

Request for Records Disposition Authority

Records Schedule Number **DAA-0252-2018-0001**
Schedule Status **Approved**

Agency or Establishment **Office of the Housing Expediter**
Record Group / Scheduling Group **Records of the Office of the Housing Expediter**
Records Schedule applies to **Major Subdivision**
Major Subdivision **Office of the Housing Expediter**
Schedule Subject **Office of Rent Stabilization**
Internal agency concurrences will be provided **No**

Background Information

Item Count

Number of Total Disposition Items	Number of Permanent Disposition Items	Number of Temporary Disposition Items	Number of Withdrawn Disposition Items
7	1	6	0

GAO Approval

Outline of Records Schedule Items for DAA-0252-2018-0001

Sequence Number	
1	1/A Rent Appeal Case Files, 1947-1949. A252-52-0172-G, Boxes 1-2, 17 Disposition Authority Number: DAA-0252-2018-0001-0001
2	1/B Order to Increase or Decrease Rents, 1947-1949. A252-52-0172-G, Boxes 3-14 Disposition Authority Number: DAA-0252-2018-0001-0002
3	1/C Veterans Housing Conversion, 1947-1949. A252-52-0172-G Boxes 15-16 Disposition Authority Number: DAA-0252-2018-0001-0003
4	2/A Comparability Charts of Atlanta Defense Rental Area, 1946-1949. A252-53-0179, Box 305 Disposition Authority Number: DAA-0252-2018-0001-0004
5	3/A Rent Decontrol Surveys, Florida to Virginia, 1947-1949. A252-53-0566-G, Boxes 5-8 Disposition Authority Number: DAA-0252-2018-0001-0005
6	4/A Regional Attorney's Interpretation Files, 1942-1950. A252-54A-102-RGA, Boxes 1-12 Disposition Authority Number: DAA-0252-2018-0001-0006
7	4/B Closed Litigation Case Files, 1953. A252-54A-103-RGA. Boxes 20-21 Disposition Authority Number: DAA-0252-2018-0001-0007

Records Schedule Items

Sequence Number	
1	<p>1/A Rent Appeal Case Files, 1947-1949. A252-52-0172-G, Boxes 1-2, 17</p> <p>Disposition Authority Number DAA-0252-2018-0001-0001</p> <p>Arranged by docket number. Appeals of rent increases or decreases ruled by the Office of the Regional Attorney for the Atlanta Region which encompassed Alabama, Georgia, Mississippi, North Carolina, South Carolina, and Virginia. A typical file will include property inspections, exhibits, correspondence, and affidavits. Box 17 is a card index to the case file. These files document the daily operations of the Office of Rent Stabilization and do not merit permanent retention. The files were previously reviewed by staff of the National Archives Southeast Region who declined to accept them as part of a direct offer of records to the National Archives in 1973.</p> <p>Final Disposition Temporary</p> <p>Item Status Active</p> <p>Is this item media neutral? No</p> <p>Explanation of limitation Textual records</p> <p>Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No</p> <p>Disposition Instruction</p> <p>Retention Period Destroy immediately after approval of this schedule.</p> <p>Additional Information</p> <p>GAO Approval Not Required</p>
2	<p>1/B Order to Increase or Decrease Rents, 1947-1949. A252-52-0172-G, Boxes 3-14</p> <p>Disposition Authority Number DAA-0252-2018-0001-0002</p> <p>Arranged alphabetically by city and thereunder by state. Reviews of rent inspector reports with subsequent orders to increase or decrease rents in accordance with the rent control regulations of 1942. A typical file will include an inspectors report and correspondence with renters or landlords. Boxes 13-14 include landlord and tenant protests about rent adjudication by the Regional Attorney. These files document the daily operations of the Office of Rent Stabilization and do not merit permanent retention. The files were previously reviewed by staff of the National</p>

Archives Southeast Region who declined to accept them as part of a direct offer of records to the National Archives in 1973.

Final Disposition Temporary

Item Status Active

Is this item media neutral? No

Explanation of limitation Textual records

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

Disposition Instruction

Retention Period Destroy immediately after approval of this schedule.

Additional Information

GAO Approval Not Required

1/C Veterans Housing Conversion, 1947-1949. A252-52-0172-G Boxes 15-16

Disposition Authority Number DAA-0252-2018-0001-0003

Arranged by county and thereunder alphabetically by property owner. Applications for the Reconversion of apartments back to housing for sale to veterans. Applications by property owners and builders to convert apartments back to housing under Housing Expediter Priorities Regulation No. 5 (HEPR-5). Approved applicants were required to follow Office of Housing guidelines and restrictions concerning sales of properties to veterans. A typical file includes the application with an approval. These files document the daily operations of the Office of Rent Stabilization and do not merit permanent retention. The files were previously reviewed by staff of the National Archives Southeast Region who declined to accept them as part of a direct offer of records to the National Archives in 1973.

Final Disposition Temporary

Item Status Active

Is this item media neutral? No

Explanation of limitation Textual records

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

Disposition Instruction

Retention Period Destroy immediately after approval of this schedule..

