

REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

LEAVE BLANK

JOB NO

NCI-AU-85-72

DATE RECEIVED

8-23-85

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

1 FROM *(Agency or establishment)*

NOTIFICATION TO AGENCY

U.S. Army

2 MAJOR 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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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.

Laboratories

3 MINOR SUBDIVISION

4 NAME OF PERSON WITH WHOM TO CONFER

5 TELEPHONE EXT

DATE

ARCHIVIST OF THE UNITED STATES

MARVIN H. KABAKOFF

07-693-7248

11-27-85

Frank A. Burke

8-273-7248

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

B DATE

C SIGNATURE OF AGENCY REPRESENTATIVE

D TITLE

20 Aug 85

WVC Boardman, CRM for
JOHN HENRY HATCHER, Ph.D.

Army Records Manager

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	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN 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>
	<p>Located at the National Personnel Records Center (Military), St. Louis, Missouri, are Army organizational records generally dating from 1950 through the 1960's. These records are now being reviewed for the purpose of determining their ultimate disposition. The submission of this SF 115 is a part of this effort.</p> <p>This schedule covers only those records of U.S. Army Laboratories located in NPRC. Consequently, it is not applicable to current records.</p> <p>Unless otherwise noted, the item numbers cited in column 9 correspond to those in AR 340-18.</p>		

60 ITEMS

1. Technical Report Record Files, ca. 1942-67; 70 cu.ft. 1304-14

Printed and near-print progress, interim, quarterly, and final technical reports prepared at laboratories and, on occasion, by private firms under contract to laboratories. The following laboratories created these records: Biological (ca. 1953-66, 30.5 cu.ft.); chemical (ca. 1957-65, 6 cu.ft.); Engineering (ca. 1960-62, 1 ft.); medical (ca. 1942-65, 5.6 cu.ft.); Signal (ca. 1950-60, 13.5 ft.); nuclear defense (ca. 1964-65, 1.4 ft.); Cold Region (ca. 1950-62, 3 ft.); Natick (ca. 1962-64, 1 ft.); Aviation (ca. 1964-67, 8.5 ft.); and Harry Diamond (ca. 1951-67, 18 ft.). Reports relate to the development, testing, and evaluation of various chemical and biological weapons; radar and communications equipment; ordnance and fuzes; food preservation and supply material; aviation materiel; medical activities; military operations in polar climates; nuclear plants and weaponry; and engineering equipment and activities. Reports pertain, in most laboratories, to both basic research and technological development.

Permanent. Offer to NARS immediately upon approval of this schedule.

2. Research and Development Technical Committee and Board Files, ca. 1920-60; 9 cu.ft. 1303-02

Reports, memorandums, minutes of meetings, and other correspondence from a variety of scientific and technical committees, boards, and advisory organizations. Almost all the material relates to research and development of the Signal Corps Research and Engineering Laboratory; a small amount concerns work at the Ft. Detrick Biological Laboratory. Although some of the documents pertain only to administrative aspects of these committees, such as planning of meetings, much of the series provides information on the various research projects undertaken at the laboratory, such as joint communications systems, the measuring of atmospheric environments for missiles and satellites; and navigation equipment for aircraft. Biological committee files contain data on research in viruses and toxic agents. Much of the informational material is found in the minutes of meetings of these organizations.

Permanent. Offer to NARS immediately upon approval of this schedule.

3. Scientific Advisory Organization Files. ca. 1960-62, 2 ft. 1302-04

Letters, reports, minutes of meetings, and other correspondence relating to advisory board activities. Almost all of the material was created by the Advisory Board on Quartermaster Research and Development at Natick Laboratory; the remaining documents are from the Committees on Scientific Computing and Data Processing at Harry Diamond Laboratory. The latter contain information on projected computer systems rather than on the laboratory itself. The former contain minutes of meetings held to provide guidance on research matters, to decide what lines of research to undertake and to report on research being done. The research accomplished at Natick was geared towards meeting the food, protection, and supply needs of the combat soldier. The series includes a description of Natick Laboratory and the functions of each section, with reports on research, and on highlights and results of various projects such as the irradiation of food.

