

REQUEST FOR RECORDS DISPOSITION AUTHORITY		JOB NUMBER <i>N1. 131.002</i>	
TO: NATIONAL ARCHIVES & RECORDS ADMINISTRATION 8601 ADELPHI ROAD COLLEGE PARK, MD 20740-6001		Date received <i>11/20/2000</i>	
1 FROM (Agency or establishment) Department of Justice		NOTIFICATION TO AGENCY In accordance with the provisions of 44 U.S.C. 3303a, the disposition request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10	
2 MAJOR SUBDIVISION Civil Division			
3 MINOR SUBDIVISION <i>David Epstein</i> Commercial Litigation Br., Ofc. of Foreign Litigation			
4 NAME OF PERSON WITH WHOM TO CONFER <i>Larry J. Easterling</i> Larry J. Easterling	4 TELEPHONE NUMBER 202-616-8074	DATE <i>4-6-01</i>	ARCHIVIST OF THE UNITED STATES <i>John W. Paul</i>
5 AGENCY CERTIFICATION I hereby certify that I am authorized to act for this agency in matters pertaining to the disposition of its records and that the records proposed for disposal on the attached <u><i>17</i></u> page(s) are not needed now for the business for this agency or will not be needed after the retention periods specified, and that written concurrence from the General Accounting Office, under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, <input checked="" type="checkbox"/> is not required <input type="checkbox"/> is attached, or <input type="checkbox"/> has been requested			
DATE <i>10-31-00</i>	SIGNATURE OF AGENCY REPRESENTATIVE <i>Bernard W. Berglund</i> Bernard W. Berglund		TITLE Records Officer
7 ITEM NO	8 DESCRIPTION OF ITEM AND PROPOSED DISPOSITION	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN (NARA USE ONLY)
	WNRC Holdings of Permanent Office of Alien Property (OAP) Records in Record Group 131 (see attached pages)		

Agency, NARA, NWML, NWCT

This schedule covers former WNRC holdings of permanent OAP records in Record Group 131, whether in the legal custody of the Department of Justice (DOJ) or the National Archives and Records Administration. The schedule applies only to the holdings itemized below, which have been scheduled for permanent retention as “general correspondence” under Job No. N1/131/87/1/13. The current schedule updates that authority by describing the holdings in greater detail and authorizing the disposal during archival processing of records (primarily case files and routine correspondence) that do not have sufficient value to warrant preservation

1. General correspondence files relating to patent matters (9-100-019-NS), 1941-60. Ca 15 cu. ft. The last numbered file in the sequence was opened in 1956. Described on the SF-135 as “patent administrative matters ”

Consists of correspondence, reports, and copies of legal agreements relating to patents. Many of the files represent no more than general inquiries, and a number of the separately numbered inquiries have been consolidated into a single folder in the first couple of boxes of the accession (e.g , one folder covers 019-1 thru 019-81). Some of the larger files represent case files documenting actions taken by the Alien Property Custodian 019-439 (Box 164), for example, covers a licensing agreement and the establishment of a special account for payment of patent royalties for a Swiss citizen resident in the U.S., 019-9978 (box 170) covers the divesting of seized patents, and 019-9987 (box 170) the assignment of rights and establishment of a blocked account. The largest files are invariably general subject files that sometimes comprise ten or more sections. The initial sections of these files are usually maintained in green folders, whereas tan folders were used for general inquiries and case files. Examples of such general correspondence files include the following. 019-217 (box 162-164) covers the treatment of seized enemy patents, 1941-60, 019-3634 (box 166-167) covers listing of patents vested by APC and includes general inquiries about vested patents, and 019-10497 (box 170-171) covers liaison with the War Production Board, the establishment of the War Production Section within the Div. of Patent Administration, and other efforts to put seized patents to work in the war effort

131-61N0109, box 162-176 (part)

- A. General subject files.

PERMANENT Transfer to the National Archives in 2001

- B. General inquiries and case files.

Segregate and return to Civil Division, DOJ, which will destroy in 2010 or when no longer needed for reference, whichever is later

2. General correspondence files relating to copyright matters (9-100-019-1-NS), ca 1942-70. Ca 15 cu. ft. The last numbered file in the sequence was opened in 1957.

