



Smithsonian Institution Archives

National Zoological Park Offices,
Officials and Programs Files, 1958-1999

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Collection Overview

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| Repository: | Smithsonian Institution Archives, Washington, D.C., osiaref@si.edu |
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Administrative Information

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Smithsonian Institution Archives, Accession 01-044, National Zoological Park. Office of the Director, National Zoological Park Offices, Officials and Programs Files

Descriptive Entry

This accession consists of records documenting the programs and activities of National Zoological Park (NZN) offices and departments during the tenures of Directors Theodore H. Reed, 1958-1983; and Michael H. Robinson, 1984-2000.

Materials include correspondence, memoranda, departmental reports, meeting minutes, planning files, research proposals and reports, collections management files, policy development records, award files, exhibition records, animal files, facilities and maintenance files, public affairs records, education files, photographs, biodiversity program records, project files, records pertaining to workshops and seminars, and other administrative records. Of particular interest are records relating to the Amazonia tropical rainforest exhibition, giant pandas, the Man and Beast Revisited Symposium, and the NZN Centennial celebration.

See also Accession 01-042, Director's Subject Files, which may contain related records.

Names and Subject Terms

This collection is indexed in the online catalog of the Smithsonian Institution under the following terms:

Subjects:

- Centennial celebrations, etc.
- Congresses and conventions
- Pandas

Zoo directors
Zoos
Zoos -- Administration

Types of Materials:

Black-and-white photographs
Color photographs
Manuscripts

Names:

Amazonia (Exhibition)
Man and Beast Revisited (Symposium) (1986: Front Royal, Va.)
National Zoological Park (U.S.) -- Centennial celebrations, etc.
Reed, Theodore H.
Robinson, Michael H.

Container Listing

Box 1

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| Box 1 of 40 | Management Services (2 folders) |
| Box 1 of 40 | Management Services - Payroll |
| Box 1 of 40 | NZP Payroll Report, 10/1/1992-2/6/1993 |
| Box 1 of 40 | NZP Directory |
| Box 1 of 40 | Administrative Council |
| Box 1 of 40 | Ad Hoc Committee on Financial Controls - NZP |
| Box 1 of 40 | Confidential Statement of Financial Interests Trust & Federal |
| Box 1 of 40 | Delegations of Authority |
| Box 1 of 40 | Internal Controls |
| Box 1 of 40 | AFGE Local 2463 |
| Box 1 of 40 | Supergrade Submission |
| Box 1 of 40 | Use of Trust Funds for Representation Purposes |
| Box 1 of 40 | OMS NZP Essential Employees |
| Box 1 of 40 | Permanent Base Transfers to Replace Computer Cost Center Chargeouts |
| Box 1 of 40 | Computer Security Manager |
| Box 1 of 40 | Computers - NZP |
| Box 1 of 40 | Cheetah Evaluation |
| Box 1 of 40 | Equal Opportunity, 1994 |
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Box 1 of 40 Equal Opportunity, 1991

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Box 1 of 40 Step Up 90 Program

Box 1 of 40 EEO Handicap

Box 1 of 40 Architectural and Transportation Barriers

Box 2

Box 2 of 40 Personnel Orientation Program

Box 2 of 40 Personnel Correspondence NZP/SI

Box 2 of 40 Directive Hiring & Promotion Packages for Professional Staff

Box 2 of 40 NZP Awards, 1994

Box 2 of 40 Awards, 1993

Box 2 of 40 Centennial

Box 2 of 40 Collections - Biological Materials

Box 2 of 40 Collections - Genetics Lab Records

Box 2 of 40 Collections - Plants

Box 2 of 40 Loans of Animals to States, 1990

Box 2 of 40 Registrar (2 folders)

Box 2 of 40 Animal Records

Box 2 of 40 Biomaterials Agreements

Box 2 of 40 Breeding Loans

Box 2 of 40 CITES Permits

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| Box 2 of 40 | Collections Inventory, 1993 |
| Box 2 of 40 | Office of Education |
| Box 2 of 40 | Department of the Army |
| Box 2 of 40 | Federal Register Notices and Correspondence |
| Box 2 of 40 | Hunting and Specimen Collecting Policies |
| Box 2 of 40 | ISIS 1994 Invoice |
| Box 2 of 40 | ISIS 1993 Invoices |
| Box 2 of 40 | Inventory Correspondence |
| Box 2 of 40 | Legislation |
| Box 2 of 40 | Migratory Bird Report |
| Box 2 of 40 | NZP Department/Personal Animal Collections |
| Box 2 of 40 | Peru Confiscated Plants and Animals |
| Box 2 of 40 | Protected Species of Fish, Insects & Plants |
| Box 2 of 40 | Przewalski's Horse |
| Box 2 of 40 | Sale of Animals Using NZP Connection |
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| Box 2 of 40 | Surplus Animal Lists; Forfeited Wildlife, FWS |