Permanent. Offer to NARS immediately upon approval of this schedule.

4. Tripartite Standardization Files. ca. 1944-63; 4 ft. 1307-03

Reports, memorandums, and other correspondence created by chemical laboratories, the Signal Laboratory, and the Harry Diamond Ordnance Laboratory and relating to standardization of equipment and training among the military forces of the U.S., Britain, and Canada, and among the branches of the Armed Forces of the U.S. Included are correspondence on standardization of specific items and on loans of equipment, and administrative procedures for conferences. Records from the Signal Laboratory are more general in nature; those from chemical laboratories contain progress reports on various chemical research projects, including some on hallucinogens, and reports on tests with human volunteers and reports on tripartite CBR conferences. Documents of the Harry Diamond Laboratory includes trip reports relating to European equipment and the Mutual Weapons Development Program, and copies of British technical research reports on fuzes, antipersonnel mines, and similar equipment.

Permanent. Offer to NARS immediately upon approval of this schedule.

5. Manuscripts. ca. 1954-63; 25 ft.

Manuscripts of articles submitted for clearance, usually for publication in a variety of scientific and medical journals. Almost all of these manuscripts are from the Ft. Detrick Biological Laboratory, with the few remaining items from the Medical Research Laboratory at Ft. Knox. They are generally described on NPRC finding aids as medical publications or manuscripts, although some are labelled Field Press Censorship Files. The articles are written either by laboratory employees based on research done at the laboratory, or by individuals at private facilities which have contracts with the laboratory. Topics include viruses and vaccines; effects of 2,4-D and other herbicides on plants; anthrax and other toxins; epidemiological studies; and data on Soviet research into biological warfare. Some articles relate to medical research, others to biological warfare. These manuscripts, arranged chronologically and thereunder by manuscript number, illustrate the varieties and depth of research undertaken at these Army laboratories.

Permanent. Offer to NARS immediately upon approval of this schedule.

6. Military Construction Program File (Post Planning Board Files). ca. 1956-60; 2 in.

Reports, memorandums, and other correspondence from the Chemical Warfare Laboratory and Ft. Detrick Biological Laboratory relating to their requirements in the military construction program. Includes justifications and explanations of needed facilities, such as Supertoxic Laboratory, required because of advances in knowledge of nerve gases; and clinical facilities for experimentation with human volunteers. The series also contains information on certain toxic agents and descriptions of some types of equipment.

Permanent. Offer to NARS immediately upon approval of this schedule.

7. General Correspondence Files. ca. 1943-59, 151 cu.ft.AR 345-220/18D and
other items in the
AR 345-200 series

Letters, memorandums, reports, and other correspondence relating to a wide variety of functions and activities of almost all laboratories; the major exception is chemical laboratories, which produced no records in this series. The bulk of this series (90 ft.) was created by the Ft. Detrick Biological Laboratory; another 45 ft. are from the Signal Corps Laboratory. A large amount of this correspondence concerns ephemeral transactions relating to the day-to-day operations of the creating laboratories. The series also contains a great deal of information on research and development activities, some of which is purely administrative in nature, while other material includes project reports and studies. This is generally true for each of the creating activities, although items may vary according to creator. In general, one may use the War Department Decimal Filing System to separate archival material from those records with no value. The one exception is the Climatic Research Laboratory; the correspondence files appear to be the only documentation we have of that laboratory and hence, all the records should be retained. In general, those records dealing with funds and personnel (decimal numbers 100-299) have little or no archival value; funding data is duplicated at higher levels. However, in Ft. Detrick records, we should keep file number 231.23, to document medical needs in cases of human volunteers and contamination; and no. 160, on contracts to produce biological and chemical warfare weapons. Also, in the classified records only from the Signal Laboratory, no. 160 should be retained, since these contract records contain much data on R&D projects. Other records recommended for disposal are decimal number 333 and 334, inspections and investigations; 400.1, routine procurement actions; and for Signal Laboratory, 400.1141 on procurement, 400.113 and 400.163 on equipment changes and inspections. This is not to include 400.112, item testing reports, which should be retained from all laboratories. This schedule item is applicable to centralized General Administrative Files, Subject Files, and Correspondence Files, and also to specific correspondence files maintained by individual offices and not provided for elsewhere in this schedule. This item is not applicable to those individual files which document long-range planning, organizational, and policy matters, and which have previously been scheduled for permanent retention.

a. All correspondence files from Climatic Research Laboratory; correspondence files from remaining laboratories except 100-299, but not 160 or 231.23 from Ft. Detrick, or classified 160 from Signal Laboratory; all remaining correspondence files, except 333, 334, and 400.1; and except 400.1141, 400.113, and 400.163 from Signal Laboratory.