Consists of correspondence, copies of licensing agreements, and royalty payment advices covering relating to books, motion pictures, sheet music and other copyrighted material. Again, the files comprise public inquiries, case files (e.g., 019-1-3204 covers a license agreement for publication of the Goebbels Diaries), and general subject files

131-61N0109, Box 176 (part) - 191 (part)

A. General subject files.

PERMANENT Transfer to the National Archives in 2001

B. General inquiries and case files.

Segregate and return to Civil Division, DOJ, which will destroy in 2010 or when no longer needed for reference, whichever is later.

3. General correspondence files relating to trademark matters (9-100-019-2-NS), ca. 1942-66. Ca. one cu ft.

Consists of correspondence relating to trademarks. Again, the files comprise public inquiries and a general subject file (019-2-16) relating to the vesting of trademarks.

131-61N0109, Box 191 (part) - 192

A. General subject files.

PERMANENT. Transfer to the National Archives in 2001.

B. General inquiries and case files.

Segregate and return to Civil Division, DOJ, which will destroy in 2010 or when no longer needed for reference, whichever is later

4. General correspondence subject files relating to APC program operations (-021 through -042), 1941-70 Arranged numerically by subject, and thereunder chronologically. Ca 51 cu. ft.

Consists of correspondence, reports, and enclosures relating to administration, operations, inter-agency relations, and program issues. By far the largest category of files falls under the heading of APC functions and powers (-034), with subheadings relating to such subjects as office organization (034-1), relations with Treasury (034-3), rules and regulations (034-5), APC Executive Committee (034-22), APC Chicago Office (034-34), reciprocal rights of inheritance (034-209), and heirless assets (034-220) Other subject headings include economic warfare

(021), tax matters (024), and employment (033) Enclosures are filed behind the related correspondence file.

131-61N0109, Box 193-227 (boxes 224, 225 and 227 have been charged out since 1962)
 131-61O0109, Box 228-242
 131-90-0001, Box 1

PERMANENT. Transfer to the National Archives in 2001

131-61N0109 covers program operation files under headings -021 through -34-NS, while 131-61O0109 covers program operation files under headings -036 through -042. 131-90-0001 includes several 034-NS files that originally were retired as part of 131-61N0109, but were later recalled by DOJ. This accession also contains the following recalled files that can be destroyed in the year 2010 under applicable authorities a claims case file disposable under N1-131-01-1/15 and several vested asset case files disposable under N1-131-01-1/23. It also contains a general correspondence file eligible for disposal during archival processing under item 6B(2) of this schedule.

*Chg. Approved
 B. D. D. 03-15-01
 H.W. 3/09/01
 NARS*

5. General correspondence files relating to property matters (9-100-Country Sub-01), ca 1942-72. 6 cu. ft

Consists of correspondence relating to actions against Axis properties, treatment of American property, and disposition of seized property in the postwar period File No 9-100-39-01 includes correspondence relating to the disposition of seized records of Japanese concerns in the physical custody of NARS.

131-61P0109, Box 243-248

PERMANENT Transfer to the National Archives in 2001.

The SF-135 mistakenly lists these as legislative inquiries (perhaps based on the presence of File No. 9-100-2-01, an apparent misfile, at the front of box 243). But the content and file headings clearly demonstrate that these are country files relating to property matters, chiefly in foreign countries.

6. General Standard Subdivision Files ("01" through "017"), ca. 1942-66. Arranged numerically by general subject, thereunder on occasion numerically by specific subject, and thereunder chronologically 62 cu. ft

A. General Standard Subdivision Files ("01" through "016"). Arranged numerically by general subject, thereunder on occasion numerically by specific subject, and thereunder chronologically. 12 cu ft

131-67Z0010-ZU, Box 371-378
 131-67Z0010-ZV, Boxes 379-382 (part)

Box 371 consists chiefly of "01" files relating to proposed legislation; Box 377 covers "01," "02" (Circulars), "03" (Conferences, Cooperation), "04" (EOs), and "05" (lists of closed cases); Box 378 covers "06" (reports and data), Box 381 includes "06-14" (Annual Report submissions), "09" (clippings, requests for publications and appearances, receipt of publications), "010" (administrative correspondence relating to forms); Box 382 includes "010-137" (orders for production of paper), "012" (policy & procedures, 4 secs.)

