



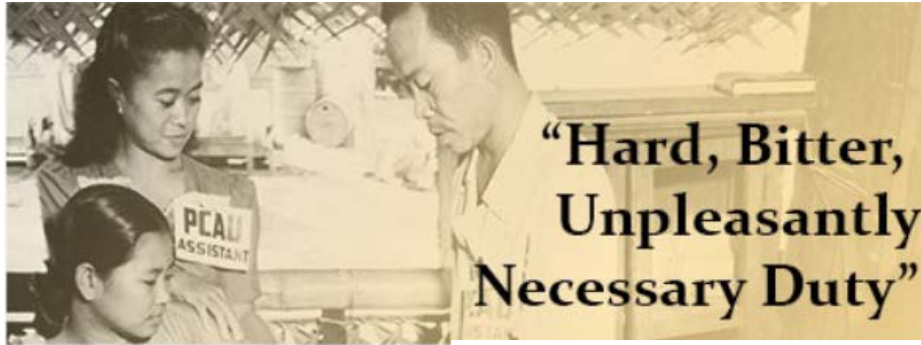
# Pacific Currents

Newsletter of the U.S. National Archives and Records Administration

Arizona, California, Hawaii, Nevada, American Samoa & Trust Territory of the Pacific  
Facilities and staff in San Bruno, Laguna Niguel, and Riverside, California  
[archives.gov/san-francisco](http://archives.gov/san-francisco) [archives.gov/records-mgmt](http://archives.gov/records-mgmt) [archives.gov/riverside](http://archives.gov/riverside)

October 2015  
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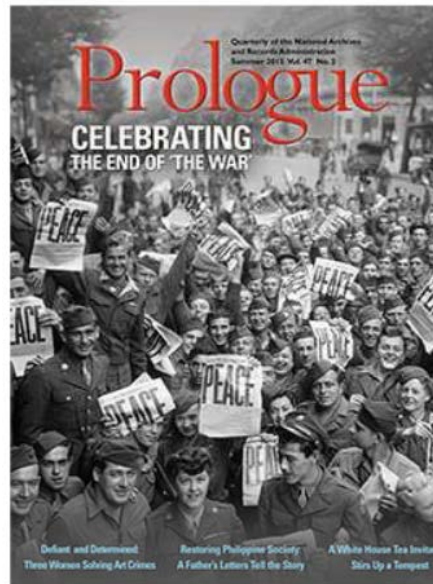
## NARA's Prologue Magazine



There is an inspiring story in the current issue of *Prologue* about the U.S. Army's assistance to civilians during the horrific struggle to retake the Philippines from Japan at the end of World War II. This is the story of the army's Philippine Civil Affairs Unit (PCAU) 17, one of five units deployed on the Island of Leyte. Its 10 officers and 39 enlisted men assisted tens of thousands of beleaguered civilians to recover from three years of Japanese military occupation.

It was one of 30 special units that, between October 1944 and July 1945, followed in the footsteps of invasion forces retaking the Philippines island by island.

Based on the PCAU 17 medical officer's letters home and records in the National Archives, "Hard, Bitter, Unpleasantly Necessary Duty" describes how the unit fed the starving and treated the sick and wounded as fierce fighting continued nearby. The unit also reopened schools, helped local government reemerge, and assisted fishermen and farmers to resume work.



The full article is free online at <http://www.archives.gov/publications/prologue/2015/summer/pcau.pdf>

*Prologue* magazine brings readers stories based on the records and programs of the National Archives from repositories across the nation. *Prologue* has been published quarterly by the National Archives for nearly 50 years.

## Records Management Training Comes to San Francisco Starting in January

NARA records management training will be ramped up in the San Francisco Bay Area (in San Bruno) this fiscal year, starting with Basic Records Operations and Knowledge Area classes 2 and 3, January 26-30. The Knowledge Area classes can lead to a Certificate in Federal Records Management Training, a recent requirement for Agency Records Offices at the headquarters level.

The remaining three classes in the Knowledge Area series will be held March 7-11. (Knowledge Area 1, Records Management Overview is not part of the certificate program. We will be replacing it in San Bruno with the

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- **Free FRC training** in San Bruno on **November 5**, see bottom page 2.

