude and longitude; and a card catalog of stars, compiled from observations made chiefly in and near Santiago de Chile, which complements for the Southern Hemisphere the Washington Zone Catalogue.

General correspondence of the Nautical Almanac Office. 1849-1911. 38 feet.

This consists chiefly of letters received, 1849-85, with gaps (22 vols.), copies of letters sent, 1852-1911, with gaps (35 vols.), and general files containing letters received filed with copies of letters sent, reports, and memoranda, 1885-1904 (24 feet). The Nautical Almanac Office, established by an act of March 3, 1849, at first reported directly to the Secretary of the Navy. It was placed under the Bureau of Ordnance and Hydrography in 1858, under the Bureau of Navigation in 1862, and under the Bureau of Equipment and Recruiting in 1889. By a regulation of September 20, 1894, it was made a branch of the Naval Observatory, within which it has remained. Its chief functions are to prepare the *American Ephemeris and Nautical Almanac*, to compute astronomical data, and to conduct research upon which new tables of celestial motions are based.

Other records. 1844-1919. 10 feet.

These include telegrams received, 1886-1908 (1 binder); copies of orders and appointments received and issued, 1889-1912 (3 binders); monthly reports of heads of units to the Superintendent, 1901-7; minutes of the Committees on Publication and Printing, 1901-6, and on Plan of Work, 1902-6, and of the Executive Committee of the Observatory Council, 1908 (3 vols.); and applications, recommendations, job-classification sheets, and other personnel records, 1893-1919.

79. Records of the National Park Service

Yellowstone National Park, the first national park, was established by act of Congress in 1872. This park and others that were established from time to time (except military parks) were placed under the jurisdiction of the Secretary of the Interior. National monuments were created following an act of June 8, 1906, which authorized the President to set aside by proclamation for purposes of preservation lands under Government control or ownership containing objects of historic or scientific interest. The monuments were to be administered by the Secretaries who had jurisdiction over the areas in which they were located.

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istration camps in State and local parks, 1936-37 (2 feet); narrative reports of Park Service inspectors of camps, 1933-36 (12 feet); and miscellaneous records, including administrative circulars and directives, inventories, directories, employment records, program papers, and drawings, 1933-41 (15 feet). A few of the reports cover projects conducted by the Tennessee Valley Authority, the General Land Office, and the Bureau of Reclamation. Elaborate statistical reports were made for each camp (for these and other related records see Record Group 35), but the narrative reports, with their general discussions of the progress of the work, their stories of interesting events, their analyses of such matters as local reactions to camps, and their pictorial presentation of camp life by means of thousands of photographs, depict camp activities as no form report can. A preliminary checklist of these records has been compiled.

Records of the Chesapeake and Ohio Canal Co. 1785-1939. 120 feet.

The Potomac Co., incorporated in Maryland and Virginia, was organized in 1785, with George Washington as president, for the purpose of improving the navigation of the Potomac River. The company never succeeded in attaining its objectives, and in 1825 all its property was transferred to the newly organized Chesapeake and Ohio Canal Co., which proposed to build a canal from Washington to the navigable waters of the Ohio River or one of its tributaries. Construction of the canal was begun on July 4, 1828, and in 1850 it was completed to Cumberland, which remained its terminus. From its inception the canal was plagued by financial troubles, and it had to plead continually with State legislators, stockholders, and the Federal Government for aid. In 1889 it passed into receivership, and it was operated by a receiver until 1924 when it ceased operation altogether. In 1938 the property was purchased by the United States and was placed under the jurisdiction of the National Park Service. The fragmentary records of the Potomac Co. and the more complete records of the Chesapeake and Ohio Co. consist of proceedings and minutes of meetings; correspondence and reports; business and fiscal records; legal documents such as deeds and contracts; printed reports and other printed documents; and maps, drawings, specifications, and the like (5 cubic feet). Most of the records are of routine operations, but taken as a whole they constitute a valuable source of information on subjects such as the financing of internal improvements, commercial rivalry, the relationships between politics and commercial enterprise, engineering problems, and the development of commerce with the West.

See Ronald F. Lee, "Chesapeake and Ohio Canal," in *Records of the Columbia Historical Society*, 40/41: 185-195 (Washington, 1940); A. B. Hulbert, *The Great American Canals* (Cleveland, 1904); and Walter S. Sanderlin, *The Great National Project; a History of the Chesapeake and Ohio Canal* (Baltimore, 1946).

Other records. 1912-43. 16 feet.

These include scrapbooks of newspaper clippings, 1917-25 (7 feet); sound recordings of a memorial service held at San Francisco, July 10, 1932, in honor of Stephen T. Mather, the first Director of the National Park Service; records, chiefly engineers' reports, relating to the Hetch-Hetchy

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dam project controversy and the San Francisco water supply, 1912 (4 feet); original pen-and-ink drawings for four publications on park structures and facilities, 1935-38; and sketches of the Thomas Jefferson Memorial, 1938-43.

80. General Records of the Department of the Navy

The Department of the Navy was established by an act of Congress approved April 30, 1798. Control of naval affairs prior to that date had been exercised by the Secretary of War. The expansion of the Navy Department brought with it the transfer of many operating functions from the Office of the Secretary of the Navy to the Board of Navy Commissioners, which was established in 1815. This Board was abolished in 1842 and was replaced by five bureaus, which were increased to eight in 1862. The principal existing units of the Department, the records of which constitute separate record groups, are the Offices of the Chief of Naval Operations and the Judge Advocate General; the Bureaus of Aeronautics, Medicine and Surgery, Naval Personnel, Ordnance, Ships, Supplies and Accounts, and Yards and Docks; the Naval Observatory and the Hydrographic Office; and the United States Marine Corps (Record Groups 38, 125, 72, 52, 24, 74, 19, 143, 71, 78, 37, and 127). In time of war or when the President so directs the United States Coast Guard (see Record Group 26) operates under the direction of the Navy Department. Records of naval districts and of various shore establishments under their jurisdiction are in Record Group 181. The present record group includes records of the Office of the Secretary of the Navy (including interfiled general correspondence of the Office of the Judge Advocate General, 1908-40, and the Office of the Chief of Naval Operations, 1915-40) and its subordinate units, and the records of some boards and commissions, generally those that reported directly to the Secretary of the Navy. Most of the records of the Office of the Secretary before 1885 and nearly all the records of the Board of Navy Commissioners are in Record Group 45, Naval Records Collection of the Office of Naval Records and Library. A preliminary checklist covering most of the records described below is available in processed form.

See Short, *National Administrative Organization*, chs. 7, 14, and Van Tyne and Leland, *Guide*, 172.

Records of the immediate Office of the Secretary of the Navy. 1804-1944. 6,449 feet.

From 1789 to 1815 this Office exercised all functions of the Navy Department except those assigned to navy yards and the Marine Corps. After the establishment of the Board of Navy Commissioners in 1815, the Secretary's Office retained immediate responsibility for matters relating to naval personnel and discipline, civilian and naval appointments, the detailing of officers, and the movements of vessels. In 1862 most functions concerning enlisted personnel were transferred to bureaus within the Department. In 1865 duties relating to the appointment and detail of officers became the

responsibility of the Bureau of Navigation. In addition to the over-all supervision exercised by this Office, its duties are now largely concerned with civilian personnel, finance, the operation of naval petroleum and oil-shale reserves, and the conduct of public relations. The records of the Secretary's Office as distinguished from those of subdivisions of the Office described hereafter are as follows:

GENERAL CORRESPONDENCE, 1804-1940 (6,141 feet). Most of the correspondence of the Secretary's Office prior to 1885, when general files containing both incoming and outgoing communications were begun, is in the Naval Records Collection (Record Group 45). In this record group are the following:

(1) Letters sent, 1886-1940 (494 feet). These include copies of miscellaneous letters and telegrams sent, 1886-1911 (8 vols.); copies of letters sent relating to insular naval stations, 1902-11 (4 vols.); copies of miscellaneous letters sent, 1906-9 (15 vols.); and copies of letters sent concerning naval operations, 1909-10 (8 vols.). For the more recent period there are copies of letters sent, 1918-40 (343 feet), arranged by classes of correspondents, which include copies of outgoing communications of the Office of the Judge Advocate General and of the Office of the Chief of Naval Operations.

(2) Letters received, 1828-1922 (36 feet). These include an important series of letters from the Commandant and other officers of the Marine Corps, 1828-86 (79 vols.); reports from the Commission on Navy Yards and Naval Stations, 1916-18 (6 vols.); and reports from Alaskan coal commissions, 1919-22 (4 binders).

(3) General files, 1885-1940 (5,583 feet). The correspondence and related materials in these files probably constitute the most important source of information concerning the activities of the Navy Department for the years covered. They are in three series, which cover the periods 1885-96 (88 feet), 1897-August 1926 (2,995 feet), and August 1926-June 1940 (1,782 feet), respectively. For the first period letters received and related copies of letters sent are arranged in serially numbered units and are filed in numerical order; they are accompanied by a register of the letters received (13 vols.). The second series is arranged by subject and is accompanied by a card register (275 feet) and several card indexes (214 feet). Many papers were removed from these first two series by the Office of Naval Records and Library and are now in the "subject" or "area" files in the Naval Records Collection (Record Group 45). The third series is arranged according to the *Navy Filing Manual* and is accompanied by cross reference and record sheets, 1926-30 (221 feet), which serve as finding aids. The correspondence of the Judge Advocate General's Office after April 1, 1908, and of the Office of the Chief of Naval Operations after May 1915 is in these files.

(4) Office files of Secretaries of the Navy (28 feet). These contain correspondence of Secretaries Henry Von L. Meyer, 1909-13 (2 feet), and Frank Knox, 1940-44 (20 feet).

CIRCULARS, ORDERS, REGULATIONS, AND INSTRUCTIONS, 1862-1943 (12 feet). These consist of numerous series, most of which are not complete,

of general and special orders, circulars, special circulars, regulations, changes in regulations, and memoranda. Similar records are in the Naval Records Collection (Record Group 45).

PERSONNEL RECORDS, 1808-1944 (147 feet). The Office of the Secretary of the Navy had charge of all general functions relating to personnel until 1862, when functions relating to enlisted personnel were transferred to the Bureau of Equipment and Recruiting. In 1889 functions relating to all naval personnel were assigned to the Bureau of Navigation, now the Bureau of Naval Personnel. The Office of the Secretary has retained functions relating to civilian personnel in addition to the general supervision of Marine Corps personnel. Among the records are letters of acceptance of appointment from officers of the Marine Corps, 1808-62 (3 vols.); copies of orders issued by the Commandant of the Marine Corps to officers and approved by the Secretary of the Navy, 1874-78 (4 vols.); correspondence of the Chief Clerk relating to civilian personnel, 1886-1910 (60 feet); and copies of letters sent by the Secretary of the Navy relating to civilian personnel, 1888-1911 (94 vols.). The main body of records relating to civilian personnel has been retained by the Navy Department.

FISCAL RECORDS, 1821-1934 (99 feet). These records, most of which are fragmentary, deal with the receipt and expenditure of funds. Similar records for the period 1794-1893 are in the Naval Records Collection (Record Group 45).

RECORDS PERTAINING TO PUBLIC RELATIONS, 1897-1943 (50 feet). These include records relating to various expositions in which the Navy Department participated, 1897-1916 (8 feet); foreign and American posters (3 feet), chiefly of the period of World War I; photographic reproductions (gelatin color transparencies) of portraits of 37 Secretaries of the Navy, 1798-1939; photographs of scenes relating to the Navy, 1939-43 (2 feet); motion pictures of the Atlantic Charter meeting of President Roosevelt and Prime Minister Churchill, August 1941 (8 reels); a motion picture of the Battle of Midway, 1942 (2 reels); and press releases, 1917-41 (27 feet).

Records of the Office of the Under Secretary. 1941-42. 9 feet.

This Office was authorized by Congress on June 20, 1940. The records are those of the officer in charge of operating the Federal Shipbuilding and Drydock Co., Kearny, N. J., for the Navy, 1941-42.

Records of the Office of the Assistant Secretary of the Navy. 1891-1940. 21 feet.

This Office, originally established in 1861 and abolished in 1869, was recreated in 1890. In general the Assistant Secretary is concerned with matters relating to civilian personnel and the administration of shore establishments. Most of the correspondence of the Office is in the general files of the Office of the Secretary described above. The records here described were filed in the Office of the Assistant Secretary. They include copies of letters sent and memoranda issued, 1893-1911 (39 vols.), some of which were sent by Assistant Secretary Theodore Roosevelt and concern the recruiting of his regiment for service in Cuba; the office files of Assistant

Secretary Franklin D. Roosevelt, 1913-14 (1 foot); and records, 1916-40 (11 feet), relating especially to shore establishments and civilian personnel.

Records of the Office of the Director of Naval Petroleum and Oil-Shale Reserves. 1909-38. 26 feet.

Naval petroleum reserves were established at Elk Hills and Buena Vista Hills, Calif., in 1912, at Teapot Dome, Wyo., in 1915, and near Point Barrow, Alaska, in 1923; and naval oil-shale reserves were established in Colorado and Utah in 1916 and in Colorado in 1924. Except for a brief period from April 1920 to October 1921, Navy Department activities in these reserves were administered by the Bureau of Steam Engineering (after 1920 the Bureau of Engineering) until 1924, when the Office of the Director of Naval Petroleum and Oil-Shale Reserves was established. Fragmentary records of the Director's office (including records transferred to it from the Bureau of Engineering and the Department of the Interior), of two field offices, and of two receiverships are in the National Archives. Included are correspondence of the Bureau of Engineering relating to oil fuel, lands, and reserves, 1911-24 (1 foot); correspondence of the Director's office, 1924-33 (3 feet); records relating to private leases of oil lands in the naval petroleum reserves at Elk Hills and Buena Vista Hills, 1920-38 (7 feet); receivership records (3 feet); and miscellaneous related materials (12 feet).

Records of the Office of Procurement and Material. 1942-45. 126 feet.

This Office was established in 1942 to coordinate all the activities of the Navy Department relating to procurement and materials and to supervise programs for the procurement of ships and materials. It was abolished in 1945. The records consist of general correspondence, 1942 (37 feet); photographs of smaller war plants having Navy contracts, 1943 (6 feet); records of the Navy representative on the Requirements Committee of the War Production Board, 1943-44 (19 feet); correspondence and other records of the Machine Tool Section, 1942-43 (9 feet); and records of the Industry Cooperation Division, 1940-45 (55 feet), consisting of correspondence and other materials relating to the development of plant sites and facilities for the national-defense program.

Records of the Industrial Incentive Division. 1941-45. 91 feet.

This Division was established on May 19, 1942, for the purpose of planning incentive programs and organizing speaking tours to speed production in defense plants. It was abolished in 1945. The records include correspondence, photographs, records relating to the publication of the newspaper "Full Speed Ahead," posters, and scrapbooks; and files of the Aeronautics, Motion Picture, and Chicago War Bond Exhibit Sections. A preliminary checklist of these records is available in processed form.

Records of boards and commissions. 1882-1945. 1,105 feet.

These consist of the records of boards and commissions of the Navy Department that have not been incorporated into other files and that do not form parts of other record groups. Records of boards and commissions that handled claims are generally to be found in Record Group 125, Records of the

Office of the Judge Advocate General; the records of a number of boards are in Record Group 38, Records of the Office of the Chief of Naval Operations, and Record Group 45, Naval Records Collection of the Office of Naval Records and Library. Those in the present record group are as follows:

RECORDS OF THE NAVAL CONSULTING BOARD AND THE OFFICE OF INVENTIONS, 1915-34 (355 feet). The Naval Consulting Board was created in 1915 as a private association composed of delegates from leading scientific societies and of manufacturers interested in naval science and invention, with Thomas A. Edison as Chairman. It made recommendations to the Navy Department concerning scientific research and development. It was given an official status by an act of August 29, 1916, and it later became an agency of the Navy Department. Its records were merged with those of the Office of Inventions, in the Office of the Secretary of the Navy. The records of the Naval Consulting Board and the Office of Inventions consist largely of case files, arranged alphabetically by names of inventors.

RECORDS OF THE COMPENSATION BOARD, 1917-38 (527 feet). During World War I the Secretary of the Navy was authorized to contract for vessels on a cost-plus basis, and in March 1917 he appointed the Compensation Board, made up of officers of the Navy, to ascertain such costs and to arrange for necessary financing by the Government of additional plant facilities. These facilities were to be paid for by the contractor according to their value to him at the completion of his contract; the final appraisals and financial settlements were to be made by the Board. At each of the principal shipbuilding yards the Board was represented by a cost-inspection board and at each of the smaller establishments by a resident cost inspector. As contracts were completed the cost-inspection offices went out of existence. The central office of the Board in Washington was transferred to the Office of Procurement and Material in January 1942. The records consist of those of the central office, 1917-38 (453 feet), which include correspondence and general files, instructions to cost-inspection boards, copies of purchase orders relating to materials for vessels and improvements to plants, and accounting records; and records of the cost-inspection board of the Todd Dry Dock and Construction Corporation, Tacoma, Wash., 1917-26 (74 feet), preserved as a sample of records of cost-inspection boards.

RECORDS OF THE NAVY BOARD FOR PRODUCTION AWARDS, 1941-45 (63 feet). In January 1942 this Board was established to stimulate production through the fostering of a competitive spirit among war plants and the granting of awards to plants for outstanding accomplishments. The records include general correspondence, 1941-45 (49 feet); a list of companies to which awards were granted, 1941-45 (2 feet); and scrapbooks, copies of speeches, and clippings, 1941-45 (12 feet).

RECORDS OF THE NAVY MANPOWER SURVEY BOARD, 1943-44 (115 feet). This Board was established by the Secretary of the Navy in 1943 to determine whether the Navy's manpower was being utilized to the best advantage. The records include minutes, correspondence, replies to a questionnaire, statistical materials, and a large series of reports from shore establishments.

when it acquired an independent status in the Department as the Office of Farm Management and Farm Economics.

The new Bureau continued and expanded the three different but related activities that had been carried on by its predecessors since about 1900. They were research and regulatory work in marketing, the compilation and dissemination of crop and livestock statistics, and the investigation of the management and operation of individual farms. Research in agricultural finance, land use, community organization, and related subjects also came to be centered in it. In 1938 the Bureau was designated by the Secretary of Agriculture as the central planning agency for the Department, and its marketing and regulatory functions were transferred during the following year to the newly created Agricultural Marketing Service (see Record Group 136, Records of the Office of Marketing Services). The present record group includes the general or bureau-wide records of the Bureau of Agricultural Economics and its predecessors, 1913-40, and divisional or project records that resulted chiefly from investigatory and research activities. Although many records relating to marketing and regulatory functions are included in this record group, most of the records of divisions charged with such functions are in Record Group 136.

See Bureau of Agricultural Economics, *Report*, 1939, and the following masters' theses, manuscript copies of which are in the Library of the Department of Agriculture: Adolph George Ensrud, "A History of the Origins and Functions of the Federal Bureau of Markets" (University of Chicago, 1922); Chung Gen Lin, "The Bureau of Agricultural Economics of the United States Department of Agriculture" (University of Illinois, 1929); and Kenneth Wernimont, "The Bureau of Agricultural Economics as a Functional Unit of the Federal Government" (American University, 1937).

General correspondence. 1913-39. 1,600 feet.

The general correspondence of the Office of Markets, the Bureau of Markets, the Bureau of Markets and Crop Estimates, and the Bureau of Agricultural Economics covers all activities of the various offices concerned. It is arranged in about 10 series for different subjects and different periods. Indexes and lists are available for many series, but the subject index for the main correspondence files, 1922-39, has been retained by the Bureau of Agricultural Economics.

"Manuscript file." 1914-39. 135 feet.

These manuscripts of publications and proposed publications, prepared in the Bureau of Agricultural Economics and its predecessor agencies, are accompanied by editorial comment and related correspondence. A similar series was continued by the Agricultural Marketing Service (see Record Group 136).

Records of the Nitrate of Soda Project. 1917-21. 12 feet.

To stabilize the price of fertilizer and to foster agricultural production, in accordance with provisions of the Food and Fuel Control Act of August 10, 1917, a Nitrate of Soda Project or Section was established in the Bureau of Markets. In cooperation with the War Industries Board and various units of the Department of Agriculture, notably the States Relations Service,

nitrate was acquired and distributed at cost direct to farmers. The records consist mainly of correspondence; reports on the amounts of nitrates used at various shipping points; and allocation books, arranged by States, showing the quantities sold to individual farmers. There are related records in Record Group 16, General Records of the Department of Agriculture.

Records of the Committee on Cotton Distribution. 1918. 5 feet.

This Committee was established by the War Industries Board to buy and allot cotton to foreign and domestic consumers. Its records, which came into the possession of the Bureau of Agricultural Economics, include correspondence, schedules, and press notices.

Records of the Domestic Wool Section. 1918-33. 209 feet.

In order to insure an adequate supply of wool for the use of the Government in providing uniforms and blankets for its armed forces during the latter part of World War I, a Wool Division of the War Industries Board was created in April 1918. This Division issued regulations giving the Government a prior right to the 1918 domestic wool clip and limiting the profits to be taken by dealers from the time the wool left the growers' hands until its delivery at a designated distributing center. Excess profits were to be paid in to the Board, which was to distribute them among the producers of wool. When the War Industries Board went out of existence in 1919, functions and records of the Division were transferred by Executive order to the Bureau of Markets, where regulations for handling the wool clip of 1918 were to be enforced and unfinished affairs of the Division were to be wound up. A unit known as the Domestic Wool Section was established and continued in existence until 1933. It audited the reports and records of some 5,500 wool dealers, calculated and collected excess profits, and distributed the money to the growers on whose wool the profits had been made.

The records include those of the Wool Division and of its successor. They consist of papers relating to permits issued to distributing centers and country dealers to handle wool clips; reports from dealers on wool prices; auditing records; records of the disposition of excess profits collected; papers relating to suits instituted in connection with the collection of such profits; and administrative correspondence, memoranda, and the like.

See W. L. Evans' unpublished "Final Report . . . Domestic Wool Section, Bureau of Agricultural Economics" (1933), a copy of which is available at the National Archives, and Thomas J. Maycock, *The Government and Wool, 1917-20* (Agricultural History Series No. 5. Washington, 1943).

Records of the Center Market. 1922-30. 2 feet.

From 1922 until it was closed in 1931 the Center Market, a public market occupying ground on which the National Archives Building now stands, was operated by the Bureau of Agricultural Economics and served as a laboratory for the study of municipal public-market problems. The records consist mainly of administrative correspondence, leases, contracts, and accounting records, including pay rolls, receipts, reports, and ledgers.

See Agriculture Department, *Annual Report*, 1923, p. 175-178.

80. NAVY DEPARTMENT

RECORDS OF OTHER BOARDS AND COMMISSIONS, 1882-1943 (45 feet). The records for the various boards and commissions generally include correspondence, minutes or journals, reports received, recommendations, and miscellaneous materials, but many of the records are fragmentary. Included are records of the Naval Advisory Board, 1882-90 (30 vols.), which advised concerning the construction of war vessels; of the Gun Foundry Board, 1883-85 (8 inches); of the Board on Construction, 1889-1909 (6 feet), which had general supervision over the design, construction, and equipment of new ships; of the Board on Auxiliary Vessels, 1898 (7 feet), which inspected, purchased, and chartered vessels for use in the Spanish-American War; of the Naval War Board, 1898 (8 inches), which was concerned with naval operations; of the Navy Alaskan Coal Commission, 1920-22 (3 feet), which was concerned with the mining of coal for the Navy; of the Wage Board of Review, 1921-23 (4 feet), which reviewed the findings of local wage boards at shore establishments on rates of civilian wages; of the Board on Submarine Safety and Salvage, 1928-29 (4 feet); and of the Board on Awards to Civil Employees, 1918-42 (5 feet). There are small quantities of records of other boards concerned with such matters as the selection of sites for navy yards, the organization of yards, business methods of the Department, hull changes, and fuel oil.

81. Records of the United States Tariff Commission

Under authority of the Payne-Aldrich Tariff Act of August 5, 1909, the President appointed a Tariff Board to obtain information that would be of assistance in the administration and enforcement of the tariff laws. The Board was discontinued in 1912, but its activities were in part continued by the Cost of Production Division, which was organized in the Bureau of Foreign and Domestic Commerce in May 1913 to ascertain the cost of production of dutiable articles in this country and abroad. The United States Tariff Commission was created by an act of September 8, 1916, which provided for the transfer to the Commission of all records of the Tariff Board and the Cost of Production Division. The functions of the Commission include the investigation of questions pertaining to customs administration, domestic and foreign manufacturing costs, commercial treaties, and unfair competition.

See Joshua Bernhardt, *The Tariff Commission* (New York, 1922).

Records of the Tariff Board. 1909-12. 19 feet.

These are all the known records of this Board. They include its general administrative correspondence and materials accumulated as a result of its work. For the first 6 months of its existence the Board devoted its efforts to a study of foreign-tariff discrimination, and this activity is reflected by correspondence with manufacturers concerning the effects of foreign-tariff schedules on their products, copies of consular reports on foreign-tariff laws, and other materials (2 feet). The bulk of the records, however, relate to cost-of-production studies made by the Board beginning in 1910. The

studies were chiefly on cotton and woolen textiles, but glossaries of information about other articles were compiled. Included among the records are correspondence with manufacturers, field agents in this country and abroad, and others; reports of open hearings and of conferences with representatives of various industries; confidential reports made by field agents on cotton and woolen textile mills; samples of textiles and other products and analysts' reports on samples; data on prices and working conditions in foreign countries; and miscellaneous working papers. Much of the material received in connection with the investigations was confidential and was destroyed or was returned to the manufacturers who furnished it.

Published reports of the Board are listed in the *Document Catalogue*, 10: 1611; 11: 1843.

Other records. 1915-19. 2 feet.

These consist chiefly of working materials for published reports of the former Cost of Production Division, 1915-16, most of them relating to cost of production in the glass industry. They are believed to represent the only records of the Division that are segregated from the files of the Tariff Commission. There are also a few papers that pertain to an inquiry made by the Commission concerning the establishment of free ports, 1917-18, the results of which were published in 1919, and some data on the organization and functions of both the Division and the Commission.

82. Records of the Federal Reserve System

The Federal Reserve System, established under authority of an act of Congress approved December 23, 1913, comprises the Board of Governors of the Federal Reserve System, the Federal Open Market Committee, the Federal Advisory Council, and the 12 Federal Reserve Banks and member banks. The System is administered by the Board of Governors.

Motion pictures and sound recordings. 1937. 3 units.

These consist of a news reel portraying scenes at the dedication ceremonies of the Federal Reserve Building, October 20, 1937, at which President Franklin D. Roosevelt spoke, and two disks of sound recordings of the ceremonies.

83. Records of the Bureau of Agricultural Economics

The Bureau of Agricultural Economics was established in the Department of Agriculture on July 1, 1922, by the consolidation of the Bureau of Markets and Crop Estimates with the Office of Farm Management and Farm Economics. The Bureau of Markets, which originated in 1913 as the Office of Markets, and the Bureau of Crop Estimates, known from 1903 to 1914 as the Bureau of Statistics, had been combined in 1921. The Office of Farm Management was first organized in the Bureau of Plant Industry in 1904 and was administered directly under the Secretary of Agriculture from 1915 until 1919,

83. AGRICULTURAL ECONOMICS BUREAU

Records of the Division of Agricultural Finance. 1913-40. 59 feet.

Since 1922 this Division has been the Department's research agency in the field of agricultural finance and the Secretary's adviser on questions of farm-mortgage credit, agricultural income, farm taxation, short-term credit, and similar subjects. To a limited extent such work was carried on by specialists prior to 1922.

The records consist of administrative files of the Division and predecessor offices, 1915-40 (10 feet); records of agricultural-credit studies, 1913-40 (18 feet), including correspondence, questionnaires, and tabulations; records of bank studies, 1915-40 (10 feet), largely statistical materials arising out of studies in Iowa, North Dakota, Arkansas, and Wisconsin; tabulations on the organization and management of farmers' mutual fire-insurance companies, 1917 (1 foot); and the files of the Farm Mortgage and Land Transfer Project, 1936-37 (20 feet), which was sponsored by the Division and financed by \$3,000,000 of Works Progress Administration funds.

Records of the Division of Agricultural Statistics. 1897-1940. 389 feet.

A Bureau of Statistics superseded an earlier Division of Statistics in 1903. By an act approved June 30, 1914, the Bureau was reorganized as the Bureau of Crop Estimates. Its functions were to collect and compile, abstract, analyze, summarize, and interpret data relating to agriculture, and to make and publish periodic crop and livestock forecasts and estimates in cooperation with other bureaus and other statistical agencies. On July 1, 1921, it was merged with the Bureau of Markets, and the next year it became a part of the Bureau of Agricultural Economics, where it was known as the Division of Crop and Livestock Estimates during most of the period from 1922 to 1939. In 1939 it became the Division of Agricultural Statistics. Its records fall into the following groups:

CORRESPONDENCE OF THE BUREAU OF CROP ESTIMATES, 1918-22 (3 feet). This correspondence of several officials of the Bureau is fragmentary. Earlier correspondence is believed to have been destroyed.

SAMPLE SCHEDULE FORMS, 1899-1940 (18 feet). The Crop Reporting Board bases its estimates of crop production on tabulations compiled from schedules distributed by field offices throughout the United States. The schedules vary from State to State and from year to year and are supplemented by additional schedules distributed from the Washington office. These records are bound volumes of unfilled sample forms issued by both the Washington and the field offices.

CROP REPORTS AND ESTIMATES, 1897-1927 (15 vols.). These are the record copies of periodic crop reports and estimates made by the Division of Crop and Livestock Estimates and its predecessors. There are a few copies of reports dated after 1927.

FIELD AGENTS' CROP REPORTS, 1907-35 (43 feet). These consist principally of the monthly general crop reports submitted by statisticians and crop specialists in the field, 1907-35 (38 feet), arranged by States. They are systematic narrative observations on crop and farm conditions in general made by trained observers. In addition there is a series of less systematic

form and narrative reports submitted by field and State agents on crop conditions, 1909-19 (5 feet).

SPECIAL CROP REPORTS, 1922-37 (6 feet). These consist of letters and annotated county and State maps and charts received from field representatives for the flooded areas of the Mississippi basin in 1922 and 1927 and for the drought areas of the Middle West in 1932-37. Analyses and mimeographed summaries of the reports are also present.

CROP AND LIVESTOCK TABULATIONS, 1897-1940 (306 feet). These tabulations, varying greatly as to form, date, geographic coverage, and subject, generally contain consolidated data obtained from schedules and questionnaires on acreage, yield, prices, and other aspects of agricultural economics. Many of them were evidently used in making the official crop estimates, but others resulted from special studies such as those on binder-twine requirements, 1918; coal used on farms, 1924; cotton-crop damage, 1911-28; the disposition of cotton and cottonseed meal, 1927-30; drought feed, 1934; farm wages, 1921; the monthly sale of hay from farms, 1935-36; horse and mule distribution, 1928-29; potato stock, 1912-31; red-clover acreage, 1937; and the dairy industry, 1935. An especially significant series consists of tabulations on acreage and production for the years 1920-32 (6 feet). These tabulations were prepared in 1933 at the request of the Agricultural Adjustment Administration and were subsequently used as a basis for setting production quotas.

CORRESPONDENCE OF THE TRUCK CROP SECTION, 1917-26 (7 feet). This correspondence consists of letters, comments, and reports on truck-crop conditions.

Records of the Division of Farm Management and Costs. 1906-37. 631 feet.

Farm-management investigation and extension work was carried on in the Bureau of Plant Industry from about 1902 to 1915, when the Office of Farm Management was established as a separate unit of the Department of Agriculture. The Office, the name of which was changed in 1919 to the Office of Farm Management and Farm Economics, became a part of the newly formed Bureau of Agricultural Economics in 1922. There, as the Division of Farm Management and Costs, it undertook widespread surveys to determine what the business practices on individual farms were and what they should be for profitable production. The records consist in large part of schedules, questionnaires, and tabulations and of reports based on them. They fall into the following groups:

GENERAL RECORDS, 1910-33 (100 feet). These include reports of special investigators on surveys of farm practices; reports of division leaders; manuscripts of speeches and articles; correspondence relating to rural-life studies, to personnel, and to publications; correspondence referred from the Office of the Secretary; and memoranda and correspondence relating to farm-accounting records.

COST-OF-PRODUCTION RECORDS, 1908-37 (175 feet). These records, which resulted from cost-of-production studies, are very diverse and include schedules, work papers, tabulations, reports, and summaries. For various crops

and farm animals they contain data on the cost of man, machine, and animal labor; on the cost of fertilizer, seed, and other items; and on other factors entering into farm income. The chronological, geographic, and subject limits of the records for the various studies vary greatly.

RECORDS OF FARM-BUSINESS SURVEYS, 1910-34 (120 feet). These consist chiefly of form reports (sometimes called "farm business field records," "field sheets," or "farm survey sheets") submitted by individual farmers. They give detailed information on types of farming, crops planted, yields, expenses, and income and, in some cases, on farm capital and indebtedness, soils, land use, proximity to markets, and dwellings. The Division apparently selected typical areas and problem areas for survey, including muck-land farms in Indiana, cut-over land in Michigan, Wisconsin, and Minnesota, and small farms near Cleveland, Cincinnati, and Indianapolis.

SCHEDULES OF FARM-RETURNS INQUIRIES, 1922-41 (100 feet). The object of these inquiries, made in cooperation with volunteer crop estimators, was to obtain for each year a trustworthy statement of the financial results of farming. Each questionnaire called for about two dozen entries under the headings "farm receipts," "farm expenses," and "inventory of farm property." These schedules were used in the preparation of tables and articles, some of which appeared in the Department's *Yearbooks*.

RECORDS OF LARGE-SCALE-FARMING SURVEY, 1933 (30 feet). These are for the most part questionnaires containing data on the business operations of large farms throughout the country. Included are tabulation sheets and some correspondence regarding the project.

OTHER RECORDS, 1906-35 (106 feet). These consist of farm-labor-report forms returned by individual farmers, which contain detailed information on the amount of labor used and the tasks performed, 1906-14 (65 feet); cost-accounting records for individual farms, 1908-19 (12 feet); livestock-feed-survey reports, 1912-14 (4 feet); records of power and machinery studies, 1929 (10 feet); records of human-factor studies, 1930-32 (3 feet); records assembled by the Department's representative on the Federal Statistics Board, 1932 (2 feet); and records of rehabilitation cases, 1935 (10 feet), consisting of schedules, tabulations, and other records that contain data on farm organization, operational costs, income, and other phases of farm economy for farms operated by recipients of relief funds.

Records of the Division of Farm Population and Rural Welfare, 1913-35. 65 feet.

In the fall of 1913 the Rural Organization Service, financed by the Rockefeller Foundation, was organized in the Department of Agriculture to investigate the organization of agricultural communities upon a cooperative basis for the improvement of rural credit and educational, social, and hygienic conditions. On July 1, 1914, the work of the Service was entirely taken over by the Department and assigned to the Bureau of Markets, where it was under the direction of a rural-organization specialist. It was performed by the Division of Farm Population and Rural Welfare of the Bureau of Agricultural Economics after 1922 and has embraced studies of the movements of rural population, the status of farm labor, the farmer's standard of

living, rural family life, and other phases of rural social planning that might assist Government agencies in understanding the economic and social problems of the farm population.

*Records originating in the Rural Organization Service and in the offices of the specialists prior to 1918 are fragmentary (2 feet). The only general correspondence files for the later period were evidently maintained in the office of the economist in charge of rural-life studies, 1919-35 (18 feet). They contain letters, press releases, project plans, and other papers relating to a great many of the activities of the Division. The remaining records in the National Archives are almost wholly questionnaires, tabulations, and reports accumulated in the course of various economic and sociological studies, 1919-35 (45 feet). Of these the most extensive are questionnaires on allowances and wages paid hired farm workers, 1924-28 (16 feet), and narrative summary reports on rural problem areas and on changes in rural relief population in selected areas, 1934-35 (8 feet). Other records resulted from studies of rural youth, rural industries, farm migration, standards of living, local government, cooperative marketing, and farmers' organizations.

Records of the Division of Land Economics. 1916-39. 130 feet.

The Division of Land Economics was established as a section of the Office of Farm Management and Farm Economics in 1919, but studies in the field of land economics had been conducted in that Office since 1906. These studies had had for their objective the determination of the prevailing systems of farm tenancy, the principles underlying tenant farming, and the devising of lease contracts that not only would bring about an equitable division of farm income but would also aid in the maintenance of proper systems of farming in the areas for which they were designed. The Section of Land Economics, which was placed under the direction of Lewis C. Gray, undertook studies of land policies, resources, values, settlement, ownership and tenancy, and farm labor. In 1922 it became a division of the Bureau of Agricultural Economics. The previous lines of investigation were continued, and there was greatly increased emphasis upon work in land policy and utilization. This was a result of the transfer to it of certain activities formerly carried on in the Section of Agricultural History and Biography (known at one time as the Project in History and Distribution of Farm Enterprises) of the Office of Farm Management and Farm Economics. Studies in the field of reclamation and Negro land tenure were also undertaken. On September 1, 1937, the Land Use Planning Section of the Division of Land Utilization of the Resettlement Administration, the function of which was the development of a comprehensive program of land use for the country, was transferred to the Division of Land Economics. This Section had continued activities conducted in 1934-35 by the Land Policy Section of the Agricultural Adjustment Administration.

The records reflect in a comprehensive manner not only the general activities of the Division but the individual lines of investigation. They form a large number of series and include schedules (relating mainly to land tenure, land settlement, and irrigation economics); tabulations (including data gathered but not published by the Census Bureau); samples of pub-

licity materials in the field of land settlement; drafts and final copies of divisional publications and special reports; and correspondence. The correspondence includes files begun in the Section of Agricultural History and Biography of the Office of Farm Management, in the Land Policy Section of the AAA, and in the Land Use Planning Section of the Resettlement Administration.

Beginning in the 1920's a number of special committees of an official or semiofficial character were established to deal with problems of land economics, particularly land policy and land utilization. L. C. Gray held a key position in most of these committees, and his files, 1929-33 (10 feet), relate chiefly to their work. Among such committees was the National Land Use Planning Committee, representing various Federal and State agencies, which was established as a result of the National Conference on Land Use called by the Secretary of Agriculture and the Association of Land Grant Colleges and Universities in 1931. Dr. Gray was Executive Secretary of this Committee, which functioned until the latter part of 1933. His files include correspondence of the Bureau of Agricultural Economics regarding the calling of the conference and the work of the Committee, as well as correspondence and memoranda of the Committee itself for the years 1932-33. For a number of years Dr. Gray was also the liaison officer between the Department of Agriculture and the Bureau of the Census, and in his files are correspondence and memoranda relating to the census of 1930.

Records of the Division of Marketing and Transportation Research. 1917-41. 20 feet.

A Division of Marketing Research was organized in the Bureau of Agricultural Economics in 1935; in 1939 it was combined with the recently created Division of Transportation to form the Division of Marketing and Transportation Research. The Division has engaged in studies of rail-transportation, motor-transportation, and water-transportation rates as they affect agriculture; marketing organizations; State and Federal laws as they affect marketing of agricultural products; methods of disposing of agricultural surpluses; and other subjects within the field indicated by its name. The records consist of letters, tabulations, and other materials assembled in connection with various projects carried on in the Division or in predecessor units. They include materials on costs of marketing livestock, 1917-18, 1922-23, and 1925-26; basic materials used in figuring a freight index of perishable products, about 1940; materials for a report on school-lunch programs issued in 1941; records of fruit and vegetable prices, 1936-37; and correspondence in connection with studies of cotton prices for the period 1929-41.

Records of the Division of Statistical and Historical Research. 1930-39. 202 feet.

When the Bureau of Agricultural Economics was formed in 1922 responsibility for certain general research of a historical and statistical nature was assigned to the Division of Statistical and Historical Research. The main

activity of the Division has been the assembling and analyzing of statistics on domestic and foreign production and stocks of agricultural commodities, on import and export movements, and on price trends. It accumulates historical and statistical data and analyzes and reports upon such data for the benefit of other Government agencies. The records consist of schedules and related materials, 1930-33 (6 feet), resulting from a survey of the consumption of dairy products in certain communities on the Atlantic seaboard; part-time-farming schedules, 1933 (50 feet), providing for part-time farmers in 19 States information as to size of family, nonfarm income, prior occupation, size and value of the farm, buildings, livestock, relief aid received, and income received from crops; and records of the National Research Project, 1936-39 (146 feet). This project, which was carried on cooperatively by the Works Progress Administration and the Bureau of Agricultural Economics, was organized to study the effects of new techniques, machines, farm practices, marketing conditions, and the like on the volume of labor and output in agriculture. Material accumulated by the Department of Agriculture, the various agricultural experiment stations, the Census Bureau, and other agencies was compiled; the gaps were filled in by field surveys that were carried on in 58 selected counties in order to obtain data on cotton, dairy, small grains, corn, and fruit and vegetable farms. The 50 to 100 schedules for each county called for information concerning such matters as land utilization, labor supply, work day, motive power, equipment, and farm practices. From the data thus obtained a number of reports were prepared. The schedules, tabulations and compilations, administrative correspondence, and drafts and final copies of the reports, with correspondence concerning their revision, are included among these records.

Photographs. 1897-1938. 84 cubic feet.

This collection is made up of several thousand photographs accumulated by the Bureau of Plant Industry, the Division of Farm Management and Costs, the Bureau of Markets, the Bureau of Agricultural Economics, and occasionally by other agencies, pertaining to practically all aspects of rural life and farm economy. A large number of glass-plate negatives are included.

Other records. 1905-42. 62 feet.

These include papers resulting from studies of alfalfa, paper plants, and cotton marketing, 1905-13; correspondence with railroads, 1914-20; schedules resulting from surveys of household food inventories and consumption, 1917 (17 feet), of country grain elevators, 1918 (15 feet), and of retail meat stores, 1918-19 (5 feet); correspondence relating to cotton and wool warehousing, 1918-20; letters of commendation and criticism, 1918-42; general ledgers of the Bureau of Agricultural Economics, 1928-33 (5 feet); and memoranda and reports assembled by the Chairman of the Statistical Committee of the Bureau, 1937 (2 feet), with some earlier records of the Committee, 1922-26.

84. FOREIGN SERVICE POSTS

Italy, 1839-1912. 263 vols.
 Japan, 1856-1915. 519 vols.
 Korea. With the consular records from Keijo, Chosen.
 Latvia, 1936-39. 8 vols., including consular records from Riga.
 Mexico, 1825-1926. 907 vols.
 Nicaragua, 1903-12. 25 vols.
 Paraguay. With the consular records from Asunción.
 Rumania, 1879-1918. 41 vols.
 Russia, 1807-1919; 1934-38. 615 vols. and 138 feet of unbound papers.
 Salvador, 1856-1912. 11 vols. See also Costa Rica and Guatemala.
 Serbia. See Yugoslavia.
 Siam, 1856-1928. 274 vols. Consists of consular records before 1882.
 Spain, 1801-1913. 560 vols.
 Switzerland, 1853-1913. 109 vols.
 Texas, 1836-44. 1 vol.
 Union of Soviet Socialist Republics. See Russia.
 Uruguay, 1861-1913. 84 vols.
 Venezuela, 1835-1913. 148 vols.
 Yugoslavia, 1882-1912; 1939. 16 vols.

Records of consular posts. 1790-1943. 8,280 feet.

The consular posts are usually represented by such items as instructions from the Department, instructions from the supervising post, and copies of despatches and reports to them; general correspondence; records of fees received for notarial, shipping, and miscellaneous services; records of passports issued or visaed; records of births, marriages, and deaths of American citizens; records regarding the disposal of property, the settlement of estates, and the protection of American citizens; certifications of merchandise shipped from or received in the consular district; journals of events and memoranda; and financial records and property inventories of the post. In addition, from seaport consulates there are records of the arrival and departure of American vessels and descriptions of their cargoes; records of services performed for American ships and seamen; lists of seamen shipped, discharged, or deceased; records of marine protests; and other maritime documents. Various registers and indexes are also present. Records of some 690 consular posts are in the National Archives. Almost all countries in which posts have been maintained are represented, with the exception of Norway, Sweden, Denmark, the Netherlands, and Turkey, from which few if any records have been received.

85. Records of the Immigration and Naturalization Service

Between 1882 and 1891 various laws were passed giving to the Secretary of the Treasury general supervision over immigration matters, Chinese exclusion, and contract-labor procedure, and in 1891 a Bureau of Immigration, headed by a Superintendent, was created in the Department. An act of 1894 authorized the President to appoint commissioners of immigration at the various ports of entry, and an act of 1895 designated the Superintendent as Commissioner General of Immigration and added to his other duties the administration of alien contract-labor laws; in 1900 he was charged with administering the Chinese-exclusion laws. In 1903 the Bureau was transferred to the newly created Department of Commerce and Labor. Functions pertaining to naturalization, formerly under no central Government control,

85. IMMIGRATION AND NATURALIZATION SERVICE

were given to the Bureau in 1906, and its name was changed to Bureau of Immigration and Naturalization. This Bureau was transferred to the Department of Labor and was divided into two bureaus by the act creating that Department in 1913 but was reunited by an Executive order of June 10, 1933, to form the present Immigration and Naturalization Service. By the President's Reorganization Plan No. V, effective June 14, 1940, the Service was transferred to the Department of Justice. The Service administers laws relating to the admission, exclusion, deportation, naturalization, and registration (since 1940) of aliens; investigates violations of these laws; and supervises naturalization work in the courts.

See Darrell H. Smith and H. Guy Herring, *The Bureau of Immigration* (Baltimore, 1924), and Darrell H. Smith, *The Bureau of Naturalization* (Baltimore, 1926).

General correspondence. 1882-1932. 4,164 feet.

The quantity and complex organization of these records prevent any brief subject-matter generalization based on their arrangement. All of them pertain, in some way, to the determination of whether aliens wishing to come to the United States are eligible for entry, the prevention of the entry of those who are ineligible, the surveillance of those in the United States, and the expulsion or deportation of aliens found to be in the United States in violation of law. Included among the records are many that pertain to national policy as expressed through legislation and the interpretation of law, the organization of the Service, administrative procedures and practices, the hearing of appeals, the enforcement of special acts and wartime controls, and the making of regular and special surveys. A large part of the records, organized as case files since 1906, relate either to individual aliens or to the details of administration. Many records for the early period, 1882-1906 (200 feet), relate to Japanese immigration, Chinese-exclusion acts, and appeals from assessment of head money under the act of 1882. Records of the administration of naturalization laws have been separately maintained, and certain of them are described below.

General correspondence of the Division of Naturalization. 1906-13. 400 feet.

When the Bureau of Immigration and Naturalization was formed in 1906 there was established in it a new unit, the Division of Naturalization, which became the central administrative authority in naturalization matters. These records are letters received and copies of letters sent by the Division, chiefly in the period 1906-13, although, as a result of peculiarities of the filing system, there are some materials of later date. The correspondence, much of it with clerks of courts, relates to the identifying and recording of courts of authority, interpretations of law, procedural instructions, the collection of fees, the examination of declarations, petitions, and certificates, and the general administration of the Division.

Records relating to Chinese immigration. 1882-1938. 99 feet.

These records, originally interspersed among the central files of the Service and its predecessors, were brought together by the Service as a

84. Records of the Foreign Service Posts of the Department of State

Diplomatic agents were sent from America to various European courts at the outbreak of the Revolutionary War, and the first American consul was appointed in 1780. The early diplomats frequently served also in a consular capacity until an act of Congress of 1792 set up an independent Consular Service. The foundations for the present Foreign Service were laid, however, by an act of 1856, which defined the duties and fixed the pay for the Diplomatic and Consular Services. From time to time the two Services were reorganized by legislation and Executive order. In 1924, by the Rogers Act, they were combined into a single Foreign Service. American diplomatic and consular posts have been established or discontinued as the interests of the Nation have dictated. At the time of the outbreak of World War II, the United States maintained approximately 60 diplomatic and 300 consular posts, but the total number of such posts that have existed at one period or another from the beginning until the present time is, of course, considerably larger.

As posts have been closed from time to time, their records have usually been transferred to neighboring posts that received jurisdiction over the areas formerly served by the closed posts. In the case of some closed posts, however, all or part of the records were sent to the Department; and occasionally some records of active posts were also transferred for special reasons. From 1930 to February 1938, on instructions from the Department, selected diplomatic and consular posts sent in to the Department their old records, usually to 1910, and all records of closed posts currently in their custody. These records, which constituted about one-tenth of such material known to exist, are now in the National Archives. In 1938 the Department began a 4-year program under which the records of all posts to August 15, 1912 (the date when a formal system of classifying and filing post records went into effect), were to be sent directly to the National Archives as rapidly as available funds permitted. Possibly two-thirds of the records that were to be sent in under this program were received by the National Archives before shipments were interrupted by World War II; other records not in current use dated after 1912 have also been received. The records of many of the posts, especially for the early years, are incomplete for the periods represented. Frequently consular and diplomatic representatives upon leaving their posts have taken with them the despatches and instructions, regarding them as their personal property; and many records have been destroyed as a result of fires, earthquakes, adverse climatic conditions, and other vicissitudes.

For the records received by the National Archives there are reasonably detailed lists that were sent with the records from most posts. The instructions received by the diplomatic and consular posts from the Department and the despatches sent in by them are largely, though by no means entirely, duplicated in the Department's general files (see Record Group 59), which

are frequently better indexed and more usable than the records of the posts themselves.

See Graham H. Stuart, *American Diplomatic and Consular Practice*, ch. 7, 8 (New York, 1936); Hunter Miller, "Transfer to the Department of State of the Older Archives of Certain American Embassies, Legations, and Consulates," in *American Historical Review*, 39: 184 (Oct. 1933); and Meredith B. Colket, Jr., "The Preservation of Consular and Diplomatic Post Records of the United States," in *American Archivist*, 6: 193-205 (Oct. 1943).

Records of diplomatic posts. 1789-1939. 3,000 feet.

In general, the material received from diplomatic posts consists of instructions from the Department and copies or duplicates of despatches to it; notes from the government where the post is or was located, and copies of notes to it; copies of instructions and despatches to subordinate consulates, and despatches and reports from them; general correspondence; records of passports issued and visaed; records of births, marriages, and deaths of American citizens; records regarding the disposal of property, the settlement of estates, and the protection of American citizens; journals of events and memoranda; and financial records and property inventories of the post. Various registers and indexes are also present. The unbound records received from the Embassies at London, Paris, and Petrograd relate primarily to the activities of the Embassies in representing the interests of certain of the Central Powers in England, France, and Russia prior to American entrance into World War I. The papers deal with relief funds, detention camps, repatriation, hostages, sequestration, trading with the enemy, and the like. Records from diplomatic posts in the following countries are in the National Archives for the periods and in the quantities indicated.

Albania, 1903-39. 205 vols.	Estonia, 1930-37. 1 vol. Other records, 1920-40, are with the consular records from Tallinn.
Argentina, 1910. 1 foot.	Ethiopia. With the consular records from Addis Ababa.
Belgium, 1832-1912. 130 vols.	Finland, 1937-38. 2 vols.
Bolivia, 1853-1918. 109 vols.	France, 1789-1917. 775 vols. and 185 feet of unbound papers.
Brazil, 1809-1919. 170 vols.	Germany, 1835-1912. 363 vols.
Bulgaria, 1882-1913. 12 vols.	Great Britain, 1826-1920. 1,362 vols. and 90 feet of unbound papers.
Chile, 1824-1912. 125 vols.	Guatemala, 1826-1918. 164 vols., including records from Costa Rica, Honduras, Nicaragua, and Salvador.
China, 1843-1932. 407 vols. and 15 feet of unbound papers.	Haiti, 1860-1918. 98 vols., including records from the Dominican Republic. See also Dominican Republic.
Colombia, 1823-1923. 241 vols.	Hawaii, 1839-1900. 58 vols.
Costa Rica, 1854-1912. 111 vols., including records from Honduras, Nicaragua, and Salvador. See also Guatemala.	Honduras, 1854-1912. 57 vols. See also Costa Rica and Guatemala.
Cuba, 1899-1915. 75 vols.	
Czechoslovakia, 1938-39. 3 vols.	
Dominican Republic, 1883-1911. 76 vols., including records from Haiti. See also Haiti.	
Ecuador, 1827-1912. 80 vols.	
Egypt, 1930-39. 31 vols.	

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separate body of materials that would show the administration of regulations covering the immigration of Chinese to and their residence in this country. They consist of case files, on both persons and subjects, that fall into classes such as merchants, laborers, theatrical troupes, students, smuggling activities, illegal entries, residence permits, and field offices. Other records relating to Chinese immigration remain in the correspondence files described above.

Immigration visa files. 1924-37. 1,230 feet.

The Immigration Act of 1924 provided preferential treatment to certain classes of relatives of United States citizens and prescribed detailed standards for the issuance of immigration visas to relatives. This file is made up chiefly of the applications or petitions of United States citizens setting forth information about themselves and the relatives for whom visas were requested. Accompanying some of the petitions are letters from the applicants, officials of the Service, and the State Department; affidavits showing the applicants' willingness and ability to support relatives if need be; reports of the Service's investigators; and other related papers.

Alien applications for registry. 1930-35. 442 feet.

Since 1906 the Service has maintained a registry of aliens admitted for permanent residence. By 1929 it was realized, however, that there were many aliens in the United States for whom there were no records of admission. An act of March 2, 1929, provided for a special registration of such aliens, and a supplementary act of June 8, 1934, provided for a similar registration of aliens who were political or religious refugees, chiefly from Russia. The files, which are numbered, are largely applications with correspondence, affidavits, and other related papers of aliens seeking to establish legality of residence under the act of March 2, 1929 (424 feet). A few separately filed records of similar nature (18 feet) arose out of the enforcement of the act of June 8, 1934.

"Americanization" records. 1913-36. 197 feet.

Some attention was given as early as 1907 to the problem of educating and Americanizing aliens who wished to become citizens, and the movement assumed large proportions during World War I. In 1914 a plan was formulated whereby the Bureau of Naturalization and public schools throughout the country cooperated in the work, which continued to expand after the Armistice. From 1919 to 1921 a Division of Citizenship Training existed within that Bureau to carry on these activities, and the organization that was built up continued to function after the name was dropped. The records, consisting of correspondence, statistical reports, pamphlets, and other materials, relate to matters such as textbooks and textbook revision, suggestions to petitioners for naturalization, special naturalization schools, citizenship preparation, the appointment of teachers, and cooperation with patriotic organizations, schools, churches, trade unions, and various governmental units. Among these files are the records of the Federal Council of Citizenship Training, 1923-25 (2 feet), an interdepartmental committee set up to

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make constructive suggestions as to how Federal offices might cooperate among themselves and with other agencies to bring about more effective citizenship training.

Records relating to alien radicals. 1918-19. 55 feet.

This material, which was accumulated by the Bureau of Immigration, consists chiefly of exhibits relating to alleged activities of alien radicals. There are related records in the correspondence files.

Internment camp records. 1917-18. 21 feet.

These originated at the camp administered by the Bureau of Immigration for alien enemies at Hot Springs, N. C., during World War I. They are of a routine nature and relate to such matters as supplies, employees at the camp, and money for inmates.

Personnel files. 1903-33. 137 feet.

Correspondence and other papers relating to former employees of the Immigration Service constitute these files. Each file is numbered according to a system used for the general immigration files, of which these were formerly a part.

Financial and statistical records. 1883-1936. 220 feet.

The financial records are chiefly vouchers, schedules, contracts, and requisitions of the Bureau of Immigration for the period 1924-33 (118 feet). There are a few records of disbursements, pay rolls, and the like for the early period of the Bureau, 1892-1903. Another series consists of certificates-of-arrival receipts, 1929-36 (72 feet), for cases closed by the granting or denial of naturalization. These are basic accounting copies of receipts issued to immigrants who paid sums required to obtain certificates of arrival. There are other miscellaneous account books, 1883-1904, and statistical records of the entry and movement of aliens, 1893-1918.

Miscellaneous immigration records. 1893-1919. 12 feet.

This material includes records pertaining to Chinese, covering such subjects as arrests, deportations, and certificates issued to laborers; press clippings; and digests of foreign publications concerning the status of aliens.

Sound recordings. 1940. 28 items.

These are recordings of 14 radio talks on the registration of aliens, which was required by an act of June 28, 1940.

86. Records of the Women's Bureau

The Women's Bureau, which was established by an act of June 5, 1920, grew out of an agency known as the Woman in Industry Service, a war-time emergency unit set up in 1918 to insure the effective employment of women while conserving their health and welfare. The Bureau is charged with formulating standards and policies for promoting the welfare of wage-earning women, increasing their efficiency, improving their working

conditions, and advancing their opportunities for profitable employment. It investigates and compiles reports on all matters pertaining to women in industry, and the results of its investigations are published in its bulletins.

See Women's Bureau, *Activities of the Women's Bureau of the United States* (Bulletin 86. Washington, 1931).

Records of the former Woman in Industry Service. 1918. 1 foot.

These consist of correspondence, memoranda, and reports pertaining to the hours, wages, working conditions, and complaints of women employed in various industries. A large portion of the records of the Service were destroyed by fire in 1930.

Bulletin files. 1920-30. 12 feet.

Material used in the preparation of printer's copy, including tabulations of statistical data drawn from field schedules now destroyed, is filed with manuscript and proof of the bulletins. About two-thirds of the bulletins issued during the period are represented, material for the rest having been retained or destroyed by the Bureau.

Manuscripts of studies. 1930-34. 6 feet.

Manuscripts, with tabulations, schedules, and other basic materials, of unpublished or incompletely published studies on the subjects of "Participation of Women in Administration in State Labor Departments," "Home Mortgage and Home Ownership, the Wage Earner's Problem," and "Immigrant Woman and Her Job" (published in part in *Bulletin* 74. Washington, 1930).

87. Records of the United States Secret Service

An order of the Secretary of the Treasury dated December 22, 1863, vested in the Solicitor of the Treasury supervision over the Treasury Department's efforts to suppress counterfeiting. An act of July 2, 1864, provided an enlarged fund for this work, and numerous detectives were employed. A year later this force was placed under a chief and became the Secret Service Division. The Division was separated from the Solicitor's Office in 1879 and received statutory recognition in 1882. The agency is now officially designated the United States Secret Service.

The Secret Service has been engaged largely in combating counterfeiting, forgery, and the alteration of the currency and securities of the United States and foreign governments. Additional duties have been assigned to it by the Secretary of the Treasury and by the Federal Farm Loan Act, the War Finance Corporation Act, the World War Adjusted Compensation Act, and various other acts, including several passed since 1933. It was long the practice of other departments to borrow Secret Service agents, but legal restrictions made this impossible after 1908. During the period of World War I these restrictions were relaxed in behalf of the Department of State and to allow the President to direct the use of the Service wherever necessary. Secret Service agents gave occasional pro-

tection to the President as far back as Cleveland's second administration and have done so regularly since the assassination of McKinley. Since 1908 protection has been accorded to Presidents-elect, and subsequently the protection of the President's family was also undertaken. An act of May 14, 1930, placed the White House police force under the Chief of the Secret Service.

Correspondence and related records. 1863-1937. 477 feet.

For the years prior to 1899 the correspondence, though constituting all that is known to be extant, is fragmentary. It consists of books containing copies of outgoing letters from Washington, 1869-70 (3 vols.); of outgoing letters from New York City, where the Chief of the Division had his headquarters, 1870-73 (3 vols.); and of a few scattered groups of unbound letters received, among which is a file on Spanish-American War matters, 1898. For the period 1899-1937 the copies of outgoing letters are complete. Incoming letters for the period 1904-37 are nearly complete. Registers of letters received, 1863-1903 (18 vols., including one of letters referred to the Secret Service, 1863-69, and one for the New York period, 1870-74), and registers of letters sent, 1863-1903 (13 vols.), indicate the nature of some of the missing correspondence of the Service.

Reports of agents in the field. 1864-1936. 636 feet.

These reports, which relate in detail the activities of operatives, cover the period indicated except the years 1871-75, for which reports are not known to be extant. Until January 1875, operatives made weekly reports to the Washington office; after that time they were required to make daily reports on prescribed forms. Although they relate mainly to the suppression of counterfeiting and related offenses, the reports recount many other activities as well, among them the protection of Presidents-elect and the investigation of spy systems in the war years 1898 and 1917-18 and of radical and antiwar meetings during World War I.

Daily reports of agents detailed to the White House. 1902-36. 9 feet.

These reports, mostly routine in character, include some that deal with protection accorded to Presidents-elect.

Reports of agents assigned to special investigations. 1871-74, 1906-20. 19 feet.

Included are reports on investigations into Western land frauds, 1907-8, frauds practiced upon the Isthmian Canal Commission, 1913-14, and thefts of copper from the Panama Railroad Steamship Line, 1917-20. There are also reports of investigations carried on during World War I for the Department of State and the War Trade Board.

Records of criminals. 1863-1937. 34 feet.

Information concerning counterfeiters, including true names, aliases, occupations, and physical descriptions (often accompanied by photographs) and concerning all stages of their prosecution and punishment from arrest through conviction and imprisonment, appears in a series called "Description and

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Information of Criminals," 1863-1905 (43 vols.). A formal record of the arrest and conviction of counterfeiters and other criminals is contained in volumes entitled "Information of Criminals," 1869-1917 (3 vols.). There are also a list of suspected persons, showing places and dates of supposed offenses, 1871-1911 (1 vol.), and "pardon and parole" case files, 1926-37 (24 ft.).

Closed case files. 1920-38. 100 feet.

Since 1920 records relating to investigations of cases of individuals suspected of or detected in offenses against the counterfeiting laws and against other Federal statutes relating mainly to the Treasury Department have been organized into case files. The closed case files in the National Archives constitute the noncurrent portion of these records.

Other records. 1869-1940. 6 feet.

Among these are scrapbooks containing newspaper clippings relative to the Secret Service, 1894-1912 (10 vols.), a few miscellaneous items of correspondence, a small number of manuscript opinions from the Solicitor of the Treasury relative to the Secret Service, 1883-1915, oaths of allegiance signed by special operatives in 1898, two volumes containing lists of alleged anarchists, and a sound motion picture, "Know Your Money," relating to counterfeiting.

88. Records of the Food and Drug Administration

The Bureau of Chemistry of the Department of Agriculture, chiefly at the instigation of Harvey W. Wiley, interested itself in the purity of foods and drugs some years before 1906, when the first comprehensive Pure Food and Drug Act was passed. That act provided "for preventing the manufacture, sale, or transportation of adulterated or misbranded or poisonous or deleterious foods, drugs, medicines, and liquors, and for regulating traffic therein." It committed the execution of the law to the Bureau of Chemistry but required the Secretary of Agriculture to review the Bureau's findings, hear appeals, and make interpretations of the law. Officials of the Bureau inspected food and drugs, procured information regarding their manufacture and traffic, analyzed the samples, conducted scientific investigations, and made recommendations. The Board of Food and Drug Inspection, created by the Secretary of Agriculture on April 25, 1907, was made responsible for all matters upon which the decision of the Secretary was necessary. Besides advising the Secretary and considering and supervising all correspondence involving interpretation of the law and questions arising under the law, it held hearings in cases relating to the adulteration or misbranding of products. The Board was abolished on February 1, 1914, and its functions were taken over by the Bureau of Chemistry and the Office of the Solicitor of the Department of Agriculture.

The enforcement of the act of 1906, as amended, continued to be the chief regulatory activity of the Bureau of Chemistry, but in 1920 it took over the

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enforcement of the Tea Act of 1897, previously a function of the Treasury Department; and in 1923 it was made responsible for the enforcement of the Naval Stores Act of that year. In 1927 the regulatory activities of the Bureau of Chemistry were combined with certain regulatory activities of the Insecticide and Fungicide Board, which had been created in 1910 to enforce the Insecticide Act, and were transferred to the newly established Food, Drug, and Insecticide Administration. This agency was renamed the Food and Drug Administration in 1930. By the President's Reorganization Plan No. III, effective June 30, 1940, the Administration and its functions, except those relating to the enforcement of the Insecticide Act and the Naval Stores Act, were transferred from the Department of Agriculture to the Federal Security Agency. Prior to that time it had been entrusted with the enforcement of the Import Milk Act of 1927; the Caustic Poison Act of 1927; the Filled Milk Act as amended August 27, 1935; and the Food, Drug, and Cosmetic Act of 1940.

The records described below include all separable records of the Department of Agriculture in the National Archives that relate to the above-mentioned functions, with the possible exception of a series on food and drug adulteration, 1885-1906, which remains in Record Group 97, Records of the Bureau of Agricultural and Industrial Chemistry. On the other hand, they do not include closely related records interfiled elsewhere, chiefly in the general correspondence of the Bureau of Chemistry, 1885-1919, and among the manuscripts prepared for publication by officials of the Bureau of Chemistry and the Food and Drug Administration, 1900-1940 (see Record Group 97).

See Gustavus A. Weber, *The Food, Drug and Insecticide Administration* (Baltimore, 1928).

Special files. 1907-20. 17 feet.

These records, assembled by the Bureau of Chemistry and organized by subject in a dossier system, include correspondence, hearings, and reports on investigations of various food and drug products such as Potomac River oysters, English breakfast teas, ice cream, egg products, and gin; administrative papers relating to the origins of the Insecticide Act, the work of various committees, and methods of enforcing the net-weight amendment and other regulations; and newspaper clippings. The exact relationship of these important files to the general correspondence of the Bureau of Chemistry for the same period has not been ascertained.

Records of the Food and Drug Inspection Board. 1907-14. 20 feet.

Acting for the Secretary, the Board held hearings for persons accused of the adulteration or misbranding of products. These records are transcripts of testimony, exhibits, correspondence, and other papers assembled in the course of hearings, 1907-14 (15 feet); reports on various commodities (4 feet); and a few miscellaneous records.

General correspondence. 1919-29. 375 feet.

When the Food, Drug, and Insecticide Administration was established in 1927, it took over and continued the central correspondence files begun in

merce Commission order establishing coal transportation priorities for public institutions, railways, public utilities, and vital industries. By an act approved September 22, 1922, Congress declared that a national emergency existed as a result of the coal shortage and officially established the office of Federal Fuel Distributor "to assure an adequate supply and an equitable distribution of coal and other fuel . . . and for the further purpose of assisting in carrying into effect the orders of the Interstate Commerce Commission." In order to attain these objectives, the Federal Fuel Distributor was directed to determine whether a shortage of fuel existed; the sources, markets, and distribution facilities for fuel; the normal and current prices for fuel and whether current prices were just and reasonable; and the nature and location of fuel consumers and which of them should receive transportation and distribution priority.

The work of the office of the Federal Fuel Distributor was carried on with the assistance of an administrative committee, an industry advisory committee, a transportation advisory committee, and 17 district committees in the several production areas, the latter being engaged principally in the allocation of coal priority orders under Interstate Commerce Commission authority. The office worked in close collaboration with the Secretary of Commerce, the Interstate Commerce Commission, and the United States Coal Commission. It was terminated by statutory limitation on September 21, 1923. A preliminary checklist of the records of the Committee and of the Federal Fuel Distributor's office is available in processed form.

See *Final Report of the Federal Fuel Distributor* (Washington, 1923).

Records of the President's Fuel Distribution Committee. 1922. 23 feet.

The principal correspondence files of the Washington office consist of "State files" containing materials relating to such subjects as applications, priority orders, and the organization of the State fuel committees; copies of letters sent; and a "correspondence and data file." The largest single series (12 feet) is made up of copies of authorizations for the shipment of emergency coal during August 1922 and related correspondence. Other series include press releases and records of eight district representatives.

Records of the Federal Fuel Distributor. 1922-23. 53 feet.

The general correspondence files (23 feet) are made up of "State files," similar to the "State files" of the Committee described above; copies of letters sent (5 feet); and correspondence with district representatives, Congressmen, and various Federal officials. Special files include correspondence of the Advisory Committee on Industry; correspondence of Secretary of Commerce Herbert Hoover with trade associations; copies of outgoing letters of F. R. Wadleigh, Federal Fuel Distributor and Chief of the Coal Division of the Bureau of Mines; and materials relating to unmerchantable coal, railroads, coal retailers, coal prices, and the Joint Fuel Committee of the National Utilities Association. The reference files (17 feet) consist largely of printed and processed reports, clippings, press releases, pamphlets, and statistical records containing information pertinent to the work of the Federal Fuel Distributor.

90. Records of the Public Health Service

The Public Health Service, originally called the Marine Hospital Service, had its origin in an act of Congress of July 16, 1798, establishing marine hospitals for the care of American merchant seamen. Subsequent legislation greatly broadened the scope of its activities. In 1902 its name was changed to Public Health and Marine Hospital Service and in 1912 to Public Health Service. The Service was under the jurisdiction of the Treasury Department from 1798 to July 1, 1939, when it was grouped with other welfare organizations under the new Federal Security Agency by the President's Reorganization Plan No. I. It is headed by a Surgeon General and is responsible for the medical care of certain designated persons, including among others the personnel of the Coast Guard, the Coast and Geodetic Survey, and the merchant marine; the prevention of the spread of disease; research in the cause, prevention, and control of disease; the extension and improvement of State and local health services through technical assistance and the administration of financial aid; supervision of the manufacture of biologic products; and the dissemination of health information. To perform these functions the Public Health Service operates marine hospitals, hospitals for specific diseases, medical facilities for Federal penal institutions, research laboratories, and a large number of quarantine and health stations scattered throughout the United States.

General records. 1860-1940. 350 feet.

These include incoming letters, 1860-96 (with a few letters dated as late as 1899); correspondence of the Supervising Surgeon General, 1868-97; copies of letters sent, 1877-97; and registers of letters pertaining to the Service sent by the Office of the Secretary of the Treasury, 1860-99. The central files of the Service, 1897-1923, consisting of correspondence, reports, memoranda, and other materials, contain information on such subjects as medical officers, foreign ports, boards of officers, serums and vaccines, control of water supplies used by interstate carriers, the Hygienic Laboratory, conferences, cooperation with State agencies, marine hospitals, and relief and quarantine stations. After 1923 the central files of the Public Health Service were maintained in four sections, arranged by subject, station, Government establishment, and geographical area. The subject section, containing correspondence and other records relating to the Service in general, is the only section for the period 1923-39 in the National Archives. There are several special files, including one on the coordination of Federal health activities, 1925-28.

Records of the Division of Marine Hospitals and Relief. 1809-1935. 250 feet.

These include Marine Hospital Service letters relating to marine hospitals, 1834-67; registers of hospital and relief-station patients, 1877-1920; correspondence of the Surgeon General with marine hospitals and relief stations, 1918-23; medical officers' monthly reports of relief, 1923-35; monthly reports of relief furnished members of the Coast Guard, 1927; and weekly census reports of contract institutions, 1923-35. Field records,

1919 by the Bureau of Chemistry. (Similar records for the period before 1919 are in Record Group 97, Records of the Bureau of Agricultural and Industrial Chemistry.) A large part of the records for each year are filed under the classifications foods, drugs and chemicals, and Food and Drug Act.

These classifications, except the last, do not pertain solely to the enforcement of the Food and Drug Act. The files are made up of correspondence, reports, questionnaires, and other materials relating to organization, personnel, budget, scientific work, supervision of field inspectors and laboratories, cooperation with other agencies, and the like. Papers relating to actions against particular persons or firms have generally been filed elsewhere.

Interstate-shipment case files. 1906-32. 650 feet.

The closed case files, 1906-32 (450 feet), consist of dossiers for cases arising out of action taken against an individual or firm charged with violation of the interstate-shipment provisions of the Food and Drug Act of 1906, as amended, and taken before courts and settled prior to 1933. While the contents of files vary with the nature of the violations involved and the procedures in effect at particular times, most of them include for each case reports of laboratory analyses of samples, transcripts of testimony, correspondence with the shipper or manufacturer, correspondence with the Solicitor of the Department of Agriculture, reports on the trial, and a notice of judgment. In many instances when action has been initiated against alleged violators of the interstate-shipment provisions of the Food and Drug Act of 1906, as amended, the action has not resulted in court cases. If the violation proves to be of a minor or doubtful nature, if the accused offers a satisfactory explanation, or if he dies or fails in business, "permanent abeyance" may be recommended and the action closed without going to court. The "permanent abeyance" case files, 1925-32 (200 feet), consist of dossiers for noncourt cases for the period July 1, 1925, to June 30, 1932. Similar records for the period prior to 1925 have been destroyed.

Import card and case files. 1907-34. 341 feet.

The Food and Drug Act of 1906 prohibits the importation of impure and misbranded products. These provisions have been enforced by officials of the Import Division of the Bureau of Chemistry and later of the Food and Drug Administration acting in cooperation with consular officials and the Bureau of Customs. The inspectors of the Food and Drug Administration at each port of entry examine the invoice for each shipment and the certificates prepared abroad before consular officials and in many instances take samples of the products and request detention of a shipment pending analysis. If analysis shows probable violation, a hearing may be held or the shipper may be asked to present evidence. If he fails to convince the Administration that importation of the goods is in compliance with the law, the collector of customs at the port of entry refuses to admit them. On the other hand, the products may be permitted to come in if no violation is found, if the violation is minor, if there are mitigating circumstances, or if the shipper takes proper remedial steps such as relabeling. No court action is involved. Import record cards, 1907-34 (161 feet), contain a brief

formal statement on each shipment inspected. If the case proves to be more than routine, other papers are assembled and a case folder for it is prepared in the Washington office. The contents of these case folders, 1910-34 (180 feet), vary with the nature of the cases involved and the procedures used. In instances of significant alleged violations there are copies of inspectors' reports; invoices; laboratory reports; testimony; labels and other evidence; and correspondence between the Washington office and the local inspectors, accused persons and firms, and customs officials.

Records of the Office of the Supervising Tea Examiner. 1912-37. 18 feet.

The Office of Supervising Tea Examiner was established in the Treasury Department in 1912 to enforce an act of 1897 designed to control the quality and purity of imported tea. Responsibility for enforcement was transferred to the Department of Agriculture by an act of May 31, 1920. These records consist of correspondence and reports relating to the setting of standards; hearings; laboratory work, especially with cassina; and cooperation with the Board of Tea Appeals, the Customs Bureau, and other agencies.

Federal Import Milk Act permit files. 1927-42. 8 feet.

The Food and Drug Administration has been responsible for the enforcement of an act of February 15, 1927, designed to promote the dairy industry and to protect the public health by preventing the importation of milk or cream produced from diseased cows or handled in unsanitary establishments or shipped under improper conditions. The records of this activity are in dossiers containing applications from importers, copies of permits, and correspondence with local inspectors, foreign officials, and applicants. They relate only to permits that were withdrawn prior to 1943. In addition to the permit files there are a few miscellaneous records, chiefly reports.

Advertisements of medicinal preparations and devices. 1933-37. 10 feet.

These are copies of advertising materials for various patent medicines and health devices either clipped from magazines and newspapers or obtained from manufacturers. They were assembled by the Food and Drug Administration, 1933-37, as a part of an effort to demonstrate the need for regulation of food and drug advertising.

Microchemical Laboratory card records. 1905-32. 20 feet.

These cards contain summary records of samples taken and of the results of analyses of foods, drugs, and insecticides moving in interstate commerce.

89. Records of the Federal Fuel Distributor

In an attempt to alleviate the serious coal shortage that occurred as a result of strikes, in the latter part of July 1922 the President appointed a voluntary committee known as the President's Fuel Distribution Committee. This group, which was disbanded in September when its functions were taken over by the Federal Fuel Distributor, attempted to establish voluntary price agreements for coal and assisted in the administration of an Interstate Com-

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including prescription books, case books, correspondence, medical and surgical reports, registers of hospital and relief patients, inventories, invoices, statements of expenditures, and the like, are present for the marine hospital at Charleston, Mass., 1809-18, the Seamen's Retreat at Staten Island, 1831-32, the marine hospital at Wilmington, N. C., 1866-1917, and the Maine Relief Station at Rockland, 1880-1927.

Records of the General Inspection Service. 1920-24. 130 feet.

These are systematic reports of hospital inspections, together with related correspondence, complaints, and newspaper clippings.

Records of the National Board of Health. 1879-84. 29 feet.

The National Board of Health was established by an act of March 3, 1879, following the yellow-fever epidemic of 1878, to advise the executive departments, State officials, and the Commissioners of the District of Columbia upon matters relating to the preservation and improvement of public health. It was composed of seven members appointed by the President and three medical officers detailed from the Army, the Navy, and the Marine Hospital Service, respectively. The Board was terminated in August 1886, and its records were turned over to the Secretary of the Treasury. Those in the National Archives were received from the Public Health Service. They include correspondence and minutes of meetings, 1879-84, and the report of the Yellow Fever Commission on the epidemic of 1878. The whereabouts of records created after 1884 has not been determined.

Records relating to venereal-disease control. 1918-36. 147 feet.

These consist of records of the United States Interdepartmental Social Hygiene Board and of the Public Health Service's Division of Venereal Diseases, both of which were established under the Chamberlain-Kahn Act of July 9, 1918, as wartime measures. The Interdepartmental Social Hygiene Board was composed of the Secretaries of War, the Navy, and the Treasury and the three Surgeons General of the Army, Navy, and Public Health Service, or their representatives. It made grants of money to universities and associations for the purpose of medical and educational research in the field of venereal diseases and had charge of the allotments of funds to the various States for the control, prevention, and treatment of venereal diseases. The Board ceased to exist on July 1, 1923. Segregated records of the Board consist of fragmentary correspondence, memoranda, minutes, allotment ledgers, account books, and copies of processed and published materials. Other of its records were incorporated in the files of the Division of Venereal Diseases, which extend to 1936 and include general correspondence, reports, studies, and related informational materials.

Motion pictures and sound recordings. 1928-45. 29 units.

The motion pictures consist of a 12-reel series entitled "Science of Life," produced in 1928 and designed for the health education of young men and women; a 2-reel film entitled "Three Counties Against Syphilis," produced in 1938 to show work done in cooperation with State and local authorities on the control of syphilis in Glynn, Camden, and McIntosh Counties in

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Georgia; and a series of 14 films dealing with disease and methods of fighting disease, produced in the period 1940-45. There is a sound recording of a radio program entitled "Help Yourself and Your Community to Better Health," broadcast on April 5, 1942, during National Negro Health Week.

Other records. 1834-1938. 65 feet.

These consist of miscellaneous records of the Division of Personnel and Accounts, 1834-1938, the Purveying Service, 1878-1936, the Division of Foreign and Insular Quarantine, 1887-1934, and the Division of Scientific Research, 1905-36. Among the records of the Division of Scientific Research are materials relating to the prevention and treatment of trachoma, 1916-36.

91. Records of the Inland Waterways Corporation

The Inland Waterways Corporation was created by an act of June 3, 1924, with the Secretary of War named as incorporator. It took over the duties and records of the Division of Inland Waterways, which had functioned in the Office of the Secretary of War since 1920, together with the records of the predecessors of this Division, the Committee on Inland Water Transportation of the Council of National Defense, 1917-18, and the Inland Waterways Division of the Railroad Administration, 1918-20. The Corporation operates several barge lines and a short rail line, and it functions entirely on funds derived from these operations. It operated under the jurisdiction of the Secretary of War until July 1, 1939, when it was transferred to the Department of Commerce and the Secretary of Commerce was named as incorporator.

Motion pictures. 1932. 2 units.

These portray a map of inland waterway routes in the Mississippi River region as they existed about 1932 and the christening of the packet boat *Mark Twain* at Jeffersonville, Ind., in the same year.

92. Records of the Office of the Quartermaster General

Prior to 1812 Army supply was not administered through any clearly defined and long-continuing organization. Although quartermasters were appointed at various levels, over-all authority was not generally exercised by a quartermasters' office, and purchase and contract matters were handled for a while by a Purveyor of Public Supplies. An act of March 28, 1812, divided the supply function between a Commissary General of Purchases and a Quartermaster General. The former was made responsible for the purchase and distribution of subsistence, clothing, and camp and garrison equipage, and the latter for the purchase and distribution of forage, fuel, bedding, stationery, horses, means of transportation, and construction materials. Loss of authority by the Purchase Department was marked by the establishment of a Subsistence Department in 1818 (see Record Group 192), by the assumption by the Quartermaster's Department of practically all

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distribution functions in 1826, and by the abolition of some of its functions and the transfer of those remaining to that Department in 1842. From that time until World War I the Quartermaster's Department, later the Quartermaster Corps, was the Army supply agency for almost all commodities and services except food. It expanded greatly in wartime, but the scope of its functions did not change materially.

During the Civil War there emerged a well-defined pattern of headquarters organization, which remained basically the same until about 1912. It is not possible to give here the histories of the various branches and divisions, but a listing of them as they existed about 1890 will serve to explain the records, since many of the early records were attributed at that time to such branches. The Records, Files, and Claims Branch had custody of many noncurrent records and received, examined, and took final action on a wide variety of claims for personal services and property losses; the Inspection Branch, sometimes known as the Officers, Agents, and Employees Branch, was, in effect, a personnel office. The Branches of Finance, of Money and Property Accounts, and of Clothing Accounts procured and distributed funds, supervised bookkeeping operations, audited accounts, and examined returns sent in by officers. The Barracks and Quarters Branch, later the Construction and Repair Division, had charge of the hire, purchase, or construction and repair of barracks, quarters, storehouses, hospitals, bridges, and other structures. Oversight of certain real-estate matters and the procurement of community facilities were functions of the Reservation Branch. The Clothing and Equipage Branch supervised the purchase and distribution of all clothing and fabric products for the Regular Army and the militia. Most of the other camp and station needs such as stoves, fuel, lights, bedding, and forage were responsibilities of the Regular Supply Branch. This Branch also procured horses, mules, and wagons; supervised all wagon transportation; and was generally responsible for all contracts to which the Department was a party. During the Civil War there was established a special unit known as the United States Military Railroads, but this was absorbed by a Transportation Branch, which had general supervision of all Army transportation, except wagon, until the Spanish-American War. For a time it also supervised other Government use of railroads for freight transportation. The Spanish-American War saw the creation within the Quartermaster's Department of the Army Transport Service, a unit that operated vessels and was largely responsible for the movement of military personnel and freight to and from insular possessions. The Cemeterial Branch had general superintendence over national cemeteries, conducted correspondence relative to their care and maintenance, and provided for the erection of headstones.

An act of August 24, 1912, consolidated the Pay and Subsistence Departments with the Quartermaster's Department to form the Quartermaster Corps, and the office establishments of the Paymaster General and the Commissary-General of Subsistence were merged into that of the Quartermaster General. Their records remained distinct from those of their successor, however, and constitute Record Groups 99 and 192, respectively. During

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World War I many of the functions of the Office of the Quartermaster General were assumed temporarily by the Purchase, Storage, and Traffic Division of the War Department General Staff. Most of them were returned to the Office with related records at the close of the war; but matters relating to pay and financial affairs were not returned, and in 1920 they were assigned to the Office of the Chief of Finance. Functions taken from the Office and later returned included those performed by the Office of the Chief of the Motor Transport Service, by the Office of the Chief of the Transportation Service (relating to transportation by rail and water), and by the Construction Division. During World War II functions pertaining to rail and water transportation and to construction were assigned to the Office of the Chief of Transportation and the Office of the Chief of Engineers, respectively.

Most of the records in the custody of the War Department in 1800 were destroyed in a fire of that year. Fragmentary quartermaster records pertaining to the Continental Army, acquired later by purchase and in other ways, are in Record Group 93, War Department Collection of Revolutionary War Records. Records of quartermaster officers of territorial commands, with the exception of those turned over to the Office of the Quartermaster General, are in Record Group 98, Records of United States Army Commands. At least a part of the records of certain units, notably the Motor Transport Service and the Construction Division, are in Record Group 120, Records of the American Expeditionary Forces, 1917-21.

See H. A. Royce, *A Sketch of the Organization of the Quartermasters' Department From 1774 to 1876* (Washington, 1876).

General and miscellaneous headquarters records. 1794-1925. 4,000 feet.

The records of the Office of the Quartermaster General and its predecessors for the period prior to about 1890 are very extensive, and presumably they cover all phases of Army supply during most of the nineteenth century. They have been subject to many unrecorded transmutations during a long and complex history of moving, reorganization, and refiling. Many of them were at one time stored in the Schuylkill Arsenal in Philadelphia, where the records of the various headquarters and field units became considerably intermingled. This body of early records is, then, made up of a multitude of groups, series, and discrete items that are often incomplete and disorganized, and precise description is not now possible.

In physical form a large part of the records are bound volumes containing copies of letters received, abstracts of letters sent, registers, reports, ledgers, and the like. There are in addition many unbound records, frequently called "document files," which consist primarily of incoming correspondence, contracts and related materials, claims papers, and personnel records.

The records of the Office of the Commissary General of Purchases, 1812-42, are intermingled with other early supply records, 1794-1860 (200 feet), which include correspondence, both incoming and outgoing, ledgers, waste books, receipt books, bills of lading, inspection reports, work reports, records of issues of supplies, and various records relating to the Army clothing establishment. Most of these records concern clothing and camp equipage,

but there are a few that refer to guns, wagons, and other supplies, weapons, and facilities used by the Army. Most of the general correspondence of the Office of the Quartermaster General itself is, for the most part, in a few well-ordered and historically significant series. Especially important are copies of letters sent, 1818-70, abstracts of letters received, and various registers and indexes. After about 1870 the copies of letters sent were arranged according to branches, and the various series become more complex. The general series of letters received prior to 1890 was broken up by the War Department some years ago, and many letters were destroyed. Those were retained that had been referred from the Office of the Secretary of War, 1854-70 (7 feet), and the Adjutant General's Office, 1850-70 (7 feet); others thought to have significance were arbitrarily refiled in a "consolidated subject file," which now contains documents dated as early as the 1790's and as late as the 1920's (75 feet); and still others were retained simply as miscellaneous letters received, arranged by years, 1818-83 (85 feet). Subject headings in the "consolidated file" are, for example, bunting, burials, buildings, civil service, Mormons, horses, ambulances, departments, foreign trade, insignia, and flags. Included are many documents relating to individual posts, forts, stations, and officers.

Many series of the early records of the Office of the Quartermaster General were either created by special branches and filed according to branch or division or were inherited by branches that continued functions carried on by earlier, less specialized units. Such are the very extensive financial and accounting records relating to estimates, appropriation measures, transfers of funds, the receipt and examination of returns from officers, and regular and special audits and investigations. The formal monthly and quarterly returns of quartermaster supplies of various organizations, 1861-98, amount to more than 700 feet. Contract records, consisting of copies of contracts, correspondence about contracts, registers, and indexes, are numerous (120 feet) and are present for almost the whole period from 1801 to 1912. They cover services, supplies, land, buildings, and animals. Another primary subject class consists of claims records arising out of contract termination, confiscation, commandeering, or various irregular or illegal actions that were taken in connection with Army supply, 1848-90 (800 feet). A large part of these arose out of Civil War claims. The files that most nearly approximate modern personnel records are the extensive quartermaster reports on persons and articles hired, 1818-1908 (700 feet). Other records pertain to the assignment of officers and post quartermaster sergeants, the preparation of rosters and pay rolls, and the maintenance of records of personal services.

