

4 April 1973

VOLUME OF RECORDS IN AGENCY ARCHIVES DATED PRIOR TO 1-1-53

1. Volume in cubic feet of finished intelligence, information reports, and subject files by Directorates.

<u>FINISHED INTELLIGENCE</u>	<u>INFORMATION REPORTS</u>	<u>SUBJECT FILES</u>
DCI Area 27	0	10
DDI " 476	253	225
DDO " 2	310	2
DDM&S " 0	0	178
DDS&T " 6	0	35
TOTAL 511	563	450

 $FI+IR+SF = 1524$

2. 604 cubic feet of OSS photographs and negatives
3. 355 reels of OSS movie film

RECORDS STILL IN AGENCY RECORDS CENTER SUBJECT TO DECLASSIFICATION REVIEW

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<u>Office</u>	<u>Job No.</u>	<u>DCI Area</u> <u>Subject</u>	<u>Dates</u>	<u>Volume</u>
O/DCI	56-227	NSC Status of Projects	48-53	2
	56-228	PSB files	51-53	3
	56-301	Daily Diaries & Director's Log	46-54	2
	56-480	PSB files	51-53	6
	58-167	OIC Records	46-51	3
	58-476	DCI Subject (Alpha) file	46-52	2
	58-477	DCI Subject file	46-52	1
	58-478	OIC Records	50-56	5
	59-446	Senior Rep Corresp via <input type="text"/>	51-56	2
	59-589	Subject files (DDP)	52-55	2
	59-609	Corresp to/from Congress	47-55	1
	59-686	IG Records	51-53	1
	59-696	Subject files (DDI)	47-56	1
	59-697	Subject file	47-58	1
	59-718	Miscellaneous Subjects	46-55	1
	59-743	Corresp with Foreign Govts	47-55	1
	59-744	Subject file (DDS)	46-56	1
	59-778	Committees, Boards & Misc	46-55	1
	59-779	Subject files	46-54	1
	59-780	Subject files (State & Defense)	46-55	1
	59-781	Subject files (DDP)	46-52	1
	61-225	Subject files (White House and State)	46-54	1
	61-226	Subject files	47-55	1
	61-227	Subject files	47-55	1
	61-229	Subject files	51-57	2
	64-201	DCI Confidential Funds	50-61	1
64-206	Miscellaneous Subject files	48-60	5	
				Total 50
Hist. Staff	64-658	CPS and ICAPS files	44-46	1
	67-59	ICAPS, ORE and ORR Records	46-54	5
	67-679	History of OSS and OSRD	46-?	1
				Total 7
OGC	53-33	Subject files	46-52	1
	57-384	Subject files	46-53	14
	57-436	Chrono file	46-53	2
	58-453	Curie Hall Subj & Chrono file	51-55	3
	60-482	Curie Hall Project files	51-55	3
	60-832	Curie Hall Project files	51-55	1
				Total 24

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OIG	68-937	Audit Report files	46-66	9
				Total 9
OLC	56-544	Subject file & daily journals	46-56	3
	57-273	Subject & Congressional Com- mittee file	47-56	1
	58-597	" " " "	47-56	2
	60-321	Congressional Committee file	47-58	2
				Total 8
ONE	55-29	Subject files	50-53	3
	55-225	Chrono files	50-53	1
	56-282	Subject files	51-54	1
	56-283	Subject files	51-54	1
	56-448	Subject files	51-54	2
	58-86	IAC Secretariat files	47-54	3
	58-87	NSCID's and DCID's	46-54	2
	58-383	Subject files	51-56	5
	60-606	IAC and USIB	50-57	1
				Total 19
OPPB	63-467	OPC Budget	49-54	1
	63-485	Fiscal Year Budget	46-60	12
	69-412	Fiscal Year Budget	46-64	11
				Total 24
DDI				
O/DDI	63-218	Foreign Liaison files	52-60	1
	63-241	Station files	52-58	1
	69-305	Subject files	52-55	2
	69-S-570	Subject files	52-59	1
				Total 5