## **Records Management Training, Fiscal Year 2016**

### **By Course Name (for training by location, see next page)**

To register go to [archives.gov/records-mgmt/training/](http://archives.gov/records-mgmt/training/) or email our training registrar at [laquna.workshops@nara.gov](mailto:laquna.workshops@nara.gov)

For more information on our workshops, [go to our training page by clicking here.](#)

#### **Records Transfer and Reference**

**Service** FRC **Free** Half-Day Workshop  
November 5, 2015, San Francisco (San Bruno, California (see boxed notice at the bottom of page)

#### **Basic Records Operations (BRO)**

January 25, 2016, San Francisco; April 18, 2016, Riverside;  
August 8, 2016, San Diego.  
**Online:** see "Online Webinars" on the next page

#### **Knowledge Area Classes:**

##### **Records Management Overview**

[\(Knowledge Area 1\)](#)

January 25, 2016, Las Vegas; June 6, Flagstaff;  
July 11, Denver

##### **Records Scheduling**

[\(Knowledge Area 3\)](#)

January 28-29, 2016, San Francisco; January 28-29, Las Vegas; April 21-22, Riverside; June 9-10, Flagstaff; July 14-15, Denver; August 11-12, San Diego

##### **Asset and Risk Management**

[\(Knowledge Area 5\)](#)

February 3-4, 2016, Las Vegas; March 9-10, San Francisco; May 18-19, Riverside; July 13-14, Flagstaff; July 20-21, Denver; September 14-15, San Diego

#### **Other training:**

##### **Electronic Records Management**

March 22-23, 2016, San Francisco

##### **Creating and Maintaining Agency Business Information**

[\(Knowledge Area 2\)](#)

January 26-27, 2016, San Francisco; January 26-27, Las Vegas; April 19-20, Riverside; June 7-8, Flagstaff; July 12-13, Denver; August 9-10, San Diego

##### **Records Schedule Implementation**

[\(Knowledge Area 4\)](#)

February 1-2, 2016, Las Vegas; March 7-8, San Francisco; May 16-17, Riverside; July 11-12, Flagstaff; July 18-19, Denver; September 12-13, San Diego

##### **Records Management Program**

##### **Development** [\(Knowledge Area 6\)](#)

February 5, 2016, Las Vegas; March 11, San Francisco; May 20, Riverside; July 15, Flagstaff; July 22, Denver; September 16, San Diego

##### **Vital Business Information (VBI)**

March 24, 2016, San Francisco; **Online:** see next page

### **FREE TRAINING: RECORDS TRANSFER AND REFERENCE SERVICE**

**What:** This free half-day Federal Records Center training includes

- How to transfer records to your Federal Records Center
- How to get your records back by ordering them online

**When and where:** **November 5, 2015**, 8:30-11:30 a.m., 1000 Commodore Drive, San Bruno, CA 94066

To register by email: [sanbruno.transfer@nara.gov](mailto:sanbruno.transfer@nara.gov) Or call Michael Frush (650) 238-3472

# Records Management Training, Fiscal Year 2016

By Location (for listing by course name, see previous page)

To register go to [archives.gov/records-mgmt/training/](http://archives.gov/records-mgmt/training/) or email our training registrar at [laguna.workshops@nara.gov](mailto:laguna.workshops@nara.gov)

For more information on our workshops, [go to our training page by clicking here.](#)

## San Francisco (San Bruno), California

Records Transfer and Reference Service, **FREE** FRC half-day Training, November 5, 2015 (see boxed announcement on previous page); **Basic Records Operations** ([BRO](#)), January 25, 2016; **Creating and Maintaining Agency Business Information** ([KA2](#)), January 26-27, 2016; **Records Scheduling** ([KA3](#)), January 28-29, 2016; **Records Schedule Implementation** ([KA4](#)), March 7-8, 2016; **Asset and Risk Management** ([KA5](#)), March 8-9, 2016; **Records Management Program Development** ([KA6](#)), March 11, 2016; **Electronic Records Management** ([ERM](#)), March 22-23, 2016; **Vital Business Information** ([VBI](#)), March 24, 2016

## Denver (Broomfield), Colorado

**Records Management Overview** ([KA1](#)), July 11, 2016; **Creating and Maintaining Agency Business Information** ([KA2](#)); July 12-13, 2016; **Records Scheduling** ([KA3](#)), July 14, 2016-July 15, 2016; **Records Schedule Implementation** ([KA4](#)), July 18, 2016-July 19, 2016; **Asset and Risk Management** ([KA5](#)), July 20, 2016-July 21, 2016; **Records Management Program Development** ([KA6](#)), July 22, 2016

## Flagstaff, Arizona

**Records Management Overview** ([KA1](#)), June 6, 2016; **Creating and Maintaining Agency Business Information** ([KA2](#)), June 7-8, 2016; **Records Scheduling** ([KA3](#)), June 9-10, 2016; **Records Schedule Implementation** ([KA4](#)), July 11-12, 2016; **Asset and Risk Management** ([KA5](#)), July 13-14, 2016; **Records Management Program Development** ([KA6](#)), July 15, 2016

