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INVENTORY OF FEDERAL ARCHIVES  
IN THE STATES

SERIES XI  
THE DEPARTMENT OF LABOR  
No. 32. NORTH CAROLINA

The Survey of Federal Archives  
Work Projects Administration  
of North Carolina  
Raleigh  
1940

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GOVERNMENT PUBLICATION

UNIVERSITY OF KENTUCKY  
LIBRARIES



INVENTORY OF FEDERAL ARCHIVES IN THE STATES

Prepared by

The Survey of Federal Archives  
Division of Professional and Service Projects  
Work Projects Administration

SERIES XI. THE DEPARTMENT OF LABOR

NO. 32. NORTH CAROLINA

Raleigh, North Carolina  
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The Survey of Federal Archives

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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 and of the Work Projects 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 North Carolina the work of the Survey was under the direction of Dr. C. C. Crittenden, Regional Director, with Miss Mattie Erma Edwards as assistant, from its inception until June 1937. Since that time it has been under the supervision of Miss Emily Bridgers. This Inventory of the records of the Department of Labor in North Carolina was prepared in the Raleigh office of the Survey and was edited before final typing by Miss Elizabeth Edwards of the Washington office.

Raleigh, North Carolina  
July 22, 1940

Emily Bridgers, Supervisor  
Survey of Federal Archives  
in North Carolina

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THE IMMIGRATION AND NATURALIZATION SERVICE

## THE IMMIGRATION AND NATURALIZATION SERVICE

### INTRODUCTION

Prior to 1882 the administration of immigration matters was handled by the several states. An act to regulate immigration was passed on August 3, 1882, charging the Secretary of the Treasury with the execution of its provisions. This was done in cooperation with the several states through contracts executed between the Department and the Boards of State Emigration Commissioners. These contracts were abrogated pursuant to the act of March 3, 1891 which instituted an Office of Immigration in the Treasury Department with a Superintendent of Immigration at its head. The Superintendent's title was changed to that of Commissioner-General of Immigration and the Office of Immigration became a Bureau in the Treasury Department by the act of March 2, 1895. On February 14, 1903 the Bureau of Immigration was transferred from the Treasury Department to the newly formed Department of Commerce and Labor. On June 29, 1906 a Division of Naturalization was created and the title Bureau of Immigration and Naturalization was assumed. In the field work of the Division of Naturalization, the Department of Commerce and Labor worked in cooperation with the Department of Justice until July 1, 1909 when the functions performed by that Department were transferred to the Department of Commerce and Labor. On March 4, 1913 separate Bureaus of Immigration and Naturalization were established in the newly formed Department of Labor. On June 10, 1933 the two Bureaus were consolidated and became the Immigration and Naturalization Service. Subsequent to the Survey, in June 1940 Congress authorized the transfer of the Service to the Department of Justice.

The functions of the Immigration and Naturalization Service consist of the examination of immigrants and travelers, including ships' crews, entering the United States by sea, land, or air; the enforcement of all laws relating to the admission of aliens, including the administration of the Chinese exclusion laws; the enforcement of the various deportation statutes covering the arrest, prosecution, and expulsion of such aliens as have entered illegally, or whose misconduct, criminal, immoral, or subversive, has rendered them liable to deportation; and the administration of the naturalization law by assisting Federal and certain State courts and officials in determining the merit of those seeking United States citizenship.



WILMINGTON

IMMIGRANT INSPECTOR  
Custom House, 1 Market St.

This office was established July 14, 1928. It was originally an office of the Immigration Bureau, and was combined with the Bureau of Naturalization in 1933. Before the establishment of this agency, the Clerk of the federal court in Wilmington acted as Immigrant Inspector, and records of his activities are part of the agency's archives. Useless papers are kept in files. The office is responsible to the Inspector in Charge, Norfolk, Virginia.

1. OLD FILES, Apr. 1922 - July 1928. Correspondence and reports on immigration matters, instructions, etc., sent to the Immigrant Inspector. Filed alphabetically. (Rarely, official.)  $10\frac{1}{2} \times 12\frac{1}{2}$  loose-leaf books, 4 ft., in 4 metal filing case drawers. R. 336. (136)
2. GENERAL FILE, 1928 to date. General immigration matters, investigations of cases and recent immigration laws; monthly reports to the Inspector in Charge, Norfolk Division, Norfolk, Virginia; Form 430, application of the alleged citizens of the Chinese race for investigation of status; Form 432, return certificate, Chinese laborer; Form 500, list of manifest of alien passenger entering United States first class; Form 500-A, list or manifest of alien passenger entering United States second class; Form 500-B, list or manifest of alien passenger entering United States third class; Form 500-C, list or manifest of alien passenger entering United States tourist class; Form 503, application for certificate of arrival; Form 504, certificate that bearer may land; Form 514, head-tax refund certificate; Form 515, telegram blank; Form 515-A, confirmation of telegrams; Form 530, index cards; Form 533, request for verification of landing; Form 540, application for leave of absence; Form 542, report of diseases, injuries, births and deaths occurring among passengers; Form 553, bond conditioned for the delivery of alien; Form 559, notice to deliver, detain on board, or remove alien; Form 565, application for warrant for arrest; Form 568, notice to steamship company to deport alien; Form 603, bill and notice of head-tax due; Form 604, bill and notice of fines and other sums due the Government under Immigration and Naturalization Regulations; Form 613, daily time report; Form 617, passport data for alien deportees; Form 628, list or manifest (outbound passengers, aliens and citizens); Form 630, list of United States citizens first class (inbound); Form 630-A, list of United States citizens second class (inbound); Form 630-B, list of United States citizens third class (inbound); Form 630-C, list of United States citizens tourist class (inbound); Form 631, application for reentry permit; Form 633, petitions for issuance of immigration visa; Form 659, application for registry; Form 680, crew list; Form 689, report of master re change of crew; Standard Form 1012, public voucher for reimbursement of travel and other expenses. Correspondence with office of Inspector in Charge, Norfolk Division, Norfolk, Virginia; Office of District Director, Baltimore, Maryland; and Central Office at Washington. Filed alphabetically and numerically. (Frequently, official.)  $8\frac{3}{4} \times 11\frac{1}{4}$  loose-leaf books 5 ft., in 5 metal filing case drawers. R. 336. (135)

