

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**  
(See Instructions on reverse)

LEAVE BLANK	
JOB NO.	NCI-151-79-2
DATE RECEIVED	23 APR 1979
NOTIFICATION TO AGENCY	
In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
6-15-82 Date	<i>[Signature]</i> Archivist of the United States

**TO: GENERAL SERVICES ADMINISTRATION,  
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408**

1. FROM (AGENCY OR ESTABLISHMENT)  
Department of Commerce

2. MAJOR SUBDIVISION  
Office of Technical Services (OTS)

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER  
Ivy V. Parr

5. TEL. EXT.  
377-3630

6. CERTIFICATE OF AGENCY REPRESENTATIVE.

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records; that the records proposed for disposal in this Request of 5 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

**A** Request for immediate disposal.

**B** Request for disposal after a specified period of time or request for permanent retention.

C. DATE	D. SIGNATURE OF AGENCY REPRESENTATIVE	E. TITLE	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
4-20-79	<i>Ivy V. Parr</i>	Departmental Records Management Officer		
7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)		9. SAMPLE OR JOB NO.	10. ACTION TAKEN
1.	<p><del>Foreign Economic Administration (FEA) Technical Assistance Subject and Country Files. These records transferred from FEA to OTS at the close of World War II cover primarily the industrial potential of various countries including reports on iron, fuel, metallurgy steel, coal, asbestos, and other commodities obtained by FEA 1942-1946. It also includes comments on FEA programs in various countries, and reports of the National Defense Research Committee of the Office of Scientific Research and Development, such as "M" reports. Arranged alphabetically by subject or by country.</del></p> <p>Permanent. Offer on SF 258 for immediate transfer to the National Archives. <i>168</i> boxes</p> <p>Acc. 277 or 151 - 54A-470      Boxes 101-16<i>70</i></p>			WITHDRAWN

*All changes approved Ivy Parr*

2. ~~Industrial Research and Development Files.~~ These records reflect the program of OTS to contract out to various contractors to develop new and innovative industrial processes. This program began in WPB and the records cover the period 1943-1948. Certain of the reports cover such commodities as cement, iron and iron powders and substitute fuels as well as evaluation reports covering the contractual experience in wartime and post war applied research and development. This file was originally classed as permanent under the Business and Defense Services Administration schedule, Item 112 or II NNA-1132, approved 1954. Filed by subject and by project.

Permanent. Offer for immediate transfer to the National Archives.

~~21~~  
~~24~~ boxes.

Acc. 54A-470-Probably 277 or 151

Boxes ~~166~~<sup>9</sup>-176; 180, 181;  
183-196

WITHDRAWN

3. ~~Routine Request for Publications or Information covering German Industry.~~ Consists of numbered inquires for information or publications, foreign correspondence requests question and answer requests, and some internal housekeeping administrative papers. 1951-1955.

Dispose immediately

acc. 151-56A-405	Boxes 40-53	14 boxes
acc. 151-57A-275	Boxes 1-27	all 27 boxes
acc. 151-57A-547	Boxes 1-16	all 16 boxes
acc. 277-58A-863	Boxes 1-4	all 4 boxes
acc. 376-61A-855	Boxes 1-31	all 31 boxes

WITHDRAWN

4. ~~Records Copies of Technical Digests.~~ Record copies of the monthly publication of OTS, Technical Digest, describing various technical industrial processes and other findings of OTS. The files are arranged chronologically and by various commodities or processes covered. 1951-1955.

Permenant. Offer for immediate transfer to the National Archives.

17 boxes.

Acc. 56A-405 RG 277 or 151

Boxes 62-78

WITHDRAWN

5. ~~Investigative Files on German Scientist. Background investigation files on certain German scientists and families that desired to emigrate to the United States, of a nature similar to Privacy Act records 1947-52.~~

~~Dispose of immediately~~

~~acc. 56A-405 RG 277 or 151~~

~~7 boxes~~

~~Boxes 79-85~~

WITHDRAWN

6. ~~Policy and Program Files of Commodity Supervisors or Economic Advisors of the Technical Industrial Intelligence Division. Consists of correspondence, investigator's reports, indexes. Technical Industrial Intelligence Committee meeting records, drawings, equipment inventories and other records concerned with the OTS program for obtaining information on German, Italian, and Japanese industrial processes. Each commodity specialists covered headed a particular branch or section of the Division, such as Aeronautics and Automobile Unit, Electronics and Communications section, metals and minerals section, chemicals section. In addition there are files of the Economic Advisors and reports of the Technical Industrial Intelligence Committee.~~