Permanent. Offer to NARS immediately upon approval of this schedule.

b. Correspondence files numbered in War Department Decimal Filing System: 100-299 from all laboratories except Climatic Research, and except 160 and 231.23 from Ft. Detrick, and classified 160 from Signal Laboratory; 333, 334, 400.1 from all laboratories except Climatic Research; and 400.1141, 400.113, and 400.163 from Signal Laboratory.

Destroy immediately upon approval of this schedule.

8. Research and Development General Correspondence Files, ca. 1922-61, 186 ft. 1301-01

Letters, reports, memorandums, project files, minutes of meetings, and other correspondence and materials relating to the variety of research projects at chemical and medical laboratories, Ft. Detrick Biological Laboratory, the Engineering Laboratory, and the Signal Laboratory. Files are arranged by War Department Decimal Filing System, chronologically, numerically by project number, or by TAFPS; some have no discernable arrangement. The series covers a wide range of material, some quite valuable in nature, and other created for routine administrative purposes and having no archival value. Records from chemical laboratories include copies of research papers, conference reports, data on exposure and on protective devices, reports on projects and correspondence on research. Medical laboratories created correspondence on prosthetics, much of the basic research for which was done at Walter Reed, as well as routine correspondence on uniforms, safety awards, and procurement. Ft. Detrick material includes routine administrative records on personnel and housekeeping procedures as well as data on anticrop agents (herbicides), and exposure of personnel to toxic agents, and a project listing with an abstract of each. The Signal Laboratory files contain correspondence on the use of electronic warfare methods in space, on Mutual Weapons Development System, and on other military warfare communications equipment; the series also contains routine correspondence on budget, personnel, suggestions, and procurement. Material from the Engineering Laboratory contains historical data on chemical and biological warfare, and discussions of projects and priorities going back to 1922, as well as correspondence on budget matters and trip reports on projects.

a. All records except those specifically described below as disposable.

Permanent. Offer to NARS immediately upon approval of this schedule.

b. In records arranged by War Department Decimal Filing System, files 100-159, 161-299 (unless related to exposure of personnel to toxic agents); in records with other or no arrangement system, all material dealing with budget or personnel matters (except exposure of personnel to toxic agents), suggestions, routine procurement or other housekeeping matters.

Destroy immediately upon approval of this schedule.

9. Research and Development Case Files, ca. 1935-64; 1,282 ft.

Series consists of those items identified on NPRC finding aids as project or items case files, and were created by almost all laboratories. Generally, each case file may consist of a variety of records: quarterly, interim, and final reports; technical memorandums; correspondence and contract files; laboratory notebooks; trip reports; scientific and raw data files; and similar types of records. The value of case files may vary according to the laboratory creating the records; the dates the records were created; the type of material contained in particular groupings of case files; and the amount of material contained in project control files maintained at higher administrative levels which may duplicate that contained in the case file. To facilitate appraisal and understanding, case files from each type of laboratory will be described separately, with disposition recommendations made for each:

5.

I. Fort Detrick Biological Laboratory. ca. 1952-61; 155 ft.

These case files pertain to research in a variety of biological warfare agents intended for both humans and animals, such as anthrax, tularemia, and viral diseases, and for crops, such as herbicides (including Agent Orange); and in research for defenses against such agents. The series also includes files on laboratory equipment necessary for this research, and on delivery systems needed for these agents. These case files include progress and final reports, drawings and specifications, correspondence, and scientific and raw data files such as rolls of film on the testing of propellant explosives.

a. All final reports; all case files on biological warfare agents and on delivery systems, but not to include scientific and raw data files.