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Additional Information

GAO Approval **Not Required**

**2/A Comparability Charts of Atlanta Defense Rental Area, 1946-1949.
A252-53-0179, Box 305**

Disposition Authority Number **DAA-0252-2018-0001-0004**

Arranged by Defense Rental Area Zones, Zones 1-40. Survey of apartment and room rental rates in the metropolitan Atlanta area. The majority of the surveys were conducted using Office of Price Administration (OPA) form D-72. Information collected included apartment location, equipment, services provided, inspection date, and rental rates. These are informational surveys and provide limited information of archival value. The surveys were previously reviewed by staff of the National Archives Southeast Region who declined to accept them as part of a direct offer of records to the National Archives in 1973.

Final Disposition **Temporary**

Item Status **Active**

Is this item media neutral? **No**

Explanation of limitation **Textual records**

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? **No**

Disposition Instruction

Retention Period **Destroy immediately after approval of this schedule.**

Additional Information

GAO Approval **Not Required**

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3/A Rent Decontrol Surveys, Florida to Virginia, 1947-1949. A252-53-0566-G, Boxes 5-8

Disposition Authority Number **DAA-0252-2018-0001-0005**

Filed alphabetically by city and thereunder by state. Reports from civic, economic, military, and political leaders in various cities throughout the region about the effects on the population if war time rent controls were eased or lifted. A typical file can include reports on local economic conditions, correspondence with local officials and interviews about housing conditions in the cities. These files document economic conditions in cities and urban areas throughout the Southeast region of the United States in the period immediately following World War II. These case files were previously reviewed by staff of the National Archives Southeast Region who declined to accept them as part of a direct offer of records to the National Archives in 1973. It is recommended that this decision be overturned in this case.

Final Disposition **Permanent**

Item Status **Active**

Is this item media neutral? **No**

Explanation of limitation **Textual records**

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? **No**

Disposition Instruction

Transfer to the National Archives for Accessioning **Transfer to the National Archives immediately after approval of this schedule.**

Additional Information

What will be the date span of the initial transfer of records to the National Archives? **From 1947 To 1949**

How frequently will your agency transfer these records to the National Archives? **Unknown
One time disposition unless other records of the same time frame found.**

	Estimated Current Volume	Annual Accumulation
Electronic/Digital		
Paper	4 Cubic feet	
Microform		
Hardcopy or Analog Special Media		

6

4/A Regional Attorney's Interpretation Files, 1942-1950. A252-54A-102-RGA, Boxes 1-12

Disposition Authority Number **DAA-0252-2018-0001-0006**

Arranged alphabetically by city and thereunder by state, Alabama-Virginia and Puerto Rico. These files consist of regional attorney's reviews of complaints made by tenants or landlords concerning interpretations of the rent control acts and statues. A typical case file will consist of the complaint, an attorney review of the complaint, a review of the appropriate section of rent control statues and a final recommendation. These files constitute an attorney work product. They

were previously reviewed by staff of the National Archives Southeast Region who declined to accept them as part of a direct offer of records to the National Archives in 1973.

Final Disposition Temporary

Item Status Active

Is this item media neutral? No

Explanation of limitation Textual records

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

Disposition Instruction

Retention Period Destroy immediately after approval of this schedule.

Additional Information

GAO Approval Not Required

7 4/B Closed Litigation Case Files, 1953. A252-54A-103-RGA. Boxes 20-21

Disposition Authority Number DAA-0252-2018-0001-0007

4/B Arranged Alphabetically by last name of landlord and defendant. Litigation case files relating to evictions, rent increases, overcharges, incorrect property registrations, etc. A typical case file contains a case progress record, notes, interviews, court filings, and decisions. These are typically case files with monetary decisions of \$200.00 or less. These files document the daily work of the Regional Attorney's office and do not merit permanent retention. These case files were previously reviewed by staff of the National Archives Southeast Region who declined to accept them as part of a direct offer of records to the National Archives in 1973.

Final Disposition Temporary

Item Status Active

Is this item media neutral? No

Explanation of limitation Textual records

Do any of the records covered by this item currently exist in electronic format(s) other than e-mail and word processing? No

Disposition Instruction

Retention Period Destroy immediately after approval of this schedule.

Additional Information

GAO Approval

Not Required

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 in this schedule are not now needed for the business of the agency or will not be needed after the retention periods specified.

Signatory Information

Date	Action	By	Title	Organization
05/09/2018	Certify	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
10/02/2018	Submit for Concurrence	Janet Kennelly	Archives Specialist	National Archives and Records Administration - Records Management Services
10/02/2018	Concur	Matthew Eidson	Supervisor	National Archives and Records Administration - ACRC
10/02/2018	Concur	Margaret Hawkins	Director of Records Management Services	National Records Management Program - ACNR Records Management Services
10/03/2018	Approve	David Ferriero	Archivist of the United States	Office of the Archivist - Office of the Archivist