

REQUEST FOR RECORDS DISPOSITION AUTHORITY <i>(See Instructions on reverse)</i>		LEAVE BLANK	
TO: GENERAL SERVICES ADMINISTRATION NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408		JOB NO.	N1-295-91-1
1. FROM (Agency or establishment) Office of Price Stabilization		DATE RECEIVED	5/13/91
2. MAJOR SUBDIVISION		NOTIFICATION TO AGENCY	
3. MINOR SUBDIVISION		In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.	
4. NAME OF PERSON WITH WHOM TO CONFER Patricia Richter	5. TELEPHONE EXT. 501-6041	DATE 8/12/91	ARCHIVIST OF THE UNITED STATES <i>[Signature]</i>
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 _____ page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified; and that written concurrence from the General Accounting Office, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached.

A. GAO concurrence: is attached; or is unnecessary.

7. ITEM NO.	8. DESCRIPTION OF ITEM <i>(With Inclusive Dates or Retention Periods)</i>	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN <i>(NARS USE ONLY)</i>
5/13/91	<i>[Signature]</i> Director, Records Appraisal Disposition Division		
	Unscheduled records at the Washington National Records Center as described on the attached sheets.		

Copy sent to agency 8/14/91

Records of the Office of Price Stabilization
(Record Group 295)

Described below are most remaining unscheduled records assigned to RG 295 at the Washington National Records Center. Often intermingled with the permanent records are disposable materials which cannot easily be removed until the records are transferred to the National Archives where they can be screened during archival processing. In addition to those records identified in this schedule, the National Archives will remove records authorized for destruction under the following:

1. Records authorized for destruction by SF 115s approved for Office of Price Stabilization records;
2. Records authorized for destruction by the General Records Schedules, and;
3. Nonrecord including duplicate materials.

Inter-Agency Liaison

1. Subject File, 1951-53. 3 cubic feet. Arranged alphabetically. by subject.

Correspondence, memoranda, reports, and lists dealing with the policies of government agencies other than the OPS, the policies and products of certain American businesses, and information about resources and industries in foreign countries, all of which could affect the American economy and the war effort. Records involve such diverse matters as price ceilings for wool, and sardines, as well as inter-agency contacts, tariffs, RIF materials, security clearances for employees, and office space.

WNRC Accession 295-53A0710 Boxes 1-3

PERMANENT. Transfer to the National Archives immediately.

Small Business Affairs

2. Central File, 1951-53. 4 cubic feet. Arranged by subject.

Memoranda, correspondence, minutes, reports, bulletins, statements, releases, testimonies, and hearings deal with small businesses' efforts and problems in complying with the OPS program. In particular, subjects include price ceilings, complaints, and protests.

WNRC Accession 295-53A0712 Boxes 1-4

PERMANENT. Transfer immediately to the National Archives.

Office for Industry Advisory Committees (IAC)

3. Central File of the IAC, 1951-53. 6 cubic feet. Arranged generally alphabetically by subject.

Memoranda, correspondence, telegrams, notes, minutes, lists, reports, indexes, releases, and clippings concerning the establishing, assisting, and guiding of the numerous advisory committees. Subjects include the manner in which committees should be run, the functioning of and assistance to committees, as well as industrial cooperation, prices, price ceilings, price decontrol, trade associations, and staff appointments.

WNRC Accession 295-53A0576 Boxes 1-6

PERMANENT. Transfer immediately to the National Archives.

Office for Industry Advisory Committees

4. Files of the Various Industry Advisory Committees, 1951-53. 44 cubic feet. Arranged by subject, thereunder generally in alphabetical order of the name of the advisory committee.

Memoranda, correspondence, telegrams, reports, notes, lists, regulations, minutes, and releases pertaining to the participation of representatives from numerous industries on the various industry advisory committees. Subjects include recommendations for and objections to certain OPS regulations, suggestions to change supposedly dysfunctional regulations, appointments, and the disbandment of committees.

WNRC Accession 295-53B0576 Boxes 7-50

PERMANENT. Transfer immediately to the National Archives.

Consumer Advisory Committee

5. Subject File, 1951-53. 7 cubic feet. Arranged by subject.

Correspondence, memoranda, reports, minutes, transcripts, summaries, charts, bills, acts, regulations, bulletins, booklets, newsletters, releases, statements, speeches, testimonies, clippings, and photographs pertaining to the committee's efforts to serve, educate, and develop support among consumers for the OPS program. Subjects include price control, price decontrol, product standards, consumer programs, consumer finances, legislation, enforcement, and the history of the OPS.