The correspondence and other records relating to clothing and equipage cover the entire nineteenth century and relate to clothing needs, design, standards, manufacture, inspection, issue, insignia, and the like. Special badge and medal files relate to the issuance of campaign and service badges and medals for service in various wars, about 1870-1925 (180 feet). Other records relate to the procurement and distribution of stoves, fuel, lights, kitchen equipment, bedding, furniture, forage, horses, and wagons. The

records relating to rail and water transportation are extensive and include records of the United States Military Railroads of the Civil War period. There are also correspondence files of the Transportation Branch and records relating to general orders, claims, contracts, transportation accounts, services of vessels, purchase of supplies, and the like.

Among the early records there are a few series, not included among similar records described below, relating to building construction, post maintenance, and the supervision of cemeteries. There are several small but historically significant series such as historical sketches of forts, 1889 (3 feet); collected personal narratives of certain officers, 1862-77 (18 feet); and papers of Maj. James H. Hook, 1812-32 (2 feet).

Field records. 1847-1922. 2,400 feet.

The field records are chiefly those shipped to the Schuylkill Arsenal some years ago and later transferred to the National Archives. They have been moved so frequently and stored under such adverse conditions that the provenance of many cannot be determined until further study can be made. Three general classes of materials exist: Bound volumes of records of many types, 1846-1908 (410 feet); letters received, 1845-1920 (1,100 feet); and correspondence files of the Norfolk and New York Depots, 1917-22, and of the Philadelphia Depot, 1917-20 (850 feet). Most of the material in the first two classes antedates 1900. The bound volumes consist of letters sent, registers and abstracts of letters received, cash books and ledgers, and many other types of records kept in accordance with orders from Washington or local needs. These early field records are at all command levels and include records of departments, districts, posts, stations, camps, and other regular and special units. The records of these units have not, however, been segregated, identified, and systematically arranged; nor have they been compared with similar records to be found in Record Group 98, Records of United States Army Commands. Many of the records, including those of the Department of the South, relate to supply problems during the Civil War and Reconstruction periods. Others relate to exploration and to railroad and road surveys. Some are records of special units, such as the Army Transport Service, and pertain to whatever special functions they performed. A great part of them are concerned only with routine supply and transportation activities.

Numerical files. 1890-1914. 5,500 feet, including 3,000 feet of cards.

These constitute the central files of the Quartermaster General's Office, arranged according to a numerical scheme applicable to the whole War Department, and include most of the incoming and outgoing communications of all units of the Office. Certain records, notably on contracts, claims, and personnel, were separately maintained, but generally speaking the numerical files relate to all the then current functions of the Office. The card index is chiefly by names of correspondents, but there are some subject entries. "Record cards" contain brief abstracts, in chronological order, of communications filed under particular numbers.

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Classified files. 1915-22. 14,475 feet.

These records, arranged according to the War Department classification scheme, relate to almost all phases of Army supply during the period of World War I. Though this is the main body of headquarters records of the Office of the Quartermaster General for the period covered, there are a few large groups of records that were maintained separately, and they are described below.

Records relating to water transportation. 1846-1940. 1,400 feet.

The acquisition and operation of vessels for the movement of troops and Army supplies have been continuous functions of the Office of the Quartermaster General from early times, except for a short period during and following World War I when they were activities of the Transportation Service. Many of the records relate to the acquisition and service of vessels during World War I, and more than 80 percent of them are for the years 1914-40. There are, however, extensive records for the Civil War and Spanish-American War periods, when the Army was first confronted with the problem of large-scale movement of troops and supplies by water. The records consist of contracts, leases, seizure papers, and other documents relating to the acquisition of vessels, designs, purchase orders, and other records relating to the construction, repair, and supply of vessels; and crew lists, passenger lists, manifests, logs, commissary lists, and other records relating to the personnel of each vessel and its services. The information available varies from vessel to vessel and for different chronological periods. There are 94 glassplate negatives of Army Transport vessels, dated about 1905.

Cemeterial records. 1862-1937. 2,085 feet.

An act of July 17, 1862, empowered the President to establish national cemeteries, and subsequent acts provided for the appointment of superintendents and inspection officers and made special provision for the erection of headstones and for interment, disinterment, and reinterment. Under these acts the Quartermaster's Department was given the various functions connected with the maintenance of national cemeteries, the marking of graves, and the interment of military personnel. Most of the records (about 2,000 feet) consist of case files on individuals, 1915-39, each file containing information on such matters as the manner and place of death, burial, disinterment, reinterment, the marking of the grave, and pilgrimages to the grave. The remainder of the records consist of correspondence, reports, lists, and other records relating to the administration of cemeterial work prior to 1915.

Records relating to construction. 1870-1940. 425 feet.

The construction work of the Army, for which the Construction and Repair Division of the Quartermaster General's Office was responsible prior to 1917, was assigned in that year to a Cantonment Division, which on March 13, 1918, became an independent Construction Division. The work was returned to the Quartermaster General's Office in 1920, where it remained until World War II. The separable construction records for the period prior to 1915 (about 75 cubic feet) are largely blueprints for various structures built in the early twentieth century. There are, however, two historically

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interesting series containing plans and photographs of nineteenth-century forts and buildings. Most of the records are formal reports, histories, blueprints, plans, and other records relating to the construction of hospitals, barracks, warehouses, camp utilities, and the like during and immediately following World War I. Similar records for the period before 1915 are among the general and miscellaneous records described above, and for the World War I period there are similar materials in Record Group 120, Records of the American Expeditionary Forces, 1917-21.

Real-estate records. 1917-22. 280 feet.

These records were created by the Real Estate Service and various units of the Office of the Quartermaster General responsible for procuring camp sites, buildings, piers, docks, and other real estate for the War Department. They consist of correspondence, appraisal reports, copies of deeds, agreements, contracts, and other records. They relate to particular leases, purchases, sales, or other transactions and are arranged by sites, installations, or geographic areas.

Records of the Inland Traffic Service. 1918-19. 170 feet.

This Service, under various names, existed from January 10, 1918, until March 11, 1919, when it was combined with the Embarkation Service to form the new Transportation Service. It was the function of the Service to keep records of the movements of Government property and personnel by rail and to regulate the arrival of property and personnel at points of embarkation so as to prevent congestion. The records relate to such matters as troop movements, passenger-car distribution, tank-car distribution, and cooperation with the United States Railroad Administration and the American Railway Association.

Records of the Office of the Director of Sales. 1919-26. 425 feet.

The Director of Sales, in charge of a Sales Branch within the Purchase, Storage, and Traffic Division, was responsible for planning and coordinating all major activities in the field of disposal of War Department surplus property following World War I. In 1921 the Office became a subdivision of the Office of the Assistant Secretary of War, and in 1924 it was named the Disposal Branch. In 1926 it was discontinued; its remaining functions were turned over to the various supply offices, and its records were made a part of the records of the Quartermaster General's Office. These records, chiefly for the period prior to 1922, include some records of the Surplus Property Division of the Office of the Quartermaster General and records of the Board of Sales Review and other boards and committees interested in the sale of surplus property. They relate to general policy, to over-all organization and procedure, and to particular sales.

93. War Department Collection of Revolutionary War Records

The act of Congress of August 7, 1789, that established the War Department provided that the Secretary of War should have custody of all books

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and papers in the office of the Secretary of War who had headed the Department of War established by the Continental Congress in 1781. Included were the records of the Board of War, which had conducted military administrative affairs during the Revolution. Most of these records were destroyed by a fire in the building occupied by the War Department on November 8, 1800. An effort was made, however, to replace some of the more important documents by having the originals of communications that had been sent by the Department returned to it for copying. When Government buildings in Washington were burned in 1814 the War Department's records for the period of the Revolutionary War and the Confederation were in a fireproof room and were not injured by the flames, but it was subsequently reported that many of them had nevertheless been destroyed or carried away at that time. Prior to 1873 there were, therefore, very few records for the period before 1789 in the custody of the War Department. In that year Secretary of War Belknap purchased for the Department the Pickering Papers from a private collector. This collection consisted of the papers of Timothy Pickering, who between 1777 and 1785 had been a member of the Board of War, Adjutant General of the Army, and Quartermaster General; the papers of Samuel Hodgdon, who during the same period had been Commissary General of Military Stores; and miscellaneous papers. Belknap also obtained for the Department other minor groups and single items.

In 1888 the War Department's collection of Revolutionary War records was transferred to the State Department, which was considering the possibility of publishing the archives of the Government for the Revolutionary period. A few years later Brig. Gen. Fred C. Ainsworth, Chief of the Record and Pension Office of the War Department, undertook to obtain the transfer to the War Department of Revolutionary War records from all departments of the Government in order to have entered on a "record card" for each soldier all information about him found in muster rolls and in hospital, prison, and other records. Ainsworth did not succeed in having all Revolutionary War records transferred to the War Department, but Congress did authorize the transfer of all "military records" for the Revolutionary War period from the Treasury, Interior, and State Departments.

The records turned over to the War Department consisted of documents relating to military service found in pension files and in the records of the Auditors of the Treasury Department as well as certain Revolutionary War records in the Department of State, including the Pickering Papers and some papers of George Washington. The collection now contains a series of record books, principally from the Pickering Papers, documents relating to military organizations in the individual States, a series of numbered manuscripts, an unarranged collection of books and manuscripts of miscellaneous character, and copies of Revolutionary records in certain States. Other records of the Continental Army in the Revolution, including the original order books kept at the headquarters of the Army, are in the Library of Congress.

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Bound records. 1775-90. 15 feet.

The bound volumes in the collection are arranged according to type of record and are numbered 1 to 197. They are derived largely from the Pickering Papers and include original account books, orderly books, commission books, oaths of allegiance, and receipt books. There are several volumes of outgoing letters of Colonel Pickering and a register of incoming letters of the same officer in his capacity as Quartermaster General. There are also two volumes of outgoing letters of Samuel Hodgdon, Commissary General of Military Stores.

Unbound and miscellaneous records. 1775-90. 117 feet.

Most of the unbound records in the collection are organized into two series. The first consists of documents of various military organizations arranged by States and thereunder by organizations. They include muster rolls, returns, pay abstracts, and miscellaneous lists pertaining to personnel. The second series is made up of numbered manuscripts and copies of manuscripts consisting of receipts for pay, receipts for land, oaths of allegiance, and miscellaneous papers relating to supply and personnel. In addition to the two series of unbound records, there is a group of miscellaneous books and manuscripts, not all of which pertain exclusively to the Revolutionary period.

Photographic copies of records. 1775-83. 35 feet.

In March 1913 Congress authorized a project to take photographs of Revolutionary War records on file in the county seats in the State of Virginia. The project, carried out in 1914 and 1915, resulted in 5,262 glass-plate negatives of such records. There is also a collection of photostatic copies of Revolutionary War records, chiefly those in Massachusetts, but including some in Maine, Virginia, and North Carolina.

"Carded records" and related indexes. 1775-84. 2,920 feet.

These "carded records" incorporate into a single file all information about regular and volunteer officers and enlisted men serving in the Revolutionary War contained in the records in the custody of the Record and Pension Office of the War Department. They are arranged by organization and thereunder alphabetically by name of officer or enlisted man. A "general index," arranged alphabetically by name of officer or enlisted man and giving the organization to which each belonged, and a "special index" to the documents from which the carded records were derived are also available.

94. Records of the Adjutant General's Office

During the Revolutionary War there was an adjutant general of the Army, but after the military forces were disbanded in 1783 no provision was made for that officer until an act of March 5, 1792, provided for an adjutant, who was to do also the work of inspector. An act of March 3, 1813, established an Adjutant General's Department and an Inspector General. Separate

heads for the two departments were provided for by an act of March 2, 1821, and by authority of an act of April 23, 1904, the Adjutant General's Office and the Record and Pension Office of the War Department were united to form the Military Secretary's Office. The name of this office was changed to the Adjutant General's Office in 1907. The functions of the Office include the procurement, assignment, and discharge of all officers and enlisted men of the Army; the preparation and distribution of commissions and military decorations; the communication of all orders issued by the War Department; and the compilation and issuance of the *Army Register*, the *Army Directory*, and departmental manuals.

Through its Records Division, the Adjutant General's Office is responsible for the records-management activities of the War Department and for the preservation and servicing of such of the noncurrent records of the Department as have not been transferred to the National Archives. It had in its custody prior to their transfer to the National Archives the service records of the officers and men of the Regular and Volunteer Armies since the Revolutionary War, which are described below; records of military organizations, which are included in Record Group 98; the records of several terminated War Department bureaus and offices, which are in various other record groups unless they relate to functions inherited by the Office; and the Department's collections of Revolutionary War and Confederate records, which constitute Record Groups 93 and 109. Since 1921 the correspondence of the Secretary of War has been interfiled with other records maintained by the Adjutant General's Office (for earlier records of the Office of the Secretary, see Record Group 107). A preliminary checklist of the records of the Office of The Adjutant General is available in processed form.

Records of the "book period." 1800-1889. 7,400 feet.

The records created by the Office of The Adjutant General, as distinguished from those transferred to its custody from time to time, constitute a continuous body of materials dating from as early as 1800. In their organization, the records in the National Archives fall into three distinct periods—the "book period" (1800-1889), the "record-card period" (1890-1917), and the "decimal-classification period" (1917-35). In the "book period" correspondence and related records of The Adjutant General were maintained in "document files" and in bound volumes known as "record books." The document files consist of letters received, reports, and related papers pertaining to military personnel, military operations, Indian affairs, and miscellaneous matters, 1805-89. The bound records include registers of letters received, 1814-89, and copies of letters sent and endorsements, 1800-1889.

During the Civil War period a number of separate files were established by the various subdivisions of the Adjutant General's Office. The general correspondence of The Adjutant General for the period 1862-89 was maintained by the Miscellaneous Division. Even before the Civil War correspondence and related records of The Adjutant General pertaining to recruiting had been kept separately, and these materials comprise the records of the Recruiting Division, 1825-89. Other divisions in which separate files were

established include the Volunteer Service Division, 1861-89, the Colored Troops Division, 1863-88, the Drafted Bureau, 1863-66, and the General Courts Martial Division, 1866-70. There were also branches organized in the Office of The Adjutant General from time to time to maintain and service special types of records. Among these were the Appointment, Commission, and Personal Branch, 1863-94; the Enlisted Branch, 1862-89; and the Freedmen's Branch, 1872-79. Records of the Appointment, Commission, and Personal Branch include the "Senate Rolls," consisting of Senate confirmations of appointments and promotions for the years 1804, 1807-14, and 1820-93.

Records of the "record-card period." 1890-1917. 4,300 feet.

In the "record-card period" information formerly entered in registers of letters received and letters sent was copied on cards, and copies of outgoing correspondence were added to the "document files." The Adjutant General's correspondence for this period, consisting of letters received, reports, and related papers, together with copies of replies thereto, was maintained by the Principal Record Division of the Adjutant General's Office, 1890-June 1894; The Adjutant General, July 1894-1904; the Military Secretary's Office, 1904-7; and thereafter again by The Adjutant General. The record cards contain digests of communications received, copies of memoranda, endorsements, and letters sent, and notations showing action taken. The document files are indexed by name and subject.

Associated with the correspondence files of the Adjutant General's Office are those of the Record and Pension Office of the War Department, 1890-1904. This office had originated as a division in the Surgeon General's Office. By departmental orders of July 8 and 16, 1889, the division was consolidated with 13 bureaus of the Adjutant General's Office and the consolidation was designated the Record and Pension Division of the War Department. In 1892 the name was changed to Record and Pension Office. Until its discontinuance in 1904 the Office rendered services on the muster rolls and other records of the Volunteer Armies and conducted the project to compile carded records of military service (see below).

Decimal files. 1917-35. 3,000 feet.

In the "decimal-classification period," initiated July 1, 1917, incoming papers and copies of outgoing correspondence of the Adjutant General's Office and various other offices of the War Department have been filed together in accordance with the War Department's decimal-classification scheme. After 1921 these files included the correspondence of the Secretary of War and the Chief of Staff. These "decimal files," with certain minor exceptions, are in the National Archives through 1925. In addition there is a quantity of separately filed oversized material, 1917-35.

"Carded records" and related indexes. 1889-1913. 15,000 feet.

The project that resulted in the so-called carded records was initiated in 1889 by Fred C. Ainsworth, Chief of the Record and Pension Division, for the purpose of providing a card summary of the service of each soldier who had served in the volunteer forces of the United States. These cards were

to incorporate all information about the soldier to be found in muster rolls and hospital, prison, and other records. Carded records were compiled for regular and volunteer officers and enlisted men who served in the Revolutionary War (1775-84) and for volunteers serving in the post-Revolution period (1784-1811), the War of 1812 (1812-15), the Indian wars (1817-55), the Mexican War (1846-48), the Civil War (1861-65), the Spanish-American War (1898-99), the Philippine Insurrection (1899-1902), and Puerto Rico (1899). The cards are arranged in general by State, thereunder by organization, and within each organization in alphabetical order by name of person. For most of the enumerated periods there are also general name indexes by State, consolidated name indexes arranged alphabetically, and special indexes to documents from which the carded records and indexes were derived. Some original documents pertaining to individuals are filed with the cards. The cards relating to service in the Revolution and in the Confederate Army are in the War Department's collections of Revolutionary War and Confederate records (see Record Groups 93 and 109).

Rolls, returns, and other records of the Regular and Volunteer Armies. 1789-1912. 10,000 feet.

These are records of the Regular Army through 1912; and of Volunteer Armies of the War of 1812, the Indian wars, and the Mexican, Civil, and Spanish-American Wars. There are muster rolls and related papers of Volunteers of the Indian wars (1818-58) and the Mexican War (1846-48), and of the Regular Army and Volunteers of the Civil War (1861-66). The rolls for the Indian and Mexican Wars are accompanied by company papers and a few regimental papers. The Civil War rolls are accompanied by various individual, detachment, and regimental papers as well as company, regimental, and other returns. There are additional muster rolls of the Indian wars and muster rolls and accompanying papers of the Spanish-American War among the records of combat commands (see Record Group 98).

The returns are those of Volunteers in the War of 1812 and the Mexican, Civil, and Spanish-American Wars. They include organization returns for the War of 1812 and the Mexican War; strength returns from posts, staff departments, territorial commands, armies and army corps, and general hospitals for the Civil War; and army-corps returns for the Spanish-American War.

In addition to the main collections of muster rolls and strength returns, the records of the Regular and Volunteer Armies include several collections of records of the Regular Army and Volunteers prior to 1821. They are principally paymasters' papers (requisitions, vouchers, and receipts) for the Regular Army and Volunteers, 1798-1815; and pay, receipt, descriptive, and duplicate muster rolls, receipts for clothing, inspection returns, miscellaneous orders, recruiting returns and accounts, monthly returns, and similar papers for the Regular Army, 1790-1821. There is also a collection of pay rolls, receipt rolls, prisoner-of-war documents, and similar papers of the Volunteer Army of the War of 1812.

Orders and circulars. 1812-1912. 2,300 feet.

These consist of general, special, and court-martial orders and circulars of the War Department and separate commands. They are in manuscript and printed form and are arranged in general by department, division, district, post, office, and the like, with serial or chronological arrangement thereunder.

Post and organization strength returns. 1813-1916. 1,500 feet.

These consist of strength returns of military posts, regiments, territorial commands, "troops en route," and expeditions that were submitted to The Adjutant General. They list officers on duty with the post or organization making the return and comprise a part of the basic War Department records for establishing the facts of officers' service. Accompanying these returns is a series of station books, 1861-1913, which were made up annually to show the whereabouts of the Army during any given year.

Medical records of the Regular and Volunteer Armies. 1846-1912. 3,000 feet.

These records consist principally of medical histories of military posts, 1867-1912; registers of the physical examination of recruits for the Regular and Volunteer Armies, 1864-1912; and medical records of the Regular Army, 1846-94, and of the Volunteer Armies of the Mexican, Civil, and Spanish-American Wars that originated in stationary or field hospitals. The medical histories were compiled by post surgeons. The most extensive series among the hospital records are the bound reports of sick and wounded. Other hospital records include returns and reports of medical cadets, chaplains, hospital stewards, nurses, matrons, and medical officers; hospital-corps returns; registers of discharge; clinical records; battle manuscripts of Civil War surgeons; and registers of surgeons and nurses.

Reports made by officers. 1895-1917. 190 feet.

These reports were submitted monthly to the Officers' Division of the Adjutant General's Office by the individual members of the commissioned personnel of the Army. They give the place and duty of each officer's assignment and the order by which the assignment was effected.

Records relating to the United States Military Academy. 1803-1917. 390 feet.

The correspondence relating to the Academy is for the period 1812-1904. The letters received are in "document files," and there are bound volumes or "record books" containing registers of letters received, endorsements, and copies of letters sent. The principal series other than correspondence consist of applications and nominations for appointments, with accompanying papers, 1806-1904; registers of cadets and applicants, 1803-95; records relating to the Board of Visitors, 1826-1904; conduct rolls, 1806-78; merit rolls, 1806-71; and orders, circulars, and regulations relating to the Academy, 1814-99. Less extensive series include reports of examinations, 1806-66; cadet acceptances, 1806-66; a "Catalogue of Cadets," 1812-30; residence rolls, 1850-69; reports of the Board of Medical Examiners, 1895-1900; contingent fund records, 1887-97; and a register of cadet warrants, 1867-1917.

Records of the Commissary-General of Prisoners. 1861-67. 170 feet.¹

These consist of correspondence concerning Confederate and Union prisoners of war and registers containing information about Union (Volunteers and Regular Army) prisoners of war confined in Southern prisons. There are also records pertaining to deserters, 1863-65.

Civil War battle records. 1861-65. 700 feet.

These consist of battle reports; a series of bound volumes entitled "Generals' Reports of Services, War of the Rebellion"; papers of certain United States Army generals for the period of the war, among which are private collections donated to the War Department; and papers of certain staff officers of the United States Volunteers, 1861-65.

Records of Civil War aid and relief organizations. 1861-66. 20 feet.

These are principally records of the United States Christian Commission, which was established on November 15, 1861, at a New York convention of the Young Men's Christian Associations "for the purpose of systematizing and extending the Christian efforts of the various Y. M. C. A.'s among the soldiers of the army." They include letters received at the Philadelphia headquarters; a register of letters sent; reports of activities and operations, including printed copies of annual reports; invoices; and records relating to the issuance of supplies. There are also scrapbooks containing letters of the New England Soldiers' Relief Association relating to donations to soldiers in the field.

Records of the Smith-Brady Commission. 1864-65. 12 feet.

These consist of transcripts of testimony and related papers of a special commission composed of Maj. Gen. William F. Smith and James T. Brady, which was appointed by the President in 1864 to investigate reported irregularities in the handling of cotton and other commodities at New Orleans. Also present is a signed manuscript copy of the final report of the Commission on its findings and recommendations, which was submitted to the Secretary of War on September 23, 1865. The transcripts and related papers are arranged by the places at which investigations were carried on, such as Baton Rouge and the New Orleans Customhouse, and in some cases by the names of persons whose activities were investigated.

Records relating to the *Official Records of the Union and Confederate Armies*. 1861-99. 110 feet.

These records, which were collected or produced in the process of compiling and publishing the *Official Records of the Union and Confederate Armies* (Washington, 1880-1902), consist principally of Union documents withdrawn from established series during the work of compilation and not returned; a group of manuscript maps and contributory material from which were prepared the maps in the *Atlas to Accompany the Official Records*; and administrative and other records accumulated in the course of the administration of the project. Confederate documents withdrawn from files dur-

¹ These records now constitute Record Group 249, which was established after the period covered by this *Guide*.

ing the work of compilation comprise a separate series in Record Group 109, War Department Collection of Confederate Records.

Records relating to the administration of military prisons. 1875-94. 40 feet.

These records were maintained by a former Division of Military Prison Records and consist of "document files" of correspondence and reports and bound records. Among the latter are some records that originated at the military prison at Fort Leavenworth.

Records of United States disciplinary barracks. 1906-40. 745 feet.

The records of disciplinary barracks, which are administered by The Adjutant General through the commanding officers of such installations, consist of records of the Disciplinary Barracks at Fort Leavenworth, Kans., 1906-40, and the Disciplinary Barracks at Fort Jay, N. Y., 1930-40, pertaining to imprisoned personnel. The Fort Leavenworth records include returns of prisoners, fingerprint records, and approximately 8,500 photographs of prisoners, 1919-29.

Records relating to the evacuation of Japanese-Americans from the west coast in 1942. 1941-43. 5 feet.

These records consist of copies of reports assembled as the final signed report of the Commanding General of the Western Defense Command, who had charge of the evacuation, and of exhibits accompanying the report. The exhibits include reports of the Farm Security Administration, the Federal Security Agency, the Federal Reserve Bank of San Francisco, and the American Red Cross; proclamations, orders of exclusion and restriction, and related materials; a survey of the assembly centers; recommendations of the Commanding General for the establishment of zones prohibited to enemy aliens; and press releases, photostats of newspaper and periodical clippings, and assembly-center publications.

Photographs of personnel of the American Expeditionary Forces. 1917-18. 70 feet.

These consist of approximately 61,800 glass and film negatives of photographs used for the identification of officers and enlisted and other personnel of the American Expeditionary Forces in France and occupied territory. The photographs were made in Europe by the Signal Corps.

Sound recordings. 1942. 4 units.

These are recordings of the opening exercises of the Officers' Candidate School No. 1 at the North Dakota Agricultural College in Fargo, N. Dak., on September 21, 1942, and of a speech made by Col. H. C. Holdridge, Director of School Training for the Army Administration Schools at the opening exercises of Army Administration School No. 2 in Grinnell, Iowa, in 1942.

95. Records of the Forest Service

The forestry work of the Federal Government had its beginning in the appointment in the Department of Agriculture in 1876 of a special agent

to make a study of the general forest conditions in the United States. In 1881 a Division of Forestry was created; in 1901 this Division became the Bureau of Forestry; and in 1905 the Bureau was renamed the Forest Service. Meanwhile, in 1891, Congress had authorized the creation of forest reserves (national forests) from timberlands of the public domain; and in 1905 responsibility for these forest areas was transferred from the Department of the Interior to the Department of Agriculture and was vested in the Forest Service. In 1908 the Service decentralized the administration of field work by setting up a number of regional offices. In 1924 a program of cooperation with the States in fire prevention, farm forest planting, and forestry-extension work was begun. The establishment of 12 forest experiment stations, as well as a complete Nation-wide survey of forest resources and conditions, was authorized in 1928. From 1933 to 1942, the Forest Service supervised a large part of the Civilian Conservation Corps work program.

See Darrell H. Smith, *The Forest Service* (Washington, 1930).

General records. 1886-1943. 228 feet.

These records, made up of many series, consist of general files of the Office of the Chief, various small files relating to facilitating services, and fragmentary files assembled in performing certain special functions. Included are incoming letters of the Division of Forestry, 1888-99 (13 feet); copies of outgoing letters of the Division, 1886-99 (5 feet); general correspondence of the Division and of the Bureau, 1898-1908 (22 feet); correspondence of the Office of the Chief, 1908-39 (26 feet); and miscellaneous records, 1882-1914 (7 feet). These records relate to the testing, measurement, and identification of timber; legislation; cooperation with States, associations, and Government agencies; working plans; administration; and other matters. There are also files relating to the Ballinger-Pinchot controversy, 1904-10 (5 feet), the Keep Commission, 1906 (3 feet), the National Conservation Commission, 1908-9 (2 feet), the National Conservation Congress, 1909 (1 foot), the National Conservation Exposition, 1912-13 (1 foot), and the Emergency Rubber Project, 1942 (1 inch). The minutes of the Service Committee, 1903-35 (3 feet), which are among the records, are a valuable source for the administrative history of the Forest Service.

The Law Office had its origin as the Section of Law as early as 1903; it was abolished in 1910 when legal work for the Forest Service was transferred to the Office of the Solicitor for the Department of Agriculture. Its correspondence files, 1905-8 (15 feet), relate to the administration of the Office, to Federal, State, and foreign forestry legislation, to land claims, and to litigation arising out of trespass, special uses of forest lands, and other activities.

In 1905 a Section of Inspection was established to examine and report "on the conduct and progress of all the field work conducted by the Forest Service." Correspondence and reports of the Section, 1906-8 (25 feet), relate to organization, personnel, equipment, timber sales, settlement, trespass, and improvements.

The Northeastern Timber Salvage Administration was an emergency agency established, with the Chief of the Forest Service as its head, to

cooperate with public and private agencies in the salvage, conservation, and marketing of the timber felled in the New England hurricane of September 21, 1938. The records of the Administration, 1938-41 (100 feet), relate to office administration, business operations, numerous cooperative activities, fire protection and other technical phases of the salvage work, and other operations. Included are photographs of destruction by the hurricane and of salvage operations.

Records of the Division of Operation. 1900-1939. 173 feet.

These records consist of correspondence, reports, and memoranda relating chiefly to budget matters, administrative management, equipment and supplies, buildings, administrative statistics, and other aspects of the business and administrative operations of the Service. Among the records of the Division there are also some records of discontinued or transferred activities, including records relating to forest reserves, 1905-7 (3 feet), and to the 10th and 20th Regiments of forest engineers, 1917-18 (24 feet).

Records of the Division of Information and Education. 1892-1941. 112 feet.

The informational and educational work of the Forest Service has been carried on by a number of administrative units. An Office of Publication and Education was set up in 1905, but it was soon discontinued and most of its work was subsequently performed in the Office of Editor. That Office was superseded on May 20, 1920, by a Branch of Public Relations, the functions of which were to supervise publications, prepare materials for use in schools, collect and distribute pictorial materials, distribute publications, maintain relations with the press and radio, and execute special projects involving public cooperation. In 1935 the Branch of Public Relations was abolished, and a large part of its work was assumed by the newly established Division of Information and Education. Included in the records of these units are general correspondence, 1907-41 (51 feet); news articles and press releases, 1900-1933 (23 feet); and record copies of publications prepared in the regional offices, 1910-41 (15 feet).

Records of the Division of Engineering. 1904-39. 25 feet.

This Division and its predecessors have been charged with advising other divisions on numerous technical questions of engineering, mapping, and photographing and with directing engineering and construction projects. The fragmentary records of the Washington office include correspondence regarding the compilation of a forest atlas, 1906-8; general correspondence of the Office of Geography, 1906-9 (3 feet); correspondence of the Photographic Laboratory, 1908-9; a few photographs of Alaskan forests, 1916; and some reports of the Section of Forest Maps and Drafting, 1904-12, 1927-39. Records of Region 7 (Eastern) consist of correspondence, reports, and maps relating to administration, equipment and materials, improvements, roads and trails, and surveys, 1920-35 (16 feet).

Records of the Division of Fire Control. 1909-41. 53 feet.

The prevention and control of forest fires were functions of the Branch of Operation prior to 1935 when a Division of Fire Control and Improvement, later known as the Division of Fire Control, was established. The records,

consisting chiefly of correspondence accompanied by reports, memoranda, and exhibits, relate to administrative and technological matters of interest to the various units responsible for fire control. They have in them information on Federal and State legislation; plans of operation; cooperation with other agencies; research studies; educational campaigns to prevent fires; the frequency and destructiveness of fires; trespass in relation to fires; claims arising out of fires; methods and machinery for detecting fires; the planning and construction of roads, telephone lines, radios, and other facilities for rapid transportation and communication in case of fire; and the development and use of chemicals, airplanes, tractors, and other equipment for fire fighting.

Records of the Division of Range Management. 1905-37. 164 feet.

Control of grazing in the public forests was begun while they were under the jurisdiction of the Department of the Interior. In 1907 a Branch of Grazing was established in the Forest Service to take over the functions exercised before 1905 by the Section of Grazing of the Division of Forestry in the General Land Office. It became the Branch of Range Management in 1927 and the Division of Range Management in 1935. The records relating to grazing provide information on range legislation, the organization and administration of the Division and its predecessors, work plans, studies, special surveys, inspection activities, cooperation, and trespassing. Most of the records relate to the determination of where and when and to what extent grazing should be permitted, and to the administration of permits to graze.

Prior to the establishment of the Division of Wildlife Management in 1936 the Branch of Range Management and its predecessors were chiefly responsible for wildlife in the national forests. The records resulting from this function, 1915-36 (21 feet), contain information on such subjects as the abundance, distribution, and importance of wildlife in national forests, the relation of wildlife to other forest uses, the protection of wildlife, the establishment of refuges, the restocking of depleted areas, and cooperation with other agencies interested in the preservation or exploitation of game.

Records of the Division of Timber Management. 1898-1937. 55 feet.

The Division of Timber Management was established in 1936 to develop timber-management plans and to supervise timber sales, forest planting, timber-stand improvement operations, insect- and disease-control work, and other phases of timber management. Similar work had been carried on from 1907 to 1920 by the Branch of Silviculture and from 1920 to 1936 by the Branch of Forest Management. The fragmentary and incomplete records include a few created by other predecessors of the Division of Timber Management, some as early as 1898. The records of the Office of Forest Management, 1901-9 (4 feet), relate to supplies, accounts, wood-lot examinations, and cooperative projects. The records of the Office of Forest Extension, 1899-1908 (15 feet), cover such matters as the work of planting stations and nurseries and the administration of cooperative projects. The records of the Office of Federal Cooperation, 1908-11 (6 feet), pertain for the most part to cooperative work with the Office of Indian Affairs. Records of the Office of State and Private Cooperation, 1898-1908 (3 feet), relate to the examination of non-Federal timber areas and the formulation of working

plans for their management. The principal files, 1905-37 (24 feet), are classified under the following headings: Insect control, markings, nurseries, planting, reconnaissance, seed, supervision, and timber survey. Most of this material is for the period prior to 1918.

Records relating to land acquisition and administration. 1906-41. 233 feet.

Most of these records had their origin in the Branch of Lands, which by 1911 had taken over certain functions formerly performed by the Branch of Operation. The Branch of Lands was responsible for assisting legal offices in the interpretation of mineral, forest, and homestead laws as they applied to forest lands; for surveying and classifying lands in accordance with law; for administering purchases, sales, exchanges, and use permits; and for determining claims arising out of the various laws. Much of its work arose out of the acquisition provisions of the Weeks Act of 1911 and the Clarke-McNary Act of 1924. Before 1920, however, the work of inspection, valuation, and purchase was done by other units, chiefly the "Appalachian Work" unit and its successor, the Branch of Acquisition. By a reorganization in 1935 the Branch of Lands was abolished and its functions were dispersed among a number of new units, chiefly the Division of Recreation and Lands and the Division of Land Acquisition. The main files, those on "purchase," 1933-41 (165 feet), and on "exchange," 1922-41 (27 feet), consist of correspondence, maps, legal papers, and other records pertaining to particular acquisition transactions. Miscellaneous early records, 1906-11 (10 feet), created prior to the establishment of the Branch, relate largely to such matters as mining claims, special land uses, contracts, trespass, rights of way, the effects of forests on stream flow, and the probable effects of the establishment of forest reserves in the Appalachian region. Other records include valuation and survey papers relating to Appalachian acquisition work, 1911-21 (8 feet); files relating to legislation, 1911-16 (9 feet), created at a time when the Branch of Lands was coordinating most of the legislative activities for the Forest Service; records arising out of the Northern Pacific Railway land-grant suit, 1906-40 (10 feet); and case files of the regional office at Denver, 1909-37 (4 feet), relating to revocation of grants under the Forest Homestead Act of 1906.

Records of research activities. 1890-1937. 366 feet.

Prior to the transfer of the national forests to the Department of Agriculture in 1905, the work of the Bureau of Forestry was almost wholly that of research and investigation. In 1904 a Section or Office of Silvics was organized; the next year an Office of Forest Products, later to become the Branch of Products, was established to study timber utilization; in 1908 the first of several experiment stations was set up; in 1910 the Forest Products Laboratory at Madison, Wis., was established; and in 1913 the Office of Silvics was superseded by the Office of Forest Investigations. In order to coordinate all research work more effectively there was created in 1915 a Branch of Research, which was continued until 1935 when it was replaced by five research divisions.

The major records resulting from research activities comprise the "Research Compilation File," 1897-1935 (205 feet). It is a subject-reference

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file, established in 1912 and discontinued in 1935, that was maintained by the Library as a collection of special documents, usually unpublished, relating to all phases of forest production, management, and utilization. Included are reports and plans for investigations undertaken by the various regional offices, 1912-33 (8 feet).

The general correspondence files, 1912-23 (6 feet), of the Office of Forest Products relate chiefly to administrative matters. The project files, 1917-35 (24 feet), of the Forest Products Laboratory are made up of technical reports on subjects such as kiln drying, glues, wood paving blocks, the fire-proofing of wood, screw plugs for shells, wood as a colloid, and shrinkage control. Materials accumulated in the preparation of the Copeland report, *National Plan for American Forestry* (73d Cong., 1st sess., S. Doc. 12), relate to the whole question of public forest policy, particularly the coordination of Federal and State activities (4 feet). Pursuant to a provision of the Clarke-McNary Act of June 7, 1924, a Forest Taxation Inquiry was established in the Forest Service in 1926 to study the relation of tax laws to the growth and conservation of timber. After an extensive investigation of State and foreign tax legislation and its administration in relation to forestry, the Inquiry issued a general report in 1932. Thereafter it was the aim of its staff to encourage the application of principles and methods that the Inquiry had shown to be desirable. The records of the Inquiry, 1926-37 (66 feet), consist of administrative and research files pertaining to its operations, to the tax structures of the various political units investigated, to the forest resources of such units, and to the relationships between forestry and tax legislation and practices. Other records relating to research activities include correspondence of the Office of Silvics, 1907-13 (5 feet); records of the Office of Measurements, 1902-10 (1 foot); newspaper and magazine clippings, 1890-1935 (36 feet); and several small series of miscellaneous materials, 1907-33 (19 feet).

See I. W. Bailey and H. A. Spoehr, *The Role of Research in the Development of Forestry in America* (New York, 1929), and E. H. Clapp, *Research in the United States Forest Service* (Washington, 1933).

Forest Service diaries. 1906-42. 11 feet.

Certain Forest Service officials, such as district rangers, assistant district rangers, and nursery superintendents, have been required to keep official diaries of activities for all days while on duty. For the most part the diaries have been of a routine nature, and significant activities have been reported more fully in letters, memoranda, and reports. The diaries selected for preservation in the National Archives are samples of those believed to represent the various types of work performed and the diaries of men who have become outstanding in the Forest Service.

Records relating to Civilian Conservation Corps work. 1933-43. 371 feet.

A large proportion of all Civilian Conservation Corps camps were in National, State, or private forests, and their work was supervised by the Forest Service. The Service was active in the establishment of the Corps, and the Assistant Chief of the Service not only directed the work within the Forest Service but was the representative of the Department of Agriculture

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on the Advisory Council to the Director of the Corps and coordinated all CCC work within the Department of Agriculture. To supervise the CCC work there were established in the Washington office of the Forest Service the Coordinating, Enrollee Training, and Camp Program Divisions. The records of the Washington office, 1933-43 (164 feet), relate to all phases of the planning, supervision, and execution of projects for fire prevention, the extermination of pests, mapping, the construction of recreational and other facilities, reseeding, and the development of wildlife. The records of 34 representative camps, 1933-43 (207 feet), contain detailed information on the execution of projects in the field. There are a few records, 1937-42 (1 foot), of Region 10 that relate to the restoration of primitive totems and houses in Alaska and to work on the Annette Island air field.

96. Records of the Farm Security Administration

As a result of rural distress in the early 1930's, a number of agencies of the Federal Government undertook rural rehabilitation and relief activities. The Division of Subsistence Homesteads of the Interior Department, established in 1933, attempted to place families on homesteads where they might achieve self-support by combining part-time farming with other employment. The Federal Emergency Relief Administration, in cooperation with the Agricultural Adjustment Administration, purchased submarginal land, retired it from cultivation, and relocated in resettlement projects the persons who were thus displaced. Its Rural Rehabilitation Division supervised the State Rehabilitation Corporations, which were engaged in making loans and grants to farmers who could not obtain credit elsewhere. The Farm Credit Administration worked for equitable debt adjustment through local committees of farmers and businessmen. Pursuant to the Emergency Relief Appropriation Act of April 8, 1935, an Executive order of April 30, 1935, directed the establishment of an independent agency, the Resettlement Administration, to take over existing rural relief and rehabilitation activities and integrate them with new projects for the aid of tenants, share croppers, and migratory workers.

The work of the Resettlement Administration was carried on by three main administrative units. The Land Utilization Division purchased submarginal land and converted it into pasture, forests, game reserves, and parks. The Resettlement Division, by means of homestead projects and community development, attempted to relocate persons displaced by the land-utilization program or economically stranded for other reasons. The Rehabilitation Division continued the relief loan activities of the Federal Emergency Relief Administration, the Farm Credit Administration, and the State Rehabilitation Corporations. The Resettlement Administration was transferred to the Department of Agriculture by an Executive order of December 31, 1936; and on September 1, 1937, it was reorganized and renamed the Farm Security Administration. At that time the Land Utilization Division, with related records, was transferred to the Bureau of Agricultural Economics, where it remained only a short time before being transferred to the Soil Conservation

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Service (see Record Group 114). At about the same time resettlement projects were curtailed and general emphasis was placed on rehabilitation activities and on the new "tenant purchase" program authorized by the Bankhead-Jones Act of July 22, 1937.

Records of the Division of Subsistence Homesteads (Interior). 1933-35. 55 feet.

These records consist of correspondence with individuals asking to be located on one of the homestead projects and with individuals and officials of State and local governments and private agencies who offered suggestions, commendations, and criticisms or proposed the establishment of new projects.

Records of the Office of the Administrator. 1935-38. 25 feet.

These are apparently only a portion of the files of the Administrator, and they relate chiefly to general administration. There is no material on legal matters or on development and construction activities, and only a small amount on land acquisition, finance, and property operation and disposition; but there is a substantial amount (5 feet) on rehabilitation activities.

Records of the Rural Rehabilitation Division (FERA). 1935-38. 16 feet.

These appear to be fragments of the Division's central files pertaining largely to the supervision of field-office activities under the loan programs.

Records relating to loan applications. 1935-42. 291 feet.

These records are chiefly letters of inquiry, complaint, or commendation from applicants for rehabilitation loans; letters and memoranda concerning the internal disposition of such inquiries; and copies of answers to them. Many of the inquiries were directed to the President or to Congressmen and were referred by them to the Administration. There are also copies of short-term leases entered into on various homestead and tenant-security projects; correspondence about the leases; and other miscellaneous records. The files do not include general administration materials, nor do they relate to loans actually made.

Records relating to migratory labor camps. 1935-43. 25 feet.

In the decade of the 1930's migrant farm labor increased, particularly in the Far West, and the income and standards of living of such workers were greatly reduced. In order to protect these people and the communities through which they moved, the Resettlement Administration and its successor, the Farm Security Administration, in cooperation with State and local health authorities, undertook to build and operate camps where shelter, medical care, sanitation facilities, and community services would be provided. In 1943 the camps were placed under the supervision of the Office of Labor of the War Food Administration (see Record Group 224). These files are those maintained by Washington officials responsible for formulating programs, cooperating with other agencies, and supervising and coordinating field operations.

Motion pictures. 1936-38. 6 units.

The Documentary Film Section of the Division of Information produced, under the direction of Pare Lorentz, two notable motion pictures, prints of

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which are in the National Archives. The "Plow That Broke the Plains" (3 reels), released in 1936, depicts the history of the Plains from the era of the open range through the coming of the "dirt farmer," his exploitation of the soil, the drought and dust storms of the 1930's, and the subsequent desolation. "The River" (3 reels), released in 1938, is a pictorial history of the part played by the Mississippi River in the history of the United States from frontier days to the flood of 1937. It emphasizes the exploitation and devastation of the land as a cause of disastrous floods and the efforts of the Government to rehabilitate the land and the people.

Records of regional offices. 1933-40. 360 feet.

For administrative purposes the operations of the Resettlement Administration and the Farm Security Administration were largely decentralized into 12 regional offices. The correspondence files, 1935-37 (110 feet), of Region 1, with headquarters at New Haven, relate to all phases of the work in New England, the Middle Atlantic States, and Maryland and Delaware. The chief programs in the region at the time were the conversion of sub-marginal lands to forests and wildlife preserves, the establishment of part-time farming communities, the adjustment of old debts and the making of rehabilitation loans, and the making of emergency grants. The files include correspondence, drawings, and other materials pertaining to a handicraft survey, 1933-37 (5 feet). The records, 1934-40 (250 feet), of Region 4, with headquarters at Raleigh, include general correspondence files, project files, and files of the Director's office, the Personnel Division, the Rural Rehabilitation Division, the Management Division, and the Land Utilization Division. The project files, which include some records of abandoned projects and those subject to controversy, relate to homesteads, resettlement, and defense housing.

97. Records of the Bureau of Agricultural and Industrial Chemistry

The Division of Chemistry, established under authority of the act of 1862 that created the Department of Agriculture, was the first scientific unit in the Department. From the beginning it gave much attention to the analysis of soils, but after 1894, when a Division of Agricultural Soils was organized in the Weather Bureau, this phase of its work declined and it emphasized the analysis of foods and drugs. At the time of the general reorganization of the Department in 1901 both the Division of Chemistry and the Division of Soils were raised to bureau status. In 1927 the Bureau of Chemistry was abolished, and its functions relating to the enforcement of the Food and Drug Act of 1906 were combined with certain other regulatory activities to form the Food, Drug, and Insecticide Administration (see Record Group 88). At the same time the scientific-research work of the Bureau was combined with the work of the Bureau of Soils, the Fixed Nitrogen Laboratory, and certain units of the Bureau of Plant Industry to form the Bureau of Chemistry and Soils. Functions pertaining to soil and fertilizer research

and to soil surveys were transferred with related records to the Bureau of Plant Industry in 1936 and 1938 (see Record Group 54), and in the latter year the remaining functions of the Bureau of Chemistry and Soils were combined with those of the Bureau of Agricultural Engineering (the records of which are in Record Group 8) and were transferred to a new unit in the Department, the Bureau of Agricultural Chemistry and Engineering. The engineering functions were shortly transferred again, being divided between the Soil Conservation Service (see Record Group 114) and the Bureau of Plant Industry. In a general departmental reorganization of 1943 the chemical-research unit became the Bureau of Agricultural and Industrial Chemistry.

The records described below are those created by the Division of Chemistry; by the Bureau of Chemistry, with the exception of certain physically separable series pertaining chiefly to enforcement of the Food and Drug Act; by the Chemical and Technical Research Branch of the Bureau of Chemistry and Soils; and by chemical-research units of the Bureau of Agricultural Chemistry and Engineering. Records relating to engineering and to soil-survey and research work, several series relating to the Food and Drug Act while it was enforced by the Bureau of Chemistry, and a few series relating to the over-all administration of the Bureau of Chemistry and Soils are in other record groups noted above.

See Gustavus A. Weber, *The Bureau of Chemistry and Soils* (Baltimore, 1928).

General records of the Bureau of Chemistry. 1862-1927. 929 feet.

These consist of "book" records, 1862-1927 (45 feet), and general files, 1886-1918 (884 feet). The "book" records include one volume of letters received, 1862-63, and of copies of letters sent, 1864-67, chiefly concerned with analyses of soils and ores; copies of letters sent relating to all phases of the work of the Division, 1878-1907 (216 vols.); copies of circular letters and other general instructions sent to staff members in Washington and in the field, 1908-25 (20 vols.); administrative records such as ledgers, requisition books, contract books, and address books, 1883-1904 (23 vols.); articles, reports, and addresses prepared by Harvey W. Wiley, 1890-1907 (12 vols.); correspondence concerning the Columbian Exposition of 1893 in Chicago and the Paris Universal Exposition of 1900 (3 vols.); and correspondence, reports, and other records pertaining to sugar investigations, largely at Sterling and Medicine Lodge, Kans., 1883-1903 (about 80 vols.), and to other projects and investigations, 1890-1905.

Prior to 1919 the general correspondence of the Division, later the Bureau, was usually filed by names of correspondents arranged according to a numerical system. For the period 1886-1900 the materials in these files consist chiefly of incoming letters, but copies of the outgoing letters are available in the volumes mentioned above. For the period 1900-1918 both incoming materials and copies of outgoing letters are included. The files contain staff memoranda and records of work done for other Government agencies, as well as correspondence with food and drug inspectors, laboratories, experiment stations, boards of health, State colleges and other State agencies, and the general public. All correspondence on food adulteration and related

subjects, 1888-1906 (20 feet), has been segregated and forms a separate series. Similar records for the period 1907-18 and the general correspondence of the Bureau for the period 1919-27 are in Record Group 88, Records of the Food and Drug Administration.

General records of the Chemical and Technical Research Branch. 1927-40. 150 feet.

This Branch, as a part of the Bureau of Chemistry and Soils, performed the investigational and research work formerly carried on by the Bureau of Chemistry. Its general files, 1927-35 (120 feet), include correspondence and other records of the Chief of the Branch and of the following Divisions: Carbohydrate, Chemical Engineering, Color and Farm Waste, Crop Chemistry, Food Research, Insecticide and Fungicide, Oil, Fat, and Wax, Protein and Nutrition, and Industrial Farm Products. Similar records were sometimes filed in the general correspondence files of the Bureau of Chemistry and Soils (see Record Group 54) or in divisional files described below.

About 1927 farmers of Stevens County, Wash., began to complain of crop damage caused by sulphur-dioxide fumes from the Trail Smelter across the border in Canada. The State Department appointed S. W. Griffin of the Bureau of Chemistry and Soils and other scientists of the Department to investigate. The matter was the subject of diplomatic negotiations between Canada and the United States, and the Consolidated Mining and Smelting Co. was required to grant damage awards to American farmers. S. W. Griffin was responsible for much of the scientific observation, which was unique, and he was concerned with a part of the negotiations between the various parties involved and had a large share of the responsibility for distributing the award money. The records assembled by Griffin as a result of this work, 1927-40 (30 feet), consist of correspondence, records of scientific observations, exhibits and other records of the tribunal of 1935, and working papers and reports relating to award money.

Records relating to publications. 1898-1941. 140 feet.

These are made up of many series of manuscripts of publications, correspondence about publications, lists and indexes of publications, and record copies of publications. More than half of the manuscripts of publications were prepared by scientists in the Bureau of Chemistry and Soils and the Bureau of Agricultural Chemistry and Engineering, 1927-41. There are others, however, that originated in the Bureau of Soils and the Bureau of Chemistry and their predecessors, in the Bureau of Agricultural Engineering, and in the Food and Drug Administration.

Records of the Division of Chemical Engineering Research. 1914-42. 130 feet.

Beginning in 1914 the Bureau of Chemistry, in cooperation with the Bureau of Mines and the Office of Public Roads and Engineering, began special investigations of dust explosions in grain elevators and mills. The work was subsequently expanded to include investigations of general farm fires and dust explosions and fires in threshing machines, cotton gins, and industrial plants. In cooperation with private and public agencies, campaigns for the reduction of hazards to life and property were carried on. During and

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immediately following World War I special efforts were made to conserve grain and flour, and in 1919-20 this work was financed by the United States Grain Corporation. From 1920 to 1927 the activities were carried on by the Bureau of Chemistry in its Office of Development Work, which subsequently became the Division of Chemical Engineering Research. When Congress failed to appropriate funds for its activities, the Division was abolished on July 1, 1940. Its records include, however, a few materials on national defense assembled as late as 1942 by D. J. Price, who had been in charge of the dust-explosion and fire investigations from their inception. The records consist chiefly of correspondence relating to all activities of the Division; research data, including extensive reports on investigations of fires and explosions; and records relating to cooperative work with national committees and associations. There is a separately filed collection (12 feet) of photographs of explosions and fire scenes.

Records of the Color and Farm Waste Division. 1915-36. 110 feet.

After the British blockade of Germany became effective in 1915, the shortage of dyes became so great that Congress appropriated \$50,000 for the establishment of a special Color Laboratory, which was set up in the Bureau of Chemistry, to investigate the utilization "for color, medicinal, or technical purposes, of substances grown in the United States." The Color Laboratory was engaged in developing processes to manufacture or use phthalic anhydride, food colors, photosensitizing dyes, furfural, and other products. In 1926 the unit became the Color and Farm Waste Division; and in 1936, by which time it had dropped many of its color investigations, it was merged with the Industrial Farm Products Research Division. After 1926 the Division devoted an increasingly large proportion of its resources to chemical problems related to the utilization of farm products. By 1932 the work was principally with calcium gluconate, dyes, legnin, furfural, and molds, and the Division's functions were to conduct "investigations leading to the manufacture of new vat dye intermediates, biological stains, and therapeutic dyes from raw materials produced in the United States," and to "the production of valuable chemicals from agricultural products and by-products by the fermentative action of microorganisms." The records consist of poorly arranged and fragmentary materials, consisting of correspondence, administrative records, "desk files," committee files, data and reports on particular projects or subjects, and copies of publications (1916-39). Included are a few records, 1936-40 (2 feet), of the Industrial Farm Products Research Division.

Records of the Naval Stores Research Division. 1919-40. 33 feet.

The Bureau of Chemistry and its predecessor made studies of rosin and turpentine from as early as 1893, and in 1916 an appropriation specifically provided for "investigating the grading, weighing, handling, and transportation of naval stores" and for studies of methods of production. Regulatory functions pertaining to naval stores were added to the duties of the Bureau by an act of 1923, but these were transferred to the Food, Drug, and Insecticide Administration in 1927. The records consist of correspondence,

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administrative records, questionnaires and statistical materials, records of committees, records of demonstration work, market reports from Savannah and Jacksonville, reports on imports and exports of naval stores, and miscellaneous records. There are a few records dated as early as 1904.

Other divisional and laboratory records. 1906-36. 12 feet.

These consist of a few fragmentary files of loose papers and bound volumes that cannot be precisely associated with any administrative unit. Most of them relate to paper and leather investigations and were evidently assembled by F. P. Veitch, and there are other records concerning his activities in connection with the Industrial Farm Products Division and the Naval Stores Research Division.

98. Records of United States Army Commands

Since 1813 the United States has been divided into geographical units for purposes of military command and administration both in time of peace and in time of war. The number of these units and their boundaries have undergone frequent changes, necessitated by the territorial expansion of the country and the acquisition of insular possessions and by considerations of military efficiency and economy. From the Civil War to 1920 the usual organization consisted of four or five divisions, each of which was divided into two or three departments. In the early part of this period, it was frequently found convenient to subdivide a department into districts, but improved communication and transportation facilities rendered districts unnecessary. In 1920 the continental area of the United States was divided into nine corps areas, the designations of which were changed in 1942 to service commands. In 1946 the same territory was redivided into six army areas. The various units are referred to collectively as territorial commands. Under the territorial commanders are the commanding officers of posts, camps, and stations and at times the commanders of the troops in the territorial area.

In addition to the territorial commands there are troop or organizational commands. In time of peace the largest permanent troop command is the regiment, but in time of war it is the army, army corps, or division. The expansion of the functions and activities of the troop commands in time of war is illustrated by the records of the American Expeditionary Forces, which because of their quantity constitute a separate record group (see Record Group 120).

Records of territorial commands. 1813-1942. 8,600 feet.

The main records of discontinued territorial commands consist of bound volumes of correspondence, 1813-1906, and "document files" of correspondence and related papers, 1821-1912. These are records brought together by the Adjutant General's Office, and it is not now feasible to list the commands to which they belong. They pertain to territorial divisions, departments, and districts set up in times of both peace and war and include the records of most Civil War armies and independent commands as records of corresponding territorial commands. They are supplemented by records

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ing February. The purpose of the Division is to assist and coordinate the efforts of States and interested persons and organizations to improve the working and living conditions of wage earners and their families and to establish adequate health and safety standards in industry. It investigates and compiles reports on labor standards in industry, labor legislation, and labor-law administration. The results of its investigations are published in the bulletins of the Division.

Correspondence and other records. 1934-40. 55 feet.

These consist principally of the correspondence files of the Division for the period November 1934 to June 1937. There are also Commerce Clearing House reports on bills and resolutions pertaining to labor at the various stages of consideration by the several State legislatures, 1935-40, and digests and summaries of State labor laws and bills, 1937-40, prepared by the Division. Inasmuch as labor legislation is the subject of comment in much of the Division's correspondence, the Commerce Clearing House reports and the digests and summaries are essential tools in the use of the correspondence.

Motion picture. 1938. 1 unit.

This film, entitled "Stop Silicosis," portrays the cause and the means of prevention of silicosis. It is based on the findings of a committee appointed by the Secretary of Labor as a result of the National Silicosis Conference held on April 14, 1936.

101. Records of the Bureau of the Comptroller of the Currency

The Bureau of the Comptroller of the Currency, created in the Department of the Treasury by an act of Congress approved February 25, 1863, exercises supervision over the national banking system established by that act. The Bureau is responsible for the execution of all laws relating to the supervision of national banks in the United States and its Territories and possessions and of all banks, building and loan associations, and non-Federal credit unions in the District of Columbia; the chartering of new national banks; the establishment of branch banks; the consolidation of insolvent national banks; the approval of the issue and retirement of preferred stock of national banks under the Emergency Banking Act of March 9, 1933; and the issue and redemption of Federal Reserve Bank notes. The Bureau also had charge of the issue and redemption of national-bank notes until August 1935, when the circulation of such currency was discontinued.

National-bank examiners' reports and related correspondence. 1863-1930. 4,050 feet.

Although periodic examination of national banks has been a function of the Bureau of the Comptroller of the Currency since the establishment of the national banking system, no attempt was made in the earlier period to examine national banks regularly, nor were the reports of these early exam-

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inations of a detailed nature. The early reports contain an itemized statement of the resources and the liabilities of the bank that was being examined, comments as to the competence and character of its officers, general remarks as to the conditions of the bank's records and its safe and physical plant, and sometimes general comments as to the bank's history and condition. With the advent of regular annual, and later semiannual, examinations, reports came to include much information on the bank's directors, officers, and employees, its affiliates (including those in foreign countries) and holding companies, and the amount and character of its loans and discounts, its real-estate holdings, and its bonds and securities. Since 1885 reports have been made on numbered forms.

Most of the correspondence filed with the examiners' reports consists of letters, for the entire period from 1863, from the banks to the Comptroller. Copies of replies to some letters are available only for the period after 1909. Correspondence of bank examiners with the Comptroller of the Currency, 1865-1929, is fragmentary. This correspondence deals with a variety of subjects ranging in importance from such matters as the organization of banks, the redemption of circulation, bad loans, low reserves, and the like, to routine questions regarding examiners' fees and the submission of reports.

Filed with the bank examiners' reports and related correspondence for the years 1902-13 are two types of reports that were submitted to the Comptroller by the banks themselves. One is a semiannual report of earnings and dividends; the other is a condition statement submitted five times yearly on call from the Comptroller. Among the examiners' reports there are also reports on the condition of the national banks, 1912-13, that were submitted by examining committees selected by the boards of directors of the banks.

A preliminary checklist of these records has been compiled.

Records relating to receiverships of insolvent national banks. 1865-1943. 13,203 feet.

Under the authority contained in the organic act of 1863 and reaffirmed in later legislation, the Comptroller of the Currency has the power to appoint receivers for national banks when they are found by him to be insolvent. These receivers are authorized to take possession of all books, records, and assets of the failed banks; collect all debts; and, upon order of a court, sell or compound all bad or doubtful debts or sell all the real or personal property. The supervision of insolvent national banks was the immediate responsibility of the Comptroller for a number of years, then of Deputy Comptrollers, and, since 1924, of a Supervising Receiver, who is head of the Division of Insolvent National Banks.

These records consist of the principal series accumulated by the Division in connection with the administration of the affairs of all insolvent banks that were liquidated before December 31, 1943. They include separately filed receivers' dividend schedules, 1890-1942, and receivers' first, quarterly, and final reports, 1913-42 (earlier schedules and reports are filed with correspondence); correspondence concerning insolvent national banks, 1865-1942; and various accounting and financial records relating to the banks.

pertaining to military departments and divisions that have existed on the Pacific Coast or have been under the divisional headquarters at San Francisco, 1858-1918, and by records of former geographical department headquarters in the Middle West, 1874-1921. Altogether these files include virtually complete records of the Divisions of the Missouri, Pacific, Atlantic, and Gulf. There are also records of the military commands (military districts) set up for the government of Southern States during the Reconstruction period, 1867-70, and records of the territorial commands in Cuba, the Philippines, and Puerto Rico, 1898-1901.

Records have been received from all corps areas except the Fifth and consist of such materials as correspondence and records of adjutants general, inspectors general, and judge advocate generals. Records of the Second Corps Area include mobilization plans and some post and field returns. Most of the records of corps areas are for the period 1920-39, but there are some dated as late as 1942.

Records of military posts, camps, and stations. 1835-1942. 6,482 feet.

The main records of discontinued military posts, camps, and stations consist of records, 1835-1925, that were assembled by the Adjutant General's Office. It is not practicable at present to attempt to name these units. In addition, records of individual posts, camps, and stations dated as late as 1942 have been separately received. Records of military posts consist of such materials as correspondence, guard reports, morning reports, reports of tests, personnel papers, descriptive books, account books, and maps and sketches. There are also some regimental, post, and field returns and some muster rolls. A list of records relating to posts in Arizona and New Mexico and a preliminary checklist of the records of Fort Gibson, Okla., have been prepared.

Records of army corps. 1861-66. 264 feet.

These are made up of records of the First to the Twenty-fifth Army Corps of the Civil War period. Other records of these corps are among the records of certain army departments of the same period described above because in certain instances the command of an army corps was identical with that of a territorial command.

Regimental records. 1800-1930. 446 feet.

The main regimental records of the Regular Army consist of two bodies of bound records ("record books"), one dating from about 1800 to 1821 and the other from about 1858 to 1870, and of "document files" of correspondence and other records, 1860-1900. The record books consist of regimental and company letter books, endorsement and memoranda books, discharge books, order books, and similar records. A list of the books, arranged by organization and giving brief descriptive titles, dates, and volume numbers, is available. There are also records of individual regiments not in the general collection of regimental records and some fragmentary records of certain regiments for the period 1869-1928.

99. Records of the Office of the Paymaster General

Although provision was made as early as 1775 for centralizing in the hands of one man responsibility for paying United States troops, the status of that official and the exact scope of his duties varied considerably until the passage of an act of May 8, 1792, which provided for "a paymaster to reside near the headquarters of the troops of the United States" and charged him with the task of receiving from the Treasurer all money to be used for paying the troops. The establishment in the War Department of a Pay Department, headed by a Paymaster General, followed the passage of an act of April 24, 1816. The general system thus put into effect continued until an act of August 24, 1912, abolished the Office of the Paymaster General and placed in the Office of the Quartermaster General responsibility for paying the troops. All known records of the Office of the Paymaster General are in the National Archives.

Correspondence and related records. 1799-1912. 255 feet.

The incoming correspondence of the Paymaster General, together with copies of outgoing correspondence after 1889, is combined with reports and related papers into a "document file," 1799-1912. Copies of letters sent for the period 1808-90 are in 104 bound volumes, and there are registers of letters received, 1799-1890 (90 vols.).

Account books. 1791-1912. 325 feet.

The account books of the Paymaster General include the Paymaster's general accounts and ledgers; reports on receipts and disbursements, expenditures from various appropriations, and paymasters' collections; weekly and monthly statements; appropriation records and estimates of funds; and analyses of accounts. The most extensive series of account books pertain to payments to enlisted men retired and discharged, 1864-1912; to companies of troops of the Regular Army, 1841-1912; and to officers, 1791-1912.

Other records. 1808-1912. 25 feet.

The miscellaneous administrative records include collected decisions of Paymasters General affecting policies of the Office; circulars, orders, and bulletins, and Executive orders affecting Paymasters General. There are also fragmentary personnel records, including records of examinations of paymasters, reports of paymasters by military department headquarters or military posts, and personnel histories of supplementary paymasters.

100. Records of the Division of Labor Standards

The Division of Labor Standards was established by departmental order in the Department of Labor in November 1934 as a result of recommendations made by the National Conference for Labor Legislation in the preced-

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The correspondence files of the Division consist of letters received and related papers pertaining to insolvent national banks, 1865-1911; copies of letters sent, 1865-1940; interfiled letters received and copies of letters sent, 1911-43, relating to approximately 2,000 receiverships of insolvent national banks closed since 1910 and liquidated prior to December 31, 1943; and a special correspondence file concerning liquidated securities, discontinued depositaries, bond sales, and unclaimed checks, 1910-40. Other records of the Division include a series entitled "old bank records," containing various papers concerning the affairs of defunct national banks, 1865-1925; account books of the Finance Section of the Division, 1933-40; and various bond-account journals, individual transfer ledgers, receipt journals, and expense accounts. Also among these records are those of the Freedman's Savings and Trust Company, 1865-1920 (48 feet). This company was established by an act of March 3, 1865, and, after having failed in 1874, was administered until 1920 by the Comptroller of the Currency. A preliminary checklist of these records is available in processed form.

National-bank-currency records. 1863-1935. 170 feet.

Created prior to the abolition of the privilege of circulating national-bank notes in 1935, these records consist of the accounts of each national bank with the Divisions of Issue and Bookkeeping and show the amount of currency issued (by denomination and plate), the amount of currency received and destroyed (by denomination), the amount of bonds put up as security, the amount of capital authorized, and the amount paid in. They also show the amount of currency received by the Division of Issue from the Bureau of Engraving and Printing. Specifically they include ledgers of circulation accounts of national banks, 1863-1935 (669 vols.); ledgers of national-bank notes received from the Bureau of Engraving and Printing and issued to national banks, 1863-87 (85 vols.); registers of Treasury numbers on national-bank currency received from the Bureau of Engraving and Printing, 1864-1918 (40 vols.); and a journal of gold bank circulation issued, 1871-84 (1 vol.). Annual summaries of national-bank-note circulation were printed as parts of the annual reports of the Comptroller of the Currency, but the status of the national-bank-note circulation of a particular bank can be derived only from the records described above.

Records of the Federal Reserve Issue and Redemption Division. 1914-43. 150 feet.

These records deal with the issuance and redemption of the several series of Federal Reserve notes and Federal Reserve currency. They consist chiefly of Comptroller of the Currency forms and include statements of vault balances, daily reports of issue, and destruction schedules. In addition to these forms, the records include the correspondence files of the Division, 1914-43.

Organization records of national banks. 1863-1944. 575 feet.

Records relating to the establishment and administration of national banks are present only for those national banks that went into voluntary liquidation upon the expiration of corporate existence, were consolidated with other banks under an act of Congress approved November 7, 1918, or were placed in

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receivership. Records for each bank include evidence of compliance with the law governing the establishment of national banks, evidence that the proposed organization was sound, and documents reflecting authorized changes in the bank's organization. The records contain many important administrative precedents and show the actions and decisions of the Comptroller concerning the intricate details of the organization of national banks.

102. Records of the Children's Bureau

The Children's Bureau was established as part of the Department of Commerce and Labor by an act of Congress approved April 9, 1912, and was transferred to the newly created Department of Labor the following year. It investigates and compiles reports on matters pertaining to child mortality, working mothers, the birth rate, orphanages, juvenile delinquency, desertion, child diseases, employment of children, and State and community measures for the protection and care of children. It is also charged with the administration of Federal aid for maternal and child welfare and for crippled children, under the Social Security Act of 1935, and of the child-labor provisions of the Fair Labor Standards Act of 1938.

Central files. 1912-36. 234 feet.

These classified files contain correspondence, reports, regulations, bibliographies, and press releases of the Bureau and provide materials for an unbroken account of its activities almost from the beginning of its operations.

Motion pictures and film strips. 1918-23. 8 units.

These consist of four motion pictures and four film strips illustrating various phases of infant and child care and child welfare. They were produced for use by the Children's Bureau.

103. Records of the Farm Credit Administration

The Farm Credit Administration was established as an independent agency by authority of an Executive order of March 27, 1933, and the Farm Credit Act of June 16, 1933, to coordinate under one administration the activities of several agencies that were making loans to farmers and to provide easy credit to various farmers' cooperative corporations and associations. To that end it set up within its organization the following offices: The Office of the Land Bank Commissioner, to supervise the operations of the Federal land banks, which had been created in 1916; the Office of the Intermediate Credit Commissioner, to direct the activities of the intermediate credit banks, which had been created in 1923; the Office of the Production Credit Commissioner, to control the lending functions of the credit corporations and associations, which had been created in 1933; and the Office of Cooperative Bank Commissioner, to supervise the operations of the banks for cooperatives, which had been created in 1933. It also took over the activities of the Federal Farm Board, created by the Agricultural Market-

ing Act of 1929 and abolished in 1933, particularly its control over the Cotton Stabilization Corporation and the Grain Stabilization Corporation; and it assumed responsibility for the supervision of the Cooperative Research and Service Division, which had been established in the Department of Agriculture by authority of the Cooperative Marketing Act of July 2, 1926. On May 27, 1933, it acquired control of the regional agricultural credit corporations, which had been established within the Reconstruction Finance Corporation by the Emergency Relief and Construction Act of 1932. It was responsible for the chartering and supervision of Federal credit unions from 1934 until 1942, when this function, with related records, was transferred to the Federal Deposit Insurance Corporation. By the President's Reorganization Plan No. 1, the Farm Credit Administration was transferred to the Department of Agriculture, effective July 1, 1939.

Records relating to Federal land banks. 1916-38. 21 feet.

Under authority of the Federal Farm Loan Act, approved July 17, 1916, and amendments thereto, 12 Federal land banks were established to make long-term loans upon first mortgages on farm lands and to issue farm-loan bonds secured thereby. Applications for loans were received through national farm-loan associations, which were local cooperative credit organizations incorporated in accordance with the provisions of the act. In 1933 supervision of the banks was transferred from the Federal Farm Loan Board, acting through the Farm Loan Bureau of the Treasury Department, to the Land Bank Commissioner of the Farm Credit Administration. The records relating to the work of the land banks consist of correspondence between officials of the Treasury Department, chambers of commerce, Congressmen, and others concerning the location of land banks, 1916-17 (1 foot); similar correspondence concerning the location and boundaries of farm-loan-association districts, 1918 (6 inches); correspondence concerning the appointment of directors of land banks, 1916-17 (4 feet); monthly reports of land banks, 1933-38 (7 feet); and incorporation papers, stock certificates, minutes of meetings, cash books, records of elections, examiners' reports, and other records of liquidated national farm-loan associations, 1917-38 (8 feet). Records of the Examination Division relating to land banks are described below.

Records of the Federal Farm Board. 1929-37. 23 feet.

The Federal Farm Board was created by authority of the Agricultural Marketing Act of June 15, 1929, to administer the agricultural-credit provisions of that act and, through various measures, to stabilize the prices of agricultural commodities. Its principal functions were to direct the loaning of a \$500,000,000 revolving fund to cooperative associations, to supervise the activities of stabilization corporations, and to cooperate with other agencies in promoting orderly and stable market conditions. It was abolished in 1933 and the liquidation of its affairs became a responsibility of the Farm Credit Administration. The records consist principally of correspondence, reports, and other records of the Portland, Oreg., office, 1929-32 (11 feet), and minutes of the Board, 1929-33 (11 feet). Present also are minutes of the Decision Committee of the Cooperative Division of the Farm

Credit Administration, pertaining to the liquidation of the Board's affairs, 1933-37 (1 foot).

Records of the Grain Stabilization Corporation. 1930-33. 325 feet.

As a means of carrying out the purposes of the Agricultural Marketing Act of June 15, 1929, the Federal Farm Board was authorized "to recognize" stabilization corporations empowered to buy, take off the market, and ultimately sell the surpluses of commodities. The corporations were financed in part by the Board's revolving fund, and they operated according to policies specified in the act and elaborated by the Board. The Grain Stabilization Corporation, organized in February 1930 with headquarters in Chicago, purchased approximately 330,000,000 bushels of wheat in 1930 and 1931. The liquidation of the Corporation became a function of the Farm Credit Administration in 1933.

The central files of the Corporation (34 feet) contain papers on the organization of the Corporation, minutes of meetings, interoffice memoranda, correspondence within the Corporation and between officials of the Corporation and the Board, and other records relating to the general direction of the Corporation's business. The separately filed records of the various administrative units of the Corporation, many of them of an accounting or statistical nature, relate to bookkeeping, audits, sales transactions, exports, future trading operations, budgeting, collateral, storage and inspection of stocks, traffic, insurance, drought-relief operations, cooperation with the Red Cross, and a coffee-wheat exchange transaction with Brazil. The records of branches at Portland, Oreg., Minneapolis, Duluth, and Buffalo consist of correspondence, ledgers, journals, account books, and other materials. Many of the records relate to the activities of the Farmers' National Grain Corporation, a private organization that worked closely with the Grain Stabilization Corporation.

Records of the Cotton Stabilization Corporation. 1930-33. 135 feet.

The Cotton Stabilization Corporation was formed, as was the Grain Stabilization Corporation, to aid the Federal Farm Board in carrying out the purposes of the Agricultural Marketing Act of 1929. To the Corporation, which was organized in February 1930 with headquarters in New Orleans, was loaned more than \$150,000,000 from the Board's revolving fund. It was unable to maintain the price of cotton through its purchases, so it ceased operations in 1933 and its affairs were liquidated by the Farm Credit Administration.

The general correspondence of the Corporation (10 feet) contains letters to and from banks, commission firms, warehouses, and Government officials. The remainder of the records consist largely of ledgers, journals, and other documentation of specific transactions. Many of the records relate to the American Cotton Cooperative Association, a private organization that handled most of the business transactions for the Corporation.

Records of regional agricultural-credit corporations. 1933-38. 28 feet.

The regional agricultural-credit corporations, established by the Reconstruction Finance Corporation in each of the land-bank districts in accord-

ance with the Emergency Relief and Construction Act of July 21, 1932, were designed to meet an emergency need for short-term credit secured by liens on livestock and crops. In 1933 functions of the Reconstruction Finance Corporation pertaining to the management of the corporations were taken over by the Farm Credit Administration. Activities of the corporations were greatly curtailed after 1934, when provision was made for permanent production credit associations to provide short-term credit. Most of the records consist of loan applications and appraisal reports segregated as samples from thousands of loan folders. They contain information on farm practices, property holdings, and the financial status of applicants. A second series, 1933-38 (3 feet), consists of field examiners' reports on the financial condition, operations, and programs of the various corporations.

Records of the Examination Division. 1916-38. 300 feet.

The Examination Division of the Farm Credit Administration has been responsible for the periodic examination of all agencies under the jurisdiction of the Farm Credit Administration, with the exception of the emergency crop and feed loan offices. These have included the land banks, the intermediate credit banks, the production-credit corporations, the banks for cooperatives, the regional-agricultural-credit corporations, and other national and regional offices and their subsidiary units. When it was organized in 1933 the Division took over the examining work and the related records of predecessors of the Administration. The records in the National Archives are auditor's work papers relating to all phases of the financial operations of the units examined.

104. Records of the Bureau of the Mint

The Mint of the United States was set up in Philadelphia in 1792. For the first 7 years it operated under the general supervision of the Department of State and thereafter, until 1857, as a nominally independent agency, although from about 1835 the Department of the Treasury began to receive reports from the Mint in connection with the Department's supervision of coinage operations. In 1857 the Director of the Mint was directed by law to submit his annual report to the Secretary of the Treasury. Control by the Treasury became complete in 1873 when, by an act approved on February 12 of that year, the Bureau of the Mint was established in the Treasury Department to administer the Mint at Philadelphia and such branch mints as had been established. Establishments currently under the direction of the Bureau of the Mint include mints at Philadelphia, Denver, and San Francisco; assay offices at New York and Seattle; a gold-bullion depository at Fort Knox; and a silver-bullion depository at West Point. In addition to supervising coinage (domestic and for certain foreign countries), the casting of medals, the storage of bullion, and related activities taking place in these establishments, the Bureau of the Mint supervises gold transactions in the United States and its Territories and possessions, makes annual estimates of the value of foreign coins, collects statistics on the production of gold and

silver in the United States, and reports on the inspections of coins carried out by Annual Assay Commissions made up of designated public officials.

Records of the Mint of the United States and related records. 1795-1873. 20 feet.

The correspondence of the Mint consists of copies of letters sent by the Director, 1795-1817 (1 vol.), and letters from branch mints and assay offices, 1834-73 (19 vols.). Present also are copies of letters from the Secretary of the Treasury to the Director, branch-mint superintendents, and others, 1836-78 (4 vols.); copies of letters from the Secretary to branch mints, 1836-71 (13 vols.); and some unbound letters of the Director addressed to the Secretary, 1858-73. There is a register of letters received and sent by the Mint, 1792-1835. Other records include monthly bullion reports sent to the Secretary of the Treasury by the Director, 1838-42; monthly statements of deposits and coinage, 1843-53; reports of gold deposits and assays submitted by the California assayer, 1851-53; reports of examinations of the San Francisco Mint, 1857-73, and of the Philadelphia Mint, 1872; oaths of allegiance and oaths of office of employees of the Mint, 1861 and 1870; minutes of the meeting of the Annual Assay Commission in February 1871; and materials relating to a proposed assay office at Carson City, Nev., 1862.

Correspondence of the Director of the Bureau of the Mint. 1873-1932. 107 feet.

The letters received consist of a general file, 1873-1932; and separate files of letters received from branch mints and assay offices, 1873-1918, containing statistical information on production, coinage, and the like. The outgoing correspondence includes copies of letters from the Director to the Secretary of the Treasury, mint officials, Members of Congress, private firms, and individuals, 1873-1917; copies of letters relating to mining statistics, 1880-97; and copies of letters relating to appointments, 1873-85.

Reports and statistical records. 1874-1931. 107 feet.

Data in annual, quarterly, and monthly reports for the period 1874-1929 pertain to such subjects as the manufacture of coins, melting and recoinage, imports and exports of coins, the acquisition and disposition of bullion, deposits and purchases of gold and silver, and assets and liabilities of mints and assay offices. Reports on gold and silver mining, records of bullion operations and of authority to purchase silver, and schedules of silver offers and purchases are present for the period 1875-1919. Records relating to operations under the Pittman Silver Act, 1918-27, include materials on silver transactions and international silver movements, statements of miners and smelting company officials on the sources of silver purchased, monthly bulletins and related materials on the silver question, and reports of silver deposits and purchases. Records relating to foreign coinage, 1889-1931, include statistics and other informational materials on the production of gold and silver in foreign countries and materials relating to coinage in the Philippine Islands and Puerto Rico. Reports on aspects of gold and silver mining and the production of precious metals and on the gold hold-

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ings of other than national banks in 1899 and 1901 are present, together with tables and schedules compiled for the use of the Bureau. There are accounts of gold and silver bars used in industrial arts, 1906-31. Other reports among the Bureau's records relate to imports and exports of gold and silver, gold and silver production in the United States, values of foreign coins, and bullion quotations.

Administrative records. 1879-1934. 74 feet.

Personnel records of the Bureau include letters of application, 1879-84; correspondence regarding personnel actions, 1917-30; lists of employees, 1912-18; service histories of employees, 1933-34; and miscellaneous personnel papers, 1879-1934. There are accounting records for the period 1906-33, including correspondence with mints and assay offices and records relating to supplies and equipment, 1909-33, reports on investigations, estimates of appropriations, records of expenditures, and journals and ledgers.

Records of closed branch mints and assay offices. 1835-1942. 48 feet.

These consist of records of all closed branch mints and assay offices in the United States, many of them fragmentary, except records of the former mint at Dahlonega, Ga., the whereabouts of which is unknown. The records are for the following establishments:

BOISE CITY (IDAHO) ASSAY OFFICE, 1918-33 (24 vols.). Assay records, 1918-33; bullion registers, ledgers, and stock books, 1923-33; and office accounts, 1923-33. The office was in existence from 1877 to 1933.

CARSON CITY (NEV.) BRANCH MINT, 1877-1919 (9 vols.). Assay records, 1877-1903; registers of deposits and warrants paid, 1877; coinage records, 1889-93; receipts for silver bullion and gold ingots, 1892-94; and certificates of payments, 1898-1919. The mint was in existence from 1870 to 1933.

CHARLOTTE (N. C.) BRANCH MINT AND ASSAY OFFICE, 1835-1913 (14 feet). Correspondence, registers, journals, ledgers, other accounting records, and administrative records. The mint, established in 1835, became an assay office in 1873 and was closed in 1913.

DEADWOOD (S. DAK.) ASSAY OFFICE, 1898-1927 (33 vols. and 2 feet of unbound papers). Correspondence and assay records, 1898-1927; register of deposits, 1901-23; miscellaneous office records, 1908-27; and bullion accounts, 1915-27. The office existed for the inclusive dates shown for the records.

HELENA (MONT.) ASSAY OFFICE, 1879-1933 (9 vols.). Correspondence, administrative records, and bullion accounts, 1879-1933; records of deposit and purchase, 1879-1913; and assay records, 1909-33. The office existed for the inclusive dates shown for the records.

NEW ORLEANS BRANCH MINT, 1851-1942 (22 feet). Coinage records, 1851-61, 1879-1909; letters received by the superintendent, 1857-60; correspondence, 1879-1921; assay records, 1909-42; and licenses issued under the Gold Reserve Act of 1934 and affidavits sustaining deposits, 1934-42. The mint was in existence from 1835 to 1942.

SALT LAKE CITY ASSAY OFFICE, 1909-33 (28 vols.). Bullion accounts, 1909-33; melting records, 1909-23; general office records, 1911-33; and

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assay records, 1918-23. The office existed for the inclusive dates shown for the records.

ST. LOUIS ASSAY OFFICE, 1906-9 (1 vol.). Register of accounts. The office was established in 1882. When it was closed in 1911 its records were sent to Washington, and all but this volume were destroyed under Congressional authorization.

Annual Assay Commission records. 1873-1925. 3 feet.

The Annual Assay Commission originated under an act of 1792 requiring annual inspections of coins by designated public officials. The records include correspondence concerning the Commissions, 1879, 1887, 1899-1906, and 1914-25; assay reports, 1873-1911; records of coins received and returned by the Commissions, 1885-89; and records of coins reserved for the assays of 1890, 1902-5, 1915, 1916, 1920-25.

105. Records of the Bureau of Refugees, Freedmen, and Abandoned Lands

The Bureau of Refugees, Freedmen, and Abandoned Lands, often referred to as the Freedmen's Bureau, was established in the War Department by an act of Congress approved March 3, 1865. It was responsible for "the supervision and management of all abandoned lands, and the control of all subjects relating to refugees and freedmen from rebel states, or from any district . . . within the territory embraced in the operations of the Army." By an act of June 10, 1872, effective on June 30, it was abolished, and its remaining functions were carried on by the Adjutant General's Office (see Record Group 94 for related records). All known records of the Bureau are in the National Archives. A preliminary checklist of them is available in processed form.

Records. 1865-72. 1,049 feet.

These consist of the records of the various divisions of the Bureau in Washington and of field offices. They include correspondence, general and special orders, circulars, claims records, reports relating to abandoned and confiscated lands, and reports on schools, payments of bounties, labor contracts, and miscellaneous claims.

106. Records of the Smithsonian Institution

The Smithsonian Institution was created by an act of Congress approved August 10, 1846, under the terms of the will of James Smithson of London, as an establishment for the "increase and diffusion of knowledge among men." This objective was to be accomplished through scientific research, exploration, and the issuance of publications based on the Institution's researches and collections. The President of the United States, the Vice President, the Chief Justice, and the members of the President's Cabinet are

members of the Institution, which is governed by a Board of Regents. The Secretary of the Institution acts as executive officer and director of activities. The following Government agencies are under the direction of the Institution: The National Museum, the National Gallery of Art, the National Collection of Fine Arts, the Freer Gallery of Art, the Bureau of American Ethnology, the International Exchange Service, the National Zoological Park, and the Astrophysical Observatory. With a few exceptions, the pictorial materials and sound recordings described below are those of the Bureau of American Ethnology, which was organized in 1879 to conduct scientific studies of the American Indians. Some of the records were not produced by the staff of the Bureau itself but as a result of similar work carried on prior to the formation of the Bureau or by persons who collaborated with it. Records of the Meteorological Division of the Institution, 1845-73, including some materials relating to other than meteorological activities, are in Record Group 27, Records of the Weather Bureau.

See Webster P. True, *The Smithsonian Institution (Smithsonian Scientific Series, vol. 1, Washington, 1929)*, and *The First Hundred Years of the Smithsonian Institution, 1846-1946 (Washington, 1946)*.

Photographs. 1871-1900. 24 cubic feet.

These are glass-plate negatives of portraits of American Indians and of photographs of Indian delegations, Indian dwellings, and western landscapes. Many of the negatives were made by John K. Hillers, photographer with the John W. Powell Survey, 1871-78, and by other photographers accompanying geological and exploring parties (see Record Group 57, Records of the Geological Survey).

Smithsonian-Densmore collection of Indian sound recordings. 1894-1941. 3,484 units.

These consist of 3,323 cylinder recordings and 161 disk recordings of dialects and music of more than 75 American Indian tribes. Most of the recordings, made by Frances Densmore as a collaborator of the Institution, are of Indian music. A list of the recordings, indexed by tribes, and a manuscript narrative "Handbook" of the collection prepared by Miss Densmore (1943) are available.

Motion pictures. 1925-40. 81 units.

Some of these (31 units) were produced in accordance with an act of April 8, 1930, whereby Congress appropriated \$5,000 for making a permanent record, under the direction of the Secretary of the Interior, of the theory, history, and practice of the sign language of the American Indians. Other films (11 units) were made in the course of archeological explorations (1931-40) near Allantown, Ariz., in Yucatan, Mexico, at Shiloh National Monument, Tenn., at the Lindermeir site, Colo., and at Pueblo Zuni, N. Mex. Reports of these explorations appear in publications of the Institution. The remainder of the films (39 units) consist of a few news reels and other motion pictures relating to the National Zoological Park, the National Museum, and the Lindbergh flight across the Atlantic.

107. Records of the Office of the Secretary of War

The act of August 7, 1789, creating the Department of War entrusted to the Secretary of War the execution of all duties relative to military and naval affairs and assigned to the Office of the Secretary supervision of Indian affairs, military pensions, and the granting of bounty lands for military service. Naval affairs were removed from the jurisdiction of the Secretary of War by the act of April 30, 1798, creating the Department of the Navy. The remaining duties soon proved to be too heavy for direct administration by one office; and occasion was taken at the time of preparations for war early in 1812 to begin the establishment of bureaus or staff departments to take over direct supervision of and responsibility for specific functions of the Department of War. In that year an Adjutant General's Office, a Quartermaster's Department, a Purchasing Department, and a Department of Ordnance were established. In the same year, the Secretary of War was relieved of all duty with respect to the granting of bounty lands except that of affixing his signature to warrants. In 1824 Congress authorized the establishment within the War Department of an Office of Indian Affairs and in 1833 the establishment of a Pension Office. In 1849 all the powers of the Secretary of War over bounty-land and pension matters and those relating to Indian affairs were transferred to the newly created Department of the Interior. By the middle of the nineteenth century, the immediate direction of the business of the Department by the Secretary of War had nearly ended. In the period since, the policy of creating bureaus to which specific functions can be assigned has continued; and the Office of the Secretary of War is at present almost exclusively concerned with policy and general administration.