Permanent. Offer to NARS immediately upon approval of this schedule

b. Case files on laboratory equipment, except final reports, and scientific and raw data files.

Destroy immediately upon approval of this schedule.

II. Medical Laboratories. ca. 1951-62; 1.2 ft.

Case files document research on epidemiology and etiology of various diseases, such as influenza and Q-fever, and attempts to develop cures and/or vaccines for them. Series also contains summaries and abstracts of research projects on a variety of diseases.

Permanent. Offer to NARS immediately upon approval of this schedule.

III. Nuclear Defense Laboratory. ca. 1960-62; 6 in.

Case files relate to research on radioactive fall-out and the tactical uses thereof, and on problems connected to the disposal of radioactive waste.

Permanent. Offer to NARS immediately upon approval of this schedule.

IV. Ballistic Research Laboratory. ca. 1935-56; 16 ft.

Series consists mostly of World War II research and development case files relating to increasing the accuracy of bombs, and to the ballistics of various projectiles, from bombs to artillery shells.

Permanent. Offer to NARS immediately upon approval of this schedule.

V. Aviation Material Laboratory. ca. 1958-64; 12 ft.

Case files relate to development of shielding for mobile nuclear reactors to be used in aircraft; helicopter cargo handling systems; aircraft mooring systems; and aircraft recovery and evacuation systems. In light of the use of aircraft shortly after these files were created, the material does have archival value.

Permanent. Offer to NARS immediately upon approval of this schedule.

VI. Engineer Research and Development Laboratory. ca. 1942-64; 114 ft.

Case files relate to research and development of various types of equipment used by the Corps of Engineers, such as bridges, landing mats, mine fields, height and range finders, graders, and rollers for road-building, boilers, industrial gases, and similar items. Some of the material concerns items necessary in World War II.

a. All final reports; case files from World War II on major items, such as bridges, landing mats, mine fields, and height and range finders.

Permanent. Offer to NARS immediately upon approval of this schedule.

b. All other case files, except final reports.

Destroy immediately upon approval of this schedule.

VII. Signal Corps Research and Engineering Laboratory.

ca. 1938-60; 855 ft.

These case files consist to a large degree of quarterly progress reports on a variety of equipment used by the Signal Corps, such as radio sets, antennas, microphones, tubes, and ceramics. Some of the material is World War II related.

a. Quarterly and final progress reports; case files on radar, signal intelligence & cryptography.

Permanent. Offer to NARS immediately upon approval of this schedule.

b. All other material.

Destroy immediately upon approval of this schedule.

VIII. Chemical Laboratories. ca. 1945-60; 52 ft.

Case files were created by several chemical laboratories (Chemical Warfare, Chemical and Radiological, Chemical R&D, Coating and Chemical) and relate to a variety of projects: 1945 files on liquid chemical rocket propellants; chemical warfare agents, such as the nerve gas GB;

protective devices and shelters against such agents; incendiary bombs and flame throwers; and delivery systems for the various weapons. Much of the series is composed of interim and final reports and of trip reports; some files contain drawings and specifications, especially for equipment used to manufacture the chemical agents.

Permanent. Offer to NARS immediately upon approval of this schedule.

IX. Harry Diamond Ordnance Fuze Laboratory. ca. 1944-62; 76 ft.

Case files here pertain especially to fuzes, but also to tubes and transistors, and contain much material on missile testing relating to fuzes. The series is composed of correspondence, contracts, final reports, laboratory notebooks, and scientific and raw data files. Much of the material is probably duplicated in the project control files of the Office of the Chief of Ordnance.

a. Final reports; case files on tubes, transistors, and fuzes.

Permanent. Offer to NARS immediately upon approval of this schedule.

b. All other material.

Destroy immediately upon approval of this schedule.

