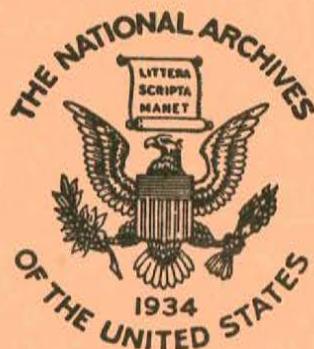


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PRELIMINARY



INVENTORIES

Number 78

RECORDS OF THE NATIONAL WAR LABOR BOARD
(WORLD WAR II)

Compiled by Estelle Rebec

The National Archives
National Archives and Records Service
General Services Administration

Washington: 1955

PRELIMINARY INVENTORY OF THE RECORDS OF
THE NATIONAL WAR LABOR BOARD
(WORLD WAR II)

(Record Group 202)

Compiled by Estelle Rebec



The National Archives
National Archives and Records Service
General Services Administration

Washington: 1955

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FOREWORD

To analyze and describe the permanently valuable records of the Federal Government preserved in the National Archives Building is one of the main tasks of the National Archives. Various kinds of finding aids are needed to facilitate the use of these records, and the first step in the records-description program is the compilation of preliminary inventories of the material in the 270-odd record groups to which the holdings of the National Archives are allocated.

These inventories are called "preliminary" because they are provisional in character. They are prepared as soon as possible after the records are received without waiting to screen out all disposable material or to perfect the arrangement of the records. They are compiled primarily for internal use, both as finding aids to help the staff render efficient reference service and as a means of establishing administrative control over the records.

Each preliminary inventory contains an introduction that briefly states the history and functions of the agency that accumulated the records. The records themselves are described series by series, that is, by units of records of the same form or that deal with the same subject or activity or that are arranged serially. Other significant information about the records may sometimes be given in appendixes.

When the record group has been studied sufficiently and the records have been placed in final order, the preliminary inventories will be revised and the word "preliminary" dropped from the title of the revision. Meanwhile, as occasion demands and time permits, special reports, indexes, calendars, and other finding aids to the record group will be prepared.

Several finding aids that give an overall picture of materials in the National Archives have been published. A comprehensive Guide to the Records in the National Archives (1948) and a brief guide, Your Government's Records in the National Archives (revised 1950), have been issued. Forty-three Reference Information Papers, which analyze records in the National Archives on such subjects as transportation, small business, and India, have so far been published. Records of World War I have been described in the Handbook of Federal World War Agencies and Their Records, 1917-1921, and those of World War II in the two-volume guide, Federal Records of World War II (1950-51). Many bodies of records of high research value have been edited by the National Archives and reproduced on microfilm as a form of publication. Positive prints of some 4,700 rolls of this microfilm, described in the List of National Archives Microfilm Publications (1953), are now available for purchase.

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INTRODUCTION

The Defense Mediation Board, the National War Labor Board, and the National Wage Stabilization Board were established successively within the period 1941-45 to maintain defense and wartime production by preventing or settling industrial disputes. The records of these Boards, 1941-47, except the fiscal records and personnel folders, are in the National Archives and are described in this inventory. A brief administrative history of each Board and its component parts precedes the description of the records. The personnel folders and fiscal records are at the Federal Records Center, St. Louis, and the Federal Records Center, Washington, D. C., respectively.

The records of these Boards amount to 3,875 cubic feet. They were received from the National War Labor Board, the Department of Labor (within which the National Wage Stabilization Board was established), and the Department of the Treasury. Measurements for the individual series of records described in this inventory are given in terms of linear feet.

Records in the National Archives that relate to the records described in this inventory are in the following record groups: 13, Records of Railroad Labor Boards; 25, Records of the National Labor Relations Board; 58, Records of the Bureau of Internal Revenue; 155, Records of the Wage and Hour and Public Contracts Divisions; 157, Records of the Maritime Labor Board; 174, General Records of the Department of Labor; 211, Records of the War Manpower Commission; 236, Records of the Wage Adjustment Board; 248, Records of the War Shipping Administration; 250, Records of the Office of War Mobilization and Reconversion; and 254, Records of the Shipbuilding Stabilization Committee. Records of the former United States Conciliation Service, now in the custody of the Federal Mediation and Conciliation Service, also relate to the records of the three Boards.

RECORDS OF THE NATIONAL DEFENSE MEDIATION BOARD, 1941-42

The National Defense Mediation Board, sometimes referred to as a NDMB, was established in the Office for Emergency Management by Executive Order 8716, dated March 19, 1941, to adjust labor disputes in defense industries. The order gave the Board jurisdiction over controversies threatening "to burden or obstruct the production or transportation of equipment or materials essential to national defense" when they were certified to it by the Secretary of Labor after the United States Conciliation Service had failed to effect settlement. The Board was then authorized to make every reasonable effort to adjust and settle the disputes by assisting the parties to negotiate agreements; to afford means for voluntary arbitration; and to investigate the issues in dispute, conduct hearings, take testimony, make findings of fact, formulate recommendations for settlement, and make public such findings and recommendations.

The Executive order establishing the Board provided that it be tripartite in composition, with 3 members representing the general public, 4 representing the employee, and 4 representing the employer. The President was to appoint one of the members representing the public as Chairman. Clarence Dykstra was appointed to the chairmanship on March 19, 1941, and was succeeded on July 2 by William H. Davis. On April 4, 1941, by Executive Order 8731, the President authorized the appointment of alternate members to the Board, thereby increasing the membership from 11 to 41.

Cases were heard by panels of the Board, each panel consisting of three Board members who represented the public, labor, and industry. Although labor representatives on the Board were equally divided between the American Federation of Labor (AFL) and the Congress of Industrial Organizations (CIO), the single labor member of each panel was selected from either the AFL or the CIO group to correspond with the affiliation of the union involved in the dispute under consideration. The panels exercised all the powers of the full Board in settling disputes. Of the 118 cases certified to it, only 3 were heard by the full Board.

On December 17, 1941, after the outbreak of war, the President summoned a conference of labor and management representatives to discuss means of eliminating strikes and lockouts for the duration of the war. The result was a no-strike, no-lockout agreement and a request by the parties for the establishment of a War Labor Board to deal with disputes that could not be resolved through collective bargaining. Pursuant to this agreement the President issued Executive Order 9017 on January 12, 1942, providing for the abolition of the National Defense Mediation Board and the establishment of the National War Labor Board. The new agency assumed jurisdiction over the 22 cases pending before its predecessor and inherited its records and most of its personnel. With this transfer of function and personnel, most of the noncase records of the NDMB became an integral part of the records of its successor and are described with the records of the National War Labor Board. The records described in the entries immediately following amount to 18 cubic feet.

DISPUTE CASE FILES. 1941-43. 12 ft. 1

Files for labor dispute cases certified to the Board for settlement by the Secretary of Labor. The cases pending at the time the NDMB was terminated are among the case files of the National War Labor Board described in entry 8 of this inventory. A typical case file is in three parts, as follows:

1. "Certification-Final Agreement" part, containing the certification of the case by the Secretary of Labor, with a memorandum of transmittal, a synopsis of action taken on the case prior to its certification, a notice of the appointment of panel members, the findings and recommendations of the Board, the agreement between the disputants, and the official memorandum closing the case. Arranged chronologically.

2. "Docket Folio," containing interoffice memoranda and correspondence with disputants and other interested parties relating to the issues involved and to the handling of the case; letters and memoranda transmitting and commenting upon panel reports, company and union briefs, and other exhibits; and reports on case hearings. Arranged chronologically.

3. "Document Folio," containing documents introduced as exhibits at the hearing, reports prepared at the request of the Board, and drafts and working copies of agreements and recommendations. Arranged by type of document.

The case files are arranged numerically by case number, 2001 MB-D to 2116 MB-D. The cases at first retained the numbers, beginning with "1" assigned them by the United States Conciliation Service at the time of certification. These numbers were later converted to those starting with "2001 MB-D," although the latter frequently appear only on the case folders. An index that relates the old number to the new is described in entry 4; alphabetical indexes by name of union and by name of company are described in entry 11.

TRANSCRIPTS OF HEARINGS IN DISPUTE CASES. 1941-42. 9 ft. 2

Verbatim transcripts of proceedings at hearings held before the NDMB panels to which the cases were assigned. Arranged numerically by case number, 2002 MB-D - 2118 MB-D.

FINDINGS, RECOMMENDATIONS, AND AGREEMENTS IN DISPUTE CASES. 1941-42. 3

4 in.

Mimeographed copies of Board findings, recommendations, and final agreements in dispute cases. Arranged numerically by case number assigned by the Conciliation Service, 1-100.

INDEXES TO DISPUTE CASE FILES. 1941-42. 3 in. 4

The indexes in this series relate the case number assigned by the United States Conciliation Service to the number assigned by the NDMB. The first index, on 3" x 5" cards, gives the names of the companies and the unions and the number of workers involved in the disputes, and both

the NDMB and the Conciliation Service case numbers; it is arranged numerically by case number assigned by the Conciliation Service, 4 - 114. The second index, on 5" x 8" cards, was prepared by the NWLB. It gives both the Conciliation Service and the NDMB case numbers, the names of the companies and the unions involved, the names of the panel members, an indication of the issues involved, and brief notations, with dates, of action taken; it is arranged numerically by the NDMB case number, 2001 MB-D - 2118 MB-D. Two NWLB indexes, arranged alphabetically by name of disputant, that cover NDMB cases are described in entry 11.

TRANSCRIPTS OF EXECUTIVE SESSIONS. Apr. 1941-Jan. 1942. 10 in. 5
Verbatim transcripts of the regular bimonthly meetings and the one special session of the Board, at which cases, Board policy, and administrative matters were discussed. The transcripts are arranged chronologically. A transcript of the first meeting of Mar. 25, 1941, is missing, but a copy of the minutes of the meeting is part of the series described in entry 6.

RECORDS OF WILLIAM H. DAVIS. Apr. 1941-Jan. 1942. 4 in. 6
Office files of Mr. Davis, who served as Vice Chairman of the Board from Mar. 25 to July 1, 1941, and as Chairman from July 2, 1941, to Jan. 12, 1942. He subsequently became Chairman of the National War Labor Board, and most of his records are among the records of the Chairman of that agency. The small part of his records in this series includes notices, agenda, and minutes of Board meetings, some with Davis' comments in pencil; drafts of letters to the President and Attorney General relating to the legality of collective bargaining on an industrywide basis; memoranda relating to the preparation of case histories for the final report of the Board and to the revision of the report; drafts of case histories; and miscellaneous articles, interoffice memoranda, and correspondence relating to particular cases, including the Bridgeport case of World War I. Arranged by subject.

"WEEKLY ROUNDUP STORIES." Mar. 1941-Jan. 1942. 3 in. 7
Copies of regular weekly press releases summarizing the activities of the Board, arranged chronologically, Apr. 1941-Jan. 1942; and copies of supplementary releases covering appointments, statements by Board members, negotiations in progress, and announcements of findings and recommendations, arranged chronologically, Mar.-Dec. 1941.

RECORDS OF THE NATIONAL WAR LABOR BOARD, 1942-45

The National War Labor Board, often referred to as the NWLB, was established on the recommendation of the labor-management conference of December 17, 1941, which had been called by the President to formulate means for the peaceful settlement of labor disputes so that the effective prosecution of the war would not be interrupted. Conference members agreed that there should be no strikes or lockouts for the duration, that labor disputes should be settled by peaceful means, and that a National War Labor Board should be established to so settle the disputes.

On January 12, 1942, the President issued Executive Order 9017 providing for the abolition of the National Defense Mediation Board (NDMB) and the establishment of the National War Labor Board within the Office for Emergency Management. The new Board's primary responsibility was the settlement of labor disputes that threatened to impede the effective prosecution of the war. Like its predecessor, it handled only those disputes, including wage disputes, certified to it by the Secretary of Labor after the United States Conciliation Service had failed to effect settlement.

In handling wage disputes the Board followed the policy of restraining wage increases to combat inflation, a procedure in keeping with the President's stabilization message of April 27, 1942. By its decision in July 1942 in a steel dispute case, the Board adopted its "Little Steel Formula," which placed limitations on the general wage increases that could be granted to employees to compensate for increases in the cost of living. Wartime control of wages and salaries was formalized, however, with the passage of the Stabilization Act of October 2, 1942, which authorized and directed the President to issue a general order stabilizing prices, wages, and salaries at the levels existing, as far as practicable, on September 15, 1942. On October 3, 1942, the President issued Executive Order 9250, which established the Office of Economic Stabilization and set forth a comprehensive program for wage and salary stabilization. It provided that no wage changes, either increases or decreases, could be made unless approved by the National War Labor Board. The exceptions to the Board's jurisdiction included wage adjustments paid to railroad workers, who were subject to the National Railway Labor Panel, and to farm workers earning less than \$5,000 per year; all salaries over \$5,000 per year and salaries of nonunionized executive, administrative, and professional workers, who were subject to the Commissioner of Internal Revenue; and wages and salaries paid by the United States or the District of Columbia, where the amount was fixed by statute. Under the wage stabilization program, increases in wage rates prevailing on September 15, 1942, could be approved only to correct maladjustments or inequalities, to eliminate substandards of living, to correct gross inequities, or to aid in the effective prosecution of the war. More stringent provisions governing wage increases were put into effect by Executive Order 9328 on April 8, 1943. This "hold-the-line" order, as it came to be known, directed the Board to authorize only those increases "as are clearly necessary to correct substandards of living" and those allowable under the Little Steel Formula. These limitations were so stringent that the Director of Economic Stabilization issued, on May 12, 1943, a clarifying directive restoring to the Board its authority to approve adjustments necessary to aid in the effective prosecution of the war and to correct gross inequities. This directive authorized the Board to establish wage-rate brackets covering the sound and tested rates paid by employers for particular job classifications in particular industries and labor-market areas. All the rates within those brackets were, by terms of the directive, to be regarded as stabilized rates.

Congress, on June 25, 1943, gave additional statutory authority to the Board with the enactment of the War Labor Disputes (Smith-Connally) Act. In general the act reaffirmed the existing powers of the Board with regard to the settlement of labor disputes, gave it the added power of issuing subpoenas, and defined certain procedures in handling dispute cases.

The Board, like its predecessor, was a tripartite body, composed of 4 representatives each of industry, labor, and the public. Executive Order 9017, which created the Board, provided also for 4 alternate employer and 4 alternate labor representatives in addition to the 12 regular members. Thereafter, by a succession of Executive orders, the staff of the Board was augmented by the appointment of associate public members who acted as mediators in labor disputes, substitute employer and labor members, and alternate public members. At first membership on the Board was drawn in large part from the National Defense Mediation Board. Two of the three members representing the public and half of the members representing industry and labor on the NDMB were appointed to the War Labor Board. William H. Davis was designated Chairman and served in that capacity from January 12, 1942, to March 8, 1945. He was succeeded by George W. Taylor (Mar. 9-Oct. 15, 1945), and Lloyd K. Garrison (Oct. 16-Dec. 31, 1945).

The internal organization of the Board changed little in the course of its existence. At the top level were the Offices of the Board and of the Executive Director. The publicity and informational aspects of the Board's operations were handled by the Public Information Division; housekeeping functions were performed by the Administrative Management Division. The chief operating units were the Disputes, Wage Stabilization, and Legal Divisions. The Disputes Division was responsible mainly for the processing of dispute cases and the Wage Stabilization Division for the processing of applications for wage adjustments (so-called voluntary cases). The Legal Division gave legal counsel to the Board and its divisions and was responsible for the enforcement of the wage stabilization program. The Board also established 3 tripartite committees to assist in processing cases—the New Case, Review, and Appeals Committees. The New Case Committee received and assigned all dispute cases certified to the Board. The Review Committee received reports of panels, hearing officers, and arbitrators in dispute cases, and recommended appropriate action in such cases to the Board. The Appeals Committee considered petitions for review of directive orders and rulings of the Board's agents and recommended to the Board either approval or disapproval of the petitions to the Board.

Initially, when its function was limited to the settlement of labor disputes, the Board centralized its operation in Washington. The mounting case load and the additional job of administering wage controls, however, necessitated decentralization of its activities. Anticipating a large volume of voluntary applications for wage adjustments following the issuance of Executive Order 9250 on October 3, 1942, the Board announced on October 29 that it had arranged with the Department of Labor for the

use of the field offices of the Wage and Hour and Public Contracts Divisions as information centers and as headquarters for employers and unions for filling out applications for wage adjustments. The applications were to be filed with the Wage and Hour offices, checked by them, and then forwarded to the nearest regional office of the National War Labor Board for action. Ten NWLB regional offices were to be established, corresponding to the regional offices of the Office for Emergency Management.

On November 22, 1942, the Board announced the appointment of 10 acting regional directors with offices in Boston, New York City, Philadelphia, Atlanta, Dallas, Kansas City, Cleveland, Chicago, Denver, and San Francisco. At the same time the Board appointed regional advisory boards, with 4 representatives each for labor, industry, and the public, to assist the regional directors in the administration of the wage-stabilization program. The authority of the regional directors was limited. They could approve only those applications for wage increases that were allowable under the Little Steel Formula and that were submitted by companies included within 29 specified industries. All other requests for increases were forwarded to Washington for final action by the National Board after analysis by the regional directors.

The steadily growing number of dispute cases led the Board to decentralize its dispute functions. In December 1942 it was decided to reconstitute the regional advisory boards as regional war labor boards with power to make final decisions in both voluntary and dispute cases. The National Board was to act as a court of appeals except in cases of national significance or of major policy determination. In such cases the National Board reserved the right to assume jurisdiction. On January 21, 1943, the Board announced that it was establishing 12 regional boards, 2 new regions having been created in addition to the existing 10. The regional directors were designated as chairmen of the boards. The Region II Board was the first to start functioning, and by March 21, 1943, all of the regional boards were in operation. In June 1944 the Territorial War Labor Board for Hawaii was established.

The regional boards were patterned after the National Board not only in function but also in organization. Since the enforcement program was administered chiefly in the regions, the regional boards established tripartite enforcement divisions to conduct hearings and make decisions.

The National War Labor Board further extended its decentralization program by creating special tripartite industry commissions and panels to deal with particular industries on a national rather than on a regional basis, chiefly because technical, economic, and other factors called for industry-wide treatment. The first of these organizations, the Metropolitan Milk Distributors Commission (later replaced by a special representative), was established on September 11, 1942, and was followed by the West Coast Lumber Commission, the Nonferrous Metals Commission, the Detroit Tool and Die Commission, the Trucking Commission, the Shipbuilding Commission, the Newspaper Printing and Publishing Panel (later constituted a commission), the War Shipping Panel,

the National Airframe Panel, the Telephone Panel (later constituted a commission), the Meat Packing Commission, the Steel Commission, and the Northern and Southern Textile Commissions. The panels differed from the commissions in that they made recommendations only to the National Board or the regional boards instead of final decisions subject only to appeal to the National Board.

The National War Labor Board utilized as one of its agents the Wage Adjustment Board, established May 29, 1942, within the Department of Labor, which was given jurisdiction over voluntary and dispute cases in the building and construction industry.

The War Labor Board also delegated to certain Federal agencies the authority to approve those adjustments in the wages and salaries of their employees not fixed by statute that would otherwise have required Board approval. These agencies were the War Department, Office of Price Administration, Navy Department, Federal Reserve System, United States Employment Service, Department of the Interior, Department of Agriculture, Tennessee Valley Authority, National Housing Agency, Government Printing Office, Pan American Union, Federal Deposit Insurance Corporation, War Relocation Authority, Department of Commerce, Federal Security Agency, and Selective Service System, each of which was required to make monthly reports of their rulings to the Board.

With the end of the war came the question of maintaining wage controls during the reconversion period. The President's statement of August 16, 1945, provided for a substantial curtailment of the wage stabilization program. Controls were to be applied only to wage adjustments that would result in requests to the OPA for price relief or in increased costs to the Federal Government in Government contracts. Direct controls were to be maintained, however, in the building and construction industry by the Wage Adjustment Board. On September 19, 1945, the National War Labor Board was transferred by Executive order to the Department of Labor. On October 16, 1945, the Board announced that it would terminate its existence not later than January 1, 1946. The plan for continuing the stabilization functions of the Board, however, was set forth in a letter of November 6, 1945, from the President to Chairman Lloyd K. Garrison. In it the President requested the Board to create a tripartite division to carry out the wage stabilization functions until the termination of the Board and to assign to the division members of the Board and staff personnel. He also stated that on termination of the Board he would issue an Executive order transferring the personnel so assigned and the functions and funds of the division to a successor agency to function until the expiration of the Stabilization Act. In accordance with this request the Stabilization Division was established on November 6, 1945. It planned the organization of the NWLB successor, the National Wage Stabilization Board, and helped formulate the wage policy for the reconversion period. The Division went out of existence on December 31, 1945, when Executive Order 9672 terminated the National War Labor Board and established the National Wage Stabilization Board.

The records of the NWLB headquarters organization, the regional boards, and the commissions and panels, totaling 3,437 cubic feet, are in two general classes--case records and other records.

The headquarters case records include both case files and related indexes and transcripts of hearings. The regional case records are described collectively for all regions and include both the case files and any indexes that were prepared by an individual region for cases within its jurisdiction. The case records of the commissions and panels are also described collectively, but the indexes to the case files are described separately along with the other records of the individual commission or panel.

Most of the other records of the headquarters organization, the regional offices, and the commissions and panels are described separately under the unit that created them. The Historical and Policy Documentation Files, however, set up by each region at the direction of and according to a guide (reproduced as appendix II) furnished by the National Board, are described collectively. These files were intended to establish master documentation files for the regional offices. The panels and commissions were directed to set up the same type of files and a guide (reproduced as appendix III) was furnished them, but since only six commissions complied with the directive the file set up by each commission is described with the other records of that body. Significant documents, reports, and studies issued or used by the Board are listed in appendix I. Many NWLB records were inherited by its successor, the National Wage Stabilization Board, and are described with the records of that Board. Where practicable, cross references have been made to pertinent entries.

Location and Geographical Jurisdiction of Regional Boards

<u>Region</u>	<u>Location</u>	<u>Jurisdiction</u>
I	Boston, Mass.	Maine, Massachusetts, Rhode Island, Vermont, New Hampshire, and Connecticut
II	New York, N. Y.	New York and Northern New Jersey
III	Philadelphia, Pa.	Pennsylvania, Delaware, Maryland, Southern New Jersey, and Washington, D. C.
IV	Atlanta, Ga.	Virginia, North Carolina, South Carolina, Georgia, Alabama, Florida, Mississippi, and Tennessee
V	Cleveland, Ohio	Ohio, Kentucky, and West Virginia
VI	Chicago, Ill.	Indiana, Illinois, Wisconsin, Minnesota, North Dakota, and South Dakota

<u>Region</u>	<u>Location</u>	<u>Jurisdiction</u>
VII	Kansas City, Mo.	Arkansas, Missouri, Kansas, Iowa, and Nebraska
VIII	Dallas, Tex.	Louisiana, Oklahoma, and Texas
IX	Denver, Colo.	New Mexico, Colorado, Utah, Idaho, Montana, and Wyoming
X	San Francisco, Calif.	California, Nevada, and Arizona
XI	Detroit, Mich.	Michigan
XII	Seattle, Wash.	Washington, Oregon, and the Territory of Alaska
Territorial War Labor Board for Hawaii	Honolulu, Hawaii	Territory of Hawaii

HEADQUARTERS CASE RECORDS

DISPUTE CASE FILES. 1942-45. 243 ft.

8

Dispute cases were referred to the Board by the Secretary of Labor only when the United States Conciliation Service failed to bring about settlement. All dispute cases were referred directly to headquarters, where each case was examined by the tripartite New Case Committee, which determined whether the case should be processed by the Board or one of its agents. The case was then referred by the Board (or its agent) either to a tripartite panel or (with the consent of the parties) to a single hearing officer or an arbitrator. In special instances the Board itself processed the case. Panel members, hearing officers, and arbitrators were selected from lists approved by the Board. The tripartite panel, after conducting informal public hearings, prepared findings and recommendations on the issues in dispute, on the basis of which the Board (or its agent) made the final decision. The hearing officer investigated the merits of the dispute and submitted a report with recommendations to the Board for appropriate action. The arbitrator made a final decision, subject to review by the Board. In all cases the Board (or its agent) issued the final decisions in the form of directive orders. Provision was made for the appeal of decisions of Board agents to the Board.

The case files in this series are for major cases of industrywide or policy-making significance that were retained by the Board for disposition. Cases originally certified to the National Defense Mediation Board but concluded by the NWLB are also included. The files relating to cases that came to the Board on appeal from the regional boards or industry commissions were usually returned to them and are described in

entries 165 and 277. A typical case file is in three parts, as follows:

1. "Certification--Final Agreement" part, containing the certification of the case by the Secretary of Labor and a synopsis of action taken by the Conciliation Service before the certification; an analytical report in the form of a memorandum (the case-analysis memorandum) prepared by the Disputes, Research, or Wage Stabilization Divisions of the Board; the findings and recommendations of the panel and, occasionally, opinions of panel members; comments of the disputants on the panel report; the agreement between the disputants; the directive order of the Board; and the official memorandum closing the case. If a case was submitted to an arbitrator or referee the case file includes either the agreement of the parties to arbitrate or the request for the appointment of referee, with a letter of transmittal from the Secretary of Labor; the report of the Research, Disputes, or Wage Stabilization Divisions; the report and/or decision of the arbitrator or referee; the directive order of the Board; and the official memorandum closing the case. This part of the case file is arranged chronologically.

2. "Docket Folio," containing interoffice memoranda, telegrams, and correspondence with the disputants and interested parties, relating to the issues involved, the handling of the case, and the appointment of panel members, referees, and arbitrators; letters and memoranda transmitting and commenting upon company and union briefs, special reports, arbitration awards, and the like; investigation reports; a case history; and copies of daily reports on hearings. Arranged chronologically.

3. "Document Folio," containing documents introduced as exhibits at the hearing; proposals made by disputants; special reports prepared at the request of the Board; and drafts and working copies of agreements and recommendations. Arranged by type of material.

The case files are arranged numerically by case number in two groups, 2119-4344, and 111-1 - 111-17890. The first group of numbers refers to cases certified through Dec. 31, 1942, and the second to those certified after that date. Each case number has a suffix indicating the kind of case: "C," "CS-D," and "D" for dispute cases; "A" and "AR" for cases submitted to an arbitrator appointed by the Board; "R" and "HO" for cases submitted to referees and hearing officers, respectively; and "WA" for cases when the parties had agreed that there should be a wage adjustment to terminate the dispute. Through Dec. 31, 1942, the Board used both the number assigned by the Conciliation Service and its own number in referring to dispute cases; after that date it used only its own number. An index relating the Conciliation Service case number to the NWLB case number is described in entry 9.

INDEX RELATING CONCILIATION SERVICE CASE NUMBERS TO NWLB CASE NUMBERS .
FOR DISPUTE CASE FILES. 1942. 2 ft.

This index refers only to the dispute cases certified to the Board by the Secretary of Labor in 1942. It consists of 3" x 5" cards, each one

giving the names of the disputants, the number of workers involved in the dispute, the NWLB case number, and the Conciliation Service case number. Arranged in four parts, as follows: (1) numerically by Conciliation Service case number, 1 - 1077; (2) numerically by number assigned by the Conciliation Service to arbitration cases, AR 1 - AR 459; (3) numerically by number assigned by the Conciliation Service to cases heard by referees, R 1 - R 23; and (4) numerically by number assigned by the Conciliation Service to cases involving wage adjustments, WA 1 - WA 477.

INDEX TO DISPUTE CASE FILES. 1942-45. 21 ft. 10

Cards, 5" x 8", giving the NWLB case numbers; the names of the disputants; the names of the panel members, referees, or arbitrators; indications of the issues involved; and brief notations, with dates, of action taken toward settlement. Arranged in two groups, as follows: (1) numerically by case number, 2119 - 4337, for cases certified to the Board before Jan. 1, 1943; and (2) numerically by case number, 111-1 - 111-17890, for cases certified after that date.

INDEXES TO NDMB AND NWLB DISPUTE CASE FILES. 1941-45. 45 ft. 11

Each index, on 3" x 5" cards, gives the names of the unions and the companies involved in the disputes, notations of the issues, and the case numbers. Each index is arranged alphabetically, one by name of union and the other by name of company. The NDMB case files are described in entry 1 and the NWLB case files in entry 8.

TRANSCRIPTS OF HEARINGS IN DISPUTE CASES. 1942-45. 95 ft. 12

Verbatim transcripts of proceedings at hearings before the Board, its panels, arbitrators, or other officers. Arranged numerically by case number in two groups, 2120 - 4331; 111-4 - 111-17781. For an explanation of the case numbering, see entry 8.

AUXILIARY CASE FILES FOR CASE NO. 111-6230-D (14-1 et al). 1943-45.

44 ft.

13

On Jan. 27, 1944, the Secretary of Labor certified to the Board disputes between the United Steel Workers of America and certain operating subsidiaries of the U. S. Steel Corporation and suggested that the Board assume jurisdiction, on its own motion, of some 500 other cases involving the union and the companies with which it had contracts, both in the steel fabricating and other industries. The Board took jurisdiction of the cases on Feb. 1, 1944, assigning the aggregate case number 111-6230-D. On Feb. 19, 1944, the Board appointed a Steel Panel to hear the issues in dispute in the companies engaged in the iron and steel producing industry. The other cases were temporarily assigned to a Miscellaneous Steel Panel. On recommendation of the latter Panel, the National Board, on Sept. 16, 1944, voted to have these "miscellaneous" cases referred to the regional boards for processing. Thereafter, case number 111-6230-D included only those auxiliary cases involving the basic steel companies, heard by the Steel Panel. The cases assigned to the regional boards received new case numbers.

The case files included in this series relate to both the basic steel and the "miscellaneous" cases. The files relating to the basic steel cases contain correspondence, memoranda, and telegrams relating to the Board's assumption of jurisdiction and the processing of the case; copies of the 22 demands of the union; documents introduced as evidence at the hearings, including the statements of the companies, comments of the union thereon, and copies of agreements of the companies with the union; and copies of the interim and final directive orders issued by the Board. The files relating to the "miscellaneous" cases contain correspondence, memoranda, and telegrams relating to the basic steel hearings, hearings before the Miscellaneous Steel Panel, and the processing of cases before the regional boards; copies of the union's 22 demands; copies of the reports and recommendations of the Miscellaneous Steel Panel on procedures; documents introduced as evidence at regional board hearings, including briefs, statements, and comments; copies of the National Board's basic steel decision; and the panel reports and directive orders of the regional boards to which the cases were assigned.

The case files in this series are arranged numerically by auxiliary case number, 14-1 - 14-929; a list of the companies involved is a part of the series. Other records relating to these cases are described in entries 14 and 15. The prime case file for case 111-6230-D is with the dispute case files described in entry 8; the prime case files for the "miscellaneous" cases are among the regional dispute case files described in entry 165.

TRANSCRIPTS OF PROCEEDINGS IN CASE NO. 111-6230-D. 1943-45. 2 ft. 14

Verbatim transcripts of the following: public hearings before the Board on Dec. 21, 1943, and Feb. 23, 1944, on the petition of the United Steel Workers of America requesting the Board to issue a directive order extending the contracts between the steel companies and the union; procedural hearings before the Steel Panel, Mar. 8-15, 1944; hearings before the Steel Panel on the merits of the case, Mar. 24-June 23, 1944; and a hearing before the Board on Nov. 19, 1945, relating to interpretations of the directive order in the case. Included also are the reports of the Steel Panel and of the industry members of the Panel, 1944. Arranged by type of hearing or report and thereunder chronologically.

INDEX TO THE AUXILIARY CASE FILES DESCRIBED IN ENTRY 13. 1944-45.

3 in.

This incomplete index, consisting of 5" x 8" cards, gives the auxiliary case numbers, the names of the companies involved, and brief notations, with dates, of action taken toward settlement. Arranged numerically by auxiliary case number, 14-3 - 14-440. 15

VOLUNTARY WAGE AND SALARY ADJUSTMENT CASE FILES. 1942-45. 46 ft. 16

These cases arose as a result of the wartime wage-stabilization program. They represent applications for voluntary wage and salary adjustments made to the regional boards, industry panels and commissions, or the Government agencies to which the Board delegated authority in wage

regulation. A case was typically processed in the following manner. The employer who wished to make an adjustment in wages or salaries filed application (NWLB Form 1) with the local Wage and Hour Division office (of the Labor Department) to determine whether NWLB approval was required. If the Wage and Hour office ruled that approval was necessary, the employer was required to file NWLB Form 10 for transmission to the appropriate NWLB agent. In March 1943 the National Board authorized the regional boards to delegate to the regional wage stabilization directors authority to rule on certain applications. The degree of decentralization was continually broadened so that by 1945 the regional boards were directly handling only unusual cases and those involving policy decisions. After analyzing the applications the wage stabilization directors issued rulings that approved, modified, or disapproved the applications. These rulings could be appealed to the regional boards, whence they could also be appealed to the National Board. The cases described in this series reached the National Board either because of its jurisdiction over cases of wide significance or on appeal. Many of these cases were subsequently returned to the Board agent with which they had originated and are described in entries 167 and 278.

A typical case file includes the application for approval of a voluntary or agreed-upon wage or salary adjustment, papers containing supporting wage data presented by the applicant, the letter of transmittal from the agent of the Board, correspondence with the applicant and other interested parties, interoffice memoranda relating to the case, the order or ruling of the Board, and the memorandum closing the case. The case files are arranged numerically by the prefix designating the body to which the application was made and thereunder by case number, 1-23 through 47-164. The prefixes and the corresponding bodies are as follows: 1-12, the regional war labor boards; 15, Hawaii Territorial War Labor Board; 16, the National Board, in cases of application for the extension to an employer of provisions of an order or ruling already issued in another case; 22, Nonferrous Metals Commission; 26, Daily Newspaper Printing and Publishing Commission; 41, the War Department; 43, Department of Agriculture; 46, National Airframe Panel; and 47, War Shipping Panel. The National Archives has published lists of these headquarters cases in Lists of Wage Stabilization Cases Acted on by the Headquarters Office of the National War Labor Board, 1942-45; Part I. Cases Arranged by Issue Involved; Part II. Cases Arranged by Industry Involved (Special List No. 10).

INDEX TO VOLUNTARY CASE FILES. 1942-45. 23 ft.

This is an index not only to those voluntary case files retained at headquarters but also to those subsequently returned to the regions, commissions, and panels. It consists of 3" x 5" cards, each giving the name and location of the company seeking wage adjustments and the case number assigned to the application. Arranged in two groups, one numerically by prefix number (see entry 16) and the other alphabetically by name of company.

NATIONAL JURISDICTION CASE FILES. 1942-45. 33 ft.

18

Are for two kinds of cases, the dispute cases over which the Board assumed jurisdiction on its own motion and voluntary cases received directly by the Board for initial action without previous processing by regional boards, commissions or panels, or other Board agent.

A typical dispute case file includes a notice of or correspondence relating to the Board's assumption of jurisdiction, interoffice memoranda and correspondence relating to the case, briefs and exhibits presented by the disputants, the Board's directive order, and the memorandum closing the case. A typical voluntary case file contains the application for wage adjustment, supporting wage data presented by the applicant, interoffice memoranda and correspondence relating to the case, the ruling of the Board, and the memorandum closing the case. Arranged numerically by case number, 13-1 - 13-1317. An index to the case files is described in entry 19. Other records relating to national jurisdiction cases are described in entry 20.

INDEX TO NATIONAL JURISDICTION DISPUTE CASE FILES. 1942-45. 2 in. 19

Cards, 5" x 8", that index the case files described in entry 18. For each case the case number is given; the names of the disputants; the names of the panel members, arbitrators, or referees; an indication of the issues involved; and a brief notation, with dates, of action taken toward settlement. Arranged numerically by case number, 13-10-D - 13-131-AR.

TRANSCRIPTS OF HEARINGS IN NATIONAL JURISDICTION DISPUTE CASES. 1942-45. 2 ft. 20

Verbatim transcripts of public hearings held before the Board in connection with the dispute cases described in entry 18. Arranged numerically by case number, 13-10 - 13-1247.

NWLB AND NWSB ENFORCEMENT CASE FILES. 1943-47. 78 ft. 21

The Stabilization Act of Oct. 2, 1942, provided a method for enforcing the regulations governing wage stabilization. By regulations of the Director of Economic Stabilization the Board was given exclusive authority to determine whether or not wage payments were made in violation of the act and, if in violation, to what extent the prescribed penalties should be applied. The enforcement program was administered chiefly by the regional boards. The National War Labor Board and the successor National Wage Stabilization Board formulated policy and procedures and transmitted to the Bureau of Internal Revenue all regional board determinations with respect to disallowances. Two types of cases reached the National Board--those brought by the regional boards for transmittal to the Commissioner of Internal Revenue for imposition of tax disallowances and those appealed from rulings of the regional boards.

A typical nonappeal case file includes copies of the regional board's findings of facts and determinations, a copy of the National Board's letter to the Commissioner of Internal Revenue transmitting the same, and, occasionally, an "admission, waiver and consent" statement signed by the

employer. Each folder is stamped with the date on which the case was certified to the Commissioner of Internal Revenue.

A typical appeal case file includes the regional board's findings of fact and determination; the appellant's objections to the findings; the answer to the appellant's objections; the formal appeal from the findings and determination of the regional board; briefs submitted by the appellant and the enforcement attorney; occasionally the transcript of hearings; and the findings and determinations of the National Board. If the appeal was denied, the file also contains a copy of the Board's letter to the Commissioner of Internal Revenue. In a few instances the regional board forwarded to the National Board its case file, which usually included an investigation report made by the Wage and Hour and Public Contracts Divisions of the Department of Labor, correspondence with the alleged violator, notices of hearings, statements of fact, and the findings and determinations of the regional board. An enforcement case docketed before January 1, 1946, was designated by the prefix 60, followed by the region number and a serial number. Thereafter one of three prefixes was used, depending on the type of violation (70 for unauthorized increases except in the building and construction industry; 71 for unauthorized adjustments in the building and construction industry; and 72 for unauthorized decreases), but the region and serial numbering system remained the same.

The case files in this series are arranged alphabetically by name of company involved in the case. An index to the NWLB enforcement cases by case number is described in entry 22 and an index to the actions taken by the NWSB is described in entry 23.

INDEX TO NWLB ENFORCEMENT CASE FILES. 1943-45. 1 in. 22

This incomplete index to the NWLB enforcement cases consists of 3" x 5" cards giving the names of the companies, the case numbers, and statements of the violations. Arranged numerically by case number, 60-1 - 60-12-552.

INDEX TO NWSB ACTION ON APPEALED ENFORCEMENT CASES. Dec. 1946-Feb. 1947. 1 in. 23

Indicates the action taken by the NWSB on enforcement cases appealed from its regional boards. It consists of 5" x 8" cards giving the case names, case numbers, and notations of actions taken by the Board, with dates and voting records. Arranged alphabetically by name of company.

NONCOMPLIANCE CASE FILES. 1942-45. 6 ft. 24

These cases relate to refusals of either employers or unions to accept the Board's directives in dispute cases. The Board's main resource in dealing with such cases was persuasion--to secure compliance on a voluntary basis. If informal efforts were unsuccessful, the Board usually summoned the defiant parties to public hearings to "show cause" why its orders were not being carried out. As a last resort, the Board could refer cases to the President or his representative for such action as he might deem appropriate.

A typical case file includes copies of the original directive order of the Board; interoffice memoranda and correspondence with the company and the union relating to evidence of noncompliance, attempts at settlement, and, where applicable, the "show-cause" hearing; related press releases; where applicable, the transcript of the "show-cause" hearing; and, where issued, the supplementary directive order of the Board. In cases that resulted in seizure by order of the President, copies of the pertinent Executive orders are included. Arranged alphabetically by name of company.

OTHER HEADQUARTERS RECORDS

Records of the Office of the Board

Of the four Board members that represented the public, one was Chairman and another Vice Chairman of the Board as a whole. In addition to their duties in deciding the dispute and wage-stabilization cases and policies, the Chairman and Vice Chairman also had executive and administrative responsibilities in coordinating the functions of the Board with the other agencies engaged in the stabilization of the national economy during the war years and in making policy decisions to guide the operating divisions and regional offices of the Board in carrying out their functions. The other two public members were primarily responsible for the handling of dispute cases and for the writing of directive orders. Some of the records of the Chairman and Vice Chairman are with records of those officers of the National Wage Stabilization Board (see entries 397-401).

The labor members of the Board represented the employees in the consideration of dispute cases before the Board and advised labor unions on Board policies and procedures. There were four regular and four alternate members. Executive assistants to the members provided the full-time continuity of operation and administration. The industry members represented the employers in a corresponding manner. Additional records of labor members and the only extant records of industry members of the Board are with records of the NWSB members, described in entries 402, 406, 407, 411, and 412.

TRANSCRIPTS OF EXECUTIVE SESSIONS. Jan. 16, 1942-Dec. 31, 1945.

80 ft.

25

Verbatim transcripts of executive sessions of the Board, recording discussions of Board policy, organization, procedure, and important cases. Arranged chronologically. Subject indexes are included in most of the transcripts after January 1943.

MINUTES OF EXECUTIVE SESSIONS. Jan. 16, 1942-Dec. 31, 1945. 8 in. 26

Mimeographed copies of minutes of executive sessions of the Board. Arranged chronologically.

RESOLUTIONS OF THE BOARD. 1942-45. 6 in. 27

Copies of resolutions adopted at Board meetings, together with copies of related administrative memoranda, Executive orders, and press releases. They relate to such subjects as administrative procedure; interpretations of Executive orders; formation, membership, and functions of regional boards, panels, and commissions; appointments to the Board; and relationships with other Government agencies. Arranged alphabetically by subject and thereunder chronologically.

GENERAL ORDERS OF THE BOARD. 1942-45. 1 in. 28

Copies of processed pamphlets containing wage-stabilization general orders and interpretations, under Executive orders 9250 and 9328, and the regulations of the Director of Economic Stabilization, with press releases relating to their issuance; and sections of the NWLB "Manual of Operations" relating to general orders. Arranged by type of material.

"DAILY BOARD ACTION" MEMORANDA. Mar. 1942-Jan. 1943. 1 in. 29

An incomplete set of memoranda to Chairman Davis from the recording secretary, containing notations of such actions by the Board as appointing panel members or arbitrators for particular cases, setting dates for hearings, and drafting and approving directive orders. Arranged chronologically.

CASE ANALYSIS MEMORANDA. 1942-45. 12 ft. 30

Were prepared by the Wage Stabilization, Case Analysis, Disputes, or Research Divisions of the Board. Memoranda addressed to the Appeals Committee analyzed both dispute and voluntary cases on petition for review by the National Board and related mainly to the validity of the grounds for appeal. Each memorandum contains a chronology of events leading up to the filing of the petition, a statement of the issues on appeal, a review of the action taken on the case prior to the filing of the petition, and a discussion of the grounds for appeal. Memoranda addressed to the National Board or its agents analyzed both voluntary and dispute cases that involved wage adjustments or wage issues. Each of these memoranda contains a chronology of events, a summary of facts in the case, and a discussion of the issues and/or proposed adjustments in relation to the wage-stabilization policy. The records in this series are arranged alphabetically by name of company involved in the case.

Records of Board Members Representing the Public

RECORDS OF WILLIAM H. DAVIS. 1941-45. 3 ft. 31

Office files of Mr. Davis, who served as chairman of the NDMB and of the NWLB from Jan. 12, 1942, to Mar. 8, 1945. They include correspondence with the President, Members of Congress, heads of the executive departments, industrial concerns, labor unions, and the public; interoffice memoranda; reports; drafts of Executive orders; notes on conferences; minutes of meetings; copies of his speeches and opinions in dispute cases; and reference materials relating to (1) such subjects as the formulation of wage-stabilization policy, administrative policies and

procedures, relationships with other Government agencies, cost-of-living studies, the activities of the President's Committee on Portal to Portal Travel Time (the Cooke Committee), and enforcement and compliance problems, and (2) to such issues as the closed shop, the commission method of wage payment, the 48-hour week, incentive systems, inequalities, maintenance of membership, and retroactive pay. Arranged alphabetically by subject, name of correspondent, or agency.

RECORDS OF GEORGE TAYLOR. 1941-45. 7 ft. 32

Office files of Mr. Taylor, who served as Vice Chairman of the Board, Jan. 12, 1942-Mar. 8, 1945, and as Chairman, Mar. 9-Oct. 15, 1945. He succeeded Mr. Davis in the latter position. His files, into which some records maintained by Mr. Davis were incorporated, include correspondence with industrial concerns, labor unions, other Government agencies, Congress, and the President; interoffice memoranda; reports; speeches; Executive order; minutes of meetings; newspaper clippings; press releases; and reference materials. They relate mainly to the administration and operation of the Board, its relations with other agencies, the clarification and interpretation of Executive orders, legislative bills of interest to the Board, important cases, the cost of living, and reconversion policy. Arranged alphabetically by subject or name of correspondent. See entry 31 for records of William H. Davis.

RECORDS OF THE CHAIRMAN RELATING TO THE WEST COAST LUMBER COMMISSION. 1943-44. 3 in. 33

Mainly correspondence of the Chairman with lumber operators and the Commission, interoffice memoranda, and reports relating to the work of the West Coast Lumber Commission but including also Commission press releases, copies of opinions and reports prepared by the Commission, and a report prepared by the Wage Stabilization Division on the wage-stabilization activities of the Commission. Unarranged.

RECORDS OF THE CHAIRMAN RELATING TO COAL CASES. 1942-45. 2 ft. 34

Mainly correspondence (including correspondence with the Secretary of the Interior and John L. Lewis), interoffice memoranda, reports, press releases (both of the Board and the Department of the Interior), case materials, and some reference materials, pertaining to important coal cases, wage adjustments in strip coal-mining operations, and portal-to-portal travel time. The series includes also drafts of suggested Presidential statements on the coal situation, copies of editorials relating to disputes and wage agreements in the coal industry; and a draft of the report on coal and oil by the Senate Special Committee to Investigate Shortages of Gasoline, Fuel Oil, and Petroleum Products. Arranged alphabetically by subject. Other records relating to coal cases are described in entries 41 and 99.

RECORDS OF THE CHAIRMAN RELATING TO THE "LITTLE STEEL" CASE. 1942-44. 1 ft. 35

The Board, by its decision in the "Little Steel" Case, dated July 16, 1942, established its famous "Little Steel Formula;" which placed

limitations on the wage increases that could be granted to compensate for increases in the cost of living. The records in this series include correspondence, interoffice memoranda, reports, and copies of such case materials as opinions, directive orders, panel reports, briefs, and exhibits, relating to proceedings in the "Little Steel" Case and the significance of the case with reference to the stabilization of wages; and copies of transcripts of the meetings of conferences before the Steel Panel of the NWLB, Mar. 9-15, 1944, and of the oral argument on behalf of the AFL in the matter of the petition of that organization and the United Steelworkers of America (CIO) for the modification of the "Little Steel Formula," Sept. 26, 1944. Unarranged. See entry 40 for additional records relating to "Little Steel" cases.

RECORDS OF THE CHAIRMAN RELATING TO FEDERAL SHIPBUILDING AND DRYDOCK CO. CASE NO. 46. 1941-42. 2 in.

36

Copies of case materials such as directive orders, findings and recommendations, exhibits, and excerpts from hearings; drafts of statements on the case by Chairman Davis; and related news clippings and press releases. Unarranged.

RECONVERSION FILE MAINTAINED BY THE CHAIRMAN. 1944-45. 2 in.

37

Mainly press releases and miscellaneous Government publications relating to the reduction of the work-week and the determination of the appropriate wage-rate structures for plants converting from war back to civilian production, but including also some interoffice memoranda, transcripts of press conferences, and a report on reconversion problems. Unarranged.

REPORTS FROM THE FEDERAL BUREAU OF INVESTIGATION. Jan. 1943-Feb. 1944. 3 in.

38

Reports to the NWLB Chairman from the FBI relating to labor troubles, slowdowns in production, threatened strikes, hints of sabotage, wildcat strikes, and employee morale at various war plants. They were based on information received by the Bureau from confidential sources. Arranged chronologically.

RECORDS OF GEORGE TAYLOR, VICE CHAIRMAN. 1942-45. 12 ft.

39

Office files of Mr. Taylor, who served as Vice Chairman of the Board from Jan. 12, 1942, to Mar. 8, 1945. They consist mainly of his correspondence (with some copies of correspondence of other Board officials) with Members of Congress, industrial firms, labor unions, and agents of the Board; interoffice memoranda; reports; Executive orders; legislative acts; case materials; and press releases. The records relate to such subjects as the establishment and authority of the Board; its relations with other agencies; administrative and operational procedures; the interpretation of Executive orders and the general orders of the Board; significant cases; the labor-industry conference of December 1941; the establishment of wage brackets; the determination of labor policy in Government-owned privately operated plants; the cost of living; enforcement policy; and noncompliance cases; and to such issues as automatic

wage-rate progression, equal pay for equal work, the commission method of wage payment, formen and independent unions, maintenance of union membership, rare and unusual cases, retroactive pay, the Little Steel Formula, and substandards. The series also includes agenda for regional conferences; lists of Board members, arbitrators, and referees; lists of dispute cases referred to regional boards, commissions, and panels; and copies of instructional manuals for panel members, wage analysts, parties to disputes, and others. Arranged alphabetically by subject, name of company, or correspondent.

RECORDS OF THE VICE CHAIRMAN RELATING TO THE "LITTLE STEEL" CASE.

1942-44. 5 in.

40

Mainly copies of such case materials as briefs, opinions, directives, and comments of company and union, but including also some correspondence and memoranda relating to the application of the Little Steel Formula. Arranged alphabetically by subject or name of company. See entry 35 for other records relating to the "Little Steel" Case.

RECORDS OF THE VICE CHAIRMAN RELATING TO COAL CASES. 1941-45. 1 ft. 41

Mainly copies of such case materials as directive orders, opinions, agreements, and exhibits, together with related press releases and copies of correspondence of Chairman Davis with the Secretary of the Interior, John L. Lewis, and the Director of the Office of Economic Stabilization; but including also some correspondence of the Vice Chairman with the operators and the United Mine Workers of America, and interoffice memoranda and reports relating to the coal cases and problems in the coal industry. Arranged alphabetically by name of company concerned. For other records relating to coal cases, see entries 34 and 99.

RECORDS OF THE VICE CHAIRMAN RELATING TO AIRCRAFT INDUSTRY CASES.

1942-45. 2 ft.

42

Mainly interoffice memoranda; his correspondence with regional boards, the Airframe Panel, the West Coast Aircraft Committee, aircraft corporations, labor unions, and other Government departments; and reports. They relate to labor problems in the aircraft industry; the organization, jurisdiction, and procedures of the Airframe Panel and the West Coast Aircraft Committee; and the activities of the Board and its agents in handling disputes and wage adjustments in the industry. The series also includes copies of correspondence between the Airframe Panel and the West Coast Aircraft Committee, and copies of case materials in cases involving aircraft corporations. Arranged alphabetically by subject or name of company.

REFERENCE MATERIALS MAINTAINED BY THE VICE CHAIRMAN. 1942-45. 8 in. 43

Mainly copies of such case materials as panel reports, directive orders, and exhibits in some of the more important dispute cases, but including also some correspondence of Board members with the disputants and with the Attorney General on the authority of the Board to act in a dispute case upon the voluntary withdrawal of the AFL members. Arranged alphabetically by name of company or subject.