The Office of the Assistant Secretary of War, permanently established in 1890, was made in part independent of the Secretary of War by an act of 1920, which charged the Assistant Secretary with direct supervision of the procurement of military supplies and with the making of provisions for industrial and matériel mobilization in time of war. This independence was revoked, however, by an act of December 19, 1940, which made provision for an Under Secretary of War to rank above the Assistant Secretary and placed both officials under the direction of the Secretary of War.

The changing scope of the Office of the Secretary of War is reflected in the records of that Office. The files of the earlier period contain most of the correspondence for the entire War Department. After 1890, much of the correspondence of the Secretary of War remained in the files of the bureaus to which it had been referred. Shortly after the establishment of central files for the War Department in the Adjutant General's Office, the correspondence files of the Office of the Secretary of War were suspended, and since about March 1921 the correspondence of the Office has been interfiled with other records of the Department in the Adjutant General's Office (see Record Group 94). Records of the Office of the Secretary that are in the National Archives and in Record Group 107 fall in the period 1800 to 1942. Because of the fire that swept the offices of the Secretary of War in

1800, few records of earlier date are extant. Records supplementary to those in this record group include records relating to Indian affairs that were maintained by the Secretary of War prior to 1849, which are in Record Group 75, Records of the Office of Indian Affairs; and records relating to military-pension and land-bounty matters, for the period when they were under the jurisdiction of the Secretary of War, which are in Record Group 15, Records of the Veterans' Administration. A preliminary checklist of the records of the entire Office of the Secretary of War and a separate checklist of the records of the Planning Branch, which includes a detailed history of the Branch, are available in processed form.

Letters received and sent. 1800-1889. 329 feet.

The period from 1800 to 1890 is known as the "book period" in the keeping of the correspondence of the Secretary of War. In this period incoming correspondence was registered in "record books" and letters sent were copied in similar volumes. Included in the files of this period are the correspondence of the Secretary with the President, Members of Congress, chiefs of the bureaus of the War Department, officials of other departments, Governors of States and Territories, and Army officers. The correspondence relates to the various aspects of military affairs, pensions, bounty lands, and Indian affairs that came under the surveillance of the Secretary of War, particularly in the years before 1850. The letters received for this period (283 feet) are accompanied by registers (259 vols.), in which are noted the date received, the name of the correspondent, and the date and purport of each communication. Copies of letters sent (151 vols.) are entitled "military books" until 1870 and after that date "letters sent." In addition to these main series of letters sent and received, there are a number of special series, of which the principal ones are letters sent to the President, 1800-1863, and confidential and unofficial letters sent, 1814-47, and received, 1836-41.

Telegrams. 1861-82. 82 feet.

These originals and copies of telegrams relating to military matters received and sent by the President, the Secretary of War, the War Department, the General of the Army, The Adjutant General, and generals in the field (109 vols.) are principally concerned with Civil War operations. They include telegrams received by the President, 1862-69, the Secretary of War, 1861-75, Generals Halleck, Grant, Burnside, Hooker, Meade, McClellan, and Pope, 1862-69, and the Provost Marshal General, 1863-68. Included also are telegrams sent by the President, 1865-68, the General of the Army, 1866-82, the Secretary of War, 1861-81, the field generals, 1862, and the Provost Marshal General, 1865-68. A volume of telegrams sent by the Assistant Adjutants General, chiefly to the Governors of loyal States and commanders of military departments with respect to the raising of troops, 1862-65, is also present. Other telegrams represented in this group are largely miscellaneous telegrams sent from and received at the Executive Mansion, 1874-76, and miscellaneous telegrams sent through the Telegraph Office of the War Department, 1869-82.

Orders, endorsements, and reports. 1800-1899. 18 feet.

Copies of the orders and regulations issued by the Secretary of War are incomplete. A volume of manuscript copies of orders issued by the Secretary relating chiefly to military stores and Indian factories is available for the period 1800-1805. Manuscript copies of decisions, orders, and regulations of the Secretary for the years 1835-56 are in two volumes. For the Civil War period there are two volumes of drafts of orders of the Secretary of War, 1862-65, and a volume of orders relating to the recruiting of State troops. Miscellaneous circulars and orders issued by the Secretary, 1862-94, are incomplete. Action by the Office of the Secretary relative to specific correspondence was noted in the registers of letters received in the periods prior to 1846 and subsequent to 1870. In the intervening period, however, copies of orders and endorsements sent by the Secretary to the bureaus of the War Department, together with digests of the letters to which these orders and endorsements relate, were compiled in 26 volumes. Copies of endorsements of the Secretary of War have also been separately compiled for the period 1896-99.

In a series entitled "Reports to Congress" (11 vols.) are contained copies of letters of the Secretary of War submitting such reports, frequently accompanied by copies of the reports, for the period 1803-70. In addition, for the period 1827-70 the Office of the Secretary kept a file of congressional resolutions calling upon the Secretary of War to report on military affairs, in which were noted the date of the receipt of each resolution and the action taken thereon. Miscellaneous materials for the Civil War period are also present, including statistical compilations of strength returns for the volunteer forces of the different States, March 6, 1863-October 15, 1868, and statements on the legal actions of the Solicitor of the War Department, 1862-65.

Correspondence. 1890-1941. 390 feet.

In 1890 the practice of filing separately letters received and sent was discontinued, and files were established in which letters received and related papers were combined with copies of the replies. The amount of actual correspondence filed in the Office of the Secretary of War diminished rapidly in this period, and the maintenance of separate central correspondence files for the Office was discontinued altogether in 1921 (see Record Group 94, Records of the Adjutant General's Office, for later correspondence handled in the Secretary's Office). A separate record of correspondence in the form of "record cards" was begun in 1890. On these cards were noted the names of writers, dates, and digests of contents of the communications received, together with a record of the action taken by the War Department. In 1913, upon the installation of the War Department's decimal classification system for correspondence, this card record was discontinued. By 1919, however, so little of the Secretary's correspondence was being filed in the Office of the Secretary that the resumption of a card-record system was judged necessary. On "tally cards" was entered substantially the information entered

earlier on the "record cards." The "record cards" are in the National Archives for the period 1890-1913 and the "tally cards" for the period 1919-41.

Civilian personnel records. 1828-1934. 478 feet.

These were received from the Civilian Personnel Division of the Office of the Secretary, which came into existence as the Appointment Division in November 1898. The duties of the Division at that time were defined as those connected with recording appointments, promotions, reductions, discharges, and other matters relating to personnel of the War Department that required action by the Secretary. The two most important series are the personnel papers of the Office of the Secretary, 1838-1912, containing the letters of application and the records of appointments, transfers, and promotions for that period; and correspondence pertaining to personnel, 1913-19. A register of applications and appointments, 1863-1934 (46 vols.), is also present. There are also incomplete lists of employees, 1828-1934, incomplete pay rolls, 1906-16, statistics relating to personnel, 1900-1906, and other miscellaneous records.

Records of the Office of the Chief Disbursing Clerk. 1836-1934. 29 feet.

The Chief Disbursing Clerk of the War Department was charged with the paying of all moneys for salaries of civil employees and the disbursing of funds appropriated for other expenses of the various offices of the Department. The records of his Office include "abstract books" of the contingent expenses of the various agents and bureaus of the War Department, 1836-86; correspondence of the Chief Disbursing Clerk, 1849-1923; miscellaneous account books, 1849-86; receipt books of disbursing clerks, 1853-64; "cash books," 1885-1934; and requisitions on the United States Treasury, 1919-25.

Records relating to printing and binding. 1864-1929. 12 feet.

A Division of Printing and Advertising was created in the Office of the Secretary of War on August 6, 1920, to which were turned over all the records of the Office relative to printing and binding for the various War Department bureaus and offices. The records consist of account books for printing and binding, 1874-75; requisitions for printing and binding, 1864-1912; and card records of such work, 1911-29.

Records relating to expositions. 1888-1918. 10 feet.

These records, relating to War Department exhibits at expositions, consist of a general file of correspondence concerning exhibits, 1888-1918, and correspondence and expense accounts relating specifically to exhibits at the Louisiana Purchase, Lewis and Clark Centennial, Jamestown, Alaska-Yukon-Pacific, and Panama Pacific International Expositions.

Records of the Office of the Assistant Secretary of War. 1917-22. 8 feet.

Most of the records of the Office of the Assistant Secretary that were kept separately from those of the Secretary of War are in the central files main-

tained by the Adjutant General's Office. Aside from the records of the Planning Branch described below, the records of the Assistant Secretary in the National Archives consist only of copies of letters sent by the Assistant Secretary in 1917, and reference files of a member of the Advisory Committee of the American Delegation to the Washington Conference on the Limitation of Armament, 1921-22.

Records of the Planning Branch. 1921-42. 541 feet.

The Planning Branch was established in the Procurement Division of the Office of the Assistant Secretary of War in October 1921 to prepare peacetime and wartime plans and policies for the procurement work of that Office and to cooperate with the Navy Department in a program of allotment of industrial facilities to meet the requirements of a joint war program. It was directed also to collect information and compile data pertaining to immediate and potential sources of military supplies. The Planning Branch worked so closely with the Joint Army and Navy Munitions Board that the operations of the two became interwoven and their records to a large extent inseparable. It is therefore presumed that many of the records relating to Planning Branch activities are among the records of the Munitions Board. Records of the Planning Branch for the period after 1935 remain for the most part in the custody of the War Department. In the National Archives are the main administrative and technical files of the Director, divisions, sections, and committees of the Planning Branch, 1921-37; the technical reference files of the Construction Division, 1932-41; and the correspondence, plant, and industrial-mobilization files of the Facilities Division, 1930-42. The records of the War Policies Commission, which was created in 1930 to consider methods of equalizing the burdens and removing the profits of war, were turned over to the Planning Branch upon the completion of the work of the Commission in 1932 and were transferred to the National Archives with records of the Branch. These include administrative records, transcripts of hearings, correspondence, and reports. Fragmentary general files of the National Defense Power Committee, 1938-39, were also turned over to the Planning Branch and are among its records. Most of the records of this Committee, however, were transferred to the Federal Power Commission.

Records of the Office of the Assistant Secretary of War for Air. 1926-33. 35 feet.

These include letters received, reports, and copies of letters sent; correspondence relating to administrative matters; and a small quantity of memoranda on aviation received from the Military Intelligence Division.

Sound recordings. 1942. 33 units.

These are sound recordings, produced by the Bureau of Public Relations, of a series of 15 programs (30 disks) entitled "Victory Hour," designed for secondary-school audiences, and of a series of 6 programs entitled "For This We Fight" (3 disks), made for broadcasting from various Army camps.

108. Records of the Headquarters of the Army

The Headquarters of the Army consisted of the Commanding General of the Army and his staff. Provision was made for that officer in an act of Congress of May 28, 1798; and an act of March 3, 1799, directed that he should be styled General of the Armies of the United States. The Headquarters of the Army had no fixed location until an act of March 2, 1867, established it in Washington. It was moved to St. Louis in 1874, but was reestablished in Washington in 1876. At the Headquarters of the Army were promulgated plans, orders, and instructions for the arrangement of the military forces and for the supervision of Army discipline. At various times the Departments of The Adjutant General and of the Inspector General were under its control. It ceased to exist after the creation of the General Staff Corps by an act of February 14, 1903, which provided that on August 15, 1903, the duties of the Commanding General be taken over by the Chief of Staff. All known records of the Headquarters of the Army are in the National Archives. A preliminary checklist of the records is available in processed form.

Records. 1827-1903. 122 feet.

The bound records of the Headquarters of the Army comprise some 300 volumes consisting principally of the following series: Copies of letters sent, 1828-1903; briefs of letters received for the same period; endorsements and memoranda, 1845-1903; copies of general orders, 1835-40, 1847, 1849-61, 1873-77, and 1898; copies of special orders, 1849-61, 1864-65, and 1873-94; special field orders from Tampa (Fla.), Cuba, and Puerto Rico, 1898; accounting records, 1836-61, and 1874-86; and memoranda on posts and Army administration, 1837-68, 1874-76, and 1896-1903. The unbound records include letters received, 1827-1903; telegrams received, 1861-67; telegrams sent, 1860-88; inspection reports, 1830-45, 1857-59, 1861, and 1864-66; reports of the Army operating against Richmond, 1864-65; reports of the Army of the James, 1864, and of Headquarters of Provisional Brigades, 1865; and miscellaneous reports, 1861-65. There are several files of memoranda relating to special subjects for the period 1847-99. Among a group of letters and other papers collected by staff officers in the line of duty are some letters of Maj. Gen. Winfield Scott, 1821, 1833, and some letters of Secretary of the Navy Gideon Welles to the Senate Naval Affairs Committee, 1862-67.

109. War Department Collection of Confederate Records

A large quantity of records of the Confederate States of America came into the possession of the United States Government and into the custody of the War Department by capture, donation, and purchase. The acquisition of such records caused the Secretary of War on July 21, 1865, to order the organization of a unit in the Adjutant General's Office for the collection, safekeeping, and publication of the "rebel archives." The records were

used in protecting the Government against claims growing out of the war, in establishing meritorious pension claims and disproving others, and for historical and other purposes. They underwent many changes in location and custody before being placed in the Organization Records Section of the Old Records Division of the Adjutant General's Office, from which Section they were transferred to the National Archives.

In addition to records of the various bureaus of the Confederate War Department, the War Department collection of Confederate records contains records of the Confederate Treasury, Post Office, and Navy Departments, and of the Confederate Congress. Other records of the Confederate Treasury Department are in Record Group 56, General Records of the Department of the Treasury; and additional records of the Confederate Navy are in Record Group 45, Naval Records Collection of the Office of Naval Records and Library. The War Department collection includes records created by the custodians of the collection and certain Federal records relating to Confederate soldiers.

See Carl L. Lokke, "The Captured Confederate Archives under Francis Lieber," in *American Archivist*, 9: 277-319 (Oct. 1946), and Dallas Irvine, "The Fate of Confederate Archives," in *American Historical Review*, 44: 823-841 (July 1939), and "The Archive Office of the War Department; Repository of Captured Confederate Archives," in *Military Affairs*, vol. 1, no. 1, p. 93-111 (spring 1946).

Confederate War Department and other departmental records. 1861-65. 939 feet.

The greater part of the Confederate War Department records is made up of the records of the Office of the Secretary and of the Adjutant and Inspector General's Office, which were seized at Charlotte, N. C., after the evacuation of Richmond, and of records of the Quartermaster General, which were captured at Lynchburg. There is also a quantity of Engineer Bureau and Bureau of Ordnance field records and local military records gathered up at Richmond, notably from prisons, hospitals, and offices of the provost marshal, the medical director, and the departmental commander. Records of the Confederate Treasury, Post Office, and Navy Departments and those of the Confederate Congress that came into the custody of the United States War Department have been organized and generally administered as integral parts of its collection of Confederate records. The records are in bound volumes and "document files." The volumes (282 feet) are arranged in so-called "chapters," each chapter generally comprising the records of a War Department bureau or other governmental unit. A preliminary checklist of the records of the Office of the Secretary of War has been compiled. A descriptive list of the bound records of the Bureau of Ordnance is appended to an article by Lester J. Cappon, "A Note on Confederate Ordnance Records," in the *Journal of the American Military Institute*, 4: 94-105 (1940).

The bound records and "document files" include correspondence and related materials of the Office of the Secretary of War, the Adjutant and Inspector General's Office, the Quartermaster General's Office, the Treasury Department, the Post Office Department, and military departments of the Confederate Army. There are also some letter books of the Engineer Bureau

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and the Ordnance Bureau. Also among the bound records are a variety of account books and other materials of the same offices, departments, and bureaus, including the general and special orders of the Adjutant and Inspector General, accounts of depositaries of public moneys, records of Confederate loans, registers of Confederate Treasury notes, accounts of paymasters, registers and rosters of the Army, and records of various Confederate hospitals. In addition to correspondence, the document files contain inspection reports of the Adjutant and Inspector General's Office, orders and circulars of the Ordnance Bureau, official bonds and subsistence records of the Quartermaster General's Office, sequestration records, returns of collectors of imposts and taxes, mail contracts of the Post Office Department, ammunition returns, battle reports, vessel papers and other records of the Navy Department, and records of the Richmond Provost Marshal.

Confederate Army records. 1861-65. 432 feet.

The muster rolls and returns of the Confederate Army (339 feet) are arranged by State, thereunder by branch of service, and thereunder by organization. The rolls list the name, rank, age, date of joining for duty, and like information for persons mustered into the service; and in most instances they have attached to them the military pay rolls. The muster rolls and returns are supplemented by clothing, commutation, extra-duty, and hospital rolls, casualty lists, and records pertaining to Confederate military organizations. Both the medical and service records contained in the rolls are indexed by the "carded records" described below.

Confederate pay rolls. 1861-65. 28 feet.

In addition to military pay rolls attached to the muster rolls and to the bureau and office pay rolls among the record books described above, there are two series of pay rolls relating principally to the repair of forts, the construction of defenses, armament, and the like, carried on by the Engineer Bureau. The larger series (14,750 rolls) consists of receipts of payment for civilian labor. Each roll notes the project for which the labor was employed, the date and place of employment, and the name, occupation, time employed, and rate of wages for each employee appearing on the roll. The second series (5,700 rolls) comprises the "slave rolls." In addition to the information contained on the pay rolls described above, the slave rolls note the owner of the slaves and contain the signature of the owner or his agent for payment received. The rolls note the hiring of such labor as teamsters, blacksmiths, carpenters, overseers, and clerical help.

United States records relating to Confederates. 1861-65. 527 feet.

These consist of records relating to Confederate prisoners of war and records of the United States Provost Marshal General relating to Confederate citizens. The prisoner-of-war records are largely those of Union prisons in which Confederate soldiers were confined and include prison rolls, records of arrivals, commitments, transfers, deaths, and paroles, and records of prisoners desiring to take oaths of allegiance to the United States. Accompanying these records are materials pertaining to Confederate soldiers in United States hospitals. The Provost Marshal General's records pertain

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to such matters as arrests and detentions, charges of disloyal activities, and detection of enemy agents in Union and occupied territory.

"Carded records" and indexes. 1861-65. 2,473 feet.

These were prepared by War Department personnel at work on a project to compile on cards information as to the military service of all persons who had served in the armed forces of the United States (see Record Group 94). The principal file of carded Confederate military records is arranged by State, thereunder by organization, and within each organization in alphabetical order by name of person. There is a separate file of cards pertaining to Confederate general and staff officers. Many original documents are filed with the cards. The indexes made at the time the carded records were compiled include a general name index, consolidated and by State, an index of Confederate military organizations, a name index of Confederate medical officers, and an alphabetical name index of Confederate commissioned officers' signatures showing on which documents the signatures appear.

Records relating to the administration of Confederate records. 1865-1937. 10 feet.

These records consist of miscellaneous memoranda, correspondence, catalogs, and the like.

110. Records of the Provost Marshal General's Bureau, 1863-66

War Department general orders of September 24, 1862, provided for a Provost Marshal General and for a special provost marshal in each State. The Provost Marshal General's Bureau was created by an act of Congress of March 3, 1863, which provided for a provost marshal and a board of enrollment for each congressional district. The Provost Marshal General was made responsible for administering this entire organization for the enrollment and drafting of men for military service and for the arrest of deserters. He was also responsible for matters relating to substitutes and exemptions; matters of advance pay and bounty; enlistments for the naval service in 1864; the organization of the Invalid or Veterans Reserve Corps; the auditing of accounts of disbursing officers connected with the raising of troops; and the receiving of reports from and the forwarding of instructions and orders to the special provost marshals relating to the arrest of disloyal persons, to treasonable practices, and to stolen or embezzled property of the Government. The Bureau was discontinued on August 28, 1866, and its records and remaining business were turned over to the Adjutant General's Office. All known records of the Bureau are in the National Archives.

Correspondence and related records. 1863-88. 818 feet.

This correspondence pertains principally to enrollment, deserters, and claims. It includes correspondence of certain subdivisions of the Adjutant

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General's Office that succeeded the Provost Marshal General's Bureau, 1866-88. The subdivisions of the Bureau and the Adjutant General's Office represented by correspondence include the Disbursing Branch, the Division of Enrollment and the Enrollment Branch, the Invalid Corps, the Bureau of Deserters, and the Veterans Reserve Corps Branch. In addition to the correspondence of these subdivisions and of the Provost Marshal General's Office, there is correspondence from draft rendezvous and enrollment districts and correspondence concerning the collecting, drilling, and organizing of volunteers.

Draft books and related papers. 1863-66. 1,501 feet.

The draft books, 1863-65, consist of enrollment lists, descriptive lists of drafted men called into service, and lists of persons exempted from the draft. Associated with these records are various groups of related papers, including commutation-fund documents, bounty vouchers, papers of mustering and disbursing officers, trimonthly reports of men discharged for disability, paymasters' and provost marshals' accounts, and Slave Claims Commission papers. There are also records pertaining to Boards of Enrollment; historical reports; reports on casualties, convalescents, and deserters; lists of substitutes; and appropriations and claims records relating to the collection, drilling, and organizing of volunteers.

111. Records of the Office of the Chief Signal Officer

By an act of June 21, 1860, there was added to the staff of the Army a Chief Signal Officer to have charge, under the Secretary of War, of all signal duty and of all books, papers, and apparatus connected with such duty. The Signal Corps, which is headed by the Chief Signal Officer, was established provisionally by an act of March 3, 1863, and permanent provision for the Corps was made by an act of July 28, 1866. A joint resolution of February 9, 1870, extended the functions of the Corps to include the taking of meteorological observations, and for the next 20 years it was concerned primarily with meteorological work. By an act of October 1, 1890, this work was transferred to the newly created Weather Bureau in the Department of Agriculture and the functions of the Signal Corps were restricted to those pertaining to military matters. These functions consist primarily of carrying out all military signaling, keeping all military telegraph lines in repair and operation, collecting and transmitting information for the Army by telegraph or otherwise, and performing all other duties pertaining to military signal communications. The Signal Corps is also responsible for all still and motion photography not specifically assigned elsewhere.

Most of the records of the Office of the Chief Signal Officer for the period 1870-90 were taken over by the Weather Bureau and are among its records (Record Group 27).

111. CHIEF SIGNAL OFFICER

Document files. 1886-1917. 315 feet.

Most of the correspondence and reports that comprise these "document files" are divided into two series covering the periods 1894-97 and 1897-1917. There are also several files for the period 1886-94, all of them fragmentary. The principal subjects under which materials are filed relate to instruments, vehicles, and equipment in which the Signal Corps was interested, including telephones and telephone systems, aerometers, airplanes and airships, field glasses, cameras, bicycles, and telegraph and cable wire; enlisted, officer, and civilian personnel recruitment, administration, and training; Signal Corps accounts; Signal Corps relations with other branches of the Army and with Government departments and agencies; and activities of the Signal Corps in the various military departments, corps areas, and other territorial commands in the United States.

Decimal files. 1917-40. 429 feet.

The central files of correspondence and related records of the Office of the Chief Signal Officer after 1917 are arranged according to the War Department decimal-classification scheme. They include administrative records relating to civilian personnel; records of Signal Corps operations at camps and forts and within military departments and corps areas; records pertaining to Signal Corps participation in international conferences, conventions, and commissions on telegraph and radio-telegraph operation; meteorological records of the Signal Corps; records of the Signal Corps' Army extension course and its training programs for reserve officers; frequency monitoring reports and records relating to radio wave lengths and licenses; and correspondence concerning inventions, specifications for equipment, Signal Corps procurement programs, surplus property, and other aspects of Signal Corps equipment problems. Among the records relating to equipment are those of the Signal Corps Board of Contract Review, which settled claims based on World War I contracts executed by the Signal Corps. The files also contain records of telegrams received at the War Department and War Department message centers.

Records of the Chief Signal Officer, American Expeditionary Forces. 1917-19. 152 feet.

These records consist of correspondence, telegrams, cablegrams, reports, statements, bulletins and instructions, accounts, historical narratives, and other materials. They include records of field signal stations, of Signal Corps schools and detachments, and of Signal Corps Service, Pigeon, and Casual Companies; records of projects covering the salvaging of training areas in France; materials relating to telephone, telegraph, radio, and anti-aircraft equipment; and record copies of Signal Corps publications. The historical materials collected by the Chief Signal Officer of the American Expeditionary Forces include personal historical narratives of commanding officers of the Signal Corps and a manuscript compilation, "History of the Signal Corps in Combat."

111. CHIEF SIGNAL OFFICER

Records of branches of the Office of the Chief Signal Officer. 1920-42. 12 feet.

These records consist of records of the Signal Troops Division, War Plans Branch, 1922-40, and of the Signal Supply Services, Research and Development Division, Electronics Branch, 1936-42. Records of the War Plans Branch include war plans and miscellaneous correspondence; those of the Electronics Branch include reports, plans of inventions, and miscellaneous correspondence.

Photographs. 1861-1923. 521 cubic feet.

These consist of two collections of glass-plate negatives (33,593 items) and of photographic prints in 36 binders. The Brady collection of Civil War photographs consists of 5,893 glass-plate negatives, which for the most part were made by or under the direction of Mathew B. Brady. They include views of the Army in general and of historical places, naval scenes, individuals, and groups. There are portraits of President Abraham Lincoln; Generals Robert E. Lee, Stonewall Jackson, Ulysses S. Grant, and William T. Sherman; and other persons of prominence during the Civil War. The collection known as the official American Expeditionary Forces photographs consists of approximately 27,700 glass-plate negatives of the AEF in World War I and of the Army of Occupation, 1917-23. The photographic prints pertain to Indian wars, the Spanish-American War, the China Relief Expedition, the Philippine Insurrection, and the Mexican Punitive Expedition, 1898-1914 (with a few as early as 1870).

Motion pictures. 1908-41. 2,892,070 running feet.

Most of these motion pictures comprise the so-called "historical series" of Signal Corps films (approximately 5,000 units) and consist principally of motion pictures relating to World War I. A large portion portray activities of the American Expeditionary Forces in France. In this series of films, however, are some sequences preserved by the Signal Corps since the turn of the century. The "miscellaneous Signal Corps collection" of silent and sound motion pictures relating to activities of the Army is made up of sequences made by the Signal Corps during World War I, Army training films, and a few films made by the Navy Department, the Bureau of Mines, the Red Cross, and news reel and other private producers.

Other records. 1860-1901. 28 feet.

Chief among these records are those of the Chief Signal Officer in the Civil War period. These include letters received, 1862-65; reports of signal stations and Signal Corps detachments, 1860-65; summary and inspection reports of the Signal Corps, 1863-65; and general and special orders, 1861-65. In addition to Civil War records there are letters received by the Chief Signal Officer, 1866-69; copies of letters sent by the Disbursing Office of the Signal Corps, 1891-93 (8 vols.); registers of letters received and sent by the Chief Signal Officer, 1891-94 (10 vols.); and orders of Volunteer Signal Corps companies in the Spanish-American War.

112. SURGEON GENERAL'S OFFICE (WAR)

112. Records of the Office of the Surgeon General (War)

A permanent peacetime medical service for the Army was first authorized by Congress by an act of March 16, 1802, which provided for surgeons and surgeons mates to be attached to garrisons and posts; but the Medical Department of the Army had no head until the creation by Congress of the Office of Physicians and Surgeon General in 1813. An act of April 14, 1818, gave to the Department for the first time a permanent chief with the title of Surgeon General; and an act of March 2, 1821, prescribed its peacetime organization. The Office of the Surgeon General is now concerned almost entirely with the organization and administration of the affairs of the Medical Department, which includes the Medical Corps, Dental Corps, Veterinary Corps, Medical Administrative Corps, and Army Nurse Corps.

Records of the Medical Department normally constitute parts of the records of the posts at which they have been created and as such are included in Record Group 98, Records of United States Army Commands, and in Record Group 120, Records of the American Expeditionary Forces, 1917-21. The records of the Office of the Surgeon General described below consist principally of correspondence and other files for the period 1818-1937.

Correspondence files. 1818-1937. 3,003 feet.

Correspondence, reports, and related records of the Office of the Surgeon General, 1818-94, consist of letter books and so-called document files and record cards. There are two document files, one consisting largely of incoming correspondence, 1818-94, and the other of correspondence and reports on miscellaneous specialized subjects, including inspections, publications, and maneuvers, 1870-94. The letter books, which contain registers of letters received and copies of letters sent, endorsements, and memoranda, pertain to the period 1818-89, after which they were discontinued and bound "record-card books" were substituted. Correspondence for the period 1894 to 1917 is in general correspondence files and in files on special subjects such as movements of troops, revision of the Medical Department manual, venereal disease, and reorganization of the Medical Corps. There are also a number of special files of reports of officers of the Veterinary, Dental, and Medical Corps. Correspondence and related records, 1917-37, are arranged according to the War Department's classification scheme, but personnel folders ("201" files) for the period 1927-37 are not included in the records in the National Archives.

Personnel records. 1818-1903. 242 feet.

These include personnel registers and other records pertaining to medical officers, contract surgeons, and hospital stewards, 1818-94; registers of hospital stewards, 1857-87; and miscellaneous personnel records, 1870-1903.

112. SURGEON GENERAL'S OFFICE (WAR)

Drawings and blueprints of the Hospital Construction Division. 1917-20. 16 feet.

These blueprints, drawings, and plans of hospital facilities for the period of World War I pertain to both permanent and temporary buildings at mobilization camps, embarkation ports, general hospitals, and other installations under the cognizance of the Surgeon General. There are drawings of approved types of receiving buildings, administration receiving wards, orthopedic workshops, laboratory-mortuaries, general mess and kitchen buildings, garage and shop buildings, post exchanges, fire stations, surgical wings, animal houses, laboratories, dispensaries, and medical officers' quarters. There are also a few working drawings for curative shops, school buildings, and various units within a hospital installation.

Consolidated sick and wounded reports. 1861-1917. 67 feet.

Annual consolidated sick and wounded reports of posts and stations of the United States Army are present for the period 1877-1915. Supplementing these are statistical consolidations from monthly reports of sick and wounded of the Army, 1861-1917.

Other records. 1815-1917. 303 feet.

These include general orders, special orders, and circulars relating to the Medical Department, 1815-1900; various fiscal records, 1822-1917; some special medical reports, 1888-1907; and records of Army medical boards, 1833-1917.

113. Records of the Allied Purchasing Commission

In August 1917, within a few months after the entrance of the United States into World War I, arrangements were made between the Secretary of the Treasury and representatives of France, Great Britain, Russia, Belgium, Serbia, and Italy for the establishment of credits and the purchase of supplies, and a similar arrangement was later made with the Czecho-Slovak National Council. A commission of three members was established through which applications of foreign governments for permission to purchase supplies in the United States were to be handled. The organization thus set up was known as the Allied Purchasing Commission, and its members were at the same time members of the War Industries Board, the activities of the two agencies being closely integrated. The Commission met with representatives of the Allied Governments and with officials of the Treasury Department and various war agencies to discuss priorities, prices, and transportation problems. When the agreements were dissolved by mutual consent in December 1918, the Commission's records and part of its personnel were transferred to the Treasury Department. Thereafter the War Loan Organization handled the few applications submitted by the war missions. The last report on business of the Commission was completed in May 1919.

Records. 1917-19. 55 feet.

All known records of the Commission, including a few documents dated as early as 1914, are in the National Archives. They consist of approved

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applications for permission to purchase, with related correspondence, registers, and indexes; analyses, schedules, and notices of cancellations of contracts of the war missions in the United States; correspondence files of the Business Manager of the Commission; minutes of meetings; accounting and statistical records; and printed and mimeographed materials produced or received by the Commission. The records are described in a *Preliminary Inventory of the War Industries Board Records*, published by the National Archives, 1941.

114. Records of the Soil Conservation Service

The Soil Erosion Service was created in August 1933 in the Department of the Interior under authority of the National Industrial Recovery Act. On March 25, 1935, it was transferred to the Department of Agriculture, where, upon the passage of the Soil Conservation Act of April 27, 1935, it became the Soil Conservation Service. To it were transferred at this time the soil-erosion investigations previously conducted by the Bureau of Chemistry and Soils, the Bureau of Agricultural Engineering, and the soil-erosion nurseries of the Bureau of Plant Industry. Upon the reorganization of the Department of Agriculture in 1938, a large part of the land-acquisition and the land-utilization program was transferred to the Service from the Bureau of Agricultural Economics, which had inherited this work in 1937 from the Land Utilization Division of the Resettlement Administration. This Division, in turn, had taken over the work of the Land Policy Section of the Agricultural Adjustment Administration and the Land Program of the Federal Emergency Relief Administration, established in 1933 to coordinate the land-purchasing activities theretofore carried on by some 20 separate agencies. In 1939 the irrigation and drainage investigations formerly conducted by the Bureau of Agricultural Engineering were transferred to the Service. By the President's Reorganization Plan No. IV, effective June 30, 1940, soil and moisture conservation operations conducted by the Service on lands under the jurisdiction of the Department of the Interior were transferred to that Department.

The Soil Conservation Service has had a varying number of regional, area, demonstration-project, and other offices in the field and has supervised the work of Civilian Conservation Corps camps assigned to soil conservation and land-improvement activities. Prior to about 1937 most of the work of the Service, other than research and educational work, was carried on by means of a number of cooperative demonstration projects scattered throughout the country but supervised from Washington. After 1937 the work was gradually decentralized to more than 1,000 soil-conservation districts organized under State laws. The Service continued to operate a number of erosion and land-utilization projects, but emphasis was increasingly shifted to technical cooperation with conservation districts.

General records. 1933-43. 1,070 feet.

Most of these records are in classified general files covering the period September 1933-June 30, 1941 (950 feet), and they relate to all phases of

the work of the Soil Erosion Service of the Department of the Interior and the Soil Conservation Service of the Department of Agriculture. The most important records in these files are probably those relating to projects. Besides the correspondence and other papers relating to the general administration of each project, there are records containing information about economic surveys, methods of erosion control, land classification and utilization, hydrological and sedimentation studies, climatic and physiographic studies, watershed and water-conservation studies, conservation operations, agronomy, flood control, wildlife, and woodland management. After July 1, 1939, project correspondence was not incorporated into the general files, probably because of the decline in significance of demonstration projects and the increased autonomy of field offices.

The most important general records outside the classified files are copies of outgoing letters, 1933-40 (60 feet); charts showing in detail the organization of almost every administrative unit in Washington and in the field (17 feet); and files of studies and reports, both administrative and scientific, 1935-41 (30 feet). Other records relate to emergency work, scientific seminars, routine property operations, and the like.

Records of the Office of Research. 1928-42. 66 feet.

Appropriations made in 1928 and later years enabled the Department of Agriculture, in cooperation with the States, to establish a number of soil-conservation experiment stations throughout the United States. Work in these was directed chiefly by the Soil Erosion and Moisture Conservation Investigations, a subordinate unit of the Bureau of Chemistry and Soils, and by the Division of Drainage and Erosion Control of the Bureau of Agricultural Engineering. With the establishment of the Soil Conservation Service in the Department of Agriculture in 1935, these experiment stations were placed under the supervision of the Service's Division (later Office) of Research. Much of the significant correspondence of the Washington office relating to research is in the classified files described above, but there are several separate series, some of them important, maintained by the research unit. These include general correspondence of the predecessors of the Division of Research, 1928-35 (16 feet); administrative records and informational files, 1935-40 (8 feet); correspondence with experiment stations, 1929-40 (19 feet); reports from experiment stations, 1929-40 (10 feet); and correspondence with hydrologic laboratories, 1935-42 (4 feet).

Land-utilization records. 1934-40. 800 feet.

The land-utilization program provided for the purchase by the Federal Government of land generally unsuited for farming, the conversion of such land to a use beneficial to the people of the United States, and the rehabilitation of the people formerly living on it. Perhaps the most important records of these activities are project files and job plans, 1934-39 (480 feet), which contain statements of the purposes of projects, preliminary and final plans, and other papers relating to some 270 projects for converting lands to forests, game preserves, Indian reservations, and soil-conservation demonstration-project areas. The records relating to the general operation of the program for the period 1934-39 (60 feet) are separate,

but thereafter they are in the classified files described above. A small but highly significant body of records is the so-called "historical file," 1933-40 (28 feet), consisting of selected policy and procedural documents. Other records include progress and cost reports, records relating to the purchase of particular tracts of land ("vendors' files"), narrative reports, and photographs.

Regional-office records. 1934-42. 880 feet.

The field projects of the Soil Erosion Service of the Department of the Interior were administered directly from Washington, but shortly after the Soil Conservation Service was established, 11 regional offices, each supervising the projects in several States, were set up. In 1939 the number of such offices was reduced to 10 and in 1942 to 7. There are records from 10 regional offices in the National Archives, but they are extensive only for the offices at Amarillo and Fort Worth, Tex., Milwaukee, Wis., Rapid City, S. Dak., and Salina, Kans. The subjects covered by the records vary from region to region, depending upon the problems peculiar to each region. The records of the Southern Great Plains Region (Region 6 with headquarters at Amarillo), 1935-42 (276 feet), include general files; the Regional Director's separately filed correspondence and memoranda; the Regional Coordinator's general files; regional, office, field, and divisional memoranda; State Coordinators' correspondence, including project plans; engineering and flood-control records; physical survey reports on projects and camps; correspondence pertaining to forestry and to land acquisition and development, including preliminary plans and reports; and records relating to the emergency distribution of seeds.

The records of the regional offices include also separate series of cooperative agreements. During the "demonstration period," about 1933-39, the cooperative agreement was the vital link between the Service and the farmer. These detailed formal contracts set forth for each farm concerned a 5-year plan of soil conservation and the obligations of the farmer on the one hand and the Government on the other with regard to drainage, fencing, planting, fertilizing, and the like. There are few agreements for the period after 1941, because the demonstration projects, frequently carried on with the aid of Civilian Conservation Corps camps, were gradually replaced by soil-conservation districts.

Area-office records. 1934-42. 111 feet.

In late 1938 and early 1939 several dozen area offices were established to function immediately under the regional offices and each to administer a number of subordinate units. The areas were not all created simultaneously, and their boundaries were changed from time to time. Each area office was composed typically of a chief, an assistant chief, an administrative staff, and a staff of technical specialists such as soil conservationists, drainage engineers, foresters, biologists, agronomists, economists, and cartographers. The area offices were abolished by a reorganization in 1942 and their functions were divided between State offices and district offices. The records of area offices consist largely of correspondence with and reports of local units subject to area-office supervision, namely, soil-conservation

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demonstration projects, soil-conservation districts, Civilian Conservation Corps camps, farm-forestry projects, water-facility projects, wind-erosion projects, and nurseries; correspondence with and reports to the regional offices, the Washington office, and the State coordinating offices; and similar material for predecessor or disbanded field units. The records are much more complete for some offices than for others.

State-office records. 1933-42. 18 feet.

Originally the duties of the representatives of the Soil Conservation Service in the States, called State Cooperators or State Coordinators, were those of liaison officers who coordinated National and State soil-conservation work. The reorganization in 1942 abolished the area offices and in effect substituted State offices as intermediate units between regional and project offices. The administrators of the State offices were thereafter called State Conservators. The records in the National Archives, in many instances quite incomplete, are those of offices in Colorado, Maryland, Mississippi, Montana, Nebraska, Pennsylvania, Texas, Wisconsin, and Wyoming.

Project-office records. 1934-42. 72 feet.

The soil-conservation program, including such activities as the construction of dams, the planting of forage crops, reforestation, and contour cultivation, was put into practice by individual farmers, by Civilian Conservation Corps camp enrollees, and occasionally by laborers and technicians employed by the Government. Immediate technical supervision of these persons, insofar as the Federal Government was concerned, was exercised through project offices from the time of their initial establishment in 1933 until their gradual dissolution after 1937. At first each project was administered independently and its head reported directly to the Chief of the Soil Erosion Service. Within a short time, however, some of the projects were grouped, and the person in charge was called a regional director. The records resulting from the activities of these regional directors for the period before 1935 are generally among the project records rather than among the records of the regional, area, or State offices.

The significant records maintained by some 30 projects have been selected for preservation to illustrate both typical project activities and operations peculiar to the geography of individual projects. The most extensive are those for projects at Albion, Nebr. (23 feet), Amarillo, Tex. (8 feet), Huron, S. Dak. (7 feet), Shenandoah, Iowa (4 feet), and Winner, S. Dak. (6 feet). Those for the Amarillo project are of especial significance because that project was a pilot project for the development of Federal-State relationship in the administration of soil-conservation districts. The project records are often closely related to records of other field units. Included also are the records of the Prairie States Forestry Project, 1934-41 (20 feet), originally the Shelterbelt Project, which was established to plant protective belts of forest in the plains region (along the one-hundredth meridian) and thereby to ameliorate drought conditions. Prior to its transfer to the Soil Conservation Service on June 30, 1942, the Project was supervised by the Forest Service.

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Records of Civilian Conservation Corps camps. 1933-42. 97 feet.

These are records of some 30 selected Civilian Conservation Corps camps operating under the jurisdiction of the Soil Conservation Service. In general they pertain to the administration of the camps; to technical work in connection with wind-erosion, water-erosion, drainage, irrigation-grazing, dam-construction, dune-control, and nursery-development projects; to informational and educational activities of the camps; and to the labor problems of the camps. The records are most extensive for camps at Cartersville, Ga.; Clanton, Ala.; Lancaster, Pa.; Memphis, Tex.; and New Madrid, Mo.

Records of the project to survey Indian lands. 1935-39. 30 feet.

A unit named "Technical Cooperation—Bureau of Indian Affairs," was created in the Soil Conservation Service in December 1935 in accordance with an agreement between the Secretary of Agriculture and the Secretary of the Interior. Its purpose was to make both physical and economic surveys of all Indian lands west of the Mississippi, except the Navajo-Hopi Reservation. Acting generally through three subdivisions, the Physical Reconnaissance Surveys Unit, the Physical Surveys Unit, and the Human Dependency and Economic Surveys Unit, the project made range, agronomic, conservation, and other physical surveys, investigated land-use and land-tenure problems peculiar to Indian reservations, and determined the dependency of the Indian populations on the resources of the reservations. On the basis of these surveys, it developed plans for the control of soil erosion and for the proper management and use of Indian lands. The project was originally a distinct unit separate from the regular field organization of the Soil Conservation Service and had its own headquarters, first at Albuquerque and later at Denver. Gradually, however, it was absorbed into the regular field organization. The records consist of the general files of the headquarters offices, 1935-39, pertaining to all phases of the work; the Director's files, 1937-39, relating chiefly to the administration of the office and to the cooperative relationships of the project; correspondence and survey records pertaining to individual reservations; and detailed base maps of Indian reservations.

Records of the Ames, Iowa, nursery. 1934-39. 7 feet.

When the Soil Conservation Service was organized in 1935 the experimental nurseries that had been established a few years earlier by the Bureau of Plant Industry to collect and develop plants useful in conservation operations were made a part of the Service. One of these nurseries was at Ames. The records contain both administrative and technical materials and provide information on such matters as organization, personnel, finances, cooperative relations, seed testing, and other phases of nursery operation.

115. Records of the Bureau of Reclamation

The Reclamation Act of June 17, 1902, established a reclamation fund from the sale of public lands "to be used in the examination and survey for

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and the construction and maintenance of irrigation works for the storage, diversion, and development of waters for the reclamation of arid and semi-arid lands in the States and Territories." This act gave responsibility for the administration of the fund to the Secretary of the Interior, who created for this purpose a Reclamation Service and placed it under the jurisdiction of the Geological Survey. In 1907 the Service was separated from the Geological Survey and was made immediately responsible to the Secretary of the Interior; and since 1923 it has been known as the Bureau of Reclamation. A considerable quantity of records pertaining to the administration of the reclamation act for the period 1902-7 are among the records of the Lands and Railroads Division of the Office of the Secretary of the Interior in Record Group 48, General Records of the Department of the Interior.

See Institute for Government Research, *The U. S. Reclamation Service* (New York, 1919).

Administrative and project correspondence files. 1902-19. 582 feet.

These comprise the central core of the administrative records of the Service, 1902-19, and relate to all its activities. The series known as "project correspondence files" was set up in the Washington office for all materials relating to each separate project, of which there were some 20 by 1919. Deeds, contracts, correspondence, and other papers concerning land purchases and condemnations were originally placed in the project files, but they were subsequently withdrawn and now form a separate series. The administrative or "general" correspondence files consist of materials not bearing directly or solely on the construction or maintenance of a particular project.

Project histories, feature histories, and reports. 1902-19. 62 feet.

The volumes that comprise this collection, which was known as the "project history library" of the Washington office, fall into four main classes: Project histories, 1910-19; feature histories, 1910-25; reports of engineering boards, 1902-23; and operation and maintenance reports, 1910-19. A fifth type of document, reports of the Board of Army Engineers for 1910, is present for most of the projects, and there are a few volumes of a general character, such as reports of divisional conferences. Taken together these records provide extensive information not only about the construction, operation, and maintenance of the physical plants but also about such matters as agricultural conditions, transportation and markets, living conditions, and health and sanitation in the areas served by the projects. Many of the reports are illustrated with maps, blueprints, photographs, and drawings. A preliminary checklist of these records is available in processed form.

Photographs. 1902-36. 269 cubic feet.

These illustrate almost all phases of the work of the Bureau on its completed projects. They are arranged by projects and classified thereunder by subject headings such as camps, canals and structures, communications, cultures, and dams. There are a few miscellaneous photographs not con-

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cerned with any one project but dealing with reclamation work abroad, Bureau personnel, and other subjects.

Farm-unit plats. 1907-40. 5 cubic feet.

These signed plats show for 31 irrigation projects the lands as subdivided and available for purchase or other form of acquisition.

116. Records of the Administrative Office of the United States Courts

The administrative and business needs of the Federal courts, with the exception of the United States Supreme Court, were a responsibility of the Attorney General and the Department of Justice before 1939. In that year, however, the Federal courts were provided with administrative machinery of their own by an act of Congress of August 7, 1939, which created the Administrative Office of the United States Courts and placed at its head a Director appointed by the Supreme Court. Under the supervision and direction of the Conference of Senior Circuit Judges, the Director has charge of all administrative matters relating to the offices of the court clerks, including the examination of the state of the dockets of the courts and the preparation of statistical data and reports on business of the courts.

Records. 1937-41. 184 feet.

These are initial and final docket report cards on civil cases in Federal district courts, compiled by the Department of Justice and the Administrative Office for the fiscal years 1938-40. Similar records for earlier years are in Record Group 60, General Records of the Department of Justice.

117. Records of the American Battle Monuments Commission

Created by an act of Congress approved March 4, 1923, the American Battle Monuments Commission has as its principal functions the commemoration of the services of American forces in Europe during World War I by the erection of memorials and the preparation and publication of historical information; the administration and maintenance of the American national cemeteries and memorials in Europe; and the exercising of control over the erection of European memorials by American citizens, States, municipalities, or associations. In 1939 the Commission issued *American Armies and Battlefields in Europe*, a revision and elaboration of *A Guide to the American Battlefields in Europe*, published in 1927. A series of 28 volumes covering the operations of all American divisions that had combat service during World War I was published by the Commission in 1944. The construction program of the Commission was completed by 1935, and all the chapels and memorials were dedicated in 1937.

Motion pictures and sound recordings. 1937. 24 reels and 22 disks.

The motion-picture film, entitled "America Honors Her War Heroes," is the official record of the dedication ceremonies held in August and October 1937 at the 2 chapels and 11 memorials erected in Europe by the American Battle Monuments Commission. Among the dignitaries shown are Gen. John J. Pershing, Marshal Petain, Premier Paul Van Zeeland of Belgium, and Ambassadors William C. Bullitt, Hugh Gibson, and Josephus Daniels. The sound recordings contain addresses made by Ambassador Bullitt, General Pershing, President Albert Lebrun of France, Marshal Petain, and others at the dedication of the Meuse-Argonne Memorial on August 1, 1937. One of the recordings is of a speech made by President Franklin D. Roosevelt from Washington and transmitted by radio to France for the ceremonies.

118. Records of United States Attorneys and Marshals

The offices of United States attorney and United States marshal were created by the Judiciary Act of September 24, 1789. These officials are appointed by the President, upon the recommendation of the Attorney General and with the consent of the Senate, for each judicial district. The United States attorneys are in charge of Federal legal proceedings within their respective districts, and the marshals are the executive officers of the Federal courts and the local disbursing officers of those courts and of the Department of Justice. Under authority of the act of June 22, 1870, that created the Department of Justice, the Attorney General exercises superintendence over the United States attorneys and marshals in the discharge of their duties. Since the establishment of the Administrative Office of the United States Courts in 1939, however, the marshals' duties with respect to certain administrative and business needs of the Federal courts, with the exception of the United States Supreme Court, have been performed under the supervision of that Office (see Record Group 116).

Records of United States attorneys. 1830-1935. 190 feet.

Records of United States attorneys for only three judicial districts have been transferred to the National Archives. Those for the Southern District of New York (158 feet) consist of case materials, including briefs, transcripts of records, minutes, exhibits, correspondence, memoranda, and related papers, 1886-1928; and general letters and telegrams received, 1868-70, 1876-78, and 1903. A great part of these records pertain to the prosecution of cases against railroads, steamship lines, sugar refiners, tobacco manufacturers, cement manufacturers, and others for alleged violations of the Sherman Antitrust Act or the Interstate Commerce Act of 1887, as amended. There are, however, a variety of other case materials arising out of use of the mails to defraud, counterfeiting, illegal entry, smuggling, tax evasion, violation of meat-inspection laws, and the like. The records for the Southern District of Alabama (26 feet) consist of correspondence, 1830-1920 (with gaps); and a number of incomplete series, 1835-1930, including reports to the Solicitor of the Treasury, the Attorney General, the Commissioner

of Internal Revenue, and the Commissioner of the General Land Office; papers relating to accounts; docket books; indexes to witnesses; and case records and miscellaneous materials. The records for the Western District of Arkansas, 1895-1935 (6 feet), consist entirely of docket books relating to matters presented to the grand jury by the United States attorney and minutes of the proceedings of the grand jury.

Records of United States marshals. 1870-1930. 27 feet.

These are chiefly records for the Southern District of Alabama, 1870-1930, consisting of incomplete files of correspondence, departmental circulars, and papers relating to accounts, prisoners, jurors, witnesses, and related matters. For the Eastern District of North Carolina there are copies of general letters sent, 1908-9 (1 inch).

119. Records of the National Youth Administration

In accordance with provisions of the Federal Emergency Relief Act of 1935, an Executive order of June 26, 1935, established the National Youth Administration within the Works Progress Administration. By the President's Reorganization Plan No. I, effective July 1, 1939, it was transferred to the Federal Security Agency, where it remained until an Executive order of September 17, 1942, transferred it to the Bureau of Training of the War Manpower Commission. The Labor-Federal Security Appropriation Act of July 12, 1943, provided for its liquidation by January 1, 1944.

The National Youth Administration operated two programs for young people from 16 to 24 years of age. The first was an Out-of-School Work Program designed to provide employment and work training for unemployed youths on resident and nonresident workshop and other projects. The second was a Student Work Program designed to provide part-time employment for needy high-school, college, and university students in order to enable them to continue their education. A National Youth Administrator, through a central office staff, determined the basic policies and coordinated the activities of the Administration. He was aided by a National Advisory Committee composed of representatives of various economic, welfare, and racial groups. For the first 7 years of the agency's existence, direct responsibility for carrying out the programs was assumed by State offices of the National Youth Administration. On July 1, 1942, these State administrations were abolished and their functions were assumed by the regional administrators who had previously served as liaison officers between the State and national administrations. The regional administrators were assisted by State and local advisory committees.

The records of the National Youth Administration in the National Archives do not include the central files, which have been retained by the Federal Security Agency, as have records of the Personnel Office, the larger part of the records of the Finance and Statistics Division, and some records of regional offices.

General records. 1935-43. 730 feet.

These include general correspondence of the Administrator, 1935-37; correspondence between the Administrator and State and local administrators, 1935-40; and a number of correspondence files relating to special subjects. There are also narrative reports covering National Youth Administration activities by States, 1935-38; an "administrative projects file" containing materials pertaining to research and survey projects, 1935-38; field reports, 1935-38; and records pertaining to numerous reports on special subjects. Materials relating principally to general surveys made in the years 1935-38 on the scope of unemployment and relief problems and the activities of Federal public-assistance agencies are present. There are also records relating to various conferences called by the NYA, including those called by the National Youth Administrator and by State administrators, 1935-36, and general budget files containing summaries of operation costs, estimated budgets, and budget justifications submitted to congressional appropriations committees, 1935-43. Headquarters pay rolls are present for the period 1940-42. Finally, there are copies of directives and procedures issued by the Administrator, together with materials collected for the purpose of reviewing and coordinating State procedures, 1940-41.

Records of the Office of the Deputy Administrator. 1935-43. 100 feet.

The Deputy Administrator supervised internal administrative matters for all divisions and offices, reviewed NYA policies and basic policy actions both in Washington and the field, and maintained liaison with other agencies and with nongovernmental groups. The records consist of the office files of the Deputy Administrators, 1936-43, and of the Director of Labor Relations, 1941-43; and reference files. The Deputy Administrators' records include correspondence, memoranda, field reports, and conference reports. The files of the Director of Labor Relations contain materials on labor disputes. The reference files contain publications of the Washington and State offices and of other Government agencies relating to the NYA or to youth; materials of like nature published by private organizations; and notes and bibliographical and other materials collected for a study of youth movements and conditions in foreign countries. There are also records resulting from a National Youth Administration history project.

Records of the National Advisory Committee. 1936-43. 25 feet.

This Committee was established to stimulate public interest in and contributions to NYA efforts, to encourage the coordination of NYA activities with those of other public and private organizations seeking to meet the needs of youth, and to inform and otherwise aid State and local advisory committees. It was composed of 35 members representing the points of view of youth, business and industry, labor, agriculture, education, social welfare, racial minorities, and health. The records of the Committee include proceedings of meetings, 1936-39, general correspondence, materials relating to the activities and membership of State and local advisory committees, and reference files of materials relating to youth organizations in the United States. An "administrative file," composed principally of materials relating to the individual members of the Committee, is also present.

Records of the Office of Negro Affairs. 1936-41. 15 feet.

This Office coordinated NYA activities affecting the Negro race and developed projects to afford employment opportunities to Negro youths. It also investigated complaints of discrimination against Negroes and cooperated with other NYA divisions and offices in the development of research in Negro affairs. Its records consist of general files, 1936-41, in which are conference findings, radio scripts, reports, and correspondence; the files of administrative assistants in the Office; materials pertaining to State administrations; and photographs, newspaper clippings, and other miscellaneous materials. The general files for the period 1938-41 are incomplete.

Records of the Health Office. 1940-42. 10 feet.

The Health Office conducted a program of physical examinations, medical counseling, physical training, rehabilitation, and recreation for NYA employees. It maintained cooperative working relations with the Public Health Service, medical and dental societies, and other organizations in the field of health. Its records consist of correspondence with State and regional offices, 1940-42; statistical reports on youth health, 1941-42; and reports on Civilian Conservation Corps medical programs, the rehabilitation of persons rejected by Selective Service, and the resident health program, 1941.

Records of the Office of Information. 1935-42. 25 feet.

The Office of Information advised all divisions and offices of the NYA on the public-relations aspects of their policies; advised State administrators on methods and techniques of presenting information about NYA programs; prepared press releases and answers to general inquiries about NYA; maintained press relations; and conducted a library service for NYA divisions and offices. Prior to 1938 the Office was known as the Division of Public Relations. The records for the period 1935-38 include a "publicity file" containing materials on the creation and development of public interest in the work of the NYA; weekly summaries of NYA activities presented to various publications; letters commenting on the work of the agency; and miscellaneous photographs and newspaper clippings. For the later period the records include correspondence, memoranda, minutes of conferences, directories, and informational materials; correspondence of the Office with State administrators and State information directors; procedural releases; press releases; biographical sketches of NYA officials prepared as press releases; radio scripts and addresses prepared by NYA officials; weekly summaries of editorial comment on NYA; file copies of the Administration's *Information Exchange Bulletin*, 1939-41, to which are attached related correspondence and such materials as reports from national and field offices that were used in the preparation of the *Bulletin*; and records of motion-picture activities, 1940-41, consisting of correspondence, memoranda, and surveys of motion-picture equipment in the hands of State administrators.

Records of the Division of Finance and Statistics. 1938-44. 35 feet.

This Division represented the NYA at budget hearings and was responsible for budget analysis and control activities and for the operation of timekeeping, pay-roll preparation, and fund-control procedures. The Division also

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developed and operated the statistical and research program of the agency. The records consist of general files, 1939-42; administrative correspondence, 1938-43; letters sent to State administrations and NYA headquarters divisions, 1939-40; circular letters to State administrators, 1936-40; national office pay rolls, 1941-42; estimates and justifications relating to NYA appropriation acts, 1941-44; summary statistical tables submitted regularly by the Division's field representatives, 1936-43; statistical charts, 1939-42; and a finance and statistical procedure manual compiled in 1943.

Records of the Division of Youth Personnel. 1936-43. 160 feet.

This Division was responsible for the formulation of policies, procedures, and regulations for recruitment, assignment, transfer, separation, and related actions involved in the certification and employment of all youth workers in the Out-of-School Work Program. The records include correspondence, 1941-43; field reports, 1940-43; reports of the Junior Consultation Service, 1936-40; special studies and reports, 1940-42, including studies of regular and defense programs, private employment, wages, and Negroes working and awaiting assignment; memoranda, 1942-43; scripts of radio programs and releases, 1936-40; publicity materials, 1939-40; and statistical information and charts, 1941-42.

Records of the Division of Work Projects. 1935-43. 330 feet.

The formulation of regulations, policies, and procedures for the establishment and operation of projects for unemployed, out-of-school young persons was the function of the Division of Work Projects, which also developed standards and procedures for the related training program established and maintained by the Division of Student Work. Most of the records of the Division are contained in files maintained separately by its sections, among which were the Construction Shop Production, Shop Operation, and Project Planning and Control Sections. General records of the Division include administrative correspondence, 1941-43; records of the Division's Defense Program, 1941-42; field-trip reports of the Division's field engineers and regional officers, 1940-41; personnel and pay-roll records, 1941-42; accident-analysis records, 1939-43; and technical information circulars, 1939-41.

Records of the Division of Student Work. 1936-43. 55 feet.

This Division formulated the Student Work Program of the NYA and determined State allocations for student work. In connection with these activities, the Division planned and conducted conferences with national leaders in the field of education. Its records include general subject files; correspondence files; reports and surveys; and instructional material. Included also are the records of the various State and regional school work councils, 1940-43, and of the college work councils for the same period; and records relating to the various conferences conducted by the Division.

Records of regional offices. 1935-43. 13 feet.

These are incomplete records of the regional offices at Philadelphia, St. Paul, and Los Angeles. They consist of correspondence of the regional directors and of photographs, blueprints, drawings, and charts relating to specific projects.

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Motion pictures and sound recordings. 1938-42. 68 units.

Most of the films portray the work and background of the NYA. There are also films made by the NYA portraying the inauguration of Franklin D. Roosevelt in 1941 and the visit of the British King and Queen to Washington in June 1939. The sound recordings are of two NYA radio broadcasts, one a program entitled "Youth Finds Itself," January 20, 1939, a dramatization of the experiences of young persons helped by the NYA after they had been unable to find employment; and the other a broadcast of ceremonies at the dedication of the NYA exhibit at the New York World's Fair on June 3, 1939.

120. Records of the American Expeditionary Forces, 1917-21

The American Expeditionary Forces of World War I originated in the assumption by Gen. John J. Pershing of the duties of Commander in Chief, American Expeditionary Forces, on May 26, 1917, and his departure for Europe 2 days later. The organization of the American forces in Europe changed continuously to meet changing conditions until November 11, 1918, when the signing of the Armistice ended active military operations. General Pershing's relief from duty as Commander in Chief in 1921 signified the end of the American Expeditionary Forces as a separate and distinct command, although a relatively small number of the American forces remained in Germany until February 1923, when the departure of the American Army of Occupation marked its final dissolution.

The records of the American Expeditionary Forces described below include those of organizational units from the General Headquarters level to the divisional level, as well as records of various related committees and other organizations. Other records created by various units of the American Expeditionary Forces are in Record Group 77, Records of the Office of the Chief of Engineers; Record Group 111, Records of the Office of the Chief Signal Officer; and Record Group 156, Records of the Office of the Chief of Ordnance. The Army War College has certain records of various headquarters. In addition certain records have been kept by individual members of the American Expeditionary Forces.

Records of the Headquarters. 1917-21. 4,146 feet.

The Headquarters of the American Expeditionary Forces was organized on July 5, 1917, into a General Staff and an Administrative and Technical Staff. The General Staff was divided into five sections: An Administrative Policy Section, in charge of the organization and equipment of troops, replacements, tonnage, priority of overseas shipments, and the auxiliary welfare associations; an Intelligence Section, in charge of censorship, enemy intelligence, and the gathering and disseminating of information; an Operations Section, in charge of strategic plans and supervision of combat operations; a Training Policy Section, which had general direction of training and education and supervision of the various schools; and a Coordination Section, which regulated the operations of the supply services, construction, transport

arrangements for combat, and the hospitalization and evacuation of the sick and wounded. A Headquarters Commandant had charge of Headquarters troops and provost and other guards. The Administrative and Technical Staff was originally composed of the Adjutant General, Inspector General, Judge Advocate General, Chief Quartermaster, Chief Surgeon, Chief Ordnance Officer, Chief Signal Officer, Aviation Officer, General Purchasing Agent, Chief of Gas Service, Director General of Transportation, Commanding General of the Line of Communication, Chief of the Red Cross, and Provost Marshal General. In February 1918 the Line of Communication was reorganized as the Services of Supply with responsibility for the administrative coordination of the services headed by all but the first three of the above officers and the Chief of the Red Cross. The Services of Supply did not thereafter constitute a part of General Pershing's immediate headquarters.

The Headquarters of the American Expeditionary Forces was in Paris until September 1, 1917, when it was moved to Chaumont, Haute Marne. After the Armistice, when the Army of Occupation moved into Germany, an Advance General Headquarters was set up at Trier (Trèves), Germany. Upon the return of General Pershing and his staff to the United States in September 1919, the Headquarters of the American Expeditionary Forces in Europe was discontinued and Headquarters was established in Washington. Effective August 31, 1920, the latter Headquarters was discontinued.

The records of Headquarters include general records, records of the five sections of the General Staff, and records of the Adjutant General's Office and of the Inspector General. The general records include certain files of material collected and organized for historical purposes, together with numerous series of reports and related indexes. They also include lists and other records of stations of American Expeditionary Forces units; rosters and card records of officer personnel; organization strength returns; general and special orders; and records of the Advance General Headquarters. The records of the Adjutant General's Office include those of its Cable Division, which copied, extracted, indexed, and filed incoming cablegrams and copies of outgoing cablegrams. Records of the Inspector General include inspection reports, general correspondence, reference, and miscellaneous files of the Inspector General and of the inspectors general of the various headquarters of the American Expeditionary Forces. Although the Provost Marshal General's Office was under the command of the Services of Supply from the date of the establishment of that Service, it was restored to the staff of the Commander in Chief shortly after the Armistice. The central files of the Provost Marshal General, therefore, are among the Headquarters records. There are present also the records of an Office of the Chief of Artillery, established on February 16, 1918. A preliminary checklist of the records of the Headquarters is available in processed form.

Records of the Services of Supply and of troop organizations. 1912-22. 32,000 feet.

The various arms, services, divisions, and other units of the American Expeditionary Forces in France, Germany, and Siberia kept their own records apart from those of Headquarters. Some of these records were sent to the

headquarters offices in the United States ahead of the records that were later sent from France and they were received in the National Archives with records of the headquarters offices (see the references above to other record groups). The records sent from France, on the other hand, are not composed entirely of American Expeditionary Forces records. Some of the organizations took their files created in this country along with them when they were transferred overseas and the organization records, therefore, contain a quantity of domestically created records.

These records of the arms and services of the American Expeditionary Forces are primarily those of the Services of Supply. They include records of the Headquarters of the Services of Supply at Tours; records of the nine Base Sections of the Services of Supply; and records of the Advance Section, the Intermediate Section, the American Embarkation Center, the District of Paris, the General Purchasing Agent, and the First Replacement Depot. They include also the records of the Divisions of Criminal Investigations and Military Police of the Provost Marshal General's Office. Subordinate arms and services for which there are separate bodies of records include the Air Service, Army Service Corps, Chemical Warfare Service, Corps of Engineers, Anti-aircraft Service, Motor Transport Service, Coast Artillery Corps, Ordnance Corps, Postal Express Service, Quartermaster Corps, Signal Corps, Tank Corps, and Transportation Corps.

The troop organization records among the records of the American Expeditionary Forces include those of armies, army corps, divisions, and miscellaneous units and expeditions. Army records include those of armies in France, Germany, and Siberia, of the First, Second, and Third Armies, and of the First Army Artillery. Army corps records include those of all nine corps, some of which did not operate in the European theater, as well as domestically created records of corps that formed a part of the American Expeditionary Forces. Divisional records consist of infantry division files and some special files of divisional records organized for historical purposes. Among miscellaneous organization records are records of cavalry, artillery, and infantry brigades, field artillery units, machine-gun battalions, recruit companies, and overseas and United States schools; and records pertaining to the National Guard and the United States Guards. Expeditionary records include those of the American Polish Relief Expedition, the North Russia Expeditionary Forces, the Mexican Punitive Expedition, and the United States Forces in China. Associated with the organization records are records relating to training-camp activities and prisoners and a quantity of processed orders, memoranda, circulars, and bulletins.

Maps. 1914-18. 565 cubic feet.

The map collection of the American Expeditionary Forces Headquarters is made up of separate bodies of American, French, and captured German maps relating to the Western Front. Included is a record set of French and German large-scale topographic map sheets of the Western Front area both originals and facsimile enlargements made by the 29th Engineers. There are also maps providing an over-all view of certain military elements such as supply railroads, camps, and training areas; and combinations of

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large-scale topographic maps of certain areas on the Italian and Balkan as well as the Western Fronts. A "Map Showing Enemy Order of Battle" and a "Combined Order of Battle Map," both dated November 11, 1918, show, by means of attached labels, the position and organization of troops in the field at the signing of the Armistice.

Records of medical organizations. 1912-22. 2,600 feet.

These records of medical organizations demobilized at the end of the World War I period include not only those of various units of the American Expeditionary Forces but also records of hospitals in the United States, the Philippine Islands, Hawaii, Alaska, Canada, the Canal Zone, and Tientsin, China. Records of the United States Ambulance Service and of the Office of the Chief Surgeon of the American Expeditionary Forces are among these records. They include correspondence, historical records, orders, memoranda, sick and wounded reports, reports of neurological and psychiatric examinations, monthly reports of certificates of disability discharges, some daily reports of changes, and a few returns.

Administrative files of *Stars and Stripes*. 1917-19. 20 feet.

Stars and Stripes was the semiofficial newspaper of the American Expeditionary Forces in France. Its staff included many prominent journalists, and the newspaper itself reflected many aspects of Army life in France not otherwise recorded. The administrative records include editorial and financial papers and papers of the War Orphans Fund. They constitute an essential source for any serious study of the newspaper.

Records of the American Section, Supreme War Council. 1917-19. 22 feet.

The Supreme War Council was created at the Conference of Rapallo on November 7, 1917, by representatives of Great Britain, Italy, and France. The United States indicated its adherence 10 days later. Membership consisted of a member of the government of each of the signatory powers and a permanent military representative of each. The Council met at least once a month and prepared recommendations for the decisions of the governments, kept itself informed of their execution, and reported thereon to the respective governments. These records consist of correspondence and reports of the American Section of the Council; minutes of meetings of and copies of resolutions adopted by the Council; and a "historical file" containing the final report of the American Military representative and reports and other materials on subjects of interest to the Council.

Records of the American Section, Military Board of Allied Supply. 1918-25. 15 feet.

The Military Board of Allied Supply was established as a result of a conference of representatives of France, Great Britain, the United States, and Italy held in Paris on May 8, 1918, at which it was agreed that there should be a coordination of Allied supply activities. The Board handled policies of supply whenever there was an existing or prospective shortage of any type of supply in any of the Allied armies. The unanimous decisions of the Board regarding the allotment of material and supplies had the force of orders and were carried out by the respective supply agencies. These records consist of

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correspondence of the American Section concerning organizations and operations; correspondence concerning personnel; general correspondence of the American Section, including postwar correspondence on the work of the Board; minutes of meetings; studies made by the Board; materials on the organization of supply systems in foreign armies; and maps.

121. Records of the Public Buildings Administration

Until 1853 the construction and repair of Federal buildings was under the supervision of the executive departments and of special commissions and officers, many of them appointed by the Secretary of the Treasury, who from time to time was charged with these functions by specific provisions of law. Among the special officers was a Federal Architect, appointed by the President in 1836 to supervise the construction of the Treasury Building. In 1853 a Construction Branch was created within the Treasury Department to handle matters pertaining to the construction of Federal buildings under the control of the Department. This Branch later came to be known as the Office of the Supervising Architect and assumed the function of maintaining Federal buildings outside the District of Columbia. Varying degrees of responsibility for the construction, maintenance, operation, and protection of Government buildings in the District of Columbia were exercised by a series of offices beginning with the Commissioners of the District of Columbia in 1791 and including the Office of Public Buildings and Grounds under the Chief of Engineers, War Department (1867-1925), and the Office of Public Buildings and Public Parks of the National Capital (1925-33). Most of the records of these agencies are in Record Group 42, Records of the Office of Public Buildings and Public Parks of the National Capital.

The maintenance and operation of public buildings in the District of Columbia became a function of the newly created Branch of Buildings Management of the National Park Service in 1933, and in the same year the Office of Supervising Architect was transferred by Executive order to the Public Buildings Branch of the Procurement Division, Department of the Treasury. These two agencies were consolidated on July 1, 1939, to form the Public Buildings Administration of the Federal Works Agency. This record group includes the records of the Office of the Supervising Architect and its predecessors, and records of the Public Buildings Branch, the Branch of Buildings Management, the Public Buildings Administration, and related committees and boards.

See Treasury Department, *A History of Public Buildings Under the Control of the Treasury Department [Exclusive of Marine Hospitals and Quarantine Stations]* (Washington, 1901), and Darrell H. Smith, *The Office of the Supervising Architect of the Treasury* (Baltimore, 1923).

General files of the Supervising Architect and the Public Buildings Branch. 1837-1939. 3,700 feet.

These records comprise many series covering different periods and they are arranged according to various filing systems. They contain copies of

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letters that originated with or were signed by the Secretary of the Treasury, the Assistant Secretary, the Chief Executive Officer of the Department of the Treasury, the Superintendent of Treasury Extension, and the Supervising Architect and his administrative and technical associates and subordinates. The incoming materials were received from construction superintendents and engineers, building custodians, occupants of buildings, inspectors, supply and construction firms, and other sources. The records pertain to building legislation, the selection of sites, the preparation of designs and plans and their duplication and distribution, the preparation of specifications and estimates, advertising proposals, the awarding of contracts, the posting of bonds, the inspection of construction work, the supplying of equipment and furniture, and building custody, repair, and service. Most of the records pertain to specific buildings and are arranged by cities and thereunder by buildings. There are, however, general records relating to internal administration and to general problems. While many of these records relate only to the details of property administration, they contain significant materials for the study of politics, labor conditions, local history, and biography, as well as of architecture and engineering.

Drawings and photographs. 1885-1945. 250 cubic feet.

Most of these records relate to post offices, Federal court houses, and customhouses throughout the country that were sold, traded, or demolished prior to December 31, 1943. Some pertain to Federal Government buildings at expositions, 1891-1940 (30 cubic feet). The records consist of sketches or original drawings submitted by architects for administrative approval; specifications approved by contractors; progress photographs submitted at intervals to show the course of construction; and tracings and blueprints upon which construction work was based. In addition to the above, there are a few separately filed progress photographs for hospitals and homes subsequently acquired by the Veterans' Administration, 1922-29 (2 cubic feet). Preliminary checklists of these records have been compiled.

War-claims records. 1919-26. 160 feet.

An act approved August 25, 1919, and subsequently amended, directed the Secretary of the Treasury to reimburse public-buildings contractors who had incurred losses as a result of the execution of pre-World War I contracts under wartime price and priority conditions. These records are largely case files made up of correspondence, formal statements, purchase orders, pay rolls, ledgers, and other materials submitted by claimants or created in the course of adjusting the claims.

See Committee on Expenditures in the Post Office Department, House, *Reimbursement of Contractors and Subcontractors for Post Offices, Etc.* (Washington, 1921).

Records of the Board of Consultants on Hospitalization. 1921-23. 16 feet.

This Board, often called the White Committee after its chairman, William C. White, was appointed by the Secretary of the Treasury to advise him on the location and expansion of hospital facilities for veterans of World War I. The records consist of correspondence, reports, reference materials, and photographs relating to existing hospital facilities, the need for additional

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facilities, the ideas of various groups interested in hospitalization, and the Board's recommendations with regard to hospitalization in general and to particular projects.

See *Report of the Consultants on Hospitalization* (Washington, 1923).

Records of the Advisory Committee on the National Archives Building. 1929-41. 17 feet.

This Committee, also known as the Provisional Committee for a National Archives, was appointed by the President on July 7, 1930, to advise and assist the Supervising Architect in determining the size and character of the proposed archives building. The records, most of which were assembled by Louis A. Simon in his capacity as chairman of the Committee and member of the staff of the Supervising Architect, include correspondence, minutes, and plans of the Committee; preliminary sketches; drawings, photographs, and reference materials relating to archives depositories in Europe; and survey sheets of the Subcommittee on Documents (13 vols.), resulting from an attempt to determine the quantity of archival material in the custody of United States Government agencies.

Records relating to art projects. 1933-39. 175 feet.

A Public Works of Art Project was set up in the Public Buildings Branch of the Procurement Division of the Treasury Department on December 8, 1933, as an emergency relief activity to aid qualified artists who were in need of employment. This project was terminated at the end of the fiscal year 1934. Under the supervision of the Section of Painting and Sculpture (later the Section of Fine Arts), however, a Treasury Relief Art Project was organized to aid artists on relief rolls by giving them employment in creating murals and sculptures for Federal buildings. The records of the Public Works of Art Project include the correspondence of Washington and regional offices; art jury reports; reviews of artists' applications; press releases and newspaper clippings; and financial and personnel records. The records of the Treasury Relief Art Project, consisting of files of both the Washington and New York offices, include correspondence of the directors of the project, 1935-39; correspondence with artists; reports; and financial and personnel records. The records of the Section of Fine Arts and its predecessor consist of general correspondence, materials pertaining to art competitions, and correspondence relating to the proposed Smithsonian gallery of art.

Other records. 1850-1934. 200 feet.

These records, chiefly accounting materials, include site registers, 1880-1905 (4 feet); construction ledger accounts, 1850-1933 (25 feet); annual ledger appropriation accounts, 1855-1900 (80 feet); and accounts of disbursing agents, 1855-1900 (4 feet).

122. Records of the Federal Trade Commission

The Federal Trade Commission, an independent agency created by an act of Congress approved September 26, 1914, was preceded by the Bureau of

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Corporations of the Department of Commerce. This Bureau had been established as a part of the Department of Commerce and Labor on February 14, 1903, to investigate and publish reports on the operations of interstate corporations except common carriers. When separate Departments of Commerce and Labor were established in 1913, the Bureau of Corporations remained in the Department of Commerce. Under the terms of the 1914 act the Federal Trade Commission took over the Bureau's records and personnel and continued its investigations and proceedings. Its original power to prevent unfair methods of competition was enlarged and clarified by a series of measures dating from the Clayton Act of 1914 to the Wool Products Labeling Act of 1939. By these acts the Commission is authorized to prevent unfair methods of competition and undue restraint of trade in interstate commerce; to compile factual data concerning the country's industries as a basis for remedial legislation and for the guidance and protection of the public; to prohibit the dissemination of false advertisements of food, drugs, curative devices, and cosmetics with the view of safeguarding life and health; and to promote the adoption of trade-practice rules that improve business ethics.

Records of the Bureau of Corporations. 1903-16. 400 feet.

These consist of correspondence, reports, interviews, memoranda, and printed materials accumulated in connection with the Bureau's investigations of the organization, conduct, and management of corporations, other than common carriers, engaged in interstate commerce. The most conspicuous of these investigations were concerned with the petroleum and tobacco industries and the International Harvester Co. Although the Bureau ceased to function as such with the advent of the Federal Trade Commission, investigations in progress at that time were continued and the records of these investigations were added to its files.

Records of the Economic Division. 1915-38. 2,700 feet.

The records of the Economic Division (subsequently the Accounts, Statistics, and Economic Investigation Division) are composed of the files for some one hundred general inquiries undertaken by the Federal Trade Commission at the request of Congress, the President, or departmental heads or on the Commission's own initiative. Papers relating to the inquiries include agents' reports, statistical compilations, tabular statements, questionnaires, financial statements, administrative correspondence, exhibit material (including transcripts of hearings and printed matter incident to investigations), and inquiry reports. Records of inquiries on national wealth and income, power and gas utilities, agricultural income, farm machinery, and the motor-vehicle industry constitute the most extensive inquiry files.

See the descriptive list of the general inquiries, 1915-39, in which are included the titles of published reports issued in connection with them, in *Federal Trade Commission, Annual Report, 1939*, p. 203-224.

Records of the Docket Section. 1915-36. 1,015 feet.

These consist chiefly of case files containing correspondence, exhibits, and field and office reports connected with the issuance of complaints of unfair interstate trade methods and practices. These files comprise the auxiliary

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papers of the dockets of complaints maintained by the Docket Section. Files for Dockets No. 1-2999 are complete with the exception of those for Nos. 940, 2255, 2888, 2973, and 2974, which pertain to still-pending complaints. Files of materials relating to preliminary inquiries and applications for the issuance of complaints are available for the period 1915-32, together with the general administrative records of the Docket Section for the same period.

Records of the Special Board of Investigation. 1935-38. 80 feet.

The Special Board of Investigation was created by the Federal Trade Commission in 1929 to conduct investigations involving charges of the use of false and misleading advertising in newspapers and periodicals. In 1934 the Board undertook to review radio advertising. It became the Radio and Periodical Division of the Interstate Commerce Commission in 1938. The records of the Board in the National Archives consist of a selected sample of radio continuities passed upon by the Board and radio continuities and published advertisements marked by investigators for further investigation but filed without action by the Board.

123. Records of the United States Court of Claims

The United States Court of Claims was established by an act of Congress of February 24, 1855, to hear and determine claims against the United States founded upon any law of Congress, upon any regulation of an executive department, or upon any contract with the Government, express or implied, including all claims referred to the court by Congress. Under this act the court was only a fact-finding agency, and its conclusions were submitted to Congress for approval and the granting of awards. In 1863, however, Congress enlarged its jurisdiction and gave it authority to render judgments against the Government, with the right of appeal to the Supreme Court. An act of 1925 abolished appeals from the Court of Claims to the Supreme Court and substituted writs of certiorari. Claims cases, arising under legislation that confers either temporary or permanent jurisdiction, are divided into several classes, each of which is explained below.

The records in a case, whatever the class, consist usually of petitions or references, motions and pleadings and replies thereto, briefs, affidavits, depositions, testimony, papers in evidence, and the findings or opinion of the court. Although these records are officially dated only from the creation of the court in 1855 and the inclusive dates given are those of the institution of proceedings in the court, many of the documents submitted in support of claims are of a much earlier date. Similar records, sometimes duplicating those of the Court of Claims, are in Record Group 205, Records of the Court of Claims Section (Justice).

Records of general-jurisdiction cases. 1855-1931. 2,051 feet.

General-jurisdiction cases arise out of claims brought by the claimants themselves under general, permanent provisions of law conferring jurisdiction upon the court. These cases, comprising a majority of those brought before the court, have their origin in claims on contracts for building ships,

public buildings, dams, dry docks, and the like; claims on contracts for supplies or services furnished the Government; claims arising out of the alleged use and infringement of patents; claims resulting from loss by dis-bursing officers without their negligence; claims involving captured and abandoned property during the Civil War; claims on the Chinese Indemnity fund; and claims for property taken under article 5 of the Constitution. Many of the cases brought before the court have been for claims arising out of war service or property damage resulting from war.

Under the general jurisdiction of the court there have been brought a large number of cases known as class cases. Among such cases are those arising from claims of certain officers of the volunteer services for pay and allowances during the Civil War, claims of officers and men serving in the Spanish-American War for certain extra pay, and claims of Kentucky regiments in that war for pay from the date of their enrollment for service in the Army of the United States.

Records of congressional cases. 1884-1937. 805 feet.

These are claims cases referred to the Court of Claims by either House of Congress under acts of March 3, 1883, and March 3, 1887, commonly known as the Bowman and Tucker Acts, and by authority of section 151 of the Judicial Code of March 3, 1911. Among these records are case files on the numerous types of claims that come before Congress and that are not subject to settlement by the court under its general jurisdiction. Many of the cases relate to claims that arose out of wars in which the United States participated, particularly the Civil War and World War I.

Records of departmental cases. 1883-1940. 22 feet.

Departmental cases, referred to the court by executive agencies of the Government in accordance with the Bowman and Tucker Acts, are the least numerous of those arising under statutes giving permanent jurisdiction to the Court. They consist of general cases, 1883-1940, and naval-bounty cases arising from the Spanish-American War, 1899-1903.

Records of French spoliation cases. 1885-1908. 222 feet.

These claims arose from depredations by French warships and privateers upon American commerce, chiefly in the period 1793-1801. By a convention with France, ratified on July 1, 1801, the United States agreed to abandon all efforts to collect from France the claims of United States citizens, amounting to about \$20,000,000. The spoliation victims, however, then asserted that this country was obliged to pay them, and finally, in 1885, the Court of Claims was given jurisdiction to investigate and ascertain the validity and amount of such claims and was required to report its conclusions of fact and law in each case to Congress for its action. The records, covering the 5,574 claims that were filed, consist principally of formal legal documents filed with or issued by the court, including petitions, subsequent pleadings, and judicial orders and opinions; and evidentiary materials assembled in the United States and abroad, pertaining chiefly to ships and their cargoes and including bills of lading, manifests, invoices, marine-insurance policies, masters' protests, records of condemnation proceedings, testimony, depositions, insurance-

policy registers, letter books, and account books. Much of the documentary evidence was contemporaneous with the spoliations. Marine documents assembled for use in these cases are in Record Group 36, Records of the Bureau of Customs.

See Buford Rowland and G. B. Snedeker, "The United States Court of Claims and French Spoliation Records," in Business Historical Society, *Bulletin*, 18: 20-27 (Apr. 1944).

Records of Indian-depredations cases. 1891-94, 1915-18. 355 feet.

An act of March 3, 1891, gave the Court jurisdiction over claims made for "property of citizens of the United States taken or destroyed by Indians . . . in amity with the United States, without just cause or provocation on the part of the owner or agent in charge and not returned or paid for." The Indian-depredation jurisdiction of the Court was terminated in 1920 when it decided the last of the claims cases. The types of materials are similar to those resulting from general-jurisdiction cases. Many of the documents submitted as evidence, antedating the date of filing, reflect various aspects of frontier life, 1812-91. There are related records among the correspondence files in Record Group 75, Records of the Office of Indian Affairs.

Records of District of Columbia cases. 1880-87. 36 feet.

Records of these cases, which were instituted under an act of June 16, 1880, are largely concerned with claims founded upon contracts entered into by various officials and governing agencies of the District during the 1870's.

124. Records of the Surplus Marketing Administration

The Federal Surplus Relief Corporation was organized on October 4, 1933, under authority of the National Industrial Recovery Act, and operated nominally as an independent agency but actually under the Federal Emergency Relief Administration until 1935. At that time its title was changed to Federal Surplus Commodities Corporation and it was transferred to the Department of Agriculture. The chief function of the Corporation was to divert from the open market to destitute families surplus agricultural commodities that were depressing the prices of farm products. The Corporation obtained commodities by direct purchase from producers and marketing organizations, by donation from the Agricultural Adjustment Administration, and by donation from State Emergency Relief Administrations. It processed, transported, stored, and otherwise cared for the commodities and turned them over to State relief agencies for distribution to undernourished persons.

Under the Agricultural Adjustment Act of 1933 and an act of August 24, 1935, the Agricultural Adjustment Administration was given funds and authority to remove burdensome surpluses of agricultural commodities from ordinary market channels and to encourage and stimulate domestic and foreign consumption of these commodities. The work of the Purchase Section, established to administer this function, was in 1935 coordinated

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with the work of the Procurement Division of the Federal Surplus Commodities Corporation and both offices were subsequently staffed by the same personnel. The Corporation operated at all times in close cooperation with the AAA, and after about 1935 its basic programs were formulated by the Division of Marketing and Marketing Agreements of the AAA. On July 1, 1940, this Division was combined with the Federal Surplus Commodities Corporation to form the Surplus Marketing Administration. The removal of surpluses continued to be the chief function of the new agency, though its operations were changed greatly by the inauguration in 1939 of the Food Stamp Plan for the use of normal trade channels in domestic distribution to the needy and by the assumption of new duties in connection with Lend-Lease shipments abroad in 1941-42. In February 1942 the Surplus Marketing Administration was merged with other agencies to form the Agricultural Marketing Administration.

This record group includes various records created by the Federal Surplus Relief Corporation, the Agricultural Adjustment Administration, the Federal Surplus Commodities Corporation, and the Surplus Marketing Administration, and a few records created by successors of the last-named agency in continuing surplus-marketing activities. Separate administrative records relating to marketing agreements and many of the records created and retained in the various commodity divisions or branches of the Surplus Marketing Administration and its predecessors are in Record Group 136, Records of the Office of Marketing Services.

Records of the Federal Surplus Relief Corporation. 1933-35. 600 feet.

Some of the records of this Corporation were removed from the files and incorporated into the records of the Federal Surplus Commodities Corporation. There are records, however, that remained as separate units identifiable as records of the earlier corporation. They include office files of the Assistant to the President of the Corporation, the Executive Officer, and the Director of Procurement. A large part of the records (538 feet) relate to the administration of the Corporation's part in the emergency cattle-buying program in drought areas, 1934-35. They include formal property-control records and correspondence with other Government agencies, State agencies, railroads, and slaughterers. There are field records as well as headquarters records.

Records of the Commodities Purchase Section of the Agricultural Adjustment Administration, 1933-38. 75 feet.

These include records of the Section's predecessor, the Special Commodities Section, and consist of correspondence with other Government agencies and with Congressmen; commodity files relating to schedules, purchases, and deliveries; administrative files; records relating to drought relief and to cooperation with the Federal Livestock Feed Agency; and records of the Statistical and Historical Unit.

Administrative correspondence of the Surplus Marketing Administration. 1940-42. 260 feet.