## Las Vegas, Nevada

**Records Management Overview** ([KA1](#)), January 25, 2016; **Creating and Maintaining Agency Business Information** ([KA2](#)); January 26-27, 2016; **Records Scheduling** ([KA3](#)), January 28-29, 2016; **Records Schedule Implementation** ([KA4](#)), February 1-2, 2016; **Asset and Risk Management** ([KA5](#) February 3-4, 2016; **Records Management Program Development** ([KA6](#)), February 5, 2016

## Riverside, California

**Basic Records Operations** ([BRO](#)), April 18, 2016; **Creating and Maintaining Agency Business Information** ([KA2](#)); April 19-20, 2016; **Records Scheduling** ([KA3](#)), April 21-22, 2016; **Records Schedule Implementation** ([KA4](#)), May 16-17, 2016; **Asset and Risk Management** ([KA5](#) May 18-May 19, 2016; **Records Management Program Development** ([KA6](#)), May 20, 2016

## San Diego, California

**Basic Records Operations** ([BRO](#)), August 8, 2016; **Creating and Maintaining Agency Business Information** ([KA2](#)); August 9-10, 2016; **Records Scheduling** ([KA3](#)), August 11-12, 2016; **Records Schedule Implementation** ([KA4](#)), September 12-13, 2016; **Asset and Risk Management** ([KA5](#) September 14-15, 2016; **Records Management Program Development** ([KA6](#)), September 16, 2016

## Online Webinars

**Basic Records Operations** ([BRO](#)), **October** 7, 14, 21, and 28, 2015 (at 7:00am PDT); **November** 2, 9, 16, and 23, 2015 (at 7:00am PDT); **January** 6, 13, 20, and 27, 2016 (at 7:00am PDT); **February** 3, 10, 17, and 24, 2016 (at 11:00am PDT); **March** 2, 9, 16, and 23, 2016 (at 7:00am PDT); **May** 5, 12, 19, and 26, 2016 (at 7:00am PDT); **June** 7, 14, 21, and 28, 2016 (at 7:00am PDT); **July** 7, 14, 21, and 28, 2016 (at 7:00am PDT); **August** 3, 10, 17, and 24, 2016 (at 7:00am PDT); **September** 7, 14, 21, and 28, 2016 (at 7:00am PDT);

**Vital Business Information** ([VBI](#)), **January** 7, 14, 21, and 28, 2016; **April** 6, 13, 20, and 27, 2016; **July** 6, 13, 29, and 27, 2016, **September** 8, 15, 22, and 28, 2016

# Records Management Training Re-starts in January 2016

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hands-on foundational Basic Records Operations class.) Knowledge Area 2, Creating and Maintaining Business Information, covers recordkeeping systems and requirements.

Knowledge Area 3, Scheduling Records, covers the process of developing and getting approval for

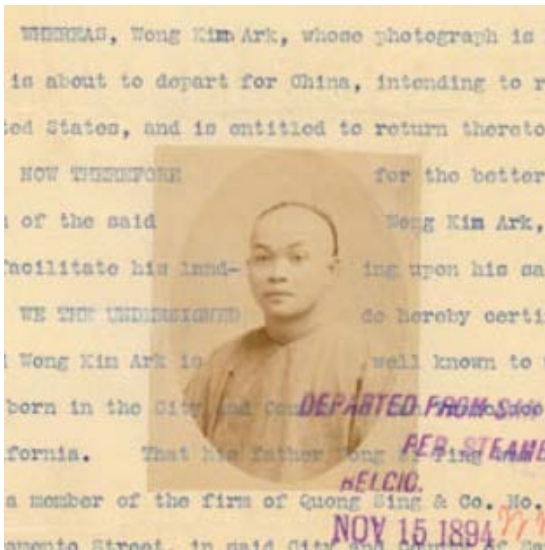
your agency's records retention schedule. All federal records must be scheduled by law and all schedules must be approved by the National Archives and Records Administration.

Knowledge Area 4, Implementing Records Schedules, covers the nuts and bolts of records management. Knowledge Area 5, Asset and Risk Management, teaches participants to improve records management programs and projects using proven management tools. Knowledge Area 6, Records Management Program Development covers the basic components of an agency records management program and how those components are deployed.

We will also be offering Electronic Records Management, March 22-23 and Vital Business Information, March 24. Vital Business Information covers how to protect your records in emergencies with vital records programs.

See our training schedules on pages 2 and 3 for registration information and additional training opportunities in Denver, Flagstaff, Riverside, Las Vegas and San Diego. Links are provided for our national training program with classes in Washington, DC, College Park, MD, and locations nationwide.

