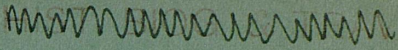


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INVENTORY OF
FEDERAL ARCHIVES
IN THE STATES

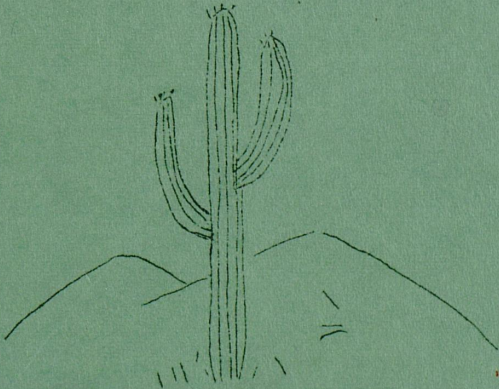


SERIES XVII
MISCELLANEOUS AGENCIES
NO. 3. ARIZONA

THE SURVEY OF FEDERAL ARCHIVES
WORKS PROGRESS ADMINISTRATION

GOVERNMENT PUBLICATIONS

UNIVERSITY OF KENTUCKY
LIBRARIES



INVENTORY OF FEDERAL ARCHIVES IN THE STATES



Prepared by

The Survey of Federal Archives
Division of Women's and Professional Projects
Works Progress Administration

The National Archives
Cooperating Sponsor

SERIES XVII. MISCELLANEOUS AGENCIES

NO. 3. ARIZONA

Tucson, Arizona
The Survey of Federal Archives
1938

PREFACE

The Inventory of Federal Archives in the States is one of the products of the work of the Survey of Federal Archives, which operated as a nation-wide project of the Works Progress Administration from January 1, 1936 to June 30, 1937, and has been continued since that date as a unit of the Historical Records Survey, also operating as a nation-wide project of the Works Progress Administration, and a group of state or local projects of that Administration.

The plan for the organization of the Inventory is as follows: Series I consists of reports on the administration of the Survey, acknowledgments, and general discussions of the location, condition, and content of federal archives in the states. Succeeding series contain the detailed information secured by workers of the Survey, in inventory form, a separate series number being assigned to each of the executive departments (except the Department of State) and other major units of the Federal Government. Within each series No. 1 is a general introduction to the field organization and records of the governmental agency concerned; the succeeding numbers contain the inventory proper, separate numbers being assigned to each state in alphabetical order. Thus, in each series, the inventory for Alabama is No. 2, that for Arizona No. 3, that for Arkansas No. 4, etc.

For each local office information regarding each series, or unit of related records, is presented in the following order: title, inclusive dates ("to date" indicating an open file at the time the information was secured), general description of informational content, description of the system of filing or indexing (if any), a statement of frequency and purpose of use, form of the record itself (bound volumes, sheets in folders, etc.), linear footage, description of the containers, physical condition of the records (not stated if satisfactory), location by room number or other identifying information, and finally, the number of the Form 58SA on which this information was originally recorded by a Survey worker and from which it was abstracted for the Inventory. This form is on file in The National Archives. When it contains substantial information on addenda sheets which has not been included in the mimeographed abstract, indication of this is given by use of the reference "See addenda."

In Arizona the work of the Survey was directed by Dr. Howard A. Hubbard of the University of Arizona, with Mrs. Meryl E. Morgan as his assistant, until June 30, 1937. Since that date the state project has been directed by Mrs. Morgan. This Inventory of the records of the Miscellaneous Agencies in Arizona was prepared in the Tucson and Phoenix offices of the Survey. It was edited before final typing by Miss Elizabeth Edwards of the Washington office.

Tucson, Arizona
December 22, 1938

Meryl E. Morgan, State Director
Survey of Federal Archives
in Arizona

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PART 1. EMERGENCY CONSERVATION WORK

EMERGENCY CONSERVATION WORK

For the most part, the Civilian Conservation Corps camps in the state are in the Arizona district of the 8th Corps Area of the United States Army which has area headquarters at Fort Sam Houston, Texas. Camp Eagle Creek, Company 2857; Camp Duncan, Company 1840; and Camp Mesquitita, Company 2839 are in the New Mexico district which is also under the 8th Corps Area although the camps are located at Clifton and Duncan, Arizona.

Thirty-six companies were stationed in Arizona at the time of this State survey as follows: Forest Service, 11 companies; Soil Conservation Service 10 companies; Bureau of Reclamation, 1 company; Division of Grazing, 4 companies; the National Park Service, 3 companies; State Parks, 5 companies; and the National Monuments, 2 companies. Also at the time of the survey there were a few unoccupied camps in the state because it was the policy of the War Department to work the corps in higher altitudes in the summer months, and in lower altitudes in the winter. All the companies with the exception of the Veterans' company, at Madera Canyon, Tucson are composed of junior enrollees recruited from the middle west and western states. The inventory of the Civilian Conservation Corps District Offices, located in Phoenix and Tucson, are included in the War Department Inventory.

ARTESIA

CAMP ARTESIA, SCS-3-A
CCC COMPANY 848
Headquarters Bldg.
3 mi. S. of Artesia

This company was organized at San Antonio, Texas in 1933 and has been stationed, at various times, in Tucson, Arizona, and Pitkin, Colorado. Some of its records were destroyed by fire at Madera Canyon Camp, F-30-A, Tucson on May 15, 1934.

1. TELEGRAMS, 1933 - 1935. Incoming and outgoing telegrams concerning camp personnel, equipment, travel, etc. (Seldom, official.) 9 x 11 envelopes, 3 in., in wooden box. Supply room. (20)
2. HOSPITAL RECORD, 1933 to date. Form 52, hospital record of enrollees treated and disposition of case; and records from various camps of Company 848. (Seldom, official.) 3 $\frac{1}{4}$ x 8 cards, 7 $\frac{1}{2}$ in., in wooden box. Supply room. (16)
3. CORRESPONDENCE, 1933 to date. Personnel, enrollees' general correspondence, and mail register. (Older records, rarely; later records

daily, official.) 8 x 12 $\frac{1}{2}$ vols. and 9 $\frac{1}{2}$ x 11 $\frac{1}{2}$ folders, 1 ft. 10 $\frac{1}{2}$ in., in wooden box, drawer of steel filing case, and on table. Supply room and office. (17, 8)

4. EDUCATIONAL REPORTS, 1933 to date. Monthly camp educational reports and reports of religious activities. (Seldom, official.) 9 x 11 loose-leaf books, 1 in., in wooden box. Office. (22)

5. INFIRMARY REPORTS, 1933 to date. Medical statistics, daily sanitary report, daily sick report, medical reports, dental, surgery, hospitalization, bacteriological examination of water, sanitary, and ECW monthly summary of lost time due to accidents. (Seldom, official.) 9 $\frac{1}{2}$ x 11-3/4 folders and loose-leaf books, 9 in., in drawer of steel filing case. Supply room. (14)

6. PERSONNEL RECORDS, 1933 to date. CCC personnel, telegrams, general information memoranda, individual records of enrollees, correspondence, allotments and allottees, desertions, hearings, discipline, honorable discharges, medical examinations, period of enrollment, distribution and employment of enrollees, and classification of work status. Filed alphabetically. (Older records, seldom; later records, frequently, official.) 9 $\frac{1}{2}$ x 11 and 9 $\frac{1}{2}$ x 11-3/4 folders, 1 ft. 2-3/4 in., in drawer of steel filing case. Office. (11, 10)

7. REPORTS, 1933 to date. Morning, daily schedule, attendance at meals, receiving, subsistence, tri-monthly strength, inspection, travel allowance, discharges; and telegrams. (Seldom, official.) 9 $\frac{1}{2}$ x 11-3/4 folders and loose-leaf books, 1 ft., in drawer of steel filing case. Supply room. (9)

8. COMPANY FUND, 1934 to date. Invoices, vouchers, receipts and expenditures of camp exchange, and company fund; file partly from Colorado district. (Seldom, official.) 3-3/4 x 8 $\frac{1}{2}$ vols. and 8 x 11 folders, 2 ft., in wooden box. Supply room. (19)

9. PAY ROLL, 1934 to date. Enrollees' pay roll, regular pay roll and returns of regular pay roll; CCC Form 201, enrollees' pay cards; locator cards, etc. Filed according to the War Department Correspondence File. (Older records, seldom; current records, frequently, official.) 9 $\frac{1}{2}$ x 11-3/4 folders and 3 x 5 cards, 7 in., in wooden box, drawer of steel filing case, and wooden card cabinet. Supply room and office. (21, 7)

10. PURCHASE ORDERS, 1935. Purchase orders for supplies on monthly basis. (Seldom, official.) 9 $\frac{1}{2}$ x 11-3/4 loose-leaf books, 3 in., in wooden box. Supply room. (15)

11. CAMP EXCHANGE ACCOUNTS, 1935 to date. Coupons, cash merchandise, and auditor's certificates. (Frequently, official.) 9 $\frac{1}{2}$ x 11 $\frac{1}{2}$ and 11 x 16 vols. and loose-leaf books, 4 in., in table drawer and on table. Office. (5)

12. MEMORANDA, 1935 to date. ECA Form BO-12-E, procurement of gasoline; ECW shipping tickets, government requests for transportation, etc. (Frequently, official.) 9 $\frac{1}{2}$ x 11-3/4 folders, 3 in., in drawer of steel filing case. Office. (2)

13. STATEMENTS, 1935 to date. Form WDAGO 36, lost articles, and discharges and causes. (Frequently, official.) $9\frac{1}{2}$ x $11\frac{3}{4}$ folders, $1\frac{1}{2}$ in., in drawer of steel filing case. Office. (1)
14. TRANSMITTALS, 1935 to date. Subsistence reports, value of rations, enrollees attached for rations, certified delivery receipt, and correspondence. (Seldom, official.) 8 x 11 loose-leaf books, $3\frac{1}{2}$ in., in wooden box. Supply room. (13)
15. CENSUS SHEETS, 1936 to date. ECW census of enrollees and CCC Form 2, certificate of discharge. (Occasionally, official.) $9\frac{1}{2}$ x $11\frac{3}{4}$ covers, $\frac{1}{2}$ in., in drawer of steel filing case. Office. (3)
16. ENROLLMENT OF LOCAL EXPERIENCED MEN, 1936 to date. Tentative schedule of enrollee shipment and distribution. (Frequently, official.) $9\frac{1}{2}$ x $11\frac{3}{4}$ folders, $1\frac{1}{2}$ in., in drawer of steel filing case. Office. (6)
17. REQUISITIONS, 1936 to date. Requisitions for supplies in general, clothing, equipment, subsistence, fuel, medical supplies, etc. Filed according to the War Department Correspondence File. (Frequently, official.) $9\frac{1}{2}$ x $11\frac{3}{4}$ folders, 9 in., in 2 drawers of steel filing case. Office. (12)
18. SHIPPING TICKETS, 1936 to date. On supplies, transportation, etc. (Seldom, official.) 8 x 11 loose-leaf books, 1 in., in wooden box. Supply room. (18)
19. TRANSPORTATION ACCOUNTS, 1936 to date. Motor vehicle accident and operation chart, physician's statement, and nature, cause, and costs of accident. Filed according to the War Department Correspondence File. (Occasionally, official.) $9\frac{1}{2}$ x $11\frac{3}{4}$ folders, $1\frac{1}{2}$ in., in drawer of steel filing case. Office. (4)

SOIL CONSERVATION SERVICE, 3-A
Headquarters Bldg.
3 mi. S. of Artesia

This unit was established in 1934.

20. MONTHLY PROGRESS REPORT, 1934 to date. Private land, public domain, and state land. (Monthly, official.) $9\frac{1}{2}$ x $11\frac{1}{2}$ folders and $11\frac{1}{2}$ x $29\frac{1}{2}$ loose-leaf books, 1 in., on closed wooden shelf and on surplus supply closet. Office. (31)
21. ORDERS, 1934 to date. To central warehouse and garage, repair orders, back orders, camp orders, purchase orders, etc. (Occasionally, official.) $9\frac{1}{2}$ x $11\frac{3}{4}$ folders, $5\frac{1}{4}$ in., in drawer of steel filing case and on closed wooden shelf. Office. (32)
22. RECEIPTS, 1934 to date. Warehouse, camps, notice of receipt of gas, delivery SCS-ECW receipts for materials and labor. (Occasionally, official.) $9\frac{1}{2}$ x $11\frac{3}{4}$ folders, $2\frac{3}{4}$ in., in drawer of steel filing case. Office. (26)

23. RECORDS, 1934 to date. Enrollee's personal SCS and ECW monthly summary, job classifications, motor vehicle monthly record, distribution of mileage, camp repairs, service charges, man days of enrollees, leave, issue of oil, gas, and grease, monthly distribution, monthly mechanical inspection, change in operations, etc. (Occasionally, official.) $9\frac{1}{2}$ x 11-3/4 folders, 1 ft. 6 in., in drawer of steel filing case and on closed wooden shelf. Office. (27)

24. REPORTS OF MATERIAL AND LABOR CHARGES, 1934 to date. Project, truck, gas and oil, speedometer miles, and soil erosion reports. (Seldom, official.) $4\frac{1}{2}$ x $7\frac{1}{4}$ cards, 5 ft., on closed wooden shelf. Office. (33)

25. REQUISITIONS, 1934 to date. Form N-113, anticipated camp requirements, requisitions for supplies, and requisitions on regional warehouse. (Occasionally, official.) $9\frac{1}{2}$ x 11-3/4 folders, 4 in., in steel filing case and on closed wooden shelf. Office. (25)

26. REPORTS, 1935 to date. Monthly work progress report; distribution and motor vehicle operation; Agronomy Form SW-C-5, charges to camp unit, summary of operation cost; weekly report of maintenance; monthly mechanical inspection; damage to equipment; tractor operation; statistical reports, etc. (Occasionally, official.) $9\frac{1}{2}$ x 11-3/4 folders, $7\frac{1}{2}$ in., in drawer of steel filing case. Office. (23)

27. STATEMENTS, 1935 to date. Weekly statement of charges against foremen, tools issued to foremen, detail cost items, costs of completed area, weekly statement of army gasoline, summary of issue of expendable material, and daily disbursement of gas, oil, and grease. (Occasionally, official.) $9\frac{1}{2}$ x 11-3/4 folders, $6\frac{1}{2}$ in., in drawer of steel filing case. Office (28)

28. CORRESPONDENCE, 1936 to date. Correspondence of enrollees. (Occasionally, official.) $9\frac{1}{2}$ x 11-3/4 folders, 5 in., in drawer of steel filing case. Office. (30)

29. COST SHEETS, 1936 to date. Form SW-J3, type of work, maintenance costs of equipment, materials, etc. (Occasionally, official.) $9\frac{1}{2}$ x 11-3/4 folders, 6 in., in drawer of steel filing case. Office. (29)

30. REQUESTS, 1936 to date. Transportation, applications for leave, and requests for transportation. (Occasionally, official.) $9\frac{1}{2}$ x 11-3/4 folders, $2\frac{1}{2}$ in., in drawer of steel filing case and on closed wooden shelf. Office. (24)

BOWIE

CAMP ORANGE BUTTE, SCS-7-A

CCC COMPANY 2848

(A) Headquarters Bldg.

(B) Infirmary

13 mi. N. of Bowie

This company was organized in August 1935.

31. REGISTER CARD, 1935 to date. Monthly reports on individual cases. Filed numerically. (Daily, official.) 3 x 7 cards, 4 in., in wooden box. Infirmary office (Bldg. B). (20)
32. REPORTS, 1935 to date. Weekly, monthly, and tri-monthly reports to District Headquarters, Tucson. Filed chronologically. (Frequently, official.) 8 x 11½ folders, 8 in., in drawer of wooden desk. R. 1 (Bldg. A). (6)
33. CORRESPONDENCE, Aug. 1935 to date. With District Headquarters, Tucson. Filed chronologically. (Daily, official.) 8 x 11 loose sheets, 11 in., in drawer of wooden filing case. R. 1 (Bldg. A). (7)
34. EDUCATIONAL DEPARTMENT REPORTS, Aug. 1935 to date. Correspondence, copies of radio plays given by former enrollees, and instructions and reports on all activities of the educational department. Filed chronologically. (Daily, official.) 9 x 12 folders, 2 in., on wooden table. R. 1 (Bldg. A). (1)
35. INDIVIDUAL RECORDS, Aug. 1935 to date. Personal history of each enrollee in camp, taken upon enlistment and transmitted to other camps to which the enrollees may be transferred. Filed alphabetically. (Daily, official.) 3 x 9 envelopes, 1 ft. 8 in., in field desk. R. 1 (Bldg. A). (3)
36. INSTRUCTIONS FROM DISTRICT HEADQUARTERS, Aug. 1935 to date. Classified file. Instructions from Tucson District, 8th Corps Area, and War Department. Filed chronologically. (Daily, official.) 8 x 11½ folders and 8 x 10 loose sheets, 1 ft. 4 in., in drawer of wooden desk and on file board on wall. R. 1 (Bldg. A). (5, 4)
37. MISCELLANEOUS, Aug. 1935 to date. Company fund and expense accounts, correspondence, records of discharged enrollees, etc.; monthly statement of cost of supervision by foremen of technical services, salaries, and msc. expenses; medical claims, physical examinations, report on medical obligations, medical attendance, permit for interstate travel, requisitions sent in every three months, company roster, Form 65 on patients at William Beaumont Hospital, narcotic record, sick blotter, daily sanitary report, and medical instructions sent from district surgeon in Tucson; prescriptions, weekly statistical report, monthly report sheet, and monthly accident summary; special warnings, Form CA-4 on accidents, msc. correspondence, record of first-aid classes, shipping tickets on all infirmary supplies, food-handler's certificate, and medical history of accidents. Filed chronologically. (Older records, seldom; current, daily, official.) 8 x 11 loose-sheets and 9 x 12 folders, 5 ft. 6½ in., in wooden chest, on wooden table, and in 2 drawers of filing case. R. 1 and infirmary office (Bldgs. A and B). (8, 17, 21)
38. OUTLINES FOR ON-THE-JOB INSTRUCTIONS, Aug. 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, ½ in., on wooden shelf. R. 1 (Bldg. A). (13)
39. PERSONNEL CARDS, Aug. 1935 to date. Filed alphabetically. (Daily, official.) 5 x 8 cards, 1 ft. 6 in., in 3 drawers of wooden filing case. R. 1 (Bldg. A). (2)

40. SUPPLY RECORDS, Aug. 1935 to date. Records of property on hand, in hands of enrollees, charged to commanding officer, etc. Filed chronologically. (Daily, official.) 8 x 11 folders, loose-leaf books, and loose sheets, 1 ft., in drawers of wooden filing case and on Shannon file board on wall. Supply room (Bldg. A). (19)
41. CAMP PUBLICATIONS, Aug. 6, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, $\frac{1}{2}$ in., on wooden table. R. 1 (Bldg. A). (9)
42. DAILY LOG, Aug. 6, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, $\frac{1}{2}$ in., on wooden table. R. 1 (Bldg. A). (16)
43. FAR WESTERN POTLASH, Aug. 6, 1935 to date. Camp magazine. Filed chronologically. (Daily, official.) 9 x 12 folders, $\frac{1}{2}$ in., on wooden shelf. R. 1 (Bldg. A). (18)
44. INSTRUCTIONS FOR MAKING FORM 6-A REPORTS, Aug. 6, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, $\frac{1}{2}$ in., on wooden table. R. 1 (Bldg. A). (12)
45. MONTHLY EDUCATIONAL REPORTS, Aug. 6, 1935 to date. Form 6-A, company reports and reports from 8th Corps Area. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., on wooden table and on wooden shelf. R. 1 (Bldg. A). (15, 10)
46. WEEKLY NEWS LETTERS, Aug. 6, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, $\frac{1}{2}$ in., on wooden table. R. 1 (Bldg. A). (14)

SOIL CONSERVATION SERVICE, 7-A
Technical Bldg., Orange Butte
13 mi. N. of Bowie

This unit, under the supervision of the Gila River Project, District 2, is located on San Simon Creek, 13 miles north of Bowie, and was established in August 1935 for conservation work on the Gila River Watershed.

47. EXPENDABLE MATERIALS, 1935 to date. Cards for all items of materials, supplies, and equipment. Filed alphabetically. (Daily, official.) 5 x 8 cards, 1 ft., in drawer of steel filing case. Technical office. (25)
48. MAPS, 1935 to date. Serial maps, work maps, etc. used in planning and checking the work done by enrollees. (Daily, official.) 30 x 72 loose sheets, 1 ft., in wooden map container. Technical office. (22)
49. CORRESPONDENCE, Aug. 1935 to date. Monthly record of motor vehicle operation, correspondence with Safford office, letters and memoranda, weekly record of man-day reports, quarterly inventory of camp property, repair orders from central warehouse in Safford, government bills of lading, tool contracts, cooperator's contracts, monthly report of tractor operations, continuous statement of gas, oil and grease on hand, truck dispatcher's daily report, purchase orders, correspondence, mechanic's

inspection records, foremen's weekly report, receipt of ECW equipment, warehouse receipts, camp requisitions, etc. Filed chronologically. (Daily, official.) 10 x 12 folders, 2 ft., in 2 drawers of steel filing case. Technical office. (26)

50. ROLL CARDS, Aug. 1935 to date. Tags with enrollees' names on wall-board divided into sections for "working" and "absent" enrollees: tags show number and names of men at work or absent. (Daily, official.) $1\frac{1}{2}$ x $1\frac{1}{2}$ tags on wall-board. Technical office. (24)

51. CURRENT REPORTS, Aug. 16, 1935 to date. Monthly and daily reports. Filed chronologically. (Occasionally, official.) 9 x 12 folders, 2 ft., in 2 drawers of steel filing case. Technical office. (23)

APACHE PASS CAMP, SCS-13-A

CCC COMPANY 2894

(A) Headquarters Bldg.

(B) Infirmary

12 mi. S. of Bowie

This company was organized on August 20, 1935.

52. ARMY REGULATIONS, 1935 to date. (Occasionally, official.) 8 x 12 loose-leaf books, 1 in., on wall. Infirmary office (Bldg. B). (49)

53. DUTIES TO BE PERFORMED BY NIGHT WATCHMAN, 1935 to date. (Occasionally, official.) 8 x $10\frac{1}{2}$ single sheet on Shannon filing board. R. 1 (Bldg. A). (41)

54. EDUCATIONAL PROGRAM, 1935 to date. Weekly program of classes, hour, day, where they are to be held, and the teacher. (Daily, official.) 8 x $10\frac{1}{2}$ sheet, on wall. R. 1 (Bldg. A). (40)

55. PAY CARDS, 1935 to date. Personnel cards used for making up pay rolls. Filed alphabetically. (Frequently, official.) $3\frac{1}{2}$ x 8 cards, 1" in., in wooden box. R. 1 (Bldg. A). (42)

56. REGULATIONS, 1935 to date. Contracts from War Department, and standing orders from Tucson concerning instructions to drivers of army vehicles. (Daily, official.) 8 x 11 sheet, on Shannon filing board. R. 1 (Bldg. A). (30)

57. ADMINISTRATION INSTRUCTIONS, Aug. 1935 to date. Model forms, etc. (Occasionally, official.) 9 x 12 loose-leaf books, 1 in., on wall. Infirmary office (Bldg. B). (48)

58. DAILY SICK REPORT, Aug. 1935 to date. Sick reports; cases are subsequently transferred to sick blotter. Filed chronologically. (Daily, official.) 4 x 9 cardboard folder, $\frac{1}{2}$ in., on shelf. Treatment room (Bldg. B). (33)

59. EXCHANGE BOOKS, Aug. 1935 to date. Finance books used by exchange officers, show stocks carried in store, money taken in; coupon books

issued, etc. (Daily, official.) $8\frac{1}{2}$ x 14 vols., $\frac{1}{2}$ in., in steel chest.
R. 1 (Bldg. A). (43)

60. EXCHANGE RECORDS, Aug. 1935 to date. Property records, company fund accounting and exchange records showing supplies issued to this camp. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 ft. 9 in., in drawer of wooden filing case. R. 1 (Bldg. A). (45)

61. MISCELLANEOUS FILE, Aug. 1935 to date. Correspondence, monthly and weekly reports, requisitions, shipping tickets, finance and accounts, personnel, administration, supplies and equipment, transportation, etc. Filed numerically and chronologically. See addenda for inventory. (Daily, official.) Varicously sized folders, 4 ft. 3 in., in drawers of wooden filing case and in wooden cabinet. Office (Bldg. B) and R. 1 (Bldg. A). (46, 27)

62. PASS BOOKS, Aug. 1935 to date. Register of men authorized to be away from camp, showing purpose of leave and time of return. Filed chronologically. (Frequently, official.) 9 x 14 loose-leaf books, $\frac{1}{2}$ in., on table. R. 1 (Bldg. A). (37)

63. PAY ROLLS, Aug. 1935 to date. Copies. Filed chronologically. (Frequently, official.) $8\frac{1}{2}$ x 11 folders, $2\frac{1}{2}$ in., in drawer of wooden filing case. R. 1 (Bldg. A). (36)

64. PERSONNEL RECORD, Aug. 1935 to date. Personal history of each enrollee in camp; shows transfers to other camps. Filed alphabetically. (Daily, official.) $4\frac{1}{2}$ x $9\frac{1}{2}$ envelopes, 1 ft. 3 in., in desks. R. 1 (Bldg. A). (38)

65. PUNISHMENT BOOKS, Aug. 1935 to date. Enrollee's offense, punishment, date, etc. Filed chronologically. (Occasionally, official.) 9 x 14 vols., 3 in., in drawer of wooden filing case. R. 1 (Bldg. A). (32)

66. REGISTERED AND INSURED MAIL, Aug. 1935 to date. Chief clerk's register of registered or insured letters received for enrollees of the camp. (Frequently, official.) 9 x 14 vol., 2 in., on wooden shelf. R. 1 (Bldg. A). (31)

67. CORRESPONDENCE, Aug. 20, 1935. With District Headquarters, Tucson, etc. Filed chronologically. (Daily, official.) 8 x 11 loose sheets, $10\frac{1}{2}$ in., on Shannon filing boards. R. 1 (Bldg. A). (39)

68. DRIVER'S TRIP TICKET AND PERFORMANCE RECORDS, Aug. 20, 1935 to date. QMC Form 237 (old 545), monthly reports. Filed chronologically. (Daily, official.) 5 x 8 loose sheets, $\frac{1}{2}$ in., on Shannon filing board. R. 1 (Bldg. A). (28)

69. GAS REPORTS, Aug. 20, 1935 to date. Monthly reports on gas, oil, etc. used. (Daily, official.) 5 x 8 loose sheets, $\frac{1}{2}$ in., on Shannon filing board. R. 1 (Bldg. A). (29)

70. CURRENT SICK BLOTTER, Oct. 1935 to date. Records of preceding twelve months kept on desk before being filed away in a case. Filed chronologically. (Daily, official.) 9 x 14 cardboard folders, $\frac{1}{2}$ in., on desk. Infirmary office (Bldg. B). (52)

71. COMPANY ROSTER, May 1936 to date. Record of names and serial numbers of enrollees in camp. Filed alphabetically. (Daily, official.) 8 x 11 loose-leaf books, $\frac{1}{2}$ in., on Shannon filing board. Infirmary office (Bldg. B). (47)

72. DAILY DISTRIBUTION OF ENROLLEES, Aug. 1936 to date. Showing where each man is working. Filed chronologically. (Daily, official.) $8\frac{1}{2}$ x 11 loose sheets, 1 in., in drawer of wooden filing cabinet. R. 1 (Bldg. A). (34)

73. CAMP EXCHANGE INDEX CARDS, Sept. 1936 to date. Cards used to check on each enrollee to see what he has taken from the canteen. Filed alphabetically. (Daily, official.) 3 x 5 cards, 5 in., in drawer of steel filing case. R. 1 (Bldg. A). (44)

74. OUT-PATIENTS REGISTER, Sept. 1936 to date. Showing men who are treated in the infirmary but not placed in quarters; recorded also in daily out-patient ledger. Filed chronologically. (Daily, official.) 9 x 14 cardboard folder, $\frac{1}{2}$ in., in drawer of wooden filing case. Infirmary office (Bldg. B). (51)

75. SICK BLOTTER, Sept. 1936 to date. Men placed in quarters and sick case history. Filed chronologically. (Frequently, official.) 9 x 14 vcls., $\frac{1}{2}$ in., in drawer of wooden filing case. Infirmary office (Bldg. B). (50)

76. MORNING REPORTS, Sept. 1, 1936 to date. Record of the entire company, showing whether enrollee is absent, working, ill, etc. Filed chronologically. (Daily, official.) $8\frac{1}{2}$ x 11 loose-leaf books, $\frac{1}{2}$ in., in drawer of wooden filing case. R. 1 (Bldg. A). (35)

SOIL CONSERVATION SERVICE, 13-A
Technical Bldg.
12 mi. S. of Bowie

This unit of the Gila River Project was established in August, 1935, and is engaged in conservation work on the Gila River Watershed.

77. MISCELLANEOUS RECORDS, Aug. 1935 to date. Reports, inventories, requisitions, etc. See addenda for complete inventory. Filed according to instruction book. (Daily, official.) $8\frac{1}{2}$ x 11 folders, 4 ft. 2 in., in 2 drawers of steel filing case. Technical office (55)

78. PROPERTY RECORD CARDS, Aug. 1935 to date. Forms SCS-ECW-5 and SCS-ECW-29, accounts of expendable and non-expendable property. Filed alphabetically. (Daily, official.) 5 x 8 cards, 2 ft. 10 in., in 2 drawers of steel filing case. Technical office. (54)

79. DELIVERY RECEIPTS, Aug. 19, 1935 to date. Filed chronologically. (Occasionally, official.) 8 x 11 loose-leaf book, 1 in., on desk. Technical office. (53)

CLIFTON

JUAN MILLER CAMP, F-65-A

CCC COMPANY 862

(A) Headquarters Bldg.

(B) Library and Recreation Hall

(C) Supply Room

28 mi. NE. of Clifton

This company was organized in 1933 at Capitan, New Mexico, and prior to moving to Juan Miller Camp in 1936, occupied other camps as follows: Saratoga, Wyoming, in 1934; Springerville and McNary, Arizona, in 1935.

Commander's Files

80. ACCOUNTS, 1933 - 1935. Company funds, audited accounts, allotments, invoice of accounts, pay, and labor. (Seldom, official.) 9-3/4 x 12 $\frac{1}{4}$ envelopes, 3 in., in wooden box. Supply room (Bldg. C). (294)

81. MISCELLANEOUS FILE, 1933 - 1935. Daily and monthly reports, debtors and creditors obligation vouchers, extracts of individual and clothing records, a memoranda of camp supplies in general, special orders, pay roll for personal services, requisitions for subsistence, statement of account, lists of enrollees, incoming telegrams, and inventory. (Inactive file, seldom, official.) 9 $\frac{1}{2}$ x 11-3/4 folders and envelopes, 4 ft. 6 in., in 2 wooden boxes. Supply room (Bldg. C). (295)

82. PAY ROLLS, 1933 - 1935. For personal services and for enrollees. Indexed. (Seldom, official.) 9-3/4 x 12 $\frac{1}{4}$ envelopes, 4 in., in wooden box. Supply room (Bldg. C) (292)

83. REPORTS, 1933 - 1935. Progress, labor, and individual. (Seldom, official.) 9-3/4 x 12 $\frac{1}{4}$ envelopes, 3 in., in wooden box. Supply room (Bldg. C). (293)

84. ACCOUNTS AND EXPENDITURES, 1933 - 1936. Cancelled checks and stubs of accounts and expenditures, camp exchange, outstanding obligations, post exchange vouchers, financial statements, statement of business, and creditors' and debtors' certificates. (Seldom, official.) 9 $\frac{1}{2}$ x 11-3/4 folders, 1 ft. 6 in., in 2 wooden boxes. Supply room (Bldg. C). (298)

85. STATEMENTS, 1933 - 1936. Financial, subsistence, gasoline and lubricant, camp exchange, and business. (Closed file, seldom, official.) 9 $\frac{1}{2}$ x 11-3/4 folders, 7 $\frac{1}{2}$ in., in pasteboard box. Supply room (Bldg. C). (297)

86. SUBSISTENCE ORDERS, STATEMENT OF CHARGES, AND LETTERS OF TRANSMITTAL, 1933 - 1936. (Occasionally, official.) 9 $\frac{1}{2}$ x 11-3/4 covers, 5 in., in wooden filing case drawer. Office (Bldg. A). (270)

87. CORRESPONDENCE, 1933 to date. Fire inspection, fly, camp, educational, incoming and outgoing letters of transmittal. (Prior to 1935, seldom; 1935 to date, occasionally, official.) 9 $\frac{1}{2}$ x 11 $\frac{1}{2}$ and 9 $\frac{1}{2}$ x 11-3/4 folders, 11 $\frac{1}{2}$ in., in wooden filing case drawer and wooden and pasteboard boxes. Supply room (Bldg. C) and office (Bldg. A). (296, 272)

88. COMPANY FUND, 1934 to date. Council book, camp exchange fund, value of rations and mess, and individual accounts. (Occasionally, official.) $9\frac{1}{2}$ x $11\text{-}\frac{3}{4}$ covers, 1 ft. 6 in., in drawer of wooden filing case. Office (Bldg. A). (274)

89. DUTY ROSTER, 1934 to date. Form 6 WDAGO. (Occasionally, official.) 8 x $9\frac{1}{2}$ Bundles, $9\frac{1}{2}$ in., in drawer of wooden filing case. Office (Bldg. A). (273)

90. PERSONNEL, 1934 to date. Form 1, records of enrollees, personnel and individual record of civilian employees; Form 1A, record of physical examinations; Form WDAGO 22, classification record of enlisted men; and War Department Form 366, applications for enrollment and pay roll for personal services. See addenda. Filed numerically. Indexed. (Occasionally, official.) $9\frac{1}{2}$ x $11\text{-}\frac{3}{4}$ folders, 2 ft. 8 in., in drawer of steel filing case. Office (Bldg. A). (279, 275)

91. CAMP EXCHANGE, 1935 to date. Exchange accounts containing auditor's certificates, explanatory notes, financial statements, balance sheet, camp exchange orders, and post exchange records. (Occasionally, official.) $9\frac{1}{2}$ x $11\text{-}\frac{3}{4}$ envelopes, 1 ft. 2 in., in drawer of wooden filing case. Office (Bldg. A). (267)

92. GENERAL FILE, 1935 to date. General report of religious activities and outgoing correspondence. Filed numerically. (Daily, official.) $9\frac{1}{2}$ x $11\text{-}\frac{3}{4}$ folders, $2\frac{1}{2}$ in., in drawer of steel filing case. Office (Bldg. A). (276)

93. MORNING SUPPLY REPORTS, 1935 to date. Certificate of receipt for gasoline purchased, vehicle trip and operative record, gas and lubricant issue; Form QMC 231, Quartermaster Corps transportation service; and Form WDAGO 2, morning duty reports. (Occasionally, official.) $9\frac{1}{2}$ x $11\text{-}\frac{3}{4}$ folders, $9\frac{1}{2}$ in., in drawer of wooden filing case. Office (Bldg. A). (268)

94. SUSPENSE, 1935 to date. Supplies auto folders, 1 to 31. Foods, outgoing letters, termination of and requests for change of allotments, finance letters, finance officer's letters, service records, enrollees, forestry letters, correspondence, welfare, library, requisitions for subsistence, mess bills, and Forms 2 MC and 434, shipping tickets. (Occasionally, official.) $9\frac{1}{2}$ x $11\text{-}\frac{3}{4}$ folders, 1 ft. $\frac{1}{2}$ in., in drawer of wooden filing case. Office (Bldg. A). (284)

95. ADMINISTRATION, 1936 to date. War Department correspondence, outgoing and incoming radiograms, communications, medical obligation reports, gasoline and lubricant issue slips, abstract of purchases, strength report, classification of CCC personnel, proceedings of boards and officers, education, hearings, and inspections. Filed according to the War Department Correspondence File. (Occasionally, official.) $9\frac{1}{2}$ x $11\text{-}\frac{3}{4}$ folders, 6 in., in drawer of steel filing case. Office (Bldg. A). (280)

96. BUILDINGS AND GROUNDS, 1936 to date. Construction, correspondence, and telegrams. Filed numerically. (Occasionally, official.) $9\frac{1}{2}$ x $11\text{-}\frac{3}{4}$ folders, $1\frac{1}{2}$ in., in drawer of steel filing case. Office (Bldg. A). (283)

97. FINANCE AND ACCOUNTS, 1936 to date. Finance, correspondence pertaining to purchases, motion pictures, debits and credits, inventory and inspection reports, reports of survey, and record of discharged enrollees. Filed numerically. (Daily, official.) $9\frac{1}{2}$ x 11- $\frac{3}{4}$ folders, 5 in., in drawer of steel filing case. Office (Bldg. A). (277)

98. PERSONAL AND PERSONNEL, 1936 to date. Personal file of officer's correspondence, discharge certificates, general officers' ratings and disratings, list of discharges, civil service examinations taken by enrollees, titles of grades, civilians in general, detailed classification reports, personnel, statement of charges, rations, daily overhead, and finance. Filed numerically. (Occasionally, official.) $9\frac{1}{2}$ x 11- $\frac{3}{4}$ folders, 4 in., in drawer of steel filing case. Office (Bldg. A). (278)

99. SUPPLIES AND EQUIPMENT, 1936 to date. Correspondence, camp equipment, subsistence, medical supplies, QMC requisitions, motor vehicle regulation and reports, motor vehicles in general, accident and operative cost, fuel, light and power, laundry, and renovation. Filed numerically. (Occasionally, official.) $9\frac{1}{2}$ x 11- $\frac{3}{4}$ folders, 3 in., in drawer of steel filing case. Office (Bldg. A). (281)

100. TRANSPORTATION, 1936 to date. Shipping tickets, correspondence relative to transportation requests, motor transportation, job order requisitions, motor accidents, and bills of lading. Filed numerically. (Occasionally, official.) $9\frac{1}{2}$ x 11- $\frac{3}{4}$ folders, 2 $\frac{1}{2}$ in., in drawer of steel filing case. Office (Bldg. A). (282)

101. RECORD BOOK, 1937. Incoming and outgoing mail. (Daily, official.) 8 x 13 vols. (2), 1 in., on wooden shelf. Office (Bldg. A). (269)

Infirmary Files

102. DISPENSARY, 1933 to date. Vaccinations, typhoid inoculations, supplies, equipment, monthly sanitary report, and dental statistics. (Daily, official.) 5 x 8 vol., 1/8 in., on open wooden shelf. Infirmary (Bldg. A). (285)

103. HOSPITAL AND MEDICAL RECORDS, 1933 to date. Clinical, sick enrollees, hospital and medical, physician's examinations, identification cards of enlisted men, and finger prints of officers and enrollees. (Occasionally, official.) $9\frac{1}{2}$ x 11- $\frac{3}{4}$ folders, 1 ft., in drawer of wooden filing case. Office (Bldg. A). (271)

104. SICK LIST, 1933 to date. Form 52 Medical Department, listing number of days of treatment and disposition of the case. (Occasionally, official.) $4\frac{1}{4}$ x $9\frac{1}{2}$ paper forms, 2 in., on open wooden shelf. Infirmary (Bldg. A). (287)

105. STATISTICAL REPORT, 1933 to date. Statistical report in lieu of 86A.MD., statistical report, 86B.MD., and Medical Department's USA Form 52, reports of sick and wounded. (Daily, official.) $9\frac{1}{2}$ x 11- $\frac{3}{4}$ folders and bundles, 6 in., on open wooden shelf and arch file on wall. Infirmary (Bldg. A). (288)

106. PROPHYLACTIC AND NARCOTICS REGISTER, 1936. Listing of quarterly purchases. (Daily, official.) $5\frac{3}{4}$ x $8\frac{1}{2}$ vol., $\frac{1}{2}$ in., on open wooden shelf. Infirmary (Bldg. A). (286)

Educational Files

107. ENROLLEES' DRAWER, 1933 - 1935. Records and classification of enrollees. (Seldom, official.) $9\frac{1}{2}$ x $11\frac{3}{4}$ folders, 9 in., in drawer of steel filing case. Library (Bldg. B). (290)

108. PAY ROLLS AND MISCELLANEOUS RECORDS, 1933 - 1936. Records of this company compiled at other locations, viz: Saratoga, Wyoming, and Capitan, New Mexico. (Occasionally, official.) $9\frac{1}{2}$ x 12 envelopes (18), 5 in., in drawer of steel filing case. Library (Bldg. B). (289)

109. CAMP RECORDS FROM VARIOUS LOCATIONS, 1934 - 1936. Correspondence, memoranda, enrollments, and special orders from Silver City, New Mexico. (Seldom, official.) $9\frac{1}{2}$ x $11\frac{3}{4}$ folders, 1 ft., in drawer of steel filing case. Library (Bldg. B). (291)

FOREST SERVICE, 65-A

Forest Service Bldg.

Juan Miller, 28 mi. NE. of Clifton

This unit was established in 1936 in the Crooks National Forest. The company is engaged in improving recreational areas and building roads and trails. Included in the work is the widening and drainage of the Coronado Trail, the main north and south highway through this area.

110. CORRESPONDENCE, 1933 - 1936. Operations, finance and accounts, range, grazing lands, and forest service. (Dead file, occasionally, official.) $9\frac{1}{2}$ x $11\frac{3}{4}$ folders, 3 ft. 6 in., in 2 drawers of steel filing case. Office. (300)

111. MEMORANDA, 1933 to date. Timber stand improvement, supervision of range improvements, supervision of fish and game, auto mileage, explosives, revegetation, and recreation. (Earlier records, inactive; later records, occasionally, official.) $9\frac{1}{2}$ x $11\frac{3}{4}$ folders, $8\frac{1}{2}$ in., in drawer of steel filing case. Office. (301)

112. CROOK NATIONAL FOREST MEMORANDA, RECORDS, INVOICES, RECEIPTS, AND REPORTS, 1934 to date. (Daily, official.) $9\frac{1}{2}$ x $11\frac{3}{4}$ covers, $8\frac{1}{2}$ in., in drawer of steel filing case. Office. (299)

113. ECW, 1934 to date. Camp program, correspondence, invoices, educational material, supervision, and inspection. (Daily, official.) $9\frac{1}{2}$ x $11\frac{3}{4}$ folders, 3 in., in drawer of steel filing case. Office. (307)

114. REPORTS, 1934 to date. Monthly service, monthly accident, camp educational, machinery operation costs, and motor vehicle operator. (Daily, official.) $9\frac{1}{2}$ x $11\frac{3}{4}$ folders, 3 in., in drawer of steel filing case. Office. (306)

115. PURCHASE ORDERS, 1935 to date. Gasoline, supplies and parts, transfer of property, and equipment operative cost. (Occasionally, official.) $4\frac{1}{2}$ x 9 vols. (7), 8 in., on open wooden shelf. Office. (305)

116. EQUIPMENT OPERATION COST, 1936 to date. Time of use and cost of operation of equipment. (Daily, official.) 4 x 6-3/4 vols. (27), 2 ft., on open wooden shelf. Office. (304)
117. DAILY GAS RECORD, 1937. Form 643, daily record of issue of gasoline and greases. (Daily, official.) 8 x 11 1/2 envelopes, 1 in., on open wooden shelf. Office. (303)
118. INDEX TO ENROLLEES, 1937. Leaders, assistant leaders, and private CCC enrollees. Filed alphabetically. (Occasionally, official.) 3 x 3-3/4 cards, 2 ft. 6 in., in wooden card cabinets. Office. (302)

CAMP EAGLE CREEK, F-48-A
 CCC COMPANY 2857
 (A) Headquarters Bldg.
 (B) Recreational Hall
 48 mi. N. of Clifton

This company was organized in August 1935, and is under the jurisdiction of Silver City, New Mexico in the New Mexico District. Records are filed according to the War Department Correspondence File.

119. MISCELLANEOUS FILE, 1935. Correspondence regarding enrollees and supplies; records in general, etc. (Occasionally, official.) 8 x 11 covers, 5 ft., in 3 drawers of wooden filing case. Administrative office (Bldg. A). (76)
120. CANTEEN RECORD, 1935 to date. Record of canteen transactions. (Daily, official.) 6 x 15 vol., 1/2 in., on open wooden shelf. Administrative office (Bldg. A). (80)
121. CORRESPONDENCE FILE, 1935 to date. Finance, personnel, administration, and general. (Daily, official.) 9-3/4 x 12 folders, 5 ft., in 3 drawers of steel filing case. Administrative office (Bldg. A). (75)
122. SILVER CITY DISTRICT STANDING ORDERS, 1935 to date. (Daily, official.) 9 x 11 1/2 loose-leaf books, 2 in., on open wooden shelf. Administrative office (Bldg. A). (84)
123. BASIC VOCATIONAL COURSES, 1936. Instructions and record of subjects covered in class room. (Daily, official.) 8 1/2 x 11 folders, 1/4 in., in drawer of steel filing case. Class room (Bldg. B). (88)
124. CLASS ATTENDANCE RECORDS, 1936 to date. (Daily, official.) 8 x 10 1/2 loose-leaf books, 3/4 in., in drawer of steel filing case. Class room (Bldg. B). (86)
125. ENROLLEES' CUMULATIVE RECORD, 1936 to date. CCC Form 2, complete record of the personal history of enrollees, previous education, previous occupational experience, company record, etc. (Daily, official.) 8 x 10 1/2 loose-leaf books, 3/4 in., on open wooden shelf. Class room (Bldg. B). (89)

126. FILING CARDS, 1936 to date. CCC Form 201, individual forms on camp enrollees. (Occasionally, official.) 3 x 5 cards, 1 in., in drawer of steel filing case. Administrative office (Bldg. A). (74)

127. INDIVIDUAL RECORDS, 1936 to date. CCC Form 201, record of enrollees of the camp. Filed alphabetically. (Occasionally, official.) 9½ x 12 envelopes, 12 ft. 1 in., in 7 drawers of steel filing case. Administrative office (Bldg. A). (73)

128. JOINT AGREEMENTS, 1936 to date. Form 2A. (Occasionally, official.) 11½ x 16½ vols., 2 in., on open wooden shelf. Administrative office (Bldg. A). (78)

129. MISCELLANEOUS RECORDS, 1936 to date. Class schedules, monthly reports, educational bulletins, motion picture literature, personal records, committee reports, civil service, camp papers, letters from office of education, inter-camp letters, and job letters. (Daily, official.) 8 x 10½ folders, 1 ft., in drawer of steel filing case. Class room (Bldg. B). (90)

130. WAR DEPARTMENT CIRCULARS, 1936 to date. Changes of instructions from CCC Headquarters, 8th Corps Area, abstract of purchases, perishable articles, etc. (Frequently, official.) 9 x 12 folders, 1 in., on wooden shelf. Administrative office (Bldg. A). (83)

131. CORRESPONDENCE LEDGER, Dec. 1, 1936 to date. Record of incoming and outgoing correspondence of entire camp as: office and enrollees. (Daily, official.) 10½ x 12½ vol., 1 in., on open wooden shelf. Administrative office (Bldg. A). (79)

132. COLLECTION SHEET, 1937. QMC Form 20, msc. collections, orders, bills, receipts, etc. Mess account, company funds, transmittal slips, 1937 invoices, supplies, and 10 day menus. (Daily, official.) 9 x 11-3/4 folders, 1/16 in., on open wooden shelf. Administrative office (Bldg. A). (82)

133. EXCHANGE ACCOUNT, 1937. Financial statement, audits, and certificates. (Occasionally, official.) 11 x 15½ vols. and loose-leaf book, 3/4 in., on open wooden shelf. Administrative office (Bldg. A). (77)

134. LIBRARY FILES, 1937. Decimal system of filing reference cards for books on shelves of library section. Filed alphabetically. (Daily, official.) 3-3/4 x 5-3/4 cards, 3-3/4 in., in drawer of card cabinet. Class room (Bldg. B). (87)

135. MEDICAL OFFICER'S REPORT, 1937. WDA Co. Form 5, daily sick report on illness, causes, treatment, disposition of the case, etc. Indexed. (Daily, official.) 4½ x 9 loose-leaf book, 1/16 in., on open wooden shelf. Administrative office (Bldg. A). (81)

136. PERSONNEL FILE, n.d. Of educational adviser showing standing and company strength. Arranged alphabetically. (Daily, official.) 8 x 10½ folders, 1 ft., in drawer of steel filing case. Class room (Bldg. B). (85)

FOREST SERVICE, 48-A
Forest Reserve Bldg.
48 mi. N. of Clifton

This unit is located within and engaged in Forest Service work upon the Crook National Forest of Region 3. It was established on August 20, 1935.

137. FOREST SERVICE HAND BOOK, 1936 - 1937. With data on truck trails, standards, surveys, construction, explosives, maintenance, cost keeping, concrete, etc. Indexed. (Daily, official.) 8 x 11 loose-leaf book, $\frac{1}{2}$ in., on desk shelf. Office. (100)
138. CERTIFICATES AND RECEIPTS, 1936 to date. Tax exemption receipts for motor fuel. (Daily, official.) 3 x 8 loose leaves, $\frac{1}{2}$ in., in wooden pigeon hole. Office. (99)
139. DAILY RECORD OF ISSUES OF GASOLINE, OIL, AND GREASE, 1936 to date. Form 643, a summary of Form 644. (Daily, official.) $8\frac{1}{4}$ x $10\frac{1}{2}$ loose-leaf books, $\frac{1}{16}$ in., on wooden shelf. Office. (96)
140. DUPLICATE ORDERS, 1936 to date. Form 877, for msc. supplies. (Daily, official.) $4\frac{1}{2}$ x $9\frac{1}{2}$ vols. (19), $\frac{3}{4}$ in., on wooden shelf. Office. (102)
141. FIELD RECORDS, 1936 to date. Form 469A, workman's equipment and time records. Index. (Daily, official.) $3\frac{1}{4}$ x 7 vols. (33), $4-1/8$ in., in pigeon holes on wooden shelf. Office. (104)
142. MONTHLY SERVICE REPORT, 1936 to date. Form 26, with data on fire suppression, improvement, construction, maintenance, other projects, expansion acts, Hog Trail Baseline fence, Eagle Ranger Station ditch, etc. (Monthly, official.) $12\frac{1}{4}$ x $15\frac{1}{2}$ loose sheets, $\frac{3}{4}$ in., on wall file board. Office. (91)
143. MONTHLY WORK PROGRESS REPORTS, 1936 to date. Record of progress made on projects under supervision of the supervisor, showing number of days, kind of work, structural and transportation improvements, roads and trails, forest protection, landscaping, etc. (Daily, official.) 11 x 40 loose sheets, $\frac{1}{4}$ in., on file board on wall. Office. (103)
144. MOTOR FUEL EXEMPTION RECEIPTS, 1936 to date. Standard Form 1066, receipts for purchases of tax exempt motor fuels. (Daily, official.) 3 x 8 check books (4), 1 in., in pigeon hole on wooden shelf. Office. (95)
145. PROPERTY ISSUED TO ENROLLEES, 1936 to date. Form 331, records of property issued to enrollees employed in the Forest Service division. Filed alphabetically. (Daily, official.) $5\frac{1}{4}$ x 8 cards, 5 in., in card cabinet. Office. (92)
146. STANDARD TIME BOOKS, 1936 to date. Form 880, showing name of project, worker, month, and man hours worked per month. Indexed. (Monthly, official.) $4-3/4$ x $6-3/4$ vols. (9), $2\frac{1}{4}$ in., on wooden shelf. Office. (94)

147. WEEKLY COST ACCOUNT RECORD, 1936 to date. Cost accounts of operations and equipment. (Weekly, official.) $7\frac{1}{2}$ x 12 vols. (2), 1 in., on wooden shelf. Office. (97)

148. DAILY BULLETINS, 1937. Msc. subjects; check on daily routine workers, etc. (Daily, official.) 9 x 12-3/4 loose sheets, 1 ft. 6 in., on file boards on wall. Office. (98)

149. DAILY SAFETY CHECK ON TRUCKS, 1937. Form 129-R3, safety check on all CCC Company trucks, made and recorded daily. (Daily, official.) $8\frac{1}{4}$ x $10\frac{1}{2}$ loose sheets, 1/16 in., on open wooden shelf. Office. (101)

150. SEMI-MONTHLY SALARY REPORTS, 1937. Name, salary, name of project, days spent, total wages earned, and commissary account. (Semi-monthly, official.) $3\frac{1}{4}$ x 7 loose-leaf book, 1/8 in., in pigeon hole on wooden shelf. Office. (93)

DUNCAN

CAMP DUNCAN, SCS-1-A

CCC COMPANY 1840

(A) Headquarters Bldg.