10. Research and Development Specifications and Drawings Files.

ca. 1918-62 1304-12, 1410-02

Drawings and specifications created by laboratories for a variety of research and development projects. Organizations producing these records are Chemical Warfare Laboratory (117 ft.), the Engineering laboratory (51 ft.), Natick Laboratory (202 ft.), and the Signal Laboratory (75 ft.). Material from Natick Laboratory provides specifications and some drawings for a number of Quartermaster projects, such as cloth, kitchen equipment, sunglasses, clothing, bookcases, and the like. Records from the Signal Laboratory cover radio and telephone equipment, microphones, generators, antennas, wiring, and similar material. Specifications from the Engineering Laboratory include documentation on concrete spreaders, compressors, bridges, steel plates, paint, and similar construction items, as well as blueprints of manufacturing plants and equipment, all used by the Engineers. Records from the Chemical Warfare Laboratory are composed mostly of drawings and specifications for factories and equipment to manufacture chemical warfare agents, and of industrial facilities inventories. Also included are directives on specific chemical agents, such as some from 1945 on napalm gel. One item of note is a collection of original drawings of a German gas munitions plant. The various interim, final and technical reports from all these laboratories include numerous drawings which may duplicate some of the material found in this series.

8.

a. Drawings and specifications for specific chemicals used as weapons, such as napalm; drawings of German gas munitions plant.

Permanent. Offer to NARS immediately upon approval of this schedule.

b. All drawings and specifications from Signal, Engineering, and Natick Laboratories; those drawings and specifications from Chemical Warfare laboratory which pertain to manufacturing plants and equipment; industrial facilities inventories; and other items pertaining to plants and equipment rather than to the chemical weapons themselves.

Destroy immediately upon approval of this schedule.

11. Memorandums. ca. 1944-64, 8.4 ft.

227.01

Numbered and unnumbered issuance[✓] used for a variety of purposes, from promulgating significant policy directives and providing important technical information, to prescribing short-term administrative procedures. Memorandums were created by nearly all laboratories; their value varies according to type of memorandum and creating organization. Most memorandums concern routine administrative matter, such as filing rules, fire prevention, budget procedures, lists of assignments, and the like. Others, however, have more value. Technical memorandums created by the Human Engineering Laboratory, the Chemical Warfare Laboratory, the Ft. Detrick Biological Laboratory, and the Harry Diamond Laboratory, are similar to research and development reports. Laboratory memorandums, from several of the medical laboratories, such as the Fifth Army, contain much medical information, including reports on malaria surveys. Memorandums from the Medical Research Laboratory at Ft. Knox, and from the Nuclear Defense Laboratory contain data on radiation and health, and procedures in case of nuclear accidents. Memorandums from those laboratories not specifically cited herein are all routine in nature.

a. Technical memorandums; laboratory memorandums; memorandums from Nuclear Defense Laboratory; and those from the Ft. Knox Medical Research Laboratory relating to radiological safety.

Permanent. Offer to NARS immediately upon approval of this schedule.

b. All other memorandums.

Destroy immediately upon approval of this schedule.

12. Manuals. ca. 1951-63, 7 in.

227-01

Issuances used for a variety of purposes, based on the mission of the creating laboratory. Those of the Ft. Detrick Biological Laboratory are either organizational manuals or technical research and development manuals relating to research in biological warfare agents and techniques. Manuals created by the Fourth Army Medical Laboratory are medical publications concerned with laboratory and diagnostic procedures and preventive medicine. The third laboratory to create manuals, the Signal Corps Research and Engineering Laboratory, published manuals dealing with the maintenance and repair of equipment.

9.

a. Manuals of the Ft. Detrick Biological Laboratory and the Fourth Army Medical Laboratory.

Permanent. Offer to NARS immediately upon approval of this schedule.

b. Manuals of the Signal Corps Research and Engineering Laboratory.

Destroy immediately upon approval of this schedule.

13. Bulletins. ca 1951-62, 2.5 ft.

227-01

Numbered issuances used to convey official and unofficial information of an advisory, informative, or directive nature. Issued by nearly all laboratories, bulletins were used for a plethora of purposes and vary widely in value. Most contain only information on routine housekeeping procedures, such as duty lists, announcements, and low-level administrative matters. Certain types of bulletins, however, have greater value. Medical and laboratory bulletins created by medical laboratories, especially the Fourth Army Medical Laboratory, were used to disseminate professional information to laboratory personnel, and include data on technical procedures, extracts from scientific articles on such things as viruses and chromatography, and reports on experimentation. Similarly, information bulletins from the Signal Corps Research and Engineering Laboratory are composed of reports on research in new equipment and explanations of new items. Also, intelligence bulletins from the Ft. Detrick Biological Laboratory contain articles on communism and other data pertinent to biological warfare.

a. Signal Laboratory information bulletins; intelligence bulletins from Ft. Detrick; medical and laboratory bulletins from medical laboratories.

b. All other bulletins.