WNRC Accession 295-53A0581 Boxes 1-7

PERMANENT. Transfer immediately to the National Archives.

Office of Enforcement

6. Records Relating to Enforcement Cases, 1951-53. 3 cubic feet. Arranged by subject.

Memoranda, correspondence, telegrams, reports, regulations, interpretations, dockets, and lists dealing with enforcement cases. Subjects include the interpretation of regulations, efforts at resolving certain cases, and the settlement of other cases. Included are some statistics on types of cases handled. Records come from both the national and the regional levels of the Office.

WNRC Accession 295-54A0314 Boxes 12-13, 21

PERMANENT. Transfer immediately to the National Archives.

7. Protest Case File, 1951-53. 29 cubic feet. Arranged roughly by subject.

Interrogatories (formal questions asked of businesses by this Office), briefs, affidavits, interpretations, exhibits, decisions, correspondence, memoranda, telegrams, lists, laws, regulations, and notes concerning price ceiling protests by businesses. These materials include information gathered as a result of the investigations by the Office of Enforcement to be used against alleged violators of price ceiling regulations. Specific cases involve the prices of such varied products as automobiles, and pork chops.

- a. File labeled "Protest Procedures under OPA and OPS," at the back of box 48.

WNRC Accession 295-54C0314 Box 48 (partial)

PERMANENT. Transfer immediately to the National Archives.

- b. All other material contained in the boxes listed below.

WNRC Accession 295-54C0314 Boxes 31-32, 47, 48 (partial), 49-73

Destroy immediately.

8. Miscellaneous Records, 1951-53. 33 cubic feet. Arranged roughly by subject.

The following specific files or documents in WNRC Accession 295-54A0230:

"Enforcement Objectives and Duties," box 119.

"Government Accounting Office," box 120.

"Organizational/and Allocation Matters," box 120.

"Office of Price Stabilization, Office of Enforcement Organization Chart, 1951,"

materials attached to the clipboard, box 123.

"History-Consumer Goods Enforcement Division," box 127.

"OPS Organizational Directory of Principal Officials, 1951," on top of the two binders, box 130.

"History of the OPS, Region 5," the last folder in box 155.

PERMANENT. Transfer immediately to the National Archives.

(The remaining records in WNRC Accession 295-54A0230, boxes 105-139 and 145-155, will be destroyed during archival processing under GRS 23/1, 6 or as nonrecord material.

Office of the Chief Counsel

9. Subject File of the Chief Counsel, 1951-52. 5 cubic feet. Arranged generally alphabetically by subject, thereunder in reverse chronological order. Box 2 is arranged alphabetically by division, thereunder by subject, thereunder in reverse chronological order.

Memoranda, correspondence, reports, notes, charts, regulations, bills, briefs, and releases dealing with the concerns and the activities of the Chief Counsel and his Office. Subjects include legalistic matters such as interpretations and analysis of laws, orders, and regulations. Other subjects involve price adjustments, cases, procedures, and the organization of the Office.

WNRC Accession 295-53B0647 Boxes 1-5

PERMANENT. Transfer immediately to the National Archives.

10. Subject Index, 1951-52. 2 cubic feet. Arranged generally alphabetically by subject.

The index is on 5 by 8-inch cards. It locates records on the Office by subject. The subjects are multifarious. They involve such diverse matters as legislation, annual leave, overtime, price adjustments, litigation in general, and specific cases such as those concerning milk containers and fishermen.

WNRC Accession 295-53C0647 Boxes 6-9

Destroy immediately.

11. Subject File, 1951-53. 30 cubic feet. Arranged generally alphabetically by subject, thereunder in reverse chronological order.

Correspondence, memoranda, reports, lists, charts, hearings, transcripts, bulletins, opinions, instructions, regulations, bills, and laws dealing primarily with the legalistic concerns of the Office of the Chief Counsel. Such concerns include analysis of laws and pending legislation, litigative matters nationally and regionally which involve specific cases, and the interpretation of regulations. In addition, a good deal of the

records involve the running of the Office. These records concern job applications, personnel matters, appointments, staffing patterns, budgets, training courses, internal directives, and instructions for branches. Numerous copies of Congressional publications are included with these records.

WNRC Accession 295-53D0647 Boxes 10-39

Destroy immediately.

Legal Review

12. Interpretation File by Legal Review, 1951-53. 2 cubic feet. Arranged alphabetically by subject.

Memoranda, correspondence, reports, regulations, orders, issuances, and releases dealing with the review and the interpretation of OPS regulations and orders. Subjects include price ceilings and price adjustments. These records also reveal the unit's contact with other governmental legal organizations.