(B) Recreation Hall and Library

1 mi. NW. of Duncan

This company was organized on July 24, 1934, under the District Headquarters at Silver City, New Mexico. Records are filed according to the Silver City District Filing System, a mimeographed pamphlet taken from the War Department Correspondence File.

151. CAMP EXCHANGE FUND, 1934 to date. Inactive files: financial statement, company funds, assets and liabilities, total assets and liabilities; active files: company funds, vouchers, record of daily purchases, checks for ECW, trip tickets, transportation, and auditor's report. (Occasionally, official.) $9\frac{1}{2}$ x 11-3/4 folders, 2 ft. 3 in., in drawer of steel filing case. Office (Bldg. A). (21)

152. CLASSIFICATION OF ENROLLEES, 1934 to date. Form 30, local medical doctor, CCC qualification card; Form 52, medical department; Form 1, certificate of proficiency, educational and vocational records; Form 2545, finger print record, and veteran's administration. Arranged alphabetically. (Daily, official.) $10\frac{1}{2}$ x 18 envelopes, $1\frac{1}{2}$ in., in drawer of steel filing case. Office (Bldg. A). (19)

153. ADMINISTRATIVE, 1935 to date. Reports, registered mail, insured and lost mail, tri-monthly strength, abstracts of purchases, educational, detailed classification, organization of detachment, vehicle trips, daily sick, estimate and requirement of funds, medical statistical obligations, gas and oil, religious activities, sanitation, company overhead, safety division, amusement, and welfare. Filed numerically. (Occasionally, official.) $9\frac{1}{2}$ x 11-3/4 folders, $7\frac{1}{2}$ in., in drawer of steel filing case. Office (Bldg. A). (14)

154. BUILDINGS AND GROUNDS, 1935 to date. Side camps and camp sites, barracks and quarters, building reports, wall lockers, and water pump supply system. Filed numerically. (Occasionally, official.) $9\frac{1}{2}$ x $11\text{-}\frac{3}{4}$ folders, 6 in., in drawer of steel filing case. Office (Bldg. A). (17)

155. CANCELLED CHECKS, 1935 to date. Company exchange account cancelled checks (duplicates). (Occasionally, official.) 9 x 13 vol., 1 ft. $\frac{3}{4}$ in., in drawer of wooden filing case. Office (Bldg. A). (10)

156. CARD CATALOGUE, 1935 to date. Library cards. Check on books borrowed and returned. Filed alphabetically. (Daily, official.) 3 x 5 cards, $5\frac{1}{2}$ in., in wooden card cabinet. Library (Bldg. B). (23)

157. CORRESPONDENCE, 1935 to date. Incoming and outgoing correspondence, discharges, educational activities, civilian personnel charges, classification of enrollees, and correspondence relative to educational subjects. (Occasionally, official.) $9\frac{1}{2}$ x $11\text{-}\frac{3}{4}$ folders, 2 in., in drawer of wooden filing case. Library (Bldg. B). (22)

158. MEDICINE, HYGIENE, AND SANITATION, 1935 to date. Dental treatments, camp infirmary, injuries, correspondence and charts, typhoid vaccination, water supply analysis, and company memoranda to all enrollees. Filed numerically. (Occasionally, official.) $9\frac{1}{2}$ x $11\text{-}\frac{3}{4}$ folders, 4 in., in drawer of steel filing case. Office (Bldg. A). (18)

159. REPORTS, 1935 to date. Teacher's reports of monthly attendance, monthly service reports, classification of enrollees, class attendance reports, and certificates of proficiency. Filed alphabetically. (Occasionally, official.) $9\frac{1}{2}$ x $11\text{-}\frac{3}{4}$ folders, 1 ft., in drawer of wooden filing case. Library (Bldg. B). (24)

160. SUPPLIES AND EQUIPMENT, 1935 to date. Ordnance supplies, abstracts of perishable supplies, requisitions, lighting and heating, fire fighting, kitchen sanitation, electric lights and lanterns, clothing, subsistence, stores, correspondence, medical, ambulance and service, tires, filing system, shoe repairs, motors, and trucks. Filed numerically. (Occasionally, official.) $9\frac{1}{2}$ x $11\text{-}\frac{3}{4}$ folders, 7 in., in drawer of steel filing case. Office (Bldg. A). (15)

161. TRANSPORTATION, 1935 to date. Routing for discharged enrollees, report of shipment, motor vehicle accidents, transportation requests, and government bills of lading. Filed numerically. (Occasionally, official.) $9\frac{1}{2}$ x $11\text{-}\frac{3}{4}$ folders, 2 in., in drawer of steel filing case. Office (Bldg. A). (16)

162. CLASSIFICATION CARDS, 1936 to date. Form 2, personal history of enrollees listed in educational department. Filed alphabetically. (Daily, official.) 5 x 8 cards, 5 in., on wooden shelf. Library (Bldg. B). (25)

163. EXCHANGE ACCOUNT, 1936 to date. Auditor's report of camp funds and exchange account. (Daily, official.) 11 x 15 loose-leaf book, $\frac{1}{2}$ in., in drawer of wooden filing case. Office (Bldg. A). (20)

164. FINANCE AND ACCOUNTING, 1936 to date. Reports, correspondence, apportionment and supply of funds, ration funds, savings, requisitions for subsistence and stores, statements, vouchers, memorandum receipts, arti-

cles lost or stolen, inventory and inspections, property and supplies on hand, bills, claims, contracts, bills of sale; and over, short, and damage reports. Filed numerically. (Occasionally, official.) $9\frac{1}{2}$ x $11\text{-}\frac{3}{4}$ folders, 8 in., in drawer of steel filing case. Office (Bldg. A). (12)

165. GENERAL, 1936 to date. Correspondence, religious activities, war finance, transmittals, merchants and merchandising, and holidays. Filed numerically. (Occasionally, official.) $9\frac{1}{2}$ x $11\text{-}\frac{3}{4}$ folders, 5 in., in drawer of steel filing case. Office (Bldg. A). (11)

166. PERSONAL AND PERSONNEL, 1936 to date. Personal file of officers, complaints, locator cards, lists of enrollees, correspondence, rating orders, transfers, civil service examinations, travel duty, absence with or without leave or pay, discharges, deaths, funerals, title and grades, civilian employees, pay rolls and data connected therewith for personal services, allotments, termination of enrollment, compensation, discipline, and hearings. Filed numerically. (Occasionally, official.) $9\frac{1}{2}$ x $11\text{-}\frac{3}{4}$ folders, 9 in., in drawer of steel filing case. Office (Bldg. A). (13)

SOIL CONSERVATION SERVICE, 1-A
Headquarters Bldg.
1 mi. NW. of Duncan

This camp is engaged in soil conservation work on the upper Gila River, under the supervision of the Safford Office of the Gila River Project.

167. SOIL EROSION SERVICE REPORTS, 1934. Form 1 ECW, costs, daily report of expendable materials used, man day reports, monthly distribution reports, and structure damage report. (Occasionally, official.) $9\frac{1}{2}$ x $11\text{-}\frac{3}{4}$ folders, 1 ft. 6 in., in drawer of steel filing case. Technical office. (34)

168. CORRESPONDENCE, 1934 to date. Correspondence to and from camp, camp commanders regarding monthly requirements, expendable property, acknowledgment of reports, civilian personnel, investigations; and correspondence relative to other camps. (Occasionally, official.) $9\frac{1}{2}$ x $11\text{-}\frac{3}{4}$ folders, 1 ft., in drawer of steel filing case. Technical office. (39)

169. DAILY REPORTS, 1934 to date. Planting records, daily truck, tractor, gasoline and oil records; purchase orders, and foreman's reports. (Occasionally, official.) 10 x 12 folders, 1 ft., on open wooden shelf. Technical office. (27)

170. DAILY TIME BOOKS, 1934 to date. Record of hours worked and work accomplished. (Daily, official.) $4\frac{1}{2}$ x $7\frac{1}{4}$ vols. (16), $5\frac{1}{2}$ in., in drawer of steel filing case. Technical office. (29)

171. FIELD NOTES, 1934 to date. Notes of surveys by foremen and engineers made in the field. (Occasionally, official.) $4\text{-}\frac{3}{4}$ x $7\frac{1}{2}$ vols. (20), 1 ft., in drawer of steel filing case. Technical office. (30)

172. MONTHLY WORK PROGRESS REPORT, 1934 to date. Supplementary report, structural improvements, transportation, erosion control, flood control, range, and other activities. (Daily, official.) $11\frac{1}{2}$ x 30 loose-leaf book, $1\frac{1}{2}$ in., on wooden desk. Technical office. (37)

173. NON-EXPENDABLE PROPERTY, 1934 to date. Form 10-191, store house and property record. (Seldom, official.) 5 x $10\frac{1}{2}$ folders, $1\frac{1}{2}$ in., on open wooden shelf. Technical office. (28)

174. PROJECT REPORTS, 1934 to date. Project superintendent's reports, monthly time sheet, cost reports, mechanics' weekly report, monthly mechanical inspection, ECW and SCS material and supplies, camps, and continuous statement of tools issued to foremen. (Seldom, official.) $9\frac{1}{2}$ x $11\text{-}3/4$ folders and $4\frac{1}{2}$ x $7\frac{1}{2}$ cards, 2 ft. 2 in., in drawer of steel filing case. Technical office. (38)

175. PROPERTY RECORD, 1934 to date. Form SCS-ECW 5, property record, tools, and equipment. (Occasionally, official.) 5 x 8 cards, $3\text{-}3/4$ in., in drawer of steel filing case. Technical office. (32)

176. REPORTS, 1934 to date. Semi-annual drought relief, camp educational, truck drivers, investigation, accident, and superintendent's narrative reports. (Occasionally, official.) $9\frac{1}{2}$ x $11\text{-}3/4$ folders, 1 ft., in drawer of steel filing case. Technical office. (36)

177. METEOROLOGICAL RECORD, 1935 to date. Form 1009, cooperative observers. (Occasionally, official.) $10\frac{1}{2}$ x 11 vols. (2), $\frac{1}{2}$ in., in drawer of steel filing case. Technical office. (33)

178. MONTHLY REPORTS, 1935 to date. Monthly summary report of all operating costs, monthly statistical report, report of camp accidents, tractor operations, monthly average distribution, personnel report of enrollees, report of motor vehicle operation, and narrative report of educational program. (Occasionally, official.) $9\frac{1}{2}$ x $11\text{-}3/4$ folders, 6 in., in drawer of steel filing case. Technical office. (26)

179. JOB COST SHEET, 1936 to date. Road construction, maintenance, seed and transplants, water conservation work, and sodding. (Occasionally, official.) $9\frac{1}{2}$ x $11\text{-}3/4$ folders, 6 in., in drawer of steel filing case. Technical office. (31)

180. PERPETUAL INVENTORY, 1936 to date. Form SCS-ECW 29, expendable items, automotive department. Filed alphabetically. (Occasionally, official.) 5 x 8 cards, $6\frac{1}{2}$ in., in wooden card cabinet. Technical office. (35)

CAMP MESQUITITA, SCS-19-N
CCC COMPANY 2839
Headquarters Bldg.
16. mi. E. of Duncan

This company was organized on July 22, 1935, under the jurisdiction of the Silver City District, New Mexico, the state in which the camp is located although its railhead and post office is at Duncan, Arizona. Rec-

ords are filed according to the Silver City District Filing System, which follows the War Department Correspondence File.

181. ADMINISTRATION, 1935 to date. District procurement authority, correspondence, vehicle trips and operators, drivers, trip tickets, detailed classification, fire regulations, activities, athletics and amusements, company movement, company disbandment, records, and files. Filed numerically. (Prior to 1936, occasionally; 1936 to date, frequently, official.) $9\frac{1}{2}$ x $11\text{-}3/4$ folders, 1 ft. $1\frac{1}{2}$ in., in drawer of steel filing case. Office. (51, 44)
182. FINANCE AND ACCOUNTING, 1935 to date. Camp exchange, cancelled checks, collection sheets, daily purchases, consolidated memorandum receipts, laundry and renovation, equipment, company fund, mess account, receipts, debit vouchers; overhead, short and damage reports; survey, msc. accounts, and correspondence. Filed numerically. (Prior to 1936, occasionally; 1936 to date, daily, official.) $9\frac{1}{2}$ x $11\text{-}3/4$ folders, 1 ft., in drawer of steel filing case. Office. (40, 41)
183. MEDICINE, HYGIENE, AND SANITATION, 1935 to date. Dental correspondence, admission to hospital, injuries, health, diseases, water supply analysis, quarantine, and sanitary inspection. Filed numerically. (Occasionally, official.) $9\frac{1}{2}$ x $11\text{-}3/4$ folders, 2 in., in drawer of steel filing case. Office. (48)
184. PERSONAL AND PERSONNEL, 1935 to date. Individual records and transmittals, classification of enrollees, discharge certificates, correspondence, rating and disrating, absence with or without leave or pay, honorable discharge, deaths, and funerals. Filed numerically. (Prior to 1936, occasionally; 1936 to date, frequently, official.) $9\frac{1}{2}$ x $11\text{-}3/4$ folders and $9\frac{1}{2}$ x 12 vol., $10\frac{1}{2}$ in., in drawer of steel filing case. Office. (50, 43)
185. SUPPLIES AND EQUIPMENT, 1935 to date. Memorandum receipts, debit slips, incoming and outgoing telegrams, shipping tickets, requisitions, weekly statements of army gasoline, delivery tickets, certification receipts, camp memoranda, clothing equipage, toilet articles, rations, medical supplies, subsistence stores, typewriters, and plumbing supplies. Filed numerically. (Occasionally, official.) $9\frac{1}{2}$ x $11\text{-}3/4$ folders, 1 ft. $1\frac{1}{2}$ in., in drawer of steel filing case. Office. (52, 45)
186. TRANSPORTATION, 1935 to date. Arrival of new enrollees, correspondence, bills of lading, and motor accident reports. Filed numerically. (Occasionally, official.) $9\frac{1}{2}$ x $11\text{-}3/4$ folders, $1\frac{1}{2}$ in., in drawer of steel filing case. Office. (46)
187. BUILDINGS AND GROUNDS, 1936 to date. Side camp and camp sites, mess account, ration statements, and motor generator set. (Occasionally, official.) $9\frac{1}{2}$ x $11\text{-}3/4$ folders, 3 in., in drawer of steel filing case. Office. (47)
188. EXCHANGE ACCOUNT, 1936 to date. Coupons, cash, and merchandise. (Daily, official.) 11 x $15\frac{1}{2}$ loose-leaf book, $\frac{1}{2}$ in., on desk. Office. (40)
189. GENERAL, 1936 to date. Report of religious activities, general orders, and leaves of absence. Filed numerically. (Occasionally, offi-

cial.) $9\frac{1}{2}$ x 11- $\frac{3}{4}$ folders, 5 in., in drawer of steel filing case. Office. (42)

SOIL CONSERVATION SERVICE, 19-NM
Technical Service Office and Warehouse
16 mi. E. of Duncan

This unit, located on the upper Gila River on the Arizona-New Mexico line, is under the direction of the Safford Office of the Gila River Project.

190. REPORTS, 1934 to date. Mechanics' weekly reports, vehicles, material issued to foremen, camp repair charge, Gila River project report, foremen's daily report, material and labor charges, location and nature of construction, project superintendent's daily report, planting, issues of gasoline, semi-monthly report, army classification, accident, claims for compensation, termination of total or partial disability, educational programs, counseling, guiding, foreman's monthly summary report, distribution of enrollees, statistical, individual, consolidated camp, and quarterly reports. (Occasionally, official.) $9\frac{3}{4}$ x $12\frac{1}{2}$ envelopes and $9\frac{1}{2}$ x 11- $\frac{3}{4}$ folders, 3 ft. 6 in., in wooden box and 2 drawers of steel filing case. Warehouse and office. (64, 61)

191. MOTOR VEHICLE RECORDS, 1935. Monthly record of motor vehicle operation, daily record of tractor operation, tractor cost record, and gas and oil record. (Inactive file, rarely, official.) $9\frac{3}{4}$ x $12\frac{1}{2}$ envelopes, 8 in., in wooden box. Warehouse. (63)

192. NARRATIVE REPORT, 1935. Photograph album with photographs of technical area. (Daily, official.) $9\frac{3}{4}$ x 11 $\frac{1}{2}$ vol., $\frac{1}{4}$ in., on closed steel shelf. Office. (55)

193. PERPETUAL INVENTORY, 1935 to date. Form ECW-SCS 29, expendable items, listing articles, quantity, and cost. Filed alphabetically. (Daily, official.) 5 x 8 cards, 1 ft., in wooden card cabinet. Warehouse. (65)

194. PROPERTY RECORDS, 1935 to date. Form ECW-SCS 5, report number, date, quantity received, surveyed, on hand, and total cost. (Daily, official.) 5 x 8 cards $7\frac{3}{4}$ in., in wooden card cabinet. Warehouse. (66)

195. RECORDS, 1935 to date. Minor accidents, camp memoranda, comparison of cost of operation, truck mileage, daily truck and machine shop record, etc. (Transferred district, sub-district, warehouse, and side camp records). (Occasionally, official.) $9\frac{1}{2}$ x 11- $\frac{3}{4}$ folders, 4 in., in drawer of steel filing case. Office. (58)

196. REQUISITIONS, 1935 to date. Army gasoline, transportation requests, project supplies, army transportation, and camp requisitions to regional warehouse and project superintendent; gasoline and lubricant slips, weekly statement of army gasoline, monthly distribution of gasoline and oil, daily issues of gasoline, and continuous statement of gas, oil and grease on hand. (Earlier records, seldom; later records, occasionally, official.) $9\frac{3}{4}$ x $12\frac{1}{2}$ envelopes and $9\frac{1}{2}$ x 11- $\frac{3}{4}$ folders, 1 ft.

1 in., in wooden box and drawer of steel filing case. Warehouse and office. (62, 59)

197. MAPS AND JOB COST SHEETS, 1936 to date. Flood protection, canyon, homestead, water, ranch and field maps and blue prints; unit price, and engineer's correspondence. (Daily, official.) $9\frac{1}{2}$ x $11\text{-}\frac{3}{4}$ folders, 1 ft. 1 in., in drawer of steel filing case. Office. (56)

198. PERSONAL AND PERSONNEL, 1936 to date. Correspondence, transportation, side camps, safety, rodent extermination, and general correspondence. (Occasionally, official.) $9\frac{1}{2}$ x $11\text{-}\frac{3}{4}$ folders, 9 in., in drawer of steel filing case. Office. (57)

199. RECEIPTS, 1936 to date. Warehouse, army gasoline, and side camp property debits and issues. (Occasionally, official.) $9\frac{1}{2}$ x $11\text{-}\frac{3}{4}$ folders, $1\frac{1}{2}$ in., in drawer of steel filing case. Office. (60)

200. TIME BOOKS, 1936 to date. Records of time spent in the field. (Daily, official.) $4\frac{1}{2}$ x $7\frac{1}{2}$ vols. (6), 3 in., on closed steel shelf. Office. (53)

201. DUTY REGISTER, 1937. Weekly night duty register. (Daily, official.) $4\frac{1}{2}$ x $7\frac{1}{2}$ vol., $\frac{1}{2}$ in., on wooden shelf. Office. (54)

202. WPA PROJECTS, n.d. Photographic negatives, nitrate (21), in wooden box. Office and warehouse. (P-2)

GLOBE

CAMP A CROSS RANCH, F-29-A

CCC COMPANY 807

(A) Headquarters Bldg.

(B) Bldg. C

38 mi. N. of Globe

This company was organized in 1933 and moved to its present location in July 1936. Previously it was located at Indian Gardens, F-23-A. Files of this company (with the exception of those in the supply room) for the calendar years 1933 - 1935 had been boxed up and placed in the storeroom and were not surveyed.

203. LAUNDRY BOOK, 1933 to date. Lists of laundry sent out and returned. Entered chronologically. (Weekly, official.) 9 x $13\frac{1}{2}$ vol., 1 in., on shelf in cabinet. Supply room (Bldg. A). (247)

204. INDIVIDUAL CLOTHING RECORD, 1934 to date. Name of enrollee, serial number, date of enrollment, date of issue of clothing and clothes issued, clothes turned in, and balance turned in or retained on discharge. Arranged alphabetically. (Daily, official.) 9 x 14 loose sheets, 2 in., on spindle headboard on wall. Supply room (Bldg. A). (256)

205. CLOTHING CREDIT, 1935 to date. Record of clothing issued to the entire company. Entered chronologically. (Occasionally, official.)

- 9 x 14 loose sheets, 3 in., on spindle headboard on wall. Supply room (Bldg. A). (245)
206. CLOTHING DEBIT, 1935 to date. Record of clothing shipped to the company in form of shipping tickets listing quantity ordered and shipped, stock number, articles and unit, date received, and signature of officer in charge. Entered chronologically. (Occasionally, official.) 9 x 14 loose sheets, $1\frac{1}{2}$ in., on spindle headboard on wall. Supply room (Bldg. A). (244)
207. CLOTHING STOCK RECORD CARDS, 1935 to date. Listing date, voucher number, amount received, issued, balance, and name of article. Arranged alphabetically. (Rarely, official.) 3 x 9 loose-leaf books, 1 in., on cabinet shelf. Supply room (Bldg. A). (250)
208. CREDIT AND DEBIT MEMORANDUMS, 1935 to date. Memorandum receipts for all property in camp. Entered chronologically. (Rarely, official.) 10 x 11 loose-leaf books, $\frac{1}{2}$ in., on desk. Supply room (Bldg. A). (248)
209. GENERAL REPORTS, 1935 to date. Bills of lading, enrollee's clothing records, requisitions, shipping tickets, tally sheets, travel libraries, inventories, reports of surveys, etc. Entered chronologically. (Daily, official.) 9 x $10\frac{1}{2}$ folders, 11 in., in wooden drawer. Supply room (Bldg. A). (242)
210. MEMORANDA, 1935 to date. Instructions received from District Headquarters pertaining to orders, prices, etc. Entered chronologically. (Rarely, official.) 9 x 14 loose sheets, 2 in., on spindle headboard on wall. Supply room (Bldg. A). (243)
211. NON-EXPENDABLE AND EXPENDABLE PROPERTY, 1935 to date. Record of each article, date issued, voucher number, number received, issued, balance, and date received. Arranged alphabetically. (Rarely, official.) 3 x 9 loose-leaf books, 4 in., on shelf in cabinet. Supply room (Bldg. A). (249, 251)
212. DEBIT PENDING, 1936 to date. Current file of shipping tickets for property returned. Entered chronologically. (Rarely, official.) 9 x 14 loose sheets, $\frac{1}{2}$ in., on spindle headboard on wall. Supply room (Bldg. A). (246)
213. SUB-MEMORANDUM RECEIPTS, 1936 to date. Memorandum receipts of the storekeeper signed by the person to whom the property has been issued. Entered chronologically. (Rarely, official.) 3 x 9 loose-leaf books, $\frac{1}{2}$ in., on shelf in cabinet. Supply room (Bldg. A). (257)
214. CAMP EXCHANGE AND COMPANY FUND, Jan. 1936 to date. Record of purchases, receipts, expenditures, exchanges, checks, and check stubs. Entered chronologically. (Daily, official.) 9 x $10\frac{1}{2}$ folders, 1 ft., in steel filing case. 2d room from W. end (Bldg. A). (240)
215. CLASS REPORTS, Jan. 1936 to date. Class records showing date of classes, and names of students and if present or absent. Entered chronologically. (Daily, official.) 8 x 11 loose-leaf books, 2 in., on desk. Entrance room (Bldg. B). (258)

216. COMPANY FILE, Jan. 1936 to date. Msc. file of correspondence, bills, reports, claims for damage, medical accounts, pay rolls, pay cards, etc. See addenda for inventory. Filed according to the War Department Correspondence File. (Daily, official.) 9 x 10½ folders, 2 ft., in drawers of steel filing case. 2d room from W. end (Bldg. A). (241)

217. DAILY EDUCATION LOG, Jan. 1936 to date. Record of classes, attendance, training, lectures, activities, instruction, counselling and guidance, time spent by adviser, general notes, etc. Entered chronologically. (Daily, official.) 8 x 11 loose-leaf books, 2 in., on desk. Entrance room (Bldg. B). (260)

218. DAILY SICK REPORT, Jan. 1936 to date. Record giving date, name of sick person, army serial number, grade, when taken sick, if in line of duty, and disposition. Entered chronologically. (Daily, official.) 3 x 9 loose-leaf book, ½ in., on captain's desk. 2d room from W. end (Bldg. A). (253)

219. EDUCATIONAL REPORTS, Jan. 1936 to date. Record listing Corps Area, district, company, date, camp adviser's name, location of camp, subjects, grade, name and title of instructor, number of meetings, average attendance, and general remarks upon progress. Filed chronologically. (Monthly, official.) 8 x 11 loose-leaf books, ½ in., on desk. Entrance room (Bldg. B). (261)

220. INDIVIDUAL RECORDS, Jan. 1936 to date. Of each enrollee and maintained during enrollee's term. Filed alphabetically. (Daily, official.) 8 x 10½ loose-leaf form, 1 ft. 3 in., in drawer of steel filing case. 2d room from W. end (Bldg. A). (255)

221. MASTER EDUCATIONAL PARTICIPATION RECORD, Jan. 1936 to date. Name of enrollee, age, grade, and classes enrollee is carrying. Arranged alphabetically. (Monthly, official.) 8 x 11 loose-leaf books, ½ in., on desk. Entrance room (Bldg. B). (259)

222. MORNING REPORT, Jan. 1936 to date. Record of rations, officers present, enlisted men present for duty, absent, etc., and specialist, present or absent. Entered chronologically. (Daily, official.) 3 x 9 loose-leaf books, ½ in., on captain's desk. 2d room from W. end (Bldg. A). (252)

223. RADIO MESSAGES, current. Radio messages received and sent are kept in this file until the end of each month and then placed in the company file. Filed chronologically. (Daily, official.) 8 x 8 folders and loose sheets, 1 in., in pigeonhole in captain's desk. 2d room from W. end (Bldg. A). (254)

FOREST SERVICE, 29-A

Headquarters Bldg.

A Cross Ranch, 38 mi. N. of Globe

This unit was established in 1933 for road and trail work, and the making of other improvements in Sierra Ancha District of the Tonto National Forest.

224. INDIAN GARDEN FILES (F-23-A), 1933 - 1936. Record of transactions, supervision, safety, and organization; reports on projects, progress, and programs: personnel, enrollment, finance, ECW personnel, requisitions, equipment, etc. Filed chronologically under Forest Accounts FA and ECW. (Closed file, occasionally, official.) 9 x 10 $\frac{1}{2}$ folders, 3 ft., in 2 drawers of wooden filing case. W. end room. (264)

225. GENERAL FILE, 1935 to date. Record of transactions, supervision, safety organization, reports of progress, projects and programs, personnel, enrollment, finance, ECW personnel, requisitions, equipment, etc. Filed chronologically under FA Forest Accounts and ECW. (Occasionally, official.) 9 x 10 $\frac{1}{2}$ folders, 3 ft. 1 in., in 2 drawers of wooden filing case. W. end room. (262)

226. DAILY TRUCK SERVICE SHEETS, 1936 to date. Record of gas and oil used in trucks and heavy equipment, and gasoline used by the army. Filed chronologically. (Rarely, official.) 9 x 10 $\frac{1}{2}$ folders, 2 ft., in drawer of wooden filing case. W. end room. (265)

227. EQUIPMENT OPERATION COST, 1936 to date. Make and style of motor vehicle, engine number, date, hours operated, gasoline, oils and greases used; tires and tubes; repairs; msc. matter; idle hours due to breakdown; remarks; activity; etc. Entered chronologically. (Daily, official.) 3 x 6 $\frac{1}{2}$ vols., 8 in., in drawer of wooden filing case and on rack on table. W. end room. (266)

228. MAPS, 1936 to date. Progress maps of the various projects under the supervision of this camp, fire control map, etc. (Frequently, official.) 12 x 12 and 48 x 72 maps, 4 in., in cupboard. W. end room. (268)

229. PROPERTY AND EQUIPMENT RECORDS, 1936 to date. Article, date issued, number in stock, and number issued to each project. Arranged alphabetically. (Daily, official.) 5 x 8 cards, 5 in., in wooden box. W. end room. (267)

230. TIME REPORTS, 1936 to date. Record of daily distribution of men on projects, made by foremen and turned in to the project clerk. Entered chronologically. (Rarely, official.) 9 x 10 $\frac{1}{2}$ folders, 1 ft. 6 in., in drawer of wooden filing case. W. end room. (263)

GRAND CANYON

CAMP SOUTH RIM, NP-2-A

CCC COMPANY 819

Headquarters Bldg.

Grand Canyon National Park

This company was organized on May 28, 1933. It reports to the Civilian Conservation Corps headquarters office in Phoenix and indirectly to Fort Sam Houston, Texas. During the winter season the company is moved farther south.

231. MISCELLANEOUS FILES, 1933 - 1935. Financial reports, reports on education, recreation, daily strength, bills of lading, procurement certificates, correspondence, claims for damages, motor accidents, pay rolls, purchases, camp sanitation, etc. Filed according to the War Department

Correspondence File. (Dead file, occasionally, official.) 9 x 11 folders, 1 ft. 6 in., in drawer of steel filing case. R. 1. (18)

232. INDIVIDUAL CLOTHING RECORDS, May 28, 1933 to date. Date, description, quantity, etc. of clothing issued to each enrollee. (Occasionally, official.) 9 x 11 folders, 2 in., in wooden box. R. 2. (21)

233. INDIVIDUAL RECORDS OF ENROLLEES, May 28, 1933 to date. Name, age, race, place of birth, etc. (Occasionally, official.) 9 x 11 folders, 1 ft. 6 in., in drawer of steel filing case. R. 1. (17)

234. MISCELLANEOUS COMPANY RECORDS, May 28, 1933 to date. Containing financial reports, reports on education, recreation, daily strength, death, bills of lading, procurement certificates, correspondence, claims for damage, motor accidents, pay rolls, purchases, camp sanitation, etc. Filed according to the War Department Correspondence File. (Frequently, official.) 9 x 11 envelopes, 1 ft. 5 in., in drawer of steel filing case. R. 1. (15)

235. MONTHLY CAMP EXCHANGE BOOKLETS, May 28, 1933 to date. Use of company funds, etc. (Occasionally, official.) 9 x 11 booklets, 3 ft., in 2 wooden boxes. R. 1. (19)

236. PAY CARDS, May 28, 1933 to date. Names, date, and amount of pay received by each enrollee. (Occasionally, official.) 3 x 8 bundles, 2 in., in drawer of steel filing case. R. 1. (16)

237. PROPERTY RECORDS, May 28, 1933 to date. Truck records, laundry receipts, credit vouchers, memorandum receipts, government bills of lading, medical property, etc. (Occasionally, official.) 10 x 12 folders, 2 ft. 2 in., in 2 wooden boxes. R. 2. (20)

NATIONAL PARK SERVICE, 2-A

(A) Administration Bldg.

(B) Warehouse and Commissary Bldg.

Grand Canyon National Park

All records of this technical unit are kept in the office of the park superintendent and are intermingled with the Grand Canyon National Park records, which are described in the section of the Interior Department Inventory devoted to National Parks.

CAMP SOUTH RIM NO. 2, NP-4-A

CCC COMPANY 847

Headquarters Bldg.

Grand Canyon National Park

This company was organized May 22, 1933. It reports to the Civilian Conservation Corps headquarters office in Phoenix and indirectly to Fort Sam Houston, Texas. During the winter season the company is moved farther south.

238. MISCELLANEOUS FILES, May 22, 1933 - 1935. Reports on finance, education, recreation, hospital, and monthly strength; special and general orders, canteen records, correspondence, etc. (Dead file, occasionally, official.) 9 x 11 folders, 6 ft. 8 in., in 4 wooden boxes. R. 2. (27)

239. INDIVIDUAL RECORDS, May 22, 1933 to date. Name, age, qualifications, employment record, physical examination, home address, etc. of each enrollee. (Occasionally, official.) 9 x 11 folders, 1 ft. 8 in., in drawer of wooden filing case. R. 1. (24)

240. MISCELLANEOUS RECORDS, 1935 - 1936. Canteen, general, and special orders; special roster, bills of fare, etc.; fire, monthly strength, financial, educational, recreational, and hospital reports. (Dead files, occasionally, official.) 9 x 11 folders, 6 ft. 8 in., in drawers of wooden filing case. R. 1. (22, 23)

241. CANTEEN RECORDS, 1935 to date. Collection sheets, cancelled coupons, bills from vendors, monthly reports, etc. (Occasionally, official.) 9 x 11 folders, 1 ft. 2 in., in drawer of wooden filing case. R. 2. (26)

242. COMPANY MESS, 1935 to date. Bills from vendors, etc. (Dead file, occasionally, official.) 9 x 11 folders, 1 ft. 2 in., in drawer of wooden filing case. R. 2. (25)

NATIONAL PARK SERVICE, 4-A

(A) Administration Bldg.

(B) Warehouse and Commissary Bldg.

Grand Canyon National Park

All records of this unit are kept in the files of the superintendent of the Grand Canyon National Park. See the Interior Department Inventory for a description of them.

HILLSIDE

CAMP DATE CREEK, DG-47-A

CCC COMPANY 852

Headquarters Bldg.

This company was organized in April 1933 and moved to its present location from the Pima Soil Conservation Camp, S-2-A, on October 15, 1936. The files are kept in accordance with the War Department Correspondence File.

243. CONTRACTS, 1933 to date. All contracts between the CCC company and companies, firms, or individuals, for labor, supplies, etc. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of steel filing case. R. 1. (46)

244. TRANSPORTATION REQUESTS, 1933 to date. Standard Form 1030, requests for railroad transportation, etc. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of steel filing case. R. 1. (44)
245. ADMINISTRATION AND REGULATIONS, Apr. 1933 to date. Correspondence and regulations pertaining to the administration of the company. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of steel filing case. R. 1. (37)
246. COMMUNICATIONS, Apr. 1933 to date. Copies of all telegrams and radiograms sent or received. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of steel filing case. R. 1. (48)
247. COMPANY FUNDS, Apr. 1933 to date. Bookkeeping records of monies belonging to company. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of steel filing case. R. 1. (34)
248. DISCIPLINE, MORALS, AND CONDUCT, Apr. 1933 to date. Reports and records of the conduct and morals of company members. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of steel filing case. R. 1. (47)
249. EDUCATION, Apr. 1933 to date. Records of subjects taught, instructors, attendance, progress, completed courses, and educational program correspondence. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of steel filing case. R. 1. (39)
250. ENROLLMENTS, Apr. 1933 to date. Correspondence and records of men enrolled in CCC, enrollment letters, etc. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of steel filing case. R. 1. (45)
251. FINANCE, Apr. 1933 to date. Pay rolls and financial statements including all monies spent on procurement authorities. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of steel filing case. R. 1. (33)
252. MEDICAL REPORTS, Apr. 1933 to date. Sick and injured, patients in hospital, medical statistics, injuries, sanitation, etc. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of steel filing case. R. 1. (41)
253. MISCELLANEOUS REPORTS, Apr. 1933 to date. All reports called for or made that are not covered by file numbers. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of steel filing case. R. 1. (49)
254. MOTOR VEHICLES, Apr. 1933 to date. List of government vehicles in camp, mileage, operators, lubrication, repair, etc. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of steel filing case. R. 1. (43)
255. PERSONNEL RECORDS, Apr. 1933 to date. Of each enrollee, officer, or civilian employee with the company. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of steel filing case. R. 1. (36)
256. PROPERTY RECORDS, Apr. 1933 to date. Running account of all government property on hand. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of steel filing case. R. 1. (35)

257. RELIGION, Apr. 1933 to date. Record of attendance at each service, name of person holding same, etc. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of steel filing case. R. 1. (32)

258. SAFETY, Apr. 1933 to date. Minutes of Safety Committee meetings, and company safety meetings, safety bulletins, etc. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of steel filing case. R. 1. (40)

259. STRENGTH REPORTS, Apr. 1933 to date. Daily, weekly, tri-monthly, and monthly reports of man days, members present, etc. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of steel filing case. R. 1. (38)

260. SUBSISTENCE REPORT, Apr. 1933 to date. Rations and supplies issued, used, etc. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of steel filing case. R. 1. (42)

DIVISION OF GRAZING, 47-A
Technical Service Bldg.

This unit was established in September 1935. Work carried on by the camp is the construction of roads, truck trails, tanks, corrals, and reservoirs, erosion control, and eradication of non-forage plants.

261. STATEMENT OF MATERIAL AND SUPPLIES, 1933 to date. Record of all material and equipment in camp, used or destroyed, amount used on each project, etc. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of wooden cabinet. R. 1. (57)

262. MAPS, 1934. Township and county maps and Field Liaison Chart. See addenda for inventory. (Occasionally, official.) Various sized maps on wall and in drawer of wooden cabinet. R. 1. (59)

263. ACCIDENT REPORT, 1935 to date. Record of all accidents, lost time accidents, causes, general remarks, etc. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of wooden cabinet. R. 1. (56)

264. EQUIPMENT AND COST RECORD, Oct. 1936 to date. Amount of equipment, gas and oil, etc. received per month, cost, amount used, etc. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of wooden cabinet. R. 1. (54)

265. PROJECT REPORT, Oct. 1936 to date. Form 7, showing total work completed, work completed each month, work partially completed, total enrollee man days, type of project, etc. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in desk drawer of wooden table. R. 1. (50)

266. DAILY WORK SHEET, Oct. 19, 1936 to date. Progress chart, showing name of project, estimated cost, actual cost, date work started, man days estimated, etc. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of wooden cabinet. R. 1. (51)

267. FINANCE, Oct. 19, 1936 to date. Expense accounts, pay rolls, and travel accounts. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of wooden cabinet. R. 1. (52)

268. GENERAL CORRESPONDENCE, Oct. 19, 1936 to date. Between local camp and headquarters in Albuquerque, New Mexico on accident equipment, supplies, finance, enrollee personnel, safety, supervision and cooperation, work projects, etc. (Frequently, official.) 9 x 11-3/4 folders, 1 ft., in drawer of wooden cabinet. R. 1. (53)

269. MONTHLY SERVICE RECORD, Oct. 19, 1936 to date. Distribution of man days, name of project, etc. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in wooden cabinet drawer. R. 1. (55)

270. PROGRESS PLATS, n.d. Projects, townships, sections, roads, etc. (Occasionally, official.) 6 x 12 folders, 1 ft., in drawer of wooden cabinet. R. 1. (58)

CAMP YAVA, DG-8-A

CCC COMPANY 1849

Headquarters Bldg., 2 mi. E. of Yava

This company was organized at Camp BR-17-A, Topock, Arizona, October 12, 1934, and transferred to Yava Camp, DG-8-A, on January 13, 1936.

271. PERSONNEL REPORTS, July 1934. Form A, with classification of enrollees, gain and loss during current month, and strength at end of month. (Frequently, official.) 9 x 12 folders, 1 ft., in drawer of steel filing case. R. 1. (1)

272. ACCIDENT REPORTS, Oct. 1934 to date. Summary for month. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of steel filing case. R. 1. (4)

273. CAMP EXCHANGE VOUCHERS, Oct. 1934 to date. Receipted vouchers for camp expenditures for candies, tobacco, and other commodities needed by company. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of steel filing case. R. 1. (15)

274. CONSOLIDATED MONTHLY SUBSISTENCE REPORTS, Oct. 1934 to date. Showing all perishable goods purchased by company. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of steel filing case. R. 1. (8)

275. CORRESPONDENCE REPORTS, Oct. 1934 to date. Reports, religion to sanitary. Filed according to War Department Correspondence File. (Occasionally, official.) 9 x 11-3/4 folders, 4 ft., in 4 drawers of steel filing case. R. 1. (14)

276. MONTHLY EDUCATION REPORTS, Oct. 1934 to date. All activities during month. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of steel filing case. R. 1. (12)

277. MONTHLY RELIGIOUS REPORTS, Oct. 1934 to date. Summary of meetings held during the month. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of steel filing case. R. 1. (5)
278. MONTHLY SANITARY REPORTS, Oct. 1934 to date. Summary of conditions at camp. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of steel filing case. R. 1. (6)
279. MOTOR VEHICLE OPERATION AND MAINTENANCE, Oct. 1934 to date. Expense of operation, gas, oil, tires, repairs, etc. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of steel filing case. R. 1. (10)
280. OBLIGATION REPORTS, Oct. 1934 to date. Report of expenditures authorized by District Procurement Authority. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of steel filing case. R. 1. (9)
281. PAY ROLLS, Oct. 1934 to date. WD Form 366, showing rate, number of men, number of days, etc. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of steel filing case. R. 1. (7)
282. RATION RETURNS, Oct. 1934 to date. AGO Form 1, showing total due the company for month. (Occasionally, official.) 3-3/4 x 8-3/4 loose sheets, 6 in., on shelf in steel safe. R. 1. (2)
283. SPECIAL CONTRACT PERSONNEL, Oct. 1934 to date. Civilian personnel, employed by the army under contract. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of steel filing case. R. 1. (13)
284. TRI-MONTHLY STRENGTH REPORTS, Oct. 1934 to date. Showing number of men in company for each 10 day period. (Occasionally, official.) 9 x 12 folders, 1 ft., in drawer of steel filing case. R. 1. (3)
285. COMPANY FUND RECORDS, Oct. 1935 to date. Receipted vouchers for subsistence and recreational expenditure by the company. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of steel filing case. R. 1. (16)
286. PROPERTY INVENTORY REPORTS, Oct. 1935 to date. Record of averages and shortages of property. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of steel filing case. R. 1. (11)

DIVISION OF GRAZING, 8-A
Technical Headquarters Bldg.
2 mi. E. of Yava

This unit was established in 1935 for the building of roads, fences, dams, tanks, telephone lines, the development of springs and water holes, and erosion and rodent control.

287. MAPS, 1935 to date. Maps of Yavapai County showing towns, roads, public and private land, forests, etc.; State of Arizona; National Forests of Region 3; field division blue prints and charts; and map of 8th period for Department of Grazing camp. See addenda for further information. (Frequently, official.) 32 x 46 maps on wall. R. 1. (31)

288. ACCIDENT REPORTS, Oct. 1935 to date. Showing number of minor and lost time accidents, accidental deaths, etc. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of wooden cabinet. R. 1. (21)
289. CAMP SUMMARY REPORTS, Oct. 1935 to date. Name of project, work completed, camp allotment, amount expended for side camps, conditions under which work is carried on, etc. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of wooden cabinet. R. 1. (30)
290. CORRESPONDENCE, Oct. 1935 to date. Between camp superintendent and main office, Albuquerque, New Mexico, and others. (Occasionally, official.) 11 x 16 vols. (10), 1 ft. 4 in., on wooden shelf. R. 1. (24)
291. DISTRIBUTION OF PERSONNEL, Oct. 1935 to date. Record of average daily number of enrollees, number released to project superintendents, number retained by camp commander, number sick, and number of authorized working days. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of wooden cabinet. R. 1. (29)
292. EQUIPMENT COST RECORDS, Oct. 1935 to date. Name of project, amount of gas and oil used, tires and tools, truck days, repairs, etc. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of wooden cabinet. R. 1. (23)
293. FINANCIAL STATEMENTS, Oct. 1935 to date. Date, vendor, invoice number, description, project, amount, balance, etc. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of wooden cabinet. R. 1. (18)
294. MATERIALS AND SUPPLIES, Oct. 1935 to date. Opening inventory received from Regional warehouse, materials received by local purchase, total used, etc. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of wooden cabinet. R. 1. (28)
295. MISCELLANEOUS FILE, Oct. 1935 to date. Memoranda from main office in Albuquerque, local experienced men records, projects completed, and projects proposed. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of wooden cabinet. R. 1. (25)
296. MONTHLY SERVICE REPORTS, Oct. 1935 to date. Names of projects and daily distribution of personnel. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of wooden cabinet. R. 1. (22)
297. MONTHLY WORK PROGRESS REPORTS, Oct. 1935 to date. List of projects, man and calendar days worked, daily average number of men on pay roll during the month, total man days, total work completed, etc. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of wooden cabinet. R. 1. (20)
298. SAFETY REPORTS, Oct. 1935 to date. General condition of camp, trucks and tools, fire danger, etc. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of wooden cabinet. R. 1. (26)
299. SIDE CAMP REPORTS, Oct. 1935 to date. Showing location, number of enrollees, type, name of project, estimated period of occupancy, etc. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of wooden cabinet. R. 1. (27)

300. WEEKLY PROGRESS REPORTS, Oct. 1935 to date. Showing name of project, estimated cost, actual cost to date, estimated and actual number of man days, percentage complete at end of week, etc. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of wooden cabinet. R. 1. (17)

301. NARRATIVE REPORT, Jan. 1937 to date. Statement of progress made on the various projects under construction by the camp. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of wooden cabinet. R. 1. (19)

HOLBROOK

CAMP PETRIFIED FOREST, NM-1-A CCC COMPANY 805

This company was organized in Colorado. Later it was moved to Arizona to do work at the Petrified Forest National Monument. See Colorado Inventory.

KINGMAN

CAMP HUALAPAI MOUNTAIN, SP-8-A CCC COMPANY 1837

(A) Headquarters Bldg.
(B) Recreation Hall
20 mi. SE. of Kingman

This company was organized July 16, 1934, at State Park Camp, SP-6-A, Manville Well, 25 miles west of Tucson, Arizona and was moved to its present location on July 1, 1935.

302. MISCELLANEOUS FILES, July 16, 1934 to date. Reports on finance, education, recreation, and camp sanitation; individual records, bills of lading, fuel, light and power, location cards, subsistence, company funds, laundry, allotments, pay rolls, motor transportation, civilian enrollees, and requisitions. Filed under the War Department Correspondence File. (Occasionally, official.) 9 x 11½ folders, 2 ft. 6 in., in wooden box and drawer of steel filing case. R. 1 (Bldg. A). (8, 7)

303. TRANSVERSE TABLE MAP, July 1935 to date. Complete plat of the camp made by enrollees, showing location of all buildings, streets, walks, pipe lines, etc., and added to from time to time as improvements are made. (Occasionally, official.) 23 x 35 map, on table. R. 1 (Bldg. A). (9)

304. CAMP ROSTER, Aug. 28, 1935 to date. List showing name, age and education of every enrollee in camp. (Occasionally, official.) 8 x 11½ loose-leaf book, ¼ in., in drawer of wooden filing case. Library (Bldg. B). (9A)

305. CLASS RECORDS, Aug. 28, 1935 to date. Showing subjects taught, name and number of enrollees in classes, names of teachers and number of meetings held weekly. (Occasionally, official.) 8 x 10½ folder, ½ in., in drawer of wooden filing case. Library (Bldg. B). (9C)

306. MISCELLANEOUS EDUCATIONAL FILE, Aug. 28, 1935 to date. Correspondence, invoices, list of motion pictures shown monthly at camps. Dist. Hqrs. bulletins, mileage and per diem, daily log records. (Daily, official.) 9 x 11½ folders, 1 ft., in drawer of wooden filing case. Library (Bldg. B). (9D)

307. MONTHLY REPORTS, Aug. 28, 1935 to date. To Dist. Edu. Adviser in Phoenix. (Occasionally, official.) 9 x 11½ folder, ½ in., in drawer of wooden filing case. Library (Bldg. B). (9B)

STATE PARK, 8-A

Headquarters Bldg.

Hualapai Mountain, 20 mi. SE. of Kingman

This unit is engaged in the building of roads, trails, and recreational buildings and making other improvements in the Hualapai Mountain State Park, located in the north end of the Hualapai Mountains in Mohave County.