RECORDS OF WAYNE L. MORSE, PUBLIC MEMBER OF THE BOARD. 1942-44.

2 ft.

44

Mr. Morse served as public member from Jan. 12, 1942, to Feb. 2, 1944. His records, relating to activities of the West Coast Lumber Commission, include correspondence (occasionally that of other members of the Board) and interoffice memoranda relating to the jurisdiction, organization, and procedures of the Commission, its case loads, minimum wages in the lumber industry, and opinions and decisions in lumber cases; copies of Commission case materials such as directive orders and panel reports, with related press releases; copies of such Commission issuances as procedural memoranda, press releases, and Lumber General Orders; agenda and minutes of meetings of the Log and Lumber Policy Committee, an interagency body composed of representatives from the War Production Board, the Department of Agriculture, the War Department, the War Manpower Commission, the Office of Price Administration, and the National War Labor Board; and copies of reports on wages and production in the lumber industry prepared by other Government agencies. Arranged alphabetically by subject.

RECORDS OF LLOYD K. GARRISON. Jan. 1944-Feb. 1945. 1 ft.

45

Office files of Mr. Garrison, who served as an alternate public member of the Board from Dec. 27, 1943, to Feb. 1, 1944, and, on Mr. Morse's resignation, as public member from Feb. 2, 1944, to Dec. 31, 1945. His records are mainly skeleton case files that contain, in addition to such items as panel reports, directive orders, and transcripts of hearings, some interoffice memoranda and correspondence of Mr. Garrison with the parties in the case relative to the issues and the handling of the case. Included also are copies of letters sent by other Board members and referred to Mr. Garrison for his attention. Arranged alphabetically by name of company.

RECORDS OF DEXTER KEEZER. 1944-45. 5 ft.

46

Mr. Keezer served as alternate public member from Feb. 1944 to Apr. 4, 1945, and as a public member from Apr. 5 to Sept. 1, 1945. His records include correspondence and memoranda, together with related press releases, case materials, and reports issued by the Board and pertain to issues and opinions in particular cases, procedural matters, and Board problems; drafts of opinions submitted to Mr. Keezer for his comment and copies of opinions prepared by him; and texts of speeches by Board members. Arranged alphabetically by subject or name of company.

RECORDS OF JESSE FREIDIN. 1943-45. 5 in.

47

Mr. Freidin served as public member of the Board from Apr. 5 to Oct. 15, 1945, and before that time as General Counsel for the Board. The records in this series relate mainly to his activities as public member, although there is some earlier material. They consist mainly of letters received, copies of letters sent, and interoffice memoranda, relating to certification procedures of the Board, issues and opinions in particular cases, application of directive orders, and revision of general orders, with related press releases; and copies of such case materials as findings, recommendations, and opinions. Arranged alphabetically by subject or name of company.

RECORDS OF MAX MALIN, EXECUTIVE ASSISTANT TO PUBLIC MEMBERS OF THE BOARD.
Mar.-June 1945. $\frac{1}{2}$ in. 48

Mainly copies of letters sent by Mr. Malin, but including a few letters received, relating to the status of and issues in specific cases, particularly those involving the textile industry. Arranged chronologically.

RECORDS OF JOHN L. SALTONSTALL, JR., EXECUTIVE ASSISTANT TO PUBLIC MEMBERS OF THE BOARD. 1944-45. 5 in. 49

Correspondence, memoranda, copies of case materials, and press releases relating to the background and status of particular cases, the status of independent unions, foremen cases, and the CIO request for the establishment of an anti-friction bearing industry commission. Arranged alphabetically by name of company or subject.

Records of Board Members Representing Labor

RECORDS OF GEORGE MEANY. May-June 1944. 2 in. 50

Mr. Meany, secretary-treasurer of the American Federation of Labor, had served as a regular AFL labor member of the NDMB and transferred in that capacity to the NWLB. His records consist of copies of letters to AFL members of regional boards requesting information on the method used by the regional boards in formulating wage brackets, reports received from the regions in response to his requests, and summaries of all the reports. Unarranged.

RECORDS OF GEORGE T. BROWN. 1942-43. 7 ft. 51

Mr. Brown served as an executive assistant to the AFL labor members of the Board. His records are skeleton case files containing mainly copies of case correspondence, directive orders, panel reports, excerpts from testimony during hearings, reports of the Appeal Committee, and related press releases. There are a few letters received by Mr. Brown from the unions involved. Arranged alphabetically by name of company.

RECORDS OF CARL J. SHIPLEY. 1943-45. 5 in. 52

Mr. Shipley, the international representative of the United Automobile, Aircraft, and Agricultural Implement Workers of America (CIO), served as one of the substitute CIO labor members of the NWLB. His records consist mainly of correspondence, memoranda, and telegrams relating to the status of and decisions in particular cases and to procedural matters. His records also include copies of contracts and agreements, and reports and issuances of CIO labor unions. Unarranged.

RECORDS OF BENJAMIN C. SIGAL. 1942-45. 11 ft. 53

Office files of Mr. Sigal, who served as an executive assistant to the CIO members of the Board. His records are in three parts, as follows:

1. Mimeographed letters prepared by Mr. Sigal from July 1943 to Feb. 1944 for CIO regional board members, containing comments on important National Board decisions and discussions of policies on such issues as equal pay for equal work, maintenance of membership, the Little Steel

Formula, arbitration, substandards, union security, union checkoffs, wage brackets, and vacations. Arranged numerically by issue, Nos. 1-14. There is a subject index, issued Nov. 30, 1943, that covers Nos. 1-11.

2. Skeleton case files containing mainly copies of case correspondence, reports of the Appeals or Review Committees, analytical memoranda prepared by the Wage Stabilization or Disputes Divisions, panel reports, and directive orders, but including also mimeographed Form 5340, "Record of Action Taken by Issues," showing the vote of the Review or Appeals Committees and the Board on each issue in each case; and some correspondence of Mr. Sigal with the unions involved in the cases. Arranged alphabetically by name of company.

3. Correspondence of Mr. Sigal with regional CIO members relating to the appointment of labor members to regional boards, changes in Board procedures, and opinions and decisions in particular cases; copies of directive orders, decisions, and press releases of regional boards; records containing data on the establishment of wage brackets in the Chicago area, including lists of job descriptions and excerpts from hearings; and copies of CIO regional newsletters. Arranged by region.

Additional records of Mr. Sigal are described in entry 406.

Records of the Board Committees

MINUTES OF THE NEW CASE COMMITTEE. Mar. 1943-Nov. 1944. 5 in. 54

The New Case Committee, tripartite in organization like the Board itself, was at first known as the Subcommittee on New Cases. It received all dispute cases certified to the Board by the Secretary of Labor and either assigned them to the appropriate agent of the Board, retained them for processing by the National Board, or returned them to the United States Conciliation Service. The minutes show the names of the members present and the decisions made relative to case assignments. Arranged chronologically, Mar.-Dec. 1943 and May-Nov. 1944.

REPORTS OF THE REVIEW COMMITTEE. Mar. 1943-Dec. 1945. 10 in. 55

The Review Committee, also tripartite in organization, reviewed all dispute cases retained at headquarters for original disposition by the Board, prior to action by the Board itself. The reports of the Committee to the Board include, for each case, the names of the disputants, the case number, the number of workers involved, and the recommendations of the Committee. Arranged chronologically by date of report.

RECORDS OF WILLIAM G. RICE, JR. 1941-43. 10 in. 56

Office files of Mr. Rice, who served as a public member of the Review Committee and as chairman of the Committee on Authorized Agencies. His files include correspondence and memoranda relating to the preparation of panel reports, the discussion of particular cases, review procedures, and wage adjustments for service employees on railroad carriers; copies of case materials such as drafts of panel reports, directive orders, and

agreements; minutes of meetings of the Committee on Authorized Agencies; copies of a proposed Executive order relating to rail and transport workers and drafts of proposed general orders delegating authority to other Government agencies to pass on wage and salary adjustments of their employees; a copy of the final report of the National Defense Mediation Board; and reference materials. Arranged alphabetically by subject or company name.

MINUTES OF THE APPEALS COMMITTEE. Nov. 1943-Dec. 1945. 5 in. 57

The Appeals Committee, also tripartite in organization, received all petitions for review of rulings or directive orders of agents of the Board and determined whether they should be entertained or dismissed. The minutes include the names of the Committee members present and the recommendations of the Committee in particular cases. Arranged chronologically. Other records of the Committee are described in entry 58.

OTHER RECORDS OF THE APPEALS COMMITTEE. Jan.-Oct. 1945. 7 ft. 58

Processed copies of memoranda that were prepared for the Appeals Committee by the Case Analysis or Wage Stabilization Divisions (see entry 30), analyzing the validity of grounds for appeal in cases where a petition for review had been filed; notes and comments on the petitions by members of the Committee; and the recommendations of the Committee. Arranged alphabetically by name of company involved. The minutes of the Committee are described in entry 57.

RECORDS OF THE POST-DIRECTIVE COMMITTEE. 1942-45. 3 ft. 59

The Post-Directive Committee, also tripartite in organization, examined requests for clarification or interpretation of directive orders in instances where disagreement concerning them had arisen, and either made rulings or referred the question to the Board for determination. It also examined petitions for reconsideration of decisions of the Board in dispute cases and made recommendations to the Board on the questions involved. The Committee's records are in three parts, as follows:

1. Copies of letters sent from the Board to companies and unions relating to clarification or interpretation of directive orders and to decisions of the Committee in denying or accepting petitions for reconsideration of such; copies of agenda for Committee meetings; and copies of monthly inventories of post-directive cases. Arranged alphabetically by subject and thereunder chronologically.

2. Letters received from companies and unions requesting interpretations of directive orders or petitioning for reconsideration and review of Board decisions, copies of letters sent in reply, copies of amended or supplemental directive orders, and a few copies of analytical memoranda prepared by the Disputes Division on post-directive cases. Arranged alphabetically by name of company and thereunder chronologically.

3. Copies of analytical memoranda relating to post-directive cases, prepared by the Disputes Division for the Review Committee or the Post-Directive Committee, that reviewed previous action taken by the Board and discussed the question before the Committee; and copies of reports of the Review on Post-Directive Committees to the Board on the post-directive cases, with summaries and recommendations. Arranged by type and thereunder chronologically.

RECORDS OF THE JOINT COMMITTEE ON SALARIES AND WAGES. 1942-43. 8 ft.

60

General Order 12, adopted by the Board on Nov. 12, 1942, permitted States or their political subdivisions to make adjustments in their employees' salaries or wages that were not fixed by State statute, provided that certification was made to the Board that such adjustments were necessary to correct maladjustments, inequalities, or gross inequities as defined in the Board's statements of wage policy. A Joint Committee on Salaries and Wages was established by the Board and the Commissioner of Internal Revenue to advise State and local agencies as to whether particular adjustments were in accordance with the national stabilization policy. On Dec. 26, 1942, the general order was amended to eliminate the requirement of filing certificates, but the Committee continued to function in an advisory capacity.

The records of the Committee consist mainly of certificates received from State and local agencies stating the nature and amount of wage adjustments granted to their employees and the reasons therefor, with related correspondence, but include also general inquiries from State and local officials relating to the applicability of wage stabilization regulations to local government employees, and replies thereto. Arranged alphabetically by State and thereunder by locality.

Records of the Office of the Executive Director

The Executive Director was the principal executive officer of the NWLB and carried on many of the functions normally handled by the head of an agency. Because of the nature of the Board's operations and organization, the Chairman and the Vice Chairman were occupied a great part of the time in Board meetings and hearings and in conference with the President and the Economic Stabilization Director, with the result that most of the executive and administrative responsibility was carried by the Executive Director. Some of his records are with those of the Executive Director of the National Wage Stabilization Board (entries 417-428).

STAFF MEMORANDA. Feb. 1943-July 1944. 5 in.

61

Were sent to the chairmen of the regional boards by the Executive Director of the National Board. They contain instructional and informational material on Board policy, organization, programs, procedures, and administrative matters. After July 1944 they were replaced by Field Memoranda (see entry 62); a subject index is in Field Memorandum No. 120,

Supplement 2, dated June 15, 1945. The Staff Memoranda are arranged chronologically.

FIELD MEMORANDA. Aug. 1944-Nov. 1945. 2 ft. 62

These memoranda, sent to the regional boards by the Executive Director of the National Board, contain informational and instructional materials on Board policy, procedures, organization, and administration. They supplanted the Staff Memoranda described in entry 61. Arranged numerically, 1-155. Card indexes to the memoranda are described in entry 63. Subject and numeric indexes are in Field Memorandum No. 120 issued May 1, 1945, and its supplements. A revised index, covering Field Memoranda 1-200, inclusive, is in NWSB Field Memorandum No. 201, issued June 10, 1946 (see entry 424).

CARD INDEXES TO FIELD MEMORANDA. 1943-46. 8 in. 63

Show the subjects or titles and the dates of issuance of field memoranda. On 3" x 5" cards, the three indexes are as follows: (1) for unnumbered field memoranda issued before Aug. 1944, arranged alphabetically by subject or title; (2) for Field Memoranda 1-145, issued Aug. 1944-Oct. 1945, and arranged alphabetically by subject or title; and (3) for Field Memoranda 1-218, issued Aug. 1944-Nov. 1946, and arranged numerically by memorandum number. The first index is more detailed than the one in Supplement 2 (dated June 15, 1945) to Field Memorandum No. 120 (entry 62).

WEEKLY ACTIVITY REPORTS. 1942-46. 2 ft. 64

Processed statistical reports, including charts, graphs, and tables, that were issued weekly by the Wage Stabilization and Administrative Management Divisions of the NWLB and the Research and Statistics Branch of the NWSB, successively. They summarize the activities of the NWLB and its agents in the acquisition, processing, and disposition of voluntary, dispute, and enforcement cases; the number of applications (Form NWLB 10) processed by the regional offices of the Wage and Hour and Public Contracts Divisions of the Department of Labor; and the activities of the NWSB and its agents in the acquisition, processing, and disposition of voluntary and enforcement cases. Arranged chronologically.

"SUMMARY OF SIGNIFICANT BOARD ACTIONS" AND "APPEALS SUPPLEMENT" THERETO. June 1943-Sept. 1945. 5 in. 65

The "Summary" is a series of mimeographed reports prepared by the Wage Stabilization Division summarizing important decisions, resolutions, and other actions of the National Board that were significant in expanding and clarifying policy on such issues as ability to pay, collective bargaining, the commission method of wage payment, contracts, discharges and reinstatements, grievance procedures, incentive systems, job classification systems, job protection, maladjustments, nonproduction bonus payments, retroactive payment of wage increases, premium pay, seniority, severance pay, shift differentials, substandards, union security, vacations, and working conditions. The "Appeals Supplement to Summary of Significant Board Actions" is a series of tabular analyses of issues

appealed in dispute cases, indicating for each case the action of the regional board or other Board agent, the basis of the petition for appeal, and the action of the National Board on the appeal. The "Summary" was released, usually, each month. A subject index was issued in Sept. 1945. The "Appeals Supplement" was issued monthly only from Mar. to May 1944. Both are arranged numerically according to issue number, 1-8 and 1-10, respectively.

"CHRONOLOGICAL SUBJECT FILE." Feb.-Dec. 1944. 10 in. 66

Consists of letters received and copies of letters sent by the Executive Director, with related interoffice memoranda and press releases, pertaining to interpretations of Board regulations and to administrative and procedural matters. Arranged alphabetically by name of correspondent or subject and thereunder chronologically.

REGIONAL CORRESPONDENCE. 1942-44. 1 ft. 67

Correspondence of the Executive Director with regional boards concerning organizational and administrative problems, procedural matters, personnel actions, and specific cases; agenda and notes on regional conferences; notes on visits to regional offices; copies of reports from the regions, including analytical reports, with sample forms and statistical data on case workloads, on procedural functions in processing Form 10 applications; press releases relating to the establishment and staffing of regional boards; lists of employer and employee members of regional boards; and copies of lists of dispute cases referred to regional offices and commissions and panels. Arranged numerically by region and thereunder chronologically. Additional correspondence of the Executive Director with the regional boards is described in entry 419.

OUTGOING CORRESPONDENCE. Nov. 1942-Aug. 1944; July 1945-Dec. 1945. 68

1 ft.

Copies of memoranda and letters sent by the Executive Director to Board agents, other Government agencies, Members of Congress, and industrial concerns, relating to the status of or decisions in particular dispute cases, rulings in wage-stabilization cases, the jurisdiction of the Board, and budgetary and other administrative matters; and copies of processed memoranda sent to chairmen of the regional boards. Included also are copies of letters prepared in the office for the signature of the Chairman. Arranged chronologically.

OUTGOING CONGRESSIONAL CORRESPONDENCE. Jan.-June 1944. 2 in. 69

Copies of letters from the Executive Director to Members of Congress, mainly in reply to inquiries by Congressmen on behalf of their constituents about the jurisdiction and procedures of the Board, the status of or decisions in particular cases, the application of the wage-stabilization program to particular groups of workers, and other routine matters. Arranged in two parts, chronologically from Jan. to Feb. 1944, and thereafter alphabetically by name of correspondent.

CORRESPONDENCE RELATING TO PANEL MEMBERS. 1941-42. 5 in. 70

Relates mainly to the appointment of panel members for the NDMB but in a few instances to members for the NWLB. The correspondence includes copies of letters from the President and the Executive Secretary of the Board notifying individuals of their appointment, letters of acceptance, and letters of resignation; and a few biographical sketches. Arranged alphabetically by name of appointee and thereunder chronologically.

INDEX TO MEMBERSHIP OF REGIONAL WAR LABOR BOARDS. 1943-44. 7 in. 71

Cards, 3" x 5", containing the names of members of regional boards, their dates of appointment, and their positions in private life or their addresses. Arranged numerically by region, thereunder by type of member (public, industry, and labor), and thereunder alphabetically by name of member.

RECORDS OF CARL SCHEDLER, DEPUTY EXECUTIVE DIRECTOR. Feb. 1943-Jan. 1944. 5 in. 72

Consist of copies of memoranda and letters sent to regional offices and other Government agencies relating to appointments, resignations, and other administrative matters, or in reply to routine requests for information on procedures. Arranged chronologically.

RECORDS OF THE BOARD ROOM SECTION. 1942-45. 9 ft. 73

This Section supervised the preparation of the Board's calendar, prepared orders and actions of the Board and transmitted them to the parties concerned, and was responsible for the official closing of cases. Its records, relating to dispute cases heard by referees, include interoffice memoranda pertaining to requests for use of hearing rooms and to the preparation of official memoranda closing the cases, copies of referee or hearing officer reports, copies of form letters to disputants notifying them of the appointment of referees and submitting referee reports for comments, and a few copies of disputants' comments on the reports. Arranged alphabetically by name of company and thereunder chronologically.

Records of the Historical Section

The Historical Section, consisting of a historical officer, Ben Stephansky, an assistant, William Ducsay, and a consultant, Prof. Selig Perlman, was established within the Office of the Executive Director in 1944. Its function was to prepare a documentary history of the Board in accordance with the request of the President for a detailed record of the experiences of each of the wartime agencies. The Section prepared a number of monographs and special studies and in the summer of 1945 a staff group headed by Milton Derber began intensive work on The Termination Report of NWLB, Industrial Disputes and Wage Stabilization in Wartime (1947-48. 3 vols.). The records described below relate only to the period when the work was directed by Mr. Stephansky.

RECORDS RELATING TO THE OPERATION OF THE HISTORY PROGRAM. 1943-45. 5 in.

74

Mainly correspondence, interoffice memoranda, and reports relating to the Board's participation in the historical program of the Committee on War Records in the Executive Office of the President, the general purpose of the Board's history project, the staffing of the Historical Section, the collection and transmission of documentary materials for the use of the historian, and the accessibility of the Board's records; but including also the prospectus of the history, notes on Mr. Stephansky's field trips, staff conferences, and interviews with Board officials, and a few outlines of special studies. Arranged alphabetically by subject or name of correspondent.

HISTORICAL SUBJECT FILE. 1942-45. 6 ft.

75

Mainly copies of correspondence, memoranda, reports, press releases, and other documents collected by Mr. Stephansky for informational purposes, relating to such subjects as antecedent bodies, the organization and jurisdiction of the Board, relationships of the Board with other agencies, and the policies and operations of the Board. The series also includes suggested outlines for monographs, and monographs and studies prepared in the Section. Arranged alphabetically by subject; a small amount of unarranged material is at the end of the series.

RECORDS RELATING TO THE ORGANIZATION AND ADMINISTRATION OF THE BOARD. 1942-45. 10 in.

76

Consist of interoffice memoranda, correspondence, reports, and press releases containing information of significance to the historian in his administrative study of the Board. They relate to the organization, jurisdiction, and rules of procedure of the Board, the appointment of staff members, and relations with other Government agencies, particularly the United States Conciliation Service and the Bureau of Labor Statistics. Arranged alphabetically by subject.

SUMMARY OF REPORTS OF REGIONAL CHAIRMEN. 1943-45. 3 in.

77

Selections of historical significance from the weekly reports of regional chairmen, relating to policy determinations, changes in organization and rules of procedure, enforcement problems, important cases, the establishment of panels and commissions, and the determination of wage brackets. Arranged by region.

SPEECHES. 1942-45. 2 in.

78

Mimeographed copies of some of the more important addresses delivered by Board members. Arranged alphabetically by name of speaker.

RECORDS RELATING TO BUDGET ESTIMATES. 1943-45. 10 in.

79

Consist of analyses of and justifications for budget estimates, both regular and deficiency, prepared by the Board for the fiscal years 1943-46. Arranged chronologically by fiscal year.

RECORDS RELATING TO THE MONTGOMERY WARD CASES. 1942-44. 5 in. 80

Copies of correspondence and memoranda relating to the Montgomery Ward cases, with related directive orders and press releases; a volume entitled "Compilation of Data for Use in Connection With Congressional Committees Investigating Montgomery Ward and Company Cases"; and an incomplete set of the report of proceedings of the hearings held before the Congressional Select Committee to Investigate Montgomery Ward Seizures. Unarranged. See entry 131 for other records relating to these cases.

CASE HISTORIES. 1942. 2 in. 81

These are histories of dispute cases acquired and closed in 1942. Each history includes the names of the parties, the Conciliation Service case number, the date and method of acquisition and of disposition of the case, notations of the major issues and the number of workers involved, a narrative statement on the background of the case, and a closing statement relating to the disposition of the issues. Arranged alphabetically by name of company.

RECORDS OF BEN STEPHANSKY. 1942-43. 10 in. 82

Office files of Mr. Stephansky while he was panel assistant and mediation officer. They include correspondence and interoffice memoranda relating to panel sessions or meetings with disputants; copies of weekly activity reports to the Executive Director, daily reports of hearings in some of the cases in which he acted as panel assistant, and panel recommendations in particular cases; mimeographed Board issuances on union-shop and maintenance-of-membership clauses; and a few drafts of agreements or stipulations in particular cases. Arranged alphabetically by name of company or subject.

Records of the Legal Division

The Legal Division furnished legal counsel to the Board and its agents, interpreted the rules and regulations of the Economic Stabilization Director and the general orders of the Board for staff members and for the public, and kept the Board advised on all legislative proposals affecting its functions and policies. The Office of the General Counsel directed, supervised, and coordinated the work of the Division. The Enforcement Section examined all findings and determinations in cases resulting in tax disallowances (see entry 21) that were completed in the regional offices, and maintained liaison not only with other divisions of the Board and its agents on enforcement questions but also with other Government agencies such as the Bureau of Internal Revenue, the War and Navy Departments, the Office for Economic Stabilization, the Department of Justice, and the Wage and Hour Division of the Department of Labor. It also dealt with inquiries and complaints from the public and Members of Congress relating to the enforcement program. The Dispute Opinions and Rulings Section handled questions arising in dispute cases that involved points of law, and interpreted various major policy statements of the Board with reference to dispute matters.

The Division, at the time the Board was terminated, consisted of the above units and the Wage Stabilization Opinions and Rulings Section. Some records of the Division are with those of the Legal Division of the NWSB (entries 429-435).

GENERAL RECORDS. 1942-46. 9 ft.

83

Correspondence, memoranda, reports, opinions of the General Counsel, and press releases, pertaining to the following: jurisdictional questions such as the authority of the Board over agricultural and supervisory employees and personnel employed on foreign flag vessels operated by the War Shipping Administration, relationship with the Commissioner of Internal Revenue in salary stabilization, liaison with the Office of Price Administration, conflict of authority with the National Labor Relations Board, conflicts with State laws, and the authority of commissions and panels; procedural and administrative matters such as proposed procedure for appeals from rulings of regional wage stabilization directors, powers and procedures of the NWLB in World War I, administrative procedure bills introduced into Congress as a result of the Smith Committee hearings, and delegation of enforcement authority to regional attorneys and of wage-stabilization authority over Government employees to Government agencies; wage and nonwage issues such as incentive systems, union security, vacation plans, veterans' rights, salesmen commissions, and severance pay; and such other matters as violations of Executive Order 9250 and the enforcement program, interpretations of Executive Order 9240 and activities of the Joint Committee on Cases Involving Executive Order 9240, judicial review of Board decisions, litigation affecting the Board, and cost-of-living studies. Arranged alphabetically by name of agency or person or by subject.

CHRONOLOGICAL FILE. 1942-47. 4 ft.

84

Copies of memoranda, telegrams, and letters sent by members of the Division (including copies of letters prepared in the Division for the signature of the Chairman) to agents of the Board, other Government agencies, and private individuals, relating to legal questions on the coverage and interpretation of the Board's orders and regulations, meetings and conferences on enforcement, questions of procedure, and complaints of violation of the stabilization program. Arranged chronologically. An index is described in entry 85. A smaller series of letters sent for part of this period by the Legal Division of the NWSB is described in entry 433.

SUBJECT INDEX TO CHRONOLOGICAL FILE. 1944-45. 3 in.

85

An incomplete index, on 5" x 8" cards, each card giving the subject title, date, and excerpts from the letter of that date. Arranged alphabetically by subject.

RECORDS RELATING TO CIVIL CASES. 1944-45. 5 ft.

86

These were cases in civil courts to which the Board was party or in which it was interested. The records consist mainly of copies of case materials such as complaints, briefs, and affidavits, but include some

correspondence and interoffice memoranda relating to the litigation in progress. Arranged alphabetically by name of company that was party to the suit.

GENERAL RECORDS OF THE ENFORCEMENT SECTION. 1943-45. 2 ft. 87

Mainly correspondence with regional enforcement attorneys, memoranda, and reports, relating to criteria for determining violations, the application of disallowances and sanctions in cases of violations, the enforcement problems of the commissions and panels, case control problems, enforcement instructions and procedures, relations with the Commissioner of Internal Revenue, recruitment of personnel for enforcement, publicity, retroactivity for violation cases, the legislative history of the enforcement provision of the Stabilization Act of Oct. 2, 1942, and the activities of the Enforcement Survey Committee. Included also are copies of enforcement reports of the General Counsel to the National Board, budget estimates and justifications for the Section with worksheets on workloads, agenda for enforcement conferences together with copies of materials to be discussed and notes on the conferences, copies of resolutions of regional boards creating enforcement divisions, organization charts for regional legal divisions, and sample enforcement forms. Arranged alphabetically by subject.

GENERAL RECORDS OF THE DISPUTE OPINIONS AND RULINGS SECTION. 1943-45. 88
1 ft.

Mainly correspondence, memoranda, reports, and press releases, relating to such subjects as court review of administrative rulings, pending litigation, the subpoena power of the Board, the President's seizure powers, the Board's policy on retroactivity, and wage decreases; but including also lists of cases pending litigation, testimony prepared for the Smith Committee, and mimeographed copies of opinions of the General Counsel. Arranged alphabetically by subject.

Records of the Office of the General Counsel

GENERAL RECORDS. 1942-45. 6 ft. 89

Mainly correspondence of the General Counsel and other members of the Legal Division, copies of correspondence of other Board members, reports, and press releases. They relate to arbitration policy; compliance problems; the handling of enforcement cases; conflict with State laws; powers of the Board in relation to the Davis-Bacon Act; the trend of decisions under Executive Order 9017; the interpretation of Executive Order 9240; instructions to regional boards and commissions for operating under Executive Order 9328 and under the supplementary directive of May 12, 1943; the Fair Labor Standards Act; proposed bills by the Smith Committee; House resolutions on subjects of interest to the Board, including the repeal of the War Labor Disputes Act, the voiding of maintenance-of-membership clauses ordered by the Board, the 48-hour week, and the prohibition of organizations of supervisory employees for collective bargaining; independent unions; relations with other Government departments; intrastate cases; litigation; maintenance of membership; the reconversion

bill; retroactive pay; State minimum wage laws; the Wage Adjustment Board; and the withdrawal of AFL members. The series also includes a set of general orders with press releases relating to their issuance or amendment, a typed set of opinions of the General Counsel, budget estimates for the Legal Division, organization charts, agenda of conferences of regional attorneys with copies of material to be discussed, reports by staff members of visits to regional offices, and minutes of meetings of the Staff Policy Committee and the Committee on Regional Instructions. Arranged alphabetically by subject, agency, or name of person.

RECORDS OF JESSE FREIDIN. 1942-45. 4 ft.

90

Office files of Mr. Freidin, who was General Counsel of the Board. They consist mainly of correspondence, memoranda, reports, notes, case materials, and press releases, relating to the status of orchestra leaders and musicians under the salary stabilization laws; interjurisdictional disputes in the building construction industry; the jurisdiction of the Board over disputes involving foremen; the enforcement survey by the Gelhorn Committee, including the final report of the Committee on May 1, 1944, and copies of reports on enforcement operations submitted to the chairman of the Committee by regional attorneys; court cases to which the Board was party or in which the Board was interested; the War Labor Disputes Act; the war powers of the President; specific dispute cases; and meetings of the Review Committee. Included also are copies of excerpts from State statutes relating to checkoff of union dues and union security, and copies of testimony of Board officials before the Smith Committee and the Select Committee to Investigate the Montgomery Ward Plant Seizure, with related exhibits and Committee reports. Arranged alphabetically by subject or name of company.

RECORDS OF I. ROBERT FEINBERG. 1943-45. 7 ft.

91

Office files of Mr. Feinberg, who was one of the associate general counsels of the Board, relating to cases that involved the application and interpretation of Executive Order 9240. This order, which became effective Oct. 1, 1942, related to overtime compensation for Saturday, Sunday, and holidays. On Jan. 26, 1943, a Joint Committee, with representatives of the Board and the Department of Labor, was appointed to make recommendations to the Board and its agents in cases involving this order. Records for each case may include interoffice memoranda; correspondence with regional boards, companies, and unions relating to issues in the case; copies of case materials; Feinberg's notes on the case; and the report and recommendations of the Joint Committee on Executive Order 9240. Arranged alphabetically by name of company.

MEMORANDA AND OPINIONS OF THE GENERAL COUNSEL'S OFFICE.

Sept. 1943-June 1945. 3 in.

92

Mimeographed issuances prepared by the staff of the General Counsel's Office. The memoranda contain discussions of certain points of law accepted and acted upon by the Board either by incorporation into the Board's rules of procedure or by a consistent line of decisions. The opinions are replies to inquiries from the Appeals, Review, Post-Directive, and New Case Committees and from the Board itself regarding

specific cases. Arranged by type (memoranda or opinions) and thereunder chronologically. Indexes to both are included in the series.

Records of the Division of Public Information

The Division of Public Information was responsible for disseminating accurate information on the rights and duties of those affected by the rules, regulations, and decisions of the Board, and for keeping the public informed as to the activities and policies of the Board. In accordance with these obligations the Division handled all press relations for the Board and prepared pamphlets and other publications for public distribution, articles for magazines and periodicals, and all material destined for trade and labor publications.

GENERAL RECORDS. 1941-45. 2 ft.

93

Correspondence, memoranda, reports, and other documents relating to the National Defense Mediation Board, the enforcement activities of the NWLB, information policy and procedures, and the preparation and publication of articles about the Board for magazines, trade journals, and yearbooks, together with copies of such articles; copies of issuances and publications prepared by the Division; copies of other Board reports, issuances, and publications; articles relating to the Board and its operations, clipped from newspapers and magazines; and transcripts of press conferences of Chairmen Davis and Taylor. Arranged alphabetically by name of person or subject. See entry 436 for the general records of the Information Division of the NWSB.

REGIONAL CORRESPONDENCE. 1942-45. 2 ft.

94

Mainly correspondence of the Director of Information with the regional information directors relating to publicity possibilities, the release of statements to the press, news stories on the Board appearing in local papers, and subjects for discussion at conferences of information directors. There are a few copies of weekly and annual reports from the information directors. Arranged by region and thereunder chronologically.

"FIELD INFORMATION" RECORDS. 1942-45. 5 in.

95

Mainly copies of memoranda and letters sent by the Director of Information to all regional information directors, relating to the educational campaign of the Board, the press releases and pamphlets prepared by the National Office, the rewrite of National Board releases for local consumption, and meetings of regional information directors; but including also copies of the "Bi-Weekly Information Letter," a series of processed memoranda advising the regional directors of activities in Washington and in the other regions, and copies of stock radio scripts adaptable for regional programs. Arranged chronologically.

REPORTS FROM THE REGIONS. 1943-45. 1 ft.

96

Summary final reports on information and publicity operations, prepared by the regional information directors in 1945 in response to a

request from the National Board; and regular biweekly activity reports of the regional information divisions. Arranged by region and thereunder chronologically.

BUDGETARY RECORDS. 1943-45. 2 in. 97

Copies of budget estimates and justifications for the Division, with such supporting materials as divisional organization charts and lists of positions; and copies of memoranda relating to budget hearings at the Bureau of the Budget. Arranged chronologically by fiscal year.

RECORDS RELATING TO THE ORGANIZATION OF THE BOARD. 1941-43. 1 in. 98

Include a copy of the President's letter dated Dec. 23, 1941, accepting the no-strike-no-lockout covenant of the labor-management conference of December 1941; copies of Executive orders establishing and staffing the Board; lists of regional and National Board and staff members; press releases relating to the appointment of Board members; biographical sketches of the more important Board officials; organization charts; a compilation of form letters and other official forms used by the Board in dispute cases; and copies of the War Labor Disputes Act with copies of letters from several Government agencies commenting upon it prior to its passage. Unarranged.

RECORDS RELATING TO COAL CASES. 1942-45. 2 ft. 99

Correspondence, memoranda, reports, Executive orders, and case materials, with related press releases (including releases of the Board, the White House, the Interior Department, the United Mine Workers of America, and the National Coal Association), relating to the negotiation of wage agreements and the settlement of the other issues in dispute in the bituminous and anthracite coal industries. Correspondence and memoranda are arranged alphabetically by name of correspondent and coal company, respectively; the remaining records, chronologically within the two major industry breakdowns, bituminous and anthracite. Other records relating to coal cases are described in entries 34 and 41.

RECORDS RELATING TO CONGRESSIONAL INVESTIGATIONS AND INQUIRIES.

1943-44. 2 in.

100

Copies of letters received and sent, reports, and testimony, relating to the investigation of the Board by the Select Committee to Investigate Executive Agencies (the Smith Committee); the Senate Resolution of Apr. 9, 1943, introduced by Sen. Harry F. Byrd, requiring the Board to report on its activities in stabilizing wages and salaries; and the request from Sen. Robert Wagner for the Board's view on a bill prohibiting the use of public funds for subsidies on agricultural commodities. Arranged alphabetically by name of committee or subject.

RECORDS RELATING TO NATIONAL WAR LABOR BOARD, WORLD WAR I. 1918-41.

1 in.

101

Photostatic copies of the following: transcript of proceedings and minutes of the meetings of the Labor Planning Board on Feb. 25, 1918; records of the Board relating to the Bridgeport Case, 1918, and records

of the War Department relating to the Smith and Wesson case, 1918; inter-office memoranda and reports of the NDMB relating to the Smith and Wesson case; and the report, "Three Cases Under the National War Labor Board (1918-1919) Reflecting the Powers of That Board." Unarranged.

TRANSCRIPTS OF CONFERENCES AND HEARINGS. 1942-45. 4 ft. 102

Verbatim transcripts of meetings and conferences of the Board with members of regional boards, commissions and panels, and other Government agencies on policy and administrative and procedural problems; transcripts of meetings, hearings, and conferences of the Board with its agents and/or interested parties on the following: wage stabilization, enforcement, the status of foremen, meat-packing and coal cases, paid holidays, the transit industry, the west coast lumber industry, the revision of the Little Steel Formula, and wage reviews in the shipbuilding industry; transcripts of meetings of the Committee on Conversion Problems, the Policy and Review Committees, the President's Cost of Living Committee, the interagency committee on lumber, the Lumber Policy Committee of the WPB, and the War Department's Appeals Committee; and transcripts of public hearings and executive sessions of the Region X NWLB on the policy directive of May 12, 1943, rare and unusual cases, the revision of wage brackets, and the sub-standard wage issue. Arranged by subject, committee, or agency, and thereunder chronologically.

PRESS RELEASES. 1942-45. 5 ft. 103

Mimeographed copies of press releases covering all activities of the Board. Arranged numerically by release number, PM 2152 - PM 2656 for the period up to Mar. 9, 1942, and B 1 - B 2272 thereafter. Indexes to the releases are described in entries 104 and 105.

INDEXES TO PRESS RELEASES DESCRIBED IN ENTRY 103. 1942-45. 1 in. 104

There are three indexes as follows:

1. Mimeographed sheets giving for each release its number, subject content, and release date. Arranged numerically by release number, PM 2152 - PM 2656 and B 1 - B 1196, for the period Jan. 12, 1942-Dec. 30, 1943.
2. A set of "Press Release Digest," issued weekly by the Division of Public Information, that gives for the releases issued each week the release numbers, the dates, and digests of the contents. Arranged chronologically by date of the digest, Jan. 8, 1944-Dec. 31, 1945.
3. A mimeographed report entitled "Index (Chronological and By Issues) to Press Releases on National War Labor Board Opinions," prepared by the Division of Public Information in Dec. 1945. The report is in two parts, one containing an alphabetical list of issues covered by the opinions, with references to the case names and numbers and related releases, and the other containing a numerical list of these releases giving the name of the company involved in each case, the writer of the opinion, the type of opinion (unanimous, majority, or dissenting), and the issues involved. The index covers releases issued during the period Jan. 12, 1942-Dec. 31, 1945.

CARD INDEXES TO PRESS RELEASES DESCRIBED IN ENTRY 103. 1942-45. 4 ft.

105

Are on 3" x 5" cards, as follows:

1. Each card in this index has a subject or company entry and under it digests of pertinent press releases with dates and release numbers. Arranged alphabetically by subject or name of company.

2. An index for press releases issued in 1943-44 only, each card of which has an industry entry and under it reference to a particular case with digests of pertinent press releases and their dates and release numbers. Arranged by industry and thereunder numerically by release number.

3. This index also is for 1943-44 releases only. Each card has an "issue" entry and under it reference to a particular case with digests of pertinent press releases and their dates and release numbers. Arranged by issue and thereunder numerically by release number.

CARD INDEX TO PRESS RELEASES AND MEMORANDA SENT TO REGIONAL CHAIRMEN.

1943-44. 7 in.

106

Cards, 3" x 5", each having a subject or company entry and under it digests of either pertinent press releases or memoranda sent to the field, with dates, and, for the press releases, the release numbers. Arranged alphabetically by subject or company.

PRESS RELEASE DISTRIBUTION RECORD. 1942-45. 2 in.

107

Form NWLB-123, which gives for each release the release number, the date of issue, the title, and the date distributed. Arranged numerically by release number.

"MEMO RELEASES." Dec. 1942-Mar. 1944. 8 in.

108

Mimeographed copies of advance press releases announcing decisions of the Board. They were not assigned regular press release numbers. Arranged chronologically.

PRESS CONFERENCE TRANSCRIPTS. 1941-45. 8 in.

109

Verbatim transcripts of press conferences of the Chairman, Vice Chairman, and other public members of both the NDMB and the NWLB. Arranged chronologically.

SPEECHES. 1942-45. 6 in.

110

Mainly texts of speeches, statements to the press, and radio interviews of Board officials, with a few drafts and corrected copies; but including also texts of some speeches delivered by officials of other war agencies. Speeches of Board officials are arranged alphabetically by name of speaker and thereunder chronologically; speeches of other officials, chronologically.

- RADIO SCRIPTS. 1944-45. 1 in. 111
Texts of stock radio scripts adaptable for use in all regions and texts of radio interviews with Chairman Davis. Arranged by type and thereunder chronologically.
- PUBLICATIONS. 1942-45. 5 in. 112
Publications, both printed and processed, of an informational and procedural nature, including summaries of decisions of the Board, indexes to directive orders and opinions in dispute cases, wage-stabilization general orders and interpretations, information for tripartite panel members, directive orders and opinions in the little steel cases, reports on the application of the Little Steel Formula, rules of organization and procedure, and statements of the work of the Board. Arranged by subject or title.
- NEWSLETTERS. Mar. 1943-Nov. 1945. 2 in. 113
Processed copies of newsletters prepared by the Division of Public Information for employees of the Board. They contain narrative summaries of activities in each region and at headquarters and were issued weekly, Mar. 1943-Feb. 1944; semimonthly, Mar.-Aug. 1944; and monthly, Sept. 1944-Nov. 1945. Arranged chronologically.
- "PRESS DIGEST." Jan. 1943-Nov. 1945. 10 in. 114
Mimeographed copies of the "Press Digest," which was issued daily by the Division of Public Information. It contains digests of news stories, syndicated news columns, and editorials relating to the Board and its activities and to labor disturbances in general. Arranged chronologically.
- "EDITORIAL DIGEST." Jan. 1944-Nov. 1945. 4 in. 115
A mimeographed issuance of the Division containing digests of editorial comments in newspapers in several large cities on such subjects as the Montgomery Ward Case, the Little Steel Formula, coal disputes, and portal-to-portal pay. Issued irregularly. Arranged chronologically.
- BIOGRAPHICAL MATERIAL. 1943-45. 7 in. 116
Consists of lists of regional board personnel and biographical sketches, with some pictures, of board and staff members of both regional and National Boards. Material relating to regional personnel is arranged numerically by region; that relating to National Board personnel, alphabetically by name of person.
- NEWSPAPER CLIPPINGS. 1942-45. 19 ft. 117
Newspaper clippings and some copies of editorial digests, relating to coal cases; aluminum hearings, 1945; the appointment of William Davis as director of the Office of Economic Stabilization; strikes in Detroit, 1944; the Humble oil case; steel contracts, 1943-44; revision of the Little Steel Formula; Montgomery Ward cases; Petrillo; the report to the President by the public members of the Board, Feb. 1945; resignations; the San Francisco machinist case, 1944; the textile wage rule; veterans; and wage policy. In two sets, one arranged by subject and the other chronologically.

RECORDS OF THE EDITORIAL SECTION. 1943-45. 1 ft.

118

This Section prepared all pamphlets and other publications for public distribution, speeches for Board members, and articles for magazines and periodicals. Its records relate to activities of the regional information divisions and include correspondence and memoranda incorporating suggestions for educational campaigns, copies of stock speeches and radio scripts adaptable for use in all regions, copies of the stylebook for information directors of the regional boards, agenda and summaries of regional conferences, copies of annual reports of the information divisions, copies of articles and speeches by regional officials, local paper clippings, and copies of radio scripts used locally. Records pertaining to all regions are at the beginning of the series arranged alphabetically by type of material; the other records are arranged by region and thereunder alphabetically.

Records of the Division of Administrative Management

The Division was responsible for the overall planning, direction, and coordination of the administrative management of the several divisions of the National Board and the regional offices, and performed various "housekeeping" functions including the maintenance of the central files and the control of records. Some records of the Division are with those of the Administrative Management Division of the NWSB (entries 444-455).

GENERAL RECORDS. 1942-45. 3 ft.

119

Letters received and copies of letters sent, memoranda, telegrams, reports, and press releases, relating to administrative matters such as appointments, the classification and allocation of positions, the receipt and control of cases, the use of Conciliation Service case files, records disposal, and the use of local Wage and Hour Division offices; procedural matters, particularly in the handling of grievances and appeals and the certification of cases from the War Production Board, the War Manpower Commission, and the Conciliation Service; the organization, jurisdiction, and operations of the National Board, the regional boards, and the commissions and panels; and such subjects as the cost of living, collective bargaining, reconversion, strikes, and congressional labor bills. Arranged alphabetically by subject.

CENTRAL FILES FOR NWLB. 1942-45. 76 ft.

120

Consist of letters received, copies of letters sent, memoranda, reports, and press releases, relating to the administration, organization, and operations of the Board and its agents. They are arranged in the following subject categories: administrative services, Board operations, fiscal, labor relations, legislative and executive, personnel, public relations, relationships with other agencies, statistics and reports, disputes, and wage stabilization. Only correspondence of a general, procedural, or statistical nature is under the last two subjects; most of the correspondence relating to a specific case was filed in the case file. Under the subject breakdown the material is arranged numerically according to the Board's filing scheme as contained in the "Communication and Records Manual," a copy of which is available.

REGIONAL CORRESPONDENCE. 1942-45. 10 in. 121

Letters received from and copies of letters sent to regional offices, relating to personnel policy, personnel assignments, position-classification surveys, allocation of positions, and budgetary matters. Arranged numerically by region and thereunder chronologically.

RECORDS RELATING TO REGIONAL CONFERENCES. 1942-45. 5 in. 122

The conferences were of the following regional officials: chairmen, wage stabilization directors, information directors, dispute directors, and administrative management directors. The records include the agenda for the conferences; memoranda relating to problems to be discussed, with related copies of materials to be discussed; post-conference reports; and a few verbatim transcripts of the proceedings. Arranged chronologically by date of conference.

RECORDS RELATING TO WITHDRAWAL OF STRIKE NOTICES. 1943-44. 2 ft. 123

Section 8 of the War Labor Disputes Act required that labor organizations intending to strike file notices of the labor disputes that threatened "seriously to interrupt war production" with the NWLB, the National Labor Relations Board (NLRB), and the Department of Labor. The records in this series consist mainly of letters received from the unions withdrawing their 30-day strike notices, together with such earlier correspondence as the original letters from the unions notifying the Board of their intention to strike, copies of letters of acknowledgment sent by the Board, and a few copies of letters sent to the Board by the NLRB or the Secretary of Labor relating to the threatened strikes. Arranged chronologically by year and thereunder alphabetically by name of company involved. See also entries 133-136.

RECORDS OF THE TRIPARTITE COMMITTEE ON INSTRUCTIONS. 1943-45.
2 in. 124

The Tripartite Committee on Instructions was authorized to act for the Board on administrative and minor policy matters affecting the Board's field operations. All actions taken by the Committee were regularly reported to the Board. The Committee's records include agenda for meetings with copies of proposed memoranda, general orders, resolutions, and the like to be discussed; comments of the Committee members thereon; and minutes of the meetings. Arranged chronologically.

FIELD PERSONNEL MEMORANDA. Apr.-July 1943. 1 in. 125

Were sent to the regional boards by the personnel director of the National Board. They contain instructions to the field on personnel matters, particularly on position classification, recruitment, and training. Arranged numerically by serial number, FPM 1 - FPM 15. An index is included.

"HANDBOOK OF NATIONAL WAR LABOR BOARD." 1942-43. 3 in. 126

For the period through July 1943 the "Handbook" attempted to codify the Board's policies and instructions. It was organized under several titles, as follows: Title A, statutes pertaining to the NWLB and to the

stabilization of wages and salaries; Title B, Executive orders concerning the Board and its functions, and regulations issued by the Director of Economic Stabilization; Title C, general orders, with interpretations, modifications, and amendments issued by the Board; Title D, administrative orders issued by the Board or the executive secretary; Title E, statements of organization and functions of the various units of the Board and other governmental agencies assisting in the administration of the wage and salary stabilization program; Title F, procedures and instructions for carrying out the authorized activities of the Board; and Title G, organizational, functional, and flow charts showing the various units of the Board and cooperating agencies, their functions, and the flow of work. The "Handbook" also contains such miscellaneous materials as issues of rules of procedure, a manual for the information of tripartite panels, and reports on the jurisdiction and procedures of the regional boards. The "Handbook" was superseded in August 1943 by the "Manual of Operations" (described in entry 127).

"MANUAL OF OPERATIONS." 1943-45. 3 in.

127

Was issued by the Division of Administrative Management in August 1943, with continuous additions thereafter. It attempted systematically to codify the procedures, instructions, and policies governing the operations of the Board. It contains not only the material issued for the earlier "Handbook of National War Labor Board," which it replaced (see entry 126), but also many of the instructions and policy directives distributed to employees through staff memoranda, news releases, and such media. It is composed of eight parts, as follows: Part I, Basic Statutes and Regulations--containing statutes, Executive orders, regulations of the Director of Economic Stabilization, policy directives, general orders, directive orders establishing the commissions and panels, and rules of organization and procedure of the Board; Part II, Wage Stabilization--including sections relating to wage-adjustment procedure, case control by the National Board and the regional boards, and statements of policy and instructions pertinent to particular situations; Part III, Disputes--including sections relating to dispute procedures and statements of policy and instructions pertinent to particular situations; Part IV, Commissions and Panels (apparently never used); Part V, Reports (apparently never used); Part VI, Administrative Management--including sections on communications and general files, supplies and equipment, personnel, and budget and fiscal matters; Part VII, Enforcement--including sections on enforcement procedure, complaint case control procedure, and working agreements with other agencies (later withdrawn); and Part VIII--Organizational Structure and Functions and Intergovernmental Relations (apparently never used). The "Manual" is arranged numerically by part and thereunder by section. A table of contents and a subject index are included. Another copy of the "Manual," which includes 1946 revisions, and material relevant to its preparation is described in entry 450.

INDEX TO "MANUAL OF OPERATIONS." 1943-45. 2 in. 128

This is a cross-reference file containing a 3" x 5" card for each section of the Manual that is mentioned in another section, giving references to the numbers of these other sections. Arranged numerically by part of the Manual and thereunder by section number. A subject index, which covers also the 1946 revisions of the Manual, is described in entry 451.

Records of the Disputes Division

The Disputes Division assigned cases to Board agents and processed dispute cases retained by the National Board; designated panel members, referees, and hearing officers to hear the cases; appointed special investigators to report to the Board on particular problems; and reviewed and analyzed reports and recommendations made by panels, referees, and hearing officers. The Division also reviewed and analyzed petitions for reconsideration and requests for the interpretation or clarification of directive orders for the Post-Directive Committee. It was also responsible for effecting compliance with National Board directive orders and with directive orders of the regional boards and commissions after those agents had exhausted their compliance efforts.

GENERAL RECORDS. 1943-45. 1 ft. 129

Mainly correspondence, memoranda, reports, and press releases, relating to the operation and activities of the Strike and National Case Review Sections of the Division, procedures in handling dispute and compliance cases, jurisdictional disputes, the establishment and extent of authority of the industry commissions, the basic steel 24-point-program demands, and the meat-packing and the steel cases. There are also copies of the Board's administrative orders, Nov. 24-Dec. 22, 1942, which were thereafter replaced by the general orders; budget estimates and justifications for the Division; statistical reports on the number of dispute cases at hand and disposed of; reports of the Post-Directive Committee; and copies of such Board issuances as general orders and field memoranda. Arranged alphabetically by subject.

