

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

LEAVE BLANK

JOB NO.

N1-28-96- /

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

DATE RECEIVED

6-21-96

1. FROM (Agency or establishment)

United States Postal Service

2. MAJOR SUBDIVISION

3. MINOR SUBDIVISION

4. NAME OF PERSON WITH WHOM TO CONFER

5. TELEPHONE EXT. DATE

ARCHIVIST OF THE UNITED STATES

9-3-96

John W. Paul

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 2 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
5/31/96	<i>Elizabeth L. Smith</i> Elizabeth L. Smith	Manager, Payroll Acctg. & Records

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 GRS OR SUPERSEDED JOB CITATION	10.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>
	Miscellaneous records of the San Francisco Post Office and the San Francisco Regional Office, 1942-1963. (Please see attached)		

U.S. POSTAL SERVICE
(Record Group 28)

San Francisco Post Office

1. MISCELLANEOUS APO CORRESPONDENCE FILES ("Correspondence bearing on war matters"), ca. 1942-ca. 1952. 1 cubic foot. Arranged by type (eg. supervisory, clerk, carrier, auxiliary) and thereunder chronologically.

Correspondence relating to postal activities and operations during World War II, including establishment and discontinuance of APOs and the transfer of the Fleet Post Office to the Post Office Department after World War II ended. Some of the records bear "Secret" markings, but many have been stamped "Declassified."

9NC-S Accession 028-60-0339 Boxes 313123-313125 (mixed with item 8)

PERMANENT. Transfer immediately to the National Archives--Pacific Sierra Region. The Archives will screen for permanent material (item 1) and destroy nonpermanent material (item 2).

2. WORLD WAR II DISCONTINUED APO FILES, 1942-1952. 2 cubic feet. Arranged by APO number and thereunder chronologically.

Correspondence, memorandums, and WD AGO form no. 951, "Nomination of Army Mail Clerk," for Army post office branches of the San Francisco Post Office. Primarily notices of nominations for assistant army mail clerks, with accompanying forms 951 documenting the effective date, filing of application for bond, and date and place of birth of nominee. Other records concern clerks ending their duty, issuance of keys, and establishment of money order units within particular APOs. In some cases a carbon copy memorandum concerning the establishment of a particular APO is included, but in other cases cross reference sheets refer to "the 'General Military' file" for this information. Information about the jurisdiction and operation of particular APOs is not included. Some of the records bear "Secret" markings, but many have been stamped "Declassified."

9NC-S Accession 028-60-0339 Boxes 313123-313125 (mixed with item 7)

Destroy upon screening by the National Archives--Pacific Sierra Region for permanent material (item 1). NOTE: Screened materials will be returned to the USPS Historian, who will destroy them when they are no longer needed for research purposes. *Shirley A. Allen 4/30/96*

San Francisco Regional Office

3. CONGRESSIONAL CORRESPONDENCE FILES, 1954-1956. 1 cubic foot. Arranged alphabetically by the first letter of the post office involved.

Letters received from congressmen, typically transmitting a constituent complaint regarding mail delivery, postal station service, etc., with letters documenting the post office's response.

9NC-S Accession 028-60-0339 Box 313126

Destroy immediately.

4. TRANSPORTATION OPERATING CONTRACT FILES, 1954-1963. 1 cubic foot. Arranged primarily by route number, but including files labeled "Cheli AFB."

Correspondence and memorandums concerning contracts with railroad companies for transportation of mail by rail or motor vehicle. Copies of agreements are occasionally included. The records relate to renewals, amendments, payments, timetables and changes in schedules, reports of volume carried, etc. A number of files relate to use of facilities at Cheli Air Force Base, including a diesel switch engine, during the Christmas holidays.

9NC-S Accession 028-71B0316 Box M0330898

~~Destroy immediately.~~ Temporary. Permanently withdrawn from the FRC.
Destroy when no longer needed for research purposes. *John J. All 4/30/96*