WNRC Accession 295-53F0647 Boxes 63-64

PERMANENT. Transfer immediately to the National Archives.

Military Goods and Government Agencies Coordination

13. File on the Interpretation of Regulations Concerning Governmental Organizations, 1951-53. 3 cubic feet. Arranged generally by subject, thereunder in reverse chronological order.

Regulations, correspondence, memoranda, reports, lists, and contracts pertaining to the interpretation of OPS regulations that concern both military and civilian governmental units.

WNRC Accession 295-53F0647 Boxes 60-62

Destroy immediately.

Validity Proceedings and Court Review Division

14. Validity File, 1952-55. 4 cubic feet. Arranged by case number.

The case files include memoranda, correspondence, notes, reports, charts, opinions, transcripts, orders, and proceedings. These records concern challenges to certain price

ceiling regulations before the Emergency Court of Appeal (a unit of the OPS). Typical cases deal with price ceilings for such matters as automobile services and food products.

WNRC Accession 295-57A0186 Boxes 1-4

PERMANENT. Transfer to the National Archives immediately.

Coordination of Interpretations Division

15. Interpretation Index, 1951-53. 3 cubic feet. Arranged generally alphabetically by subject.

The index is on 3 by 5-inch cards. It deals with interpretations of regulations made by various units, both nationally and regionally, within the Office of the Chief Counsel. The index locates the documents in accession 295-53F0647, boxes 46-59. The individual index card often summarizes the interpretation.

WNRC Accession 295-53E0647 Boxes 40-45

PERMANENT. Transfer immediately to the National Archives.

16. Records Relating to the Interpretation of Regulations, 1951-53. 14 cubic feet. Arranged by subject.

Correspondence, memoranda, telegrams, reports, regulations, and releases dealing with the analysis and interpretation of OPS regulations. Interpretations were performed at both the national and regional levels by various units within the Office of the Chief Counsel. These interpretations came about because of requests from staff members from various units of the OPS, and from people representing businesses in the private sector.

WNRC Accession 295-53F0647 Boxes 46-59

PERMANENT. Transfer immediately to the National Archives.

Office of Economic Policy

17. General File, 1951-53. 48 cubic feet. Arranged by subject.

Memoranda, reports, correspondence, lists, charts, graphs, notes, drafts, hearings, minutes, statements, releases, speeches, clippings, histories, regulations, and indexes relating to economic conditions and trends. These records also deal with the analysis of certain sectors of the American economy as well as specific price ceilings. Many of the records are background materials about the economy used to set price ceilings. Some records involve an analysis of problems in the OPS program. Other records concern procedures on record keeping, tracking the status of proposals recommended as

regulations, profits for businesses, as well as the relaxation and termination of price controls.

- a. Records from upper level administrators of the Office, covering substantive matters such as the methods of setting price ceilings, problems in the OPS program, analysis of those problems, the effectiveness of price ceilings, opposition to the OPS program, decontrol of prices, and the history of the OPS. These records reveal information about the functioning of the program, with an analysis of OPS policies and practices.

WNRC Accession 295-53A0750 Boxes 1-11, 46-48

PERMANENT. Transfer immediately to the National Archives.

- b. Reference files, mainly publications about the economy obtained from other federal governmental agencies such as the Bureau of Labor Statistics. Also included are copies of documents from other OPS units and materials that track activities occurring in the OPS.

WNRC Accession 295-53A0750 Boxes 12-45

Destroy immediately.

Office of Price Operations

18. Subject File of the Director of Price Operations, 1951-53. 3 cubic feet. Arranged generally alphabetically by subject, thereunder in reverse chronological order.

Correspondence, memoranda, summaries, reports, lists, surveys, and releases concern the setting and the adjusting of regulations and price ceilings. Records include information about the difficulty of obtaining compliance with certain regulations.

WNRC Accession 295-53C0585 Boxes 4-6

PERMANENT. Transfer immediately to the National Archives.

19. Executive Officer File, 1951-53. 4 cubic feet. Arranged alphabetically by subject, thereunder in reverse chronological order. The records dealing with the regional units in box 11 are arranged by region number, thereunder by subject, thereunder in reverse chronological order.

Memoranda, charts, surveys, manuals, regulations, and minutes indicate the activities of executives in the Office of Price Operations, as well as the interaction of various units in the Office. Subjects involve the organization and reorganization of the Office,

functions of the unit, staff meetings, methods of setting price ceilings, and the decontrol of price ceilings.

