

REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

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JOB NO

N1-304-91-1

DATE RECEIVED

10-10-91

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

1 FROM *(Agency or establishment)*

Federal Civil Defense Administration

2 MAJOR SUBDIVISION

Region I - Boston

3. MINOR SUBDIVISION

NOTIFICATION TO AGENCY

In accordance with the provisions of 44 USC 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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10.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

Marvin H. Kabakoff

5 TELEPHONE EXT

839-7110

DATE

4/13/92

ARCHIVIST OF THE UNITED STATES

Richard J. [Signature]

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
<i>10/10/91</i>	<i>Alfred E. Warren</i>	<i>Chief AS/RI</i>

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	9 GRS OR SUPERSEDED JOB CITATION	10 ACTION TAKEN 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>This appraisal report covers unscheduled records retired to the Boston Federal Records Center by Region I of the Federal Civil Defense Administration.</p> <p>1. <u>Natural Disaster Reports</u>, Ca. 1953-57, 2 cu.ft.</p> <p>Reports, surveys, studies, correspondence, fiscal data, and other materials relating to the Worcester tornado of 1953, and the hurricanes that hit New England in 1954 and 1955, causing severe flooding. Included are damage reports and surveys, reports on regional impact, correspondence on funding for disaster relief, and federal assistance programs. There is also data on the FCDA role in a forest fire emergency in Massachusetts in 1957. Series includes some duplication of records, and some routine data on fiscal accounting; this material can be screened out during archival processing.</p>		

sent to agency 5/12/92 (MD), NNA, NN-W, NNT, NCF, NIA 5/14/92

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7 ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARS USE ONLY)
	<p><u>Permanent.</u> Offer to NARA immediately upon approval of this schedule.</p> <p>(304-58A0181, bx.10; 304-58B0181, bx.1-2; 304-61A0302, bx.4)</p> <p>2. <u>Special Regional Studies and Reports</u>, ca. 1950-1960, 6 in.</p> <p>Variety of documents consisting of studies and reports pertaining to specific events or situations in the region, analyzing emergency preparedness, or documenting activities by regional personnel of the agency. Included are studies on the expansion and relocation to the suburbs of hospitals; correspondence and reports on the relocation of vital industries; evacuation exercises and reports; data on a radiation experiment in Boston Harbor; reports on regional food supplies, petroleum logistics, and general resource analysis; and a guide to radiological defense planning. Also included in this series are an eye-witness account by the Regional Administrator of an H-bomb test, and a report on the impossibility of surviving a nuclear attack in Connecticut, prepared by the local pacifist group, Committee for Non-Violent Action.</p> <p><u>Permanent.</u> Offer to NARA immediately upon approval of this schedule.</p> <p>(304-58A0181, bx.2,3; 304-61A0302, bx.3; 304-64A0034, bx.1,7,8,9,13,17)</p> <p>3. <u>Records on Joint Operations with Canada</u>, ca. 1952-1955, 3 in.</p> <p>Correspondence, reports, studies, conference data, and similar material relating to joint civil defense operations between Region I and Canada, generally Eastern Canada.</p> <p><u>Permanent.</u> Offer to NARA immediately upon approval of this schedule.</p> <p>(304-58A0181, bx.9; 304-58D0181, bx.1)</p>		

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	<p>4. <u>Regional Reports</u>, ca. 1955-58, 4 in.</p> <p>Monthly, quarterly, and annual reports of FCDA, Region I. These reports document the functions, operations, and organization of the regional office in the fulfillment of its mission.</p> <p><u>Permanent.</u> Offer to NARA immediately upon approval of this schedule.</p> <p>(304-58A0181, bx.9; 304-64A0034, bx.3,9)</p> <p>5. <u>Regional Publications</u>, ca. 1958-61, 4 in.</p> <p>Record copies of FCDA's Region I memorandums, bulletins, intelligence bulletins, and radiological defense memorandums. These publications document regional organization, functions, and operations.</p> <p><u>Permanent.</u> Offer to NARA immediately upon approval of this schedule.</p> <p>(304-64A0034, bx.5,6,10,12)</p> <p>6. <u>Regional Meetings and Conferences</u>, ca. 1950-60, 1.5 cu.ft.</p> <p>Records of meetings and conferences of numerous FCDA regional organizations covering various civil defense activities. Included are the record copies of minutes of meetings of ongoing FCDA organizations, such as the mobilization committee and the advisory council; membership included representatives of other Federal agencies in the region. The series also documents regional conferences on specific topics under the aegis of civil defense, including medicine and public health; emergency housing; facilities protection; welfare; transportation; and rescue. Other FCDA regional conferences brought together state officials to discuss specific civil defense matters; among these were conferences of state directors and of state attorneys general. Therefore, the material documents relationships between individual states and the regional office.</p>		

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	<p><u>Permanent.</u> Offer to NARA immediately upon approval of this schedule.</p> <p>(304-58A0181, bx.1; 304-58D0181, bx.1,2; 304-61A0302, bx.6; 304-64A0034, bx.1,3,9,10,12,13)</p> <p>7. <u>Operation Alert Records</u>, ca. 1956-61, 4 cu.ft.</p> <p>State and regional reports, correspondence, maps, charts, and other records relating to regional participation in nationwide civil defense exercises. Materials reflect results of simulated nuclear attack, documenting casualties; fallout; damage to buildings, transportation equipment, food supplies, etc.; state government operations; volume of refugees; and similar aspects of nuclear war's aftermath. The records cover each state and the region as a whole, and indicate the success of FCDA's primary mission, to ensure the ongoing functioning of the nation in the aftermath of a nuclear attack.</p> <p><u>Permanent.</u> Offer to NARA immediately upon approval of this schedule.</p> <p>(304-61A0302, bx.4; 304-64A0034, bx.2,3,5,6,10,13)</p> <p>8. <u>Disposable Materials</u>, ca. 32 cu.ft.</p> <p>The majority of items in this collection is disposable. There is much duplication of records, and a large quantity of non-records, generally items sent out from Washington, and reference copies of national, state, and local publications, as well as several NATO bulletins. Other disposable material consists of routine correspondence, documenting the day-to-day housekeeping activities of the agency; and budget records, such as funding matters, bills of lading, equipment data reports, and similar routine, short-term items. Some of this material is covered by the ABS freeze.</p> <p><u>Disposable.</u> Destroy during archival processing unless covered by ABS freeze.</p>		