These records relate to all phases of the work of the Administration but are largely concerned with the over-all management of the large and far-

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flung organization. They contain information on such matters as administrative organization, budget, personnel, public relations, transportation, marketing regulations, marketing legislation, and the arrangement of conferences.

Procurement-program records. 1933-43. 250 feet.

These constitute the principal files on the procurement operations of the various agencies engaged in the removal of agricultural surpluses for the period covered. Included are memoranda, manuals, and other documents concerning organization and procedure; general correspondence with agents, sellers, and cooperators; formal documentation of commercial transactions; and program docket files. Most of the records are arranged either by commodities or by purchase programs. Occasionally the records extend into late 1942 or early 1943, when the supervising agencies were the Agricultural Marketing Administration and the Food Distribution Administration.

Food Stamp Plan records. 1939-43. 300 feet.

The Food Stamp Plan, launched experimentally in Rochester, N. Y., early in 1939 and expanded to cover most cities in the United States before its termination in 1943, was a means of dealing with the problem of farm surpluses by use of established trade channels. The system provided recipients of relief with stamps to be exchanged at grocery stores for commodities designated by the Secretary of Agriculture as surplus. It was administered successively by various units of the Federal Surplus Commodities Corporation, the Surplus Marketing Administration, the Agricultural Marketing Administration, and the Food Distribution Administration, but the records constitute a distinct unit. For a time a Cotton Stamp Plan of similar nature was in operation in a few cities, and the headquarters records relating to this are also present. The records are composed chiefly of correspondence, instructions, and reports. They relate to organization, procedure, and administration; to the determination of what commodities were to be used; to the selection of cities where the plan was to be used; to cooperation with local and State welfare agencies and with grocers, warehousemen, and other agents in effecting distribution; and to the operation of the plan in particular areas. Samples of all stamps issued are present.

Other records. 1933-42. 50 feet.

The identity of these miscellaneous and sometimes fragmentary series has not been completely determined. Many appear to have originated in the Distribution and Purchase Division and similar divisions, 1937-40, and to be related to the procurement-program records described above. There are, however, letters and narrative reports of regional and State supervisors of "direct distribution," correspondence concerning export programs, and other records relating to distribution. Other records relate to the work of the Division of Marketing and Marketing Agreements. There are also office files of various officials, including those of Milo Perkins, who was President of the Federal Surplus Commodities Corporation, Associate Administrator of the Division of Marketing and Marketing Agreements, and Administrator of the Surplus Marketing Administration.

125. Records of the Office of the Judge Advocate General (Navy)

Before 1865 legal duties of the Navy Department were handled in the Office of the Secretary of the Navy. An official called the Solicitor and Naval Judge-Advocate General was appointed in 1865, but this official, together with solicitors of other Government agencies, was transferred to the Department of Justice in 1870. The Office of the Judge Advocate General was created by an act of Congress of June 8, 1880. In 1900 the Office of the Solicitor was created within this Office, and from 1908 to 1921 it handled legal questions relating to civil affairs independently of the Office of the Judge Advocate General, which was concerned with those dealing with military affairs. In 1921 the two offices were consolidated, and the Judge Advocate General was made responsible for all legal functions of the Department. The Office of the Judge Advocate General reviews, reports on, and records the proceedings of courts martial, courts of inquiry, and boards of investigation and inquest; examines and drafts proposed legislation; renders opinions on legal matters; and reviews and takes necessary action on cases dealing with international or admiralty law.

The general correspondence of this Office from 1908 to 1942 was interfiled with that of the Office of the Secretary of the Navy and for the period before 1940 it is in the National Archives. It is included in Record Group 80, General Records of the Department of the Navy. Many other records of the Office are in Record Group 45, Naval Records Collection of the Office of Naval Records and Library. A preliminary checklist of most of the records described below is available in processed form.

See Henry P. Beers, "Historical Sketch of the Office of the Judge Advocate General, Navy Department," Naval Institute, *Proceedings*, 67: 670-674 (May 1941).

General correspondence. 1865-66, 1879-1911. 602 feet.

The separately filed outgoing correspondence includes copies of letters sent by the Solicitor and Naval Judge-Advocate General, 1865-66 (1 vol.), and by the Judge Advocate General, 1879-83 (1 vol.); copies of letters sent relating to discipline, contracts, and law, 1879-1911 (48 vols.); copies of confidential letters sent to officers, enlisted men, and Congressmen, 1894-1904 (1 vol.), chiefly on discipline; and letters sent by the Solicitor, 1908-11 (5 vols.). The incoming correspondence, 1879-83 (14 feet), consists of a single series and concerns all matters under the cognizance of the Judge Advocate General.

Records relating to naval personnel. 1841-1943. 2,543 feet.

These records concern the trial and punishment of officers and enlisted men of the Navy and the Marine Corps and the promotion and retirement of Naval and Marine officers. The records of courts martial and boards of inquiry frequently contain valuable information concerning the history of the Navy. The material falls into the following groups:

RECORDS OF PROCEEDINGS OF GENERAL COURTS MARTIAL, 1866-1942 (903 feet). These are case files arranged numerically. A complete dossier

contains the precept appointing the court, charges and specifications of charges, the plea of the defendant, testimony, exhibits, the finding of the court, the sentence (if the defendant was found guilty), and the endorsements of the Judge Advocate General (after 1880), the Secretary of the Navy, and the President. Proceedings of general courts martial from 1799 to 1867 are in Record Group 45, Naval Records Collection of the Office of Naval Records and Library.

RECORDS OF PROCEEDINGS OF COURTS OF INQUIRY, BOARDS OF INVESTIGATION, AND BOARDS OF INQUEST, 1866-1942 (468 feet). These form a single series arranged numerically by case. A complete dossier generally contains the same classes of items as are included in the record of the proceedings of a general court martial, with the exception of a sentence.

RECORDS OF PROCEEDINGS OF EXAMINING AND RETIRING BOARDS, 1861-1941 (868 feet). Included are records of proceedings of naval and marine retiring boards, 1861-1909 (54 vols.); of marine retiring boards, 1861-71 (2 vols.); of naval and marine examining boards, 1861-1903 (55 feet); and of naval and marine examining and retiring boards, 1890-1941 (791 feet).

OTHER PERSONNEL RECORDS, 1855-1911 (304 feet). Among these are fragmentary records of summary courts martial and deck courts, 1855-1930 (150 feet); personnel reports from commanding officers, 1860-95 (10 feet), consisting of reports on the conduct and punishment of enlisted men and lists of prisoners; lists of officers detailed to or detached from service on boards and courts, 1876-95 (6 vols.); copies of letters sent relating to courts martial, 1898-1911 (302 vols.); and correspondence relating to the appointment and dissolution of boards and courts, 1903-11 (6 feet).

Records relating to patents and inventions. 1915-42. 459 feet.

Prior to World War I the Navy Department was occasionally involved in patent litigation, but apparently no separate bodies of records relating to patents were formed. During the war large numbers of inventions were submitted to the Department, and correspondence concerning them was at first handled by the Naval Consulting Board, but in 1918 this work was assigned to the Office of the Secretary of the Navy, where it was handled by a special officer. Questions of patents and related legal matters were under the cognizance of the Office of the Solicitor until 1921, when they were returned to the Office of the Judge Advocate General. These records include a large series of correspondence and descriptive materials concerning inventions, 1915-34 (332 feet), begun by the Naval Consulting Board; records relating to German claims of infringement of patents, 1918-31 (13 feet); records resulting from work under the Settlement of War Claims Act of 1938; and patent case files, 1918-42 (84 feet). Much of the material deals with inventions of naval personnel and civilian employees of the Department. A few items dated as early as 1907 are included.

Miscellaneous legal records. 1869-1943. 285 feet.

These relate to legal questions affecting naval contracts, naval real estate, and claims against the Navy Department. From 1908 to 1921 all such matters were handled by the Office of the Solicitor, and a large part of these

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records, most of which consist of fragmentary series, originated as records of that Office. Included are correspondence and other materials concerning legal questions affecting naval vessels, 1887-1906 (175 feet); records relating to the commandeering and release of private vessels for use by the Navy, 1917-19 (27 feet); and records pertaining to naval real estate, 1914-43 (18 feet).

Segregated records of boards, courts, and other special units. 1896-1938. 122 feet.

Although the records of boards, courts, and other special units under the cognizance of the Judge Advocate General were generally filed with records of other such units in various series described above, some of them were maintained as separate bodies. Among these are records of a few examining boards, courts of inquiry, and other units going back to 1896, in addition to the following: Records of the Naval Disciplinary Barracks at Port Royal, S. C., 1911-15 (16 feet); records of the Naval Disciplinary Barracks at Puget Sound, 1912-15 (3 feet); records of the Board on Valuation of Commandeered Property, 1918-22 (49 feet); records of the Legal Section, Force Commander's Office, United States Naval Forces Operating in European Waters, 1917-22 (6 feet), established to handle all matters involving admiralty or other civil law, including claims for damages resulting from the presence or operation of United States naval forces in European countries or waters; records of the Paris Naval Board on Claims, 1918-22 (7 feet); records of the London Board on Claims, 1918-22 (11 feet); records of the Cancellation Board, 1923-24 (3 feet), appointed in 1923 to examine claims resulting from the cancellation of naval contracts; and records of the Naval War Claims Board, 1925-38 (24 feet), established in 1925 to consider claims of contractors for losses on World War I naval contracts.

Other records. 1856-1911. 5 feet.

Among these are records relating to legal opinions and decisions, which include letters from Attorneys General, 1856-1903 (4 vols.), copies of opinions of the Judge Advocate General, 1874-84 (1 vol.), a register of decisions of the Judge Advocate General, 1882-86 (1 vol.), and copies of opinions of the Solicitor of the Navy, 1910-11 (1 vol.).

126. Records of the Division of Territories and Island Possessions

The Division of Territories and Island Possessions was established in the Department of the Interior by an Executive order of May 29, 1934, which provided for the transfer to it of all functions relating to Puerto Rico previously vested in the Bureau of Insular Affairs of the War Department. To the Division were also transferred the supervision of the civil governments of Alaska, Hawaii, and the Virgin Islands and other related activities that were already the responsibility of the Department; and in 1939 it received the

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remaining functions of the Bureau of Insular Affairs, the chief of which concerned the supervision of the affairs of the Philippine Islands.

See Earl S. Pomeroy, "The American Colonial Office," in *Mississippi Valley Historical Review*, 30: 521-532 (Mar. 1944).

Territorial files of the Office of the Secretary of the Interior. 1907-34. 135 feet.

Prior to 1873 it was a function of the Secretary of State to serve as the channel through which officers of the Territorial governments communicated with the Government in Washington and to act in a supervisory capacity over those officers (see Record Group 59). By an act of March 1, 1873, these powers and duties were transferred to the Secretary of the Interior, who exercised them through his immediate office until the newly established Division of Territories and Island Possessions was made responsible for them. These records are the letters, reports, fiscal records, reference materials, and the like that made up those portions of the Secretary's classified files, 1907-34, that related to the Territories. They were transferred to the Division of Territories and Island Possessions shortly after that Division was established, and they were received from that Division by the National Archives. A preliminary checklist of these records is available in processed form. Similar records for the period prior to 1907 are in Record Group 48, General Records of the Department of the Interior.

The contents of the various series, one for each Territory and one for the Alaska Railroad, vary with the scope and duration of the authority exercised by the Secretary. Accordingly, the records concerning Alaska (42 feet) and Hawaii (29 feet) are much more extensive than those that relate to other Territories, and they pertain to almost all phases of the economic, social, and political life of the two Territories. Materials on Alaska are filed, for example, under such headings as conditions and needs of the natives, construction of railroads, reports, care of insane, town sites, Territorial reorganization, industrial and political conditions, game, salmon fisheries, reservations, roads and trails, and development of resources. Suggestive subject headings for Hawaii include international congresses, harbor conditions, immigration, legislation, reclamation, amendment of the Organic Act, labor conditions, commercial aviation, and Capt. James Cook and the Cook Sesqui-centennial. Smaller files relate to Arizona, 1907-12 (2 feet); New Mexico, 1907-12 (4 feet); Oklahoma, 1907-8 (1 foot); the District of Columbia, 1907-32 (2 feet); Guam, 1907-9 (2 feet); Puerto Rico, 1907-9 (2 feet); Samoa, 1903-37 (1 foot); the Virgin Islands, 1931-34 (6 feet); and the Philippine Islands (2 inches).

By an act of March 12, 1914, Congress authorized the President to locate, construct, and operate a railroad in Alaska. The road was constructed by the Alaska Engineering Commission, which was under the supervision and control of the Secretary of the Interior. Upon completion of the road in 1923, the designation "Alaska Engineering Commission" was dropped and the operating agency became known as the Alaska Railroad. The files relating

to this railroad, 1914-34 (44 feet), are concerned with construction, land administration, industrial development, operation and maintenance, mechanical equipment, traffic, personnel, accounting, and other matters of administration.

General files of the Bureau of Insular Affairs. 1898-1939. 843 feet.

A Division of Customs and Insular Affairs was created in the Office of the Secretary of War on December 13, 1898, to handle matters relating to the customs of Cuba, Puerto Rico, and the Philippine Islands as well as other civil affairs as distinguished from purely military matters. This unit became the Division of Insular Affairs in 1900, and, by act of July 1, 1902, it was designated the Bureau of Insular Affairs. The Bureau was most continuously and most actively concerned with the administration of the Philippine Islands, but it also supervised civil affairs in Puerto Rico, 1898-1900 and 1909-34, and directed the Military Government of Cuba, 1899-1902, the Provisional Government of Cuba, 1906-9, and the Dominican Customs Receivership, 1905-39 (see Record Groups 140, 199, and 139, respectively).

The principal records of the Bureau, which were transferred with related functions to the Division of Territories and Island Possessions, consist of large general files, which contain administrative and informational material relating to all the Bureau's activities, 1898-1939. The records reflect the activities, policies, organization, and development of the various governments with which the Bureau was concerned, both military and civil. They include materials relating to the executive departments of the island governments, their legislatures, their courts, and their legal systems. Economic and fiscal subjects on which there is information include advertising, agriculture and agricultural products, banks and banking, bonds, budgets, customs duties and administration, communications, industries and trade, homesteads and housing, insurance, irrigation, labor and labor problems, navigation, public lands, roads and railroads, shipping, tariffs, and taxes. There are also files relating to such subjects as censuses, citizenship, crime and criminals, education, health and sanitation, marriage and divorce, newspapers, and religion. Three *Special Lists* of records of the Bureau of Insular Affairs relating to the Philippine Islands, Puerto Rico, and the Military and Provisional Governments of Cuba have been published by the National Archives.

Records relating to the Dominican Customs Receivership. 1905-35. 16 feet.

These records, which were maintained by the Bureau of Insular Affairs, besides constituting an almost complete record of the Receivership itself, are a source of information on the Military Government of Santo Domingo and on the political, economic, and social life of the country. A *List of Records of the Bureau of Insular Affairs Relating to the Dominican Customs Receivership*, published by the National Archives, covers these records as well as those in the general files (above) that relate to the Receivership. Most of the records of the Receivership itself were turned over to the Dominican Government, but a few comprise Record Group 139 in the National Archives.

Other records of the Bureau of Insular Affairs. 1899-1937. 414 feet.

These include a series that relates exclusively to the collection of customs in island possessions, 1899-1935 (48 feet); copies of letters sent by the Bureau, 1901-12 (42 feet); cablegrams and abstracts of cablegrams, 1915-34 (26 feet); personnel records of teachers and others from the United States employed by the Philippine and Puerto Rican Governments, 1900-1933 (120 feet); copies of Congressional acts and Executive orders pertaining to Territories and possessions of the United States, with related papers (15 feet); record copies of acts, resolutions, and Executive orders of the Government of the Philippine Islands, 1900-1935 (65 feet); manuscripts of studies and reports (15 feet); clippings and newspaper abstracts, chiefly 1929-35 (8 feet); scrapbooks (5 feet); records of the Statistical Branch relating to the occupation of Cuba, 1901-2 (30 feet); records of or pertaining to the Philippine Exposition Board, 1904-5 (8 feet), and the Manila Railroad Co. (8 feet); and a collection of maps, chiefly of the Philippine Islands and of Puerto Rico (4 cubic feet).

Records of the Puerto Rican Hurricane Relief Loan Section. 1929-37. 7 feet.

These records of an administrative unit of the Division of Territories and Island Possessions, relating to the making of emergency grants and loans, include records of the predecessor of the Section, the Puerto Rican Hurricane Relief Commission.

Records relating to the Matanuska Colonization Project. 1935-39. 18 feet.

Early in 1935 the Federal Emergency Relief Administration, working through the Alaska Rural Rehabilitation Corporation and in cooperation with the Department of the Interior and the Territory of Alaska, organized a project to resettle destitute families of the Middle West in the Matanuska Valley of Alaska. With a few exceptions these records consist of correspondence between prospective settlers and job seekers and the Federal Emergency Relief Administration, the Works Progress Administration, and the Division of Territories and Island Possessions.

Records of the United States Antarctic Service. 1939-43. 50 cubic feet.

By an act approved June 30, 1939, funds were provided for a scientific exploration of the Antarctic region. The Service was nominally within the Division of Territories and Island Possessions, which acted as disbursing agent and provided certain administrative services. The development of policy and the formal supervision of the Antarctic Expedition were the responsibility, however, of an executive committee composed of representatives of the State, Treasury, Navy, and Interior Departments. The commanding officer was Rear Adm. Richard E. Byrd. The records consist of administrative correspondence; reports, field logs, and notes; manuscript maps; photographs, including aerial-survey negatives and prints; and 108 reels of motion-picture film.

Photographs. 1920-34. 7 cubic feet.

These are photographs of scenic views in Alaska and of the construction and operation of the Alaska Railroad.

127. Records of the United States Marine Corps

The United States Marine Corps was created by an act of Congress approved July 11, 1798. This act authorized the organization of two battalions of marines and the appointment of staff officers, including an adjutant, a paymaster, and a quartermaster. Around these three officers and the Commandant developed the present four branches of the Marine Corps Headquarters: The Office of the Commandant, the Personnel Department (formerly the Adjutant and Inspector's Office), the Quartermaster's Department, and the Paymaster's Department. The officers and men of the Marine Corps were at first subject to regulations of both the Army and the Navy, but by an act of 1834 they were expressly placed under the laws and regulations governing the Navy except when detached for service with the Army by order of the President. The Commandant is under the direction of the Secretary of the Navy. A preliminary checklist of the records described below is available in processed form.

See Richard S. Collum, *History of the United States Marine Corps* (Philadelphia, 1890), and Clyde H. Metcalf, *A History of the United States Marine Corps* (New York, 1939).

Records of the Commandant's Office. 1798-1943. 1,148 feet.

The outgoing correspondence includes a volume containing copies of letters sent by and accounts of the first Commandant, 1798-99, and copies of letters sent, 1804-1911 (286 vols.). The incoming correspondence includes letters received, 1798-1817 (26 vols.), arranged chronologically; letters received, 1863-1903 (361 feet), in part arranged alphabetically by subject or name of correspondent and in part unarranged; and letters received, 1904-12 (281 feet), arranged by subject according to a numerical filing system. There is in addition a chronological collection of official letters received and sent relating to the history of the Marine Corps, 1818-1915 (15 feet), assembled by the Historical Section of the Corps. These letters are predominantly correspondence of the Commandant, but correspondence of the commanding and other officers of the Washington Marine Barracks is included.

Other records of the Commandant's Office, 1803-1941 (26 feet), include orders received and issued by the Commandant, 1803-86 (1 vol.); orders of the Commandant, 1877-98 (40 vols.); registers of endorsements, 1877-1903 (26 vols.); and reports of punishments at marine barracks, 1895-1902 (5 feet). Also present are records of the Plans and Policies Division, 1915-41 (14 feet), including correspondence and intelligence, operational, and other reports dealing with Marine Corps operations in China, Costa Rica, Cuba, the Dominican Republic, Guatemala, Haiti, Honduras, Mexico, and Nicaragua; sound recordings of radio broadcasts made for recruiting

purposes, 1943 (37 disks); photographs of marine personnel, uniforms, ships, and other subjects, 1905-7 (1 foot); and correspondence relating to Marine Corps detachments at Sitka, 1867-1912, the Philippine Islands 1900-1904, Guantánamo, 1906-9, 1911-13, Panama, 1908-9, 1912-14 Nicaragua, 1912-13, and Veracruz, 1913-14.

Records of the Personnel Department. 1798-1941. 1,221 feet.

These are chiefly records of the Adjutant and Inspector's Office, which was succeeded by the Personnel Department in 1943. The correspondence consists of copies of letters sent, 1819-1911 (80 vols.); letters received 1806-1901 (71 feet); and general correspondence, 1913-38 (259 feet). Other records, pertaining exclusively to personnel, include muster rolls and size rolls, 1798-1915 (200 vols.); individual service records of enlisted men 1798-1895 (353 feet); card records of the service of enlisted men, 1917-11 (93 feet); copies of certificates of service of officers and enlisted men 1837-1911 (15 vols.); and card records of Marine Corps casualties, 1799-1941 (7 feet). Also included are registers of deserters, 1809-1925 (6 vols.); records of enlisted men tried by courts martial, 1897-1906 (2 vols.); and registers of general courts martial, 1919-33 (4 vols.).

Records of the Quartermaster's Department. 1813-1939. 1,053 feet.

These consist solely of correspondence files and include copies of letters sent, 1813-14, 1823-1912 (258 vols.); letters received, 1823-1906 (15 feet); and general correspondence, 1918-39 (402 feet), most of it after 1927.

Records of the Paymaster's Department. 1809-1923. 16 feet.

These consist of letters received, 1809-14 (1 foot); copies of letters sent, 1898-1906 (5 vols.), with gaps; general correspondence, 1913-17 (13 feet); and miscellaneous financial records, 1895-1923 (16 vols.).

Records of marine barracks. 1802-1939. 116 feet.

Shortly after the formation of the Marine Corps, marine detachments were used to guard navy yards. Marine barracks were erected at the yards to house the marines. These records, most of which are fragmentary, deal with routine activities of marine detachments in shore establishments. Marine barracks at the following places are represented: Boston, 1816-1939 (78 feet); Washington, 1802-1912 (11 feet); Philadelphia, 1825-1915 (13 feet); Norfolk, 1831-1911 (12 feet); Portsmouth, 1824-26, 1897-98 (1 foot); and New London, 1910-11 (1 foot). The records include correspondence and orders of commanding officers, muster rolls, and morning reports. Not all types of material are found for each detachment.

Records of expeditionary forces and detachments abroad. 1893-1944. 58 feet.

These records, some of which throw light on American intervention abroad, include records of marine detachments at Guantánamo, Cuba, 1911-14 (1 foot), and in Haiti, 1915-34 (18 feet), including intelligence reports; records of the Marine Corps in Nicaragua, 1928-30 (30 feet); records of the Third Marine Brigade in New Zealand and Samoa, 1942-43 (3 feet); and records of the demobilized First, Third, and Tenth Marine Corps Anti-Aircraft Artillery Battalions, 1943-44 (4 feet).

Maps. 1893-1939. 5 feet.

These were prepared or used by the Marine Corps and relate particularly to areas in China, Central America, Haiti, and the Dominican Republic.

128. Records of Joint Committees of Congress

The joint committees of Congress, prior to the Congressional reorganization of 1946, included three standing committees, each established by law, as follows: The Joint Committee on the Library, provided for in the acts of 1800 and 1802 establishing the Library of Congress; the Joint Committee on Printing, created by joint resolution in 1846, with functions as set forth in the Printing Act of 1895; and the Joint Committee on Internal Revenue Taxation, created by the Revenue Act of 1926 to conduct investigations with regard to tax matters. The last two of these maintained permanent staffs. Most of the records of the Joint Committee on the Library were maintained as records of the separate branches of the committee for the Senate and the House of Representatives. A Joint Committee on Enrolled Bills existed from 1789 to 1876; records of this committee filed with the Senate records are in Record Group 46, Records of the United States Senate. In addition to the standing committees, select joint committees have been created from time to time, usually by concurrent resolution and usually as investigative or fact-finding bodies. Until 1816 such committees did not carry specific names and created few records. Conference committees are set up as needed to bring about agreement on the provisions of specific bills, but such committees produce no records other than reports.

The records created by joint committees have usually upon the conclusion of the committee's work been placed with the records of the branch of Congress of which the chairman was a member; most of those in the National Archives were received as parts of the Senate files, from which, however, they are physically separable. The records prior to 1940 of joint committees of which the chairman was a member of the House of Representatives are filed with the records of that House. Later records are in the custody of existing joint committees.

Records. 1789-1940. 75 feet.

These consist of all known records to 1940 of joint committees of which the chairman was a member of the Senate and a few records of later date, filed under the Congresses indicated. Quantities and inclusive dates for the records of each committee are not at present available. Included are records of the Joint Committee on Printing (Fifty-ninth to Seventy-sixth Congresses); the records of various select committees (First to Twenty-eighth Congresses); and the records of the select committees named below:

Joint Select Committee on the Oration on the Death of Lafayette (23d Congress).
 Joint Committee on the Conduct of the War (38th Congress).
 Joint Select Committee on Retrenchment (39th-41st Congress).

Joint Select Committee to Inquire Into the Condition of the Late Insurrectionary States (42d Congress).
 Joint Select Committee to Inquire Into the Affairs of the District of Columbia (43d Congress).
 Joint Select Committee on Epidemic Diseases (45th Congress).
 Joint Select Committee on American Shipbuilding (47th Congress).
 Joint Select Committee on the Geological Survey (48th Congress).
 Joint Select Committee to Investigate the Work on the Washington Aqueduct (50th Congress).
 Joint Select Committee on the Disposition of Useless Papers in the Post Office Department (53d Congress).
 Joint Select Committee on Additional Accommodations for the Library of Congress (54th Congress).
 Joint Committee on Ford's Theater Disaster (54th Congress).
 Joint Select Committee on the Disposition of Useless Papers in the Executive Departments (58th-76th Congresses).
 Joint Select Committee to Investigate the Interior Department and the Forestry Service (61st Congress).
 Joint Select Committee on the Revision of the Laws of the United States (61st Congress).
 Joint Select Committee on Fiscal Relations Between the District of Columbia and the United States (64th Congress).
 Joint Committee to Investigate Dirigible Disasters (73d Congress).
 Joint Select Committee on Investigation of the Tennessee Valley Authority (76th Congress).

129. Records of the Bureau of Prisons

On October 1, 1907, the Attorney General placed all Federal prison matters, over which he had had jurisdiction from as early as 1870, under a Superintendent of Prisons and Prisoners, whose title by 1910 became Superintendent of Prisons. The Bureau of Prisons was created in the Department of Justice by an act of May 14, 1930, and to it were transferred the functions and records of the Superintendent of Prisons. The Bureau was made responsible for the administration of Federal penal and correctional institutions and for Federal prisoners in non-Federal institutions. By another act of 1930 there was created a central Board of Parole, the members of which were to be appointed by the Attorney General, with authority in parole matters over all Federal prisoners. This Board succeeded the separate parole boards for each Federal prison that had been established by the Parole Act of 1910. Administrative matters arising under the parole laws are supervised by the Director of the Bureau of Prisons. This record group does not include the records created by predecessors of the Bureau prior to 1907 and some records of later date that were filed in the Justice Department's central files; these are in Record Group 60, General Records of the Department of Justice.

General records. 1914-41. 590 feet.

Most of these records, 1914-37 (493 feet), are filed under seven major headings, the first five of which are applicable to individual penal and correctional institutions and the last two to general matters. These headings are: Maintenance and supplies, construction, administration, complaints, miscellaneous, matters applying alike to all penitentiaries, and general prison matters. These files, containing records pertaining to the principal administrative aspects of the Bureau's work, are the most significant part of the Bureau's records; but there are several separate series, generally small, of some importance. One of these, 1930-37 (11 feet), consists of correspondence and other records relating to the general administration of the Bureau; another is made up of budget-estimate papers, 1933-41 (12 feet); and a third consists of personnel applications and related papers, 1930-40 (10 feet). Jail-authorization files, 1914-38 (44 feet), consist of correspondence, copies of Departmental authorizations, and other papers relative to expenses of United States marshals for Federal prisoners in Territorial and non-Federal institutions. Library correspondence and related papers, 1929-36 (7 feet), pertain to the establishment and administration of libraries in Federal penal and correctional institutions. There are sound recordings of three programs of the National Parole Conference, 1939. Present also are papers prepared or accumulated by the Bureau of Prisons in the course of its participation in the work of the Attorney General's Survey of Release Procedures, 1935-38 (13 feet).

Records relating to individual prisoners. 1910-43. 3,477 feet.

With the exception of the jail-record cards, noted below, these records are individual case files on the parole or conditional release of Federal prisoners in Federal and non-Federal penal and correctional institutions. They include records of court commitments; parole applications; case summaries; medical reports; prison work reports; social-service reports; biographical statements; photographs; reports of prosecuting agencies; certificates of parole or conditional release; parole reports of the Federal Bureau of Investigation, United States attorneys, and parole and probation officers; and correspondence, memoranda, and related papers. The jail-record cards, 1929-41 (1,200 feet), contain basic information about the commitments and discharges of Federal prisoners in non-Federal institutions.

Records of the Federal Prison Industries, Inc. 1930-43. 241 feet.

These are the general headquarters records of a corporation created by an Executive order of December 11, 1934, to provide employment and to control industrial operations in Federal penal and correctional institutions, functions previously centered in the Industrial Division of the Bureau of Prisons. This corporation was transferred to the Department of Justice by the President's Reorganization Plan No. II, effective July 1, 1939, where it continued its operations under the supervision of the Director of the Bureau of Prisons. Its policies, however, have been controlled by a board of five directors appointed by the President. The records pertain to the establishment of manufacturing plants, the employment of personnel for their operation, the procurement of raw material, the sale of products, the fixing of prices of

articles sold, negotiations for the exchange of prison-made products with Government agencies, the rate of compensation to be paid prisoners, and the like. Related records and similar records for the period prior to 1930 are among the general records of the Bureau described above.

130. Records of the White House Office

The White House Office was formally established as one of the five divisions of the Executive Office of the President by an Executive order of September 8, 1939. Its function is to serve the President in the performance of the many detailed activities incident to his immediate office. It includes the Secretaries to the President, who facilitate and maintain communication with Congress, individual Members of Congress, heads of executive departments and agencies, the press, the radio, and the general public; the Executive Clerk, who provides for the orderly handling of the records of the Office and supervises all clerical services and procedures; and the Administrative Assistants to the President, who are his personal aides and assist him in such matters as he may direct. In addition to records of the White House Office, this record group includes such records maintained by White House offices prior to 1939 as were not regarded as personal papers of the Presidents. Nearly all of those now in the National Archives were created before 1913; an undetermined quantity of records of later date has been retained by the White House Office.

Records. 1814-1941. 59 feet.

These records consist chiefly of copies of messages of the President to Congress, 1869-1913; the Presidents' files of Executive orders, proclamations, and departmental recommendations, 1869-1913; a volume containing copies of some letters sent by President Hayes and his secretary, 1877-81; record books of nominations to the Senate, 1881-1913; papers relating to "pocket vetoes," 1886-1941; registers of nominations and recess appointments, 1857-1913, of court-martial cases, 1863-83, and of criminal pardons, 1869-1913; certain appointment papers, 1905-13; and a few miscellaneous items, 1814-1913. These records are contained in 172 bound volumes and 38 envelopes. There are also some news reels and other films relating to the administrations of Calvin Coolidge and Herbert Hoover (9 units).

131. Records of the Office of Alien Property Custodian

The first Office of Alien Property Custodian was created by the Trading With the Enemy Act of October 6, 1917. Under this act, its amendments, and various Executive orders and proclamations issued thereunder, the Custodian was authorized to discover, take possession of, administer, and dispose of property in the United States and its possessions owned by enemies. The Office was abolished by an Executive order of May 1, 1934, and its functions and records were transferred to the Department of Justice, where the Alien Property Bureau was created in the Claims Division to administer them.

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The Bureau was replaced by the establishment on December 9, 1941, of the Alien Property Division in the Department of Justice to handle World War II activities pertaining to the seizure, administration, and disposal of enemy property. This Division was abolished and its functions and records, including those of its predecessors and of corporations seized during World War I, were transferred to a second Office of Alien Property Custodian, which was established by an Executive order of March 11, 1942.

The records received by the National Archives through December 31, 1945, are those of the first Office of Alien Property Custodian and of the Alien Property Bureau with the exception of records retained by the second Office of Alien Property Custodian. For purposes of description, these records, except for a few general records and the records of seized corporations, have been described under the names of certain major administrative units of the Custodian's Office; and in the case of the Bureau of Trusts the records are further divided and attributed to subordinate units. Actually, however, the organization was changing almost constantly, and the records were subject to many reorganizations, so that their provenance cannot be defined precisely in any brief statement.

See Alien Property Custodian, *Report . . . to the Close of Business on February 15, 1919* (Washington, 1919), and *Bulletin of Information*, June 8, 1918 (Washington, 1918); General Accounting Office, *Administration of the Office of the Alien Property Custodian* (69 Cong., 2 sess., S. Doc. 182—serial 8696); Charles R. Allison, comp., *Alien Enemies and Property Rights Under the Trading With the Enemy Act* (New York, 1921); and James A. Gathings, *International Law and American Treatment of Alien Enemy Property* (Washington, 1940).

General records. 1917–41. 47 feet.

The Alien Property Custodian's Office maintained no large central files, and most of the records are properly attributed to various administrative units. There are, however, a few general records that consist largely of the office files, semipersonal in character, maintained by various Custodians; records of a general nature not otherwise clearly attributable to any given bureau or subdivision of the Office of Alien Property Custodian; and records of various investigations of the agency or of matters with which it was concerned. Among the records in the first category are Custodian A. Mitchell Palmer's docket of corporation-management cases, 1918–19, listing the companies seized and administered by the Division of Corporation Management and giving other pertinent data (3 inches); Custodian Francis P. Garvan's corporation-management files, 1918–21, consisting mainly of correspondence concerning the administration, sale, liquidation, and supervision of companies seized by the Custodian, with considerable material on banking firms that held moneys and securities of enemies (3 feet); A. Mitchell Palmer's detailed statement of the functions, organization, and procedures of the agency, prepared in 1919 at the request of the Solicitor General (3 inches); correspondence files of Col. Thomas W. Miller and Frederick C. Hicks, Custodians from March 1921 to April 1925 and from April 1925 to December 1925, respectively, relating to the sale of stocks, claims, employment in the agency, legislation, relations with the Federal Reserve System,

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and the handling of the Chemical Foundation case (7 feet); a diary of daily activity kept by Judge Sewell Abbott, Managing Director, 1924–29 (2 inches); and files, 1936–41, of Paul Smith, an attorney who was for several years Assistant Director of the Alien Property Bureau in the Claims Division of the Department of Justice, consisting of correspondence relative to claims under the Winslow Act of 1923 and the Settlement of War Claims Act of 1928 and memoranda addressed to the Solicitor General (15 inches). Among the records in the second category are memoranda, 1919–20, addressed by the Managing Director to various divisions concerning claims, vesting orders, real estate, seizure of companies, unpaid taxes, and a great variety of other matters (6 inches); and a "Review of Actions Against Enemies," 1922–27, listing the enemies against whom action was taken and summarizing the policies of various countries with respect to the seizure of patents and trademarks (8 inches). The third category comprises the records of various investigations, such as records of the Senate hearings on the alleged dye monopoly, 1922 (2 feet); exhibits and other materials assembled for the Comptroller General in the course of an investigation of the Alien Property Custodian's Office, 1925–26 (11 feet); a scrapbook of newspaper clippings (6 inches) regarding the trial of former Attorney General Harry M. Daugherty and Custodian Col. Thomas W. Miller for alleged fraud against the Government in the handling of enemy claims; and an audit report made by F. W. Lafrentz & Co., 1934, on the status of trusts administered by the Custodian.

Records of the Bureau of Investigation. 1917–21. 354 feet.

The Bureau of Investigation had as its function the uncovering of enemy property and interests in the United States, the preparation of reports thereon, and the classification of these reports into those pertaining to cases for which a trust should be opened and the property demanded by the Alien Property Custodian and those on which no action was to be taken. With the end of hostilities this Bureau had little reason for continued existence and its activities came to an end shortly after the formal establishment of peace in 1921.

The principal records of the Bureau of Investigation are the numerical or "S" files, 1917–21 (70 feet), containing the essential forms and supporting correspondence growing out of the investigations conducted by the Bureau; and the "O" files, 1918–20 (41 feet), containing some correspondence with individuals who furnished valuable "tips" on the location and ownership of enemy property not formally reported in accordance with law. In addition, there are numerous indexes and lists that provide valuable data concerning enemy aliens and specific types of enemy property, such as the index of interned alien enemies, 1918 (7 feet); lists, 1918–20 (1 foot), of companies and individuals allegedly engaged in enemy trading; lists, 1917–20 (4 feet), of individuals and concerns in neutral countries that had been placed on the enemy-trading list by the War Trade Board; and a card file on American citizens abroad, 1918–21 (3 feet), listing the names and foreign addresses of those who were suspected of trading with the enemy or who might furnish information on enemy-owned property in foreign countries. Finally, there are the "desk" files of Francis P. Garvan, 1918–21 (4 feet), and H. B. Caton,

come from sequestered stocks, bonds, and promissory and collateral notes; and for exercising supervision over general administrative matters relating to stocks and bonds and the sale thereof. The records consist mainly of general files, 1918-38 (13 feet), which include offers to purchase securities, annual reports of companies in which the custodian held stock, notices of meetings of shareholders, plans for company reorganization, advices to brokers, and interoffice memoranda; the British Public Trustee files, 1918-28 (3 feet), dealing with relations between the Custodian and his British counterpart; records dealing with the sale of stocks and bonds and the Custodian's "right, title, and interest" in securities, 1919-25 (7 feet); a card file, 1925-31 (13 feet), recording all transactions affecting the securities; and various inventories of stocks and bonds.

RECORDS OF THE DIVISION OF INSULAR POSSESSIONS, 1917-21 (16 feet). This Division administered enemy-owned properties in insular possessions in the same manner as enemy properties in the United States were administered. A Managing Director, who acted for the Custodian, was appointed for the Philippine Islands, where most of the properties were located. The records, which are fragmentary, contain materials, 1917-20 (11 feet), on the investigation, seizure, liquidation, or sale of some 15 concerns, principally in the Philippine Islands. Included also are parts of the records of some of the seized concerns; card indexes of enemies in the Hawaiian and the Philippine Islands, 1918-20, and of reporters of enemy property in the insular possessions, 1918-21; and miscellaneous records and dockets maintained by the Managing Director in the Philippine Islands, 1918-19.

RECORDS OF THE DIVISION OF COURT AND PRIVATE TRUSTS, 1918-19 (2 feet). This Division administered trusts when enemy property was involved in executorships, administrations, trusts, receiverships, bankruptcies, guardianships, and committees of incompetents. As the Division was only an ephemeral unit in the Bureau of Trusts, nearly all its records were absorbed into those of other units in the Bureau. Its docket book and memoranda of its chief, however, are separately available.

Records of the Bureau of Law. 1917-40. 62 feet.

The Bureau of Law acted as legal adviser to the Custodian and the various offices in his organization, supervised the work of the State counsels and legal representatives of the Custodian in the several States, and assisted the Attorney General in the conduct of litigation in which the Custodian or the estates in his custody were involved. The records reflect the many and varied legal aspects of the administration of seized enemy property. Correspondence with other Government agencies and claimants, 1917-40 (9 feet), contains material on numerous legal problems. The office files of various members of the legal staff, 1919-37 (8 feet), contain reports, correspondence, memoranda on litigation and the interpretation of various statutes, and Executive orders and regulations affecting the Office of the Custodian. Court briefs, exhibits, opinions, and transcripts of testimony, 1918-41 (21 feet), document the activities of the Custodian in the conduct of litigation before various State and Federal courts.

Records of the Claims Division. 1918-40. 1,481 feet.

This Division received and examined all claims for the return of property, conducted and filed all correspondence concerning claims, and drafted decisions and made recommendations on claims actions. It audited claims until 1925, when this work was transferred to the Division of Accounts and Audits. After the termination of World War I, laws were passed that liberalized the return of enemy property, and the Winslow Act of March 1923 removed many of the remaining barriers for the return of enemy property.

The principal records of the Division are the dossiers (1,140 feet) for the settled claims made under the Winslow Act, its amendments, and earlier acts. In each dossier are all the papers relative to the series of actions on the claim. The general office files contain correspondence, forms, and other records pertaining to such matters as the activities of State counsels, the abrogation of contracts of American companies with enemy concerns, the transfer of stock ownership, and the treatment of enemy property by other nations. Other records deal with the claims of French and Belgian nationals, 1919-38 (6 feet), and "San Francisco fire claims" made by Americans on the basis of defaulted insurance policies of German insurance companies, 1923-28 (7 feet).

Records of the Bureau of Administration. 1917-40. 620 feet.

This Bureau was responsible for the business operations of the agency, including supervision of budget, disbursement, personnel, purchase, supply, and mails and files matters. Its records include copies of all outgoing correspondence of the Office of Alien Property Custodian, 1918-40 (220 feet); personnel records, 1917-34 (31 feet); and records of the Disbursing Officer, 1917-39 (37 feet).

Records of the Division of Accounts and Audits. 1918-41. 402 feet.

This Division, established in 1925 as a consolidation of three units, was charged with preparing audits for the return of income, allocating interest to trusts, withdrawing funds from the Treasury Department to pay expenses incurred in the management of property, preparing statements of receipts and expenditures on trusts, auditing claims, and maintaining active and current ledgers on the status of all claims and trusts. The records reflect the functions of the Division and its predecessors.

Records of the Corporation Management Division. 1917-34. 254 feet.

Within the Bureau of Trusts there was created on November 23, 1917, a General Business Department charged with the care and sale of sequestered property, the collection of accounts and bills receivable, and the supervision over the operation and liquidation of seized businesses and properties. When the Custodian's authority to sell was broadened early in 1918, the General Business Department became the Merchandise Department of a newly created Bureau of Sales. Following a reorganization early in 1921 the Bureau was renamed the Corporation Management Division. The Bureau and its successor operated seized properties, disposed of products and

1918-21 (2 feet), who served successively as Chiefs of the Bureau of Investigation and whose correspondence provides valuable information on practically all phases of the activities of the Bureau.

Records of the Bureau of Trusts. 1917-40. 2,477 feet.

As originally established, the Bureau of Trusts was charged with the responsibility for preparing demands for enemy property; for receiving such property in pursuance of a demand, order, decree of court, or license; for conserving, administering, and accounting for such property; and finally for distributing such property as provided by the Trading With the Enemy Act and other acts of Congress and Executive orders. The Bureau of Trusts was the largest and most important bureau within the Office of the Alien Property Custodian until the decline in the volume of seizures of enemy property caused it to shrink in importance. Some of its more active units were transferred to other parts of the Custodian's Office or became independent divisions answerable directly to the Custodian; and some of its business pending at the time of the absorption of the duties of the Custodian by the Claims Division of the Department of Justice was carried on by that agency.

GENERAL RECORDS, 1917-42 (1,850 feet). These include (1) the formal reports, 1917-30, with many gaps (638 feet), submitted by enemy property owners in accordance with section 7 (a) of the Trading With the Enemy Act; (2) a series of dossiers, known as the trust file, 1917-42 (712 feet), on each of the enemy businesses or properties seized by the Custodian, which reflect the widespread activities of the Custodian in demanding, receiving, administering, and disposing of enemy property (a dossier usually includes correspondence, a copy of the demand, interoffice memoranda, testimony of individuals at investigation hearings, conveyances of sale, statements and appraisals of property, affidavits, assignments and releases, and copies of pertinent court records); (3) the "combined files," 1918-29 (350 feet), which resulted from a recommendation by the Comptroller General in 1925 that all materials on a given trust be put into one dossier, containing, for certain trusts, in addition to the above-mentioned materials, reports of the Bureau of Investigation and accounting papers for the administration of the trusts; (4) copies of the demands for enemy property, 1918-20 (21 feet); and (5) card files, 1918-21 (77 feet), of enemy aliens in the United States and the status of their property.

RECORDS OF THE DIVISION OF INSURANCE AND OF THE OFFICE OF ENEMY INSURANCE COMPANIES, 1917-39 (189 feet). These records relate to the administration, sale, and liquidation of enemy insurance rights and properties. Prior to November 12, 1918, the Division worked with the Treasury Department in overseeing the self-liquidation of certain enemy companies, under an Executive order of December 7, 1917, and supervised the operations and the liquidation of others. Self-liquidation was terminated by an Executive order of November 12, 1918, and an Office of Enemy Insurance Companies in New York, reporting to the Division of Insurance in Washington and working within the framework of policy defined by an Insurance Committee in Washington and two technical Advisory Committees in New York, was established to seize enemy property and control its liquidation. The

disposal of corporate insurance property and the liquidation of enemy insurance companies were largely completed by April 1920. Thereafter the major work was in connection with the closing of numerous insurance benefit cases and the return of seized property to former owners.

The records of the Division of Insurance, 1917-39 (89 feet), include case files, docket books for seized insurance property, correspondence, reports on expenditures, and instruction and procedure books. The records of the Office of Enemy Insurance Companies, 1918-25 (100 feet), consist chiefly of accounting records (57 feet), correspondence and reports relating to the liquidation of individual companies, and a few small series of administrative correspondence. Occasionally a few segregated records of the companies that were liquidated are among these files, but most of such records were separately maintained and are described below.

RECORDS OF THE PATENT SECTION, 1917-34 (95 feet). This Section, working closely with other units of the Custodian's Office and the Federal Trade Commission and other agencies, supervised the seizure and use of enemy patents, copyrights, and trademarks. The records are chiefly assignment files for patents assigned to corporations, individuals, or the Chemical Foundation, a fiduciary corporation specially created to purchase and to license the use of chemical patents; other records relating to the Chemical Foundation; records relating to the assignment or licensing of seized patents to the Government; various lists of seized patents, trademarks, or copyrights; and series relating to patent claims under the Settlement of War Claims Act of 1928 that were heard before the War Claims Arbitrator.

RECORDS OF THE DEPOSITORY AND INVENTORY DEPARTMENT, 1917-25 (240 feet). This unit supervised and received reports from selected banks and trust companies that received, safeguarded, and administered bonds, other securities, and moneys demanded by the Custodian from enemy aliens. After 1925 the system of establishing depositories was abolished and the funds and securities were deposited with the Federal Reserve System. The records of the Division include the quarterly statements or reports of the depositories, surety bonds, and correspondence with banks and individuals.

RECORDS OF THE REAL ESTATE AND MORTGAGE DEPARTMENT, 1917-41 (40 feet). This Department was charged with appraising real estate and mortgages, preparing records relating to real estate, and exercising general supervision of the work of the depositories in connection with this type of property. The records consist mainly of abstracts of real-estate or mortgage transactions, which give a general description of the enemy property, its assessed value, yearly income, and taxes; correspondence with Congressmen, State, county, and municipal officials, real-estate agents, and brokers relative to the various aspects of real-estate management; case files on real-estate holdings, including correspondence, memoranda, and other papers on the administration of the properties; and a book containing copies of deeds turned over to the Attorney General when the duties of the Office of the Alien Property Custodian were assumed by the Department of Justice in 1934.

RECORDS OF THE DEPARTMENT OF STOCKS AND BONDS, 1917-38 (45 feet). This Department was responsible for appraising and keeping a record of in-

services, advised the Custodian with regard to liquidation methods, audited the books of businesses preparatory to liquidation, and appraised the property, advertised it, and supervised the actual transfer of ownership. After the passage of the Winslow Act in 1923, a large part of the work was concerned with the return of property to former enemy owners. No sales of enemy property were consummated after 1929 and the liquidation of only one enemy firm was completed after that date. Most of the records are for the period prior to 1923.

The principal records of the Bureau and its successor, and the ones that apparently document most fully the relationship of these offices to particular businesses, consist of dossiers on the firms that were sold or otherwise liquidated, 1918-34 (135 feet). The dossiers usually contain such materials as certified copies of the company minutes, by-laws, and certificate of incorporation; copies of reports; correspondence with company officers and other persons; minutes of Sales Advisory Committees; and documents covering the disposition of seized property. Other records include correspondence, minutes, and other records of the Washington Committee on Sales; minutes of the New York Advisory Committee on Sales; records of the Division of Examinations, 1917-23 (18 feet); prospectuses of sales, 1918-21 (8 feet); and accounting records, including ledgers and auditors' reports, 1917-21 (10 feet).

Seized corporate records. 1888-1935. 1,775 feet.

In the course of the operations of the Custodian's Office, enemy-owned stock of manufacturing, merchandising, financing, and trading companies was seized. If only a small fraction of the stock of a company was enemy owned or if the ownership of a seized company was later transferred to private parties, the records of the companies were not retained by the Custodian. In many instances, however, when enterprises were largely enemy owned and were not essential to the war economy, they were liquidated by the sale of property and formal dissolution. The records described here are, with a few exceptions, corporate records of such liquidated concerns. Records are not available for all firms that were dissolved, and for many firms there are only fragmentary files. Altogether there are business records of nearly 100 different companies, some of which were independent and others were United States branches of German corporations. Included are records of insurance companies, banking institutions, lumber companies, machine shops, chemical establishments, Philippine trading companies, mercantile establishments, printing and fine arts concerns, shipping companies, and wireless companies.

Of special importance are the records of United States branches of several insurance companies, and in the field of reinsurance the records constitute a unique source of information. Records of the Munich Reinsurance Co., 1895-1918 (62 feet), consist of general correspondence, financial records, technical papers, files relating to legislation, and other records that, taken together, provide a cross section of information on all phases of fire-reinsurance activities. Supplementing these are records, 1900-1918 (13 feet), of the Prussian Life Insurance Co. of Berlin, including a special series of folders

that provide information on most phases of life reinsurance. The records of the direct-writing insurance companies are not as unusual or as complete as those of the reinsuring companies but are nevertheless illustrative of certain business operations. These consist of records of the Frankfort General Insurance Co., 1897-1932 (36 feet), which engaged in many lines of casualty insurance; records of the Aachen and Munich Fire Insurance Co., 1897-1919 (24 feet); and fragmentary records of several other companies (16 feet).

The banking business is most fully represented in records of the Transatlantic Trust Co., 1912-35 (46 feet). This bank, chartered in 1912, set up offices in New York City, where its principal domestic business was and from whence it carried on a foreign business, chiefly with banks in Hungary. While the company was not formally dissolved until 1940, it ceased operation in 1923. The records include general correspondence, minutes of meetings, officers' files, records of associated companies, legal papers, and records of loans, deposits, and collections. Records of a manufacturing company are illustrated by those of the German-American Lumber Co., which operated saw mills and built schooners in Florida. The records, 1890-1921 (48 feet), consist of correspondence, minute books, order books, contracts, lumber-tract records, and other business papers created by the company or acquired by it with property it purchased. Other records of some special significance are those of Bohn Meyer and Co., a general trading company located in the Philippine Islands; Germann and Co., a manufacturing and trading company also in the Philippine Islands; Orenstein-Arthur-Koppel Co., manufacturers of light industrial railway equipment; Staudt and Co., importers of hides and exporters of hosiery and dry goods; and H. Vogemann Co., which operated a stevedoring business.

132. Records of the Rent Commission of the District of Columbia

The Rent Commission of the District of Columbia was created as an emergency agency by an act of Congress approved October 22, 1919, with authority to fix fair and reasonable rentals for dwellings, apartments, and business properties in the District of Columbia; to prescribe standard forms of leases; and to recover through actions in the municipal court for rents collected in excess of the amounts fixed by the Commission. The Commission was to be terminated on October 22, 1921, but later acts extended its life to May 22, 1925, after which time the prosecution of pending cases was vested in the Attorney General and at his instruction was handled by the United States Attorney for the District of Columbia. All rent cases had been disposed of by June 1928, and the records described below were turned over to the Department of Justice.

Records. 1919-28. 173 feet.

These consists of all known records of the Rent Commission, 1919-25, and later records relating to the cases handled by the United States Attorney for the District of Columbia. They include the correspondence of the Com-

mission, some personnel and other administrative records, case files, docket cards, and various card indexes. A preliminary checklist of the records has been compiled.

133. Records of the Federal Coordinator of Transportation

Legislative remedy for the emergency situation existing in the railroad industry as a consequence of the economic depression was provided by passage of the Emergency Railroad Transportation Act of June 16, 1933. This act provided for the appointment of a Federal Coordinator of Transportation to devise plans to assist carriers in reducing duplication of services and facilities, in eliminating practices causing undue impairment of net earnings, and in accomplishing financial reorganization whereby fixed charges could be reduced. The Coordinator created a field organization composed of Eastern, Western, and Southern Regions, with headquarters in New York, Chicago, and Atlanta, respectively. In each region a coordinating committee of carrier representatives was established and advisory committees representing railroad labor and other railroad organizations were appointed. In the headquarters organization five principal Sections—Legislative Research, Transportation Service, Car Pooling, Purchases, and Labor Relations—were established. These sections made comprehensive studies in their respective fields.

It had been provided in the Emergency Railroad Transportation Act that the regional committees would, if possible, obtain the compliance of the carriers they represented with the Federal Coordinator's recommendations, and that failing this action on the part of the committees, the Coordinator would compel the carriers to make such changes as both he and the Interstate Commerce Commission deemed in the best interests of the public. In practice, however, when the Coordinator's recommendations failed to obtain the necessary degree of support from the committees, the Coordinator did not attempt to enforce his recommendations; but the reports upon which these recommendations were based served to guide carriers in achieving more cooperative and economic methods of operation. The reports also resulted in passage of the Motor Carrier Act of 1935 and in legislation improving procedure for the financial reorganization of railroads. The office of Federal Coordinator was discontinued on June 16, 1936. Most of the records created by the office relate to the comprehensive studies produced by the various sections of the headquarters organization.

Records. 1933-36. 1,064 feet.

The general records of the office of the Coordinator consist of the subject files of the Federal Coordinator, Joseph B. Eastman, and include correspondence, memoranda, reports, and personnel records. The classified subject and other files of the sections of the office contain correspondence, reports, memoranda, and work papers. Those of the Labor Relations Section contain, in addition to correspondence and other papers relating to wages, hours, and working conditions in the railroad industry, records created as a result of an investigation by that Section of railroad company

unions. The last-mentioned records include findings by labor committees set up to assist in the investigation, evidence of expenditures of railroad funds to maintain company unions, reports on labor practices of carriers, transcripts of conferences with railroad officials, questionnaires, correspondence, and memoranda. The classified subject files of the Section of Transportation Service contain reports, statistical data, and other papers relating to merchandise traffic, passenger traffic, carload traffic, and marketing surveys. The records of the Section of Car Pooling include subject files relating to the feasibility of extending the principle of pooling to all classes or any class of equipment. Certain office files contain material supplementing these Section files. Those of the Traffic Assistant contain materials relating to rates, charges, and service; those of the Property and Equipment Section contain materials collected in a study of motive-power equipment; and those of the Chief Counsel contain correspondence and other papers relating to railroad reorganization and bankruptcy. The files of the regional offices consist principally of correspondence and reports relating to the collection of data to be used in the Coordinator's reports and to investigations of railroad operating and management economies conducted by these offices. In addition to the major files, there are small files of material relating to legislation affecting railroads, 1933-36, and questionnaires answered by the carriers and used by the Coordinator's staff in the preparation of reports. A preliminary checklist of the records of the Federal Coordinator has been compiled. The Coordinator's personnel files and disbursement ledgers have been retained by the Interstate Commerce Commission.

134. Records of the Interstate Commerce Commission

The Interstate Commerce Commission was organized in 1887 under provisions of the Interstate Commerce Act of that year. It was authorized to enforce the provisions of the act prohibiting unjust or unreasonable charges on transportation in interstate commerce, unjust discrimination (rebating) among shippers, greater charges for shorter than for longer hauls, and the pooling of freights or earnings by railroads engaged in interstate commerce. The Commission was also directed to require the filing and publication of rate schedules or tariffs. Although much of the original act remains in force, there have been some 30 amendments, the most important of which are contained in the Hepburn Act of 1906, the Mann-Elkins Act of 1910, the Panama Canal Act of 1912, the Transportation Act of 1920, the Motor Carrier Act of 1935, the Transportation Act of 1940, and the Interstate Commerce Act of 1942. The Commission is currently authorized to regulate the service, safety precautions, rates, facilities and equipment, financial structure, accounting practices, and records of all common carriers engaged in interstate commerce except airplanes. The staff organization consists mainly of the Bureaus of Administration, Formal Cases, Informal Cases, Accounts, Finance, Law, Inquiry, Locomotive Inspection, Safety, Service, Transport Economics and Statistics, Traffic, Valuation, Motor Carriers, and Water Carriers and Freight Forwarders. In addition the Commission has

from time to time established committees or boards to assist it in carrying out its duties. A preliminary checklist of the records of the Commission in the National Archives has been compiled.

Records of the Bureau of Formal Cases. 1887-1934. 3,811 feet.

The "formal case files" are for the period 1887-1924 and contain the records relating to proceedings in cases involving controversies between carriers and shippers and cases instituted by the Commission itself regarding rates or other matters over which it has cognizance. They also contain the records relating to proceedings based upon carrier applications for relief under provisions of the several Interstate Commerce Acts. A typical case file includes a complaint containing the names of the parties at dispute and the nature of the controversy, a motion of the Commission for investigation or a petition of a carrier for relief, a statement of facts, exhibits, official transcripts of testimony, reports, correspondence, telegrams, other legal documents and supporting papers, and the order of the Commission, that is, its decision. The "investigation" and "suspense" case files, 1910-34, contain records of cases concerned with the suspension of proposed changes in carriers' tariffs. A typical file includes petitions for the suspension of new rates, exhibits, transcripts of hearings, reports, briefs, telegrams, correspondence, and the order of the Commission. Associated with the case files is a segregated body of maps that originally comprised exhibits in the case files. The maps and the case files reflect the development of and changes in the entire railroad system of the United States, 1887-1925.

Records of the Bureau of Finance. 1920. 136 feet.

These consist of finance case files for the period April-November 1920. They relate to action by the Commission on requests by carriers for permission to issue bonds, make loans, effect consolidations, or undertake other basic financial operations. A typical file includes the application of the carrier, testimony, reports, exhibits, correspondence, telegrams, and the order of the Commission.

Records of the Bureau of Valuation. 1916-27. 550 feet.

These consist of case files containing all essential documents filed in connection with the initial valuation of common-carrier property under an act of March 1, 1913. A typical file includes engineering, land, and accounting reports, the tentative valuation of the Commission, the protest by the carrier, transcripts of testimony, exhibits, briefs, petitions, correspondence, and the report and order of the Commission.

Records of the Bureau of Safety. 1903-30. 248 feet.

These consist principally of accident-investigation files, 1911-30, containing materials relating to the Commission's investigation, in accordance with section 3 of the Accident Reports Act of 1910, of railroad accidents that resulted in serious injury to persons or to railroad property. A typical file includes transcripts of testimony, exhibits, correspondence, reports of field inspectors, and the reports of the Director of the Bureau of Safety to the Commission. In addition to the investigation files, there are legal files for the period 1903-20, which contain the official records of the Bureau's pro-

ceedings involving prosecutions under the Safety Appliance Acts of 1893, 1896, 1903, 1908, and 1910 and the Hours of Service Act of 1907. A typical file includes inspectors' reports of violations, pleadings, briefs, exhibits, correspondence, and other papers.

Records of the Block Signal and Train Control Board. 1907-12. 29 feet.

This Board was set up in 1907 to promote safety on railroads and the improvement of railroad operations. It submitted its final report in June 1912, and its functions were assigned to the newly established Division of Safety the following year. The files of the Board contain all its extant records. The contents of the files were accumulated largely as a result of a circular letter sent out by the Interstate Commerce Commission in July 1907, which, among other things, invited inventors and others to send to the Board plans for systems or devices relating to block signals or to the automatic control of trains. Most of the Board's time was spent in examining and reporting upon such plans. The files include plans, blueprints, correspondence, and reports upon the plans.

135. Records of the Public Works Administration

Under authority of title II of the National Industry Recovery Act approved June 16, 1933, there was established by an Executive order of the same date the Federal Emergency Administration of Public Works. This agency, which came to be known as the Public Works Administration, was given broad responsibilities for the preparation of a comprehensive program of public works and was empowered to construct, finance, or aid in the construction or financing of public works included in that program. The President's Reorganization Plan No. I, effective July 1, 1939, provided that the Administration should be made a part of the Federal Works Agency; and by an Executive order of June 30, 1943, its functions and powers were transferred for liquidation to the Office of the Federal Works Administrator, which has retained its extant records other than those described below.

Photographs. 1933-39. 47 cubic feet.

This collection includes approximately 37,500 photographic prints and negatives representing all or nearly all construction projects undertaken and completed by the Public Works Administration prior to 1939. A large proportion of the photographs consist of sets assembled either by the Public Works Administration Committee on Architectural Surveys, in connection with the preparation of an 8-volume report to the President entitled "Survey of the Architecture of Completed Projects of the Public Works Administration," a copy of which is included in the records, or for use in preparing the publication, *Public Buildings, a Survey of Architecture of Projects Constructed by Federal and Other Governmental Bodies Between the Years 1933 and 1939, With the Assistance of the Public Works Administration* (Washington, 1939). About 5,000 of the negatives were not used in either of the assembled sets mentioned above.

operations are in reports submitted by railroads and correspondence and instructions concerning reporting, 1927-39 (90 feet). Data obtained from the railroads were used in preparing published market news reports, but certain additional information for the period 1916-27 is contained in carlot-shipment ledgers (50 feet) showing monthly loadings by commodities, counties, and stations. Records resulting from the inspection function are chiefly certificates of inspection of fruit and vegetables received at New York, 1918-37 (40 feet), that have been retained as a sample of such records. Records relating to the enforcement of the Perishable Agricultural Commodities Act consist of the official proceedings, findings of fact, opinions, conclusions, and orders of the Secretary (orders 1-2924). Records of the Standard Container Section, 1916-41 (10 feet), include a small subject file, materials on investigations, correspondence with the Solicitor, and papers on surveys of berry boxes (1931-32), crates and boxes (1934), and baskets (1938). There are a few miscellaneous records, 1915-32 (4 feet), relating to the administration of the Division.

Records of the Grain Division. 1906-38. 78 feet.

Early investigations of grain marketing were carried on in the Bureau of Plant Industry and in the Bureau of Markets. After the passage of the Grain Standards Act of 1916, which provided that no grain might be shipped in foreign or interstate commerce unless graded by a federally licensed inspector acting under rules prescribed by the Secretary of Agriculture, all the grain-marketing work of the Department of Agriculture was centered in the Bureau of Markets (later the Bureau of Agricultural Economics). The Bureau's Grain Division spent a large proportion of its time in training and licensing inspectors, fixing standards, reviewing appeals, and other work relating directly or indirectly to the enforcement of the Standards Act. The records of the Grain Division and predecessor units include grain-supervision files, 1908-20 (50 feet), containing correspondence, field reports, and investigation papers; grain-standardization files, 1906-33 (10 feet), containing correspondence, reports, press releases, schedules, legal papers, and other records; reports on elevator and mill capacity compiled by the United States Grain Corporation about 1919 (2 feet); records relating to hearings on the grading of grain, 1918-22 (5 feet); and records of the grain-testing laboratory, 1906-8 and 1922-27 (1 foot).

Records of the Hay, Feed, and Seed Division. 1922-39. 31 feet.

This Division, which was established in the Bureau of Markets in 1919 and continued after 1922 in the Bureau of Agricultural Economics, carried on research pertaining to the market standardization of beans, peas, and broomcorn in addition to hay, feed, and seed; conducted a hay-inspection service; and provided market news service covering grains, hay, feed, and seed. In 1927 it established a system of inspections and records for the verification of the correct origin of any lot of alfalfa or clover seed. It participated in the program for feeding and liquidating livestock in areas affected by the drought in 1934 and 1936 by staffing an information center at Kansas City known as the Federal Livestock Feed Agency, by maintaining a continuing inventory of feed supplies and drought needs, and by assisting

in the sale of cattle, in preventing speculation, and in furnishing information on procedures for obtaining aid. The records of the Division consist of general correspondence, 1922-26 (5 feet); correspondence of the San Antonio office, 1928-33 (5 feet), and of the Seed Verification Section, 1937-39 (6 feet); and records of the Federal Livestock Feed Agency, 1934-37 (15 feet).

Records of the Seed Investigations Division. 1894-1939. 192 feet.

From about 1894 the Division of Botany and, after 1901, the Bureau of Plant Industry conducted investigations of the purity and quality of seeds. The latter was made responsible for the enforcement of the Federal Seed Act of 1912, which defined the quality of seeds that might be imported into the United States and, as amended, provided for the coloring of imported red clover and alfalfa seed and the seizure of misbranded seeds passing in interstate commerce. In 1939 these functions, which had been performed by a unit variously known as Seed Investigations, the Seed Test Laboratory, and the Seed Investigations Division, were transferred to the newly created Agricultural Marketing Service. The records include general correspondence, 1894-1939 (120 feet); correspondence of the Seed Test Laboratory, 1895-1928 (10 feet); seed-test records, 1898-1938 (13 feet); reports on seed germination and seed purity, 1896-1938 (26 feet); seed-test cards, 1918-35 (20 feet); a register of seed collections of the United States Herbarium, 1894-1906 (2 feet); and correspondence of the President and the Secretary of the Association of Official Seed Analysts, 1912-28 (6 inches).

Records of the Livestock, Meats, and Wool Division. 1917-40. 20 feet.

This was one of the original divisions of the Bureau of Agricultural Economics transferred to the Agricultural Marketing Service in 1939. It formulated standards, conducted a grading service, issued market reports, and conducted demonstration activities. The records consist of tabulations of daily prices by classes and by weight and grade groups at different stockyards, 1917-40; and meat-grading memoranda, 1931-39.

Records of the Packers and Stockyards Division. 1921-41. 237 feet.

The Packers and Stockyards Act of 1921, which provided for regulation in interstate commerce of the stockyards and meat packing industry, was administered until 1927 by the Packers and Stockyards Administration under the immediate supervision of the Assistant Secretary of Agriculture and from 1927 to 1942 by the Packers and Stockyards Division, which was successively in the Bureau of Animal Industry and the Agricultural Marketing Service. The records consist principally of the general files of the Administration, 1921-27 (50 feet), containing correspondence, memoranda, reports, and administrative papers; and case files for all cases, 1921-41 (through docket 1245), that were formally prosecuted against packing and stockyard concerns, market agencies, and livestock dealers under the Packers and Stockyards Act (170 feet). Typical contents of a case file are correspondence, complaints, notices of hearings, transcripts of hearings, exhibits, briefs, transcripts of oral arguments, reports of findings, and orders of the Secretary of Agriculture. The cases concern alleged irregularities or abuses

136. Records of the Office of Marketing Services

In 1939 certain functions relating to the marketing of farm products that had been performed by the Bureau of Agricultural Economics and other bureaus of the Department of Agriculture were reassigned to a new agency, the Agricultural Marketing Service. These functions included the collection and dissemination of statistical data and other information pertaining to agricultural markets, the formulation of official standards for farm products, the maintenance of market inspection and grading services, and the administration of certain regulatory acts.

The Agricultural Marketing Service was combined in February 1942 with the Federal Surplus Marketing Administration, the Commodity Exchange Administration, and the Consumers' Counsel Division of the Agricultural Adjustment Agency to form the Agricultural Marketing Administration. In accordance with an Executive order of December 5, 1942, the Agricultural Marketing Administration in turn became a part of the Food Distribution Administration, later known as the Office of Distribution. When the Office of Distribution was abolished on January 1, 1945, the newly established Office of Marketing Services took over, for the most part, its service and regulatory functions. By a memorandum of August 18, 1945, the Secretary of Agriculture abolished this Office and combined its functions with those of a number of other units to form the Production and Marketing Administration.

The records described below as included in the present record group are a relatively small part of the records created by the predecessors and the subordinate units of the Office of Marketing Services. Many of the records in existence are of such recent origin that they have not yet been transferred to the National Archives, and many others have been allocated to separate record groups (see Record Groups 83, 124, 145, 161, 180, and 224). The records that are here described are general records of the Agricultural Marketing Service, 1940-42, including a few records of predecessor and successor agencies, records of the various divisions of the Bureau of Agricultural Economics that were transferred almost intact to the Agricultural Marketing Service and continuations of these records, records of the Division of Marketing and Marketing Agreements of the Agricultural Adjustment Agency, records of the Nutrition Division of the Office of Defense Health and Welfare Services, and certain food-control records maintained by units of the War Production Board that were transferred to the Food Distribution Administration of the Department of Agriculture.

See T. Swann Harding, *Constituent Agencies of the U. S. Department of Agriculture* (Washington, rev. ed., Jan. 1946).

Marketing records of the Bureau of Agricultural Economics. 1924-38. 200 feet.

These consist of correspondence and other records relating to marketing and regulatory work withdrawn from the general files of the Bureau of Agricultural Economics and transferred to the Agricultural Marketing Service when that agency was set up in 1939.

"Confidential files." 1914-42. 9 feet.

These files consist of rules, regulations, and orders of the Secretary of Agriculture; authorizations and other papers indicating action taken by the Secretary; correspondence relating to significant changes in grades and standards; transcripts of hearings; and other papers pertaining to functions of the Agricultural Marketing Service.

General correspondence. 1940-43. 570 feet.

Part of the central files maintained successively by the Agricultural Marketing Service, the Agricultural Marketing Administration, and the Food Distribution Administration, these records include correspondence of various branches as well as of the Director's office. Similar records for an earlier period are in Record Group 83, Records of the Bureau of Agricultural Economics, and other records relating to the various functions performed by the Agricultural Marketing Service and its successors are among the records of the branches described below.

Contract files. 1918-42. 15 feet.

Contracts and related correspondence pertaining to the procurement of space, telephone and telegraph facilities, and certain supplies for the Bureau of Agricultural Economics, the Agricultural Marketing Service, and the Federal Surplus Relief Corporation comprise these files.

Manuscript files. 1940-43. 12 feet.

These manuscripts of publications and proposed publications of the Agricultural Marketing Service and successor agencies relate chiefly to the marketing of various commodities and the enforcement of regulations concerning agricultural marketing. The manuscripts are accompanied by editorial comment and related correspondence. There are similar materials in Record Group 83, Records of the Bureau of Agricultural Economics.

Records of the Division of Dairy and Poultry Products. 1928-32. 6 feet.

This Division was one of the units of the Bureau of Agricultural Economics transferred to the Agricultural Marketing Service in 1939. It investigated marketing methods and practices, assembled and disseminated marketing information through a news service, and conducted an optional inspection service. The records include daily reports of poultry-marketing operations.

Records of the Fruit and Vegetable Division. 1915-41. 195 feet.

In 1917 the investigations of fruit and vegetable marketing that had been carried on for a number of years in the Bureau of Plant Industry were transferred to the Bureau of Markets, later the Bureau of Agricultural Economics, where they were continued by the Fruit and Vegetable Division. This Division investigated critical phases of marketing practices and methods, conducted an optional inspection service, provided a market news service, and enforced the Standard Container Act of 1917 and the Perishable Agricultural Commodities Act of 1930.

Records relating to the development by the Division of a comprehensive system of reporting on rail shipments of fruits and vegetables are in a scrapbook of letters, memoranda, instructions, and forms, and details of

such as unfair, discriminatory, or deceptive practices, the establishment of monopolies, and the charging of unreasonable rates. Concise summaries of many of the cases have been printed in Agriculture Department, *Annual Report*, 1923, pages 679-687, and in Bureau of Animal Industry, *Service and Regulatory Announcements*, 1927-39. Other Washington office records include audit reports on the business operations and financial conditions of packing and stockyard concerns, marketing agencies, and livestock dealers, 1922-36 (9 feet); and records of the Western District Office at Denver, 1922-39 (8 feet), containing correspondence with agents and subordinate offices, financial reports on commission businesses, complaint investigation papers, records relating to cooperative organization, and various administrative reports.

Records of the Division of Meat Inspection. 1922-35. 50 feet.

This Division of the Bureau of Animal Industry conducted Federal meat inspections at slaughtering and processing establishments engaged in interstate or foreign commerce, supervised the transportation of meats, and inspected imported meats. The records consist of livestock inspection certificates, 1922-35. Other records pertaining to meat inspections are in Record Group 17, Records of the Bureau of Animal Industry.

Records of the Warehouse Division. 1916-39. 200 feet.

Responsibility for the enforcement of the Warehouse Act of 1916, the primary purpose of which was to promote the proper storage of agricultural products, was vested from 1916 to 1922 in the Bureau of Markets and from 1922 to 1939 in the Warehouse Division of the Bureau of Agricultural Economics. The records consist of a series of folders, 1916-38 (40 feet), containing applications for the licensing of warehouses, copies of licenses, financial statements, articles of incorporation, correspondence, and other papers; reports on the inspection of licensed warehouses, 1920-39 (150 feet), containing data on the condition, equipment, business methods, and employees of each warehouse inspected; and canceled licenses of warehousemen and inspectors, 1918-37 (10 feet).

Records of the Cold Storage Reports Section. 1916-39. 112 feet.

This Section of the Bureau of Agricultural Economics compiled and released periodic reports on cold-storage holdings of fruit, vegetables, dairy and poultry products, meat, and fish. It also made monthly reports on slaughterhouse operations and biennial reports on refrigerated warehouse space. The records consist of reports on cold-storage holdings submitted monthly by more than 1,000 storage warehouses and meat-packing plants, 1921-34 (70 feet); monthly reports by some 500 slaughterers and packers on the weight, cost, and geographic origin of slaughtered animals, 1921-36 (25 feet); and many small series, including materials relating to surveys of refrigerated space for the storage of foodstuffs, 1921-33, and reports on butter, cheese, and eggs, 1922-24, and on the manufacture of oleomargarine, 1931-34.

Records of the Division of Marketing and Marketing Agreements. 1933-40. 372 feet.

Section 8 of the Agricultural Adjustment Act of 1933 conferred upon the Secretary of Agriculture the power to enter into marketing agreements with processors, distributors, and associations of producers in order to "effectuate the declared purpose of the act." It also empowered the Secretary to issue licenses permitting such persons to handle agricultural commodities only under such terms and conditions as he might specify. During the first 3 years thereafter marketing agreements were used to some extent in connection with the marketing of wheat, tobacco, and rice, but they were used most extensively in connection with dairy products, fruits, and vegetables. The act was amended in 1935; and in 1937 a more comprehensive Marketing Agreements Act superseded section 8 of the act of 1933. The agreements have concerned matters such as production and marketing quotas, quality and price standards, processing and marketing methods, areas and operators covered, and machinery and procedures whereby agreements are to be executed.

The agreements have been drawn up by producers, distributors, or processors, and the governing of the industry has been by "authorities" or "control committees" as instruments of the group. The work of conferring with the industries concerned, reviewing agreements, and reviewing operations under the agreements was the function of various units of the Agricultural Adjustment Administration prior to 1940. During 1933 central direction was provided by a Division of Processing and Marketing, but a reorganization of early 1934 placed the responsibility on the commodity sections (chiefly the Dairy and General Crops Sections) of the Commodities Division. In February 1935 a Division of Marketing and Marketing Agreements, containing various commodity sections, was organized. After 1938 the Division reported directly to the Secretary of Agriculture. In 1940 the enforcement of marketing agreements was made a part of the work of the Surplus Marketing Administration and was decentralized to commodity divisions or branches that were later continued as branches of the Agricultural Marketing Administration and its successors.

The records include dossiers, 1933-38 (65 feet), of materials on suspended or abandoned marketing agreements and licenses. A typical dossier contains inquiries from the industry, copies of hearings, the license or agreement, orders, papers on violations, and significant correspondence. A large part of these records pertain to fluid-milk control, and there are materials for industries such as macaroni milling, spice grinding, oat milling, and cotton ginning, over which both the National Recovery Administration and the Agricultural Adjustment Administration had jurisdiction at one time or another. Another group consists of the correspondence, statistical reports, and other office files of the administrators responsible for the enforcement of various milk distributor's licenses that have been terminated, 1933-36 (170 feet). There are present also records of the Field Investiga-

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tion Section, 1933-40 (95 feet), pertaining almost entirely to auditing work carried on in relation to marketing agreements and licenses; correspondence and related materials pertaining to the administration of the Washington office, 1933-40 (11 feet); records resulting from the making of studies of milk marketing in various cities in the United States, England, and Australia, 1933-39 (30 feet); records of the Honey Bee Control Committee, 1938-40 (6 feet), an authority that attempted to maintain such marketing conditions for package honey bees and queen bees as would reestablish prices to farmers at the level of the 1919-29 base period; and various papers pertaining to audits, administrative and legal problems, and the work of certain regional offices. Other records relating to the work of the Division are in the central files of the Agricultural Adjustment Agency (see Record Group 145) and in the records of the Surplus Marketing Administration (see Record Group 124).

See Edwin G. Nourse, *Marketing Agreements Under the AAA* (Washington, 1935).

Records of the Nutrition Division of the Office of Defense Health and Welfare Services. 1940-42. 45 feet.

Problems of nutrition in relation to the national defense program were considered in the Consumer Division of the Advisory Commission to the Council of National Defense in 1940. On November 28, 1940, the Council designated the Federal Security Administrator as Coordinator of all health, medical, welfare, nutrition, recreational, and other related activities affecting the national defense. By an Executive order of September 3, 1941, the Office of Defense Health and Welfare Services, with the Nutrition Division as a subordinate unit, was established. By an Executive order of March 3, 1943, the work of this Division was transferred to the Department of Agriculture, where it was allocated to the Food Distribution Administration.

The Division was largely concerned with coordinating the activities of other Federal agencies, State agencies, and private organizations and with providing them with information. Its records consist chiefly of correspondence, minutes, and reports concerning these functions. They relate particularly to conference and committee work and to cooperation with the Office of Civilian Defense, the National Research Council, and the Department of Agriculture.

Records of the Food Division of the War Production Board. 1942-43. 70 feet.

In accordance with an Executive order of December 5, 1942, the Food Division, formerly the Food Supply Branch, of the War Production Board, was transferred to the Food Distribution Administration of the Department of Agriculture in January 1943. This is presumably the main body of records accumulated by the Division, although with the decentralization of functions to the various commodity branches in the Administration some of the records may have been dispersed. They relate to the activities of the various functional and commodity sections of the Division, particularly the Conversion Section and the Sugar Section. They include information on estimates of supply and demand, on plans for apportionment, on priorities for food processing equipment, on new resources, substitutes, and new processes, on standardization and simplification in the packing and transporting of

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foods, on conservation measures, and on the conversion of the food industry to a war basis.

Records of the Beverages and Tobacco Division of the War Production Board. 1942-43. 20 feet.

The Beverages and Tobacco Division was established in the War Production Board on February 28, 1942. It was transferred to the Food Distribution Administration by two Executive orders technically effective April 18, 1943, but actual transfer did not take place until June 3, 1943. The functions were divided between the Tobacco Branch and the Special Commodities Branch of the Administration. During 1942 the Division, in cooperation with the industries involved and other Government agencies, engaged in activities designed to reduce and conserve metals used in packaging, to standardize and simplify bottles, to reduce the use of sugar and glycerin in soft drinks and tobacco, to convert whiskey distilleries to alcohol production, to eliminate wasteful transportation practices, to recover tartrate materials from fermenting vats, and to facilitate the movement of tobacco and beverages to the armed forces. The records are concerned with these and other functions such as recommending priorities.

137. Records of the Procurement Division (Treasury)

The Procurement Division of the Treasury Department was established by an Executive order of June 10, 1933, which transferred to it the functions of determining policies and methods of procurement, warehousing, and distribution of property, facilities, equipment, and supplies exercised by any Government agency. The Division superseded the General Supply Committee, which had exercised procurement functions for Government agencies, and the Federal Coordinating Service of the Bureau of the Budget. It assumed control of the Office of the Supervising Architect of the Treasury Department (transferred in 1939 as part of the Public Buildings Branch to the Federal Works Agency) and the fuel yards of the Bureau of Mines.

Records of the Federal Coordinating Service. 1921-33. 416 feet.

The Federal Coordinating Service was established in the Bureau of the Budget on July 27, 1921, to simplify and standardize the business procedures of the United States Government, particularly procedures governing the purchase and sale of supplies, office and personnel management, the execution of contracts, and the routing of traffic. Nine area coordinators were appointed to take charge of the work in areas corresponding to the nine Army corps areas in the United States. In addition, 10 boards were established in Washington to deal with special phases of the work of coordination. These were the Federal Real Estate Board, the Federal Liquidation Board, the Federal Purchasing Board, the Interdepartmental Board on Simplified Office Procedure, the Federal Traffic Board, the Interdepartmental Board of Contracts and Adjustments, the Federal Specifications Board, the Interdepartmental Patents Board, the Permanent Conference on Printing, and the Coordinator for Motor Traffic in the District of Columbia.

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With the exception of certain of the records of the Federal Traffic Board described below, the records of the Federal Coordinating Service are contained in central numerical files, arranged according to the decimal-classification scheme of the War Department with modifications to allow the arbitrary assignment of certain numbers to the records of specific offices, boards, and officers of the Service. The papers of the Office of the Chief Coordinator, the Permanent Conference on Printing, the Interdepartmental Patents Board, the Federal Business Association, the Interdepartmental Board of Contracts and Adjustments, the Interdepartmental Board on Simplified Office Procedure, the Federal Purchasing Board, the Federal Liquidation Board, the Coordinator for Motor Transport, the Federal Real Estate Board, the area coordinators, and such records of the Federal Traffic Board as do not constitute separate files have been thus partially segregated within the main files. The records consist principally of correspondence, studies germane to the work of standardization and coordination, records of the disposition of surplus property, and reports of the Chief Coordinator and his subordinates. The correspondence is chiefly that of the Office of the Chief Coordinator with other Government agencies and with individuals outside the Government. Inasmuch as the Service was intended primarily to aid in the conduct of the Government's business as a coordinated whole, the agency assembled information of every sort relating to that business and made studies of the widest variety. In these studies are to be found the beginnings of many Government activities. The records of the Service relating to the disposal of surplus property are significant for the study of the handling of war surpluses in the years 1921-25, in which period a good part of the surplus was disposed of and many regular procedures established. Particularly valuable for the study of the organization, functions, and work of the Service is a manuscript study entitled "The Federal Service of Coordination; a Brief Outline of its History, Organization, and Operations," compiled for use as a general guide for area coordinators and officials and employees of the various executive departments in 1927.

Records of the Federal Traffic Board. 1921-33. 36 feet.

This Board was established as one of the boards under the supervision of the Chief Coordinator of the Federal Coordinating Service on October 10, 1921, but it developed more independently than did the other coordinating boards. After the abolition of the Service in 1933 and the subsequent transfer of its records to the Procurement Division, a part of the records of the Traffic Board were absorbed into the files of the Service. The remainder of the records include requests for freight rates and routings, miscellaneous correspondence arising largely from such requests, land-grant equalization agreements, and reports of shipments by Government agencies. The requests for freight rates and routings resulted from the control exercised by the Bureau of the Budget over the classifications of freight for Government supplies and the shipment of freight over the shortest and least expensive route. The equalization agreements are those reached by the Government with other than land-grant railroads whereby such railroads under-

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took to equal the preferential treatment required to be given by land-grant railroads to the shipment of Government supplies and equipment.

Correspondence of the Traffic Section of the Procurement Division. 1933-38. 3 feet.

This correspondence is similar to that of the Federal Traffic Board described above. It relates to the routing and shipment of supplies to agencies of the Federal Government, to land-grant equalization agreements, and to freight rates and trucking matters in which the Section was interested.

138. Records of the Federal Power Commission

The Federal Power Commission was established by the Federal Water Power Act of June 10, 1920, and was originally composed of the Secretaries of War, the Interior, and Agriculture. It was reorganized in December 1930, with five full-time commissioners appointed by the President. Through its authority to issue licenses, the Commission exercises control over both public and private agencies with regard to the location and development of all water-power projects on navigable waters and on the public lands and reservations of the United States. As a means of control over the holding of interlocking positions in companies subject to the Commission's jurisdiction, the Federal Power Act provides that appointment to such positions must be approved by the Commission. Under the Public Utility Act of 1935 the Commission's jurisdiction was extended over the interstate transmission and sale of electric energy; and its authority has been further extended by later acts creating hydroelectric-power projects and by various Presidential directives.

Records. 1920-41. 23 feet.

These consist of papers relating to the Wheeler-Rayburn public-utilities holding-company bill of 1935, largely made up of communications to the President protesting against the bill that were referred to the Commission for acknowledgment (11 feet); and applications for the Commission's authorization to hold positions in more than one public utility ("interlocking directorates"), with related correspondence, 1920-41 (12 feet).

139. Records of the Dominican Customs Receivership

Receivership of the Dominican customs was assumed by the United States on April 1, 1905, as a measure in the adjustment of the foreign and domestic debt of the Dominican Republic to avert threatened intervention by other foreign powers. It was initiated in accordance with a modus vivendi signed on February 5, 1905, the essential features of which were incorporated in an American-Dominican Convention of February 8, 1907. Under the provisions of this and a succeeding convention executed in 1924, the collection and administration of Dominican customs duties continued to be directed

until March 31, 1941, by a General Receiver appointed by the President of the United States. Supervision of the Receivership was exercised by the Bureau of Insular Affairs in the Department of War until the merging of that Bureau with the Division of Territories and Island Possessions of the Department of the Interior in July 1939. The Receivership remained in this Division until June 30, 1940, when it was transferred by the President's Reorganization Plan No. IV to the Department of State. This Department supervised the termination of the Receivership as provided by the Hull-Trujillo Convention of September 1940.

Upon its termination, most of the records of the Receivership were turned over to the Dominican Government, which placed them in the custody of the *Archivo General de la Nación*. At the direction of the Department of State, materials not turned over to the Dominican Government were shipped to Washington and transferred to the National Archives. Records of the General Receiver in the *modus-vivendi* period (1905-7), sent to Washington at the close of that period, had previously been received by the National Archives from the Division of Territories and Island Possessions. A preliminary checklist of these records has been compiled.

Records pertaining to the control and administration of the Receivership from Washington are in Record Group 126, Records of the Division of Territories and Island Possessions. From 1916 to 1924, the Dominican Republic was occupied by United States naval and marine forces. Although the Military Government operated independently of the Receivership, relations between the two were close, and information on the Receivership is in the records of the Military Governor of Santo Domingo (in Record Group 38, Records of the Office of the Chief of Naval Operations).

Correspondence. 1905-41. 32 feet.

The most nearly complete series of records received from Santo Domingo is outgoing correspondence, 1905-41, including copies of all outgoing communications of the Receiver with the exception of those for January-April, 1919. This series is an important source for the reconstruction of much of the administration of the Receivership. Only fragments of the Receivership's classified correspondence files are present; they consist of materials selected for their political significance and fall in the period leading up to the military occupation, 1907-16. There are also small correspondence files of three General Receivers, George R. Colton, 1905-7, Clarence H. Baxter, 1914-21, and William E. Pulliam, 1922-39, and of three Deputy General Receivers, John Vance, 1913-19, George D. Miller, 1919-22, and Thomas Pearson, 1937-40.

