

DECLASSIFIED

E.O. 11652, Sec 3(E) and 5(D) or (E)

NND# 740132

11-A
Retirement of Records

Retired Records

DC/R - Miss Gibson

August 26, 1948

CON - Shanette G. Blake

In accordance with our conversation some time ago, the old OWI-SAB files (covering the period from 1942 to 1945) are being forwarded to you today under separate cover for disposition. Inasmuch as these files have not been in use since prior to my assignment to the Board, no attempt has been made to weed them out.

The packages coming to you under separate cover are identified by drawer and package number (three drawers, three packages to the drawer) and package number three for each drawer contains an itemized list of the files in each drawer. Receipt numbers covering the packages forwarded are:

222254
222255
222256
222257
222258
222259
222260
222261
222262

CON:SGBlake:rh

Drawer # 2

1. Security Advisory Board Memorandum No. 1. Subject: Publicity on Radar. Restricted. January 29, 1944 (extra copies).
2. Security Advisory Board Memorandum No. 2. Subject: Security of Classified Documents. February 21, 1944.
3. Security Advisory Board Memorandum No. 3. Subject: List of Security Officers. April 6, 1944 and subsequent revisions.
4. Security Advisory Board Memorandum No. 4. Subject: Security Training. April 11, 1944.
5. Security Advisory Board Memorandum No. 5. Subject: Removal of Classified Documents from Official Place of Storage. April 26, 1944.
6. Security Advisory Board Memorandum No. 6. Subject: Dissemination of Classified Information to State Governments. May 13, 1944.
7. Security Advisory Board Memorandum No. 7. Subject: Personal Use of Official Data. August 7, 1944.
8. Security Advisory Board Memorandum No. 8. Subject: Security Commercial Sources of Printing. October 12, 1944.
9. Security Advisory Board Memorandum No. 9. Subject: Declassification Procedure. January 31, 1945.
10. Security Advisory Board No. 10 -- 1945.
11. War-Navy Departments (Joint Circular).
12. Report of Findings Concerning the Release of Statistics on Strategic and Critical Raw Materials and Services. June 23, 1943. SAB. Extra Copies.
13. Security Officers.
14. Top Secret Procedure Pertaining to Private Industry.
15. Top Secret Control Procedures (Security).
16. Authorizations--Attendance at Meetings of J.C.S. Sub-Committee. November 14, 1944--May 12, 1945.
17. Authorizations--Attendance at Meetings of J.C.S. Sub-Committee. May 19, 1945 to ____.
18. Top Secret Control Officers - Alternates. May 17, 1945 to ____.
19. Top Secret Control Officers (alternate).
20. Top Secret Control Officers and Alternates. February 3, 1945 to May 17, 1945.
21. Top Secret Control Officers and Alternates. August 10, 1944 to February 3, 1945.
22. Security Following Elimination of Guards.
23. Survey Top Secret Control Procedure (Message Centers).

*Receipt
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24. Catlett, Mary Ruth, 2nd Lt., WAC.
25. Allotments - Army Officers.
26. Allotments - Navy Officers.
27. Officers Adjusted Service Rating Forms.
28. Reports on Navy Personnel.
29. Daily Report of Duty Status.
30. Daily Report of Duty Status (Mr. Hope).
31. Officers and WO's Qualification Card (WD AGO Form 66-4).
32. Penalty Mail, Report on.
33. Policies and Procedures - Officers.
34. Reports of Fitness (Navy).
35. Weekly Report on Officer Personnel (Navy).
36. Leaves (Officers).
37. Entrance Control System (PBA and SAB).
38. Building Survey.
39. Security Advisory Board Memoranda (File Copies).
40. Office of War Information Regulation No. 4.
41. Security Films.
42. Security Indoctrination - War Foods Administration.
43. Overseas Bible.
44. Security Indoctrination -- O.S.R.D.
45. Indoctrination (New York).
46. Security Indoctrinations.
47. Indoctrinations--OWI Washington Staff.
48. Security Indoctrination - Foreign Economic Administration.
49. Portable Training Aid.
50. OWI -- No. 4 Proposed Revision.
51. SAB Memoranda and Regulations (Correspondence and Receipts).
52. Proposed Security Manuals Developed by OWI Security Officer, San Francisco, California. 1 of 3 pieces.
53. Proposed Security Manuals Developed by OWI Security Officer, San Francisco, California. 2 of 3 pieces.