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CRS	50-54	Subject files	46-50	8	
	51-7	Subject files	47-50	2	
	53-54	Liaison coordination	48-49	1	
	57-312	Dissemination Records	48-55	10	
	58-98	Subject files	46-55	8	
	58-138	Subject files	47-55	5	
	59-96	Monthly Reports	48-58	1	
	59-850	Quarterly Activity Reports (Microfilm)	51-54	1	
	59-875	OCR Historian's files	46-58	1	
	60-187	Dissemination Records	48-59	11	
	60-682	Dissemination Records	47-57	5	
	61-248	Subject files	51-57	4	
					Total 57
	DCS	54-107	Subject files	47-52	2
55-91		Operations Correspondence files	48-51	13	
58-427		Subject files	52-55	6	
59-116		Liaison files	47-56	7	
59-846		Liaison records	48-57	2	
60-379		Subject files	51-54	2	
				Total 32	
FBIS	49-19	Correspondence files	41-46	1	
	49-24	Miscellaneous files	42-46	4	
	51-13	Bureau files	44-49	6	
	54-27	Subject files	44-51	16	
	54-108	Liaison Subject files	45-51	2	
	54-135	Subject files	43-53	4	
	55-5	Subject files	41-52	6	
	56-198	FDD Subject files	45-52	1	
	56-307	Subject files	51-55	1	
	58-110	Subject files	47-56	2	
	58-458	Daily Diary	50-56	1	
	58-525	Project Record Cards	47-55	7	
	59-252	Subject files	51-58	1	
	59-416	FDD Subject files	47-58	2	
	63-187	Project Record Cards	47-54	1	
	65-346	FDD Subject files	46-62	1	
				Total 56	

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STAT OBGI	56-147	Subject files	46-47	4
	58-399	Subject files	47-56	5
	58-400	Subject files	45-55	8
	60-333		51-53	1
	61-964		52-54	1
	62-464		51-54	1
	62-475	OBI Monthly Reports	47-61	1
	65-805	Subject files	47-58	1

Total 22

OCI	59-S-162	Indications and IAC Watch Committee Reports	49-58	8
	59-S-336	" " " "	50-56	4
	59-S-897	Subject and Chrono file	50-57	2
	60-S-281	Dissemination Records	51-58	1
	67-S-801	Admin Issuances	51-65	2

Total 17

DDM&S

O/DDM&S	54-13	Subject file	46-52	2
	54-14	Subject file	46-52	6
	55-2	Subject file	52-54	7

Total 15

OC	65-30	OC-ED Project files	52-64	2
	63-381	OC-RMS Reports	52-63	2
	65-505	Subject files	45-63	4
	66-161	Project files	50-63	4
	66-255	Subject files	46-64	2
	66-271	Subject files	51-62	2
	66-S-653	Subject files	48-65	1
	66-654	Subject files	46-64	3
	66-656	Project files	46-66	7
	66-684	Subject files	51-64	3
	66-686	Subject files	42-62	10
	66-696	Project files	50-58	3
	66-718	Reports files	51-59	4

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<u>Office</u>	<u>Job No.</u>	<u>Subject</u>	<u>Dates</u>	<u>Volume</u>	
OC (Cont'd.)	66-719	Field Station files	43-57	10	
	66-732	Project files	45-61	7	
	66-793	OC Directives	51-57	1	
	66-794	Project files	50-66	3	
	66-838	Subject files	47-65	1	
	66-S-852	Subject files	39-60	5	
	67-47	Project and Station files	45-66	6	
	67-172	Project files	50-55	2	
	67-315	Project files	51-62	1	
	67-325	Field Station files	49-63	1	
	67-597	Laboratory Notebooks	51-62	8	
	67-598	Drawing files	51-65	45	
	67-599	External Research Proj files	51-66	3	
	67-959	Subject files	44-67	1	
	67-962	Subject files	51-64	1	
				Total 142	
	OF	53-183	Subject files	46-52	2
54-133		NSC Budget	49-62	1	
56-22		Proj Review Comm Records	52-53	1	
56-381		Subject files	46-51	1	
56-479		Subject files	46-53	1	
57-127		Proj Review Comm Records	49-54	1	
57-150		" " " "	46-55	2	
59-5		Inter-Agency Agreements	49-55	1	
59-486		" " "	48-57	1	
60-575		Proj Review Comm	49-59	1	
60-592		Subject files	46-56	6	
60-766		Inter-Agency Agreements	49-59	2	
61-32		Proj Review Comm Records	48-59	1	
61-695		Subject files	46-56	1	
62-433		Subject files	46-58	1	
62-448		Subject files	52-57	2	
62-488		Subject files	46-58	1	
62-557		Subject files	46-60	1	
63-472		Subject files	48-58	1	
63-504		Subject files	50-58	1	
63-551	Subject files	46-58	1		
64-607	Inter-Agency Agreements	50-63	2		
			Total 32		