Administrative orders, circulars, and reports. 1905-39. 1 foot.

For the period 1905-7, processed Receivership directives in Spanish with English translations are available. Of the numerous regular and special reports known to have been prepared by the Receivership, only 11 are present, 7 of which are of the *modus-vivendi* period. There are, in addition, miscellaneous reports of special Receivership inspectors, 1931-39.

140. Records of the Military Government of Cuba

Under the treaty of peace signed between the United States and Spain on December 10, 1898, Spain relinquished all claim to sovereignty over Cuba. Three days later The Adjutant General of the Army, by direction of the President of the United States, established a "Division of Cuba" (later the "Department of Cuba"), under the command of Maj. Gen. John R. Brooke. In addition to being commander of the troops in the island, General Brooke exercised control over civil affairs as Military Governor. On December 20, 1899, Maj. Gen. Leonard Wood became Military Governor and held the office until May 20, 1902, at which time the United States yielded sovereignty over the island to the newly created Government of the Republic of Cuba. An agency called the Late Military Government of Cuba was then set up in Washington to complete unfinished business and to arrange for the transfer of the Military Government's records to the Bureau of Insular Affairs of the War Department. All the records except those turned over to the Cuban Government were shipped to Washington by May 1903. In 1913 a considerable part of the records were destroyed by authorization of Congress.

Records. 1898-1903. 341 feet.

These consist of records of both the Military Government of Cuba and the Late Military Government of Cuba and include correspondence and other records of the Military Governor, the Auditor for the Island of Cuba, and the Collector of Customs; and incomplete records of the Director of the Census, the Captain of the Port of Habana, the Chief Engineer of Habana, the Engineer of the Department of Cuba, the Superintendent of Schools, the Inspector General, the Director General of Posts, the Disbursing Quartermaster, and the Judge Advocate General. A preliminary checklist of these records is available in processed form.

For information concerning related records in Record Group 126, which throws light on these records, see National Archives, *Records of the Bureau of Insular Affairs Relating to the United States Military Government of Cuba, 1898-1902, and the United States Provisional Government of Cuba, 1906-1909, a List of Selected Files* (Feb. 1943).

141. Records of the Military Government of Veracruz

United States naval forces occupied the Mexican port of Veracruz on April 21, 1914, 12 days after the "Tampico Incident." The city was under a "Naval Administration of Civil Affairs" until April 30, when Brig. Gen. Frederick Funston assumed control; 2 days later the Military Government of Veracruz was proclaimed. Under authority of the Military Governor a number of officials were appointed, including a Civil Affairs Officer, a Customs Administrator and Port Captain, a Treasurer, and a Mail Agent. A Provost Marshal General was in charge of municipal government, which he conducted through a Legal Department and Departments of Finance, Public

141. MILITARY GOVERNMENT OF VERACRUZ

Works, Public Safety, and Education. With the peaceable evacuation of the United States troops on November 23, 1914, the Military Government came to an end. All its known existing records are in the National Archives; the records of the Treasurer were sent to New Orleans for safekeeping at the end of 1914, but it is not known whether they are still in existence. A preliminary checklist of the records has been compiled.

Records, 1914. 47 feet.

These pertain only to the government of the city and port of Veracruz. (Records pertaining to the occupation of the city by the United States Navy, to the brief administration of civil affairs by naval authorities, and to the administration of the military forces in Veracruz are in other record groups.) They consist of records of the Office of the Military Governor (5 feet), including correspondence, orders of the Military Governor, and reports on customhouse operations and court proceedings; Customs Service records (24 feet), including correspondence of the Administrator of Customs and Captain of the Port and records of import duties collected; Finance Department records (13 feet), including miscellaneous correspondence, reports on receipts and expenditures, and legal opinions; Legal Department records (2 feet), including provost court records and records of civil claims; Public Safety Department records (3 feet), including correspondence, reports, and other records pertaining to sanitation and food supply, licenses and permits, and the maintenance of order.

142. Records of the Tennessee Valley Authority

The Tennessee Valley Authority was created in May 1933 as a corporation to take over and operate Wilson Dam and the hydroelectric plant at Muscle Shoals, Ala., to develop the Tennessee River and its tributaries, and to conduct investigations on which further legislation might be based. Its long-range objectives are concerned with flood control, navigation, the manufacture of fertilizers, the production and distribution of power, and the development of the region. The main offices of the Authority are in Knoxville and Chattanooga, Tenn., and at Wilson Dam, Ala.

Maps. 1934-40. 72 cubic feet.

These consist of original drawings of component sheets of planimetric maps showing drainage, cultural features, and place names of the Tennessee drainage basin (3,216 items).

143. Records of the Bureau of Supplies and Accounts (Navy)

The Bureau of Provisions and Clothing was established in the Department of the Navy by an act of August 31, 1842, and its name was changed to the Bureau of Supplies and Accounts by an act of July 19, 1892. It is

143. SUPPLIES AND ACCOUNTS BUREAU (NAVY)

headed by the Paymaster General of the Navy. Its functions are to procure, store, issue, and ship supplies, fuel, and other materials; to maintain and operate naval supply depots, commissary and ship's store activities, and storehouses; to transport naval property and household effects of naval personnel; to procure, allocate, and disburse funds for naval purposes; to keep the money and property accounts of the Naval Establishment and to develop fiscal and accounting policies; to dispose of surplus or obsolete material; to sell condemned vessels; and to supervise pay clerks and the officers of the Supply Corps. Its cognizance does not extend to medical, ordnance, and Marine Corps supplies. The whereabouts of its records before 1885 is not known. A preliminary checklist of its records in the National Archives is available in processed form.

General files. 1885-1942. 6,350 feet.

These consist of letters received filed with copies of letters sent, reports, memoranda, and statistical forms relating to all the varieties of transactions handled by the Bureau. The records before July 1891 are fragmentary.

Contract files. 1906-35. 1,215 feet.

These records are arranged by contract number in three series: 1906-12, 1913-26, and 1926-35. They include abstracts of the contracts, notices of award to bidders, and related letters received and copies of letters sent.

Navy-order files. 1917-21. 120 feet.

These records consist of copies of Navy orders and related correspondence. Such orders were addressed to manufacturers without the submission of bids, and acceptance of the orders was mandatory.

Records concerning vessels chartered by the Navy for purposes of overseas transportation. 1917-23. 17 feet.

These records, arranged alphabetically by ships' names, consist of correspondence with owners of chartered vessels, the War Department, the Naval Overseas Transportation Service, and the United States Shipping Board Emergency Fleet Corporation relating to the acquisition and return of vessels; requisition charters authorizing the Navy to acquire vessels from private owners; and reports of surveys, inventories, and appraisals.

Other records. 1910-42. 39 feet.

These consist of appropriation ledgers, 1910-26; fragmentary records of the Board of Survey, Inventory, and Appraisal, Washington Navy Yard, 1921-24 (3 feet); tables showing the quantities of various types of materials, provisions, and clothing used by naval establishments under normal conditions, with related statistics, studies, and reports, 1935-42; correspondence and materials concerning advances made from the Naval Working Fund for services performed by the Navy Department for other Government departments and for foreign governments, 1939-42 (6 feet); a typed draft of plans for the expansion of naval establishments in preparation for war, with penciled notes, 1940-41 (4 feet); and planning and logistics reports, 1920-40, with related statistical summaries of progress, 1940-42 (15 feet).

144. Records of the Temporary National Economic Committee

In a message to Congress on April 29, 1938, the President recommended "a thorough study of the concentration of economic power in American industry and the effect of that concentration upon the decline of competition." As an outgrowth of this message the Temporary National Economic Committee was created by a joint resolution of Congress, approved June 16, 1938, to make a study of monopoly and to recommend appropriate legislation. The Committee, of which Senator Joseph C. O'Mahoney was Chairman, was composed of three Members of the Senate, three Members of the House, and one representative from each of the following departments and commissions: The Departments of the Treasury, Justice, Commerce, and Labor, the Federal Trade Commission, and the Securities and Exchange Commission. Information was obtained largely by taking testimony and by conducting special studies, some of which were assigned to participating agencies and some to the staff of the Committee. The hearings were concluded in about 18 months, but the Committee remained in existence until April 3, 1941.

Because of its concern with current problems the Committee attracted wide attention, and it kept the public informed of its work by press releases and transcripts of its hearings. The Committee's thorough examination of such basic industries and businesses as steel, oil, insurance, investment banking, liquor, milk, and poultry was recorded in 31 volumes of published hearings, 43 monographs, the *Final Report*, and the *Final Report of the Executive Secretary . . . on the Concentration of Economic Power in the United States*. Many bills and resolutions were introduced in Congress as a result of the Committee's findings, and some of these were enacted into law.

Records. 1938-41. 727 feet.

All records that have so far been classed as records of the Temporary National Economic Committee have been transferred to the National Archives, but the structure of the Committee was such that additional records may subsequently be received from the participating departments and commissions. A preliminary checklist of the records is available in processed form. The records fall into the following groups:

RECORDS FROM THE OFFICE OF THE EXECUTIVE SECRETARY (138 feet). These consist of general records of the Committee, including administrative correspondence, accounting and personnel records, plans submitted for remedying economic conditions, an "industry file," subpoenas, questionnaires, copies of hearings, papers relating to published and unpublished studies, reference materials, and reports.

RECORDS FROM THE SECURITIES AND EXCHANGE COMMISSION (582 feet). Exhibits, questionnaires, correspondence, memoranda, and other records pertaining to investigations carried on for the Committee comprise these records.

RECORDS FROM THE DEPARTMENT OF THE TREASURY (6 feet). These consist of administrative records, correspondence, hearings, studies, and other papers pertaining to the participation of the Department in the work of the Committee.

RECORDS FROM THE DEPARTMENT OF JUSTICE (1 foot). These consist of papers relating to contracts and marketing practices of oil companies and include contract forms submitted by more than 20 firms.

145. Records of the Agricultural Adjustment Agency

The Agricultural Adjustment Act of May 12, 1933, was one of the most far-reaching laws in the recent history of agriculture. Its declared purpose was to restore farmers as a class to an income position comparable to that which they enjoyed in the period 1909 to 1914. This was to be achieved by restricting farm production, by paying farmers for participation in control programs, by removing certain farm commodities from the ordinary market, and by regulating marketing through voluntary agreements by processors and distributors or by compulsory licensing to eliminate unfair practices or charges. The cost of the production "adjustment" operations, upon which there was primary emphasis, was to be defrayed by excise taxes on processors of farm products.

From 1933 to 1936 the principal feature of Federal farm policy was the control of production by means of contracts with producers, who were paid from proceeds of the processing tax. When the Supreme Court declared this tax to be unconstitutional, substitute legislation was provided by the Soil Conservation and Domestic Allotment Act of February 29, 1936, which sought to control production by paying farmers from appropriated funds for soil conservation and other improved farm practices. This legislation was amended and supplemented by the comprehensive Agricultural Adjustment Act, approved February 16, 1938, which had the same basic purposes as the earlier acts. These were to be achieved by planned soil conservation, by comprehensive acreage allotments to help stabilize production, by loans to assist farmers to carry over crops in surplus years, by the establishment of marketing quotas for the control of surpluses, and by a restricted crop-insurance program.

The administration of these and related acts was generally made the responsibility of the Secretary of Agriculture working through the Agricultural Adjustment Administration, which was established by the act of 1933. Though it underwent numerous internal organizational changes, the overall scope of the Administration's functions remained substantially unchanged until 1938. In the course of the reorganization of the Department at that time the Program Planning Division of the Administration was transferred to the Bureau of Agricultural Economics, and the Division of Marketing and Marketing Agreements was closely tied to the Federal Surplus Commodities Corporation, with which it was merged in 1940 to form the Surplus

147. Records of the Selective Service System, 1940-47

Under authority vested in him by the Selective Training and Service Act of September 16, 1940, President Roosevelt by an Executive order of September 23, 1940, established the Selective Service System. This agency was charged with developing an orderly, just, and democratic method of selecting from the manpower resources of the United States men for training and service in the armed forces. Except for the period from December 5, 1942, to December 5, 1943, when it was under the jurisdiction of the War Manpower Commission, the Selective Service System was directly responsible to the President; in 1947 it was terminated.

Records. 1940-44. 72 feet.

These consist of records of the first, second, and third national and the Alaskan and Puerto Rican draft lotteries, 1940-42 (3 feet), including microfilm records of the national lotteries; letters received from private individuals by the National Headquarters relating to the administration of the Selective Service System, 1940-44 (19 feet); and newspaper clippings pertaining to the operations of Selective Service, 1940-44 (50 feet).

148. Records of Exposition, Anniversary, and Memorial Commissions of Congress

From time to time Congress establishes temporary commissions that include Government officials or private individuals as well as Senators and Representatives. Many of these have existed for purposes of representing the United States Government in connection with world's fairs and expositions, in planning and conducting anniversary celebrations, and in designing and constructing memorials. This record group includes the records of such commissions that do not form parts of other record groups. Preliminary checklists of these records have been compiled.

The records and remaining functions of many of the memorial commissions were transferred to the National Park Service or to the former Office of Public Buildings and Public Parks of the National Capital and its predecessors, and their records are included among the records of those agencies (Record Groups 79 and 42). Many of the records relating to the participation of the United States in international exhibitions and expositions, business concerning which is usually handled by the Secretary of State, are in Record Group 43, Records of United States Participation in International Conferences, Commissions, and Expositions.

Records of the George Rogers Clark Sesquicentennial Commission. 1928-40. 10 feet.

This Commission was established by joint resolution of Congress on May 23, 1928, and was terminated on June 30, 1939. Its principal task was to supervise the designing and construction at or near the site of Fort Sackville in Vincennes, Ind., of a memorial commemorating the winning of the Old Northwest and the achievements of George Rogers Clark and his as-

sociates in the American Revolution. The office of the Executive Secretary of the Commission was in Indianapolis. The records include correspondence, reports, minutes, contracts, and financial papers.

Records of the Northwest Territory Celebration Commission. 1935-39. 14 feet.

This Commission was established by joint resolution of Congress on August 2, 1935, "to prepare and carry out a comprehensive plan for the observance and celebration of the one hundred and fiftieth anniversary of the adoption of the Ordinance of 1787 and the settlement of the Northwest Territory." The Executive Director of the Commission maintained an office in Marietta, Ohio, from 1935 to 1939. The records include correspondence, reports, minutes, publicity materials, and financial papers.

Records of the United States New York World's Fair Commission. 1937-41. 55 feet.

This Commission was established by joint resolution of Congress on July 9, 1937, to represent the United States at the New York World's Fair of 1939 in commemoration of the one hundred and fiftieth anniversary of the inauguration of the first President of the United States and the establishment of the Federal Government in New York City. The participation of the United States was later extended into 1940 and the life of the Commission was continued to August 31, 1941. The office of the Commissioner General was in New York City. The records of the Commission include correspondence, memoranda, minutes, agreements, personnel records, accounting papers, press releases, newspaper clippings, drawings, posters, and related printed and processed materials.

Records of the United States Golden Gate International Exposition Commission. 1937-41. 21 feet.

This Commission was established by joint resolution of Congress on July 9, 1937, to represent the United States at the world's fair and celebration commemorating the completion of the San Francisco-Oakland Bridge and the Golden Gate Bridge. It was terminated in 1941. Offices were maintained in San Francisco and Washington. The records include correspondence, informational materials, contracts, and financial papers.

Records of the Thomas Jefferson Bicentennial Commission. 1940-44. 3 feet.

This Commission was established by joint resolution of Congress on September 24, 1940, to prepare plans for the celebration of the two hundredth anniversary of the birth of Thomas Jefferson. It maintained an office in Washington from 1940 to 1944. The records include correspondence, minutes, financial papers, and reports.

149. Records of the Government Printing Office

The Government Printing Office was established by a joint resolution of Congress on June 23, 1860. An already existing commercial plant was purchased under an appropriation made the following February and was

Marketing Administration. Early in 1942 the Consumers' Counsel Division was transferred to the Agricultural Marketing Administration, and the Agricultural Adjustment Administration was renamed the Agricultural Adjustment Agency. During World War II the Agency retained its identity but was grouped with other agricultural agencies to carry out war-production programs. On August 20, 1945, it was abolished and its functions were transferred to the Production and Marketing Administration.

The Agricultural Adjustment Administration had such broad powers and responsibilities that it could reach its objectives only through close cooperation with other offices, the records of which supplement those described below. The Office of the Secretary of Agriculture (see Record Group 16) participated actively in the formulation of policies and the making of programs, and in 1935 the Solicitor's Office took over the legal work, and related records, of the Administration. The Bureau of Agricultural Economics (see Record Group 83) contributed greatly to the assembling of data and the preparation of plans; the Extension Service (see Record Group 33) was indispensable in educational work and in program execution; the Commodity Credit Corporation (see Record Group 161) cooperated with a loan program to supplement the production-adjustment program; the relief agencies, especially the Federal Surplus Commodities Corporation (see Record Group 124), helped in commodity diversion; and the Treasury Department, the National Recovery Administration, and the Soil Erosion Service cooperated in various ways. The AAA also maintained constant and close relationships with farmers, processors, and distributors through their associations.

Central files. 1933-38. 670 feet.

This is the main body of records for the Administration as a whole, since most of the records of subordinate units were sent to these central files. They include letters received, copies of letters sent, reports, interoffice memoranda, and other materials pertaining to all phases of the work of the Administration. They provide information on such subjects as legislation, organization, procedure, program planning, interbureau relationships, relationships between the Washington office and the field, the execution of commodity programs, food processing, food marketing, emergency buying, agricultural exports, drought relief, and soil conservation.

Records of the Consumers' Counsel Division. 1933-43. 239 feet.

The Agricultural Adjustment Act of 1933 was designed primarily as a price-raising measure, but an attempt was made in section 2 to protect the interests of consumers. In order to effect the purposes of this section a Consumers' Counsel Office, directly responsible to the Administrator, was established; and in 1935 it became a Division. In February 1942, it was transferred to the Agricultural Marketing Administration; and early in 1943 it was abolished and its few remaining functions were dispersed to other offices. In order to carry out its functions, staff members participated in the analysis of proposed codes, agreements, and programs; took part in staff meetings; presented testimony and questioned witnesses at hearings; and assembled

and distributed factual and critical material through the press, on the radio, and in the Division's publication, the *Consumers' Guide*.

Many of the records relating to the activities of the Consumers' Counsel are in the central files of the Administration. The Division, however, maintained a distinct body of records relating to all phases of its activity. This consists chiefly of classified correspondence files, 1933-43 (128 feet), and unclassified miscellaneous materials, 1933-41 (88 feet). The correspondence relates principally to administrative matters, the *Consumers' Guide* and other phases of consumer education, standards, and particular commodities. The miscellaneous records include "desk" files of several employees, records of conferences and meetings, data resulting from special studies, and reference files, frequently containing processed and published materials. Many of the records created after 1941 were interfiled with records of the Office of Distribution (see Record Group 136).

See Persia C. Campbell, *Consumer Representation in the New Deal* (New York, 1940).

146. Records of the United States Civil Service Commission

The United States Civil Service Commission was created by an act of Congress approved on January 16, 1883. The purpose of the law was to establish a merit system whereby selection for appointment to Federal office would be made upon the basis of demonstrated relative fitness without regard to religious or political considerations. The Commission is authorized to provide examinations for applicants for positions; apportion the selection among the States, Territories, and the District of Columbia; provide personnel officials with the names of qualified candidates for positions; administer provisions of law and regulations concerning political activity of Federal personnel, the classification of positions, and retirement; maintain service records of permanent civil-service employees; and conduct investigations concerning enforcement matters and the character of applicants.

Records. 1883-1942. 217 cubic feet.

These consist of a considerable quantity of press copy books going back nearly to the beginning of the Commission; several special files of more recent date, the use of which is restricted; and a 1-reel motion picture entitled "Won Through Merit." The press copy books consist chiefly of copies of letters sent, 1883-1921; minutes of meetings of the Commissioners, 1886-1918; and copies of letters sent by the Secretary of the Board of Examiners, Columbia, S. C., 1897-1904. The special files consist of position-allocation-appeal dossiers, 1923-38 (70 feet), which include some transcripts of hearings and records of action taken; and microfilm copies of "accrued annuity files," 1920-39, relating to deceased annuitant cases (802 rolls), and of "accumulated deduction files," 1922-42, containing a record of deductions of salary for retirement benefits of Federal employees who died before reaching retirement age (405 rolls). The motion picture was produced in 1915 and portrays what might be accomplished through the merit system.

149. GOVERNMENT PRINTING OFFICE

occupied by the Office on March 4, 1861. Before that time, printing for the Government was done by privately owned establishments. The functions of the Office include the printing, binding, and distribution of Government publications and the furnishing of paper, ink, and similar supplies for all governmental activities. Although the management of the Office is vested in the Public Printer, an act of January 12, 1895, vested certain supervisory powers in the Joint Committee on Printing, which consists of three members of the Senate and three members of the House of Representatives (see Record Group 128). A preliminary checklist of the records of the Government Printing Office in the National Archives has been compiled.

General records. 1847-1939. 551 feet.

These include correspondence; appointment papers; allotment and payroll ledgers, appropriation journals, and other accounting records; and various records pertaining to work done for Congress and the executive agencies.

Job folders. 1878-1923. 1,350 feet.

These folders or "jackets" contain information on jobs done for Congress and the executive agencies. They include a description of each job, with its cost and the dates of all steps in its progress; requisitions and estimate sheets; and sometimes correspondence. They are accompanied by various indexes, registers, and records of orders, which give the names of agencies for which specific jobs were performed.

150. Records of the National Bituminous Coal Commission, 1935-37

After certain provisions of the National Industrial Recovery Act had been declared unconstitutional by the Supreme Court, the Guffey Act of August 30, 1935, provided for the establishment of the first National Bituminous Coal Commission in the Department of the Interior as a "little NRA" for the bituminous coal industry. The Commission operated through a central office and a number of district boards to determine the average production costs for bituminous coal in each of nine areas and to establish minimum prices based on these costs. Under provisions of the Guffey Act designed to continue several functions previously exercised by the bituminous-coal code authorities of the National Recovery Administration, the Commission was also empowered to establish marketing regulations; to carry on research in the production, use, conservation, and distribution of bituminous coal; to guarantee rights of collective bargaining to miners; and to provide for the adoption of maximum-hour and minimum-wage limits in the bituminous-coal industry. The chief provisions of the Guffey Act were in turn declared unconstitutional in May 1936, and a modified act of April 26, 1937, abolished the Commission and set up a second National Bituminous Coal Commission. The records of the second Commission are with those of its successor, the Bituminous Coal Division of the Department of the Interior, in Record Group 222. Related records of the Bituminous Coal Con-

151. FOREIGN AND DOMESTIC COMMERCE BUREAU

sumers' Counsel, also created in the Department of Interior by the Guffey Act of 1935, are in Record Group 223.

Records. 1935-36. 89 feet.

All known records of the first National Bituminous Coal Commission are in the National Archives. They include *general correspondence*, digests of minutes of meetings, maps, transcripts of hearings, code acceptances, materials pertaining to the organization, administration, and work of the district boards, and miscellaneous correspondence, reports, and memoranda of the Legal Division, the Research Director, and the Business Manager. The records fall into numerous small series, the largest of which consists of code acceptances (30 feet). Received with the records of the Commission were the records of the Bituminous Coal Labor Board (1 foot), consisting of *minutes, correspondence*, and a few other papers. This Board was established by the Guffey Act in the Department of Labor, with authority to adjudicate disputes arising under the labor provisions of the act, and existed for only a brief time. It reported its findings and orders to the Commission. A preliminary checklist of the records of the Commission has been compiled.

151. Records of the Bureau of Foreign and Domestic Commerce

The Bureau of Foreign and Domestic Commerce was established in the Department of Commerce and Labor by an act of Congress approved August 23, 1912, which provided for the consolidation of two former units of that Department, the Bureau of Statistics and the Bureau of Manufacturers. It became a part of the Department of Commerce in the following year. The functions of the Bureau include the preparation and publication of official statistics on foreign commerce and the promotion of manufacturing by the compilation of information on industries and on foreign and domestic markets. These functions are exercised through a large number of offices and agents in the United States and through the cooperation of State Department agents abroad.

See Laurence F. Schmeckebier and Gustavus A. Weber, *The Bureau of Foreign and Domestic Commerce* (Baltimore, 1924).

Records of the Foreign Commerce Service. 1931-39. 246 feet.

The Foreign Commerce Service was established in the Bureau of Foreign and Domestic Commerce under an act of March 3, 1927. The Service consisted of officers designated as commercial attachés and trade commissioners and their assistants, who were stationed abroad for the purpose of investigating and reporting upon commercial and industrial activities in foreign countries that might be of interest to the United States. Effective July 1, 1939, under the President's Reorganization Plan No. II, the Foreign Commerce Service was transferred to the Department of State. The records of the Service in the National Archives consist of the reports of the foreign-commerce officers to the Bureau for the fiscal years 1932-39, and of various

exhibits, oversize material, and incidental correspondence sent in by them as adjuncts to their main reports. Among the exhibits are such items as samples of new types of cloth and excerpts from foreign newspapers or magazines, and much of the correspondence serves to explain the exhibits.

Records of the Marketing Laws Unit. 1938-43. 163 feet.

A Marketing Laws Survey was set up in the Works Progress Administration in April 1938 to compile, review, and analyze all State laws and court decisions affecting the marketing of goods. In November 1941 the work of the Survey was transferred to the Division of Regional Economy of the Bureau of Foreign and Domestic Commerce, where a Marketing Laws Unit was set up. In May 1942 the Unit, in conjunction with the Interdepartmental Committee on Interstate Trade Barriers, which had been set up by the Secretary of Commerce in December 1939, arranged a Federal-State conference for the discussion of problems arising from State and local laws and rules allegedly restricting the war effort. As a result of the conference, a Federal War Agencies Committee was appointed to take up specific problems, as they should arise, with the Executive Committee of the Governors' Conference. The Chief of the Marketing Laws Unit, who had been serving as the Chairman of the Interdepartmental Committee, became the Secretary of the new Committee, and the Marketing Laws Unit through its Chief proceeded to act for the Committee. The Marketing Laws Unit was abolished on July 31, 1943, and the Committees subsequently became dormant.

The records include administrative correspondence, reports, and reference and research materials. The main files of unpublished research materials are organized according to the topics on which separate reports were published. The records include those of the head of the Survey and Unit as Chairman of the Interdepartmental Committee and as Secretary of the Federal War Agencies Committee. Correspondence relating to the organization and operation of the Marketing Laws Survey is to be found in Record Group 69, Records of the Work Projects Administration. In addition to materials relating to the question of interstate trade barriers, the records of the Survey and Unit contain information pertinent to the study of such topics as States rights, centralization versus decentralization, and State versus Federal control.

Records of the National Committee on Wood Utilization. 1925-33. 16 feet.

The National Committee on Wood Utilization established by the Secretary of Commerce in 1925 for the purpose of promoting the more efficient use of wood and forest products, was a cooperative body made up of representatives of governmental and private organizations. The Committee was financed by private industry, but the Federal Government contributed many facilities and services, mainly through the Bureau of Foreign and Domestic Commerce, the Bureau of Standards, the Bureau of the Census, the Forest Service, and the Bureau of Entomology. The Committee was abolished on June 16, 1933, and its records were transferred to the Lumber Division of the Bureau of Foreign and Domestic Commerce. They consist of general files containing material on the organization and administration of the Committee and the activities of subcommittees, lumber processing and preservation, the

financing of the lumber industry, the purchase, sale, manufacture, and distribution of lumber, and related subjects.

Records of the Timber Conservation Board. 1931-32. 22 feet.

The Timber Conservation Board was established on November 12, 1930, to encourage the development of sound and workable programs for maintaining an economic balance between the production and consumption of forest products and to formulate a comprehensive plan of forest conservation. The Board's membership and financial support were provided by private agencies, but space and other facilities were made available to it by the Bureau of Foreign and Domestic Commerce. The functions and records of the Board were absorbed by the Bureau in 1933. The records include extensive information about world timber supply, laws relating to forest conservation, conservation methods used in the lumber industry, and uniform standards for forest products.

Photographs. 1912-41. 53 feet.

The Bureau's collection of photographs on agricultural, commercial, and industrial subjects, chiefly in foreign countries, was assembled for use as illustrations in private and Government publications. The photographs were furnished by representatives of the Bureau and of the Department of State and by private advertising firms. Most of them belong to the period 1928-33 and are to be accounted for by a photographic project initiated in 1927, in the course of which commercial attachés and trade commissioners of the Bureau were provided with cameras and small allotments of funds for the taking of photographs of industrial and commercial developments, types of labor, and the like, at or near the various posts to which they were assigned. The photographs pertain to greatly diversified activities in practically every country of Europe, Asia, Africa, and South America. They are arranged according to countries and in some instances thereunder by such subjects as manufacturing, industry, shipping, agriculture, and waterways.

Other records. 1910-43. 70 feet.

The most extensive part of these records (34 feet) consists of correspondence and informational materials regarding Surveys of Retail Credit and Installment Trends, conducted at annual or semiannual periods by the Bureau. The records of these surveys include much information provided by businessmen, which supplements the data to be found in the Bureau's annual *Retail Credit Surveys*. Other miscellaneous records of the Bureau include correspondence regarding a proposed Industrial Film Project that was considered by the Office of the Secretary of Commerce, 1938-40; records of the Forest Industries Conference, held by representatives of the Departments of Agriculture, Commerce, and the Interior, and of various private trade associations, 1939-41; records of the Metals and Minerals Division of the Bureau, 1936-41; records of a district office of the Bureau in San Juan, P. R., 1940-43; a card index to materials in various publications of the Bureau and its predecessors, 1910-26; and a record set of answers by various American shipping companies to questionnaires on shipping subsidies and cost differentials sent out by the Interdepartmental Shipping Policy Committee in 1934.

152. Records of the Bureau of Dairy Industry

A Dairy Division was created within the Bureau of Animal Industry on July 1, 1895. By an act of Congress of May 29, 1924, this Division was given bureau status as the Bureau of Dairying and later its name was changed to the Bureau of Dairy Industry. It was the function of the Division to establish close relations with the dairy industry and to obtain and disseminate information on conditions in the industry, on production and marketing methods, and on means of improving dairy practices. As its activities expanded, a major part of its resources came to be used for research and investigation. In this work as well as in that of an educational nature, the Bureau has made use of its own farms and laboratories and has issued its own publications. To a considerable degree, however, its work has been carried on in cooperation with other bureaus, State experiment stations and colleges, and private dairies. Its records in the National Archives include a large portion of the known headquarters records for the years 1907-34. A preliminary checklist of the records has been compiled.

See Jenks Cameron, *The Bureau of Dairy Industry* (Baltimore, 1929).

Records of the Dairy Division. 1907-24. 32 feet.

The most important series among these incomplete files is a systematic collection of reports, usually annual, of field and research workers, section chiefs, and the Chiefs of the Division (12 feet). The correspondence files relate to the administration of the Division, the preparation of publications, participation in Dairy Federation Congresses, legislation relating to milk and milk products, the breeding and feeding of cattle, the manufacture of dairy products, and other subjects. Those dealing with work at the Iberia Live Stock Experiment Farm, Jeanerette, La., where experiments and demonstrations were performed to show the value of live-stock production in cane-sugar and cotton districts, and with the work at the experimental creamery and cheese factory at Grove City, Pa., are particularly extensive and significant. The whereabouts of the divisional records created prior to 1907 has not been determined, but a portion of them may be in Record Group 17, Records of the Bureau of Animal Industry.

Correspondence of the Bureau of Dairy Industry. 1925-34. 94 feet.

The files for the period 1925-29 (22 feet) are fragmentary and relate chiefly to the administration of the Bureau. Several files, however, pertain to technical subjects such as the analysis of cattle feed, cattle breeding, the grading and scoring of milk, milk-control codes, the regulation of plants making renovated butter, and cheese making. For the period 1930-34 the files (48 feet) are much more complete and appear to represent all phases of the work of the Bureau. Besides the subjects covered by earlier files, various other subjects are represented, such as dairy economics, dairy architecture and engineering, academic courses in dairying, vitamin content of dairy products, milk by-products, and Federal control of milk distribution. There is also a series, 1930-34 (20 feet), of copies of letters sent arranged according to classes of correspondents as follows: Agriculture Department bureaus,

Bureau of Dairy Industry (divisions and field stations), foreign governments, hotels and railroads, United States Government (departments), United States Government (miscellaneous), circular letters, States, and individuals.

153. Records of the Office of the Judge Advocate General (War)

There was a judge advocate of the Continental Army as early as 1775, and legal provision for a judge advocate within the Army was made in 1797. The number and status of judge advocates varied during the next 50 years. In 1849 provision was made for the appointment of a Judge Advocate for the Army. He was designated as the Judge Advocate General by an act of July 17, 1862, which further provided that all records of courts martial and of military commissions be forwarded to him. The same act provided that each army in the field should have a judge advocate. In 1864 the Judge Advocate General was placed at the head of the newly created Bureau of Military Justice. The Judge Advocate General's Department was established by an act of July 5, 1884, which consolidated the Bureau of Military Justice and the corps of judge advocates of the Army. Changes in status have not altered the powers and duties of the Judge Advocate General, who has been and remains the chief legal adviser of the War Department and the Army and the officer in charge of the system of military justice. The functions of his Office, which heads the Judge Advocate General's Department, include the furnishing of advice on the legal phases of the business, property, and financial operations under the Secretary of War and on legal questions concerning the administration, control, discipline, and civil relations of the personnel of the Army. A preliminary checklist of the records described below is available in processed form.

Correspondence files. 1842-1933. 137 feet.

Letters sent for the period 1842-95 are contained in three series of "record books": Copies of letters and reports from The Adjutant General, acting judge advocates, the Judge Advocate of the Army, and the Judge Advocate General to the Secretary of War, officials of War Department bureaus, judge advocates, Members of Congress, and others, 1842-89, dealing with a wide variety of matters pertaining to military justice; copies of letters sent by the Judge Advocate General, 1882-95; and copies of selected letters sent by the Judge Advocate General as head of the system of military justice and as legal adviser to the Secretary of War, 1889-95. Separately filed letters received by the Judge Advocate of the Army and the Judge Advocate General are present for the period 1854-94. Correspondence of the Office of the Judge Advocate General for the period 1894-1912 is in a "document file" consisting of copies of letters sent, endorsements, and related papers, and a relatively small number of letters received. In addition to these main correspondence files, there are opinions and decisions of the Attorney General concerning the administration of military justice and legal actions of the War Department, 1821-70 (5 vols.); and office files containing correspond-

153. JUDGE ADVOCATE GENERAL (WAR)

ence and other materials relating to maritime affairs, 1918–23, and the Commission for Adjustment of British Claims, 1932–33.

Court-martial records. 1805–1938. 5,269 feet.

Court-martial case files contain records of general courts martial, courts of inquiry, and military commissions for the period 1809–1938. Included are documents describing the organization and personnel of the courts; charges and specifications; pleas and arraignments of the defendants; papers and exhibits submitted for the consideration of the courts; proceedings, findings, and sentences of the courts; reports of reviewing authorities; statements of action by the Secretary of War and the President; and related correspondence. Prior to 1812 the files are fragmentary. A separate series contains copies of records of general courts martial and courts of inquiry, 1805–15 (8 vols.). Registers of court-martial cases, 1809–90, contain lists of cases represented in the case files, with the name, rank, and organization of the defendant, the names of the president of the court and the judge advocate, and where and when the court was convened in each case. Case files for the period 1861–65, lost during the Civil War and recovered by the Judge Advocate General in 1890–91, are maintained separately from the main series of case files. Applications for and correspondence regarding clemency for prisoners sentenced by general courts martial to the United States Military Prison at Fort Leavenworth, Kans., and copies of clemency orders issued by the Assistant Secretary of War, 1894–97, are also present. Materials relating to court-martial procedures and regulations include correspondence, work papers, and reports relating to various revisions of the *Manual for Courts-Martial*, 1919–27; a report made to the Judge Advocate General, February 13, 1919, relating to criticisms of the system of military justice; and records resulting from a study of the administration of military justice in European countries, 1918–20.

Records of investigations. 1864–1927. 9 feet.

Records relating to the investigation of the assassination of President Lincoln include correspondence, reports, and the testimony of persons connected with the Lincoln assassination trial; a "Military Commission Record Book" containing abstracts of letters, testimony, and reports regarding persons who were in any way suspected in connection with the assassination; and abstracts of correspondence received by or referred to Col. H. L. Burnett, Judge Advocate, who was assigned to investigate the assassination. Other investigations represented in the records include an investigation of the activities of the secret Order of American Knights, which was conducted by the Provost Marshal, Department of the Missouri, in 1864; and an investigation of persons suspected of having favored the Confederacy, 1864–70.

Personnel records. 1877–1923. 5 feet.

These records include lists of officers and clerks on duty in the Office of the Judge Advocate General, 1877–97; copies of letters sent by the Acting Judge Advocate General concerning civilian personnel of the Office, 1887–98; copies or orders relating to personnel in the Office, 1918–20; biographical questionnaires filled in by military personnel, 1919–20; and

correspondence relating to the appointment of judge advocates to handle war-risk insurance matters in various Army posts, camps, and stations, together with the weekly reports of these officers, 1918–19.

International claims records. 1914–40. 7 feet.

These consist of Mexican claims case files, containing records relating to claims of Mexican citizens arising out of the landing at Veracruz in 1914 and General Pershing's "Punitive Expedition" of 1916; and records relating to cases that came before the Netherlands Claims Commission, created in 1932 to hear Netherlands claims arising from purchases of ordnance material by the Army during World War I. Records relating to foreign patent claims are described below.

Records of the Office of the Assistant Judge Advocate General. 1864–67. 2 feet.

An Assistant Judge Advocate General was appointed in 1864 with headquarters in Louisville, Ky., to review records of courts martial and of military commissions in the military departments of the Ohio, the Tennessee, the Cumberland, the Missouri, Arkansas, and Kansas before they were forwarded to the Judge Advocate in Washington. The records consist of registers of court-martial case files received, 1864–67, and an endorsement book containing dates of communications written, received, and forwarded, names of writers, and subjects of correspondence received, 1864–66.

Records of the Office of the Acting Judge Advocate General in Europe. 1918–19. 12 feet.

This field office of the Office of the Judge Advocate General in Washington functioned from March 7, 1918, to October 6, 1919, and reviewed all general court-martial cases in which sentences of death, dismissal, or dishonorable discharge were imposed and all military-commission cases originating in the American Expeditionary Forces. The records consist of correspondence, orders, and reports regarding cases examined and reviewed. The case papers received by the Office were forwarded to the Judge Advocate General in Washington and are in the court-martial case files described above.

Records of the Military Reservation Division. 1809–1942. 30 feet.

Since 1894 the Judge Advocate General has served as custodian of original deeds and other papers pertaining to the title, lease, or sale of military reservations and other lands by the War Department. In 1942 a Military Reservation Division was created within the Office to perform this work. These records consist of correspondence, legal instruments, maps, plans, and miscellaneous papers relating to real estate no longer in the possession of the War Department.

Records of the Litigation Division. 1925–42. 26 feet.

This Division was established in 1942 to exercise supervision over litigation in which the War Department is involved and to maintain liaison with the Department of Justice in connection therewith. It inherited records from predecessor units, including the Civil Affairs Section, which had been established in 1925. The records include correspondence of the Civil Affairs Section regarding cases tried in the United States Court of Claims, 1925–31;

correspondence, chiefly with Members of Congress, and other records regarding payment of claims to individuals authorized by private acts of Congress, 1926-37; case files containing records of hearings, correspondence, and other materials bearing on claims tried in the United States Court of Claims, 1925-42; and case files containing records relating to cases tried in the Supreme Court of the District of Columbia in which the War Department was a party, 1923-40.

Records of the War Transactions Board. 1923-26. 3 feet.

This Board was created within the War Department in February 1923 to cooperate with the Board of Survey of the Department of Justice. The two Boards operated as a Joint Board of Survey on war transactions, and subcommittees that reported to the Joint Board made investigations of frauds arising out of war contracts. Almost all the work of the Joint Board was completed in 1925. The records of the War Transactions Board consist of minutes of meetings of the Joint Board, 1923-25, and correspondence, case records, reports, and related papers regarding the legal review of contractual transactions by the War Transactions Board in cooperation with the Board of Survey of the Department of Justice, 1923-26. Related records are in Record Group 60, General Records of the Department of Justice.

Records of the Insular Affairs Section. 1915-39. 26 feet.

In 1914 the Judge Advocate General took over the legal work formerly handled by the Bureau of Insular Affairs of the War Department, and this work was later centralized in the Insular Affairs Section of his Office. The Section continued in existence until 1939, when the Bureau of Insular Affairs was transferred from the War Department to the Department of the Interior. The records of the Section consist of memoranda of the Chief concerning legal matters arising from the administration of the insular possessions, 1931-37; cards listing legal cases handled by the Section, 1925-36; office files of the Chief, 1920-34; case files containing materials pertaining to cases brought before the United States Circuit Court of Appeals and the Supreme Court involving residents of Puerto Rico, 1915-34; and case files containing similar materials on cases involving residents of the Philippine Islands, 1915-33.

Records of the Central Patent Section and related agencies. 1917-42. 265 feet.

RECORDS OF THE CENTRAL PATENT SECTION, 1921-42 (195 feet). The Central Patent Section was created in the Office of the Judge Advocate General on July 11, 1921, as the successor to the functions of the Central Patent Section of the Supply Division, War Department General Staff. Its records include patent case files, 1921-40; Court of Claims case files, 1921-42; case papers considered by the Central Patent Section to be of historical value, 1917-40; correspondence pertaining to Muscle Shoals, 1918-34; and records relating to the settlement of German and Austrian patent claims, 1928-33. The Central Patent Section inherited various War Department records relating to patents as indicated below.

RECORDS OF THE PATENT SECTIONS, SUPPLY BRANCH AND SUPPLY DIVISION, WAR DEPARTMENT GENERAL STAFF, 1919-21 (8 feet). The Patent

Section of the Supply Branch of the Purchase, Storage, and Traffic Division, War Department General Staff, was organized in January 1919 to handle matters relating to the use by the War Department of patented articles and to the rights of War Department employees to patents on their inventions. In the reorganization of the General Staff in 1920, the Section became the Central Patent Section of the Supply Division. Records of the two Sections include correspondence, 1919-21; records of action on specific patent cases, 1919-21; Air Service contract files, 1919; administrative information files on contracts let by the War Department involving the use of patented materials; and notes on conferences of officials of the Section and on personnel, 1921.

RECORDS OF THE MUNITIONS PATENT BOARD, 1918-21 (3 feet). The Munitions Patent Board was established in 1918 to coordinate War and Navy Department policies in patent matters. It ceased to function in 1921. Its records consist of patent case files containing correspondence, copies of patents, and reports of the Board's decisions on applications for and claims to patents; and copies of minutes and miscellaneous correspondence with the Patent Section of the War Department Claims Board.

RECORDS OF THE PATENTS BRANCH, PROCUREMENT DIVISION, OFFICE OF THE CHIEF OF ORDNANCE, 1917-19 (9 feet). This Branch was organized in March 1918 and was concerned with ordnance patents and inventions, contracts concerning patent rights, and payments of royalties and other fees. In January 1919, the functions and personnel of the Office of the Chief of Ordnance having to do with contract matters and the payment of compensation for the use of inventions were transferred to the Patent Section of the Purchase, Storage, and Traffic Division, War Department General Staff. Records of the Patents Branch include the office files of the Chief of the Section, photostatic copies of drawings of ordnance equipment, an index to contracts in the contract files of the Office of the Chief of Ordnance containing information regarding patent rights involved in contracts, and correspondence relating to the investigation of infringements of ordnance patents.

RECORDS OF THE INTERDEPARTMENTAL PATENTS BOARD, 1922-23 (2 feet). This Board was created on August 9, 1922, to make a comprehensive study of policies concerning the patent rights of Government employees with regard to their inventions. The Board was abolished in 1923. Its records consist of the correspondence of the Chairman with Government agencies regarding patent rights of their employees, correspondence of the Secretary of the Board, and minutes of Board meetings.

RECORDS OF THE COMMISSION FOR ADJUSTMENT OF FOREIGN CLAIMS, 1922-24 (42 feet). This Commission was created on February 28, 1922, to hear and determine all questions arising out of the agreement known as the "Bolling Agreement" of June 1917 and such other matters relating to foreign claims as might from time to time be assigned to it. It was dissolved on June 26, 1924. Records of the Commission consist of administrative correspondence, claims case files, exhibits, and aeronautical-patents information files.

RECORDS OF THE COMMISSION FOR THE ADJUSTMENT OF BRITISH CLAIMS, 1932-34 (9 feet). This Commission was established on July 7, 1932, and its final report was submitted and approved on February 11, 1933. Its records consist of the correspondence of the Chairman, general administrative records, case files, correspondence relating to claims made after the establishment of the Commission, and some assembled materials dating from as early as 1917.

154. Records of the War Finance Corporation

The War Finance Corporation was created by an act of Congress approved on April 5, 1918, to give financial support to industries necessary to the prosecution of World War I and to banking institutions that aided such industries. It also served as the chief agency through which the Treasury purchased Liberty bonds and Victory notes for the "Bond Purchase Fund." After the Armistice the powers of the Corporation were extended and expanded so that it might assist in the transition to peacetime conditions. In the spring of 1919 it participated in the financing of railroads, which were still under Government control; and under an act of March 3, 1919, it made loans to American exporters and banks extending credit to exporters. The activities of the Corporation were discontinued on May 10, 1920, but were resumed on January 4, 1921, with special attention being given to the financing of agricultural exports. The Agricultural Credits Act of August 24, 1921, amended June 10, 1922, authorized the Corporation to make advances for agricultural purposes to banking and financial institutions and to cooperative marketing associations.

The paid-in capital of the Corporation was subscribed by the Government, and provision was made for the administration of its activities through a board of five directors, with the Secretary of the Treasury as chairman. The Federal reserve banks acted as depositaries for and as fiscal agents of the Corporation, and, in 1921, it established agricultural loan agencies in the principal agricultural and livestock sections of the country to facilitate the handling of agricultural loans. The Corporation refused to accept applications for new loans after November 30, 1924, and began liquidation of its activities on January 1, 1925. By an act of March 1, 1929, the liquidation of its remaining assets and the winding up of its affairs were assigned to the Secretary of the Treasury, who in April of that year converted the Board of Directors into a Liquidating Committee. Under the President's Reorganization Plan No. II, the Corporation was abolished effective July 1, 1939, and the Secretary of the Treasury was charged with terminating all its business not later than December 31 of that year. All known records of the Corporation, except a volume of minutes of the Liquidating Committee, 1931-39, and two volumes of accounting records, are in the National Archives.

See Secretary of the Treasury, *Liquidation of the War Finance Corporation* (Washington, 1943), and Woodbury Willoughby, *The Capital Issues Committee and War Finance Corporation* (Baltimore, 1934).

Minutes. 1918-31. 50 feet.

The minutes of the Board of Directors are in 129 bound volumes and cover meetings of the Board from May 17, 1918, to April 3, 1929. In a continuation of the same series are minutes of the meetings of the Liquidating Committee (1 vol.) for the period from April 5, 1929, to January 31, 1931.

Loan applications and related papers. 1918-39. 975 feet.

These are completed application forms and accompanying correspondence, reports, and other records relating to individual advances, under various acts, to banks, bankers, trust companies, railroads, public-utility companies, mines, manufacturers, cattle-loan companies, exporters, and agricultural cooperatives.

Records relating to financing and the collection of loans. 1918-39. 1,000 feet.

These consist of certificates of deposit, repayment sheets, auditors' papers, collateral reports, custodians' duplicate entry sheets and schedules, custody receipts, bank examiners' reports, vouchers, loan-history cards, and other formal records of financial transactions.

General files. 1918-39. 1,000 feet.

These include correspondence with agricultural loan agencies concerning all phases of their work; correspondence with Federal Reserve banks relating to the purchase and sale of Liberty Bonds, the issue and redemption of War Finance Bonds, and other phases of their work as depositaries and fiscal agents; correspondence with other banks; the Secretary's "reading" files; and various reports, memoranda, press releases, and miscellaneous papers.

Account books. 1918-39. 70 feet.

These records include general ledgers, the 1918-19 volume of which contains individual loan accounts under the war powers of the Corporation, journals, cash receipts and disbursements, cooperative loan accounts, export loan accounts, collateral daily control sheets, records of funds held in escrow, War Finance Corporation summary sheets, records of vouchers paid, and copies of monthly financial statements. There are also collateral ledgers of specific cooperative associations, 1923-24; War Finance Corporation bond registers, 1919-20; receipts and payment accounts of coupons on 5-percent gold bond series A, issued for railroad-finance purposes, 1919-20; a register of Liberty Loan bond transactions, 1918-22; loan liquidating and collateral purchases, 1926-27; war-loan liquidating accounts, 1922; and daily financial statements, 1919-30. Subsidiary ledger accounts are available for borrowers' accounts closed prior to 1925, arranged by States and alphabetically by towns and borrowers within States; and for borrowers' accounts closed after 1925.

Personnel records. 1918-39. 15 feet.

These include pay rolls and pay cards of the Washington office, 1918-35, pay rolls of field offices, 1921-30, and personnel folders for the staff of the Washington office, 1918-39.

Records of the agricultural loan agencies. 1921-39. 450 feet.

Account books pertain to the Atlanta, Santa Fe, Boise, Chicago, Minneapolis, Helena, Denver, Omaha, and Dallas agencies and to the Livestock and Agricultural Loan Co. of New Mexico. The records also include correspondence, minutes of agency meetings, pay rolls, general ledgers, journals, applications for advance, schedules of loans and payments, accounts of borrowers, and loan-liquidation accounts.

155. Records of the Wage and Hour and Public Contracts Divisions

The Fair Labor Standards Act of June 25, 1938, directed that the minimum wage rate and maximum work week stipulated for employees engaged in interstate or foreign commerce, or in the production of goods for such commerce, should be enforced by a Wage and Hour Division to be set up in the Department of Labor. The Division was to be headed by an Administrator appointed by the President and empowered to appoint committees for the setting of wage orders for specific industries. These committees were to be made up of representatives of employers, employees, and the public in the industries for which they were to set higher than minimum wage rates. The Administrator of the Wage and Hour Division was authorized to certify lower than minimum wages for learners, apprentices, handicapped workers, and messengers. On October 15, 1942, the Wage and Hour Division was consolidated with the Public Contracts Division, which had been set up in the Department of Labor in 1936 to administer the Walsh-Healey Act requiring Government supply contracts to contain certain stipulations with respect to maximum hours, minimum wages, child labor, convict labor, safety, and health. Although the two Divisions form a single administrative unit, the titles of both of them have been retained.

Records of the Wage and Hour Division. 1938-42. 50 feet.

These include files resulting from industry-committee investigations and hearings on minimum wage rates. The materials filed under each industry heading cover chronologically all steps taken by the specific industry committee from the time of its inception to the issuance of a wage order by the Administrator of the Wage and Hour Division. A typical industry-committee file includes appointments and resignations of committee members, notices and transcripts of hearings, materials submitted by industry and labor in support of their contentions, reports and recommendations of the committee to the Administrator, the Administrator's findings and opinion, and the resultant wage order. These files also contain reports, prepared for the committees by the Research and Statistics Branch of the Division, relating to the nature and location of specific industries, marketing and pricing policies, profitability, productive capacity in relation to demand, trends in employment, and wages and wage structure. There are also records of the Hearings Branch (now known as the Exemptions Branch) of the Division, which certified the employment of learners, apprentices, and

handicapped workers at less than minimum wages. They consist of transcripts of hearings held to determine the granting of certificates.

156. Records of the Office of the Chief of Ordnance

War Department ordnance matters were handled by various committees and officials until the establishment of an Ordnance Department under the command of a Commissary-General of Ordnance by an act of Congress approved May 14, 1812. An act of February 8, 1815, provided for the reorganization of this Department under the command of a "colonel or senior officer." An act of March 2, 1821, provided that the Ordnance Department should be "merged in the artillery" and authorized the President to select artillery officers who would be attached to each regiment for ordnance duty. These officers, however, were to be subject only to the orders of the War Department while on such duty. The Ordnance Department was restored to its former status by an act of April 5, 1832, but not until the passage of an act of August 3, 1861, was the commanding officer of the Department given the title "Chief of Ordnance." His Office is responsible for the design, procurement, storage, supply, and maintenance of munitions and combat vehicles for the Army.

Records. 1797-1915. 2,177 feet.

These comprise the records of the Ordnance Department from its creation until 1915, when the decimal-classification scheme was put into effect in that office. Incorporated in these records are a few predating the establishment of the Ordnance Department. The records consist of "document files" of correspondence, reports, and related papers and bound volumes of records. Letters received for the entire period and copies of letters sent after 1903 are in the document files. Prior to 1904 copies of letters sent are in bound volumes. The principal series of bound records apart from the letter books are the contract books, 1812-1915.

Decimal files. 1915-31. 4,960 feet.

These records consist chiefly of the main classified files of the Ordnance Department for the period indicated, except personnel and contract files since 1921. In addition, during the World War I period, parallel classified files were set up for the Small Arms, Inspection, Gun, Carriage, Supply, Finance, Nitrate, Personnel, and other Divisions, and these are also in the National Archives. The correspondence and other records in these various files pertain to the design, manufacture, and procurement of ordnance, the administration of arsenals, and the recruitment and training of ordnance officers and civilian and enlisted personnel. In these files are materials identifying, describing, and prescribing the care of guns that have been used or have been considered for use in the United States Army, records of inventions and patents relating to ordnance, correspondence with concerns manufacturing ordnance, and reports relating to small-arms manufacturing processes. Index cards, which cover records, 1921-31, that have been retained by the Ordnance Department as well as those, 1915-31, in the National Archives,

give a résumé of correspondence on all subjects represented in the several classified files. A publication of the Ordnance Department, *Ordnance Department Correspondence File* (Washington, 1918), lists and describes the War Department decimal-classification numbers used in the filing of Ordnance Department records.

Records of Ordnance Department claims and salvage boards. 1918–21. 88 feet.

In November 1918 a Claims Board and a Salvage Board were created in the Ordnance Department, the former to take charge of the settlement of claims resulting from the termination of contracts executed by the Ordnance Department during World War I, and the latter to dispose of the surplus materials, equipment, and buildings that became the property of the United States as a result of such settlements. In each of 13 district ordnance offices a district claims board and a district salvage board were set up, and these boards became the operating and selling organizations under the direction of the Washington office. On April 6, 1920, the claims boards, whose activities had virtually terminated, were put under the jurisdiction of the War Department Claims Board. Records of these boards consist of the case files and minutes of meetings of the Ordnance Department Claims Board; fragmentary records of the Ordnance Department Salvage Board; and incomplete files of minutes of meetings of the district claims and salvage boards. The records comprise the basic records of the settlement of ordnance-contract claims and of the disposal of salvage materials after World War I. Records of the War Department Claims Board constitute Record Group 191.

Records of arsenals. 1794–1935. 947 feet.

These are principally records of the following establishments for the periods noted: Allegheny (Pa.) Arsenal, 1826–1901; Augusta (Ga.) Arsenal, 1837–1900; Columbia (Tenn.) Arsenal, 1889–1901; Fort Monroe (Va.) Arsenal, 1865–1912; Frankford (Philadelphia, Pa.) Arsenal, 1817–1935; Kennebec (Me.) Arsenal, 1835–1901; Rock Island (Ill.) Arsenal, 1861–1913; Sandy Hook (N. J.) Proving Grounds, 1901–17; Springfield (Mass.) Armory, 1794–1934; Watertown (Mass.) Arsenal, 1820–1917; and Watervliet (N. Y.) Arsenal, 1814–1919. There are also fragmentary records of the San Antonio (Tex.) Arsenal, 1865–1912; the Louisville (Ky.) Arsenal, 1862–65; and the Baton Rouge (La.) Arsenal, 1865–66. The records contain correspondence, work returns, pay rolls, inspection reports, orders, circulars, regulations, rosters, and various types of production records. The most extensive and most nearly complete of the records are those of the Frankford Arsenal, among which are correspondence files of the Air Nitrates Corporation, 1917–19. The arsenal records generally constitute a basic source of information on the history of ordnance and on early manufacturing in the United States.

Technical reference files of the Ordnance Committee. 1917–39. 560 feet.

The Ordnance Committee of the Technical Staff of the Ordnance Department is composed of Technical Staff officers and representatives of combatant branches of the Army and of the Navy Bureau of Ordnance. The Committee

conducts studies and reports on new developments in ordnance and approves programs and priorities in development work, testing of matériel, and the like. Its reference files are entitled "OKD [Ordnance Committee Data] Files for Technical Reference." They contain material on developments in both foreign and American matériel, with scattered documents predating the World War I period. The files include reports from United States military attachés abroad; reports and other papers from United States arsenals; reports from various officers and civilian experts on developments of matériel; minutes of the British Ordnance Committee; materials pertaining to the history of the participation of the Ordnance Department in the American Expeditionary Forces, 1917–18; and digests of Ordnance activities, 1917–39.

Records of the Ordnance Department of the American Expeditionary Forces. 1917–21. 713 feet.

The Ordnance Department of the American Expeditionary Forces existed as an almost completely independent unit. Its records, therefore, are an indispensable supplement to those maintained in the Office of the Chief of Ordnance in Washington in the reconstruction of ordnance activities in World War I. The records include correspondence and a collection of photographic negatives of personnel and equipment.

157. Records of the Maritime Labor Board

The Maritime Labor Board was established on June 23, 1938, by an amendment to the Merchant Marine Act of 1936, to correct the unstable labor situation in the maritime industry, which was hampering the national program for the development of the American merchant marine. Composed of a Chairman and two members, it was instructed to encourage maritime employers and employees to make and maintain written collective agreements for the settlement of disputes, and to formulate a plan for the establishment of a permanent Federal labor policy in maritime labor relations. It was authorized to provide mediation and arbitration services to the maritime industry, to set up and maintain files of maritime employer-employee agreements, and to seek agreement in the industry to some plan for a permanent solution of the maritime labor problem. The Board had no police power except that of compelling the filing in the Board's office of maritime employer-employee agreements.

The act establishing the Board provided that it should continue for 3 years or until special handling of maritime labor matters was no longer necessary. At the end of the 3-year period Congress voted to continue the Board only in the capacity of a research agency. The Board thereupon dismissed its mediators and referred its pending cases to the Conciliation Service of the National Defense Mediation Board. It suspended operations in February 1942 after having exhausted its appropriated funds.

See Maritime Labor Board, *Report to the President and to the Congress* (Washington, 1940), and *Supplemental Report* (Washington, 1942).

Records. 1938-42. 82 feet.

With the exception of disbursement ledgers, all records of the Maritime Labor Board were transferred to the National Archives when the Board terminated its activities. The bulk of the records are in the general files, which include maritime collective agreements, mediation case records, minutes of Board meetings, correspondence and memoranda, and comments and opinions of the Board on maritime labor legislation. The research files contain drafts of studies initiated by the Research Division of the Board and drafts and background materials used in the preparation of the Board's two reports. The information files contain orders, releases, publications, and circulars of other Government agencies relating to the maritime industry and publications of maritime unions and employer associations.

158. Records of the Capital Issues Committees

In January 1918 the Secretary of the Treasury requested that the Federal Reserve Board assume responsibility for passing upon capital issues in order that the sale of war bonds might not be impaired by the diversion of capital to nonessential projects. A Capital Issues Committee of three members was accordingly created within the Board. This Committee, which sought to obtain voluntary regulation of the issue of securities, continued its work until May 1918, when it was superseded by a new Capital Issues Committee of seven members, appointed by the President under authority of the War Finance Corporation Act of April 5, 1918. By the terms of this act the Committee was authorized to determine whether a security issue was "compatible with the national interest." Applications for permission to issue capital stock were passed upon by the Committee, which sought to divert capital from peacetime enterprises to those helpful in the prosecution of the war.

Three members of the second Committee were also members of the Federal Reserve Board, and both Committees did much of their work through subcommittees that were set up at the headquarters of each Federal Reserve district. A Bureau of Examiners aided the Committee in digesting applications and gathering data from local committees and from governmental agencies. The Committee suspended its activities on December 31, 1918, and by a proclamation of August 30, 1919, the President directed it to close its affairs and transfer its records to the Federal Trade Commission.

Records. 1918-19. 211 feet.

All known records of the two Capital Issues Committees are in the National Archives. They include the files of the several subcommittees in the Federal Reserve districts except those for Boston and Minneapolis, which have apparently been lost. The records consist of correspondence, memoranda, applications for permits, copies of permits issued, opinions of the Committees, minutes of meetings, circulars, personnel papers, pay rolls, and a few maps and charts.

159. Records of the Office of the Inspector General

Although an inspector general for the Continental Army was authorized in July 1777 and inspection was carried on after that date by an inspector, an inspector general, or an adjutant and inspector general, the Inspector General's Department of the Army was not created until the passage of an act of March 3, 1813. In 1863 The Adjutant General directed the inspector general on permanent station in Washington to receive monthly reports from all inspectors concerning their stations and activities, and in 1864 the office thus established was given responsibility for the receipt of all inspection reports, which hitherto had been submitted to the Commanding General or to The Adjutant General. By an act of June 23, 1874, statutory authority was given for enlarged functions of the Inspector General's Department, and by an act of December 12, 1878, the senior Inspector General who headed the Department was given the rank of brigadier general. It is the function of the Inspector General to inspect, investigate, and report upon all matters affecting the efficiency, discipline, and welfare of the Army. The Office of the Inspector General is now directly responsible to the War Department General Staff.

Records of the Office of the Inspector General include those of the Inspector General's Department. A preliminary checklist of the records of the Office of the Inspector General, 1814-1939, is available in processed form.

Inspection reports. 1814-1939. 240 feet.

The earliest inspection reports are dated 1814-36, 1842 (3 vols.), and comprise those of the inspectors general to the Commanding General of the Army in the specified years. In addition to these volumes there are two main series of inspection reports. The first contains inspection reports on posts, depots, and other units of the Army, cemeteries, and the National Home for Disabled Volunteer Soldiers, 1898-1914. The second large series consists of the reports of annual general inspections of all posts, camps, and stations in the continental limits of the United States and in all Territories. These reports comprise a section, set up in 1917 and separately maintained, of the central decimal files (file classification 333.1) of the Office of the Inspector General and date from as early as 1912 to as late as June 30, 1939. For the period 1863-1917 there are also a number of small series of miscellaneous inspection reports. Inspection reports for the period 1863-97 are among the Inspector General's letters received for that period (see below), and some reports for the period 1914-17 are in general correspondence files. Inspection reports for the period 1842-63 are not among the records of the Office of the Inspector General.

General records. 1863-1934. 759 feet.

These consist largely of letters received, 1863-1914, in which are included inspection reports for the period 1863-97, general and special orders, and miscellaneous correspondence; copies of letters sent, 1863-1910; general correspondence, report, and reference files, 1914-17, containing materials on complaints, investigations, inspections, departmental organization, and

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related matters; and the central files of the Office of the Inspector General, 1917-34, which contain correspondence and other records with the exception of inspection reports.

Records of the Inspector General's Department, Philippine Division. 1899-1912. 12 feet.

The principal part of these records relates to an investigation into work done at the shop of the Quartermaster Department in Manila, 1906-8. There is also the record of service of inspectors general, Philippines Service, 1899-1912.

Other records. 1863-1915. 21 feet.

The principal items among these records are miscellaneous precedent and decision files, several series of efficiency reports on officers and enlisted men, and miscellaneous papers relating to special investigations and inquiries. Also included are some financial records of the National Home for Disabled Volunteer Soldiers (1891-1914), records relating to the National Guard in 1900, a list of inspectors prior to 1864, and a photographic album of uniforms of the Army of the United States, 1908.

160. Records of the Headquarters, Army Service Forces

An Executive order of February 28, 1942, directed that the Army and the War Department be reorganized so as to provide under the Secretary of War and the Chief of Staff a ground force, an air force, and a services-of-supply command. This order was effectuated by a War Department circular of March 2, 1942, which placed the following "supply arms and services and War Department offices and agencies" under the direct command of the Commanding General, Services of Supply: Those parts of the Office of the Under Secretary of War engaged in functions of procurement and industrial mobilization (carried on in the Office of the Assistant Secretary of War, 1920-40); the Budget Advisory Committee, the Surgeon General, the Chief of Engineers (except with respect to civil functions), the Chief Signal Officer, the Quartermaster General, the Chief of Ordnance, and the Chief of Chemical Warfare Service; and supply functions of the Chief of Coast Artillery, the Chief of Finance, and the Judge Advocate General (except with respect to courts martial and certain other legal matters). The name of the Services of Supply was changed to Army Service Forces in 1943.

Records of former budget officers of the War Department. 1918-30. 70 feet.

These records were transferred to the Military Budget Estimates Section of the Fiscal Division, Services of Supply, in 1942. They include budget justifications, allotments, estimates, statements, records pertaining to appropriation legislation under consideration in Congress, budget histories, and reports and other records of the Budget Advisory Committee.

Motion pictures of the Special Services Division. 1942-43. 24 units.

These consist of four motion pictures (23 reels) of a Frank Capra series dealing with political and military phases of World War II, entitled "Pre-

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lude to War," "Nazis Strike," "Divide and Conquer," and "Battle of Britain," and of a film produced by the Division for the purpose of improving Anglo-American relations, entitled "Know Your Ally Britain."

161. Records of the Commodity Credit Corporation

The Commodity Credit Corporation was created as an independent agency of the Government on October 17, 1933, pursuant to an Executive order of the previous day. Prior to August 7, 1939, it was managed by and operated in close affiliation with the Reconstruction Finance Corporation, from which it received part of its funds. It was transferred to the Department of Agriculture by the President's Reorganization Plan No. I, effective July 1, 1939. During the first 7 years of the life of the Corporation, the period covered by the records described below, it was essentially an institution making loans to producers in order to increase and stabilize farm prices and to assure adequate supplies of farm products. Until 1937 almost all loans were on cotton and corn, but by 1940 loans had also been made on butter, dates, figs, hops, mohair, peanuts, pecans, prunes, raisins, rye, tobacco, turpentine and rosin, wheat, and wool. Loans were generally made by existing local banks, acting in accordance with instructions given by the Corporation. The Corporation, during the years covered by these records, had no field offices of its own but utilized the agents of the Reconstruction Finance Corporation, and the Federal Reserve banks acted as its fiscal agents. The Corporation also worked in close cooperation with the Agricultural Adjustment Administration and other agencies administering parts of the farm program.

See *Report of the President of the Commodity Credit Corporation*, 1940 (Washington, 1940).

Central files. 1933-41. 400 feet.

The general files are made up of 28 sections of varying size and significance. These include a general section containing records on organization, budget, legislation, new programs, standards, relations with other agencies, and other matters pertaining to the organization as a whole; and sections on operations of the RFC agents and the Federal Reserve banks, loan and sales programs pertaining to specific commodities, foreign markets, approved cooperatives and sales agencies, litigation, and claims of individuals arising out of fire, bankruptcy, forgery, or other irregularities.

Other records. 1933-41. 50 feet.

These include the "desk files" of various officers of the Corporation and miscellaneous files on State laws, warehouse tariffs, freight transportation, and other subjects.

162. General Records of the Federal Works Agency

When the Federal Works Agency was created by the President's Reorganization Plan No. I, effective July 1, 1939, a number of previously existing agencies were transferred to it. These were regrouped to form the Public

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Buildings Administration, the Public Roads Administration, the Public Works Administration, and the Work Projects Administration, the records of each of which are in a separate record group (see Record Groups 121, 30, 135, and 69, respectively), and the United States Housing Authority, which was later transferred to the Federal Public Housing Authority (see Record Group 196). The general records of the Federal Works Agency include the records of the Office of the Federal Works Administrator.

Sound recordings. 1941. 1 unit.

Transcription of a speech by John M. Carmody, Federal Works Administrator, entitled "The United States Government Is Building Thousands of Homes for Our National Defense Workers From Coast to Coast."

163. Records of the Selective Service System, 1917-19

The system under which approximately 23,709,000 men were registered for and 2,800,000 were inducted into the military service of the United States in World War I was directed by the Office of the Provost Marshal General in accordance with provisions of the Selective Service Act of May 18, 1917. Much of the actual management of the draft was left to the States, in each of which local draft boards for each unit of 30,000 population were set up. These boards, comprised of three members appointed by the President upon the recommendation of the Governor, registered, classified, inducted, and delivered to mobilization camps men eligible for the draft in their respective districts. Legal and medical advisory boards assisted the local boards, and district boards were established to pass on occupational exemption claims and to hear appeals from local board rulings. The Provost Marshal General's Office worked with local and district boards through Selective Service State headquarters. The Armistice brought an immediate cancellation of calls for induction, and classification activities ceased shortly thereafter. By March 31, 1919, all Selective Service organizations except the Office of the Provost Marshal General had been closed. The latter office was abolished on July 15, 1919.

The order of the Secretary of War closing Selective Service organizations provided that all records were to be transferred to the Adjutant General's Office, where a Selective Service Division was set up to service them. After the termination of this Division in 1939, Congress authorized the disposal of the bulk of the records, including registration cards, individual folders on registrants, district and advisory board records, and most local board records. A set of registration cards was transferred to the Bureau of the Census. The remaining records, principally administrative files of the Adjutant General's Office and local board classification lists, were transferred to the National Archives. A preliminary checklist of these records is available in processed form.

Records of the Provost Marshal General's Office. 1917-19. 886 feet.

Records relating to the preparation, interpretation, and enforcement of draft regulations; correspondence interpreting draft regulations and issuing

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instructions to State draft authorities; and correspondence with individuals, principally Members of Congress, relative to the draft, make up the principal files of the Provost Marshal General's Office. Correspondence regarding the registration of aliens and questionnaires filled in by local boards on the workings of draft provisions are among the supplementary files of the Office. Several "lists," including card files of United States residents serving in British and Canadian Expeditionary Forces, and of draft registrants living abroad, have also been preserved. After the closing of local boards, the Office of the Provost Marshal General, making use largely of records transferred from State offices, compiled lists of personnel serving in the Office, in State headquarters, and on local boards, and these lists and related materials are among the records. Financial records of the Office include vouchers for payment of services, accounts of appropriations received and spent by the Selective Service System, and a two-volume compilation of Selective Service financial statistics.

Records of local and district boards. 1917-19. 2,506 feet.

For the first registration, on June 5, 1917, local boards kept docket books in which were noted for each registrant the name, order and serial number, date and result of physical examination, date of dispatch to mobilization camp, and acceptance or rejection there. In subsequent registrations, the docket books were replaced by classification lists, onto which in most instances the information contained in the docket books was copied. These lists (1,125 feet) are arranged numerically by code numbers assigned to local boards. Many of the docket books were destroyed by the local boards, but 3,731 volumes of them have been retained. Forms upon which local boards listed men summoned for entrainment to mobilization camps, persons failing to report for military duty, and inductees such as Students' Army Training Corps candidates, who were inducted individually, comprise 1,388 feet of records. Copies of material relating to draft-exemption appeals carried to the President have also been retained. Prior to the destruction of the records of the individual registrants, microfilm copies of the records of inductees or delinquents whose surnames began with the letters A-D were made, and these have been transferred to the National Archives.

Records of the Selective Service Division. 1919-39. 11 feet.

The correspondence, reports, and other papers relative to the servicing of Selective Service records following the termination of Selective Service organizations were transferred to the National Archives after the closing of the Selective Service Division of the Adjutant General's Office in 1939.

164. Records of the Office of Experiment Stations

The Hatch Act of March 2, 1887, provided for the establishment of experiment stations, under the direction of land-grant colleges, to conduct "researches or experiments bearing directly on the agricultural industry of the United States." In order that the Commissioner of Agriculture might provide advice and assistance to the stations, as required by the Act, an

of the heads of divisions and three general officers of the Staff Corps. In matters involving military policy or the establishment or reversal of precedents, the Chief of Staff makes personal presentation of Staff views to the Secretary of War before issuing orders through The Adjutant General for the carrying out of General Staff recommendations.

A preliminary checklist of the records described below is available in processed form. Related records pertaining to the work of the General Staff are in Record Group 94, Records of the Adjutant General's Office.

Records of the Office of the Chief of Staff. 1903-21. 245 feet.

These consist of memorandum reports by Staff personnel on subjects referred to the General Staff, 1903-21. They include the reports of the Provisional General Staff, which functioned in the period June-August 1903. The subjects treated in the reports are of great variety and range of importance and include mobilization, distribution of troops, prevention of desertion, revision of Army regulations, and reorganization of territorial divisions of the Army.

Records of the Army War College. 1903-19. 309 feet.

When the Army War College was placed under General Staff direction in 1903, it was assigned the special duty of assisting the Chief of Staff in the preparation of plans for national defense. As a result of this assignment and of an organization, 1911-18, in which direction of top professional instruction was combined with the supervision of military-intelligence service and the preparation of military plans, the War College exercised in the pre-World War I period many of the functions of the General Staff. Records of the War College for this period therefore contain much material that might logically be expected to be in the main files of the General Staff. They include a series of special studies on a variety of operational, administrative, technical, and other military problems. In addition, there are files of correspondence and related papers pertaining to personnel, administration, military training, and military intelligence, 1903-10.

Records of the Military Intelligence Division. 1906-33. 595 feet.

These records relate principally to the special activities of the Division in World War I. They contain papers relating to persons suspected of being engaged in proenemy activities, the protection of industrial plants engaged in war work, and the Division's wartime censorship activities. Other records consist of materials relating to Cuba that were compiled largely by the Army of Cuban Pacification, 1906-7, and a series of military attaché reports, 1918-33.

Collections of the Historical Section, Army War College. 1776-1941. 58 feet.

The Historical Section of the Army War College was organized as the Historical Branch of the War Plans Division of the General Staff in March 1918 for the purpose of compiling a history of World War I. This project was abandoned in 1919, and the Section now collects and preserves records of the American Expeditionary Forces and issues official publications on various phases of World War I. Among the materials pertaining to World

War I that have been transferred to the National Archives are those used by the Economic Mobilization Section in compiling the *Handbook of Economic Agencies of the War of 1917*; microfilm copies of the Historical Section's digests of 30,000 significant documents selected from World War I records; a collection (105,000 items known as the "Signal Corps Official Collection") of photographs showing military activities of the American Expeditionary Forces; and a collection of 67,000 privately taken photographs showing home aspects of the war. In addition to materials pertaining to World War I, the Historical Section has also transferred to the National Archives photographs made by Mathew B. Brady and others relating to the Civil War (the negatives of these photographs are in Record Group 111, Records of the Office of the Chief Signal Officer); a photographic collection relating to Army post activities, 1870-1941; various collections of lantern slides and stereoscopic views; and a collection of manuscript and printed maps relating to the American Revolution, Napoleon's campaigns of 1806-9, Canadian Border areas (1890), and Cuba in the Spanish-American War.

Records of discontinued divisions, branches, sections, and boards. 1888-1924. 614 feet.

These consist of incomplete records of the War Plans Division, including its Morale Branch, 1918-21, and of the Purchase, Storage, and Traffic Division, 1918-20; records of the Civilian Advisory Board on the development of educational policies in the Army, which functioned under the War Plans Division (1920-21) and the Operations and Training Division (1921-24); records of the Commissioned Personnel Branch for the period 1918-21, when that Branch operated under the Operations Division; records of the Board of General Officers, set up in 1922 to recommend officers to be retained on or retired from active duty after January 1, 1923; and records of the Inventions Section, successively a unit in the War Plans Division and the Operations Division, including records of the Board of Ordnance and Fortifications, 1888-1919, transferred with related functions to that section.

Japanese surrender documents. 1945. 2 documents.

These consist of two original signed copies of the "Instrument of Surrender of the Japanese and Japanese-controlled armed forces in the Philippine Islands to the Commanding General, U. S. Army Forces, Western Pacific," executed at Camp John Hay, Philippine Islands, September 3, 1945. Other Japanese surrender documents are in Record Group 218, Records of the United States Joint Chiefs of Staff.

166. Records of the Office of Foreign Agricultural Relations

A Section of Foreign Markets was established in the Department of Agriculture in 1895 to collect information on production, consumption, and prices of farm products in foreign countries. The Section lost its identity for a time after 1904, but its functions were continued by the Bureau of

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Office of Experiment Stations was established in the Department of Agriculture on October 1, 1888. Strengthened by an act of August 8, 1894, and the Adams Act of March 16, 1906, the Office assumed numerous new duties. These included the administration of the Alaska and insular experiment stations, the investigation and promotion of agricultural instruction in schools, far-reaching extension work, the investigation of irrigation and drainage projects, and the study of human nutrition.

The Smith-Lever Act of May 8, 1914, provided for Federal aid to and coordination of farm-extension and farm-demonstration work and made the Secretary of Agriculture responsible for carrying out its provisions. Pursuant to that act and related acts, on July 1, 1915, the Secretary established the States Relations Service to supervise the Office of Experiment Stations, the Office of Extension Work in the South, the Office of Extension Work in the North and West, and the Office of Home Economics. The States Relations Service was in large part the original Office of Experiment Stations, with additional functions in the field of extension and demonstration work, and the lines of demarcation between the Office of Experiment Stations and the Service were partially obscured because the same man was director of both. The records of his activities in both capacities were interfiled.

In 1923 the States Relations Service was abolished, and in the redistribution of its component parts the Office of Experiment Stations was made a staff office of the Office of the Secretary. In accordance with an Executive order of February 23, 1942, it became a part of the newly established Agricultural Research Administration. The work of the Office, particularly in the field of research, was expanded by the Purnell Act of 1925, the Bankhead-Jones Act of 1935, and the Agricultural Adjustment Act of 1938. Its basic activities have continued to be the evaluation, approval, and review of research programs and budgets; the inspection of the work of stations; the direct administration of certain stations; the coordination of scientific effort; and the dissemination of the results of investigations.

General records. 1888-1938. 203 feet.

These consist of a few large series that were maintained in a systematic way over considerable periods of time and numerous small series. Included in the records for the period 1915-23 are records of both the Office of Experiment Stations and the States Relations Service. The correspondence files, 1888-1923 (70 feet), appear to consist of miscellaneous and general correspondence that could not appropriately be placed in one of the more specialized files named below. These specialized files include correspondence with associations, including the Association of Land Grant Colleges, 1889-1932 (8 feet); correspondence with other offices of the Department of Agriculture, including the Office of the Secretary, 1898-1932 (8 feet); correspondence with other Federal agencies, 1905-32 (8 feet); correspondence with State officials concerning administration, policy, and accounts, 1907-32 (6 feet); correspondence with State experiment stations, 1888-1937 (30 feet); a fragmentary file on State projects and Hatch Act projects, 1928-37 (1 foot); correspondence and administrative papers, 1897-1937 (28 feet), relating to experiment stations in Alaska, 1897-1937, Guam, 1898-1936,

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Hawaii, 1898-1936, Puerto Rico, 1900-1932, and the Virgin Islands, 1917-32; and an administrative file relating to such matters as accounts, buildings, inspection reports, and personnel actions, 1904-32 (12 feet). Other records include a register of agricultural scientists, 1904-26 (6 feet), consisting of personal-history statements submitted by agricultural scientists from all parts of the country; manuscripts of addresses and publications, 1899-1923 (1 foot); correspondence relating to the *Journal of Agricultural Research*, 1913-29 (1 foot); copies of letters sent from stations in Hawaii and Puerto Rico to the Bureau of Plant Industry, 1918-27 (1 foot); and papers relating to international expositions, 1915-36 (1 foot).

Records of experiment stations. 1898-1932. 75 feet.

Stations in the Territories have been administered directly by the Office of Experiment Stations. The records in the National Archives are largely those of the station in Alaska, 1898-1932. They pertain to all phases of the work in that Territory and consist of correspondence, papers relating to the administration of the station, and other materials. There is a smaller and less complete file of records of the Guam station, 1909-32 (9 feet).

165. Records of the War Department General Staff

The creation of a General Staff Corps, authorized by an act of February 14, 1903, was undertaken to provide the national military structure with a central control in place of the dual control that had displayed fundamental weaknesses in the Spanish-American War. The Commanding General of the Army, who had had entire responsibility for military operations but no control over administrative services, which were directed by the Secretary of War, was replaced by a Chief of Staff. This official, assisted by a corps of leading Army officers, was to receive directions on behalf of the President from the Secretary of War and to supervise the execution of these directions in their application both to line troops and to the administrative and technical services. General Staff officers were relieved of all line duties and were assigned responsibility for preparing a national defense organization to meet any contingency. So drastic a change was not quickly accomplished, and prior to 1917 the General Staff had virtually a nominal existence. It came out of World War I greatly strengthened, however; and war gains were consolidated by the National Defense Act of 1920, which reaffirmed the principles of General Staff organization.

In current practice all but the most important military decisions and recommendations of the General Staff are made by Staff divisions. These divisions, which have been reorganized frequently in the course of the Staff's existence, now number five. The Military Intelligence Division and the Supply Division have existed as such since 1918 and 1920, respectively. The Personnel Division was created in 1921. The Operations Division and the Organization and Training Division represent a redistribution of functions in 1942. For preliminary consideration of matters requiring the personal attention of the Chief of Staff, there exists a General Staff Council composed

Statistics, 1904-13, and the Bureau of Markets, 1913-22. From 1922 to 1930 it was the duty of the Division of Statistical and Historical Research of the Bureau of Agricultural Economics to receive and analyze consular and other reports pertaining to foreign agriculture. Under authority of an act of June 5, 1930, agricultural attachés and agricultural commissioners, reporting directly to the newly formed Foreign Agricultural Service of the Bureau of Agricultural Economics, were appointed to represent the Department of Agriculture in the more important trade centers of the world. The President's Reorganization Plan No. II provided that the foreign representatives of the Service be transferred to the Department of State, effective July 1, 1939. The personnel and functions of the Service that were not transferred to the State Department and the records of the Service were assigned to a new unit established in the Office of the Secretary of Agriculture, the Office of Foreign Agricultural Relations. The principal work of this Office and its predecessors has consisted of the collection, analysis, and dissemination of information on all phases of foreign agriculture, including production, consumption, trade, and Government policy. It has also acted as a staff office with planning, advisory, and coordinating functions whenever international affairs involving agriculture have been of concern to the Government. A preliminary checklist of the records is available in processed form.

Foreign agricultural reports. 1903-38. 198 feet.

The majority of the reports originated with agricultural trade commissioners, agricultural attachés, and special agents, though there are many from regular consular officials. For the most part they cover the period 1919-38, but a very few date back to 1903. The reports cover all agricultural areas of the world, but individually they vary greatly in geographic coverage and in specific detail. Some provide detailed information on import policies and on such subjects as honey production, packing, and fiber production, while others are very general in character, giving only an over-all picture of the agricultural situation in a particular country.

Forestry and forest-product reports. 1901-41. 15 feet.

The reports in this series, evidently maintained by the Forest Service prior to 1935, are similar to the agricultural reports described above. Most of them are for the period 1920-41. They pertain to all phases of forestry in foreign countries, including planting, lumbering, protection, legislation, silviculture, and forest products. Besides the reports for particular countries in specified years, there is a small general file entitled "Forestry in Europe" and a special file on "Bonifica Integrale," an Italian land-utilization program of the 1930's.

Cable reports on foreign agriculture. 1922-43. 50 feet.

These coded cables from agricultural attachés and special agents provide information on current trends in agricultural production, marketing, and prices abroad. A transcription is usually attached to each cable.

167. Records of the National Bureau of Standards

The National Bureau of Standards was created in the Department of the Treasury on March 3, 1901, to succeed the Office of Standard Weights and Measures. It was transferred to the Department of Commerce and Labor when that Department was established in 1903 and remained in the Department of Commerce when the Department of Labor was set up as a separate unit in 1913. The Bureau acts as one of the principal research and testing laboratories of the Government, and its functions include the development and maintenance of working and reference standards in weights, measures, and quality of materials and the application of these standards in science and engineering. Much of its work is conducted in cooperation with other Government agencies.

See Gustavus A. Weber, *The Bureau of Standards* (Baltimore, 1925).

Test folders. 1903-33. 165 feet.

These contain reports, correspondence, and certificates of tests made by the Bureau on various materials, machines, and instruments.

168. Records of the National Guard Bureau

Before 1903 there was no central office in the War Department in charge of militia affairs and each aspect of the Department's relations with the military authorities of the various States and Territories was handled by the War Department bureau that handled the same aspect of the Army's affairs. In 1903 a Militia Division was established, which functioned in the Adjutant General's Office and the Military Secretary's Office until 1908, when a Division of Militia Affairs was set up in the Office of the Secretary of War. In 1910 this Division was made responsible to the Chief of Staff. The National Defense Act of June 3, 1916, transformed the Division into the Militia Bureau and provided that it should not form a part of any other War Department bureau or office. The Bureau was renamed the National Guard Bureau by an act of June 15, 1933.

The records of the National Guard Bureau in the National Archives are largely those of its predecessor agencies, together with some early War Department materials relating to the militia that were collected by the Division of Militia Affairs in 1908. A preliminary checklist of the records in the National Archives is available in processed form.

Early records relating to the militia. 1822-1903. 10 feet.

An order directing the withdrawal of militia records dated before 1903 from the files of Offices of the Secretary of War and The Adjutant General and their concentration in the Division of Militia Affairs was never completely carried out. These early militia records are in consequence fragmentary. They consist of annual returns and abstracts of returns submitted

by the several States to the Secretary of War, 1822–1902, and correspondence, reports, and related material of the War Department pertaining to militia affairs, 1885–1903. The returns give the relative strength of militia units by arm of service, the rank and names of general and staff officers, and designations of specific units and locations of their headquarters. The correspondence relates to such objects as inspection of State troops by officers of the Regular Army, clothing, ordnance supplies, and personnel.

Records of the Militia Division. 1903–8. 8 feet.

These consist of materials withdrawn from the files in which were incorporated all records of the Adjutant General's Office. They consist of correspondence handled by the Militia Division and related papers pertaining to supplies, funds, inspections, returns, and personnel; and requisitions from governors of States for supplies and funds for the National Guard. Some requisitions are accompanied by supporting papers giving reports of money spent. Most of the records created by the Division remain in the files of the Adjutant General's Office (Record Group 94).

Records of the Division of Militia Affairs. 1908–16. 154 feet.

Throughout the whole period of its existence this Division maintained its own files. The records include correspondence, quarterly reports of sergeants assigned to National Guard units, and reports on small-arm firing and drills, target practice, and field instruction by National Guard units. The correspondence relates to such matters as funds, supplies, inspections, returns, and personnel and contains some material illustrative of the attitude of the Division toward the State units and of the cooperation between the two.

Photographs and related correspondence. 1925–34. 4 feet.

These consist of photographs of crests, coats-of-arms, and mottoes of National Guard units, 1925–34, and of National Guard activities, 1930–34, with related correspondence.