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54. Proposed Security Manuals Developed by ONI Security Officer,
San Francisco, California. 3 of 3 pieces.
55. Communications Survey.
56. Security Speech Reference File.
57. Top Secret Control Procedure (Revised).
58. Declassification and Disposal of Classified Material.
59. Security Pamphlets.

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Drawer #4

- #1
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1. War Manpower Commission, File No. 2.
 2. War Manpower Commission, File No. 1.
 3. War Production Board File No. 6.
 4. War Production Board File No. 5.
 5. War Production Board File No. 4.
 6. War Production Board File No. 3.
 7. War Production Board File No. 2.
 8. War Production Board File No. 1.
 9. War Shipping Administration.
 10. War Progress (WPB).
 11. Security Advisory Board Meetings, Set 1, Folder 2.
 12. Security Advisory Board Meetings, General File Concerning.
 13. Security Advisory Board Meetings, Set 1, Folder 1.
 14. Security Advisory Board Meetings, Set 1, Folder 3.
 15. Security Advisory Board Meetings, Set 1, Folder 4.
 16. Security Advisory Board Meetings, Set 2, Folder 1.
 17. Security Advisory Board Meetings, Set 2, Folder 2.
 18. Security Advisory Board Meetings, Set 2, Folder 3.
 19. Agenda for Security Advisory Board Meetings, Set 2.
 20. Agenda for Security Advisory Board Meetings, Set 1.
 21. Mr. Harry Alpert (SAB member).
 22. Captain John S. Arcana (SAB member).
 23. Lt. Vincent D. Boylan (SAB member).
 24. Captain Howard J. Carswell (SAB member).
 25. Cohn, David E. (Budget) (SAB member).
 26. Comdr. R. L. Densford (SAB member).
 27. Comdr. W. A. Ellis, USN, (SAB member).
 28. Captain Curtis M. Green, (SAB member).
 29. Captain J. S. Harper (SAB member).
 30. Comdr. Lee W. Parke (SAB member).
 31. Lt. Colonel Robert Harris (SAB member).
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32. Major Charles H. Hesser, Signal Corps, (SAB member).
 33. Lt. Colonel Sam Houston (SAB member).
 34. Lt. Robert S. Leshar (SAB member).
 35. Rear Admiral R. P. McCullough, (SAB member).
 36. Lt. Colonel G. J. McIntyre (SAB member).
 37. Major Stewart W. Mark (SAB member).
 38. Captain James G. Meak (SAB member).
 39. Lt. Comdr. Anthony Purcell, USNR (SAB member).
 40. Lt. Comdr. Kelso Daly (SAB member).
 41. Mr. Stuart Rice (SAB member).
 42. Weeks, R. H., Comdr. (Alternate for Captain Harper).
 43. Lt. Colonel E. M. Winters, (SAB member).
 44. Bourse, Evan F. (Lt. Comdr.).
 45. D. H. Engler, (Lt.), USNR.
 46. Admiral R. P. McCullough - Personnel File.
 47. Rudloff, J. A., Lt. DV(S) - New York.
 48. Slayton, Florence K., Lt. JG (WAVE).
 49. Henry B. Seott, Lt. Colonel, Infantry.
 50. Van Fossen, Robert L. (201).
 51. Winters, Eugene M., Colonel.
 52. Fairbrother, David D., Lt. Comdr.
 53. News Clippings (Policy).
 54. Clippings of OWI - Administration.
 55. Daly, Ernest, Lt., USNR.
 56. Security Advisory Board - General File.
- W 222254
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- THE FOLLOWING ARE SECRET FILES.
57. Security Violations at Ports of Embarkation.
 58. Miscellenous -- Common Violations of security -- security talk, Lt. Comdr. Theo. Gould.
 59. Study of OWI communications Security Records and Distribution Section.
 60. Foreign Economic Administration.
 61. Radar.
 62. Security Violations.
 63. War Shipping Administration.