CHRONOLOGICAL FILES. 1942-45. 3 ft. 130

This series is in two parts, as follows:

1. Copies of letters and memoranda sent by Peter Seitz and Phillips L. Garman, associate directors of the Division, relating to such subjects as issues in particular cases, procedural questions, and petitions for appeal. Arranged by name of writer and thereunder chronologically, Dec. 1944-Dec. 1945.

2. Copies of memoranda and letters sent by the Director of the Division and other officials (including copies of letters prepared for the signature of the Chairman) to industrial concerns, unions, agents of the Board, other Government agencies, and interested parties, relating to the status of and issues in particular cases, questions of procedure, and the like. Arranged chronologically.

RECORDS RELATING TO MONTGOMERY WARD SEIZURE CASES. 1944-45. 2 ft. 131

Consist of interoffice memoranda, press releases, newspaper articles, and correspondence with the company, the union, regional offices, and the War Department. They relate to the cases in progress, threatened strikes at the plants, the union's petition for compliance action, the interpretation of the directive orders concerning seized plants and facilities, and the establishment of terms and conditions of employment at the seized plants. Arranged alphabetically by State in which the plant was located with the exception of the press releases and newspaper articles, which are arranged chronologically. Seen entry 80 for additional records pertaining to these cases.

REPORTS OF SPECIAL INVESTIGATORS. 1942-44. 2 in. 132

Mimeographed copies of reports and recommendations of special examiners appointed by the Board to investigate facts in particular dispute cases or to make studies of wage structures in particular companies. Unarranged.

Records of the Strike Section

The Strike Section was responsible for preventing and terminating strikes and lockouts occurring while a case was either pending before the Board or in the process of being certified to the Board. The strikes handled by the Section were in connection with cases of national importance and involved plants engaged almost entirely in the production of war implements. It acted also as the liaison for all negotiations in strike cases with the United States Conciliation Service and with other Government agencies.

GENERAL RECORDS. 1942-45. 2 ft. 133

Mainly correspondence of the Section with Board agents, industrial concerns, and unions; interoffice memoranda; reports; and press releases. They relate to Board policy on the interruption of work and the reinstatement of employees after strikes, threatened strikes in particular plants, labor disturbances in the lumber and oil industries, procedures on the receipt of 30-day strike notices, and the preparation of strike reports. The series also includes strike statistics, minutes of meetings of the Interdepartmental Strike Committee, lists of noncompliance cases concerned with war production, and copies of legislative acts and other reference materials. Arranged by subject.

CHRONOLOGICAL FILES. 1943-45. 5 in. 134

Copies of memoranda and letters sent from the Division to regional disputes directors, chairmen of regional boards, unions, and industrial concerns, relating to threatened strikes, strike votes, work stoppages, and show-cause hearings. Arranged chronologically.

RECORDS RELATING TO STRIKES. 1943-45. 32 ft. 135

This series is in three parts, as follows:

1. Records relating to unauthorized strikes, usually called in

defiance of directive orders of the Board. For each strike there are usually the letters received from the regional board regarding the threatened or actual strike, copies of form reports from the region on progress towards settlement, copies of "strike wires" from the National Board directing the strikers and company to hold a show-cause hearing, sometimes a transcript of the show-cause hearing, and interoffice memoranda relating to the strike situation and its settlement. Arranged alphabetically by name of company concerned.

2. Records relating to strike votes conducted in accordance with the War Labor Disputes Act. For each company in which a strike vote was held there are usually a copy of the notice from the union requesting that a strike vote be conducted; a copy of the report of the Commissioner of Conciliation, Department of Labor, prepared after the filing of the 30-day strike notice, that contains information on the number of workers affected by the threatened stoppage, the major issues in dispute, and the efforts employed to settle the dispute; a copy of the notice of the strike vote with a sample ballot; copies of the certification by the National Labor Relations Board of the results of the strike ballot; in some instances a copy of the Conciliation Service certification to the Board; and a typed summary of the issues and the status of the case. Arranged alphabetically by name of company concerned.

3. Records relating to strikes after the voting had been held. For each company that held a strike vote there are usually the notification from the Chairman of the NLRB to the Chairman of the NWLB of the result of the balloting, with copies of the official certification of the NLRB, the ballot notice, and sample ballot; a copy of the letter from the Chairman of the NLRB to the President notifying him of the result of the strike ballot, and a copy of the form notice from union officials to the Docket Officer of the Labor Department notifying him either that the 30-day strike notice had been withdrawn or that the strike had begun. Arranged alphabetically by name of company concerned.

See also entry 136.

RECORDS OF PHILLIPS L. GARMAN. 1943-45. 7 ft.

136

Office files of Mr. Garman, who was one of the associate directors of the Division. His records are in two parts, as follows:

1. Records relating to cases involving strikes, including copies of the directive orders of the Board in the cases; memoranda, correspondence, and telegrams relating to the backgrounds of the disputes and the attempts to settle the strikes; and copies of form reports from the regions on the progress of settlement. Arranged alphabetically by name of company.

2. Correspondence with regional offices relating to threatened and actual strikes, progress of settlement, show-cause hearings, and the return of workers to their jobs. Arranged numerically by region number and thereunder chronologically.

REFERENCE MATERIALS. 1943-45. 2 ft.

137

Consist mainly of copies of case materials in some of the more important dispute cases and some correspondence of the Director of the Division with the disputants relating to proceedings and issues. Arranged alphabetically by name of company concerned.

Records of the Wage Stabilization Division

The Wage Stabilization Division was created to assist the Board in administering Executive Order 9250 and the Board's wage policy based thereon. It furnished such economic data as the Board or its agents needed in making decisions in wage-adjustment cases, and analyzed and reviewed for the Board the wage recommendations and decisions of panels, arbitrators, and referees in dispute cases. The Division at first had two branches, the Review and Analysis Branch and the Research and Statistics Branch. In October 1944 they were reconstituted as the Board Case Analysis and the Program Appraisal Branches. The latter was divided into the Regional Operations Sub-Branch and the Research and Statistics Sub-Branch. The records described below are those of the Director's Office and the Program Appraisal Branch.

Records of the Office of the Director

RECORDS OF CARROLL DAUGHERTY. 1942-45. 2 ft.

138

Office files of Mr. Daugherty, who served as Director of the Division. They consist mainly of correspondence, memoranda, copies of reports prepared in the Division, and reports and issuances of the Board, relating to the determination of wage policy and procedures, the establishment of wage brackets, wage-stabilization problems in particular industries, appellate and review procedures, the clarification and revision of general orders, important cases and issues, the jurisdiction of the Board over some categories of workers, and the organization of the Division. Included also are organization charts for the Division and for the Board as a whole, form letters and forms for the use of arbitrators, and copies of weekly regional reports for Regions VI, VII, X, and XI for 1943. Arranged alphabetically by subject.

READING FILE MAINTAINED BY CARROLL DAUGHERTY. 1942-45. 5 ft.

139

Mainly copies of interoffice memoranda and letters sent by Mr. Daugherty, Director of the Division, to Board agents, industrial firms, unions, other Government agencies, and private citizens, relating to wage-stabilization policy, particular cases, procedural matters, and the establishment and operation of wage brackets. The series includes a few copies of letters sent by other Board officials. Arranged chronologically.

RECORDS RELATING TO TRAINING PROGRAMS. July-Sept. 1945. 3 in.

140

Mainly processed memoranda used in the training program for wage analysts, containing lists of sources of information used in case processing, and discussions of Board policy as to union participation and management prerogatives, the status and application of contracts, union security, grievance procedure, seniority, and veterans' reemployment

rights. The series also includes some scripts of training program conferences. Arranged by subject and thereunder chronologically.

REPORTS TO THE BOARD. 1943-45. 6 in. 141

Mimeographed copies of reports in the form of memoranda from the Director of the Division to members of the Board, relating to the reduction of the backlog in the Division, wage policies of the Daily Newspaper Printing and Publishing Commission and the War Shipping Panel, delegated agencies, authority of the regional wage stabilization directors, review of the rulings of the Wage Stabilization Director, wage stabilization and agricultural income, wages and related problems in the bituminous coal industry, textile cases, the transit industry, the preservation of minimum differentials in various industries, the calculation of maladjustments, automatic wage-rate increases, reconversion policy, hiring regulations, job evaluations, and year-end bonuses. Arranged alphabetically by subject or title of report.

WAGE STABILIZATION MANUALS. 1942-44. 1 in. 142

This series consists of copies of the following manuals prepared for the use of the Board's economic analysts: "Wage Stabilization Manual" (June 1, 1944), "Manual for Analysis of Wage Material With Respect to Application of the Wage Stabilization Policy of the National War Labor Board" (Dec. 1942 and Feb. 1943), "Digest and Outline of Wage Analysis Manual (February 1942) Including Selections From Manual of Decisions" (Feb. 1943). The manuals are arranged chronologically by date of publication.

Records of the Program Appraisal Branch

The Program Appraisal Branch tabulated and presented weekly and monthly reports to the Board on the operations of the regional and national offices, prepared studies on the economic effects of the Board's wage policies, and compiled wage and other economic information. The Research and Statistics Sub-Branch met the research requirements of the Board and maintained basic statistical records of Board actions. The Regional Operations Sub-Branch reviewed systematically the wage-stabilization actions of the regional boards, commissions and panels, and other agents, in the interest of uniform application of the wage-stabilization program.

REPORTS TO THE SENATE. 1943-45. 5 in. 143

These reports were prepared in response to a Senate resolution of Apr. 9, 1943, introduced by Sen. Harry F. Byrd, asking the Board for analytical reports concerning its progress in carrying out the mandate of Congress and the President in stabilizing wages and salaries. The reports, issued monthly, summarized the activities of the Board in the field of wage stabilization during the preceding month and contained supporting statistical data. The first report, for the period Jan. 12, 1943-Mar. 31, 1943, was issued on May 10, 1943, and the twenty-first and last report was issued on Jan. 1, 1945. Arranged numerically by report number, 1-21.

RESEARCH AND STATISTICS REPORTS. 1943-45. 5 in.

144

Mimeographed copies of reports in the form of memoranda prepared by the Wage Stabilization Division for the information of all members of the Board. Among the subjects reported on are union irresponsibility, maintenance of union membership, checkoffs, the processing and disposition of cases, incentive plans, compliance problems, jurisdictional disputes, strike controls and wage stabilization in the British Empire, and grievance procedures. Arranged numerically by report number, 1-32; some unnumbered reports are at the end of the series. A list of the reports is available.

"SUMMARY OF WEEKLY ACTIVITY REPORTS." 1944-45. 1 ft.

145

These are form reports summarizing activity in the acquisition and disposition of dispute, voluntary, and enforcement cases for each region, commission, and panel and cumulatively for all the regions and all the commissions and panels during the fiscal years 1945 and 1946. The reports contain statistical information on the number of cases on hand; the number received and disposed of weekly; the manner of disposition, showing in dispute cases the number of directive orders issued and the number of cases withdrawn or otherwise disposed of, and in voluntary cases the number of applications approved in full and in part and the number denied in full; and the productivity per analyst and staff man in handling cases. Reports for commissions and panels are arranged by year; those for regions, numerically by region number. For a description of another series of these reports maintained by the NWSB, see entry 426.

WAGE-BRACKET REVIEWS. Sept. 1944-Nov. 1945. 3 in.

146

Are a series of mimeographed studies prepared by the Branch analyzing the wage brackets established in the various regions for particular kinds of jobs. Arranged numerically by review number, 1-23, with some unnumbered reports at the end. For other records relating to wage brackets see entries 160 and 161.

GENERAL RECORDS OF THE RESEARCH AND STATISTICS SUB-BRANCH. 1943-45.
3 ft.

147

Mainly reports and memoranda, with related notes and draft copies, prepared in the Sub-Branch in response to requests for information from various officials of the Board, but including also correspondence, inter-office memoranda, press releases, and reports kept for purposes of information and reference. The records relate to such subjects as appeals procedures, procedures in price-relief cases, delegation of authority to regional wage stabilization directors, powers and jurisdiction of the Board, application of the maladjustment formula, arbitration, bonus policy, cost-of-living studies, reinstatement of employees after discharge, status of foremen and foremen unions, intraplant wage relationships, equal pay for women, guaranteed employment and annual wage plans, postwar labor market, management prerogatives, policy of the Board towards minority groups, shift arrangements and wage differentials, British and American strike data, veterans' reinstatement rights, sales tax, seniority, adoption of the Pepper Resolution for a 65-cent hourly substandard wage,

profit-sharing and incentive plans, and reconversion policy. Arranged alphabetically by subject.

CHRONOLOGICAL FILE OF THE RESEARCH AND STATISTICS SUB-BRANCH.

Oct. 1943-Dec. 1944. 5 in.

148

Mainly typed copies of Research and Statistics Reports and other reports prepared by the Program Appraisal Branch, but including also copies of budget estimates for the Division and copies of letters sent by the Division. Arranged chronologically.

RECORDS OF THE POLICY ANALYSIS SECTION. 1943-45. 5 in.

149

The Policy Analysis Section of the Research and Statistics Sub-Branch made continuing long-run surveys of the actions of the Board in the fields of wage stabilization and the settlement of disputes. Its records consist mainly of draft copies of reports prepared in the Section, with related notes and outlines, and copies of press releases, processed Board reports, and statistics obtained from the Bureau of Labor Statistics, relating to automatic wage progressions, profit-sharing plans, incentive systems, bonuses, pension and insurance plans, wage inequities, and cost-of-living studies. Arranged alphabetically by subject.

REPORTS RECEIVED BY THE REGIONAL OPERATIONS SUB-BRANCH FROM REGIONS.

1943-45. 5 in.

150

These reports from some of the regional offices show the policy in the various regions on such matters as vacations, bonuses, the application of the tapering principle in substandard cases, and case processing. The series also includes some copies of regional manuals and instructional materials, and copies of wage-stabilization memoranda prepared in Region I relating to utility cases. Arranged alphabetically by subject.

REPORTS ON POLICY DEVELOPMENT OF BOARD AGENCIES. Jan.-July 1945.

1 in.

151

A series of reports prepared by the Regional Operations Sub-Branch containing policy statements and resolutions adopted by Board agencies on both wage and nonwage issues, including bonus payments, call-in pay, interpretation of general orders, guaranteed workweek, incentive systems, job classifications, overtime, profit-sharing trusts, and shift differentials. Arranged numerically by report number, 1-3.

POLICY BOOKS OF THE REGIONAL OPERATIONS SUB-BRANCH. 1943-45. 6 in. 152

Contain excerpts from minutes of meetings of regional war labor boards and copies of regional progress reports, correspondence, memoranda, procedural issuances, and press releases, reflecting the development of policy on such issues and subjects as bonus payments, wage brackets, enforcement, foremen and supervisors, guaranteed wage, holiday pay, incentives, inequities, labor-market areas, maladjustments, overtime, powers of the wage stabilization directors, price relief and production costs, grievance procedures, automatic wage progressions, rare and unusual cases, reconversion, retroactivity, severance pay, and shift differentials. Arranged by region, (Regions VI, IX, and XI only) and thereunder by topic. Policy books for other regions are described in entry 159.

SUMMARIES OF NATIONAL BOARD ACTION ON APPEALS CASES. May 1944-Apr. 1945.
10 in. 153

Tabular summaries prepared by the Regional Operations Sub-Branch of action taken by the National Board on cases appealed from regional boards or other agents of the Board, stating for each case the action taken previously by the Board's agent, the basis of the petition for appeal, and the action of the National Board on the appeal. Arranged chronologically, with a gap between June 1944 and January 1945, and, until February 1945, thereunder by name of agent; after February 1945, by issue. See also entry 65.

MINUTES OF THE POST-DIRECTIVE COMMITTEE OF REGION VI. Mar. 1944-Nov. 1945.
1 in. 154

These minutes, received by the Regional Operations Sub-Branch, contain the names of the members present at the meetings and the recommendations of the committee to the regional board on each case under consideration. Arranged chronologically.

RECORDS OF MOSES LUKACZER. 1943-44. 2 ft. 155

Office files of Mr. Lukaczer, who was an economist in the Regional Operations Sub-Branch. They consist mainly of copies of memoranda and reports, with related draft copies, that were prepared in the Division, but include also press releases, other Board reports and issuances, some case material, and manuals of instructions for regional panel members and wage analysts. They relate to such subjects as the War Labor Disputes Act, independent unions, vacation policy, wartime controls in Canada, equal pay for equal work, jurisdictional disputes, wage brackets, and arbitration. Arranged by subject.

GENERAL RECORDS OF THE BOARD ACTION REFERENCE SECTION. 1943-45.
11 ft. 156

This Section in the Regional Operations Sub-Branch assembled and made available to all regional board offices and other Board agents information on all aspects of National Board policy on particular issues. It was also responsible for preparing the "Summary of Significant Board Actions" described in entry 65.

The records in this series consist of copies of all reports and answers to inquiries that were prepared in the Section and copies of letters and memoranda of the Chairman and other Board officials, reports, and press releases, reflecting National Board policy on given issues and the operation of the Board or its agents. They relate to agricultural labor, approvable wage-rate ranges, area stabilization, automatic progressions, wage-bracket determination, calculation of maladjustments, commission method of wage payment, conversion, differentials, discharges and discipline, intraunion disputes, equal pay for equal work, fringe issues, grievance machinery, hours of work, independent unions, incentive plans, intraplant inequities, job classifications, jurisdictional disputes, maintenance of membership, maladjustment formula, noncompliance, portal-to-portal pay, racial discrimination, regional surveys, sanctity

of contracts, the War Labor Disputes Act, and other subjects. Arranged alphabetically by subject.

"ADMINISTRATIVE FILE" OF THE BOARD ACTION REFERENCE SECTION. 1942-45.

4 ft.

157

Mainly correspondence, memoranda, reports, and press releases, relating to the organization, composition, administration, and operations of the National Board or its agents; important wage issues; and the determination of wage brackets. The series also includes budget estimates for the Wage Stabilization Division; sample forms; copies of materials for the Senate hearings on the extension of the Stabilization Act; and copies of speeches by Board members. Arranged alphabetically by subject.

CHRONOLOGICAL FILE OF THE BOARD ACTION REFERENCE SECTION. 1942-45.

2 ft.

158

Copies of letters sent by the Division and its branches (including copies of letters prepared in the Division for the signature of the Chairman) to agents of the Board, industrial concerns, unions, other Government agencies, and private citizens, relating to the wage-stabilization program in general, particular cases, the application of Executive orders and the Board's general orders, the establishment of wage brackets, and the preparation of statistical reports. Arranged chronologically.

POLICY BOOKS MAINTAINED BY THE BOARD ACTION REFERENCE SECTION. 1943-45.

1 ft.

159

Include excerpts from minutes of meetings of regional boards, weekly regional reports, and regional correspondence, memoranda, press releases, and newsletters. The books relate to the organization of the regional boards; policy on wage and nonwage issues such as substandards, vacation and sick-leave plans, shift differentials, bonus and incentive plans, overtime, and strikes and lockouts; and procedures adopted in establishing wage brackets. Arranged by region (Regions II, IV, VIII, X, XI, and XII only) and thereunder by topic. Policy books for other regions are described in entry 152.

WAGE-BRACKET SUMMARIES PREPARED BY THE WAGE REFERENCE SECTION. 1943-45.

5 in.

160

The Wage Reference Section of the Regional Operations Sub-Branch prepared answers to requests for bracket and other wage data and maintained in a central file all the wage brackets established by the regional boards and the Board's delegated agents. The records in this series consist of tabulations summarizing the wage-rate bracket determinations of the regional boards. They show for designated labor-market areas the established minimum and maximum rate ranges for various occupations within given industrial or occupational groups and the dates of their establishment. This data was gathered from the wage-rate books, press releases, and other reports sent in by the regional boards to the National Board. The summaries are arranged by region and thereunder alphabetically by area and by industry. Other records relating to wage brackets are described in entries 146 and 161.

WAGE-BRACKET BOOKS COMPILED BY THE WAGE REFERENCE SECTION. 1943-45.

4 ft.

161

The volumes contain materials used by the Section in the preparation of the wage-bracket summaries, including correspondence, memoranda, reports, copies of Board resolutions, and press releases relating to the establishment, use, and revision of brackets; lists of wage rates for particular industries or localities; copies of regional bracket summaries; and lists and definitions of occupations in particular industries. Arranged numerically by region and thereunder by industry or job classification. For other records relating to wage brackets, see entries 146 and 160.

GENERAL RECORDS OF THE DELEGATED AUTHORITIES REVIEW SECTION. 1944-45.

5 in.

162

This Section in the Regional Operations Sub-Branch reviewed the work of the various agents to whom authority was delegated by the National Board. The records in this series consist mainly of correspondence, memoranda, reports, and press releases, relating to the composition, jurisdiction, functions, and policies of the panels, commission, and delegated agents of the Board; the methods used in processing wage issues in dispute cases in the regional boards; and the reconversion policy and expected changes in the wage stabilization policy in the reconversion period. The series also includes copies of the biweekly reports of the activities of the Regional Operations Branch, Section VII. Arranged alphabetically by subject.

REPORTS OF THE DELEGATED AUTHORITIES REVIEW SECTION ON DELEGATED AGENCIES.

Feb.-Aug. 1943. 1 in.

163

Processed reports prepared by the Section for the Board, summarizing the wage-stabilization activities of the commissions, panels, and delegated Federal agencies. Arranged by agent and thereunder chronologically.

RECORDS OF THE DELEGATED AUTHORITIES REVIEW SECTION RELATING TO DELEGATED FEDERAL AGENCIES. 1943-45. 14 ft.

164

Are in several parts, as follows:

1. Letters received from delegated agencies reporting wage adjustments granted to their employees and containing such economic data as statistics on prevailing wage rates. Arranged alphabetically by name of agency, with some unarranged material at the end.
2. Copies of memoranda sent to the War Department Wage Adjustment Agency by Government-owned and Government-operated facilities requesting adjustments in wage rates and copies of rulings of the Wage Adjustment Agency. Arranged alphabetically by State and thereunder chronologically.
3. Copies of a standard form sent by the War Department Wage Adjustment Agency to Government-owned privately operated facilities authorizing wage adjustments if applied according to approved schedules. Arranged alphabetically by State and thereunder alphabetically by name of establish-

ment, with some unarranged material at the end.

4. Records relating to the War Department Appeals Committee, including procedural memoranda on the handling of appeals from the War Department Wage Adjustment Agency, agenda for and transcripts of Committee meetings, copies of analytical memoranda relating to particular cases prepared for the Committee by the NWLB Wage Stabilization Division, and reports of action on wage adjustments by the Committee. Arranged by subject and thereunder chronologically.

5. Copies of certification of changes in compensation of State employees of the United States Employment Service, with related correspondence. Arranged chronologically.

REGIONAL CASE RECORDS

DISPUTE CASE FILES. 1942-45. 1,365 ft.

165

These are the case files for the dispute cases certified to the NWLB by the Secretary of Labor that were assigned by the Board's New Case Committee to the regional boards for settlement. Among them are the "Miscellaneous" cases, involving various steel companies, that were referred to the regional boards by the National Board after Sept. 16, 1944. Files for cases appealed to the National Board are also included since they were usually returned to the regional boards. A typical case file is in three parts, as follows:

1. "Certification--Final Agreement" part, including the certification of the case by the Secretary of Labor and a synopsis of action taken by the Conciliation Service before the certification; an analytical report in the form of a memorandum (the case-analysis memorandum) prepared by the Research, Disputes, or Wage Stabilization Divisions of the regional board; the findings and recommendations of the panel; the comments of the disputants on the panel report; and the directive order of the regional board. If a case was submitted to an arbitrator or a referee the case file includes either the agreement of the parties to arbitrate or the request for the appointment of a referee, with a letter of transmittal from the Secretary of Labor; the report of the Research, Disputes, or Wage Stabilization Divisions; the report and/or decision of the arbitrator or referee; and the directive order of the regional board. The file for an appealed case contains also the directive order of the National Board either denying or upholding the petition for review filed by either of the parties. This part of the case file is arranged chronologically.

2. "Docket Folio," containing interoffice memoranda and correspondence with the disputants and interested parties, relating to the regional board's assumption of jurisdiction, the issues involved, the handling of the case, and the appointment of panel members, referees, and arbitrators. The file for a case appealed to the National Board also contains ~~corre-~~spondence and memoranda relating to the appeal. Arranged chronologically.

3. "Document Folio," containing documents introduced as exhibits at the hearing and, occasionally, transcripts of the hearing; proposals made by disputants; special reports prepared at the request of the regional board; a few drafts of the directive order; and, for an appealed case, the petition for review filed by either the company or the union and the comments of the respondent party. Arranged by type of document.

The case files are arranged by region, thereunder in two groups--cases docketed before Jan. 1, 1943, and those docketed thereafter--and thereunder numerically by case number. For an explanation of the case-numbering system see entry 8.

INDEXES TO DISPUTE CASE FILES. 1943-45. 30 ft.

166

The indexes kept by the regional offices vary in format and in the amount of information included, but usually contain the following information for each case: the names and addresses of the disputants, the case numbers (both the regional number and the number assigned by the National Board), the date the case was certified and the date it was received in the regional office, the number of employees involved, a statement of issues, and a record of action taken. In some instances the names of the panel members and the company and union representatives are given. The indexes are arranged by region and thereunder in two parts, one alphabetically by name of company and the other numerically by case number (usually the National Board case number). There are no indexes for Regions VIII, IX, and X.

VOLUNTARY WAGE AND SALARY ADJUSTMENT CASE FILES. 1942-45. 758 ft.

167

These consist of a selected sample, varying from 7 to 10 percent, of voluntary cases from each region. To guide the regions in their selection the National Board prepared a list of 32 basic issues involved in voluntary cases and requested that the cases chosen reflect the development of regional decisions on these issues. Lists of these basic issues and of the cases included in the samples are described in entry 168.

A typical case file contains the application for the voluntary wage and salary adjustment (Form NWLB 10) with supporting data submitted by the applicant, correspondence and memoranda relating to the case, a memorandum prepared by the regional Wage Stabilization Division analyzing the proposed adjustment and making recommendations, the ruling of the regional board, and a copy of the letter notifying the applicant of the ruling. The file for a case appealed to the National Board and subsequently returned to the regional board contains also correspondence and memoranda relating to the appeal and the ruling of the National Board. Arranged numerically by region and thereunder by case number. An explanation of the numbering system used by the Board is given in entry 16. The files for cases processed by the Automotive Section of the Region XI NWLB follow those of Region XI; those for the Territorial War Labor Board for Hawaii follow those of Region XII.

LISTS OF VOLUNTARY CASES. 1942-45. 6 ft.

168

Processed copies of lists of the voluntary cases included in the selected samples described in entry 167. Each region was required to submit three lists of the cases selected, as follows: (1) an alphabetical list by company name, with the case number, the date of the ruling, and the issue code number for each case; (2) a numerical list by case number, with the name of the company, the date of the ruling, and the issue code number for each case; and (3) a list of the 32 issues, indicating the pertinent case names and case numbers under each issue. A key to the issue code number is with the first list. The lists are arranged by region.

INDEXES TO VOLUNTARY CASE FILES FOR REGION VII. 1943-45. 36 ft.

169

This series consists of four card indexes, as follows:

1. Cards, 3" x 5", known as "union control" cards, each one of which gives the names and addresses of the union and of the company involved in the case and the case number. Arranged alphabetically by name of union.
2. Cards, 3" x 5", each one of which gives the name and address of the applicant company, the Wage and Hour and NWLB case numbers, the dates received and docketed, the name of the economist handling the case, and the date of the ruling. Arranged alphabetically by name of company.
3. Cards, 5" x 8", listing for each major industry in the region the pertinent cases, giving the docket numbers, the location of the plants, the number of employees affected, the issues, and the nature of the rulings (approval, denial, or partial approval). Arranged alphabetically by name of industry.
4. Cards, 5" x 8", listing for each major city in the region the cases arising there, giving the docket numbers, the names of the firms, the types of business, the issues, and the nature of the rulings (approval, denial, or partial approval). Arranged alphabetically by State, and thereunder alphabetically by city.

INDEX TO VOLUNTARY CASE FILES FOR THE TERRITORIAL WAR LABOR BOARD.

1944-45. 1 ft.

170

Cards, 5" x 8", each of which gives the name and address of the applicant company, the docket number, the date received, the number of employees in the firm and the number affected by the proposed adjustment, a record of significant actions, and the nature and basis of the actions. Arranged alphabetically by name of company.

INDEX TO VOLUNTARY AND DISPUTE CASE FILES OF REGION IX. 1943-45.

4 in.

171

Cards, 3" x 5", containing the names of unions involved in both dispute and voluntary cases and listing under each the case numbers of the related cases. Arranged alphabetically by occupation.

INDEX TO VOLUNTARY AND DISPUTE CASE FILES OF REGION XII. 1943-45. 2 ft. 172

Cards, 3" x 5", each of which contains the case name and case number, with date and page references to minutes of board meetings in which the case was discussed. In some instances the dates the directive orders were mailed are given. Arranged alphabetically by name of company.

NWLB AND NWSB ENFORCEMENT CASE FILES. 1943-47. 335 ft. 173

The enforcement case files in this series are for the few cases arising from violations of wage-stabilization regulations that resulted in the issuance of formal findings and determinations by the regional boards and, in some cases, the determination of tax disallowances. Most enforcement cases were closed on an informal basis since they involved small numbers of employees, violations too trivial to warrant the expense of enforcement procedures, and obviously no bad faith. Case files for these cases were destroyed by authorization of Congress.

A typical case file includes the form report, "Wage Stabilization Inspection Report," and the narrative report of the Wage and Hour and Public Contracts Divisions inspector with accompanying exhibits; inter-office memoranda and correspondence, mainly with the local Wage and Hour office and the alleged violator, relating to the charges, investigations; and hearings; and the regional board's findings and determinations. The following materials are also included under the following circumstances: in a case involving a public hearing, a copy of the formal notice of the hearing, occasionally the transcript of the hearing, and the exhibits submitted by the employer; in a case disposed of without a hearing, where the employer conceded the violation, an "admission, waiver, and consent statement"; and, in a case appealed to the National Board, a copy of the petition for review, correspondence with the National Board concerning the appeal, and a copy of the Board's formal notice of the hearing. Cases appealed to the National Board are described in entry 21. The case files in this series are arranged numerically by region and thereunder by case number. The enforcement cases docketed before Jan. 1, 1946, were designated by the prefix 60 followed by the region number and a consecutive serial number. Thereafter one of three prefixes was used, depending on the type of violation (70 for unauthorized increases except in the building and construction industry; 71 for unauthorized adjustments in the building and construction industry; and 72 for unauthorized decreases), but the region and serial numbering system remained the same. Indexes to these case files are described in entry 174.

INDEXES TO NWLB AND NWSB ENFORCEMENT CASE FILES. 1943-47. 87 ft. 174

Relate to all enforcement cases processed by the regions, including the minor cases for which the case files have been destroyed. The indexes consist mainly of 5" x 8" enforcement case-control cards or 3" x 5" index cards. They contain essentially the following information for each case: the name and address of the alleged violator; the enforcement case number; the dispute or voluntary case number, if any; the code number for the case source; the amount of disallowance, if any;

and a record of action taken, with dates. Arranged numerically by region and thereunder either alphabetically by name of company or in two groups--cases docketed before Jan. 1946 (the so-called "60" cases) and cases docketed thereafter (the so-called "70-72" cases)--and thereunder alphabetically by name of company. Additional indexes arranged numerically by case number were maintained in Regions III and IV; other indexes maintained by Regions II and VI are described in entries 175 and 176.

INDEX TO ENFORCEMENT CASE FILES FOR REGION II. 1943-47. 4 ft. 175

In addition to the alphabetical company index, described in entry 174, Region II maintained an index consisting of copies of enforcement case-control cards arranged by an industry code system devised in the office, with a separate code number assigned each major industry, C 1 - C 99. No guide to the code numbers is available.

INDEXES TO ENFORCEMENT CASE FILES FOR REGION VI. 1943-47. 3 ft. 176

In addition to the alphabetical company index described in entry 174, Region VI kept the following "information" indexes on 3" x 5" cards:

1. Refers to "70-72" cases that resulted in hearings and gives for each case the name and address of the alleged violator, the case number, the date of the hearing, and, occasionally, the date of the findings. Unarranged.
2. Refers to cases that resulted in the determination of disallowances and gives for each case the name and address of the company involved, the case number, the date of the hearing, the date of the findings, the amount of disallowance, and the date the case was closed. Arranged by type of case ("60" and "70-72") and thereunder alphabetically by name of company.
3. Refers to cases of proved violation but no disallowance and gives for each case the name and address of the company involved, the case number, the date the case was closed, and the statement of the regional attorney assigned the case. Arranged in two groups, "60" cases and "70-72" cases, and thereunder alphabetically by name of company.
4. Refers to minor cases of trivial or no violation that were closed prior to January 1946. For each case are given the name and address of the company, the case number, and the statement of the regional attorney assigned to the case. Arranged alphabetically by name of company.

OTHER REGIONAL RECORDS

Most of the extant records of the regional war labor boards, other than case files, are described in the pages immediately following. Some of the records, however, were incorporated by the successor regional wage stabilization boards with their records and are consequently described with regional records of the National Wage Stabilization Board (entries 466-533). No records of Region IX NWLB have remained as separable series.

HISTORICAL AND POLICY DOCUMENTATION FILES. 1943-45. 228 ft.

177

These records, selected from the files of the regional offices in accordance with a guide prepared by the National Board in collaboration with the National Archives, document the organization, policies, procedures, and operations of the regional boards. The records include minutes and resolutions of the boards; reports of the chairmen; policy statements issued by the boards; memoranda on policy questions or problems; memoranda and reports on the delegation of authority to wage-stabilization directors; organization charts; general orders issued by the boards; interpretations and clarifications of directive orders; legal interpretations and opinions; instructions to panel members and to parties in dispute; instructions issued by divisional heads or section chiefs to the staff; manuals; sample forms; lists of dispute, voluntary, and enforcement cases; lists of show-cause hearings on compliance and strikes; case materials and memoranda relating to cases involving fringe issues, the commission method of wage payment, and job evaluation plans; wage bracket statistics; research studies and statistical reports; copies of speeches delivered and articles prepared by regional board and staff members; press releases; materials received from industry and labor offices including news bulletins, instructional materials, and minutes of advisory committee meetings; copies of occupational wage-rate survey schedules and reports prepared by the Bureau of Labor Statistics; transcripts of regional board meetings and conferences; and a few skeleton dispute case files. For each region there is a list of the contents of its file. The records are arranged by region and thereunder by subject or type of material according to the "Guide to Materials of Regional Offices," a copy of which is reproduced in this inventory as appendix II.

INDEX TO OCCUPATIONAL WAGE-RATE SURVEY REPORTS. 1943-45. 6 ft.

178

The occupational wage-rate survey was conducted by the Bureau of Labor Statistics (BLS) to obtain wage information for key jobs in various industries and localities. This index to the resulting OWR reports (a part of the series described in entry 177) prepared by the BLS consists of 3" x 5" cards, each of which gives the type and location of the industry surveyed, the industrial code number, and the date of the report. The cards are arranged numerically by region, thereunder alphabetically by State, and thereunder by standard industrial code number. Some of the OWR reports are among the records described separately for each region.

Records of Region I

Records of the Office of the Board

GENERAL CORRESPONDENCE. 1943-45. 3 ft.

179

Mainly correspondence of the chairman (Saul Wallen and E. Robert Livernash, successively), interoffice memoranda, and reports, relating to policy matters, the administration of the regional office, the appointment of panel members, procedures and regulations, liaison with the Conciliation Service, the establishment of wage brackets, and specific cases. Correspondence with the staff is arranged by office; the other correspondence, alphabetically by name of correspondent.

RECORDS RELATING TO VOLUNTARY CASES. 1943-45. 35 ft. 180

These are skeleton case files for applications for voluntary wage and salary adjustments. For each application there are usually the case analysis memoranda prepared by the regional Wage Stabilization Division, the regional board's voting sheet, the ruling, and, where applicable, copies of correspondence relating to requests for review. Arranged alphabetically by name of company.

RECORDS RELATING TO DISPUTE CASES. 1943-45. 18 ft. 181

For each case there are usually related correspondence and memoranda, the case analysis memorandum, transcripts of hearings, voting sheets for the panel showing the vote of each panel member on each issue, the panel report, and the directive order. Arranged alphabetically by name of company.

Records of the Information Division

RECORDS OF HUGH KINGSLEY. 1942-46. 11 ft. 182

Office files of Mr. Kingsley, who served as information director for both the NWLB and the NWSB in Region I. His records are in several parts, as follows:

1. Correspondence, relating mainly to the application and interpretation of wage-stabilization regulations, meetings and conferences, and compliance cases. Arranged alphabetically by subject or name of correspondent.

2. Copies of findings and determinations in NWLB and NWSB enforcement cases, arranged alphabetically by name of company.

3. Mainly publications and issuances of the NWLB and NWSB, including the Byrd reports, Research and Statistics reports, press releases and press digests, and minutes of meetings, but including also policy statements of Region I NWLB, copies of speeches of the chairman, regional radio scripts, and the annual report of the regional Information Division for Feb. 1944. Arranged by type of material, but with considerable disarrangement.

4. Copies of case analysis memoranda and rulings in NWSB cases, arranged alphabetically by name of company.

Records of the Division of Administrative Management

OUTGOING CORRESPONDENCE OF THE REGIONAL BOARD. 1942-45. 33 ft. 183

Mainly copies of letters sent by the chairman and other regional board and staff members relating to administrative and procedural matters, the status of and decisions in particular cases, and general requests for information on wage regulations. Also included is correspondence of the regional director of the Wage and Hour and Public Contracts Divisions for December 1942 while he acted as agent for the NWLB. Arranged chronologically.

GENERAL CORRESPONDENCE OF THE REGIONAL BOARD. Nov. 1942-Feb. 1943. 1 ft. 184
Letters received and copies of letters sent by regional board and staff members relating to all activities and operations of the NWLB. Arranged alphabetically by name of correspondent.

"DAILY JOURNAL." 1943-45. 1 ft. 185
Consists of mail-route sheets giving for each letter received its date and the names of the company involved, the correspondent, the addressee, and the staff member to whom the letter was routed. Arranged chronologically.

Records of the Wage Stabilization Division

GENERAL RECORDS. 1943-45. 5 ft. 186
Mainly correspondence, memoranda, reports, press releases, resolutions of the regional board, and case materials, relating to the authority and jurisdiction of the board and the regional wage stabilization director, the administration of the division, procedural matters, important issues, the establishment and application of wage brackets, and the Bureau of Labor Statistics wage surveys. Included also are budget estimates and justifications, organization charts, sample forms and form letters, lists of labor-market areas in the region, industrial classification code lists, and miscellaneous Government publications. A few of the records are dated in 1946. Arranged alphabetically by subject.

RECORDS RELATING TO THE NEW ENGLAND POWER ASSOCIATION VOLUNTARY CASES. Jan.-Mar. 1943. 1 ft. 187
The New England Power Association was involved in voluntary cases 1-695 - 1-760. For each case this series contains a copy of Form 10 together with the letter or memorandum of transmittal from the local Wage and Hour and Public Contracts Divisions office; the regional board control sheet showing the date the application was received, the type of case, and its assignment; correspondence with the subsidiary company; the association's exhibits; and the ruling of the board. Arranged numerically by case number.

OCCUPATIONAL WAGE-RATE SURVEY SCHEDULES. 1943-45. 13 ft. 188
These are Bureau of Labor Statistics Forms OWR-4 and OWR-5 that present wage information for key jobs in various industries and localities within the region. The information was gathered by the Bureau from company payrolls and other financial records. Arranged by geographical area and thereunder by industry, according to the standard industrial code number. An index to the schedules for all regions is described in entry 178.

REFERENCE MATERIALS ON WAGES. 1942-45. 2 ft. 189
Mainly records containing wage data for the region, such as Bureau of Labor Statistics and Department of Labor reports and studies, union wage-scale pamphlets, the preliminary tabulations of the BLS study on fringe issues in the metal trades plants, and copies of some wage-rate survey schedules. Arranged by type of material.

Records of Region II

INSTRUCTIONAL MEMORANDA ISSUED BY THE ADMINISTRATIVE MANAGEMENT DIVISION.
1943-44. 1 in. 190

These memoranda, issued to the staff by the various division directors, relate mainly to policy matters and procedural questions. Arranged alphabetically by subject.

RECORDS OF THE DISPUTES DIVISION RELATING TO POTENTIAL DISPUTE CASES.
1943-45. 3 ft. 191

Concern disputes that were referred to the regional board by State boards of mediation after the latter failed to effect a settlement. They include correspondence relating to the referral of the dispute and to the action taken by the regional board. Arranged alphabetically by name of company.

BRACKET BOOK COMPILED BY THE WAGE STABILIZATION DIVISION. 1943-44.
2 in. 192

Contains copies of wage brackets established by the regional board and some board resolutions pertaining thereto. Arranged alphabetically by name of industry.

Records of Region III

Records of the Enforcement Section of the Legal Division

WAGE STABILIZATION INSPECTION REPORTS. 1943-44. 3 ft. 193

These are reports (on Form FO-65 of the Wage and Hour and Public Contracts Divisions), giving wage information gathered in test checks made in various industrial plants by Wage and Hour Division inspectors acting as agents for the NWLB, with letters of transmittal from the inspectors to the regional attorney. Arranged alphabetically by name of company.

Records of the Administrative Management Division

TRANSCRIPTS OF PROCEEDINGS. Feb. 1943-Dec. 1945. 8 ft. 194

Verbatim transcripts of proceedings of the regional board relating to such matters as determination of policy, the organization and administration of the regional office, and, particularly, specific cases. Arranged chronologically.

WEEKLY REPORTS OF HEARING OFFICERS. 1944-45. 1 in. 195

A fragmentary series consisting of weekly reports of hearing officers on scheduled hearings and the status of their reports on particular cases, and progress reports of hearing officers on efforts toward settlement of dispute cases. Arranged by type of material.

RECORDS RELATING TO MINIMUM STABILIZATION RATES. 1943-45. 3 in. 196

Mimeographed sheets prepared by the regional Information Division, giving the minimum sound and stabilized wage rates established by the Region III NWLB for key jobs in the areas specified. Arranged by industry.

REGIONAL MANUAL OF OPERATIONS. 1943-44. 2 in. 197

Issued in December 1943, with some additions thereafter, the regional manual was intended as a supplement to the NWLB "Manual of Operations" (see entry 127). It provided somewhat more detailed instructions and procedures for the guidance of regional office employees in the performance of their duties and informed the staff of policies adopted by the regional board. This copy contains only the preface and certain sections of Parts II, III, VI, and VIII (the last part), dealing respectively with wage stabilization; dispute cases; administrative management; and organizational structure, functions, and intergovernmental relations. The preface consists of information relating to the organization and membership of the regional board and its jurisdiction and authority.

Records of the Strike Section of the Disputes Division

RECORDS RELATING TO STRIKES. 1943-45. 3 ft. 198

Consist of correspondence, telegrams, memoranda, reports, notes on telephone conversations, and strike and withdrawal-of-strike notices, relating to threatened strikes, strikes in progress, attempts at settlement, and compliance hearings. Arranged alphabetically by company name, but considerably disarranged.

FINAL REPORTS ON STRIKES. July 1944-Dec. 1945. 1 in. 199

Copies of the form "Final Report on Strike or Threatened Strike," giving the name and address of the company involved, the number of employees affected, the cause of the dispute, the name of the union, the dates the strike began and ended, and a notation of the final disposition of the dispute. Arranged chronologically.

Records of the Wage Stabilization Division

REQUEST FOR RULINGS. 1942-44. 2 ft. 200

The requests were made by employers for rulings on whether proposed wage adjustments required approval of the NWLB. They were forwarded by the local offices of the Wage and Hour and Public Contracts Divisions to the regional board. For each request there are usually a copy of the request (Form NWLB 1) with supporting data submitted by the company, the letter of transmittal from the regional director of the Wage and Hour Division office, and a copy of the letter transmitting the ruling from the regional board to the applicant. Arranged numerically by case number, III-MTA-1 - III-MTA-289, up to Nov. 1944 and thereafter numerically, III-IR-301 - III-IR-428.

Records of Region IV

CENTRAL FILES. 1942-45. 12 ft. 201

Consist of correspondence, memoranda, reports, press releases, instructional and procedural issuances, case materials, and publications and reports of the National Board, relating to the administration, operation, organization, and activities of the regional office. Arranged in the following categories and thereunder according to the filing scheme used by the National Board: administrative services, disputes, fiscal, labor relations, and Federal agencies. Disarranged.

COMPLAINT CORRESPONDENCE. 1943-45. 3 in. 202

Letters received relating to alleged violations of wage-stabilization regulations and copies of letters sent in reply. Arranged alphabetically by name of company involved.

Records of Region V

GENERAL CORRESPONDENCE. 1943-45. 22 ft. 203

Correspondence relating to inquiries about the jurisdiction of the regional board, wage-stabilization regulations, the status of particular cases, and applications for positions. Arranged alphabetically by name of company, person, agency, or subject, with a large amount of unarranged material at the end of the series.

CENTRAL FILES. 1943-45. 9 ft. 204

Contain correspondence, memoranda, reports, press releases, instructional and procedural issuances, and publications and reports of the National Board, relating to the organization, administration, operation, and activities of the regional office. Arranged in the following subject categories and thereunder according to the filing scheme used by the National Board: administrative services, board operations, dispute cases, fiscal, labor relations, legislative and executive, personnel, public relations, relationship with other agencies, and wage-stabilization cases.

Records of Region VI

Records of the Office of the Board

GENERAL CORRESPONDENCE. 1943-45. 3 in. 205

Letters, memoranda, and telegrams received and sent by the respective vice chairmen of the regional board, with a few copies of related case materials, pertaining mainly to procedural matters and proceedings in specific cases. Arranged alphabetically by subject or name of correspondent.

MINUTES OF THE DAILY NEWSPAPER PRINTING AND PUBLISHING COMMISSION.

July 1944-Aug. 1945. 4 in. 206

Include the names of the members present, notations of motions made and resolutions passed, and attached lists summarizing action taken by the Commission on voluntary cases. Arranged chronologically.

Records of the Legal Division

WAGE-STABILIZATION INSPECTION REPORTS. 1943-45. 14 ft.

207

The records in this series are of the same type as those described in entry 193. They are arranged alphabetically by name of company.

Records of the Administrative Management Division

"SIXTH REGIONAL WAR LABOR BOARD MANUAL." 1943. 4 in.

208

Issued in November 1943, the manual consists mainly of memoranda, reports, resolutions, rules of organization and procedure, general orders, and interpretative bulletins issued by the NWLB, with some memoranda and policy statements issued by the regional board. Arranged in 11 parts as follows: I, Basic Statutes; II, Principles of Stabilization; III, Policy; IV, Jurisdiction; V, Administrative Orders; VI, General Orders; VII, Interpretative Bulletins; VIII, Price Relief; IX, Forms; X, Directories; and XI, Disputes.

Records of the Disputes Division

RECORDS RELATING TO COMPLIANCE CASES. 1944-45. 1 ft.

209

These relate to cases resulting from noncompliance with directive orders issued by the regional board. For a typical case there are a copy of the regional board's directive order and correspondence and memoranda relating to reasons for noncompliance and efforts towards settlement. Arranged alphabetically by name of company.

RECORDS RELATING TO STRIKES. 1944-45. 5 ft.

210

Correspondence, telegrams, memoranda, reports, case materials, and transcriptions of telephone conversations, relating to the background of the disputes leading to the strikes, the progress of the strikes, and attempts at settlement. Arranged alphabetically by name of company.

CASE ANALYSIS MEMORANDA. 1944-45. 2 ft.

211

Analytical memoranda pertaining to dispute cases, prepared for the Region VI NWLB by either the regional Wage Stabilization Division or the Disputes Division. Each memorandum includes a chronology of events, a summary of facts, and an analysis of issues. Arranged alphabetically by name of company.

Records of the Wage Stabilization Division

CORRESPONDENCE. Jan. 1943--July 1944. 10 in.

212

Letters and telegrams received and copies of letters and telegrams sent by the division, relating mainly to specific cases and to rules of procedure of the Board. Arranged chronologically.

RECORDS RELATING TO THE BLS METAL-WORKING SURVEY. Nov. 1943--Mar. 1944. 1 in.

213

Contain brief descriptions of the industries in the region that were

represented in the metal-working survey conducted by the Bureau of Labor Statistics. Arranged by State and thereunder alphabetically by area or city.

JOB DESCRIPTION MANUAL. 1943-44. 2 in.

214

Contains job descriptions for various industries, including those prepared by the Bureau of Labor Statistics for metal-working industries. The manual was prepared by the Division of Research and Statistics of the Region VI NWLB. Arranged alphabetically by name of industry.

Records of Region VII

Records of the Office of the Board

GENERAL RECORDS. 1943-46. 3 ft.

215

Correspondence, memoranda, reports, regional board resolutions, transcripts of telephone conversations and of press conferences, press releases, and case materials, relating mainly to the appointment of panel members and arbitrators, the program and operations of the regional board and its divisions, wage-stabilization problems, issues in dispute cases, and the wage surveys of the Bureau of Labor Statistics. Arranged alphabetically by name of company, agency, person, or subject.

MINUTES. June 1944-Dec. 1945. 1 in.

216

Minutes of meetings of the regional Appeals Division, the Post Directive Review Committee, and occasionally the Form 10 Appeals Committee. Arranged chronologically.

RECORDS OF JOAN KING. 1944-45. 6 in.

217

Office files of Joan King, who served as executive assistant to the CIO labor members of the regional board. Included are correspondence, memoranda, and copies of case materials, relating to panel appointments, meetings, and issues in and status of specific cases. Arranged alphabetically by name of correspondent or company involved; material on panel appointments is at the end of the series.

Records of the Information Division

GENERAL RECORDS. 1943-46. 3 ft.

218

Correspondence, memoranda, reports, press releases, agenda for and transcripts of meetings and conferences, National Board publications and issuances, manuals, radio scripts, and speeches, relating to the publicity and information programs of the regional office and, in general, to the organization and operations of the regional board. Included also are biographical sketches of regional board and staff members. Arranged by type of material or by subject.

Records of the Administrative Management Division

GENERAL RECORDS. 1943-45. 4 ft. 219

Correspondence, memoranda, reports, case materials, press releases, and issuances and publications of the National Board, relating to policy determination, administrative matters, wage and nonwage issues, and proceedings in certain cases. Arranged alphabetically by subject or name of correspondent.

GENERAL CORRESPONDENCE OF THE REGIONAL BOARD. 1943-45. 9 ft. 220

Letters received, copies of letters sent, and interoffice memoranda, relating mainly to routine requests for information on procedures, rules, and regulations; the processing of particular cases; and charges of violation of wage regulations. Arranged alphabetically by name of company or person.

MINUTES OF MEETINGS. Dec. 1943-Nov. 1946. 4 ft. 221

Minutes of meetings of the Region VII NWLB and NWSB, of meetings of the regional Enforcement and Appeals Divisions (NWLB only), and the docket of the Appeals Division. Arranged by type and thereunder chronologically.

TRANSCRIPTS OF HEARINGS. Nov. 1943-Aug. 1945. 5 in. 222

Verbatim transcripts of hearings in some of the more important dispute cases and for some of the executive sessions of the regional board. Arranged chronologically.