Militia and National Guard accounts. 1887–1941. 24 feet.

These consist of bound volumes (96) and unbound material in which are contained the accounts of the War Department with the States for arming, equipping, and training the militia and the National Guard. The accounts show appropriations to and expenditures by the States, dates of requisitions, and the character of arms and supplies ordered.

169. Records of the Foreign Economic Administration

The Foreign Economic Administration was established within the Office for Emergency Management by an Executive order of September 25, 1943, to unify governmental activities relating to foreign economic affairs. Within it were consolidated the Office of Economic Warfare, the Office of Lend-Lease Administration, the Office of Foreign Relief and Rehabilitation Operations, and that part of the Office of Foreign Economic Coordination of the Department of State that was concerned with foreign economic affairs. An Executive order of October 6, 1943, transferred to the new agency the foreign

procurement activities of the War Food Administration and the Commodity Credit Corporation. The Foreign Economic Administration was terminated by an Executive order of September 27, 1945 (effective October 20), and its functions and related records were transferred to the Departments of State, Commerce, and Agriculture and the Reconstruction Finance Corporation.

Records of the Office of Economic Warfare. 1940–43. 1,957 feet.

The Office of Economic Warfare originated as the Economic Defense Board, which was created by an Executive order of July 30, 1941, to coordinate international activities of an economic character. Under authority of an Executive order of September 15, 1941, this Board had assimilated the Office of the Administrator of Export Control, established by Presidential proclamation to administer provisions of an act of Congress approved on July 2, 1940, prohibiting the export of materials and commodities designated as essential to defense except under license. The actual issuance of licenses under this act had been by the Division of Controls in the Department of State. On December 17, 1941, the Economic Defense Board was renamed the Board of Economic Warfare; and on July 15, 1943, shortly before its transfer to the Foreign Economic Administration, it became the Office of Economic Warfare in the Office for Emergency Management.

The records of these agencies in the National Archives consist chiefly of applications for export licenses filed with the Department of State, the Economic Defense Board, and the Board of Economic Warfare, June 1940–July 1943, and related correspondence, July 1940–June 1942. The applications pertain to materials other than arms, ammunition, implements of war, tinplate scrap, helium, gold, and narcotics. There is also an "industrial licensing clearance file" begun by the Office of the Administrator of Export Control and continued by the Board, consisting of applications and related papers submitted by shippers desiring preference ratings from the Office of Production Management and its successor, the War Production Board, June 1941–July 1942.

Records of the Office of Lend-Lease Administration. 1939–43. 65 feet.

The Office of Lend-Lease Administration was established in the Office for Emergency Management by an Executive order of October 28, 1941, to administer the Lend-Lease Act of March 11, 1941. It succeeded the Division of Defense Aid Reports, which had been established by an Executive order of May 2, 1941. Prior to that time the foreign purchasing program had been assisted by the Interdepartmental Committee for Coordination of Foreign and Domestic Military Purchases, popularly known as the President's Liaison Committee, appointed in December 1939. There are small quantities of records of all these agencies in the National Archives, consisting mainly of memoranda, reports, and correspondence showing the development of policy and the organization of lend-lease operations, 1939–43; correspondence concerning final action on reports on preliminary and purchase negotiations, 1940–42; registers of preliminary negotiation reports, 1941–42; copies of "commitment letters" authorizing agencies to procure, transfer, and export materials, equipment, or services, 1941–43; and export authorizations, export

declarations, transfer directives, and reports of requisition estimates, 1941-42.

170. Records of the Bureau of Narcotics

The Bureau of Narcotics was created in the Department of the Treasury by an Act of Congress approved June 14, 1930. To it were transferred the functions and records of two previously existing agencies. One was the Federal Narcotics Control Board, composed of the Secretaries of State, the Treasury, and Commerce, in which had been vested authority to "make and publish all proper regulations" for the enforcement of the prohibition of the importation and exportation of certain narcotics contained in an act of May 26, 1922. The other was the Narcotic Division of the Bureau of Prohibition, which had inherited functions vested in the Commissioner of Internal Revenue by the Harrison Narcotic Act of 1914. The functions of the Bureau of Narcotics are to prevent illicit traffic in narcotic drugs and to control the legitimate manufacture and distribution of such drugs for medical purposes. It works in cooperation with the Bureau of Customs, the Public Health Service, the Department of State, and the several States in many of its activities.

Case files. 1916-20. 118 feet.

The records represent the handling by the Bureau of Internal Revenue of alleged violations of provisions of the Harrison Narcotic Act of 1914, which sought to establish domestic control of the use of opium and cocaine and their derivatives. They contain such papers as reports of internal-revenue agents responsible for the collection of evidence of violations; recommendations of Bureau officials with respect to the disposition of charges; and correspondence, statements, affidavits, and the like relating to these reports and recommendations.

Correspondence. 1920-28. 184 feet.

The correspondence relating to the enforcement of provisions of the Harrison Narcotic Act by the Narcotic Division consists principally of letters exchanged between Division officials, particularly the prohibition commissioners, and internal-revenue collectors regarding the filing of the various returns, reports, and registrations required of dealers in drugs. There are also correspondence files of the Federal Narcotics Control Board containing letters of the Board, customs officials, and drug producers, merchants, and others relative to applications for permission to import or export narcotics in accordance with provisions of the Narcotic Drugs Import and Export Act of May 26, 1922.

Permits, returns, and registration lists. 1920-42. 600 feet.

These consist of copies of import and export permits, 1926-37; internal-revenue collectors' annual and monthly lists of narcotic registrants, together with records of discontinued registrations, 1926-34; and monthly returns submitted by importers, manufacturers, producers, and compounders of taxable narcotic drugs and preparations, together with summaries, account sheets, and recapitulation sheets, 1920-42.

171. Records of the Office of Civilian Defense

The Office of Civilian Defense was established in the Office for Emergency Management by an Executive order of May 20, 1941, to coordinate Federal, State, and local relationships pertaining to certain civilian-defense activities during World War II. Upon its establishment the Office absorbed the functions and records of the Division of State and Local Cooperation of the Advisory Commission to the Council of National Defense. The fiscal, budgetary, and personnel responsibilities in connection with the Office of Civilian Defense were at first handled by the Division of Central Administrative Services of the Office for Emergency Management; but in the spring of 1942 these responsibilities, with minor exceptions, were transferred to the Office of Civilian Defense. An Executive order of April 15, 1942, established a Civilian Defense Board to advise and assist the Director of the Office. The work of State and local defense organizations was coordinated through nine regional offices, the boundaries of which were identical with those of the War Department Service Commands. These offices were closed on June 30, 1944; and by an Executive order effective on June 30, 1945, the Office of Civilian Defense was terminated. Records of the Office of Civilian Defense in the National Archives include all extant records of the Office except fiscal records, which are in the custody of the Department of the Treasury. An inventory of the records, prepared by the Office, is available in processed form.

Records of the Division of State and Local Cooperation, Advisory Commission to the Council of National Defense. 1940-41. 7 feet.

The general files of the Division (3 feet) contain weekly progress and other reports of the Division, material relating to speeches made by Division officials, records pertaining to conscription and alien registration, and reports and other records of civilian-defense conferences. A considerable body of materials once in these files has been incorporated in the central files of the Office of Civilian Defense described below. Other records include the correspondence of the Division with its field representatives; reports and digests of defense legislation in the States; copies of minutes of the meetings of the Advisory Commission to the Council of National Defense; and a "Community Facilities File," made up of forms submitted by local residents, that contains information about local defense facilities.

Records of the National Headquarters. 1940-45. 1,269 feet.

The records system of the Headquarters office provided for a central files but several record-creating units of the office were from time to time authorized to maintain their own files. Shortly before the termination of the agency provision was made for the destruction, as provided by law, of a large quantity of materials not judged to be of continuing value. The remaining Washington office records, with the exception of those transferred to liquidating agencies, consist of:

CENTRAL FILES, 1941-45 (303 feet). These contain correspondence of the Headquarters of the Office of Civilian Defense with Government departments and agencies, Members of Congress, and private individuals and organizations; statistical data and studies; materials relating to the many varied

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aspects of the Civilian Defense program, including materials relating to technical subjects such as air-raid shelters, camouflage, and the evacuation of civilian population. In addition to the main files, there are regional files, consisting of materials received from, sent to, or relating to regional offices and to States and localities within each region (1941-42).

RECORDS OF ADMINISTRATIVE UNITS, 1940-45 (956 feet). Records of the Office of the Director (52 feet) pertain to the period before June 1944, after which date the records of this Office were filed in the central files. Records of the Medical Division (33 feet) were separately filed to May 1944 and include the records of that Division's Rescue Section. Records of the Industrial Protection Division (31 feet) include those of the predecessor Office of the Assistant Director in Charge of Plant Protection. Other administrative units for which there are separate bodies of records include the Administrative Division (180 feet), which handled fiscal and personnel functions; the Division of State-Federal Cooperation and its predecessor, the Office of the Assistant Director in Charge of Volunteer Participation (14 feet); the Legal Division (10 feet); the Protection Services Division (146 feet); the Protective Property Division (277 feet); the OCD Supply Depots (110 feet); the Public Counsel Division, which conducted the public relations of the Office (35 feet); the Report Analysis and Statistics Division (22 feet); and the Reports and Awards Office (50 feet). Records of the Protection Services Division include those of its Camouflage Unit, Intelligence Officer, and Technical Board and its Control and Communications, Engineer, Fire Defense, Gas Protection, and Training Sections.

MAPS, 1932-45 (3 feet). These relate to the defense aspects of the physical, industrial, and population characteristics of various cities and areas of the United States and to the territorial subdivisions of the Office of Civilian Defense.

PHOTOGRAPHIC RECORDS, 1941-45 (15 feet). The official photographic collection of the Office of Civilian Defense consists of negatives and prints showing equipment, insignia, uniforms, posters, protective devices, methods of communications and control, and activities of auxiliary organizations. There are also glass slides illustrating a lecture entitled "Rescue Service," slides relating to defense aspects of buildings, and prints, negatives, and slides relating to camouflage. Other photographs are scattered through many series of OCD records.

MOTION PICTURES AND SOUND RECORDINGS, 1941-44 (250 units). These films and recordings, made or received by the Office of Civilian Defense, were used in training courses and in general to increase the alertness of radio-listeners and theater-goers.

Records of the regional offices. 1941-44. 785 feet.

Although varying conditions in each region necessitated some variations in personnel and duties, the organizational structure of the regional offices of civilian defense followed a general pattern consisting usually of the Office of the Regional Director, the Administrative Branch, the Protection Branch, and the Public Counsel Division. At the time of termination, regional offices were located at Boston (Region I), New York (Region II), Baltimore

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(Region III), Atlanta (Region IV), Columbus (Region V), Chicago (Region VI), Omaha (Region VII), Dallas (Region VIII), and San Francisco (Region IX). For each office the records consist of correspondence, reports, surveys, statistical compilations, and other records pertaining to the field work of the Office of Civilian Defense.

172. Records of the United States Commerce Court

Created by the Mann-Elkins Act of June 18, 1910, the United States Commerce Court was a specialized tribunal, the jurisdiction of which included the enforcement, suspension, or setting aside (in whole or in part) of orders of the Interstate Commerce Commission and the trial of cases arising under the Interstate Commerce Act of 1887 and amendatory acts. Jurisdiction over these matters had previously been vested in the United States circuit courts. The Attorney General represented the United States in all cases and proceedings in the Commerce Court, and final judgments of the court were reviewable by the Supreme Court on appeal. An act of October 22, 1913, abolished the court as of December 31, 1913, and transferred its jurisdiction and the cases pending before it to the United States district courts. All known records of the Commerce Court are in the National Archives. The records of pending cases transferred to district courts became parts of the records of those courts.

Records. 1910-13. 23 feet.

These consist of a docket book; a court journal; case files, including petitions, pleadings, briefs, arguments, judicial orders and opinions, exhibits, and correspondence; a calendar of cases; stenographic minutes and reporters' transcripts of testimony for some cases; personnel records; copies of letters sent by the marshal; and correspondence and related papers concerning accounts and disbursements.

173. Records of the Federal Communications Commission

The Federal Communications Commission was created by an act of June 19, 1934, to regulate radio broadcasting and interstate and foreign communications by radio and wire. Under the same act, regulatory functions of a similar sort that had previously been performed by the Interstate Commerce Commission, the Federal Radio Commission (formerly the Radio Division of the Department of Commerce), and the Post Office Department were transferred, with the related records, to the Federal Communications Commission.

Records of the Foreign Broadcast Intelligence Service. 1941-45. 410 feet.

During World War II, as regular channels of communication were destroyed, radio broadcasts from belligerent nations, occupied countries, and clandestine transmitters became increasingly important as sources of information. In February 1941 a Foreign Broadcast Monitoring Service, which was later renamed the Foreign Broadcast Intelligence Service, was established within the Federal Communications Commission "to record,

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translate, analyze, and report to the Government" on such broadcasts. Various monitoring stations were set up in the United States and abroad to intercept and record foreign broadcasts and to send translations by wire to Washington headquarters, where interpretations and summaries were prepared by editors and political analysts and distributed to appropriate Government agencies and officials. On December 21, 1945, the Service was transferred to the War Department.

The records of the Service in the National Archives extend to September 1945, by which time most of the work had been discontinued. They consist of the following: (1) Sound recordings of broadcasts intercepted by monitoring stations (25,600 items); (2) transcripts of the broadcasts in English, with occasional transcripts in the language of delivery; (3) teletype records of "incoming wires," including London cables transmitting texts of broadcasts emanating from Europe and Africa, wires from San Francisco and Portland, Oreg., transmitting material from the Far East and Russia, and wires from Kingsville, Tex., transmitting material from Latin America; (4) teletype records of "outgoing wires," consisting of parts of the incoming material selected for transmission to Government agencies; and (5) processed copies of reports analyzing foreign broadcasts. A number of "special releases," which were issued between October 1942 and September 1943 to supplement the "daily reports" on broadcasts, are present. These include speeches, mostly in translation, of many foreign notables in both enemy and Allied countries. A preliminary checklist of most of these records is available in processed form.

174. General Records of the Department of Labor

A Bureau of Labor was first established within the Department of the Interior in 1884. Four years later it was made an independent Department of Labor without executive rank, and on the creation of the Department of Commerce and Labor in 1903 it was incorporated in that Department as a bureau. By an act of March 4, 1913, a Department of Commerce and a Department of Labor were separately established as executive departments. The Department of Labor was made responsible for promoting the welfare of the wage earners of the United States, improving their working conditions, and advancing their opportunities for profitable employment. It was originally made up of four bureaus, which were transferred from the former Department of Commerce and Labor by the act creating the Department. On January 4, 1918, in order that there might be a central coordinating authority over labor matters during the remainder of the World War I period, the President appointed the Secretary of Labor as War Labor Administrator. Special boards and services that were set up under the Department for carrying on the work of war labor administration were with a few exceptions discontinued shortly after the close of the war. Of recent years the work of the Department has been considerably expanded.

The chief aides to the Secretary of Labor are the Assistant Secretaries, the Solicitor, the Director of Information, the Director of Personnel, the Li-

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brarian, the Chief Clerk, and the Budget Officer. The records of the Secretary and of these officials, together with certain records not constituting parts of the records of the several bureaus of the department, constitute the present record group. With the exception of those of the Solicitor, the records are kept chiefly in central files maintained in the Chief Clerk's Office. The records described below constitute the noncurrent parts of these general records of the Department. A preliminary checklist of them is available in processed form.

The records of several major administrative units that are or have been in the Department of Labor are in Record Group 85, Records of the Immigration and Naturalization Service; Record Group 86, Records of the Women's Bureau; Record Group 100, Records of the Division of Labor Standards; Record Group 102, Records of the Children's Bureau; Record Group 155, Records of the Wage and Hour and Public Contracts Divisions; and Record Group 183, Records of the United States Employment Service.

General files. 1907-42. 116 feet.

These files, which were maintained in the Office of the Chief Clerk, contain correspondence, memoranda, reports, minutes of departmental and interdepartmental committees, press clippings and press statements, and other records. They include not only the correspondence of the Secretary but also a large proportion of that received or prepared by the Assistant Secretaries, by staff officers connected with the Secretary's Office, and by committees appointed by the Secretary. Included also are some records of the Bureau of Labor, 1907-13; the War Labor Administration, 1918-19; the Speakers' Bureau of the Information and Education Service, 1918-19; and the President's Mediation Commission. The last-named agency was established in September 1917, with the Secretary of Labor as Chairman, to deal especially with certain labor disputes in the Arizona copper mines, the California oil fields, and the Northwestern lumber industry, and it ceased to function early in 1918. Subjects represented in the files include unemployment, industrial relations, social reform, vocational education, the 8-hour day, working conditions for Government employees and aliens, radical political and labor activities, and organized labor.

Other records. 1913-21. 4 feet.

The act establishing the Department of Labor empowered the Secretary of Labor to act as mediator and to appoint commissioners of conciliation in the interests of industrial peace. To execute this power, the Secretary set up a Division of Conciliation, later redesignated the Conciliation Service. In addition to records relating to this Service to be found in the general files described above, there are some separately filed fragmentary records for the year 1919, consisting of complaints, correspondence regarding adjustment of disputes, and case records. There are fragments also of the correspondence and reports of the Division of Negro Economics, 1919-21, and separately maintained office files of the first Secretary of Labor, William B. Wilson, 1913-21, and of other officials of the Department.

175. Records of the Chemical Warfare Service

The Chemical Warfare Service was established as a part of the Army on June 28, 1918, to develop, produce, and test materials and apparatus for gas warfare and to organize and train officers and troops in methods of defense against gas. After the close of World War I, the Service was directed to maintain a competent body of chemical-warfare specialists with facilities for continuous research and investigation; to keep in touch with civilian agencies for chemical research and with chemical industries capable of being converted to the production of wartime material; to be responsible for the continuous training of the Army in chemical warfare; and to maintain a supply of chemical-warfare material sufficient to meet the initial requirements of the Army in time of war. The Chemical Warfare School was organized at Lakehurst (N. J.) Proving Ground early in 1920 and was transferred to Edgewood (Md.) Arsenal in September of that year. The Service became a permanent part of the Military Establishment by an act of Congress of June 4, 1920.

Records of the Office of the Chief. 1918-42. 285 feet.

These consist for the most part of the main correspondence files of the Service, 1918-40 (with the exception of sections consisting of individual personnel jackets and sections for 1940 relating principally to contracts); and separate files of "secret and confidential" correspondence of the Service, 1918-42 (15 feet). The records also include reports and related materials pertaining to specific corps areas, procurement districts, and Civilian Conservation Corps stations; and files of regulations, policy decisions, requisitions, reports on test mobilizations, strength reports, and reports on civilian personnel.

Records of Edgewood Arsenal. 1918-21. 21 feet.

These records include correspondence, reports containing technical data, office memoranda, general orders, special orders, materials relating to conferences, and personnel records, including those of civilian personnel employed in France in the World War I period.

176. Records of the Bureau of Human Nutrition and Home Economics

When the States Relations Service was organized in the Department of Agriculture in 1915, an Office of Home Economics was established as an integral part of it to carry out certain purposes of the Smith-Lever Act of the previous year and to continue the nutrition studies that had been conducted in the Office of Experiment Stations since 1894. From 1915 to 1923 the Office expanded rapidly as it engaged in new nutrition studies and in investigations of clothing, household equipment, and household labor. Basically a research organization, it disseminated its information through publications, correspondence, and cooperation with other agencies, particularly the Food Administration of the World War I period. On July 1, 1923,

the Office was raised to bureau status as a part of the general reorganization of the Department. Its name was changed to the Bureau of Human Nutrition and Home Economics in February 1943. The Bureau has been engaged in food and nutrition investigations, textile and clothing research, surveys of household management and equipment, and studies concerned with the wise utilization of income, particularly of farm families. It has cooperated extensively with other Federal and State agencies, notably in the conduct of emergency work relief during the 1930's. During the period covered by most of the records described below the work was performed through the Office of the Chief and the Divisions of Foods and Nutrition, Economics, Textiles and Clothing, Information, and Business Management and Personnel. Since 1923 the divisional correspondence has usually been placed in the general files. For the period prior to 1923 records are very fragmentary and no distinct files are known to exist, but there are closely related materials in Record Group 164, Records of the Office of Experiment Stations.

See Paul V. Betters, *The Bureau of Home Economics* (Washington, 1930).

General records. 1917-38. 182 feet.

These records include incoming and outgoing correspondence, administrative materials, and reports relating to all the activities of the Bureau and its subdivisions. Most of the correspondence, 1924-38 (143 feet), is arranged alphabetically by correspondents, but there are related materials in files of correspondence with other bureaus and departments, 1923-37 (21 feet), in subject files, 1923-32 (8 feet), and in the general correspondence and subject files of the Office of the Chief, 1924-30 (3 feet). Other records, 1917-31 (7 feet), include files that were assembled by the Chief of the Bureau as an active participant in the White House Conference on Child Health and Protection, 1929-30; records relating to projects carried on pursuant to the Purnell Act, 1926-31; records accumulated in connection with the work of the steering committee of the American Home Economics Association, 1929; and correspondence relating to prison labor.

Records of the Economics Division. 1913-38. 35 feet.

The Economics Division has been responsible for studies of household consumption, the costs of principal items in the household budget, and the management of income. The records consist of the general correspondence of the Division, 1923-31; administrative correspondence and other records, 1925-38; and questionnaires, tabulations, and other records resulting from studies of family living in farm homes, 1913-17, of home accounting records, 1926-27, of the "use of time," 1927, 1930, and of employer-employee relationships, 1928-33.

Records of the Textile and Clothing Division. 1923-31. 8 feet.

The Textile and Clothing Division has engaged in studies of laundering, hygienic aspects of clothing, the proper utilization of various fabrics, and clothing design. The records consist of general correspondence files and subject files, both of which may be duplicated in part in the general records of the Bureau.

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177. Records of the Office of the Chief of Coast Artillery

An Act of Congress approved February 2, 1901, provided that the Artillery should consist of two branches, designated as the Coast Artillery and the Field Artillery, headed by a single Chief of Artillery. The two branches were permanently separated by an act of January 25, 1907, which also provided that after July 1, 1908, the Chief of Artillery should cease to exercise supervision over the Field Artillery and should thereafter be designated as Chief of Coast Artillery. The Office of the Chief of Coast Artillery was responsible for personnel and material of the Coast Artillery Corps and advised the Chief of Staff and the Secretary of War on coast-artillery problems. The Coast Artillery Corps, as such, was in existence until the reorganization of the Army effectuated by a War Department circular of March 2, 1942. The functions and powers of the Chief of Coast Artillery were thereupon transferred to the Commanding General, Army Ground Forces, with the exception of functions relating to procurement, which were transferred to the Office of the Chief of Ordnance.

Records. 1919-42. 12 feet.

These consist of correspondence of the Office pertaining to requirements and distribution of coast-artillery equipment, 1919-42; and records relating to harbor-defense installation, surveys of plants and facilities, plans of strategy, and the like.

178. Records of the United States Maritime Commission

The United States Maritime Commission was established as an independent agency by the Merchant Marine Act of June 29, 1936, and was formally organized on October 26, 1936. Its general purpose is to carry out the declared policy of the United States "to foster the development and encourage the maintenance of . . . a merchant marine." The Commission, composed of five members, was vested with powers and functions of the former United States Shipping Board and the United States Shipping Board Bureau of the Department of Commerce (see Record Group 32), as well as with new functions. The records described below are chiefly records of the predecessors of the Maritime Commission that were incorporated into or continued as its files.

Merchant ships' logs. 1918-36. 3,996 feet.

This collection consists of logs of vessels owned by the United States Shipping Board Emergency Fleet Corporation or its successor, the Merchant Fleet Corporation. Logs were turned in at the various district offices, which forwarded them to the Washington office where they were numbered, indexed, and filed in the order in which they were received. The resulting arrangement, a single series numbered from 1 through 111594, thus places most of the records of a voyage of a particular ship together and groups all logs in a roughly chronological order. An alphabetical file of "log and abstract record" cards serves as an index.

The collection contains the following types of logs: (1) Chief officer's logs, kept by the commanding officer and the bridge officers during a voyage and including information about the vessel and the voyage, with a daily or hourly report of course, weather, temperature, soundings, speed, location, names of lookouts, and any unusual happenings; (2) engineer's logs, kept by the chief engineer during a voyage and containing detailed accounts, by 4-hour periods, of steam, fuel, and air pressure, engine revolutions, temperatures, fuel consumed, vessel speed, and the like; (3) deck-department port logs, kept by deck officers while in port and intended to contain everything of interest including name of dock, time of shifting, names of tow boats and pilots employed, temperatures, soundings of holds and bilges, and repairs; and (4) engine-room port logs, kept by the engineer while in port and containing a record of work done, repairs made, and fuel received.

Closed litigation case files. 1917-43. 418 feet.

This is a single series of case files, numbered from 1 through 5211, concerning court actions in which the Maritime Commission or its predecessors have been involved since 1917. Many of the cases deal with the cancellation of shipbuilding contracts after World War I and reveal the policies and procedures of the Government in these cancellations.

Form reports from ports, relative to shipping. 1918-37. 725 feet.

These reports, which are similar in most particulars to reports still received by the Maritime Commission, were collected successively by the statistical unit of the Division of Operations of the Fleet Corporation, the Research Bureau of the Shipping Board, and the Division of Shipping Research of the Shipping Board Bureau. Though the forms were occasionally modified in detail, the reports provide a fairly continuous body of data concerning the commercial activities of vessels of at least 100 tons burden engaged in foreign commerce and the noncontiguous coastwise trade. This information is basic in the preparation of studies of the water-borne commerce and passenger traffic of the United States and in other research work. The reports fall into the following groups:

CARGO, MAIL, AND PASSENGER REPORTS, 1918-37 (500 feet). These were prepared in duplicate by the master of each ship upon entering and again upon clearing an American port and were submitted to the collector of customs, who kept one copy and sent one to the Shipping Board or its successor. Each report gives the name of the vessel; its flag, weight, draft, capacity, and type; and a limited break-down of information regarding cargo, mail, and passengers, by ports of lading or embarkation and unlading or debarkation. The reports are arranged in various series by names of ships. Commercial aircraft are included for later years.

DAILY VESSEL-MOVEMENT REPORTS, 1921-37 (225 feet). These were submitted by collectors of customs to show either that there were no reportable transactions or that certain ships entered or cleared port. For each vessel the reports give the name, flag, rig, tonnage, port of origin or destination, and sometimes the type of cargo carried. Reports for the port of New York, which are somewhat more elaborate than the others, constitute chronological files

covering the years 1921-26 (later reports in this series have been retained by the Maritime Commission); the remainder of the reports are grouped by months and, in descending order thereunder, by geographical area, port, and date.

Sound recordings. 1942. 2 units.

Recordings made for radio broadcasting of a dramatization entitled "America Builds Victory Fleet."

179. Records of the War Production Board

The War Production Board was created within the Office for Emergency Management by an Executive order of January 16, 1942, to exercise general direction over war production and procurement. The functions of the Supply Priorities and Allocations Board, established in August 1941, and of the Office of Production Management, established in January 1941, were transferred to the War Production Board by an Executive order of January 24, 1942. In 1941 certain units of the Advisory Commission to the Council of National Defense, reactivated in 1940, had been transferred to the Office of Production Management. The War Production Board aimed at achieving a maximum production of munitions through an orderly mobilization and use of the economic resources of the Nation. The functions and records of the Board, which ceased to exist on November 3, 1945, were transferred to the Civilian Production Administration.

Records. 1940-45. 137 feet.

These include records of the Tax Certification Section of the Secretary's Office of the Advisory Commission to the Council of National Defense, including applications for tax certificates and related correspondence, 1940-41 (110 feet); posters prepared by plant labor-management committees for production drives undertaken by the War Production Board, 1942-43 (25 feet); glass lantern slides and slide-film reproductions of textual material used by the War Production Board in training its employees and informing the public concerning the "Controlled Materials Plan," 1942; a 1-reel motion picture entitled "Subcontracting for Defense," produced by the Division of Information of the Office for Emergency Management for the use of the Defense Contract Service of the Office of Production Management in 1941; and newspaper clippings relating to the work of the District of Columbia Salvage Committee, 1941-45 (1 foot).

180. Records of the Commodity Exchange Administration

The Grain Futures Administration was established in the Department of Agriculture to carry out provisions of the Grain Futures Act of September 21, 1922, designed to prevent manipulation of the Nation's grain markets. On June 15, 1936, the act of 1922 was amended by changing its title to the Commodity Exchange Act and extending its provisions to cover dealings in cotton, rice, butter, eggs, millfeeds, and potatoes. Pursuant to this act, on

July 1, 1936, the Secretary of Agriculture established the Commodity Exchange Administration as successor to the Grain Futures Administration. By an Executive order of February 23, 1942, the Commodity Exchange Administration was grouped with other agencies to form the Agricultural Marketing Administration (see Record Group 136); subsequently the enforcement of the act of 1922, as amended in 1936 and 1938 (to include wool tops), was vested in the Compliance and Investigation Branch of the Production and Marketing Administration.

The Commodity Exchange Act, as amended, provides that trading in futures for designated commodities can be carried on only on exchanges that have fulfilled certain conditions and have been designated by the Secretary of Agriculture as "contract markets" and that the exchanges and their members must conduct their operations in accordance with restrictions imposed by the law and the Secretary of Agriculture acting under the law. The records described below resulted from such activities as investigating exchanges to determine whether they qualify as "contract markets"; inspecting the records of all transactions, both in cash grain and grain futures; receiving and analyzing certain daily reports on the operations of individual traders; checking the dissemination of false and misleading information that affects or tends to affect the price of commodities; making general observations of the commodity-marketing machinery to the end that conditions will reflect supply and demand unaffected by market manipulations; and investigating related problems and publishing the results for the information of Congress and the public.

General records. 1922-41. 445 feet.

These consist of several series and include the general correspondence of the Washington office, administrative records, and docket files arising out of investigations of the trading activity of certain persons or firms and out of formal actions against them. A large part of the correspondence is with field offices. It relates to administrative procedure and organization, the routine operations of the agency, and various research and investigatory activities.

Tabulations of trading on the Chicago Board of Trade. 1923-38. 75 cubic feet.

These ledger sheets contain tabulations of the daily volume of trading and open contracts for all clearing members of the Chicago Board of Trade.

181. Records of Naval Districts and Shore Establishments

The Navy Department from its beginning has created and maintained navy yards and other types of shore establishments to perform services for the fleet. Since 1903 the United States, with its Territories and island possessions, has been divided into naval districts, each of which is charged with the administration of certain shore establishments within its limits. Commandants of naval districts are responsible to the Chief of Naval Operations. This record group includes records of the naval districts and of various shore establishments under their jurisdiction such as navy yards, naval stations,

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naval air stations, and advance bases. Records of shore establishments that fall under the jurisdiction of a particular bureau are included in the record group for that bureau.

Records of navy yards. 1811–1942. 4,139 feet.

In 1799 an act of Congress provided an appropriation of one million dollars for the construction of six ships of war. Part of this appropriation was used to establish six navy yards on the Atlantic Coast. The first navy yard on the Pacific Coast was established in 1854 at Mare Island, Calif.

Although the records of the various navy yards in the National Archives have numerous gaps and some of them are fragmentary, they include material of more than ordinary interest. For the period prior to 1885 there are numerous letters and circulars sent by the Secretary of the Navy or by bureau heads pertaining to the activities of the navy yards, copies of which are not among the records of the Navy Department in Washington. Also noteworthy is correspondence between the commandants of the navy yards and Navy agents, naval constructors, civil engineers, and private contractors concerning the construction, repair, and outfitting of naval vessels and construction activities within the navy yards. There are also materials relating to the employment and activities of civilian personnel, including apprentices and minors; correspondence with commanding officers of naval vessels and squadrons; and papers relating to legal and administrative questions.

Records of the following navy yards are included: Boston, 1811–1942 (631 feet); New York, 1842–1940 (1,963 feet); Philadelphia, 1842–1939, with some records as early as 1794 (290 feet); Washington, 1850–1909 (215 feet); Mare Island, 1854–1925 (393 feet); Charleston, 1902–25 (461 feet); Norfolk, 1901–25 (300 feet); Pearl Harbor, 1908–42 (164 feet); and Puget Sound, 1930–43 (22 feet). A preliminary checklist of the records of the Boston Navy Yard is available in processed form.

Records of naval districts. 1903–44. 2,488 feet.

In 1902 several experimental naval districts were established to provide a regional basis for naval defense and the regional administration of shore establishments. A year later the naval-district system was formally established. Until 1915 the naval districts had only a nominal existence, but during World War I they became more powerful, and by the end of World War II they exercised almost complete military and administrative control over navy activities within their limits.

The records in the National Archives are for the following districts and consist of the correspondence files of the commandants unless otherwise noted (the headquarters of the districts are shown in parentheses): First Naval District (Boston), 1926–35 (99 feet); Third Naval District (New York), 1917–40 (942 feet); Fifth Naval District (Norfolk), 1903–43 (450 feet); Sixth Naval District (Charleston), 1903–6 (1 foot), with ship correspondence, 1917–25 (6 feet); Eighth Naval District (New Orleans), 1917–23 (64 feet); Ninth Naval District (Great Lakes, Ill.), 1920–39 (408 feet); Eleventh Naval District (San Diego), 1920–43 (62 feet); Thirteenth Naval District (Seattle), 1918–44 (162 feet), with records of the officer in charge of de-

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gaussing activities, 1942–44 (2 feet); and Fourteenth Naval District (Pearl Harbor), 1903–44 (454 feet).

Other records. 1914–44. 395 feet.

Included are records of the Naval Training Center at Great Lakes, 1914–35 (212 feet); general correspondence of the Naval Air Station at Norfolk, 1922–36 (92 feet); general correspondence of the Naval Operating Base at Norfolk, 1926–43 (50 feet); general correspondence of the Naval Reserve Aviation Base at Squantum, Mass., 1930–42 (32 feet); and administrative files of the Naval Air Facilities Stations at La Fe, Cuba, 1943–44 (6 feet), and at Grand Cayman Island, British West Indies, 1944 (3 feet).

182. Records of the War Trade Board

The War Trade Board was established by an Executive order of October 12, 1917, to perform the functions formerly carried on by the Exports Council and the Division of Export Licenses of the Bureau of Foreign and Domestic Commerce, both established on June 22, 1917, and by the Exports Administrative Board, established on August 21, 1917, to succeed the Division. These functions were to wage economic warfare against the enemy in World War I by the licensing of exports and imports and the rationing of supplies to neutrals and to conserve shipping facilities and commodities for American and Allied use. The agencies represented on the War Trade Board were the Departments of State, the Treasury, Agriculture, and Commerce and the United States Food Administration, the United States Shipping Board, and the War Industries Board, with all of which it worked in close cooperation. The War Trade Board functioned through a Bureau of Administration, a Division of Information, and a Bureau of Branches and Customs, all concerned with administrative matters; three units concerned with investigation and research, the Bureaus of Research and Statistics, War Trade Intelligence, and Foreign Agents; four units responsible for control measures, the Bureaus of Exports, Imports, Transportation, and Enemy Trade; and a Contraband Committee, which assisted in the formulation of rules and regulations, audited export and import licenses, and handled special cases. To these were added in November 1918 a corporation known as the "War Trade Board of the United States Russian Bureau, Incorporated," which was created to provide and facilitate economic assistance to Russia.

The War Trade Board ceased to exist on June 30, 1919, at which time its remaining functions were assumed by the War Trade Board Section of the Department of State, with the exception of those of the Bureau of Foreign Agents, which were transferred, with related records, to the Consular Bureau of the Department. In 1921 certain records of the Bureau of Imports were transferred to the Dye and Chemical Section of the Division of Customs of the Treasury Department. Numerous duplicate files of license applications, memoranda, and reports were destroyed as nonrecord in character; and certain papers, known as the Root-Miller correspondence, were lost. The

remaining records were transferred to the National Archives from the Department of State in 1944.

Records. 1917-21. 6,864 feet.

These consist of records of the War Trade Board and its predecessor agencies, 1917-19; of its subsidiary corporation, 1918-19; and of the War Trade Board Section of the Department of State, 1919-21 (with a few records dated as late as 1942). The records of each of the organizational units of the Board were maintained separately and include those inherited from predecessor units in the Exports Administrative Board. The principal types of records are minutes, journals of proceedings, and resolutions; rules and regulations; correspondence, cables, and memoranda; trade agreements; export lists; applications for and copies of licenses; claims papers; reports; trade and commodity studies; statistical tables and charts; a few motion pictures; accounting and personnel records; and record cards and indexes. Included are copies of minutes of meetings of the Superior Blockade Council, the Allied Blockade Committee, the British Contraband Committee, the Supreme Economic Council, the London Conference, the Allied Rationing and Statistical Committee, and various interallied trade committees. The records of the four control bureaus make up the greater part of the material, those of the Bureau of Exports being the most extensive. They consist especially of applications for and copies of export and import licenses, fueling and provisioning licenses for vessels, and licenses to trade with an enemy or ally of an enemy, with related correspondence. Also extensive are the records of the Bureau of War Trade Intelligence, the chief function of which was to determine the enemy or nonenemy status or affiliations of persons trading with any person or firm in the United States.

See Leland and Mereness, *American Official Sources*, 377-397, and War Trade Board, *Report* (Washington, 1920).

183. Records of the United States Employment Service

The United States Employment Service originated in an activity of the Division of Information, which was set up in 1907 in the Bureau of Immigration and Naturalization of the Department of Commerce and Labor. The initial purpose of the Division was "to promote a beneficial distribution of aliens admitted into the United States among the several States and Territories desiring immigration," and to offset thereby the tendency toward congestion of immigrants in the larger Atlantic seaports. In pursuit of this objective the Division developed an employment service which, particularly after the transfer of the Bureau of Immigration and Naturalization to the newly created Department of Labor in 1913, came to have general as well as alien placement functions. By 1915 the title "United States Employment Service" had come to be generally and officially applied to that part of the Division's organization devoted to nonimmigrant registration and placement, and early in 1918 the Service was made an autonomous unit in the Department of Labor. The operations of the Service were greatly expanded during World War I; but

after the war Congress drastically curtailed its appropriations for field offices with the result that its activities became largely restricted to the placement of farm labor and to the maintenance of a cooperative labor-placement arrangement with State and municipal agencies. Its functions were expanded in 1930 with the opening of veterans' placement offices and again in 1931 when Federal employment bureaus were reestablished throughout the United States under the "Doak Reorganization" plan.

The Wagner-Peyser Act of June 6, 1933, created a new United States Employment Service as a bureau in the Department of Labor, transferring to it all the records, property, and personnel of the old organization. The new Employment Service was made responsible for the development of a system of public employment offices administered by the States with the cooperation and financial assistance of the Federal Government, the maintenance of a system of clearing labor between the States, the publication of information as to employment opportunities, the direct administration of a model employment office in the District of Columbia, and special placement services for veterans and farm labor. As an emergency measure the United States Employment Service created the National Reemployment Service to establish and operate offices in localities that had no State placement facilities. Gradually these reemployment offices were either turned over to State administration or were closed, and the National Reemployment Service ceased to exist on June 30, 1939.

By the President's Reorganization Plan No. 1, effective July 1, 1939, the United States Employment Service was transferred to the Federal Security Agency where it became a part of the Bureau of Employment Security of the Social Security Board. It was absorbed by the War Manpower Commission in September 1942, and in September 1945 it was returned to the Department of Labor. The public employment offices were returned to State operation, effective November 16, 1946.

Headquarters records. 1907-39. 440 feet.

For the period prior to 1933 these consist of a small body of records relating to the origin, organization, and history of the Service. More extensive are the records of the various units of the Service, 1933-39, including the Division of Operations, the Veterans' Division, the Division of Standards and Research, the Farm Placement Service, and the Division of Business Administration, which constitute the general files of the Service. Included also in these files are National Reemployment Service headquarters correspondence and the proceedings of many conferences; press releases; records relating to personnel, including materials pertaining to the movement to bring State Employment Offices under the Civil Service merit system; special files of orders and circulars; fiscal and financial records, including budget analyses and financial reports on State offices; and surveys, reports, personnel records, and statistical materials submitted by State offices.

Studies and surveys made by the Employment Service are represented in the headquarters records by files containing materials pertaining to the Service's industry studies, the Rural Youth Survey for Maryland, the Upper Monongahela Valley Survey, and the Occupational Research Program. The

Emergency Relief Appropriation Act of 1935 provided funds for the setting up and maintaining of an inventory of persons actively seeking work through the United States Employment Service offices, as a means of determining the make-up, distribution, and character of the unemployed. Records pertaining to these inventories include, in addition to the inventories themselves, administrative correspondence, progress and cost reports, and analyses of active registrants by occupational classifications.

Records of the National Reemployment Service. 1933-39. 200 feet.

These consist of the headquarters and field personnel records of the National Reemployment Service arranged in two series: Individual employee folders containing applications, oaths of office, appointments, change-of-status forms, and related correspondence; and annual pay status cards for each employee, containing such information as job title and location, date of appointment, salary rate, and date of termination of employment.

184. Records of the Railroad Retirement Board

The first Railroad Retirement Board was created by an act of Congress approved June 27, 1934, which established a retirement pension system for railroad employees. When the Supreme Court ruled against the constitutionality of this statute on May 6, 1935, the Board began to liquidate its affairs. The Railroad Retirement Act of August 29, 1935, created a second Railroad Retirement Board, which supplanted the first and took over its records and personnel. The Board administers a system of annuities and pensions for aged and disabled railroad employees, a system of unemployment insurance, and a placement service. All records of the Railroad Retirement Board formerly in the National Archives have been permanently withdrawn by the Board.

185. Records of the Panama Canal

Following the report of 1897 of a board of engineers created in 1895 to investigate the possibility of a projected Nicaraguan canal, Congress authorized the appointment of a Nicaragua Canal Commission to make further surveys and investigations. Before this Commission had completed its report, however, interest revived in plans for a Panama canal, and on March 3, 1899, the President was authorized to investigate all practicable routes for a canal across the Isthmus of Panama "and particularly to investigate the two routes known respectively as the Nicaraguan route and the Panama route." The Isthmian Canal Commission, which was constituted on June 10, 1899, in accordance with this authority, was divided into several subcommissions to which the various routes were assigned for study. In January 1902 the Commission reported in favor of the Panama route and recommended the purchase of the property of the French New Panama Canal Co., which had been organized in 1894 and had taken over the property of the earlier Panama Canal Co., under de Lesseps. By an act of June 28, 1902, Congress

created a second Isthmian Canal Commission to have charge of the construction of a canal and authorized the purchase of the property of the New Panama Canal Co., including its maps, plans, drawings, and records. The Commission was not appointed until 1904, following the ratification of a treaty with Panama. Shortly thereafter it was made responsible to the Secretary of War and became the governing body of the Canal Zone. It underwent several reorganizations and was finally abolished in 1914, its functions being transferred to an agency known as the Panama Canal.

Records. 1897-1914. 467 feet.

The Panama Canal has retained all its own records. It has also in its custody on the Isthmus certain records of the second Isthmian Canal Commission and of the French Panama canal companies. The records in the National Archives are chiefly those of the first Isthmian Canal Commission, 1899-1902, with a small quantity of records of the Nicaragua Canal Commission, 1897-1902, and some maps of the French Panama canal companies and of the second Isthmian Canal Commission. Records of the first Isthmian Canal Commission, in addition to maps and charts, consist of correspondence, commissary accounts, vouchers, reports, engineering notes, estimate sheets, and hydrographic and boring records. Records of the Nicaragua Canal Commission consist of accounts, maps, profiles, cross sections, and other material from the Office of the Chief Engineer of the Commission at Greytown, Nicaragua. The cartographic materials consist of topographical maps, profiles, geological sections, soundings, drawings of locks, tracings, blueprints, and cross sections; included are materials from the French Panama Canal Co. under de Lesseps, the New Panama Canal Co., and the first and second Isthmian Canal Commissions.

186. Records of the Spanish Governors of Puerto Rico

Puerto Rico was a Spanish possession from the time of its discovery by Columbus in 1493 until its cession to the United States in 1898. In the cession were "included such rights as the Crown of Spain and its authorities possess in respect of the official archives and records, executive as well as judicial," in the island. Between 1899 and 1901 a part of the executive archives and library of the Governor's office was moved from San Juan to the Library of Congress in Washington. Because of the ravages of climate and neglect these materials were in much disorder, and apparently few documents produced earlier than 1750 had survived. After examination a large proportion of the archival materials were returned to Puerto Rico. Most of these records were presumably destroyed in 1926 by the fire that gutted the Archivo Histórico in San Juan. The archival materials that remained in the Library of Congress were placed in the custody of its Division of Manuscripts, where they remained until their transfer to the National Archives in 1943.

Records. 1750-1898. 150 feet.

These materials, which are written in Spanish and are in considerable disorder, consist of correspondence and related executive papers of the Governors of Puerto Rico.

files; employment data files; charts and graphs; and other materials. A preliminary checklist of these records has been compiled.

Headquarters records. 1933-43. 1,200 feet.

These include all records of the National Resources Planning Board and its predecessors except the records of regional offices and of the Federal Employment Stabilization Board. Much of the work of the several agencies was performed by "technical committees" aided by "panels of consultants."

Records of the Federal Employment Stabilization Board. 1931-34. 40 feet.

Much of the work of the Board and its predecessor and subordinate units resulted in the preparation of studies and reports that set forth the nature of the problem under investigation, the approach of the investigating unit to it, the findings, and the conclusions. A preliminary list of these reports, many of them unpublished, is available in processed form. It covers a highly significant type of material and serves also as a general subject guide to the contents of other materials such as correspondence, memoranda, and work papers. There are few large collections of basic data for these studies and reports, such as questionnaires or statistical tabulations. Such collections were usually assembled by cooperating agencies, such as the Bureau of Agricultural Economics and the Bureau of Labor Statistics, and were retained by them.

Records of regional offices. 1934-43. 550 feet.

Beginning in 1934 the National Resources Board set up regional field offices, each with a nontechnical staff amplified by the assignment from time to time of consultants from a panel on special studies, and these offices were continued by its successors. These regional offices operated throughout the continental United States and, for a time, in Alaska and the Caribbean region. They carried on activities similar to and complementing those of the headquarters office in Washington, and the records are, as a result, closely related to the headquarters records. The scope and direction of study and planning in each region and, therefore, the subject content of the records were determined

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to a large extent by the social, economic, and geographic conditions in the region. The following subject headings for the files of the Baltimore office are representative: General, relations with other organizations, legislation, publicity, administration, planning and zoning, water resources, land resources, energy resources, public works, industrial and economic studies, transportation, agriculture, housing, finance and monetary policy, welfare, and statistics. About half the records are for three regions, New England, Northern Lakes-Ohio Valley, and Pacific Northwest. The chronological periods covered by the records differ from region to region, but few of them antedate 1936, and most of them appear to be for the years 1937-43.

188. Records of the Office of Price Administration

The Office of Price Administration had its origin in the Price Stabilization and the Consumer Protection Divisions, which were established within the Advisory Commission to the Council of National Defense in May 1940, and in their successor, the Office of Price Administration and Civilian Supply, which was created by an Executive order of April 11, 1941. This last agency was designated as the Office of Price Administration in August 1941, at which time its functions relating to civilian supply were transferred to the Office of Production Management. The wartime purposes of the agency were to stabilize prices, obtain adequate production, and prevent a postwar collapse of prices by establishing maximum prices and rents and by rationing essential commodities that were in short supply.

Records. 1941-44. 20 feet.

These consist of histories of OPA local rationing boards; microcopies of price control regulations and rationing orders (known as the "OPA Service") issued by the Advisory Commission and the Office of Price Administration and Civilian Supply; and copies of orders and amendments issued by OPA field offices fixing dollars-and-cents maximum prices (known as community prices) for foodstuffs at wholesale and retail levels.

189. Records of the National Academy of Sciences

The National Academy of Sciences was incorporated by an act of Congress approved March 3, 1863, as a quasi-official advisory body of prominent scientists to investigate and report upon any subject of science or art whenever called upon by any department of the Government. In the spring of 1916, at the request of the President, the Academy organized the National Research Council to coordinate the scientific resources of the country in the interests of national defense. In April 1919 the Academy decided to perpetuate the National Research Council in order to promote research in the mathematical, physical, and biological sciences and the application of these sciences to engineering, agriculture, medicine, and other useful arts. The Council carries on no experimentation itself but sponsors research organizations and scientific publications and administers funds for research projects.

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Its administrative work is financed from a Carnegie Corporation endowment and from other special funds. In the World War II period it operated through contracts with the Office of Scientific Research and Development and other Government agencies.

Records of the Division of Geology and Geography, National Research Council. 1917-18. 2 feet.

These records consist of an unpublished report on road-construction materials in Texas, unpublished reports on military geology in the area of the Western Front in France, notes and illustrations used in preparing a textbook on military geology and topography for the Students' Army Training Corps, and a group of maps prepared and used in connection with World War I investigations by the Division. The report on road materials in Texas is one of a series of reports on road materials along the Atlantic and Gulf coasts written to provide information as to location and yield of rock quarries, gravel pits, stone fences, and the like, from which roads for coastal defense might be constructed. The series consisted of eight volumes of text and three portfolios of maps. The location of the volumes other than the one pertaining to Texas and of the portfolios is unknown. The reports on the military geology of the Western Front area are likewise incomplete.

Headquarters files of the Research Information Committee, National Research Council. 1917-21. 37 feet.

The Research Information Committee was established in December 1917 by the National Research Council in cooperation with the Military Intelligence Division of the War Department and the Office of Naval Intelligence, with headquarters in Washington and branch offices in Paris, London, and later Rome. The work of the Committee consisted of obtaining, classifying, and disseminating scientific, technical, and other information especially relating to war problems and of effecting the interchange of such information between the Allies in Europe and the United States. The whereabouts of the records of the London and Rome offices is unknown; those of the Paris office are in the Hoover Library on War, Revolution, and Peace. In the headquarters records in the National Archives, however, the branch-office records appear to be duplicated in large part. The headquarters records consist of copies of scientific reports on airplanes, aviation equipment, munitions, ordnance, and other military and naval technical matters, together with pertinent correspondence. From these records can be traced the story of much of the scientific and technical progress made during World War I.

190. Records of the Bureau of War Risk Litigation

The War Risk Insurance Act of October 6, 1917, provided for Government participation in a comprehensive program to insure personnel of the armed forces against disability or death. The act was subsequently revised and amended, particularly by the World War Veterans' Act of June 7, 1924, and by acts of 1933 and 1938 giving the Government authority to make compromise settlements of certain claims. In many instances the insured or his beneficiary, dissatisfied with the award made through the Veterans' Admin-

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istration or its predecessors, appealed to the courts. The legal work in connection with defending such war-risk-insurance suits against the United States was handled successively by the Bureau of War Risk Insurance of the Treasury Department, 1917-21, the United States Veterans' Bureau, 1921-30, the Veterans' Administration, 1930-33, and the Bureau of War Risk Litigation of the Department of Justice, 1933-45. On June 30, 1945, the Bureau of War Risk Litigation was abolished and its functions were transferred to the Claims Division of the Department of Justice. Each of these agencies for the periods indicated prepared the cases for trial and tried or assisted in the trial of all cases brought before the district courts. If judgment was entered against the Government, the attorneys of these agencies reviewed the case and recommended to the appropriate official what action should be taken. If the case was appealed, either by the Government or by the plaintiff, they were responsible for preparing the briefs and making the arguments. When an action was brought against the Government on yearly renewable term-insurance contracts, and when an offer of compromise was submitted with a favorable recommendation of the United States attorney, the Bureau of War Risk Litigation, acting under authority of acts of June 16, 1933, and February 24, 1938, prepared a detailed statement of facts and evidence and a recommendation for the Solicitor General.

Closed case files. 1919-42. 2,275 feet.

These records consist of two parallel series of closed case files on some 24,000 cases in which litigation had terminated by the end of 1942. There is some duplication of documents in the two series, one of which was maintained in Washington and the other in the field offices. The files are made up of legal documents such as pleadings, petitions, briefs, complaints, docket summaries, court orders, stipulations, and opinions; correspondence between the various persons and agencies concerned; and memoranda on legal questions and administrative problems, including such matters as the handling of compromise offers.

191. Records of the War Department Claims Board

At the time of the establishment of the War Department Claims Board, January 20, 1919, a number of War Department agencies were engaged in the settlement of claims arising from the termination of contracts and other procurement obligations following the signing of the Armistice. Each procurement bureau had a claims board settling claims arising from its contracts. A Board of Appraisers had been formed, April 1, 1918, to adjudicate cases of Government requisitioning and property commandeering; and a Board of Contract Adjustment to determine all claims, doubts, and disputes arising under any War Department contract had existed since November 6, 1918. The function of the War Department Claims Board was to coordinate the postwar activities of these agencies. Until July 1, 1920, the Board could work in conjunction with but could not direct these boards. On that date, however, the Board of Appraisers and the Board of Contract Adjustment

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became the Appraisal and Appeal Sections of the Claims Board, and the bureau claims boards became the Air Service, Chemical Warfare, Construction, Engineer, Foreign Claims, Ordnance, Purchase, Signal Corps, and Transportation Sections of the Board. The Claims Board itself was transferred on that date from the General Staff to the Office of the Assistant Secretary of War. On February 28, 1922, after the liquidation of 98 percent of the war contracts had been accomplished, the War Department Claims Board was dissolved. Jurisdiction over the still pending business of the Board was transferred to the Office of the Assistant Secretary of War.

All known records of the Board are in the National Archives; and a preliminary checklist of them is available in processed form.

General records. 1919-22. 144 feet.

These consist of the minutes of Board meetings, files of the various officers of the Board, and records of various committees.

Records of sections of the Claims Board and of their predecessors. 1917-22. 456 feet.

The records of the Board of Contract Adjustment and of the Board of Appraisers were taken over intact by the War Department Claims Board and continued by its Appeal and Appraisal Sections, respectively. Records of the Board of Adjustment, later the Appeal Section of the Claims Board, include minutes of meetings, decisions, case files, hearings, correspondence, and reports. The major part of the records of the Board of Appraisers, later the Claims Board's Appraisal Section, is made up of files of claims cases. Minutes of meetings, correspondence, and reports of awards and adjustments are also available. Although the records of the bureau claims boards remained with other records of the respective bureaus, the records of the sections of the Claims Board that succeeded them are among the records of that Board in the National Archives.

192. Records of the Office of the Commissary-General of Subsistence

Prior to June 1, 1819, the purchase and issue of rations to the Army was handled in a variety of ways by a variety of officials; usually the same officials dealt with all kinds of supplies except ordnance. By an act of April 14, 1818, provision was made for the appointment of a Commissary-General and assistants who were to be responsible for the purchase and issue of all subsistence for the Army, but for no other supplies. An act of August 24, 1912, abolished the Office of the Commissary-General of Subsistence and placed responsibility for subsistence in the Office of the Quartermaster General. Many records originally a part of general correspondence files of the Office of the Commissary-General of Subsistence are in Record Group 92, Records of the Office of the Quartermaster General. A preliminary checklist of the records of the Office of the Commissary-General of Subsistence is available in processed form.

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General correspondence. 1818–1912. 2,118 feet.

The earlier correspondence of the Office is contained in separate series of copies of letters sent, 1818–94 (230 vols.), and letters received, 1828–87 (548 feet). From 1894 incoming and outgoing correspondence is combined in a single series. The correspondence relates to administrative matters; money accounts and returns of subsistence property and stores; proposals, contracts, and purchases of subsistence supplies and services; claims for the commutation of rations and for the furnishing of supplies; money, property, and provisions accountability; and personnel.

Reports and compilations. 1827–1911. 10 feet.

These records are miscellaneous in character. The earliest among them is the record of subsistence stores furnished Indians, 1827–30. The most extensive is a series of provision books, 1833–81, in which are noted provisions on hand at various camps, posts, and stations at the close of stated periods, usually months. "Indexes of Decisions" on various subjects pertaining to subsistence matters are available for the period 1875–83; and there are scrapbooks of forms, directives, and circulars of the Office of the Commissary-General of Subsistence, 1894–1907. Compilations of correspondence and other records relate to such special subjects as the relief of Mississippi River flood sufferers (1890), rations issued to the Philippine Scouts (1900–1911), and subsistence in Cuba (1906–7).

Records of accounts and returns. 1819–1913. 39 feet.

These consist of 225 volumes, including registers of accounts and returns received from subsistence officers, 1848–94, 1900–1908; abstracts of expenditures in the Office of the Commissary-General, 1836–52, 1872–95; abstracts of expenditures, 1887–1908; daily record (blotters) of various money transactions with commissaries and services, 1819–79; statements of annual estimates of appropriations required for the Subsistence Department, 1848–1911; general ledger accounts of the Department's appropriations, 1871–1912; and requests for funds made to the Secretary of War to be placed to the credit of officers and for the settlement of claims, 1862–88.

Records of contracts. 1819–1907. 19 feet.

These include office copies of contracts for subsistence supplies, 1825–53 (6 vols.), and an incomplete collection of copies of contracts (10 feet) let by the Office of the Commissary-General of Subsistence during the Civil War. Registers of contracts for subsistence supplies are available for the period 1819–1907 and provide the names of contracting parties, dates and places of contracts, and cost per unit item. In addition to the general registers there are registers of contracts for complete rations, 1863–95, and of beef and fresh-meat contracts, 1820–94; lists of proposals for subsistence contracts, 1819–41; and registers of proposals, 1819–47, and of accepted proposals, 1863–71.

Personnel records. 1819–1907. 36 feet.

These records consist principally of lists and monthly returns of commissary officers, Subsistence Department officers, and civilian employees and

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extra-duty men detailed at various camps, posts, and stations. They include lists of commissary officers of volunteer troops for the Civil War period and records pertaining to officers of the Subsistence Department, 1853–95.

193. Records of the Commissioner of Railroads

The first Pacific Railroad Act of July 1, 1862, provided that the corporation created by the act, as well as each railroad connected with it, should submit an annual report to the Secretary of the Treasury. This was followed by an act of June 25, 1868, that required the filing of reports by additional railroads that had received aid from the Federal Government, enlarged the scope of the reports, and required that henceforth they be submitted to the Secretary of the Interior, who was also given custody of the reports already submitted. It was specified that the reports list the names of officers and stockholders, the amount of stock subscribed, receipts from passenger and freight traffic, the cost of operation and maintenance, and the amount of indebtedness. On June 19, 1873, Congress created the Office of the Auditor of Railroad Accounts in the Department of the Interior to handle these reports; and 3 years later the Auditor was designated the Commissioner of Railroads. The office of Commissioner of Railroads was abolished on June 30, 1904, by which time its activities had greatly diminished because of the virtual liquidation of the indebtedness of the railroads to the Government.

Records. 1864–1904. 75 feet.

All known records of the Auditor of Railroad Accounts and of the Commissioner of Railroads, including a few related records of predecessor officials, are in the National Archives. They consist of correspondence, 1878–1904 (17 feet); reports submitted by Federal bond and land-grant roads, State-aided roads, and certain roads not under the jurisdiction of the Commissioner, 1864–1904 (41 feet); statistical records, 1878–98 (5 feet), consisting of summaries of accounts, statements, and reports submitted to the Commissioner; fiscal papers, 1883–1904 (1 foot), consisting of requisitions, estimates, vouchers, and the like; and miscellaneous records, 1867–1904 (4 feet), including notes of inspection trips and papers pertaining to proposed settlements with the railroads.

Records of the United States Pacific Railway Commission. April–October 1887. 7 feet.

This Commission was created by an act of Congress approved March 3, 1887, to examine the affairs of Pacific railroads that had received aid from the Federal Government. The Commissioners submitted their report to the President in December of the same year, and their records were filed with the Commissioner of Railroads. The records consist of correspondence, reports and exhibits submitted to the Commission, and administrative records. Certain papers filed with the Commission are dated as early as 1868.

194. Records of the War Minerals Relief Commission

On March 2, 1919, by provisions of the War Minerals Relief Act, Congress authorized the establishment of the War Minerals Relief Commission to assist and advise the Secretary of the Interior in adjudicating claims of mine owners against the Government for losses suffered during World War I as a result of producing or preparing to produce manganese, chrome, pyrite, or tungsten at the request of the Government. By March 18 the Secretary of the Interior had appointed the three members of the Commission, two of whom were Congressmen and one was an engineer, and had authorized the Bureau of Mines to examine properties and carry out the administrative work of the Commission.

The claims that were submitted grew out of the fact that the War Industries Board and other war agencies had urged the production of certain scarce "war minerals" when the normal importation of such minerals had been cut off by the shipping shortage. At the time the war ended, however, many operators had just started production or had been unable to market enough ore to recover the amount of their investment. The War Minerals Relief Act allotted \$8,500,000 to compensate claimants who could show a direct "request or demand" to produce the minerals named in the act. An amendment of 1921 broadened the terms of the act to include claimants who had been "stimulated" to production by published appeals; and further amendments from 1924 to 1936 allowed review of claims by the Supreme Court of the District of Columbia with regard to questions involving interpretation of the law. The Commission was abolished on April 15, 1940.

Records. 1919-41. 197 feet.

These comprise all records of the Commission and those relating to the completion of the work by the Chief Clerk of the Department of the Interior. More than half of them consist of "claim files," each of which contains questionnaires, supporting papers, and correspondence with regard to a particular claim. There are also administrative records; general correspondence; recommendations and records of awards; informational files on legislation, interpretations, opinions, rulings, and Government "stimulation"; correspondence and reports of the examiners, the Chief Engineer, the Chief Accountant, and the Chief Clerk of the Commission; and correspondence, reports, and working papers of the field examining engineers and accountants. A preliminary checklist of the records is available in processed form and a list of mines that produced strategic minerals has been compiled.

195. Records of the Home Owners' Loan Corporation

The Home Owners' Loan Corporation was established by the Home Owners' Loan Act of 1933. Its purpose was to grant long-term mortgage loans at low interest rates to distressed home owners who were unable to procure financing through normal channels and to help stabilize real-estate and mortgage values. As provided by the act, the lending activities of the

Corporation ceased in 1936. Since that time it has been engaged in liquidating its loans and other assets. Loans were written for a term not to exceed 15 years, but the act was amended in 1939 to allow extension of the loans to a maximum period of 25 years. Collection of loans and the rental and sale of acquired properties are carried on through regional offices under the Corporation's home office in New York City. Under the President's Reorganization Plan No. I of 1939, the Corporation was grouped with other agencies to form the Federal Loan Agency; and in 1942 it was transferred by Executive order to the Federal Home Loan Bank Administration of the National Housing Agency.

Records. 1933-36. 120 feet.

These consist of microfilm copies of the general administrative correspondence of the home office of the Corporation (482 rolls), and a sample of general loan correspondence from the files of all offices, consisting of material filed under the letter "C."

196. Records of the Federal Public Housing Authority

Created in February 1942 as one of the constituent units of the National Housing Agency, the Federal Public Housing Authority is the administrator of the United States Housing Act of 1937, designed to aid local public-housing agencies in developing projects for slum clearance and low-rent housing. In carrying out this function it is the successor of the United States Housing Authority, created in the Department of the Interior in 1937 and transferred to the Federal Works Agency in 1939.

Sound recordings. 1938-39. 13 units.

These consist of transcriptions of a series of 13 weekly programs entitled "Slums Cost You Money," prepared for the United States Housing Authority by the Federal Theatre Project of the Works Progress Administration.

197. Records of the Civil Aeronautics Board

The Civil Aeronautics Board was established under the President's Reorganization Plans III and IV, effective June 30, 1940. It took over functions that from 1938 to 1940 had been performed by the Civil Aeronautics Authority and by the Authority's Air Safety Board. Operating under the Civil Aeronautics Act of 1938, the new Board functions as an independent agency, but its "administrative housekeeping" is performed by the Civil Aeronautics Administration of the Department of Commerce and it is required to report to Congress through the Secretary of Commerce. The Board regulates the economic aspects of air-carrier operations, promulgates safety standards and civil air regulations, and investigates aircraft accidents.

Minutes. 1938-44. 19 feet.

These are minutes of the Civil Aeronautics Authority, 1938-40, and of the Civil Aeronautics Board, 1940-44.

198. Records of the Board of Investigation and Research—Transportation

The Transportation Act of 1940 provided for the appointment of a Board of Investigation and Research to report directly to the President and Congress on matters relating to the improvement of transportation conditions and to the development of a national transportation system adequate to the needs of the country in peace and in war. The Board was specifically directed to investigate and report on the relative economy and fitness of various forms of carriers in various types of transportation service, the extent to which these carriers had been aided by facilities and services provided from public funds, and the extent to which they were taxed by Federal, State, and local governmental units. The Board was not appointed by the President until late in 1941 and did not start functioning until 1942. In accordance with its statutory instructions, it directed its work toward the formulation, upon the basis of comprehensive research, of a national transportation policy designed to encourage the development of the principal types of carriers in accordance with their most efficient uses. The governmental agencies dealing with transportation were examined with a view to developing legislative and administrative methods for making effective the policies of the Board. Specific studies were undertaken at the request of war agencies and committees of Congress concerned with transportation problems. Operations of the Board were discontinued September 18, 1944.

Records. 1942–44. 108 feet.

These consist of the office files of Board members, the Director of Research, and various staff members of the Board; and of fiscal and personnel records. The major portion of the Board's records, including the central files and most of the work papers, notes, and informational materials collected by the research staff, were transferred upon the termination of the Board to the Interstate Commerce Commission, to be used by the Commission in the completion of certain unfinished studies. Some of the Board's reports and studies were published; others were filed with the President, the Bureau of the Budget, and the two houses of Congress. Copies of many of the Board's reports are not among its records.

199. Records of the Provisional Government of Cuba

In 1906 President Palma of Cuba appealed to the United States to intervene for the purpose of maintaining order in the face of an insurrection. This action was in accordance with the terms of the "Platt Amendment," which had been incorporated into the Cuban Constitution. Secretary of War Taft, who had been sent to Cuba as mediator between the Palma government and insurrectionists, issued a proclamation on September 29, 1906, establishing a provisional government in the name of the President of the United States. On October 13, 1906, Charles E. Magoon became Provisional Governor and continued to administer Cuban affairs until the inauguration

of a newly elected President of Cuba on January 28, 1909. Since the Provisional Government exercised its authority largely through the existing departments of the Cuban Government, most of the records it created were left in the possession of the Cuban Government when Governor Magoon returned to the United States.

Records. 1906–9. 16 feet.

Records of the Provisional Government of Cuba that are in the National Archives consist of confidential correspondence of the Provisional Governor; the Treasurer's reports of funds received, warrants paid, movement of funds, and internal debt bond payments made; the Controller General's reports of money received, warrants issued, expenditures approved, disbursements made, and bond and stamp movements; the Auditor's statements of apportionment of funds, balances, and collections from maritime, land, and loan taxes; and National Board of Health reports on yellow-fever and contagious-disease cases. A preliminary checklist of these records has been compiled.

For information concerning related records in Record Group 126, which throws light on these records, see National Archives, *Records of the Bureau of Insular Affairs Relating to the United States Military Government of Cuba, 1898–1902, and the United States Provisional Government of Cuba, 1906–1909, a List of Selected Files* (Feb. 1943). The printed reports of the Provisional Governor are listed in an appendix.

200. Gift Motion Pictures of the National Archives

Under authority of the National Archives Act, approved June 19, 1934, the National Archives may accept as gifts motion-picture films that are not official records of the United States Government, if such films pertain to and are illustrative of historical activities of the United States. The National Archives has received as gifts motion pictures that reflect various aspects of the social, economic, and political life of the Nation. They constitute pictorial records of explorations, of new inventions and techniques in various fields of endeavor, of activities of Presidents of the United States and others prominent in the affairs of the country, of the development of the motion-picture industry, and of other historical events. These motion pictures were received from societies and institutions, individuals, and motion-picture and other companies.

Early silent motion pictures. 1890–1917. 86 units.

These consist of two collections presented by Thomas Armat, containing prints of penny-in-the-slot and "nickelodeon" shows produced by the Edison, Pathé, Méliès, and Urban companies, many of them prior to 1900; and prints of "Birth of a Nation," "The New York Hat," and an early western melodrama entitled "Overland Bound."

News reels. 1937–44. 511 units.

These consist principally of a series of news reels on current events during the period July 1940–December 1944, presenting an unbroken pictorial record

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for the period specified as produced by Paramount News; and news-reel sequences showing activities of the President and events connected with World War II, 1937-41, produced and presented by Movietone News, Inc.

"The March of Time." 1939-43. 105 units.

These include 41 2-reel motion pictures, produced in the period September 1939-October 1942; 13 1-reel motion pictures produced in 1942-43; and a full-length feature entitled "The Ramparts We Watch," produced in 1940.

Admiral Richard E. Byrd collection. 1926-35. 564 units.

These pictures relate principally to the first and second Byrd expeditions to the Antarctic, 1928-30 and 1933-35, of which they constitute a detailed record. There are also pictures relating to Byrd's North Pole flight in 1926, and to his trans-Atlantic flight in 1927. A few units of the film have been scored for sound.

Educational and documentary films. 1918-43. 201 units.

These films relate to such general subjects as public health, industrial conditions and processes, travel and exploration, and various aspects of national life. They include pictures relating to venereal disease, tuberculosis, silicosis, nutrition, and obstetrics; the manufacture of steel and motion-picture film and the development of the telephone and other means of communication; city planning; and geographical expeditions sponsored by the National Geographical Society and others. Films concerned with other aspects of American life include a series entitled "Our Own United States," produced by Warner Bros. Pictures, Inc., 1935-36; and a series on scenes and activities at various Federal agencies, chiefly in Washington, D. C., entitled "The Washington Parade" produced by Columbia Pictures Corp., 1940-41.

World War I films. 1917-18. 30 units.

These include the so-called Berkowitz film of scenes behind the German lines; a collection of pictures relating to military activities and depicting prominent persons, produced for the most part under the direction of the General Staff, United States Army, and distributed by the Films Division of the Committee on Public Information; a compilation of sequences of motion pictures made by the Signal Corps showing Gen. John J. Pershing during the war; and a picture of the "victory march" of the First Division of the American Expeditionary Forces on Fifth Avenue, New York City.

World War II films. 1940-45. 42 units.

These consist principally of 1-reel and 2-reel pictures produced by Warner Bros. Pictures, Inc., under the technical supervision of the armed services, showing various activities of the Army, the Navy, the Marine Corps, and the Coast Guard. There are also pictures of German raids on London, presented by the British Library of Information; a Paramount Pictures, Inc., production depicting the cadet-training program of the Army Air Corps and one entitled "The World in Flames," compiled from news reels of events leading up to the war; and an Army Air Forces film of the ceremonies attending the placing of the German surrender documents on exhibit in the National Archives.

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Other films. 1934-43. 139 units.

Prints of a number of motion-picture productions have been presented to the National Archives as having certain historical or research interest incidental to the dramatic presentation. Among these are Selznick International Pictures' "Gone With the Wind," Paramount Pictures' "The Biscuit Eater," Warner Brothers' "Mission to Moscow," and certain shorter productions dramatizing historical events. There are also prints of the eight pictures ("The Man I Married," "Man Hunt," "They Dare Not Love," "Night Train," "Confessions of a Nazi Spy," "Dispatch from Reuter's," "Underground," and "Foreign Correspondent") studied by the subcommittee of the Senate Interstate Commerce Committee that investigated the alleged dissemination of war propaganda prior to the entrance of the United States into World War II.

201. Gift Sound Recordings of the National Archives

Under authority of the National Archives Act, approved June 19, 1934, the National Archives may accept as gifts sound recordings that are not official records of the United States Government, if they pertain to and are illustrative of historical activities of the United States. By virtue of this authority the National Archives has received from radio stations, industrial establishments, and individuals the recordings described below. Donors of the largest number of recordings are the National Broadcasting Co., the Columbia Broadcasting System, and the American Telephone and Telegraph Co.

Speeches and radio interviews. 1908-45. 71 units.

A large proportion of these (31 units) are recordings of speeches of Franklin D. Roosevelt, 1934-44, including 3 "fireside chats", the address to Congress requesting a declaration of war against Japan, December 8, 1941, and political speeches made during the Presidential campaign of 1944. Other recorded speeches are by William Jennings Bryan (1908), Woodrow Wilson (1912), Warren G. Harding (1921), Gen. John J. Pershing (1924), Senators John A. Danaher, Raymond E. Willis, James F. Byrnes, Ralph O. Brewster, and Arthur Capper (1940-45), Representatives Sol Bloom (1936), Alfred E. Elliott (1941), and Jerry Voorhis (1941), King George VI of England (1940), Winston Churchill (1940-41), Mrs. Franklin D. Roosevelt (1942), Vice President Henry A. Wallace (1942), and Sumner Welles (1942). In the recordings of radio interviews are recorded the voices of a large number of public figures, including such national political personages as Secretary of State Cordell Hull and Wendell Willkie and a number of well known singers, actors, writers, religious leaders, foreign government officials, combat airmen, and newspaper correspondents.

Radio broadcasts. 1937-45. 630 units.

These consist principally of recordings of an eyewitness account of the Hindenburg disaster at Lakehurst, N. J., May 6, 1937; of all broadcasts over

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station WJSV of Washington, D. C., on September 21, 1939, including the President's neutrality message delivered before Congress on that date; of National Broadcasting Co. broadcasts for a 24-hour period beginning at 2:30 p. m. (EST), December 7, 1941; of National Broadcasting Co. and Columbia Broadcasting System broadcasts of descriptions of the Allied invasion of Europe, June 6, 1944; and of National Broadcasting Co. broadcasts for a 3-day period following the death of President Roosevelt on April 12, 1945.

Other recordings. 1935-41. 57 units.

Recordings of various types of radio programs include transcriptions of a cycle of eight Shakespearean plays broadcast over the Columbia Broadcasting System, July and August 1937; programs arranged by the National Broadcasting Co. and the Columbia Broadcasting System in celebration of the Centennial of the American patent system, November 1936; and a concert presented by the American Society of Composers and Publishers, September 24, 1940, entitled "Cavalcade of Music." There are also some items from a series of "talking books" prepared by the American Foundation for the Blind and subsidized by the Federal Government, and recordings of voices of noted persons and speech patterns in various parts of the United States.

202. Records of the National War Labor Board, 1942-45

The National Defense Mediation Board was created by an Executive order of March 19, 1941. It had no original jurisdiction and could handle only those cases that were certified to it by the Department of Labor as being impossible of settlement by the Conciliation Service. Composed of representatives of the public, of employers, and of employees, the Board was authorized to attempt mediation, urge arbitration, investigate issues, make findings of fact, and publish recommendations for the settlement of labor disputes in defense industries. On December 17, 1941, the President summoned a conference of representatives of labor and industry, and in accordance with the agreements reached by this conference he established a National War Labor Board within the Office for Emergency Management on January 12, 1942. As successor to the functions of the Mediation Board, but with broadened authority, the new Board took possession of the records of the former. It was empowered to take jurisdiction of a dispute on its own motion and was given specific authority to make final determination of disputes by arbitration. It could not, however, assume jurisdiction of labor disputes for which procedures for adjustment or settlement were otherwise provided until these procedures had been exhausted.

The authority of the National War Labor Board was extended by provisions of an act of October 2, 1942, which assigned to the Board the power to approve increases and decreases in wage rates. On October 27, 1942, the Director of Economic Stabilization delegated to the Board similar

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authority over most salary rates under \$5,000. The existence and powers of the Board received statutory ratification in the War Labor Disputes Act of June 25, 1943. To handle its increased workload the Board established regional labor boards and various commissions and panels for key industries, delegating to them authority over all except the most important dispute and wage-stabilization cases. The National War Labor Board, however, retained the right to review decisions and to exercise original jurisdiction over policy-making cases. The Board was terminated on December 31, 1945, in accordance with an Executive order of that date.

Records. 1941-44. 310 feet.

These consist of dispute case files and related transcripts of hearings, including those of the National Defense Mediation Board; voluntary wage-adjustment files for cases originating in the field but referred to the National Board for final action; and files for especially important cases over which the National Board took original jurisdiction on its own motion. These records constitute the basic documentation of the policies and procedures devised to carry out the Board's wartime functions of preventing work stoppages and controlling inflationary tendencies inherent in unrestrained wage increases.

203. Records of the Office of the Chief of Finance (War)

The earliest predecessor of the Office of the Chief of Finance to constitute a separate branch of the War Department was the Pay Department, which was established in 1816 and was consolidated with the Quartermaster Corps in 1912. On June 12, 1918, the financial activities of the Quartermaster Corps were concentrated under one officer. Subsequently, by a series of changes culminating in an act of Congress approved June 4, 1920, disbursing and accounting functions and related records pertaining to the Department as a whole were transferred to a newly established Finance Department, headed by a Chief of Finance, in the Office of the Secretary of War.

Financial and accounting records. 1800-1940. 292 feet.

These consist of formal records such as ledgers, journals, and registers in which War Department expenditures are broken down to the bureau level or to the level of an accountable officer or agent. The principal series of ledgers are those of military and Indian accounts, 1809-17, military and nonmilitary accounts, including accounts of river and harbor works, 1848-1925, War Department civil accounts, 1867-89 and 1893-98, and emergency fund accounts, 1898-1906; allotment ledgers, 1910-17; and appropriation ledgers, 1926-40. There are journals of military, river and harbor, civil, public works, and miscellaneous appropriations, 1899-1917, among which are journals of special emergency appropriations for national defense, 1898-1906. The registers are of warrants, 1800-1813 and 1820-22, and of requisitions of various types, 1822-98. There are also warrant books for the period 1849-1940; repayment and deposit books, 1862-1940; and docket books of requisitions, warrants, settlements, certificates, and the like, 1876-

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1940. Although in recent years records of the detailed expenditures of the War Department have been carried on books at the bureau or subbureau level, the Department books for the period prior to the Civil War show expenditures in considerable detail and provide information about the development of numerous important administrative activities of the War Department.

Correspondence of the Director of Finance, Finance Service. 1918-20. 56 feet.

The administrative records of the Finance Service, which was a predecessor of the Finance Department, are in these files. They contain information relating to the origin of the present Office of the Chief of Finance and to War Department financial activities during World War I.

Other records. 1800-1921. 16 feet.

These consist of miscellaneous items and small series. They include correspondence, statements, and other materials relating to estimates, 1800-1918; accounts of the United States Military Academy, 1900-1905; and accounts of the contingent fund of the Adjutant General's Office, 1902-5.

204. Records of the Office of the Pardon Attorney

From 1789 to 1853 the Attorney General shared with the Secretary of State responsibility for recommending to the President action on petitions for the pardon of criminals sentenced by Federal courts. After 1853 most of the work was performed by the Attorney General alone; and in 1893 the remaining functions, chiefly the issuance of formal pardon warrants, were transferred to the Department of Justice. The Attorney General has exercised his pardon functions through an office, established in 1865, that is now known as the Office of the Pardon Attorney. This Office has charge of all applications for Executive clemency except those in Army and Navy cases, which are referred to the Secretary of War and the Secretary of the Navy, respectively; conducts all correspondence thereon; obtains reports from United States attorneys, trial judges, and others; makes recommendations for submission to the Attorney General and the President, and prepares pardon warrants.

Letters sent. 1868-1934. 50 feet.

These consist of chronologically filed copies of outgoing letters addressed to court and prison officials, to other Government officials, to petitioners for clemency, and to others. They relate to almost all activities of the Office. Most of the correspondence, however, incoming as well as outgoing, is in the various case files described below.

Formal pardon case files. 1853-1923. 933 feet.

The most important records of the Pardon Attorney's Office are these case files, which contain all papers filed in connection with applications by prisoners for Executive clemency and the restitution of civil rights. They include original petitions, endorsements or protests, reports by district attorneys, judges, prison officials, and other officers, memoranda to the Attorney General, copies of letters to the President, and receipts from wardens for warrants in cases where clemency was granted.

205. COURT OF CLAIMS SECTION (JUSTICE)

Miscellaneous case files. 1895-1938. 105 feet.

These records consist almost entirely of correspondence concerning individuals who, for one reason or another, were not eligible for pardon. Among them are miscellaneous office memoranda and other administrative records.

Political-prisoners files. 1917-35. 45 feet.

These include correspondence, reports, and petitions, and relate to pardons and commutations for "political prisoners" convicted of violating wartime statutes. There are some general memoranda and other papers; files pertaining to groups, such as the Chicago and the Sacramento International Workers of the World; and case files on individuals.

Other records. 1894-1930. 13 feet.

These include reports on parole cases prepared by the Assistant Parole Attorney in the Pardon Attorney's Office, 1927-30, and miscellaneous work papers and office records, 1894-1914.

205. Records of the Court of Claims Section (Justice)

The Office of Solicitor for the Court of Claims, which had been established with the creation of the court in 1855, was abolished in 1868 and its functions were transferred to the Attorney General. This official, with his assistants, was charged with the "prosecution and defense of all matters and suits in the court of claims on behalf of the United States." Responsibility for representing the United States before the Court of Claims since that time has been exercised under the direction of an Assistant Attorney General by a separate unit in the Department of Justice, maintaining its own records, that is now designated as the Court of Claims Section of the Claims Division. Closely related records are in Record Group 123, Records of the United States Court of Claims.

General correspondence. 1868-1915. 56 feet.

Part of the claims correspondence is incorporated in the case files described with other case materials below; the remainder comprises incoming and outgoing letters arranged in several series. The letters received, 1889-1915, include letters concerning matters under the authority of the Assistant Attorney General in charge of claims in general, 1889-1908 (4 feet), and of the Assistant Attorney General in charge of Indian-depredation cases, 1891-1915 (9 feet). Copies of letters sent, 1868-1914, concern litigation in general before the Court of Claims, 1868-1914 (200 vols.), and before the circuit and district courts, 1889-1905 (26 vols.); the French spoliation cases and other matters, 1899-1902 (3 vols.); Indian-depredation cases, 1891-1913 (89 vols.); cases involving cotton and other property captured or abandoned during the Civil War, 1868-75 (14 vols.); and pay and allowance cases involving officers of Civil War volunteers, 1906-7 (3 vols.). The correspondence concerning the cotton cases was begun by special counsel to the Treasury Department and was continued by the Department of Justice after

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the work was transferred to it in 1870. These cases and the pay and allowance cases fell within the general jurisdiction of the Court.

Case records. 1855-1942. 1,458 feet.

These consist of case files, docket books, and other materials concerning terminated cases. The papers concerning a particular case include some but not necessarily all the following items: Correspondence, the petition, subsequent pleadings, briefs, arguments, stipulations, transcripts of testimony, depositions, exhibits (such as books, maps, blueprints, and sometimes models of objects involved in cases), and judicial orders and opinions. In many instances the papers are copies or duplicates of documents that were filed with the Court of Claims or with the district and circuit courts and constitute part of their records (see Record Groups 123 and 21, respectively).

The Department of Justice has followed the practice of the Court of Claims in dividing claims litigation into several classes. Among the Court of Claims Section records, case papers and related docket books are present for general-jurisdiction cases, 1855-1940 (1,055 feet); for congressional-jurisdiction cases, 1884-1940 (153 feet); for departmental cases, including naval-bounty cases arising from the Spanish-American War, 1883-1941 (8 feet); for District of Columbia cases, 1880-83 (2 feet); for Indian-depredation cases, 1891-94 and 1917 (187 feet); for French-spoliation cases, 1885-1908 (8 feet); and for cases before circuit and district courts, 1887-1910 (45 feet). The papers concerning the French-spoliation cases include transcripts of documents gathered in France by the State Department, lists of French naval vessels and privateers and of American vessels condemned or released by French prize courts, and copies of the registers of vessels. Associated with the formal case files are correspondence, research materials, work papers, and other records, 1918-42, that were accumulated by various attorneys. These relate to special classes of cases, such as the cotton-linters cases and the Russian volunteer-fleet cases, which resulted from activities of the World War I period, and the air-mail cases, which resulted from the Government's rescinding of contracts for the transportation of air mail in 1934.

206. Records of the Solicitor of the Treasury

Prior to 1830 the power to direct suits for the recovery of debts due the United States was vested successively in the Comptroller of the Treasury (1789-1817), in the First Comptroller of the Treasury (1817-20), and in the Agent of the Treasury (1820-30). The Agency was created by an act of May 15, 1820, and was held by the First Comptroller until July 1820 and by the Fifth Auditor thereafter. The act conferred upon the Agent authority "to direct and superintend all orders, suits, or proceedings, in law or equity, for the recovery of money, chattels, lands, tenements, or hereditaments, in the name, and for the use of the United States." District attorneys were required to conform to the Agent's instructions, and they, the marshals, and the clerks of court were directed to report at specified times upon litigation. On May 29, 1830, Congress created the office of Solicitor of the

Treasury in the Treasury Department and assigned to it the functions and records of the Agent and other duties as well.

The Solicitor served the Treasury Department as its law officer and the Government generally as the supervisor of its litigation in the lower courts throughout the country. In the former capacity, he gave legal advice to officials of the Department and performed various other duties such as the examination of official bonds; the supervision of measures for the prevention, detection, and prosecution of frauds or attempted frauds upon the customs revenue; and, for a time, the supervision of the Treasury Department's efforts to suppress counterfeiting. He likewise was made custodian of lands and other property taken in satisfaction of debt with power to dispose thereof. In the latter capacity, he had authority to require reports from and direct district attorneys, marshals, clerks of courts, and collectors of customs in matters concerning all suits in which the United States was a party or was interested. In the performance of this duty, the Solicitor was authorized to request the advice and direction of the Attorney General.

The scope of the Solicitor's authority underwent some restriction as a result of legislation establishing the offices of Auditor for the Post Office Department and of Solicitor of Internal Revenue, and his transfer to the new Department of Justice in 1870 brought him under the Attorney General's supervision. The control of the latter officer over his new subordinate was nominal rather than actual in most matters, because the Solicitor's duties were largely conferred upon him by statute and because, in many respects, he was functioning as an officer of the Treasury Department. Nevertheless, in later years the Solicitor's functions were to some extent absorbed by other subordinates of the Attorney General. Finally, on June 10, 1933, an Executive order transferred the Solicitor from the Justice Department to the Treasury Department. He did not carry all his functions with him, however, for the same order vested in the Department of Justice all functions relative to the conduct of litigation and the supervision of district attorneys, marshals, or clerks of courts that had theretofore been exercised by the Solicitor or any other agency or officer.

After the Executive order of June 10, 1933, became effective, the records described below were moved from the Treasury Building, where the Solicitor had maintained his office throughout, to the Justice Building. Other records of the Solicitor remain in the possession of the Treasury Department.

See Robert Mayo, *The Treasury Department and Its Various Fiscal Bureaus*, 59-61, 155, 255-262 (Washington, 1847); *Checklist*, 595, 1200; and Van Tyne and Leland *Guide*, 145.

General correspondence. 1801-1910. 199 feet.

