Schedule Number: N1-137-90-001

All items in this schedule are inactive. Items are either obsolete or have been superseded by newer NARA approved records schedules.

Description:

During a comprehensive rescheduling effort beginning in 2016 and culminating in 2019. All authorities on this schedule were superseded by this body of disposition authorities.

Office of General Counsel Records (269.2) DAA-0269-2016-0001
Budget, Finance, and Contractor Management Program Records (269.3) DAA-0269-2016-0004
Office of the Inspector General (269.4) DAA-0269-2015-0002
Civilian Board of Contract Appeals Program Records (269.5) DAA-0269-2016-0002
Professional Services To and With Other Agencies (269.6) DAA-0269-2016-0012
Internal Information Technology Services to GSA (269.7) DAA-0269-2016-0011
Program Management Records (269.11) DAA-0269-2016-0006
Communications Records (269.12) DAA-0269-2016-0007
Legislative and Congressional Affairs Records (269.13) DAA-0269-2016-0008
Audit Resolution Program Records (269.14) DAA-0269-2016-0003
Customer Service / Business Development Records (269.15) DAA-0269-2016-0013
Human Resources Program Records (269.16) DAA-0269-2016-0009
Security Records (269.17) DAA-0269-2016-0010
Public Building Service Records DAA-0121-2015-0001

Date Reported: 04/02/2019

INACTIVE - ALL ITEMS SUPERSEDED OR OBSOLETE

NWML

REQUEST FOR RECORDS DISPOSITION AUTHORITY

(See Instructions on reverse)

LEAVE BLANK

JOB NO N1-137-90-1.

DATE RECEIVED 1/29/90

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

NOTIFICATION TO AGENCY

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disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10 If no recordse are proposed for disposal, the signature of the Archivist is not required

1 FROM *(Agency or establishment)*
General Services Administration

2 MAJOR SUBDIVISION
Federal Supply Service

3 MINOR SUBDIVISION

4 NAME OF PERSON WITH WHOM TO CONFER	5 TELEPHONE EXT	DATE	ARCHIVIST OF THE UNITED STATES
Mary Cunningham	535-7691	2/5/90	Claudine Weiher

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
1/22/90	Mary Cunningham	GSA Records Officer

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)*
	Unscheduled Records Of Willis S. MacLeod, Relating to the Development of Standardized Federal Procurement. (Accession 137-59A-1677, Boxes 1-11, 17-58, incl. 31A).		
1.	Subject Files Relating to the Federal Catalog System, 1942-1947. Accession 137-59A-1677. Boxes 1-11. Consists of correspondence, memoranda, reports, minutes of meetings, charts, and publications from other federal and non-federal agencies. Relates to the creation of a Federal Catalog System, which was aimed at standardizing procurement in the United States Government. The feasibility of establishing such a catalog was debated from near the end of World War II until 1947, when it was decided that one should be developed. The actual compiling of the catalog was a major interagency project that lasted from 1948 until about the end of 1952. This series provides basic documentation for the feasibility studies and interagency discussions that preceded the compilation of the catalog. These records document the highest level of discussion and decision-making regarding the catalog.	3 items	

115 108 Copies sent to agency, NCF NNL NNT 3/16/90

NSN 7540 00 634 4064

STANDARD FORM 115 (REV 8-83)
Prescribed by GSA
FPMR (41 CFR) 101 11.4

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)

Closed series: volume - 11 cubic feet

Disposition: PERMANENT. Transfer immediately to the National Archives. Records in these accessions already appraised as disposable under the General Records Schedule, an approved NARA schedule, duplicate, unidentifiable, fragmentary, unrelated, or non-archival material may be destroyed during processing without further notification to the agency.

2. Subject files of the Special Assistant to the Office of Civilian Requirements, War Production Board, 1942-45. Accession 137-59A-1677. Boxes 17-25.

Consists of correspondence, memoranda, reports, minutes of meetings, and staff bulletins. Arranged alphabetically by subject in three segments, concerning: Standards; Commodity Programs; and Consumers. Contains materials that document decision-making activities of the Office of Civilian Requirements. Contains also statistical tables on the production and distribution of dozens of civilian commodities during World War II. There are also numerous reports on various aspects of the wartime economy, particularly as it related to the production of civilian goods.

Closed Series: volume - 9 cubic feet.

Disposition: PERMANENT. Transfer immediately to the National Archives. Records in these accessions already appraised as disposable under the General Records Schedule, an approved NARA schedule, duplicate, unidentifiable, fragmentary, unrelated, or non-archival material may be destroyed during processing without further notification to the agency.

3. Directors Files, Standards division, Federal Supply Service, 1921-1952. Accession 137-59A-1677. Boxes 26-58.

Consists of correspondence, memoranda, reports,

NWML

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)

minutes of meetings, budgetary materials, copies of technical publications, and bulletins. These records provide the official documentation for the Standards Division for the years 1945-1952; two folders of materials date back to 1921. Among other things, the records document the compilation of the Federal Catalog, a major interagency undertaking that required five years and millions of dollars to complete; the result was a modern, standardized, U.S. Government procurement system. These records are arranged in segments, each documenting a major facet of work by the Standards Division or a major instance of cooperation with another agency.

Closed series: volume - 34 cubic feet

Disposition: PERMANENT. Transfer immediately to the National Archives. Records in these accessions already appraised as disposable under the General Records Schedule, an approved NARA schedule, duplicate, unidentifiable, fragmentary, unrelated, or non-archival material may be destroyed during processing without further notification to the agency.