The disposition should be revised to accord with standards for "0" files for other classifications (N1/60/88/12/195), whereby only "04," "012," and "016" subcategories are designated for permanent retention. This approach will result in the bulk of the records becoming disposable during archival processing. Note, however, that the "0" files extend beyond box 378 and include a number of subdivisions not found with other classifications. Current DOJ file manuals provide no explanation of the system.

(1) Files covering subcategories "01," "04" (EOs), "012" (Policy and Procedure), and "016" (Instructions).

PERMANENT. Transfer to the National Archives in 2001

(2) Files covering remaining "0" subcategories.

Destroy during archival processing

Subitem 6A1 makes an exception to the normal practice of disposing of general standard subdivision files relating to proposed legislation ("01"). These "01" files include several folders of General Counsel legal memos, legal opinions and staff analyses (01-37), as well as folders on litigation (01-38), and Executive Orders, as well as a 1949 report, "Alien Property Litigation in World War II" (01-40). This subseries has sufficient value for documenting the role and substantive activities of General Counsel to warrant preservation.

Implementation of these standards will result in boxes 371-7 and 382 being designated for permanent retention (box 377 and 382 contain disposable as well as permanent files). Boxes 378-81 are disposable in their entirety

B. General Subdivision File ("017"), 1942-66. Arranged numerically by subject or correspondent and thereunder chronologically. Ca 50 cu. ft

Correspondence, investigative reports, master diary entries showing field office activity, vesting orders, pleadings, remittance advices and receipts relating chiefly to estates, legacies,

trusts, small businesses and other assets vested by APC. The files include the contents of field office files that have been consolidated with OAP headquarters records.

Under the overall DOJ central file classification system, "017" files generally represent "cases to be developed." This is not the case with these files. The series intermingles three related types of files. The bulk of the series consists of case files handled by the Estate and Trusts Branch. The series also covers a number of general inquiries and property matters that did not meet the requirements for vesting or other APC action. These were often consolidated into larger files covering a numerical span of matters.

Finally, the series includes a small number of general subject files relating to such matters as relations with the State Department (017-5892, box 385), sale of property (017-8755, box 387), property of repatriated aliens (Gripsholm Voyages) (017-10775, box 391), and the disposition of property in the Philippines (017-12887, box 396-400). The initial sections of these files were often maintained in green (rather than the normal tan) folders.

131-67Z0010-ZV, Boxes 382 (part) - 431

- (1) General subject files.

PERMANENT. Transfer to the National Archives in 2001.

- (2) General inquiries and case files.

Destroy during archival processing

7. Enclosures to General Standard Subdivision ("0") Files

A. Enclosures to vested property case file maintained among General Standard Subdivision Files ("017")

131-67Z0010-ZRA, bundle 2962

Disposition: Destroy in the year 2000

The enclosures relate to a case file designated for disposal under Item 6B2.

B. Enclosures to general subject files maintained among General Standard Subdivision Files ("017" and "034")

131-67Z0010-ZRA, bundles 2963-2966

Disposition: PERMANENT. Transfer to the National Archives in 2001

The enclosures relate to (a) a general subject file designated for preservation under Items 5B1 (017-12887, relating to disposition of property in the Philippines) and (b) records relating to the domestic scheduled securities program (File No 034-214, accessioned under Job No. N3-131-86-1 [page 17 of 22]).

Appraisal Justification (Items 1-7): Previous appraisals of OAP records have clearly determined that the agency's case files and routine correspondence do not have sufficient value to warrant permanent retention. For example, vested asset case files are scheduled for disposal under N1/131/87/2/3. Patent license case files, patent vesting order case files, and patent investigation case files have already been destroyed under authority of N1/131/87/19/2, /4 and /5. Copyright license case files and general correspondence have been destroyed under authority of N1/131/86/13/2, /4 and /5. Trademark general files have been destroyed under authority of N1/131/87/1/8 and N1/131/86/21/1. The records listed for disposal in this schedule are similar in function and content and should accordingly be scheduled for disposal.

Note: The Civil Division maintains a set of general classification lists for OAP records that have been uncovered over the years. These lists, some of which are hand-annotated and corrected, provide a partial explanation of the numbering system for OAP records. One is particularly helpful for furnishing a numerical subject title list of general correspondence subject files relating to APC program operations (Item 4 of this schedule). Unfortunately, the Civil Division has never located a comprehensive or formal classification guide to OAP records.