MISCELLANEOUS RECORDS OF THE REGIONAL BOARD. 1942-46. 1 ft. 223

Correspondence and memoranda concerning the relationship of the regional board with other agencies; copies of such issuances as regional board resolutions, reports of the chairman, regional instructions, and agenda for meetings; and minutes of meetings of the regional Committee on Policy and Procedures. Arranged by subject, agency, or type of material.

REFERENCE MATERIALS. 1943-45. 10 in. 224

Consist of reports of other Government agencies, including the Bureau of the Census, Bureau of Labor Statistics, and the Wage and Hour and Public Contracts Divisions. They pertain to job classifications, incomes and wages, cost of living, and other related subjects. Arranged by agency.

Records of the Disputes Division

RECORDS OF A. OSCAR WHITEHOUSE. 1943-45. 2 ft. 225

Office files of Mr. Whitehouse, who served as director of the Disputes Division. They consist mainly of correspondence, memoranda, press releases, and case materials, relating to wage issues in dispute cases, the clarification of directive orders where wage rates were concerned, and wage-stabilization problems in various industries. Included also are minutes of meetings of the Region VII NWLB and its Appeals Division and copies of instructional and informational issuances of the National Board to the field. Arranged by name of person, industry, or subject.

CORRESPONDENCE OF THE STRIKE SECTION. 1943-45. 10 in. 226

Correspondence and memoranda relating to grievances, filing of and withdrawal of strike notices, progress of strikes, and attempts at settlement. Arranged alphabetically by name of company involved.

Records of the Wage Stabilization Division

GENERAL CORRESPONDENCE. 1944-45. 3 ft. 227

Letters received, copies of letters sent, and interoffice memoranda of a general nature, pertaining to rules and regulations of the Board, applications for wage increases, and the application of wage brackets. Arranged alphabetically by name of correspondent or company.

RECORDS OF C. WILSON RANDLE. 1944-46. 5 in. 228

Office files of Mr. Randle, who served as director of the Wage Stabilization Division for Region VII NWLB and NWSB until Apr. 21, 1946, when he was succeeded by Bernard Greenberg. His records consist of correspondence and memoranda concerning policy matters and the activities of the regional board and the division. Arranged alphabetically by name of correspondent or company.

RECORDS OF BERNARD GREENBERG. 1944-46. 9 in. 229

Office files of Mr. Greenberg, who served as director of the Public Relations Section of the division until Apr. 21, 1946, when he succeeded Mr. Randle as director of the division. His records are in two parts, as follows: (1) correspondence, memoranda, and telegrams relating to specific cases, wage-rate surveys, and the application of brackets; arranged by subject; and (2) copies of letters sent in reply to general inquiries concerning the regional board's procedures and wage regulations, the status of applications for wage adjustments filed with the board, and rulings in specific cases; arranged chronologically, Feb.-June 1944.

APPEALS CORRESPONDENCE. June 1944-Oct. 1945. 10 in. 230

Correspondence and memoranda concerning appeals procedure and action taken by the regional Appeals Division on petitions for reconsideration and review. Arranged chronologically.

CASE ANALYSIS MEMORANDA. Jan.-Apr. 1943. 2 ft. 231

Memoranda prepared by the division for the regional board, analyzing proposed wage adjustments in relation to the application of stabilization principles. Each memorandum contains background data, a discussion of the proposed increase, a summary of facts, and the recommendation of the division. The series includes a few copies of company exhibits that accompanied the applications for wage adjustments. The records are arranged alphabetically by industry.

MISCELLANEOUS ISSUANCES AND REPORTS. 1943-45. 5 in. 232

Mainly copies of the following: instructions to the staff from the regional director of administrative management relating to administrative and procedural matters and wage-bracket determinations; regional adminis-

trative instructions defining the authority of the regional wage stabilization director; regional general orders with interpretations; policy clarification reports to the staff; and lists of board and panel members for Region VII. Arranged by type of material.

RECORDS RELATING TO THE PREPARATION OF WAGE BRACKETS. 1943-45. 12 ft.

233

The records in this series are in five parts, as follows:

1. Lists of companies within various industries, lists of job descriptions, charts and other statistical records showing average earnings of workers in certain industries, wage-rate materials extracted from case files, briefs presented at bracket hearings, wage-bracket proposals, worksheets of staff members, and some correspondence with companies and unions on establishing wage brackets. Arranged alphabetically by name of industry.

2. Reports on earnings and wages in certain industries, prepared for the regional board by the Bureau of Labor Statistics (BLS), with some related correspondence, and copies of wage brackets established by the board for the industries discussed in the reports; lists of wage brackets; reports and minutes of wage-bracket committees; and some correspondence and memoranda relating to the formulation of brackets. The BLS reports are arranged by industry; the other records by type of material.

3. Schedules of wage rates in effect at various industrial plants, which were either submitted by the companies or obtained from the BLS, together with a few letters of transmittal. Arranged alphabetically by industry.

4. Copies of the NWLB Form 40, "Company Schedule," giving for each reporting company the existing wage ranges for its various positions. Arranged by industry.

5. Reports on various job classifications in the Kansas City and St. Louis, Mo., areas, stating for each occupation selected the hourly rate ranges paid in the given labor-market area. Arranged by area (Kansas City or St. Louis) and thereunder alphabetically by occupation.

OCCUPATIONAL WAGE-RATE SURVEY SCHEDULES. 1943-45. 9 ft.

234

Copies of BLS Forms OWR-3 and OWR-4. These forms present wage information for key jobs in various industries and localities within the region. The Bureau of Labor Statistics gathered the information from company payrolls and other financial records. The forms are arranged alphabetically by name of industry. An index to the schedules for all regions is described in entry 178.

CONTRACTS AND AGREEMENTS. 1942-44. 5 in.

235

Copies of company-union contracts and agreements, with lists of job rates and a few letters of transmittal. Unarranged.

Records of the Research and Statistics Section

GENERAL RECORDS. 1943-44. 2 ft.

236

Correspondence, memoranda, reports, copies of regional board resolutions, statistical materials on wages, copies of case materials, and National Board issuances and reports, relating mainly to the formulation and use of wage brackets and to wage-rate surveys in various industries. Arranged alphabetically by subject, agency, or company; some unarranged material is at the end of the series.

Records of the Enforcement Division

GENERAL RECORDS. 1944-46. 2 ft.

237

Mainly correspondence, memoranda, reports, and copies of case materials, relating to the regional board's enforcement policy, alleged violations of wage-control regulations, and enforcement cases in process. Included also are copies of monthly progress reports and minutes of the regional Enforcement Division, and copies of monthly statistical reports from the regional director of the Labor Department's Wage and Hour Division to both the NWLB and the NWSB regional boards on the number of applications handled. Arranged by name of person, company, agency, or subject.

Records of Region VIII

RECORDS OF GEORGE H. CANSLER, LABOR MEMBER. 1944-45. 3 in.

238

Office files of Mr. Cansler, who served as one of the CIO labor members of the Region VIII NWLB. His records consist mainly of letters received (including copies of letters referred to him by other board members) relating to cases in progress, meetings, the preparation of panel reports, and minor administrative matters. Arranged chronologically.

RECORDS OF THE OFFICE OF THE BOARD. 1944-46. 1 ft.

239

Include copies of board minutes, reports of the regional board chairman to the National Board, weekly statistical activity reports, resolutions of the NWSB, and press releases, general orders, Executive orders, field memoranda, and other miscellaneous materials. Arranged by type of material.

PRESS RELEASES ISSUED BY THE INFORMATION DIVISION. July 1944-Sept. 1945.

3 in.

240

Relate to all activities of the regional board. The series includes a few weekly news release bulletins summarizing the releases issued during the week. Arranged numerically by release number, WLB 54-WLB 317.

GENERAL RECORDS OF THE ADMINISTRATIVE MANAGEMENT DIVISION. 1943-46.

3 ft.

241

Correspondence, memoranda, case materials, press releases, transcripts of telephone conversations, resolutions of the regional board, and National Board issuances and publications, relating in general to the organization, staffing, and operations of the regional board. Included also are lists of regional cases and minutes of meetings of the regional New Case Committee. Arranged alphabetically by subject or Board agent.

RECORDS OF THE WAGE STABILIZATION DIVISION RELATING TO WAGE BRACKETS.
1943-45. 10 in.

242

Minutes of meetings of bracket panels, lists of job descriptions, and copies of proposed brackets and brackets as established by the regional board. Arranged alphabetically by industry.

VOLUNTARY APPLICATION DOCKET BOOK OF THE WAGE STABILIZATION DIVISION.
Nov. 1942-Dec. 1945. 3 in.

243

Contains a list of all voluntary applications acted upon by the regional board, giving for each the case number, the name and location of the company, and the number assigned the application at the local office of the Wage and Hour and Public Contracts Divisions. Arranged chronologically by date of receipt and thereunder numerically by case number.

Records of Region X

GENERAL RECORDS. 1944-45. 2 ft.

244

Mainly correspondence, memoranda, reports, copies of case materials, press releases, transcripts of hearings, and copies of regional board resolutions, relating to the appointment of panel members and the handling of and issues in dispute and voluntary cases. Included also are agenda for and minutes of meetings of the regional Appeals Committee, dispute case dockets, lists of cases, and minutes of the regional Trucking Panel. Arranged by subject.

CENTRAL FILES. 1943-45. 8 ft.

245

Correspondence, memoranda, reports, National Board issuances and publications, press releases, and organization charts, relating to the organization, administration, and activities of the regional board. Arranged in the following subject categories and thereunder according to the filing scheme used by the National Board: administrative, Board operations, statistics and reports, fiscal, labor relations, and public relations.

OUTGOING CORRESPONDENCE. 1942-45. 34 ft.

246

Copies of letters sent by regional board and staff members relating to all phases of the board's operations. Arranged chronologically and thereunder by name of writer; but considerably disarranged.

GENERAL RECORDS OF THE INFORMATION DIVISION. 1944-45. 1 ft.

247

Mainly correspondence and memoranda relating to publicity and educational programs and such informational materials as stock news stories and Sunday feature articles, press releases, articles for trade publications prepared by the Information Division of the National Board, and radio scripts. Included also are copies of "Daily Board Actions" for Region X, minutes of meetings of the regional Trucking Panel, and miscellaneous newspaper clippings. Arranged by subject.

Records of Region XI

Records of the Public Information Division

PRESS RELEASES. 1942-45. 10 in.

248

Relate to all activities of the regional board. Arranged numerically by release number, J-341 - J-971 for the period Oct. 1942-June 1943; A-1000 - A-1040, July-Aug. 2, 1943; and XI-1041 - XI-1925, Aug. 3, 1943-Dec. 7, 1945. A partial index giving the subject content for each release listed is included in the series.

Records of the Administrative Management Division

RECORDS RELATING TO DISPUTE CASES. 1943-45. 10 ft.

249

Records for each case typically include copies of the report and recommendation of the panel or hearing officer, the case analysis memorandum prepared by the regional Disputes or Wage Stabilization Divisions, the directive order, and occasionally the transcript of the hearing. Arranged alphabetically by name of company; there is some disarrangement.

MINUTES OF MEETINGS. 1943-45. 2 ft.

250

Minutes of meetings of the following regional organizations: the Region XI NWLB and the Review Division, Feb. 1943-Dec. 1945; the New Case Committee, Jan.-Aug. 1945; and the Automotive Section, June 1944-Oct. 1945. Arranged by type and thereunder chronologically, except for minutes of the Review Division, which are with the minutes of the board.

"MANUAL OF OPERATIONS." May 1944-Apr. 1945. 2 in.

251

Issued in May 1944, with additions thereafter, the manual resulted from the attempt to assemble the various memoranda and instructions issued to the regional staff concerning policies and procedures pertinent to Region XI in order to complement the manual issued by the National Board (see entry 127). Like the latter it consists of eight parts, as follows: I, Basic Statutes and Regulations; II, Wage Stabilization; III, Disputes; IV, Commissions and Industrial Panels; V, Reports; VI, Administrative Management; VII, Enforcement; and VIII, Organizational Structure and Functions and Intergovernmental Relations. Arranged numerically by part and thereunder by section.

FORM 10 DOCKET. Apr.-Dec. 1945. 1 in.

252

A list of Form 10 applications received, with dates, assigned case numbers, and company names. Arranged chronologically.

Records of the Wage Stabilization Division

GENERAL RECORDS. 1944-46. 2 ft.

253

Correspondence relating to wage-stabilization regulations and the disposition of specific voluntary cases; instructional memoranda to the staff from the regional wage stabilization director on administrative and procedural matters; minutes of meetings of the Tool and Die Commission;

and copies of the BLS form (with letters of transmittal) "Report of General Wage Rate Changes," giving information on wage increases granted in certain industries after V-J Day. Arranged by type of material or subject.

GENERAL CORRESPONDENCE. 1943-44. 2 ft. 254

In two parts, as follows: (1) correspondence and memoranda relating in general to wage-control policy, procedures and regulations, and the disposition of particular cases; and (2) mainly copies of letters sent, marked "no case" or "pending," referring companies that requested permission to grant wage increases to the local Wage and Hour Division offices. Each part is arranged alphabetically by name of correspondent.

RECORDS RELATING TO WAGE BRACKETS. 1943-45. 10 in. 255

Memoranda relating to the formulation and use of wage brackets; copies of brackets established by the regional board; lists of job descriptions and papers containing miscellaneous wage data; work papers of staff members; and some minutes of meetings of the regional Bracket Committee. Arranged by industry.

RECORDS RELATING TO OCCUPATIONAL WAGE-RATE SURVEYS. 1943-45. 256
19 ft.

Mainly copies of Bureau of Labor Statistics Forms OWR-3 and OWR-4 used in the surveys for obtaining data on occupational wage rates in certain industries in the region, and copies of reports on wages and earnings prepared by the Bureau at the request of the National Board; but including also company job descriptions and wage reports. Arranged by industry. See entry 257 for indexes to the survey forms.

INDEXES TO BLS OCCUPATIONAL WAGE-RATE SURVEY. 1943-45. 5 in. 257

Each index is on 3" x 5" cards. The first index shows for each company surveyed its name, the date and nature of the survey, and the standard industrial code number; the second shows for each type of industry the nature of the survey, the date, and the standard industrial code number. The first index is arranged alphabetically by name of company; the second, alphabetically by major industry breakdown, but it appears to be incomplete.

RECORDS RELATING TO WAGES AND INDUSTRY. 1943-45. 4 ft. 258

This series is in three parts as follows:

1. Copies of the form "Statistical Face Sheet," referring to voluntary cases of the Tool and Die Commission and giving for each case the TDC case number, the name and location of the company involved, the date of the ruling, and the nature of the proposed adjustment. Arranged alphabetically by name of company.
2. Records containing statistical data on wages and earnings in certain industries and copies of wage-survey reports prepared by the Bureau of Labor Statistics, other Government agencies, or private associations. Each item has an accompanying NWLB "Face Sheet for Industry Data." The face

sheet gives the major industry breakdown, the names of the firms covered by the survey, the source of the data, and comments on the reliability and limitations of the reports. Arranged by industry.

3. Reports and publications of the NWLB and other Government agencies, press releases, copies of case materials, and some correspondence and memoranda, relating to labor troubles and wage-stabilization problems in designated industries. Arranged by industry.

MANUAL FOR THE SCREENING BRANCH. 1945. 1 in. 259

Assembled for employees of the Screening Branch of the regional Wage Stabilization Division, the manual contains sample form letters to be used in Region XI and descriptions of the functions of the branch and the duties of the employees.

RECORDS OF THE RESEARCH BRANCH. 1943-45. 2 ft. 260

Correspondence, memoranda, copies of case materials, and press releases, relating to specific cases, alleged violations of wage controls, and the regional board's enforcement policy; statistical case-load reports and narrative activity reports of the board and the Tool and Die Commission; strike statistics; sample forms; and lists of cases. Arranged by subject or type of material.

RECORDS OF THE AUTOMOTIVE SECTION. 1942-45. 3 ft. 261

The Automotive Section was established on June 4, 1943, to expedite the handling of cases involving the major automobile companies. Its records include correspondence, memoranda, and copies of case materials, relating to the handling and disposition of cases and compliance problems in the automotive industry; union membership lists; copies of wage agreements and union contracts for the industry; and miscellaneous wage materials. Arranged by type of material.

Records of Region XII

Records of the Public Members of the Board

RECORDS OF THE CHAIRMAN. 1943-45. 6 ft. 262

Office files of George Bernard Noble, who served as chairman of the regional board, Mar. 30, 1943-Dec. 31, 1945. They are in five parts, as follows:

1. Correspondence, memoranda, reports, procedural issuances and other publications of the regional and National Boards, wage-bracket materials, press releases, and reference materials, relating to such matters as the jurisdiction and procedures of the Board; enforcement activities; reconversion policy; important issues such as maintenance of membership, incentive plans, and substandards; and steel and aircraft cases. Included also are annual reports of the various divisions. Arranged alphabetically by subject; some unarranged materials are at the end.

2. Memoranda received and sent and correspondence with the National Board and other regional boards, relating to administrative and procedural questions, mutual problems, important cases, and the like. Correspondence with the National Board is arranged alphabetically by name of person; that with the regional boards, numerically by region and thereunder chronologically.

3. Correspondence with commissions, panels, and other Government agencies, together with a few reports, relating to regional activities and problems. Arranged alphabetically by name of agency.

4. Memoranda received and sent and correspondence with regional board and staff members, relating to meetings, appointments and resignations, and other administrative matters. Arranged in two groups, board and staff and thereunder alphabetically by name of correspondent.

5. Statistical activity reports, minutes of meetings of the regional Post Directive Committee, and weekly activity reports of the regional Disputes, Information, Wage Stabilization, and Legal Divisions. Arranged by type of material.

RECORDS OF THE VICE CHAIRMAN. 1943-45. 5 in.

263

Correspondence and memoranda received and sent by two of the regional board's vice chairmen, Clark Kerr and Harold Seering, relating mainly to the activities and operational problems of the board. Arranged alphabetically by name of correspondent, except for correspondence with other regions and the industrial panels, which is arranged numerically by region and thereunder by panel or commission.

MINUTES. Mar. 1943-Apr. 1945. 1 ft.

264

Copies of minutes of the meetings of the regional board. Arranged chronologically.

OUTGOING CORRESPONDENCE. 1943-45. 8 ft.

265

An incomplete set of copies of letters sent by regional board and staff members relating to all activities of the board. Arranged alphabetically by name of correspondent.

RECORDS RELATING TO ENFORCEMENT ACTIVITIES. 1944-45. 5 in.

266

Copies of investigative reports of regional attorneys on alleged violations of wage controls, notices of and correspondence relating to hearings, and a few copies of exhibits introduced at the hearings. Arranged alphabetically by name of company involved.

RECORDS OF THE TRUCKING PANEL. 1944-45. 1 ft.

267

Correspondence, memoranda, reports, copies of directive orders and panel reports, and minutes of meetings, relating to the activities of the Trucking Panel for Region XII in hearing cases involving either the trucking industry or truck drivers in the region and the delineation of the respective jurisdictions of the regional Trucking Panel and the National

Trucking Commission. Included also are copies of wage brackets set by the Trucking Panel. Arranged by subject or name of company.

Records of Industry Members of the Board

GENERAL RECORDS. 1942-45. 1 ft. 268

Correspondence, memoranda, reports, copies of case materials, and administrative and procedural issuances of the regional and National Boards, relating to policy decisions, administrative matters, the consideration of cases, important issues, the establishment of wage brackets, and other subjects. Included also are copies of the agenda for and minutes of meetings of the industry members of the Region XII NWLB, Post Directive Committee, Enforcement Division, and Bracket Committee. Arranged alphabetically by subject.

RECORDS RELATING TO DISPUTE CASES. 1943-45. 4 ft. 269

Records relating to each case typically consist of copies of the report and recommendations of the panel or hearing officer, the case analysis memorandum, and the directive order; in a few instances there are briefs and, where applicable, the petition for review. Arranged alphabetically by name of company.

RECORDS OF L. A. SHERMAN. 1944-45. 10 in. 270

Office files of Mr. Sherman, who served as an executive assistant to the industry members of the regional board. They consist of copies of case analysis memoranda for voluntary cases and some of his correspondence relating to the applications. Arranged alphabetically by name of company.

Records of the Legal Division

GENERAL RECORDS. 1943-46. 5 in. 271

Correspondence, memoranda, telegrams, and reports relating to opinions and interpretations on legal questions, alleged violations of wage regulations, and the regional board's enforcement program. Included also are the agenda for enforcement conferences and enforcement forms. Arranged by subject or agency.

Records of the Division of Information

GENERAL RECORDS. 1943-45. 10 in. 272

Mainly correspondence relating to requests for general information and publications and to the publicity and educational programs of the regional board, but including also copies of radio scripts, both national and regional. The correspondence is arranged chronologically; the radio scripts are unarranged.

PRESS RELEASES. Jan-Dec. 1945. 2 in. 273

Copies of press releases of the regional board and the West Coast Lumber Commission, with a few regional press digests. Unarranged.

Records of the Administrative Management Division

CENTRAL FILES FOR THE REGIONAL BOARD. 1943-45. 4 ft. 274

Correspondence, memoranda, reports, press releases, instructional and procedural issuances of the regional and National Boards, and copies of case materials relating to the organization, administration, operation, and activities of the regional board. Arranged in the following subject categories and thereunder according to the filing scheme used by the National Board: labor relations, legislative and executive, personnel, public relations, relationships with other agencies, wage stabilization, administrative services, board operations, disputes, and fiscal. The records are considerably disarranged.

GENERAL CORRESPONDENCE OF THE REGIONAL BOARD. 1943-45. 8 ft. 275

Letters received and copies of letters sent relating to requests for information on the regional board's jurisdiction and procedures and to the administration, program, and activities of the board. Arranged alphabetically by name of correspondent, agent of the National Board, or subject. The records are partially disarranged.

INCOMING TELETYPES AND TELEGRAMS. 1943-45. 3 ft. 276

Confirmation copies of teletypes and telegrams received, with daily route sheets. Arranged chronologically.

CASE RECORDS OF COMMISSIONS AND PANELS

DISPUTE CASE FILES. 1942-46. 249 ft. 277

These files are for the dispute cases, certified to the NWLB by the Secretary of Labor, that were assigned by the Board's New Case Committee to the special industry commissions and panels for settlement. Files for cases that were later appealed to the National Board are also included since they were usually returned to the commissions and panels.

A typical case file is in three parts, as follows:

1. "Certification--Transmittal" part, including the certification of the case by the Secretary of Labor and a synopsis of action taken by the Conciliation Service before the certification; the report and recommendation of the panel or the hearing officer and, occasionally, opinions; and the directive order of the commission or panel. If a case was appealed to the National Board there is also the directive order of the National Board either denying or upholding the petition for review filed by either of the parties. Arranged chronologically.

2. "Docket Folio," containing interoffice memoranda and correspondence with the disputants and interested parties, relating to the handling of the case and the issues involved. For cases appealed to the National Board there are also correspondence and memoranda relating to the appeal. Arranged chronologically.

3. "Document Folio," containing documents introduced as exhibits at the hearing, transcripts of the hearing, special reports prepared at the request of the commission or panel, and, in an appealed case, the petition for review filed by either of the disputants and the comments of the other party thereon. Arranged by type of document.

The case files are in general arranged by commission or panel and thereunder numerically by case number in two groups, cases docketed before Jan. 1, 1943, and those docketed thereafter. The case files of the Southern Textile, Steel, and Trucking Commissions, however, are arranged alphabetically by name of company concerned. For an explanation of the case numbering system see entry 8.

VOLUNTARY WAGE AND SALARY ADJUSTMENT CASE FILES. 1942-46. 219 ft. 278

Relate to applications for wage adjustments that were referred to the commissions and panels for decision. A typical case file includes the application (NWLB Form 10) with the supporting materials submitted by the applicant, correspondence and memoranda relating to the case, the ruling of the commission or panel, a copy of the letter notifying the applicant of the ruling, and the form memorandum closing the case. For cases appealed to the National Board and subsequently returned to the commissions and panels there are also correspondence and memoranda relating to the appeal and the ruling of the National Board. The case files are arranged in general by commission or panel and thereunder by case number. The files for the Southern Textile, Steel, and Trucking Commissions, however, are arranged alphabetically by name of company involved. The case number consists of a numerical prefix that designates the commission or panel processing the case, and a serial number. The prefixes and the names of corresponding agents are as follows: 21, West Coast Lumber Commission; 22, Nonferrous Metals Commission; 23, Detroit Tool and Die Commission; 24, Trucking Commission; 25, Shipbuilding Commission; 26, Daily Newspaper Printing and Publishing Commission; 28, Steel Commission; 29, Telephone Commission; 31, Meat Packing Commission; 33, Southern Textile Commission; 46, National Airframe Panel; and 47, War Shipping Panel.

ENFORCEMENT CASE FILES. 1943-46. 7 ft. 279

The Tool and Die Commission and the West Coast Lumber Commission were the only special industry commissions or panels that performed enforcement duties. A typical case file includes copies of complaint forms charging violations of the wage-stabilization program; narrative and form reports of the Wage and Hour Division inspectors or special commission investigators, with related exhibits; interoffice memoranda and correspondence with the company involved, relating to the alleged violations, investigations, hearings, and efforts at compliance; and, if applicable, copies of findings and determinations. Arranged by commission and thereunder alphabetically by name of company involved.

OTHER RECORDS OF COMMISSIONS AND PANELS

Records of the West Coast Lumber Commission

On September 17, 1942, the National War Labor Board, by directive order, established the West Coast Lumber Commission. Its function was to hear and determine dispute cases that threatened to interrupt the production of lumber and lumber products in Oregon, Washington, Idaho, Montana, and California. It was granted broad powers to promulgate such rules, issue such orders, and take such actions relating to the issues before it as were necessary to stabilize labor conditions and assure maximum production in the lumber industry.

The power to rule on applications for voluntary wage adjustments was granted to the Commission on January 5, 1943. In August of the same year the Commission was given authority to handle the enforcement of the wage-stabilization program in the lumber industry under its jurisdiction. After a reorganization in November 1943 the Commission lost its power of original jurisdiction over dispute cases and became subject both to the certification procedure and other rules of procedure governing the regional boards. The change also increased the Commission's membership from five to six, with the appointment of an additional public member.

After the termination of the NWLB the Commission continued to handle voluntary wage adjustments for the lumber industry, but it maintained only a quasi-independent existence, since its rulings were issued by the Region XII Wage Stabilization Board (see entry 465).

HISTORICAL AND POLICY DOCUMENTATION FILES. 1943-45. 6 in. 280

Contain minutes of meetings of the Commission's Enforcement Division and Wage Rate Committee; copies of the Commission's general orders and correspondence relating to their interpretation, application, and revision; case analysis memoranda for cases on appeal to the National Board; and copies of the Commission's calendar. Arranged by subject or type of document, according to the NWLB "Guide to Commission or Panel Materials" (see appendix III).

GENERAL RECORDS. 1943-45. 4 ft. 281

Correspondence, memoranda, activity and progress reports, reference materials, organization charts, wage statistics, press releases, and newspaper clippings, relating to the establishment, jurisdiction, policies, and activities of the Commission, to particular issues and cases, and to production, the manpower situation, wages, and labor disturbances in the lumber industry. Included also are lists of dispute and enforcement cases and of show-cause hearings on compliance. Arranged by subject.

CASE MATERIALS. 1943-45. 1 ft. 282

Copies of directive orders, decisions, opinions, and referee reports in cases heard by the Commission. Arranged alphabetically by name of company.

TRANSCRIPTS. 1942-44. 1 ft.

283

Transcripts of hearings in dispute cases and occasionally of conferences. Arranged chronologically.

INDEXES TO DISPUTE CASE FILES. 1942-45. 2 ft.

284

The dispute case files indexed here are among those described in entry 277. The first index, on 5" x 8" cards ("control cards" of the Commission's Disputes Section), gives for each case the case number, the name and address of the company involved, the date the case was received, a statement of the issues, and a record of the action taken toward settlement; the second, on 3" x 5" cards, gives for each case the name and address of the company involved and the case number. The first index is arranged numerically by case number; the second, alphabetically by name of company.

INDEX TO VOLUNTARY WAGE AND SALARY ADJUSTMENT CASE FILES. 1942-46.

2 ft.

285

The case files indexed here are among those described in entries 278 and 465. The index is on 5" x 8" cards, giving for each case the name and address of the applicant company, the case number, the date the case was received, the date of the ruling, the job classifications affected, the name of the Commission's analyst working on the case, and a notation of the action taken. Arranged alphabetically by name of company in two groups, cases ruled on in 1946 and cases ruled on before that year.

JOB CLASSIFICATION INDEX. 1942-45. 2 in.

286

Cards, 3" x 5", each one containing the following information for a particular job title or job classification in the lumber industry: the wage rate or rate ranges established for that job as a result of either a dispute or a voluntary case handled by the Commission, the relevant case numbers, and the area where such rates were applicable. Arranged alphabetically by job title.

Records of the Nonferrous Metals Commission

The Nonferrous Metals Commission was preceded by a five-member Non-Ferrous Metal Stabilization Panel established on October 16, 1942, to recommend to the National War Labor Board specific plans and policies for the stabilization of labor relations throughout the nonferrous metals industry. On November 29, 1942, the Board announced the creation of the Nonferrous Metals Commission, which was given authority to handle both labor disputes and voluntary salary adjustments in the industry. The directive order of the Board dated December 3, 1942, set forth the Commission's functions more explicitly. It was given jurisdiction over and authority to hear and determine disputes and requests for wage and salary adjustments affecting the stabilization of the mining, milling, smelting, and refining of nonferrous metals, referred to it by the Board or by the directors of Regions IX, X, and XII NWLB. Its decisions were final, subject to review by the National Board. Actually, however, until June 1943 the Commission decided cases for the entire country, at its discretion. After the issuance of Executive Order 9328, the Board limited the Commission's jurisdiction to 11 western States (Washington,

Oregon, California, Arizona, New Mexico, Utah, Nevada, Idaho, Montana, Colorado, and Wyoming). Texas and the Black Hills area of South Dakota were later added to the Commission's jurisdiction.

The Commission, which had its headquarters at Denver, Colo., consisted of six members appointed by the National Board and, like the other commissions, was tripartite in structure.

With the termination of the NWLB the Commission went out of existence. Thereafter applications for wage adjustments were processed by the Region IX Wage Stabilization Board.

HISTORICAL AND POLICY DOCUMENTATION FILES. 1943-45. 3 ft. 287

Minutes of the Commission; wage brackets established by the Commission, with related correspondence and memoranda; lists of dispute and voluntary cases; and index and summary of dispute cases referred to the Commission by the National Board; instructions issued to the staff; statistical reports; opinions; Commission press releases; speeches delivered by Commission members and staff; special reports and studies; and summaries of significant cases. Arranged by subject or type of document, according to the NWLB "Guide to Commission or Panel Materials" (see appendix III), with some materials unarranged.

GENERAL RECORDS. 1942-45. 3 ft. 288

Correspondence, memoranda, progress and statistical reports, press releases, manuals of regulations of the Commission, issuances and reports of the National Board and the other commissions and panels, minutes of meetings, and copies of case materials, relating chiefly to the jurisdiction and activities of the Commission, appointments to its membership, and relations with other Government agencies. Included also are lists of cases, budget justifications, and some radio scripts. Arranged by name of person, agency, or subject.

REPORTS AND STUDIES. 1943-45. 2 in. 289

Reports of the Wage Stabilization Division of the National Board on wage-stabilization activities of the Commission and comments of Commission members thereon; and summaries of reports received from nonferrous metal companies on the use of intermediate shifts. Arranged by subject.

DIRECTIVE ORDERS. Aug. 1943--July 1945. 6 in. 290

Copies of directive orders issued by the Commission in cases involving wage, nonwage, and fringe issues. Arranged chronologically within each category.

Records of the Detroit Tool and Die Commission

The Detroit Tool and Die Commission was established December 11, 1942, by directive order of the Board to implement the directive orders of October 23 and December 11, 1942, which were designed to prevent soaring wage rates and labor pirating in the Detroit tool and die market. The

Commission was empowered to make final rulings, subject to review by the National Board, on all pending and future disputes and on voluntary cases involving tool and die workers in the six-county Detroit area; and was also given enforcement authority.

In the first few months of its existence the Commission was virtually autonomous. It reported its action on voluntary cases to the director of Region V at Cleveland, but was not under the supervision of that regional office. In February 1943 the National Board established Region XI, comprising the State of Michigan, with headquarters in Detroit. The Commission became, administratively at least, a division of the Region XI board, although it continued to act independently. Gradually, however, it was integrated with the regional board and on July 29, 1943, the National Board, acting on the joint recommendation of the regional board and the Commission, officially reconstituted the body as the Tool and Die Commission of Region XI. It also expanded its jurisdiction to include the entire State of Michigan. The rulings and decisions of the Commission were thereby made subject to regional board review, and enforcement cases within its jurisdiction were brought within the jurisdiction of the regional board's Enforcement Division.

At first the Chairman of the Commission was appointed by the National Board and he in turn chose labor and industry representatives, serving on an ad hoc basis, from a panel of names approved by the National Board. In this respect it differed from the other commissions, since its labor and industry representatives were not full-time employees. After July 1943, however, the Chairman was appointed by the regional board and was assisted by labor and industry consultants who were chosen by the Chairman from a panel of names approved by the regional board.

With the termination of the National War Labor Board the Commission went out of existence. Applications for wage adjustments, formerly within its jurisdiction, were thereafter processed by Region XI of the National Wage Stabilization Board.

HISTORICAL AND POLICY DOCUMENTATION FILES. 1943-45. 10 in. 291

Contain minutes of meetings of the Commission, reports of the Chairman, resolutions issued by the Commission, memoranda to the National Board on policy questions, memoranda and reports relating to the delegation of authority to the Commission, instructions issued by the Chairman to the staff, research and statistical studies, wage-bracket materials, forms, and transcripts of show-cause hearings. Arranged by subject or type of document, according to the NWLB "Guide to Commission or Panel Materials" (see appendix III).

GENERAL RECORDS. 1943-45. 2 ft. 292

Correspondence, memoranda, copies of issuances and reports of other Government agencies, and copies of case materials, relating mainly to the jurisdiction and procedures of the Commission, working relationships with other agencies, and specific cases in progress. Included also are

summaries of significant decisions of the Region XI NWLB in some 75 cases, and progress and activity reports of the Commission and the regional Wage Stabilization, Appeals, and Review Divisions and Automotive Section. Arranged by subject or agency.

GENERAL CORRESPONDENCE. 1943-45. 5 in. 293

Interoffice memoranda and correspondence with Region XI relating mainly to administrative matters, important cases, and the enforcement program. Arranged chronologically.

OUTGOING CORRESPONDENCE. 1942-45. 1 ft. 294

Is in two parts, as follows: (1) mainly copies of routine letters sent relating to the Commission's jurisdiction and rules of procedure, meetings, status of cases, and the like; arranged chronologically, Jan. 1944-Sept. 1945; and (2) copies of letters sent announcing rulings on Form 10 applications, arranged chronologically.

CORRESPONDENCE WITH GOVERNMENT AGENCIES. Jan.--June 1943. 1 in. 295

Correspondence with the Bureau of Internal Revenue and the United States Employment Service relating to wage-stabilization regulations and violations thereof. Arranged by agency and thereunder chronologically.

MINUTES. Sept. 1944-Aug. 1945. 5 in. 296

Copies of minutes of meetings of the Region XI NWLB. Arranged chronologically.

DIRECTIVES AND REGULATIONS. 1942-43. $\frac{1}{2}$ in. 297

Copies of the directive order establishing the Commission and amendments thereto, and copies of regulations of Region XI NWLB relating to the tool and die industry. Arranged by type of material.

PROGRESS REPORTS. 1943-44. 1 in. 298

Weekly statistical activity reports of the Commission and a copy of its first annual report. Arranged chronologically.

RECORDS RELATING TO WAGE BRACKETS. 1942-45. 5 in. 299

Copies of wage brackets established for the Detroit area and comparative wage records for other areas; reports of the Bracket Committee; wage statistics submitted by various tool and die companies; and copies of case materials embodying wage information such as directive orders, rulings, and panel reports. Arranged by subject or type of document.

INSPECTION REPORTS. 1943-45. 1 ft. 300

This series is in two parts as follows:

1. Narrative reports relating to spot checks made in tool and die companies by special inspectors of the Commission for possible violations of wage regulations. Attached to some reports are form tables giving, for the employees of the firm specified, their job classifications, hiring date, hiring rate, wage increases granted, and existing rates. Arranged

alphabetically by name of company.

2. Reports on test checks made in various engineering companies by special inspectors of the Commission for possible violations of wage regulations. Arranged alphabetically by name of company, Jan.-Apr. 1944. only.

RECORDS RELATING TO TOOL AND DIE INDUSTRY CONFERENCE. Aug.-Oct. 1942.

$\frac{1}{2}$ in.

301

This conference on the stabilization of the tool and die industry in the Detroit area was held by representatives of industry and labor in that industry and area and representatives of the National War Labor Board, the War Production Board, and the War Manpower Commission. The records include correspondence, memoranda, copies of case materials, and press releases, relating to the conference itself, the labor shortage, and the wages paid in the industry; lists of tool and die job classifications; and a transcript of a hearing held on Oct. 29, 1942, on tool and die rates of pay. Arranged chronologically.

RECORDS OF MILDRED F. HAZELTON. 1944-45. 5 in.

302

Office files of Mrs. Hazelton, who served as an economist with the Commission. They consist mainly of copies of letters and memoranda sent relating to the approval or denial of voluntary applications, but include also some processed administrative memoranda, copies of the Commission's weekly activity reports, and copies of complaint forms. Arranged in two parts, one alphabetically by name of correspondent and the other alphabetically by subject.

Records of the Trucking Commission

The Trucking Commission was established by resolution of the National Board on November 3, 1942. The directive order of December 2, 1942, gave the Commission jurisdiction over labor disputes and requests for wage and salary adjustments affecting both the trucking industry and that part of an industry which engaged in trucking activity as an adjunct to its regular business. The rulings and orders of the Commission were final, subject to review by the National Board.

A conflict of jurisdiction between the Commission and the regional boards soon became evident, especially over trucking employees of non-trucking businesses. A Board resolution of February 4, 1943, clarified the respective jurisdictions by specifying that all cases involving employees of a trucking business were to be handled by the Commission itself; dispute cases involving trucking employees of nontrucking businesses were to be handled by either the Commission or a regional board, at the discretion of the National Board; and that voluntary cases involving trucking employees of nontrucking businesses were to be handled by the appropriate regional boards except that the boards could, at their discretion, refer any such cases to the Commission.

The Commission's jurisdiction was further limited by the Board's directive order of July 30, 1943, which specified that its authority extend only to cases involving employees in certain designated trucking operations (over-the-road, local pick-up and delivery, and transfer and storage). The Commission's previous jurisdiction over trucking employees of businesses other than those specified was transferred to the regional boards. The order provided also that each region was to establish a standing tripartite trucking panel to handle the cases within its jurisdiction. These panels, the members of which were to be chosen by the Commission, were to make recommendations to the regional board in dispute cases and to rule on voluntary applications. The order further stated that wage brackets established by regional boards for trucking employees could not become effective until approved by the Trucking Commission, and that appeals from regional board decisions filed with the National Board were to be referred to the Commission for recommendation. One further amendment to the order, on June 8, 1944, gave the Commission full jurisdiction over trucking cases in the District of Columbia.

The Commission, tripartite in structure, had only three members, appointed by the National Board, and had its headquarters in Washington, D. C.

On the termination of the War Labor Board the Commission went out of existence. Voluntary cases that would have been within its jurisdiction were thereafter processed by the headquarters office of the National Wage Stabilization Board.

GENERAL CORRESPONDENCE. 1943-45. 1 ft.

303

This series is in three parts, as follows: (1) correspondence relating to the status of applications for wage adjustment; (2) correspondence with regional trucking panels relating to the appointment of panel members, specific cases, and procedural matters; and (3) correspondence with regional boards relating to cases, hearings, procedures, and the like. Each part is arranged by region.

OUTGOING CORRESPONDENCE. Sept. 1943-Dec. 1945. 3 ft.

304

Copies of letters sent relating to all activities of the Commission. Arranged chronologically.

MISCELLANEOUS RECORDS. 1942-45. 3 ft.

305

Mainly copies of processed issuances and reports of the National Board but including also memoranda and reports relating to the jurisdiction of the Commission, copies of case-analysis memoranda prepared by the Commission, and press releases. Arranged by subject; some unarranged material is at the end of the series.

RECORDS RELATING TO DISPUTE CASES. 1943-45. 9 ft.

306

For each case there are usually some correspondence and memoranda, but mainly copies of case materials such as the directive order, the case

analysis memorandum, and exhibits. Arranged alphabetically by name of company concerned.

DIRECTIVE ORDERS AND AUTHORIZATIONS. 1943-45. 5 ft. 307

Copies of directive orders (including approvals of awards made by arbitrators) issued by the Commission in dispute cases; copies of authorizations extending the provisions of the orders to trucking companies not originally covered by the orders; and some related correspondence. The orders are arranged numerically, T 1 - T 709, and the authorizations alphabetically by name of company.

INDEX TO AUTHORIZATIONS. 1943-45. 3 in. 308

Cards, 3" x 5", each of which gives the name and location of the company covered by the authorization and the authorization number. Arranged alphabetically by name of company.

FORM LETTERS. 1943-45. 10 in. 309

Copies of letters (known as TL letters) stating the ruling of the Commission in voluntary cases. Arranged numerically, TL 176 - TL 3265.

DIRECTIVE ORDERS AND RULINGS. 1943-45. 2 in. 310

Processed copies of directive orders and rulings issued by the Commission, with related press releases. Arranged alphabetically by name of company concerned.

DAILY REPORTS ON DIRECTIVE ORDERS. 1943-45. 2 in. 311

Copies of the form "Daily Report on Directive Orders," showing for each order issued by the Commission (in both voluntary and dispute cases), the order number, the case number, the names of the company and union, the date the Commission acted, the date the order was issued to the parties, and the date the order was released to the press. Arranged numerically by order number, TL 1 - TL 3264 for voluntary cases and T 1 - T 727 for dispute cases.

DOCUMENTS SUBMITTED BY COMPANIES AND/OR UNIONS. 1943-45. 9 ft. 312

Copies of documents submitted in dispute cases, including briefs, replies to statements, and comments on reports of hearing officers or panels. Arranged alphabetically by name of company.

PETITIONS FOR REVIEW. 1943-45. 3 ft. 313

Mainly copies of petitions for reconsideration and review in dispute cases, filed by company and/or union, but including a few answers of the unions or the companies to the petitions and requests for interpretation and clarification of directive orders. Arranged alphabetically by name of company.

CASE ANALYSIS SHEETS. 1943-45. 10 in. 314

Mainly copies of a form analysis sheet for voluntary trucking cases, giving for each case the docket number, the name and address of the employer, the date of the application, the issues involved, the date of

the ruling, the ruling, and wage-rate tables that list job classifications within the company with existing and proposed wage rates, remarks, and approved rates. Included also are case analysis memoranda and some copies of rulings and other case materials. Arranged by region, thereunder by State, and thereunder by city, Regions IX-XII only.

RECORDS OF THE COMMISSION'S WAGE STABILIZATION DIVISION. 1943-45.
5 in.

315

Correspondence and memoranda relating to the jurisdiction of regional trucking panels, specific cases, and administrative and procedural matters; statistical reports on case loads; and lists of members of regional trucking panels. Arranged by subject.

RECORDS OF ADRIAN SCHWARTZ. 1943-45. 1 ft.

316

Office files of Mr. Schwartz, who served as Wage Stabilization Director of the Commission. They include correspondence and memoranda relating to policy matters; activity reports of the Commission; lists of pending cases; copies of and notes on significant decisions; reference materials for training courses; work papers on wage issues; copies of agenda for meetings of the Commission; and copies of union contracts and agreements in the trucking industry. Arranged mainly by subject or type of material; some material is unarranged.

RECORDS OF JAY OLIVER. 1943-45. 2 ft.

317

Office files of Mr. Oliver, who served as Principal Hearing Officer and then as Disputes Director of the Commission. They consist of copies of case materials, some correspondence, notes and work papers, and drafts of reports of hearing officers. Arranged alphabetically by name of company.

INDEXES TO DISPUTE CASE FILES. 1942-45. 2 ft.

318

The dispute case files indexed here are among those described in entry 277. Each index is on 3" x 5" cards. The first index gives for each case the name and location of the company, the case number, and the date the case was received; the second gives for each case the names of the company and union involved and the case number. The first index is arranged numerically by case number, 111-369 - 111-17500; the second, alphabetically by name of company.

INDEXES TO VOLUNTARY WAGE AND SALARY ADJUSTMENT CASE FILES. 1943-45.
14 ft.

319

The case files indexed in this series are among those described in entry 278. The indexes are as follows: (1) on 5" x 8" cards, giving for each case the case number, the names of the company and the union, the date the application was received, and a brief notation of the action taken; arranged alphabetically by name of company; (2) on 5" x 8" cards, giving for each case the name and address of the company and the union, the case number, and a brief indication of the action taken; arranged numerically by region and alphabetically thereunder by State and thereunder by city; (3) on 3" x 5" cards, giving for each case the regional

case number, the name and location of the company, and the name of the union; arranged numerically by region and thereunder by case number; (4) on 3" x 5" cards, giving for each case the Commission and regional case numbers and the names and location of the company involved; arranged alphabetically by name of company; and (5) on 3" x 5" cards, giving for each case the case number, the date the application was received, and the name of the company and union; arranged numerically by case number, 24-1 - 24-3886.

"RESEARCH REFERENCE" CARDS. 1943-45. 7 ft.

320

These cards, 3" x 5", are in two groups as follows: (1) gives for each voluntary case all or some of the following information: the name and location of the company, the case number, the existing or approved wage scale, and the date of the TL form letter; and (2) gives brief information on wages paid or brackets established for drivers in the area designated. Each set of cards is arranged numerically by region and alphabetically thereunder by State and thereunder by city.

UNION INDEX. 1943-45. 5 in.

321

This index, on 3" x 5" cards, relates only to voluntary and dispute cases involving the International Brotherhood of Teamsters, Chauffeurs, Warehousemen, and Helpers of America, AFL. For each case is shown the name of the company and the number of the local involved, the names of the local union officers, and the case number. The cards are arranged numerically by number of the local union.

Records of the Shipbuilding Commission

The Shipbuilding Commission was established by directive order of the Board on January 9, 1943, to settle labor disputes and rule on voluntary wage and salary applications in the shipbuilding industry. The industry was defined as including the construction, conversion, outfitting, and repair of floating marine structures, including floating drydocks within the continental limits of the 48 States and the Territory of Alaska, provided the activity was carried on in the water, in drydock, in launching, or on the premises of a shipyard or boatyard; but excluding establishments owned and directly operated by the United States.

Before this time wage stabilization for the industry had been undertaken by the Shipbuilding Stabilization Committee, established in November 1940 by the Advisory Commission to the Council of National Defense. The Committee, composed of representatives of labor, management, and certain procurement agencies of the Federal Government, was later established as a division of the Office of Production Management (continued under the War Production Board). The Committee interpreted and administered the wage agreements decided on at the zone conferences held in 1941 under its auspices. The four zones for which these uniform wage agreements were established were Atlantic, Pacific, Great Lakes, and Gulf Coast. Under the National War Labor Board's order the Shipbuilding Stabilization Committee continued to perform its function except that a new wage rate

fixed by the zone standard agreements could not become effective unless approved by the NWLB.

The Shipbuilding Commission consisted of seven members appointed by the NWLB. Paul R. Porter, Chairman of the Shipbuilding Stabilization Committee, was appointed Chairman of the Commission. The other six members included two representatives of labor, two of management, and one representative each for the Navy Department and the United States Maritime Commission. Action taken by the Commission in a specific case (Case No. 111-671-D, Bethlehem Steel Company, Shipbuilding Division), however, led the National Board to believe that having representatives of procurement agencies on the Commission handicapped its operations. On August 2, 1943, the Board passed a resolution calling for the termination of the Commission and the creation of a Shipbuilding Panel. On August 9, 1943, a new tripartite Shipbuilding Commission was created by directive order of the Board. Its jurisdictions and functions were the same as those of the earlier Commission, but its members, appointed by the Board, consisted of two representatives each for labor, industry, and the public. The public members were not connected with any Federal agency except the Board.

With the termination of the National War Labor Board, the Commission went out of existence. Applications for salary and wage adjustments in the shipbuilding industry were thereafter processed by the headquarters office of the National Wage Stabilization Board.

GENERAL RECORDS. 1942-45. 1 in. 322

Correspondence, memoranda, and reports relating to the establishment, organization, and activities of the Commission. Included is a copy of the final report of the Commission. Arranged by subject.

MINUTES. Mar. 1943-Dec. 1945. 1 ft. 323

Copies of minutes of executive sessions of the Commission, recording mainly the discussion of and action taken on particular cases. Arranged chronologically. At the beginning of the series are indexes showing the cases discussed each month at the meetings.

CASE DIGESTS. 1943-45. 10 in. 324

These are digests of voluntary cases and of petitions for reconsideration in voluntary cases, prepared by the Wage Analysis Unit of the Commission. The digest of each voluntary case includes the names of the company and the union, the case number, the nature of the case, the number of employees involved, the date of filing application, the issues, a statement of the company's position, and a presentation of comparable wage data. The digest of each petition includes the case number, the names of the company and the union, a chronology of events to the time of filing the petition, a discussion of the timeliness of the petition, a synopsis of action previously taken by the Commission, a discussion of the petition, and the comments of the Wage Analysis Unit. Arranged numerically by case number.

MISCELLANEOUS CASE MATERIALS. 1943-45. 1 ft. 325

Mainly copies of such case materials as exhibits and transcripts, but including some correspondence relating to the cases. Unarranged.

CASE DOCKET. 1942-45. 2 in. 326

For both dispute and voluntary cases before the Commission. The entry for each case shows the case number and date of origin, the names of the company and union, the total number of employees, the number of employees involved in the case, the issues or the job classifications affected, and remarks. Entries are arranged numerically by case number. An alphabetical company index is a part of the series.

RECORDS RELATING TO WAGES. 1943-45. 4 ft. 327

Memoranda and correspondence relating to wage reviews that were directed by the Commission; reports on or lists of approvable wage rates that were established following the wage reviews; papers containing wage data obtained from companies, with summaries prepared by Commission staff members; copies of rulings, directive orders, case analysis memoranda, and other case materials containing wage information; and reports and statistical compilations of other agencies. Arranged by zone (Atlantic, Pacific, Inland, Gulf, and Great Lakes) and thereunder by smaller geographical area.

AGREEMENTS. 1942-45. 5 in. 328

Copies of labor-management agreements setting forth terms and conditions of employment in various shipbuilding companies. Arranged alphabetically by name of company.

INDEX TO DISPUTE CASE FILES. 1943-45. 4 in. 329

The dispute case files indexed by these 5" x 8" cards are among those described in entry 277. For each case the cards give the names of the company and the union and of the employer and union representatives, the case number, the issues, and a brief statement of the disposition of the case. Arranged numerically by case number, 25-2D - 25-3359D.