THE UNITED STATES EMPLOYMENT SERVICE

MEMORANDUM

The United States Employment Service was established by the War Relocation Authority Act, Public Law 75-406, 50 Stat. 1947, July 1, 1948. The Service is a Federal agency which provides employment opportunities for Japanese-Americans and other persons who are unable to find employment through ordinary channels. The Service is organized into a national office and a network of field offices. The national office is located in Washington, D. C., and the field offices are located in various parts of the country. The Service is authorized to provide employment opportunities for Japanese-Americans and other persons who are unable to find employment through ordinary channels. The Service is authorized to provide employment opportunities for Japanese-Americans and other persons who are unable to find employment through ordinary channels. The Service is authorized to provide employment opportunities for Japanese-Americans and other persons who are unable to find employment through ordinary channels.

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On July 1, 1948, the United States Employment Service became a unit of the Social Security Board and thereby part of the Federal Security Agency established by Public Law 75-406, 50 Stat. 1947, July 1, 1948.

## THE UNITED STATES EMPLOYMENT SERVICE

### INTRODUCTION

The United States Employment Service was established by the Department of Labor in 1914 under the authority derived from the statutory powers of the Division of Information of the Bureau of Immigration, where in 1907 a public employment system had been established in connection with the immigration station at New York. Prior to October 15, 1917 the United States Employment Service was conducted as a part of the Division of Information of the Bureau of Immigration. The funds necessary to carry on this work were taken from the immigration appropriations, and many of the field officers of the Bureau of Immigration acted in a dual capacity both as immigration and employment officials. The United States Employment Service became a separate unit in the Department of Labor on January 3, 1918.

The United States Employment Service which succeeded the unit set up in 1918 was established by the Wagner-Peyser Act of June 6, 1933 and began operations on July 1, 1933. In setting up and maintaining a national system of employment, the USES operated through two types of offices - state employment service offices, established in accordance with the Wagner-Peyser Act and affiliated by agreement with the USES, and offices of the National Reemployment Service. The latter was an emergency agency set up in July 1933 as a division within the USES for the primary purpose of placing labor on projects financed with public works and emergency relief funds although it also placed workers in private industry. Its activities and those of the state employment service offices were coordinated to prevent overlapping and as the facilities of the latter were enlarged, the offices, positions, and records of the NRS were turned over to them. This transfer was completed in North Carolina in 1938. As now organized the North Carolina State Employment Service is a state agency and an inventory of its records will appear in the publications of the North Carolina Historical Records Survey Project.

On July 1, 1939 the United States Employment Service became a unit of the Social Security Board and thereby part of the Federal Security Agency established by President Roosevelt's Reorganization Plan No. 1.

RALEIGHVETERANS' PLACEMENT REPRESENTATIVE  
Agriculture Bldg., 2 W. Edenton St.

The office of the Veterans' Placement Service was established in Raleigh in 1933 with jurisdiction over the entire state. The only office of its kind in the state, it was responsible, when the Survey was made, to the United States Employment Service, and cooperated with that Service by having all of the veterans in the state register for employment with the Employment Service offices in the state. Subsequent to the Survey, when functions of the United States Employment Service were transferred in July 1939 to the Federal Security Agency, the Veterans' Placement Representative became responsible to the Bureau of Employment Security of that agency. In 1940 his office was moved to that of the North Carolina State Employment Service in the Caswell Building at the corner of West Jones and North McDowell Streets. In aiding veterans, the representative works in close cooperation with the State Employment Service. If he learns of a vacancy in any line of work, he notifies the employment office with the request that, if possible, a qualified veteran applicant be referred for the position. While it is not a regular or required function of the representative, he does assist veterans in securing hospitalization and medical aid when needed and renders them every service possible. So-called useless papers are filed.

3. CORRESPONDENCE, 1933 to date. Miscellaneous correspondence dealing with employment and work problems. Filed alphabetically by county. (Daily, official.)  $8\frac{1}{2}$  x 11 folders, 7 ft. 4 in., in 8 sections of filing cases. R. 429. (845)