308. RECORD OF ABSENCE FROM OFFICIAL DUTY, July 16, 1934 to date. Form 1-1281, name, time, cause of absence of officers and employees. (Occasionally, official.) 5½ x 11 loose-leaf book, 1/8 in., on table. R. 2. (22)

309. REQUISITIONS, July 1935 to date. Orders for supplies and materials of all kinds used by company. (Occasionally, official.) 8½ x 10 sheets, 2 in., on clip board on wall. R. 2. (26)

310. MISCELLANEOUS RECORDS, July 1, 1935 to date. Correspondence, camp applications, park authorities, regional inspection, period proposal plans, detail plans, progress report, requisitions and letters of transmittal, invoices, purchase orders, truck driver's report, transfer of equipment, tool equipment record, msc. material cost, pay roll, foreman's leave of absence, technical service, gas station report, army gas reports, equipment, operations, etc. (Occasionally, official.) 9 x 11½ folders, 2 ft. 9 in., in drawers of steel and wooden filing cases. R. 2. (14, 16)

311. BLUE PRINT MAPS, July 9, 1935 to date. Of buildings, roads, and all other projects on which company has worked. (Occasionally, official.) 26 x 40 vol., 4 in., on floor, under supply rack. R. 2. (25)

312. HEAVY EQUIPMENT MONTHLY MAINTENANCE RECORD, July 9, 1935 to date. Showing how and where used, fuel consumed, repairs, etc. (Occasionally, official.) 9 x 15 covers, ½ in., on table. R. 2. (24)

313. TOOL AND EQUIPMENT RECORD, July 9, 1935 to date. List of all tools and equipment purchased, and on hand. (Occasionally, official.) 9 x 15 loose-leaf book, 2 in., on table. R. 2. (23)

314. OPERATOR'S RECORD OF EXPENDITURES, July 16, 1935 to date. General. (Occasionally, official.) 8 x 13 vol., ¾ in., on table. R. 2. (20)

315. TRUCK OPERATOR'S REPORT, July 16, 1935 to date. Date, gas and oil used, mileage, operator's name, etc. of each truck belonging to camp. (Occasionally, official.) 8 x 13 folders, ½ in., on table. R. 2. (21)

316. EQUIPMENT EXPENSE, July 19, 1935 to date. Date of receipt, etc. (Occasionally, official.) 8 x 13 vol., ¾ in., on filing case. R. 2. (18)

317. RECORD OF EXPENDITURES, July 19, 1935 to date. Date, kind, cost, and amount of supplies for which funds were spent. (Occasionally, official.) 8 x 13 vol., 3/4 in., on filing case. R. 2. (17)

318. DISPOSITION OF GAS, OIL, AND GREASE, Oct. 1935 to date. Receipt of gas, oil, and grease; amount on hand, and amount used by each truck daily (Occasionally, official.) 14 x 34 folder, 1/8 in., on table. R. 2. (13)

319. EQUIPMENT AND MAINTENANCE REPORTS, Oct. 1935 to date. Kind and number of tools, trucks, and other equipment, cost of oil and gas used, repairs, etc. (Occasionally, official.) 14 x 34 folder, 1/8 in., on table. R. 2. (12)

320. PROJECT STATUS, Oct. 1935 to date. Monthly report showing kind, amount, and place where work done, number of man days, number of men at work, and disposition of every enrollee. (Occasionally, official.) 14 x 34 folder, 1/8 in., on table. R. 2. (10)

321. PURCHASE ORDERS, Oct. 1935 to date. Date, kind, quantity of articles, and place, party or firm from whom ordered. (Occasionally, official.) 14 x 34 folder, 1/8 in., on table. R. 2. (11)

322. PROJECT PLANS, Jan. 1, 1936 to date. No. 131, fence and guard rails; 136, garbage pits, 140, telephone line; 143, pipe lines; 144, springs or water holes; 149, cattle guards; 153, signs and markers; 155, table and bench construction; 157, other structural improvements; 205, park roads; 207, horse trails; 505, tree seed collections; 604, fire hazard reduction; 1025 tree surgery; etc. (Occasionally, official.) 9 x 11 $\frac{1}{2}$ folders, 1 ft. 3 in., in wooden filing case. R. 2. (15)

323. FARM MAP, n.d. Type of farming in all parts of the United States, both dry and under irrigation, and kinds of crops raised. (Occasionally, official.) 24 x 40 map, on wall. R. 2. (27)

STATE PARK, 6-A

The following record relates to the project SF-6-A carried on at Manville Well Camp, 25 miles west of Tucson, by CCC Company 1836. See p. 92. The reason for the present location of this record is not known.

324. MANVILLE WELL PROJECT RECORD, n.d. Kind, scope, and location of each project undertaken by the camp. (Occasionally, official.) 8 x 13 vol., 3/4 in., on table. R. 2. (19)

CAMP ROUND VALLEY, DG-46-A

CCC COMPANY 2865

Headquarters Bldg., 27 mi. SE. of Kingman

This company was organized August 24, 1933.

325. COMPANY FUNDS AND CAMP EXCHANGE, Aug. 1933 to date. (Occasionally, official.) 9 x 11 $\frac{1}{2}$ folders, 8 in., in wooden filing case. R. 1. (3)

326. DAILY SICK REPORTS, Aug. 1933 to date. Name, date, serial number, grade, duty, disposition, etc. (Occasionally, official.) 9 x 11 $\frac{1}{2}$ folders, 1 $\frac{1}{2}$ in., in army field desk. R. 1. (4)

327. INDIVIDUAL RECORDS, Aug. 1933 to date. Name, date, age, place of birth, occupation, disposition, etc. of each enrollee. When of no further use they are sent to Ft. Sam Houston, Texas. (Occasionally, official.) 9 x 11 $\frac{1}{2}$ folders, 10 in., in wooden filing case. R. 1. (2)

328. MISCELLANEOUS FILES, Aug. 24, 1935 to date. Financial reports, correspondence, district project authority, company funds, project records, officers and enrollees, WD Form 201, pay rolls, moral conduct, War Department letters, 8th Corps Area letters, CCC letters, special orders, company orders, company exchange and exchange funds, education, recreation, hospital, bills of lading, etc. Filed according to the War Department Correspondence File. (Occasionally, official.) 9 x 11 $\frac{1}{2}$ folders, 1 ft. 4 in., in wooden filing case. R. 1. (1)

DIVISION OF GRAZING, 46-A
Grazing Office Bldg.
27 mi. SE. of Kingman

This unit in the 9th District was established in August 1935, for soil erosion control, the development of springs, construction of stock tanks, fences and telephone lines, revegetation work, and the eradication of rodents and loco weed.

329. MISCELLANEOUS RECORDS, Aug. 24, 1935 to date. Daily work reports, monthly equipment cost records, accident, medical supplies, monthly progress chart, side camp and gas and oil reports, construction data, correspondence, safety report, etc. (Occasionally, official.) 9 x 11 $\frac{1}{2}$ folders, 1 ft. 7 in., in wooden filing case. R. 1. (5)

330. WORK PROGRESS MAP, Sept. 10, 1935 to date. Kind of work, place, and amount done from week to week. (Occasionally, official.) 78 x 82 map, on wall. R. 1. (6)

MAYER

CAMP MAYER, F-33-A
CCC COMPANY 822
Headquarters Bldg.

This company, organized in 1933, moved to Mayer in November 1935.

331. MISCELLANEOUS COMPANY RECORDS, 1933 to date. Records and reports on finance, education, recreation, infirmary, correspondence, property records, daily strength, district procurement authority, final statements, CCC letters, etc. Filed according to the War Department Correspondence File. (Occasionally, official.) 9 x 12 folders, 8 ft. 8 in., in 4 drawers of steel filing case. R. 1. (1)

FOREST SERVICE, 33-A
Headquarters Bldg.

This unit was established in December 1933 for twig blight work, road and trail building, etc. in the Prescott National Forest.

332. MASTER CARDS, 1933 to date. Name and location of each enrollee, including camp overhead personnel. (Daily, official.) 2 x 4 cards, 4 in., in drawer of wooden card cabinet. R. 2. (4)

333. MISCELLANEOUS RECORDS, Nov. 3, 1935 to date. Purchase orders, requisitions, etc. (Occasionally, official.) 9 x 11 folders, 4 in., in wooden pigeonhole case, on wall. R. 2. (2)

334. MONTHLY SERVICE REPORT, Nov. 3, 1935 to date. Reports on fire suppression, improvements, road construction, maintenance, other road projects, expansion accounts, company strength, etc. These are sent to the Forest Service Headquarters in Prescott, Arizona. (Occasionally, official.) 9 x 11 folders, 3 in., in drawer of wooden filing case. R. 2. (3)

335. FIRE AND WORK MAP, 1936. Ranger stations, roads, trails, lookout towers, springs, location of work completed, and of work in progress. (Frequently, official.) 26 x 28 map, on wall. R. 2. (6)

336. WEEKLY PROGRESS REPORTS, 1936. Number of men working, area, and amount of work done, etc. These are sent to the Forest Service Headquarters in Prescott, Arizona. (Occasionally, official.) 6½ x 8 loose sheets, 1/8 in., on table. R. 2. (5)

MESA

CAMP SUPERSTITION WASH, SCS-20-A
CCC COMPANY 2864
Headquarters Bldg.
20 mi. SE. of Mesa

From its records of enrollees, this company appears to have been organized in April 1934.

337. INDIVIDUAL RECORDS OF ENROLLEES, Apr. 1934 to date. Showing work he has done, work qualified for, life history, and activities. Filed alphabetically. (Daily, official.) 9 x 12 folders and variously sized sheets, 1 ft. 7 in., in wooden box. Orderly's office. (3)

338. MAIL REGISTERS, Aug. 1935 to date. Of regular and registered mail signed for by the clerk. Recorded chronologically. (Daily, official.) 9 x 14 vols. (2), 1 in., on clerk's wooden desk. Orderly's office. (4)

339. CORRESPONDENCE, Aug. 5, 1935 to date. Concerning administration, regulations, CCC letters, company orders, district letters, enrollees, injuries, inspections, investigations, msc. statistical reports, transportation, War Department regulations, etc. Cross index. Filed numerically.

(Daily, official.) 8 x 10 $\frac{1}{2}$ sheets, 2 ft. 5 in., in 2 drawers of steel filing case. Orderly's office. (1)

340. FINANCE, Aug. 5, 1935 to date. Purchase orders, requisitions, pay rolls, unpaid bills, bills of lading, claims for damage, and company mess and camp funds, etc. Cross index. Filed numerically. (Daily, official.) 8 x 10 $\frac{1}{2}$ sheets, 2 ft. 7 in., in 2 drawers of steel filing case. Orderly's office. (2)

SOIL CONSERVATION SERVICE, 20-A
Soil Conservation Service Bldg.
Superstition Wash, 20 mi. SE. of Mesa

This unit was established in August 1935.

341. CORRESPONDENCE AND REPORTS, Aug. 6, 1935 to date. Reports sent to Safford and Tucson; camp, project, and work reports, camp requisitions, and ECW correspondence. Filed chronologically. (Daily, official.) 8 x 10 $\frac{1}{2}$ sheets, 2 ft. 9 in., in 2 drawers of steel filing case. Office. (5)

342. WAREHOUSE RECORDS, Feb. 1936 to date. Weekly warehouse reports, expendable and non-expendable property records, and bi-weekly inventories. Filed chronologically. (Daily, official.) 8 $\frac{1}{4}$ x 13 sheets and 5 x 8 cards, 8 in., in 2 drawers of steel card cabinet and on warehouseman's wooden desk. Warehouse office. (6)

NACO

CAMP NACO, SCS-18-A
CCC COMPANY 3839
Headquarters Bldg., Old Army Camp

This company was organized in August and September 1935.

343. FINAL STATEMENTS, Aug. 1935 to date. Financial status of discharged enrollees. Filed chronologically. (Daily, official.) 9 x 12 loose-leaf books, 1 in., in Shannon file. Orderly room. (307)

344. MORNING REPORTS, Aug. 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 loose-leaf books, 1 in., in Shannon file. Orderly room. (266)

345. TRANSPORTATION REQUEST MEMO FILE, Aug. 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 loose-leaf books, 1 in., in Shannon file. Orderly room. (310)

346. LOCATOR CARDS, Aug. 23, 1935. Filed chronologically. (Daily, official.) 9 x 12 folders, $\frac{1}{2}$ in., in Shannon file. Orderly room. (289)

347. BILLS OF LADING, Aug. 23, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 loose-leaf books, 1 in., in Shannon file. Orderly room. (264)

348. CLASSIFICATION OF PERSONNEL, Aug. 23, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 loose-leaf books, 1 in., in Shannon file. Orderly room. (294)

349. COMPANY SPECIAL ORDERS, Aug. 23, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 loose-leaf books, 2 in., in Shannon file. Orderly room. (301)

350. CORRESPONDENCE, Aug. 23, 1935 to date. Subject letters and outgoing mail from the office of the commanding officer of the Tucson district. Filed chronologically. (Daily, official.) 9 x 12 loose-leaf books, 1½ in., in Shannon file. Orderly room. (295, 283)

351. DETAILED CLASSIFICATION REPORT FILE, Aug. 23, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 loose-leaf books, 1 in., in Shannon file. Orderly room. (267)

352. EIGHTH CORPS AREA FILES, Aug. 23, 1935 to date. Correspondence, special orders, instructions and changes, and circular letters. Filed chronologically. (Daily, official.) 9 x 12 loose-leaf books, 5 in., in Shannon file. Orderly room. (298, 277, 304, 288)

353. GENERAL ORDERS, Aug. 23, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 loose-leaf books, 1 in., in Shannon file. Orderly room. (300)

354. INFORMATION FILE, Aug. 23, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 loose-leaf books, 1 in., in Shannon file. Orderly room. (306)

355. MECHANICAL INSPECTION OF ARMY VEHICLES, Aug. 23, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 loose-leaf books, ½ in., in Shannon file. Orderly room. (292)

356. MEDICAL CORRESPONDENCE, Aug. 23, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 loose-leaf books, 1 in., in Shannon file. Orderly room. (278)

357. MEMORANDA, Aug. 23, 1935 to date. Orders and instructions issued to Company 3839, and also to Tucson District Headquarters from the Eighth Corps Area. Filed chronologically. (Daily, official.) 9 x 12 loose-leaf books, 3 in., in Shannon file. Orderly room. (274, 279, 303)

358. MILEAGE VOUCHERS, Aug. 23, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, ½ in., in Shannon file. Orderly room. (291)

359. MISCELLANEOUS SPECIAL ORDERS, Aug. 23, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 loose-leaf books, 1 in., in Shannon file. Orderly room. (265)

360. MONTHLY ACCIDENT SUMMARY, Aug. 23, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 loose-leaf books, 1 in., in Shannon file. Orderly room. (273)

361. MONTHLY EDUCATIONAL REPORT FILE, Aug. 23, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 loose-leaf books, 1 in., in Shannon file. Orderly room. (268)

362. MONTHLY RELIGIOUS REPORT AND RECREATIONAL DATA, Aug. 23, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 loose-leaf books, 1 in., in Shannon file. Orderly room. (270)
363. PUMP LOG SHEET, Aug. 23, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 loose-leaf books, 1 in., in Shannon file. Orderly room. (296)
364. REPORT OF RELIGIOUS ACTIVITIES, Aug. 23, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 loose-leaf books, 1 in., in Shannon file. Orderly room. (272)
365. REQUISITIONS, Aug. 23, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders and loose-leaf books, $1\frac{1}{2}$ in., in Shannon file. Orderly room. (290, 299)
366. SERIAL NUMBERS ASSIGNED TO ENROLLEES, Aug. 23, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 loose-leaf books, 1 in., in Shannon file. Orderly room. (285)
367. SOLDIER'S DEPOSIT FILE, Aug. 23, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 loose-leaf book, $\frac{1}{2}$ in., in Shannon file. Orderly room. (276)
368. STRENGTH REPORT, Aug. 23, 1935 to date. Form A. Filed chronologically. (Daily, official.) 9 x 12 loose-leaf books, $\frac{1}{2}$ in., in Shannon file. Orderly room. (275)
369. SUBSISTENCE FILE, Aug. 23, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 loose-leaf books, 1 in., in Shannon file. Orderly room. (287)
370. TRANSMITTAL OF INDIVIDUAL RECORDS OF DISCHARGED ENROLLEES, Aug. 23, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 loose-leaf books, 1 in., in Shannon file. Orderly room. (271)
371. TRANSPORTATION REQUESTS, Aug. 23, 1935 to date. Filed chronologically. (Daily, official.) 9 x 16 folders and 9 x 12 loose-leaf books, $2\frac{1}{2}$ in., in Shannon file. Orderly room. (293, 269)
372. TUCSON DISTRICT ORDERS, Aug. 23, 1935 to date. Subject and special letters. Filed chronologically. (Daily, official.) 9 x 12 loose-leaf books, $4\frac{1}{2}$ in., in Shannon file. Orderly room. (305, 284)
373. OUTGOING TELEGRAMS, Sept. 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 loose-leaf books, $\frac{3}{8}$ in., in Shannon file. Orderly room. (297)
374. ABSTRACTS OF CLOTHING TURNED IN BY ENROLLEES, Sept. 3, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in open wooden filing case. Supply room. (330)
375. ABSTRACTS OF INDIVIDUAL EQUIPMENT, Sept. 3, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in open wooden filing case. Supply room. (333)

376. ABSTRACTS OF PROPERTY, Sept. 3, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in open wooden filing case. Supply room. (332)
377. CHANGES IN WAR DEPARTMENT REGULATIONS, Sept. 3, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 vols. and loose-leaf books, 1-3/4 in., in Shannon file. Orderly room. (281)
378. CLOTHING AND EQUIPMENT, Sept. 3, 1935 to date. Of enrollees who have been discharged or transferred, or who have deserted. Filed chronologically. (Seldom, official.) 9 x 12 folders, 1 in., in open wooden filing case. Supply room. (325)
379. CLOTHING STOCK RECORD, Sept. 3, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in open wooden filing case. Supply room. (321)
380. COMMANDING OFFICER'S MISCELLANEOUS FILE, Sept. 3, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., on open wooden shelf. Commander's office. (312)
381. DEBIT VOUCHERS TO STOCK RECORDS, Sept. 3, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in open wooden filing case. Supply room. (331)
382. ENROLLMENT LETTERS, Sept. 3, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 loose-leaf books, 1/2 in., in Shannon file. Orderly room. (282)
383. GOVERNMENT BILLS OF LADING, Sept. 3, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in open wooden filing case. Supply room. (320)
384. INDIVIDUAL CLOTHING AND EQUIPMENT, Sept. 3, 1935 to date. Filed alphabetically. (Daily, official.) 9 x 12 folders, 4 in., in transfer case. Supply room. (317)
385. INDIVIDUAL RECORDS, Sept. 3, 1935 to date. Personal history, record, etc. of each enrollee. Filed chronologically. (Daily, official.) 3 x 9 envelopes, 1 ft., in steel field desk. Supply room. (335)
386. INVOICES, Sept. 3, 1935 to date. Filed chronologically. (Daily, official.) 3 x 10 envelopes, 1 in., on open wooden shelf. Commander's office. (316)
387. INVOICE SUSPENSE RECORDS, Sept. 3, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., on open wooden shelf. Commander's office. (315)
388. MEMORANDUM RECEIPTS, Sept. 3, 1935 to date. Cancelled and consolidated memorandum receipts, and debit vouchers. Filed chronologically. (Daily, official.) 9 x 12 folders, 3 in., in open wooden filing case. Supply room. (322, 323, 334)
389. MEMORANDUM RECEIPTS OF BOOKS AND PAMPHLETS, Sept. 3, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in open wooden filing case. Supply room. (324)

390. MISCELLANEOUS FILE, Sept. 3, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in open wooden filing case. Supply room. (318)
391. PERISHABLE COMPONENT OF RATION, Sept. 3, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 loose-leaf books, 1 in., in Shannon file. Supply room. (336)
392. QUARTERMASTER PRICE LIST, Sept. 3, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., on open wooden shelf. Commander's office. (313)
393. REQUISITIONS, Sept. 3, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, 3 in., on open wooden shelf and in open wooden filing case. Commander's office and supply room. (314, 327)
394. RETAINED EDUCATIONAL ADVISOR'S PAY ROLL, Sept. 3, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 loose-leaf books, 1 in., in Shannon file. Orderly room. (311)
395. SALVAGE FORMS AND SHOE TAGS, Sept. 3, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in open wooden filing case. Supply room. (319)
396. SHIPPING TICKETS, Sept. 3, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in open wooden filing case. Supply room. (329)
397. STANDING ORDERS, Sept. 3, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 loose-leaf books, 1 in., in Shannon file. Orderly room. (280)
398. SUSPENSE, Sept. 3, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in open wooden filing case. Supply room. (326)
399. TALLY SHEETS, Sept. 3, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in open wooden filing case. Supply room. (328)
400. DISTRICT PROCUREMENT AUTHORITY REQUEST FILE, Oct. 10, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 loose-leaf books, 1 in., in Shannon file. Orderly room. (309)
401. TRANSCRIPT OF INDIVIDUAL RECORDS, Oct. 23, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 loose-leaf books, 1 in., in Shannon file. Orderly room. (302)
402. FIRE FIGHTING DETAILS, June 3 - June 23, 1936. Filed chronologically. (Daily, official.) 9 x 12 loose-leaf books, 1 in., in Shannon file. Orderly room. (286)
403. INSPECTION REPORT OF SUBDISTRICT COMMANDER, July 3, 1936 to date. Filed chronologically. (Daily, official.) 9 x 12 loose-leaf books, 1 in., in Shannon file. Orderly room. (308)

SOIL CONSERVATION SERVICE, 18-A
Headquarters Bldg., Old Army Camp

This unit was established September 3, 1935 at an abandoned military post. It is in District 2 of Region 8.

Personnel Records

404. WAR DEPARTMENT REGULATIONS, Sept. 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Engineer's office. (369)

405. APPLICATIONS FOR LEAVE, Sept. 3, 1935 to date. Form 17-A. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Engineer's office. (347)

406. CLASSIFICATION OF CCC PERSONNEL, Sept. 3, 1935 to date. Disposition of personnel record of company. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Engineer's office. (399)

407. DAILY DISTRIBUTION OF ENROLLEES, Sept. 3, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Engineer's office. (402)

408. RECORD OF ABSENCES AND OVERTIME, Sept. 3, 1935 to date. Monthly record of members of company. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Engineer's office. (365)

409. SAFETY AND HEALTH BULLETINS, Sept. 3, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Engineer's office. (398)

410. SEMI-MONTHLY TIME SHEETS, Sept. 3, 1935 to date. ECW Form 66. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Engineer's office. (348)

411. WEEKLY SAFETY INSPECTION, Sept. 3, 1935 to date. SCS Form 1228, weekly record of safety conditions in and around camp. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Engineer's office. (395)

Material and Supply Records

412. MOTOR VEHICLE GAS, OIL, AND GREASE RECORDS, Sept. 1935 to date. Form M-144, army gas requisitions; Form M-102, camp receipts showing gas and oil consumption from privately owned service stations; Form M-147, daily issue of gas, oil, and grease to SCS vehicles; Form M-132, issue of gas for company cars and trucks; Form M-155, monthly record of issue of gas and oil to other than camp vehicles. Filed chronologically. (Daily, official.) 9 x 12 folders, 6 in., in drawer of steel filing case. Engineer's office. (403, 372, 376, 374, 379)

413. ANTICIPATED REQUIREMENTS, Sept. 3, 1935 to date. Form M-113, for material and supplies. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Engineer's office. (373)

414. CAMP TRANSFER, Sept. 3, 1935 to date. Form M-182, record of transfers between camps or from camp to warehouse of expendable and non-expendable property. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Engineer's office. (391)

415. DELIVERY RECEIPTS, Sept. 3, 1935 to date. Old warehouse requisitions and requirements for supplies and ECW-SCS Form 31, showing goods shipped from SCS warehouse. Filed chronologically. (Inactive file, seldom; current file, daily, official.) 9 x 12 folders, 2 in., in drawer of steel filing case. Engineer's office. (349, 343)

416. INVOICES, Sept. 3, 1935 to date. Receipts. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Engineer's office. (356)

417. MEMORANDUM COPY OF GOVERNMENT BILLS OF LADING, Sept. 3, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, 1/8 in., in drawer of steel filing case. Engineer's office. (359)

418. WEEKLY ISSUE OF MATERIALS TO INDIVIDUAL FOREMEN, Sept. 3, 1935 to date. Form M-160, showing building materials, cement, paint, kerosene, shellac, washers, fence posts, nails, shingles, etc. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Engineer's office. (384)

419. WEEKLY SUMMARY OF ISSUE OF EXPENDABLE MATERIALS, Sept. 3, 1935 to date. Form M-161. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Engineer's office. (385)

420. OLD REQUISITIONS FOR SUPPLIES, Nov. 1 - Nov. 30, 1935. Filed chronologically. (Inactive file, seldom, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Engineer's office. (368)

Tool and Equipment Records

421. CAMP REQUISITIONS, Sept. 3, 1935 to date. SCS-ECW Form 30, requisitions for reuse of tools. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Engineer's office. (342)

422. CONTINUOUS SEMI-MONTHLY STATEMENT OF TOOLS ISSUED TO FOREMEN, Sept. 3, 1935 to date. Form M-158. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Engineer's office. (382)

423. ECW EQUIPMENT RECEIPTS, Sept. 3, 1935 to date. ECW Form 2, purchases of equipment from local merchants. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Engineer's office. (339)

424. INVENTORY OF SEMI- AND NON-EXPENDABLE TOOLS AND EQUIPMENT, Sept. 3, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Engineer's office. (357)

425. SEMI-MONTHLY INVENTORY OF TOOLS, Sept. 3, 1935 to date. Form M-159. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Engineer's office. (383)

426. SEMI-MONTHLY ISSUES AND RETURNS OF TOOLS AND EQUIPMENT, Sept. 3, 1935 to date. Form M-157. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Engineer's office. (381)

427. SURVEYS OF LOST AND BROKEN TOOLS AND EQUIPMENT, Sept. 3, 1935 to date. ECW Form 3. Filed chronologically. (Seldom, official.) 9 x 12 folders, $\frac{1}{2}$ in., in drawer of steel filing case. Engineer's office. (340)

Motor Vehicle Records

428. CAMP REPAIR CHARGE AND REPAIR ORDERS, Sept. 3, 1935 to date. Form M-150, showing trucks, tractors, etc., and camp truck repairs. Filed chronologically. (Daily, official.) 9 x 12 folders, 2 in., in drawer of steel filing case. Engineer's office. (377, 366)

429. MECHANICS' WEEKLY REPORTS, Sept. 3, 1935 to date. Form M-156, reports of mechanics on main tanks of all camp motor vehicles. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Engineer's office. (380)

430. MONTHLY RECORD OF MOTOR VEHICLE OPERATION, Sept. 3, 1935 to date. Form M-153. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Engineer's office. (378)

431. SWE MOTOR VEHICLE LOG, Sept. 3, 1935 to date. Experience of car on trips away from camp. Filed chronologically. (Seldom, official.) 9 x 12 folders, 2 in., in drawer of steel filing case. Engineer's office. (337)

Finance and Accounts Records

432. DISCONTINUED GENERAL FILE, Sept. 23 - Dec. 31, 1935. Correspondence, equipment, leaves of absence, man hour reports, warehouse receipts, progress reports, and pay rolls. Filed chronologically. (Daily, official.) 9 x 12 folders, 2 ft., in drawer of steel filing case. Engineer's office. (353)

433. ACKNOWLEDGMENTS OF PROCUREMENT MEMORANDA, Sept. 3, 1935 to date. Form M-117. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Engineer's office. (396)

434. COST OF TRANSFERRING EQUIPMENT, Sept. 3, 1935 to date. ECW Form 1, record of inter-camp transfer of inter-camp equipment. Filed chronologically. (Daily, official.) 9 x 12 folders, $\frac{1}{2}$ in., in drawer of steel filing case. Engineer's office. (338)

435. JOB COST SHEET, Sept. 3, 1935 to date. Form M-167, cost sheet for each job completed. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Engineer's office. (388)

436. MONTHLY STATEMENT OF SUPERVISORY COSTS, Sept. 3, 1935 to date. Form M-186, foremen's and technical service salaries and misc. expenses. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Engineer's office. (392)

437. MONTHLY SUMMARY STATEMENT OF ALL OPERATING COSTS, Sept. 3, 1935 to date. Form 169. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Engineer's office. (389)

438. MONTHLY SUMMARY STATEMENT OF COST OF MATERIALS USED, Sept. 3, 1935 to date. Form M-162. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Engineer's office. (386)

439. REQUISITIONS FOR TRANSPORTATION, Sept. 3, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, $\frac{1}{2}$ in., in drawer of steel filing case. Engineer's office. (367)

440. TELEPHONE TOLL CALLS, Sept. 3, 1935 to date. Record of telephone calls. Filed chronologically. (Daily, official.) 9 x 12 folder, $\frac{1}{8}$ in., in drawer of steel filing case. Engineer's office. (371)

Correspondence and Reports

441. ACCIDENT REPORTS, Sept. 3, 1935 to date. Filed chronologically. (Frequently, official.) 9 x 12 folders, $\frac{1}{2}$ in., in drawer of steel filing case. Engineer's office. (397)

442. CORRESPONDENCE, Sept. 3, 1935 to date. Outgoing and incoming official correspondence and correspondence from SCS headquarters. Filed chronologically. (Daily, official.) 9 x 12 folders, 3 in., in drawer of steel filing case. Engineer's office. (401, 400)

443. INDIVIDUAL FOREST FIRE REPORTS, Sept. 3, 1935 to date. Filed chronologically. (Occasionally, official.) 9 x 12 folders, $\frac{1}{8}$ in., in drawer of steel filing case. Engineer's office. (355)

444. MONTHLY DISTRIBUTION REPORTS, Sept. 3, 1935 to date. SCS Form 507-C. Filed chronologically. (Monthly, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Engineer's office. (394)

445. MONTHLY MECHANICAL CONSTRUCTION REPORTS, Sept. 3, 1935 to date. SCS-ECW Form 57. Filed chronologically. (Monthly, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Engineer's office. (344)

446. MONTHLY REPORTS OF CONTRIBUTIONS MADE BY COOPERATORS, Sept. 3, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Engineer's office. (361)

447. MONTHLY REPORTS ON CAMP ACTIVITIES, Sept. 3, 1935 to date. ECW Form 4. Filed chronologically. (Monthly, official.) 9 x 12 folders, $\frac{1}{2}$ in., in drawer of steel filing case. Engineer's office. (341)

448. MONTHLY REPORT TO REGIONAL EDUCATIONAL ADVISER, Sept. 3, 1935 to date. Filed chronologically. (Monthly, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Engineer's office. (362)

449. MONTHLY RODENT CONTROL REPORTS, Sept. 3, 1935 to date. Number of acres, man hours, cost of transportation, and amount of chemical poisons used. Filed chronologically. (Monthly, official.) 9 x 12 folder, $\frac{1}{8}$ in., in drawer of steel filing case. Engineer's office. (370)

450. MONTHLY STATISTICAL REPORT, Sept. 3, 1935 to date. Form M-143. Filed chronologically. (Monthly, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Engineer's office. (375)

451. MONTHLY WORK PROGRESS REPORTS, Sept. 3, 1935 to date. ECW Form 7. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Engineer's office. (346)

452. WEEKLY CHANGES OF MAN DAY REPORTS TO ECW CLASSIFICATIONS, Sept. 3, 1935 to date. Form M-163, weekly report of man days worked on each project. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Engineer's office. (387)

453. GAS AND OIL REPORTS, Nov. 21 - Dec. 30, 1935. Filed chronologically. (Never.) 9 x 12 folders, 1 in., in drawer of steel filing case. Engineer's office. (352)

454. MAN DAY REPORTS, Jan. 1, 1936 to date. Number of men working, hours worked, etc. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Engineer's office. (363)

Planning and Engineering Records

455. MISCELLANEOUS BLUE PRINTS AND MAPS, Sept. 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders and 29 x 40 maps, 2 ft. $\frac{1}{2}$ in., in drawer of steel filing case, on 4 open wooden shelves, and on wall. Engineer's office. (360, 358)

456. COOPERATIVE AGREEMENTS, Sept. 3, 1935 to date. ECW Form 161, agreements for demonstrational and other work in soil and water conservation with owners of patented land. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Engineer's office. (345)

457. ECW MISCELLANEOUS PLANNING RECORDS AND DATA, Sept. 3, 1935 to date. Form M-170, record of seed gathering; Form M-191, monthly agronomy report, and planting progress reports on seeds. Filed chronologically. (Daily, official.) 9 x 12 folders, 2 in., in drawer of steel filing case. Engineer's office. (390, 393)

458. ENGINEERING FILE, Sept. 3, 1935 to date. Instructions to camp engineers from district headquarters. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Engineer's office. (350)

459. FIELD MEMORANDA, Sept. 3, 1935 to date. Instructions from headquarters to project superintendents, engineers, and field staffs. Filed chronologically. (Daily, official.) 9 x 12 folders, 2 in., in drawer of steel filing case. Engineer's office. (351, 364)

NOGALES

CAMP PEÑA BLANCA, F-64-A

CCC COMPANY 2847

(A) Administration Bldg.

(B) Infirmary

(C) Recreation Bldg.

16 mi. NW. of Nogales

This company was organized in July 1935. It was stationed at Flux Canyon Camp, 2 miles southeast of Patagonia, from July 20 to December 8, 1935, and then moved to its present location. About five linear feet of supply records, other than those reported, are located in the supply room. These were in such a bad physical condition that it was impossible to survey them.

460. GENERAL REPORTS AND MISCELLANEOUS RECORDS, July 1935 to date. Weekly personnel, weekly statistical, medical, mechanical inspection of army vehicles, tri-monthly strength, monthly accident summaries, sanitary, cost of rail transportation of personnel and sundry, sick and wounded, monthly educational, status of educational adviser and assistant contract physician, D.P.A. obligation reports; subsistence and transportation requisitions; return of funds and statement of balance; company and other funds; physical inventory of expendable and non-expendable property; educational adviser and assistant physician pay roll; and delivery slips covering delivery of perishables. Filed chronologically. (Constantly, official.) 9 x 12 folders, 1 ft., in drawer of wooden filing case. Hqrs. office (Bldg. A). (94)

461. CORRESPONDENCE, July 20, 1935 to date. With district office concerning supplies. Filed chronologically. (Daily, official.) 9½ x 15 folder, 2 in., in wooden box. Supply room (Bldg. A). (104)

462. INDIVIDUAL CLOTHING AND EQUIPMENT, July 20, 1935 to date. Account of clothing in supply room, in laundry, and for replacement; abstract of clothing turned in, etc. Listed alphabetically. (Daily, official.) 9 x 11 vols. and 9½ x 15 folders, 7 in., on shelf and in wooden box. Supply room (Bldg. A). (106)

463. REQUISITIONS, July 20, 1935 to date. For supplies in camp and for infirmary. Filed chronologically. (Frequently, official.) 9½ x 15 and 9½ x 12 folders, 5 in., in wooden box and wooden filing case drawer. Supply room (Bldg. A) and infirmary (Bldg. B). (103, 102)

464. STATEMENT OF CHARGES, July 20, 1935 to date. Charges held against individual enrollees for goods lost, stolen, etc. belonging to camp. Listed alphabetically. (Daily, official.) 9½ x 15 folders, 2 in., in wooden box. Supply room (Bldg. A). (105)

465. GENERAL CORRESPONDENCE, July 28, 1935 to date. With district office and finance officers on enrollees (transfers), education, company, letters of transmittals and acknowledgments, personnel, construction, rail transportation, return of funds, endorsements, etc.; and telegrams. Title of subject indexed on folders. (Daily, official.) 9 x 12 folders, 2 ft., in drawer of steel filing case and wooden boxes. Hqrs. office (Bldg. A). (93)

466. PERSONNEL OR SERVICE HISTORY, July 28, 1935 to date. Individual case records of CCC boys including medical status, fingerprints, etc. Filed alphabetically. (Frequently, official.) 4 x 9 $\frac{1}{2}$ envelopes, 4 ft., in desk. Hqrs. office (Bldg. A). (91)

467. CAMP EDUCATIONAL RECORD, Aug. 1935 to date. Personal marks of students and daily activities of camp. Filed alphabetically. (Daily, official.) 8 x 10 $\frac{1}{2}$ folders, 6 in., in drawer of private desk. Edu. adviser's office (Bldg. C). (95)

468. CORRESPONDENCE - MEDICAL, Aug. 1935 to date. Filed chronologically. (Frequently, official.) 9 x 12 folders, 2 in., in drawer of wooden filing case. Treatment room (Bldg. B). (101)

469. GENERAL REPORTS - MEDICAL, Aug. 1935 to date. Statistical and sick and wounded reports and check-up information on alcohol and narcotics by commanding officer. Filed chronologically. (Frequently, official.) 9 x 12 folders, 6 in., in drawer of wooden filing case. Treatment room (Bldg. B). (100)

470. INCOMING AND OUTGOING CORRESPONDENCE, Aug. 1935 to date. Also includes outline of activities of camp, conference reports, instructions, weekly news letters from Tucson District, and consolidated educational reports. Filed chronologically. (Daily, official.) 12 x 15 folders, 2 ft., in drawer of private desk. Edu. adviser's office (Bldg. C). (96)

471. PAY ROLLS, Aug. 1935 to date. Filed chronologically. (Frequently, official.) 9 x 12 covers, 1 ft. 6 in., in desk. Hqrs. office (Bldg. A). (92)

472. READING RECORD, Aug. 1935 to date. Lists of library books and their readers. Listed alphabetically. (Daily, official.) 8 $\frac{1}{2}$ x 14 covers, 2 in., in drawer of private wooden desk. Edu. adviser's office (Bldg. C). (98)

473. ENROLLEES INDIVIDUAL RECORD CARDS, Aug. 26, 1935 to date. Filed alphabetically. (Daily, official.) 8 x 10 $\frac{1}{2}$ cards, 1 ft., in small wooden box. Edu. adviser's office (Bldg. C). (97)

474. WEEKLY NEWSPAPER, Nov. 19, 1935 to date. Concerning activities etc. of boys in camp; written by certain camp members (mimeographed). Filed chronologically. (Frequently, official.) 8 $\frac{1}{2}$ x 12 folders, 3 in., in drawer of private wooden desk. Edu. adviser's office (Bldg. C). (99)

FOREST SERVICE, 64-A
Forestry Bldg.
16 mi. NW. of Nogales

This unit was established in December 1935 for road and trail work in the Tumacacori Mountains, a part of the Coronado National Forest.

475. PERSONNEL, July 20, 1935 to date. Individual records of personnel employed in camp, their enrollment, ratings, etc. Filed alphabetically. (Frequently, official.) 9 x 15 folders, 4 in., in 2 drawers of wooden filing case. Office. (111)

476. ACCIDENT REPORTS, Aug. 1935 to date. Information concerning all accidents incurred by camp members while working on projects. Filed chronologically. (Monthly, official.) 9 x 15 folders, 4 in., in 2 drawers of wooden filing case. Office. (109)

477. ACCOUNTS, Aug. 1935 to date. Cost and misc. accounts, gasoline checks, etc. Filed chronologically. (Daily, official.) 9 x 15 folders, 3 in., in 2 drawers of wooden filing case. Office. (108)

478. ARMY CORRESPONDENCE, Aug. 1935 to date. Requests for trucks, etc., and general correspondence. Filed chronologically. (Rarely, official.) 9 x 15 folders, 2 in., in 2 drawers of wooden filing case. Office. (118)

479. CAMP GROUNDS, Aug. 1935 to date. Letters, instructions, charts for camp ground improvements, water, buildings, etc. Filed by subject. (Frequently, official.) 9 x 15 folders, 1 in., in 2 drawers of wooden filing case. Office. (117)

480. EDUCATIONAL WORK, Aug. 1935 to date. In all lines pertaining to the Forestry Service. Filed chronologically. (Daily, official.) 9 x 15 folders, 2 in., in 2 drawers of wooden filing case. Office. (114)

481. EQUIPMENT AND SUPPLIES, Aug. 1935 to date. Check-up on property equipment, and supplies. 5 x 8 card index. (Frequently, official.) 8 x 15 covers, 1 ft., on hooks, on wall. Office. (107)

482. FIRE PLANS, Aug. 1935 to date. Instructions on how to handle fire work, etc. Filed chronologically. (Occasionally, official.) 9 x 15 folders, 2 in., in 2 drawers of wooden filing case. Office. (115)

483. INSPECTION, Aug. 1935 to date. General inspection reports on work projects for camp as a whole. Filed chronologically. (Frequently, official.) 9 x 15 folders, 3 in., in 2 drawers of wooden filing case. Office. (113)

484. SUPERVISION, Aug. 1935 to date. Instructions from main office on forms, time sheets, property, etc. Filed chronologically. (Frequently, official.) 9 x 15 folders, 4 in., in 2 drawers of wooden filing case. Office. (110)

485. TIME SHEET RECORDS OF ENROLLEES, Aug. 1935 to date. Record of time spent on projects, etc. Filed chronologically. (Frequently, official.) 9 x 15 folders, 3 in., in 2 drawers of wooden filing case. Office. (112)

486. WORK PLANS AND ROAD SPECIFICATIONS, Aug. 1935 to date. Instructions on projects that foremen deal with, such as telephone lines, ranger station improvements, etc. Filed according to project. (Frequently, official.) 9 x 15 folders, 6 in., in 2 drawers of wooden filing case. Office. (116)

487. INFORMATION, Dec. 1935 to date. Bulletins, etc., and general information. Filed chronologically. (Frequently, official.) 9 x 15 folders, 1 in., in 2 drawers of wooden filing case. Office. (119)

PHOENIX

CCC DISTRICT HEADQUARTERS

(See the War Department Inventory, pages 16 - 19.)

SALT RIVER PROJECT

OFFICE OF THE REGIONAL DIRECTOR

Water Users Bldg., N. 2d Ave. and W. Van Buren St.

This office was established October 1935 as an administrative office of the Emergency Conservation Work for the conduct of irrigation work done by Civilian Conservation Corps Camps BR-14 and BR-19 on the Salt River project.

488. HAND BOOK OF INSTRUCTIONS, July 14, 1934 to date. Bulletins and circulars from Washington, D. C. on office procedure. (Occasionally, official.) $9\frac{1}{2}$ x $11\frac{1}{2}$ loose-leaf books (3), 4 in., on desk. Balcony. (1338)
489. RECEIPTS OF MATERIALS, Sept. 1935 to date. Form 240, purchase order number, name of firm selling material, number of items, package mark, article or services sold, type of transportation and bill of lading number, and dates of release of material. Filed chronologically. (Frequently, official.) 9 x 12 loose-leaf book, $\frac{1}{2}$ in., on desk. Balcony. (1344)
490. ALLOTMENT LEDGER, Oct. 1935 to date. Standard Form 1015-A, symbol, date, reference number, description of allotment, audited vouchers, encumbrances (liquidated or authorized), allotments, unencumbered balance of allotment, and previous balance. Filed chronologically. (Frequently, official.) $10\text{-}3/4$ x 16 loose-leaf books, $1\frac{1}{2}$ in., on desk. Balcony. (1332)
491. GENERAL FILE, Oct. 1935 to date. Incoming and outgoing correspondence regarding the business and activities of this office. (Daily, official.) 9 x 12 folders, 1 ft. 5 in., in drawer of wooden filing case. Balcony. (1337)
492. LOCAL PURCHASE ORDERS, Oct. 1935 to date. Form BR-ECW-1, order number, date, name of receiver, purpose of purchase, address of receiver, name of purchasing officer and his title, routing or shipping information, item number, article or service description, quantity, price, and total cost. (Frequently, official.) $8\frac{1}{2}$ x $10\frac{1}{2}$ loose-leaf books, $1\frac{1}{2}$ in., in cardboard transfer case. Balcony. (1343)
493. MEMORANDA OF PAID BILLS, Oct. 1935 to date. Covering vouchers, receipts on bills, freight, materials, etc. paid by the Finance Division of the Department of War. (Occasionally, official.) $8\frac{1}{2}$ x $10\frac{1}{2}$ loose-leaf books, 2 in., in cardboard transfer case. Balcony. (1340)
494. REPORTS, Oct. 1935 to date. Monthly reports on accidents, equipment, estimates, itemized reports on telegrams, changes in personnel, work progress reports, quarterly work valuation reports, and reports on activities (duplicates). Filed by subject. (Occasionally, official.) 9 x 12 folders, 1 ft. 5 in., in drawer of wooden filing case. Balcony. (1345)

495. TIME BOOK, Oct. 1935 to date. Form 7-812, time sheet giving date, name, occupation, account number, rate of pay with the amount deducted for meals, rent, hospital, etc. (Daily, official.) 9 x 12 loose-leaf books, 2 in., on desk. Balcony. (1347)
496. WEEKLY REPORTS ON CAMP ACTIVITIES, Oct. 1935 to date. Form BR-ECW-16, correspondence reports from camp superintendents to Chief Engineer of Reclamation regarding progress of work, conditions affecting progress, camp health, camp welfare, losses and damages to equipment, inspections and visitors, personal data of workers, enrollees releases, enrollees retained, and absentees (duplicates). (Daily, official.) $8\frac{1}{2}$ x $10\frac{1}{2}$ loose-leaf books, 3 in., in cardboard transfer case. Balcony. (1348)
497. ECW WORK ORDERS, Oct. 6, 1935 to date. Form 251-A, camp number, work order number, date, description of work, project feature, reason for work, type and quantity of materials, and by whom material is furnished. (Frequently, official.) 9 x $11\frac{1}{2}$ loose-leaf books, $2\frac{1}{2}$ in., on table. Balcony. (1336)
498. STOCK LEDGER, Oct. 11, 1935 to date. Record of materials on hand, materials received and issued, with purchase order number and disbursing bill of lading numbers. (Frequently, official.) 9 x $11\frac{1}{2}$ loose-leaf book, 1 in., on table. Balcony. (1346)
499. PAY ROLLS, Oct. 31, 1935 to date. Standard Form 1074e, camp number, location, name of disbursing officer, rate of pay, number of hours worked daily, amount of pay, name, address, and occupation of employee. (Frequently, official.) $8\frac{1}{2}$ x 13 loose-leaf book, 1 in., on wooden filing case. Balcony. (1342)
500. MATERIAL DISBURSEMENTS, Nov. 24, 1935 to date. Slips on disbursements of materials to various CCC camps, giving name of disbursing agent, amount and type of material, and name of receiving agent and dates of disbursements (duplicate). (Frequently, official.) 6 x 9 loose-leaf books, 6 in., on desk. Balcony. (1339)
501. COMPLETED WORK ORDERS, Nov. 27, 1935 to date. Weekly reports on CCC Camp BR-14 and BR-19, giving camp number, work order number, time spent, truck mileage, materials used, and work accomplished. (Frequently, official.) 9 x $11\frac{1}{2}$ loose-leaf books, 2 in., on table. Balcony. (1334)
502. MISCELLANEOUS LEDGER, Jan. 1, 1936 to date. Local purchase account payable. (Daily, official.) $9\frac{1}{2}$ x $11\frac{1}{2}$ loose-leaf books, 1 in., on desk. Balcony. (1341)
503. LEDGER COST ACCOUNTING RECORDS, July 1 - Dec. 1936. Ledger divided into two sections, one a breakdown or an itemizing of the allotment ledger and the other known as a control statement, showing both debits and credits on allotments for the purchase of articles and equipment and costs of operations of camps in performing work. (Daily, official.) $9\frac{1}{2}$ x $11\frac{1}{2}$ loose-leaf books (2), 3 in., on desk. Balcony. (1333)
504. COST BOOK, July 1936 to date. General data on costs of motor equipment services, parts and supplies, as gas, oil, etc. Filed chronologically. (Daily, official.) $9\frac{1}{2}$ x $11\frac{1}{2}$ loose-leaf book, $1\frac{1}{2}$ in., on desk. Balcony. (1335)

CAMP SOUTH MOUNTAIN PARK, SP-3-A
CCC COMPANY 818
(A) Headquarters Bldg.
(B) Warehouse
8 mi. S. of Phoenix

This company was organized in April 1933 at Camp NP-1-A, on the north rim of the Grand Canyon. Since it moved to South Mountain Park it has occupied a joint camp with Company 2860 (SP-4-A)

505. COMPANY FILES, 1933 - 1934. Finance, company funds, vouchers, pay rolls, general correspondence, instructions issued from subheadquarters, individual clothing records, etc. (Closed file, never.) 8 x 10 $\frac{1}{2}$ sheets and 8 $\frac{1}{2}$ x 12 and 8 x 13 vols. (2), 4 ft., in 3 wooden boxes. Store room (Bldg. B). (1084)

506. INDIVIDUAL RECORDS, May 1933 to date. Records of all enrollees discharged, transferred, and now in camp, showing work each has done, work qualified for, life history, and activities. Filed alphabetically. (Daily, official.) Various sized sheets, 1 ft. 6 in., in drawer of tin and cardboard filing case. Clerk's office (Bldg. A). (1080)

507. MISCELLANEOUS COMPANY FILES, May 1933 to date. Correspondence concerning administration, regulations, CCC letters, company orders, district letters, enrollees, injuries, inspections, investigations, misc. records, statistical reports, transportation, War Department regulations, all reports concerning finance and accounts, etc. Filed according to CCC decimal filing system. (Daily, official.) 8 x 10 $\frac{1}{2}$ sheets, 4 ft. 8 in., in 4 drawers of tin and cardboard filing case. Clerk's office (Bldg. A). (1083)

508. PAY CARDS, 1934 to date. Showing rate of pay, when paid, those not paid, and those transferred or discharged. Filed alphabetically. (Monthly, official.) 4 x 6 cards, 3 in., in wooden card case. Clerk's office (Bldg. A). (1081)

509. MAIL REGISTERS, Sept. 8, 1935 to date. Register of regular and registered mail signed for by company clerk. Recorded chronologically. (Daily, official.) 8 x 10 $\frac{1}{2}$ pad and 7-3/4 x 12-1/4 vols. (2), 1 in., on wooden counter. Clerk's office (Bldg. A). (1082)

STATE PARK, 3-A

The technical work for the company has been carried on by the National Park engineers of Camp SP-4-A. Some company records are thought to have been destroyed in a storm at Grand Canyon.

CAMP TEMPE, BR-19-A
CCC COMPANY 2849
(A) Headquarters Bldg.
(B) Infirmary
Cross Cut Canal

This company was organized October 23, 1935, and moved to Camp BR-19-A, on January 12, 1936.

510. HOSPITAL RECORDS, July 1935 to date. Weekly statistical reports, monthly reports, sick and injured reports, monthly sanitary reports, patient report cards, requisitions, out-patients, quarters, hospital blotter, and patient card file. Filed chronologically and alphabetically. (Daily, official.) Various sized vols., cards, and sheets, 6 in., on open wooden shelves and on wooden desk. Dispensary (Bldg. B). (1047)

511. INDIVIDUAL RECORDS, July 29, 1935 to date. Original individual records and all allied papers of enrollees discharged, transferred, and now in camp, showing work each has done, work qualified for, life history and activities. Filed alphabetically. (Daily, official.) Various sized sheets and 8 x 11 covers, 1 ft., in drawer of steel filing case. Office (Bldg. A). (1046)

512. GENERAL FILES, Oct. 25, 1935 to date. Correspondence, administration, allotments, army regulations, bills of lading, boards, camp sanitation, CCC letters, civilians, claims for damage, clothing, communications, company funds and orders, construction, deaths, classification report, district orders and letters, education and recreation, enrollees, finance, injuries, inspection, investigations, transportation, officers, patients, property records, publications, pay rolls, reports, requisitions, statistical reports, bills, War Department letters and regulations, and final statements. Alphabetical and numerical sheet index. (Daily, official.) Various sized sheets, 4 ft., in 2 drawers of steel filing case. Office (Bldg. A). (1044)

513. MAIL REGISTERS, Nov. 2, 1935 to date. Registers of regular and registered mail signed for by company clerk. Filed chronologically. (Daily, official.) 8½ x 14 vols. (2), 2 in., on steel filing cabinet. Office (Bldg. A). (1045)

BUREAU OF RECLAMATION, 19-A
Technical Service Bldg.
Cross Cut Canal

This unit is working on the Salt River Project of the Bureau of Reclamation, a project for the construction of the Bartlett Dam and other improvements in the Salt River Valley Irrigation System, established December 1, 1935.