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OL	50-52	Subject files	46-50	3
	53-172	Subject files	46-52	4
	54-12	Subject files	47-52	1
	54-23	Subject files	45-51	1
	54-207	Subject files (old Central file)	46-52	34
	56-191	Subject files	47-52	5
	57-201	Subject files (old Central file)	52-54	2
	59-870	Project files	50-57	1
				Total 51
OMS	55-9	Subject files	51-53	2
	55-10	Subject files	51-53	2
	56-313	Subject files	52-53	1
	57-272	Subject files	46-53	2
	58-2	Subject files	46-53	1
	58-601	Subject files	51-54	1
OP	56-549	Credit Union Records	47-55	2
	57-601	Suggestion Awards Comm Records	51-55	1
				Total 3
OS	63-620	Admin Issuances	48-58	1
				Total 1
OTR	54-252	Subject files	46-52	1
	54-348	Subject files	50-52	1
	55-110	Subject files	51-53	2
	56-353	Subject files	52-54	2
	57-12	Subject files	47-54	3
	57-374	Career Service Board Records	51-55	4
	60-102	Lesson Plan File	46-60	32
	61-17	Subject files	51-54	2
	62-183	Course Folders	46-56	4

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SSS	59-732 ,	Emergency Planning Records	51-57	1
	60-243	Emergency Planning Records	52-57	1
	70-211	Records Mgt Program Records	47-67	10
	71-215	Emergency Planning Records	51-69	5

Total 17

GRAND TOTAL 651

1. Project number and title. NARS-9, Control of Classified Records Requiring Extended Protection.

2. Type of project. New.

3. Summary. Executive Order 11652 directs that classified information and material under certain conditions may be given extended security protection beyond the normal 30 years. This occurs when the release of such information would be detrimental to national security or might endanger individuals. The Executive Order further requires the Archivist of the United States to identify, segregate, and adequately protect all documents in his custody certified as requiring security classification beyond 30 years. Administrative control over these documents is essential to respond to inquiries from the Congress, Government agencies, and the public, and to provide for appropriate review of the classified information in the light of future revisions in declassification guidelines and to control the documents declassified automatically with the passage of time.

Information concerning the status of classified records is needed for custodial control, to respond to inquiries, and to report to Congress and the President. It is estimated that approximately 6 million documents predating 1954 will remain classified beyond 30 years. Manual procedures for retrieving the information about these documents would be inadequate due to the size of the data base. The project proposes to develop a computerized information system to maintain and retrieve basic control data concerning the documents location, subject, and automatic declassification or review date. The project would consist of two phases. The first phase covers the present time to 1984, when it is estimated that all pre-1954 records would be under the administrative control of the information system and post-1954 records will become ready for review. The system, itself, should also be evaluated at that time. The second phases would begin with review of post-1954 documents requiring extended security protection. Data concerning post-1954 records would be included in the system developed after the 1984 evaluation.

4. Purpose. The purpose of this system is to establish administrative control over pre-1954 records which remain classified beyond 30 years and to provide information on their status to the Archivist of the United States, custodial units, and Federal agencies.

5. Scope. This project will encompass all classified records over 30 years old requiring continued security protection.

6. Objectives. The objectives of the project are to develop a system to:

(a) maintain data abstracted from SF 325, Listing of National Security-Classified Material Requiring Protection Beyond 30 Years, prepared by Federal agencies, in a retrievable format.

(b) provide control over documents reviewed by NARS which do not fall under control of a Federal agency.

(c) provide for current information regarding the status of the classified records, including automatic declassification or review dates.

(d) provide reports on the status of the classified records.

7. Benefits. By creating an automated system, significant steps to control classified records will have been taken. The system will provide an up-to-date list of the status and location of these records to custodial units to assist in administration of the records. The system will provide a single, complete inventory of all records over 30 years old that remain classified, why they remain classified, and who has authority for their re-classification. It will also inform the appropriate Federal agencies when records are due for review or scheduled reclassification. Without such a system documents could be irretrievably lost from timely review. Finally, the system will assist in retrieval of pertinent documents affected by changes in guidelines and declassification determinations.

8. Priority. High.

9. Relationship to current system. There is no current system.

10. General system study starting date. October 1975.

11. Related GSA organizations and systems. None.

12. Related non-GSA agencies and systems. None.