INDEXES TO VOLUNTARY WAGE AND SALARY ADJUSTMENT CASE FILES. 1943-45. 11 ft. 330

The case files indexed here are among those described in entry 278. The three indexes are as follows:

1. On 5" x 8" cards, gives for each voluntary case the names of the company and the union involved, the case number, the date submitted, the issues, and a brief notation of actions taken, with dates. Arranged numerically by case number, 25-1A - 25-3375A.

2. On 3" x 5" cards, each card has a job classification heading and references to pertinent cases (case number, name and location of company, date of approval, and approved rate or rate ranges). Arranged by zone (Atlantic, Pacific, Great Lakes, Gulf, and Inland) and thereunder alphabetically by job title.

3. On 3" x 5" cards, gives for each case the case number, the name and address of the company, the date of the application, and the job classifications of the employees affected. Arranged alphabetically by name of company.

ISSUE INDEX. 1943-45. 10 in.

331

Relates to issues in both voluntary and dispute cases. It consists of 5" x 8" cards, each card having an issue title and references to pertinent cases (case number and company name). Arranged by type of case (voluntary or dispute) and thereunder alphabetically by issue.

Records of the Daily Newspaper Printing and Publishing Commission

The Daily Newspaper Printing and Publishing Commission was preceded by an advisory panel that was created by order of the NWLB on February 24, 1943, at the request of labor and industry representatives. The Panel was at first established on an experimental basis for an initial period of 90 days to provide industry-wide treatment of wage cases and to obtain greater uniformity of treatment within the industry. Its jurisdiction included employees in the mechanical, maintenance, mailing, editorial, art, circulation (including newsboys), commercial, and kindred departments. During this experimental period the Panel reported to the National Board for final action all cases processed by it, both voluntary and dispute. At the expiration of the trial period the National Board extended the life of the Panel indefinitely.

On June 16, 1943, a directive order of the Board empowered the Panel to pass finally, subject to review by the Region VI NWLB, on voluntary cases where its decisions were unanimous and where the proposed adjustments fell within the maladjustment formula. In all other cases, the Panel's function was limited to making recommendations to the Region VI Board at Chicago.

The Panel was reconstituted a commission by order of the Board on February 8, 1944, with final authority to act on all cases within its jurisdiction, subject to review by the National Board.

Its membership comprised two representatives each for labor, industry, and the public, all appointed by the National Board. Management and labor representatives were chosen from nominees submitted by the corresponding representatives of the Board. The public members served as Chairman and Vice Chairman.

After the termination of the National War Labor Board, the processing of voluntary wage cases for the newspaper industry was handled by the region of the National Wage Stabilization Board having jurisdiction over the establishment involved in each instance.

HISTORICAL AND POLICY DOCUMENTATION FILES. 1943-45. 4 ft. 332

Include minutes of Commission meetings, monthly reports of the Commission Chairman to the National Board, the final report of the Commission, reports on wage stabilization problems in the newspaper industry, Commission press releases, statistical accomplishment reports, lists of cases, copies of case analysis memoranda for dispute and voluntary cases handled by the Commission, copies of directive orders and rulings in cases involving fringe issues, and transcripts of hearings and conferences. Arranged by subject or type of material, according to the NWLB "Guide to Commission or Panel Materials" (see appendix III).

RECORDS RELATING TO NEWSPAPER GUILD CASES. 1943-45. 8 in. 333

Consist of (1) copies of the reports and rulings of the Commission in dispute cases involving the guild and (2) copies of directive orders issued in the guild cases. Each part is arranged alphabetically by name of city in which the newspaper was located; an index to the records in part 1 of the series lists for each case the name of the newspaper, the city, the case number, and the code issue number.

INDEX TO VOLUNTARY WAGE AND SALARY ADJUSTMENT CASE FILES. 1943-45. 6 ft. 334

The case files indexed here are among those described in entry 278. The index is on 5" x 8" cards, giving for each case the case number, the names and addresses of the company and the union, the date the Form 10 was filed, the date the application reached the Commission, the number of employees involved, the names of the company and union representatives, and a record of action taken, with dates. Arranged alphabetically by State and thereunder by name of company.

Records of the West Coast Aircraft Committee

The West Coast Aircraft Committee was created on March 8, 1943, by the NWLB to carry out the provisions of the directive order of March 3, 1943, in the cases involving eight west coast airframe companies. The order provided that a uniform job-classification and wage-rate schedule based on the Southern California Aircraft Industry Plan be established for factory employees in each of the plants.

The Committee consisted of two tripartite divisions--one for Region X and one for Region XII. The division for Region X had five members, one representing the public, and two each representing labor and industry; the division for Region XII had only three members. All members were appointed by the respective regional boards.

In carrying out the provisions of the March 3 order the Committee resolved the differences not settled by mutual agreement of the parties concerned and determined the disputes arising on the meaning or application of the order. The Committee's work was mainly to act on petitions for the revision of the classification, grade, description, or evaluation of any job established by or under the March 3 directive order. The

divisions were also empowered to issue orders in any dispute cases or rulings in any voluntary cases arising under provisions of the directive order. These orders were filed before issuance with the respective regional boards and became effective 10 days after filing unless they were stayed or disapproved by the boards within that time.

A directive order of the Board dated January 10, 1944, amended the order establishing the Committee. It designated the two divisions as Division X and Division XII to correspond with the regions they served. Their duties and authority remained largely the same except that Division X was no longer responsible for settling individual grievances arising under application of the Southern California Aircraft Industry (often referred to as SCAI) Plan.

On August 1, 1945, the Committee was dissolved and its functions transferred to the National Airframe Panel.

GENERAL RECORDS. 1943-45. 2 ft.

335

Correspondence, memoranda, progress and activity reports, directive orders, petitions, opinions, job descriptions, transcripts of hearings, agenda for meetings, and press releases, relating mainly to the establishment of the Committee and its functions and activities, grievance and adjustment procedures, and the application of the Southern California Aircraft Industry Plan. Arranged by subject.

GENERAL CORRESPONDENCE. 1943-45. 1 ft.

336

Mainly correspondence of the Committee with the National Board and its agents, aircraft companies, and unions, relating to policy matters, the application of the SCAI Plan, and interpretations of Committee orders. Included also are a few copies of Committee orders and papers containing wage data. Arranged by type of correspondence (NWL, union, and company). The company correspondence is arranged by name of major aircraft company and thereunder by subject.

MINUTES. Mar. 1943-June 1945. 5 in.

337

Copies of minutes of meetings of the Committee, recording mainly the discussion of policy and procedural matters, the appointment of Committee members, and the settlement of grievance cases. Arranged chronologically. A subject index to the minutes for the period Mar. 20, 1943-May 31, 1944, is included in the series.

GRIEVANCE PETITIONS. 1943-44. 4 ft.

338

Relate to job classification grievances that were referred to the Committee for settlement after the grievance procedures in effect at the aircraft plants were exhausted. The records are in two parts, as follows:

1. Copies of the WCAC Form Number One, "Petition for Filing Disputes Under Order No. 14." Each petition contains the names of the party presenting the petition, the company, and the union; the grievance case number; the nature of the grievance; the date on which the final step

preceding arbitration was completed; and the position of the petitioner at the conclusion of the final step preceding arbitration. Arranged numerically by number assigned, A 1 - A 830. Included also are instructions to file clerks for assembling petition files.

2. Record of action taken on petition cases. For each petition there are usually a copy of the petition itself; a copy of the plant's grievance form showing the steps taken within the plant in its regular grievance procedure, with copies of the management's decision attached; a statement of the issues, presented before the field examiner appointed by the Committee; the report and recommendations of the field examiner; and the dispute order of the Committee. Records for grievances that were arbitrated include the grievance form, the statement of issues presented before the arbitrator, and a copy of the arbitrator's decision. Arranged numerically by petition number, A 1 - A 830. An index to the petitions is described in entry 339.

INDEX TO GRIEVANCE PETITIONS DESCRIBED IN ENTRY 338. 1943-45.

10 in.

339

Cards, 3" x 5", giving the names of the petitioners, companies, and unions; the petition numbers; and in some instances the numbers of the field examiner reports and/or dispute orders. Arranged alphabetically by name of petitioner.

PETITIONS FOR REVISION. 1943-45. 1 ft.

340

Relate to requests for Committee consideration or revision of job classifications, grades, or evaluations when the parties involved were not in agreement. The series is in two parts, as follows:

1. Copies of the petition, WCAC Form Number Two. Each petition contains the names of the petitioning party, the company, and the union; the title of the job involved; its point evaluation (according to the SCAI rating plan); the reasons for the requested change; and a history of the negotiations. Attached to each form are evaluation data sheets and proposed job descriptions. Arranged numerically by number assigned, B 1 - B 79.

2. Record of action taken on petition cases. For each petition there are usually a copy of the petition itself, with the attached evaluation data sheet; the report and recommendations of the subcommittee appointed by the Committee to study the request; and, where applicable, the approval order of the Committee. Arranged numerically by petition number, B 1 - B 79. The folder title shows the job classification involved.

PETITIONS FOR NEW JOBS AND REVISIONS. 1943-45. 2 ft.

341

These are petitions for the creation of new jobs and for agreed-upon revisions of job classifications, grades, or evaluations. The series is in two parts, as follows:

1. Copies of the petition, WCAC Form Number Three. Each petition contains the names of the company and the union, the title of the job involved, the existing and the proposed point evaluation (according to the SCAI rating plan), and the reasons for the requested change. Attached to each form are the proposed job descriptions and/or evaluation data sheets. Arranged numerically by number assigned, C 1 - C 97.

2. Records of action taken on petition cases. For each petition there are the petition itself with the supporting data sheets and, in some instances, related correspondence and the report and recommendation of the subcommittee appointed by the Committee to study the request. Arranged numerically by petition number, C 1 - C 97.

STATUS CONTROL CARDS. 1943-45. 10 in. 342

Relate mainly to grievance petitions. Each 5" x 8" card contains the names of the petitioner, company, and union; the petition number and the date received; and the company grievance number. Arranged in two groups, one by category based on progress in disposition and thereunder numerically by petition number, and the other chronologically by date of receipt (for the period May-Oct. 1943 only).

RECORDS RELATING TO PETITIONS. 1943-45. 5 in. 343

Include the intake register for petitions (described in entries 338, 340, and 341) filed with the Committee, indicating the dates received, the names of the petitioners, and remarks; a set of petitions for classification revisions (B and C series), arranged alphabetically by job title; and lists of proposed new jobs filed with the Committee. Arranged by type of material.

RECORDS RELATING TO THE COMMITTEE'S GENERAL ORDERS. 1943-45. 1 ft. 344

Correspondence with Region X NWLB relating to the approval of the orders issued by the Committee; copies of and indexes to the orders; opinions of Committee members on interpretations of the orders; and a few copies of petitions for review or clarification of the directive orders of the regional board that either approved or disapproved the Committee's orders, with related correspondence. Arranged by type of material or subject and thereunder by order number.

RECORDS RELATING TO THE COMMITTEE'S DISPUTE ORDERS. 1943-45. 8 in. 345

Correspondence with Region X NWLB relating to dispute orders submitted by the Committee for approval; indexes to and copies of the orders, with majority and dissenting opinions of Committee members; and a few copies of reports of field examiners or arbitrators. Arranged by type of material or subject and thereunder by order number.

REPORTS. 1943-45. 10 in. 346

Copies of reports by field examiners, arbitrators, and subcommittees appointed by the Committee to study and make recommendations on grievance petitions and petitions for classification revision (see entries 338 and 340). Included also is a report register for the field examiner and arbitration reports, showing the related petition numbers, the names of

the petitioners, and the decisions. The reports and the register are arranged numerically by report number.

SOUTHERN CALIFORNIA AIRCRAFT INDUSTRY WAGE STABILIZATION PLAN. 1942-43. 3 in. 347

The plan of wage stabilization for the west coast aircraft industry was set forth in the directive order issued by the NWLB on Mar. 3, 1943. Part 1 of the order directed the establishment of such a plan in and the application of the SCAI Plan to the plants named in order to effect a uniform job-classification and wage-rate schedule. The SCAI Plan, prepared by representatives of the aircraft industry, had been presented to the Board in October 1942 at a hearing conducted in Los Angeles.

This printed copy of the SCAI Plan is in two volumes, Wage Stabilization Plan for Factory Occupations and Wage Stabilization Plan for Technical and Office Occupations. Each volume includes a statement of the job evaluation plan, an index of occupations and rates, job descriptions and evaluations, charts of labor grades, and Committee orders.

INDUSTRY EXHIBITS IN CASE NO. 2301-D. 1942-43. 5 in. 348

Copies of charts, submitted by the leading southern California aircraft companies in case 2301-D (the case file is among those described in entry 8), comparing the SCAI Plan with company job titles and wage schedules. Arranged numerically by exhibit number, D-1 - D-6.

TRANSCRIPTS OF HEARINGS. 1943-44. 2 ft. 349

Are mainly transcripts of hearings in the arbitrated grievance case involving North American Aviation, Inc., of Inglewood, Calif. Arranged numerically by volume number, 1-52, for the period May-Sept. 1943. The series includes some miscellaneous transcripts of hearings on grievances, disputes, and contested field examiner reports that are unarranged.

RECORDS RELATING TO THE RESTUDY COMMITTEE. 1943-45. 4 in. 350

In accordance with a National Board resolution of Dec. 23, 1943, the Committee in January 1944 appointed a subcommittee, known as the Restudy Committee, to undertake an overall study of the job evaluations and job descriptions of the SCAI Plan. These records include correspondence, memoranda, progress reports, minutes of meetings, and press releases, relating to the establishment and activities of the Restudy Committee and to the scope of the study; and copies of tentative revised job descriptions. Arranged by subject.

Records of the War Shipping Panel

The War Shipping Panel was preceded by a special tripartite panel created by the National War Labor Board on December 30, 1942. This earlier panel considered applications for wage adjustments submitted by the War Shipping Administration in behalf of its agents, the private shipping operators, and made recommendations thereon to the National Board. Within the panel's jurisdiction were all relief and regular crews employed on dry cargo ships, tankers, barges, towboats, and any

other ships engaged in offshore, coastwise, harbor, and inland waterways activities. By a directive order of the Board on July 8, 1943, the panel's powers were extended, and it was named the War Shipping Panel. This Panel was authorized to consider and make recommendations on all applications for wage adjustments and all labor disputes referred to it, to transmit its findings and recommendations to the National Board, and to notify the parties concerned of the final action of the Board. Subsequent amendments to the directive order in 1944 and 1945 further enlarged the powers of the Panel. It was given authority to make final rulings on voluntary adjustments, and to receive applications for adjustments from the Wage and Hour Division offices of the Labor Department instead of through the regional boards.

Members of the Panel were appointed by the National Board, two representatives each for the public, labor, and management. The labor members were chosen from unions whose members were within the jurisdiction of the Panel.

The Panel ceased to exist with the termination of the National War Labor Board, and all voluntary applications formerly within the Panel's jurisdiction were processed by the headquarters office of the National Wage Stabilization Board.

GENERAL RECORDS. 1944-45. 1 ft.

351

Correspondence, memoranda, statistical progress reports, press releases, directive orders, and minutes of meetings, relating to the establishment and activities of the Panel. Included also are lists of cases and a draft of the history of the Panel. Arranged by subject.

GENERAL CORRESPONDENCE. 1943-45. 5 in.

352

Mainly letters and memoranda received and sent by the Panel relating to rules and regulations of the Panel, wage rates in the shipping industry, and cases and issues, but including also copies of letters sent by the Director of Maritime Labor Relations of the United States Maritime Commission and/or the Director of the War Shipping Administration to shipping companies concerning wage regulations and approval of wage agreements. Arranged in part chronologically and in part by name of correspondent.

COPIES OF LETTERS SENT. Aug. 1943-Dec. 1945. 1 ft.

353

Copies of letters sent by Panel members relating to cases and issues, actions of the Panel, and other subjects. Arranged chronologically.

TRANSCRIPTS OF HEARINGS. Mar. 1943-July 1944. 8 in.

354

Transcripts of hearings in some of the more important dispute cases and, occasionally, of executive sessions of the Panel. Arranged chronologically.

CASE ANALYSIS MEMORANDA. 1943-45. 10 in.

355

Mainly copies of case analysis memoranda for voluntary cases and for dispute cases involving wage issues that were prepared for the War Shipping Panel by the Wage Stabilization Division of the NWLB, but including also

some copies of letters sent approving applications for wage adjustments and reports of actions taken by the Panel in voluntary cases. Arranged alphabetically by name of company involved.

RECORDS CONTAINING WAGE INFORMATION. 1943-45. 1 ft. 356

Correspondence, memoranda, wage reports submitted by companies, reports of other Government agencies, work papers, papers containing statistical data, copies of case materials, and copies of brackets set by the Panel, relating to wages paid in the shipping industry, wage surveys and rate studies, and the application of wage brackets. Arranged by subject.

AGREEMENTS AND CONTRACTS. 1941-46. 8 in. 357

Copies of contracts and agreements between various steamship companies and unions setting forth conditions of employment. Unarranged.

INDEX TO DISPUTE CASE FILES. 1943-45. 3 in. 358

The dispute case files indexed by these 5" x 8" cards are among those described in entry 277. Each card gives the names of the company and union, the case number, the number of workers involved, the names of the panel members, and a brief record, with dates, of action taken toward settlement. Arranged alphabetically by name of company.

INDEX TO VOLUNTARY WAGE AND SALARY ADJUSTMENT CASE FILES. 1943-45. 1 ft. 359

The case files indexed on these 3" x 5" cards are among those described in entry 278. Each card gives the names of the company and union, the case number, and a brief record of significant action taken, with dates. Arranged alphabetically by name of company.

Records of the National Airframe Panel

The National Airframe Panel was preceded by the Airframe Disputes Panel, established on August 20, 1943, to consider and make recommendations in wage dispute cases in the airframe industry. On June 8, 1943, the NWLB informed the regional boards that all cases, voluntary and dispute, pertaining to the adjustment of wages and salaries in the airframe industry were to be sent to Washington for action. The Board defined the airframe industry as including the manufacture and assembly of airplanes and gliders and the subassembly of airplane or glider wings, tails, and fuselages, or major structural parts thereof.

The establishment of the National Airframe Panel was announced on January 4, 1944. The Panel's jurisdiction was limited to wage or salary issues in major dispute and voluntary cases that affected the general wage structures in certain designated airframe companies known as the "listed companies." In these cases the Panel made recommendations and presented findings of fact to the National Board. In addition the Panel performed certain liaison functions for the West Coast Aircraft Committee and the National Board.

On August 9, 1944, the Board revised the jurisdiction of the Panel to include all dispute and voluntary cases involving some thirty-five airframe companies, instead of only major cases involving wage or salary issues. Under certain limited circumstances it was also given authority to make final rulings on voluntary cases, but in all dispute cases it continued to submit its recommendations to the National Board for final action. On August 1, 1945, the Panel inherited the functions of the West

Coast Aircraft Committee, which went out of existence.

The Panel consisted of five members appointed by the National Board, one representing the public and acting as chairman and two each representing labor and management. It went out of existence with the termination of the National War Labor Board. Thereafter voluntary cases for the airframe industry were processed by the headquarters office of the National Wage Stabilization Board.

GENERAL CORRESPONDENCE. 1944-45. 4 ft. 360

Mainly correspondence of the Chairman and other members of the Panel with aircraft companies, relating to specific cases and issues, interpretations of general orders and rulings, procedural matters, and other subjects. Arranged alphabetically by name of company.

MONTHLY REPORTS. Apr. 1944-July 1945. 1 in. 361

Copies of monthly summary statistical reports from the Chairman of the Panel to the National Board. Arranged chronologically.

POST REVIEW FILE ON WEST COAST AIRCRAFT COMMITTEE ORDERS. 1943-45. 10 in. 362

By provision of the directive order creating it, the West Coast Aircraft Committee filed all its orders with either Region X or Region XII NWLB. The records in this series relate to the directive orders of the regional boards, either staying or approving the orders of the Committee, that were appealed to the National Board. A typical file includes the order of the Committee; the order of the regional board either approving or denying the order; correspondence and memoranda relating to interpretation of the order and requests for appeal by either company or union; the formal petition for reconsideration and review, occasionally with exhibits; reports and opinions of members of the National Airframe Panel on the appeal; and the final directive order of the National Board. Arranged numerically by Committee order number.

TRANSCRIPTS OF HEARINGS. 1943-45. 1 ft. 363

Transcripts of hearings in some of the more important airframe industry dispute cases. Unarranged.

STATUS CARDS FOR VOLUNTARY CASES. 1943-45. 3 in. 364

Cards, 5" x 8", giving for each case the name and location of the company involved, the date of application, the case number, the issues, and a brief notation of the action taken. Arranged numerically by case number.

Records of the National Telephone Commission

The National Telephone Commission was preceded by a National Telephone Panel, which was established on December 29, 1944. The Panel had jurisdiction over all voluntary and dispute cases arising in the telephone industry, but its powers were limited to making reports and recommendations for action to the National Board, which made the final determination. It was a tripartite body, its six members appointed by the Board, with headquarters in Washington, D. C.

On April 23, 1945, the National Board amended the resolution creating the Panel and thereby, with a few exceptions, gave it authority to make final rulings on all voluntary cases. On June 15, 1945, the Panel, by directive order of the Board, was officially designated a Commission with

full authority to make final decisions on all dispute cases and voluntary applications arising in the telephone industry, subject to the usual right of appeal to the National Board.

The Commission went out of existence with the termination of the War Labor Board. Voluntary cases that would formerly have been in its jurisdiction were thereafter processed by the headquarters office of the National Wage Stabilization Board.

PRESS RELEASES. May 1944-Nov. 1945. 1 in. 365
Releases of the National Board relating to activities and decisions of the National Telephone Commission and to important cases involving the telephone industry. Arranged chronologically.

RECORDS RELATING TO WAGE BRACKETS. July 1943. 1 in. 366
Include worksheets used in preparing wage brackets for clerical occupations in the telephone industry in St. Louis, Mo.; and a chart comparing bracket minima with weighted averages of the Bureau of Labor Statistics for clerical positions in manufacturing and nonmanufacturing industries in the St. Louis labor-market area. Arranged by type of material.

INDEX TO DISPUTE CASE FILES. 1942-45. 2 in. 367
The dispute case files indexed on these 3" x 5" cards are among those described in entry 277. Each card gives the name and location of the company involved, the case number, and the date on which the case was closed. Arranged alphabetically by name of company.

INDEX TO VOLUNTARY WAGE AND SALARY ADJUSTMENT CASE FILES. 1943-45. 368
2 ft.
The case files indexed on these 3" x 5" cards are among those described in entry 278. Each card gives the name and address of the company, the case number, and the date on which the case was closed. Arranged alphabetically by name of company in two parts: (1) cases originally referred to the National Board or the regional boards before the establishment of the Commission but that were closed by the Commission (these bear the original case numbers), and cases received directly by the Commission.

Records of the Meat Packing Commission

The Meat Packing Commission was established on March 31, 1945, to carry out the terms of the Board's directive order of February 20, 1945, in the meat-packing cases involving the "Big Five" packers—Armour, Cudahy, Morrell, Swift, and Wilson. The Board directed the parties to bargain collectively for 60 days to eliminate wage-rate inequalities by mutual agreement and to arrive at a wage-rate schedule to remain in effect for the duration of the contract. The Board stated further that a Commission would be appointed to settle any wage-rate inequality issues remaining after the collective bargaining and to approve wage agreements arrived at by the parties. Agreements were reached by the several parties in May and June 1945 and were the basis for the subsequent work of the Commission.

The jurisdiction of the Commission was extended in July to enable it to act on voluntary applications to extend the wage adjustments of the "Big Five" meat-packing agreements to companies that were not included in the agreements but had similar operations, and to employees who were not in the unions involved in the "Big Five" cases, but who did comparable work and whose working conditions and wage rates historically followed the same pattern.

The Commission was composed of 10 members--1 from each of the 5 major companies, 1 from each of the 3 national unions for the industry, and 2 representing the public. Its headquarters were in Chicago, the center of the meat-packing industry.

The Executive order that terminated the War Labor Board made provision for the continuance of the Commission in order to complete the review of the internal wage structures of the five major companies. Although an agent of the National Wage Stabilization Board, its decisions were final and binding on the parties, without appeal to the Board. The Commission was terminated, with the National Wage Stabilization Board, in February 1947.

HISTORICAL AND POLICY DOCUMENTATION FILES. 1945-46. 1 ft. 369

Contain minutes of Commission meetings, reports of the Chairman to the National Board, policy statements, interpretations and clarifications of directive orders, instructions to parties in dispute, papers containing wage-bracket information reports on problems in the meat-packing industry, and copies of rulings of the Commission. Arranged by subject or type of document according to the NWLB "Guide to Commission or Panel Materials" (see appendix III).

RECORDS OF CLARK KERR. 1945-47. 4 ft. 370

Office files of Mr. Kerr, who served as Chairman of the Commission. They consist mainly of correspondence, reports, memoranda, statistical materials, copies of case materials, Commission resolutions, wage-data materials, press releases, and agenda for and minutes of meetings. They relate to the jurisdiction of the Commission, policy and procedural matters, and the activities of the Commission in the handling and disposition of cases. Included also is a history of the Commission written by the Chairman. Arranged alphabetically by subject, with some unarranged material at the end of the series.

RECORDS RELATING TO GEOGRAPHICAL DIFFERENTIALS. 1944-45. 3 ft. 371

Correspondence and memoranda relating to the Commission's jurisdiction over problems involving geographical differentials and to the analysis of wage rates in different locales; copies of the Commission's reports on geographical differentials in the industry and in the "Big Five" plants; papers containing wage data obtained from the companies; and copies of union newspapers and of master company-union agreements for the industry. Arranged in general by type of material; the papers containing company wage data are arranged by geographical area, thereunder by name of company, and thereunder alphabetically by name of city.

RECORDS RELATING TO APPEAL CASES. 1943-47. 5 in.

372

Correspondence, memoranda, and copies of case materials relating to meat-packing industry cases on appeal, with papers containing wage data that were introduced as exhibits. The records relate also to the meat-packing cases handled by the regional boards before the establishment of the Commission. Unarranged.

RECORDS RELATING TO THE OCCUPATIONAL WAGE-RATE SURVEY. 1943-44.

1 ft.

373

The Bureau of Labor Statistics conducted a wage-rate survey to obtain wage information for key jobs in various industries and used Forms OWR-3, OWR-4, and OWR-5 to record such data from company payrolls and other financial records. This series consists mainly of copies of these forms containing wage information for key jobs in the meat-packing industry and lists of jobs included in the survey, but includes also other wage information gathered or compiled by the Bureau. Arranged alphabetically by State, with some unarranged material at the end of the series.

WAGE DATA CARDS AND REPORTS. n.d. 11 ft.

374

The series is in three parts, as follows:

1. Cards, 5" x 8", containing information on "agreed-on" wage rates. Each card has as a heading the job title and department name, and for the job specified gives the name of the plant and its location, the existing wage rates in that plant for the particular job, the proposed rate, and what was apparently the approvable range of rates for that job. Arranged by major geographical area for the industry (metropolitan, river, southern, and west coast), thereunder alphabetically by department, and thereunder alphabetically by job title.

2. Cards, 5" x 8", containing information on "disputed" wage rates. Each card has as a heading the job title and department name and for the job specified gives the existing range of rates and the proposed adjustments in the "Big Four" packing companies (Armour, Cudahy, Swift, and Wilson) in the industry's geographical areas. The areas are combined for this purpose into southern and west coast, and river and metropolitan. Arranged by area and alphabetically thereunder by name of department and thereunder by job title.

3. Copies of the form report, "Authorized Job Rates in Meat-packing Plants Covered by the National Board's Directive of February 20, 1945, Adjusted for Geographical Rate Increases Granted By May and June 1945 Agreements." The reports give the base wage rates for different occupations within specified departments in the major meat-packing companies. Arranged alphabetically by name of department.

RULINGS. Jan.-Feb. 1947. 4 in.

375

An incomplete set of the Commission's rulings on disputed wage adjustments involving Swift & Co. Arranged numerically by case number, 111-52-D - 111-71-D.

INDEX TO MEAT PACKING COMMISSION RULINGS. 1945-47. 1 in.

376

Cards, 5" x 8", that refer to rulings of the Commission on both "agreed" and "disputed" wage adjustments. For each case are given the case number, the name and address of the company, the union, the date the case was submitted for review or adjudication, the number of employees involved, the issues (intraplant or interplant inequities), and notations of action taken by the Commission, with dates. Arranged alphabetically by name of company (Armour, Cudahy, Morrell, Swift, and Wilson), and thereunder numerically by case number.

Records of the Steel Commission

The Steel Commission was created on March 30, 1945, in accordance with the directive order of November 25, 1944, in the basic steel case (case No. 111-6230-D, Carnegie Illinois Steel Corp., et al, one of the case files described in entry 8; auxiliary case files are described in entry 13). The Commission's function was to administer Section X (3) of the order, which provided for collective bargaining negotiations to eliminate intraplant wage-rate inequities and either to approve the agreements or to resolve the disputes resulting therefrom. The Commission's jurisdiction extended only to the 86 steel companies covered by the November 25 directive and such others as the Board designated. The rulings and orders of the Commission were given the same status and were subject to the same review procedures as were the rulings and orders of the regional boards.

On November 2, 1945, the Board issued an amended directive order that eliminated its right of review of the Commission's rulings and orders and provided that the Commission was to prescribe its own rules, including those governing petitions for reconsideration. This was to be done after consultation with the parties under the Commission's jurisdiction.

The Commission was tripartite in structure and consisted of six members appointed by the National Board. The public members served as cochairmen.

Executive Order 9672 of December 31, 1945, which terminated the National War Labor Board and established the National Wage Stabilization Board as its successor, provided for the continuance of the Steel Commission. Executive Order 9809 of December 12, 1946, which terminated the National Wage Stabilization Board, provided that the Commission was to carry out its functions within the Department of Labor until such date as the Secretary of Labor might set for its termination.

GENERAL RECORDS. 1945-47. 2 ft.

377

Mainly correspondence, memoranda, reports, agenda for and minutes of meetings of the Commission, procedural issuances, budget estimates, and copies of resolutions of the Commission, relating mainly to administrative and procedural matters and activities of the Commission. Included also are lists of cases and the final report of the Commission. Arranged by subject.

GENERAL CORRESPONDENCE. 1945-47. 1 ft.

378

Mainly copies of letters sent by the executive secretary of the Commission and other staff and Commission members, with some letters received, relating to proceedings in particular cases, meetings of the Commission, and minor administrative matters. Included also are copies of weekly statistical reports on the acquisition and disposition of voluntary and dispute cases. Arranged chronologically.

RECORDS RELATING TO PERSONNEL. 1945-47. 10 in.

379

Include applications for positions; job descriptions; and correspondence relating to hospitalization, bond deductions, and similar subjects. Arranged by subject or name of person.

Records of the Textile Commissions

By directive order of April 12, 1945, the National War Labor Board established two textile commissions to put into effect the provisions of its directive orders of February 20, 1945, in the cases involving 23 southern cotton textile companies, 25 New England cotton and rayon companies, and 6 New York and Pennsylvania rayon companies. The orders directed the parties to establish, through collective bargaining, more balanced and properly aligned wage-rate structures and set forth guidepost rates for certain key occupations in the industry. The commissions were empowered to approve the agreements and decide the disputes submitted to them in accordance with the terms of the directive orders.

The Southern Textile Commission, with headquarters at Atlanta, Ga., had in its jurisdiction the 23 southern companies covered by the directive orders and such other companies as the Board designated. The Northern Textile Commission, with headquarters at Boston, Mass., had authority over the New England, New York, and Pennsylvania companies that were parties to the order. Each commission was tripartite in structure, and each had three members appointed by the Board. The rulings and orders of each were subject to stay and review by the National Board.

Provision was made in Executive Order 9672 for the continuance of the commissions after the termination of the War Labor Board. They went out of existence with the National Wage Stabilization Board, in February 1947.

HISTORICAL AND POLICY DOCUMENTATION FILES. 1945-46. 1 ft.

380

Contain minutes of meetings of the Commissions, reports of the chairmen, policy statements issued by the Commissions, research studies and reports, lists of dispute cases, a set of wage-stabilization memoranda for voluntary cases, copies of directive orders and rulings issued by the Commissions, form statements attached to orders and rulings, and press releases. Arranged by subject or type of document according to the NWLB "Guide to Commission or Panel Materials" (see appendix III).

MISCELLANEOUS CASE MATERIAL. 1945-46. 9 in. 381

Mainly copies of such case materials as case analysis memoranda and rulings in voluntary cases of the Northern Textile Commission, with some related correspondence and memoranda. Arranged alphabetically by name of company.

RECORDS CONTAINING WAGE DATA. 1943-45. 2 ft. 382

Correspondence and memoranda relating to the establishment of textile wage brackets, including copies of correspondence of Region I NWLB; copies of case materials containing wage information, such as directive orders, rulings, panel reports, and exhibits; papers containing wage data that were submitted by textile companies; work papers of staff members; and copies of the textile wage brackets as established by the Northern Textile Commission. Arranged in general by subject; there is some unarranged material.

CONTRACTS AND AGREEMENTS. 1943-45. 4 in. 383

Copies of labor-management agreements relating to conditions and terms of employment in textile companies. Unarranged.

INDEX TO DISPUTE CASE FILES OF THE SOUTHERN TEXTILE COMMISSION.

Apr.-Dec. 1945. 1 in. 384

The dispute case files indexed on these 5" x 8" cards are among those described in entry 277. Each card gives the name and address of the company involved, the case number, the date of certification, the names of the company and union representatives, and a notation of the action taken. Arranged alphabetically by name of company.

RECORDS OF THE NATIONAL WAGE STABILIZATION BOARD

1946-47

Executive Order 9672 of December 31, 1945, which terminated the National War Labor Board, established the National Wage Stabilization Board (often referred to as the NWSB) within the Department of Labor to administer the wage and salary stabilization program during the reconversion period and to continue certain minor dispute functions of its predecessor. The Board's chief function was to exercise indirect controls over wage or salary increases by passing on applications for approval of wage adjustments that might involve price relief or increased costs to the Government. Direct wage controls were limited to the consideration of proposals for wage decreases, the establishment of rates for new occupations or departments, and all wage and salary adjustments in the building and construction industry. The dispute functions of the Board centered on the continuing operations of the tripartite commissions that had been established by the NWLB to carry out its directive orders in the meat-packing, steel, and textile industries. In addition, the NWSB appointed such arbitrators as were necessary under NWLB orders or collective bargaining agreements, acted upon applications arising under section 5 of the War Labor Disputes Act dealing with wage adjustments in plants seized by the Federal Government, and received strike notices

under section 8 of the act. Another major function of the Board was the enforcement of alleged violations of the wage stabilization program.

The jurisdiction of the Board was limited to the same extent as the National War Labor Board's. Wage adjustments within its jurisdiction were as follows: all wages other than those of railroad and agricultural labor; all salaries of less than \$5,000 per year paid to any employee who was not employed in a bona fide executive, administrative, or professional capacity; and all salaries of less than \$5,000 per year paid to persons employed in bona fide executive, administrative, or professional capacities if such employees were represented by duly recognized or certified labor organizations. The Board had no jurisdiction over wage or salary increases required by the provisions of the Fair Labor Standards Act, the Walsh-Healey Act, or the Davis-Bacon Act, nor did it exercise jurisdiction over the employees of Federal, Territorial, State, and local governments.

The Board, like its predecessor, was a tripartite body. It consisted of six members appointed by the President, with two representatives each for labor, industry, and the public. Provision was also made for the appointment of alternates. On December 31, 1945, the President appointed the members of NWLB's Stabilization Division to the new Board. The two members representing the public acted as Chairman and Vice Chairman.

The regional organization of the Board had been provided for by the Stabilization Division in its plans for the successor of the War Labor Board. In November 1945 it had passed a resolution stating that each of the 12 regional boards should, after January 1, 1946, be tripartite in structure and consist of 6 members, with additional alternates and substitutes. On January 2, 1946, the National Wage Stabilization Board announced the appointment of the public, industry, and labor members of its 12 regional boards. The location and jurisdiction of the regional boards were the same as for the NWLB. The Territorial Board for Hawaii, however, was abolished. A representative of the National Board was temporarily stationed in Hawaii and the voluntary applications were submitted to the National Board for action. In February, however, by resolution of the National Board, the San Francisco regional board assumed jurisdiction over the Territory of Hawaii, and a representative of the Honolulu office of the Wage and Hour Division of the Labor Department acted as the regional board's agent. The number of regions was reduced from 12 to 11 when the National Board, in an economy move, voted in August 1946 to close the Region IX office in Denver, Colo. The States within its jurisdiction were assigned to the boards at San Francisco and Kansas City.

Four of the industry commissions created by the National War Labor Board continued in operation under its successor. Three of these--the Meat Packing, Steel, and Textile Commissions--were continued to carry out the provisions of the directive orders of the NWLB, assignments that had not been completed when that agency was terminated. The West Coast Lumber Commission also remained in existence but with only a

quasi-independent status since its cases were processed by the Region XII NWSB. The National Board processed all applications for wage and salary adjustments formerly within the jurisdiction of the Trucking, Shipbuilding, and Telephone Commissions, and the Airframe and War Shipping Panels. Applications formerly within the jurisdiction of the Nonferrous Metals and the Tool and Die Commissions were handled by the regional boards at Denver and Detroit, respectively. Those formerly within the jurisdiction of the Newspaper Commission were handled by the regional board having authority over the establishment involved.

Provision was made for the continuance of the Wage Adjustment Board within the Department of Labor to act as an agent of the Board in exercising direct wage controls in the building and construction industry. The National Wage Stabilization Board revoked all general orders that had granted "delegated" Government agencies the authority to approve the adjustments of the wages or salaries of their employees not fixed by statute.

The internal structure of the NWLB and the NWSB was similar. The Office of the Board Members was responsible for determining policy and procedure and had decision-making authority on wage and salary applications. The tripartite Review and Appeals Committees assisted the Board in handling appeals. The general conduct of administrative affairs and relations between the National Board, industry commissions, and the regional boards was vested in an Executive Director appointed by the Board. The staff of the National Board consisted of the two principal operating divisions (the Legal and the Case Analysis and Program Appraisal Divisions), the Administrative Management Division, and a Public Information Office. The Case Analysis and Program Appraisal Division prepared analyses of requests for wage adjustments, advised the Board on all aspects and problems of the wage-stabilization program, and reviewed and kept the Board informed on the status of the program in the regions. The Legal Division was responsible chiefly for the enforcement program, and, in addition, gave legal counsel to the National Board and regional boards, interpreted the rules, regulations, and Executive orders under which the boards operated, and maintained liaison with other Government agencies.

The regional boards were patterned after the National Board. In the regions, however, the divisions performing the same functions as the Case Analysis and Program Appraisal Division were called Wage Stabilization Divisions. The regional wage stabilization directors were delegated the authority on April 4, 1946, to issue rulings on voluntary applications, subject to the right of appeal to the regional board. The tripartite enforcement divisions and the regional attorneys exercised the enforcement functions in the field.

The existence of the Board was contingent largely on the continuance of the Emergency Price Control Act of 1942 and the Stabilization Act of 1942 as amended, both of which expired June 30, 1946. A price-control extension measure that made significant changes in the price and wage

control program was vetoed by the President on June 29, 1946. The lapse of the Stabilization Act of 1942 presented a problem to the Board, since its authority to act with respect to wage stabilization depended on certain provisions in the act. Since, however, it carried out some duties under provision of the War Labor Disputes Act, which was still in effect, the Board continued to function in the uncertain interim period until the passage of the Price Control Extension Act of 1946. The Board took no official action on pending cases, but it did accept new cases for docketing and analysis, pending congressional action on wage stabilization.

The Price Control Extension Act of 1946 had the effect of continuing, without modification or change, the wage and salary controls that were in effect as of June 30, 1946. On November 9, 1946, the President announced the removal of virtually all price controls and of all wage and salary controls. Executive Order 9801, dated November 9, 1946, formally provided for the termination of wage controls. In his statement of November 10, 1946, the Chairman of the Board noted that the NWSB had certain responsibilities remaining even after the discontinuance of wage controls; namely, the disposition of enforcement cases, duties under the War Labor Disputes Act, and the work of the Steel and Meat Packing Commissions. Executive Order 9809 of December 12, 1946, provided for the termination of the Board, effective February 24, 1947. It also provided that enforcement functions be transferred to the Treasury Department, that functions under section 5 of the War Labor Disputes Act be administered by special boards constituted as the need might arise by the Secretary of Labor, that the functions of the Steel Commission be continued until such date as the Secretary of Labor might set for its termination, and that all other functions of the Board be transferred to the Secretary of Labor.

The records of the NWSB headquarters organization and the regional boards total 420 cubic feet. Like the records of the NWLB they are in two general categories--case records and other records. The case records include the case files and related indexes. Case records for the regions are described collectively and include any indexes prepared or used by a particular region as well as the case files for all regions. Case files and related indexes for NWSB enforcement cases, however, are described with the records of the NWLB (entries 21-23 and 173-176 for headquarters and regional cases, respectively). Records of the NWSB other than case records are described separately under the unit that created them.

Some records created by the NWLB but inherited by the NWSB are described with the records of the latter. Wherever practicable cross references have been made to pertinent series.

HEADQUARTERS CASE RECORDS

VOLUNTARY WAGE AND SALARY ADJUSTMENT CASE FILES. 1945-46. 47 ft. 385

The procedures for handling voluntary cases were similar to those established by the NWLB. The employer who wished to make a wage adjustment involving price relief or increased costs to the Government applied

at the local office of the Wage and Hour Division of the Labor Department to determine whether NWSB approval was required. If the office ruled affirmatively, the applicant filed NWSB Form 10 for transmittal to the National Board or the appropriate Board agent. After an analysis of the application a ruling was issued by the NWSB or its agent either approving or denying the applicant's request. Provision was made for the appeal of decisions made by regional wage stabilization directors and regional boards to the National Board.

The National Board assumed jurisdiction of the cases in this series in several ways. It decided cases appealed from rulings of its agents; assumed jurisdiction at the request of its agents; acted originally on all applications that, before Dec. 31, 1945, would have been within the jurisdiction of the NWLB Trucking, Shipbuilding, and Telephone Commissions and the National Airframe and War Shipping Panels; and processed applications affecting employees of Government-owned privately operated facilities of the War Department. Finally, it could, on its own motion, take any case irrespective of the usual rules defining the jurisdiction of the various Board agents. The series also includes files for cases that the NWLB began processing but that were concluded by the NWSB. Most of the appeal case files were returned to the Board agent with which they originated.

A typical case file contains the application for approval of a wage or salary rate adjustment (Form 10); the supporting wage information presented by the applicant; correspondence, telegrams, and interoffice memoranda relating to the case; the case analysis memorandum prepared by the Case Analysis Division; and the ruling of the Board. The file for a case referred from a Board agent to the National Board for decision contains also correspondence and memoranda relating to the transfer of jurisdiction. The files are arranged numerically by case number, 1-13-2 - 1903-13-2. Each case was given three numbers--the first, a serial number; the second, a code number indicating the special industry, if any, involved; and the third, a code number for the type of case. The code numbers for the special industries are as follows: 13, National Board case not involving a special industry; 24, trucking industry; 25, shipbuilding industry; 29, telephone industry; 46, airframe industry; and 47, war shipping industry. The code for the types of cases is as follows: 1, price relief; 2, increased cost to the Government; 3, price relief and increased cost to the Government; 4, wage decrease; and 5, other. An index to these case files is described in entry 387.

CASE FILES FOR VOLUNTARY WAGE AND SALARY ADJUSTMENT CASES RELATING TO
GENERAL WAGE APPROVALS. Feb.-Nov. 1946. 7 ft.

386

These are cases in which rulings were issued by the National Board in accordance with its general wage approvals. The wage approvals established, for certain industries, approvable wage adjustments that reflected the pattern of reconversion wage increases resulting from collective bargaining negotiations between Aug. 18, 1945, and Feb. 14, 1946. The Board issued eight such approvals in the period Feb.-May 1946.

The cases for which files are included in this series were concerned with the identification of the company with the industry specified in the approvals and the application of the general wage approvals to the increases proposed by the applicant companies. A typical case file contains correspondence, telegrams, memoranda, wage data submitted by the company, and the ruling of the Board. Included in some files are the case analysis memoranda prepared by the Case Analysis Division, and, where submitted, the Form 10 application. The case files are arranged numerically by code number designating the wage approval and thereunder numerically by serial number. The code numbers and the corresponding general wage approvals and industries are as follows: 34, General Wage Approval No. 2, basic steel and related industries (issued in accordance with General Order No. 1 of the Stabilization Administrator, dated Feb. 21, 1946); 35, General Wage Approval No. 1, meat-packing industry; 36, General Wage Approval No. 3, shipbuilding industry; 37, General Wage Approval No. 5, refractories industry; 38, General Wage Approval No. 7, electrical industry; and 39, General Wage Approval No. 8, nonferrous metals industry. An index to these case files is described in entry 387.

INDEX TO VOLUNTARY WAGE AND SALARY ADJUSTMENT CASE FILES. 1945-46.
1 ft.

387

Cards, 5" x 8", giving for each case the name and address of the applicant company, the case number, the name of the union, the number of workers involved, the type of industry, a chronology of events, a statement of issues, a statement of the basis for the company's request, the ruling of the Board, and a statement of the basis for the Board's action. The index covers not only the cases described in entries 385 and 386, but also the regional cases appealed to the National Board and subsequently returned to the regional boards, described in entry 462. The cards are arranged alphabetically by name of company.

INDEX TO BOARD ACTION ON STEEL INDUSTRY GENERAL WAGE APPROVAL CASES.
Mar.-June 1946. 2 in.

388

Indexes the action taken by the Review Committee or the National Board in steel industry cases involving the application of General Wage Approval No. 2, issued in accordance with General Order No. 1 of the Stabilization Administrator (see entry 386). It consists of 5" x 8" cards, giving for each case the name and address of the applicant company, the name of the union, the case number, and a notation of the action taken by the Board or Committee, with dates and voting records. Arranged alphabetically by name of company.

INDEX TO THE WAR SHIPPING INDUSTRY CASES. Jan.-Nov. 1946. 3 in.

389

These are cases that, before Dec. 31, 1945, would have been under the jurisdiction of the NWLB War Shipping Panel. The case files themselves are among those described in entry 385. The index consists of 5" x 8" cards, giving for each case the case number, the names of the company and the union, the date the application was received, and, in some instances, notations of the actions taken by the Review Committee or the National Board. Arranged alphabetically by name of company.

CASE FILES FOR VOLUNTARY CASES SUBMITTED BY THE WAR DEPARTMENT WAGE COORDINATION BOARD. Jan.-Nov. 1946. 3 ft. 390

These cases resulted from requests for wage adjustments by companies, most of which were engaged in the Manhattan Project, that held War Department contracts. The cases were submitted to the NWSB by the War Department Wage Coordination Board. A typical case file includes correspondence of the War Department with the company requesting the wage adjustment, with the letter of transmittal from the Wage Coordination Board to the NWSB; the case analysis memorandum prepared by the Case Analysis Division; and the ruling of the Board. The case files are arranged numerically by case number. A list of these cases by name of company and by case number is available.

OTHER HEADQUARTERS RECORDS

Records of the Office of the Board

TRANSCRIPTS OF EXECUTIVE SESSIONS. Jan. 1946-Feb. 1947. 8 ft. 391

Verbatim transcripts of executive sessions of the Board, recording discussions of Board organization, administration, policy, procedures, and important cases. Arranged chronologically. A subject index is included in each transcript.

MINUTES. Nov. 1945-Feb. 1947. 3 in. 392

Processed copies of minutes of meetings of the Stabilization Division, Nov. 1945-Jan. 3, 1946, and of the NWSB, Jan. 1946-Feb. 1947. They include the names of the members present and a record of matters discussed. Arranged chronologically.

AGENDA. Jan. 1946-Feb. 1947. 1 in. 393

Typed copies of the agenda for Board meetings, listing the policy questions to be discussed and the cases under consideration. Arranged chronologically.

RESOLUTIONS OF THE BOARD. Jan.-Oct. 1946. 2 in. 394

Typed copies of resolutions adopted at Board meetings, relating mainly to policy and procedural matters. Included also are some copies of related memoranda, correspondence, telegrams, and press releases. Arranged alphabetically by subject, with some unarranged resolutions at the end of the series. A subject index is included.

EXECUTIVE ORDERS. Feb.-Dec. 1946. $\frac{1}{2}$ in. 395

Copies of Executive orders affecting the Office of Economic Stabilization and the National Wage Stabilization Board. Arranged chronologically.

CASE ANALYSIS MEMORANDA. Jan.-Oct. 1946. 6 ft. 396

Case analysis memoranda for cases handled by the National Board, both original jurisdiction and appeal, prepared by the Case Analysis Division for the Review Committee. Each memorandum outlines the facts of the case, usually under the following headings: chronology, background, proposed

adjustment and bases therefor, and analysis of proposal in terms of the relevant wage-stabilization criteria. Included in some instances are copies of rulings or form letters notifying applicants of rulings. Arranged alphabetically by name of company.

Records of Board Members Representing the Public

GENERAL RECORDS OF THE CHAIRMAN AND VICE CHAIRMAN. 1945-47. 1 ft. 397

Correspondence, memoranda, reports, processed issuances, statistical progress and activity reports, budget estimates and justifications, reference materials, and press releases, relating to wage-stabilization problems and policies, the postwar wage patterns in particular industries, the relationship of the Board with other agencies, the activities of the Board in processing cases, the enforcement program, procedural matters, the delegation of authority to regional wage-stabilization directors, budgetary matters, and appointments to the Board. Included also are copies of Executive orders relating to the NWLB, the NWSB, and other wartime agencies. A few papers are dated as early as 1943. Arranged alphabetically by subject or name of agency.

OUTGOING CORRESPONDENCE OF THE CHAIRMAN. Aug. 1945-June 1946. 5 in. 398

Copies of letters, memoranda, and telegrams sent by the Chairman, relating mainly to wage policies in the reconversion period, the termination of the NWLB, the jurisdiction and procedural regulations of the NWSB, the processing of specific cases, and appointments to the Board. Arranged chronologically.

RECORDS OF W. WILLARD WIRTZ. Jan.-Nov. 1946. 5 in. 399

Office files of Mr. Wirtz, who served as Chairman of the Board from Jan. 1, 1946, to Jan. 30, 1947. They consist mainly of personal correspondence, including letters of encouragement and commendation. Arranged alphabetically by name of correspondent.

RECORDS RELATING TO CASES. Oct. 1945-Dec. 1946. 5 in. 400

Correspondence, memoranda, telegrams, reports, statistical records, press releases, and copies of such case materials as wage agreements, orders, and opinions, relating to the processing of and issues in some of the more important cases and to wage problems peculiar to certain industries. Arranged alphabetically by type of industry (agricultural machinery, coal, maritime, and the like) or by name of company.

OUTGOING LETTERS OF THE VICE CHAIRMAN. Jan.-June 1946. 1 in. 401

This is a fragmentary series consisting of copies of letters sent by the Vice Chairman of the Board (Sylvester Garrett and Jack G. Day, successively), relating to particular cases and administrative matters. Arranged chronologically.