Destroy immediately upon approval of this schedule.

14. Security and Installation Administrative Files; ca. 1943-63, 34 cu.ft.

501.01

Letters, memorandums, reports, and other correspondence, created by nearly all laboratories, and relating to routine administration of security violation and security classification activities. The vast bulk of this correspondence concerns ephemeral transactions and procedures relating to the day-to-day operations of the creating unit, such as the handling of classified material, the regrading of security classified documents, and the processing of individual security clearances.

Destroy immediately upon approval of this schedule.

10.

15. Letters. ca. 1951-62, 6 inc.

227-01

Numbered and unnumbered issuances used by the Signal Corps Research and Engineering Laboratory and the Ft. Detrick Biological Laboratory to advise subordinate sections of changes in procedures, or to outline routine, administrative housekeeping procedures.

Destroy immediately upon approval of this schedule.

16. Procedural Standardization Files. ca. 1951-62, 3 ft.

216-03

Reports and correspondence of the Ft. Detrick Biological Laboratory and the Signal Corps Research and Engineering Laboratory relating to the establishment of and changes in standard operating procedures. Included are proposals for improvement, flow process charts, and related material. The records are essentially publications background files for published SOPs.

Destroy immediately upon approval of this schedule.

17. Industrial Information Security Files (Contractor Reliability Case Files)
ca. 1949-55, 3.5 ft.

506-13

Files pertaining to security arrangements at establishments contracting with the Engineer Research and Development Laboratory or the Ft. Detrick Biological Laboratory. Arranged alphabetically by contractor, each file contains correspondence on security clearances for individual employees; on granting of facility clearances; and on security agreements. Some contain copies of plant surveys and personnel security questionnaires.

Destroy immediately upon approval of this schedule.

18. Management Survey Case Files. ca. 1953-62, 3 ft.

217-01

Documents generally created by the comptroller sections of chemical and biological laboratories, and Signal, Natick, and Harry Diamond Laboratories, and relating to improved efficiency and financial savings in the workplace. The surveys concern mundane, administrative subjects such as need for filing cabinets, office arrangement, forms management, and similar items of little or no archival value.

Destroy immediately upon approval of this schedule.

11.

19. Management Improvement Project Files. ca. 1951-64, 8 ft. 216.01

Documents generally created by comptroller sections of most laboratories and relating to changes in work and management methods. Included are studies, charts, coordination papers, recommendations, statistical data, and similar material relating to improved office efficiency and decreased costs.

Destroy immediately upon approval of this schedule.

20. Radioactive Materials Coorespondence Files. ca. 1959-61, 1 in.

Letters, reports, planning files, and other coorespondence from chemical Warfare Laboratory relating to disposal of radioactive waste, both by burial on land and by dumping at sea, in the Atlantic Ocean. Series includes operation plan for sea disposal, delineating responsibilities, personnel, equipment, and materials used, as well as reports of radiological hygiene surveys.

Permanent. Offer to NARS immediately upon approval of this schedule.

21. Intelligence Report Files. ca. 1954-57, 2 ft. 502-01

Intelligence reports from chemical laboratories at the Army Chemical Center. Series consists of Foreign Material Evaluation Reports, each of which is a complete technical analysis and evaluation of the item in question, its composition, and uses in wartime; photographs and drawings are part of each report. Items analyzed include Soviet gas canisters; East German uranium ore sample; Soviet gas mask; Soviet decontamination training and kit; and East German gas protection suit. All of the items pertain to chemical warfare.

Permanent. Offer to NARS immediately upon approval of this schedule.