The several groups of letters sent and letters received are as follows:

LETTERS FROM SUPERIOR OFFICERS, 1822-98 (19 feet). These comprise letters from the Secretary of the Treasury, 1822-95 (17 feet), giving instructions, referring business, conveying information, and requesting advice and opinions on administrative questions; and communications from the Attorney General, 1822-98 (2 feet), including opinions to the Secretary of the

206. SOLICITOR OF THE TREASURY

Treasury and letters that give advice and directions to the Solicitor or request that certain instructions be given to district attorneys.

LETTERS FROM OFFICERS SUBJECT TO DIRECTION, 1801-1910 (88 feet). The officers who contributed to the several series comprising this group wrote principally in connection with duties that they performed under the supervision of the Solicitor or his predecessors. Outstanding are the letters from district attorneys, marshals, and clerks of courts, 1801-98 (63 feet). These are arranged by judicial districts under the names of States or Territories. Files for districts in the older States begin at various dates between 1801 and the creation of the Agency of the Treasury. The letters contain reports regarding cases, suggestions regarding action, requests for advice, explanations of official conduct, and the like. Many of them include interesting information about general matters such as the organization of the Federal judiciary, problems involved in extending Federal authority into new Territories and States, and conditions on the frontier. Letters from these judicial district officers, and from collectors of customs as well, relative to formal reports on litigation are described below.

Also from the officers in the judicial districts, but more especially from collectors of customs and special agents, are letters and reports concerning customs suits, 1865-91 (16 feet). A somewhat similar body of material from the United States Attorney for the Southern District of New York covers the period from 1896 to 1910 (8 feet).

Letters from special agents of the Treasury, 1858-95 (8 inches), and from revenue agents, 1862-69 (4 inches), contain information regarding their investigations. The latter series consists largely of the correspondence of Montgomery Gibb, who apparently originated the idea for these particular posts, became one of the three agents whose appointment was authorized by law on March 3, 1863, and, in his European assignment, discovered much regarding the evasion or violation of the customs laws.

LETTERS FROM COORDINATE TREASURY OFFICIALS AND OFFICIALS OF OTHER AGENCIES, 1815-95 (17 feet). These comprise more than 30 series, one each for the State, War, Navy, and Interior Departments, for the General Land, Indian Affairs, and Government Printing Offices, and for about 25 bureaus, divisions, and offices, chiefly within the Treasury Department. Initial dates for these series vary widely; terminal dates fall between 1889 and 1895. The letters concern litigation or other legal matters over which the Solicitor or his predecessors had some measure of supervision or control. Among other things, the writers make requests or offer suggestions concerning the institution or the conduct of litigation, furnish information for use in its prosecution, and seek advice regarding its progress. Letters in this group usually approach litigation from the standpoint of the Government.

MISCELLANEOUS LETTERS RECEIVED, 1821-95 (16 feet). These constitute a single series of letters from Members of Congress, former officials, litigants and their counsel, and other persons. The writers, like those in the previous group, are usually concerned about litigation, but in most cases the viewpoint is that of the Government's adversaries. Letters are present from Daniel Webster, Henry Clay, Edward Livingston, Thomas H. Benton, Millard Fill-

more, Edward Bates, Nicholas Biddle, John Jacob Astor, Pierre Chouteau, Jr., and many other prominent persons. The files contain a few documents dated before 1821.

LETTERS SENT, 1820-81 (59 feet). These are drafts or copies, apparently constituting the counterpart, for the period covered, of the letters received. Endorsements on these papers indicate that they were copied into letter books, but no such volumes have been found.

Reports on litigation and related letters. 1821-1929. 49 feet.

These are form reports to the Agent of the Treasury and to the Solicitor regarding suits to recover debts due the United States and, after 1830, regarding civil suits generally to which the United States was a party or in which it was interested and in connection with which the reporting officers performed official duties. Criminal prosecutions are sometimes reported. The reports are from district attorneys, 1821-1908 (73 vols. and 10 feet of papers), 1912-21 (6 feet); clerks of courts, 1821-1921 (24 vols. and 6 feet of papers), 1921-29 (2 feet); marshals, 1821-85 (7 vols. and 2 feet of papers); and collectors of customs, 1842-45 (2 vols.). Each officer reported upon his own share in the conduct of the case. Information given in the reports includes the names of persons sued or prosecuted or vessels or objects libeled, the amounts involved, various steps taken, and the judgment or sentence and its satisfaction. Not infrequently the reports contain useful comments on cases, and sometimes, during the earlier period, letters relating to cases were bound with the reports. Closely related to these reports are letters bound in series by types of reporting officers, 1839-45 (9 vols.). These letters usually explain why a formal report has not been made and thus furnish a useful check on the completeness of the reports for the period. Occasionally matters of more general interest appear in these letters.

Records concerning cases. 1867-1933. 6 feet.

These consist of a number of incomplete series comprising registers of suits brought upon customhouse bonds or to recover fines, penalties, or forfeitures for violations of the customs and navigation laws, 1875-1913 (7 vols.); registers of miscellaneous suits, 1867-1913 (16 vols. and 2 index vols.); and a docket book listing prosecutions for penal offenses against the postal laws, 1913-33. The miscellaneous suits concern a great variety of subjects, such as land patents, trespasses on public lands, the recovery of United States property, the smuggling of opium, and the violation of recognizances and of the Pure Food and Drug, the Safety Appliance, and the Twenty-Eight Hour Laws. For each of the miscellaneous cases information on the following points is included: The date of bringing suit, the defendant's name, the nature of the claim, the amount sued for, the date and amount of the judgment, the amount of the costs, the dates of the issuance and return of the writ of execution and the nature of the return, and the date, amount, and place of deposit of sums collected. Remarks are sometimes entered and these frequently indicate the character of correspondence regarding the case. Similar information and remarks appear in the volumes covering customs and postal cases.

207. General Records of the National Housing Agency

The National Housing Agency was created by an Executive order of February 24, 1942, to consolidate the housing activities formerly carried on by 17 different agencies of the Government. In addition it succeeded to functions that had previously been exercised in part by a coordinating committee, the Central Housing Committee. The Agency consists of the Office of the Administrator and three constituent units: The Federal Housing Administration (see Record Group 31); the Federal Public Housing Authority (see Record Group 196); and the Federal Home Loan Bank Administration, under which are the United States Housing Corporation (see Record Group 3) and the Home Owners' Loan Corporation (see Record Group 195), both now in liquidation.

Records of the Central Housing Committee. 1935-42. 29 feet.

The Central Housing Committee was established in September 1935 to coordinate housing activities of Government agencies and to make recommendations on technical standards for housing. It consisted of one member from each of the following agencies: The Farm Credit Administration, the Federal Housing Administration, the Federal Home Loan Bank Board, the National Emergency Council, the Public Works Administration, the Reconstruction Finance Corporation Mortgage Company, the Resettlement Administration, and the Treasury Department. The Central Committee itself acted primarily as a board of clearance for its various subcommittees, which in turn were divided into sections for the carrying out of specific projects. It was discontinued in February 1942; the records of three of its subcommittees were transferred to constituent units of the Agency and to the Department of Agriculture, and the remainder were received by the National Archives in 1944 from the National Housing Agency.

These records, of which a preliminary checklist has been compiled, consist of minutes, correspondence, reports, and research information files of the Central Housing Committee and of the following subcommittees: Appraisal and Mortgage Analysis, 1935-42; Economics and Statistics, 1935-42; Land Use and Site Planning, 1937-42; Law and Legislation, 1935-42; Operation and Management, 1935-40; Planning and Initiation, 1935-36; Procedure and Administration, 1935-37; Public Relations, 1935-42; Research, Design, and Construction, 1935-42; and Rural Housing, 1940-42. There is a small quantity of preorganization minutes and correspondence, 1934-35, that is of value in tracing the administrative history of the Committee.

208. Records of the Office of War Information

The Office of War Information was created within the Office for Emergency Management under authority of an Executive order of June 13, 1942, by the transfer and consolidation of the following agencies: The Office of Government Reports (most of the records of which are in Record Group 44), the Office of Facts and Figures and the Division of Information of the Office for

Emergency Management, and units of the office of the Coordinator of Information concerned with foreign information activities. The principal functions of the Office of War Information were to coordinate the dissemination of war information by all Federal agencies and to formulate and carry out, by means of the press, radio, and motion pictures, programs designed to facilitate an understanding in the United States and abroad of the progress of the war effort and of the policies, activities, and aims of the Government. These functions were carried out through two branches, one concerned with domestic and the other with overseas operations. By an Executive order of August 31, 1945, provision was made for the gradual termination of the Office, to be finally effective December 31, 1945. Functions with respect to the furnishing of information abroad were transferred to the Department of State; those with respect to the provision of a central information service for the Federal Government and the review of Government publications were transferred to the Bureau of the Budget.

Records of the Domestic Operations Branch. 1933-45. 2,754 feet.

The Domestic Operations Branch was responsible for disseminating war information within the continental limits of the United States and for coordinating the war-information programs of Government agencies. It functioned through the Office of the Director, several bureaus, and, until July 1943, regional and branch offices under a Bureau of Field Operations. The records described below include those of the Division of Information and the Office of Facts and Figures, predecessors of the Office of War Information that were concerned with domestic functions, and certain files inherited from the Office of Government Reports.

GENERAL RECORDS OF THE DIVISION OF INFORMATION, 1941-42 (12 feet). This agency was created on February 28, 1941, by a letter of the President to the Liaison Officer of the Office for Emergency Management in order to provide central informational services to the constituent agencies of that Office. It ceased to exist in 1942. Its records include special reports, informational memoranda, press releases, and fiscal and personnel papers; and field-office records, chiefly from California, Minnesota, Texas, and Virginia. Other records created by the Division are among those of the Radio Bureau described below.

GENERAL RECORDS OF THE OFFICE OF FACTS AND FIGURES, 1941-42 (30 feet). This agency was established in the Office for Emergency Management by an Executive order of October 24, 1941, to disseminate to the general public factual information on the defense effort and to formulate programs designed to facilitate a widespread understanding of the status and progress of this effort. It ceased to exist in 1942. Its records include general correspondence and reports of the Office and general correspondence of its Advertising, Radio, and Intelligence Divisions. Other records created by the Office are among those of various bureaus described below.

RECORDS OF THE OFFICE OF THE DIRECTOR, 1942-45 (50 feet). These consist of copies of information program booklets prepared by the Office of War Information, in cooperation with other agencies, to present information

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to the public in connection with various campaigns and drives, together with related correspondence and background materials; and copies of speeches and articles released by other agencies and cleared through the Office, with related correspondence.

RECORDS OF THE BOOK AND MAGAZINE BUREAU, 1942-45 (35 feet). These consist of general correspondence, reports, and memoranda reflecting the functions of the Bureau, which acted as a liaison office between war agencies and magazine editors, writers, and literary agents; copies of the monthly *Magazine War Guide* and supplements prepared for the information of editors and writers; and copies of other publications of the Bureau.

RECORDS OF THE FOREIGN NEWS BUREAU, 1942-45 (35 feet). This Bureau received from United States and Allied monitoring services world-wide reports of broadcasts; distributed information derived from these reports to the American press, radio commentators, and other news outlets; and analyzed enemy propaganda techniques and the press in enemy and enemy-occupied countries. Its records consist of general correspondence, reports, and memoranda reflecting these activities and of wire copies of news stories transmitted by teletype to news outlets.

RECORDS OF THE GRAPHICS BUREAU, 1941-45 (8 feet). All posters and other graphic materials produced by Government agencies were cleared by this Bureau, which also assisted in the production and distribution of such materials. The records consist of general correspondence, reports, and memoranda of the Bureau and of its predecessor in the Office of Facts and Figures and posters representing finished work.

RECORDS OF THE MOTION PICTURE BUREAU, 1941-45 (60 feet and 303 units of motion pictures). The principal function of this Bureau was to serve as a liaison agency between the Government and the motion-picture industry (represented by the War Activities Committee) with regard to the production, distribution, and exhibition of informational films. The records consist of general correspondence, reports, and memoranda of the Bureau and of its predecessors in the Office of Government Reports and the Office of Facts and Figures; and a large collection of motion pictures dealing with varied aspects of the war both at home and abroad. These include films that were produced or sponsored by the Office of War Information or were assembled for distribution from other sources, both governmental and nongovernmental. Among them are films produced by the British Ministry of Information.

RECORDS OF THE NEWS BUREAU, 1942-45 (177 feet and 178 units of sound recordings and motion pictures). War-related news stories, statements, speeches, and reports of Government agencies were cleared and released by this Bureau, which itself prepared releases based on such materials and distributed them to specialized press groups serving rural, Negro, labor, business, and foreign-language elements of the population. The Bureau also prepared many extensive reports on war-related subjects. The records consist of general correspondence, memoranda, and reports; negatives of photographs taken for use in Government-sponsored programs by photographers of the Bureau on special assignments (600 items); copies of press releases of other agencies cleared by the News Editing Division; records of the News

Writing Division, consisting of special reports prepared to meet the varying needs of editors of magazines, newspapers, and trade and labor publications, original drawings of cartoons, and lists of casualties prepared on a geographical basis; and records of the Foreign Language Division, consisting of mimeographed news releases issued to press and radio program offices maintained by various foreign-language groups, with a record of the releases, 176 sound recordings and accompanying scripts of radio programs released to radio stations sponsoring foreign-language programs, and 2 motion pictures in Spanish showing defenses in the Gulf of Mexico region.

RECORDS OF THE RADIO BUREAU, 1941-45 (138 feet and 951 sound-recording disks). This Bureau reviewed and cleared all proposed radio programs of Government agencies, served in a liaison capacity between such agencies and the radio-broadcasting and advertising industries, allocated broadcasting time made available by the industries, and cleared for war-information policy all Government messages that were broadcast. The records consist of correspondence, reports, memoranda, scripts of programs, broadcast schedules, and other records of the Bureau and of its predecessors in the Division of Information and the Office of Facts and Figures, 1941-45 (138 feet); sound recordings of eight series of radio programs sponsored by the Office of War Information and of 1-minute and local-station spot announcements made by the Office, 1942-44 (943 disks); and sound recordings of a "fireside chat" by President Franklin D. Roosevelt on May 27, 1941, and of a speech by Vice President Henry A. Wallace on May 8, 1942.

RECORDS OF THE DIVISION OF PRESS INTELLIGENCE OF THE BUREAU OF SPECIAL SERVICES, 1933-43 (1,783 cubic feet). This Division originated in 1933 in the Department of State and was transferred successively to the National Recovery Administration, the National Emergency Council, the Office of Government Reports, and the Office of War Information. Its main function was to provide, upon request, a press-clipping service for Government agencies and Members of Congress. Most of the records described herein consist of a voluminous file of unmounted press clippings maintained by the Division from 1933 to 1942, which were taken from between three and four hundred representative newspapers in all parts of the country and deal with almost every subject with which the Government was concerned. They are accompanied by mimeographed copies of the "Press Intelligence Bulletin," which was issued daily and serves as a key to the clippings. The remaining records consist of a series, begun by the Office of Facts and Figures, of abstracts of editorial comment on the war effort appearing in a selected group of American newspapers, February 1942-April 1943 (40 feet). On these were based weekly analyses of public opinion that were distributed to selected Government officials. Most of the records of the Bureau of Special Services aside from the Division of Press Intelligence were transferred with related functions to the Bureau of the Budget on August 31, 1945.

RECORDS OF THE BUREAU OF FIELD OPERATIONS, 1942-43 (50 feet). These consist of general subject files, memoranda and reports, press releases, regional radio broadcast schedules, administrative orders, correspondence with field offices, and accounting papers. The Bureau supervised the 12 regional

and 46 branch offices of the Domestic Operations Branch, which were established in 1942 to provide the public with information services with respect to the programs of war agencies and were terminated the following year.

RECORDS OF REGIONAL AND BRANCH OFFICES, 1942-43 (200 feet). These offices succeeded the State offices of the Office of Government Reports, the records of which are in Record Group 44. Their records include correspondence, reports, press releases, and fiscal and personnel papers.

Records of the Overseas Operations Branch. 1941-45. 1,952 feet.

The Overseas Operations Branch was responsible for planning and carrying out the wartime information and propaganda activities of the Government in all areas outside the continental limits of the United States except Central and South America. It inherited the functions and records of the Foreign Information Service and the Outpost, Publications, and Pictorial Branches of the Coordinator of Information, an office established by order of the President on July 11, 1941. It maintained its central offices in Washington and New York City, field establishments in Los Angeles, San Francisco, and Denver, and a number of outposts in foreign countries.

SOUND RECORDINGS AND RELATED RECORDS, 1941-45 (1,675 cubic feet). These consist chiefly of about 90,000 sound recordings (on memovox disks), with accompanying scripts and log cards, of broadcasts from the United States to foreign countries by the Coordinator of Information and the Office of War Information. Included are records of both the Radio Program Bureau of the New York Office, which was responsible for the preparation and production of short-wave programs originating in the Atlantic area, and of the San Francisco Office, which was the headquarters for Pacific radio operations. Other sound recordings contain a report made in Bastogne on December 29, 1944, in which Maj. Gen. Anthony C. McAuliffe tells the story of the defense of Bastogne (1 disk) and statements made on June 26, 1945, at the signing of the United Nations Charter by the chairmen of the delegations to the United Nations Conference on International Organization (7 disks).

MOTION PICTURES, 1931-45 (437 units). These consist of a collection of 431 commercial news reels covering the period 1931-44; prints in five languages of a foreign-language propaganda news reel produced and distributed by the Bureau of Overseas Motion Pictures in 1943; and a motion picture, presented to the Chinese Section, of the memorial services held by the Chinese in Chungking in commemorating the death of President Franklin D. Roosevelt, April 1945.

TELETYPE MESSAGES AND RELATED RECORDS, 1941-44 (189 feet). These include series filed by the Bureau of Communications Facilities, consisting of copies of teletype messages to and from representatives of the Office of War Information in North Africa, January 1943-March 1944 (39 feet). Most of the records, however, consist of files begun by the Coordinator of Information and continued by the News and Features Bureau of teletype and writers' copies of cables transmitted to foreign outposts, with foreign news clippings showing the treatment given these transmissions by the foreign press, 1941-43 (125 feet). Records of the Washington News Division of

the Bureau, which had its main office in New York, are also present for the years 1941-42 (25 feet). These consist of edited drafts of materials transmitted by teletype from Washington to the New York and San Francisco offices for use in cables or broadcasts overseas; and news stories, propaganda analyses, and the like.

RECORDS OF THE BUREAU OF OVERSEAS PUBLICATIONS, 1941-45 (13 feet). This Bureau was responsible for the preparation and production of printed material in many forms for overseas use. The records consist of the general files of the Bureau, 1942-43 (11 feet), and file copies of printed and processed materials that were assembled or compiled and published by the Bureau for distribution overseas, 1941-45 (2 feet), including some materials of the Coordinator of Information.

209. Records of the Prison Industries Reorganization Administration

By an Executive order of September 26, 1935, the Prison Industries Reorganization Administration was established to study the industrial operations carried on in penal and correctional institutions of the various States and their subdivisions and of the District of Columbia. The Administration was also authorized to formulate a program for reorganizing the prison industries in those institutions and to recommend for the President's approval the loans or grants necessary to put the program into effect. In addition to its regular staff under an Executive Secretary, the Administration was assisted by an advisory board. It had no administrative connection with the Federal prison system. From June 30, 1938, until September 30, 1940, when its activities ceased, the Prison Industries Reorganization Administration operated with funds provided by the Public Works Administration.

Records. 1935-40. 48 feet.

All known records of the Administration are in the National Archives. They consist of general correspondence; records resulting from a survey of prison industries in the District of Columbia; records resulting from investigations covering such subjects as convict labor for road construction, State penal systems, and prison labor in various industries; file copies of publications; drafts of reports; financial, legal, and personnel papers; plans of prison buildings; and statistical charts. A preliminary checklist of the records has been compiled.

210. Records of the War Relocation Authority

From the date of its establishment, March 18, 1942, until the middle of December 1944, the principal concern of the War Relocation Authority was the removal in the interests of national security of approximately 110,000 persons of Japanese ancestry from the strategic military zones of the Pacific coast region and their resettlement in 9 (originally 10) relocation centers.

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Although a considerable number of the evacuees were permitted to resettle in communities outside the areas in which the original evacuation order applied, most of them were housed in relocation centers where a variety of economic activities for self-support were maintained. For the placement in productive jobs of evacuees permitted to reside outside the relocation centers, field relocation offices were established in 9 cities.

On December 17, 1944, the Western Defense Command decided that the progress of the war in the Pacific was such as to permit the return of evacuees to coastal areas. The following day the United States Supreme Court decided in effect that United States citizens, of whatever origin, could not be detained against their will in the absence of charges or proof of disloyalty. Following these two developments, the War Relocation Authority was largely engaged with the resettlement of evacuees in whatever localities were practicable. In addition to maintaining relocation centers and services for persons of Japanese ancestry, after July 1944 the Authority maintained an emergency refugee shelter at Oswego, N. Y., for evacuees from the European theater of war. The War Relocation Authority operated originally under the Office for Emergency Management but was transferred to the Department of the Interior on February 16, 1944. It was abolished by an Executive order of June 26, 1946.

Records. 1942-44. 15 feet.

The principal part of these is composed of the central files of the San Francisco Regional Office, April 1942-November 1942. In this period this Office served as the actual though not the titular headquarters of the War Relocation Authority, and the setting up of relocation centers, the transporting of evacuees to the centers, and the arranging for the protection of the property of evacuees were handled from that Office. After November 1942 Washington became the effective headquarters of the Authority and San Francisco the seat of the Regional Assistant Director. The records of the San Francisco Office contain correspondence, reports, and memoranda covering all aspects of the activities of the Office for the period indicated. A second group of records comprises the central files of the Jerome Relocation Center (Denson, Ark.), containing the correspondence, memoranda, and reports of that center for the period of its operation, August 1942-June 1944.

211. Records of the War Manpower Commission

The War Manpower Commission was established within the Office for Emergency Management by an Executive order of April 18, 1942, "for the purpose of assuring the most effective mobilization and utilization of the national manpower" in the prosecution of the war. The Commission was charged during World War II with four major tasks: The recruitment of labor for placement in war and essential civilian industries; the training of new labor for jobs essential to the war effort; the study and analysis of manpower-utilization practices in an effort to increase labor efficiency; and the accumulation of detailed information on the national labor market. It

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was terminated by an Executive order of September 19, 1945, and most of its remaining functions were transferred to the Department of Labor.

Records. 1942-43. 40 feet.

In June 1942 the Civil Service Commission established a Committee on Occupational Deferment to develop policies and procedures with respect to the deferment of Government employees from military service. The Committee was forced to suspend operations when the President issued a memorandum on November 17, 1942, drastically curtailing deferment. In December 1942 the President appointed the President's Committee on the Deferment of Federal Employees to make a definitive investigation of the problem and to recommend future policy. The Committee reported late in February 1943, recommending the establishment of a Review Committee on Deferment of Government Employees; and such a Committee was established in the War Manpower Commission on May 3, 1943. One person served as Chairman of all three Committees; and, in consequence, the records of the first two Committees passed into the possession of the third. They are the only records of the War Manpower Commission that were transferred to the National Archives before January 1, 1946. They consist of the correspondence, memoranda, reports, and other records of the Committees, including reports on the deferment situation submitted to them by Government agencies.

212. Records of the Committee for Congested Production Areas

The Committee for Congested Production Areas was established by an Executive order of April 7, 1943, to coordinate Federal, State, and local governmental activities in handling problems resulting from the congestion of population in areas of rapid industrial expansion. The Committee was especially concerned with such matters as plant and site availability, local labor supply, transportation, commercial facilities, housing, social services, and recreation; and it had authority to designate any community or section as a congested area and to assign representatives to work in such areas. The Committee prescribed policies and programs to meet specific problems, and its decisions were binding upon the Federal agencies involved. It also assisted local, State, and Federal agencies to obtain facilities and services that were needed to relieve congestion.

The Chairman of the Committee was the Director of the Bureau of the Budget, and its six members were high officials of the War and Navy Departments, the War Production Board, the Federal Works Agency, the War Manpower Commission, and the National Housing Agency. The Committee carried out its functions through a small headquarters staff and area representatives. The National War Agency Appropriation Act of June 28, 1944, provided for the liquidation of the Committee by June 30, 1945. All but a few of the records of the Committee are in the National Archives.

See the *Final Report of the Committee* (Washington, Dec. 1944).

215. Records of the Office of Community War Services

The Office of Community War Services was established in the Federal Security Agency by an Executive order of April 29, 1943, to succeed the Office of Defense Health and Welfare Services. This latter Office had originated in the designation by the Council of National Defense, November 28, 1940, of the Federal Security Administrator as "Coordinator of all health, medical, welfare, nutrition, recreation, and other related fields of activity affecting the national defense"; and it had been formally established in the Office for Emergency Management by an Executive order of September 3, 1941. The functions and records of its Nutrition Division were transferred on March 6, 1943, to the Department of Agriculture and the records of this Division constitute part of the records in Record Group 136, Records of the Office of Marketing Services. Other divisions of the Office of Defense Health and Welfare Services continued as divisions of the Office of Community War Services. Closely associated with both these offices was the Health and Medical Committee, which was established as an advisory body by an order of the Council of National Defense of November 28, 1940, and was discontinued on June 30, 1945.

Records. 1940-43. 14 feet.

These consist of correspondence, reports, memoranda, and other records of the Recreation Division, 1940-42, of the Day Care Division, 1942-43, and of the Health and Medical Committee, 1940-43.

216. Records of the Office of Censorship

The Office of Censorship was established by an Executive order of December 19, 1941, to effect censorship of all communications passing between the United States and any foreign country or being carried to or from any foreign country by any means of transportation that touched any possession of the United States. The Executive order also created a Censorship Policy Board, under the chairmanship of the Postmaster General, with advisory functions as to policy and coordination; and it authorized the establishment by the Director of Censorship of a Censorship Operating Board composed of representatives of such agencies as he might specify. A voluntary censorship by the domestic press and radio of information concerning the war effort was established at the instance of the Director. Beginning with the surrender of Germany, the activities of the Office of Censorship were greatly curtailed, and by an Executive order of September 28, 1945, they were terminated. The Bureau of Accounts of the Department of the Treasury was given responsibility for liquidating the affairs of the Office.

See Office of Censorship, *A Report on the Office of Censorship* (Washington, 1945).

Records. 1941-45. 666 feet.

These consist of all extant records of the Office, with the exception of records in the custody of the Bureau of Accounts for use in the work of liquidation. They cover the period from December 1941 to October 1945,

with a few additional papers that originated in the War Department as early as 1939.

The principal records of the Office pertaining to its organization, policies, and operations are contained in an extensive "administrative subject file," which includes correspondence, reports, memoranda, minutes of meetings, directives, instructions, manuals, handbooks, bulletins, press releases, and censored materials. Among the minutes are those of the Censorship Policy Board and the Censorship Operating Board. In addition, there are miscellaneous files of correspondence, reports, memoranda, and studies pertaining to operations; and a "historical file." The latter contains periodic histories of divisions and field stations prepared in those units and a general history of the Office compiled by its Historical Section from these sources. There are also sound recordings and slide films comprising an illustrated lecture on the history of the Office.

Records concerning postal, cable, press, and radio censorship are among those of the Postal, Cable, Press, and Broadcasting Divisions. They include correspondence, memoranda, reports, and records pertaining to methods and procedures of foreign censorships and to foreign-language broadcasts. Other censorship records include daily and weekly censorship reports, "watch list" records, and microfilm copies of intercepted materials submitted to other agencies. There is a small quantity of records of field stations, consisting of correspondence, memoranda, and reports of several stations relating to phases of activities not adequately covered in the headquarters records.

217. Records of the General Accounting Office

The General Accounting Office was created by the Budget and Accounting Act of June 10, 1921, as an independent establishment under the direction of the Comptroller General of the United States. To it were transferred, with related records, the functions of the Comptroller of the Treasury and the six Auditors of the Department of the Treasury as set forth in an act of July 31, 1894, and other statutes extending back to the original act creating the Department. The General Accounting Office operates independently of the executive departments and provides a uniform settlement of all claims and accounts in which the United States is concerned, either as debtor or creditor.

Executed contracts of the War and Navy Departments. 1894-1926. 2,880 feet.

These records consist of original executed contracts of the War and Navy Departments entered into subsequent to July 31, 1894, and prior to June 30, 1926. Pertinent papers, including some correspondence, are attached to each contract.

218. Records of the United States Joint Chiefs of Staff

Under the direction of the President, the Joint Chiefs of Staff consult together on matters of joint concern to the armed forces, advise the Presi-

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Records. 1943-45. 60 feet.

These consist of the central files; records of the Administrative Officer, which include the fiscal, budgetary, and personnel files; records of the four liaison officers, each of whom was assigned to work with a group of Federal agencies; records of the Analysis Section, including reports on problems in particular congested production areas, progress reports on projects and activity reports on work in such areas, and a few general studies designed to aid in the solution of problems; and records of area offices. The Berkeley, Calif., office of the Bureau of the Budget has custody of a small quantity of records of Pacific coast area offices.

213. Records of the Foreign Claims Section (War)

The United States Liquidation Commission, which maintained its headquarters in France, was established in the War Department on February 11, 1919. It was empowered to settle all claims within the jurisdiction of the War Department between foreign Allied governments and their nationals and the United States arising out of the participation of the United States in World War I and to dispose of property located outside the territorial limits of the United States and its possessions that had been acquired in connection with participation in the war. In the case of War Department agreements based upon arrangements made in the United States, preliminary adjustment was made by a Special Representative of the Secretary of War, appointed on January 22, 1919. To handle the work connected with the disposal of property, the office of the General Sales Agent, American Expeditionary Forces, which had been created on January 1, 1919, was placed under the Commission. Effective June 1, 1920, the Commission was dissolved and its functions and records were transferred to the External Relations Section of the Supply Division, War Department General Staff, which acquired at the same time the functions and records of the Renting, Requisitions, and Claims Service, France, and the Renting, Requisitions, and Claims Service, Germany, both of which had been charged with the settlement of claims arising from the presence in those countries of American forces. On December 18, 1920, the functions and records of the above-mentioned units were transferred to the Foreign Claims Section, which operated successively under the War Department Claims Board, the Assistant Secretary of War, and the Office of the Chief of Finance. Most of the work of the Foreign Claims Section was completed by 1935 and no records pertaining to its functions appear to have been separately maintained thereafter.

Records. 1918-35. 1,773 feet.

These records of the Foreign Claims Section and its predecessors include correspondence and other files of the United States Liquidation Commission; correspondence, accounting records, and claims files of the Special Representative of the Secretary of War; correspondence and other records of the General Sales Agent; correspondence, purchase orders, and ledgers of the United States Liquidation Mission, London (created to settle the British

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accounts of the General Purchasing Agent, AEF); and correspondence, requisitions for property, billeting files, and tort, damage, lease, and requisition claims files of the Renting, Requisitions, and Claims Services (France and Germany). Included also are records used by the General Sales Agent, consisting of correspondence, requisitions, purchase orders, and related papers of the Engineer Purchasing Officer, Paris, and the Engineer Purchasing Officer, London.

214. Records of the Office for Emergency Management

The Office for Emergency Management was established within the Executive Office of the President by an administrative order of May 25, 1940. Its functions were to assist the President in clearing information on measures necessitated by the emergency and to maintain liaison between the President and the emergency war agencies. Some of these functions were performed under the direction of the Liaison Officer for Emergency Management, who was appointed pursuant to an administrative order of January 7, 1941. On November 3, 1943, the President accepted the resignation of the incumbent of this position and appointed no successor, thereby terminating the liaison facilities of the agency; the records of the Liaison Officer were placed in the custody of the Bureau of the Budget.

In 1941 a Division of Information and a Division of Central Administrative Services were established within the Office for Emergency Management. The former was abolished by an Executive order of June 13, 1942, and its functions and records were transferred to the Office of War Information (see Record Group 208), with the exception of those relating to the provision of press and publication services for the constituent agencies of the Office, which were transferred to those agencies. The Division of Central Administrative Services maintained a central budgeting, accounting, and fiscal-control system for the Office for Emergency Management and its constituent agencies until November 30, 1944, when it too was abolished. Some of its functions were transferred to the constituent agencies of the Office, and the liquidation of others was entrusted to the Bureau of Accounts of the Department of the Treasury. The Office for Emergency Management thereafter existed only as a framework within which various civilian war agencies functioned. Records of some of its constituent agencies are in Record Groups 169, 171, 179, 202, 208, 211, 215, and 219.

Records of the Division of Central Administrative Services. 1940-43. 20 feet.

These consist of the policy files of Sydney Sherwood, Director of the Division; records pertaining to space, equipment, and personnel problems; and survey analyses and correspondence files of the Executive Assistant to the Director, including studies of organization and procedures in war agencies. Of interest in the policy files are materials on the creation and development of the Division, including some papers of William H. McReynolds, Secretary of the Council of National Defense. Other records of the Division are with those of constituent agencies of the Office or are in the custody of the Bureau of Accounts.

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dent, and take appropriate action to implement his plans and policies as Commander in Chief of the Army and Navy. The United States Joint Chiefs of Staff comprise the United States membership of the Combined Chiefs of Staff, the establishment of which was announced by the War Department on February 6, 1942, and which was set up to insure coordination of the war effort of Great Britain and the United States.

German surrender documents. 1945. 10 documents.

The official United States originals of the German surrender documents consist of the instrument of surrender of all German forces in Holland, north-west Germany, and Denmark, signed at Lüneburg on May 4, 1945; the instruments of surrender of all German forces, signed at Reims on May 7, 1945, and at Berlin on May 8, 1945; Reichspresident Dönitz's authorizations to Colonel General Jodl to conclude a general surrender and to German representatives to execute ratification; the agreement to execute a formal ratification of the unconditional surrender signed by Jodl at Reims on May 7, 1945; and orders by the Supreme Commander, Allied Expeditionary Force, relating to German Army, Air, and Naval Forces, signed at Reims on May 7, 1945.

See the National Archives, *Germany Surrenders Unconditionally; Facsimiles of the Documents* (Washington, 1945).

Japanese surrender documents. 1945. 6 documents.

The official United States originals of the Japanese surrender documents transferred to the National Archives by the Joint Chiefs of Staff consist of the instruments of surrender of Japanese forces in southern Korea (September 9, 1945), South East Asia (September 12, 1945), Ocean and Nauru Islands (September 13, 1945), the Ryukyus (September 7, 1945), and Saishu-To (September 28, 1945). Duplicate originals of the instrument of surrender of the Japanese and Japanese-controlled forces in the Philippine Islands are among the records of the War Department General Staff (Record Group 165). The instrument of surrender signed at Tokyo Bay on September 2, 1945, and related documents are in the custody of the Secretary of State.

See the National Archives, *The End of the War in the Pacific; Surrender Documents in Facsimile* (Washington, 1945).

219. Records of the Office of Defense Transportation

The Office of Defense Transportation was established within the Office for Emergency Management by an Executive order of December 18, 1941, to assure, during the World War II period, the "maximum utilization of the domestic transportation facilities of the Nation for the successful prosecution of the war." It succeeded to the functions and the records of the Transportation Division of the Advisory Commission to the Council of National Defense, which had been set up by the Advisory Commission in 1940. The present record group, consisting of the records of the Office and of its prede-

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cessor, was established late in 1945 and provision was made for the early transfer to the National Archives of the greater part of the records considered to have sufficient value to warrant this continued preservation. Some of these records were brought into the National Archives Building at about that time, but they were not formally accessioned until after the period covered by this *Guide*.

220. Records of Presidential Committees, Commissions, and Boards

From time to time the Presidents of the United States have appointed temporary agencies, bearing such designations as committee, commission, or board, to serve in fact-finding or advisory capacities or to perform policy-making or coordinating functions with respect to the work of other executive agencies. This record group includes the records of a number of agencies of this character that were immediately responsible to the President. It does not, however, include the records of certain agencies of similar character that have been assigned to other record groups for various reasons. Among the records of Presidential agencies not included in this record group are those that have been established as separate record groups (such as Record Group 187, Records of the National Resources Planning Board) or that have been included in other collective record groups (such as Record Group 76, Records of Boundary and Claims Commissions and Arbitrations). Excluded also from this record group are the records of Presidential agencies that gained permanent status or the functions and records of which were transferred to other agencies; records that have been interfiled with or otherwise have become part of the records of an agency that had them in custody; and the records of agencies established to serve the heads of other agencies, rather than the President, in fact-finding or advisory capacities. The records of a number of Presidential agencies that are appropriate for inclusion in this record group have not been segregated from the records of agencies formerly having custody of the records and they remain for the time being in other record groups.

Records of the National Conference on Outdoor Recreation. 1924-29. 16 feet.

In May 1924 a National Conference on Outdoor Recreation, composed of representatives of both private and governmental organizations, met in Washington at the request of the President. Until its termination on July 1, 1929, the Conference, working chiefly through a number of committees financed from private sources, attempted to work out a national policy for the coordination of the outdoor recreational activities of Federal, State, municipal, and unofficial agencies. The records of the Conference, chiefly the general files maintained by the Secretary, pertain to the 1924 and the 1926 meetings of the Conference and a projected third meeting, to the work of the committees, and to various subjects of interest to the Conference, such as State parks and forests, highways, wildlife, and education.

Records of the President's Commission for the Study and Review of Conditions in the Republic of Haiti. 1930. 3 feet.

A joint resolution of Congress, approved on February 6, 1930, authorized the President to make an investigation "of the conditions in and a study of the policies relating to Haiti." The President appointed a commission that held hearings and made investigations in Haiti during February and March and submitted its report to the President on March 26, 1930. Its investigations were concerned with the political aspects of American intervention, the effectiveness of American administration, and the social and economic conditions in Haiti. The records consist principally of correspondence, reports, petitions, minutes, and materials assembled by the Commission in Haiti.

See *Report of the President's Commission for the Study and Review of Conditions in the Republic of Haiti* (Washington, 1930).

Records of the Committee on the Conservation and Administration of the Public Domain. 1930-31. 9 feet.

This Committee, popularly known as the Public Lands Commission, was provided for in an act of April 10, 1930, that authorized the President, "through such methods as he may employ," to study and report on the conservation and administration of the public domain. The Committee presented its report to the President and disbanded in 1931. All known records of the Committee are in the National Archives. Informational data and maps furnished by a dozen or more Federal agencies interested in the public domain, by State committees on public lands, and by private organizations and individuals interested in various aspects of the question make up a valuable part of the records. Minutes of meetings, correspondence (including correspondence of President Hoover and James R. Garfield, who became Chairman of the Committee, respecting the organization and personnel of the proposed Committee, 1929-30), and drafts of the report of the Committee are also present. A preliminary checklist of these records has been compiled.

See the *Report of the Committee* (Washington, 1931); *Public Lands and Surveys Committee, Senate, Hearings on . . . Bills to Grant Vacant, Unreserved, Unappropriated Lands to Accepting States* (Washington, 1931); and *Public Lands Committee, House, Hearings on H. R. 5840, Proposing to Grant Vacant, Unreserved, Unappropriated, Non-Mineral Lands to Accepting States* (Washington, 1931).

Records of the Inquiry on Cooperative Enterprise in Europe. June 1936-February 1937. 4 feet.

The Inquiry on Cooperative Enterprise in Europe, also known as the President's Commission on Cooperatives, was initiated by President Roosevelt in June 1936 "to study cooperative enterprise in Europe and to report to [the President] upon the nature, ways of operation, and place in the economic structure of consumers' cooperation, cooperative housing, and cooperative power distribution in a number of countries abroad." Six persons were appointed to conduct the study, four of them designated personally by the President and the other two named by the Secretary of Agriculture at the President's direction. Two and one-half months were spent by these

persons conducting investigations in various European countries and a somewhat longer period was spent in the United States in preparing a final report for submission to the President. The report was published by the Government Printing Office in February 1937, thus bringing the Inquiry to its conclusion. The records include a copy of the final report, material concerning interviews with people abroad, correspondence and memoranda, and press releases concerning the purpose and personnel of the Inquiry.

Records of the Advisory Committee on Education. 1936-39. 10 feet.

The President's Committee on Vocational Education was appointed on September 19, 1936. On April 19, 1937, its scope and membership were enlarged, and it was renamed the Advisory Committee on Education. The purpose of the Committee, which had no connection with the Office of Education, was to study the existing program of Federal aid for vocational education and to prepare a report embodying its recommendations with regard to Federal relationships to State and local conduct of education. It submitted its report to the President in 1938 and ceased operations in 1939. The records consist of correspondence, minutes, personnel files, studies and reports, records of conferences held by the Committee, statements submitted to or issued by the Committee, and other materials. Included are transcripts of conferences held by the Committee at Nashville, New Orleans, Chicago, Washington, and New York in February and March 1937; statements on vocational education submitted by other Federal agencies, by organizations and individuals outside the Government, and by the Commissioner of Education; a statement approved by the Committee at the time it was changed from the President's Committee on Vocational Education to the Advisory Committee on Education; 17 studies by staff members of the Committee on various phases of the problem of education and the Federal Government's relation to it; and a 2-volume summary of findings of the Committee.

Records of the President's Committee on Civil Service Improvement. 1939-41. 10 feet.

By an Executive order of January 31, 1939, the President's Committee on Civil Service Improvement was set up to make a comprehensive study of methods of recruiting, testing, selecting, and promoting personnel for Civil Service positions. The Committee's report to Congress was issued February 1941 (77th Cong., 1st sess., *H. Doc. 118*). The records include reports of proceedings and minutes of executive sessions, statistical studies and special studies on specific problems, hearings, press releases, and reports from advisory committees, such as the Advisory Committee on Lawyers, the Advisory Committee on Architects, the Advisory Committee on Natural Scientists, the Advisory Committee on Specialized Engineering Fields, the Advisory Committee on Administrators, the Advisory Committee on Social Scientists and Economists, and the Committee on Retirement.

Records of the Rubber Survey Committee. 1942. 3 feet.

The Rubber Survey Committee, composed of Bernard M. Baruch, James B. Conant, and Karl T. Compton, was appointed by the President on August 6, 1942, to make a "quick but adequate survey of the entire rubber question"

and to recommend such action as would "best produce the synthetic rubber necessary for our total war effort including essential civilian use." The Committee conferred with members of the rubber industry and with representatives of Government agencies and held formal hearings on various aspects of the rubber problem. It examined military and naval rubber requirements, priorities, the chemical reliability of synthetic rubber processes, the effect of synthetic rubber production on other aspects of the national economy, the requirements of critical materials for the rubber industry, the construction schedules needed for new rubber-manufacturing plants, and the general subject of rubber compounding and substitutes for rubber. The Committee completed its investigation in about a month, and on September 10, 1942, it submitted its report to the President and was dissolved. The records include transcripts of Committee hearings, correspondence, technical studies, reports, and general and miscellaneous records concerning the rubber situation. An *Inventory of the Records of the Rubber Survey Committee* has been published by the National Archives.

Records of the President's Soviet Protocol Committee. 1942-45. 6 feet.

The President's Soviet Protocol Committee was appointed by the President on October 30, 1942, to be responsible for the over-all coordination of Lend-Lease assistance to Russia. In this connection it reviewed the status of the program of aid to Russia, obtained suggestions and recommendations from interested agencies, and coordinated their efforts. The Committee's chairman was Harry Hopkins, and its other members were representatives of the War, Navy, State, Treasury, and Agriculture Departments, the Office of Lend-Lease Administration, the War Shipping Administration, the War Production Board, and other interested agencies. It was abolished by the President on August 20, 1945. The records of the Committee includes cables, interoffice memoranda, correspondence with various Government agencies, minutes of meetings of the Committee and its subcommittees, minutes of meetings of the Joint War Aid Committee, reports, and related papers.

Records of the President's Committee on Portal to Portal Travel Time. 1943-44. 5 feet.

The Committee on Portal to Portal Travel Time was appointed by the President on November 8, 1943, to obtain "more exact information as to the actual travel time" in bituminous coal mining and to investigate the "possibility of reducing travel time." Morris L. Cooke, Chairman, represented the public, R. L. Ireland, Jr., represented the mine operators, and Thomas Kennedy represented the United Mine Workers of America. The information on which the Committee's report was based was collected by means of questionnaires distributed to the mines and returned to Washington for tabulation and analysis by the Solid Fuels Administration for War, which made its statistical and administrative services available to the Committee. Preliminary reports were submitted in February and April 1944, and the final report was made in May 1944. Records of the Committee consist of correspondence, schedules, and other materials.

Records of the War Refugee Board. 1944-45. 44 feet.

The War Refugee Board was established in the Executive Office of the President by an Executive order of January 22, 1944. The Board consisted of the Secretary of State, the Secretary of the Treasury, and the Secretary of War. Its administrative functions were carried on by an Executive Director and by special attachés having diplomatic status. Its functions were, in cooperation with other Federal agencies and with foreign governments, to effect the rescue and relief of victims of Axis oppression and to establish havens of temporary refuge for such victims. The Board was terminated by an Executive order of September 14, 1945. The records consist of correspondence, memoranda, reports, and other materials pertaining to the policies, program, and operation of the Board.

221. Records of the Rural Electrification Administration

The Rural Electrification Administration was established by an Executive order of May 11, 1935, primarily to finance, by means of self-liquidating loans, the construction of electric facilities for rural areas not otherwise provided with such facilities. The Administration was made a part of the Department of Agriculture by the President's Reorganization Plan No. II, effective July 1, 1939. The present record group was established late in 1945, but no records were transferred to the National Archives during the period covered by the main part of this *Guide*. For records transferred in the period January 1, 1946-June 30, 1947, see appendix A.

222. Records of the Bituminous Coal Division

After a Supreme Court decision of May 18, 1936, declared unconstitutional the principal provisions of the Guffey Act, under which the National Bituminous Coal Commission of 1935-36 had operated (see Record Group 150), a second National Bituminous Coal Commission was established by the Bituminous Coal Act of April 26, 1937. This Commission, composed of seven members appointed by the President, operated in effect as an independent agency until, by the President's Reorganization Plan No. II, approved April 3, 1939, it was abolished and its functions were transferred to the Secretary of the Interior. In the following July the Bituminous Coal Division was established in the Department of the Interior to handle the work formerly done by this Commission. The major functions of the Commission and of the Division were to determine average production costs for bituminous coal in each production area and to establish minimum and maximum prices based on these costs. Both agencies also established marketing regulations; carried on research relating to the production, use, conservation, and distribution of bituminous coal; and assisted in the adoption of maximum hour and minimum wage limits in the bituminous coal industry. With the expiration of congressional authorization for its work on August 23, 1943, the Division ceased to exist. The records described below include records

222. BITUMINOUS COAL DIVISION

of both the second National Bituminous Coal Commission and the Bituminous Coal Division.

See Ralph H. Baker, *The National Bituminous Coal Commission* (Baltimore, 1941).

Central correspondence files. 1937-43. 1,000 feet.

These consist of two series, general correspondence files, arranged alphabetically by names of correspondents, and code-acceptance files. The latter is made up entirely of formal documents submitted by operators at the time they accepted the provisions of a code and of correspondence related directly to the acceptances. Much of the general correspondence, relating to all phases of the work of the Commission and the Division, is with coal producers and distributors, but it also includes intraoffice communications, letters to and from Government officials outside the Division, and miscellaneous correspondence with private individuals.

Other records. 1937-39. 38 feet.

These fragmentary records consist of what appear to be "desk" files of individual officers of the Commission, 1937-39 (8 feet), administrative orders, transcripts of hearings, exhibits, notices to producers in default on cost reports (15 feet), and miscellaneous items.

223. Records of the Office of the Bituminous Coal Consumers' Counsel

An office of Consumers' Counsel of the National Bituminous Coal Commission was established in the Department of the Interior by the Guffey Act of August 30, 1935. The functions of the Counsel were to represent the interest of the coal-consuming public in any proceeding before the Commission and to conduct such independent investigations as he deemed necessary to enable him properly to protect the interests of the consuming public. He was also given authority, on behalf of coal producers, distributors, and consumers, to initiate and prosecute complaints before the Interstate Commerce Commission with respect to rates, charges, tariffs, and practices relating to the transportation of coal. By the President's Reorganization Plan No. II, effective July 1, 1939, the office of Consumers' Counsel was abolished and its functions and records were transferred to the Office of the Solicitor of the Department of the Interior, where they were carried on by a Consumers' Counsel Division. An act of April 11, 1941, amending the Guffey Act, established the Office of the Bituminous Coal Consumers' Counsel as an independent agency and transferred to it the functions and records of the Consumers' Counsel Division. The Office was terminated when the Guffey Act expired on August 23, 1943.

Records. 1935-43. 500 feet.

These are all the known records of the Office and its predecessors. They consist of many interrelated and often overlapping series, which, in turn, are frequently very closely related to records of the first and second National

224. LABOR OFFICE (WAR FOOD ADMINISTRATION)

Bituminous Coal Commissions and the Bituminous Coal Division (see Record Groups 150 and 222, respectively). The general administrative files (12 feet) and the subject files (30 feet) contain information on such matters as policy, legislation, opinions, standards, cooperation, budget, natural resources, and national defense. Most of the records are either part of a series of formal case files (102 feet) or belong to several other series made up of documents similar to those in the case files. These are transcripts of hearings, testimony, briefs, motions, exceptions, notices, and other records used in formal proceedings participated in by the Counsel. There are various "education" and "publication" files containing copies of press releases, pamphlets, and radio scripts and materials relating to their preparation and distribution. Of the various files maintained by individual officials, the most extensive (70 feet) are those of technical advisers. Other records include correspondence with consumers, reports, studies, price schedules, inter-office memoranda, staff notices, and maps of marketing districts.

224. Records of the Office of Labor (War Food Administration)

On March 1, 1943, the Agricultural Labor Administration was created in the Department of Agriculture and to it were transferred the functions and records of the Departmental Committee on Agricultural Labor, established in 1937, and of the Labor Branch of the Food Distribution Administration, established in December 1942 to handle matters relating to labor problems in the food-distribution industries. On March 26, 1943, the Agricultural Labor Administration was made a part of the War Food Administration, and on June 23 its name was changed to Office of Labor. It had general responsibility in the field of farm-labor supply, recruitment, and wage stabilization. It supervised the importation of farm workers from abroad and had charge of the transportation and care of foreign as well as domestic interstate farm workers. Its chief activity in this field was the operation of camps for migratory and foreign farm laborers. With the abolition of the War Food Administration on June 29, 1945, the Office of Labor was terminated. Some of its functions have been continued by the Labor Branch of the Production and Marketing Administration of the Department of Agriculture, which has retained the records of the Office and its predecessors other than those described below.

Records. 1943-45. 34 feet.

These consist of the central files of the Agricultural Labor Administration and the Office of Labor, March-August 1943 (33 feet), including general correspondence, a "precedent" file, and indexes.

Appendix A

Records Received During the Period January 1, 1946— June 30, 1947

In the main portion of this *Guide* the records that were transferred to the legal custody of the Archivist of the United States in the period ending December 31, 1945, are described. In this appendix the records that were transferred during the next 18 months, amounting to 108,603 cubic feet, are briefly identified. Unless otherwise indicated the records in a particular record group are those of the agency named in the title of that record group or a predecessor agency. It will be noted that 23 additional record groups were established during the period January 1, 1946–June 30, 1947, but no records for 3 of these record groups were transferred before July 1, 1947.

7. Records of the Bureau of Entomology and Plant Quarantine

Records of the Division of Cereal and Forage Insect Investigation, 1904–34, consisting of scientific and technical data on insects injurious to cereal and forage crops and on methods of insect control. 130 feet.

11. General Records of the United States Government

Files for various international agreements, 1922–44, and for unperfected treaties signed between 1933 and 1940; original and exchange files for certain treaties signed between 1933 and 1944; and originals of rules, regulations, notices, and similar documents issued, prescribed, or promulgated by Federal agencies and filed with the Division of the Federal Register of the National Archives, April 1, 1945–December 31, 1945. 130 feet.

12. Records of the Office of Education

Correspondence with State officials, descriptive reports of State programs, reports of vocational education agents on their visits to the States, and general correspondence of chiefs and administrators of the Federal Board for Vocational Education, 1927–32; correspondence of regional and special vocational education agents, 1937–42; and records relating to the Engineering, Science, and Management War Training Program of the Office, 1940–45. 626 feet.

14. Records of the United States Railroad Administration

Legal records, tax-case materials, record copies of publications with related correspondence, organization charts, relinquishment orders, records of the General Comptroller, and accounting records, 1918–45. 178 feet.

15. Records of the Veterans' Administration

Additional records concerning the title of the Government to certain properties of 17 field stations under the jurisdiction of the Administrator of Vet-

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erans' Affairs, 1929-46; and photographic negatives showing progress of construction work performed by various contractors on Veterans' Administration buildings, 1932-39. 1 foot.

16. General Records of the Department of Agriculture

Records of the Solicitor's Office, including closed case files relating to litigations arising from the performance of the Department's regulatory functions, 1920-43, and chronological files of letters sent, opinions, interpretations of acts of Congress, and other documents submitted to the various bureaus of the Department, minutes and other records of meetings and conferences, records reflecting the administrative organization of the Office, and records documenting the relations of the Office with the public, 1937-44; records of the Office of the Secretary, consisting of general files, 1940, and correspondence, reports, minutes, and other records created by the Secretary's immediate office, the Budget and Finance Office, and the Plant and Operations Office, 1941; and general files of the Office of Agricultural War Relations and its predecessor, the Office of Agricultural Defense Relations, 1941-43. 1,480 feet.

Recordings made by the War Food Administration concerning nutrition, 1943-45 (3 units); and recordings made by the Production and Marketing Administration and its predecessors concerning such subjects as the most efficient use of agricultural products and DDT, food utilization, and marketing problems, 1945-46 (19 units). 1 foot.

17. Records of the Bureau of Animal Industry

Personnel files, correspondence of the Field Inspection Division regarding inspection and quarantine activities, correspondence of the Animal Husbandry Division pertaining to its livestock raising, breeding, and feeding activities, and correspondence of the Virus-Serum Control Division, 1884-1939. 140 feet.

18. Records of the Army Air Forces

Records of the Office of the Chief Signal Officer pertaining to aviation, and of the Division of Military Aeronautics, the Bureau of Aircraft Production, the Air Service, and the Air Corps, 1909-39. 694 feet.

Sound recordings of the Army Air Forces radio program known during the war as "The Fighting AAF" and after VJ-day as "Your AAF," July 15-November 8, 1945 (31 units). 3 feet.

19. Records of the Bureau of Ships

Records of the Bureau of Engineering, consisting of engineering performance records, 1890-1929, and steam and fuel test reports, 1914-30; records of the Shipbuilding Division and its predecessors, consisting of displacement curves for Panama Canal tolls and ship design, stability, and tonnage calculations, 1890-1942; "General Information Books" containing data on naval vessels, 1900-1945; additional hull plans of decommissioned naval vessels, 1907-39; electrical installation books for submarines, 1918-39; records of the Radio Division and its predecessors relating to research on and the

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design of communications apparatus, 1932-42; records of the Allowance Section of the Shipbuilding and Ship Maintenance Division, 1935-45, consisting of machinery and hull-allowance lists for all vessels larger than destroyers stricken since 1944 and samples of those for destroyers and smaller ships stricken since 1944; records of the Electronics (formerly Radio) Division, consisting of correspondence relating to radio, radar, and sonar with respect to design, procurement, installation, and maintenance at naval radio, radar, and direction-finder stations, 1944; and positive microfilm copies of plans of naval vessels that have been decommissioned subsequent to 1910. 476 feet.

Photographs, chiefly of Navy ships, illustrating construction, restoration, salvage, and personnel-training activities, 1870-1939 (3,800 items). 8 feet.

23. Records of the Coast and Geodetic Survey

Personnel record books covering services of personnel from 1853 to 1915; personnel files for temporary and non-civil-service employees of the Survey and members of the crews of Survey vessels who have died or retired or who were born prior to December 1, 1880, and have been out of service more than 5 years as of December 1, 1945; correspondence and other records of the Hydrography and Topography Division, 1901-25; and monthly and annual reports of the Washington office divisions, 1926, 1930-40, and of field survey parties, 1936-40. 87 feet.

Magnetic field observations and computations, 1833-1930; records relating to tidal currents, 1844-1914; pendulum chronograph records, 1883-1939; records of zenith telescope observations, 1899-1914; astronomical chronograph records, 1907-39; automatic tide-gage records (flat marigrams), 1924-44; tide leveling records, 1930-39; tide records, 1930-39; seismograms from stations in the United States and Alaska, 1942-43; and seismological registers from stations in all parts of the world, 1942-43. 286 feet.

24. Records of the Bureau of Naval Personnel

Posters used in and newspaper clippings concerning the Navy recruiting program, 1940-45; regulations issued in regard to the Women's Reserve from July 30, 1942 (date of establishment), to November 1, 1945; deck logs of naval vessels, 1943-46; and records of the Navy Research Personnel Board, convened to facilitate the militarization of civilian specialists employed at naval laboratories, 1944-45. 3,109 feet.

Identification photographs of naval officers, 1898-1930, with a few as late as 1937 (3,300 items). 5 feet.

25. Records of the National Labor Relations Boards

Fragmentary records of the National Labor Board, 1933-34; and records of the second National Labor Relations Board, consisting of 62 selected unfair-labor-practice case files from the records of Region 8, 1935-38, records relating to the Smith Committee Investigation, 1940-41, transcripts of hearings held by trial examiners in the field and related transcripts of oral arguments heard by the Board in Washington, 1941-43, case files closed during the years 1941-43, and headquarters and regional case files on strike-vote

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33. Records of the Extension Service

General correspondence for the fiscal years 1936-43. 300 feet.

34. Records of the Federal Deposit Insurance Corporation

Reports of examinations of State banks that are not members of the Federal Reserve System, 1940. 95 feet.

36. Records of the Bureau of Customs

Records of collectors of customs at Baltimore, Bath (Maine), Boston, New Orleans, New York, and 43 other ports, including in some instances records of subports and discontinued ports, 1789-1900, with a few of earlier and later dates, consisting chiefly of correspondence, crew lists, crew bonds, passenger lists, records of entrances and clearances of vessels, wreck reports, day books, cash books, blotters, abstracts of moneys received and other financial records (to 1865 only), impost books, records relating to seamen's citizenship and hospitalization, cargo manifests (to 1865 only), and records relating to other functions of collectors, such as the supervision of revenue cutters, marine hospitals, and lighthouses. 814 feet.

Records of the Division of Special Agents, Office of the Secretary of the Treasury, pertaining chiefly to violations of customs laws, and consisting of correspondence and related registers and indexes, 1861-1915, agents' reports, 1865-1915, and accounts of special agents, records of seizures, and other records, 1875-1915. 360 feet.

37. Records of the Hydrographic Office

Aerial films constituting air-photographic map coverage of the coastal and marine navigational areas of Central America, the Galapagos Islands, and the Aleutian area, 1934-43. 22 feet.

38. Records of the Office of the Chief of Naval Operations

Directives, reports, studies, and other records relating to fleet training, 1914-41; records of the Board of Inspection and Survey concerning stricken naval vessels, 1919-45; cruising reports and reports relating to the movements of vessels, 1927-40; records relating to the administration of island governments and the establishment and administration of Navy training schools for military or civil government, 1941-44; general files of the Office of the Chief of Naval Operations, July 1942-June 1943; records of the Fleet Operational Readiness Section relating to naval mine warfare, 1942-43; records of the Postal Affairs Section of the Division of Naval Communications, including records pertaining to V-mail, 1943-45; records of the Naval District and Activities Control Section relating to the standardization of terminology for naval activities, 1943-45; training manuals of the Acorn Training Detachment, 1943, and of Advance Base Development and Maintenance, 1945; minutes of meetings of the Home Base Development Council, 1944-45; and records of the Base Maintenance Division pertaining to the assignment of prisoners of war in various naval districts, 1944-46. 709 feet.

Records of the Office of Naval Intelligence, consisting of general correspondence pertaining to administration, 1927-44; correspondence and reports of investigations relating to enemy submarine activity in the coastal waters of the United States, 1939-43; and copies of letters sent, 1943-45. 95 feet.

Photographs of net installations, equipment, and special moorings projects, 1941-45; sound recordings made under the auspices of the Navy Department, primarily in the South Pacific area, 1942-45, including broadcasts by Admirals Spruance and Nimitz (54 disks); approximately 4,500 negatives and 328 prints of photographs of Allied leaders (including officers of the Navy, Marine Corps, and Coast Guard) during World War II, 1942-46; and photograph albums of units Lion 2 and Lion 4, 1944-45. 14 feet.

39. Records of the Bureau of Accounts (Treasury)

Fidelity bonds given by various officers and employees of the United States Government, together with correspondence and other related papers, 1916-25; records relating to the settling of claims filed under section 9 of the Trading With the Enemy Act, 1918-39; fiscal officers' registers of deposits and classified receipts and repayment ledgers, fiscal years 1940-44; and certificates of deposit for funds deposited in the Treasury and in depositories by accountable officers of the United States Government, fiscal years 1942-44. 1,057 feet.

41. Records of the Bureau of Marine Inspection and Navigation

Certificates of registration, enrollment, and license for vessels withdrawn from active documentation in 1944, with interfiled correspondence and applications for official numbers, 1917-44. 16 feet.

Records from the ports of Baltimore, Bath (Maine), Boston, New Orleans, New York, and 46 other ports, including in some instances records of subports and discontinued ports, 1789-1900, with a few of earlier and later dates, consisting of shipping articles, records relating to the licensing, enrolling, and registering of vessels (excluding licenses for vessels over 20 tons), records relating to the building, inspection, and admeasurement of vessels, and records relating to seamen's protection. 1,036 feet.

Records of the Steamboat-Inspection Service at Cleveland, including records relating to the inspection of steam vessels, to the licensing of masters, mates, pilots, and engineers, and to the testing of boilers or boiler material, 1843-1911; and records of shipping commissioners for the port of Savannah, 1929-36, and for the ports of Los Angeles (San Pedro), Mobile, Norfolk, and San Francisco, 1936. 63 feet.

43. Records of United States Participation in International Conferences, Commissions, and Expositions

Correspondence, agenda, minutes, and other records of the American delegations at the Fifth, Sixth, Seventh, and Eighth Pan-American Conferences held at Santiago (1923), Habana (1928), Montevideo (1933), and Lima (1938), at the Geneva Disarmament Conference (1928), at the Conference of American States on Conciliation and Arbitration, Washington (1928-29), at

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the London Naval Conference (1930), at the Conference for Codification of International Law, The Hague (1930), at the Monetary and Economic Conference, London (1933), at the Inter-American Conference for Maintenance of Peace, Buenos Aires (1936), and at the Cairo Radio Conference (1938); and records of American participation on the United States-Panama Claims Commission, 1933. 210 feet.

45. Naval Records Collection of the Office of Naval Records and Library

Records assembled by the Office from various files throughout the Naval Establishment, 1911-27; and instruments of surrender of Japanese forces in Pacific areas, 1945 (15 documents). 850 feet.

46. Records of the United States Senate

Additional general records of the Senate, including campaign expense reports, 1912-44, miscellaneous records of the Secretary's Office, 1927-40, "supporting papers," 1931-44, committee papers, 1937-44, and bills, resolutions, petitions, memorials, and manuscript copies of "Senate documents," 1939-44; records of Senate Committees on Pensions, 1880-1932, on Public Lands, 1897-1940, on Irrigation and Reclamation, 1904-44, on the Library, 1913-44, on Rules, 1916-44, on Finance, 1921-42, on Patents, 1923-46, on Privileges and Elections, 1928-44, on the Judiciary, 1929-42, on Immigration, 1929-44, on Territories and Insular Affairs, 1933-40, on Interoceanic Canals, 1934-44, on Interstate Commerce, 1935-46, on Education and Labor, 1936-41, on Public Buildings and Grounds, 1937-44, on Commerce, 1937-46, on Mines and Mining, 1940-44, to Audit and Control the Contingent Expenses of the Senate, 1940-46, and on Military Affairs, 1945-46; and records of special committees of the Senate to Investigate Production, Transportation and Marketing of Wool, 1936-37, to Investigate the National Defense Program, 1941-46, to Investigate Presidential, Vice Presidential, and Senatorial Campaign Expenditures, 1944-45, and on Atomic Energy, 1945-46. 1,230 feet.

48. General Records of the Department of the Interior

Records of the Office of the Secretary pertaining to the administration and operations of the Office of Education, 1907-39. 14 feet.

49. Records of the General Land Office

Land-entry files, 1908-17, consisting of documents filed in connection with the issuance of public land patents. 5,195 feet.

51. Records of the Bureau of the Budget

Review files of the Central Statistical Board, consisting of statistical forms and releases used by various Federal agencies and related correspondence, 1933-39. 48 feet.

52. Records of the Bureau of Medicine and Surgery

Records relating to the Hospital Corps, 1858-1920, and to the Nurse Corps, 1909-11; medical journals of ships and shore stations and reports on dental and surgical operations and on physical examinations, 1880-89;

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case records of individual patients at 12 naval hospitals and on 1 hospital ship, 1918-39; individual statistical reports on patients, 1918-40; sanitation reports prepared by medical officers attached to naval vessels and to shore establishments, 1919-43; secret and confidential general correspondence of the Bureau, 1920-41; reports from the Bureau of Aeronautics on various sound-control devices on airplanes and their effect on human efficiency, 1941; a report on air conditioning aboard the U. S. S. *North Carolina*, October 1941; and other records. 6,485 feet.

53. Records of the Bureau of the Public Debt

Records resulting from promotional activities of the Federal Reserve banks at New York and Chicago in conducting Liberty Loan campaigns, consisting of original paintings and drawings, copies of posters and drawings, and photographs, 1917-18 (190 items). 5 feet.

54. Records of the Bureau of Plant Industry, Soils, and Agricultural Engineering

Records of the Division of Fruit and Vegetable Crops and Diseases, 1898-1941, including general correspondence files and selected records of the offices of Crop Physiology and Plant Pathology, Vegetable Pathology, and Cotton, Truck, and Forage Disease Investigations prior to their incorporation into the Division. 145 feet.

56. General Records of the Department of the Treasury

Additional personnel files, as of May 1, 1944, for former employees of the Department born prior to 1875, deceased, or separated from the service prior to 1910; personnel files for former Treasury Department employees who were appointed by the President, 1833-1945; correspondence of the Office of the Secretary (including the Offices of the Under Secretary, the Assistant Secretaries, the Assistants to the Secretary, and the former Financial and Economic Research Section), 1917-32; and copies of letters sent by Secretary David F. Houston, 1920-21. 210 feet.

57. Records of the Geological Survey

Drawings, letters, completed questionnaires, and other records containing data used in compiling published topographic map sheets, 1930-46; and original manuscript drawings of "quadrangles" of the topographic map of the United States, with the related planetable control sheets and field material, 1945-46. 67 feet.

58. Records of the Bureau of Internal Revenue

Samples of individual income-tax returns on incomes under \$5,000 for the tax years 1935-39. 250 feet.

59. General Records of the Department of State

Additional applications for pardon and Executive clemency, 1800-1850; records of the Chief Clerk pertaining to space problems, 1906-40; records relating to the consular courts of posts in the Near East and Far East, 1907-29; additional parts of the central files, 1910-29; copies of letters sent by the Secretaries of State on confidential matters, 1911-18; records of

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the Presidential Appointments and Authentication Section, 1911-44; records relating to immigration matters in general, to Chinese immigration, and to regulations governing the execution of visas on foreign passports and the residence, trade, and travel of aliens in the United States, 1914-45; records of the representative of the Department on the Federal Traffic Board, 1921-26; and consular reports on economic, industrial, commercial, and related subjects, 1943-44. 739 feet.

Records of the Board of Examiners and other records pertaining to Foreign Service examinations, 1855-1924; a biographical register of consular agents, clerks, and other similar grade personnel of consular establishments, 1906-19; personnel files for Foreign Service personnel, 1906-24; and personnel files for trade commissioners, commercial attachés, and other personnel of the former Foreign Commerce Service of the Bureau of Foreign and Domestic Commerce, Department of Commerce, 1914-39. 106 feet.

Basic files of the Passport Division, including correspondence, passport applications, registrations of American citizens, and birth reports, 1906-25. 1,325 feet.

60. General Records of the Department of Justice

Additional records pertaining to personnel of various units of the Department, 1875-1942; administrative records of the Bureau of Prohibition and its predecessors, 1920-46; parts of the central files, 1937-41, with a few items of later date; record cards for letters received and sent and for inter-departmental communications, 1941-42; and docket card reports of criminal cases in the Federal district courts for the fiscal year 1944. 4,478 feet.

64. Records of the National Archives

Photographs of the construction of the National Archives Building, 1932-34, and of the interior and exterior of the building, 1935-45; photographs of records in Federal, State, and foreign archival depositories, 1936-45; photographic facsimiles of historic documents in the National Archives (5,796 items); and a motion picture of the ceremonies held in the Exhibition Hall of the National Archives in connection with the opening of the exhibit of the Japanese surrender documents, September 12, 1945 (1 unit). 11 feet.

Records of the United Nations Central Training Film Committee, 1942-46, consisting of administrative files and motion pictures, film strips, and sound recordings relating to the construction and use of ordnance, aircraft, and ships, the training of enlisted personnel, the control of disease, and other World War II activities. 960 feet.

69. Records of the Work Projects Administration

Additional records of the Office of the Administrator, Federal Works Agency, pertaining to the operation of WPA projects, and of the WPA Finance and Statistics Divisions, 1935-43; records relating to the Woodrum Committee investigation of WPA, 1939-41; records of the Public Work Reserve project, 1941-42; and a series of final State narrative reports on the operation and accomplishments of the Administration, 1943. 108 feet.

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70. Records of the Bureau of Mines

Tabulation sheets relating chiefly to coal production, 1900-1937; map showing the distribution of coal and other mineral deposits, 1900-1940 correspondence from the classified files of the Bureau concerning the establishment of experiment stations, 1915-20; informational files concerning petroleum, 1915-30, mineral resources, 1924-27, and coal, 1926-33; reports of war-gas investigations, 1917-18; blueprints and drawings relating to early developments with regard to helium, 1918-30; press releases and processed materials of the United States Coal Commission, 1922-23; records relating to potash investigations in New Mexico, 1926-30; and correspondence and other records of the Coal Economics Division, 1930-40. 159 feet.

71. Records of the Bureau of Yards and Docks

Completed contract files, 1939-45. 167 feet.

72. Records of the Bureau of Aeronautics

Additional parts of the general files of the Bureau, 1925-42; aircraft weight and balance reports submitted by manufacturers, 1919-40; contractors' descriptive specifications for finishing aircraft equipment and test reports submitted by contractors for aircraft and aircraft equipment, 1925-42; contractors' analytical and test reports on structural features of airplanes, 1925-44; and organization charts and other records resulting from a survey designed to improve utilization of employees, 1944. 630 feet.

Photographic prints of Navy planes, showing detailed and completed views of individual planes constructed by various American manufacturers, 1928-46. 42 feet.

74. Records of the Bureau of Ordnance

License and royalty agreements pertaining to payments for the use of patents, 1896-1926; records of the Research and Development Division concerning torpedoes and torpedo tubes, 1918-41; and general correspondence, 1918-41 and 1944, and general correspondence exclusive of that regarding contracts, 1940-43. 2,963 feet.

Records of the Ordnance Equipment Section of the Design Division, Washington Naval Gun Factory, consisting of all gun records for 5-inch to 16-inch expended guns and one sample each for smaller caliber expended guns, 1895-1944. 90 feet.

76. Records of Boundary and Claims Commissions and Arbitrations

Records, including maps and photographs, 1906-28, pertaining to the arbitration of claims and of boundary and other disputes under special agreements or conventions concluded between the United States and Great Britain on July 3 and 10, 1907, January 27, 1909, and August 18, 1910, between Costa Rica and Panama on March 17, 1910, between the United States and Norway on June 30, 1921, and between the United States and the Netherlands on January 23, 1925. 85 feet.

Records of the General Claims Commission, United States and Mexico, consisting of the United States Agency files of disallowed claims of citizens

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elections requested under the terms of the Smith-Connally Act, 1943-45. 1,082 feet.

26. Records of the United States Coast Guard

Journals of light stations and logs of vessels, stations, bases with operational responsibilities, beach patrol and coastal lookout units, and Captains of the Ports, 1943-44. 845 feet.

Drawings and paintings of lighthouses and lanterns and photographs of lighthouses, 1852-1900 (59 items); and photographic prints collected by the Public Relations Division, May 1945-April 1946, depicting military operations and other activities of the Coast Guard (346 items). 1 foot.

27. Records of the Weather Bureau

Miscellaneous fiscal records, 1888-1926; general ledgers, 1927-36; and central files, 1931-35. 82 feet.

Form reports of marine weather observations, 1890-1900 and 1911-13; ships' logs containing meteorological observations, 1923-27, 1930-41, and ships' meteorological observations, 1932-34 (with gaps); free-air data from kite flight and airplane tabulation sheets, pilot-balloon data sheets and graphs, adiabatic charts, and free-air data for significant levels, 1934-44, with a few as early as 1932; and historical weather maps, compiled by the Weather Bureau and cooperating agencies, 1942-44, consisting of several series that present and analyze daily weather conditions, 1899-1942, in the Northern Hemisphere at sea level and at 3,000 dynamic meters, in North America at 13 kilometers, in the Southwest Pacific area at sea level, and in the East Asia area at sea level. 712 feet.

28. Records of the Post Office Department

General records, including records of the Department and of the Auditor of the Treasury for the Department, consisting of miscellaneous letter books, route registers, account books, ledgers, drafts of Postmaster General's letters, letters received, and applications for office, 1784-1874; copies of outgoing letters of the Postmaster General, 1789-1902; journals of the Postmaster General, 1835-37 and 1879-1940; records of the Office of the Chief Clerk relating to experimental telegraph systems and to S. F. B. Morse, 1837-46, and to agreements between telegraph and cable companies and the Government, 1866-1913; signed originals of postal conventions between the United States and various foreign countries, 1847-1931; records of the Office of the Solicitor, including records relating to the compensation of postmasters for losses, 1867-1929, general files, 1890-1917, and records relating to Government operation of telephone, telegraph, and cable lines, 1918-21; and personnel records of employees of the custodial service who are no longer in Government service, 1933-40. 934 feet.

Records of the Bureau of the First Assistant Postmaster General, consisting of volumes showing name and date of appointment of each postmaster, name of post office, and date of its discontinuance, 1790-1930; correspondence relating to steamboat service, Detroit Line, 1914-28; records of the Division of Post Office Service, 1914-39, including correspondence concerning contract

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stations, 1923-35, and appointment, service, and discontinuance records of first-class postmasters, 1937; and correspondence of the headquarters office of the Division of Rural Mails, 1922-36. 181 feet.

Records of the Bureau of the Second Assistant Postmaster General, consisting of correspondence regarding private express statutes and their enforcement, 1895-1933; correspondence regarding franked matter, mail sent by freight, and missent mail, 1911-24; various records of the Divisions of the International Postal Service, 1911-37, the Railway Mail Service, 1917-25, and the Air Mail Service, 1925-41; and record of payments to railroad companies for the transportation of mail, 1915-29. 50 feet.

Records of the Bureau of the Third Assistant Postmaster General, consisting of volumes showing the quantity and value of stamps and stamped paper furnished postmasters for public sale, 1870-97. 1 foot.

Records of the Bureau of the Fourth Assistant Postmaster General, consisting of records of the Division of Post Office Quarters, including correspondence and exhibits pertaining to an alleged combination among postal-equipment companies to control prices, 1916-21, general correspondence of the Washington office of the Division, 1926-40, and records relating to cornerstone and dedication ceremonies at Federal buildings, 1933-42; reports of surveys of Federal building needs, 1930; and records of the Topography Division, consisting of file copies of maps showing routes of transportation of mail in each State, differentiated according to means of conveyance and frequency of service, 1938-46. 31 feet.

Records of the Bureau of the Chief Inspector, consisting of lists of travel commissions destroyed, 1872-1912, and canceled, 1914-16; bonds, 1875-1931; rosters of inspectors and clerks, 1898-1909; correspondence relating to the postal service in Puerto Rico, 1899-1900, and the Philippine Islands, 1900-1901; lists of travel commissions furnished post-office inspectors and Department officials and correspondence relating to such commissions, 1901-39; and a sound projection print showing President Franklin D. Roosevelt off Montauk Point, Long Island, N. Y., 1940. 8 feet.

29. Records of the Bureau of the Census

Schedules of special censuses of population for Hickory, N. C., 1932, Monticello, Ind., 1933, Petersburg, Ind., 1933, Alexander City, Ala., 1935, Canton, Ala., 1935, Crestwood, Ill., 1936, Sterling, Ill., 1937, Rock Falls, Ill., 1937, Poplar Bluff, Mo., 1938, Markham, Ill., 1938, and Riverside, Ill., 1938; schedules of a census of population and a census of agriculture for Puerto Rico, 1935; schedules of the census of wholesale business, 1935; and administrative records of the Census of Partial Employment, Unemployment, and Occupations, 1937-38. 346 feet.

32. Records of the United States Shipping Board

Trial trip reports of the Construction Organization, 1918-21; pay rolls of laid-up vessels, 1918-31; and records relating to rates and assignments, 1918-36, to the codification of the navigation laws of the United States, 1920-28, to foreign ocean mail contracts, 1928-35, to construction loans, 1931-36, and to the Black Committee investigation, 1933-36. 199 feet.

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manifests of aliens deported to England from the port of Philadelphia, 1911-15, and administrative files of the Gloucester City office and detention station, 1942-44. 56 feet.

87. Records of the United States Secret Service

Records of field offices, consisting of copies of general orders, circular letters, and warning circulars, 1874-1938, records of arrests, 1877-1930, correspondence with headquarters, 1886-1904, agents' daily reports, 1886-1912, and reports of special investigations, mainly for the period of World War I, 1900-1924. 12 feet.

88. Records of the Food and Drug Administration

Records, 1906-42, including documents pertaining to the enforcement of the Food and Drug Act, personnel folders for employees separated from the service and other personnel records, analyses of samples of food purchased by Federal agencies, allotment ledgers, detention notices, lantern slides, correspondence, transcripts of hearings, scientific reports on the use of sulphur dioxide as a food preservative, records of war projects of the Bureau of Chemistry during World War I, a collection of foreign food and drug laws, and closed case files (1937-42). 965 feet.

90. Records of the Public Health Service

General files, 1924-35; correspondence with marine hospitals, domestic stations, district directors, State boards of health, foreign governments, the Coast Guard, and other Government agencies, 1924-35; and correspondence with stations now closed, 1924-39. 350 feet.

92. Records of the Office of the Quartermaster General

Blueprints of troop and cargo vessels constructed at Hog Island during World War I and of alterations and repairs to Quartermaster Transport vessels, 1917-20; and records pertaining to the Gettysburg reunion, 1938. 60 feet.

94. Records of the Adjutant General's Office

Records of the Committee on Education and Special Training of the War Plans Division, War Department General Staff, pertaining to the termination of the Student Army Training Corps and the reestablishment of the Reserve Officer Training Corps, 1916-20; records of the Decorations and Awards Branch pertaining to awards to military and civilian personnel by the United States and foreign governments, 1917-25, including records of the Decoration Board of the War Department General Staff and the Adjutant General's Decoration Board; records of the Military Personnel Division pertaining to Reserve Officers Training Corps graduates at civilian schools, 1920-35; and General Orders, General Court Martial Orders, Special Orders, memoranda, circulars, bulletins, and similar materials submitted to the Adjutant General's Office by various Army commands, 1922-39. 269 feet.

95. Records of the Forest Service

Records concerning wildlife management in national forests, 1937-39; and warranty deeds and transcripts of records concerning titles to land acquired by the Service, 1937-43. 10 feet.

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96. Records of the Farm Security Administration

Loan folders of all paid-in-full rural rehabilitation loans made in 134 selected counties, 1934-43; and rural rehabilitation family progress reports showing yearly progress of rural families after obtaining Farm Security Administration loans, 1938-43. 537 feet.

98. Records of the United States Army Commands

Fragmentary records of various Army commands, 1800-1934, including records of geographic commands, camps, posts, and stations in the United States, and of regiments, brigades, and divisions. 340 feet.

101. Records of the Bureau of the Comptroller of the Currency

Records relating to the administration of insolvent national banks, 1865-1945, including records relating to banks liquidated in 1944, records of the Office of the General Receiver in Washington, and records relating to Reconstruction Finance Corporation loans; reports and correspondence on examinations of active national banks in the United States and its Territories and possessions, and on examinations of nonnational banks, building and loan associations, and non-Federal credit unions in the District of Columbia, 1931-37; records relating to activities of the Special Liquidator of Securities, 1932-39; records relating to the sale of assets, 1932-46; correspondence of the former Conservator Division of the Bureau, 1933-35, relating chiefly to the licensing of national banks for the resumption of business after the 1933 bank holiday; additional ledgers, journals, and other records of the Finance Section relating to cash transactions of insolvent banks and of the Comptroller of the Currency on their behalf, 1933-43; records of the Detroit branch office of the Division of Insolvent National Banks produced in administering the receivership of the First National Bank-Detroit, Detroit, 1933-44; copies of letters sent, 1934-43; records relating to the liquidation of five Japanese-owned banks in Honolulu and Seattle, 1941-43; and miscellaneous personnel records. 3,121 feet.

103. Records of the Farm Credit Administration

Microfilm copies of record cards compiled from 1913 to 1942 containing information about farmers' marketing and purchasing cooperatives, 1862-1942 (38 rolls); reappraisal reports giving evaluations of farms acquired as a result of forfeited mortgages or under consideration for a Federal farm-mortgage loan, 1917-39; and reports of examinations of national farm-loan associations, 1927-37. 181 feet.

104. Records of the Bureau of the Mint

All records of the United States Mint, Philadelphia, 1793-1899. 180 feet.

107. Records of the Office of the Secretary of War

Records of the Supply Division, consisting of ledgers, building plans and leases, bids, contracts, and correspondence, 1883-1918; correspondence files of the Office of the Administrative Assistant containing policy, procedure, and precedent cases, 1885-1939; and correspondence of the Chief Disbursing Officer, 1912-36. 66 feet.

of the United States against Mexico, 1924-35, together with supporting documents of earlier dates, and including records of the Special Claims Commission relating to claims filed with both Commissions or withdrawn from the files of the Special Claims Commission for adjudication by the General Claims Commission, and related materials. 515 feet.

77. Records of the Office of the Chief of Engineers

Additional records of district engineer offices, 1831-1928; civil-works records of the North Atlantic Division, the New York and Puerto Rico Districts, and various engineering boards, 1840-1931; appropriation ledgers pertaining to civil-works functions, 1915-35; records of the Real Estate Division pertaining to the sale and disposal of real estate and installations and improvements thereon, 1919-40; headquarters records pertaining to the construction and maintenance of civil-works projects, 1923-42; and an original of the Potomac River Sanitation Compact, 1941. 2,643 feet.

Cartographic records, including manuscript maps of surveys made throughout the United States by Army engineers, 1800-1926, the majority relating to the civil-works program, especially to rivers and harbors; printed atlases and portfolios of maps (relating to the Civil War and previous wars and to rivers in Europe and the United States) used by the Corps of Engineers in the study of military works and campaigns; manuscript maps of rivers and reservoirs in Minnesota and western Wisconsin embodying surveys made by engineers of the District Engineer Office at St. Paul, about 1866-95, including the F. U. Farquhar surveys of the lower Minnesota River and the Mississippi above the Falls of St. Anthony, 1874; atlas of the Wheeler Survey ("West of the 100th Meridian"), 1869-79; maps of various military departments in the West, about 1872-1909; additional records of the Army Map Service, including parts of the General Staff map collection, consisting of file copies of maps of various countries and areas throughout the world, 1880-1943; and maps of the Rainy Lake portion of the United States-Canadian boundary (Minnesota-Ontario) prepared by the International Joint Commission, 1926-28. 896 feet.

Photographs of the construction of buildings, wharves, and harbor installations at the Presidio, San Francisco, at Fort Mason, and at Fort Winfield Scott, 1911-15 (289 items). 1 foot.

80. General Records of the Department of the Navy

Correspondence of the Inventions Section of the Office of Research and Inventions, 1916-44; reports of the Mason Board covering surveys of real properties at proposed sites for air stations and landing fields, 1940; general files maintained in the Secretary's office, July 1940-June 1942, and day copies of outgoing letters, January 1941-June 1942, including correspondence of the Office of the Chief of Naval Operations and the Office of the Judge Advocate General; records relating to the program for the elimination of unnecessary paper-work, 1942-43; records of the Beneficial Suggestions Unit of the Industrial Relations Office, 1942-43; patent application case files and related photostats, blueprints, tracings, drawings, and other docu-

ments, 1943-45; records of the Material Division (formerly the Office of Procurement and Material), including correspondence of the Washington field office, 1943-45; and general correspondence of the Industrial Incentive Division, September 1945-January 1946. 1,031 feet.

81. Records of the United States Tariff Commission

Reports and related questionnaires and correspondence pertaining to commodities covered by tariff information surveys, 1918-21; and sections of the general files of the Commission relating to administration, 1921-39. 67 feet.

83. Records of the Bureau of Agricultural Economics

Records of the Division of Agricultural Finance and its predecessors, consisting of records pertaining to studies of rural credit facilities, 1910-25, farm fire mutual insurance, 1916-33, crop yields and insurance, 1930-40, and rural tax delinquency, 1934-37; and manuscript copies of published and unpublished studies and reports prepared by employees of the Bureau and papers relating to Bureau action on them, 1933-40. 125 feet.

84. Records of the Foreign Service Posts of the Department of State

Records of the American Legation at Sofia, Bulgaria, 1912-35; records of the consulates at Marseille, France, 1858-1930, at Aden, Arabia, 1887-1932, at Nice, France, 1909-30, at Maracaibo, Venezuela, 1910-31, and at Kunming, China, 1922-36; records of the consular agencies at Sète, France, 1875-1921, at São Vicente, Cape Verde Islands, 1885-1926, and at Toulon, France, 1908-14; and records of the consulates general at Calcutta, India, 1858-1929, at St. John's, Newfoundland, 1912-30, at Caracas, Venezuela, 1913-19 and 1922-34, and at Sofia, Bulgaria, 1914-40. 198 feet.

85. Records of the Immigration and Naturalization Service

Headquarters records, including personnel files for former headquarters and field-office employees, 1905-42, re-entry permit files, 1924-29, and alien registry case files, 1932-40, consisting of applications for registry and related papers concerning the legality of residence of aliens under an act of Congress of March 2, 1929. 3,075 feet.

Records of the New York office, consisting of lists of passengers arriving at some 70 Atlantic and Gulf Coast ports, 1812-83, copies of outgoing letters concerning immigration matters, 1890-1912, and correspondence concerning citizenship education programs sponsored by the Service, 1906-44. 550 feet.