## Records of Rights exhibit features landmark 1898 San Francisco immigration case, U.S. vs. Wong Kim Ark



### Wong Kim Ark's Departure Statement, November 5, 1894

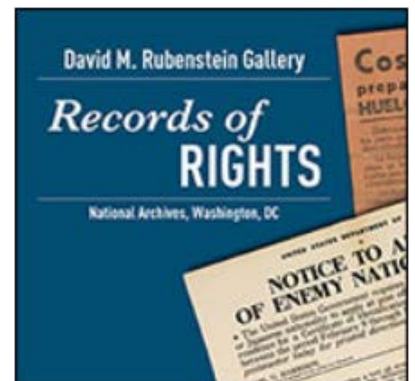
National Archives, San Francisco, Records of the Immigration and Naturalization Service (National Archives Identifier [2641490](#))

Denied reentry to the United States upon his return from an 1894 visit to China, San Francisco-born Wong Kim Ark was detained by the collector of customs in San Francisco. Mr. Wong filed a habeas corpus action at the U.S. District Court against his detention. In a landmark decision, the U.S. Supreme Court ruled that a child born in the United States of foreign citizens automatically became a U.S. citizen, thereby establishing an important precedent in the Court's interpretation of the Fourteenth Amendment's citizenship clause.

### Background to the Permanent Exhibit, "Records of Rights"

For the first time, the National Archives has assembled an array of historical "Documented Rights" resources from around the country for the public to view in one place. Our regional facilities throughout the nation provide access to original records that show how the rights as citizens have always been contested, amended, and documented. The Bill of Rights, the first 10 amendments to the Constitution, established our basic civil rights. Later amendments and court decisions have continued the process of defining our human and civil rights.

You can visit this amazing exhibit in Washington or view it online at <http://recordsofrights.org/>



## NARA Issues Minimum Metadata Bulletin

We are pleased to announce that we have issued new guidance for Federal agencies on minimum metadata requirements for transferring permanent electronic records to NARA. [NARA Bulletin 2015-04: Metadata Guidance for the Transfer of Permanent Electronic Records](#) describes the minimum set of metadata elements that must accompany permanent electronic records transferred to NARA.

This Bulletin was written with feedback from a wide variety of stakeholders, including OMB, the Federal Records Council, Federal agencies, and the public. We appreciate everyone's input on this policy document.

Appendix A gives agencies a minimum list of metadata elements with examples. Appendix B provides agencies with recommended file and folder naming conventions that are platform-independent.

This Bulletin identifies the minimum metadata elements that must accompany permanent records. NARA will provide additional metadata guidance during FY '16, including blog posts for FAQs and a bulletin.

## National Archives Opens Additional Rosenberg Grand Jury Transcripts



Ethel and Julius Rosenberg

On July 15, 2015, the National Archives made available four additional formerly secret grand jury testimony transcripts of two witnesses from the trial of Ethel and Julius Rosenberg. The opening of these records consists of 105 pages of transcripts of grand jury proceedings from August 1950 through March 1951.

One transcript of the testimony of David Greenglass and two transcripts of Max Elitcher are being opened in full. One additional transcript of Max Elitcher contains redactions on three pages to protect the personal privacy of other persons who may still be living.

These additional records are being opened now in response to a court order (dated May 19, 2015) ordering their release because the witnesses are now deceased. In 2008, the court ordered the release of transcripts for the 43 Rosenberg grand jury witnesses who were deceased or did not object, but withheld the

transcripts of David Greenglass, Max Elitcher, and William Danziger due to their objections. The court indicated that these transcripts could be released upon their deaths, which has now occurred for Greenglass and Elitcher.

The transcripts are available on the National Archives web site: [www.archives.gov/research/court-records/rosenberg-jury.html](http://www.archives.gov/research/court-records/rosenberg-jury.html).

On August 17, 1950, Ethel and Julius Rosenberg — along with Morton Sobell, David Greenglass, and Antoli Yacovlev — were indicted on the charge of conspiracy to commit espionage. The charges related to industrial and atomic espionage for the Soviet Union. Specifically, Julius Rosenberg began furnishing the Soviet's with industrial secrets from Emerson Radio beginning in late 1942. By 1944, the Government had alleged that Julius had engaged his brother-in-law David Greenglass, an Army mechanic working on the atomic bomb, in the atomic spy network. During his trial testimony, Greenglass detailed how he passed on secrets he learned while working at the atomic laboratory at Los Alamos, NM. Max Elitcher was a close friend of Julius Rosenberg and former roommate of Morton Sobell. He was a lead prosecution witness in the Rosenbergs' trial. The Rosenbergs were convicted on March 29, 1951, and sentenced to death by Judge Irving Kaufman on April 5, 1951. The Rosenbergs were executed at Ossining, NY on June 19, 1953, despite worldwide protests.