Records of Labor Members of the Board

GENERAL RECORDS OF CIO LABOR MEMBERS. 1942-46. 5 ft. 402

Mainly correspondence, memoranda, reports, resolutions of the NWLB

and the NWSB, copies of Executive orders affecting the Boards and their activities, agenda for conferences and meetings, press releases issued by the NWLB, the NWSB, the Bureau of Labor Statistics, and the CIO, copies of case materials, papers containing statistical data, processed issuances of the NWLB and the NWSB, and reference materials such as CIO reports and pamphlets and miscellaneous Government publications. The records relate to the appointment of arbitrators and labor members of the Boards and their agents; the authority and jurisdiction of the Boards; procedural rules and regulations; the application and revision of general orders and exemptions thereto; the interpretation and application of Executive orders and regulations thereunder; enforcement procedures and program; cases in litigation; such issues as automatic progressions, holiday pay, incentive systems, maladjustments, and substandards; the activities of the commissions and panels; the stabilization of wages in the delegated agencies, particularly the Wage Adjustment Board; and cost-of-living studies. Included also are inventories of pending cases, forms, and lists of referees and arbitrators. Arranged alphabetically by subject or agent.

REGIONAL CORRESPONDENCE. Jan.-Nov. 1946. 5 in. 403

Correspondence of Benjamin C. Sigal, executive assistant to CIO labor members, and Carl J. Shipley, CIO member of the Board, with CIO members of regional boards. It relates to the appointment of labor members to the regional boards; administrative and procedural matters; and interpretations of Executive orders, general orders, rulings, and regulations. Included also are minutes of meetings of the Regions VIII and X NWSB. Arranged numerically by region and thereunder chronologically.

RECORDS RELATING TO CASES INVOLVING CIO UNIONS. 1945-46. 5 ft. 404

The cases to which these records relate were submitted directly to the NWSB, appealed to it by the regional boards and commissions, or, having been originally processed by regional boards of the NWLB, were appealed to the NWSB after the NWLB was terminated. For a particular case the records may include a processed copy of the case analysis memorandum prepared by the Case Analysis Division of the National Board for either the Review Committee or the Appeals Committee (the former in original-jurisdiction cases and the latter in appeal cases), giving the background of the case and an analysis of the proposed adjustment; and the form "Record of Action Taken by Issues," showing the vote of the Committee on each issue. There are a few related press releases and correspondence. Arranged alphabetically by name of company.

RECORDS RELATING TO ENFORCEMENT CASES INVOLVING CIO UNIONS. 1945-46. 2 ft. 405

The cases to which these records relate were appealed to the NWSB from the regional boards and referred to the Appeals Committee for consideration or, having been originally processed by regional boards of the NWLB, were appealed to the NWSB after the NWLB was terminated. For a particular case the records may include a copy of the findings and determination of the regional board; the petition for review and the brief in support of

the petition; the answer to the petition for review and the brief in opposition to the petition; a synopsis of the appealed case, prepared by the National Board's Legal Division, giving a chronology of events and a summary of the case; and the form "Record of Action Taken by Issues," showing the vote of the Appeals Committee on the petition. Arranged alphabetically by name of company.

RECORDS OF BENJAMIN C. SIGAL. 1942-46. 1 ft.

406

Office files of Mr. Sigal, who served as an executive assistant to the CIO members of the NWLB and the NWSB. His records consist mainly of correspondence with CIO labor unions, interoffice memoranda, telegrams, copies of case materials, and press releases, relating to cases and issues before the Boards, the interpretation of directive orders, procedural matters, the appointment of labor members to the Boards, and meetings of labor members. Included also are copies of issuances and reports of CIO labor unions, copies of agreements and contracts, and reference materials. Arranged alphabetically by name of union and thereunder chronologically. Other correspondence of Mr. Sigal is described in entry 53.

GENERAL RECORDS OF AFL LABOR MEMBERS. 1942-46. 2 ft.

407

Mainly correspondence, memoranda, reports, transcripts of hearings and of press conferences, processed issuances of the NWLB and the NWSB, press releases (including BLS cost-of-living releases), copies of Executive orders applicable to the activities of the Boards, and such reference materials as AFL reports and pamphlets and miscellaneous Government publications. They relate to important cases processed by the Boards; the appointment of arbitrators and AFL Board members; the interpretation and revision of general orders; the application of Executive orders and procedures pursuant thereto; enforcement policy, procedures, and program; important issues, particularly the commission method of wage payments; wage brackets in Region VIII, particularly in the oil-refining industry; and cost-of-living studies. Included also are lists of pending cases and lists of arbitrators, AFL Board members, and Board members in general. Arranged alphabetically by subject or agent, A-G.

RECORDS RELATING TO CASES INVOLVING AFL UNIONS. 1945-46. 5 ft.

408

The cases to which these records relate were related to cases submitted directly to the NWSB, appealed to it by the regional boards and commissions, or, having originally been processed by the regional boards of the NWLB, were appealed to the NWSB after the NWLB was terminated. For a particular case the records may include a processed copy of the case analysis memorandum prepared by the Case Analysis Division of the National Board for either the Review Committee or the Appeals Committee (the former in original-jurisdiction cases and the latter in appeal cases), giving the background of the case and an analysis of the proposed adjustment; and the form "Record of Action Taken by Issues," showing the vote of the Committee on each issue. Arranged alphabetically by name of company.

RECORDS RELATING TO ENFORCEMENT CASES INVOLVING AFL UNIONS. 1945-46.

1 ft.

409

The cases to which these records relate were appealed to the NWSB from the regional boards and referred to the Appeals Committee for consideration or, having been originally processed by regional boards of the NWLB, were appealed to the NWSB after the NWLB was terminated. For a particular case the records may include a copy of the findings and determination of the regional board; the petition for review and the brief in support of the petition; the answer to the petition for review and the brief in opposition to the petition; a synopsis of the appealed case, prepared by the National Board's Legal Division, giving a chronology of events and a summary of the case; and the form "Record of Action Taken by Issues," showing the vote of the Appeals Committee on the petition. Arranged alphabetically by name of company.

CIO LETTERS. Jan.-Apr. 1946. $\frac{1}{2}$ in.

410

Processed letters sent to CIO regional board members by the executive assistant to the CIO members of the National Board. They contain comments on wage policies, wage patterns established for various industries, and such issues as cost-of-living increases, substandards, and inequities. Arranged chronologically.

Records of Industry Members of the Board

GENERAL RECORDS. 1942-46. 2 ft.

411

Correspondence, memoranda, reports, transcripts of telephone conversations, agenda for meetings, Board resolutions, and press releases, relating mainly to the appointment of industry members of the Boards and their committees, panels, and commissions; meetings of industry members; policies, rules, regulations, and procedures governing wage controls; important cases; and the enforcement program of both the NWLB and the NWSB. Included also are copies of processed reports summarizing NWSB cases, by type of industry, and lists of industry members and arbitrators. Arranged alphabetically by subject or agent.

REGIONAL CORRESPONDENCE. 1942-46. 1 ft.

412

Mainly correspondence between the industry members of the National Board and the regional boards, both NWLB and NWSB, regarding the appointment and resignation of industry members, conferences and meetings, the administration of the regional industry offices, and some specific cases. Included also are lists of the industry members of the NWLB regional boards; copies of weekly reports on regionalized NWLB dispute cases; processed procedural issuances; and miscellaneous press releases and regional wage-bracket reports. Arranged numerically by region and thereunder chronologically.

RECORDS RELATING TO ENFORCEMENT CASES. 1946-47. 10 in.

413

These were NWSB enforcement cases that were appealed to the National Board. Records for a particular case typically include a copy of the findings and determinations of the regional board; the petition for review

and the brief in support of the petition; the answer to the petition for review and the brief in opposition to the petition; and a synopsis of the appealed case prepared by the National Board's Legal Division, giving a chronology of events and a discussion of the case. There are occasional correspondence and interoffice memoranda relating to the appeal. Arranged alphabetically by name of company.

RECORDS RELATING TO CASES PROCESSED BY THE NATIONAL BOARD. 1946-47. 9 ft. 414

These cases were either handled directly by the National Board or appealed to it by the regional boards or commissions. Records for a particular case typically include a processed copy of the case analysis memorandum prepared by the Case Analysis Division for either the Review Committee or the Appeals Committee (the former in original-jurisdiction cases and the latter in appeal cases), giving the background of the case and an analysis of the proposed adjustment; and a copy of the form "Record of Action Taken by Issues," showing the vote of the Committee on each issue. Occasionally there is some related correspondence between the company involved and the industry members of the Board. Arranged alphabetically by name of company.

Records of the Board Committees

MINUTES OF THE REVIEW COMMITTEE. Jan.-Nov. 1946. 5 in. 415

The Review Committee, which was tripartite in organization, had authority to make final decisions in voluntary cases in behalf of the Board except when a member of the Committee requested submission of a case to the Board. These typed copies of minutes of Committee meetings include the names of the Committee members present and the following information for each case under consideration: the names of the company and union involved, the case number, the name of the case analyst, and the recommendation and vote of the Committee. Arranged chronologically. The minutes covering the discussion of steel cases, Mar. 4-Apr. 3, are filed separately.

AGENDA FOR THE REVIEW COMMITTEE. Jan.-Nov. 1946. 1 in. 416

Typed copies of the Review Committee's agenda, which list the cases under consideration. Included for each case is the case number, the names of the company and of the union involved, and the name of the Board's case analyst. The agenda are arranged chronologically.

Records of the Office of the Executive Director

GENERAL RECORDS. 1943-47. 6 ft. 417

Correspondence, memoranda, telegrams, statistical and progress reports, copies of resolutions of the NWLB and the NWSB, transcripts of press conferences, papers containing statistical data, processed issuances of the NWLB and the NWSB, copies of Executive orders, copies of congressional bills and acts, and press releases. They relate mainly to administrative, budgetary, and personnel matters; procedures, rules, and regulations for

handling appeals, arbitration and enforcement cases, grievances, strikes, and the like; wage policy in the reconversion program; regional experience with cases involving wage decreases and rates for new plants and new job classifications; the interpretation of and proposed amendments to Executive orders; the termination of the Boards; and pertinent legislation. Included also are monthly reports of the regional chairmen to the Executive Director, daily dockets of the NWLB, lists of arbitrators, and reference materials. Arranged alphabetically by subject or agency.

OUTGOING CORRESPONDENCE. Oct. 1945-Nov. 1946. 10 in. 418

In two parts, as follows: (1) copies of letters sent by the Executive Director to Government agencies, Members of Congress, business concerns, unions, and private individuals, relating mainly to inquiries concerning wage-control regulations and the powers and jurisdiction of the Boards, the status of and/or decisions in particular cases, and interpretations and applications of general orders of the Boards; and (2) copies of letters, memoranda, and telegrams sent by the Executive Director to regional boards, commissions and panels, and the Washington staff, relating mainly to policy questions, administrative and procedural matters, appointments, and the termination of the Boards. The correspondence in each part of the series is arranged chronologically.

REGIONAL CORRESPONDENCE. 1944-46. 7 in. 419

Correspondence of the Executive Directors of the NWLB and the NWSB with the regional boards, interoffice memoranda, telegrams, and processed instructional and informational issuances of the National Boards relating mainly to administrative, budgetary, personnel, and procedural matters in the field. Arranged by region and thereunder chronologically.

CORRESPONDENCE WITH MEAT PACKING AND STEEL COMMISSIONS. 1945-46. 420
2 in.

Correspondence of the Executive Directors of both the NWLB and the NWSB with the Meat Packing and Steel Commissions, interoffice memoranda, press releases (NWLB and NWSB), and a few copies of case materials, relating mainly to the jurisdiction of the Commissions, the appointment of members, the processing of cases, wage-rate structures in the industries concerned, the termination of the activities of the Commissions, and administrative matters. Included also are some copies of minutes of the Meat Packing Commission. Arranged by agent and thereunder chronologically.

CORRESPONDENCE WITH GOVERNMENT AGENCIES. 1943-47. 3 in. 421

Correspondence of the Executive Director and correspondence prepared in his Office for the signature of the Chairman, interoffice memoranda, and press releases and processed issuances of other agencies, concerning working relationships, cases of interest to other agencies, procedural matters, conferences, and transfer of personnel. Arranged alphabetically by name of agency and thereunder chronologically.

BUDGETARY RECORDS. 1944-46. 5 in. 422

Correspondence and memoranda relating to budget estimates for the

NWLB and the NWSB and for the activities of the Bureau of Labor Statistics and the Wage and Hour and Public Contracts Divisions that were under the direction of the Boards, personnel needs, workloads, appropriation hearings, and status of appropriation bills; reports on budget conferences; copies of budget estimates and justifications; statistical material on appropriations and obligations; lists of authorized positions; and copies of issuances of the Budget Bureau, the President's budget messages, printed reports of appropriation hearings, and appropriation bills and acts. Arranged by subject or fiscal year (1945, 1946, and 1947).

RECORDS RELATING TO CONFERENCES. 1944-46. 3 in. 423

The conferences were those of regional, commission, and panel chairmen of the NWLB and those of regional directors of administrative management of the NWSB. The records include correspondence concerning the time and place of the meetings and topics for the agenda; copies of material discussed at the meetings; the agenda for and reports on the conferences; and related press releases. Arranged chronologically by date of conference.

FIELD MEMORANDA. Jan.-Nov. 1946. 8 in. 424

Were sent by the Executive Director to the NWSB regional offices. The memoranda contain information and instructions relating mainly to Board organization, procedures, rules and regulations, and administrative matters. Included are a few memoranda and telegrams relating to the preparation of the memoranda, original drafts, and related press releases. Arranged numerically, Nos. 156-218. A chronological subject list is included. A subject index for memoranda Nos. 1-200 is a part of Field Memorandum No. 201, issued June 10, 1946. See entry 63 for a numerical index. Memoranda Nos. 1-155 are described in entry 62.

"SUMMARY REPORT OF ACTIVITIES!" Feb. 1946-Jan. 1947. 2 in. 425

Processed weekly statistical reports, prepared by the Research and Statistics Branch, that contain tables summarizing the activities of the Board and its regional offices and industry commissions in the acquisition, processing, and disposition of voluntary applications and enforcement cases. The tabulation of statistical data on voluntary applications was discontinued with the issue of Dec. 13, 1946. Arranged numerically by issue number, 1-52 (Jan.-Dec. 1946).

"SUMMARY OF WEEKLY ACTIVITY REPORTS." 1944-47. 10 in. 426

These are form reports summarizing activity in the acquisition and disposition of dispute, voluntary, and enforcement cases for each region and the West Coast Lumber Commission and cumulatively for all regions and all commissions and panels during the fiscal years 1944-47. The reports contain statistical information on the number of cases on hand; the number received and disposed of weekly; the manner of disposition (the number of directive orders issued, voluntary applications approved, and the like); and the productivity per analyst and staff man in handling cases. Included in the series also are copies of Form NWSB-218, "Weekly Activity Report of Wage Adjustment Board Voluntary Applications," showing the number of voluntary applications received and disposed of by the Wage Adjustment Board

and the number of appeals to the NWSB from original decisions of the Wage Adjustment Board, July 1945-Nov. 1946. Arranged numerically by region, with the cumulative reports for all regions and the reports of the Lumber Commission and the Wage Adjustment Board at the beginning of the series.

RECORDS OF THE REVIEW AND APPEALS COMMITTEES. 1945-47. 3 in. 427

Consist mainly of copies of letters and memoranda sent by the chairmen or members of the Committees, relating to recommendations of the Committees in specific cases and including a few copies of synopses of appealed cases. Unarranged.

RECORDS OF GRACE L. AULT. 1945-46. 5 in. 428

Office files of Miss Ault, who served as assignment officer in the Disputes Division of the NWLB and as an executive assistant in the Office of the Executive Director of the NWSB. They include correspondence, memoranda, telegrams, and some copies of arbitration awards and of company union contracts or agreements, relating to requests for and the appointment of arbitrators in disputes submitted to arbitration, and the progress of the arbitrated cases. Arranged alphabetically by name of company.

Records of the Legal Division

GENERAL CORRESPONDENCE. 1944-46. 2 ft. 429

Correspondence, telegrams, and interoffice memoranda, relating mainly to enforcement operations and legal questions arising in certain cases. Included are special folders on violations of wage controls in the construction industry in the Norfolk-Newport News area and on engineering service companies operating as labor brokers. Arranged alphabetically by name of company; the special folders are at the end of the series.

"SUBJECT FILE." 1945-46. 3 in. 430

Mainly correspondence and interoffice memoranda relating to complaints of violations of wage controls and cases of minor or no violation. Arranged alphabetically by name of company involved.

OPINIONS AND RULINGS OF THE GENERAL COUNSEL. Apr.-Oct. 1946. 2 in. 431

Copies of letters and telegrams sent by the General Counsel in response to specific inquiries from agents of the Board, Members of Congress, other Government agencies, companies, unions, and other interested parties, regarding the enforcement of NWLB directive orders, interpretations of rulings of the NWSB and its agents, and the application of general wage approvals. Arranged chronologically.

RECORDS RELATING TO REGIONAL ENFORCEMENT ACTIVITIES. 1943-46. 432
3 ft.

Correspondence, memoranda, telegrams, statistical and narrative activity reports, copies of resolutions of the Boards, enforcement forms, agenda for conferences, and some excerpts from minutes of meetings of regional enforcement divisions. They relate to all aspects of the enforcement program in the regions, the Territorial Board of Hawaii,

and the West Coast Lumber Commission, including the allocation of personnel, enforcement procedures, alleged violations, inspections, proceedings in particular cases, progress in the disposition of cases, and conferences of regional enforcement attorneys. Arranged numerically by region (with Hawaii and the West Coast Lumber Commission at the end) and thereunder in three categories--correspondence, procedures, and statistical reports.

OUTGOING LETTERS. 1945-46. 10 in.

433

Copies of memoranda, telegrams, and letters sent by the General Counsel and the Associate General Counsel, relating to enforcement problems and to all aspects of the enforcement program--procedures, investigations, hearings, and the imposition of sanctions. Arranged chronologically. See also entry 84.

RECORDS OF MARTIN KURASCH. 1944-46. 2 ft.

434

Office files of Mr. Kurasch, who served as Associate General Counsel with both the NWLB and the NWSB. His records include correspondence, memoranda, telegrams, statistical accomplishment reports, budget justifications, press releases, newspaper clippings, excerpts from procedural manuals, agenda for conferences, and reference materials, relating mainly to budget estimates for the enforcement program; conferences of regional enforcement attorneys; enforcement operations, particularly in the building and construction and hotel industries; activities of the Wage and Hour and Public Contracts Divisions of the Labor Department in inspection work; and the question of postwar decreases in salaries and wages. Arranged by subject or by region.

RECORDS OF JACOB SEIDENBERG. Dec. 1945-Nov. 1946. 9 in.

435

Office files of Mr. Seidenberg, who served as the principal enforcement attorney of the NWSB. They include correspondence, memoranda, statistical and narrative activity reports, and some reference materials, relating to enforcement operations and proceedings, particularly in the building and construction industry. Arranged by subject.

Records of the Division of Public Information

GENERAL RECORDS. 1945-46. 5 in.

436

Mainly correspondence, memoranda, copies of articles relating to the NWLB and the NWSB that were prepared for encyclopedias, yearbooks, and magazines, radio scripts, speeches, agenda for conferences, issuances of the NWLB and the NWSB, and press releases. They relate to information and publicity policy and programs; the issuance of press releases; cooperation with informational staffs of the Office of Price Administration, Office of Economic Stabilization, and Office of War Mobilization and Reconversion; conferences; and pertinent legislation. Included also are budget estimates and justifications and lists of positions for the Division. Arranged alphabetically, by subject or name of person.

ACTIVITY REPORTS. Mar.-Nov. 1946. 3 in.

437

Biweekly reports on regional information and publicity programs, prepared by assistants to the regional chairmen for the Director of the Division of Public Information; processed copies of the "Information Letter," issued by the National Board, which summarized information contained in the biweekly reports; and a few copies of reports of the regional board chairmen to the Executive Director of the National Board. Arranged chronologically.

PUBLICATIONS PREPARED IN THE RESEARCH AND STATISTICS BRANCH. 1946-47.

2 in.

438

Consist of indexes of NWSB cases by issue, Jan.-Sept. 1946; an index by industry of NWSB cases, Jan.-Mar. 1946; Research and Statistics Reports No. 1, "The Administration, Under Collective Bargaining, of Welfare Plans Based on Employer Contributions," and No. 2, "Labor Management Disputes, Subsequent to August 17, 1945, Involving Possession of Properties by the Federal Government"; and a report memorandum relating to earnings in manufacturing industries and consumers' prices during and after World Wars I and II. Arranged by title or subject.

"NEWSLETTER." May-Oct. 1946. 1 in.

439

Processed copies of the "Newsletter," issued monthly by the Division of Public Information for employees of the Board, containing narrative summaries of activities in each region and at headquarters. Arranged chronologically.

PRESS RELEASES. Jan. 1946-Feb. 1947. 3 in.

440

Processed copies of press releases issued by the Board, relating to all of its activities and operations. Arranged numerically by release number, 1-116. A numerical index, giving dates and titles of the releases, is included in the series; a subject index to part of the releases is described in entry 441.

INDEX TO PRESS RELEASES. Jan.-Aug. 1946. 2 in.

441

This index, consisting of 3" x 5" cards, gives the release numbers, dates, and subjects of releases 1-88 only (see entry 440). Arranged alphabetically by subject or case name.

REGISTER OF PRESS RELEASES. Jan. 1946-Feb. 1947. $\frac{1}{2}$ in.

442

Form NWLB-123, "Press Release Distribution Record," giving the number, date of release, and title for each press release (see entry 440) issued. Arranged chronologically.

BIOGRAPHICAL SKETCHES. Feb. 1946. $\frac{1}{2}$ in.

443

Processed copies of biographical sketches of Board and staff members, issued by the Division of Public Information. Arranged alphabetically by name of member.

Records of the Division of Administrative Management

"BOOK MESSAGES." June 1944-Jan. 1947. 5 in.

444

Copies of telegrams and memoranda sent to all regional boards by the successive Executive Directors of both the NWLB and the NWSB, relating mainly to administrative and procedural matters. Arranged chronologically. A table of contents is included in each folder of the series.

ORGANIZATIONAL MATERIALS. 1944-46. 2 in.

445

Consist of NWLB and NWSB organization charts; copies of maps showing the regional offices of the two Boards; a list of organizational units of the NWSB headquarters, with the names and grades of the employees; and a directory of the NWSB and its regions and industry commissions. Arranged by type of material.

NWLB AND NWSB FORMS. 1943-46. 3 ft.

446

Copies of forms used by the NWLB and the NWSB, some with related instructions; correspondence and memoranda relating to the clearance, review and control, use, and revision of the forms; a few copies of the Budget Bureau's notices of approval of forms; and copies of the Federal Reports Act of 1942 and regulations of the Budget Bureau pursuant thereto. Arranged numerically by form number; some general material is at the beginning of the series. An index to the forms is described in entry 447.

INDEXES TO NWLB AND NWSB FORMS. 1942-46. 7 in.

447

The forms indexed are those described in entry 446. The three indexes, on 3" x 5" cards, are as follows: (1) known as the Form Control Record, gives for each form used by the Boards the form number, title, dates of development and revision, size, reproduction method, and remarks; arranged numerically by form number; (2) gives for each form used the title and form number and indicates the offices where used; arranged alphabetically by division or office and thereunder numerically by form number; and (3) relates to obsolete forms and gives the same information as shown on the Form Control Record cards with the dates when the forms were rendered obsolete; arranged numerically by form number.

RECORDS RELATING TO FORM NWSB 9. Apr.--Nov. 1946. 8 in.

448

Form NWSB 9, "Notice of Wage or Salary Increase," was filed by an employer with the local office of the Wage and Hour and Public Contracts Divisions. It informed the Board that the employer had granted a wage increase without intention of seeking a price adjustment but with a reservation of the right to apply for approval of such an adjustment in the future. The records in this series consist mainly of letters received from industrial firms notifying the Board that they had granted wage increases to their employees but had no intention of seeking price relief, copies of Form NWSB 9, and copies of letters sent by the Board in acknowledgment, advising the companies of the docket numbers assigned to the notices. Arranged numerically by docket number.

WASHINGTON STAFF MEMORANDA. Jan.-Dec. 1946. 1 in. 449

Issued by the Division of Administrative Management to the Washington staff only, these memoranda relate mainly to minor administrative and personnel matters. Arranged chronologically.

"MANUAL OF OPERATIONS." 1943-46. 1 ft. 450

Was first issued in August 1943 by the NWLB Division of Administrative Management, but was added to and revised constantly thereafter. It superseded the NWLB "Handbook" (see entry 126) and included not only the pertinent statutes, Executive orders, and general and administrative orders of the Board that were a part of the original "Handbook" but also policy directives and instructions that previously had been distributed to the staff in the form of unnumbered memoranda, news releases, teletype and telegraph messages, and the like. This copy of the manual differs from the one described in entry 127 in that it includes the 1946 NWSB revisions. The series also includes revised, obsolete, and draft sections of the manual; copies of some of the field memoranda, general orders, Board resolutions, and the like from which data were extracted for inclusion in the manual; and some interoffice memoranda relating to its preparation. The manual is in loose-leaf form and is followed by the material relating to its various sections, arranged numerically by section number.

INDEX TO "MANUAL OF OPERATIONS." 1943-46. 4 in. 451

Cards, 3" x 5", containing subject headings and numerical references to the pertinent sections of the manual described in entry 450. Arranged alphabetically by subject.

"NATIONAL WAR LABOR BOARD ADMINISTRATIVE HANDBOOK." 1945-46. 1 in. 452

This series contains only Part 1, Fiscal, of the Handbook, which was issued on July 1, 1945, and added to thereafter. This part resulted from an attempt to organize systematically the policies and procedures governing the fiscal operations of the two Boards. It is composed of the following sections: Authority and Responsibility for Fiscal Functions, Organization of Regional Fiscal Office, Appointment and Responsibilities of Certifying Officer, Payrolls and Related Documents, Preparation of Payrolls and Related Functions of Payroll Unit, Retirement, Travel, Miscellaneous Vouchers, Miscellaneous Audit Functions, Accounts and Reports, Maintenance of Allotment and Distribution Ledger Accounts, General Ledger Accounts, Accounting Reports, and Preparation and Distribution of Schedules. Arranged numerically by section, 1100-11900, and thereunder by subsection. A table of contents is included.

DAILY LIST OF STRIKE NOTICES. Nov. 1945-Apr. 1946. 1 in. 453

A daily listing of strike notices received, giving the names and addresses of the companies and unions involved. Arranged chronologically. After Apr. 22, 1946, strike notices received by the NWSB were forwarded directly to the United States Conciliation Service and no record was maintained in the NWSB office.

Records of the Control Section

CONTROL REGISTERS AND DOCKETS. Jan.-Nov. 1946. 4 in.

454

Are of two types, as follows:

1. Lists of cases received by the National Board, including original-jurisdiction cases and those received from the regions and industry commissions for prereview or on appeal. For each case are given the case number, the name and location of the company, the date received, and the date closed. Arranged by type of case (original-jurisdiction, regional, and commission) and thereunder numerically by case number, with the exception of the regional cases, which are arranged numerically by region. The cases received for the period Oct.-Nov. 1946 are listed on the processed form, "Form 10 Control Register."

2. Lists of cases sent to the National Board by the regional boards for postreview. For each case are given the date received, the case name and case number, the name of the person on the National Board to whom the case was referred, and the date the case file was returned to the region. Arranged alphabetically by name of company.

RECORDS RELATING TO THE RECORDS DISPOSAL PROGRAM. 1944-47. 2 ft. 455

Work on the retirement and disposal of NWLB records, which was begun in 1944, was centralized in July 1946 when Mrs. Evelyn M. Plant, chief of the Control Section, was designated acting records officer for the NWSB with the responsibility for all administrative functions involved in the preservation and disposal of both NWLB and NWSB records. This series includes correspondence, memoranda, telegrams, papers containing statistical data, reports, instructions and guides for the selection of records to be retained, copies of record inventory sheets, copies of disposal schedules and National Archives accession inventories, lists of cases and of contents of files, and copies of National Archives regulations. They relate to the inventory, disposal, and transfer to the National Archives of NWLB and NWSB records; and to personnel in the records disposal unit of the Control Section. Arranged alphabetically by subject or agent of the Board.

Records of the Case Analysis and Program Appraisal Division

GENERAL RECORDS. 1945-46. 5 in.

456

Mainly press releases, memoranda, and informational reports, relating to such subjects as the delegation of authority to regional wage stabilization directors, interplant inequity cases, and the substandards issue. Included also are budget estimates and justifications for the Program Appraisal and Research Branch and a brief history of regional review operations of both the NWLB and the NWSB. Arranged alphabetically by subject.

RECORDS RELATING TO REGIONAL OFFICE ACTIVITIES. 1946-47. 5 in.

457

Mainly correspondence, memoranda, telegrams, reports, lists of cases,

forms, and processed copies of regional policy, procedural, and instructional staff memoranda, relating primarily to the postreview of regional cases by the National Board, the determination of wage rates for new establishments, and the wage decrease issue. Included also are some copies of Board resolutions (National and regional) and copies of minutes of meetings of the regional boards and of some regional enforcement divisions. Arranged numerically by region, with the minutes at the beginning of each.

CHRONOLOGICAL FILE. Mar.-May 1946. 1 in. 458

An incomplete series of letters received and copies of letters sent by Paul N. Guthrie, Director of Wage Stabilization, and other members of the Division, relating to issues in and action on specific cases, wage-pattern approvals, and interpretations of rulings. Arranged chronologically.

POSTREVIEW REPORTS. Mar.-Aug. 1946. 4 in. 459

An incomplete series of reports, prepared by the Regional Operations Branch of the Division and issued monthly, relating to regional cases reviewed by the National Board. The Board reviewed rulings issued by its regions to provide guidance in the development of policy and to detect deviations from announced policies. Each report contains a brief narrative summary of the cases reviewed, a list of the cases, and an analysis for each case that includes the case name, the location of the company, the date of the ruling, the type of industry, the number of employees involved, the decision, the basis for the decision, and the comment. Arranged chronologically by date of issuance.

Records of the Wage and Board Action Reference Section

GENERAL RECORDS. 1945-46. 2 ft. 460

These records, maintained primarily as a reference file, contain information regarding NWLB and NWSB policies on particular issues, operating procedures, and wage rates for various industries. They consist mainly of press releases, reports, papers containing statistical data, notes of staff members, copies of instructional and informational memoranda, and some correspondence, memoranda, telegrams, and other reference materials. Included also are budget estimates and justifications for the Section. Arranged alphabetically by subject.

GENERAL CORRESPONDENCE. Jan.-Oct. 1946. 1 in. 461

Consists of general inquiries received regarding policies, procedures, and actions of the Board, together with copies of letters sent in reply that were prepared in the Section for the signature of the Branch director or the Wage Stabilization Director. Arranged chronologically.

REGIONAL CASE RECORDS

VOLUNTARY WAGE AND SALARY ADJUSTMENT CASE FILES. 1945-46. 207 ft. 462

These are for cases resulting from applications for wage adjustments

that were processed and ruled on by the regional boards, cases appealed to the National Board and subsequently returned to the regional boards, and cases originally processed by the regional war labor boards but concluded by the regional wage stabilization boards. A typical case file contains the application for approval of a wage or salary adjustment with the supporting data presented by the applicant; correspondence, memoranda, and telegrams relating to the case; the case analysis memorandum; and the ruling of the regional board. A case appealed to the National Board includes also the petition for review, the case analysis memorandum prepared for the Review Committee by the Case Analysis Division, and the ruling of the National Board. The case files are arranged numerically by region and thereunder by case number. Each case was given three numbers--the first indicating the region, the second, the code number for the type of case, and the third, the serial number. The code number for the type of case is the same as that used by the National Board (see entry 385).

INDEXES TO VOLUNTARY WAGE AND SALARY ADJUSTMENT CASE FILES. 1945-46.

14 ft.

463

Although varying in size and format, the indexes maintained by the regional offices, exclusive of Regions IV and V, contain essentially the following information for each case: case number, the name and address of the company, the date the application was received, and the date of the ruling. The name of the union is sometimes included. Arranged numerically by region and thereunder alphabetically by name of company. There is no index available for Region IV cases; the index to Region V cases is described in entry 464.

INDEXES TO REGION V VOLUNTARY CASE FILES. 1945-46. 6 ft.

464

The three indexes are as follows:

1. Cards, 5" x 8", giving for each case the name and address of the applicant company, the case number, and the date of the ruling. Arranged alphabetically by name of company.

2. Cards, 5" x 8", each of which has an industry heading and the following information for each pertinent case: the name and location of the applicant company, the case number, and the type of case (increase, decrease, or new plant). Arranged in two groups, nonmetal and metal industries, thereunder alphabetically by name of industry.

3. Cards, 3" x 5", each of which has an issue heading (price relief, new plant, or decrease) and the following information for each pertinent case: the case number, the name of the company, the date of the ruling, the area (city), and the industry. Arranged in two groups, metal and nonmetal industries, thereunder by State (Ohio, Kentucky, and West Virginia), and thereunder alphabetically by name of city.

WEST COAST LUMBER COMMISSION VOLUNTARY WAGE AND SALARY ADJUSTMENT CASE
FILES. 1945-46. 2 ft.

465

Relate to applications handled by the West Coast Lumber Commission, which had jurisdiction over all wage adjustments affecting employees in the lumber and lumber products industries located in Washington, Oregon, California, Idaho, and Montana. Rulings in these cases, however, were issued by the Region XII NWSB over the title of the Commission. A typical case file includes the application for wage or salary adjustment; papers containing supporting wage data submitted by the applicant; correspondence, memoranda, and telegrams; the case analysis memorandum; and the ruling of the regional board. Arranged numerically by case number, 21-5-1 - 21-4230. The case number was usually made up of three numbers--the first, 21, which was the code number for the Commission cases; the second, the code number for the type of case; and the third, the serial number. The code for the type of case is the same as that used by the National Board (see entry 385). Case files maintained by the Commission during the NWLB period are described in entry 278. An index is described in entry 285.

OTHER REGIONAL RECORDS

Records of Region I

Records of the Office of the Board

MINUTES. Jan.-Nov. 1946. 2 in.

466

Minutes of meetings of the Region I Board, Mar.-Nov. 1946, and of the regional Enforcement Division, Jan.-Nov. 1946. Arranged by creating unit and thereunder chronologically.

RECORDS RELATING TO CASES. 1945-46. 7 ft.

467

For specific cases there are copies of case analysis memoranda, vote sheets, and rulings. The series also includes the docket book for Region I cases and some miscellaneous correspondence relating to the appointment of regional board members and arbitrators. The case materials are arranged alphabetically by name of company; the other records are unarranged at the beginning of the series.

RECORDS OF THE REPORTS AND CONTROL SECTION. 1943-46. 4 ft.

468

Are mainly informational and instructional. They include correspondence and memoranda relating to decisions of the Region I NWSB and other regional boards, copies of regional administrative memoranda, lists of cases sent to the National Board for postreview or on appeal, statistical accomplishment and production reports, agenda for meetings of supervisors, and miscellaneous reference materials. The series also contains job descriptions and budgetary data for the section. Arranged alphabetically by subject, name of company, or Board agent.

Records of the Legal Division

CHRONOLOGICAL FILES. Jan.-Dec. 1946. 2 ft.

469

Copies of letters sent by the regional Enforcement Division and attorneys relating mainly to the results of test-check inspections or investigations of complaints, and to enforcement hearings. Arranged chronologically.

Records of the Division of Public Information

PRESS RELEASES. Jan.-Nov. 1946. 1 in.

470

Copies of press releases issued by Region I NWSB, relating to all operations of the regional board. Arranged numerically by release number, WSB-1 - WSB-26.

Records of the Wage Stabilization Division

RECORDS OF THE OFFICE OF THE DIRECTOR. 1943-46. 3 ft.

471

Mainly correspondence, memoranda, telegrams, policy statements, and reports, relating to procedural matters and such important issues as fringe benefits, wage incentives, job-evaluation plans, and intraplant inequities; and materials relating to the establishment and use of wage brackets, including some correspondence, memoranda, working papers, reports of advisory panels, and reports on occupational definitions and approvable wage rates for various industries. The series also includes lists of regional cases, statistical activity reports, divisional production reports, copies of prepanel and postpanel wage-stabilization memoranda for dispute cases, copies of National Board and regional board issuances; job descriptions for and lists of Division employees; and papers containing budget data for the Division. Arranged by subject or type of material.

RECORDS OF RAYMOND V. JEWELL. Jan.-Dec. 1946. 1 ft.

472

Office files of Mr. Jewell, who served as wage stabilization director from Apr. 21 to Dec. 18, 1946. They include some correspondence, telegrams, memoranda, and docket books, relating to wage decrease cases, rates for new plants and new job classifications, and cases submitted to Washington for prereview; but consist mainly of such informational materials as copies of minutes of meetings of the National Board and of the regional division directors, monthly reports of the wage stabilization director to the chairman of the regional board, memoranda received from the Executive Director of the National Board, regional and National Board press releases, and issuances of the National Board. Arranged alphabetically by subject or type of material.

CORRESPONDENCE WITH OTHER REGIONAL OFFICES. 1943-46. 4 in.

473

Relates to organizational and policy matters and important cases. Arranged numerically by region and thereunder chronologically.

MISCELLANEOUS CORRESPONDENCE. 1943-46. 7 in.

474

Telegrams received, copies of telegrams sent, and correspondence, mainly with business concerns and labor unions, relating to procedures and regulations of the regional boards, the status of particular cases, and the application of rulings and decisions of the boards. Arranged alphabetically by name of correspondent.

RECORDS RELATING TO FORM NWSB 9. Mar.-July 1946. 10 in.

475

Form NWSB 9, "Notice of Wage or Salary Increase," was filed by an employer with the local Wage and Hour and Public Contracts Divisions office. It informed the board that the employer had granted a wage increase without intention of seeking a price adjustment but with a reservation of the right to apply for approval of such adjustment in the future. These records include both the Form 9 notices and the letters received from companies notifying the board of wage increases, with accompanying papers containing wage data; and copies of letters sent by the board in acknowledgment, informing the companies of the docket numbers assigned the notices. Each notice was given a docket number consisting of the prefix F 9, the number designating the region, and a serial number. Also included in the series is a docket book, listing weekly the notices received and the docket number for each. The records are arranged alphabetically by name of company; the docket book is at the end of the series.

Records of Region II

Records of the Wage Stabilization Division

GENERAL RECORDS. 1943-46. 1 ft.

476

Correspondence, memoranda, telegrams, reports, Executive orders, statistical materials, case materials, notes and working papers, forms, and press releases, relating mainly to administrative and procedural matters, wage surveys, wage rates and cases in particular industries, and interpretations of Executive orders. Included also are copies of the rules and procedures of the NWSB and its issuances and reports, agenda for and minutes of meetings of the regional board, monthly reports of the regional chairman to the Executive Director of the National Board, a series of instructional memoranda issued to the regional staff, and reference materials. Arranged alphabetically by subject or type of material.

RECORDS OF DELOS S. OTIS. Jan.-Nov. 1946. 1 ft.

477

Office files of Mr. Otis, who served as wage stabilization director from Jan. 1 to Dec. 18, 1946. They consist mainly of correspondence, memoranda, telegrams, reports, material assembled by the Bureau of Labor Statistics, case materials, working papers and notes, press releases, and reference materials, relating mainly to wage surveys and studies, wage patterns and adjustments in particular industries, specific cases, and interpretations of Executive orders. Included also are such informational materials as statistical activity reports for the region and minutes of regional board meetings. Arranged alphabetically by subject or type of material.

MINUTES. Jan.-Nov. 1946. 9 in. 478
Processed copies of agenda for and minutes of meetings of the regional board, with copies of case analysis memoranda for cases under consideration. Arranged chronologically.

RULINGS. Jan.-Nov. 1946. 1 ft. 479
Copies of rulings in cases decided by the regional board or its wage stabilization director, with copies of related case analysis memoranda. Arranged alphabetically by name of company.

RECORDS CONTAINING WAGE DATA. 1945-46. 2 ft. 480
Mainly copies of Bureau of Labor Statistics press releases, publications, and tabulations, including industry wage studies, statistics showing hourly wage rates for selected occupations, reports on wage changes since V-J Day, and reports on employment and payrolls; but including also some interoffice memoranda relating to wage surveys conducted by the BLS for the regional board; NWSB publications; and miscellaneous issuances and publications of the Departments of Agriculture, Commerce, and Labor relating to employment and wages. Arranged by type of material or agency.

DOCKET FOR VOLUNTARY APPLICATIONS. Jan.-Nov. 1946. 1 in. 481
This series includes a list of cases on hand as of Jan. 1, and daily docket sheets listing the cases received each day, giving for each application the case number, the name and address of the company, and the Wage and Hour and Public Contracts Divisions' application number. Arranged chronologically.

RECORDS RELATING TO FORM NWSB 9. Mar.-Oct. 1946. 1 ft. 482
The series consists of both the Form 9 notices (described in entry 475) and letters received from industries notifying the board that they had granted increases to their employees. Arranged numerically by docket number, F 9-2-1 - F 9-2-1580.

Records of Region III

MINUTES. Jan.-Sept. 1946. 1 in. 483
Copies of minutes of meetings of the Region III NWSB, Jan.-Sept. 1946; its Enforcement Division, Feb.-Sept. 1946; and the Steel Commission, Jan.-July 1946. Arranged by creating unit and thereunder chronologically.

PRESS RELEASES. Jan.-Nov. 1946. 1 in. 484
Copies of press releases issued by the regional board and of National Board releases that were reissued by the regional board. Arranged chronologically.

RECORDS RELATING TO FORM NWSB 9. Mar.-Sept. 1946. 2 ft. 485
The series consists of both the Form 9 notices (described in entry 475) and letters received from companies notifying the board that they had granted increases to their employees but had no intention of seeking price relief; and copies of letters of acknowledgment sent by the board. Arranged numerically by docket number.

Records of Region IV

GENERAL RECORDS OF THE BOARD. Jan.-Nov. 1946. 1 in. 486
Consist of agenda for meetings of the Region IV NWSB, administrative and procedural memoranda to the staff from the Administrative Management Division, papers containing miscellaneous wage data, and forms. Arranged by type of document.

MINUTES. Jan.-Nov. 1946. 1 in. 487
Copies of minutes of meetings of the regional board, Jan.-Nov. 1946, and of the 31st, 32nd, and 34th meetings of the Southern Textile Commission, Feb.-May 1946. Arranged by creating unit and thereunder chronologically.

PRESS RELEASES. Dec. 1945-Nov. 1946. 2 in. 488
Copies of press releases issued by the regional board and a few copies of the regional board publication "This Week With the Wage Stabilization Board," which summarized activities in the region. Arranged chronologically.

Records of Region V

Records of the Office of the Board

MINUTES. Jan. 1946-Jan. 1947. 2 in. 489
Copies of minutes of meetings of the regional board. Arranged chronologically.

RECORDS RELATING TO THE APPOINTMENT OF ARBITRATORS. Jan.-Nov. 1946. 1 in. 490
Executive Order 9672 of Dec. 31, 1945, directed the NWSB to appoint arbitrators where necessary to carry out terms of directive orders of the expired NWLB. Appointments were to be made from lists approved by the industry, labor, and public members of the National Board and the regional boards. This series includes correspondence and memoranda relating to requests for and the appointment of arbitrators; lists of approved arbitrators; and some copies of arbitration reports and agreements. Arranged chronologically.

Records of the Information Division

GENERAL RECORDS. 1946-47. 5 in. 491
Consist of copies of agenda for meetings of the regional board, reports of the information director to the regional chairman, biographical sketches of board and staff members, articles by staff members, press releases, newspaper clippings, forms, and directories. Arranged by subject or type of document.

PRESS RELEASES. Feb.-Oct. 1946. 1 in.

492

An incomplete series of press releases issued by the regional board, V-1 - V-27, for the period Feb.-Oct. 1946. Included also are a few copies of National Board releases. Arranged chronologically.

Records of the Wage Stabilization Division

GENERAL CORRESPONDENCE. 1944-47. 10 in.

493

Mainly correspondence and interoffice memoranda relating to questions regarding wage-stabilization regulations and procedures and to complaints of violations of wage controls, but including also copies of monthly reports of the wage stabilization director to the regional chairman and copies of administrative memoranda issued to the staff. The correspondence is arranged chronologically; the other records, by type of material.

RECORDS RELATING TO FORM NWSB 9. Apr.-Aug. 1946. 2 ft.

494

This series consists of both the Form 9 notices (described in entry 475) and letters received from companies notifying the board that they had granted increases to their employees but had no intention of seeking price relief, some with accompanying wage-data papers. Arranged alphabetically by name of company.

Records of Region VI

Records of the Office of the Board

GENERAL RECORDS. 1943-46. 10 in.

495

Correspondence, memoranda, telegrams, reports, transcripts of meetings, agenda for conferences, and Executive orders, relating mainly to policy matters, problems in the application of wage controls, proceedings in particular cases, the interpretation of Executive orders, and administrative and budgetary matters. Arranged alphabetically by subject or name of correspondent.

REPORTS. 1943-47. 10 in.

496

Include the termination reports for the regional war labor board and the regional wage stabilization board that were prepared by the respective chairmen, copies of reports of the regional chairman to the Executive Director of the National Board, copies of processed memoranda to all regional chairmen from the Executive Director of the National Board relating to production quotas, monthly reports of division directors to the regional chairman, copies of reports of the regional information director to the National Information Director, weekly reports of the regional New Case and Appeals Committees to the regional chairman, miscellaneous reports on wage stabilization policy and criteria, and copies of the NWLB and NWSB "Newsletter." Arranged by type of material or by division.

Records of the Legal Division

GENERAL RECORDS. 1944-46. 1 ft.

497

Correspondence and telegrams received and sent by regional attorneys, papers containing wage data, copies of case materials, lists of alleged violators, and press releases. They relate mainly to the regional boards' rules and regulations; the interpretation and clarification of rulings and general orders; the question of the boards' jurisdiction over agricultural workers; alleged violations of wage controls; inspections to determine violations; and the publicity policy on enforcement cases. Arranged alphabetically by name of company or correspondent; special subject folders are at the end of the series.

RECORDS RELATING TO ENFORCEMENT ACTIVITIES. 1944-46. 3 in.

498

Correspondence, memoranda, telegrams, notes on conferences, itineraries for enforcement attorneys, lists of hearings, and agenda for meetings of the regional Enforcement Division, relating mainly to alleged violations of wage controls and enforcement proceedings. Arranged by subject or locality.

MINUTES. Mar. 1944-Nov. 1946. 3 in.

499

Minutes of meetings of the Enforcement Division, which contain the names of the members present and brief notations of discussions and actions. Arranged chronologically.

CORRESPONDENCE WITH INDUSTRIAL CONCERNS. 1943-47. 3 ft.

500

Letters received and copies of letters sent by regional attorneys relating mainly to the rules, regulations, procedures, jurisdiction, and authority of the regional and National Boards; and to various legal questions. Arranged in two parts, 1943-45 and 1945-47, and thereunder alphabetically by name of correspondent; some miscellaneous correspondence is at the end of the series.

Records of the Administrative Management Division

GENERAL RECORDS OF THE REGIONAL BOARD. 1943-46. 4 ft.

501

Correspondence, memoranda, telegrams, reports, copies of informational and procedural issuances (regional and National Board), speeches, press releases, notes and working papers, copies of case materials, and reference materials. They relate mainly to administrative, personnel, and budgetary matters; meetings and conferences; wage policies and the application of wage controls; wage surveys; the arbitration policy and procedures of the Boards; issues in and the status of particular cases; enforcement problems in certain industries; and the activities of other regional boards in the processing of cases. Arranged alphabetically by name of correspondent, agent, or subject.

AGENDA, MINUTES, AND REPORTS. 1943-46. 2 ft.

502

Mainly copies of the following materials: agenda for and minutes and verbatim transcripts of "policy meetings" of the regional board, with

related memoranda on policy questions to be discussed and copies of proposed resolutions; minutes of meetings of the Wage Rate Committee for the Region VI NWSB, with reports on wage recommendations made to the committee by the regional Wage Stabilization Division and reports from the committee to the board recommending stabilized rates for certain industries; minutes of the Post-Directive Committee, memoranda relating to activities of the committee and to procedures on reconsideration, and reports on reconsideration cases prepared for the committee by the regional Wage Stabilization Division; weekly reports of the regional Review Committee to the regional board chairman and recommendations of the committee to the board; reports and memoranda relating to the jurisdiction and authority of the regional Trucking Panel; agenda for, minutes of, and reports on meetings of section heads; memoranda relating to activities of and minutes of meetings of the regional Labor Management Committee, and issuances of the NWLB local of the United Federal Workers of America; a set of "Regional Memoranda"; issues of the National Board's report, "Policy Development of Board Agencies"; and miscellaneous press releases. Included also are some correspondence and memoranda relating to liaison with the Office of Price Administration, Bureau of Internal Revenue, Bureau of Labor Statistics, Office of Economic Stabilization, Wage and Hour and Public Contracts Divisions of the Labor Department, War Manpower Commission, Wage Adjustment Board, and War Production Board. Arranged according to subject, type of document, or agency.

RECORDS RELATING TO ORGANIZATION AND POLICY. 1942-46. 2 ft. 503

Correspondence, memoranda, reports, policy statements, resolutions, minutes of staff meetings, statistical materials, forms, organization charts, copies of case materials, and copies of National Board procedural and informational issuances. They relate to the organization of the regional board, particularly on the delegation of authority to the wage stabilization director; administrative and procedural matters; National Board policy on such issues as fringe benefits, incentive plans, job evaluation plans, and reconversion, and policy in dealing with the transit and meat-packing industries; the establishment of wage brackets; and production quotas and problems. Arranged by subject, type of document, or division.

ACTIVITY REPORTS. Sept. 1944-Dec. 1946. 4 in. 504

Narrative activity reports of the section chiefs to the director of the Division of Administrative Management, and reports on meetings of section chiefs. Arranged chronologically.

PUBLICITY MATERIALS. 1943-46. 2 in. 505

Correspondence relating mainly to speaking engagements for regional board and staff members; and copies of radio scripts, speeches of regional board and staff members, and regional press releases. Arranged by type of material.

Records of the Wage Stabilization Division

GENERAL CORRESPONDENCE. 1943-46. 10 in. 506

Correspondence, memoranda, copies of case materials, and reference materials, relating to the status of and issues in particular cases, to requests from the Army, Navy, and War Production Board for priority consideration of certain cases, to wage-rate structures and wage surveys, and to procedural questions. Arranged alphabetically by name of correspondent; some miscellaneous subject folders are at the beginning of the series.

RECORDS RELATING TO WAGE BRACKETS. 1943-46. 2 ft. 507

Correspondence, memoranda, telegrams, reports, transcripts of policy meetings of the regional board, minutes of meetings of the Region VI Wage Rate Committee and Tool and Die Panel, statistical materials, notes and working papers, copies of case materials, press releases, and reference materials. They relate mainly to wage surveys, recommended wage-bracket rates, and procedures in the establishment of brackets; but also to procedures in rare and unusual cases and the jurisdiction and authority of the Tool and Die Panel for Region VI. The series also includes a copy of the regional bracket manual giving the stabilized rates and rate ranges for various industries. Arranged by type of material, industry, locality, or agent of the Board.