514. GENERAL FILES, 1935 to date. Accident reports, complaints, letters to regional directors, daily progress work sheets, enrollees, finance, letters received and outgoing, monthly reports, report of CCC personnel, msc. reports, pay rolls, and progress and operation reports. Filed by subject. (Daily, official.) 8½ x 11 sheets, 1 ft. 3 in., in wooden bin. Office. (1048)

515. EQUIPMENT RECORDS, Nov. 1935 to date. Showing each article, description, cost, appraised value, accountability, and monthly inventory of all equipment at this camp. (Semi-monthly, official.) $8\frac{1}{2}$ x 11 folders, and 5 x 8 cards, 2 in., in open wooden file. Technical office. (1049)

516. WORK RECORDS, Nov. 4, 1935 to date. Work orders, record of work done showing man hours worked by each enrollee, and the work in progress. Filed by month. (Daily, official.) Various sized loose-leaf books, (2), and loose sheets, 6 in., on 2 wooden clip boards. Office. (1050)

517. GASOLINE AND OIL RECORD, Dec. 1935 to date. Daily record showing truck number, speedometer reading, gallons of gasoline, quarts of oil, driver, total issues during the current month, daily deliveries, previous deliveries during month, and total deliveries for the month. Filed chronologically. (Daily, official.) $8\frac{1}{2}$ x $10\frac{1}{2}$ loose sheets, 5 in., on wooden clip board and in open wooden file. N. tool room. (1051)

CAMP SOUTH MOUNTAIN PARK, SP-4-A

CCG COMPANY 2860

(A) Headquarters Bldg.

(B) Mess Hall

8 mi. S. of Phoenix

This company was organized about July 1935.

518. INDIVIDUAL RECORDS OF OFFICERS AND CIVILIANS, July 1935 to date. Record of enrollees discharged, transferred, and those now in camp, showing work each has done, work qualified for, life history, and activities. Filed alphabetically. (Daily, official.) Various sized sheets, 2 ft. 3 in., in 2 drawers of steel filing case and in fiber suitcase on table. Company office (Bldg. A). (1054)

519. COMPANY FILES, July 22, 1935 to date. General, company, hearing, operation, punishment, and individual records; accident, sanitary and educational adviser reports; CCC and transmittal letters; final statements, allotments; funds; finance and accounts; and district memoranda. Filed by subject. (Never.) 8 x $10\frac{1}{2}$ loose sheets, 2 ft. 4 in., in 2 drawers of wooden filing case and in fiber suitcase on table. Company office (Bldg. A). (1055)

520. HOSPITAL RECORDS, Jan. 1936 to date. Statistical, medical supply, accident, and summary of monthly sanitary reports; out-patient records, and individual patient report cards. Filed chronologically. (Frequently, official.) Various sized vols., 2 sheets, and slips, 6 in., in wooden box and in pigeonholes of wooden desk. Company office (Bldg. A). (1058)

521. OFFICIAL REPORTS, CLASS ROLL, AND LESSON PLANS, Jan. 1936 to date. Corps Area, district, and local reports; lesson plans, and class enrollees. Filed alphabetically by subject. (Daily, official.) $8\frac{3}{4}$ x $10\frac{3}{4}$ loose-leaf books (2), and loose sheets, 1 ft. 4 in., in 2 drawers of wooden filing case and on wooden table. Educational office (Bldg. B). (1057)

522. COMPANY CORRESPONDENCE, Jan. 11, 1936 to date. Concerning administration, CCC and district letters, company orders, enrollees, injuries,

inspections, investigations, statistical reports, transportation, War Department regulations, etc. Filed according to the CCC decimal filing system. (Daily, official.) Various sized sheets and slips, 1 ft. 5 in., in drawer of steel filing case. Company office (Bldg. A). (1056)

523. MAIL REGISTERS, Jan. 11, 1936 to date. Regular and registered mail signed for by the clerk. Recorded chronologically. (Daily, official.) $7\frac{1}{2}$ x 9 and $8\frac{3}{4}$ x 14 vols., 1 in., on wooden counter. Company office (Bldg. A). (1053)

524. COMPANY PUNISHMENT RECORD, Mar. 1936 to date. Misdemeanor, name of enrollee, place, type of offense, previous punishment, and punishment imposed. Recorded chronologically. (Monthly, official.) $8\frac{3}{4}$ x 14 vol., $\frac{1}{2}$ in., on wooden counter. Company office (Bldg. A). (1052)

STATE PARK, 4-A
Headquarters Bldg.
South Mountain Park

South Mountain Park, near the city of Phoenix, is being improved under direction of the State Park Service by the construction of roads, trails, camp grounds, etc. This work camp was constructed and work on the project began in October 1933.

525. PROJECT FILES, Oct. 1935 to date. Applications, estimates, etc. of work to be done; invoices, truck operations, safety program, monthly reports, costs, and pay rolls. Filed by subject. (Daily, official.) $10 \times 10\frac{1}{2}$ sheets, 1 ft. 6 in., in 2 tin and cardboard drawers of filing case. Superintendent's office. (1060)

526. FIELD BOOK AND MAPS, Jan. 1936 to date. Notes made in the field, park surveys and maps of various projects in this park, and plans for construction work. Maps and profiles of 19 approved projects for 5th and 6th periods. (Daily, official.) Various sized maps and notebooks (7), 3 in., on wooden drafting tables and wooden cabinet. Drafting room. (1059)

527. PROGRESS OF CCC WORK, n.d. Photographic negatives, nitrate (80), in jackets, in drawer of wooden desk. Office. (P-4)

PORTAL

CAMP CAVE CREEK, SCS-22-A
CCC COMPANY 2863
(A) Headquarters Bldg.
(B) Infirmary
(C) Warehouse
5 mi. NE. of Portal

This company was organized in Clifton, Arizona in July 1935 as Company 5, and later moved to Cave Creek. Its records are filed according to the War Department Correspondence File.

528. ACCIDENT SUMMARY, July 1935 to date. Report of all accidents in camp. (Daily, official.) 9 x 12 folders, 1 in., on wooden shelf. R. 1 (Bldg. A). (24)

529. ADMINISTRATION, July 1935 to date. Fire regulations, mail, telegrams, telephone, storage and care of records, reports, company overhead, libraries, camp exchange, inspection, safety, enrollments, identification, investigation, education, conditioning period, athletics, amusement and welfare, motion pictures, disbandment of companies, company movements, etc. (Daily, official.) 9 x 12 folders, $\frac{1}{2}$ in., on wooden shelf. R. 1 (Bldg. A). (12)

530. ATTENDANCE RECORD, July 1935 to date. (Daily, official.) 9 x 12 folders, 1 in., on wooden shelf. R. 1 (Bldg. A). (28)

531. BUILDINGS AND GROUNDS, July 1935 to date. Records relating to side camps and camp sites, leases, barracks and quarters, garages, light plants, gasoline sheds, water supply systems, etc. (Daily, official.) 9 x 12 folders, $\frac{1}{2}$ in., on wooden shelf. R. 1 (Bldg. A). (13)

532. CERTIFICATES OF PROFICIENCY, July 1935 to date. (Seldom, official.) 9 x 12 folders, 1 in., on wooden shelf. R. 1 (Bldg. A). (26)

533. CORRESPONDENCE, July 1935 to date. Outgoing and incoming correspondence of camp physician, monthly informal, to and from district offices and other outside offices, news of the month from Tucson District Office, and letters concerning travelling libraries. (Daily, official.) 9 x 12 folders, 2 ft. 5 $\frac{1}{2}$ in., on wooden shelf. Infirmary room (Bldg. B) and R. 1 (Bldg. A). (31, 19)

534. FINANCE AND ACCOUNTING, July 1935 to date. Apportionment and supply of funds; funds, money and savings, memorandum receipts; over, short, and damaged reports; reports of survey; inventory and inspection reports; inventories and reports of property and supplies; msc. accounts against CCC; contracts; bids, etc. (Daily, official.) 9 x 12 folders, $\frac{1}{2}$ in., on wooden shelf. R. 1 (Bldg. A). (11)

535. GENERAL, July 1935 to date. Religion, merchants and merchandise, holidays, etc. (Daily, official.) 9 x 12 folders, $\frac{1}{2}$ in., on wooden shelf. R. 1 (Bldg. A). (10)

536. LETTERS, REGULATIONS, BULLETINS, AND NOTICES, July 1935 to date. Orders and special orders from Tucson District; CCC circular letters, charge for state vehicle regulations; and educational monthly bulletin, notices, and suspense file. (Frequently, official.) 9 x 12 folders, 6 $\frac{1}{2}$ in., on wooden shelf. R. 1 (Bldg. A). (27)

537. MEDICINE, HYGIENE, AND SANITATION, July 1935 to date. Dental treatment, admission to hospitals, epidemics, injuries, health and prevention of disease, water supply analysis, quarantine, sanitary inspection, etc. (Daily, official.) 9 x 12 folders, 1 in., on wooden shelf. R. 1 (Bldg. A). (23)

538. MISCELLANEOUS RECORDS, July 1935 to date. Report and record of all clothing, shipping tickets, vouchers. (Daily, official.) 9 x 12 folders, 4 in., on desk and wall. Supply room (Bldg. C). (34)

539. MISCELLANEOUS REPORTS, July 1935 to date. Medical statistical, monthly educational on progress made by students, camp educational showing classification of CCC personnel, and bills of lading; monthly and weekly infirmary reports. R. 1 (Bldg. A) and infirmary room (Bldg. B). (21, 25)
540. MONTHLY STATEMENT OF VEHICLE TRAVEL AND OPERATION REPORT, July 1935 to date. (Daily, official.) 9 x 12 folders, 1 in., on wooden shelf. R. 1 (Bldg. A). (30)
541. NEWS ITEMS, July 1935 to date. Activities of other camps. (Daily, official.) 9 x 12 folders, 1 in., on wooden shelf. R. 1 (Bldg. A) (32)
542. PERSONAL RECORDS, July 1935 to date. Of present and former enrollees. (Daily, official.) 9 x 12 folders, 1 in., on wooden shelf. R. 1 (Bldg. A). (33)
543. PERSONNEL, July 1935 to date. Complaints, locator cards, individual records, whereabouts, addresses and change of address, Commissioner's office, civilian employees, pay and allowances of enrollees, allotments, cooperations, discipline, etc. (Daily, official.) 9 x 12 folders, $\frac{1}{2}$ in., on wooden shelf. R. 1 (Bldg. A). (20)
544. RECORD OF SANITARY SYSTEM, July 1935 to date. Obligation report and estimate of funds, and detailed classification report. (Daily, official.) 9 x 12 folders, $\frac{1}{4}$ in., on wooden shelf. R. 1 (Bldg. A). (15)
545. RIVERS AND HARBORS, July 1935 to date. Prevention of floods and overflows. (Daily, official.) 9 x 12 folders, $\frac{1}{2}$ in., on wooden shelf. R. 1 (Bldg. A). (14)
546. SICK BLOTTER, July 1935 to date. Name of enrollee, diagnosis, etc. (Frequently, official.) 9 x 12 folders, 1 in., on wooden shelf. Infirmary room (Bldg. B). (22)
547. SUPPLIES AND EQUIPMENT, July 1935 to date. All supplies, purchases and repairs. (Daily, official.) 9 x 12 folders, $\frac{1}{2}$ in., on wooden shelf. R. 1 (Bldg. A). (29)
548. SUSPENSE FILE, July 1935 to date. Letters received which require answer before end of week. (Daily, official.) 9 x 12 folders, $\frac{1}{4}$ in., in file box on desk. R. 1 (Bldg. A). (18)
549. TRANSPORTATION, July 1935 to date. Shipments, motor accidents, transportation requests, bills of lading. (Daily, official.) 9 x 12 folders, $\frac{1}{2}$ in., on wooden shelf. R. 1 (Bldg. A). (16)
550. CAMP NEWSPAPERS, n.d. Edited by boys in camp, containing news items of various activities at the camp. (Occasionally, official.) 8 x 11 folders, $\frac{1}{4}$ in., on wooden shelf. R. 1 (Bldg. A). (17)

SOIL CONSERVATION SERVICE, 22-A
Technical Warehouse
5 mi. NE. of Portal

This unit of the Gila River Project, District 2, Region 8, was established in July 1935. Orders and supplies are received from and reports are made to the Project Headquarters at Safford.

551. AREA TREATMENT COST, July 1935 to date. Form SW-J-4. (Daily, official.) 9 x 12 folders, $\frac{1}{2}$ in., in drawer of steel filing case. Office. (36)
552. CHARGES TO ECW CAMP 7, July 1935 to date. Form SW-C-5. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Office. (50)
553. COST SCHEDULE, July 1935 to date. (Daily, official.) 9 x 12 sheet, in pigeonhole of desk. Office. (37)
554. DAILY ENROLLEE CENSUS, July 1935 to date. Form SW-T-1. (Daily, official.) 9 x 12 folders, $\frac{1}{2}$ in., in drawer of steel filing case. Office. (52)
555. DISTRIBUTION OF MILEAGE, July 1935 to date. Form SW-E-5; and Form SW-E-6, a weekly summary. (Frequently, official.) 9 x 12 folders, 2 in., in drawer of steel filing case. Office. (44)
556. FOREMEN'S CHECK OF ENROLLEE CENSUS, July 1935 to date. Each foreman's daily check of enrollee census showing enrollees present or absent. (Daily, official.) 9 x 12 sheet, in pigeonhole of desk. Office. (55)
557. FOREMEN'S MONTHLY SUMMARY SHEET, July 1935 to date. Form SW-C-2. (Monthly, official.) 9 x 12 folders, $\frac{1}{4}$ in., in drawer of steel filing case. Office. (48)
558. GAS, OIL, AND GREASE RECORDS, July 1935 to date. Forms SW-S-4, amount of gas, oil, and grease distributed each day; SW-S-2, weekly statement of allotment of gas; SW-S-5 and SW-S-6, gas and oil on hand; SW-S-7, monthly distribution and issues of gas, grease, and oil as well as charges of same to trucks, tractors, and other equipment; SW-S-1, army gas requisitions; and gasoline vouchers. (Frequently, official.) 9 x 12 folders, $7\frac{1}{2}$ in., in drawers of steel filing case. Office. (54)
559. ISSUE TO FOREMEN, July 1935 to date. Weekly issues made to individual foremen; monthly statement of tools issued to foremen; Form SW-C-S, weekly charges to foremen; and Form SW-P-3, semi-monthly issue of tools for foremen. (Frequently, official.) 9 x 12 folders, $3\frac{1}{2}$ in., in drawers of steel filing case. Office. (41)
560. MAPS, July 1935 to date. Maps showing work already completed and work which is to be done soon and routes to all different sections about Cave Creek which can be used in case of fire. Route map was designed by the project superintendent. (Work maps, daily, others, occasionally, official.) 31 x 58 and 40 x 50 maps folded in 9 x 12 folders, $1\frac{1}{2}$ in., in drawer of steel filing case. Office. (53)

561. MONTHLY CHARGES TO LOST TIME, TO SHOPS, WAREHOUSE, AND ADMINISTRATION, July 1935 to date. Form SW-C-4. (Monthly, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Office. (42)
562. MONTHLY DETAILS AND PARTICULARS OF COST ITEMS, July 1935 to date. Form SW-J-S. (Daily, official.) 9 x 12 folders, $\frac{1}{2}$ in., in drawer of steel filing case. Office. (38)
563. MONTHLY RECORD OF ENROLLEE PERSONNEL, July 1935 to date. Form SW-S-7. (Monthly, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Office. (47)
564. MONTHLY REPORTS OF MOTOR OPERATIONS, July 1935 to date. Form SW-E-9, tractor operation; Form SW-E-4, other vehicle operation. (Frequently, official.) 9 x 12 folders, $1\frac{1}{2}$ in., in drawer of steel filing case. Office. (35)
565. MONTHLY SUMMARY ON OPERATION, July 1935 to date. Form SW-J-2. (Daily, official.) 9 x 12 folders, $\frac{1}{2}$ in., in drawer of steel filing case. Office. (39)
566. MOTOR COST AND REPAIR RECORDS, July 1935 to date. SW-E-1, charge from central garages giving report on expense account from garages; SW-P-J, camp motor repair; SW-C-3, cost of each motor vehicle, and a camp report on service charges. (Frequently, official.) 9 x 12 folders, $2\frac{1}{2}$ in., in drawer of steel filing case. Office. (58)
567. MOTOR VEHICLE LOG, July 1935 to date. (Frequently, official.) 9 x 12 folders, $\frac{1}{2}$ in., in drawer of steel filing case. Office. (59)
568. PROPERTY CARDS, July 1935 to date. Expendable and non-expendable. (Daily, official.) 6 x 9 cards, 1 in., on desk. Office. (51)
569. PROPERTY LOST OR DAMAGED, July 1935 to date. Form SCS-ECW-60. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Office. (45)
570. RECOMMENDATIONS FOR TOOLS AND EQUIPMENT, July 1935 to date. Form SW-P-6. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Office. (46)
571. RECORD OF EQUIPMENT, July 1935 to date. Report of cost of operating equipment. (Frequently, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Office. (49)
572. REQUISITIONS, July 1935 to date. Warehouse. (Daily, official.) 9 x 12 folders, $1\frac{1}{2}$ in., in drawer of steel filing case. Office. (43)
573. SCS-ECW PROPERTY RECORD, July 1935 to date. Inventories. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Office. (56)
574. TIME RECORDS, July 1935 to date. Form SW-L-3, daily record of enrollee man hours; and Form SW-L-2, man day record. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Office. (57)

575. WEEKLY SUMMARY OF ISSUES OF MATERIALS AND SUPPLIES, July 1935 to date. Form SW-P-8. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Office. (40)

PRESCOTT

CAMP FAIR GROUNDS, F-19-A

CCC COMPANY 835

(A) Headquarters Bldg.

(B) Supply Bldg.

Northern Arizona State Fair Grounds

This company was organized at Fort Sam Houston, Texas in 1933, and subsequently transferred to the Arizona District of the 8th Corps Area. It has been located at Camp F-19-A since May 5, 1936. Records are filed according to the War Department Correspondence File.

576. CAMP EXCHANGE FILES, 1933 to date. Receipts and catalogues. (Occasionally, official.) 5 x 12 envelopes, 5 in., in drawer of steel filing case. R. 1 (Bldg. A). (103)

577. INDIVIDUAL RECORD OF ENROLLEES, 1933 to date. From date of enrollment and upon discharge his record is forwarded to San Antonio. (Occasionally, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. R. 1 (Bldg. A). (107)

578. MISCELLANEOUS CORRESPONDENCE, 1933 to date. Correspondence with other CCC Companies and project managers. (Occasionally, official.) 9 x 12 folders, $\frac{1}{2}$ in., in drawer of steel filing case. R. 1 (Bldg. A). (101)

579. MISCELLANEOUS RECORDS, 1933 to date. Records and reports of the company from its organization, kept in active file until of no further service in the office, and then filed away for further reference; reports, communications concerning administration, supplies and equipment, transportation, buildings and grounds, and medicine and hygiene. (Occasionally, official.) Various sized envelopes, loose sheets, and folders, 7 ft. 2 in., in 2 wooden boxes and in drawer of steel filing case. R. 1 (Bldg. B) and R. 1 (Bldg. A). (108, 97, 98)

580. TRANSACTION RECORDS, 1933 to date. Report on msc. transactions of the company. (Occasionally, official.) 10 x 12 envelopes, 10 in., in drawer of steel filing case. R. 1 (Bldg. A). (104)

581. VOUCHERS FOR COMMUTATION OF RATIONS, 1933 to date. (Occasionally, official.) 9 x 12 folders, $\frac{3}{4}$ in., in drawer of steel filing case. R. 1 (Bldg. A). (100)

582. COMPANY FUND VOUCHERS, Jan. 1935 to date. (Occasionally, official.) 10 x 12 envelopes, 1 ft., in drawer of steel filing case. R. 1 (Bldg. A). (99)

583. CONTRACT PURCHASES, Jan. 1935 to date. Made from firms or individuals. (Occasionally, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. R. 1 (Bldg. A). (106)

584. OPEN MARKET PURCHASES, Jan. 1936 to date. Perishable supplies not purchased under contract. (Occasionally, official.) 9 x 12 folders, $\frac{1}{2}$ in., in drawer of steel filing case. R. 1 (Bldg. A). (105)

585. PAY ROLLS, Mar. 1936 to date. (Occasionally, official.) 9 x 12 folders, $\frac{1}{2}$ in., in drawer of steel filing case. R. 1 (Bldg. A). (102)

FOREST SERVICE, 19-A

Office Bldg.

Northern Arizona State Fair Grounds

This work camp, established under the Federal Emergency Relief Administration for the building of roads and trails and twig blight eradication in the Prescott National Forest, and later taken over by the Works Progress Administration, was transferred to the Emergency Conservation Work, Civilian Conservation Corps, on May 5, 1936. The records of the technical service now in the camp, cover only the period of its operation under Emergency Conservation Work.

586. PRESCOTT NATIONAL FOREST FIRE MAP, 1936. Showing area of Prescott Forest Reserve, roads, trails, forest service camps, lookout towers, etc. (Frequently, official.) 46 x 48 map, on wall. R. 1. (115)

587. EQUIPMENT RECORD, May 5, 1936 to date. List of trucks, tools, and other equipment belonging to the camp. Indexed. (Occasionally, official.) 8 x 10 cards, $\frac{1}{4}$ in., in drawer of desk. R. 1. (111)

588. MISCELLANEOUS RECORDS, May 5, 1936 to date. Building disposals, educational material, equipment and supplies, invoice and purchase orders, truck records, financial reports, safety program, oil and gas records, etc. (Occasionally, official.) 10 x 12 folders, 9 in., in steel case on table. R. 1. (109)

589. WORK PROGRESS MAP, May 7 - Sept. 1, 1936. Showing amount of work done month by month covering acreage, section, township, range, name of forest, etc. (Occasionally, official.) 46 x 48 map, on wall. R. 1. (114)

590. MONTHLY SERVICE REPORTS, May 7, 1936 to date. Form 26, for fire suppression, improvement, construction, maintenance, other projects, expansion accounts, army overhead, company strength, etc. (Occasionally, official.) $11\frac{1}{2}$ x 15 loose-leaf book, 1 in., in drawer of desk. R. 1. (110)

591. ACREAGE MAP REPORTS, Sept. 1, 1936 to date. Small pencil-sketch maps, showing section, township, range, and meridian in which work was performed. (Occasionally, official.) 8 x 8 maps, 2 in., on counter. R. 1. (113)

592. WEEKLY SUMMARY TWIG BLIGHT REPORT, Sept. 20, 1936 to date. Number of days worked, acreage covered, name of foreman, etc. (Occasionally, official.) 6 x 8 cards, $\frac{1}{4}$ in., on counter. R. 1. (112)

CAMP LYNX CREEK, F-62-A
CCC COMPANY 2855
Office Bldg., SW. of Prescott

This company was organized in 1935, and moved into the forest camp at Lynx Creek, in the Prescott National Forest, on May 15, 1936. The War Department Correspondence File decimal system is used in filing.

593. ARMY SPECIFICATIONS AND REGULATIONS, Aug. 26, 1935 to date. Books, pamphlets, and letters of general and specific instructions on camp regulations, etc. (Occasionally, official.) 15 x 27 vols., variously sized envelopes and loose sheets, 2 ft. 3 in., on open wooden shelf. R. 1. (119)

594. LIST OF ENROLLEES, Aug. 26, 1935 to date. Form 201, complete record of each enrollee, name, date, age, qualification, work record, etc. (Occasionally, official.) 9 x 12 folders, 1 ft. 8 in., in drawer of steel filing case. R. 1. (117)

595. MISCELLANEOUS RECORDS, Aug. 26, 1935 to date. Records and reports of the company's activities, including reports on finance, education, recreation, hospital or infirmary, supplies, etc. (Frequently, official.) 9 x 11 folders, 8 in., in drawer of steel filing case. R. 1. (116)

596. EXCHANGE ACCOUNTS, May 15, 1936 to date. Bills, vouchers, collections, etc. (Occasionally, official.) 9 x 11 folders, 6 in., in drawer of steel filing case. R. 1. (118)

FOREST SERVICE, 62-A
Work Office Bldg.
Lynx Creek, SW. of Prescott

This unit was established in the Prescott National Forest in 1934 as an Emergency Relief Administration camp. It was subsequently transferred to the Works Progress Administration and later taken over by the Civilian Conservation Corps on May 15, 1936. Its principal function is the eradication of twig blight in the forest. Records prior to its occupancy as Emergency Conservation Work Camp were not found in the camp.

597. PRESCOTT NATIONAL FOREST FIRE MAP, 1936. Showing area of Prescott National Forest reserve, roads, trails, forest camps, lookout towers, etc. (Frequently, official.) 26 x 28 map, on wall. R. 1. (125)

598. MISCELLANEOUS RECORDS, May 15, 1936 to date. Enrollment records, building disposals, camp program, safety program, financial reports, accident reports, equipment and supplies, educational material, personnel and information, supervision, inspection reports, fire suppression, etc. (Occasionally, official.) 10 x 12 folders, 11 in., in drawer of steel filing case. R. 1. (120)

599. MONTHLY SERVICE REPORTS, May 15, 1936 to date. Form 26, showing number of man days worked, accidents, etc. (Occasionally, official.) 10 x 12 loose sheets, $\frac{1}{2}$ in., on table. R. 1. (121)

600. WORK PROGRESS MAP, May 15, 1936 to date. Showing amount of work completed month by month covering acreage, section, township, range, and forest. (Frequently, official.) 15 x 20 map, on wall. R. 1. (124)

601. MONTHLY REPORTS, Sept. 1, 1936 to date. Form 7, showing amount of work done, date, number of men, number of man hours worked, area covered, etc. (Occasionally, official.) 8 x 10 loose sheets, $\frac{1}{2}$ in., on table. R. 1. (122)

602. WEEKLY TWIG BLIGHT REPORT, Sept. 21, 1936 to date. Showing number of men working, number of trees pruned, number of trees cut down, etc. (Occasionally, official.) 6 x 8 cards, $\frac{1}{2}$ in., on table. R. 1. (123)

CAMP GROOM CREEK, F-18-A
CCC COMPANY 2870
Headquarters Bldg.
7 mi. S. of Prescott

This company was organized at Willcox, Arizona in August 1935 and has occupied the Groom Creek camp since May 1936. The War Department Correspondence File decimal system is used in filing.

603. COMPANY FILES, Aug. 1935 to date. All reports and records of the company's activities, including reports on finance, education, hospital, supplies, etc. (Occasionally, official.) 12 x 18 folders, 1 ft. 6 in., in 4 drawers of steel filing case. R. 1. (126)

604. INDIVIDUAL RECORDS, Aug. 1935 to date. Of each man enrolled, giving name, age, place of birth, service and medical record, pay card, and all personal information that may be required. (Occasionally, official.) 12 x 12 folders, 1 ft., in drawer of steel filing case. R. 1. (127)

605. FIRE SERVICE MAP, n.d. Showing locations of ranger stations, fire lookouts, roads, trails, and telephone service connections to headquarters. (Occasionally, official.) 42 x 48 map, on wall. R. 1. (128)

FOREST SERVICE, 18-A
Headquarters Bldg.
Groom Creek, 7 mi. S. of Prescott

This unit was organized for eradication of twig blight in the Prescott National Forest and for the building of roads and trails.

606. FIRE MAP, 1936. Showing roads, trails, springs, mines, creeks, lookouts, etc. (Daily, official.) 46 x 48 map, on wall. R. 1. (138)

607. DAILY GAS, OIL, AND GREASE RECORD, May 16, 1936 to date. Showing amount used by company and technical office. (Occasionally, official.) 9 x 11 folders, $\frac{3}{4}$ in., in steel filing case. R. 1. (134)

608. FIELD EQUIPMENT RECORD, May 16, 1936 to date. Daybook showing speedometer reading, oil, gas, and grease used by each truck and pick-up; 1 book for each driver. (Occasionally, official.) 4 x 7 vols., 1-1/8 in., in wooden box, on wall. R. 1. (131)
609. INDIVIDUAL EQUIPMENT RECORD, May 16, 1936 to date. Truck speedometer readings; gas, oil, and grease used; ECW fund; trip explanation, etc. Copies of these records are sent monthly to Forest Service Headquarters, Prescott. (Occasionally, official.) 9 x 11 folders, 1/2 in., in drawer of steel filing case. R. 1. (130)
610. MISCELLANEOUS RECORDS, May 16, 1936 to date. Reports on camp buildings, disposals, camp programs, education, equipment and supplies, inspection, daily bulletins, report of transient crew service by CCC foreman, monthly service reports, etc. (Occasionally, official.) 9 x 11 folders, 7 in., in drawer of steel filing case. R. 1. (129)
611. MONTHLY PROGRESS REPORTS, May 16, 1936 to date. Showing amount of work done per month, number of men, date, place, etc. Copies of these records are sent monthly to Forest Service Headquarters at Prescott. (Occasionally, official.) 9 x 11 folders, 1/2 in., in steel filing case. R. 1. (132)
612. SEMI-MONTHLY GAS, OIL, AND GREASE REPORT, May 16, 1936 to date. Summary of gas, oil, and grease used by camp and technical office in the camp. Copies of these reports are sent semi-monthly to Forest Service Headquarters at Prescott. (Occasionally, official.) 9 x 11 folders, 1/8 in., in steel filing case. R. 1. (133)
613. WEEKLY PERSONNEL RECORDS, May 16, 1936 to date. Records of company strength, number of sick or otherwise absent, company overhead, etc. Copies of these records are sent weekly to Forest Service Headquarters, Prescott. (Occasionally, official.) 9 x 11 folders, 3/8 in., in steel filing case. R. 1. (136)
614. WEEKLY PROGRESS REPORTS, May 16, 1936 to date. Showing acreage, trees cut and trimmed, number of men at work each day, etc. Copies of these reports are sent weekly to Forest Service Headquarters at Prescott. (Occasionally, official.) 9 x 11 folders, 1/4 in., in steel filing case. R. 1. (135)
615. WORK PROGRESS MAP, May 16, 1936 to date. Showing area in which twig blight has been eradicated by Groom Creek and Lynx Creek CCC camps, amount of ground actually covered per month, etc. (Daily, official.) 13 x 15 map, on wall. R. 1. (137)
616. SUMMARY OF INDIVIDUAL TWIG BLIGHT CREWS, Oct. 1, 1936 to date. Showing name of foreman, man days, pruning, cutting, acreage covered, and miles walked. (Occasionally, official.) 8 x 10 sheet, on table. R. 1. (139)

RIM ROCK

CAMP BEAVER CREEK, F-51-A
CCC COMPANY 863
Headquarters Bldg., Beaver Creek

This company was organized at Fort Sam Houston, Texas on May 3, 1933. The War Department Correspondence File is followed in the filing of records.

617. MONTHLY EDUCATION REPORT, 1933. Showing classes taught, recreational activities, etc. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of steel filing case. R. 1. (13)

618. MONTHLY SANITARY REPORT, 1933 to date. Showing sanitary conditions of camp. (Occasionally, official.) 9 x 11-3/4 folders, 4 ft., in 2 drawers of steel filing case. R. 1. (11)

619. MOTOR VEHICLE OPERATION, 1933 to date. Showing cost of operating trucks, tractors, etc., and amount of gas, oil, etc. used. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of steel filing case. R. 1. (16)

620. PAY ROLL ACCOUNT, 1933 to date. Showing amount of money due each enrollee. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of steel filing case. R. 1. (12)

621. RELIGIOUS REPORT, 1933 to date. Showing number of meetings, attendance, by whom conducted, etc. (Occasionally, official.) 9 x 11-3/4 folders, 3 in., in drawer of steel filing case. R. 1. (15)

622. TRANSPORTATION REPORT, 1933 to date. Showing transportation issued to enrollees, etc. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of steel filing case. R. 1. (14)

623. TRI-MONTHLY STRENGTH REPORT, 1933 to date. Showing number of men in company during each period. (Occasionally, official.) 9 x 11-3/4 folders, 4 ft., in 2 drawers of steel filing case. R. 1. (10)

FOREST SERVICE, 51-A
Forestry Office Bldg.
Beaver Creek

This unit was established on October 16, 1933 for work on the Coconino National Forest. The enrollees are engaged in road construction, revegetation, water development, telephone line construction, bridge building, etc.

624. MAPS, 1933 to date. Forest map, showing camp locations, roads, trails, telephone lines, ranger stations, forest boundaries, lookouts, etc.; fire map, showing ranger district boundaries, supervisor's office location, location of various fire fighting personnel, etc.; progress map, showing type and location of forest work, roads, trails, springs, fences,

telephone lines, buildings, etc. (1933 maps, frequently; progress maps, daily, official.) 36 x 48 and 38 x 50 maps, on wall. R. 1. (24, 23)

625. ACCIDENT REPORT, June 1933 to date. Showing number and type of accident, time lost, etc. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of wooden cabinet. R. 1. (22)

626. BI-MONTHLY SUMMARY OF ISSUES, June 1933 to date. Form 644, showing gas, oil, and grease used each day. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of wooden cabinet. R. 1. (21)

627. EQUIPMENT MILES AND HOURS, June 1933 to date. Showing truck miles, hours, etc. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of wooden cabinet. R. 1. (20)

628. MONTHLY SERVICE REPORT, June 1933 to date. Form 6, showing distribution of men on work projects, enrollees' time, etc. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of wooden cabinet. R. 1. (19)

629. MONTHLY WORK PROGRESS REPORT, June 1933 to date. Form 7, showing company number, camp number, total work completed, total enrollee man days, name of project, etc. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of wooden cabinet. R. 1. (17)

630. MONTHLY AVERAGE DISTRIBUTION OF ENROLLED PERSONNEL, Sept. 1936 to date. Form 7-X, showing distribution of men between work project and army overhead, camp strength, etc. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of wooden cabinet. R. 1. (18)

SAFFORD

CAMP SLICK ROCK CANYON, DG-50-A

CCC COMPANY 2850

(A) Headquarters Bldg.

(B) Recreation Hall and Library

(C) Infirmary Bldg.

25 mi. E. of Safford

This company was organized in August 1935 and is under the jurisdiction of the Phoenix District Headquarters. Records are filed in accordance with the War Department Correspondence File.

631. ADMINISTRATIVE, 1935 to date. General and special reports, morning reports, accident summary, sanitary conditions, education, classification of CCC personnel, detailed classification, WPA obligations, medical obligations, statistical, vehicle operation, sick, wounded, transportation, and religion. Filed numerically. (Occasionally, official.) 9 1/2 x 11-3/4 folders, 9 in., in drawer of steel filing case. Commander's office (Bldg. A). (256)

632. CORRESPONDENCE, 1935 to date. Personnel, religious, administrative, and educational subjects. Filed numerically. (Older files, frequently; later files, daily, official.) 9 1/2 x 11-3/4 folders, 10 in., in

2 drawers of steel filing case. Commander's office (Bldg. A) and library (Bldg. B). (257, 260)

633. ENROLLEES' CLASSIFICATION CARDS, 1935 to date. Cumulative personal history of enrollees regarding education and vocational training. Filed alphabetically. (Daily, official.) $9\frac{1}{2}$ x $11\text{-}\frac{3}{4}$ folders, $\frac{3}{4}$ in., in drawer of steel filing case. Library (Bldg. B). (261)

634. INDIVIDUAL RECORDS OF ENROLLEES, 1935 to date. CCC Form 1, finger prints, physical examinations, records of enrollees, transfers, identification, and classification. Filed alphabetically. (Frequently, official.) $9\frac{1}{2}$ x $11\text{-}\frac{3}{4}$ folders, $9\frac{1}{2}$ in., in drawer of steel filing case. Commander's office (Bldg. A). (258)

635. MEMORANDA, 1935 to date. Form 440, consolidated memoranda of medical supplies, inventory of camp infirmary, dental treatment, admission to hospital, epidemics, injury, etc. Filed numerically. (Frequently, official.) $9\frac{1}{2}$ x $11\text{-}\frac{3}{4}$ folders, $6\frac{1}{4}$ in., in 2 drawers of steel filing case. Commander's office (Bldg. A). (254)

636. PAY CARDS, 1935 to date. Classification, date of discharge, date of enrollment, etc. (Frequently, official.) 3 x 5 cards, 5 in., in wooden card cabinet. Commander's office (Bldg. A). (255)

637. PAY ROLL, 1935 to date. Form 366, paid pay rolls returned, telegrams, memoranda, vouchers, etc. Filed numerically. (Frequently, official.) $9\frac{1}{2}$ x $11\text{-}\frac{3}{4}$ folders, 1 ft. $8\frac{1}{2}$ in., in drawer of steel filing case. Commander's office (Bldg. A). (253)

638. PERSONAL AND PERSONNEL, 1935 to date. Locator cards, complaints, new enrollees, tentative schedules, roster of company, individual records, rating orders, etc. Filed numerically. (Occasionally, official.) $9\frac{1}{2}$ x $11\text{-}\frac{3}{4}$ folders, 1 ft. $\frac{1}{2}$ in., in drawer of steel filing case. Commander's office (Bldg. A). (259)

639. RECORDS - EDUCATION, 1935 to date. Educational rating, talents, hobbies, occupational training, and library catalogue cards. Filed alphabetically. (Daily, official.) 3 x 5 folders and cards, 1 in., in pasteboard card cabinet. Library (Bldg. B). (262)

640. CAMP EXCHANGE VOUCHERS, 1936 to date. Funds, balance sheets, assets, requisitions, liabilities, trip tickets, stubs, mess funds, incoming and outgoing correspondence, apportionment of funds, inventories, and inspection reports. Filed numerically. (Frequently, official.) $9\frac{1}{2}$ x $11\text{-}\frac{3}{4}$ folders, 5 in., in drawer of steel filing case. Commander's office (Bldg. A). (252)

641. DAILY RECORD, 1936 to date. Form 52, monthly record in quarters of sick and wounded, days, treatment, disposition of case, and locator cards. (Frequently, official.) $8\text{-}\frac{3}{4}$ x 10 vol. and $3\frac{1}{4}$ x 8 cards, $3\frac{1}{4}$ in., on desk and in wooden card cabinet. Infirmary (Bldg. C). (264)

642. ACHIEVEMENT TEST, 1937. Records of ratings attained by enrollees from first to ninth grades, covering paragraph meaning, word meaning, diction, language use, arithmetic, computation, etc. Filed alphabetically. (Frequently, official.) $9\frac{1}{2}$ x $11\text{-}\frac{3}{4}$ folders, $2\text{-}\frac{3}{4}$ in., in drawer of wooden filing case. Library (Bldg. B). (263)

DIVISION OF GRAZING, 50-A
Headquarters Bldg.
Slick Rock Canyon, 25 mi. E. of Safford

This unit was established in 1935 for the protection and development of the range country in Graham and Greenlee Counties.

643. REPORTS, 1935 to date. Monthly service, distribution of man days by project, daily work sheet, number of men, trucks, number and name of project, safety, assistance, superintendent's inspection, monthly expense, allotments, etc. (Frequently, official.) $9\frac{1}{2}$ x $11\text{-}\frac{3}{4}$ folders and 8 x $10\frac{1}{2}$ sheets, 1 ft., in 2 drawers of wooden filing case. Technical office. (267)

644. REQUISITIONS, 1935 to date. Correspondence relative to requisitions, receipts for property, warehouse supplies, rental of horses, gasoline, etc. (Daily, official.) $9\frac{1}{2}$ x $11\text{-}\frac{3}{4}$ folders, 5 in., in 3 drawers of wooden filing case. Technical office. (265)

645. STATEMENTS, 1935 to date. Form A-11, ECW monthly statements, and Form 100, Region 3 requisitions. (Frequently, official.) $9\frac{1}{2}$ x $11\text{-}\frac{3}{4}$ folders, 6 in., in drawer of steel filing case. Technical office. (266)

646. PERSONNEL, 1936 to date. Incoming and army correspondence, contracts, agreements, and personnel. Filed numerically. (Occasionally, official.) $9\frac{1}{2}$ x $11\text{-}\frac{3}{4}$ folders, 4 in., in drawer of wooden filing case. Technical office. (269)

647. EQUIPMENT OPERATING COST CARD, 1937. Speedometer reading, gas, oil, servicing cost, time correspondence, and automotive equipment. (Daily, official.) $9\frac{1}{2}$ x $11\text{-}\frac{3}{4}$ folders and 9 x 18 loose-leaf book, 1 ft. 6 in., on open wooden shelf. Technical office. (268)

SAN SIMON

CAMP SAN SIMON, SCS-14-A
CCC COMPANY 2881
(A) Headquarters Bldg.
(B) Supply Bldg.
(C) Infirmary
9 mi. SE. of San Simon

This company was organized in August 1935.

648. OUT PATIENTS, Dec. 19, 1935. Register of men who receive treatment but who are not confined to quarters. Filed chronologically. (Daily, official.) 9 x 14 vol., $\frac{1}{4}$ in., in wooden filing case. Infirmary (Bldg. C). (9)

649. CORRECTION OF SICK AND WOUNDED REPORT, 1935 to date. Reports returned from headquarters in Tucson to be corrected and sent back to Tucson immediately after correction. Filed chronologically. (Occasionally, official.) 10 x 12 folders, $\frac{1}{2}$ in., in pigeonhole, of desk. Infirmary (Bldg. C). (10)

650. EDUCATIONAL DEPARTMENT RECORDS, 1935 to date. Reports and records on the activities of the Educational Department, correspondence, etc. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 ft. 6 in., in drawer of wooden filing case. R. 1 (Bldg. A). (2)

651. PAY CARDS, 1935 to date. Containing information used in making up pay rolls, name of enrollee, rating, station, organization, date of enrollment, if reenrolled, amount of allotment, and name and address of allottee. Filed alphabetically. (Frequently, official.) 3 x 8 cards, 1 in., in wooden filing case. R. 1 (Bldg. A). (4)

652. REPORT OF MEDICAL OBLIGATIONS, 1935 to date. Report on all cases in the infirmary. Filed chronologically. (Daily, official.) 10 x 12 folders, $\frac{1}{2}$ in., in pigeonhole, of desk. Infirmary (Bldg. C). (11)

653. DELIVERY OF MEDICINE, Aug. 1935 to date. Records of medical supplies received by camp infirmary. Filed chronologically. (Frequently, official.) 7 x 11 folders, $\frac{1}{2}$ in., in filing case. Infirmary (Bldg. C). (17)

654. EDUCATIONAL REPORTS, Aug. 1935 to date. Reports on all the activities of the Educational Department of the camp. Filed chronologically. (Daily, official.) 9 x 12 folders, 6 in., in drawer of wooden filing case. R. 1 (Bldg. A). (5)

655. FINANCE AND ACCOUNTS, Aug. 1935 to date. Exchange and mess accounts, company funds, bills, invoices, purchase orders, etc. See addenda for detailed list. Filed chronologically. (Daily, official.) 9 x 12 folders, 5 ft., in 3 drawers of wooden filing case. R. 1 (Bldg. A). (6)

656. INDIVIDUAL RECORDS, Aug. 1935 to date. Showing personal histories of each enrollee taken at the time of enlistment, and when transferred to another camp; and monthly report of men laid off work because of illness showing names, date laid off, cause, date returned to work, etc. Filed alphabetically and chronologically. (Frequently, official.) 3 x 9 envelopes and 3 x 8 cards, 2 ft. 4 in., in field desk and in wooden box. R. 1 (Bldg. A) and infirmary (Bldg. C). (3, 12)

657. INFORMAL TRANSFERS, Aug. 1935 to date. Cases which have been transferred to William Beaumont Hospital, Fort Bliss, Texas. Filed chronologically. (Occasionally, official.) 6 x 9 folders, 1 in., in filing case. Infirmary (Bldg. C). (15)

658. MEDICAL REQUISITIONS, Aug. 1935 to date. Filed chronologically. (Frequently, official.) $8\frac{1}{2}$ x 12 folders, $\frac{1}{4}$ in., in filing case. Infirmary (Bldg. C). (13)

659. REPORT SHEET, Aug. 1935 to date. Strength of company. Filed chronologically. (Frequently, official.) 9 x 15 folders, $\frac{1}{4}$ in., in filing case. Infirmary (Bldg. C). (14)

660. RETURN SLIPS, Aug. 1935 to date. Given to men who are discharged from William Beaumont Hospital to be given to the camp when leaving hospital. Filed chronologically. (Occasionally, official.) $5\frac{1}{2}$ x 8 folders, $\frac{1}{4}$ in., in filing case. Infirmary (Bldg. C). (16)

661. SUPPLIES AND EQUIPMENT, Aug. 1935 to date. Abstract of individual equipment, consolidated memorandum of non-expendable property, credit and debit vouchers, shipping tickets, incoming and outgoing tally sheets, clothing stock, suspense file, requisitions, abstract of property as listed on physical inventory of non-expendable property, and receiving reports. Filed chronologically. (Frequently, official.) 8 x 11 folders, 3 in., in wooden filing case. Supply room (Bldg. B). (7)

662. SICK BLOTTER, Oct. 1935 to date. Records of men confined to quarters. Filed chronologically. (Daily, official.) $9\frac{1}{2}$ x 15 folders, $\frac{1}{4}$ in., in wooden filing case. Infirmary (Bldg. C). (8)

663. CURRENT MESS RECORDS, Oct. 1936. Filed chronologically. (Daily, official.) 3 x 9 envelopes, 3 in., in cigar box, on desk. R. 1 (Bldg. A). (1)

SOIL CONSERVATION SERVICE, 14-A
 Technical Bldg.
 9 mi. SE. of San Simon

This unit was established in August 1935 for soil conservation work on the Gila Project, Arizona District 2, Region 8. The camp is located on San Simon Creek, a tributary of the upper Gila River.

664. DAILY MAN CHECK, 1935 to date. Reports showing absentees, men working, where working, army overhead, etc. This report corresponds to "Foremen's Daily Check" which is kept on the same bulletin board for a week before filing. Filed chronologically. (Daily, official.) $2\frac{1}{2}$ x 8 sheets, $\frac{1}{8}$ in., in filing case. Technical office. (22)

665. FOREMEN'S DAILY CHECK, 1935 to date. Weekly reports showing men at work and absent. Kept on bulletin board one week before filing. Filed chronologically. (Daily, official.) 8 x 11 sheets, $\frac{1}{8}$ in., in filing case. Technical office. (23)

666. MANUAL OF CAMP CLERICAL WORK, 1935 to date. Manual of Instructions on how to arrange files, etc. A new manual is issued whenever the forms are changed. Filed chronologically. (Frequently, official.) 9 x 12 folders, 2 in., on steel filing case. Technical office. (24)

667. SUMMARY SHEETS AND LECTURES, 1935 to date. Foremen's reports of work completed each day and lectures given in the field during the noon hour. Summary sheets are left out one month before they are filed in cabinet. Filed chronologically. (Daily, official.) 9 x 12 folders, $6\frac{1}{2}$ in., in wooden rack. Technical office. (30)

668. WORK PLANS, 1935 to date. For construction and other work to be undertaken by enrollees. Filed alphabetically. (Frequently, official.) 12 x 12 plats, 1 in., on steel filing case. Technical office. (25)

669. DISTRICT FIELD MEMORANDA, Feb. 1935 to date. Memoranda covering work in the field, accidents, safety, etc. Filed numerically. (Frequently, official.) 9 x 12 folders, $1\frac{1}{2}$ in., on steel cabinet. Technical office. (26)

670. EXPENDABLE AND NON-EXPENDABLE PROPERTY, Aug. 1935 to date. Running inventories of expendable and non-expendable property. Filed alphabetically. (Daily, official.) 5 x 8 cards, 3 ft., in 2 steel filing cases. Technical office. (35)

671. FIELD HAND BOOKS, Aug. 1935 to date. Engineer's notes, taken in field for mapping and planning work. Filed chronologically. (Daily, official.) 4 x 7 vols., 1 in., on wooden shelf. Technical office. (34)

672. MAPS, Aug. 1935 to date. Showing work to be undertaken, progress, maps showing work completed, and land status maps showing to whom property belongs, designated by various colors on the maps. (Daily, official.) Various sized maps, 6 in., in wooden map containers. Technical office. (32)

673. MISCELLANEOUS FILE, Aug. 1935 to date. Letters, instructions, and reports covering all phases of camp activities. See addenda for detailed list. Filed chronologically. (Daily, official.) 9 x 12 folders, 6 ft., in 2 drawers of steel filing case. Technical office. (31)

674. WORK MAPS, Aug. 1935 to date. Showing progress of work, colored to show work undertaken and completed each month. (Daily, official.) Various sized maps, 2 ft., in wooden map container. Technical office. (28)

675. WORK PROJECT RECORDS, Aug. 1935 to date. Cooperative agreements, correspondence, records on how work is progressing, cost of work, etc. Filed chronologically. (Rarely, official.) 8 x 11 folders, 1 ft., in steel filing case. Technical office. (27)

676. MEMORANDA TO BE READ AND SIGNED, Oct. 17, 1935 to date. Covering field work, safety, etc. to be read and signed by foreman. Filed chronologically. (Occasionally, official.) 8 x 12 folders, $1\frac{1}{2}$ in., in filing case. Technical office. (20)

677. YEARLY RAIN GAUGE CHART, 1936. Monthly report of the rainfall in the vicinity of the San Simon Valley during the 12 months of the year. (Daily, official.) 6 x 14 graph sheet, in filing case. Technical office. (19)

678. WEEKLY ROCK HAUL COST CHART, July 1936 to date. Showing each foreman's cost of hauling rock from the quarry to the job. (Daily, official.) 6 x 14 graph sheet, in filing case. Technical office. (29)

679. MISCELLANEOUS BULLETINS, July 20, 1936 to date. Reports, instructions, correspondence, etc. (Occasionally, official.) 8 x 11 sheets, $1/8$ in., on bulletin board. Technical office. (18)

680. DEPRECIATION RATES ON EQUIPMENT, n. d. Instructions for computing costs of gasoline-operated equipment on which full operation records are maintained. (Monthly, official.) 6 x 7 sheet, in filing case. Technical office. (21)

681. TOWNSHIP PLATS, n.d. Government township plats used for making work maps, progress maps, and land status maps. (Frequently, official.) 9 x 12 plats, 6 in., on wooden shelf. Technical office. (33)

SEDONA

CAMP OAK CREEK CANYON, F-32-A
CCC COMPANY 821

Headquarters Bldg., Oak Creek Canyon

This company was organized on May 22, 1933 and was stationed at Camp F-5-A, Flagstaff, and Camp F-35-A, Camp Verde, before moving to its present location. The War Department Correspondence File is used in filing.