Records of the Philadelphia office, including the office and detention station at Gloucester City, N. J., consisting of records relating to the relief of destitute aliens in the Eastern District of Pennsylvania by the State Board of Charities, 1872-94, correspondence relating to immigration matters, including the enforcement of the Chinese Exclusion Act, 1888-1912, case files relating to the importation of aliens under the contract labor laws, 1890-1940, reports of action taken with respect to alien seamen who were discharged, admitted, or hospitalized or who had deserted, 1904-11, reports from masters of vessels concerning alien deserting seamen, 1909-16, special

111. Records of the Office of the Chief Signal Officer

Parts of the central files containing information on policies, administration, and operations of the Signal Corps, 1917-39. 150 feet.

Motion-picture films captured from the Axis Powers, showing campaigns in the Pacific and European areas, 1936-45 (3,665 units); sound motion-picture films, including training films, film bulletins, staff film reports, Army and Navy screen magazines, combat reports, orientation films, and technical bulletins, acquired and used by the Signal Corps to illustrate activities of the armed forces during World War II, 1939-45 (14,989 units); and British, Canadian, and Australian military training motion-picture films, 1940-45 (1,965 units). 3,471 feet.

114. Records of the Soil Conservation Service

Records of regional offices, consisting of folders relating to inactive cooperative agreements between the Service and farmers, 1933-46; vendor case files created by the Land Acquisition Division in its negotiations for the purchase of land located in designated project areas, 1935-39; field notebooks, planetable sheets, and related records of the Sedimentation Section of the Water Conservation and Disposal Practices Division, 1935-42; records of the Climatic and Physiographic Division, consisting of cartographic records, data on erosion control, information accumulated in making climatological, physiographical, and population studies, and correspondence pertaining to study projects, 1936-44; and records of discontinued area offices relating to operational and research activities, information, publicity and promotional programs, and labor and management problems, 1938-42. 1,172 feet.

115. Records of the Bureau of Reclamation

Records of the National Reclamation Association, the National Flood Prevention and River Regulation Commission, the National Irrigation Association, and other private agencies associated with the movement to establish the Bureau and with the development of Federal reclamation and land conservation and utilization programs, 1903-35; general administration and project correspondence files, 1919-29; and records relating to the administration by the Bureau of Civilian Conservation Corps camps, including central files of the Supervising Engineer (located in Denver) in charge of CCC work, 1934-37, personnel files, 1934-43, photographs of CCC activities, 1935-42 (6,400 items), and central files of the Washington office of the Bureau relating to CCC work, 1937-43. 535 feet.

117. Records of the American Battle Monuments Commission

Correspondence with line officers relating to daily operations at the front during World War I (used by the Commission in compiling histories of organizations), maps of the American sectors, and drafts of historical studies and related material, 1923-38. 67 feet.

Photographs of battlefields in Europe upon which various United States divisions were actively engaged during World War I, 1923-25 (1,369 items). 15 feet.

118. Records of United States Attorneys and Marshals

Records of the United States Attorney for the Eastern District of Missouri, including copies of outgoing correspondence, 1853-1912, fiscal records, 1869-87, and records of the Federal grand jury pertaining to matters presented by the United States attorney to the grand jury for investigation, 1876-1932; records of the United States Attorney for the Eastern District of Pennsylvania, consisting of closed civil and criminal case files and separately filed correspondence and related materials, 1911-34; records of the United States Attorney for the Eastern District of North Carolina, 1919-35, consisting of closed case files in civil and criminal matters; and records of the United States Attorney for the District of Columbia, including docket books of the Federal grand jury, 1916-38, stenographic transcripts of court proceedings, 1919-42, correspondence files pertaining to closed cases, 1921-42, and closed case files in criminal matters, 1921-42, and in civil matters, 1928-38. 525 feet.

121. Records of the Public Buildings Administration

Records relating to the acquisition and disposal of land acquired in payment of debts owed to the United States, 1805-1946; plans, photographs, and assignment charts of Government buildings sold, traded, or demolished, 1870-1945; card inventory of paintings produced by the Public Works of Art Project, 1933-34; records of the Fine Arts Section and its predecessors, 1934-45; correspondence relating to the construction, repair, and maintenance of public buildings, 1934-39; and correspondence relating to the administration of the Federal Real Estate Inventory, 1936-37. 2,422 feet.

Photographs of the Department of Agriculture Building and of proposed designs for several joint courthouse and post office buildings, 1877-81 (25 items); and photographic prints of murals and sculptures produced by the Treasury Relief Art Project, 1934-39. 4 feet.

123. Records of the United States Court of Claims

Case files for general-jurisdiction cases commenced between January 1932 and November 1939, and closed since January 1942, with a few general-jurisdiction and congressional cases of earlier date. 465 feet.

126. Records of the Division of Territories and Island Possessions

Additional correspondence, personnel files, and other records of the Bureau of Insular Affairs, 1898-1939. 275 feet.

Photographic materials assembled by the Bureau of Insular Affairs, 1898-1939, consisting of photographs of people, scenes, and structures in China, the Philippines and other Pacific islands, Cuba, Haiti, Santo Domingo, Panama, Puerto Rico, and the Virgin Islands, and lantern slides of scenes and structures in the Philippine Islands (8,000 items). 26 feet.

127. Records of the United States Marine Corps

Maps, 1906-27, including maps showing Marine Corps activities in World War I; registers of commissioned officers, 1910-26; monthly muster rolls, 1916-40; records of the Aviation Division, consisting of general files, 1918-

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40, photographs of landing fields in Santo Domingo and Haiti, 1923, and operational reports on air missions in Nicaragua, 1927-32; records of the Commandant, consisting of correspondence and related materials pertaining to the administration of the Marine Corps, 1926-41; and general files of the Quartermaster's Department, 1940-41. 247 feet.

128. Records of Joint Committees of Congress

Records of the Joint Committee to Investigate the Pearl Harbor Attack, 1945-46, including records of the Roberts, Hart, Clarke, Claussen, Hewitt, Army, Navy, and other investigations of earlier date; and incomplete records of the Joint Committee on the Organization of Congress, 1945-46. 21 feet.

129. Records of the Bureau of Prisons

Records pertaining to activities of the Office of the Superintendent of Prisons, 1906-14; monthly cost reports received from Federal penal and correctional institutions, 1928-41; additional closed case files for Federal prisoners who were committed to penal and correctional institutions, 1938-42; and jail record cards of commitments and discharges of Federal prisoners during the fiscal years 1942-44. 1,846 feet.

130. Records of the White House Office

Captured German documents, with English translations, consisting of the marriage certificate, private will, and "political will" of Adolf Hitler, and a letter from Martin Bormann to Admiral Doenitz transmitting the "political will," all dated April 29, 1945. 34 pages.

131. Records of the Office of Alien Property Custodian

Records resulting from World War I activities, consisting of a docket record of enterprises under the supervision of the Corporation Management Division, 1918-20; additional records relating to closed claims cases, 1918-45; and other records relating to claims, 1928-38. 52 feet.

Corporate records, seized during World War II, of the German Railroads Information Office and its predecessors, 1926-41, and of the following firms owned wholly or in part by Germans: B. Westermann Co., Inc., importers of scientific and technical books and periodicals, 1924-42; Allied Linen Industries, Inc., importers of linen and cotton goods, 1924-45; Amber Mines, Inc., importers and distributors of amber and amber products, 1926-43; and of M. Hensoldt & Son, Inc., distributors of optical instruments, 1936-45. 172 feet.

134. Records of the Interstate Commerce Commission

Annual reports filed by carriers, containing data on their corporate structure, history, financial condition, and operating activities, 1888-1914. 1,014 feet.

135. Records of the Public Works Administration

Records of the Research and Statistical Division, 1933-42; fragmentary records of several small administrative units, including the Division of Accounts and units concerned with Federal projects, 1933-43; and general files, 1941-43. 160 feet.

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136. Records of the Office of Marketing Services

Case files of the Warehouse Division of the Bureau of Agricultural Economics and the Agricultural Marketing Service relating to the licensing of public warehouses, 1922-40; records of the Packers and Stockyards Division of the Bureau of Animal Industry relating to the enforcement of the Packers and Stockyards Act, 1928-34; and receiving-point certificates issued in New York City by inspectors of the Fruit and Vegetable Division of the Bureau of Agricultural Economics and the Agricultural Marketing Service, 1938-43. 332 feet.

138. Records of the Federal Power Commission

Documents filed pursuant to the Commission's order of January 6, 1936, in connection with an investigation of the Associated Gas and Electric Co., 1936-40. 3 feet.

143. Records of the Bureau of Supplies and Accounts (Navy)

Records of the Sales Section relating to royalties on oil obtained from naval petroleum reserves, 1927-41; records of the Storage Division relating to the establishment and organization of storage facilities at naval stations and navy yards, 1939-43; and records of the Stock Division relating to the allocation within the Navy Department of the Department's allotments (granted by the War Production Board) of controlled materials, 1943-45. 14 feet.

144. Records of the Temporary National Economic Committee

Additional records of the Committee, 1938-41. 4 feet.

145. Records of the Agricultural Adjustment Agency

Volumes 1, 2, and 10 of the Hatchery Code of Fair Competition established under authority of the National Industrial Recovery Act, 1933-36. 1 foot.

147. Records of the Selective Service System, 1940-47

Cumulative illiteracy reports, 1940-41, compiled by local boards in connection with a survey to ascertain the extent of illiteracy among registrants; record sets of annual reports of the Director, memoranda, opinions, bulletins, and regulations, 1940-45; and lists of occupationally deferred Federal employees, 1943-47. 34 feet.

151. Records of the Bureau of Foreign and Domestic Commerce

Miscellaneous records, 1906-39; sections of the general files, 1912-42; tables, charts, and graphs, 1913-38; appropriation and voucher distribution ledgers, 1916-28; record copies of *Survey of Current Business*, 1920-38; register of travel encumbrances, 1925-32; correspondence, reports, questionnaires, and reference material pertaining to the National Drug Store Survey, 1930-33, and to various other informational activities, 1930-40; records relating to plans for international monetary payments and the use of the world's gold and silver, 1930-39; and records relating to the foreign investments of small businessmen, 1938-39. 747 feet.

156. Records of the Office of the Chief of Ordnance

Fragmentary records of the Springfield (Mass.) Armory, 1806-1918, the Watervliet (N. Y.) Arsenal, 1819-1918, the Champlain (N. Y.) Arsenal, 1848-65, and the Aberdeen (Md.) Proving Ground, 1918-20; records of the Rock Island (Ill.) Arsenal, 1863-1926; central files of the Office of the Chief of Ordnance, 1911-39; and records assembled by the Historical Section, including reports on research and development of ammunition and small arms and blueprints and drawings of plant layouts, 1917-22. 231 feet.

159. Records of the Office of the Inspector General

Reports of annual general inspections, 1912-39; and the central files of the Office, 1917-34. 541 feet.

160. Records of the Headquarters, Army Service Forces

Records of the Production and Purchase Division of the Office of the Director of Material, consisting of charts, maps, diagrams, and lantern slides containing information on the production and distribution of supplies, 1921-42. 5 feet.

161. Records of the Commodity Credit Corporation

Central files, 1941-43, including correspondence and other documents relating to agricultural production and price-supporting programs. 500 feet.

162. General Records of the Federal Works Agency

General files of the Federal Fire Council, 1930-41, including correspondence and minutes, and records of the Council's standing committees on Fire Records, Apparatus and Devices, Hazards, Protection of Records, Inspection and Interdepartmental Cooperation, Construction, and Emergency Fire Defense, 1930-44. 25 feet.

164. Records of the Office of Experiment Stations

Correspondence files and research records of the agricultural experiment station at Mayagüez, Puerto Rico, 1901-35; and central files of the Office, including general administrative correspondence and records relating to the organization and activities of various committees coordinating the work of local experiment stations, 1932-37. 90 feet.

165. Records of the War Department General Staff

Parts of the general files of the Military Intelligence Division, 1917-41, including a few papers dated as early as 1906; copies of reports in French and German archives on campaigns and battles in World War I, made for use by the Historical Section of the Army War College during the period 1920-37; and records captured by the United States Army, consisting of an engagement book of Adolf Hitler kept by his private secretary, August 14-December 24, 1943, and a "fanciful book" descriptive of the world situation 50 years from now. 1,731 feet.

Photographic prints, including panorama photographs, of military personnel at Army camps in the 1st, 2d, 3d, and 4th Army Areas and the Hawaiian, Philippine, and Panama Departments, 1936-38 (200 items); and sound recordings of a part of the testimony of the Secretary of War and others

before the Select Committee on Post-War Military Policy of the House of Representatives, May-June 1945 (9 disks). 7 feet.

166. Records of the Office of Foreign Agricultural Relations

Reports of American consuls, agricultural trade commissioners, and special agents on agricultural production, markets, prices, and consumption in foreign countries, 1920-41; and records accumulated in connection with the work of the International Institute of Agriculture in Rome and other international conferences on agriculture in which the Department of Agriculture was a participant, 1923-41. 104 feet.

167. Records of the National Bureau of Standards

All known records of the Office of Standard Weights and Measures, 1830-1901; general correspondence of the Bureau, 1901-30; and "test folders" containing reports and related materials on tests made for the public on various materials, machines, and instruments, 1933-40. 337 feet.

169. Records of the Foreign Economic Administration

Records of the Foreign Economic Administration and predecessor and successor agencies, including records of the President's Liaison Committee, the Division of Defense Aid Reports, the Lend-Lease Administration, and the Foreign Economic Administration, pertaining to foreign purchases in the United States and to lend-lease policies and operations, 1939-47; records of the Turkish Division, 1940-46, and of the British Empire Branch of the Bureau of Areas, 1941-45; minutes of the Petroleum Facilities Coordinating Committee and other records relating to petroleum, 1941-45; records pertaining to activities of Cargoes Incorporated and Ships Incorporated, 1941-45; records of the Board of Economic Warfare, the Office of Economic Warfare, and the Foreign Economic Administration pertaining to the control of exports, 1941-45, including applications for export licenses (for commodities other than arms, munitions, implements of war, tin-plate scrap, helium, gold, and narcotics), 1943-45; records of the Office of Foreign Relief and Rehabilitation Operations, 1942-43; and records of the Executive Director of the Board of Economic Warfare and the Office of Economic Warfare and of the Administrator and Deputy Administrators of the Foreign Economic Administration pertaining to such matters as administrative organization, transportation, export-trade control, requirements, and foreign missions, 1942-45. 4,057 feet.

170. Records of the Bureau of Narcotics

Case files on violations of narcotics laws, 1919-25; export and import permits, 1937-40; and correspondence relating to monthly returns, 1920-40. 235 feet.

171. Records of the Office of Civilian Defense

Personnel files for civilian employees, 1942-45. 58 feet.

173. Records of the Federal Communications Commission

General files of the Radio Division of the Department of Commerce, 1910-34; personnel folders for separated employees of the Commission and its

200. Gift Motion Pictures of the National Archives

"Air Memorial Day," a silent motion picture showing the Victory Parade and accompanying ceremonies in Los Angeles, on May 16, 1919, with views of American, British, French, and captured enemy aircraft (1 unit); American National Red Cross training and documentary films, 1941-47 (29 units); Paramount newsreels, December 1944-March 1947 (219 units); "The March of Time," November 1946-January 1947 (6 units); and "Invitation to the Nation," a sound motion picture showing places of interest in and near the city of Washington, 1947 (1 unit). 54 feet.

201. Gift Sound Recordings of the National Archives

Sound recordings of speeches by Presidents Franklin D. Roosevelt and Harry S. Truman, 1935-March 1947 (200 disks); programs for the annual campaigns of the National Tuberculosis Association, 1939-42, 1944 (31 disks); a broadcast of Kay Kyser's program from the United States Marine Corps base at San Diego, February 26, 1941 (2 disks); a speech by Mme. Chiang Kai-shek before the Congress of the United States, February 18, 1943 (2 disks); broadcasts of VJ-day and related programs, August 1945 (144 disks); broadcasts made aboard the Army Ground Forces train relating to and describing the German and Japanese surrender documents, November-December 1945 (4 disks); a broadcast by John Cardinal Glennon from his titular church in Rome, February 28, 1946 (1 disk); and a broadcast report by Arthur Gaeth on the Nuremberg executions, October 16, 1946 (4 disks). 13 feet.

202. Records of the National War Labor Board, 1942-45

Stenographic transcripts of proceedings of the executive sessions of the National Defense Mediation Board and the National War Labor Board, 1941-45; prime dispute and voluntary wage adjustment case files of the National War Labor Board Trucking Commission, 1942-45; all closed prime voluntary wage and salary adjustment case files of the regional offices of the Board that involved incentives and job evaluations, 1942-45; regional office dispute case files, 1943-45; and dispute case files, national jurisdiction dispute and voluntary case files, and transcripts of case hearings before the National Board, 1945. 1,425 feet.

203. Records of the Office of the Chief of Finance (War)

Records of the Budget Officer of the War Department, 1901-42; general correspondence of the Office of the Director of Finance, 1918-19; reports of finance officers of the American Forces in Germany on the cost of occupation and other expenses, 1919-23; and copies of fiscal reports sent to the Comptroller General in 1933 from corps areas concerning operations of various units. 135 feet.

204. Records of the Office of the Pardon Attorney

Pardon warrants, 1912-36. 10 feet.

205. Records of the Court of Claims Section (Justice)

Records concerning additional Court of Claims general-jurisdiction and congressional-jurisdiction cases now closed, 1932-44. 95 feet.

206. Records of the Solicitor of the Treasury

Opinions, 1820-1932 (with gaps); copies of general letters sent, 1821-1934; circulars and reports, 1830-1934 (with gaps); case files, 1830-1935; general and other letters received, 1839-42 and 1896-1910; and other records, 1820-1934. 720 feet.

208. Records of the Office of War Information

Records of the Domestic Operations Branch and its predecessors, consisting of correspondence and other nonfilm records of the Motion Picture Bureau, records of the Security Office relating to its dealings with other Government agencies on security matters, and records of the Los Angeles office, 1942-45. 84 feet.

Records of the Overseas Operations Branch and its predecessors, many of which were kept in the New York, San Francisco, and Los Angeles offices, consisting of records of the Office of Communications Control, 1941-45, including copies of communications transmitted by cable between OWI's offices in the United States and its outposts abroad; records of the Radio Bureau, 1941-45, including a record set of translations of monitored Japanese broadcasts; records of the Office of the Director, 1942-45; records of the Office of the Policy Coordinator, 1942-45, including records pertaining to intelligence gathering and psychological warfare activities; records of the Graphics, News and Features, Outpost Service, Pacific Operations, and Publications Bureaus, 1942-45; and other records. 554 feet.

Sound recordings of the Overseas Operations Branch of the Office of War Information and successor agencies in the Department of State, including recordings of speeches by President Franklin D. Roosevelt and broadcasts pertaining to his death, 1942-45; recordings of speeches by various United Nations leaders and of broadcasts dealing with the surrender of Italy and Germany and the Potsdam Conference, 1943-45; recordings of broadcasts by one of the political parties in Korea, 1943-45; and recordings (with related scripts and log cards) of OWI and State Department broadcasts to foreign countries, May 1945-April 1947. 920 feet.

Negatives and prints of photographs of military and other activities pertaining to World War II, chiefly in North Africa, Europe, and the Southwest Pacific, that were assembled by the Radio Photographic Section, Communications Facilities Bureau, Overseas Operations Branch of the Office of War Information, 1943-45, including photographs of international conferences attended by the President of the United States and of scenes pertaining to the liberation of France and the surrender of German forces. 6 feet.

210. Records of the War Relocation Authority

Headquarters records, 1942-46, including general files of policy and administrative branches; sets of evacuee newspapers and special reports; case files on enemy aliens not of Japanese descent barred from strategic areas and coming under the care of the Authority; records of a survey of Japanese-American real estate holdings; censuses, rosters, and other records of the Statistical Section; case files giving the life history of individual evacuated Japanese and Japanese-Americans; and construction plans, specifications,

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predecessors, the Radio Division and the Federal Radio Commission, 1911-46; annual financial reports submitted to the Commission and its predecessors by communications common carriers, 1912-40; and case files, consisting of records of cases heard and decided by the Commission, involving chiefly telephone, telegraph, cable, and radio broadcasting companies and dealing with such matters as rates, facilities, quality of service, corporate organization, assignment of radio frequencies, and transfers of ownership, 1934-43. 1,002 feet.

Records of the Foreign Broadcast Intelligence Service, consisting of sound recordings of news and commentary broadcasts sponsored by enemy and enemy-controlled stations abroad and recorded by monitoring stations of the Service, November 1942-June 1945 (10,000 disks); fortnightly (August 25 and October 14, 1945) and daily (1945-46) reports on broadcasts, with related finding aids, news schedules, and program notes; and Special Report No. 1, Text of the New Company Law of China, May 29, 1946. 65 feet.

175. Records of the Chemical Warfare Service

Central files, 1939-42, and card index-briefs to the central files, 1918-42. 197 feet.

176. Records of the Bureau of Human Nutrition and Home Economics

Central files, 1938-41. 60 feet.

177. Records of the Chiefs of Arms¹

Central files of the Coast Artillery Division of the General Staff, 1904-18; records of the Coast Artillery School at Fortress Monroe, 1904-38; records of the Chief of Field Artillery, 1917-43; correspondence and other records of the Chief of Coast Artillery, 1918-42; records of the Chief of Cavalry pertaining to training and equipment, 1920-42; and records of the Chief of Infantry pertaining to the procurement and testing of supplies and equipment, 1920-42. 780 feet.

178. Records of the United States Maritime Commission

Deck logs of the New Orleans office of the Commission, 1920-36; and reports relating to the American merchant marine, 1937. 51 feet.

179. Records of the War Production Board

Records of the War Production Board and predecessor and successor agencies, 1941-47, consisting of personnel files for persons employed from 1941 to May 5, 1947, by the Office of Production Management, the War Production Board, and the Civilian Production Administration; records of the Office of Procedures and the Office of Recording Secretary; records pertaining to the Combined Production and Resources Board and the Combined Raw Materials Board; copies of reports to the President from the President's Soviet Protocol Committee and other records of the War Production Board concerning aid to Russia; central files of the Office of Industry Advisory Com-

¹ This record group was redefined in 1947 to include, as its present title indicates, the records of all the "Chiefs of Arms" instead of only those of the Chief of Coast Artillery.

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mittees; records of the Appeals Board concerning the adjustment and re-allocation of priorities; and central files of the Office of the General Counsel. 1,300 feet.

Motion picture film produced by the War Production Drive Division, sound recordings of radio broadcasts of addresses by the Chairman of the Board and of dramatizations designed to stimulate industrial production, and lantern slides pertaining to the work of the Information, Container, and Personnel Management Divisions, 1942-46. 22 feet.

180. Records of the Commodity Exchange Administration

Central files, 1942. 30 feet.

181. Records of Naval Districts and Shore Establishments

Records of the Washington Navy Yard and Naval Gun Factory, consisting of correspondence, 1851-1916, miscellaneous reports, 1856-1921, records of the General Storekeeper, 1862-1916, and correspondence of the Public Works Department, 1904-25; general files of the Public Works Office of the Fourth Naval District and the Public Works Division of the Philadelphia Navy Yard, 1917-21; records of the Commandant, Mare Island Navy Yard, 1917-25, and of the Director of Distribution, 11th Naval District, 1926-42; general files of the 30th and 31st Divisions, United States Naval Reserve, Rock Island, Ill., 1924-40, and of naval operating bases at Londonderry, North Ireland, 1942-44, and at Auckland, New Zealand, 1943-44; and records of amphibious training bases at Port Lyautey in Morocco, at Bennisof, Cherchel, Mastagnen, Nemours, and Tenes in Algeria, and at Salerno in Italy, 1943-44. 549 feet.

Photographic negatives and prints of personnel, physical plant, and operational activities of the U. S. Naval Advance Amphibious Base, Falmouth, Cornwall, England, 1944-45 (550 items). 3 feet.

187. Records of the National Resources Planning Board

Additional records of the Federal Employment Stabilization Board and of the Federal Employment Stabilization Office, 1931-39. 8 feet.

188. Records of the Office of Price Administration

Records pertaining to rationing and price-control programs in foreign countries, 1940-46. 88 feet.

190. Records of the Bureau of War Risk Litigation

Case files relating to war-risk-litigation cases arising from World War I and closed in the period 1943-46. 65 feet.

196. Records of the Federal Public Housing Authority

Sound recordings pertaining to slum clearance, alley dwellings, former homes of famous Americans, and dedications of housing projects, 1940-46 (80 disks). 4 feet.

197. Records of the Civil Aeronautics Board

Minutes, 1945. 6 feet.

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and other architectural and engineering records pertaining to the relocation centers. 2,106 feet.

Records of the relocation centers, 1942-46, excluding fiscal, property, and personnel records and records relating to individual evacuees; microfilm copies of the general files of the Wartime Civil Control Administration of the War Department relating to the removal of persons of Japanese origin from the west coast, 1942 (138 rolls); records of the War Refugee Board relating to proposals for the establishment of emergency refugee shelters in the United States and to policies of the Board governing the establishment and development of the Fort Ontario Emergency Refugee Shelter, 1944-45; and records of the Shelter, 1944-46. 55 feet.

Photographic prints and negatives constituting a pictorial documentation of the activities of the Authority, 1942-45 (20,000 items); motion pictures and a film strip produced by or for the Authority (17 units); and 26 sound recordings of radio broadcasts dealing with activities of the Authority in relocating Japanese-American civilians, 1944-45. 21 feet.

211. Records of the War Manpower Commission

Headquarters records of the Training Within Industry Service, 1940-45; central files of the Procurement and Assignment Service, 1941-46; and additional records of the Review Committee on Deferment of Government Employees, 1943-47, including general files and deferment case files. 390 feet.

Motion pictures documenting various activities of the Commission, 1941-44 (14 units). 4 feet.

213. Records of the Foreign Claims Section (War)

Additional records of the United States Liquidation Commission, of the General Sales Agent, American Expeditionary Forces, of the United States Liquidation Mission in London, and of the Special Representative of the Secretary of War, 1919-20. 640 feet.

214. Records of the Office for Emergency Management

Records of the Division of Central Administrative Services, consisting of correspondence, memoranda, reports, transcripts of minutes, and related materials; personnel folders for employees of the Division and of the Advisory Commission to the Council of National Defense; pay rolls and other records pertaining to the fiscal operations of constituent agencies of the Office for Emergency Management; and papers of the Bureau of Accounts, Department of the Treasury, pertaining to the liquidation of the Division, 1940-46. 486 feet.

216. Records of the Office of Censorship

Allotment and general ledgers, and personnel case files and other personnel records, 1941-45. 308 feet.

217. Records of the General Accounting Office

Accounts of pension agents, consisting of abstracts of payments together with individual vouchers submitted by Navy pensioners, 1815-94, and by Army pensioners, 1818-64; records showing payments on individual pen-

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sions, 1818-1912; records of the settlement of pension claims or heirs of deceased pensioners, 1887-1908; and original executed contracts of agencies of the Government, excluding the War and Navy Departments, 1913-26. 3,549 feet.

220. Records of Presidential Committees, Commissions, and Boards

Records of The Inquiry (organized in 1917 to study peace problems), including correspondence and administrative records, studies and related cartographic materials prepared for the use of the American Commission to Negotiate Peace, and press clippings, 1917-18; records of the Interdepartmental Committee to Coordinate Health and Welfare Activities, including correspondence, memoranda, special reports, minutes of meetings, and record copies of publications, 1935-41; and all known records of the American War Production Mission in China, including the record copy of the Mission's final report, 1944-45. 130 feet.

221. Records of the Rural Electrification Administration

Loan applications, loan reports, docket files, and correspondence pertaining to rural electrification projects, 1934-35; correspondence of the Administrator, 1935-36; microfilm copies of correspondence relating to the initiation and operation of projects, 1935-37 (75 rolls); and correspondence, memoranda, and reports concerning electrical power furnished by REA cooperatives to defense industries, 1941-43. 47 feet.

222. Records of the Bituminous Coal Division

Records of the Division and its predecessors, 1937-43, including docket files, records of district production boards, and records of a number of field offices. 2,220 feet.

223. Records of the Office of the Bituminous Coal Consumers' Counsel

Motion pictures entitled "Coal for Victory" and "Know Your Coal," produced at the direction of the Counsel, 1943 (5 units). 1 foot.

224. Records of the Office of Labor (War Food Administration)

Correspondence with farmers and civic leaders regarding the effects upon food production of policies of the Selective Service System, 1943; letters from rural areas regarding farm problems, 1943; and annotated copies of minutes of meetings of Production Urgency Committees of the War Production Board and of Manpower Priorities Committees of the War Manpower Commission, 1943-45. 16 feet.

225. Records of Joint Army and Navy Boards and Committees

Correspondence of the Joint Army and Navy Munitions Board, 1922-43, and records of its Priorities Allocation Branch, 1943-45. 127 feet.

226. Records of the Office of Strategic Services

Classified outpost correspondence, 1941-44; correspondence of the Africa Section, 1941-45; documents relating to political, economic, social, cultural, and military conditions in various countries, 1942-45; "Order of Battle" file, consisting of economic and military intelligence documents, 1942-45;

property records of field installations, 1942-45; correspondence and other records of field offices at Stockholm and New Delhi, 1942-45; topographic maps of Europe with annotations showing plans for operations, particularly of a "commando" type, along beachheads and in association with underground movements, 1943-45; and "Civil Affairs Guides" for Germany, Austria, France, Belgium, and the Netherlands, 1944-45. 585 feet.

Motion pictures entitled "December 7th," "Japanese Geography," "Japanese Resources," and "Japanese Behavior," 1941-44 (82 units); and German-produced motion pictures, chiefly with Portuguese sound tracks, obtained and used by the Office for intelligence purposes, together with English translations and caption sheets, 1942-45 (1,000 units). 181 feet.

227. Records of the Office of Scientific Research and Development

Records of the Office, 1940-46, including records of the National Defense Research Committee and the Committee on Medical Research. 2,070 feet.

Photographs (1,500 items), motion pictures (173 units), and sound recordings (427 disks) pertaining to the work of the Office, 1940-46. 24 feet.

228. Records of the Committee on Fair Employment Practice

All records of the Committee, 1941-46, including case files on complaints of unfair employment practices, 1943-46, and personnel records. 215 feet.

229. Records of the Office of Inter-American Affairs

Records of the Office and its predecessors (the Office for Coordination of Commercial and Cultural Relations Between the American Republics and the Office of the Coordinator of Inter-American Affairs) and of the successor agency (the Interim International Information Service), 1941-46, consisting of correspondence, press releases, copies of publications, and other records of the Press Department, copies of pamphlets and posters printed in Latin America by the Coordination Committee of the Office, records of the Radio Division and of the San Francisco office, and Mexico City field office files of the United States Railroad Mission in Mexico. 142 feet.

230. Records of the United States War Ballot Commission

All records of the Commission, 1944-46, consisting of correspondence with the State secretaries of state, representatives of the armed forces and the merchant marine, and other governmental and nongovernmental officials. 6 feet.

231. Records of the United States Soldiers' Home

Registers of letters received and copies of letters sent, morning reports, registers of the sick, registers of deaths, copies of death certificates, and records relating to enlisted men assigned to the hospital, 1852-1943. 5 feet.

232. Records of the Petroleum Administrative Board

Records of the Federal Oil Conservation Board, 1924-29, the Petroleum Labor Policy Board, 1934-35, and the Oil Enforcement Section, Division of Investigations, Department of the Interior, 1933-35; National Recovery Administration records pertaining to the preparation of the Code of Fair Competition for the Petroleum Industry, 1933; records of the Petroleum Admin-

istrative Board relating to the administration and enforcement of the Petroleum Industry Code and the Connally "Hot Oil" Act, 1933-36; and copies of outgoing letters and reports of hearings of the Federal Tender Board and its successor, Federal Tender Board No. 1, 1934-42. 603 feet.

233. Records of the United States House of Representatives

Records of the First to the Seventy-sixth Congresses, inclusive, consisting of bills and resolutions and accompanying papers, committee reports, records of standing and select committees, messages and communications from the President, communications from executive departments and agencies, contested-election case papers, petitions and memorials, bill books, journals, and other records, 1789-1940. 7,525 feet.

234. Records of the Reconstruction Finance Corporation

Records created under the authority of Title I of the Emergency Relief and Construction Act of July 21, 1932, empowering the Corporation to make available to the several States and Territories \$300,000,000 to be used in furnishing relief and work relief to needy and distressed people and in relieving the hardship resulting from unemployment, 1932-34; records of the Corporation and subsidiary corporations pertaining to applications for loans that were not made, 1932-41; and records of the Rubber Development Corporation, consisting of reports of field technicians on the procurement of wild rubber in Mexico and in Central and South America, 1942-45. 498 feet.

235. General Records of the Federal Security Agency

Records of the Office of the General Counsel, consisting of case files on legislation proposed by the Social Security Board and the Federal Security Agency, 1936-42, and verbatim transcripts of Regional Attorney's Conferences, 1938-39; records of special studies and surveys dealing with personnel management, 1936-44; general files of the Administration Office, 1939-44; personnel folders for separated employees of the Administration Office, 1939-45; copies of articles, addresses, and press releases prepared by officials of the Agency or relating to its work, 1939-45; and subject files and field agent reports of the War Property Distribution Office, 1945-47. 78 feet.

236. Records of the Wage Adjustment Board for the Building and Construction Industry

The transfer of some 75 cubic feet of closed case files, 1942-44, was approved before June 30, 1947, but was not completed by that date.

237. Records of the Civil Aeronautics Administration

Records of the Airports Division, consisting of correspondence, reports, and blueprints relating to the Airports Program of the Work Projects Administration, 1935-43; and records of the War Training Service, 1942-43, consisting of photographic negatives of portraits of air cadets and photostatic copies of brief personal histories of these cadets. 93 feet.

238. Records of the United States Counsel for the Prosecution of Axis Criminality

Records relating to the Nuremberg trial of Axis criminals, 1945-46, consisting of photostats of German documents with English translations and

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evidence-analysis sheets, transcripts of testimony for the defense of organizations accused of war crimes, photostats of documents used as exhibits by the Soviet Union, microfilm copies of the diary of Hans Frank and of other documents used in preparation for or in the conduct of the trial (12 rolls), and sound recordings of Justice Robert H. Jackson's opening address and of the defendants' last statements (46 disks). 30 feet.

239. Records of the American Commission for the Protection and Salvage of Artistic and Historic Monuments in War Areas

All records of the Commission, 1943-46, consisting of correspondence, monthly and final reports for the Mediterranean and European Theaters of Operations, photographs, lecture slides, maps, handbooks, and related materials. 40 feet.

240. Records of the Smaller War Plants Corporation

Office files of the Chairmen of the Board of Directors and of various officials of the Maritime Division, correspondence of Washington headquarters offices with regional offices, correspondence of the head of the Field Operations Office, copies of instructions sent to field offices, record copies of all outgoing telegrams from the Washington office, records relating to the procurement activities of the Corporation, and records of the Office of Planning and Statistics (later the Office of Reports), 1942-46. 200 feet.

241. Records of the Patent Office

The transfer of some 6,000 cubic feet of case files, 1836-1900, was begun before June 30, 1947, but was not completed by that date.

242. World War II Collection of Seized Enemy Records

Captured German documents from the Heeresarchiv at Potsdam, including correspondence and other papers of von Winterfeldt, Frederick the Great, von Boyen, Scharnhorst, von Moltke, von Roon, von Gneisenau, von Seeckt, von Schlieffen, von Ludendorff, von Groener, and von Krosigk and a small quantity of documents from various German collections and exhibits, 1679-1945; and motion pictures (2 units) of Adolf Hitler and Eva Braun, 1939-40. 76 feet.

243. Records of the United States Strategic Bombing Survey

Reports, exhibits, work papers, and related materials prepared or collected by the Survey in the course of investigating, evaluating, and reporting on strategic bombing of the enemy in the European and Pacific Theaters of Operations, 1944-46. 620 feet.

244. Records of the Retraining and Reemployment Administration

General files, 1944-45. 24 feet.

245. Records of the Solid Fuels Administration for War

The transfer of some 1,000 cubic feet of the records of the Office of the Solid Fuels Coordinator for War, the Solid Fuels Administration for War, and the Coal Mines Administration, 1941-47, was approved before June 30, 1947, but was not completed by that date.

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246. Records of the Office of Contract Settlement

Central files, and records of the Director's office, the General Counsel, the Progress and Statistics Unit, and the Accounting Division, 1944-47. 80 feet.

247. Records of the Office of the Chief of Chaplains

Correspondence, 1920-24. 1 foot.

Appendix B

Restrictions on the Use of Records

In addition to the restrictions, specified below, that have been placed on the use of records constituting all or parts of particular record groups, there are restrictions that are more generally applicable. All persons using records in the National Archives are subject to statutes and orders designed to prevent the unauthorized removal, mutilation, and destruction of records, to the laws of libel and slander, to the Espionage Act and related laws pertaining to national defense, to laws designed to prevent the release of information that has been provided to the Government in confidence, and to other laws respecting the inspection of records and the publication of them or of information obtained from them. The Archivist, and members of his staff acting for him, will withhold records from examination, will decline to divulge information obtained from them, and will refuse to copy records or to permit them to be copied whenever the laws referred to above restrain the Archivist, as custodian, from doing so, or whenever there is reason to believe that the consequences of use will be in violation of law, in disregard of the rights of individuals as respects the privacy of their personal lives, obstructive of the proper functioning of the Government, or detrimental to national security. Among the records of the World War II period there are many documents that were given security classification and have not yet been declassified. The use of these records is restricted in terms of the particular classifications they bear.

Restrictions that are applicable to the use of specified records or kinds of records in particular record groups are as follows:¹

11. General Records of the United States Government

Executive orders numbered 3217-A, 4846-A, 5151-A, 5197-A, 5605-A, 5638-A, 5855-A, 6472-A, 7251-A, 8193-B, and 8606-A may be used only by permission of the President of the United States.

13. Records of Railroad Labor Boards

These records may be used only by permission of the National Mediation Board.

14. Records of the United States Railroad Administration

The following may be used only by permission of the National Mediation Board: Records of the Board of Railroad Wages and Working Conditions, including those of the Railroad Wage Commission of 1918; records of the Division of Labor, including records of the Railway Boards of Adjustment and the Women's Service Section; and parts of the records of the Division

¹ The restrictions contained in these statements are given as they were effective June 1, 1948, with respect to records described in this *Guide*.

of Operation consisting of files of the Director and the Assistant Director, labor cases, and Manson reports.

15. Records of the Veterans' Administration

a. Records pertaining to any claim filed with the Veterans' Administration or its predecessors are "deemed confidential and privileged" to the extent that no disclosure may be made of any information contained therein that would be detrimental to the veteran or to his memory, or prejudicial, so far as may be apparent, to the interests of any living person or of the Government. No confidential communications, including summaries and recommendations of inspectors or field examiners, reports relating to criminal charges and investigations or to evidence obtained in cases involving departments, bureaus, or other agencies, and medical evidence, may be made available to the general public. No statement regarding military service may be supplied except for service as alleged by the veteran.

b. No disclosure may be made of any information contained in personnel case files for former employees of the Veterans' Administration and predecessor agencies that will be detrimental to the employee or his memory or appears to be prejudicial to the interests of any living person or of the Government.

18. Records of the Army Air Forces

a. The following records may be used only by specifically authorized personnel of the Office of the Secretary, Department of the Air Force, or by permission of that Office: Secret and confidential decimal files of the Army Air Forces relative to procurement matters, 1918-35; secret and confidential decimal correspondence files and miscellaneous office records of the demobilized Headquarters, Air Force Combat Command, 1935-42; and secret and confidential records of the Army Air Forces, First Concentration Command, Cincinnati, Ohio, 1942.

b. Restrictions on pertinent records are the same as stated in paragraph a for RG 94.

c. Restrictions on records dated subsequent to June 30, 1941, are the same as stated in paragraph d for RG 107.

19. Records of the Bureau of Ships

a. Records dated subsequent to June 30, 1941, may be used only by personnel of the bureau or other unit that created them, personnel of superior line offices and units of the Navy Department, personnel of successor bureaus or units, and other persons specifically authorized by a responsible official of the bureau or other major unit that created them.

b. Records of the Bureau of Construction and Repair relating to camouflage, 1916-33, may be used only by employees of the Federal Government for official purposes or by other persons who have the permission of the Bureau of Ships.

c. The following records may be used only by permission of the Bureau of Ships: Confidential files of the Bureaus of Engineering and of Construction and Repair; confidential correspondence on vessels stricken from the

listed in paragraphs *b* and *c*, may be used only by permission of the Department of State.

b. Records of the United States Committee of the Joint Economic Committees—United States and Canada may be used only by employees of the Federal Government for official purposes.

c. Records of the American National Committee of the Third World Power Conference and the Second Congress on Large Dams may be used only by permission of the National Power Policy Committee.

46. Records of the United States Senate

a. Records of the Committee on the Judiciary that relate to charges or accusations pertaining to Executive nominations, Fifty-third to the Seventy-third Congresses, may be used only by the Secretary of the Senate and members of the Senate Committee on the Judiciary.

b. Records of the Committee on Commerce consisting of correspondence of officials of the Department of State and the Department of Commerce pertaining to proposed trans-Atlantic airways, 1935–36, may be used only by permission of the department that originally received or sent the communications involved.

c. Records of Special Committees to Investigate Campaign Expenditures, 1938–44, may be used only by permission of the Secretary of the Senate or the Chairman of a Campaign Expenditures Committee of the Senate.

d. Records of the Special Committee to Investigate the National Defense Program may be used only by permission of the Committee on Expenditures in the Executive Departments or its representatives.

e. Records of the Committee on Privileges and Elections consisting of materials resulting from the investigation of the qualifications of William Langer to take his seat in the Senate, 1941–42, may be used only by permission of the Secretary of the Senate or the Chairman of the Senate Committee on Rules and Administration.

f. Records of the Committee on Interstate Commerce consisting of materials arising out of an investigation (authorized by S. Res. 71, 74th Cong., 1st sess.) of interstate railroads and affiliates, 1935–43, may be used only by officials of the Department of Justice in connection with pending litigation, except by permission of the Committee on Interstate and Foreign Commerce.

g. Records of the Special Committee on Atomic Energy may be used only by permission of the Joint Committee on Atomic Energy or its Chairman.

47. Records of the Social Security Board

Records of the Committee on Economic Security may be used only by permission of the Commissioner for Social Security.

48. General Records of the Department of the Interior

Personnel files for persons separated from the service of the Department since March 3, 1933, may be used only by permission of the Secretary of the Interior.

49. Records of the General Land Office

Confidential records may be used only by Government employees or by permission of the Bureau of Land Management.

52. Records of the Bureau of Medicine and Surgery

Case files for individual patients at naval hospitals may be used only by authorized representatives of the Department of the Navy, the Department of the Army, or the Veterans' Administration, research scholars who will not reveal the names of patients, and other persons who have received authorization from the Chief of the Bureau of Medicine and Surgery.

57. Records of the Geological Survey

Manuscript topographic map sheets (quadrangles) representing any parts of the Territory of Alaska (including the Aleutian Islands) and the Territory of Hawaii on a scale larger than 1:500,000 may be used only by officers and employees of Federal, State, or Territorial agencies, Members of Congress, and organizations and institutions having contractual relationships with the Federal Government, or by permission of the Director of Intelligence, General Staff.

58. Records of the Bureau of Internal Revenue

a. Estate-tax returns of decedents who died in the period 1916–25 may be used only by permission of the Commissioner of Internal Revenue.

b. Income-tax returns and accompanying papers are subject to specific restrictions imposed by Congress and may be used only by permission of the Commissioner of Internal Revenue.

59. General Records of the Department of State

a. Permission must be obtained from the Department of State to use the following records, regardless of dates: That part of the decimal file known as "Termination of World War I" and classified under case number 763.72119 (exclusive of enclosures 1 to 3300); records relating to passport and correlative citizenship matters; records relating to unsettled claims in which the United States Government or its nationals have a financial interest; Foreign Service inspection reports; and volumes purported to have been compiled unofficially by John Haswell.

b. Permission must be obtained from the Department of State to use all other records that are less than 25 years old as of the beginning of each calendar year, except certain records of the Division of Foreign Service Personnel (see below), oaths of office and related papers created in connection with appointments to the Federal Service, and Senate confirmations and rejections of appointments.

c. The Foreign Service Act of 1931 restricts the use of the following records of the Division of Foreign Service Personnel to the President and certain officials of the Department of State: Personnel folders, 1906–24; records of the Board of Examiners relating to examinations for the consular or diplomatic service, 1908–24; register of consular examinations, 1907–24; specimen examination papers and related materials, 1855–1924; and a

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wherein individuals are not directly identified, and they may not be used by anyone for the purpose of obtaining information about the business transactions, financial condition, or income of any individual.

84. Records of the Foreign Service Posts of the Department of State

Records, regardless of dates, that relate to passport and correlative citizenship matters or to unsettled claims in which the United States Government or its nationals have a financial interest and all other records less than 25 years old as of the beginning of each calendar year may be used only by permission of the Department of State.

85. Records of the Immigration and Naturalization Service

Records less than 40 years old may be used only by authorized employees of the Department of Justice or by other persons approved by the Attorney General.

87. Records of the United States Secret Service

Records less than 50 years old, except the motion picture entitled "Know Your Money," may be used only by permission of the Secret Service.

88. Records of the Food and Drug Administration

The following records may be used only by permission of the Food and Drug Administration: Interstate-shipment case files, including "permanent abeyance" case files; import cards and case files; records of the Office of the Supervising Tea Examiner; and Federal Import Milk Act permit files.

92. Records of the Office of the Quartermaster General

Restrictions on these records are the same as stated in paragraph *a* for RG 94.

93. War Department Collection of Revolutionary War Records

Restrictions on these records are the same as stated in paragraph *a* for RG 94.

94. Records of the Adjutant General's Office

a. The Archivist will refer "to The Adjutant General for disposition such inquiries received by him, pertaining to the personnel records of the different bureaus of the War Department . . . as concern the status and military service of former officers and enlisted men of the Army."

b. In preparing file microcopies of records dated prior to December 31, 1860, "the Archivist will refer to The Adjutant General [for clearance and approval] such documents as relate primarily to the military service of officers and enlisted men."

c. All inquiries relating to records dated subsequent to December 31, 1860, must "first be processed through the War Department . . . where the office of The Adjutant General, after separating the cases received into appropriate categories, will continue to act upon those definitely belonging to the War Department, and will refer all other cases to The National Archives. It is understood that all inquiries relating to individuals insofar as their status or records are involved will be handled by the War Department,

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ment, while all inquiries made either by mail or in person, which may be classified as historical in nature, will be referred to the Archivist; [and] that all requests which involve the making of copies or furnishing compilations from the records, as well as for permission to make actual examination of records where desirable and permissible, when such requests are historical in nature, whether the immediate subject be individual or general, will be referred to The National Archives."

98. Records of United States Army Commands

a. Restrictions on records dated prior to December 31, 1860, that relate primarily to the military service of officers and enlisted men are the same as stated in paragraph *b* for RG 94.

b. Restrictions on records dated subsequent to December 31, 1860, are the same as stated in paragraph *c* for RG 94.

c. Restrictions on records dated subsequent to June 30, 1941, are the same as stated in paragraph *d* for RG 107.

99. Records of the Office of the Paymaster General

Restrictions on these records are the same as stated in paragraph *a* for RG 94.

100. Records of the Division of Labor Standards

General correspondence, 1934-37, may be used only by permission of the Division.

101. Records of the Bureau of the Comptroller of the Currency

The following records may be used only by "such Treasury officials as have need to consult them in the course of their official duties": Reports and correspondence of the Examining Division; "organization files" of the Organization Division relating to national banks no longer in existence; and records of the Division of Insolvent National Banks, except those for receiverships terminated prior to January 1, 1900.

102. Records of the Children's Bureau

The central files, 1925-36, may be used only by permission of the Bureau.

103. Records of the Farm Credit Administration

Records of the Cotton Stabilization Corporation, records of liquidated national farm-loan associations, and working papers and reports of examiners may be used only by permission of the Farm Credit Administration.

105. Records of the Bureau of Refugees, Freedmen, and Abandoned Lands

Restrictions on these records are the same as stated in paragraph *c* for RG 94.

107. Records of the Office of the Secretary of War

a. Restrictions on pertinent records are the same as stated in paragraph *a* for RG 94.

b. Restrictions on records dated prior to December 31, 1860, that relate primarily to the military service of officers and enlisted men are the same as stated in paragraph *b* for RG 94.

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biographical register of consular agents and other consular personnel, 1906-19.

60. General Records of the Department of Justice

Records less than 40 years old may be used only by authorized employees of the Department of Justice or by other persons approved by the Attorney General, except that this restriction does not apply to the following records: "Classes" of the central files of the Department of Justice designated as Weeks Forestry Act, Food and Drug, Federal Buildings Site, Naturalization, Immigration, Rentals and Leases, Opinions of Courts, Claims in Favor of the United States, Miscellaneous Correspondence, Mortgage and Lien Foreclosure Act, and Wills, Bequests, Gifts; statistical form reports and judicial-statistics cards from United States attorneys on United States cases in the Federal courts; library files of a former librarian of the Department as editor of the *Official Opinions of the Attorneys General*, 1919-26; records of the office of Assistant Attorney General, Spanish Treaty Claims Commission; records of the Attorney General's Committee on Administrative Procedure; and records of the Attorney General's Survey of Release Procedures.

64. Records of the National Archives

Motion-picture film of the United Nations Central Training Film Committee, 1942-46, may be projected but may not be reproduced nor loaned except for use by Government agencies unless free of military and naval security classifications and any impediments imposed by agreement with foreign nations or with private motion-picture interests.

65. Records of the Federal Bureau of Investigation

Records less than 40 years old may be used only by authorized employees of the Department of Justice or by other persons approved by the Attorney General, except that this restriction does not apply to records relating to criminal identification, 1897-1924, assembled by the Bureau of Criminal Identification and the National Bureau of Criminal Identification of the International Association of Chiefs of Police and inherited by the Federal Bureau of Investigation.

69. Records of the Work Projects Administration

a. Case files of the Division of Investigation pertaining to investigations of charges against WPA officials or employees may be used only by employees of the Federal Works Agency or by other persons having the permission of the Director of the Natural Resources Records Division of the National Archives.

b. Photographs of airport sites may be used only by Government officials for official purposes.

70. Records of the Bureau of Mines

The following records may be used only by permission of the Bureau of Mines: Statistical tabulations of sales, production, employment, and accidents in minerals industries; microfilm copies of the schedules from which some of these tabulations were made; and monthly reports of fatalities in coal mines submitted by State agencies.

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71. Records of the Bureau of Yards and Docks

a. Photographs of buildings and work in progress at naval shore establishments, 1938-40, may be used only by employees of the Bureau of Yards and Docks for official purposes.

b. Restrictions on records dated subsequent to June 30, 1941, are the same as stated in paragraph *a* for RG 19.

72. Records of the Bureau of Aeronautics

Restrictions on records dated subsequent to June 30, 1941, are the same as stated in paragraph *a* for RG 19.

74. Records of the Bureau of Ordnance

a. Restrictions on records dated subsequent to June 30, 1941, are the same as stated in paragraph *a* for RG 19.

b. Confidential correspondence, 1926-39, and "guns afloat" record cards may be used only by naval officers, enlisted men of the Navy, and civilian employees of the Navy Department for official purposes.

76. Records of Boundary and Claims Commissions and Arbitrations

Records, regardless of dates, that relate to unsettled claims in which the United States Government or its nationals have a financial interest and all other records less than 25 years old as of the beginning of each calendar year may be used only by permission of the Department of State.

77. Records of the Office of the Chief of Engineers

a. Maps that show "military information" may be used only by permission of the Chief of Engineers.

b. Restrictions on pertinent records are the same as stated in paragraph *a* for RG 94.

79. Records of the National Park Service

Records of the Potomac Co. and the Chesapeake and Ohio Canal Co., 1785-1889, may be used only by an official of the Government acting in his official capacity or by other persons who have the permission of the National Park Service.

80. General Records of the Department of the Navy

Restrictions on records dated subsequent to June 30, 1941, are the same as stated in paragraph *a* for RG 19.

81. Records of the United States Tariff Commission

a. Information on trade secrets or processes that is contained in records in the general files of the Tariff Board and of the Tariff Commission may not be divulged to any person in any manner whatever not provided for by law.

b. Records in the general files of the Tariff Commission that are marked "confidential" may be used only by permission of the Commission.

83. Records of the Bureau of Agricultural Economics

Schedules of the farm-returns inquiries conducted by the Division of Farm Management and Costs, 1922-41, may be used only for general studies

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c. Restrictions on records dated subsequent to December 31, 1860, except those of the Printing and Advertising Division, the Office of the Disbursing Clerk, the Civilian Personnel Division and predecessor units, the Planning Branch, the Facilities Division, and the Office of the Director General of the Army Specialist Corps, are the same as stated in paragraph c for RG 94.

d. Records dated subsequent to June 30, 1941, may be examined by or copies of or information from them provided to the following persons only: Personnel of the bureau or other unit that created them, personnel of superior line offices and units, personnel of successor bureaus or units, and any other persons specifically authorized by a responsible official of the bureau or other major unit that created them.

108. Records of the Headquarters of the Army

a. Restrictions on records dated prior to December 31, 1860, that relate primarily to the military service of officers and enlisted men are the same as stated in paragraph b for RG 94.

b. Restrictions on records dated subsequent to December 31, 1860, are the same as stated in paragraph c for RG 94.

109. War Department Collection of Confederate Records

Restrictions on these records are the same as stated in paragraph c for RG 94.

110. Records of the Provost Marshal General's Bureau, 1863-66

Restrictions on these records are the same as stated in paragraph c for RG 94.

111. Records of the Office of the Chief Signal Officer

a. Restrictions on pertinent records are the same as stated in paragraph a for RG 94.

b. Restrictions on textual records, 1860-1901, that were received by the National Archives from the Adjutant General's Office are the same as stated in paragraph c for RG 94.

c. Motion-picture film, 1910-30, in the so-called "historical series," may be copied only by permission of the Department of the Army.

d. Secret and confidential records of the War Plans Branch of the Signal Troops Division, 1922-40, and of the Electronics Branch, Research and Development Division of the Signal Supply Services, 1936-42, may be used only by permission of the Chief Signal Officer.

e. Restrictions on records dated subsequent to June 30, 1941, are the same as stated in paragraph d for RG 107.

112. Records of the Office of the Surgeon General (War)

Restrictions on these records are the same as stated in paragraph a for RG 94.

120. Records of the American Expeditionary Forces, 1917-21

Inquiries relating to textual records that were received by the National Archives from the Adjutant General's Office (except the administrative files of *Stars and Stripes*) "will be processed by War Department personnel."

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122. Records of the Federal Trade Commission

Records, except radio continuities and advertisements passed upon by the Special Board of Investigation, 1935-38, may be used only by permission of the Commission.

123. Records of the United States Court of Claims

Case file No. L-91 may be used only by producing a signed order issued by the Court of Claims specifically authorizing examination of the records.

125. Records of the Office of the Judge Advocate General (Navy)

a. Records of courts of inquiry and boards of investigation may be used only by the officer concerned, Government officials, next of kin where death or injury is involved, insurance companies, and others when the "information is to be used in a bona fide manner and for a legitimate purpose."

b. Records of examining and retiring boards may be used only by the officer concerned or his authorized representative, relatives of deceased officers, employees of the Navy Department for official purposes, and employees of other Government departments when required by the public interest.

c. Restrictions on records dated subsequent to June 30, 1941, are the same as stated in paragraph a for RG 19.

126. Records of the Division of Territories and Island Possessions

Correspondence relating to the Dominican Customs Receivership, 1935-40, may be used only by permission of the Department of State.

127. Records of the United States Marine Corps

a. Restrictions on records dated subsequent to June 30, 1941, are the same as stated in paragraph a for RG 19.

b. Registers of deserters from the Marine Corps may be used only by the Headquarters of the Corps.

c. Records of the Third Marine Brigade and of the Plans and Policies Division may be used only by permission of the Corps.

129. Records of the Bureau of Prisons

Records less than 40 years old, except those of the Board of Parole, may be used only by authorized employees of the Department of Justice or by other persons approved by the Attorney General.

130. Records of the White House Office

Unpublished materials in the "pocket veto" file that are dated later than March 3, 1933, may be used only by special permission of the Director of Records Control of the National Archives.

131. Records of the Office of Alien Property Custodian

Records other than seized corporate records dated prior to the time of seizure by the Custodian may be used only by authorized employees of the Department of Justice and other persons having permission of the Office of Alien Property.

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133. Records of the Federal Coordinator of Transportation

Records resulting from an investigation of railroad company unions, 1933-34, may be used only by permission of the Secretary of the National Mediation Board.

134. Records of the Interstate Commerce Commission

Accident-investigation files may be used only by permission of the Interstate Commerce Commission.

136. Records of the Office of Marketing Services

Cold-storage schedules, slaughterhouse-operation schedules, and records of the Honey Bee Control Committee may be used only by permission of the Department of Agriculture.

138. Records of the Federal Power Commission

Applications for authorization to hold positions in more than one public utility, with related correspondence, may not be made available to the public without the approval of the Commission.

139. Records of the Dominican Customs Receivership

Records less than 25 years old as of the beginning of each calendar year may be used only by permission of the Department of State.

143. Records of the Bureau of Supplies and Accounts (Navy)

Restrictions on records dated subsequent to June 30, 1941, are the same as stated in paragraph *a* for RG 19.

144. Records of the Temporary National Economic Committee

Records created and filed by the Securities and Exchange Commission on behalf of the Temporary National Economic Committee may be used only by Government officials for official purposes, except that this restriction does not apply to the following records relating to the insurance study: Replies to formal questionnaires, not including replies to questionnaires sent to State supervisory officials and the questionnaire dated February 9, 1940, sent to life-insurance agents; all exhibits, including rate books and form insurance policies; and all annual statements.

146. Records of the United States Civil Service Commission

a. The following records may be used only by permission of the Civil Service Commission: Press copies of letters sent, 1883-1921; minutes of meetings, 1886-1918; press copies of letters sent by the Secretary of the Board of Examiners, Columbia, S. C., 1897-1904; and microfilm copies of civil-service retirement "accrued annuity files," 1920-39, and of "accumulated deduction files," 1922-42.

150. Records of the National Bituminous Coal Commission, 1935-37

"No information obtained from a producer disclosing costs of production or sales realization shall be made public without the consent of the producer from whom the same shall have been obtained, except where such disclosure is made in evidence in any hearing before the Commission or any court and

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except that such information may be compiled in composite form in such manner as shall not be injurious to the interests of any producer and, as so compiled, may be published by the Commission" (49 Stat. 1006).

153. Records of the Office of the Judge Advocate General (War)

Restrictions on these records are the same as stated in paragraph *a* for RG 94.

156. Records of the Office of the Chief of Ordnance

a. Restrictions on pertinent records are the same as stated in paragraph *a* for RG 94.

b. The OKD (Ordnance Committee Data) Files for Technical Reference, 1917-39, may be used only by "authorized personnel of the War Department," or "upon authorization of the Office [of the] Chief of Ordnance."

158. Records of the Capital Issues Committee

These records may be used only by permission of the Federal Trade Commission.

159. Records of the Office of the Inspector General

Restrictions on these records are the same as stated in paragraph *a* for RG 94.

160. Records of the Headquarters, Army Service Forces

Restrictions on these records are the same as stated in paragraph *a* for RG 94.

161. Records of the Commodity Credit Corporation

Central files, 1933-43, may be used only by permission of the Corporation.

163. Records of the Selective Service System, 1917-19

Restrictions on these records are the same as stated in paragraph *c* for RG 94.

165. Records of the War Department General Staff

a. Restrictions on pertinent records are the same as stated in paragraph *a* for RG 94.

b. Restrictions on the following records are the same as stated in paragraph *c* for RG 94: So-called "Old General Staff Files" (records of the Office of the Chief of Staff, 1903-21; records of subdivisions of the War Department General Staff, 1917-25; and records of the Board of Ordnance and Fortifications); and records of the War College Division and predecessor units, 1899-1911.

c. General files of the Military Intelligence Division, 1917-41, may be used only by permission of the Director of Intelligence of the General Staff.

d. The following records may be used only by permission of the Military Intelligence Service: Records of personal investigations made during World War I; reports of military attachés accredited to foreign governments, 1918-33; records of the administration of censorship and plant protection during World War I; and records of the Caribbean Section, 1907-39.

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Federal Bureau of Investigation or by other persons who have the permission of the Director of Records Control of the National Archives.

190. Records of the Bureau of War Risk Litigation

Records less than 40 years old may be used only by authorized employees of the Department of Justice or by other persons approved by the Attorney General.

191. Records of the War Department Claims Board

Restrictions on these records are the same as stated in paragraph *a* for RG 94.

192. Records of the Office of the Commissary-General of Subsistence

Restrictions on these records are the same as stated in paragraph *a* for RG 94.

197. Records of the Civil Aeronautics Board

These records may be made available only to the Board.

202. Records of the National War Labor Board, 1942-45

Documents other than those of a public record character in National Defense Mediation Board, National War Labor Board, and National Wage Stabilization Board voluntary wage and salary adjustment, dispute, and enforcement case files may be used only by representatives of agencies of the Federal Government.

203. Records of the Office of the Chief of Finance (War)

Restrictions on these records are the same as stated in paragraph *a* for RG 94.

204. Records of the Office of the Pardon Attorney

Records less than 40 years old may be used only by authorized employees of the Department of Justice or by other persons approved by the Attorney General.

208. Records of the Office of War Information

a. Communications sent by cable that were classified at any time as secret or top secret may not be used, except by security agencies of the Government, in any way that might enable the user to associate the text of any cable with its number.

b. Records of the Office of Facts and Figures, 1941-42, and general files of the Bureau of Overseas Publications of the Overseas Operations Branch, 1942-June 1943, may be used only by Government officials for official purposes, except as approved in each instance by the Director of the General Records Division of the National Archives.

c. Records of the Office of Control, San Francisco, 1943-45, may be used only by permission of the Department of State.

d. Records that contain information concerning techniques and methods of censorship may be used only by such agencies of the Federal Government as have a "legitimate interest" in such information.

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e. Records of press conferences containing "off-the-record" statements may be used only by persons having the express permission of the Director of the General Records Division of the National Archives.

211. Records of the War Manpower Commission

Deferment case files of the Review Committee on Deferment of Government Employees may not be used by any private individual, except that a person whose case was acted on by the Committee may have access to his own file.

213. Records of the Foreign Claims Section (War)

These records may be used only by "authorized personnel of the War Department," or "upon authorization of the Fiscal Director."

216. Records of the Office of Censorship

a. Intelligence and security records of the Office may be used only by permission of the President of the United States.

b. General records of the Office that contain "information concerning techniques and methods of censorship and information that would [if released] invade the right of privacy of individuals or firms" may be used only by agencies of the Federal Government having a "legitimate interest" in the information they contain.

220. Records of Presidential Committees, Commissions, and Boards

a. Records of the War Refugee Board, the President's Commission for the Study and Review of Conditions in the Republic of Haiti, and the American War Production Mission in China may be used only by permission of the Department of State.

b. Records of the President's Soviet Protocol Committee are classified as "secret" and may be used only in conformity with rules applicable to such classification.

c. Records of the President's Committee on Portal to Portal Travel Time may be used only by permission of the Bureau of Mines.

d. Records of "The Inquiry," 1917-18, that duplicate documents in the files of the American Commission to Negotiate Peace, 1919, may be used only by employees of the Federal Government for official purposes.

222. Records of the Bituminous Coal Division

"No information obtained from a producer disclosing costs of production or sales realization shall be made public without the consent of the producer from whom the same shall have been obtained, except where such disclosure is made in evidence in any hearing before the [second Bituminous Coal] Commission or any court and except that such information may be compiled in composite form in such manner as shall not be injurious to the interests of any producer and, as so compiled, may be published by the Commission" (50 Stat. 88).

223. Records of the Office of the Bituminous Coal Consumers' Counsel

Restrictions on records containing "information obtained from a producer disclosing costs of production or sales realization" are the same as stated for RG 222.

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e. Restrictions on records dated subsequent to June 30, 1941, are the same as stated in paragraph *d* for RG 107.

166. Records of the Office of Foreign Agricultural Relations

Cables exchanged by the Office of Foreign Agricultural Relations with its representatives abroad relative to foreign agricultural production, market trends, prices, and consumption, 1941-43, may be used only by an employee of the Federal Government for official purposes or by other persons approved by the Department of Agriculture.

168. Records of the National Guard Bureau

a. Restrictions on pertinent records are the same as stated in paragraph *a* for RG 94.

b. Restrictions on records dated subsequent to June 30, 1941, are the same as stated in paragraph *d* for RG 107.

169. Records of the Foreign Economic Administration

a. The following records may be used only by permission of the Department of State: Lend-Lease Administration records consisting of policy files of the Administrator, 1941-43; records of the Office of the Deputy Administrator, 1941-43; correspondence concerning final action on reports on preliminary and purchase negotiations, 1940-42; registers of preliminary negotiation reports, 1941-42; copies of "commitment letters" authorizing agencies to procure, transfer, and export materials, equipment, or services, 1941-43; records of the Finance and Statistics Division, 1941-42; records of the British Empire Branch of the Bureau of Areas, 1941-45; records of the Turkish Division, 1940-46; and "petroleum files," 1941-45.

b. Narrative accounts prepared by the Historical Office of the Lend-Lease Administration and predecessor and successor agencies, 1939-47, may be used only by employees of the Federal Government for official purposes or by other persons having the permission of the Department of State.

c. The following records may be used only by employees of the Federal Government for official purposes or by other persons having the permission of the Department of Commerce: Correspondence, memoranda, reports, minutes, and directives of the Office of Lend-Lease Administration, 1939-43; general files of the Administrator and Deputy Administrators of the Foreign Economic Administration and its predecessor agencies, 1942-45; records of the Foreign Economic Administration and its predecessors concerning experimental war weapons, 1941-45; shipping applications and releases under British Program Licensing, 1943-44; applications for export licenses and correspondence and indexes pertaining thereto and certificates of necessity in support of these applications, 1940-45; and statements of cargo availability, 1942-44.

175. Records of the Chemical Warfare Service

a. Restrictions on pertinent records are the same as stated in paragraph *a* for RG 94.

b. Secret and confidential records of the Office of the Chief, Chemical Warfare Service, 1918-42, may be used only by permission of the Chief of the Chemical Corps.

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c. Central files, 1939-42, may be used only by employees of the Federal Government for official purposes or by other persons having the permission of the Chemical Corps. (Certain of these records are further restricted by provisions of paragraph *d* below.)

d. Restrictions on records dated subsequent to June 30, 1941, are the same as stated in paragraph *d* for RG 107. (Certain of these records are further restricted by provisions of paragraphs *b* and *c* above.)

177. Records of the Chiefs of Arms

a. Restrictions on pertinent records are the same as stated in paragraph *a* for RG 94.

b. Coast Artillery records may be used only by permission of the Adjutant General's Office.

c. Restrictions on records dated subsequent to June 30, 1941, are the same as stated in paragraph *d* for RG 107.

180. Records of the Commodity Exchange Administration

Ledger sheets containing tabulations of the daily volume of trading and open contracts, prior to July 1, 1938, for all clearing members of the Chicago Board of Trade, and docket files, 1921-39, may be used only by employees of the Department of Agriculture for official purposes, by investigators interested in the general economic data contained in the records rather than in data relating to specific firms, and by other persons who have the permission of the Department of Agriculture.

181. Records of Naval Districts and Shore Establishments

Restrictions on records dated subsequent to June 30, 1941, are the same as stated in paragraph *a* for RG 19.

182. Records of the War Trade Board

The following records may be used only by permission of the Department of State: Records less than 25 years old as of the beginning of each calendar year; records originating with a foreign government and received in confidence, such as Cable Censor's Handbook, Who's Who in War Trade, and British Contraband Committee Minutes; and records pertaining to international claims that have arisen from World War I activities.

185. Records of the Panama Canal

These records may be used only by employees of the Federal Government for official purposes.

187. Records of the National Resources Planning Board

a. Prior to April 12, 1950, minutes of the Board and predecessor agencies, communications between the President of the United States and the Board, and confidential communications exchanged between agencies in the Executive Office of the President may be used only upon written authorization of the Archivist of the United States.

b. Records of confidential personnel investigations may be used only by properly accredited investigators of the Civil Service Commission or the

5:15 p. m. on Saturdays, legal holidays excepted. The divisional search rooms are open from 8:45 a. m. to 5:15 p. m. on Mondays through Fridays, legal holidays excepted. The auditorium is opened only by special appointment. Records and library books will be available for consultation in the central search rooms on Saturdays and after 5:15 p. m. on Mondays through Fridays only when requests for them are filed with the supervisor in charge of the central search rooms before 4:00 p. m. on the day on which they are to be used or on Friday before 3:00 p. m., if they are to be used on Saturday. Under special circumstances, by direction of the Archivist, the search rooms may be closed during any of the hours specified above or may be opened at other times.

Search room rules

7. *Register of searchers.*—Each day that a searcher uses records in a search room he must sign the register of searchers maintained in that search room.

8. *Requests for records.*—Requests for records should be made to the supervisor in charge of the search room.

9. *Searcher responsible for records.*—When a searcher has completed his use of records or leaves the search room other than for short periods of time, he must notify the supervisor. A searcher is responsible for all records delivered to him until they have been returned by him to the supervisor.

10. *Protection of records.*—A searcher to whom records have been delivered is required to exercise all possible care to prevent damage to the records. Except when a supervisor authorizes the use of a fountain pen, the use of ink at desks upon which there are records is forbidden. Records may not be leaned upon, written upon, folded anew, traced, or handled in any way likely to cause damage to them. The use of paper clips, rubber bands, or other fasteners not on records when delivered to a searcher is forbidden. The use of records of exceptional value or in fragile condition is subject to such special regulations as the supervisor may deem necessary for their protection.

11. *Keeping records in order.*—The searcher must keep unbound papers in the order in which they are delivered to him. If documents are found to be misfiled, the searcher must not attempt to refile them, but should call the attention of the supervisor to their condition.

12. *Quantity of records to be delivered.*—No larger quantity of records shall be delivered to a searcher at any one time than, in the opinion of the supervisor in charge of the search room, the searcher can use conveniently and without danger of damaging the documents or of introducing disorder in the files.

13. *Removal of records prohibited.*—No records, books, or other property of the National Archives may be taken from the search rooms except by members of the staff of the National Archives acting in their official capacities.

14. *Disturbances.*—Loud talking and other activities likely to disturb searchers are forbidden. Persons desiring to use typewriters or to carry on proofreading or similar work may be assigned desks in a room designated for such purposes.

15. *Tobacco and food prohibited.*—The use of tobacco, matches, and eating in the search rooms are strictly prohibited.

Copying of records

16. *Copying by the National Archives.*—Requests for copies of records to be made by the National Archives and for certification of authentication should be made by a searcher to the search room supervisor.

17. *Copying by a searcher.*—Records may be copied by a searcher with his own photographic equipment only by permission of the head of the division or branch having immediate custody of the records.

Lending of records

18. *Lending records for official use.*—Records in the custody of the Archivist may be borrowed for official use outside the National Archives Building or other depository administered by the Archivist by agencies of the Government of the United States. Each borrowing official must provide a receipt for the records at the time they are delivered and assume responsibility for proper care of them and for their prompt return upon the expiration of the time for which they are borrowed.

19. *Lending motion pictures, still photographs, and sound recordings.*—Motion pictures, still photographs, and sound recordings in the custody of the Archivist of the United States may be loaned to individuals, groups, or institutions that are not agencies of the Government of the United States for reference, reproduction, or other purposes, under appropriate circumstances. Applications for loans of such materials must be made to the Director of Photography in writing.

Legal protection of records

20. *Penalty for theft or mutilation of records.*—The theft or mutilation of records is forbidden by law and is punishable by fine or imprisonment or both (18 U. S. C. 234, 235).

APPENDIX B

226. Records of the Office of Strategic Services

a. Outpost correspondence, 1941-44; correspondence of the Africa Section, 1941-45; documents relating to political, economic, social, cultural, and military conditions in various countries, 1942-45; "Order of Battle" file, consisting of economic and military intelligence documents, 1942-45; records of the Stockholm and New Delhi field offices, 1942-45; and "Civil Affairs Guides" may be used only by permission of the Department of State.

b. Property records of the headquarters office and of field installations, 1942-45, may be used only by agencies of the Federal Government or by permission of the Central Intelligence Agency.

227. Records of the Office of Scientific Research and Development

With the exception of contractors' reports dealing with research work performed under contract and summary reports of the various technical divisions of the National Defense Research Committee that are classified militarily as "open," records of the Office of Scientific Research and Development may be used only by permission of the Office or a successor until such time as their military classification has been removed.

229. Records of the Office of Inter-American Affairs

Mexico City field office records of the United States Railroad Mission in Mexico, 1942-46, may be used only by employees of the Federal Government for official purposes.

233. Records of the United States House of Representatives

Records that have not been printed as bills, reports, or documents may be used only upon order of the House of Representatives.

234. Records of the Reconstruction Finance Corporation

With the exception of reports of field technicians on the procurement of wild rubber in Mexico and in Central and South America, these records may be used only by employees of the Federal Government for official purposes or by permission of the Corporation.

243. Records of the United States Strategic Bombing Survey

These records may be used only by permission of the Central Intelligence Agency.

245. Records of the Solid Fuels Administration for War

Records of the Bituminous Coal Division and its predecessor, the second Bituminous Coal Commission, are subject to the restriction stated for RG 222.

247. Records of the Office of the Chief of Chaplains

a. Restrictions on pertinent records are the same as stated in paragraph *a* for RG 94.

b. Restrictions on records dated subsequent to December 31, 1860, are the same as stated in paragraph *c* for RG 94.

Appendix C

Regulations for the Use of Records

PROMULGATED BY THE ARCHIVIST ON JANUARY 21, 1948¹

Admission to search rooms

1. Application for admission to search rooms.—Records in the custody of the Archivist of the United States may be consulted, except as provided in sections 18 and 19 of these regulations, only in search rooms designated for this purpose, which in the National Archives Building include the central search rooms, the divisional search rooms, and the auditorium. Admission to the search rooms may be obtained only by making application to the Archivist on a form provided for that purpose and stating clearly thereon the purpose for which records are to be consulted. Such applications must be made at the office of the Chief of the General Reference Branch, except that (a) applications to view motion pictures or hear sound recordings must be made at the office of the Director of Photography, and (b) representatives of Government agencies wishing to use records for official purposes may make application at the office of the head of a records division or branch. An applicant may be required to submit an acceptable letter of introduction or otherwise identify himself.

2. Admission cards.—If the application is approved, a card of admission will be issued. This card is not transferable and must be produced when required. It is valid for the period indicated on the face thereof, which shall not exceed one year; but it may be renewed upon application.

3. Application, motion pictures and sound recordings.—Applications for admission for the purpose of viewing motion pictures or hearing sound recordings should be made sufficiently in advance of the time each service is desired to permit the completion of necessary arrangements. A group of persons must be represented by an authorized spokesman who, in making application for admission, must give the identity of the group he represents. On receipt and approval of the application, a time will be fixed for the rendering of the service and the applicant will be notified thereof.

4. Restrictions on use of certain records.—The possession of a card of admission to the search rooms does not entitle a searcher to examine any document the use of which is restricted.

5. Withdrawal of admission privilege.—The privilege of admission to the search rooms may be withdrawn by the Archivist for any violation of these regulations, for disregarding the authority of the supervisor in charge, or for offensive conduct.

6. Hours of admission.—The central search rooms are open from 8:45 a. m. to 10:00 p. m. on Mondays through Fridays and from 8:45 a. m. to

¹ Published in the *Federal Register*, 13: 345-346 (Jan. 24, 1948).

Appendix D

Classified List of Record Groups

This appendix consists of a classified list of the record groups that have been described in this *Guide* in numerical order. It has been devised so as to provide the user of the *Guide* with a convenient and logical pattern of arrangement of the record groups, showing insofar as is practicable the hierarchical organization of the Government. The categories of record groups are not intended to represent inflexible organizational relationships, however, and the listing of a record group within a category does not always mean that it is the only logical listing for that group. Some categories, moreover, are based upon other considerations than organization. Within each category there are first listed those record groups that are considered to cover "general records" of that category, if any, and other groups are listed thereafter in alphabetical order. Titles of record groups have been shortened and adapted to the requirements of convenient listing and reference. The record group number is given in parentheses after the title of each group.

General United States Government

- General Records of the United States Government (RG 11)
- Boundary and Claims Commissions and Arbitrations (RG 76)
- International Conferences, Commissions, and Expositions (RG 43)

Legislative agencies

- Senate (RG 46)
- House of Representatives (RG 233)
- Joint Committees of Congress (RG 128)
- Exposition, Anniversary, and Memorial Commissions of Congress (RG 148)
- General Accounting Office (RG 217)
- Government Printing Office (RG 149)
- Temporary National Economic Committee (RG 144)

Judicial agencies

- Administrative Office of the United States Courts (RG 116)
- Claims Court (RG 123)
- Commerce Court (RG 172)
- District Courts (RG 21)

Presidential agencies

- White House Office (RG 130)
- Budget Bureau (RG 51)
- Foreign Trade, Office of the Special Adviser to the President on (RG 20)
- Government Reports Office (RG 44)

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Presidential agencies—Continued

- National Resources Planning Board (RG 187)
- Presidential Committees, Commissions, and Boards (RG 220)
- Unemployment Relief, President's Organization on (RG 73)

Department of State

- General Records of the Department (RG 59)
- Foreign Service Posts (RG 84)
- Dominican Customs Receivership (RG 139)

Department of the Treasury

- General Records of the Department (RG 56)
- Accounts Bureau (RG 39)
- Coast Guard (RG 26)
- Comptroller of the Currency Bureau (RG 101)
- Customs Bureau (RG 36)
- Internal Revenue Bureau (RG 58)
- Mint Bureau (RG 104)
- Narcotics Bureau (RG 170)
- Procurement Division (RG 137)
- Public Debt Bureau (RG 53)
- Secret Service (RG 87)
- Treasurer of the United States (RG 50)

Department of War and the Army

- Office of the Secretary of War (RG 107)
- Adjutant General's Office (RG 94)
- American Expeditionary Forces, 1917-21 (RG 120)
- Arms, Chiefs of (RG 177)
- Army Air Forces (RG 18)
- Army Commands (RG 98)
- Army Headquarters (RG 108)
- Army Service Forces Headquarters (RG 160)
- Chaplains Chief's Office (RG 247)
- Chemical Warfare Service (RG 175)
- Claims Board (RG 191)
- Commissary-General of Subsistence, Office of the (RG 192)
- Engineer Chief's Office (RG 77)
- Finance Chief's Office (RG 203)
- Foreign Claims Section (RG 213)
- General Staff (RG 165)
- Inspector General's Office (RG 159)
- Judge Advocate General's Office (RG 153)
- Military Government of Cuba (RG 140)
- Military Government of Veracruz (RG 141)
- National Guard Bureau (RG 168)
- Ordnance Chief's Office (RG 156)
- Panama Canal (RG 185)

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Department of War and the Army—Continued

- Paymaster General's Office (RG 99)
- Provisional Government of Cuba (RG 199)
- Provost Marshal General's Bureau, 1863-66 (RG 110)
- Quartermaster General's Office (RG 92)
- Refugees, Freedmen, and Abandoned Lands Bureau (RG 105)
- Revolutionary War Records Collection (RG 93)
- Selective Service System, 1917-19 (RG 163)
- Signal Officer, Office of the Chief (RG 111)
- Surgeon General's Office (RG 112)

Department of Justice

- General Records of the Department (RG 60)
- Attorneys and Marshals (RG 118)
- Court of Claims Section (RG 205)
- Federal Bureau of Investigation (RG 65)
- Immigration and Naturalization Service (RG 85)
- Pardon Attorney's Office (RG 204)
- Prisons Bureau (RG 129)
- Solicitor of the Treasury (RG 206)
- War Risk Litigation Bureau (RG 190)

Post Office Department

- Post Office Department (RG 28)

Department of the Navy

- General Records of the Department (RG 80)
- Naval Records Collection of the Office of Naval Records and Library (RG 45)
- Aeronautics Bureau (RG 72)
- Hydrographic Office (RG 37)
- Judge Advocate General's Office (RG 125)
- Marine Corps (RG 127)
- Medicine and Surgery Bureau (RG 52)
- Naval Districts and Shore Establishments (RG 181)
- Naval Observatory (RG 78)
- Naval Operations Chief's Office (RG 38)
- Naval Personnel Bureau (RG 24)
- Ordnance Bureau (RG 74)
- Ships Bureau (RG 19)
- Supplies and Accounts Bureau (RG 143)
- Yards and Docks Bureau (RG 71)

Department of the Interior

- General Records of the Department (RG 48)
- Bituminous Coal Division (RG 222)
- Fish and Wildlife Service (RG 22)
- General Land Office (RG 49)

APPENDIX D

Department of the Interior—Continued

- Geological Survey (RG 57)
- Indian Affairs Office (RG 75)
- Mines Bureau (RG 70)
- National Park Service (RG 79)
- Petroleum Administrative Board (RG 232)
- Railroads Commissioner (RG 193)
- Reclamation Bureau (RG 115)
- Solid Fuels Administration for War (RG 245)
- Territories and Island Possessions Division (RG 126)
- War Minerals Relief Commission (RG 194)
- War Relocation Authority (RG 210)

Department of Agriculture

- General Records of the Department (RG 16)
- Agricultural Adjustment Agency (RG 145)
- Agricultural and Industrial Chemistry Bureau (RG 97)
- Agricultural Economics Bureau (RG 83)
- Agricultural Engineering Bureau (RG 8)
- Animal Industry Bureau (RG 17)
- Commodity Credit Corporation (RG 161)
- Commodity Exchange Administration (RG 180)
- Dairy Industry Bureau (RG 152)
- Entomology and Plant Quarantine Bureau (RG 7)
- Experiment Stations Office (RG 164)
- Extension Service (RG 33)
- Farm Credit Administration (RG 103)
- Farm Security Administration (RG 96)
- Foreign Agricultural Relations Office (RG 166)
- Forest Service (RG 95)
- Human Nutrition and Home Economics Bureau (RG 176)
- Marketing Services Office (RG 136)
- Plant Industry, Soils, and Agricultural Engineering Bureau (RG 54)
- Rural Electrification Administration (RG 221)
- Soil Conservation Service (RG 114)
- Surplus Marketing Administration (RG 124)

Department of Commerce

- General Records of the Department (RG 40)
- Census Bureau (RG 29)
- Civil Aeronautics Administration (RG 237)
- Coast and Geodetic Survey (RG 23)
- Foreign and Domestic Commerce Bureau (RG 151)
- Inland Waterways Corporation (RG 91)
- Marine Inspection and Navigation Bureau (RG 41)
- National Bureau of Standards (RG 167)
- Patent Office (RG 241)
- Weather Bureau (RG 27)

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Department of Labor

- General Records of the Department (RG 174)
- Employment Service (RG 183)
- Labor Standards Division (RG 100)
- Retraining and Reemployment Administration (RG 244)
- Wage Adjustment Board for the Building and Construction Industry (RG 236)
- Wage and Hour and Public Contracts Divisions (RG 155)
- Women's Bureau (RG 86)

Federal Loan Agency

- Reconstruction Finance Corporation (RG 234)

Federal Security Agency

- General Records of the Agency (RG 235)
- Children's Bureau (RG 102)
- Civilian Conservation Corps (RG 35)
- Community War Services Office (RG 215)
- Education Office (RG 12)
- Food and Drug Administration (RG 88)
- National Youth Administration (RG 119)
- Public Health Service (RG 90)
- Social Security Board (RG 47)

Federal Works Agency

- General Records of the Agency (RG 162)
- Public Buildings Administration (RG 121)
- Public Roads Administration (RG 30)
- Public Works Administration (RG 135)
- Work Projects Administration (RG 69)

National Housing Agency

- General Records of the Agency (RG 207)
- Federal Housing Administration (RG 31)
- Federal Public Housing Authority (RG 196)
- Home Owners' Loan Corporation (RG 195)
- Housing Corporation (RG 3)

World War I emergency agencies

- Alien Property Custodian's Office (RG 131)
- Allied Purchasing Commission (RG 113)
- Capital Issues Committee (RG 158)
- Food Administration (RG 4)
- Fuel Administration (RG 67)
- Grain Corporation (RG 5)
- National Defense Council (RG 62)
- National War Labor Board, 1918-19 (RG 2)
- Public Information Committee (RG 63)

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World War I emergency agencies—Continued

- Railroad Administration (RG 14)
- Shipping Board (RG 32)
- Sugar Equalization Board, Inc. (RG 6)
- War Finance Corporation (RG 154)
- War Industries Board (RG 61)
- War Labor Policies Board (RG 1)
- War Trade Board (RG 182)

World War II emergency agencies

- American Commission for the Protection and Salvage of Artistic and Historic Monuments in War Areas (RG 239)
- Axis Criminality, United States Counsel for the Prosecution of (RG 238)
- Censorship Office (RG 216)
- Civilian Defense Office (RG 171)
- Congested Production Areas Committee (RG 212)
- Contract Settlement Office (RG 246)
- Defense Transportation Office (RG 219)
- Emergency Management Office (RG 214)
- Fair Employment Practice Committee (RG 228)
- Foreign Economic Administration (RG 169)
- Inter-American Affairs Office (RG 229)
- Labor Office (War Food Administration) (RG 224)
- National War Labor Board, 1942-45 (RG 202)
- Price Administration Office (RG 188)
- Scientific Research and Development Office (RG 227)
- Selective Service System, 1940-47 (RG 147)
- Smaller War Plants Corporation (RG 240)
- War Ballot Commission (RG 230)
- War Information Office (RG 208)
- War Manpower Commission (RG 211)
- War Production Board (RG 179)

Joint military agencies

- Joint Army and Navy Boards and Committees (RG 225)
- Joint Chiefs of Staff (RG 218)
- Strategic Bombing Survey (RG 243)
- Strategic Services Office (RG 226)

Other agencies

- American Battle Monuments Commission (RG 117)
- Bituminous Coal Consumers' Counsel's Office (RG 223)
- Civil Aeronautics Board (RG 197)
- Civil Service Commission (RG 146)
- Coal Commission (RG 68)
- Federal Communications Commission (RG 173)
- Federal Coordinator of Transportation (RG 133)

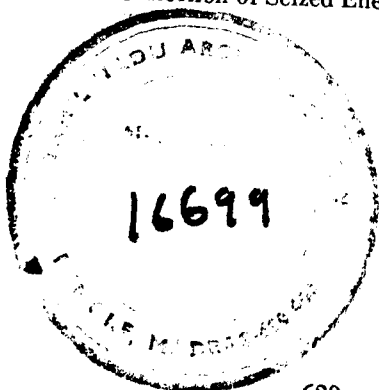
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 National Bituminous Coal Commission, 1935–37 (RG 150)
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 National Labor Relations Boards (RG 25)
 National Recovery Administration (RG 9)
 Prison Industries Reorganization Administration (RG 209)
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 Soldiers' Home (RG 231)
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