RECORDS RELATING TO FORM NWSB 9. Apr.-Aug. 1946. 3 ft. 508

This series consists of both the Form 9 notices (described in entry 475) and letters received from companies notifying the board that they had granted increases to their employees but had no intention of seeking price relief, some with accompanying wage data materials; and copies of form letters sent by the board in acknowledgment. Arranged alphabetically by name of company.

Records of Region VII

GENERAL RECORDS. 1945-46. 6 in. 509

Minutes of meetings of the Region VII Board and its Enforcement Division, processed copies of regional reports on policy matters, copies of reports of the regional chairman to the Executive Director of the National Board, regional press releases, and regional dockets for Feb. and Mar. 1946. Arranged by type of material.

CORRESPONDENCE WITH INDUSTRIAL CONCERNS. Feb.-Sept. 1946. 1 ft. 510

Letters received and copies of letters sent relating mainly to the jurisdiction, rules and regulations, and procedures of the regional board, and to the status of particular applications. Arranged alphabetically by name of company.

RECORDS RELATING TO FORM NWSB 9. May-Oct. 1946. 2 ft. 511

This series consists of Form 9 notices (described in entry 475), some with accompanying wage data materials; memoranda of transmittal from the

local offices of the Wage and Hour and Public Contracts Divisions; and a few copies of letters of acknowledgment sent by the regional board. Arranged numerically by docket number.

Records of Region VIII

MINUTES OF BOARD MEETINGS. Jan.-Dec. 1946. 5 in. 512

Copies of minutes of meetings of the regional board, including the names of the members present and notations of actions taken. Arranged chronologically.

GENERAL RECORDS OF THE LEGAL DIVISION. 1943-46. 8 ft. 513

Correspondence, memoranda, telegrams, statistical reports, minutes of meetings and resolutions of the regional Enforcement Division, lists of cases, procedural issuances, press releases, and copies of case materials, relating mainly to all aspects of the enforcement program but also to activities of the Legal Division in dealing with jurisdictional problems and legal questions. Included also are divisional budget estimates and justifications and job descriptions. Arranged by name of company, person, subject, agent, or type of material.

GENERAL RECORDS OF THE INFORMATION DIVISION. 1943-46. 5 in. 514

Correspondence, memoranda, and telegrams relating to informational and publicity activities; copies of the regional chairman's monthly reports to the National Board, with monthly reports of section heads to the chairman and information submitted by the section heads for inclusion in the chairman's reports; copies of resolutions of the regional board; radio scripts; press releases and release digests, with copies of memoranda and case materials containing information that was incorporated into the releases; and news clippings. Arranged by type of material.

HOUSEKEEPING RECORDS MAINTAINED BY THE ADMINISTRATIVE MANAGEMENT DIVISION. 1945-46. 2 in. 515

Correspondence, memoranda, and telegrams relating to property and fiscal matters concerning the regional board. Arranged by subject.

RECORDS OF THE WAGE STABILIZATION DIVISION RELATING TO FORM NWSB 9. Mar.-Aug. 1946. 10 in. 516

This series includes both the Form 9 notices (described in entry 475) and letters received from companies notifying the board of wage increases granted to their employees, and accompanying wage data materials. Arranged numerically by docket number.

Records of Region IX

GENERAL RECORDS. 1944-46. 4 in. 517

Include correspondence and telegrams relating mainly to questions concerning wage-stabilization regulations; copies of case analysis memoranda and rulings; transmittal sheets from the local offices of the Wage and Hour and Public Contracts Divisions for NWSB cases involving CIO unions; copies of wage brackets established by the regional war labor board;

and lists of regional board members. Arranged by subject or type of document.

RECORDS RELATING TO FORM NWSB 9. June-Aug. 1946. 4 in. 518

This series consists of Form 9 notices (described in entry 475) and supporting wage data materials. Arranged numerically by docket number.

Records of Region X

GENERAL RECORDS. 1946-47. 5 in. 519

Agenda for and minutes of meetings of the Region X NWSB and its Enforcement Division; copies of reports of the regional chairman to the Executive Director of the National Board; copies of reports prepared in the region; memoranda and reports relating to the delegation of authority to the regional wage stabilization director; copies of case analysis memoranda, press releases, and rulings relating to cases involving new plants or new departments (General Order No. 6 cases); press releases issued by Regions X and XII; and a copy of a Region X directory. Arranged by subject or type of material.

CORRESPONDENCE WITH INDUSTRIAL CONCERNS. 1945-47. 5 in. 520

Correspondence and telegrams relating mainly to specific cases and general questions concerning the jurisdiction, policies, and rules of procedure of the regional and National Boards. Arranged alphabetically by name of company; some miscellaneous correspondence is at the end of the series.

CASE ANALYSIS MEMORANDA. Jan.-Oct. 1946. 1 ft. 521

Copies of case analysis memoranda for all cases on which the regional board took action. Included in each memorandum is the following information: the name and address of the applicant company, the docket number, the name of the board's analyst, the type of industry, the nature of the product, the number of employees and the occupations involved, the total number of employees in the company, the issues, a statement of the wage proposals, and a discussion on the application of wage stabilization principles. Arranged by standard industrial code number (from the Budget Bureau's "Standard Industrial Classification Manual") and thereunder alphabetically by company name.

RECORDS RELATING TO FORM NWSB 9. May-Aug. 1946. 10 in. 522

The series includes Form 9 notices (described in entry 475) with accompanying wage data materials and dockets for the notices. Arranged alphabetically by name of company.

Records of Region XI

GENERAL RECORDS. Jan.-Dec. 1946. 7 in. 523

Mainly correspondence, memoranda, statistical reports, and press releases, relating to NWSB policy on such matters as wage decreases, the wage pattern for the automobile industry, and wage rates for new plants

and new job classifications; general inquiries concerning Board rules and regulations; and the appointment of regional board members and arbitrators. Included also are copies of monthly reports of the regional chairman to the Executive Director of the National Board, copies of monthly reports of the wage stabilization director to the regional chairman, lists of regional cases, forms and form letters, and regional press releases. Arranged by name of correspondent, subject, or type of material.

MINUTES. Jan. 1946-Jan. 1947. 3 in. 524

Agenda for and minutes of meetings of the Region XI NWSB and its Enforcement Division. Arranged by type of document and thereunder chronologically.

RECORDS RELATING TO FORM NWSB 9. May-Sept. 1946. 10 in. 525

The series includes both the Form 9 notices (described in entry 475) and letters received from companies notifying the Board that they had granted increases to their employees, together with accompanying wage data materials. Arranged alphabetically by name of company.

Records of Region XII

GENERAL RECORDS. Jan.-Dec. 1946. 10 in. 526

Correspondence, memoranda, telegrams, reports, agenda for and minutes of meetings of the Region XII NWSB and its Enforcement Division, notes on conferences, lists of panel members, copies of case materials, and press releases. They relate mainly to the appointment of board members and other personnel matters; board policy on various issues, particularly wage decreases; important cases; the board's enforcement program; and wage problems in certain industries. Included also are copies of the monthly reports of the regional chairman to the Executive Director of the National Board, copies of reports of division heads to the regional chairman, and some regional manuals. Arranged by subject or type of material.

MINUTES. Jan.-Dec. 1946. 2 in. 527

Copies of minutes of meetings of the Region XII NWSB and its Enforcement Division. Arranged chronologically.

RECORDS RELATING TO THE WEST COAST LUMBER COMMISSION. 1943-45. 528
2 ft.

Correspondence, memoranda, telegrams, reports, resolutions, papers containing wage data, notes and working papers, job classification studies, copies of lumber general orders, forms, copies of case materials, Commission press releases, and reference materials, relating mainly to the jurisdiction of the Commission, wage scales in the lumber industry, the Commission's wage policy, proceedings in particular cases, and the interpretation of lumber general orders. Arranged by subject, company, or type of material.

GENERAL RECORDS OF THE LEGAL DIVISION. 1943-47. 2 ft.

529

Correspondence, memoranda, telegrams, statistical reports, agenda for and minutes of meetings of the regional Enforcement Division and the Enforcement Division of the West Coast Lumber Commission, notes on conferences and staff meetings, forms, lists of cases, dockets, and copies of case materials. They relate mainly to all phases of the enforcement work of the regional board and, to a lesser extent, of the West Coast Lumber Commission--the appointment of enforcement attorneys, policy problems, procedural matters, the investigation of alleged violations, inspections, and formal enforcement proceedings; but relate also to general legal problems on which the opinions of the regional attorneys were requested. The series also includes copies of the monthly reports of the Legal Division to the chairman of the regional board and the final reports of the Division, both for the regional war labor board and the regional wage stabilization board. Arranged by subject, agent, or type of material.

Records of the Wage Stabilization Division

GENERAL RECORDS. 1945-46. 1 in.

530

Consist of notes, tables, charts, and drafts of statistical reports pertaining to cases received; papers containing wage-bracket data; and forms and form letters, some with related instructions. Arranged by type of material.

CORRESPONDENCE WITH INDUSTRIAL CONCERNS. Jan.-Nov. 1946. 3 in.

531

Correspondence and telegrams relating mainly to the jurisdiction of the regional board and the West Coast Lumber Commission; rules, regulations, and procedures of the board; and policies on particular issues. Arranged alphabetically by name of company.

AGREEMENTS. 1943-45. 10 in.

532

Copies of company-union contracts, agreements, or shop rules, apparently kept for reference purposes. Arranged alphabetically by name of industry or occupation.

RECORDS RELATING TO FORM NWSB 9. Apr.-Sept. 1946. 5 in.

533

The series includes both Form 9 notices (described in entry 475) and letters received from companies notifying the board of wage increases granted their employees, some with accompanying wage data materials, and copies of letters of acknowledgment sent by the board. Arranged numerically by docket number.

APPENDIX I

LIST OF SIGNIFICANT DOCUMENTS, REPORTS, AND STUDIES AMONG THE RECORDS OF THE NATIONAL WAR LABOR BOARD (WORLD WAR II)

The documents listed below are grouped by subject or industry and thereunder alphabetically, with a miscellaneous group at the end under the heading "General."

Airframe and Aircraft Industries

Report of Chairman of National Airframe Panel, National War Labor Board, on Status of Cases Before Panel as of December 20, 1943. Submitted by Thomas L. Norton, Chairman. [Dec. 20, 1943.] 11 p. Typed.

Report by Industry Members of Restudy Committee to National War Labor Board. Jan. 10, 1945. 12 p. Processed.

The Restudy Committee, a bipartite committee composed of two industry and two labor representatives, was established by the West Coast Aircraft Committee to undertake an overall study of the job evaluations and job descriptions of the Southern California Aircraft Industry Plan.

Report and Recommendations of Industry Members Concerning the West Coast Aircraft Committee [Div. X] to the National War Labor Board. Jan. 15, 1945. 12 p. Processed.

Report on Wage Stabilization in the Airframe Industry. Prepared by Wage Stabilization Division, Review and Analysis Branch. June 2, 1943. 22, [20] p. Processed. Confidential.

Includes an appendix containing mainly statistical data.

Report of the West Coast Aircraft Committee to the National War Labor Board. Nov. 2, 1943. 8, 7, 6, [4], 4, 14, 3, 4, 2, [11] p. Processed.

The report was made pursuant to a letter dated Oct. 13, 1943, from George W. Taylor, Vice Chairman of NWLB.

Wage Stabilization in the Airframe Industry. Memorandum from the Case Analysis and Program Appraisal Division to Members of the National Wage Stabilization Board. Feb. 28, 1946. 17 p. Processed.

Arbitration

Arbitration. June 22, 1944. 20 p. Typed.

A report on the Board's experience with arbitration.

Arbitration. Prepared by Milton Derber and Catherine Cutler. Jan. 27, 1944. [1], 26, [18] p. Processed. (Research and Statistics Report No. 19.)

Includes a supplement, dated Feb. 22, 1944, consisting of tabular analyses of arbitration cases.

Arbitration, Its Scope, Procedures and Validity, With Particular Emphasis on the Statutes and Judicial Precedents of the States of Ohio, Kentucky and West Virginia. Memorandum from Philip Fusco, Regional Attorney, to Frederick H. Bullen, Chairman [Region V]. Oct. 24, 1945. 16 p. Processed.

Regional War Labor Board Recommendations on Substandards. Issued by Wage Stabilization Division. Aug. 12, 1943. 6, 3 p. Processed. Confidential.

Includes an appendix consisting of tables summarizing regional recommendations and practices on substandards.

Statement of Policy on Review of Arbitration Awards. Memorandum from Lloyd K. Garrison, Executive Director, and the General Counsel to Chairmen of the Regional War Labor Boards. Sept. 1, 1943. 4 p. Processed.

Substandard Policy of the Regional Board and Its Application to Voluntary Cases. Memorandum from Edwin E. Vallon, Director, Wage Stabilization Division, to Members of the Sixth Regional War Labor Board. July 31, 1945. 7 p. Typed.

Building and Construction Industry

A Summary of Policy of the Wage Adjustment Board and Questions and Answers To Guide Employers and Employees on Government Wage Controls in the Building and Construction Industry. Prepared by the Legal Division of the Second Regional Wage Stabilization Board. [Mar. 1946.] 17 p. Processed.

Wage Adjustment Board Policy. Memorandum from Carroll R. Daugherty to all Board Members. June 15, 1943. 5 p. Processed.

Wage Adjustment Board Policy Since April 8, 1943. Memorandum for the Board [from Carroll R. Daugherty]. July 17, 1943. 4, [14] p. Processed.

Includes tabular summaries of cases.

Coal Mining Industry

Draft of Interim Report on Coal and Oil; Conclusions and Recommendations. [July 1944.] 76 p. Processed.

Relates to the manpower situation in the coal and oil industries.

Report on Wages and Related Problems in the Anthracite Mining Industry.
Issued by the Division of Wage Stabilization. May 22, 1943. [96] p.
Processed.

Prepared under the direction of Waldo E. Fisher, University of Pennsylvania.

Report on Wages and Related Problems in the Bituminous Coal Industry.
Prepared under the direction of Waldo E. Fisher, University of Pennsylvania; issued by the Wage Stabilization Division. Apr. 28, 1943.
145 p. Processed.

Commission Method of Wage Payment

Board Decisions in Cases Involving Proposed Decreases in Commission Rates as Guides to a Policy Statement. Memorandum from Paul N. Guthrie, Director of Wage Stabilization, to W. Willard Wirtz, Chairman, NWSB. Aug. 9, 1946. 4, 4, [5] p. Processed.

Calculation of Maladjustment in Cases Involving the Commission Method of Wage Payment. Memorandum from Carroll R. Daugherty to all Board Members. Aug. 11, 1943. 6 p. Processed.

Commissions and the Little Steel Formula. [By Walter S. Turner, Wage Stabilization Division of Region X NWLB.] June 1943. 6 p. Typed.

Memorandum on Applicability of Little Steel Formula to Commission Salesmen. Submitted by Peter K. Hawley, CIO Labor member, NWLB, Region II. n.d. 11 p. Processed.

The letter of transmittal for the typed copy of the memorandum is dated Aug. 10, 1943.

Memorandum Concerning Rate Increases to Commission Salesmen in Distribution Industries and More Specifically Life Insurance. n.d. 6 p. Typed.

Cost of Living

Adjustment of the Bureau of Labor Statistics Indexes of the Cost of Living and of Food Prices for Variations in Family Budgets. Memorandum from W. D. Hance to J. T. Dunlap. July 1, 1943. 9 p. Typed.

A discussion of the practicality of the BLS cost-of-living index.

Comments on the June 15, 1944 Report of the Mitchell Committee by Technical Staff of Mr. R. J. Thomas, C.I.O. Labor Member of the Presi-

dential Committee on the Cost of Living. Prepared by Harold J. Ruttenberg; issued by the CIO. Aug. 23, 1944. 20 p. Processed.

Comparison of BLS and BAE Cost of Living Indices. Memorandum from David R. Roberts to Harry Douty. Apr. 26, 1944. 6 p. Typed.

Cost of Living. By George Meany and R. J. Thomas, Labor Members of the Presidential Committee on the Cost of Living. Jan. 25, 1944. 104 p. Printed.

Report recommended by the labor members of the President's Committee to the Committee as a whole for submission to President Franklin D. Roosevelt.

The Cost of Living Index of the Bureau of Labor Statistics. Prepared by the Bureau of Labor Statistics, Department of Labor. Feb. 25, 1944. iv, 122 p. Printed.

A review and appraisal of the report "Cost of Living," by George Meany and R. J. Thomas, labor members of the President's Committee on the Cost of Living, made by the Bureau of Labor Statistics at the request of the Chairman of the Committee, William H. Davis.

The Cost of Living Index Controversy and Its Relation to Wage Stabilization. Memorandum from George H. Hildebrand, Jr., to Carroll R. Daugherty. Feb. 7, 1944. 13 p. Typed.

Living Costs in World War II; 1941-1944. By Philip Murray and R. J. Thomas. Washington, June 1944. 76 p. Printed.

A criticism of the Cost of Living Index prepared by the Bureau of Labor Statistics.

National War Labor Board Wage Policy and the Cost of Living. [Prepared by Milton Derber. Apr. 1944.] 3 p. Typed.

Recommended Report for the Presidential Committee on the Cost of Living. By Labor Members R. J. Thomas, C.I.O. Labor Member, and George Meany, A.F.L. Labor Member. Jan. 25, 1944. 75 p. Processed. Confidential.

Preliminary draft.

Report of the President's Committee on the Cost of Living. [Submitted to the President by William H. Davis, Chairman of the Committee.] Washington, 1945. 423 p. Printed.

Report of the Technical Committee Appointed by the Chairman of the President's Committee on the Cost of Living. By Wesley C. Mitchell, Simon Kuznets, and Margaret G. Reid. June 15, 1944. 21, 39, 37, 34, 20, 7, 4, 2 p. Processed.

An appraisal of the Bureau of Labor Statistics Cost of Living Index.

[Report of William H. Davis, Chairman of the President's Cost of Living Committee, to the President.] Nov. 10, 1944. 42 p. Typed.

Summary of William H. Davis' Report to the President as Chairman of the President's Cost of Living Committee. Nov. 17, 1944. 10 p. Typed.

Wage Report to the President on the Wartime Relationship of Wages to the Cost of Living. Washington, 1945. 129 p. Printed.

The report consists of the reports of the public members, with appendixes, and the comments by industry and labor members.

The Enforcement Program

Comments on Enforcement Problems in the Building and Construction Industry. May 22, 1945. 3, 3 p. Processed.

The Enforcement Program. Memorandum to George W. Taylor from Carroll R. Daugherty. Nov. 29, 1943. 6 p. Typed.

Discusses problems of the enforcement program.

Enforcement Report. Prepared by John Byrne Chamberlin, Assistant General Counsel. Aug. 8, 1943. [8] p. Processed.

Enforcement Report, January 31, 1944. Prepared by John Byrne Chamberlin, Assistant General Counsel. Feb. 12, 1944. 4 p. Processed.

Enforcement Report From July 1, 1944 to December 31, 1944. Jan. 12, 1945. 20 p. Processed. Confidential.

Enforcement Report--Period Ending September 30, 1943. By John Byrne Chamberlin, Assistant General Counsel. Oct. 13, 1943. [12] p. Processed.

Information Policy on Enforcement. Prepared by the Information Division. Apr. 22, 1944. 4 p. Processed.

First draft.

Legislative History of the "Enforcement Provisions" of the Act of October 2, 1942. Prepared by John Egbert. n.d. 13 p. Typed.

Memorandum Re Adoption of Enforcement Percentage Criteria for Determination of Disallowance in Enforcement Cases Under the Wage Stabilization Act. [By A. A. Mastics, Chief Enforcement Attorney, Region V.] Apr. 13, 1945. 8 p. Processed.

Discussion of criteria to determine size or amount of penalty in enforcement cases.

Power of NWSB To Decide Enforcement Cases After June 30, 1946. July 9, 1946. 10 p. Typed.

Procedure Relative to Possible Violation of the Wage and Salary Stabilization Program. July 30, 1943. 2 p. Processed.

Report of Enforcement Survey Committee to National War Labor Board. May 1, 1944. 41 p. Processed.

A survey of enforcement practices and operations made by a committee consisting of Joseph Bell, Chief Enforcement Attorney, Philadelphia; Philip Fusco, Regional Attorney, Cleveland; Walter Gelhorn, Vice Chairman of the Regional Board and Chairman of the Enforcement Policy Division, New York; and Abram H. Stockman, Chief Enforcement Attorney, New York.

Wage and Salary Stabilization Enforcement. Memorandum to the National War Labor Board from Jesse Freidin, General Counsel. Feb. 23, 1944. 5, [1] p. Processed.

Wage and Salary Stabilization Enforcement. Memorandum to the National War Labor Board from Jesse Freidin, General Counsel. Feb. 23, 1944. 5, [9] p. Processed.

Includes an appendix containing materials illustrating the attitudes of regional boards toward the enforcement program, a list of cases in which violations had been found by the regional boards, and a detailed analysis of six typical cases.

Wage Stabilization Enforcement. June 9, 1944. 5 p. Typed.

Wage Stabilization Enforcement Program. Memorandum from Jesse Freidin, General Counsel, to Regional Attorneys. July 15, 1944. 6, 3, 3, [1], 2, 3 p. Processed.

Includes "Instructions--Wage Stabilization Enforcement."

Wage Stabilization and Violations. By Robert Abelow, Executive Director, National War Labor Board, Second Region. n.d. 27 p. Processed.

Reprinted from New York Law Journal, Nov. 29-30, Dec. 1-2, 1943.

Fringe Issues

Board Action in Thirty Fringe Issues Involved in Dispute Cases. Memorandum from Regional War Labor Board, Region V, to the National War Labor Board. Mar. 19, 1945. 27 p. Processed.

Job Reclassification or Re-Evaluation and Other So-Called "Fringe" Matters. Feb. 23, 1945. 6 p. Processed.

A statement unanimously adopted by the Board as representing the past practice of the Board in deciding cases involving "fringe" matters.

National War Labor Board Action on Cases Involving Holiday Pay (August 18, 1945-December 31, 1945). June 4, 1946. 3, [10] p. Typed.

Includes tabular analyses of the cases.

Policies of the Sixth Regional War Labor Board on Fringe Issues. Memorandum from H. G. Lewis to the Staff [Region VI]. n.d. 5 p. Processed.

Report on Fringe Wage Issues (Voluntary Cases). Memorandum from Saul Wallen, Chairman, National War Labor Board, Region I, to Theodore Kheel, Executive Director. Mar. 8, 1945. 14 p. Processed.

Selected Quotations From Publications of the National Association of Manufacturers, United States Chamber of Commerce, and the National Industrial Conference Board in Reference to Paid Vacations, Night Shift Bonuses, Sick Leave, Employee Suggestion Systems, and Retro-activity. [By Alice Nielsen.] Apr. 1944. 11 p. Typed.

Year End Bonuses for Security Underwriting, Distributing and Brokerage Firms. Memorandum from Carroll R. Daugherty to Members of the Board. Feb. 10, 1945. 4 p. Processed.

Handbooks, Manuals, Instructions, and Procedures

Amended Instructions to Regional War Labor Boards and Commissions for Operations Under Executive Order 9328 and Under the Supplementary Directive of May 12 [1943]. Apr. 11, 1944. 10 p. Processed.

The Appellate and Review Organization and Procedures of the National War Labor Board; a Report on Operations. Prepared by the Division of Board Agencies. n.d. [4], 51 p. Processed.

A report on operations covering the appeal and review functions and procedures of the National Board. The memorandum of transmittal is dated May 11, 1944.

Disputes Before the War Labor Board. Issued by Division of Public Information, NWLB. Apr. 1944. 8 p. Printed.

An explanation of the nature of the Board and its procedures in handling disputes, intended for the use of parties to disputes before the Board.

Executive Order 9250 of October 3, 1942 and Regulations Issued Thereunder. Issued by the Office of General Counsel, National War Labor Board. Dec. 22, 1942. 7 p. Processed. (Interpretative Bulletin No. 2.)

Executive Order 9250 of October 3, 1942 and Regulations Issued Thereunder; Interpretative Bulletin Number 3. Issued by the General Counsel of the NWLB. n.d. 16 p. Processed.

Executive Orders 9250 and 9328 and Regulations Issued Thereunder. Issued by the Office of General Counsel. July 1944. 42 p. Processed. (Interpretative Bulletin No. 4.)

Amends and supersedes Interpretative Bulletins Nos. 1, 2, and 3.

General Instructions and Hearings Guide for Dispute Cases. Prepared by the Sixth Regional War Labor Board. Oct. 1943. 45 p. Processed.

Handbook for Tri-Partite Panel Members; Eighth Regional War Labor Board. Jan. 1944. [3], 22, 14, 14 p. Processed.

Handbook for Tri-Partite Panel Members; Eighth Regional War Labor Board. Jan. 1945. [3], 22, 13, 14 p. Processed.

Handbook for Tri-Partite Panel Members and Hearing Officers; Seventh Regional War Labor Board. 1944. [6], 99 p. Processed.

Includes an appendix consisting of Executive orders, interpretative bulletins, and policy directives.

Information for Employer Members of Local Panels, Regional War Labor Boards. Prepared by the Employers' Group, NWLB. Feb. 1943. 15 p. Printed.

Contains basic information of a general nature about the Board, designed for the use of panel members.

Information for Tri-Partite Panels and Functions of U. S. Conciliation Service. Feb. 12, 1942. 10 p. Processed.

Information for Tri-Partite Panels and Functions of U. S. Conciliation Service. Prepared by NWLB. n.d. 18 p. Processed.

Instructional Bulletin Relating to Wage and Salary Schedules. Prepared by C. A. Pearce, Wage Stabilization Director, and Edward T. O'Brien, Regional Attorney, Second Region, NWLB. Jan. 1944. 23 p. Processed.

Jurisdiction and Procedure of Regional War Labor Boards. Mar. 30, 1943. 11 p. Processed.

Jurisdiction and Procedure of Regional War Labor Boards; April 15, 1943, as Amended. Issued by the Division of Public Information. Dec. 1, 1943. 16 p. Processed.

Jurisdiction and Procedure of Regional War Labor Boards; April 15, 1943, as Amended and Rules for Conduct of Hearings Under War Labor Disputes Act. Issued by the Division of Public Information. Oct. 1, 1943. 14, 3 p. Processed.

Manual for Analysis of Wage Material With Respect to Application of the Wage Stabilization Policy of the National War Labor Board. Prepared by Division of Review, Analysis, and Research. Dec. 1942. 15 p. Processed.

Preliminary and confidential.

Manual for Analysis of Wage Material With Respect to Applications of the Wage Stabilization Policy of the National War Labor Board. Issued by the Wage Stabilization Division. Feb. 1943. 45 p. Processed.

Manual of Board Wage Policies. Prepared by NWLB, Second Region. Oct. 15, 1943. 41 p. Processed.

Manual of Decisions. n.d. 76 p. Processed.

Describes briefly some of the more important and representative decisions and determinations by the Board for the guidance of the regional boards and panels.

Manual of Instructions for Panel Members and Hearings Officers. Prepared by NWLB, Second Region, Disputes Division. Nov. 1, 1943. 30 p. Processed.

Manual of Instructions for Parties in Dispute Cases Before the National War Labor Board, Second Region. Prepared by Disputes Division, Second Region. [Nov. 1943.] 8 p. Processed.

Manual for Panel Members. Issued by National War Labor Board, Region XI. n.d. [7], IV, [39] p. Processed. Confidential.

Manual of Procedure. Issued by the National War Labor Board, Region II. n.d. 4; 1 p. Processed.

Manual of Procedure. Issued by the National War Labor Board, Second Region. [Aug. 1943.] 11 p. Processed.

Prepared for the use of parties in cases before the regional board.

Manual of Procedure and Policy for Panel Members and Hearing Officers. Prepared by the National War Labor Board, Twelfth Region, Disputes Division. Apr. 19, 1945. [3], 92 p. Processed.

Manual of Procedure and Policy for Public Panel Members. Issued by Disputes Division, Tenth Region, National War Labor Board. n.d. 21, [51] p. Processed.

- Manual for Tripartite Panels. Issued by National War Labor Board, Tenth Region, June 1945. 16 p. Processed.
- National War Labor Board Rules of Organization and Procedure for the National and Regional Boards. Issued by the Division of Public Information. Aug. 1944. 49 p. Processed.
- Official Rules, Organization and Procedure of the National Wage Stabilization Board and Regional Boards. 1946. 8 p. Printed.
- Reprinted from Federal Register of May 10, 1946.
- Procedure of Appeals From Rulings of Regional Wage Stabilization Directors and Regional Boards. Prepared by Alice Nielsen. June 9, 1944. 9 p. Typed.
- Procedure in Cases of Voluntary Applications for Wage Adjustments by Private Employers. Prepared by NWLB. Oct. 28, 1942. 7 p. Processed.
- Question and Answer Bulletin Pertaining to Executive Order 9250 of October 3, 1942 and Regulations Issued Thereunder. Prepared by Office of General Counsel. Nov. 20, 1942. Processed. (Bulletin No. 1.)
- For the guidance of NWLB regional directors and Wage and Hour Division offices.
- Regional Wage Stabilization Manual. Prepared by NWLB, Second Region. Sept. 1, 1945. 85 p. Processed.
- Revised Appeals Procedure and Role of Board Agencies Thereunder. Memorandum to chairmen of all Board agencies and all regions from Theodore Kheel, Executive Director. Apr. 17, 1944. 8 p. Processed.
- Revisions to the Rules of Organization and Procedure for the National and Regional Boards. Issued by Division of Public Information. n.d. 7 p. Processed.
- Includes revisions through Nov. 21, 1944.
- Rules of Organization and Procedures. Prepared by the Division of Public Information. Dec. 1943. 15 p. Processed.
- Some Comments on a Standard Procedure for Appeals From Rulings of the Regional Wage Stabilization Directors. Memorandum from Milton Derber to Harry Douty [Director, Program Appraisal and Research Division]. June 12, 1944. 8 p. Typed.
- Summary of the General Orders for the Information of Dispute Panel Members. By Philip Fusco, Regional Attorney, Region V. Rev. July 12, 1945. 8 p. Processed.

Supplementary Manual of Instructions. Issued by National War Labor Board, Second Region. n.d. [6] p. Processed.

Contains supplementary instructions for agents and officers of the Board not found in the "Manual for Tripartite Panels."

WLB Stylebook for Information Directors of Regional War Labor Boards. Jan. 8, 1945. 39 p. Processed.

A rough draft.

Wage Stabilization Manual. Issued by the Wage Stabilization Division. June 1, 1944. 159 p. Processed.

Incentive Plans

The Alcoa Lafayette Wage Incentive Plan. Prepared by William McCauley and Aileen Lenk. Oct. 30, 1943. 32 p. Processed. (Research and Statistics Report No. 13.) Restricted.

Includes tables and charts.

The Application of Going Wage Brackets to Incentive Payment Plans. Memorandum to the National War Labor Board, Second Region, prepared by the Wage Stabilization Division. Jan. 8, 1944. 6, [5] p. Processed.

The Chance-Vought Plant-Wide Incentive System: and a Comparison With the Grumman and Republic Incentive Plans in the Airframe Industry. Prepared by William S. McCauley and Aileen Lenk. June 14, 1944. (5), 37 p. Processed. (Research and Statistics Report No. 23.) Restricted.

Includes the memorandum of transmittal from Carroll R. Daugherty to all Members of the Board.

Conversion From Incentive System to Hourly Rate System. Memorandum from E. B. McMatt and H. G. Lewis to all Members of the Board [Region VI]. July 24, 1944. 2 p. Processed.

How To Operate an Incentive Plan Under the Wage Stabilization Law. Prepared by the Division of Wage Stabilization, National War Labor Board, Region XI. Dec. 1943. 4 p. Processed.

Incentive Bonus Plans Under the Wage Stabilization Program. By Ralph M. Dicketson. n.d. 9 p. Processed.

Prepared for the use of the staff of the Region IV NWLB.

Policy on Incentive Proposals. Memorandum issued by the Regional War Labor Board III. Nov. 11, 1943. 3 p. Processed.

Policy on Wage Incentives. Memorandum from E. R. Livernash, Wage Stabilization Director, [Region I] to the Board [Region I]. Apr. 6, 1944. 3, [3] p. Processed.

Attached is the statement of the Detroit Regional Board, "How to Operate Incentive Plans."

Recommendations for the Establishment of a Policy on Wage Incentive Plans; (Based on Present Policy as Enunciated by the National and Various Regional War Labor Boards). Issued by the Division of Wage Stabilization, Twelfth Regional War Labor Board. Mar. 24, 1944. 13, [4], 3, 3 p. Processed.

Report on Wage Incentive Plans. Memorandum from Regional War Labor Board, Region I, to Carroll R. Daugherty, Wage Stabilization Director. Mar. 31, 1944. 9, 4, 2 p. Processed. Restricted.

Report on Wage Incentive Plans and Policy. Memorandum from E. R. Livernash, Chairman, Wage Incentive Panel [Region I] to the Board [Regional Board I. By James J. Healy, Wage Stabilization Director, Feb. 14, 1944]. 5 p. Processed. Confidential.

Statement of Policy on New Incentive Plans. Prepared by the National War Labor Board, Region XI. n.d. 2 p. Processed.

Wage Incentive Systems and the National War Labor Board. Prepared by Wage Stabilization Division, Research and Statistics Branch. July 20, 1944. 19 p. Processed. Restricted.

War Labor Board Policy on Wage Incentives. n.d. 3, 3 p. Processed.

Principles established by the Region I NWLB for the guidance of applicants in connection with wage-incentive plans.

Inequities

The Correction of Gross Inequities Under Executive Orders 9250 and 9599. Memorandum from Edwin E. Vallon, Wage Stabilization Director, to Members of the Sixth Regional Board. Aug. 24, 1945. 6, 2 p. Processed.

Attached is the statement "Wage Stabilization Policy of the National War Labor Board."

Wage Data Used and Problems Encountered in the Processing of Interplant Inequity Cases. Prepared by the Regional Operations Branch. Jan. 28, 1946. 14 p. Processed.

Wage Rate Inequities Within Plants. May 4, 1944. 40 p. Typed.

A report on the activities of the Board in cases involving intra-plant wage adjustments.

The Little Steel (Maladjustment) Formula

The Application of the Little Steel Formula. Issued by the Division of Public Information. Oct. 1, 1943. 15 p. Processed.

Application of the "Little Steel" Formula. Issued by the Division of Public Information. May 1945. 11 p. Processed.

Comments by the American Federation of Labor Members on the Public Members' Report to the President on the Modification of the Little Steel Formula. [Mar. 1945.] 12 p. Processed.

The "Little Steel" Formula and Differences in Income Level. [By Philip Arnow, Wage Stabilization Director, Region XI NWLB.] Nov. 1943. 4, [5] p. Processed.

Official National War Labor Board Answers to Questions on Application of Maladjustment Formula. n.d. 7 p. Processed.

A draft typed copy is dated June 30, 1943.

Preliminary Statement of C. I. O. Members of the National War Labor Board on the Report Filed By the Public Members. Prepared by Van A. Bittner, John Brophy, Carl J. Shipley, Neil Brant, and Delmond Garst. Feb. 22, 1945. 2 p. Processed.

Relates to the modification of the Little Steel Formula.

Questions Concerning the Application of the Maladjustments Formula. Apr. 27, 1943. 4 p. Typed.

Report of the Special Panel Summarizing the Contentions Advanced by the American Federation of Labor in Support of Its Petition for the Modification of the Little Steel Formula. [Submitted by Ralph T. Seward, Charles R. Hook, Jr., and Edward J. Volz.] Sept. 8, 1944. 25, [1], 21 p. Processed.

Included are the separate statement of the employer member and the report of the labor member.

Statement of the American Federation of Labor Members of the National War Labor Board. [By George Meany, Matthew Woll, Robert J. Watt, and James A. Brownlow.] Feb. 22, 1945. 5 p. Processed.

Relates to the modification of the Little Steel Formula.

Statement of Industry Members of National War Labor Board on the Report to the President. Feb. 22, 1945. 1 p. Processed.

Relates to the report on the modification of the Little Steel Formula.

Lumber Industry

Comments on Report by Carroll R. Daugherty on Wage Stabilization Activities of the West Coast Lumber Commission. Memorandum to members of Board from Benjamin H. Kizer, Chairman, West Coast Lumber Commission. Apr. 15, 1944. 11 p. Processed.

The Douglas Fir Lumber Industry. Mar. 1941. [8], 98 p. Processed.

An interdepartmental study conducted under the direction of Dexter M. Keezer for the Bureau of Research and Statistics of the Advisory Commission to the Council of National Defense.

Governmental Regulation of the Lumber Industry During 1917-1919. [Prepared under the direction of Delbert Miller.] May 1944. 2, 2, 3, 2 p. Typed.

History and Background of the West Coast Lumber Commission. n.d. 11 p. Typed.

Draft copy.

Job Classification Study of the Logging Industry--Douglas Fir Region. Prepared by Pacific Northwest Forest and Range Experiment Station for the West Coast Lumber Commission. Sept. 1943. ii, 101, 6, [8] p. Processed.

At the request of the Commission, the Pacific Northwest Forest and Range Experiment Station served as a fact-finding agency in a survey of recognized jobs, work performed, and rates of pay throughout the logging and sawmilling industries of the Douglas-fir region.

Job Classification Study of the Sawmill Industry--Douglas Fir Region. Prepared for the West Coast Lumber Commission by the Pacific Northwest Forest and Range Experiment Station. Sept. 1943. 148, 6, [6], VII, 101 p. Processed.

Appendix A consists of individual job description sheets.

Jurisdiction of the West Coast Lumber Commission. Issued by the West Coast Lumber Commission. June 12, 1943. 5, [1] p. Processed.

Report on Wage Adjustments Authorized by the West Coast Lumber Commission. Prepared by the Wage Stabilization Division. May 12, 1943. 3 p. Typed.

Report on Wage Stabilization Activities of the West Coast Lumber Commission. Prepared by James C. Hill, Chief, Commissions and Panels Section, and Herman D. Block, Wage Stabilization Division. Mar. 28, 1944. [1], iii, [1], 30, [3] p. Processed. Confidential.

An addendum, dated Apr. 1, 1944, is included.

Report of the Western Pine Lumber Industry for the National War Labor Board. [By A. L. Morgan.] Nov. 1942. [11], 48 p. Typed.

A study of wages and production costs in the western pine belt, which was authorized by the Board in June 1942. The Bureau of Labor Statistics provided the wage data and the United States Tariff Commission made available the staff to conduct the study of production costs and profits.

Semi-Annual Report; West Coast Lumber Commission. Apr. 1, 1944. v, 37 p. Processed. Confidential.

Stabilization Problems of the West Coast Lumber Commission. Memorandum from George H. Hildebrand, Director, Wage Stabilization Division, Ninth Regional War Labor Board, to Carroll R. Daugherty. July 12, 1945. 48, [18] p. Typed. Confidential.

Summary of Decisions of the West Coast Lumber Commission From September, 1942 to December, 1945. Prepared by the staff of the West Coast Lumber Commission. Dec. 1945. 77 p. Processed.

Lists the issues involved in each case handled by the Commission, using the same code numbers as are listed in Key to War Labor Reports (Washington, 1946).

Summary of Significant West Coast Lumber Commission Cases. Dec. 1945. 21 p. Processed.

Supplement to the Interdepartmental Report on the Douglas Fir Lumber Industry. [Prepared under the direction of a commission composed of Dexter M. Keezer, Paul Eliel, and Wayne L. Morse.] Nov. 1941. [12], 80 p. Processed.

Supplements the report, "The Douglas-Fir Lumber Industry," published Mar. 1941 as the result of an interdepartmental study conducted under the auspices of the Bureau of Research and Statistics, Advisory Commission to the Council of National Defense.

The West Coast Lumber Commission of the National War Labor Board. Prepared by the Delegated Authorities Section, NWSB. Dec. 29, 1945; rev. Feb. 4, 1946. 23 p. Typed.

Meat Packing Industry

Geographical Wage Differentials in the Meat Packing Industry. Prepared by the Meat Packing Commission. [Nov. 23, 1945.] 78 p. Processed.

Fact-finding report on the original establishment and subsequent modifications of geographical wage differentials in master-agreement plants of the major packers.

The Meat Packing Commission. By Clark Kerr, Chairman, Meat Packing Commission. n.d. 36 p. Processed.

The Meat Packing Commission, 1946-1947. By Clark Kerr, Chairman, Meat Packing Commission. n.d. 13, 3 p. Processed.

A supplement to the earlier report on the Commission that had been submitted to the Board in Jan. 1946.

Meat Packing Commission of NWLB. Dec. 21, 1945. 40 p. Typed.

Appears to be a draft of a final report.

Observations of the Meat Packing Commission on the Processing of Cases Related to the Meat Packing Industry but Falling Outside the Jurisdiction of the Commission. Issued by the Meat Packing Commission. Sept. 6, 1945. 8, 6, 2 p. Processed. Confidential.

[Report on the Meat Packing Industry.] n.d. 50, [4] p. Typed.

In three parts: I, Statistics of the Meat Packing and Slaughtering Industry; II, Wage Rate History of the Meat Packing and Slaughtering Industry; and III, the National War Labor Board and the Meat Packing and Slaughtering Industry.

Survey of the Meat Packing and Slaughtering Industry. n.d. [2], 50, [4] p. Typed.

Newspaper Publishing Industry

The Daily Newspaper Printing and Publishing Commission. n.d. 12, [31] p. Processed.

Includes a documentary appendix consisting of directive orders, lists of commission personnel, and the like.

Little Steel Formula and the Printing Trades. Memorandum from Edwin Vallon, Wage Stabilization Director, to Members of the Sixth Regional War Labor Board. June 6, 1944. 3, [5] p. Processed.

Contains tabular wage data.

[Policy Meeting of Daily Newspaper Commission With the NWLB: Policy Issues for Discussion.] n.d. [2], 20, [7] p. Processed.

Includes tabular analyses of cases.

Vacations for Typographers and Other Printing Trades in Major Cities. Memorandum from Fred E. Desmond, Acting Executive Director, to Chairmen of all Regional Boards. Aug. 15, 1945. 7 p. Processed.

Summary of answers received from regional boards concerning their policies with respect to vacation pay.

Wage Policy of the Daily Newspaper Printing and Publishing Commission. Memorandum to members of the NWLB from Carroll R. Daugherty, Director, Wage Stabilization Division. Mar. 30, 1945. 20 p. Processed.

Wage Stabilization Problems in the Daily Newspaper Industry and a Recommended Policy for the Daily Newspaper Commission. Report submitted by Daily Newspaper Commission to the NWLB. [1943.] 3, 21, 2 p. Processed.

Tentative and confidential draft for discussion purposes.

Nonferrous Metals Industry

Analysis of 50 Cases of the Nonferrous Metals Commission. Memorandum for the Board from Carroll R. Daugherty. May 18, 1943. 5, 5 p. Processed. Confidential.

Attached are summary tables.

8th Report on Wage Stabilization Activities of the Nonferrous Metals Commission. [By Carroll R. Daugherty.] Aug. 28, 1943. 4 p. Processed. Confidential.

Nonferrous Metals Commission of the National War Labor Board; Rules and Regulations. Dec. 11, 1942. 11 p. Typed.

Nonferrous Metals Commission Report. By Charles F. Mulford, Executive Secretary. Dec. 13, 1945. 14 p. Typed.

Prepared for the terminal report of the Board.

A Report to the Nonferrous Metals Commission on the Mining Wages in Southwestern Colorado. By Carl W. Borgmann, Special Investigator. n.d. 33, [3] p. Typed.

Report on the Stabilization Activities of the Nonferrous Metals Commission. Memorandum from Carroll R. Daugherty, Director, Wage Stabilization Division, to Members of the National War Labor Board. July 16, 1945. 11, [4] p. Processed.

Report on Wage Stabilization Activities of the Nonferrous Metals Commission. [By Carroll R. Daugherty.] June 28, 1943. 4 p. Processed. Confidential.

Pensions and Insurance

Legislative History of Insurance and Pension Benefit Provisions in Definition of Wages in the Stabilization Act of 1942. Memorandum from Edith N. Cook, Assistant General Counsel, to W. Willard Wirtz, Chairman. May 1, 1946. 2 p. Typed.

Pensions and Insurance. n.d. 3 p. Typed.

A report on NWLB policy regarding insurance and pension benefits.

Reconversion

Authority of the War Labor Board With Respect to Wage Decreases and Reconversion, and Suggested Policy. Memorandum from Philip Fusco, Regional Attorney, to Frederick H. Bullen, Chairman [Region V]. Aug. 11, 1944. 11 p. Processed. Restricted--employees only.

Exploration of the Possible Role of the National War Labor Board in the Period of Demobilization. Memorandum from Carroll R. Daugherty to William H. Davis. Feb. 1944. 4, 16 p. Typed.

The Labor Market After the Defeat of Germany. Prepared by Wage Stabilization Division, Research and Statistics Branch. Oct. 7, 1944. 2, 5, 3 p. Processed.

Memorandum to the Economic Stabilization Director From the Public Members of the National War Labor Board on Wage Policy and Procedures in the Partial Reconversion Period. July 31, 1945. 13 p. Processed.

Draft copy.

The National War Labor Board's Wage Program for Plants Converting From War to Civilian Production. May 30, 1945. 6 p. Processed.

Series of questions and answers relative to conversion wage policy.

Post-European-War Reconversion Problems. Prepared by Wage Stabilization Division, Research and Statistics Branch. Oct. 6, 1944. 41 p. Processed.

Problems Raised By Statement of May 10, 1945, on Conversion Wage Policy, With Recommendations. Prepared by Wage Stabilization Division. June 16, 1945. 5 p. Processed. Confidential.

Analyses of problems raised by Board's statement of May 10, 1945, on conversion wage policy.

Reconversion Problems. Memorandum from J. Glenn Donaldson, Chairman, Ninth Regional War Labor Board to Theodore W. Kheel, Executive Director, National War Labor Board. May 25, 1945. 5 p. Processed.

The Stabilization of Wages in the Reconversion Period; May 1945-April 1946. Issued by the National Wage Stabilization Board. May 1, 1946. 38 p. Processed.

Apparently submitted to the House and Senate Committees on Appropriations as a statement of Board activities.

Statement in Regard to the Determination of Appropriate Wage Rate Structures for Plants Converting From War Production to the Production of Civilian Goods. May 8, 1945. 3 p. Processed.

A Summary of Regional Board Cases Involving Reconversion Wage Problems. Prepared by the Wage Stabilization Division. Jan. 8, 1945. 3, 34 p. Processed.

Wage Decrease and Maintenance of Earnings Problems in Reconversion Cases. Memorandum from E. R. Livernash, Wage Stabilization Director, to the Regional War Labor Board [Region I]. Sept. 12, 1944. 5 p. Processed. Confidential.

Shipping and Shipbuilding Industries

Analysis of Issues in Maritime Cases Involved in Board Hearing, July 19, 1945. Memorandum from W. Ellison Chalmers, Chairman, War Shipping Panel, to National War Labor Board. July 18, 1945. 46, [11] p. Processed.

Contains tabular wage data.

Establishment of an Agency in the War Labor Board To Handle Wage Problems in the Shipbuilding Industry With Respect to Executive Order No. 9250; and Its Relationship to the Shipbuilding Stabilization Committee. Memorandum from Paul R. Porter [Chairman, Shipbuilding Stabilization Committee] to William H. Davis. Dec. 4, 1942. 5, 5, 2, 2, 2, [1] p. Processed.

Includes attachments consisting of correspondence and memoranda relative to wage stabilization in the shipbuilding industry.

[Final Report of the Shipbuilding Commission. Prepared by William H. McPherson, Phillips L. Garman, Morris Horowitz, and Wallace Miller. 93] p. Typed.

Maladjustment Calculation for the Shipbuilding Industry. Prepared by the Wage Stabilization Division. [1943. 4] p. Processed. Confidential.

[Memorandum From the War Shipping Panel to the National War Labor Board.] Dec. 21, 1944. 20 p. Processed.

Summary of wage-stabilization aspects of the work of the Panel.

Report on Atlantic Coast Shipbuilding Cases and the Schedule of Approvable Rates Established by the Shipbuilding Commission for Shipyards Covered by the Atlantic Coast Zone Standard Agreement. Prepared by the Wage Stabilization Division. July 6, 1944. 29, [14] p. Processed. Confidential.

Contains tabular data on wage rates.

Report on Wage Policies and Procedures of the War Shipping Panel. Memorandum from Carroll R. Daugherty, Director of Wage Stabilization Division, to the National Board. Oct. 12, 1944. 11 p. Processed. Confidential.

War Shipping Panel. Dec. 18, 1945. 30 p. Typed.

Corrected draft copy of a history of the Panel.

Substandard Wages

The Effect Upon the Annual Wage Bill of the Adoption of the Pepper Resolution Recommending a Substandard Wage Rate of 65 Cents Per Hour. Nov. 18, 1944. 5 p. Typed.

National War Labor Board Policy on Substandard Wages. n.d. 5 p. Typed.

Supervisors and Salaried Workers

The Economic Status of White-Collar Workers, 1941-1944. Memorandum from Carroll R. Daugherty, Director, Wage Stabilization Division, to Chairman Davis. Apr. 29, 1944. 22 p. Typed.

Opinion on the Board's Jurisdiction Over Labor Disputes Involving Supervisory Employees. By Jesse Freidin, General Counsel. Mar. 30, 1944. 17, 7 p. Processed.

Includes an addendum dated May 18, 1944.

Report and Findings of a Panel of the National War Labor Board in Certain Disputes Involving Supervisors. Jan. 19, 1945. 159 p. Processed.

The special panel was composed of Sumner H. Slichter, Robert D. Calkins, and William H. Spohn.

Supervisory Employees in the Railroad Industry. Memorandum from Milton Derber to Robert Winters. June 19, 1944. 4 p. Typed.

Telephone Industry

Methods of Computing Maladjustments in Telephone Cases. Memorandum from Carroll R. Daugherty to George W. Taylor. May 24, 1943. 3 p. Processed.

Report on Wage Stabilization Problems and Recommended Policy in the Operating Telephone Industry. Memorandum to members of the NWLB from the National Telephone Panel. Feb. 13, 1945. 23 p. Processed. Confidential.

Textile Industries

Analysis of Textile Cases. Prepared by Pete Craig, Information Director, Fourth Region, NWLB. June 23, 1945. [1], 15 p. Processed.

A survey listing 443 textile mills and the nature of voluntary requests for wage adjustments approved by Region IV NWLB for the period Mar. 13 through June 16, 1945.

History of the Textile Industry in New England and the Wage Stabilization Program of the Region I War Labor Board. n.d. 10, [20] p. Typed.

Rates and Earnings in the Rayon Industry, May 1944. Prepared by the Division of Wage Analysis, BLS, and issued by the NWLB. Jan. 1945. [40] p. Processed.

Special tabulations prepared by the Bureau of Labor Statistics at the request of the Board.

Textile Cases. Memorandum from Carroll R. Daugherty, Director, Wage Stabilization Division, to George W. Taylor, Vice Chairman. Nov. 29, 1944. 13 p. Processed.

Summary of the Board's substandard policy and the procedure utilized in the processing of cotton and rayon textile cases in Regions I and IV NWLB.

Wage Rates in the Synthetic Yarn Industry. Memorandum from Carroll R. Daugherty, Director, Wage Stabilization Division, to Board Members. n.d. 16, [6] p. Typed.