22. Programs. ca. 1956-58, 1/4 in. 227-01

Publication of Chemical Warfare Laboratory outlining administrative support program, setting out scope, objectives, policies, resources, and schedule for laboratory administrative services, such as records and files administration, mail, and cost accounting.

Destroy immediately upon approval of this schedule.

12.

23. Newspaper Clippings on Biological Warfare. ca. 1939-53, 1 in.

Newspaper clippings, magazine articles, copies of speeches and reports, and similar materials collected at Ft. Detrick and relating to biological warfare in its various forms, such as diseases or herbicides. Includes information on its possible uses in World War II, by both sides, and its potential uses in a war between the United States and the Soviet Union.

Permanent. Offer to NARS immediately upon approval of this schedule.

24. Intelligence General Correspondence Files. ca. 1951-63, 11 ft. 501-01

Letters, memorandums, transmittals, reports, and other correspondence created by Ft. Detrick Biological Laboratory. The vast bulk of the material is concerned with routine administrative procedures relating to security matters, such as document and personnel classification, requests for reproduction authority, and security violations. Additional material consists of correspondence on release of information to foreign nationals and on visitors to the laboratory, lists of individuals attending conferences, and monthly reports summarizing security violations, clearances granted, etc. The series contains only a very small amount of material on actual intelligence matters relating to laboratories. These consist of a debriefing report from a scientist who spent time on a Soviet ship while at a conference, and a report on the Pugwash Conference and on sentiment in the United States against biological warfare.

a. Actual intelligence data, such as the debriefing and report cited above.

Permanent. Offer to NARS immediately upon approval of this schedule.

b. All other material labelled Intelligence General Correspondence Files and consisting of security administrative files, and other routine procedural material.

Destroy immediately upon approval of this schedule.

25. Hospital and Dispensary General Correspondence Files. ca. 1953-58, 2.5 ft. 901-01

Letters, reports, memorandums, and other correspondence relating to the administration and operation of medical facilities at the Fort Detrick Biological Laboratory. The series consists only of routine housekeeping materials, such as statistical reporting files on patients and budget and personnel data. It contains no information on exposure to chemical or biological warfare items.

Destroy immediately upon approval of this schedule.

13.

26. Instructions. ca. 1953-55, 1/4 in. 227-01

Issuances of the Ft. Detrick Biological Laboratory concerned with proper procedures for the most routine of administrative tasks, such as filling out forms, or the correct routing of memorandums.

Destroy immediately upon approval of this schedule.

27. Daily Journals. ca. 1958-62, 6 in. 228-09

Documents reflecting chronological series of reports to Ft. Detrick Biological Laboratory from its subordinate sections, showing activities each section had undertaken in the preparation of comprehensive emergency planning procedures. None of the journals contain substantive material; indeed, the vast majority state only "negative report."

Destroy immediately upon approval of this schedule.

28. Scientific Meetings Attendance. ca. 1957-59, 1/4 in.

Requests by scientists employed at the Ft. Detrick Biological Laboratory for permission to attend scientific meetings and conferences. Requests provide biographical information on individual scientists and explain the relationship of the meeting to work being done at the Biological Laboratory.

Destroy immediately upon approval of this schedule.

29. Cold Region Expedition and Projects Files. ca. 1954-61, 4 ft.

Letters, reports, and other correspondence from the Snow, Ice and Permafrost Research Establishment (SIPRE) of the Corps of Engineers. The mission of the unit was to conduct research on the physical properties of snow, ice and permafrost, and to develop engineering methods and techniques applicable to Arctic and Polar construction; the goal was to ensure military operational capacity in that climate. The series contains research project reports on ice movement, atmospheric pollution, ice strength, military uses of ice cap for runways, and similar subjects; reports and correspondence on organization equipment, budget, and domestic research facilities. Much of the series is based on work done in the Greenland Ice Cap and in the Antarctic. Also included are conference files and minutes of meetings of relevant scientific groups, such as the panel on glaciology. Correspondence relating to SIPRE activities for the 1957 International Geophysical Year comprise a portion of the series.

Permanent. Offer to NARS immediately upon approval of this schedule.

14.