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- 64. Malaria and Malaria Control.
 - 65. Escape and Rescue Stories.
 - 66. Jap Atrocities.
 - 67. Stop and Go File.
 - 68. Office of Scientific Research and Development.
 - 69. Board of Economic Warfare.
 - 70. Publication of State Department Despatch in PM Newspaper -- Investigation of.
 - 71. War Production Board.
 - 72. Post Office Department.
 - 73. War Forwarding Corporation.
 - 74. Bureau of Mines.
 - 75. Bureau of Census.
 - 76. Leaflets (OWI).

Drawer #3

1. Security Regulations - Volume 1. Federal Non-Military War Agencies.
2. Security Regulations - Volume 2. Federal Non-Military War Agencies (cont'd.).
3. Army and Navy Munitions Board.
4. Bureau of the Budget.
5. Bureau of Census.
6. Bureau of Labor Statistics.
7. Bureau of Mines. File No. 1. May 23, 1943 to December 22, 1944.
8. Bureau of Mines. Files No. 2.
9. Bureau of Public Relations.
10. Civil Aeronautics Administration.
11. Commercial Firms.
12. Department of Agriculture.
13. Department of Commerce. File No. 2., May 25, 1945.
14. Department of Commerce. File No. 1.
15. Department of Treasury.
16. Department of Justice.
17. Department of Labor.
18. Federal Communications Commission.
19. Department of State.
20. Federal Power Commission.
21. Federal Public Housing Authority.
22. Federal Reserve System.
23. Federal Security Agency.
24. Foreign Economic Administration, File No. 1.
25. Foreign Economic Administration, File No. 2.
26. Foreign Economic Administration, File No. 3.
27. Foreign Trade Statistics.
28. Government Printing Office.
29. Department of Interior.
30. Interstate Commerce Commission.
31. Joint Board on Scientific Information Policy.

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32. Lend-Lease Administration.
33. National Advisory Committee for Aeronautics.
34. National Housing Agency.
35. National Research Council.
36. Navy Department.
37. Office of Censorship.
38. Office of Defense Transportation.
39. Office of Price Administration.
40. Office of the Rubber Director.
41. Office of Scientific Research and Development.
42. Tennessee Valley Authority.
43. Office of Surgeon General.
44. Office of War Information, File No. 3.
45. Office of War Information, File No. 2.
46. Office of War Information, File No. 1.
47. Office of War Mobilization and Reconversion.
48. Petroleum Administration for War.
49. Radar (Clearances).
50. Reconstruction Finance Corporation.
51. Rubber Reserve Company.
52. Security Clearance Tabulations.
53. United Nations Relief and Rehabilitation Association.
54. United States Copper Association.
55. United States Tariff Commission.
56. Re: Wall Street Journal Story on "United States Stockpiles of Minerals and Metals."
57. War Department.
58. Documents Security Committee - of the Interagency Records Conference.
59. Interagency Records Administration Conference.
60. Disposition of Classified Waste.

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32. Lend-Lease Administration.
33. National Advisory Committee for Aeronautics.
34. National Housing Agency.
35. National Research Council.
36. Navy Department.
37. Office of Censorship.
38. Office of Defense Transportation.
39. Office of Price Administration.
40. Office of the Rubber Director.
41. Office of Scientific Research and Development.
42. Tennessee Valley Authority.
43. Office of Surgeon General.
44. Office of War Information, File No. 3.
45. Office of War Information, File No. 2.
46. Office of War Information, File No. 1.
47. Office of War Mobilization and Reconversion.
48. Petroleum Administration for War.
49. Radar (Clearances).
50. Reconstruction Finance Corporation.
51. Rubber Reserve Company.
52. Security Clearance Tabulations.
53. United Nations Relief and Rehabilitation Association.
54. United States Copper Association.
55. United States Tariff Commission.
56. Re: Wall Street Journal Story on "United States Stockpiles of Minerals and Metals."
57. War Department.
58. Documents Security Committee - of the Interagency Records Conference.
59. Interagency Records Administration Conference.
60. Disposition of Classified Waste.

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61. History - Security Office and Security Advisory Board, OWI.
 62. Aerial Photographs -- Policies and Procedures.
 63. Security Staff in OWI. Functional Chart.
 64. Distribution of Classified Materials to Libraries. John Mackenzie Cory, Chief, Library Program Division, OWI.
 65. Security Advisory Board.
 66. O.S.R.D. Transmittal of Patents.
 67. Progress Reports on Ship Building. Portland, Oregon. SAB File.