Corrected draft copy. An appendix contains statistical data.

Wages and Major War Labor Board Decisions in the Cotton Textile Industry. [Prepared by Constance Williams. June 13, 1945.] 11, 5 p. Typed.

Included are exhibits relating to wage-rate adjustments.

Wages in the Rayon Industry, May, 1944. Prepared by the Bureau of Labor Statistics. Oct. 17, 1944. 34 p. Processed.

Prepared by the BLS at the request of the Board.

Wages in Rayon Industry, May 1944; Supplement; Special Insurance and Benefit Plans in the Rayon Industry. Prepared by the Division of Wage Analysis, BLS. Nov. 7, 1944. 11 p. Processed.

Preliminary study. It supplements the preliminary report on wages in the rayon industry issued Oct. 17, 1944.

Tool and Die Industry

First Annual Report of the Tool and Die Commission of Region XI. [Prepared by James T. Dunne, Deputy Chairman of the Commission, and Dr. Herbert R. Northrup, staff economist.] n.d. 4, [43] p. Processed.

Includes a statistical summary of the Commission's activities for the year ending Dec. 31, 1943.

Report on Wage Stabilization Problem in Cutting Tool Industry. Memorandum from Thomas E. Hogan, Wage Stabilization Division, National War Labor Board, to Louis C. Miriani, Chairman, Eleventh Regional War Labor Board. n.d. 12 p. Processed.

Special Report of the Detroit Area Tool and Die Commission. Submitted by Benjamin Aaron, Chairman. n.d. 8, [13] p. Typed.

Summary of the Commission's work, Dec. 11, 1942-Apr. 16, 1943.

Transit Industry

A Brief Review of Major Wage Stabilization Policies Affecting the Transit Industry in New England During 1944-45. By Harold E. Lane. Apr. 1945. 10, [6] p. Processed.

Prepared for the Transit Panel of Region I.

Fringe Issues in the Intra-City Transit Industry. Prepared by Joseph Arnstein, Joan Barsumian, and Bernice Levenfeld. Nov. 1945. 45 p. Processed. (Research and Statistics Report No. 1.)

Issuance of the Region VI NWLB.

Local Street Railway and Bus Industry Cases. Memorandum report from Carroll R. Daugherty, Director, Wage Stabilization Division, to Members of the National War Labor Board. Oct. 12, 1943. 2, 6, 7 p. Processed.

Local Transit Industry: Clarification of National Board Policy. Memorandum from Theodore W. Kheel to Chairman, Regional War Labor Board, All Regions. July 31, 1944. 4 p. Processed.

NWLB Policy for Handling of Local Transit Industry Cases. Memorandum from the Staff Information Unit, Research and Staff Information Section, to the Staff. Aug. 9, 1944. 11 p. Processed.

A National Approach to the Wage Problems of the Transit Industry. Jan. 7, 1944. 10, [13], 3, [4] p. Processed.

Contains tables of maximum hourly wage rates for cities of various sizes, and tables of proposed wage brackets.

Recommendations for N.W.L.B. Policy; Overtime in Local Transit Industry. Prepared by the Transit Division of Appeals Committee. Aug. 15, 1944. 4 p. Processed.

A summary.

Report of Survey of Regional Action on Overtime in Local Transit Industry. n.d. 3 p. Processed.

Summary of Recent Decisions and Opinions in the Local Transit Industry. Memorandum to the Regional War Labor Boards from the National War Labor Board. Apr. 13, 1944. 6 p. Processed.

Transit Bonus; Report of Transit Division of Appeals Committee, N.W.L.B. July 25, 1944. 8 p. Processed.

Trucking Industry

Memorandum on the Work of the Trucking Commission. n.d. 12 p. Typed.

Letter of transmittal, dated Aug. 1, 1944, indicates the memorandum was prepared by Thomas W. Holland, Chairman of the Commission.

Report of the Public Members of the Trucking Commission to the National Board. Mar. 21, 1945. 12 p. Processed.

Concerns problems of the Commission.

Report on Wage Adjustments Authorized by the Trucking Commission. Memorandum from Carroll R. Daugherty, Director, Wage Stabilization Division, to the Board. n.d. 5, [1] p. Processed.

Survey of National Board Cases Involving the "In Lieu of Overtime" Principle. n.d. 7, [2] p. Processed.

Includes tabular summary of appeal cases.

Trucking Commission Wage Policy and Procedure--"In Lieu of Overtime Principle." Memorandum from Carroll R. Daugherty to Theodore W. Kheel. July 31, 1944. 8 p. Typed.

Union Security

Analysis of Laws of the Various States for the Purpose of Determining Whether or Not There Are Any Conflicts Between State Statutes and Orders of the War Labor Board Pertaining to Check Off and Union Security Clauses. n.d. 14 p. Typed.

Check-Off. Prepared by Milton Derber and Catherine Cutler. Aug. 6, 1943. 13, [15] p. Processed. (Research and Statistics Report No. 8.)

Summary of experience of the Board in cases involving the check-off. Attached are tables showing decisions in which check-off was granted and denied, Jan. 1942-May 1943.

Check-Off and Work Permits. Memorandum prepared in the Research and Statistics Sub-Branch for Bernard Cushman, Assistant General Counsel. May 5, 1945. 5 p. Typed.

Closed Shop Clauses. n.d. 18 p. Processed.

Illustrations of various types of closed-shop clauses in agreements.

Effect of Maintenance of Membership Awards of the National War Labor Board on Employer-Union Relations. Prepared by the Industrial Relations Division, BLS. Mar. 20, 1943. 2, 12 p. Processed. Confidential.

Prepared at the request of the Board.

The Effect on Union Membership of an Escape Period in Renewed Maintenance of Membership Agreements. Prepared by the Industrial Relations Division, BLS. Sept. 29, 1944. 5 p. Processed.

Prepared at the request of the NWLB.

Maintenance of Membership. Memorandum from John O. Levinson to Members of the Sixth Regional War Labor Board. Oct. 11, 1943. 6 p. Processed.

Report on the current status of maintenance-of-membership clauses.

National War Labor Board Reversals of Regional Boards Decisions in re Maintenance of Membership. Memorandum from Carroll R. Daugherty to Ben Sigal. Jan. 17, 1944. 3 p. Typed.

Opinion on the Board's Authority To Provide for Maintenance of Membership. [Submitted to the Board by Lloyd K. Garrison, General Counsel.] Aug. 20, 1943. 23, [8] p. Processed.

Opinion on the Board's Authority To Provide for Maintenance of Membership.
Prepared by Lloyd K. Garrison, General Counsel. Aug. 20, 1943. 37,
3, 2, 1 p. Processed. Confidential.

Policy of the NWLB Regarding Types of Union Security Differing From the
Standard Maintenance of Membership Provision. Prepared by Milton
Derber and Catherine Cutler. Aug. 20, 1943. 15, 5 p. Processed.
(Research and Statistics Report No. 10.)

Problems of Procedure and Enforcement Under Maintenance of Membership
Clauses. Prepared by the Industrial Relations Division, BLS. May
28, 1943. 24, 2 p. Typed. Confidential.

Prepared at the request of the NWLB.

Problems and Proposals Relating to the Administration of Maintenance of
Membership. [By Milton Derber.] July 22, 1943. 20 p. Processed.
(Research and Statistics Report No. 2.)

State Statutes Pertaining to Wage Assignments, Check-Off of Union Dues,
and Union Security. Memorandum to Lloyd K. Garrison, Public Member,
National War Labor Board. May 17, 1944. 2 p. Processed.

Summary of Cases Involving Maintenance of Membership. Prepared by the
Wage Stabilization Division. June 16, 1943. [13] p. Processed.
(Research and Statistics Study No. 4.)

Three tables summarizing 188 cases in which the NWLB made decisions
involving maintenance of membership for the period Jan. 12, 1942-Apr.
30, 1943.

Summary of Cases Involving Maintenance of Membership, May 1943. [Pre-
pared by the Wage Stabilization Division.] Aug. 16, 1943. [1] p.
Processed. (Supplement to Research and Statistics Report No. 4.)

Summary of Cases Involving Maintenance of Membership. Prepared by
Sylvia Kassalow. Nov. 1, 1944. [39] p. Processed. (Research and
Statistics Report No. 4-A.)

Supersedes Research and Statistics Report No. 4 and its supple-
ments.

Union Security and Check-Off. By George J. Tichy, Disputes Division,
Twelfth Regional War Labor Board. May 27, 1943. 18 p. Processed.

Veterans

The Need for Classification of Veterans' Reemployment Rights. n.d.
5 p. Typed.

Recent Cases Decided by the War Labor Board Concerning the Reinstatement Rights of Veterans. Jan. 10, 1945. 8 p. Typed.

Summaries of cases involving reinstatement rights for veterans.

Veterans Reinstatement and Seniority Rights. Prepared by Pearl Ravner with the advice of Constance Williams. Nov. 1944. iii, 26, 6, [1] p. Processed. (Research and Statistics Report No. 28.)

Wage and Salary Decreases

Authority of the Board in Respect to Wage and Salary Decreases. Memorandum from Leonard A. Marcussen, Regional Attorney [Region X], to Arthur Miller, Vice Chairman. July 25, 1944. 12 p. Processed.

Decreases in Wage and Salary Rates. Memorandum from Margaret Holmes McDowell, Interpretations Attorney, to Martin Kurasch, Regional Attorney [Region IX]. May 29, 1944. 10 p. Processed.

Opinion to the National War Labor Board Regarding Its Authority Over Wage and Salary Reductions. [Prepared by Jesse Freidin, General Counsel.] May 8, 1945. 23 p. Processed. Confidential.

Wage Decrease Situations. Memorandum from Allan Sapiro to Philip C. Brownell, General Counsel. Nov. 15, 1945. 21 p. Typed.

Discusses various situations where consideration of the wage-decrease principle is involved.

Wage Brackets

Collection, Classification, and Presentation of Wage Data by Regional Wage Stabilization Divisions for the Determination of Wage Brackets by the Regional Boards. May 1943. 14, 3 p. Processed.

Prepared by the regional chairmen at the conference of regional chairmen held in Washington, May 14-16, 1943, and modified by Carroll R. Daugherty, Director of the Wage Stabilization Division.

Region V Common Labor Rates. Prepared by the Program Appraisal and Research Division. Mar. 1945. ii, 21 p. Processed. Restricted to staff employees. (Bracket Review No. 1.)

Describes the methods used in setting wage brackets.

Review of Bracket Minima for Office and Clerical Occupations, All Industries, St. Louis, Missouri; Region VII. Issued by the Program Appraisal and Research Division. Sept. 1945. [5] p. Processed. Restricted to staff employees. (Bracket Review No. 12.)

Review of Brackets Established by Region II for the Corrugated Box Industry in Metropolitan New York and Northern New Jersey. Prepared by Mildred S. Barber; issued by the Program Appraisal and Research Division. Apr. 1945. 55 p. Processed. Restricted to staff employees. (Bracket Review No. 3.)

Includes tables, a description of the method used in establishing brackets, and an evaluation of the brackets.

Review of Brackets Established by Region X for Domestic Water Services in Northern California. Prepared by Frances Wanda; issued by the Program Appraisal and Research Division. Aug. 1945. 4 p. Processed. Restricted to staff employees. (Bracket Review No. 8.)

Review of Brackets Established by Region X for Industrial Chemical Rates in the San Francisco Bay Area. Issued by the Program Appraisal and Research Division. Apr. 1945. 3 p. Processed. Restricted to staff employees. (Bracket Review No. 7.)

Review of Brackets Established by Region III for Office Building Occupations in Pittsburgh, Pennsylvania. Prepared by Mrs. Mildred Lachman; issued by the Program Appraisal and Research Division. Apr. 1945. 8 p. Processed. Restricted. (Bracket Review No. 2.)

Analyzes procedure in setting the wage brackets.

Review of Brackets Established by Region X for PBX Operators. Prepared by Frances Wanda; issued by Program Appraisal and Research Division. Apr. 1945. 6 p. Processed. (Bracket Review No. 6.)

Review of Brackets Established by Region VIII for Public Utilities [Natural Gas Distribution Industry and Electric Light and Power Industry]. Prepared by Sidney Hatkin; issued by the Program Appraisal and Research Division, NWLB. June 1945. 9, 5 p. Processed. Restricted. (Bracket Review No. 5.)

Description of source of data and method of setting brackets, evaluation of the brackets, and summary of background information.

Review of Brackets Established by Region VIII for the Telephone Industry. Prepared by Sidney Hatkin; issued by Program Appraisal and Research Division. Apr. 1945. 8, 4 p. Processed. Restricted to staff employees. (Bracket Review No. 4.)

Describes method of setting brackets, evaluates the results, and criticizes the inadequacies of the system.

Review of Wage Brackets for the Electric Light and Power Industry; Region IV. Prepared by Frances Wanda; issued by Program Appraisal and Research Division. Sept. 1945. 4 p. Processed. Restricted to staff employees. (Bracket Review No. 10.)

Review of Wage Rate Bracket For Warehouse Labor in Drayage Transfer, Storage and Warehousing Industry in New Orleans--Baton Rouge, La.; Region VIII. Prepared by Sidney Hatkin; issued by the Program Appraisal and Research Division. June 1945. 6 p. Processed. Restricted to staff employees. (Bracket Review No. 9.)

Review of Wage Rate Brackets for the Culinary Industry in Los Angeles, Region X. Prepared by Wage Stabilization Division. May 7, 1945. 16, 4 p. Processed.

Review of Wage Rate Brackets for Gas Manufacturing and Distribution Industry; Region IV. Prepared by Frances Wanda; issued by Program Appraisal and Research Division. Sept. 1945. [8] p. Processed. Restricted to staff employees. (Bracket Review No. 11.)

Wage Bracket Instructions and an Alternative Approach to Some Wage-Bracket Problems. Memorandum from Lloyd K. Garrison to all Regional Chairmen. June 1, 1943. [9] p. Processed.

War Labor Disputes Act

Legal Memorandum on "Public Hearing" Under Section 7 of the War Labor Disputes Act. Jan. 6, 1944. 27 p. Processed.

Prepared for the use of regional attorneys by the Chief of the Disputes Assignment Section.

Legislative History of Provisions in the War Labor Disputes Act for Judicial Review of Orders of the War Labor Board. n.d. 4 p. Typed.

Legislative History of Subpoena Powers in War Labor Disputes Act. n.d. 5 p. Typed.

Memorandum to the National War Labor Board Relating to Section 7 of the War Labor Disputes Act (S. 796). July 7, 1943. 12 p. Typed.

Opinion of the Board's General Counsel.

Operations of Section 8 of the War Labor Disputes Act. Prepared by Milton Derber and Catherine Cutler. Nov. 25, 1943. 8, [10] p. Processed. (Research and Statistics Report No. 16.)

Section 8 provided that the representatives of employees of a war contractor had to file notice of intention to strike with the Department of Labor, the NLRB, and the NWLB before they could strike. The report is based on a study of the operations of Section 8 during July, Aug., and Sept. 1943.

Opinion of the General Counsel on the Meaning of the Phrase "All Other Applicable Provisions of Law" in Section 7 of the War Labor Disputes Act. [By Jesse Freidin, General Counsel.] Aug. 18, 1944. 18, 2 p. Processed.

Includes addendum dated Oct. 24, 1944. Discusses whether State and local law was also intended in the phrase "all other applicable provisions of law."

War Labor Disputes Act (Smith-Connally Act). Memorandum from Allan A. Tepper, Regional Attorney, to Waldo C. Holden, Disputes Director, and James J. Healy, Wage Stabilization Director. Jan. 15, 1944. 9 p. Processed.

Summarizes the general provisions of the act.

General

An Accounting of Trusteeship Under the "Hold-the-Line" Order of April 8, 1943 . . . Prospects for the Future. From Chester Bowles, Director, Office of Economic Stabilization; Paul Porter, Administrator, Office of Price Administration; W. Willard Wirtz, Director, National Wage Stabilization Board; John D. Small, Administrator, Civilian Production Administration; and Clinton P. Anderson, Secretary of Agriculture. Apr. 8, 1946. 8 p. Processed. [Annual Report to the President of the United States.]

The Administration, Under Collective Bargaining, of Welfare Plans Based on Employer Contributions. Prepared by David J. Farber. Sept. 18, 1946. 44 p. Processed. (NWSB Research and Statistics Report No. 1.)

Memorandum of transmittal is included.

Agreement Between the War Manpower Commission and the War Production Board for Handling War Labor Board Wage Cases. Dec. 15, 1943. 5 p. Processed.

Memorandum concerning procedures followed by the War Production Board and the War Manpower Commission.

Amount of Wage and Salary Increases Granted Between Executive Orders 9250 and 9328. Memorandum to all members of the Board from Carroll R. Daugherty. Apr. 30, 1943. 2 p. Processed.

Analysis of Actions of the Seventh Regional War Labor Board in Samples of Specified Types of Cases Decided in the Period, May-October, 1944. Prepared by the Program Appraisal and Research Division, National War Labor Board. Apr. 7, 1945. 1, 58 p. Processed.

An Analysis of Certain Elements in the Wage Picture: Straight-Time Hourly Earnings and Consumers' Price Index January 1941-March 1946; Gross Weekly and Gross Hourly Earnings, April 1945. Memorandum report from Paul N. Guthrie, Director of Wage Stabilization, to W. Willard Wirtz, Chairman, NWSB; prepared by Minnie Dockterman and Josephine Solomon. June 24, 1946. 13, [13] p. Typed.

Authority of the Board To Act in a Dispute Case Upon the Voluntary Withdrawal of the AFL Members of the Board. Memorandum from Jesse Freidin, General Counsel, to the National War Labor Board. Nov. 16, 1944. 7 p. Processed.

A supplementary opinion to that rendered by the General Counsel on Oct. 30, 1944, on the same question.

Authority of the Regional Wage Stabilization Directors. Aug. 27, 1943. 16 p. Processed.

Board Policy in Regard to the Reinstatement of Employees After Strikes and/or Discharges. Prepared by Constance Williams and Agnes Reynolds, Wage Stabilization Division. Feb. 1945. (1), 68 p. Processed. (Research and Statistics Report No. 30.) Restricted; for staff use only.

Board Practice in Regard to the Reinstatement of Employees After Strikes and/or Discharges. [By Constance Williams.] Feb. 8, 1945. 10 p. Typed.

Corrected draft copy.

Brief History of Collective Bargaining. n.d. 4 p. Typed.

Relates to the anthracite coal industry.

Comments on National Board Handling of Appeals From Regional Board Orders. Memorandum from F. H. Bullen, Fifth Regional War Labor Board, to T. H. Kheel [Executive Director]. [1944.] 22 p. Typed.

Summary of major problems in the handling of appeals cases.

Compilation of Data for Use in Connection With Congressional Committees Investigating Montgomery Ward and Company Cases. [1944. 389] p. Typed and processed.

Compliance. Prepared by Milton Derber and Catherine Cutler. Nov. 1, 1943. [2], 14, [16] p. Processed. (Research and Statistics Report No. 14.) Restricted.

An analysis of the compliance record of the Board in terms of the issues involved and the settlement techniques used.

Corporate Profits. Memorandum report from Carroll R. Daugherty to Van A. Bittner. n.d. 3, [3] p. Typed.

Includes tables comparing corporate profits for various years.

Critical Problems of Wage Stabilization, Fall of 1943. Memorandum to Chairman William H. Davis and Vice Chairman George W. Taylor from Carroll R. Daugherty, Review, Research, Analysis and Statistics Division. Sept. 13, 1943. 8 p. Typed.

Description and Magnitude of Population Groups Most Seriously Injured by Rapid Rises in Consumer Prices. Prepared by Minnie Dockterman and Josephine Solomon. Oct. 1946. 11 p. Typed.

Differentials in Pay for Women. Prepared for the NWLB by the Women's Bureau, Department of Labor. Sept. 1945. 17 p. Typed.

Digest and Outline of Wage Analysis Manual (February, 1942) Including Selections From Manual of Decisions (February, 1943). [Issued by NWLB. 1943.] 23 p. Processed. Confidential.

Digest of Ramspeck Committee Report. Memorandum from Jesse Freidin, General Counsel, to Members of the National War Labor Board. Oct. 3, 1944. 9 p. Processed.

A summary digest of the minority and majority reports of the select committee of the House of Representatives to investigate the seizure of the property of the Montgomery Ward Co.

Directive Orders and Opinions of the National War Labor Board in the "Little Steel" Case. Washington, 1942. 61 p. Printed.

Effect of Policy Directive on the Delegated Agencies. Memorandum to NWLB from Carroll R. Daugherty, Wage Stabilization Division. May 21, 1943. 8 p. Processed. Confidential.

The Effect Upon the War Labor Board of Selective Service Interpretations of Section 8 of the Selective Service Act. n.d. 5 p. Typed.

Effects of the National War Labor Board's Actions in the South Bend Labor Market Area. [By Monroe Berkowitz.] July 30, 1943. 2, iii, 65 p. Processed. (Research and Statistics Report No. 7.) Confidential.

An analysis of the impact of the Board's actions in the South Bend labor-market area during the 6 months following Oct. 1942.

The Effects of the War Upon the Relative Economic Positions of Agriculture and Private Non-Agricultural Employees. Prepared by George Hildebrand and Wendall Hance. [Nov. 1943.] 2, [4] p. Processed. (Research and Statistics Report No. 15.)

Employment Statistics. Memorandum from Miriam M. Krieg to George H. Hildebrand. Jan. 8, 1944. 10 p. Typed.

A discussion of the way in which various Government agencies derive employment statistics.

Estimated Frequency Distribution of Non-Agricultural Employees by Straight-Time Wage Rates as of January 1944. Prepared by David R. Roberts and Annette Greenberg. Feb. 1942. [2] p. Processed. (Research and Statistics Report No. 24-A.)

A revision of Research and Statistics Report No. 24.

Estimated Frequency Distribution of Non-Agricultural Employees by Straight-Time Wage Rates, January, 1944. Prepared by David R. Roberts and Annette Greenberg of the Policy Appraisal Section, NWLB. July 15, 1944. [1], 7 p. Processed. (Research and Statistics Report No. 24.)

Executive Order 9240 in Relation to Wage Stabilization. By I. Robert Feinberg and Arthur H. Dadian. 1944. 10 p. Printed.

Reprint from the Monthly Labor Review (Aug. 1944), issued by the Bureau of Labor Statistics. Mr. Feinberg served as assistant general counsel and Mr. Dadian as senior attorney of the NWLB.

Executive Order 9240 and Wage Stabilization. By I. Robert Feinberg and Arthur H. Dadian. n.d. 17 p. Typed.

Revised draft copy. Executive Order 9240 related to provisions for overtime work.

Extent of Merit Rating in Adjusting Wages and the Role of Collective Bargaining in the Process. Prepared by Constance Williams. Oct. 7, 1944. 3 p. Typed.

Extent to Which Issues in the Steel Cases Are Customarily Included in Collective Bargaining Agreements. [By Milton Derber and Constance Williams.] Aug. 29, 1944. 4 p. Typed.

According to the memorandum of transmittal from Carroll R. Daugherty, Director, Wage Stabilization Division, to Robert Matthews, Associate General Counsel, this constitutes one section of a memorandum relating to the power of the Board and the issues in the steel cases.

The Fair Labor Standards Act of 1938--Federal Wage and Hour Law. Memorandum from Allan A. Tepper, Regional Attorney, to James J. Healy, Acting Wage Stabilization Director, and Wage Stabilization Staff [Region I]. Dec. 8, 1943. 7 p. Processed.

Formal Controls Over Disputes in Australia and New Zealand, With Dispute Statistics for the Two Countries Since 1933. Prepared by Alice Nielsen under the direction of George H. Hildebrand, Jr. Jan. 31, 1944. 12 p. Typed.

Submitted as a memorandum from Carroll R. Daugherty to Jesse Freidin.

Grievance Procedure Problems. Prepared by Milton Derber and Catherine Cutler. Aug. 30, 1944. 2, [1], 35 p. Processed. (Research and Statistics Report No. 26.)

Included is an addendum dated Sept. 12, 1944.

Guaranteed Employment and Annual Wage Plans. Prepared by Alice Lenore Nielsen. Aug. 25, 1944. [2], 37, 2, 3 p. Processed. (Research and Statistics Report No. 25.)

"Hot Cargo" Disputes. [Prepared by Milton Derber and Catherine Cutler.] May 1944. 13 p. Typed.

A brief summary of available data relating to "hot cargo" disputes.

Hourly and Weekly Earnings in Manufacturing Industries and Consumers' Prices During and After the First and Second World Wars. Memorandum report from M. Lukaczar, Chief, Research and Statistics Branch, to W. Willard Wirtz, Chairman, National Wage Stabilization Board; prepared by Minnie Dockterman with the assistance of Josephine Solomon. Oct. 31, 1946. 8, [2] p. Processed.

Index (Chronological and by Issues) of National War Labor Board Opinions. Issued by the Division of Public Information. Mar. 1945. 6 p. Processed.

Supplement No. 3, with revised index to issues.

Index (Chronological and by Issues) of National War Labor Board Opinions. Issued by Division of Public Information. July 1945. 8, 3 p. Processed.

Supplement No. 4, with revised index to issues on which opinions have been written.

Index to Dispute Cases; April 1944-October 1945. Prepared by Jane P. Metzger and Almira M. Martindale [Region V. Dec. 1, 1945.] 111 p. Processed.

Index by issues to dispute cases in Region V.

Index by Industry of Directive Orders; Regional War Labor Board VII.
Prepared by Helen Burns Pulich, Executive Assistant to AFL Members,
Regional War Labor Board VII. Sept. 1945. [74] p. Typed.

Index by Industry of Directive Orders; Regional War Labor Board VII.
Prepared by Helen Burns Pulich, Executive Assistant to AFL Members.
Dec. 1945. [33] p. Typed.

Supplement I.

Index By Issue of Opinion Cases; Regional War Labor Board VII. Compiled
by Helen Burns Pulich, Executive Assistant to AFL Members, Regional
War Labor Board VII. Dec. 31, 1945. 15 p. Typed.

Index of National Wage Stabilization Board Cases by Issue; January 1-
March 31, 1946. [Prepared by Christian Reynolds under the super-
vision of Woodrow Ginsburg.] Aug. 1946. [2], 23 p. Processed.

Index of National Wage Stabilization Board Cases by Issue; April 1-June
30, 1946. Prepared by Christian Reynolds and Laura Chase. Dec. 12,
1946. 30 p. Processed.

Index of National Wage Stabilization Board Cases by Issue; July 1-
September 30, 1946. Prepared by Christian Reynolds and Laura Chase.
Jan. 2, 1947. 19 p. Processed.

Index of National War Labor Board Directive Orders in Dispute Cases by
Issue Involved. [Prepared by the Current Analysis Unit.] Oct. 1943.
104 p. Processed.

A guide to the actions and policy of the National War Labor Board
during 1942 as set forth in its directive orders in 294 dispute cases.

Index of National War Labor Board Opinions. Issued by the Division of
Public Information. Feb. 25, 1944. 6, [2] p. Processed.

Supplement No. 1.

Index of National War Labor Board Opinions. Issued by the Division of
Public Information. June 2, 1944. 8, 4 p. Processed.

Supplement No. 2.

Index of National War Labor Board Opinions. Issued by the Division of
Public Information. Aug. 1944. [10] p. Processed.

Supplement No. 3.

Industrial Disputes in Great Britain and the United States. Prepared by George Hildebrand and Miriam Kadin. Sept. 22, 1943. [1], 9, [3] p. Processed. (Research and Statistics Report No. 12.)

A comparison of industrial disputes in Great Britain and the United States from 1914 to date of issuance.

Industry Index of National Wage Stabilization Board Cases; January 1, 1946-March 31, 1946. [Prepared by Christian Remolds.] May 1946. 63 p. Processed.

Information About the Government's Wage-Price Policy (With the Regulation). Issued by the Office of Economic Stabilization, National Wage Stabilization Board, and Office of Price Administration. Mar. 11, 1946. 36 p. Processed.

Includes a series of questions and answers and the official wage and salary regulations.

Intra-Plant Relationships; Part I: Job Classification Wage Rates. Prepared by Delbert C. Miller. Sept. 1944. [2], 33 p. Processed. (Research and Statistics Report No. 27.)

Summarizes the experience of the National Board in cases involving job classifications.

Intra-Plant Wage Relationships; Part II: Principles Guiding Intra-Plant Wage Rate Adjustments. Prepared by Delbert C. Miller. Feb. 1945. [2], 26, [2] p. Processed. (Research and Statistics Report No. 29.) Restricted for staff use only.

Analyzes the basic principles followed by the Board in correcting intraplant wage inequities.

Joint Statement by the War Labor Board and the Secretary of Labor and U. S. Conciliation Service Regarding Dispute Cases. Sept. 30, 1943. 2 p. Typed.

Judicial Review of War Labor Board Decisions in Dispute Cases. Memorandum from Harold Brown to Jesse Freidin. Dec. 3, 1943. 53 p. Typed.

Labor-Management Disputes, Subsequent to August 17, 1945, Involving Possession of Properties by the Federal Government. Prepared by Arthur E. Suffern with the assistance of Annette Greenberg. Oct. 23, 1946. 98 p. Processed. (NWSB Research and Statistics Report No. 2.)

Legislative History of Provisions for Judicial Review of War Labor Board Orders. May 4, 1944. 23, 5, 3 p. Processed.

Includes an appendix consisting of the text of the antistrike bill and correspondence of the Board Chairman relative thereto.

Management Prerogatives. n.d. 62 p. Typed.

Draft of a general study on management prerogatives.

Material Bearing on Proposed Changes in Wage Stabilization Policy. Prepared by the Wage Stabilization Division. June 25, 1945. [2], 31 p. Processed. Confidential.

Mediation Techniques. By Benjamin Aaron and James D. Ewing. [1942.] 8 p. Typed.

Memorandum of Agreement Between the NWLB and the BLS. Apr. 1, 1943. 4 p. Typed.

Memorandum to the National War Labor Board on the Background and Legislative History of the Stabilization Program. By Jesse Freidin, General Counsel. Oct. 6, 1944. 46 p. Processed.

A factual presentation of the background and legislative history of the Stabilization Act of Oct. 2, 1942, its extension on June 30, 1944, and the relevant actions and statements, preceding and following the passage of the act, of the President, the Board, and other Government officials having responsibility for the administration of the stabilization program. Prepared at the Board's request.

Memorandum Report of the Deliberations of the War Labor Conference Convened by the President in the City of Washington on December 17, 1941. By William H. Davis, Moderator, and Elbert D. Thomas, Associate Moderator. 3, [12] p. Typed.

Includes exhibits stating proposals and resolutions of labor and industry members.

[Monthly Reports of the National War Labor Board to the United States Senate.] Nos. 1-21. May 10, 1943-Jan. 1, 1945. Processed.

A series of reports submitted by the Board to the Senate in accordance with a Senate resolution of Apr. 9, 1943, introduced by Sen. Harry F. Byrd, asking the Board for a report on how it was carrying out the mandate of the Congress and the President in stabilizing wages and salaries.

National Board Actions With Regard to Retroactive Adjustments, January 12, 1942-April 1, 1944. n.d. [31] p. Typed.

The National Wage Stabilization Board; January 1, 1946-February 24, 1947. [Washington.] n.d. 594 p. Printed.

A documentary history of the Board, together with brief explanations of its formation, organization, and activities.

The National Wage Stabilization Code and Its Practicable Application. Issued by the Division of Public Information. May 1944. 8 p. Printed.

The National Wage Stabilization Code and Its Practical Application. Issued by the Division of Public Information. May 1944. 7 p. Processed.

National War Labor Board and the Control of Wages. Prepared by George H. Hildebrand and Wendell Hance. Aug. 18, 1943. 5 p. Processed. (Research and Statistics Report No. 9.)

National War Labor Board Decentralization Plan. n.d. 8 p. Processed.

Copy of the plan for decentralization of NWLB activities that was unanimously approved by the Board on Jan. 6, 1943. This edition was prepared solely for the information and guidance of members of the Board and the staff.

The National War Labor Board and Independent Unions. Prepared by the Wage Stabilization Division. Mar. 6, 1944. [28] p. Typed.

Preliminary report.

National War Labor Board Policy on Equal Pay for Equal Work for Women. Prepared by Ella J. Polinsky. Sept. 1945. [2], 17, 15 p. Processed. (Research and Statistics Report No. 32.)

A summary of Board policy on the basis of the more important "equal pay" cases.

National War Labor Board Policy With Respect to Wage Inequalities in Period Between Executive Order 9250 and Executive Order 9328. [Prepared by the Wage Stabilization Division. Oct. 1944.] 9 p. Typed.

National War Labor Board Practice in Cases Involving Charges of Union Irresponsibility. Prepared by Milton Derber and Catherine Cutler. July 15, 1943. 17 p. Processed. (Research and Statistics Report No. 6.)

The National War Labor Board's Policies in Leading Wage Cases Involving Manpower; Part I: January 1942 to April 8, 1943. Prepared by William McCauley with the assistance of Pearl Ravner. Jan. 15, 1944. [1], 12, [5] p. Processed. (Research and Statistics Report No. 17.)

The National War Labor Board's Policies in Leading Wage Cases Involving Manpower; Part II: The "Rare and Unusual Case" Phase; April 8, 1943 to December 1943. Prepared by William McCauley and Pearl Ravner. Feb. 1, 1944. [1], 21 p. Processed. (Research and Statistics Report No. 18.)

Includes alphabetical and chronological lists of manpower wage cases for the period Jan. 1942-Dec. 1943.

91 Questions and Answers on the Revised Wage-Price Policy Under Executive Order No. 9697 and the Regulation. Issued by the Office of Economic Stabilization, National Wage Stabilization Board, and Office of Price Administration. Mar. 11, 1946. 26 p. Processed.

Notes on Collective Bargaining With the Federal Government. n.d. 5 p. Typed.

Objective Criteria in Merit Rating as a Basis for Wage Increase. Prepared by Constance Williams. Oct. 7, 1944. 5 p. Typed.

Corrected draft copy.

Objectives of the Personnel Program; National War Labor Board. Prepared by the Personnel Division, NWLB. June 1, 1945. 18 p. Processed.

Opinion on the Qualifications of Board Members. [Prepared by Lloyd K. Garrison, General Counsel, and Jesse Freidin, Associate General Counsel.] July 26, 1943. 18 p. Processed.

Relates to Section 7 (e) of the War Labor Disputes Act, which provided that no member would be permitted to participate in any decision in which the member had a direct interest as an officer, employee, or representative of either party to the dispute.

Policy of the National War Labor Board Under Executive Order 9328. n.d. 15 p. Processed.

Typed draft copy indicates that it was prepared by George Taylor.

Policy of the National War Labor Board in Regard to Minority Groups. [May 1945.] 11 p. Typed.

According to a footnote, much of the material was taken from a section in the "Summary of Significant Board Actions for November 1944," prepared by Woodrow Ginsburg.

Power of the Board To Order Union Demands as Shown by Board Decisions.
[Prepared by Constance Williams. Aug. 31, 1944.] 20 p. Typed.

A discussion of the powers of the Board and its decisions in regard to the demands of the steel, aluminum, and automobile workers.

The Present Economic Situation in Hawaii. Prepared in the Policy Appraisal Section of the Wage Stabilization Division. n.d. [26] p. Typed. Confidential.

Preliminary report.

Prevailing Wage Rate Data. Prepared in the Program Appraisal and Research Division. Jan. 29, 1946. 4, [3] p. Processed.

An analysis of methods by which current wage data could be obtained.

Problems and Policies of Dispute Settlement and Wage Stabilization During World War II. Washington, n.d. v, 380 p. Printed. (Bulletin No. 1009).

An analysis of the Nation's experience during World War II in the settlement of labor disputes and the stabilization of wages, prepared for the National Security Resources Board and published under the sponsorship of the Bureau of Labor Statistics. The letter of transmittal from the Commissioner of the Bureau to the Secretary of Labor is dated Dec. 15, 1950.

Problems Raised by Wage and Jurisdictional Policies of Wage Rate Agencies Independent of Regional Control. Memorandum to William H. Davis, Chairman, NWLB, from George Bernard Noble, Chairman, Twelfth Regional War Labor Board. Jan. 8, 1945. 12 p. Processed.

Problems in Regard to New Cases. Aug. 21, 1945. 4 p. Typed.

Receipt and Disposition of Voluntary and Dispute Cases. Prepared under the direction of Pearl Ravner. Sept. 18, 1943. [4] p. Processed. (Research and Statistics Report No. 11.)

Statistical tables summarizing voluntary and dispute cases received and closed by the regional boards and the National Board from Jan. 1942 through July 1943.

Recent Changes in War Labor Board Wage Policies. Memorandum from Vernon A. O'Rourke, Director, Disputes Division (Region III) to all public panel chairmen. June 29, 1943. 5 p. Processed.

Discusses changes relative to the "hold-the-line" order of Apr. 8, 1943, and the May 12th directive of the Economic Stabilization Administrator.

Relative Change in Wage Rates in the Two World Wars. Memorandum from Carroll R. Daugherty, Director, Wage Stabilization Division, to Walter Salant, Research Department, O.P.A. May 11, 1944. 3 p. Typed.

Report on the Activities of the National War Labor Board In Carrying Out the Stabilization Program; Statement of William H. Davis, Chairman. Mar. 23, 1944. 34 p. Processed.

Prepared for the Senate Committee on Banking and Finance.

A Report on Commissions and Standing Panels. Prepared by the Division of Board Agencies. June 7, 1944. 92 p. Processed.

A documentary report consisting mainly of copies of the directive orders establishing the commissions and panels and statistical data on the receipt and disposition of cases.

Report of the Steel Commission; March 30, 1945-December 31, 1946. Issued by the Steel Commission, National Wage Stabilization Board. Jan. 20, 1947. [2], 20, [58] p. Processed.

Includes documentary appendix.

Report on the Work of the National Defense Mediation Board; March 19, 1941-January 12, 1942. Washington, 1942. 285 p. Printed. (Bulletin No. 714 of the United States Bureau of Labor Statistics.)

Prepared at the Board's request and with its cooperation by Louis L. Jaffe, professor of law, University of Buffalo Law School, and William Gorham Rice, Jr., professor of law, University of Wisconsin Law School.

Report on the Work of the National Defense Mediation Board From Its Establishment, March 19, 1941 to the Outbreak of War, December 7, 1941 Together With Some Statistical Information. [Prepared by Louis L. Jaffe and William Gorham Rice, Jr.] n.d. [3], 22, 9, 14, 3, 12, 13, 9, 3, 2 p. Processed.

Review of Economic Trends. Prepared by Minnie Dockterman and Sydney Netreba. Sept. 1945. [10] p. Processed. (Research and Statistics Report No. 31.) Restricted for staff use only.

Rights of Parties to Disputes Proceedings Pending Before the National War Labor Board To Have the Aid of the Board by Subpoena or Subpoena Duces Tecum for the Compulsory Production and Presentation of Evidence. [By Herman Tocker.] Feb. 17, 1945. 18 p. Typed.

Second Regional Board Decisions. Issued by the National War Labor Board, Region II. Aug. 1945. vi, 26 p. Processed. [No. 1.]

Second Regional Board Decisions. Issued by the National War Labor Board, Region II. Oct. 1945. vii, [10] p. Processed. [No. 2.]

The Settlement of Jurisdictional Disputes in War Time. Prepared by Milton Derber and Catherine Cutler. Apr. 17, 1944. [2], 15, 5 p. Processed. (Research and Statistics Report No. 20.)

The Settlement of Labor Disputes and Stabilization of Wages by the National War Labor Board; January 1942-December 1944. Apr. 1, 1945. v, 54 p. Processed.

Statement for the House Appropriations Committee. Sept. 5, 1945. 4, [1] p. Processed.

Describes functions of the Board, pending its termination.

Statement of the Relations of the Legal Division With Other Government Agencies. Prepared by National War Labor Board, Region III. n.d. 17, [14] p. Typed.

Includes an appendix containing correspondence and forms.

Statement of Wage Policy. Prepared by the Regional War Labor Board, Region VI. n.d. 6 p. Processed.

A discussion of standards developed by the Regional Board as guides to the determination of cases involving inequalities and substandards of living.

Statement of William H. Davis, Chairman, National War Labor Board, Before Senate Committee on Banking and Finance. Mar. 7, 1945. 36 p. Processed.

Statement on the Work of the National War Labor Board; January 1942-January 1944. Mar. 18, 1944. [4], 59 p. Processed.

Statistical Summary of: (a) The Distributive Shares of the National Income (1939-1944); (b) Hours and Earnings in Manufacturing Industries (1939-1944). Prepared by David R. Roberts. Sept. 1944. 6, [2] p. Processed. (Research and Statistics Report No. 5-A.)

Strike Statistics for the United States Up Through March 1944. [Prepared by William S. McCauley. May 1944. 6] p. Typed.

Includes tables showing the number of strikes, the number of workers involved, the man-days lost, and the ratio of man-days lost to the total man-days worked.

Suggestions for the Administration of the Changes in the Wage Stabilization Program Proposed by Dr. Taylor. June 14, 1945. 7 p. Processed.

The changes were proposed by Dr. Taylor at a meeting of the regional chairmen, June 1-2, 1945.

Summary of Cases and Specimen Clauses. Prepared by Disputes Division, Regional War Labor Board, Region I. Feb. 18, 1944. 15 p. Processed.

Summary of Decisions of the National War Labor Board; Volume 1: January 12, 1942 to February 15, 1943. Washington, 1943. 76 p. Printed.

Summary of Dr. Taylor's Proposals for Changes in the Wage Stabilization Program. June 14, 1945. 4 p. Processed.

Based on statements made by Dr. George Taylor at the conference of regional board chairmen on June 1, 1945.

Summary of Labor Laws; New England States. n.d. 16 p. Processed.

Summary Statistical Tables. Memorandum to All Members of the Board from Carroll R. Daugherty. n.d. [6] p. Processed.

The tables indicate the variation in national income and the economic position of wage earners, farmers, and dividend and profit receivers.

Termination Report. By B. J. Brungardt [Vice Chairman, National Wage Stabilization Board, Region VII. Jan. 1947.] 24 p. Typed.

Includes the transmittal memorandum from Regional Chairman A. J. Granoff to the Executive Director of the National Board.

Termination Report. Memorandum from Walter Gellhorn, Chairman, Region II, to Lloyd K. Garrison, Chairman, NWLB. Dec. 26, 1945. 18 p. Processed.

Final report of the regional board.

The Termination Report of the National War Labor Board; Industrial Disputes and Wage Stabilization in Wartime. Washington, 1947-49. 3 vols. Printed.

Vols. II and III are documentary appendixes.

Three Cases Under the National War Labor Board (1918-1919) Reflecting the Powers of That Board. n.d. 41 p. Processed.

Time Elapsed in Processing Dispute and Voluntary Cases. Prepared by the Wage Stabilization Division. June 10, 1943. 6 p. Processed.
(Administrative Research Report No. 3.)

Union Methods of Coping With the Problem of Technological Unemployment. Prepared by Milton Derber. Nov. 1943. 13 p. Typed.

Submitted as a memorandum from Carroll R. Daugherty to Nathan P. Feinsinger.

Wage Policy of the National War Labor Board. [Prepared by the Division of Information.] Dec. 14, 1943. Processed.

Preliminary copy.

Wage Stabilization in Canada. Prepared by Wage Stabilization Division. Apr. 6, 1943. 19 p. Processed. (Research and Statistics Report No. 1.)

Wage Stabilization General Orders and Interpretations Under E. O. 9250. Prepared by Division of Public Information. Apr. 1, 1943. [36] p. Processed.

Wage Stabilization General Orders and Interpretations as Amended Under E. O. 9250 and E. O. 9328. Issued by the Division of Public Information. Oct. 1, 1943. [42] p. Processed.

Wage Stabilization General Orders and Interpretations as Amended Under E. O. 9250 and E. O. 9328. Issued by the Division of Public Information. Feb. 1, 1944. 52 p. Processed.

Wage Stabilization General Orders and Interpretations Under Executive Order 9250, Executive Order 9328 and the Regulations of the Director of Economic Stabilization. Prepared by the Division of Public Information. Nov. 1944. iii, 88 p. Processed.

Wage Stabilization General Orders and Interpretations Under Executive Order 9250, Executive Order 9328 and the Regulations of the Director of Economic Stabilization. Washington, 1945. 67 p. Printed.

Includes also some interpretations of the general orders issued by the Office of the General Counsel.

Wages in the Rubber Manufacturing Industry, Aug. 1942. Prepared by H. M. Douty, Joseph W. Bloch, and W. H. Weidowke, Division of Wage Analysis. Nov. 14 and Dec. 7, 1942. 44, 31 p. Processed.

Prepared at the request of the Board. In two parts, I---Tire and Tube Plants and II---Mechanical Rubber Goods Plants.

- War Labor Board Activities in Puerto Rico. Aug. 4, 1944. 3 p. Typed.
- War Labor Board Cases Acted on by the Director of Economic Stabilization--October 2, 1942 to February 12, 1944. Prepared by William McCauley and Pearl Ravner. Apr. 27, 1944. [2], 9, [9] p. Processed. (Research and Statistics Report No. 21.)
- War Labor Board Practice and Policy in Regard to N.L.R.B. Questions. n.d. 26 p. Typed.
- War Labor Board Wage Cases Acted on by the Director of Economic Stabilization--October 2, 1942 to February 11, 1944. Memorandum to Chairman William H. Davis and Vice Chairman George W. Taylor from Carroll R. Daugherty. Mar. 11, 1944. 10 p. Typed.
- The War Labor Board and Wage Stabilization. n.d. 32, [1] p. Processed.
- A general statement of the wage policies of the Board. The memorandum of transmittal is dated Dec. 16, 1943.
- WLB: What It Is--How It Operates. Prepared by the Division of Public Information. Dec. 1943. 9 p. Processed.
- The War Powers of the President. n.d. 14 p. Processed.
- Brief history of the Presidential war powers.
- Wartime Strikes and Strike Controls in Great Britain, Canada, Australia and New Zealand. Prepared by Pearl Ravner and based in part on memoranda prepared by George Hildebrand, William McCauley, and Alice Nielsen. June 9, 1944. [2], 44 p. Processed. (Research and Statistics Report No. 22.)

APPENDIX II

GUIDE TO MATERIALS OF REGIONAL OFFICES

This guide was prepared by the National War Labor Board for the use of the regional offices in selecting records for their Historical and Policy Documentation Files (described in entry 177).

1. Area and/or industry practice, information compiled on (fringe issues)
2. Board minutes, complete set
3. Bracket committee minutes
4. Chairman's reports, complete set
5. Delegations of authority to the Wage Stabilization Director
6. Dispute cases, complete list alphabetical by name of company, giving case number and type of orders issued, with respective dates
7. Disputes Division memoranda in dispute cases, complete set
8. Enforcement cases, complete alphabetical list by name of company, giving case number and date of action
9. Form statements attached to directive orders and rulings
10. General orders issued by Regional War Labor Board
11. Indexes
 - (a) Dispute cases by issue
 - (b) Other
12. Industry Office materials
 - (a) Newsletters
 - (b) Instructions to industry members of panels
 - (c) Other pertinent materials
13. Instructions issued by divisional heads or section chiefs to the staff (other than on administrative details)
14. Instructions issued to parties in dispute as to the presentation of material
15. Interpretations or clarifications of directive orders, complete set
16. Labor Office materials
 - (a) Newsletters
 - (b) Instructions to labor members of panels

17. Legal interpretations other than those interpreting or clarifying directive orders
18. Legal Opinions to RWLB
19. Manuals
 - (a) General manuals
 - (b) Wage stabilization manuals
 - (c) Manuals for panels and hearing officers
 - (d) Other
20. Memoranda to the Board on policy questions or problems (Wage Stabilization Division and Disputes Division)
21. Opinions, complete list alphabetical by name of company, giving case number, type of order, and opinion, with respective dates
22. Organization charts
23. Panel reports or hearing officers' reports, alphabetical list by company name, giving case number and date of report
24. Policy statements issued by Regional Board
25. Press releases (one complete set)
26. Research studies or reports
27. Resolutions of Regional Board (duplicated)
28. Show-cause hearings on compliance, alphabetical list by company, giving case number and date
29. Show-cause hearings on strikes, alphabetical by union involved, giving parties involved and date
30. Speeches delivered by Board members and staff
31. Statistical studies
32. Summaries of National Board cases
33. Summaries of significant Regional Board cases
34. Supporting data for [wage] brackets, complete set except for OWR schedules

35. Transcripts
 - (a) Regional Board meetings
 - (b) Advisory committee meetings
 - (c) Regional conferences
 - (d) Bracket committees, panels, or divisions of the Board
36. Wage Stabilization Memoranda in dispute cases, complete list alphabetical by name of company, giving case number and date of such memoranda
37. War Labor Board information issued by unions, advisory committees, etc.

APPENDIX III

GUIDE TO COMMISSION OR PANEL MATERIALS

This guide was prepared by the National War Labor Board for the use of its panels and commissions in selecting records for their Historical and Policy Documentation Files (see entries 280, 287, 291, 332, 369, and 380).

1. Area and/or industry practice, information compiled on (fringe issues)
2. Commission or Panel minutes, complete set
3. Bracket committee minutes
4. Chairman's reports, complete set
5. Delegations of authority to the Wage Stabilization Director or Staff
6. Dispute case memoranda, complete set
7. Dispute cases, complete list alphabetical by name of company, giving case number and type of orders issued, with respective dates
8. Enforcement cases, complete alphabetical list by name of company, giving case number and date of action
9. Form statements attached to directive orders and rulings
10. General orders issued by Commission or Panel
11. Indexes
 - (a) Dispute cases by issue
 - (b) Other
12. Instructions issued by divisional heads or section chiefs to the staff (other than on administrative details)
13. Instructions issued to parties as to the presentation of material
14. Interpretations or clarifications of directive orders, complete set
15. Legal opinions to Commission or Panel
16. Manuals
 - (a) General manuals
 - (b) Wage stabilization manuals
 - (c) Manuals for panels and hearing officers
 - (d) Other

17. Memoranda to the Commission or Panel on policy questions or problems (Wage Stabilization Division and Disputes Division)
18. Opinions, complete list alphabetical by name of company, giving case number, type of order, and opinion, with respective dates
19. Organization charts
20. Panel reports or hearing officers' reports, alphabetical list by company name, giving case number and date of report
21. Policy statements issued by Commission or Panel
22. Press releases (one complete set)
23. Relations to regional boards, statements on
24. Research studies or reports
25. Resolutions of Commission or Panel (duplicated)
26. Show-cause hearings on compliance, alphabetical list by company, giving case number and date
27. Show-cause hearings on strikes, alphabetical by union involved, giving parties involved and date
28. Speeches delivered by Commission or Panel members and staff
29. Statistical studies, including caseload statistics, workload, backlog, etc.
30. Summaries of significant Commission or Panel cases (also key cases)
31. Supporting data for [wage] brackets, complete set except for OWR schedules
32. Transcripts
 - (a) Commission or Panel meetings
 - (b) Industry and Labor Joint Conferences
 - (c) Bracket Committees, Panels, or Division of the Commission or Panel
33. War Labor Board information issued by unions, advisory committees, etc.

For a list of other preliminary inventories, see the list of National Archives publications, which may be obtained upon request from the Exhibits and Publications Section, National Archives, General Services Administration, Washington 25, D.C.