682. OBSOLETE RECORDS, 1933 - 1936. Finance, quartermaster's, medical, correspondence, education and recreation, and administrative reports. (Inactive, occasionally, official.) 9 x 11-3/4 folders, 6 ft., in 3 wooden boxes. R. 2. (21)

683. CORRESPONDENCE, 1933 to date. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of steel cabinet. R. 1. (18)

684. ADMINISTRATION, 1936 to date. Religion, fires, district procurement authority, invoices and lists showing supplies transferred, msc. accounts, contracts, personal records (civilians, enrollees, officers), individual history, detailed classification reports, special contract personnel reports, district general and company orders, district letters, laundry and renovations, financial operation, recruiting, education and recreation, safety program and safety bulletins, purchase orders, reports of motor vehicles, repairs and maintenance of motor vehicles, motor transportation, construction for and installation of electricity, water and pumps, telephone, telegraph, and cable. (Occasionally, official.) 9 x 11-3/4 folders, 2 ft., in 2 drawers of steel cabinet. R. 1. (20)

685. EDUCATION AND RECREATION, 1936 to date. Accumulative records of classes in handicraft, history, English, and mathematics. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of steel cabinet. R. 1. (19)

686. FINANCE REPORT, 1936 to date. Final statements, pay roll, rations, transportation, etc. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of steel cabinet. R. 1. (15)

687. MEDICAL REPORTS, 1936 to date. Care, hospitalization, report of sick and wounded, deaths, camp sanitation, etc. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of steel cabinet. R. 1. (17)

688. QUARTERMASTER REPORT, 1936 to date. Clothing, equipment, etc. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of steel cabinet. R. 1. (16)

FOREST SERVICE, 32-A
Headquarters Bldg.
Oak Creek Canyon

This unit is engaged in the building of bridges over Oak Creek to improve the road running up Oak Creek Canyon in the Coconino National Forest.

689. MAPS, 1924 to date. Grazing, road, and recreation maps of the Coconino National Forest. See addenda for additional description. (Occasionally, official.) 22 x 27 maps, on wall. R. 3. (30)

690. ACCIDENT REPORT, 1933 to date. Showing cause of accidents and if minor or major, deaths, type of work, time lost, etc. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of wooden filing case. R. 3. (24)

691. EQUIPMENT MILES AND MACHINE HOURS, 1933 to date. Showing miles covered by trucks, and number of hours heavy road machinery was used on various projects. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of wooden filing case. R. 3. (25)

692. JOB CARD ON TRUCKS AND HEAVY EQUIPMENT, 1933 to date. Showing date, hours of labor, cost, article used in repair, and description of work done. (Occasionally, official.) 8 x 10-3/4 sheets, 1 ft., on table. R. 3. (29)

693. MINUTES OF EDUCATIONAL MEETINGS, 1933 to date. Plans and suggestions for the training and education of enrollees. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of wooden filing case. R. 3. (22)

694. MONTHLY REPORT OF MATERIALS USED, 1933 to date. Showing amount of powder, caps, and cement used on each project, and number of culverts constructed. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of wooden filing case. R. 3. (31)

695. MONTHLY TRANSFERS OF EQUIPMENT, 1933 to date. From where and to where trucks and road equipment were received or sent. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of wooden filing case. R. 3. (26)

696. SEMI-MONTHLY SERVICE REPORT, 1933 to date. Report of foreman's time on the various projects. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of wooden filing case. R. 3. (27)

697. SUMMARY OF ISSUES, 1933 to date. Showing amount of oil, gas, and grease used in trucks, cars, etc. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of wooden filing case. R. 3. (23)

698. PROGRESS REPORTS, 1936 to date. Of kind and amount of work accomplished, man days by months, and to date. (Occasionally, official.) 9 x 11-3/4 folders, 1 ft., in drawer of wooden filing case. R. 3. (32)

699. WEEKLY TRUCK, TRACTOR, AND COMPRESSOR REPORT, n.d. Showing condition of trucks. (Occasionally, official.) 9 x 11-3/4 folders, in drawer of wooden filing case. R. 3. (28)

ST. DAVID

CAMP ST. DAVID, SCS-19-A
CCC COMPANY 3840
Headquarters Bldg.

This company was organized on August 23, 1935.

Finance and Accounting Files

700. BUDGET DEPARTMENT, Aug. 23, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of wooden filing case. R. 1. (49)
701. FINAL STATEMENTS, Aug. 23, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of wooden filing case. R. 1. (33)
702. FINANCE DEPARTMENT, Aug. 23, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of wooden filing case. R. 1. (46)
703. FINANCIAL STATEMENTS, Aug. 23, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of wooden filing case. R. 1. (39)
704. LEASES AND CONTRACTS, Aug. 23, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of wooden filing case. R. 1. (31)
705. MISCELLANEOUS RECEIPTS, Aug. 23, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of wooden filing case. R. 1. (41)
706. OLD COMPANY FUND ACCOUNTS, Aug. 23, 1935 to date. Entered chronologically. (Daily, official.) 10 x 14 loose-leaf books, 10 in., in drawer of wooden filing case. R. 1. (20)
707. RETAINED BILLS, Aug. 23, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of wooden filing case. R. 1. (40)
708. MESS RECORDS AND ACCOUNTS, Jan. 1, 1936 to date. Vendor's certified bills (duplicates). Each individual vendor's bills kept in a separate 3 x 6 envelope. Inventory taken and originals mailed to district headquarters quarterly. Filed chronologically. (Daily, official.) 9 x 12 envelopes, 4 ft., in drawer of wooden filing case. R. 1. (19)

Personnel Files

709. CERTIFICATES OF DISCHARGE, Aug. 23, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of wooden filing case. R. 1. (35)

710. PERSONNEL DEPARTMENT, Aug. 23, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of wooden filing case. R. 1. (48)

711. SERVICE RECORD RECEIPTS, Aug. 23, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of wooden filing case. R. 1. (34)

712. TERMINATION OF ALLOTMENT, Aug. 23, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of wooden filing case. R. 1. (43)

713. TRANSFERS OF ENROLLEES TO OTHER JOBS, Aug. 23, 1935 to date. Reports and letters. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of wooden filing case. R. 1. (29)

714. VITAL COMPANY RECORDS, Aug. 23, 1935 to date. Old sick reports, individual records, file copies of pay rolls, advance ration returns, etc. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in steel field desk. R. 1. (21)

Administration Files

715. MORNING REPORTS, Oct. 1, 1935 - Apr. 30, 1936. On enrollees who are present, absent, or sick. Filed chronologically. (Daily, official.) 8 x 13 loose-leaf books, 3 in., in drawer of wooden filing case. R. 1. (59)

716. TUCSON DISTRICT MEMORANDA, Jan. 1, 1935 to date. Memoranda received from the Tucson Headquarters. Filed chronologically. (Daily, official.) 9 x 12 sheets, 1 in., in drawer of wooden filing case. R. 1. (4)

717. COMPANY AND SPECIAL ORDERS, Aug. 23, 1935 to date. Orders from Tucson District Headquarters and special orders for entire 8th Corps Area. Filed chronologically. (Daily, official.) 9 x 12 folders, 5 in., in drawer of steel filing case. R. 1. (11, 10, 23)

718. CORRESPONDENCE, Aug. 23, 1935 to date. Letters from subdistrict commander and general correspondence. Filed chronologically. (Daily, official.) 9 x 12 folders, 9 in., in drawer of wooden and 2 drawers of steel filing cases. R. 1. (27, 15, 16, 58)

719. DETAILED CLASSIFICATION REPORTS, Aug. 23, 1935 to date. Daily classification of enrollees of CCC. Filed chronologically. (Daily, official.) 9 x 12 sheets, 1 in., on file board. R. 1. (7)

720. EDUCATION, Aug. 23, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of wooden filing case. R. 1. (47)

721. EIGHTH CORPS AREA LETTERS, Aug. 23, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders and sheets, 3 in., in drawer of wooden filing case and on file board. R. 1. (14, 36)

722. ENROLLMENT LETTERS, Aug. 23, 1935 to date. Correspondence concerning enrollment of juniors and local experienced men. Filed chronologically. (Daily, official.) 9 x 12 loose-leaf books, 1 in., in drawer of wooden filing case. R. 1. (2)

723. FLY CAMP REPORTS AND LETTERS, Aug. 23, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of wooden filing case. R. 1. (44)

724. HOSPITALIZATION AND EVACUATION, Aug. 23, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of wooden filing case. R. 1. (50)

725. INCOMING AND OUTGOING TELEGRAMS AND RADIO MESSAGES, Aug. 23, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders and sheets, 5 in., in drawer of steel filing case and on file board. R. 1. (6, 26, 5)

726. MESS DEPARTMENT, Aug. 23, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of wooden filing case. R. 1. (53)

727. OFFICIAL CORRESPONDENCE FROM DISTRICT HEADQUARTERS, Aug. 23, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders and 8 x 13 loose-leaf books, 4 in., in drawer of wooden filing case. R. 1. (1, 57)

728. RECORD OF HEARINGS, Aug. 23, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of wooden filing case. R. 1. (45)

729. STRENGTH REPORTS, Aug. 23, 1935 to date. Form A, monthly report to Washington of company strength showing gains and losses, total man days for the month, and company strength at midnight on the last day of each month. Filed chronologically. (Daily, official.) 9 x 12 sheets, 1 in., on file board. R. 1. (8)

730. SUSPENSE FILE, Aug. 23, 1935 to date. Reports to be mailed at stated times. Each folder marked for the day of the month on which report is due. Filed chronologically. (Daily, official.) 9 x 12 folders, 3 in., in drawer of wooden filing case. R. 1. (42)

731. TRI-MONTHLY STRENGTH REPORT, Aug. 23, 1935 to date. Radio or telegraphic report to headquarters, 8th Corps Area of total company strength at midnight on the 10th, 20th, and last day of each month. Filed chronologically. (Daily, official.) 9 x 12 folders, 2 in., in open wooden drawer. R. 1. (24)

743. SPECIMENS FOR SHIPMENT OF PERISHABLES, Aug. 23, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of wooden filing case. R. 1. (65)

732. TUCSON DISTRICT STANDING ORDERS AND REGULATIONS AND SPECIAL ORDERS, Aug. 23, 1935 to date. Special orders on leaves of absence and transfers of enrollees. Filed chronologically. (Daily, official.) 9 x 12 and 6 x 11 loose-leaf books (3) and 9 x 12 sheets, 3 in., on open wooden shelf and in drawer of wooden filing case. R. 1. (18, 12)

733. WELFARE DEPARTMENT, Aug. 23, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of wooden filing case. R. 1. (52)

734. COMPANY SAFETY COMMITTEE MEETINGS, Aug. 1935 to date. Letters on safety program in camp. Filed chronologically, (Daily, official.) 9 x 12 loose-leaf books, 1 in., in drawer of wooden filing case. R. 1. (3)

Supplies and Equipment Files

735. ARMY GAS REQUISITIONS, Aug. 23, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of wooden filing case. R. 1. (38)

736. CAMP EXCHANGE EQUIPMENT, Aug. 23, 1935 to date. Supplies, etc. for the camp exchange. Filed chronologically. (Occasionally, official.) 9 x 12 folders, 2 ft. 1 in., in drawer of steel filing case. R. 1. (17)

737. DISTRICT PROCUREMENT AUTHORITY, Aug. 23, 1935 to date. Orders for procurement of provisions and supplies. Filed chronologically. (Daily, official.) 9 x 12 loose sheets, 1 in., on file board. R. 1. (9)

738. PURCHASE REQUESTS, Aug. 23, 1935 to date. General requisitions. Filed chronologically. (Daily, official.) 9 x 12 folders 1 in., in drawer of wooden filing case. R. 1. (37)

739. QUARTERMASTER SUPPLIES, Aug. 23, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of wooden filing case. R. 1. (28)

740. MEMOS FOR PROCUREMENT OF GASOLINE, Aug. 23, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of wooden filing case. R. 1. (32)

Transportation Files

741. DAILY DISPATCHING OF MOTOR VEHICLES, Aug. 23, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of wooden filing case. R. 1. (30)

742. TRANSPORTATION FILES, Aug. 23, 1935 to date. QMC 222, motor, rail receipts, and mechanical inspection. Filed chronologically. (Daily, official.) 9 x 12 folders and sheets, 6½ in., in drawers of steel and wooden filing cases and on file board. R. 1. (22, 51, 25, 24, 56, 13)

743. SCHEDULES FOR SHIPMENT OF PERISHABLES, Aug. 23, 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of wooden filing case. R. 1. (55)

SOIL CONSERVATION SERVICE, 19-A
Office and Warehouse Bldg.

This unit of the Gila River Project, Arizona District 2, Region 8, was established at St. David on the San Pedro River, one of the main tributaries of the Gila River, on August 3, 1935.

744. ACCIDENTS, Aug. 1935 to date. Record of accidents to employees. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. R. 1. (64)

745. ARMY PERSONNEL RECORDS, Aug. 1935 to date. Disposition of records received from CCC Co. 3840. Filed chronologically. (Daily, official.) 9 x 12 loose sheets, 3 in., on file board. R. 1. (88)

746. CAMP MEMORANDUMS, Aug. 1935 to date. Issued by SCS-A-19, to foremen, truck drivers, and civilian employees. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. R. 1. (93)

747. COOPERATIVE AGREEMENTS, Aug. 1935 to date. Signed by land owners and correspondence relative thereto. Filed chronologically. (Daily, official.) 9 x 12 folders, 2 in., in drawer of steel filing case. R. 1. (65, 67)

748. CORRESPONDENCE FILES, Aug. 1935 to date. Army with Company 3840, Superintendent's personal, and correspondence concerning warehouse and requisitions, maps and plans, and other subjects not otherwise captioned. Filed chronologically. (Daily, official.) 9 x 12 folders, 7 in., in drawer of steel filing case. R. 1. (63, 72, 76, 61, 71)

749. COSTS, Aug. 1935 to date. List of all equipment costs. Filed chronologically. (Daily, official.) 9 x 12 loose-leaf books, 1 in., on file board. R. 1. (90)

750. DEPRECIATION, Aug. 1935 to date. Correspondence regarding depreciation of heavy equipment. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. R. 1. (68)

751. FLY CAMPS, Aug. 1935 to date. Correspondence and reports. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. R. 1. (70)

752. LEAVES OF ABSENCE, Aug. 1935 to date. Slips for the personnel of SCS-A-19. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. R. 1. (74)

753. LOCAL EXPERIENCED MEN, Aug. 1935 to date. Correspondence concerning enrollment and records of such men. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. R. 1. (73)

754. MANUAL OF CAMP CLERICAL WORK, Aug. 1935 to date. Methods of accounting and filling out and mailing ECW forms. Filed chronologically. (Daily, official.) 10 x 14 loose-leaf books, 3 in., on file board. R. 1. (86)

755. MISCELLANEOUS MEMORANDUMS, Aug. 1935 to date. Issued from District Headquarters, Safford, Arizona, and Regional Headquarters, Albuquerque, New Mexico. Filed chronologically. (Daily, official.) 9 x 12 and 10 x 14 loose-leaf books, 5 in., on file boards. R. 1. (91, 89)

756. MOTOR TRUCKS, TRACTORS, ETC., Aug. 1935 to date. Correspondence concerning cost of operation of all gasoline driven equipment. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. R. 1. (81)

757. PERSONAL RECEIPTS FOR CHECKS, Aug. 1935 to date. Records showing signatures of persons receiving pay checks. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. R. 1. (66)

758. PERSONNEL, Aug. 1935 to date. Correspondence and other data. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. R. 1. (62)

759. PLANTING, Aug. 1935 to date. Correspondence regarding planting and gathering of seeds. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. R. 1. (75)

760. RECEIPT OF MATERIAL, EQUIPMENT, AND SUPPLIES, Aug. 1935 to date. Correspondence acknowledging receipt of material and supplies ordered under requisition. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. R. 1. (78)

761. RECEIPT OF MEMORANDUMS, Aug. 1935 to date. Record showing receipt of memo and the understanding of its contents. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. R. 1. (60)

762. REPAIR ORDERS, Aug. 1935 to date. Correspondence between officials on repair and replacement of equipment. Filed chronologically. (Daily, official.) 9 x 15 folders, 1 in., in drawer of steel filing case. R. 1. (79)

763. REPORTS, Aug. 1935 to date. To District Headquarters, Safford, Arizona, and correspondence thereon. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. R. 1. (77)

764. SAFETY REGULATIONS, Aug. 1935 to date. Correspondence regarding safety regulations and minutes of safety meetings. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. R. 1. (80)

765. SUPPLIES, Aug. 1935 to date. Correspondence on same for camp. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. R. 1. (83)

766. SURVEYS, Aug. 1935 to date. Correspondence on surveys of lands around and near SCS-A-19. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. R. 1. (82)

767. TECHNICAL BUILDING, Aug. 1935 to date. Data on technical buildings, company costs, and correspondence concerning same. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. R. 1. (84)

768. TOWNSHIP PLATS, Aug. 1935 to date. Filed chronologically. (Daily official.) 9 x 12 folders, 1 in., in drawer of steel filing case. R. 1. (92)

769. MAPS, DRAWINGS AND DATA, Aug. 3, 1935 to date. Blue print maps and plats of lands around and near this camp, showing location of lands which are eroded. Filed chronologically. (Daily, official.) 30 x 60 maps and 9 x 12 folders, 3 in., on open wooden shelf and in drawer of steel filing case. R. 1. (85, 69)

770. REPORTS ON TRACTORS, Sept. 1, 1935 to date. Daily reports by foremen on tractor operation. Filed chronologically. (Daily, official.) 3 x 6 vol., $\frac{1}{2}$ in., in open wooden filing case. R. 1. (87)

771. REPORTS, Aug. 3, 1936 to date. Forms M-191, agronomy report and individual fire reports; SWS-1, army gasoline requisitions; SWS-2, weekly statement of army gasoline; SWS-3, requests for transportation; SWS-4, daily issues of gasoline, oil, and grease; SWS-5, continuous statement of gasoline on hand; SWS-6, continuous statement of oil and grease on hand; SWS-7, distribution of gasoline, oil, and grease; SWS-8, memorandum to mechanic; ECW-6, monthly average distribution of enrolled personnel (also detailed supplement); ECW-7, monthly work progress report; M-143, monthly statistics; ECW-4, monthly report of camp accidents; SWE-4, monthly report of motor vehicle operation; SWE-9, monthly tractor operations; SCS-505, monthly distribution report; M-107, range studies and precipitation record; M-192, semi-monthly time sheet; M-190, quarterly progress report on contributions made by SCS and cooperators; SWJ-2, monthly summary reports of all operating costs and long distance telephone calls; SWE-1, motor vehicle log; SWE-2, camp repair charge; SWE-3, monthly motor vehicle operation; M-153, yearly operation of motor vehicles; SWE-5, distribution of mileage; SWE-6, monthly summary distribution of mileage, SWE-7, mechanic's weekly report on maintenance of motor vehicles; SCS-ECW-57, monthly mechanical inspection; SWE-10, 5000 mile inspection; SWE-8, monthly record of use of equipment; SWL-1, daily enrollee census; SWL-2, man day record; SWL-3, daily record of man day enrollee hours; SWS-7, monthly record of enrollee personnel; SWC-3, monthly summary record sheet; SWC-4, monthly statement of charges and lost time to shop; SWC-5, charges to ECW-7; SWC-1, weekly charges against foremen; M-159, semi-monthly inventory of tools; M-113, anticipated requirements; M-157, semi-monthly issues and return of tools; M-158, continuous semi-monthly issue and return of tools to the foreman; M-162, semi-monthly statement of material used; M-161, weekly summary of issues of expendable materials; M-166, foremen's weekly statement of material used; SCS-ECW-60, property lost or damaged certificate; 6WJ-4, area cost reports; 6WJ-3, job cost sheets; 6WJ-1, monthly statement of details of particular cost items; M-167, job cost sheets; SCS-515, monthly distributions; M-181, inspection reports of weekly summary sheet of unit costs; ECW-31, delivery receipts and camp requisitions to sub district warehouse; M-182, camp transfer property; SWP-6, survey of lost and broken tools and equipment; M-102, camp receipts; SCS-ECW-5, property record counts; and SCS-ECW-29, perpetual inventory of expendable items. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 ft. 4 in., in drawer of steel filing case. R. 1. (94)

TUCSON

CCC DISTRICT HEADQUARTERS

(See the War Department Inventory, pages 20 - 26.)

CAMP MADERA CANYON, F-30-A

CCC COMPANY 1826-V

(A) Administration Bldg.

(B) Infirmary

40 mi. S. of Tucson

This veterans' company was organized in June 1933 and located at the mouth of Madera Canyon in the Santa Rita Mountains. It receives its recruits from the Veterans' Administration Facility in Tucson. The company clerk uses an alphabetical filing system, under which are grouped apparently unrelated records given War Department Correspondence File numbers.

Commander's Files

772. ACCOMMODATIONS, June 1933 to date. Barrack heaters and hospitalization. Filed alphabetically under H. (Daily, official.) 9 x 12 folders, 2 in., in drawer of steel filing case. Company office (Bldg. A). (1040)

773. ACCOUNTS AND MISCELLANEOUS RECORDS, June 1933 to date. Personnel, officers', and other accounts; accident reports; athletic, annual official, and Assistant Educational Adviser's records. Filed alphabetically under A. (Daily, official.) 9 x 12 folders, 6 in., in drawer of wooden and in 3 drawers of steel filing cases. Company office (Bldg. A). (1033)

774. ADMINISTRATION, June 1933 to date. Rations for men detached and on pass, junior re-enrollment, requisitions, shoe repairs and other repairs, ratings of enrollees, ration savings, records of hearing, radio broadcast and operators, transfers, lighting equipment repair, recreation, religious service, and morning reports. Filed alphabetically under R. (Daily, official.) 9 x 12 folders, 1 ft., in drawer of steel filing case. Company office (Bldg. A). (1047)

775. AUTOMOBILE NEEDS, June 1933 to date. Gasoline and oil, garages, etc. Filed alphabetically under G. (Daily, official.) 9 x 12 folders, 2 in., in drawer of steel filing case. Company office (Bldg. A). (1039)

776. BUILDINGS, June 1933 to date. Use of; also some boxing records are included. Filed alphabetically under B. (Daily, official.) 9 x 12 folders, 4 in., in drawer of steel filing case. Company office (Bldg. A). (1034)

777. CAMP EXPENDITURES AND MISCELLANEOUS RECORDS, June 1933 to date. Exchange, coal, conditioning, overhead, cooks and bakers, and company fund; and miscellaneous records consisting of complaints, commendations, conferences of camp commanders and company clerk. Filed alphabetically under C. (Daily, official.) 9 x 12 folders, 1 ft., in drawer of steel filing case. Company office (Bldg. A). (1035)

778. EDUCATION, June 1933 to date. Educational Adviser's records, general education; also are included veterans and junior camp enrollments. Filed alphabetically under E. (Daily, official.) 9 x 12 folders, 4 in., in drawer of steel filing case. Company office (Bldg. A). (1037)

779. FINGERPRINTS, DISPLAYS, AND GENERAL, June 1933 to date. Flag, firework, and evening formation displays; also are included some records on flags, firearms, fireplaces, and staking fires. Filed alphabetically under F. (Daily, official.) 9 x 12 folders, 8 in., in drawer of steel filing case. Company office (Bldg. A). (1038)

780. GENERAL, June 1933 to date. Distributing reports, detached service, rations, distillate products, junior deposits, deaths, and discharges. Filed alphabetically under D. (Daily, official.) 9 x 12 folders, 6 in., in drawers of steel filing case. Company office (Bldg. A). (1036)

781. INJURIES AND GENERAL RECORDS, June 1933 to date. Included are records of inspector, ECW inspector, individuals, intoxicants, and ice. Filed alphabetically under I. (Daily, official.) 9 x 12 folders, 6 in., in drawer of steel filing case. Company office (Bldg. A). (1041)

782. LEAVES AND MISCELLANEOUS, June 1933 to date. Officers' enrollees' and civilians' leaves; also are included life insurance, laundry, library records and locator cards. Filed alphabetically under L. (Daily, official.) 9 x 12 folders, 6 in., in drawer of steel filing case. Company office (Bldg. A). (1042)

783. MISCELLANEOUS RECORDS, June 1933 to date. Military courtesy, model forms, mess, motor vehicles, morning reports, etc. Filed alphabetically under M. (Daily, official.) 9 x 12 folders, 4 in., in drawer of steel filing case. Company office (Bldg. A). (1043)

784. NEWS STORIES, June 1933 to date. Filed alphabetically under N. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Company office (Bldg. A). (1044)

785. ORGANIZATION, June 1933 to date. Office hours, officers, oaths, authority to administer; etc. Filed alphabetically under O. (Daily, official.) 9 x 12 folders, 3 in., in drawer of steel filing case. Company office (Bldg. A). (1045)

786. PAY ROLLS, June 1933 to date. Also are included programs, truck drivers' pamphlets, list of perishables, paintings, etc. Filed alphabetically under P. (Daily, official.) 9 x 12 folders, 5 in., in drawer of steel filing case. Company office (Bldg. A). (1046)

787. PERSONNEL RECORDS, June 1933 to date. Filed alphabetically. (Daily, official.) 9 x 12 envelopes, 3 ft., in Army field desk. Company office (Bldg. A). (1053)

788. SUPPLIES, June 1933 to date. Sanitary supplies, straw helmets, snow braces, and subsistence stores; also are included records of sales by civilians to enrollees and suspense records. Filed alphabetically under S. (Daily, official.) 9 x 12 folders, 5 in., in drawer of steel filing case. Company office (Bldg. A). (1048)

789. TELEGRAMS AND REPORTS, June 1933 to date. Transportation, tri-monthly, and telephone toll reports. Filed alphabetically under T. (Daily, official.) 9 x 12 folders, 4 in., in drawer of steel filing case. Company office (Bldg. A). (1049)

790. TRUCK AND CAR RECORDS, June 1933 to date. Gas, oil, mileage, etc. (Daily, official.) 8½ x 12 sheets, 3 ft., on file board on wall and in wooden desk. Company office (Bldg. A). (1054)

791. UNSEALED MAIL, June 1933 to date. Filed alphabetically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Company office (Bldg. A). (1050)

792. VENEREAL DISEASES, June 1933 to date. Included are vendor's certificates and record of visits to headquarters. Filed alphabetically under V. (Daily, official.) 9 x 12 folders, 3 in., in drawer of steel filing case. Company office (Bldg. A). (1051)

793. WORK HOURS, June 1933 to date. Some wild life records are included. Filed alphabetically under W. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Company office (Bldg. A). (1052)

Infirmary Files

794. CLINICAL REGISTER, June 1933 to date. Brief histories of cases that may cause claims for compensation. (Daily, official.) 8 x 14 vol., 1 in., on desk. Infirmary (Bldg. B). (1062)

795. CORRESPONDENCE PERTAINING TO ACCIDENTS, June 1933 to date. Return to work and compensation reports. (Daily, official.) 9 x 12 folders, 2 in., in wooden case. Infirmary (Bldg. B). (1068)

796. DAILY SICK BOOK, June 1933 to date. (Daily, official.) 4 x 10 vol., 1 in., on desk. Infirmary (Bldg. B). (1069)

797. INDIVIDUAL RECORDS OF ENROLLEES, June 1933 to date. Form 52. Arranged according to register numbers. (Daily, official.) 4 x 9 cards, 4 in., in wooden box. Infirmary (Bldg. B). (1066)

798. MONTHLY ACCIDENT REPORTS, June 1933 to date. Monthly sick and accident report, and Saturday morning sick report. (Daily, official.) 9 x 11 folders, 2 in., in drawer of wooden filing case. Infirmary (Bldg. B). (1065)

799. REPORTS OF CIVILIAN MEDICAL CLAIMS, June 1933 to date. (Daily, official.) 9 x 12 folders, 2 in., in drawer of wooden filing case. Infirmary (Bldg. B). (1064)

800. REPORT OF MEDICAL APPLICATIONS, June 1933 to date. Showing money expended by Government for hospitalization of enrollees and regulations pertaining to Medical Corps narcotic register. (Daily, official.) 9 x 12 folders, 4 in., in drawer of wooden filing case. Infirmary (Bldg. B). (1063)

801. REQUISITIONS FOR MEDICAL SUPPLIES, June 1933 to date. out-patients at veterans' hospital, informal transfer to hospital, out-patients daily blotter, and monthly report of men sick in quarters. (Daily,

official.) 9 x 12 folders, 4 in., in drawer of wooden filing case. Infirmery (Bldg. B). (1067)

Supply and Equipment Files

802. MEMORANDUM RECEIPTS, 1933 to date. For non-expendable property issues. (Daily, official.) 4 x 10 sheets, 2 in., clipped together on desk. Stock room (Bldg. A). (1056)

803. STOCK RECORD, June 1933 to date. Stock on hand. Filed alphabetically. (Daily, official.) 4 x 10 loose-leaf book, 4 in., in drawer of desk. Stock room (Bldg. A). (1058)

804. CLOTHING AND EQUIPMENT RECORD, Feb. 1934 to date. Of men discharged from company and of men in company. Filed alphabetically. (Earlier records, occasionally; later records, daily, official.) 8 $\frac{1}{4}$ x 11 loose sheets, 3 in., on file board on desk. Stock room (Bldg. A). (1061, 1060)

805. ABSTRACT OF PROPERTY ON MEMORANDUM RECEIPTS, Feb. 1935 to date. (Daily, official.) 9 x 12 folders, 1 in., in drawer of desk. Stock room (Bldg. A). (1055)

806. GASOLINE AND OIL RECORDS, 1936 to date. For trucks and light plants. (Daily, official.) 10 x 14 vol., 1 in., on desk. Stock room (Bldg. A). (1057)

807. CONSOLIDATED STOCK RECORD, July 1936 to date. Running inventory of consolidated stock. Filed alphabetically. (Daily, official.) 9 x 12 folders, 2 in., on desk. Stock room (Bldg. A). (1059)

FOREST SERVICE 30-A
Headquarters Bldg.
40 mi. S. of Tucson

This unit is engaged in building roads and trails and making other improvements in the Santa Rita Mountain area of the Coronado National Forest.

808. CAMP CARDS AND GROUND ORDERS, June 1933 to date. (Daily, official.) 9 x 12 folders, 6 in., in drawer of filing cabinet. Technical office. (1070)

809. DAILY AND MONTHLY DISTRIBUTION OF ENROLLEES AND WORK PLANS, June 1933 to date. (Daily, official.) 9 x 12 folders, 3 in., in drawer of filing cabinet. Technical office. (1073)

810. DAILY TRUCK CHECK SHEETS AND DRIVERS' LICENSES, June 1933 to date. Examinations of truck drivers, foremen's and drivers' licenses, truck requisitions, daily truck check sheet, truck regulations, and drivers' permits. (Daily, official.) 9 x 12 folders, 5 in., in drawer of filing cabinet. Technical office. (1072)

811. MONTHLY EDUCATIONAL REPORTS, June 1933 to date. Monthly educational reports, educational memos and bulletins, fire bulletins and plans,

memos and bulletins on supervision, safety, schools, and recreation. (Daily, official.) 9 x 12 folders, 7 in., in drawer of filing cabinet. Technical office. (1075)

812. MONTHLY REPORTS ON OVERHEAD AND ARMY EXCESS, June 1933 to date. Gas and oil daily reports, duplicate orders, inspections, and erosion control. (Daily, official.) 9 x 12 folders, 4 in., in drawer of filing cabinet. Technical office. (1074)

813. REGIONAL TRAIL SPECIFICATIONS, June 1933 to date. Santa Rita Experimental Range roads and trails, range fences, range water, vegetation, sanitation, etc. (Daily, official.) 9 x 12 folders, 6 in., in drawer of filing cabinet. Technical office. (1071)

814. STOCK AND EQUIPMENT, June 1933 to date. Stock and equipment in and out; issues of gas, oil, and grease; property lost and damaged; miscellaneous equipment and supplies; miscellaneous daily record of repairs on equipment; records of equipment; stock record inventory; equipment and supplies; and cement on hand. (Daily, official.) 9 x 12 folders, 11 in., in drawer of filing cabinet. Technical office. (1076)

CAMP RILLITO, SCS-15-A

CCC COMPANY 2852

(A) Headquarters Building

(B) Infirmary

(C) Recreation Hall

(D) Supply room

7½ mi. NW. of Tucson

This company was organized in August 1935. All company records are preserved in camp with the exception of personnel records of discharged enrollees, which are sent to district headquarters for permanent filing.

815. ADMINISTRATION CORRESPONDENCE, Aug. 1935 to date. Enrollee's and transfer correspondence; district enrollment and 8th Corps Area compliance letters. Filed numerically. (Daily, official.) 9 x 12 folders, 6 in., in drawer of steel filing case. Commander's office (Bldg. A). (740)

816. CONSOLIDATED MEMORANDUM RECEIPTS, Aug. 1935 to date. Monthly inventories of supplies in warehouse. (Daily, official.) 9 x 12 folders and 8½ x 14 vols., 4 in., on table and on desk. Supply office (Bldg. D). (746, 747)

817. FIELD DESK, Aug. 1935 to date. All vital records of company, sick report, morning report, pay rolls, etc., in such shape that they can be readily removed in case of fire. Filed numerically. (Daily, official.) 11 x 18 and 11 x 26 vols. and loose-leaf books, 2 ft., in strong fiber case or locker. Commander's office (Bldg. A). (745)

818. FINANCE OFFICE, Aug. 1935 to date. Final statements, immediate action, quartermaster routings, contracts, and notice of bids. Filed numerically. (Daily, official.) 9 x 12 folders, 5 in., in drawer of steel filing case. Commander's office (Bldg. A). (738)

819. FINANCIAL STATEMENTS, Aug. 1935 to date. Company fund, camp exchanges, and mess funds. Filed numerically. (Daily, official.) 9 x 12 folders, 1 ft., in drawer of steel filing case. Commander's office (Bldg. A). (743)
820. HOSPITALIZATION AND MEDICAL, Aug. 1935 to date. Hospital, medical, welfare, telegrams (incoming and outgoing), rail transportation, discharges, and other records of enrollees. Filed numerically. (Daily, official.) 9 x 12 folders, 4 in., in drawer of steel filing case. Commander's office (Bldg. A). (742)
821. IDENTIFICATION RECORD CARDS, Aug. 1935 to date. With description, age, place of birth, fingerprints, and signature of each enrollee. (Daily, official.) 7 x 9 $\frac{1}{2}$ cards, 1 in., in wooden box with hinged cover. Infirmary office (Bldg. B). (763)
822. LETTERS MAILED OUT AND RECEIVED, Aug. 1935 to date. (Daily, official.) 9 x 12 envelopes, 3 in., in wooden packing case. Educational office (Bldg. C). (757)
823. MEDICAL RECORD AND REPORTS, Aug. 1935 to date. (Daily, official.) 9 x 12 folders, 8 in., in wooden box with hinged cover. Infirmary office (Bldg. B). (752)
824. MISCELLANEOUS FILE, Aug. 1935 to date. Monthly news letters, information requested from headquarters, letters from district and corps area educational advisers, corps area bulletins, camp and district publications. (Daily, official.) 9 x 12 envelopes, 2 in., in wooden packing case. Educational office (Bldg. C). (755)
825. MONTHLY REPORTS, Aug. 1935 to date. Reports to district and area headquarters covering educational and recreational activities of camp. Filed chronologically. (Daily, official.) 9 x 12 envelopes, 2 in., in wooden packing box. Educational office (Bldg. C). (754)
826. ORDERS, Aug. 1935 to date. War Department, district, general, and special orders; district memoranda, changes in Tucson District standing orders, and company general and special orders. Filed numerically. (Daily official.) 9 x 12 folders, 6 in., in drawer of steel filing case. Commander's office (Bldg. A). (739)
827. OUT PATIENTS RECORD BOOK, Aug. 1935 to date. Record of names and diagnoses of patients. (Daily, official.) 8 x 14 vols., 1 in., in wooden box with hinged lid. Infirmary office (Bldg. B). (750)
828. OUT PATIENTS RECORDS, Aug. 1935 to date. Record of enrollees who have been confined to quarters for sickness or injury. (Daily, official.) 3 x 10 folders, 10 in., in wooden box with hinged cover. Infirmary office (Bldg. B). (749)
829. PERSONNEL FILE, Aug. 1935 to date. Records of men in company at present. Filed numerically. (Daily, official.) 9 x 12 folders, 1 ft. 6 in., in drawer of steel filing case. Commander's office (Bldg. A). (744)

This company was organized at Silver City, New Mexico on July 23, 1936, and moved to Randolph Park on June 13, 1936. The Silver City Chapter

830. PERSONNEL RECORDS, Aug. 1935 to date. Of enrollees in educational classes and sports. Filed alphabetically. (Daily, official.) 9 x 12 envelopes, 2 in., in wooden packing case. Educational office (Bldg. C). (756)

831. PROCUREMENTS, Aug. 1935 to date. Procurements of gasoline, purchase orders, requisitions for rations, district procurement office's bills of lading, inventory reports, and notice of awards. Filed numerically. (Daily, official.) 9 x 12 folders, 7 in., in drawer of steel filing case. Commander's office (Bldg. A). (741)

832. PROPHYLAXIS RECORD BOOK, Aug. 1935 to date. Arranged chronologically. (Daily, official.) 5 x 8 vols., $\frac{1}{2}$ in., in wooden box with hinged cover. Infirmary office (Bldg. B). (751)

833. STOCK RECORD, Aug. 1935 to date. Record of non- and expendable property received in and taken from supply room; camp, medical, welfare, and clothing stock records. (Daily, official.) 9 x 12 folders, 1 ft., on table. Supply office (Bldg. D). (748)

SOIL CONSERVATION SERVICE, 15-A
Office and Warehouse Bldg.
 $7\frac{1}{2}$ mi. NW. of Tucson

This unit was established in August 1935 for the building of check dams and other structures for the protection of the southern and western slopes of the Catalina Mountains against erosion. It is in Region 8, District 2.

834. CARD RECORD OF MATERIALS AND EQUIPMENT, Aug. 1935 to date. Received and expended in warehouse. Filed alphabetically. (Daily, official.) 5 x 8 cards, 1 ft., in 2 drawers of steel filing case. Office. (758)

835. CORRESPONDENCE, Aug. 1935 to date. Signed cooperative agreements and work orders. Filed alphabetically. (Daily, official.) 9 x 12 folders, 6 in., in drawer of steel filing case. Office. (760)

836. MAPS AND TRACINGS, Aug. 1935 to date. Working progress and land status. (Daily, official.) 36 x 40 maps, 2 ft., in wooden map case. Office. (759)

837. REPORTS, Aug. 1935 to date. Machine, equipment, operation, and progress of work. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 ft. 6 in., in drawer of steel filing case. Office. (761)

CAMP RANDOLPH PARK, SCS-21-A
CCC Company 2858
Headquarters Bldg.
3 mi. E. of Tucson

This company was organized at Silver City, New Mexico on July 22, 1935, and moved to Randolph Park on June 13, 1936. The Silver City District

filing system, taken from the War Department Correspondence File, is used. Both the Silver City and Arizona Districts are under the 8th Corps Area Headquarters at Fort Sam Houston, Texas.

838. ADMINISTRATION, June 1936 to date. Fire regulations; registered, insured, lost, or destroyed mail; postage stamps; telegrams, telephones, storage and care of records, blank forms, reports, company overhead, libraries, camp exchanges, inspection and investigations, safety, enrollments, fingerprint and other systems of identification, education, conditioning period, athletics, amusements and welfare, disbandment of companies, company movements, etc. (Daily, official.) 9 x 12 folders, 1 ft., in drawer of steel filing case. Company office. (731)

839. BUILDINGS AND GROUNDS, June 1936 to date. Side camp and camp sites, leases, barracks and quarters, garages, light plants, gasoline sheds, and water supply systems. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Company office. (734)

840. DEAD FILE, June 1936 to date. Record of telegrams sent in 1935, company orders, transportation, pay rolls, dentists' bills, menus, mess bills, notices of illness, financial operations, enrollment reports, memoranda, endorsements, etc. (Seldom, official.) 9 x 12 folders, 2 ft. 6 in., in open wooden box. Company office. (727)

841. FINANCE AND ACCOUNTING, June 1936 to date. Apportionment and supply of funds, money and saving, and memorandum receipts; over, short, and damaged reports; reports of survey, inventories and reports of property and supplies on hand, miscellaneous accounts against the CCC, contracts, and bids. (Daily, official.) 9 x 12 folders, 2 in., in drawer of steel filing case. Company office. (729)

842. GENERAL, June 1936 to date. Religion, merchandise and merchandising, and holidays. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Company office. (728)

843. MEDICINE, HYGIENE, AND SANITATION, June 1936 to date. Dental treatment, admission to hospitals, epidemics, injuries, health and prevention of diseases, water supply analysis, quarantine, and sanitary inspections. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Company office. (734 $\frac{1}{2}$)

844. PERSONNEL, June 1936 to date. Complaints, locator cards, individual records, whereabouts, addresses and change of addresses, commissioned officers, enrollees, rating orders, disrating orders, transfers, Civil Service examinations, travel duty, absence with leave (with or without pay), absence without leave, honorable discharges, administrative or dishonorable discharges, deaths, funerals and data pertaining thereto, titles and grades of enrollees, civilian employees; pay of enrollees, collecting charges and dues, statements of charges, camp exchange accounts and accounts due private parties and firms, pay rolls and all data pertaining thereto, final pay, allotments, allowance of enrollees, quarters, rations, subsistence and travel compensation, and discipline. (Daily, official.) 9 x 12 folders, 1 ft. 6 in., in 2 drawers of steel filing case. Company office. (730)

845. SUPPLIES AND EQUIPMENT, June 1936 to date. Ordnance supplies, purchase orders, shipment of supplies and shipping tickets, requisitions

for supplies and equipment, parts for heating stoves, ranges and stove pipes, plumbing materials, electrical machinery, fire fighting equipment, wireless and radio instruments, office machines, kitchen utensils, tableware, silverware, equipment for cleaning and sanitation purposes, electric lights and lanterns, athletic supplies and equipment, clothing equipment and toilet articles, beds and bedding, subsistence stores, rations, requisitions for subsistence stores, menus, medical supplies and equipment, motors and trucks, ambulance, tires and tubes, publications, office supplies, coal, gasoline and oil, ice, laundry renovation, and shoe repair. (Daily, official.) 9 x 12 folders, 1 ft., in drawer of steel filing case. Company office. (732)

846. TRANSPORTATION, June 1936 to date. Routings, reports of shipment, reports of motor accidents, transportation requests, and bills of lading. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Company office. (733)

SOIL CONSERVATION SERVICE, 21-A

Headquarters Bldg.

3 mi. E. of Tucson

The work of this unit has been under the direction of the headquarters office of the Gila River Project, Soil Conservation Service at Safford. Upon the transfer of the Company from Silver City all technical records from the Silver City Camp were boxed and shipped to headquarters at Safford. Records are filed in accordance with the Manual of Clerical Work - E.C.W., Southwestern Region.

847. CORRESPONDENCE FILE, June 13, 1936 to date. General correspondence and personnel. (Daily, official.) 9 x 12 folders, 1 ft., in drawer of steel filing case. Technical office. (737)

848. MAPS, June 13, 1936 to date. Monthly work progress maps, maps covering work under jurisdiction of this camp, and maps showing property ownership. (Daily, official.) Various sized maps (50), on shelf under drafting board. Technical office. (736)

849. REPORTS, June 13, 1936 to date. Daily and monthly reports on labor, equipment and materials, cost record of field work, requisitions, etc. (Daily, official.) 9 x 12 folders, 1 ft., in drawer of steel filing case. Technical office. (735)

CAMP MANVILLE WELL, SP-6-A

CCC COMPANY 2861

Headquarters Bldg.

Tucson Mountain Recreational County Park

This company was organized at Pima, Arizona on July 22, 1935. Files are organized according to the War Department Correspondence File.

850. ADMINISTRATION, July 27, 1935 to date. Business methods, procedure, records, system, enrollments, athletics, education, morning reports, and inactive records. (Daily, official.) 9 x 12 folders, 1 ft. 8 in., in drawer of wooden filing case. Company office. (1011)
851. CAMP FILE, July 27, 1935 to date. Company and district special orders, and company standing orders. Filed alphabetically. (Daily, official.) 9 x 12 folders, 6 in., in drawer of wooden filing case. Company office. (1004)
852. DAILY EDUCATIONAL LOG, July 27, 1935 to date. Class records, and outlines of educational work. Filed alphabetically. (Daily, official.) 9 x 12 folders, 6 in., in drawer of wooden desk. Company office. (1002)
853. DISTRICT CORRESPONDENCE AND DISTRICT EDUCATIONAL BUDGET, July 27, 1935 to date. Filed alphabetically. (Daily, official.) 9 x 12 folders, 6 in., in drawer of wooden desk. Company office. (1003)
854. FINANCE AND ACCOUNTING, July 27, 1935 to date. Appropriations, disbursements, accounting for funds, property and supplies, claims, accounts, contracts, camp exchange, and inactive records. (Daily, official.) 9 x 12 folders, 1 ft. 8 in., in drawer of wooden filing case. Company office. (1009)
855. GENERAL CORRESPONDENCE, July 27, 1935 to date. (Daily, official.) 9 x 12 folders, 2 in., in drawer of wooden filing case. Company office. (1008)
856. MONTHLY CAMP EXCHANGE ACCOUNT, July 27, 1935 to date. Financial statement of assets and liabilities of company at end of each month. Filed alphabetically. (Daily, official.) 10 x 15 loose-leaf binder, 1 in., on desk. Company office. (1005)
857. MONTHLY CLASS ROLL, July 27, 1935 to date. Records of individual attendance. Filed alphabetically. (Daily, official.) 9 x 12 folders, 4 in., in drawer of wooden filing case. Company office. (1001)
858. NARCOTIC REGISTER, July 28, 1935 to date. (Occasionally, official.) 9 x 12 folders, 3 in., in drawer of desk. Company office. (1006)
859. PERSONNEL, July 27, 1935 to date. Commissioned officers, enrollees, civilian employees, individual records, correspondence pertaining to individuals, and inactive records. (Daily, official.) 9 x 12 folders, 1 ft. 6 in., in wooden filing case drawer. Company office. (1010)
860. SICK REPORT, July 27, 1935 to date. Form 52, reports on 330 cases of men confined to quarters for one day or more. Filed alphabetically and arranged chronologically. (Daily, official.) 3 x 8 cards, 6 in., in open wooden box, on desk. Company office. (1000)
861. SUPPLIES AND EQUIPMENT, July 27, 1935 to date. Purchases, sales, distribution, telephone and telegraph service, shipping tickets, and inactive records. (Daily, official.) 9 x 12 folders, 1 ft. 6 in., in drawer of wooden filing case. Company office. (1012)

862. TRANSPORTATION, July 27, 1935 to date. Officers, enrollees, civilian employees, other persons, and supplies. (Daily, official.) 9 x 12 folders, 4 in., in drawer of wooden filing case. Company office. (1013)

863. SUSPENSE FILE, Oct. 28, 1936 to date. Correspondence on enrollees and unfilled purchase orders. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., on desk. Company office. (1007)

STATE PARK, 6-A
Technical Bldg.

Tucson Mountain Recreational County Park

This unit was established in July 1933, for the development of the recreational park. Later the camp was abandoned for a time and all files, with the exception of maps of the area, were removed from the camp. The camp was reopened on October 20, 1936 and is now engaged in road and trail building, the development of camp grounds, picnic areas, etc. A volume of project records of this camp was found at Hualapai Mountain Camp, SP-8-A, Kingman, Arizona, and is reported with the records of that camp.

864. BLUE PRINT MAPS, July 27, 1933 to date. (Occasionally, official.) 48 x 48 maps, 1 in., in loose-leaf binder, on desk. Office. (1014)

865. MISCELLANEOUS CORRESPONDENCE, Oct. 20, 1936 to date. (Occasionally, official.) 9 x 12 folders, 2 in., on desk. Office. (1015)

CAMP TANQUE VERDE, SP-11-A
CCC COMPANY 2862

- (A) Headquarters Bldg.
- (B) Infirmary
- (C) Recreation Hall

Tanque Verde Road, 19 mi. E. of Tucson

This company was organized on June 20, 1935 for work in the Saguaro Forest State Park and National Monument.