WNRC Accession 295-53F0585 Boxes 8-11

PERMANENT. Transfer immediately to the National Archives.

20. Reports and Memoranda, 1951-53. 3 cubic feet. Arranged by type of report or memorandum; thereunder, the Field Price Broadcasts are generally in reverse numerical order of the item number, and the Staff Meeting Summaries are in reverse chronological order.

Reports and memoranda deal with Office policies, procedures, and regulations, as well as staff meetings. (The Field Price Broadcasts are materials from the headquarters office to the regional units conveying information about policies, procedures, and regulations.) Also included are materials about product classification, lists summarizing price ceiling adjustments, and statistics about work accomplished.

- a. Field Price Broadcasts and Staff Meeting Summaries.

WNRC Accession 295-53B0585 Box 3

PERMANENT. Transfer immediately to the National Archives.

- b. Agency statistical reports on such matters as price ceiling adjustments.

WNRC Accession 295-53A0585 Boxes 1-2

Destroy immediately.

21. Price Decontrol File, 1952-53. 1 cubic foot. Arranged by subject, thereunder in reverse chronological order.

Memoranda, correspondence, studies, reports, summaries, regulations, lists, and proposals concerning the decontrol of prices. These records deal with the termination of price ceilings for specific products and services, as well as for the economy as a whole.

WNRC Accession 295-53E0585 Box 7

PERMANENT. Transfer immediately to the National Archives.

Coordinator for Government Purchases and Sales

22. Subject File, 1951-52. 4 cubic feet. Arranged roughly by subject.

Memoranda, correspondence, reports, lists, laws, regulations, speeches, hearings, and

transcripts dealing with the prices of items bought and sold by civilian and military governmental organizations. Subjects include price ceilings, price ceiling adjustments, and prices paid for specific items. Purchases involve such governmental organizations as the State Department and the Navy Department.

WNRC Accession 295-53A0715 Boxes 1-4

PERMANENT. Transfer immediately to the National Archives.

Office of Management

23. Administrative File, 1951-53. 13 cubic feet. Arranged roughly by subject.

Memoranda, reports, correspondence, telegrams, lists, charts, work sheets, drafts, notes, clippings, laws, bills, and releases concerning administrative procedures and services, accounting methods, budgets, expenses, audits, personnel, staffing, and management of the OPS. These matters involve both national and regional units of the OPS. In addition, there are some materials on the organization and reorganization of various units of the OPS, and the functions of those units.

- a. Organizational charts and organizational statements about the OPS, in the file titled "Organizational Charts," in box 3 and files scattered throughout boxes 7-10, which deal specifically with the organization and functions of various OPS offices. (The remaining records in these boxes are non-record materials, and will be destroyed during archival processing.)

WNRC Accession 295-53A0737 Boxes 3 (partial), ~~X~~ 7-10

See attached memo.

PERMANENT. Transfer immediately to the National Archives.

- b. Routine administrative materials .

WNRC Accession 295-53A0737 Boxes 1-2, 4-6, 11-13

Destroy immediately.

Regional Office # 4, Richmond, Virginia

24. Issuances, 1951-53. 1 cubic foot. Arranged in binders by type of issuance; thereunder generally in reverse chronological order.

Includes orders, regulations, guidelines, bulletins, instructions, and memoranda from regional officials. Issuances deal with routine procedures, practices, and activities of the unit such as procedural changes, requisitioning supplies, accounting methods, report formats, annual leave, jurisdictional authority, security concerns, and price adjustments.

WNRC Accession 295-53A0566 Box 15

Destroy immediately.

District Office of San Juan, Puerto Rico

25. Price Surveys, 1951-52. 18 cubic feet. Arranged by survey.

Surveys, working papers, lists, charts, correspondence, and reports concerning the price of specific items in Puerto Rico. Most of the records deal with surveys gathering information on the cost and selling price of foods, medicines, footwear, and hardware items.

WNRC Accession 295-53A0584 Boxes 66-83

Destroy immediately.

Records Not Associated With a Specific Office

26. Miscellaneous Records, 1951-53. 3 cubic feet. Arranged by subject.

Resumes and personal history statements pertaining to the OPS assistance to agency employees in finding employment as the organization closes down, and bulletins and decisions concerning the interpreting of wage regulations from various regional units of the Wage Stabilization Board.

WNRC Accession 295-54B0314 Boxes 74-75, 117

Destroy immediately.