~~The specialist files are basically by subject, while the committee reports are arranged numerically, 1945-1948. Most of this effort involved obtaining data for the Publications Board established by President Truman to obtain and disseminate information on enemy industrial process.~~

~~Permanent. Offer for immediate transfer to the  
National Archives.~~

~~71 boxes~~

~~acc. 56A-405, RG 277 or 151~~

~~Boxes 87-104; 110-172~~

WITHDRAWN

7. ~~Program and Policy Files of the Publications Board. Consists of records of the Office of Publications Board - Public Information Office of OTS consisting of correspondence, records pertaining to the dissemination policies and procedures adopted, indexes, special bibliographies issued and, record copies of Press releases of the Board, 1943-1949. Arranged basically by subject, with press releases being filed numerically.~~

~~Permanent. Offer for immediate transfer to the  
National Archives~~

~~5 boxes~~

~~acc. 56A-405 RG 277 or 151~~

~~Boxes 105-109~~

WITHDRAWN

8. ~~Record Copies of Subcommittee Reports. Consists of record copies of reports of various intelligence subcommittees concerned with obtaining industrial intelligence or German and other enemy industrial processes. Included are the numerically arranged sets of reports of the Combined Intelligence Objective Subcommittee (CIOS), the British Intelligence Objective Subcommittee (BIOS), the Joint Intelligence Objective Agency, (JIOA), and the Field Information Agency Technical Reports (FIAT). Reports of each Subcommittee are filed numerically. 1945-46.~~

~~Permanent. Offer for immediate transfer to the  
National Archives 64 boxes~~

~~acc. 56A-405 RG 277 or 151 Boxes 174-237~~

WITHDRAWN

9. ~~Program and Policy Records of Special Assistant to the Director, OTS, O.T. Colby. Consists of subject correspondence file of O.T. Colby, Special Assistant to the Director of OTS, and liaison to the short-lived office of scientific Information (OSI) of the Department covering the exchange of scientific and technical information with communist countries. This appears to be the only available collection of files covering the work of OSI, concerning its controls and policies on exchange of scientific and technical information, as a separate entity growing out of OTS and going back to OTS after its abolishment. 1953-1958. Filed alphabetically by subject.~~

~~Permanent. Offer for immediate transfer to the  
National Archives. 7 boxes~~

~~acc. 376-60A-75 all 7 boxes~~

WITHDRAWN

10. ~~Fragmentary Files of Administrative Assistant, (EE-Lewis). Fragmentary reference files of Mrs. E. E. Lewis covering internal administrative matters, and various publications collected by the Assistant, and left after her separation in 1960. 1945-1960.~~

~~Dispose immediately.~~

~~acc. 376-61A-1202 Boxes 1 and 4 only.  
~~all 5 boxes~~~~

11. ~~Record Set of FIAT Reports, 1939-1946. Record copy set of published "PB" Reports of the Field Information Agency Technical Reports on German Science during World War II, 1939-1946, published by the Office of Military Government of Germany. Arranged basically alphabetically by title, although each published report is assigned a PB number.~~

~~Permanent. Offer for immediate transfer to the  
National Archives.~~

~~acc. 376-62A-862 all 3 boxes~~

WITHDRAWN

12. ~~Interdepartmental Committees Records, Records of covering OTS~~ participation on various interagency committees such as those on industrial security, internal security, technical information, technology and patents, production information and mutual defense assistance program, technical property, state-war-navy coordinating committee, British Intelligence Objectives Subcommittees, and related subject correspondence records. This is the best available collection documenting such OTS participation in these defense related interagency committees. 1947-1954. Arranged by committee or subject.

Permanent. Offer for immediate transfer to the  
National Archives.

WITHDRAWN

~~acc. 376-70A-6116~~

~~all 4 boxes~~

13. ~~Records of Industrial Specialist - Chief, Technology Division. Office~~ files collected by John Weber, Industrial Specialist, and Chief of the Technology Division. These files basically cover the collection of technical industrial information including Atomic Energy Commission reports into a collection of available data to be disseminated to various libraries, industries, interested individuals and foreign countries while the OTS was mainly under the Business Defense Services Administration. 1950-1959. Basically information on the program is included in files of top level officials.

Dispose of when 30 years old.

WITHDRAWN

~~acc. 151-62A-1138~~

~~Boxes 10-18 only~~