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| Box 3 of 40 | State Wildlife Laws Handbook |
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| Box 3 of 40 | Semen/Embryo Records, 5/28/1985 |
| Box 3 of 40 | Studbook |
| Box 3 of 40 | Zoo Registrars Group |
| Box 3 of 40 | 1990 Species Acquisition |
| Box 3 of 40 | Species Deacquisition |
| Box 3 of 40 | 1988 Trading with the Enemies Act |
| Box 3 of 40 | Collection Plan, 1993 |
| Box 3 of 40 | Status of Collections |
| Box 3 of 40 | Collections Management Policy, 1986-1989 |
| Box 3 of 40 | Collections Management Policy, 1986 |
| Box 3 of 40 | James Rieger - Proposed Research Collaborator - CRC |
| Box 3 of 40 | CRC M. Bush |
| Box 3 of 40 | Bush/Wildt Transfer |
| Box 3 of 40 | Assistant Director Conservation's Captive Breeding Programs |
| Box 3 of 40 | International Liaison for NZP, Dr. Wemmer Appointment, 1/26/1988 |
| Box 3 of 40 | DOC 1991 Proposal SI/USAID Program in Biodiversity |
| Box 3 of 40 | Hediger Internship |
| Box 3 of 40 | Minutes of Captive Breeding Meetings |
| Box 3 of 40 | Appalachian Trail |
| Box 3 of 40 | Associates SI/CRC |
| Box 3 of 40 | CRC Audit |
| Box 3 of 40 | CRC Bird Unit |

Box 3 of 40 Blandy Experimental Farm, University of Virginia

Box 3 of 40 CRC Budget

Box 3 of 40 Collins, Larry

Box 3 of 40 CRC Conferences

Box 3 of 40 CRC Facilities Management

Box 3 of 40 FONZ Interns

Box 3 of 40 Correspondence re: Dr. Fujita's Assignments/Projects

Box 3 of 40 Bat Survey - Dr. Fujita

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Box 4 of 40 CRC Gypsy Moth Status, 1985

Box 4 of 40 DOC International Conservation

Box 4 of 40 DOC International Conservation Projects

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Box 4 of 40 DOC Collection Plans

Box 4 of 40 CRC Keeper Program, Visiting

Box 4 of 40 DOC/CRC General Correspondence

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| Box 4 of 40 | CRC Mammal Unit General Correspondence |
| Box 4 of 40 | CRC Mammal Unit Animal Files |
| Box 4 of 40 | CRC Mammal Unit, Black-Footed Ferrets |
| Box 4 of 40 | CRC Maps and Photos |
| Box 4 of 40 | CRC Small Animal Facility Progress Meeting |
| Box 4 of 40 | CRC Master Plan Correspondence |
| Box 4 of 40 | CRC Navajo Conservation Education Program |
| Box 4 of 40 | Nepal Research |
| Box 4 of 40 | SI/Nepal Terai Ecology Project (formerly Tiger Ecology Project) |
| Box 4 of 40 | CRC Newsletter |
| Box 4 of 40 | CRC Non - Collection Animals |
| Box 4 of 40 | CRC Public Affairs |
| Box 4 of 40 | CRC Publications |
| Box 4 of 40 | DOC Pre- and Post-Doctoral Support |
| Box 4 of 40 | CRC Herpetology Study |
| Box 4 of 40 | CRC Research: India |
| Box 4 of 40 | Mammalian Ecology Program (NZN/NMNH) |
| Box 4 of 40 | CRC Research: Native Wildlife Studies |
| Box 4 of 40 | CRC Virginia Permits, 1992 |
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| Box 4 of 40 | CRC Research - Dr. Wemmer's Projects |
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| Box 5 of 40 | Stanford Property |
| Box 5 of 40 | CRC Tours |
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| Box 5 of 40 | CRC Veterinary Hospital |
| Box 5 of 40 | CRC Department of Game & Inland Fisheries Permit, 1987-1988 |
| Box 5 of 40 | NZP/CRC Review, 1994 |
| Box 5 of 40 | Management Evaluation and Technical Review of CRC |
| Box 5 of 40 | Visiting Committee for CRC (2 folders) |
| Box 5 of 40 | Front Royal External Review, 1993 |
| Box 5 of 40 | CRC Visitors Center |
| Box 5 of 40 | CRC Visitors Cottage |
| Box 5 of 40 | CRC Wasser, Dr. Sam |
| Box 5 of 40 | CRC Weather Station |
| Box 5 of 40 | CRC Wemmer, Dr. Christen M. |
| Box 5 of 40 | CRC Rappole, John |
| Box 5 of 40 | DOC International Conservation Zoo Biology Training Course |
| Box 5 of 40 | Associate Director for Biological Programs |
| Box 5 of 40 | Assistant Director Animal Exhibits (2 folders) |