30. Brochures. ca. 1954-56, 1/2 in. 227-01

Issuances of the Human Engineering Laboratory, the mission of which was to study the relationship between weapons systems and the responsibilities and requirements of the human operator in order to design equipment and tasks for the safest and most effective accomplishment of military missions. The brochures provide a history of the laboratory; its organization and activities; project lists; and descriptions of the functions of each division of the laboratory.

Permanent. Offer to NARS immediately upon approval of this schedule.

31. Medical Publications. ca. 1955-59, 3 in.

Booklets, manuals, and other publications of the Fourth Army Medical Laboratory and the 406th Medical Laboratory at Camp Zama, Japan. The publications concern laboratory procedures and techniques; disease carrying insects; and reports on laboratory accomplishments. They provide information on preventive medicine and medical analysis and treatment, geared toward the particular geographic area serviced by the creating laboratory.

Permanent. Offer to NARS immediately upon approval of this schedule.

32. Newsletters. ca. 1954-57, 1/2 in. 227-01

Monthly and quarterly issuances of the Sixth Army Medical Laboratory, containing procedures for particular laboratory operations, and information on supplies and equipment, technician training, and recent publications. These issuances are often technical in nature and include scientific articles relevant to laboratory operations, such as data on disease-carrying micro-organisms, and new experimentation techniques.

Permanent. Offer to NARS immediately upon approval of this schedule.

33. Research and Experimental Case Files. ca. 1944-67, 23 cu. ft. 914-04

Reports and studies created by Army medical laboratories and covering a variety of topics, all of which pertain to improved medical treatment for combat soldiers or to the development of vaccines against particular diseases. The bulk of the series (21 cu. ft.) comes from the Medical Research Laboratory at Ft. Knox, and consists of computer cards with information on the physiology of individuals; this data is summarized on charts in the last box of the accession, together with findings from the study. Other topics of research were attempts to prolong the storage life of blood and a 1964 plan for use of frozen blood in the combat zone in Vietnam; work done in 1967 by the 406th Medical Laboratory relating to medical conditions in the Far East and specifically in Vietnam; attempts to create vaccines for plague, Q-fever, and influenza; and World War II studies of effects of toxic agents on human volunteers.

a. All research and experimental case files including the summary charts, but not the computer cards from the Medical Research Laboratory at Ft. Knox.

15.

Permanent. Offer to NARS immediately upon approval of this schedule.

b. Computer cards from Medical Research Laboratory at Ft. Knox not to include charts summarizing findings.

Destroy immediately upon approval of this schedule.

34. Circulars. ca. 1961-63, 1 in. 227-01

Numbered issuances published by Natick Laboratory for the purpose of providing instructions for the implementation of regulations. The information promulgated is often transitory in nature, and circulars generally bear an expiration date not later than one year from date of issue.

Destroy immediately upon approval of this schedule.

35. Electronic Test Equipment Standardization Files. ca. 1948-58, 6.5 ft. 1307-11B

Reports, memorandums, and other correspondence created by the Signal Corps Research and Engineering Laboratory and relating to the standardization of electronic test equipment among the branches of the Armed Forces, and to a lesser degree, with Canada and Great Britain. Includes reports from Navy and Air Force testing facilities; correspondence on requirements for test equipment and on nomenclature; lists of members of standardization panels, describing available equipment and research points reached on new equipment. This series illustrates the relationship among the Armed Services in these matters, and provides data on equipment being used.

Permanent. Offer to NARS immediately upon approval of this schedule.

36. Research and Development Training Files. ca. 1948-52, 5 in.

Letters, memorandums, itineraries, and other correspondence regarding active duty training courses of instruction for Signal Corps Reserve officers in Research and Development units. The series pertains only to the administrative aspects of training and merely mentions the items being studied.

Destroy immediately upon approval of this schedule.

37. New Equipment Introductory Team Files. ca. 1949-61, 3.5 ft.

Transmittals, letters, memorandums, and other correspondence created by the Signal Corps Research and Engineering Laboratory and relating to administrative aspects of inspections of new equipment, and the setting up of demonstrations of that equipment. Series includes proposed courses of instruction for training on the new items.

Destroy immediately upon approval of this schedule.