Commander's Files

866. ALLOTMENTS AND FINAL STATEMENTS, June 1935 to date. Correspondence with district and area budget officers, subdistrict correspondence and reports, and correspondence on education. Filed alphabetically. (Daily, official.) 9 x 12 folders, 1 ft., in drawer of wooden filing case. Company office (Bldg. A). (1694)

867. HEADQUARTERS AND GENERAL CORRESPONDENCE, June 1935 to date. Medical and welfare correspondence and reports. Filed alphabetically. (Daily, official.) 9 x 12 folders, 6 in., in wooden filing case. Company office (Bldg. A). (1693)

868. LOCATOR CARDS AND REPORTS, June 1935 to date. Civil Service, weekly, monthly, and quarterly reports, classifications, transfers,

transportation requests, and technical service. Filed alphabetically. (Daily, official.) 9 x 12 folders, 1 ft., in wooden filing case. Company office (Bldg. A). (1696)

869. MEMORANDUM RECEIPTS, June 1935 to date. For welfare, supplies, medical, clothing, quarterly allowance, property, and receipts of all non- and expendable property from and to district headquarters office. Filed alphabetically. (Daily, official.) $8\frac{1}{2}$ x 11 covers, 5 in., on file board on wall. Company office (Bldg. A). (1692, 1691)

870. MORNING REPORTS, June 1935 to date. (Daily, official.) 9 x 12 loose-leaf book, on desk. Company office (Bldg. A). (1698)

871. PAY ROLLS AND PROPERTY RECORDS, June 1935 to date. Correspondence on pay rolls, property records, gasoline reports, etc. Filed alphabetically. (Daily, official.) 9 x 12 folders, 1 ft., in wooden filing case. Company office (Bldg. A). (1695)

872. SUBSISTENCE REPORTS AND MILEAGE VOUCHERS, June 1935 to date. Subsistence reports and mileage vouchers and correspondence on same. Filed alphabetically. (Daily, official.) 9 x 12 folders, 8 in., in wooden filing case. Company office (Bldg. A). (1697)

873. APPROVED REQUISITIONS, June 20, 1935 to date. For materials and supplies. (Occasionally, official.) 9 x 12 covers, 3 in., on covered clips on wall. Company office (Bldg. A). (1682)

874. COMPANY FUND AND EXCHANGE VOUCHERS, June 20, 1935 to date. For payments made out of company and exchange funds. Filed chronologically. (Occasionally, official.) 9 x 12 envelopes, 3 ft., in drawer of wooden filing case. Company office (Bldg. A). (1689)

875. COMPANY ORDERS AND MEMORANDUMS, June 20, 1935 to date. Company and special orders, numbered and unnumbered memos from district headquarters; company memos; special orders from recruiting station; memo copies of government bills of lading and of procurement of gasoline. (Daily, official.) 9 x 12 covers, $9\frac{1}{2}$ in., on covered clips on wall. Company office (Bldg. A). (1676)

876. CORRESPONDENCE, June 20, 1935 to date. 8th Corps Area letters, district Headquarters letters, and War Department correspondence. (Occasionally, official.) 9 x 12 covers, 1 ft., on covered clips on wall. Company office (Bldg. A). (1679)

877. ESTIMATES, REQUESTS, AND OBLIGATIONS, June 20, 1935 to date. District purchasing agent records. (Occasionally, official.) 9 x 12 covers, 1 in., on clip on wall. Company office (Bldg. A). (1680)

878. INSPECTION FILES, June 20, 1935 to date. Record of inspections by subdistrict commander. (Occasionally, official.) 5 x 9 covers, 3 in., on covered clip on wall. Company office (Bldg. A). (1681)

879. INSTRUCTIONS ON ENROLLMENTS, June 20, 1935 to date. (Occasionally, official.) 9 x 12 covers, 1 in., on covered clips on wall. Company office (Bldg. A). (1683)

880. LIST OF ENROLLEES, June 20, 1935 to date. Showing names, serial numbers, date of enrollment, etc. of all enrollees of the company in the order in which they enrolled. (Occasionally, official.) 8 x 14 vol., 1 in., on desk. Company office (Bldg. A). (1686)

881. MAIL RECORD BOOK, June 20, 1935 to date. Record of all mail sent from and received at camp, showing dates and hours of receipt and dispatch. (Occasionally, official.) 8 x 14 vol., 1 in., on desk. Company office (Bldg. A). (1687)

882. PAY CARDS, June 20, 1935 to date. Record of leaders, assistant leaders, and enrollees showing number of days in pay status, deductions, etc. used in making up the monthly pay roll. (Daily, official.) 4 x 10 cards, 2 in., in wooden box on table. Company office (Bldg. A). (1684)

883. RECORDS OF HEARINGS AND PUNISHMENT, June 20, 1935 to date. (Occasionally, official.) 9 x 12 covers, 1 in., on covered clips on wall. Company office (Bldg. A). (1677)

884. RECORDS OF INDIVIDUAL ENROLLEES, June 20, 1935 to date. Identification cards, fingerprints, and other personnel records. Filed alphabetically. (Daily, official.) 4 x 8 envelopes, 3 ft., in field desk. Company office (Bldg. A). (1690)

885. REGISTERED MAIL RECORD BOOK, June 20, 1935 to date. Record of receipt of all insured and registered mail showing date, hour of receipt, and signature of addressee. (Occasionally, official.) 8 x 14 vol., 1 in., on desk. Company office (Bldg. A). (1688)

886. REPORTS ON LIGHT AND WATER PLANTS, June 20, 1935 to date. Number of hours run during each month, gasoline and oil used, etc. (Occasionally, official.) 8 x 14 vol., 1 in., on desk. Company office (Bldg. A). (1685)

887. SIXTH PERIOD AND EXPANSION CAMPS, June 20, 1935 to date. Instructions from 8th Corps Area. (Occasionally, official.) 9 x 12 covers, 3 in., on covered clips on wall. Company office (Bldg. A). (1678)

Infirmary Files

888. NARCOTICS REGISTER, June 1935 to date. Requisitions and receipts for narcotics. (Daily, official.) 8 x 14 loose-leaf books, 2 in., on wall. Infirmary (Bldg. B). (1702)

889. SICK BLOTTER, June 1935 to date. Daily report of enrollees reporting to hospital for treatment. (Daily, official.) 8 x 14 loose-leaf book, 2 in., on wall. Infirmary (Bldg. B). (1700)

890. BULLETINS AND ORDERS, June 20, 1935 to date. 8th Corps Area, district headquarters, and medical corps bulletins and orders. (Daily, official.) 8 x 14 loose-leaf books, 1 in., on wall. Infirmary (Bldg. B). (1699)

891. HOSPITAL REPORTS, June 20, 1935 to date. Weekly, daily, monthly, and quarterly reports on hospital. (Daily, official.) 8 x 14 folders, 4 in., in open wooden box. Infirmary (Bldg. B). (1701)

Educational Files

892. CLASS ROLLS, June 20, 1935 to date. Daily attendance record of enrollees in each class. (Daily, official.) 8 x 11 loose-leaf binders, 4 in., on wall. Educational office (Bldg. C). (1705)
893. DAILY LOGS, June 20, 1935 to date. Of activities of educational adviser. (Daily, official.) 8 x 11 loose-leaf binder, 4 in., on wall. Educational office (Bldg. C). (1706)
894. GENERAL FILE, June 20, 1935 to date. Mostly reports of district and corps areas, and correspondence by the educational adviser. (Daily, official.) 8 x 11 and 9 x 12 envelopes, 1 ft. 2 in., on desk and in box on desk. Educational office (Bldg. C). (1704, 1703)
895. GRADE GROUPS, June 20, 1935 to date. Showing school grades attained by enrollees. (Occasionally, official.) 8 x 11 loose-leaf books, 1 in., on wall. Educational office (Bldg. C). (1708)
896. PERSONNEL RECORD CARDS, June 20, 1935 to date. Showing each enrollee's educational preparation, occupational experience, avocational interests, activities interested in at present time, occupational activity desired on leaving camp, and educational classes desired while in camp, (Daily, official.) 4 x 8 cards, 2 in., in wooden box on desk. Educational office (Bldg. C). (1707)

Supply and Equipment Files

897. ABSTRACT OF NON- AND EXPENDABLE PROPERTY, June 20, 1935 to date. Showing location of all nonexpendable property issued from supply room and quantity of expendable property on hand, issued, salvaged, etc. Filed chronologically. (Daily, official.) 8 x 10 loose-leaf books, 4 in., hanging on desk. Supply room (Bldg. A). (1712, 1711)
898. CLOTHING STOCK RECORD, June 20, 1935 to date. Record of clothing and supplies on hand. Filed chronologically. (Daily, official.) 8 x 10 loose-leaf books, 2 in., hanging on desk. Supply room (Bldg. A). (1713)
899. INDIVIDUAL CLOTHING AND EQUIPMENT, June 20, 1935 to date. Issue of clothing and equipment to enrollees. Filed chronologically. (Daily, official.) 8 x 10 loose-leaf books, 4 in., on desk. Supply room (Bldg. A). (1709)
900. LAUNDRY FILE, June 20, 1935 to date. Check list of laundry sent out and returned. Filed chronologically. (Daily, official.) 8 x 10 loose-leaf book, 2 in., hanging on desk. Supply room (Bldg. A). (1710)

STATE PARK, 11-A
Headquarters Bldg.
Tanque Verde Road, 19 mi. E. of Tucson

This unit was established in June 1935 under the jurisdiction of the National Park Service, Region 3, District B, for the opening and development of the Saguaro State Park, ten square miles in area, and the Saguaro

National Monument, ninety-nine square miles in area, which embraces the state park. A bill is now pending in Congress to remedy this situation by reducing the area of the national monument to twenty-one square miles and doing away with the state park. The monument covers the largest stand of saguaro (giant cactus) in the world.

901. GENERAL FILES, June 1935 to date. Letters, records of tools and equipment, and reports of the technical service. (Daily, official.) 9 x 12 folders, 2 ft., in pasteboard filing drawer. Superintendent's office. (1714)

902. MAPS, June 1935 to date. Showing in detail Saguaro Forest State Park, University Indian Ruins, Fort Lowell State Park, ownership work, profile map work, and construction maps on all projects. (Daily, official.) 24 x 36 maps, 2 ft., in map racks on wall. Superintendent's office. (1715)

VAIL

CAMP COLOSSAL CAVE, SP-10-A

CCC COMPANY 2851

(A) Headquarters Bldg.

(B) Infirmary

(C) Recreation Hall

5 mi. N. of Vail

This company was organized on August 20, 1935.

903. ABSTRACT OF INDIVIDUAL RECORD, Aug. 20, 1935 to date. All property issued to individuals. Arranged alphabetically. (Daily, official.) 8½ x 11 loose-leaf books, 1 in., on wall. Supply room (Bldg. A). (31)

904. ABSTRACT OF MEMORANDUM RECEIPTS FOR PROPERTY, Aug. 20, 1935 to date. Received and issued from supply room. (Daily, official.) 8½ x 11 loose-leaf books (2), 2 in., on wall. Supply room (Bldg. A). (28, 29)

905. CLOTHING AND STOCK RECORD ACCOUNTS, Aug. 20, 1935 to date. Inventory of clothing received and issued, showing the value thereof. (Daily, official.) 8½ x 11 loose-leaf books, 1 in., on wall. Supply room (Bldg. A). (30)

906. CLOTHING RECORD OF DISCHARGED ENROLLEES, Aug. 20, 1935 to date. Form TDQM-34. (Rarely, official.) 8½ x 11 loose-leaf books, 1 in., on wall. Supply room (Bldg. A). (34)

907. COMPANY FUND AND EXCHANGE VOUCHERS, Aug. 20, 1935 to date. (Occasionally, official.) 9 x 12 sheets, 1 ft. 2 in., in locked wooden cabinet. Company office (Bldg. A). (2)

908. COMPANY SPECIAL ORDERS, Aug. 20, 1935 to date. Camp and special orders. (Occasionally, official.) 9 x 12 sheets, 1 in., in clip on wall. Company office (Bldg. A). (14)

909. MISCELLANEOUS FILE, Aug. 20, 1935 to date. Daily log, monthly reports, educational property, corps letters, bulletins, reports, and general correspondence. (Daily, official.) 9 x 12 envelopes, 6 in., in oak wooden box. Office (Bldg. C). (25)

909. CONSOLIDATION OF REPORTS OF QUARTERS CASES, Aug. 20, 1935 to date. (Daily, official.) 9 x 12 folders, 1 in., in open wooden box. Infirmary (Bldg. B). (21)
910. CONTRACTS, Aug. 20, 1935 to date. Gasoline, laundry, and renovation contracts with local firms. (Daily, official.) 9 x 12 loose sheets, 1 in., in clips on wall. Company office (Bldg. A). (16)
911. CORRESPONDENCE, Aug. 20, 1935 to date. Senior foreman's letters of compliance and other correspondence. (Daily, official.) 9 x 12 loose sheets, 5 $\frac{1}{2}$ in., in clips on wall. Company office (Bldg. A). (15)
912. ENROLLEES' EDUCATIONAL RECORD, Aug. 20, 1935 to date. (Occasionally, official.) 5 x 8 cards, 4 in., in wooden box on table. Office (Bldg. C). (24)
913. EXPENDABLE CLOTHING, Aug. 20, 1935 to date. Clothing, etc., issued to and received from enrollees. (Daily, official.) 8 $\frac{1}{2}$ x 11 loose-leaf books, 2 in., in clips on wall. Supply room (Bldg. A). (27)
914. FINAL STATEMENTS, Aug. 20, 1935 to date. (Occasionally, official.) 9 x 12 loose sheets, 1 in., in clip on wall. Company office (Bldg. A). (12)
915. FINGERPRINT RECORDS, Aug. 20, 1935 to date. Identification records of enrollees. Filed alphabetically. (Daily, official.) 5 x 8 cards, 2 in., in wooden box. Infirmary (Bldg. B). (20)
916. GENERAL FILE, Aug. 20, 1935 to date. Correspondence, leaves of absence, officers personal file, camp exchange and company funds, education, religion and welfare, finance officer, medical reports, strength reports, property and supplies, technical service, and transfer of enrollees. (Daily, official.) 9 x 12 folders, 3 ft., in drawer of wooden filing case and wooden box. Company office and storeroom (Bldg. A). (9)
917. INDIVIDUAL RECORDS, Aug. 20, 1935 to date. Records of present and previous enrollees. (Occasionally, official.) 4 x 9 envelopes, 2 ft., in field desk A. Company office (Bldg. A). (8)
918. INFIRMARY FILES, Aug. 20, 1935 to date. Cost of material, diagnosis, treatment, general instructions, etc. (Daily, official.) 9 x 12 folders, 2 in., in wooden box. Infirmary (Bldg. B). (23)
919. INSTRUCTIONS, Aug. 20, 1935 to date. War Department, 8th Corps Area, and district orders. (Occasionally, official.) 8 $\frac{1}{2}$ x 11 loose-leaf binders, 2 in., on open wooden shelf. Company office (Bldg. A). (3)
920. INVOICES, Aug. 20, 1935 to date. (Daily, official.) 4 x 9 envelopes, 9 in., in locked wooden cabinet. Company office (Bldg. A). (1)
921. MEDICAL REPORTS, Aug. 20, 1935 to date. Reports of medical officers. (Daily, official.) 9 x 12 folders, 4 in., in open wooden box. Infirmary (Bldg. B). (18)
922. MISCELLANEOUS FILE, Aug. 20, 1935 to date. Daily log, monthly reports, educational property, corps letters, bulletins, reports, and general correspondence. (Daily, official.) 9 x 12 envelopes, 6 in., in open wooden box. Office (Bldg. C). (25)

923. MORNING REPORTS, Aug. 20, 1935 to date. (Daily, official.) $8\frac{1}{2}$ x 11 loose sheets, 1 in., clipped together, in field desk A. Company office (Bldg. A). (6)
924. NARCOTIC REGISTER, Aug. 20, 1935 to date. Kind and amounts of narcotics issued to patients. (Daily, official.) $8\frac{1}{2}$ x 11 vol., 1 in., in safe. Infirmary (Bldg. B). (19)
925. NON-EXPENDABLE CLOTHING, Aug. 20, 1935 to date. Bedding etc. issued from and returned to supply room. (Daily, official.) $8\frac{1}{2}$ x 11 loose-leaf books, 2 in., on wall. Supply room (Bldg. A). (26)
926. OUTGOING TELEGRAMS, Aug. 20, 1935 to date. (Occasionally, official.) 9 x 12 loose sheets, 1 in., in clip on wall. Company office (Bldg. A). (10)
927. PAID VOUCHERS, Aug. 20, 1935 to date. (Occasionally, official.) 8 x 10 loose sheets, 2 in., clipped together, in field desk A. Company office (Bldg. A). (7)
928. RECORD OF HEARINGS, Aug. 20, 1935 to date. (Occasionally, official.) 9 x 12 loose sheets, 1 in., in clips on wall. Company office (Bldg. A). (11)
929. REPORTS OF INJURIES, Aug. 20, 1935 to date. USECW forms, nature and date of injuries, return to duty, deaths, claims for compensation, etc. (Daily, official.) 9 x 12 folders, 4 in., in open wooden box. Infirmary (Bldg. B). (22)
930. REPORTS ON CASES IN QUARTERS, Aug. 20, 1935 to date. Individual records of enrollees confined to quarters. (Daily, official.) 3 x 8 cards, 4 in., in open wooden box. Infirmary (Bldg. B). (17)
931. REQUISITIONS SUBMITTED FOR CLOTHING AND EQUIPMENT, Aug. 20, 1935 to date. (Daily, official.) $8\frac{1}{2}$ x 11 loose-leaf books, 1 in., on wall. Supply room (Bldg. A). (33)
932. SICK REPORTS, Aug. 20, 1935 to date. (Daily, official.) $8\frac{1}{2}$ x 11 loose sheets, 1 in., clipped together, in field desk A. Company office (Bldg. A). (5)
933. SUBDISTRICT COMMANDER'S INSPECTION SHEETS, Aug. 20, 1935 to date. (Occasionally, official.) 9 x 12 loose sheets, $\frac{1}{2}$ in., in clip on wall. Company office (Bldg. A). (13)
934. SUSPENSE FILE, Aug. 20, 1935 to date. Non- and expendable property not otherwise accounted for. (Daily, official.) $8\frac{1}{2}$ x 11 loose-leaf books, 1 in., on wall. Supply room (Bldg. A). (32)
935. TRANSPORTATION REQUESTS, Aug. 20, 1935 to date. (Occasionally, official.) 3 x 8 envelopes, 2 in., in field desk A. Company office (Bldg. A). (4)

STATE PARK, 10-A
Technical Bldg.
5 mi. N. of Vail

This unit is engaged in the development of Colossal Cave, in the state park of that name, five miles north of Vail, and about twenty-five miles southeast of Tucson. The custodian's buildings and other buildings for use by the public have been constructed near the entrance to the cave, water developed in and piped to the cave from a nearby canyon, a lighting plant installed and now trails are being made into the interior of the cave, which extends for an unknown number of miles under the mountains.

936. FIELD MEMORANDUMS, Aug. 20, 1935 to date. (Occasionally, official.) $8\frac{1}{2}$ x 11 loose sheets, 4 in., in loose-leaf binder on desk. Technical office. (38)

937. GENERAL FILE, Aug. 20, 1935 to date. Classification, army request memos, correspondence, equipment, operation, tools, estimates and data, gasoline data, monthly progress reports, oxygen and acetylene reports, pay rolls, personnel, project plans, purchase orders held, etc. (Daily, official.) 9 x 12 folders, 2 ft., in wooden and in 2 steel filing case drawers. Technical office. (39)

938. MAPS, Aug. 20, 1935 to date. 6th and 7th period tracings and prints, miscellaneous maps covering road work, telephone lines, picnic area development, underground surveys in Colossal Cave, headquarters building, etc. (Daily, official.) Various sized maps, 7 in., in 7 drawers of wooden map case. Technical office. (41)

939. PURCHASE ORDERS, Aug. 20, 1935 to date. (Daily, official.) $8\frac{1}{2}$ x 11 loose sheets, 1 in., on file board on desk. Technical office. (37)

940. RECORD OF PURCHASE ORDERS, Aug. 20, 1935 to date. Running record of all purchase orders. (Occasionally, official.) $8\frac{1}{2}$ x 11 loose-leaf binder, 2 in., on desk. Technical office. (36)

941. REGIONAL MEMORANDUMS, Aug. 20, 1935 to date. (Occasionally, official.) $8\frac{1}{2}$ x 11 loose sheets, 4 in., in loose-leaf binder on desk. Technical office. (40)

942. REQUISITIONS, Aug. 20, 1935 to date. (Occasionally, official.) $8\frac{1}{2}$ x 11 loose sheets, 2 in., on filing board on wall. Technical office. (35)

WILLCOX

CAMP BONITA CANYON, NM-2-A
CCC COMPANY 828
Headquarters Bldg.
39 mi. SE. of Willcox

This company was organized on June 7, 1934.

943. VITAL COMPANY RECORDS, 1933 to date. Morning reports, sick reports, duty rosters, enrollees, prior service cards, etc., kept in such shape that they can be instantly removed from office in case of fire. Filed chronologically. (Daily, official.) 3 x 8 envelopes, 1 ft. 5 in., in army field desk. Orderly room. (16)

944. MENUS, Aug. 1933 to date. Daily menus prepared by company commander, to insure a balanced ration for enrollees. Filed chronologically. (Daily, official.) 9 x 12 folders, $\frac{1}{2}$ in., in drawer of steel filing case. Orderly room. (11)

945. DISTRICT PROCUREMENT AUTHORITIES, Oct. 1935 to date. Budgets for camp expenses. Filed chronologically. (Daily, official.) $8\frac{1}{2}$ x 11 bundles, 6 in., in drawer of steel filing case. Orderly room. (17)

946. PAY ROLLS, Oct. 1935 to date. Final, educational adviser's, supplementary, and regular pay rolls. Filed chronologically. (Occasionally, official.) 9 x 12 folders, 4 in., in drawer of steel filing case. Orderly room. (36, 35, 37, 38)

947. WEEKLY CLASSIFICATION REPORTS, Oct. 1935 to date. On men under each classification. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Orderly room. (29)

948. REQUISITIONS, Nov. 20, 1935 to date. Perishables, sub-stores, subsistence stores, office supplies, and clothing. Filed chronologically. (Daily, official.) 9 x 12 folders, 2 in., in drawer of steel filing case. Orderly room. (56, 57, 18)

949. ORDERS, MEMORANDUMS, AND LETTERS OF INSTRUCTIONS, Nov. 22, 1935 to date. Tucson District and company special orders; War Dept., Eighth Corp Area, and Tucson District memorandums; and instruction letters on enrollments. Filed chronologically. (Daily, official.) 9 x 12 folders, $2\frac{1}{2}$ in., in drawer of steel filing case. Orderly room. (6, 7, 2, 3, 4)

950. REPORT OF ROADSIDE PURCHASES, Dec. 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Orderly room. (22)

951. SUPPLY, 1936 to date. Statement of charges to enrollees. Filed chronologically. (Daily, official.) 9 x 12 folders, $\frac{7}{8}$ in., in drawer of steel filing case. Orderly room. (54)

952. CAMP EXCHANGE, Jan. 1936 to date. Cost lists and correspondence on camp exchange. Filed chronologically. (Daily, official.) 9 x 12 folders, $\frac{1}{2}$ in., in drawer of steel filing case. Orderly room. (46)

953. CORRESPONDENCE FILES, Jan. 1936 to date. Miscellaneous; education, to and from educational adviser; medical; mess; motor vehicles; movie, from various film exchanges regarding pictures; personnel, enrollees, and officers; and correspondence to district helpers and with sub-district commander at Bowie. Filed chronologically. (Daily, official.) 9 x 12 folders, 9 in., in drawer of steel filing case. Orderly room. (10, 43, 23, 52, 8, 50, 44, 34, 33, 20, 25, 19)

954. DISCHARGES, Jan. 1936 to date. Letters and transmittals of discharges. Filed chronologically. (Daily, official.) 9 x 12 folders, $\frac{1}{2}$ in., in drawer of steel filing case. Orderly room. (42)

955. FINAL STATEMENTS, Jan. 1936 to date. Certificates of discharged enrollees. Filed chronologically. (Daily, official.) 9 x 12 folders, $\frac{1}{2}$ in., in drawer of steel filing case. Orderly room. (41)

956. MAINTENANCE AND OPERATION REPORT, Jan. 1936 to date. Motor vehicle operation and maintenance cost records. Filed chronologically. (Daily, official.) 9 x 12 folders, $\frac{1}{2}$ in., in drawer of steel filing case. Orderly room. (48)

957. RECORDS OF HEARINGS, Jan. 1936 to date. Trials, etc. in camp. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Orderly room. (32)

958. RELIGIOUS SERVICES, Jan. 1936 to date. Report of camp commander on religious activities. Filed chronologically. (Daily, official.) 9 x 12 folders, $\frac{1}{2}$ in., in drawer of steel filing case. Orderly room. (45)

959. REPORT OF INJURIES, Jan. 1936 to date. Form CA-2-C, official report of injuries to members. Filed chronologically. (Daily, official.) 9 x 12 folders, $\frac{1}{2}$ in., in drawer of steel filing case. Orderly room. (51)

960. WEEKLY VEHICLE INSPECTION REPORT, Jan. 1936 to date. Report of mechanical inspection. Filed chronologically. (Daily, official.) 9 x 12 folders, $\frac{1}{2}$ in., in drawer of steel filing case. Orderly room. (49)

961. OUTGOING AND INCOMING TELEGRAMS, Feb. 1936 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, 2 in., in drawer of steel filing case. Orderly room. (39, 40)

962. REPORT OF OBLIGATIONS FOR RAIL TRANSPORTATION, Feb. 1936 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Orderly room. (27)

963. HOSPITAL MEMORANDUMS, Feb. 3, 1936 to date. Concerning CCC patients in Wm. Beaumont Service Hospital, Fort Bliss, Texas. Filed chronologically. (Daily, official.) 9 x 12 folders, $\frac{1}{2}$ in., in drawer of steel filing case. Orderly room. (5)

964. DAILY MORNING REPORTS, Mar. 1936 to date. Of distribution of enrollees. Filed chronologically. (Daily, official.) 9 x 12 loose sheets, 5 in., on file board. Orderly room. (15)

965. DETAILED CLASSIFICATION REPORTS, Mar. 1936 to date. Of camp personnel. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Orderly room. (30)

966. REPORT OF TRANSPORTATION REQUESTS AND ROUTING, Mar. 1936 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Orderly room. (26)

967. TRANSMITTALS OF CORRESPONDENCE, Apr. - July 1936. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Orderly room. (24)
968. ICE ALLOWANCE, Apr. 1936 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, $\frac{1}{2}$ in., in drawer of steel filing case. Orderly room. (53)
969. MONTHLY ACCIDENT SUMMARY, Apr. 1936 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. Orderly room. (21)
970. TRI-MONTHLY STRENGTH REPORTS, Apr. 1936 to date. Forms A and B, strength reports on gain and loss in enrollment. Filed chronologically. (Daily, official.) 9 x 12 folders, 2 in., in drawer of steel filing case. Orderly room. (31, 28)
971. NOTICE OF AWARD, June - Aug. 24, 1936. Of contracts for perishable foods. Filed chronologically. (Daily, official.) 9 x 12 folders, $\frac{1}{2}$ in., in drawer of steel filing case. Orderly room. (14)
972. WELFARE, June 1936 to date. Reports on welfare of company personnel. Filed chronologically. (Daily, official.) 9 x 12 folders, $\frac{1}{2}$ in., in drawer of steel filing case. Orderly room. (47)
973. TRANSMITTALS AND INVOICES, July 1936 to date. For food supplies. Filed chronologically. (Daily, official.) 9 x 12 folders, $\frac{1}{2}$ in., in drawer of steel filing case. Orderly room. (12)
974. SCHEDULE OF SHIPMENTS OF PERISHABLE SUPPLIES, July 1, 1936 to date. Food. Filed chronologically. (Daily, official.) 9 x 12 folders, $\frac{1}{2}$ in., in drawer of steel filing case. Orderly room. (13)
975. SUSPENSE, July 9, 1936 to date. Incomplete invoices of food supplies. Filed chronologically. (Daily, official.) 9 x 12 folders, $\frac{1}{2}$ in., in drawer of steel filing case. Orderly room. (9)
976. PRICE LIST, Sept. 1936 to date. Cost of substores. Filed chronologically. (Daily, official.) 9 x 12 folders, $\frac{1}{2}$ in., in drawer of steel filing case. Orderly room. (55)

NATIONAL MONUMENT, 2-A
Superintendent's Office Bldg.
39 mi. SE. of Willcox

This unit was established at Bonita Canyon in the Chiricahua National Monument on May 12, 1934. It is under the jurisdiction of the superintendent of the Southwestern Monuments, Coolidge, Arizona. The Emergency Conservation Work program consists of road and trail building, and the construction of buildings, fireplaces, etc., for the convenience of visitors to the monument.

977. ACCIDENTS, 1934 to date. Letters, bulletins, records of accidents, and safety first aids. Filed chronologically. (Daily, official.) 9 x 12 folders, 6 in., in drawer of steel filing case. R. 1. (74)

978. CORRESPONDENCE FILES, Jan. 1934 to date. Lending equipment, FWA to AERA; fly camps under main camp's supervision; enrollee personnel relative to camp enrollees and their discharges; headquarter purchases; pay rolls; office supplies; and miscellaneous correspondence by project superintendent and supervisory personnel regarding operation of the camps. Filed chronologically. (Older files, rarely or never; later files, daily, official.) 9 x 12 folders, 1 ft. 1 in., in drawer of steel filing case. R. 1. (76, 102, 111, 107, 78, 91, 83, 63, 112, 109)

979. INVOICES, Mar. 1934 to date. Covering all purchases for Camp NM-2-A. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 ft. 4 in., in drawer of steel filing case. R. 1. (67)

980. ALLOTMENT LEDGERS, May 12, 1934 to date. Monthly expense accounts. Filed chronologically. (Daily, official.) 4 x 10 vol., 1 in., in drawer of steel filing case. R. 1. (90)

981. CEMENT, May 12, 1934 to date. Bills, correspondence, memos, and bulletins. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. R. 1. (68)

982. CONTRACTS, May 12, 1934 to date. Purchases that can be made only by contract with wholesale and retail dealers. Filed chronologically. (Daily, official.) 9 x 12 folders, 2 in., in drawer of steel filing case. R. 1. (64)

983. EDUCATION, May 12, 1934 to date. Correspondence, bulletins, and reports. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. R. 1. (73)

984. FIRE INSTRUCTIONS, May 12, 1934 to date. Regarding Forest and Park Service; also includes reports and correspondence. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. R. 1. (70)

985. GAS AND OIL, May 12, 1934 to date. Reports, bulletins, memorandums, and correspondence. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. R. 1. (72)

986. GASOLINE REPORTS, May 12, 1934 to date. Daily report of gasoline issued to all motor vehicles and trucks. Filed chronologically. (Daily, official.) 9 x 12 folders, 4 in., in drawer of steel filing case. R. 1. (58)

987. INSTRUCTIONS, MEMORANDUMS, AND CATALOGUE FILES, May 12, 1934 to date. Bulletins and memorandums for filling out reports, general instructions pertaining to cost accounts, supervisory employment memorandums regarding private employment, regional office memorandums, memorandums and bulletins from Dept. of Interior relative to forestry and wild life, and miscellaneous catalogues on wholesale houses' prices. Filed chronologically. (Daily, official.) 4 x 10 and 9 x 12 folders, 7 in., in drawer of steel filing case. R. 1. (95, 82, 110, 88, 101, 65)

988. INSTRUCTIONS 7th PERIOD, May 12, 1934 to date. Bulletins and correspondence from Park Service relative to instructions. Filed chronologically. (Daily, official.) 4 x 10 folders, 1 in., in drawer of steel filing case. R. 1. (94)

989. INVENTORIES OF TOOLS, May 12, 1934 to date. Covering light and heavy equipment, and all tools. Filed chronologically. (Daily, official.) 9 x 12 folders, 3 in., in drawer of steel filing case. R. 1. (81)

990. NARRATIVE PROGRESS REPORT, May 12, 1934 to date. Superintendent's monthly progress report to the district office at Coolidge. Filed chronologically. (Daily, official.) 4 x 10 folders, 1 in., in drawer of steel filing case. R. 1. (93)

991. PADLOCKS, May 12, 1934 to date. List, location, and serial number of all padlocks used in Camp NM-2-A. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. R. 1. (104)

992. POWDER REPORT, May 12, 1934 to date. Correspondence and reports in regard to powder and explosives used on road and trail projects. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. R. 1. (71)

993. RECORD OF NON-EXPENDABLE PROPERTY, May 12, 1934 to date. Property that cannot be used up such as trucks, shovels, axes, picks, motor graders, pull graders, etc. Filed chronologically. (Daily, official.) 4 x 10 vols., 5 in., in drawer of steel filing case. R. 1. (59)

994. SOUTHWEST MONUMENT MONTHLY REPORT, May 12, 1934 to date. Progress reports and reports on visitors to Wonderland of Rocks. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. R. 1. (87)

995. TELEGRAMS, May 12, 1934 to date. Outgoing and incoming telegrams. Filed chronologically. (Daily, official.) 9 x 12 folders, 2 in., in drawer of steel filing case. R. 1. (66)

996. TIME SHEETS AND PAY ROLLS, May 12, 1934 to date. Filed chronologically. (Daily, official.) 4 x 10 folders, 1 in., in drawer of steel filing case. R. 1. (92)

997. TRUCK DRIVERS' TESTS AND PERMITS, May 12, 1934 to date. Bulletins, memorandums, reports, test papers, drivers' cards, and correspondence. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. R. 1. (69)

998. MONTHLY PROGRESS AND COST REPORT, Aug. 14, 1934 to date. Form 105, U.S. Dept. of Interior, NP Service, ECW; supplement of Form ECW 7. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. R. 1. (86)

999. WEEKLY LANDSCAPE REPORT, May 12 - Oct. 14, 1935. File includes correspondence, bulletins, and orders relative to landscaping. Filed chronologically. (Seldom, official.) 4 x 10 folders, 1 in., in drawer of steel filing case. R. 1. (96)

1000. FOREMEN'S DAILY REPORTS, Jan. 1935 to date. Filed chronologically. (Daily, official.) 9 x 12 folders, 5 ft., in drawer of steel filing case and open wooden box. R. 1. (114)

1001. BILLS OF LADING, May 12, 1935 to date. Record of outgoing and incoming supplies and equipment. Filed chronologically. (Daily, official.) 9 x 12 folders, 3 in., in drawer of steel filing case. R. 1. (77)

1002. BLASTERS' EXAMINATIONS, May 12, 1935 to date. Bulletins, letters, and reports in regard to blasters and powdermen. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. R. 1. (75)

1003. CLASSIFICATION OF CCC PERSONNEL, May 12, 1935 to date. Reports showing number of enrollees in camp. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. R. 1. (108)

1004. MAPS, May 12, 1935 to date. Blue prints and maps of buildings, and roads of the Chiricahua National Monument. Filed chronologically. (Daily, official.) 36 x 36 maps and prints, 6 in., on open wooden shelves. R. 1. (113)

1005. SURVEYED STOREHOUSE CARDS, June 8, 1935 to date. Equipment that has been condemned. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. R. 1. (103)

1006. SIXTH PERIOD WORK PROJECTS, Oct. 1, 1935 - Mar. 1, 1936. Correspondence and bulletins relative to construction on projects. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. R. 1. (100)

1007. TELEPHONE LINES, Nov. 5, 1935 to date. Correspondence, bulletins, and copies of deeds relative to construction of telephone lines. Filed chronologically. (Daily, official.) 9 x 12 vol., 1 in., in drawer of steel filing case. R. 1. (99)

1008. DEAD STOREHOUSE CARDS, Jan. 1, 1936 to date. Expendable warehouse supplies. Filed chronologically. (Daily, official.) 9 x 12 folders, 3 in., in drawer of steel filing case. R. 1. (60)

1009. REQUISITIONS, Jan. 1, 1936 to date. Storehouse issues covering expendable property and requisitions for gasoline. Filed chronologically. (Daily, official.) 9 x 12 folders and 4 x 8 loose sheets, 1 ft. 9 in., in drawer of steel filing case and on file board. R. 1. (61, 115)

1010. STOREHOUSE ACCOUNTS, Jan. 1, 1936 to date. Filed chronologically. (Daily, official.) 12 x 18 vols., 3 in., in steel field desk. R. 1. (116)

1011. SUMMARY OF STOREHOUSE ISSUES, Jan. 1, 1936 to date. Statements. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. R. 1. (84)

1012. TRANSFER OF EQUIPMENT, Jan. 1, 1936 to date. Correspondence and orders pertaining to transfers of equipment. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. R. 1. (80)

1013. PROGRESS REPORT, Mar. 1, 1936 to date. ECW Form 7, 7th period memorandums and reports. Filed chronologically. (Daily, official.) 4 x 10 folders, 1 in., in drawer of steel filing case. R. 1. (89)

1014. PURCHASE ORDERS, Mar. 1, 1936 to date. Purchase orders issued from Coolidge and San Francisco. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. R. 1. (79)

1015. STORES ACCOUNT, Mar. 1, 1936 to date. Non-expendable property. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. R. 1. (85)

1016. WORK PROJECTS TO SEVENTH PERIOD, Mar. 1, 1936 to date. Information, correspondence, and bulletins; and cost estimates of 7th period. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. R. 1. (98)

1017. HONOR CERTIFICATES, May 21, 1936 to date. Given to enrollees as honorable mention for some unusual service. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. R. 1. (62)

1018. ROADS, TRAILS, AND PARKING AREAS, June 10, 1936 to date. Reports on trails and roads built or to be constructed, and other activities. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. R. 1. (106)

1019. RANGER STATION, June 15, 1936 to date. Correspondence, bills, and specifications for ECW building and ranger station. Filed chronologically. (Daily, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. R. 1. (105)

1020. WORK PROGRESS OF EIGHTH PERIOD, Oct. 1, 1936 to date. Estimates of work to be done for ensuing period. Filed chronologically. (Daily, official.) 4 x 10 folders, 3 in., in drawer of steel filing case. R. 1. (97)

WILLIAMS

CAMP J. D. DAM, F-28-A

CCC COMPANY 2833

(A) Headquarters Bldg.

(B) Store Bldg.

9 mi. S. of Williams

This company was organized at Williams on July 22, 1935. It is quartered in what is locally known as "tent houses", i.e., structures with wooden floors, walls, and frames, over which canvas has been stretched.

1021. MISCELLANEOUS REPORTS, 1935 to date. Correspondence, bills of lading, allotments, camp exchange funds, sanitation, equipment, finance, hospital, etc. (Occasionally, official.) 9 x 11 folders, 2 ft., 3 $\frac{1}{2}$ in., in drawer of steel filing case. Commander's office (Bldg. A). (21)

1022. CCC LETTERS, Mar. 1, 1935 to date. Orders for camp supplies, clothing, equipment, etc. (Occasionally, official.) 9 x 11 folders, 1 in., in drawer of steel filing case. Commander's office (Bldg. A). (23)

1023. DEBIT AND CREDIT CLOTHING, July 22, 1935 to date. Debit slips on clothing received from quartermaster, and credit slips on all clothing sent in for salvage. (Occasionally, official.) 8 x 11 loose sheets, 1 in., on file boards on wall. Storeroom. (Bldg. B). (44, 45)

1024. DEBITS AND EXPENDITURES, July 22, 1935 to date. Quarterly statements of expenditures sent to quartermaster. (Occasionally, official.) 8 x 11 loose sheets, 1 in., in wooden pigeonhole cabinet on wall. Storeroom (Bldg. B). (36)

1025. EDUCATION, July 22, 1935 to date. Academic, vocational, job training, informal activities, miscellaneous activities, etc. (Occasionally, official.) 9 x 11 folders, 1 ft. 5 $\frac{1}{2}$ in., in drawer of steel filing case. Commander's office (Bldg. A). (26)

1026. FINANCIAL REPORTS, July 22, 1935 to date. Company funds, camp exchange funds, bills, vouchers, etc. (Occasionally, official.) 9 x 11 folders, 1 ft. 5 in., in drawer of steel filing case. Commander's office (Bldg. A). (27)

1027. INDIVIDUAL CLOTHING RECORD, July 22, 1935 to date. Name of enrollee, date, amount, etc. of clothing issued. (Occasionally, official.) 8 x 11 loose sheets, 3 in., in wooden pigeonhole cabinet on wall. Storeroom (Bldg. B). (28)

1028. INDIVIDUAL RECORDS OF ENROLLEES, July 22, 1935 to date. Name, age, qualifications, employment record, physical examination, home address, etc. of each enrollee. (Occasionally, official.) 9 x 11 folders, 6 in., in drawer of steel filing case. Commander's office (Bldg. A). (22)

1029. LETTERS FROM THE QUARTERMASTER AND DISTRICT HEADQUARTERS, July 22, 1935 to date. Orders and information regarding property, clothing, and other supplies. (Occasionally, official.) 8 x 11 loose sheets, 1 in., on file boards on wall. Storeroom (Bldg. B). (42, 43)

1030. MEMORANDUM - PROCUREMENT OF GASOLINE, July 22, 1935 to date. Purchases of all gasoline. (Occasionally, official.) 8 x 11 loose sheets, $\frac{1}{2}$ in., in pigeonhole cabinet on wall. Storeroom (Bldg. B). (34)

1031. ORDNANCE, SIGNAL CORPS, AND MEDICAL PROPERTY, July 22, 1935 to date. Consists of debit and credit slips of ordnance, signal corps, and medical property. (Occasionally, official.) 8 x 11 loose sheets, 2 in., on file board on wall. Storeroom (Bldg. B). (40)

1032. PURCHASE REQUESTS, July 22, 1935 to date. Requests for additional district purchasing agent authority. (Occasionally, official.) 8 x 11 loose sheets, $\frac{3}{4}$ in., in wooden pigeonhole cabinet on wall. Storeroom (Bldg. B). (33)

1033. QUARTERMASTER PROPERTY, July 22, 1935 to date. Credits from quartermaster to company, inspection reports, survey reports, statement of charges, surplus property that was not used by company, debit slips of accounts charged to company, debit memorandums of company property, and issues on memorandum receipts of quartermaster to enrollees. (Occa-

sionally, official.) 4 x 8 $\frac{1}{2}$ and 4 x 9 $\frac{1}{2}$ loose sheets, 9 in., on file boards and in wooden pigeonhole cabinets on wall. Storeroom (Bldg. B). (38, 37, 30, 31)

1034. STATEMENT OF CHARGES, July 22, 1935 to date. Charge accounts against enrollees when property is lost through carelessness. (Occasionally, official.) 8 x 11 loose sheets, $\frac{1}{4}$ in., in wooden pigeonhole cabinet on wall. Storeroom (Bldg. B). (35)

1035. STOCK RECORD, July 22, 1935 to date. Clothing and supplies received by the company. (Occasionally, official.) 6 x 10 loose sheets, $\frac{1}{4}$ in., in wooden pigeonhole cabinet on wall. Storeroom (Bldg. B). (29)

1036. STOREKEEPERS INSTRUCTIONS, July 22, 1935 to date. Instructions from superior authority. (Occasionally, official.) 8 x 11 loose sheets, 1 in., on file board on wall. Storeroom (Bldg. B). (46)

1037. WELFARE PROPERTY, July 22, 1935 to date. Debits and credits of all educational and recreational supplies. (Occasionally, official.) 8 x 11 loose sheets, $\frac{1}{2}$ in., on file board on wall. Storeroom (Bldg. B). (41)

1038. PAY CARDS, July 24, 1935 to date. Name, date, rating, company number, etc. of each enrollee receiving pay. (Occasionally, official.) 3 $\frac{1}{2}$ x 8 $\frac{1}{2}$ cards, $\frac{1}{2}$ in., in card cabinet on wall. Commander's office (Bldg. A). (25)

1039. PHOENIX DISTRICT RECORDS, July 24, 1935 to date. Memorandums, War Department regulations, etc. (Occasionally, official.) 9 x 11 folders, 1 in., in drawer of steel filing case. Commander's office (Bldg. A). (24)

1040. RECORDS OF ALL DISTRICT PURCHASING AGENT PURCHASES, Sept. 1936. Company purchase reports, and company expense reports for above month. (Occasionally, official.) 8 x 13 loose sheets, $\frac{1}{2}$ in., in wooden pigeonhole cabinet on wall. Storeroom (Bldg. B). (32)

1041. PENDING QUARTERMASTER RECEIPTS, Aug. 1, 1936 to date. All quartermaster property receipts awaiting debit or credit numbers. (Occasionally, official.) 4 x 8 $\frac{1}{2}$ loose sheets, 3 in., on file board on wall. Storeroom (Bldg. B). (39)

FOREST SERVICE, 28-A
Forest Service Headquarters Bldg.
9 mi. S. of Williams

This unit was established in 1933 for the building of roads and trails, and other work in the Spring Valley district of the Kaibab National Forest.

1042. FIRE AND PROGRESS WORK MAPS, 1933; July 1935 to date. Roads, trails, springs, lookout towers, etc., and location, kind and amount of work done month by month. (Occasionally, official.) 37 $\frac{1}{2}$ x 47 $\frac{1}{2}$ and 46 x 48 maps, on wall. R. 1. (50, 48)

1043. LOCATION BOARD, July 1935 to date. Name of foreman, and men on each project, kind of work each man is doing, etc. (Daily, official.) $1\frac{1}{2}$ x 3 cards, 2 in., in slotted board on wall. R. 1. (49)

1044. MISCELLANEOUS REPORTS, July 22, 1935 to date. Receipts and invoices, daily gas and oil reports, monthly service reports, pay rolls, correspondence, educational reports, list of fire service equipment, weekly classification, monthly accidents, inspection, equipment, etc. (Occasionally, official.) 9 x 11 folders, 6 in., in drawer of wooden filing case. R. 1. (47)

WINKLEMAN

CAMP WINKLEMAN, DG-48-A

CCC COMPANY 2859

(A) Headquarters Bldg.

(B) Supply Bldg.

(C) Recreation Hall

$\frac{1}{2}$ mi. S. of Winkleman

This company was organized in August 1935.

1045. ABSTRACTS OF INDIVIDUAL EQUIPMENT, Aug. 1935 to date. (Daily, official.) 9 x 12 folders, 2 in., in drawer of wooden desk. Office (Bldg. B). (5)

1046. CLASS RECORDS AND MONTHLY REPORTS, Aug. 1935 to date. Also correspondence, etc. (Daily, official.) 9 x 12 folders, 1 ft., in wooden box on desk. Office (Bldg. C). (11)

1047. CLOTHING STOCK RECORD, Aug. 1935 to date. Running inventory of clothing supplies. (Daily, official.) 10 x 20 loose sheets, 1 in., on file board hanging on desk. Office (Bldg. B). (3)

1048. EDUCATIONAL CARDS, Aug. 1935 to date. One card kept for each enrollee. (Daily, official.) 4 x 8 cards, 4 in., in box on desk. Office (Bldg. C). (10)

1049. GENERAL FILE, Aug. 1935 to date. Concerning agent officer, budget directions, changes in publications, company regulations, motor transportation, light plant, personnel, rail transportation, subsistence, Tucson District orders, company vouchers, exchange business, etc. (Daily, official.) 9 x 12 folders and envelopes, 5 ft., in drawers of steel filing case. Office (Bldg. A). (2)

1050. INDIVIDUAL PROPERTY AND SUPPLY RECORD, Aug. 1935 to date. Non- and expendable supplies issued to enrollees, and property checked out to officers and junior foreman. (Daily, official.) $8\frac{1}{2}$ x 11 sheets and 9 x 12 folders, 1 ft. 4 in., on file boards hanging on desk and in drawer of desk. Office (Bldg. B). (4, 8)

1051. INDIVIDUAL RECORDS OF ENROLLEES, Aug. 1935 to date. Fingerprints, descriptions, dates, classification, etc. Filed alphabetically. (Daily, official.) 9 x 12 folders, 2 ft., in drawer of steel filing case. Office (Bldg. A). (1)

1052. LAUNDRY RECORDS, Aug. 1935 to date. (Daily, official.) $8\frac{1}{2}$ x 11 loose sheets, 1 in., on file board in desk drawer. Office (Bldg. B). (7)

1053. MEMORANDUMS OF PROPERTY, Aug. 1935 to date. Stock records. (Daily, official.) 9 x 12 folders, 2 in., in drawer of wooden desk. Office (Bldg. B). (9)

1054. REQUISITIONS ON HEADQUARTERS FOR SUPPLIES, Aug. 1935 to date. (Daily, official.) 9 x 12 folders, 2 in., in drawer of desk. Office (Bldg. B). (6)

DIVISION OF GRAZING, 48-A
Technical Bldg.
 $\frac{1}{2}$ mi. S. of Winkleman

This unit was established on August 22, 1935 and reports to headquarters at Albuquerque, New Mexico.

1055. GENERAL FILE, Aug. 1935 to date. Reports on truck trails and subcamps at Dripping Springs and Aravaipa. (Daily, official.) 9 x 12 folders, 2 in., in drawer of wooden desk. Technical Office. (12)

PART 2. FEDERAL EMERGENCY ADMINISTRATION OF PUBLIC WORKS

PART 2. FEDERAL EMERGENCY ADMINISTRATION OF PUBLIC WORKS

FEDERAL EMERGENCY ADMINISTRATION OF PUBLIC WORKSPHOENIX

OFFICE OF THE STATE DIRECTOR
Professional Bldg., 15 E. Monroe St.

The Arizona office of the Public Works Administration was established in September 1933. It consists of three divisions, legal, engineering, and finance. Records are sent to headquarters in Washington upon request. (In November 1937 this office was consolidated with the regional office in San Francisco, California.) Many of the records in this office are dated 1932 which indicates that it took over data on projects begun that year under the work relief program financed through the Reconstruction Finance Corporation. It also has a few National Recovery Act records, though the majority of them were forwarded to Washington at the end of that administration. A field office of the National Recovery Act was established at Phoenix about October 1933. Its representatives were sent to different parts of the state for temporary periods, but all records were collected in the field office. A portion of them are now stored with the Public Works Administration records.

1056. LEGAL RECORDS, 1932 - 1933. Records pertaining to old programs. Filed numerically. (Rarely, official.) 9 x 15 folders, 7 ft., in 4 drawers of steel filing case. R. 405. (776)

1057. UNCOMPLETED PROJECTS, 1932 - 1933. General correspondence and records of engineering, finance, and legal matters. Filed numerically. (Rarely, official.) 9 x 15 folders, 14 ft., in 7 drawers of steel filing cases. R. 405. (777)

1058. ADMINISTRATIVE ORDERS AND CORRESPONDENCE, 1932 to date. Orders, press releases, bulletins, and general correspondence with manufacturers of supplies, etc. Filed numerically. (Daily, official.) 9 x 15 folders, 14 ft., in 7 drawers of steel filing cases. R. 405. (781)

1059. APPLICATIONS AND CONSTRUCTION, 1932 to date. General correspondence on applications and construction under NIRA programs. Filed alphabetically. (Daily, official.) 9 x 15 folders, 8 ft., in 4 drawers of steel filing case. R. 405. (782)

1060. CORRESPONDENCE AND REPORTS, 1932 to date. Correspondence regarding personnel, financial matters, projects, legal matters, plans, bids to and from Washington, to and from other government agencies, and reports to Washington, state engineer, etc. See addenda for detailed inventory. Filed alphabetically. (Daily, official.) 9 x 15 folders, 2 ft., in drawer of steel filing case. R. 405. (784)

1061. GENERAL FILE ON ERA PROJECTS, 1932 to date. General correspondence on applications, orders from Washington, reports to and from Washington, reports on finance, etc. (Daily, official.) 9 x 15 folders, 8 ft., in 4 drawers of steel filing case. R. 405. (775)

1062. MAIL INDEX, 1932 to date. Main received and sent; and suspense file on mail requiring an answer. (Daily, official.) 4 x 6 cards, 5 ft., in 4 drawers of card cabinet. R. 405. (768)

1063. UNAPPROVED PROJECTS, 1932 to date. Records of old projects that have been submitted but not approved; divided into legal, finance, and engineering divisions. Filed numerically. (Older files, rarely; newer files, daily, official.) 9 x 15 folders, 11 ft., in 6 drawers of steel filing cases. R. 405. (780, 772)

1064. APPROVED PROJECTS, 1933 to date. Records, correspondence, and instructions on finance, engineering, and legal matters. (Daily, official.) 8 x 15 folders, 8 ft., in 4 drawers of steel filing case. R. 405. (773)

1065. GENERAL FILE, 1933 to date. Vouchers, travel authority, administrative pay rolls, orders, miscellaneous correspondence, records of supplies and of office furniture, and contracts for hauling and drayage. (Daily, official.) 9 x 15 folders, 2 ft., in drawer of steel filing case. R. 405. (778)

1066. MAPS AND PLANS, 1933 to date. On various projects. See addenda for inventory. Filed numerically. (Daily, official.) Various sized loose sheets, 6 in., in 12 drawers of wooden filing cases. R. 409. (783)

1067. PHOENIX PROJECTS, 1933 to date. Correspondence regarding wages and insurance for employees on Phoenix projects, and copies of insurance policies. Filed numerically. (Daily, official.) 9 x 15 folders, 2 ft., in drawer of steel filing case. R. 405. (779)

1068. GENERAL PLANNING BOARD, 1934 to date. Publicity methods, reference material, methods of procedure, legislation and laws, and study and teaching. Filed numerically. (Occasionally, official.) 10 x 12 folders, 4 ft., in 2 drawers of steel filing case. R. 409. (770)

1069. STATE AND NATIONAL PLANNING, 1935 - 1936. Outlines of planning in Arizona and other states, mailing lists, and correspondence with planning agencies, etc. Filed numerically. (Occasionally, official.) 10 x 12 folders, 2 ft., in drawer of steel filing case. R. 409. (769)

1070. CITY, COUNTY, AND REGIONAL PLANNING, 1935 to date. Works inventory, correspondence, and reports on planning. (Occasionally, official.) 10 x 12 folders, 2 ft., in drawer of steel filing case. R. 409. (771)

1071. GRANTS AND LOANS, 1935 to date. Bond transcripts of the legal, engineering, and finance divisions, new projects, change-overs, auditor's reports, agreements, plans and specifications, general correspondence, bids and award contracts, insurance and records of material and inspections (duplicates). (Daily, official.) 9 x 15 folders, 8 ft., in 4 drawers of steel filing case. R. 405. (774)

National Industrial Recovery Administration Records

1072. APPLICATIONS, 1932 - 1935. Arizona allotments; Bulletin 2, p. 9, weekly reports; PW Form 62, weekly reports; letters regarding reports; summary reports; daily docket reports; records of procedure relative to application; light and power, general policy, policy in respect to handling applications, applications of private corporations, policy as to loans and grants, policy relating to transfer to CWA, publicity; reports and lists of applications; records of Salt Lake City, Los Angeles, San Francisco, and Washington meetings. Arranged numerically. A-1 file index. (Never.) 9 x 15 folders, 1 in., in drawer of steel filing case. R. 405. (1502)

1073. COMMUNICATIONS, 1932 - 1935. Mountain States Telephone and Telegraph Company, Postal Telegraph and Cable Company, Western Union Telegraph Company, and use of War Department radio. Arranged numerically. C-2 file index. (Never.) 9 x 15 folders, 1/4 in., in drawer of steel filing case. R. 405. (1505)

1074. CONSTRUCTION, 1932 - 1935. Records of acceptable sureties on bonds, advertising for bids, firms requesting notice of advertisements for bids, allotments rescinded, audit reports and auditors, semi-monthly report to Villa, bond counsel, bonds offered for sale, bond specifications and bond record memorandum; Bulletins 2, 51, etc.; codes, Roscoe Moss Well Drilling Contract on San Carlos Indian reservation, Montezuma Castle Code, contracts with Government, bills for Legislature, contract awards, Bureau of Contract information, contracts awarded and amounts, legislative and other requirements on contracts, Construction Industry, Code of Fair Competition, code authority, legislation of 1935, correspondence regarding legislation, costs of construction materials, inspection and testing of materials, construction and employment, construction equipment, expediting execution of contract, force account, rental and rates of equipment, furnishing contract information, forms for grant requisitions and when grant payable, grant requisitions and loan requisitions with general data, "Graft" regulations and information, labor bonds, Ex-service and Union labor, labor statistics, miscellaneous releases on construction (novel schemes), publicity, procedure from approval of application to completion of work, questions by Ohio state engineer and answers, releases for engineers of projects, and wages. Arranged numerically. C-file index. (Never.) 9 x 15 folders, 4 in., in drawer of steel filing case. R. 405. (1503)

1075. FLOOD CONTROL AND SOIL EROSION, 1932 - 1935. Records relating to flood control, soil erosion, Arizona plan for flood control, report of committee, American Society of Civil Engineers, stream gauging, and Nogales Flood Control Project. Arranged numerically. F-1 file index. (Never.) 9 x 15 folders, 2 in., in drawer of steel filing case. R. 405. (1506)

1076. MISCELLANEOUS RECORDS, 1932 - 1935. Articles on construction, addresses of Ickes, et al.; conference with Washington officials; articles and talks by Howard S. Reed, Director of PWA; Bulletins 3, etc., administrative accounting procedure; miscellaneous advertising circulars; authority to administer oaths, verifying expense accounts, etc.; duties, instructions, etc. of Advisory Boards; general clippings; drayage; furniture and equipment record; highways regarding Federal aid, general releases and articles, U. S. Highway 60; housing in Prescott (Favour);

instructions and letter of Aug. 12, 1933 and supplements; Employees' and Workmen's Compensation Insurance; Department of the Interior Beneficial Association Insurance; mailing lists; power survey; PWA bulletins, and correspondence; organization charts; prospective applicants; publicity; requests for circulars, etc.; general specifications; school laws, etc.; U. S. Geological Survey; sub-marginal lands; supplies, travel information and regulations; miscellaneous releases; agreement between Salt River Valley Water Users' Association and Central Arizona Light and Power Company; cement data; All American Canal; tax data; visitors to office; American Institute of Architects; Transite pipe; distribution of bulletins; tests on pipe reports; news letters from Associated General Contractors of America; Kiplinger Washington Agency; political file (clippings, etc.); personal cards; allotments to PWA; press releases; U. S. Law Week; Water Code of the State of Arizona; First Deficiency Appropriation Act, fiscal year 1936, PWA; and miscellaneous Treasury Department bulletins from Procurement Division. Arranged numerically. (Never.) 9 x 15 folders, 4 in., in drawer of steel filing case. R. 405. (1508)

1077. OTHER GOVERNMENT AGENCIES, 1932 - 1935. A list of Federal Government agencies, particularly independent agencies established since 1932. Arranged numerically. (Never.) 9 x 15 folders, $\frac{1}{2}$ in., in drawer of steel filing case. R. 405. (1509)

1078. PERSONNEL, 1932 - 1935. General data and regulations for personnel for Arizona office, legal examiner, finance examiner, engineer examiner, leaves of absence, Arizona Advisory Board, National and PWA Advisory Board, Arizona attorney, PWA in all states, Mississippi Drainage Area Board, Red River Committee, Board of Labor Review, Electric Power of Review, Tennessee Valley Authority, and general correspondence regarding location of various officials from Washington. Arranged numerically. P-1 file index. (Never.) 9 x 15 folders, $\frac{3}{4}$ in., in drawer of steel filing case. R. 405. (1507)

1079. REPORTS, 1932 - 1935. Non-Federal application reports of Investigation Division; general correspondence of Inspection Division; regional engineer inspector; Form 1-30, weekly personnel; general correspondence of state engineer inspector; correspondence regarding resident engineer inspector, "Stated Allowance" correspondence; Inspection Division instructions, on approval of project by PWA; on approval of plans and specifications by state engineer for PWA, on approval of award of contract for construction by state engineer for PWA (1-13); PWA Form 1-16, record of subcontracts, prior to completion of construction, on final approval and acceptance of work by PWA; cost of construction per man year and expenditure per man hour; Form 1-3 and 1-4, weekly progress reports; Form 1-11, field employment record; Form 1-13, record of advertisements and awards; and Form 1-14, letters of transmittal of material. Arranged numerically. C-1 file index. (Never.) 9 x 15 folders, 2 in., in drawer of steel filing case. R. 405. (1504)

TUCSONPUBLIC WORKS CONSTRUCTION
OFFICE OF THE CONSTRUCTION ENGINEER
Warehouse, rear, 302 S. Park Ave.

The supervising construction engineer, with offices at Albuquerque, New Mexico, established a temporary office and warehouse in Tucson on October 26, 1935, for the handling of carload shipments of materials and supplies, which were to be hauled by truck to various construction projects on Indian reservations in southern Arizona. All records of this agency will eventually be shipped to the Public Works Administration field construction office in Albuquerque.

1080. PURCHASE ORDER REGISTER, Oct. 1935 to date. Purchases of material and supplies for construction of buildings. (Daily, official.) 4 x 9 loose-leaf books, 1 in., on desk. Warehouse office. (723)

1081. SUMMARY OF ESTIMATES, Oct. 1935 to date. List of materials and supplies used in the construction of buildings on Indian reservations. (Occasionally, official.) $8\frac{1}{2}$ x 14 envelopes, 3 in., in open packing box. Warehouse office. (726)

1082. TIME REPORTS, Oct. 1935 to date. Time sheets and pay rolls of employees used in unloading and loading of supplies. (Occasionally, official.) 5 x 9 loose-leaf books, 1 in., on desk. Warehouse office. (725)

1083. PURCHASE ORDERS AND RECEIVING AND INSPECTION REPORTS, Oct. 26, 1935 to date. On material and supplies for construction of schools and other buildings on Indian agencies. Filed by agencies. (Daily, official.) 9 x 12 folders, 2 ft., in open packing box. Warehouse office. (724)

PART 3. FEDERAL HOME LOAN BANK BOARD

FEDERAL HOME LOAN BANK BOARDPHOENIX

HOME OWNERS' LOAN CORPORATION
STATE OFFICE
Professional Bldg., 15 E. Monroe St.

This office was established in July 1933. Its purpose was to provide relief to home owners by refinancing mortgages. The Arizona office of this agency operated as a subdivision of a regional office with headquarters at San Francisco. It maintained a branch office in Tucson.

Administrative Division

1084. BOND AUTHORIZATION REGISTER, July 1933 to date. A record of the official authorization of bonds. (Daily, official.) 12 x 18 loose-leaf books, 4 in., on wooden shelf. R. 304. (704)

1085. CREDIT REPORTS AND APPRAISALS, July 1933 to date. Reports as to assets of applicants for loans and appraisals of their property. (Daily, official.) 12 x 14 loose-leaf books, 6 in., on wooden shelf. R. 304. (702)

1086. LOAN APPLICATION REGISTER, July 1933 to date. Record of persons applying for loans. (Daily, official.) 12 x 14 vols. (4), 4 in., on wooden shelf. R. 304. (661)

1087. LOAN REGISTER, July 1933 to date. Record of loans made. (Daily, official.) 18 x 24 loose-leaf books, 2 in., on wooden shelf. R. 304. (705)

1088. MORTGAGES, July 1933 to date. Record of all mortgages given by borrowers as security for loans. Filed numerically. 3 x 5 card index. (Daily, official.) 3 x 5 cards, 11 ft., in 8 drawers of steel card cabinet. R. 304. (677)

1089. PROPERTY MANAGEMENT, July 1933 to date. Correspondence, court orders, and tabulations of reports on property acquired by forced sale or by deed. 5 x 8 card index, 3 in. (Daily, official.) 9 x 14 folders, 4 ft. 4 in., in 4 drawers of steel filing case. R. 308. (694)

1090. TRANSMITTAL RECORD, July 1933 to date. Form 46, letters transmitting files to other offices (duplicates). Filed alphabetically. (Daily, official.) 10 x 12 loose-leaf books, 12 ft., on wooden shelf. R. 304. (662)

1091. REPORTS ON DELINQUENT BORROWERS, July 15, 1933 - Apr. 1935. Reports and records of financial status of borrowers in arrears in active

cases. 3 x 5 card index, 1 ft. (Rarely, official.) 8 x 14 folders and 3 x 5 cards, 7 ft. 7½ in., in drawer of steel filing case. R. 304. (675)

1092. ACTIVE CASES, July 15, 1933 to date. Records pertaining to contracts of applicants. (Daily, official.) 8½ x 14 covers, 2 ft., in drawer of steel filing case. R. 304. (681)

1093. ACTIVE CASES, WORK STARTED, July 15, 1933 to date. Contracts and correspondence concerning same. Filed numerically. (Daily, official.) 8½ x 14 covers, 2 ft., in drawer of steel filing case. R. 309. (671)

1094. APPLICATIONS FILED, July 15, 1933 to date. Filed alphabetically. 6 x 6 card index, 1½ in. (Daily, official.) 5 x 8 cards, 7 ft., in 5 drawers of card cabinet. R. 308. (687)

1095. CLOSED AND REJECTED CASES, July 15, 1933 to date. Filed alphabetically. (Daily, official.) 5 x 8 cards, 1 ft. 10 in., in steel card file. R. 309. (708)

1096. CORRESPONDENCE, July 15, 1933 to date. Correspondence with cashier's office, on all subjects, and on legal transactions pertaining to business of HOLC. Filed alphabetically and numerically. 8½ x 14 vol. index, 3 in. (Daily, official.) 8½ x 14 folders, loose-leaf books, and vols., 19 ft., in open wooden desk file, drawers of steel filing case, and transfer case. R. 317. (712, 711, 699)

1097. CRIPPLES, July 15, 1933 to date. Data on completed loans which are held pending final disposition. (Daily, official.) 8½ x 14 folders, 1 ft. 9 in., in drawer of steel filing case. R. 308. (663)

1098. FOLLOW-UP ON DELINQUENT ACCOUNTS, July 15, 1933 to date. (Daily, official.) 3 x 5 cards, 3 ft., in 2 drawers of steel card cabinet. R. 317. (695)

1099. FORECLOSURES, July 15, 1933 to date. Correspondence and reports on authorized mortgage foreclosures. Filed alphabetically. 5 x 8 card index, 6 in. (Records in 10 x 14 folders, rarely; others, daily, official.) 8½ x 14 and 10 x 14 folders, 4 ft. 9 in., in 3 drawers of steel filing case. R. 308. (688, 713)

1100. RECORD ON CLOSED LOANS, July 15, 1933 to date. Correspondence, servicing papers, and contracts. Filed numerically. (Daily, official.) 8½ x 14 folders and 5 x 8 cards, 91 ft. 6 in., in 41 drawers of steel filing cases and transfer case. R. 308. (680)

1101. RECORD OF DELINQUENT CASES, July 15, 1933 to date. Form 179. (Daily, official.) 5 x 8 cards, 3 in., in cardboard card file. R. 317. (693)

1102. TABULATION SHEETS, July 15, 1933 to date. Daily tabulations of loans. (Daily, official.) 14 x 36 loose sheets, 2 in., on table. R. 317. (696)

1103. TRANSFERS, July 15, 1933 to date. Of property having house loans thereon. (Daily, official.) 3 x 5 cards, 2 ft., in 2 drawers of wooden card cabinet. R. 317. (709)

1104. UNCHECKED, July 15, 1933 to date. Information necessary to foreclosures to be transmitted to regional headquarters. (Daily, official.) 9 x 14 folders, 1 ft. 6 in., in drawer of steel filing case. R. 308. (686)

1105. WEEKLY REPORTS, July 15, 1933 to date. Correspondence in regard to office routine. (Daily, official.) $8\frac{1}{2}$ x 15 covers, 2 ft., in drawer of steel filing case. R. 309. (670)

1106. COLLECTION SUMMARY, Jan. 16, 1934 to date. Form 19A, a record of receipts issued to borrowers. (Daily, official.) 8 x 10 loose-leaf books (3), 1 ft., on wooden shelf. R. 317. (706)

1107. PROGRESS RECORD, July 1, 1934 to date. Tabulations of progress of cases for weekly reports to Washington, D. C. (Daily, official.) 18 x 26 loose tabulating sheets, 1 in., on table. R. 309. (669)

1108. TAX SEARCHES AND CORRESPONDENCE ON TAXES, May 1, 1935 to date. Correspondence on taxes levied on property under mortgage to HOLC. Filed numerically. (Daily, official.) $8\frac{1}{2}$ x 14 covers, 3 ft., in 2 drawers of steel filing case. R. 317. (700)

1109. FIELD REPORTS, Dec. 1935 - Mar. 1936. Special reports on field workers showing results of their endeavors. (Daily, official.) 8 x 10 vols. (3), 1 ft., on table. R. 317. (714)

1110. BOND AUTHORIZATIONS, July 1935 to date. (Daily, official.) 12 x 14 pockets, 2 ft., in drawer of steel filing case. R. 304. (659)

1111. OUT OF STATE CASES, Aug. 1935 to date. Reports on the worth of borrowers whose securities are in other states. (Daily, official.) 10 x 14 folders, 2 ft., in drawer of steel filing case. R. 317. (707)

1112. FOLLOW-UP ON DELINQUENT PAYMENTS, Jan. 1, 1936 to date. A two-months' record for follow-up, consisting of reports on borrowers who have previously been notified of their delinquency. Filed chronologically. (Daily, official.) 5 x 8 cards, $1\frac{1}{2}$ in., in cardboard desk file box. R. 317. (698)

Finance Division

1113. ACCOUNTING DEPARTMENT CORRESPONDENCE, July 1933 to date. (Daily, official.) 10 x 12 pockets, 3 ft., in 2 drawers of steel filing case. R. 304. (690)

1114. CHECK REGISTER, July 1933 to date. Record of checks issued to borrowers. (Daily, official.) 12 x 18 loose-leaf books, 3 in., on wooden shelf. R. 304. (683)

1115. RECORDS OF ACCOUNTING DEPARTMENT, July 1933 to date. Reports 1-2500 and copies of expense vouchers. Filed numerically. (Daily, official.) 10 x 12 pockets, 12 ft., in 6 drawers of steel filing cases. R. 304. (658)

1116. TRANSMITTAL OF FUNDS, July 1933 to date. Form 18-B 1-2-3, orders transmitting funds (copies). (Daily, official.) 10 x 14 loose-leaf books, 4 in., on wooden shelf. R. 304. (703)

1117. DISBURSEMENTS, July 15, 1933 to date. Form 15, reports of disbursements on each loan and Form 26, vouchers. Filed numerically. (Daily, official.) 9 x 14 covers, 28 ft., in 14 drawers of steel filing cases. R. 308. (684, 674)

1118. RECEIPTS, July 15, 1933 to date. Form 107, receipts used for reimbursement accounts and copies of receipts issued to borrowers. Filed numerically. (Earlier records, rarely; later records, daily, official.) 8 x 10 vols., 1 ft., in safe. R. 304 and 317. (676, 710)

1119. RECEIPTS AND COLLECTION STUBS, July 15, 1933 to date. Form 192. Filed numerically. (Daily, official.) 5 x 8 loose sheets, 33 ft., in 22 drawers of card cabinets. R. 317. (692)

1120. AUDIT, July 16, 1933 to date. Requisitions for office supplies and equipment. (Daily, official.) Various sized folders, 2 ft., in drawer of steel filing case. R. 308. (685)

1121. COPIES OF CHECKS, Jan. 1935 to date. Form 10, checks by which old loan disbursements are made, and checks used in disbursing office funds (duplicates). (Earlier records, occasionally; later records, daily, official.) $3\frac{1}{4}$ x $8\frac{1}{2}$ loose-leaf books and 12 x 16 covers, 4 ft. 2 in., in 2 drawers of steel filing case and on wooden shelf. R. 304. (657, 691)

1122. REPORTS, July 1935 to date. Form 128, a report of loan disbursements. (Daily, official.) $8\frac{1}{2}$ x $10\frac{1}{2}$ loose-leaf books, 2 ft., in drawer of steel filing case. R. 304. (660)

Personnel Division

1123. INSTRUCTIONS, July 15, 1933 to date. Regarding personnel. Filed by classification. (Daily, official.) $8\frac{1}{2}$ x $10\frac{1}{2}$ loose-leaf books, 3 in., in file box on desk. R. 309. (678)

1124. PERSONNEL CORRESPONDENCE, July 15, 1933 to date. Correspondence, rules for office, and routine appointments. Filed alphabetically. (Daily, official.) $8\frac{1}{2}$ x 14 covers, 4 ft., in 2 drawers of steel filing case. R. 309. (679)

1125. PERSONNEL RECORDS, July 15, 1933 to date. Reports and data on all of agency's personnel. Index. (Daily, official.) 4 x 9 cards, 6 in., in open steel filing drawer. R. 309. (668)

1126. RECORD OF CONTROL NUMBERS, July 15, 1933 to date. Numbers issued to employees. Filed numerically. (Daily, official.) $8\frac{1}{2}$ x $10\frac{1}{2}$ loose-leaf books, 3 in., on table. R. 309. (701)

1127. REQUESTS FOR LEAVE OF ABSENCE, July 15, 1933 to date. Record of all leaves of absence for sickness or vacation. (Daily, official.) 3 x 5 cards, 6 in., in desk file box. R. 309. (667)

1128. SEMI-MONTHLY TIME BOOK, July 15, 1933 to date. Showing record of attendance of employees listed by departments. (Daily, official.) $8\frac{1}{2}$ x 14 vols., 2-2/5 in., on steel shelf. R. 309. (665)

1129. TRAVEL AUTHORIZATION, July 15, 1933 to date. For travel of employees, 1-237. (Daily, official.) 10 x 14 loose-leaf books, 2-2/5 in., on wooden shelf. R. 309. (666)

Reconditioning Division

1130. ARCHITECTS' QUALIFICATIONS, July 15, 1933 to date. Applications of architects for employment. Filed alphabetically. $8\frac{1}{2}$ x 14 card index. (Daily, official.) $8\frac{1}{2}$ x 14 cards, 4 in., in steel transfer case. R. 309. (673)

1131. CONTRACTORS' QUALIFICATIONS, July 15, 1933 to date. Applications of contractors for employment. Filed alphabetically. Index. (Daily, official.) $8\frac{1}{2}$ x 14 cards, 4 in., in drawer of steel transfer case. R. 309. (689)

1132. REJECTION FILE, July 15, 1933 to date. Correspondence, contracts, and rejected applications. Filed numerically. (Daily, official.) $8\frac{1}{2}$ x 14 folders, 41 ft., in 21 drawers of steel filing cases, 2 drawers of transfer case, and steel case. R. 309. (697)

1133. SPECIFICATION INFORMATION, July 15, 1933 to date. Condensed specification account kept on approved cases for reconditioning. Filed alphabetically. $8\frac{1}{2}$ x 14 card index. (Daily, official.) $8\frac{1}{2}$ x 14 cards, 6 in., in 2 steel transfer cases. R. 309. (672)

1134. UNRECORDED LOANS, July 15, 1933 to date. Reports for supplementary reconditioning. (Daily, official.) 9 x 14 folders, 1 ft., in drawer of filing case. R. 308. (664)

1135. RECONDITIONING AND FIRE LOSS RECORDS, Nov. 26, 1934 to date. (Daily, official.) 12 x 16 loose-leaf books, 4 in., on wooden shelf. R. 304. (682)

TUCSON

HOME OWNERS' LOAN CORPORATION
SERVICE OFFICE

Valley Bank Bldg., Congress St. and Stone Ave.

This office was established in February 1936 to reduce the work of the state office and for the convenience of clients in southern Arizona, namely in Pima, Cochise, and Santa Cruz Counties. This office has since been consolidated with the state office.

1136. COLLECTION STUBS AND RECEIPT COPIES, Feb. 1936 to date. Form 192, collection stubs and receipt copies; and Form 179-1, request for service reports. Filed alphabetically and numerically. 3 x 5 card index. (Daily, official.) 3 x 5 cards and 7 x 8 folders, 12 ft. 8 in., in 2 drawers of wooden card cabinet and 12 pasteboard boxes. R. 408. (616)

1137. GENERAL CORRESPONDENCE AND REPORTS, Feb. 1936 to date. Miscellaneous correspondence, daily attendance reports, field representatives' and interviewers' daily reports, other monthly and weekly summaries,

public vouchers and disbursement orders, project proposal sheets, etc. (Daily, official.) 9 x 12 folders, 1 ft., in drawer of steel filing case. R. 408. (619)

1138. MANUAL OF FORMS AND INSTRUCTIONS, Feb. 1936 to date. A manual of approved forms, rules, and regulations. Filed by subjects. Indexed. (Daily, official.) Various sized loose-leaf books, 4 in., in glass case. R. 408. (621)

1139. RECORD OF TRANSMITTALS, Feb. 1936 to date. Copies of transmittal records. Filed chronologically. (Daily, official.) 12 x 15 envelopes and $9\frac{1}{2}$ x 11 loose-leaf books, 6 in., on shelf. R. 408. (617)

1140. SERVICE FILE, Feb. 1936 to date. Correspondence and various forms relating to loans, on tax memoranda, credit, field service rent and property reports, reconciliation of borrowers' payments, authorization for HOLC rent, and borrowers' authorization for HOLC to lease real estate. Filed alphabetically by counties. 3 x 5 card index, 2 ft. (Daily, official.) 9 x 15 folders and 3 x 5 cards, 9 ft., in 5 drawers of steel filing case. R. 408. (618)

1141. INDEXES TO DELINQUENT ACCOUNTS, Feb. 23, 1936 to date. Showing name, number, and follow-up. Arranged alphabetically and chronologically. (Daily, official.) 3 x 5 cards, 1 ft. 6 in., in 12 drawers of wooden card cabinet. R. 408. (614)

1142. BONUS CARD FILE, Feb. 24, 1936 to date. List of home owners who are to receive bonus from the Government and apply same on loan with HOLC. Filed alphabetically. (Occasionally, official.) 5 x 8 cards, 2 in., in pasteboard card cabinet. R. 408. (615)

1143. STREET INDEX CARD FILE, Mar. 1936 to date. Location of mortgaged property on which the Government has made loans, identification of the loan security number, and address including address of mortgagor if not that of the security. Filed by address of property. (Daily, official.) 3 x 5 cards, 1 ft. 6 in., in 2 pasteboard card cabinets. R. 408. (620)

FEDERAL HOUSING ADMINISTRATION

PROPERTY

OFFICE

Professional Bldg., 15 E. Monroe St.

This office was established in 1934. Records of completed cases are sent to national headquarters in Washington, D. C.

1144. COMPLETED CASES, Jan. 1, 1934 to date. Filed numerically. (Occasionally, official.) 12 x 14 pockets, 10 ft., in 4 drawers of steel filing case. R. 419. (713)

1145. CASES UNDERGOING EXAMINATION, Nov. 16, 1934 to date. Records of cases with PART 4. FEDERAL HOUSING ADMINISTRATION index, 2 in. (Daily, official.) 4 x 5 cards, 2 in., in 2 drawers of steel filing case. R. 419. (713)

1146. GENERAL CORRESPONDENCE, Nov. 16, 1934 to date. (Occasionally, official.) 12 x 15 pockets, 14 ft., in 7 drawers of steel filing case. R. 419. (720)

1147. PERSONNEL RECORD AND REPORTS, Nov. 16, 1934 to date. 4 x 5 card index, 2 in. (Daily, official.) 4 x 5 cards, 1 in. 6 in., in 2 drawers of steel filing case. R. 419. (715)

1148. PROPERTY EXAMINATION FILE, Nov. 16, 1934 to date. Filed by streets. (Daily, official.) 4 x 5 pockets, 3 ft., in 2 drawers of steel filing case. R. 419. (714)

1149. OFFICE COPY OF CERTIFICATES OF DEPOSIT, Feb. 21, 1935 to date. For deposits made with the Federal Reserve Bank, Los Angeles, California. (Occasionally, official.) 3 x 5 pockets, 3 in., in 1 drawer of steel filing case. R. 419. (716)

1150. COMMITTEE CASES, current. Pending file of completed records of 15 line of insurance. They are held in this office no longer than 30 days. When they are transferred to the Valley National Bank, Phoenix. Filed alphabetically. (Daily, official.) 12 x 15 pockets, 6 ft., in 2 drawers of steel filing case. R. 419. (721)

FEDERAL HOUSING ADMINISTRATIONPHOENIX

STATE OFFICE

Professional Bldg., 15 E. Monroe St.

This office was established in 1934. Records of completed cases are sent to national headquarters in Washington, D. C.

1144. COMPLETED CASES, Jan. 1, 1934 to date. Filed numerically. (Occasionally, official.) 10 x 14 pockets, 10 ft., in 4 drawers of steel filing case. R. 419. (719)

1145. CASES UNDERGOING EXAMINATION, Nov. 16, 1934 to date. Records of cases which were committed or rejected. 4 x 6 card index, 2 in., (Daily, official.) 4 x 6 cards, 6 in., in Kardex file. R. 419. (716)

1146. GENERAL CORRESPONDENCE, Nov. 16, 1934 to date. (Occasionally, official.) 12 x 16 pockets, 14 ft., in 7 drawers of steel filing cases. R. 419. (720)

1147. PERSONNEL RECORD AND REPORTS, Nov. 16, 1934 to date. 4 x 6 card index, 2 in. (Daily, official.) 4 x 6 cards, 1 ft. 6 in., in drawer of steel filing case. R. 419. (715)

1148. PROPERTY LOCATION FILE, Nov. 16, 1934 to date. Filed by streets. (Daily, official.) 4 x 8 pockets, 2 ft., in 2 drawers of steel filing case. R. 419. (717)

1149. OFFICE COPY OF CERTIFICATE OF DEPOSIT, Feb. 21, 1935 to date. For deposits made with the Federal Reserve Bank, Los Angeles, California. (Occasionally, official.) 3 x 8 pockets, 9 in., in drawer of steel filing case. R. 419. (718)

1150. COMMITTED CASES, current. Pending file of completed records up to time of insurance. They are held in this office no longer than 30 days; then they are transferred to the Valley National Bank, Phoenix. Filed alphabetically. (Daily, official.) 12 x 16 pockets, 4 ft., in 2 drawers of steel filing case. R. 419. (721)

TUCSON

BRANCH OFFICE

Valley National Bank Bldg.,
Stone Ave. and Congress St.

This office was established July 15, 1935. It receives applications for loans to clients in Tucson and vicinity and forwards these applications to the office in Phoenix for approval.

1151. CORRESPONDENCE, July 1935 to date. With the Phoenix office regarding applications for consideration for FHA loans, statements of Tucson valuator, and architectural inspection results. (Daily, official.) 9 x 15 and $8\frac{1}{2}$ x $11\frac{1}{2}$ folders, 16 ft., in 8 drawers of steel filing case. R. 416. (598)

FEDERAL SURPLUS COMMODITIES CORPORATION

This agency began work in Atlanta in November 1933 as the Federal Surplus Sales Corporation. It became the Federal Surplus Commodities Corporation in November 1934. It now operates under a regional office at this city. In addition to the state office there are three district offices and a few county offices which are located with boards of county welfare agents.

ELLEN

WELLS COUNTY OFFICE
Franklin School, Ellettsville, Ind.

PART 5. FEDERAL SURPLUS COMMODITIES CORPORATION

1173. BIRMINGHAM, Ala. - May 1934. Receipts of surplus received, weight, price, freight, point of origin, destination, etc. (Seldom, official) 9 x 11-1/2 folders, 4 in., in order of steel filing case. 2, 12 (1934)

ELLEN

COCONINO COUNTY OFFICE
First National Bank Bldg.
P.O. San Francisco and Phoenix, Ariz.

The Coconino County Board of Public Welfare acted as a committee of the State for Coconino County in District 1, Headquarters at Prescott.

1174. BIRMINGHAM, Ala. - May 1934. Receipts and amount of surplus, weight, price, freight, point of origin, destination, etc. (Seldom, official) 9 x 11-1/2 folders, 4 in., in order of steel filing case. 2, 12 (1934)

1175. BIRMINGHAM, Ala. - May 1934. Receipts and amount of surplus, weight, price, freight, point of origin, destination, etc. (Seldom, official) 9 x 11-1/2 folders, 4 in., in order of steel filing case. 2, 12 (1934)

FEDERAL SURPLUS COMMODITIES CORPORATION

This agency began work in Arizona in November 1933 as the Federal Surplus Relief Corporation. It became the Federal Surplus Commodities Corporation in November 1935. It now operates under a regional office at Phoenix. In addition to the state office there are three district offices and a few county offices which are located with those of county welfare boards.

BISBEE

COCHISE COUNTY OFFICE
Franklin School, Opera Drive

The Cochise County Board of Public Welfare acted as a commodities office for Cochise County in District 2, headquarters at Tucson.

1153. COMMODITIES, 1934 - July 1935. Records of amounts received, amounts on hand, distributed, and amount paid and to whom. (Occasionally, official.) 9 x 12 folders, 1 ft. 3 in., in drawers of steel filing case. R. 2. (217)

FLAGSTAFF

COCONINO COUNTY OFFICE
First National Bank Bldg.
N. San Francisco and E. Aspen Sts.

The Coconino County Board of Public Welfare acted as a commodities office for Coconino County in District 1, headquarters at Prescott.

1154. BILLS OF LADING, Jan. - May 1934. Name and amount of commodities, weight, freight, point of origin, destination, etc. (Seldom, official.) 9 x 11-3/4 folders, 2 ft., in drawer of steel filing case. R. 1. (279)

1155. COMMODITY REPORTS, Jan. 1 - May 1, 1934. Commodity, date, county, town, quantity, receipts, stock issues and losses, amount on hand, etc. (Seldom, official.) 9 x 11-3/4 folders, 4 in., in drawer of steel filing case. R. 1. (280)

GLOBEGILA COUNTY OFFICE
Globe Bldg., 69-70 S. Broad St.

The Gila County Board of Public Welfare acted as a commodities office for Gila County in District 3, headquarters at Phoenix.

1156. ORDERS, Oct. 20, 1934 - Nov. 1935. Orders for surplus commodities issued to relief persons, unemployables, and old age pensioners. Filed by month and district. (Never.) Various sized bundles, 51 ft., on 26 shelves. N. side, 2d floor. (75)

1157. TRANSMITTALS AND REPORTS, Nov. 1934 - Sept. 1935. Requests for supplies, report of commodities issued, and inventory of stock at end of each month. Filed chronologically. (Never.) 9 x 15 folders, 5 in., on open shelf. N. side, 2d floor. (74)

MORENCIGREENLEE COUNTY OFFICE
Public Grade School Bldg.

The Greenlee County Board of Public Welfare acted as a commodities office for Greenlee County in District 2, with headquarters at Tucson.

1158. COMMODITIES, 1936. Record of commodities received, delivered, and distributed. (Never.) $8\frac{1}{2}$ x 11-3/4 bundles, 1/4 in., in drawer of wooden filing case. Administration office. (51)

NOGALESSANTA CRUZ COUNTY OFFICE
Stearns Marketing Co. Bldg., 409 Grand Ave.

The Santa Cruz County Board of Public Welfare acted as a commodities office for Santa Cruz County in District 2, with headquarters at Tucson.

1159. COMMISSARY REQUISITIONS, Jan. 1934 - Sept. 1935. Form 7-a, monthly reports, correspondence, freight bills for groceries and dry goods with receipts on same and amounts issued (duplicates). Filed chronologically and numerically by case number. (Never.) 3 x 5 cards and bundles, 1 ft., in drawer of wooden filing case and on open wooden shelves. Room is crowded. Storage room. (252)

PHOENIXDISTRICT 3 OFFICE
Federal Surplus Commodities Warehouse
411 S. 1st St.

This office was established in December 1933. It is under the state office and has jurisdiction over Maricopa, Graham, Pinal, Greenlee, Yuma, and Gila Counties.

1160. STOCK CARDS, Dec. 1935 - Dec. 1936. WPA Form G-986-A, with inventory dates, reports from, issued to, amount, and balance of all commodities in the warehouse. (Daily, official.) Various sized cards, 2 ft. 2½ in., in 12 wooden boxes. Office. (1320)

1161. CLIENT LIST, Dec. 1935 - Dec. 5, 1936. WPA Form G-728 and WPA Form S-1075 - Commodities Distribution, showing name and address of client, kind and quantity of commodity issued and distributed with client's signature verifying receipt of commodity. (Never.) 9 x 14 loose-leaf books, 2 ft. 6 in., stacked under roof. Attic. (1311)

1162. GENERAL FILE, Jan. - Dec. 1936. Transmittal sheets from Maricopa County Welfare Board on clothing issued and to be issued; correspondence between different supervisors in District 3 and to WPA office and Rural Rehabilitation director of Maricopa County on clothing issued to Rural Rehabilitation clients; requisitions, some originating in sewing projects in District 3; miscellaneous correspondence from individuals regarding commodities; instruction bulletins; affidavits of delivery of commodities to institutions; personnel list; monthly statistical reports on clients as to number of active cases and cases withdrawn, etc.; distribution data; correspondence to and from case supervisors and agents, and inter-office correspondence of the assistant distribution supervisor with other district distribution supervisors and copies of former's reports to the Federal Surplus Commodities Corporation. (Daily, official.) 9 x 12 folders, 8 in., in drawer of wooden desk. S. office. (1314, 1315)

1163. MASTER CARDS, Jan. - Dec. 1936. Form S-1076 (obsolete), with client's name address, classification, number of persons in family, case and district number, date issued, and kind and quantity of commodities issued. This file covers client's receiving one or more orders and those removed from relief after further investigation. Filed alphabetically and numerically by county and subdivision. (Earlier records, rarely or never; later records, frequently, official.) 4 x 6 and 8½ x 11 cards, and 9 x 12 packages, 31 ft. 6 in., on open wooden shelves and in 27 drawers of open wooden card filing case. NW. cor. and S. office. (1316, 1317)

1164. WORK SHEETS, Jan. - Dec. 1936. Tabulation sheets of all types and amounts of commodities issued in this district and monthly report made from such tabulations. (Never.) 8 x 15 and 9 x 14 packages, 2 ft. 10 in., on open wooden shelves. NW. cor. of bldg. (1321)

1165. DELIVERY SHEETS, Jan. - Dec. 28, 1936. FERA Form 217 - Commissary Requisition and WPA Form G-728 - Commodity Distribution, showing name of agent, name of client, address, number of persons in family, number receiving commodities, kind and quantity, and requisition authority (originals and duplicates). Filed numerically and chronologically. (Earlier records, rarely; later records, occasionally, official.) 9 x 12 envelopes,

packages, folders, and loose-leaf books, 9 ft. 4 in., on open wooden shelf, in pasteboard box, and on desk. NW. cor. and S. office. (1312, 1313)

1166. MISCELLANEOUS FILE, Jan. - Dec. 28, 1936. Inventory reports on commodities from counties in District 3, correspondence to and from case supervisors and Welfare Board in this district and reports on commodities distributed. (Rarely, official.) 9 x 13 folders and bundles, 8 in., on open wooden shelves. NW. cor. of bldg. (1318)

1167. STATISTICAL REPORTS, Feb. - Dec. 28, 1936. Tabulation sheets and monthly reports, the former prepared from the latter; WPA Form G-1069, classification, certification, and cases served; and WPA Form G-1070A, tabulation of clients receiving commodities. (Rarely, official.) 9 x 13 folders, 4 in., on wooden desk. S. office. (1319)

REGION 8 OFFICE

Federal Surplus Commodities Warehouse
411 S. 1st St.

This regional office has jurisdiction over Arizona, New Mexico, Nevada, Colorado, Utah, and Wyoming. It was established in December 1933 and operates in conjunction with the state office. It is directly under the Washington office to which it sends reports.

1168. REGIONAL FILE, Mar. - Dec. 1936. Copies of correspondence to and from Washington and by all states included in this region, on all commodities issued or to be issued; copies of monthly reports on distribution of commodities; FSCC Forms 230 and 231, giving kind and amount of commodities distributed, amount on hand, quantity available during the month, etc.; reports to Washington from the states included in this region; FSCC Form 250, monthly reports on cases and persons certified to receive commodities, number of active cases, cases withdrawn and added, number of institutions served, number of inmates; FSCC Form 251, monthly reports on institutions giving location, name, number of inmates, kind, and quantity of commodity issued; FSCC Form 240, monthly reports on cost of distribution of commodities, giving item, number of persons, their classification, relief or non-relief, and itemized costs. Filed by states. (Daily, official.) 9 x 12 folders, 2 ft. 9 in., in 3 drawers of steel filing case. N. office. (1290)

STATE OFFICE

Federal Surplus Commodities Warehouse
411 S. 1st St.

This office was established in November 1933. It operates in conjunction with the regional office. It has jurisdiction over Arizona, which until July 1937 was divided into three districts: District 1, with headquarters at Prescott; District 2, with headquarters at Tucson; and District 3, with headquarters at Phoenix. A few Arizona Emergency Relief

Administration records regarding the Governor's Reconstruction Finance Corporation relief fund pay roll and a few Civil Works Administration records are stored here.

1169. COMMISSARY REQUISITIONS, c. May 1933 - Nov. 1935. FERA Form 217, showing place of origin, source of supply, kind and quantity of commodity; and FERA Form 22 - Commissary Distribution Orders, showing location of warehouse, party in charge, name and address of relief person, and quantity and description of commodity to be given in all counties in Arizona. (Never.) Various sized packages (450) and loose sheets, 319 ft. 1 in., in 12 wooden and 67 pasteboard boxes. Dirty. Attic. (1292)

1170. CWA RECORD CARDS, Nov. 1933 - Nov. 1934. CWA Form L-17, showing name and address of family, identification number, occupation, week, days and hours worked, amount of wages paid, and detailed work qualification of worker of CWA employees in all counties of Arizona except Maricopa. (Never.) 5 x 8 cards in bundles, 12 ft. 7 in., scattered on floor. Dirty. Attic. (1298)

1171. AUDITOR'S REPORT ON GOVERNOR'S RFC RELIEF FUND, 1934. Copies of auditor's reports on pay roll of governor's RFC relief fund covering pay to individuals in Phoenix Transient Camp. FERA Form 1, showing camp location, director of camp, and weekly amount of allowance contingent fund with itemized individual allowance pay roll attached. (Never.) $8\frac{1}{2}$ x 11 sheets clipped together, 2 ft. 4 in., in pasteboard box. Attic. (1291)

1172. MISCELLANEOUS FILE, c. Mar. 1934 - Sept. 1936. Circular letters from Arizona State Board of Public Welfare; correspondence, transmittal sheets of lists of FERA projects involving commodities, production reports involving commodities under FERA work projects, telegrams, and notices; Standard Form 33, contracts (copies); correspondence copies regarding FERA Form 230, applications for approval of work projects; general correspondence of state director; circular letters from Washington; FSCC Form D.D. 251, reports on institutions receiving commodities, name, location, number of inmates in the institution, and quantity and kind of commodities delivered with notarized affidavits of institutions attached verifying delivery; correspondence to and from Washington office; correspondence to State ERA regarding commodities; safety inspection reports; some travel orders and vouchers, reimbursement reports, and WPA safety bulletins. Filed by subject. (Daily, official.) $9\frac{1}{2}$ x $11\frac{3}{4}$ loose-leaf book and 9 x 12 folders, 1 ft. 6 in., in drawer of steel filing case. N. office. (1301)

1173. REGISTERS, May 1934 - Aug. 1935. Weekly progress reports covering itemized costs of state administration of Surplus Commodities project under FERA with tabulation sheets on all expenditures on distribution of commodities under this administration, and book records of itemized expenditures on this project. (Never.) $11\frac{1}{2}$ x $17\frac{1}{2}$ and 9 x $14\frac{1}{2}$ loose-leaf books, 8 in., on wooden filing case. Dusty. Front office. (1304)

1174. CORRESPONDENCE, Oct. 1934 to date. County file of letters sent by state director to supervisors in the counties of the three districts (duplicates). (Daily, official.) 9 x 12 folders, 8 ft. 5 in., in 5 drawers of steel filing cases. N. office. (1297)

1175. YARDAGE REPORTS, Jan. 1 - c. Nov. 1935. Original reports to the state office from WPA sewing room projects, giving amount of material

on hand, material used, articles made, material received during the week, etc. (Never.) 9 x 15 folders, 11 in., in pasteboard box. Attic. (1310)

1176. REPORTS, c. May 1935 - Nov. 1936. Daily detailed reports from FERA projects on discarded materials and on clothing commodities made by such projects, giving article made, type of material used, quantity of article made, yardage used, and number of hours worked, and some monthly reports to the state office of the FSCC from different counties on distribution of commodities, with detailed and itemized source of quantity, kind of commodity distributed and number of cases served, etc.; daily reports on materials and commodities received and issued throughout the state, and yardage articles made by various projects, etc.; monthly reports from districts on kind and quantity of commodity issued, showing number of cases and persons, spoilage losses, quantity still on hand, etc. (copies sent to Washington); FSCC Form 230, itemized amounts on commodities received, distributed, and sources of such commodities received in Arizona. (Earliest records, never; later records, occasionally; latest records, daily, official.) 8 x 11 and 9 x 12 folders, 8 $\frac{1}{2}$ x 10 loose sheets, and 10 $\frac{1}{2}$ x 16 sheets clipped together, 5 ft. 8 in., in pasteboard box, on open wooden shelves, and in drawer of wooden desk. Attic. (1306, 1305, 1307)

1177. COMMODITIES FILE, c. 1935 to date. Orders, transportation data, bills of lading, notices of allocation, etc. (Inactive file, frequently; current file, constantly, official.) 9 x 11 folders, 2 ft., in 2 drawers of steel filing case. N. office. (1294, 1293)

1178. GENERAL, Dec. 1935 to date. WPA Form G-700, showing name of supervisor, name and location of district, amount and kind of commodity received by different districts in Arizona, and deliverance from the state office with correspondence attached; Form G-701 - Warehouse Receiving Reports, showing name of shipper, quantity and kind of commodity as received by the warehouse from different WPA projects, reports on spoilage of food, reports from district on receiving commodities not issued from state office (called paper transactions), and miscellaneous correspondence from Washington. (Daily, official.) 9 x 12 folders, 2 ft. 8 in., in 2 drawers of wooden filing case. Front office. (1295)

1179. LEDGERS, Dec. 1935 to date. Book records of everything coming into and issued out of the warehouse for the State of Arizona, giving kind and quantity of supplies, date received, source of supplies issued, date issued, location, and to whom commodity was issued. (Frequently, official.) 10 x 12 loose-leaf books, 9 in., in 3 drawers of wooden desk. Front office. (1299)

1180. PAY ROLLS, Dec. 1935 to date. Time sheets and pay rolls of all employees on surplus commodities in Arizona. (Frequently, official.) 9 x 12 and 10 x 15 folders, 1 ft. 5 in., in drawers of steel and of wooden filing cases. N. office. (1302)

1181. WORK PROJECTS, Dec. 1935 to date. Correspondence concerning projects under Arizona Surplus Commodities Division, weekly reports of district supervisors as to personnel employed, semi-monthly time reports, transmittal sheets, WPA Forms G-452 and G-439, on different supplies, miscellaneous correspondence, correspondence with ERA officials, WPA travel vouchers and authorizations to travel, and requisitions for workers and correspondence concerning same. Filed subjectively by county. (Frequently, official.) 9 x 12 folders, 2 ft., in drawer of wooden filing case. Front office. (1308)

1182. WORK SHEETS, Dec. 1935 to date. Penciled tabulations on all commodities delivered and received in Arizona (used in filling out the form reports sent to Washington). (Rarely, official.) $2\frac{1}{2}$ x 11 rolled sheets, 6 in., on open wooden shelves. Front office. (1309)

1183. COMPLETED REQUISITIONS AND ENCUMBRANCES, Jan. - Nov. 1936. U.S. Treasury Form A-5 - Notice of Miscellaneous Encumbrances, giving project number, allotment number, project authorization number, amount of encumbrance, and what encumbrance is used for, appropriation title and symbol, covering expenses on delivery of commodities in Arizona; U.S. Treasury Form A-8 - Receiving and Inspection Reports, giving purchase order, number, requisition number, official project number, allotment number, name of vendor, receiver, item, quantity, and description of article received; U.S. Treasury Form A-6, for purchases; U.S. Treasury Form A-7, purchase orders with vendor's receipts of sale attached. Filed according to project number. (Daily, official.) 9 x 12 folders, 1 ft. 8 in., in drawer of wooden filing case. Front office. (1296)

1184. RECEIVING AND SHIPPING REPORTS, Jan. 1936 to date. WPA Form G-701, date received, name and address of shipper, quantity and kind of commodity received, and signature of checker; WPA Form G-700 - Shipping Report, name, address, and title of receiver of commodities shipped from this warehouse, and kind and quantity of commodity shipped. Filed by subject. (Daily, official.) 9 x 12 folders, 3 ft., in 6 wooden boxes. Manager's office. (1303)

1185. MASTER FILE, Apr. 1936 to date. Copies of all correspondence from state, regional, and district offices, bulletins, WPA circular letters of instructions, copies of telegrams, monthly WPA textile report of yardage material on hand in November 1936, and some warehouse receiving reports. (Daily, official.) 9 x 12 folders, 1 ft. 7 in., in drawer of steel filing case. N. office. (1300)

PRESCOTT

DISTRICT 1 OFFICE
Surplus Commodities Bldg.
144 N. Montezuma St.

This office was established in November 1933. It is under the state office in Phoenix and has jurisdiction over Coconino, Yavapai, Mohave, Navajo, and Apache Counties. A few Arizona Emergency Relief Administration records are stored in this office.

1186. AERA WORK ORDERS, Aug. 21 - Nov. 27, 1933. Showing number of order, date, case number, name of worker, time of work period, name of foreman, etc. (Never.) $3\frac{1}{2}$ x 8 loose sheets, 2 in., in pasteboard box. Loft of R. 2. (196)

1187. COMMISSARY REQUISITIONS, July 1933 - Jan. 1, 1936. Showing case number, date, name and address of client, number in family, kind and quantity of commodity, etc. (Dead files, never.) $5\frac{1}{2}$ x 9 slips, 41 ft. $8\frac{1}{2}$ in., in 33 pasteboard boxes and 25 bundles on floor. Loft of R. 2. (200, 201)

1188. TRANSMITTALS OF DISBURSING ORDER CHECKS, Nov. 1933 - Mar. 20, 1934. Showing number, name and address of payee, order number, amount of check, etc. (Never.) 9 x 11 bundles, 5-3/4 in., on floor. Loft of R. 2. (197)
1189. MASTER CARDS, Nov. 1933 - Aug. 31, 1936. Showing name, address, and case number of recipient; and kind and amount of commodity received and delivered to all clients in entire district except Apache County. (Dead files, rarely, official.) 10 x 12 cards, 3 ft. 9 in., on shelf in ice box and in wooden boxes. Rs. 2 and 1. (185, 179)
1190. COMMODITY DISTRIBUTION, Nov. 1933 to date. Showing date, name, case number, address of recipient, and kind and amount of commodity delivered. (Dead files, never; later records, occasionally; current records, daily, official.) 9 x 11 bundles, 9 x 12 folders, and 9 x 11 loose sheets, 22 ft. 11 in., on floor, in 15 pasteboard boxes, on shelf in ice box, and on filing board on wall. Loft of R. 2, Rs. 2 and 1. (198, 199, 187, 182)
1191. COMMODITY RECEIPT AND ISSUE CARDS, 1934. Showing date, kind and amount of commodity received, issued, and on hand. (Dead files, never.) 5 x 8 cards, 2 1/2 in., in pasteboard box. Loft of R. 2. (192)
1192. COMMODITIES ISSUED, 1934 - 1935. Showing district number, department number, name of recipient, case number, and kind of commodity issued and amount. (Dead files, never.) 4 x 8 1/2 loose sheets, 2 in., in wooden box. Loft of R. 2. (188)
1193. INDIVIDUAL COMMODITY CARDS, 1934 - 1935. Showing date, name and address of recipient, case number, department number, etc. (Dead file, never.) 4 x 6 bundles, 1 ft. 1 in., in wooden box. Loft of R. 2. (191)
1194. NOTIFICATION CARDS, 1935. Cards mailed to relief workers notifying them to call and receive bed comforts; date and name of recipient. (Dead files, never.) 3 x 4 cards, 3 in., in pasteboard box. Loft of R. 2. (190)
1195. RELEASE SLIPS, 1935. Showing date on which bed sheets were issued or released, name of recipient, number, and size of sheets. (Dead files, never.) 3 x 4 slips, 10 in., in wooden box. Loft of R. 2. (189)
1196. COMMODITY REQUISITIONS, Jan. 1, 1935 to date. Showing name of client, case number, address, number of dependents, symbol, etc. in entire district. (Occasionally, official.) 9 x 12 folders and 9 x 11 loose-leaf books, 1 ft., on shelf in ice box and filing board on desk. Rs. 2 and 1. (186, 177)
1197. STOP CARDS, Jan. 1936 to date. Showing case number, name, address, date case is opened, date case is closed, etc. in entire district. (Occasionally, official.) 4 x 6 cards, 1 ft. 6 in., in wooden box. R. 1. (175)
1198. CASE CARDS, Jan. 1, 1936 to date. Showing date, name, residence, case number, etc. of party receiving commodities in entire district. (Daily, official.) 4 x 6 cards, 1 ft. 10 in., in 2 wooden boxes. R. 1. (176)

1199. COMMODITY DISTRIBUTION CLIENT LIST, Jan. 1, 1936 to date. Showing name and address of client, case number, number of dependents, commodity items issued, date delivered, etc. in entire district. (Daily, official.) 9 x 11 sheets, 1 ft. 3 in., on loose-leaf filing board on desk. R. 1. (178)

1200. DELIVERY RECEIPTS, Jan. 1, 1936 to date. Showing date, name of recipient, residence, amount and kind of commodity delivered, etc. (Occasionally, official.) 9 x 12 folders, 1 ft., on shelf in ice box. R. 2. (183)

1201. GENERAL FILES, Jan. 1, 1936 to date. Commodity receipts, monthly reports on commodity distribution, showing tonnage, kind and amount, requisitions, expenses, vouchers, time and pay roll reports, pay check receipts, clothing receipts from sewing projects, and general correspondence. (Daily, official.) 9 x 12 folders, 1 ft. 8 in., in wooden box on table. R. 1. (180)

1202. RAILROAD BILLS OF LADING, Jan. 1, 1936 to date. Showing date, amount and description of articles shipped, weight, rate, etc. (Occasionally, official.) 6 x 10 bundles, 6 in., on desk. R. 1. (181)

1203. START AND STOP RELIEF CASES, Jan. 1, 1936 to date. Showing name and address of person receiving commodity, case number, and date started and stopped. (Occasionally, official.) 9 x 12 folders, 10 in., on shelf in ice box. R. 2. (184)

1204. LIST OF AERA YAVAPAI COUNTY PROJECTS, n.d. Showing name and location of projects, and name of foreman in charge. (Never.) 8 x 11 loose sheets, $\frac{1}{2}$ in., in pasteboard box. Loft of R. 2. (193)

1205. REPORTS OF WORK ON AERA RELIEF PROJECTS, n.d. Showing name and location of project, total registration, number of days worked, and monthly and total relief. (Dead file, never.) 9 x 11 loose sheets, 1 in., in pasteboard box. Loft of R. 2. (194)

TUCSON

DISTRICT 2 OFFICE

Van Harlingen Bldg., 234 E. 6th St.

This office was established in November 1935. It is under the state office and has jurisdiction over Pima, Cochise, and Santa Cruz Counties. This office receives and distributes vegetables from Welfare gardens in Tucson, clothing from the sewing rooms in Tucson, Bisbee, Douglas, and Nogales, mattresses from the Tucson Mattress Factory, copper work from Tucson Copper Crafts, and canned goods through the Phoenix division office.

1206. FILE OF CERTIFIED PERSONS, Nov. 11, 1935 to date. For Santa Cruz, Pima, and Cochise Counties. Alphabetically arranged in route order. (Inactive file till July 31, 1936, occasionally; others, daily, official.) 4 x 6 and $8\frac{1}{2}$ x 11 cards, 12 ft., in 3 wooden boxes under desk and 3 on desk. Supervisor's office. (1016, 1017, 1018, 1019, 1020, 1021)

1207. GENERAL CORRESPONDENCE, Nov. 11, 1935 to date. Regarding accidents, bids, employees, leases, inspection reports, receipts, etc. Filed alphabetically. (Daily, official.) 9 x 12 folders, 2 ft., in drawer of steel filing case. Supervisor's office. (1025)

1208. GENERAL FILE, Nov. 11, 1935 to date. Affidavits, requisitions confirmed, unconfirmed and complete; and travel vouchers. Filed alphabetically. (Dead files, never; later files, daily, official.) 9 x 12 folders, 2 ft., in drawer of steel filing case. Supervisor's office. (1023)

1209. RECORD OF DISTRIBUTION, Nov. 11, 1935 to date. Of food and clothing in District 2. Filed alphabetically. (Daily, official.) 9 x 12 folders, 2 ft., in drawer of steel filing case. Supervisor's office. (1024)

1210. TRAFFIC REPORTS AND INVENTORY, Nov. 11, 1935 to date. Reports by counties for District 2 and inventory of commodities on hand. Filed alphabetically. (Daily, official.) 9 x 12 folders, 1 ft. 6 in., in drawer of steel filing case. Supervisor's office. (1022)

INTERSTATE COMMERCE COMMISSION

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This office, in District 10, was established by Act of Congress, July 1, 1915, and was transferred to the District office in San Francisco and made subject to Washington.

1915. INTERSTATE AIR, Sept. 15, 1915 to June 30, 1916. This act provided for the regulation of interstate air transportation, including the rates of fares, the powers, jurisdiction, and authority of the Commission, and the enforcement of its orders.

PART 6. INTERSTATE COMMERCE COMMISSION

1916. REGULATION OF RAILROADS, Sept. 14, 1916 to June 30, 1917. This act provided for the regulation of interstate rail transportation, including the rates of fares, the powers, jurisdiction, and authority of the Commission, and the enforcement of its orders.

1917. RAILROADS AND INTERSTATE COMMERCE, Sept. 14, 1917 to June 30, 1918. This act provided for the regulation of interstate rail transportation, including the rates of fares, the powers, jurisdiction, and authority of the Commission, and the enforcement of its orders.

INTERSTATE COMMERCE COMMISSIONPHOENIX

BUREAU OF MOTOR CARRIERS
OFFICE OF THE STATE SUPERVISOR
State Capitol Bldg. Annex
17th Ave. and W. Adams St.

This office, in District 16, was established September 14, 1936. It sends reports to the district office in San Francisco and weekly reports to Washington.

1211. INTERVIEW FILE, Sept. 14, 1936 to date. Form BMC Field 3, filled out after oral interview, giving name of person, name of firm, type of operation and between what points; nature of interviews, complaint, law or rules, rate matters, accounting, extension, application, finance, cooperation, insurance, enforcement, and safety. (Daily, official.) $9\frac{1}{2}$ x 12 covers, $2\frac{3}{8}$ in., on desk. R. 205. (1330)

1212. STATEMENT OF FACTS, Sept. 14, 1936 to date. Form BMC-A-1, showing name of firm or carrier, address, and status of carrier, whether common or contract; trade name, date and title, whether owner or not, highways carrier operates on, character of traffic and frequency of service, type of vehicle operated, number of vehicles operated, and questions. Indexed. (Daily, official.) 10 x 18 loose-leaf books, 1 in., on desk. R. 205. (1329)

1213. TARIFF FILE AND REGULATIONS, Sept. 14, 1936 to date. Bulletins covering instructions as to procedures, etc. and information about safety regulations. Filed chronologically. (Daily, official.) 10 x 11 loose-leaf books, 1 in., on desk. R. 205. (1331)

PART 7. NATIONAL EMERGENCY COUNCIL

NATIONAL EMERGENCY COUNCILPHOENIX

FIELD OPERATIONS DIVISION
OFFICE OF THE STATE DIRECTOR
Heard Bldg., 114 N. Central Ave.

This office, established in January 1934, operates as a clearing house for information concerning the functions and activities of State and of Federal agencies within Arizona. It is under the supervision of a Washington office to which it sends bi-monthly and, occasionally, special reports.

1214. COMPLAINTS, BULLETINS, SPEECHES, AND DECISIONS, Jan. 13, 1934 to date. Complaints of individuals against Federal agencies or vice versa, information bulletins, copies of speeches, and record of disposition of undecided questions as to Federal agencies by NEC, (Occasionally, official.) 10 x 14 folders, 1 ft., in drawer of steel filing case. R. 704. (887)

1215. FEDERAL AGENCIES, Jan. 13, 1934 to date. Reports, correspondence, and information from Washington and State offices as to name, function, and location of Federal and State relief and loan agencies in Arizona. Filed alphabetically. (Daily, official.) 10 x 14 folders, 4 ft., in 2 drawers of steel filing case. R. 704. (885)

1216. GENERAL FILE, Jan. 13, 1934 to date. Applications for positions, travel and purchase vouchers, inventory reports, correspondence, and general information reports regarding Federal agencies in Washington, D.C. Filed alphabetically. (Daily, official.) 10 x 14 folders, 5 ft., in 3 drawers of steel filing case. R. 704. (888)

1217. REPORTS, Mar. 27, 1934 to date. Reports sent to Washington, Federal agencies' reports to NEC, reports of Coordination Committee meetings, and correspondence regarding meetings. Filed alphabetically and chronologically. (Occasionally, confidential.) 10 x 14 folders, 2 ft., in drawer of steel filing case. R. 704. (886)

1218. WPA PRESS RELEASES, May 13, 1935 to date. Mimeographed descriptions of WPA approved projects, applications for projects, and amount of money allotted for such projects. Filed numerically. (Occasionally, official.) 10 x 14 folders, 3 ft., in 2 drawers of steel filing case. R. 704. (891)

1219. RECORDS OF REPORTS, Oct. 1935 to date. On proceedings of Coordination Committee meetings of Federal agencies in every state. (Rarely, official.) 8 x 10 $\frac{1}{2}$ covers, 4 ft., on open wooden shelf. R. 704. (889)

1220. PRESS INTELLIGENCE BULLETINS, July 1, 1936 to date. Mimeographed lists of items from U.S. newspapers regarding activities of various government agencies compiled into book form. These are kept about 3 months, then destroyed. (Occasionally, official.) 8 x 10 $\frac{1}{2}$ covers, 1 ft. 6 in., in drawer of steel filing case. R. 704. (890)

NATIONAL YOUTH ADMINISTRATION

The National Youth Administration operated in Arizona under a state director and several county offices. Formerly there were also district offices, but these have been discontinued.

COCHISE COUNTY OFFICE

Franklin School Bldg.
Green Valley

This office was organized about November 1935. It has since been moved to Douglas.

PART 8. NATIONAL YOUTH ADMINISTRATION

1931. ... of youth, financial statements, ... in ... order of steel filing case. 4. 5. (214)

1932. STUDENT ... data. ... 4 x 12 ... 3 in. in drawer of steel filing case. 4. 5. (215)

PINAL COUNTY OFFICE

Government Office Bldg.
Phoenix

This office, organized October 21, 1935, was discontinued near Pinal and Bill Commins and later over Pinal County only but it was since then discontinued.

1935. GENERAL ... 1936 ... Reports, reports, pay rolls, time reports, general instructions, memoranda, correspondence, and other reports filed by ... 4 x 14 loose sheets, ... in drawer of steel filing case. Scattered. Main office. (22)

AVILA COUNTY OFFICE

County Courthouse, Winkler and 7th Sts.

This office was organized in 1935. It has since been closed.

NATIONAL YOUTH ADMINISTRATION

The National Youth Administration operates in Arizona under a state director and several county offices. Formerly there were also district offices, but these have been abolished.

BISBEE

COCHISE COUNTY OFFICE
Franklin School Bldg.
Opera Drive

This office was organized about November 1935. It has since been moved to Douglas.

1221. NATIONAL YOUTH REPORTS, 1935 to date. List of youths, financial statements, etc. (Occasionally, official.) 9 x 12 folders, 6 in., in drawer of steel filing case. R. 5. (214)

1222. STUDENT AID, 1935 to date. (Occasionally, official.) 9 x 12 folders, 3 in., in drawer of steel filing case. R. 5. (215)

CASA GRANDE

PINAL COUNTY OFFICE
Resettlement Office Bldg.
8th and Arbor Sts.

This office, organized October 28, 1935, had jurisdiction over Pinal and Gila Counties and later over Pinal County only but it has since been discontinued.

1223. GENERAL FILE, Mar. 1936 to date. Lists, reports, pay rolls, time reports, general instructions, assignments, compensation, and labor reports. Filed by subject. (Daily, official.) 8 x 10 loose sheets, 1 in., in drawer of steel filing case. Scattered. Main office. (22)

CLIFTON

GREENLEE COUNTY OFFICE
County Courthouse, Webster and 4th Sts.

This office was organized in 1935. It has since been closed.

1224. NYA ASSIGNMENTS, 1935 to date. ERA Form 600, certificates of eligibility; and ERA Form 601, notice of case change. (Occasionally, official.) $9\frac{1}{2}$ x $11\text{-}\frac{3}{4}$ folders and 5 x 8 cards, 1 ft. 6 in., in 2 wooden boxes. NW. cor. of basement. (308)

GLOBE

GILA COUNTY OFFICE
Michaelson Bldg., 147 S. Broad St.

This office was organized in 1935.

1225. NYA FILE, Nov. 1, 1935 to date. Reports, lists of eligible youths, assignments, and correspondence. Filed alphabetically. (Occasionally, official.) 10 x $11\frac{1}{2}$ folders, $\frac{1}{4}$ in., in drawer of steel filing case. R. 2 of suite 2. (76)

PHOENIX

MARICOPA COUNTY OFFICE
WPA Office Bldg., 815 E. Jefferson St.

This office was established in November 1936 for Maricopa County. Formerly it was a district office for counties in central Arizona.

1226. ROSTER OF APPLICANTS, Jan. - Mar. 1936. Contains list of names of youths who have applied for jobs. Filed alphabetically. (Rarely, official.) 3 x 5 cards, $6\frac{1}{2}$ in., in cardboard file box. Office. (1513)

1227. ACTIVE ASSIGNMENT FILE, Jan. 1936 to date. Form 402, assignment slip showing to what project person is assigned and from what project he has been transferred. Filed alphabetically. (Daily, official.) 4 x 6 loose sheets, 1 ft. $2\frac{1}{2}$ in., in cardboard file boxes. Office. (1515, 1514)

1228. MISCELLANEOUS RECORDS, Jan. 1936 to date. Administrative orders, bulletins, circulars, transmittals, memoranda, reports, correspondence, requisitions, and certifications. Filed alphabetically. (Daily, official.) $8\frac{1}{2}$ x 12 folders, 4 ft., in 2 drawers of wooden filing case. Office. (1516)

1229. PAY ROLLS, Jan. 1936 to date. Copies of NYA pay rolls for Maricopa County. Filed chronologically. (Rarely, official.) $8\frac{1}{2}$ x 12 folders, $3\frac{1}{2}$ in., in drawer of cardboard filing case. Office. (1510)

1230. WHITE CARD FILE, Jan. 1936 to date. Names of girls, birth dates, case numbers, jobs assigned, and amount of compensation. Filed alphabetically. (Daily, official.) 3 x 5 cards, 9 in., in file box. Office. (1511)

1231. CERTIFICATION OF ELIGIBILITY, Apr. 20, 1937 to date. NYA Form 600, assignments of youths to various projects, containing a history of

applicant, a resume of positions held, etc. Filed alphabetically. (Frequently, official.) $5\frac{1}{2}$ x 8 cards, $5\frac{1}{2}$ in., in cardboard file box. Office. (1512)

OFFICE OF THE STATE DIRECTOR
Heard Bldg., 114 N. Central Ave.

The Arizona state office of the National Youth Administration was organized in 1935.

1232. APPRENTICE TRAINING, 1935 to date. List of names and kinds of training. (Daily, official.) 8 x 12 folders, 7 in., in drawer of steel filing case. R. 722. (1499)

1233. CORRESPONDENCE AND REPORTS, 1935 to date. Correspondence with county or old district offices of NYA, and weekly reports from the districts. Filed chronologically. (Daily, official.) 8 x 12 folders, 1 ft., in drawer of steel filing case. R. 722. (1497)

1234. PERSONAL SURVEY, 1935 to date. Survey of needy youths. (Daily, official.) 8 x 12 folders, 9 in., in drawer of steel filing case. R. 722. (1498)

PRESCOTT

YAVAPAI COUNTY OFFICE
Federal Bldg., Montezuma St.

This office was established in November 1935 for Yavapai County. Formerly it was a district office for counties in northern Arizona.

1235. NYA BULLETINS AND RECORDS, June 1935 to date. Records of certifications, assignments, timekeeping, student aid, federal procedures, community organization, educational camps, etc. (Frequently, official.) 9 x 12 folders, 2 in., in drawer of steel filing case. R. 310. (215)

1236. CARD INDEX, Feb. 1936 to date. Record of NYA workers, address, family head, number in family, identification and case numbers, age, date of assignment, number of project, record of assignments, and date and amount of check for pay periods. (Daily, official.) 4 x 6 folders, 3 in., in pasteboard box. R. 310. (220)

1237. CORRESPONDENCE AND TELEGRAMS, Feb. 1936 to date. To and from state office regarding all NYA activities, to and from sponsors and Social Service Department regarding work on various projects, telegrams to and from state office and from Washington. (Frequently, official.) 9 x 12 and 6 x 8 folders, $4\text{-}\frac{3}{4}$ in., in drawer of steel filing case. R. 310. (218, 217, 211)

1238. PAY ROLL, Feb. 1936 to date. Copies. Originals in Phoenix State Office. (Rarely, official.) 11 x 17 loose sheets, 1 in., in drawer of steel filing case. R. 310. (207)

1239. REQUISITIONS FOR WORKERS, Feb. 1936 to date. WPA Form 401, showing date, from whom received and to whom sent, WPA and official project numbers, location and description of project, occupational title, wage class, number of workers, sex, special requirements or conditions, etc. (Frequently, official.) 9 x 12 folders, $1\frac{1}{4}$ in., in drawer of steel filing case. R. 310. (216)

1240. TIME REPORTS, Feb. 1936 to date. WPA Form 502, showing project number, name of worker, sex, identification number, occupation, class, normal hours assigned to pay roll period, maximum hours which can be worked, number of hours worked daily, etc. (Frequently, official.) 14 x 17 loose sheets, $1\frac{1}{2}$ in., in drawer of steel filing case. R. 310. (208)

1241. WORK PROJECT APPLICATIONS, Feb. 1936 to date. Showing work and official project numbers, date, to and from whom sent, location and description of project, character of work, summary of estimated cost, amount requested, supervisory personnel, classification of persons needed, travel, material, equipment, and other direct costs. (Older records, rarely; current records, frequently, official.) 9 x 12 folders, $2\frac{1}{2}$ in., in drawer of steel filing case. R. 310. (206, 205)

1242. MISCELLANEOUS FILE, Apr. 1936 to date. Circulars on projects in the state, especially in the old District 1, and circulars regarding student aid. (Rarely, official.) 9 x 12 folders, 1 in., in drawer of steel filing case. R. 310. (209)

1243. TIME REPORT ANALYSIS, Apr. 5, 1936 to date. Showing pay roll period, date, official project number, project application number, WP number, amount of relief and non-relief and total, number of male and female non-relief persons on project and total. (Frequently, official.) 9 x 12 folders, $\frac{1}{2}$ in., in drawer of steel filing case. R. 310. (212)

1244. WEEKLY REPORTS, Apr. 11, 1936 to date. Showing project administration, progress of work, employment, and community contacts. (Daily, official.) 9 x 12 folders, $\frac{1}{2}$ in., in drawer of steel filing case. R. 310. (213)

1245. MONTHLY REPORTS, Apr. 19, 1936 to date. Reports of activities of NYA projects. (Monthly, official.) 9 x 12 folders, $\frac{3}{8}$ in., in drawer of steel filing case. R. 310. (214)

1246. RECEIPTS, May 1936 to date. For checks for NYA workers on projects throughout the old District 1. (Rarely, official.) 5 x 8 folders, $\frac{3}{4}$ in., in drawer of steel filing case. R. 310. (210)

1247. REPORTS ON PROJECTS, May 1936 to date. Showing amount of work by NYA on projects. (Weekly, official.) 9 x 12 folders, $\frac{1}{2}$ in., in drawer of steel filing case. R. 310. (219)

TUCSON

PIMA COUNTY OFFICE
WPA Office Bldg., 286 N. Stone Ave.

This office was established in November 1935. Formerly it was a district office for counties in southern Arizona.

1248. BULLETINS, 1935 to date. Regarding certifications, assignments, time-keeping, student aid, federal proceedings, community organization, educational and recreational leadership, public service training, research projects material, equipment, and other costs. Filed chronologically. (Rarely, official.) 9 x 12 folders and loose-leaf books, 3 in., in drawer of steel filing case. NYA office. (1330)

1249. CERTIFICATE OF ELIGIBILITY, 1935 to date. ERA Form 600, showing name, sex, date, identification and case numbers, kind of work desired, and qualifications of eligible youths in the district. Filed alphabetically. (Occasionally, official.) $5\frac{1}{2}$ x 8 cards, 1 ft. 3 in., in 2 pasteboard card cabinets. NYA office. (1332)

1250. ALLOTMENTS, 1936 to date. Records of federal funds allocated for NYA projects by number in Pima County. (Frequently, official.) $9\frac{1}{2}$ x $11\text{-}\frac{3}{4}$ folders, $\frac{1}{2}$ in., in drawer of steel filing case. NYA office. (1334)

1251. CLASSIFICATION CARDS AND OTHER SLIPS, 1936 to date. Showing worker's name, sex, date, identification and case numbers, and case or family head; work slips attached showing reclassification, assignment, re-assignments, notice of work and change of work status, notice to report to work, etc. Filed numerically and alphabetically. (Frequently, official.) 4 x 6 cards and slips, 1 ft. 11 in., in 2 pasteboard card cabinets. NYA office. (1331)

1252. CORRESPONDENCE, 1936 to date. Between state director of NYA relative to girls in this county entering camp, disbursing officer, time-keeping clerk, director of Division of Finance and Statistics, educational aid, etc.; correspondence with sponsors and Social Service Department relative to work, projects, time records, NYA personnel, lists of boys' applications to enter CCC camps, girls attending camp, and materials furnished youths. Filed chronologically. (Earlier correspondence, rarely; other records, daily, official.) 9 x 15 and $9\frac{1}{2}$ x $11\text{-}\frac{3}{4}$ folders, 1 ft. $\frac{1}{2}$ in., in drawer of steel filing case. NYA office. (1328, 1325)

1253. PROJECT APPLICATIONS, 1936 to date. Each application shows work and official project numbers, date, to whom sent and from whom received, location and description of activity of project, character of its work, summary of estimated cost, amount requested, supervisory personnel, travel, and classification of workers needed. (Rarely, official.) $9\frac{1}{2}$ x $11\text{-}\frac{3}{4}$ folders, $\frac{1}{2}$ in., in drawer of steel filing case. NYA office. (1326)

1254. REQUISITIONS, 1936 to date. For workers, each showing date, from whom received and to whom sent, address, project, place to report, occupational title, wage class, number of workers, sex, special requirements, date and place to report, name of person by whom request was made, and by whom approved; and for materials and supplies. Filed numerically. (Frequently, official.) $9\frac{1}{2}$ x 12 pockets, 3 in., in drawer of steel filing case. NYA office. (1329)

1255. PAY ROLLS, Jan. 21 - Dec. 1, 1936; May 1, 1937 to date. For personnel of NYA work projects in southern Arizona. Filed chronologically. (Semi-monthly, official.) $9\frac{1}{2}$ x $11\text{-}\frac{3}{4}$ folders, $4\frac{1}{2}$ in., in drawer of steel filing case. NYA office. (1327)

1256. TIME REPORTS, Jan. 21, 1936 to date. Employee, sex, identification, occupation, class, hours assigned, number of hours daily, actual hours worked for which payment is made, rate per hour, amount earned, total

amount of report, name of project, etc. Filed chronologically. (Frequently, official.) 14 x 17 folders, 7 in., in drawer of steel filing case. NYA office. (1324)

1257. NYA RECORD, 1937. Employer, worker, signature of supervisor, date, type of work, and hours worked. Filed alphabetically. (Frequently, official.) 3 x 5 cards, 3 in., in pasteboard card cabinet. NYA office. (1333)

YUMA

YUMA COUNTY OFFICE
Yuma County Courthouse
2d Ave. and 2d St.

This office was organized in November 1935, but it has since been discontinued.

1258. NYA FILE, Nov. 1935 - 1936. Reports, list of youths, correspondence, placements, etc. Filed alphabetically. (Never.) 9 x 12 folders, 2 in., in drawer of steel filing case. NW. cor. of N. basement. (307)

RECONSTRUCTION FINANCE CORPORATION

INDEX

MINING DISTRICT
OFFICE OF THE SUPERVISOR
Head Office, 111 N. Central Ave.

This office was established in Phoenix on August 1, 1935 for the purpose of investigating and reporting on the financial condition of mining companies and on the status of their operations. It has jurisdiction over the mining industry in Arizona and is a part of the Reconstruction Finance Corporation.

1935. ADMINISTRATIVE AND FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 1935. (See Appendix A, B, C, D, E, F, G, H, I, J, K, L, M, N, O, P, Q, R, S, T, U, V, W, X, Y, Z, AA, AB, AC, AD, AE, AF, AG, AH, AI, AJ, AK, AL, AM, AN, AO, AP, AQ, AR, AS, AT, AU, AV, AW, AX, AY, AZ, BA, BB, BC, BD, BE, BF, BG, BH, BI, BJ, BK, BL, BM, BN, BO, BP, BQ, BR, BS, BT, BU, BV, BW, BX, BY, BZ, CA, CB, CC, CD, CE, CF, CG, CH, CI, CJ, CK, CL, CM, CN, CO, CP, CQ, CR, CS, CT, CU, CV, CW, CX, CY, CZ, DA, DB, DC, DD, DE, DF, DG, DH, DI, DJ, DK, DL, DM, DN, DO, DP, DQ, DR, DS, DT, DU, DV, DW, DX, DY, DZ, EA, EB, EC, ED, EE, EF, EG, EH, EI, EJ, EK, EL, EM, EN, EO, EP, EQ, ER, ES, ET, EU, EV, EW, EX, EY, EZ, FA, FB, FC, FD, FE, FF, FG, FH, FI, FJ, FK, FL, FM, FN, FO, FP, FQ, FR, FS, FT, FU, FV, FW, FX, FY, FZ, GA, GB, GC, GD, GE, GF, GG, GH, GI, GJ, GK, GL, GM, GN, GO, GP, GQ, GR, GS, GT, GU, GV, GW, GX, GY, GZ, HA, HB, HC, HD, HE, HF, HG, HH, HI, HJ, HK, HL, HM, HN, HO, HP, HQ, HR, HS, HT, HU, HV, HW, HX, HY, HZ, IA, IB, IC, ID, IE, IF, IG, IH, II, IJ, IK, IL, IM, IN, IO, IP, IQ, IR, IS, IT, IU, IV, IW, IX, IY, IZ, JA, JB, JC, JD, JE, JF, JG, JH, JI, JJ, JK, JL, JM, JN, JO, JP, JQ, JR, JS, JT, JU, JV, JW, JX, JY, JZ, KA, KB, KC, KD, KE, KF, KG, KH, KI, KJ, KK, KL, KM, KN, KO, KP, KQ, KR, KS, KT, KU, KV, KW, KX, KY, KZ, LA, LB, LC, LD, LE, LF, LG, LH, LI, LJ, LK, LL, LM, LN, LO, LP, LQ, LR, LS, LT, LU, LV, LW, LX, LY, LZ, MA, MB, MC, MD, ME, MF, MG, MH, MI, MJ, MK, ML, MM, MN, MO, MP, MQ, MR, MS, MT, MU, MV, MW, MX, MY, MZ, NA, NB, NC, ND, NE, NF, NG, NH, NI, NJ, NK, NL, NM, NN, NO, NP, NQ, NR, NS, NT, NU, NV, NW, NX, NY, NZ, OA, OB, OC, OD, OE, OF, OG, OH, OI, OJ, OK, OL, OM, ON, OO, OP, OQ, OR, OS, OT, OU, OV, OW, OX, OY, OZ, PA, PB, PC, PD, PE, PF, PG, PH, PI, PJ, PK, PL, PM, PN, PO, PP, PQ, PR, PS, PT, PU, PV, PW, PX, PY, PZ, QA, QB, QC, QD, QE, QF, QG, QH, QI, QJ, QK, QL, QM, QN, QO, QP, QQ, QR, QS, QT, QU, QV, QW, QX, QY, QZ, RA, RB, RC, RD, RE, RF, RG, RH, RI, RJ, RK, RL, RM, RN, RO, RP, RQ, RR, RS, RT, RU, RV, RW, RX, RY, RZ, SA, SB, SC, SD, SE, SF, SG, SH, SI, SJ, SK, SL, SM, SN, SO, SP, SQ, SR, SS, ST, SU, SV, SW, SX, SY, SZ, TA, TB, TC, TD, TE, TF, TG, TH, TI, TJ, TK, TL, TM, TN, TO, TP, TQ, TR, TS, TT, TU, TV, TW, TX, TY, TZ, UA, UB, UC, UD, UE, UF, UG, UH, UI, UJ, UK, UL, UM, UN, UO, UP, UQ, UR, US, UT, UY, UZ, VA, VB, VC, VD, VE, VF, VG, VH, VI, VJ, VK, VL, VM, VN, VO, VP, VQ, VR, VS, VT, VU, VV, VW, VX, VY, VZ, WA, WB, WC, WD, WE, WF, WG, WH, WI, WJ, WK, WL, WM, WN, WO, WP, WQ, WR, WS, WT, WU, WV, WW, WX, WY, WZ, XA, XB, XC, XD, XE, XF, XG, XH, XI, XJ, XK, XL, XM, XN, XO, XP, XQ, XR, XS, XT, XU, XV, XW, XX, XY, XZ, YA, YB, YC, YD, YE, YF, YG, YH, YI, YJ, YK, YL, YM, YN, YO, YP, YQ, YR, YS, YT, YU, YV, YW, YX, YY, YZ, ZA, ZB, ZC, ZD, ZE, ZF, ZG, ZH, ZI, ZJ, ZK, ZL, ZM, ZN, ZO, ZP, ZQ, ZR, ZS, ZT, ZU, ZV, ZW, ZX, ZY, ZZ.

PART 9. RECONSTRUCTION FINANCE CORPORATION

RECONSTRUCTION FINANCE CORPORATIONPHOENIX

MINING DIVISION
OFFICE OF THE SUPERVISING ENGINEER
Heard Bldg., 114 N. Central Ave.

This office was established in Phoenix on August 1, 1935 for the purpose of investigating mines for which Reconstruction Finance Corporation loans have been requested by owners of operating companies. It has jurisdiction over the State of Arizona and reports directly to Washington.

1259. ADMINISTRATIVE AND GENERAL FILE, Aug. 1, 1935 to date. General office correspondence regarding loans to mines, vouchers, etc. (Occasionally, official.) 9 x 15 folders, 2 ft. 9 in., in 2 drawers of steel filing case. R. 702. (766)

1260. MINING CLAIMS, Aug. 1, 1935 to date. Reports of investigations of mines that have requested loans. (Occasionally, official.) 10 x 15 folders, 5 ft., in 2 drawers of steel filing case. R. 702. (767)

PART 10. UNITED STATES RAILROAD ADMINISTRATION

UNITED STATES RAILROAD ADMINISTRATIONTUCSONSOUTHERN PACIFIC RAILWAY COMPANY
TUCSON DIVISION OFFICE

- (A) Old Vault Bldg., Depot Grounds
-
- (B) New Vault Bldg., Railroad Yards

The Southern Pacific Railway Company became a unit of the United States Railroad Administration on January 1, 1918, when the Federal Government took charge of all railroads in the nation for the purpose of facilitating transportation of troops and supplies during the World War. It continued to operate under the Government until February 1920 when it was returned to private control. A portion of the records have been destroyed under authority of the Interstate Commerce Commission, but information is lacking as to the exact amount.

1261. ADDITIONS AND BETTERMENTS, 1918. Form 534, reports on cost of labor and materials used on improvements to tracks and structures. (Never.) 9 x 14 loose-leaf binders (2), 6 in., on wooden shelf. S. section (Bldg. A). (1642)

1262. COMPENSATION, Jan. - Dec. 1918. Report on rates of compensation in effect prior to general order 27 showing agreements, rates, allowances, etc. (Never.) 14 x 17 loose sheets, 2 in., on wooden shelf. S. section (Bldg. B). (1652)

1263. CIRCULARS, 1918 - 1919. General instructions issued by U.S. Railroad Administration. (Never.) 8 x 14 vols. (2), 6 in., on wooden shelf. S. section (Bldg. A). (1631)

1264. CLUB ORDERS, 1918 - 1919. Form 7303, orders for deductions on account of meals furnished trainmen and engine men. (Never.) 8½ x 11 loose sheets, 6 in., in pasteboard file cases on wooden shelf. Center section (Bldg. A). (1656)

1265. DUPLICATE RULINGS, 1918 - 1919. Rulings on claims submitted by engine men and trainmen for additional compensation. (Never.) 8½ x 11 loose sheets, 9 in., in pasteboard file cases on wooden shelves. Center section (Bldg. B). (1651)

1266. SUPPLY REPORT AND INVENTORY, 1918 - 1919. Form 625, conductor's reports and inventories of dining car supplies, showing purchases and amount consumed on each trip. (Never.) 4 x 9 booklets, 2 in., in pasteboard file box on wooden shelf. S. section (Bldg. A). (1636)

1267. ORDERS FOR LIBERTY BONDS, 1918 - Feb. 29, 1920. Form Tem. 1629 SP, requests of employees on treasurer to issue Liberty Bonds, showing date, name of purchaser, amount, and monthly payments, numbering from

1-6198; and orders to withhold payment for same and information on amounts collected each month in payment thereof. Filed numerically. (Never.) 7 x 8 $\frac{1}{4}$ and 7 $\frac{1}{2}$ x 8 $\frac{1}{2}$ loose-leaf binders, 9 ft. 3 in., on wooden shelf. S. section (Bldg. A) and S. section (Bldg. B). (1657, 1633)

1268. BACK PAY ROLLS, Jan. 1918 - 1919. Forms 150, 180, and 181, back pay under Director General's Order 27 and supplements. (Never.) 15 x 18 vols. (11), 1 ft. 10 in., on wooden shelves. Center section (Bldg. A). (1649)

1269. EXAMINATION CERTIFICATES, Jan. 1, 1918 - June 1919. Forms 2854, 5651, and 5651L., certificates issued following physical examinations of employees by physicians. (Never.) 3 $\frac{1}{2}$ x 5 $\frac{1}{2}$ loose sheets, 2 in., on cardboard file box on wooden shelf. S. section (Bldg. A). (1641)

1270. ARIZONA EASTERN RAILROAD PAY ROLLS, Jan. 1918 - Feb. 1920. Form 180, semi-monthly pay rolls for all employees of the Arizona Eastern Railroad Company which has been merged with agency. (Never.) 15 x 18 vols. (4), 8 in., on wooden shelves. Center section (Bldg. A). (1648)

1271. GARNISHMENTS AND ASSIGNMENTS OR ORDERS FOR WAGES, Jan. 1918 - Feb. 1920. Record of claims against employees showing plaintiffs, employee defendants, date, and disposition of case. Entered chronologically. (Never.) 9 x 14 vol., 1 in., on wooden shelf. S. section (Bldg. A). (1644)

1272. OVERTIME STATEMENTS, Jan. 1918 - Feb. 1920. Monthly compilations of hours of overtime worked in various departments. (Never.) 17 x 30 folded sheets in binders, 5 in., on wooden shelf. W. section (Bldg. A). (1646)

1273. PAY ROLLS, Jan. 1918 - Feb. 1920. Form 180, semi-monthly rolls for maintenance of way and transportation of employees; all classifications except trackmen are on transportation rolls. Filed chronologically. (Never.) 15 x 18 vols. (52), 8 ft. 8 in., on wooden shelves. Center section (Bldg. A). (1647)

1274. PAY ROLL CORRECTIONS, Jan. 1918 - Feb. 1920. Corrections and final totals of pay rolls by auditor of disbursements. Filed chronologically. (Never.) 9 x 14 loose-leaf binders (26), 8 ft. 2 in., on wooden shelves. S. section (Bldg. A). (1643)

1275. SEMI-MONTHLY TIME ROLLS, Jan. 1918 - Feb. 1920. Form 290, daily record of time worked and amount earned, at station, office, and by miscellaneous employees. (Never.) 9 x 15 $\frac{1}{2}$ loose-leaf binders (26), 4 ft. 4 in., on wooden shelf. W. section (Bldg. A). (1645)

1276. SWITCHMEN'S TIME SLIPS, Jan. 1918 - Feb. 1920. Hours worked and amounts earned by yard switchmen. (Never.) 3 $\frac{1}{2}$ x 5 slips in bundles, 4 ft. 4 in., on wooden shelves. S. section (Bldg. A). (1655)

1277. TIME RECORD OF SHOP MEN, Jan. 1918 - Feb. 1920. Form 279, hours worked, total earnings, and deductions of shop men working on hourly basis, record of shop men under general classification showing name, classification, rate of pay, hours worked, and distribution of time to various accounts. Filed chronologically. (Never.) 9 x 15 and 9 $\frac{1}{2}$ x 16 $\frac{1}{2}$ loose-leaf binders (55), 15 ft. 10 in., on wooden shelf. S. section (Bldg. A). (1634, 1635)

1278. TIME RECORD OF ENGINE MEN AND TRAINMEN, Jan. 1918 - Feb. 1920. Hours worked, miles run, rate, and total pay for semi-monthly periods. (Never.) 14 x 20 vols. (26), 6 ft. 6 in., on wooden shelves. S. section (Bldg. B). (1654)

1279. REPORT OF ENGINE FAILURES, Jan. 1, 1918 - Feb. 28, 1920. Form 2220, report made daily on condition of engines which are out of order. (Never.) 9 x 14 loose sheets in binders, 2 ft., on wooden shelf. S. section (Bldg. A). (1640)

1280. NOTICE OF CHANGE IN EMPLOYEES, Jan. 1, 1918 - Feb. 28, 1920. Form 2350. Filed chronologically. (Never.) 7 x 9 loose sheets, 2 ft. 6 in., on wooden shelf. S. section (Bldg. A). (1629)

1281. BRIDGE BUILDING AND SIGNAL MATERIALS USED AND RELEASED, Jan. 1, 1918 - Feb. 28, 1920. Form 502, showing month, division, gang men, work order numbers, location of project, description of work, kind, quantities, prices of materials, and shipping notice. Subject to destruction at expiration of retention period of 3 years set by Interstate Commerce Commission. (Never.) 10 x 12 loose-leaf books, 6 ft., on 2 open wooden shelves. Bldg. A. (1722)

1282. DEPARTMENT INVOICES, Jan. 1, 1918 - Feb. 28, 1920. Form 242R, showing date, department number, division account, account month, car, requisition numbers, description, unit and total costs, and distribution. Subject to destruction at expiration of retention period of 3 years set by the ICC. (Never.) 10 x 12 loose-leaf books, 2 ft. 7 in., on open wooden shelf. Bldg. A. (1720)

1283. DIVISION ABSTRACTS OF DEBITS AND CREDITS TO OPERATING EXPENSES, ACCOUNTING DEPARTMENT, Jan. 1, 1918 - Feb. 28, 1920. Form 543, showing division, month, account name and number, reference, kind of document, source or department, separation for statistics, and labor and material used. Permanent record. (Rarely, official.) 18 x 24 loose-leaf books, 1 ft. 6 in., on open wooden shelf. Bldg. A. (1726)

1284. DIVISION ACCOUNTING BUREAU REGISTER, Jan. 1, 1918 - Feb. 28, 1920. Form 493, showing month, document, reference number, division, operating expenses, maintenance of ways, other structures and equipment, shop expenses, road extensions, insurance claims, bills collectable, department bills, pay rolls, and vouchers payable. Permanent record. (Rarely, official.) 15 x 18 loose-leaf books, 1 ft. 6 in., on open wooden shelf. Bldg. A. (1721)

1285. DIVISION ACCOUNTS TRANSFER ENTRY, Jan. 1, 1918 - Feb. 28, 1920. Form 4906, showing number, month, labor and material, total cost, and signature of approval. Subject to destruction at expiration of retention period of 6 years set by the ICC. (Never.) 10 x 12 loose-leaf books, 2 ft. 6 in., on open wooden shelf. Bldg. A. (1732)

1286. EQUIPMENT IN SERVICE OF CONSTRUCTION AND IN OTHER DEPARTMENTS, Jan. 1, 1918 - Feb. 28, 1920. CS Form 1253, showing job, district, division, location of project, type of equipment, hours used, beginning and completion dates, department chargeable, signature of foreman or engineer, and approval. Permanent record. (Rarely, official.) 10 x 12 loose-leaf books, 4 ft., on open wooden shelf. Bldg. A. (1727)

1287. EXPENDITURES ON ACCOUNT OF WORK ORDERS, Jan. 1, 1918 - Feb. 28, 1920. CS Form 8912, showing location and description of work, division, and work order number. Permanent record. (Rarely, official.) 10 x 12 loose-leaf books, 2 ft. 6 in., on open wooden shelf. Bldg. A. (1718)

1288. LABOR DISTRIBUTION SHEETS, Jan. 1, 1918 - Feb. 28, 1920. CS Form 540, showing department name and number, month, pay roll, audit number, period, days or hours worked, and amounts. Subject to destruction at expiration of retention period of 3 years set by the ICC. (Never.) 10 x 12 loose-leaf books, 8 ft. 4 in., on 3 open wooden shelves. Bldg. A. (1725)

1289. RECAPITULATION OF FOREMEN'S WEEKLY REPORTS ON TRACK MATERIAL RECEIVED AND DISBURSED, Jan. 1, 1918 - Feb. 28, 1920. CS Form 4929, showing month, section number, kind and quantity of rails and other supplies received and disbursed, and balance on hand. Subject to destruction at expiration of retention period of 6 years set by the ICC. (Rarely, official.) 14 x 18 loose-leaf books, (no footage given), on open wooden shelf. Bldg. A. (1735)

1290. RECAPITULATION OF SUMMARIES OF SECTION FOREMEN'S REPORTS OF TRACK MATERIAL USED AND RELEASED, Jan. 1, 1918 - Feb. 28, 1920. Form 4909, showing number, month, division, main line, branch, description, quantities and prices of materials used, and balance returned, also operating and total expenses. Subject to destruction at expiration of retention period of 6 years set by the ICC. (Never.) 18 x 24 loose-leaf books, 2 ft. 2 in., on open wooden shelf. Bldg. A. (1733)

1291. RECORD OF CHARGES TO SHOP ORDERS, Jan. 1, 1918 - Feb. 28, 1920. Form 4912, showing order, requisition, pattern and blue print numbers, date, quantity, description, purpose, starting and completion dates, material used, price per unit, document reference, and labor and machinery expense. Subject to destruction at expiration of retention period of 15 years set by the ICC. (Never.) 9 x 12 loose-leaf books, 3 in., on open wooden shelf. Bldg. A. (1734)

1292. RECORD OF DEBITS AND CREDITS TO DIVISION ACCOUNTING SUSPENSE, Jan. 1, 1918 - Feb. 28, 1920. CS Form 4942, showing division account, description of work, shop and store order numbers, authority, dates started and completed, labor, material, and total costs with remarks. Permanent record. (Rarely, official.) 10 x 12 loose-leaf books, 4 in., on open wooden shelf. Bldg. A. (1716)

1293. RECORD OF MATERIAL PRICES, Jan. 1, 1918 - Feb. 28, 1920. Form 508, showing material price record, invoice and stock numbers, when received, quantity, and cost. Permanent record. (Rarely, official.) 12 x 18 loose-leaf books, 2 ft. 3 in., on open wooden shelf. Bldg. A. (1724)

1294. REGISTER OF DEBITS AND CREDITS TO MATERIALS AND SUPPLIES, Jan. 1, 1918 - Feb. 28, 1920. Form 4222, showing document reference, source of supply, classes and quantities of materials, stock numbers, and where and how used. Subject to destruction at expiration of retention period of 15 years set by the ICC. (Never.) 18 x 24 loose-leaf books, 2 ft. 2 in., on open wooden shelf. Bldg. A. (1731)

1295. ROADWAY COMPLETION REPORTS, Jan. 1, 1918 - Feb. 28, 1920. Forms 1775 - 1776, showing carrier, owner, lessee, operating company by whom

work was performed, when completed, location and description of project, costs, and affidavit of correctness. Permanent record. (Rarely, official.) 10 x 12 loose-leaf books, 1 ft. 4 in., on open wooden shelf. Bldg. A. (1728)

1296. SECTION FOREMAN'S REPORTS OF LABOR AND MATERIAL, Jan. 1, 1918 - Feb. 28, 1920. Form 507, showing district, division, section and work order numbers, location of job, name of project, progress of work, kind, quantities used, and total cost. Subject to destruction at expiration of retention period of 15 years set by the ICC. (Never.) 10 x 12 loose-leaf books, 1 ft. 1 in., on open wooden shelf. Bldg. A. (1723)

1297. SECTION FOREMEN'S REPORTS OF MATERIAL USED AND RELEASED IN MAINTENANCE OF TRAINS USED EXCLUSIVELY FOR CERTAIN SERVICES, Jan. 1, 1918 - Feb. 28, 1920. Form 8957, showing month, division, district and section number, description of materials used, certification of foreman, and approval of roadmaster. Permanent record. (Rarely, official.) 10 x 12 loose-leaf books, 8 in., on open wooden shelf. Bldg. A. (1719)

1298. SHOP AND STORE ORDERS, Jan. 1, 1918 - Feb. 28, 1920. Form 4216, showing order, requisition, pattern and blue print numbers; date, quantity, description, purpose, dates commenced and completed, material used, price per unit, document reference, labor and machinery expense, and shipping directions. Subject to destruction at expiration of retention period of 15 years set by the ICC. (Never.) 10 x 12 loose-leaf books, 9 in., on open wooden shelf. Bldg. A. (1730)

1299. STORE DEPARTMENT INVOICES, Jan. 1, 1918 - Feb. 28, 1920. S. Form 4206, showing invoice for direct materials, source of supply, destination, requisition, car and way-bill numbers, description of articles, quantities, weights, prices and purposes, and correspondence on same. Subject to destruction at expiration of retention period of 6 years set by the ICC. (Rarely, official.) 10 x 12 loose-leaf books, 3 ft. 7 in., on open wooden shelf. Bldg. A. (1729)

1300. WORK TRAINS AND ROLLING STOCK IN WORK SERVICE OTHER THAN IN OUT-FITS, Jan. 1, 1918 - Feb. 28, 1920. CS Form 8821, showing date, work order, engine, caboose and car numbers, names of engineer and conductor, and description of work. Subject to destruction at expiration of retention period of 6 years set by the ICC. (Never.) 7 x 12 loose-leaf books, 10 in., on open wooden shelf. Bldg. A. (1717)

1301. CANCELLATION OF LIBERTY BOND SUBSCRIPTIONS, Sept. 1918 - Feb. 29, 1920. Form 1574 SP, orders and correspondence relative to cancelling subscriptions for Liberty bonds (originals). Filed alphabetically. (Never.) $8\frac{1}{2}$ x 11 folders, 1 ft. 4 in., in pasteboard file box on wooden shelf. S. section (Bldg. A). (1638)

1302. SUBSCRIBERS' AGREEMENTS, Sept. 1918 - Feb. 1920. Form 1675 SP, subscriptions of employees for Liberty Loan bonds. (Never.) $3\frac{1}{2}$ x 6 cards, 1 ft. 2 in., on wooden shelf. S. section (Bldg. A). (1639)

1303. PAY ROLL DEDUCTIONS, Oct. 1918 - June 1919. Form Tem. 1704 SP, record showing amounts deducted from the pay of employees on account of Liberty Loan bond subscriptions and containing subscriber's agreement number, amount of bond, and amount of monthly payment. (Never.) $8\frac{1}{2}$ x $10\frac{1}{2}$ covers and loose sheets, $\frac{3}{4}$ in., on wooden shelf. S. section (Bldg. B). (1658)

1304. SAFETY COMMITTEE MINUTES, Oct. 14, 1918 - Feb. 29, 1920. Record of proceedings. Filed chronologically. (Never.) $8\frac{1}{2}$ x 11 loose sheets, 4 in., on wooden shelf. S. section (Bldg. A). (1630)

1305. TIME REPORTS, July 1919. Under provisions of Supplement 7 to General Order 27, on rates of pay and hours of service. (Never.) $16\frac{1}{2}$ x 26 loose sheets, 1 in., on wooden shelf. S. section (Bldg. A). (1653)

1306. PASS RECORDS, 1919 - Feb. 29, 1920. Blank passes issued to superintendent's office and station agents showing serial numbers and total number of free passes issued. (Never.) 9 x 14 folders, 1 in., in paste-board file box on wooden shelf. S. section (Bldg. A). (1637)

1307. DISCIPLINE LETTERS, July 1919 - Feb. 29, 1920. Correspondence and telegrams regarding discipline and commendations. Filed chronologically. (Never.) $5\frac{1}{2}$ x $8\frac{1}{2}$ and $8\frac{1}{2}$ x 11 loose sheets, 4 in., in cardboard file on wooden shelf. S. section (Bldg. A). (1628)

1308. INDEX TO BULLETINS, CIRCULARS, AND GENERAL ORDERS, n.d. Index to all orders issued by various departments. (Never.) 8 x 11 loose-leaf book, $2\frac{1}{2}$ in., on wooden shelf. S. section (Bldg. A). (1632)

1309. INDEX TO SUBSCRIBERS, n.d. Showing name, number, series of Liberty bond, and amount paid. (Never.) 3 x 5 cards, 4 ft. 1 in., in wooden card cabinet. Center section (Bldg. A). (1650)

YUMA

TUCSON DIVISION BRANCH OFFICE Gila St.

The Yuma Office was included in the Tucson Division of the Southern Pacific Railway Company, which came under Federal control in January 1918. Practically all the records accumulated during the period of Government control in 1918 - 1920 have been sent to the Southern Pacific Railway offices in San Francisco, California.

1310. MAIL REPORTS, Jan. - Oct. 1918. Mail handled daily. Recorded chronologically. (Never.) 8 x 14 vols., $\frac{1}{2}$ in., on wooden shelf. Damaged by careless handling; dirty and torn. Record room. (205)

1311. BAGGAGE RECORD OF REVENUE COLLECTIONS, Jan. 12, 1918 - Jan. 31, 1919. Storage charges, weights, number of parcels and charge for each, government tax, and other excess charges. Recorded chronologically. (Never.) 8 x 14 vols., $\frac{3}{8}$ in., on wooden shelf. Damaged by careless handling; dirty and torn. Record room. (206)

1312. CASH BOOKS, Jan. 1, 1918 - July 1920. Agent's cash receipts and disbursements on passenger account. Recorded chronologically. (Never.) $10\text{-}3\frac{3}{4}$ x 16 vols. (2), 1 in., on wooden shelf. Damaged by careless handling; dirty and torn. Record room. (207)