Box 5 of 40 Collection Plans - ADAE, 1987-1990 (2 folders)

Box 5 of 40 Collection Plans, 1987 (DOH, DOI, DOM, DOO)

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Box 6 of 40 Collection Plans - ADAE, 1985-1989

Box 6 of 40 Aquatic Exhibit, 1994

Box 6 of 40 Venezuela's Photo Exhibit, 1994

Box 6 of 40 Amazonia, 1993-1994

Box 6 of 40 Letters re: Amazonia, 1992

Box 6 of 40 Amazonia Fish Quarantine, 1992

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Box 6 of 40 Addy Award, 1989

Box 6 of 40 BioParks, 1986-1991

Box 6 of 40 Advertising You at the Zoo, 1986-1987

Box 6 of 40 Cross-References - SI Community, 1985-1988

Box 6 of 40 Cutter Exhibit Proposal "Backyard Biosphere Exhibit," 1988-1991

Box 6 of 40 World Without Flowers Exhibit, 1990

Box 6 of 40 Giant Panda Exhibit, 1991

Box 6 of 40 Dinamation Prehistoric - ADAE, 1989-1991

Box 6 of 40 Exhibit Glass, 1988

Box 6 of 40 1988 Exhibit Design, Safety/Precautions

Box 6 of 40 Exhibit Group - Xanter (Chair), 1985-1987

Box 6 of 40 Animal Exhibits Inspection Reports, 1988

Box 6 of 40 Exhibit Department Meetings - Minutes, 1983-1988

Box 6 of 40 Exhibits Group Meetings, 1987

Box 6 of 40 APC - Ungulate Planning Committee, 1983-1984

Box 6 of 40 Animal Exhibits Signage, 1988-1989

Box 6 of 40 Science and Exhibits, NZP Committee, 1988

Box 6 of 40 Animal Programs Snow Emergency, 1984-1985

Box 6 of 40 Animal Programs Uniforms and Safety Shoes, 1984

Box 6 of 40 Amazonia, 1993

Box 6 of 40 Commissary, 1984-1992

Box 6 of 40 Hay for NZP, 1984

Box 6 of 40 Department of Ornithology, 1990-1991

Box 6 of 40 Department of Ornithology - Amakihi, 1989

Box 6 of 40 Black-Crowned Night Heron, 1990-1994

Box 6 of 40 Spotted Owls, 1990

Box 6 of 40 Birds of Paradise, 1982, 1990 (2 folders)

Box 6 of 40 Department of Ornithology - Black Palm Cockatoos, 1983-1986

Box 6 of 40 Cranes, 1984-1991

Box 6 of 40 White Doves, 1988

Box 6 of 40 Derbyan or Szechwan Parakeet, 1982

Box 6 of 40 Eagles, Bald, 1982-1989

Box 6 of 40 Department of Ornithology - Feathers, 1983-1994
Box 6 of 40 Department of Ornithology - Eggs, 1984-1988
Box 6 of 40 Great-horned Owls, 1993
Box 6 of 40 Guam Rails
Box 6 of 40 Guam Rail Federal Regulations
Box 6 of 40 Harpy Eagles
Box 6 of 40 Department of Ornithology

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Box 7 of 40 Jalak Bali
Box 7 of 40 Laysan Teal
Box 7 of 40 McCaw at National Geographic Society
Box 7 of 40 St. Vincent's Parrot
Box 7 of 40 Penguins
Box 7 of 40 Swans
Box 7 of 40 Department of Orthinology - Rhea
Box 7 of 40 White Naped Cranes
Box 7 of 40 Department of Ornithology, (Dale Marcellini)
Box 7 of 40 Komodo Dragon, 1988
Box 7 of 40 Department of Herpetology - related files
Box 7 of 40 Department of Invertebrates, 1988
Box 7 of 40 Greenhouse
Box 7 of 40 Leaf Cutter Ant Exhibit

Box 7 of 40 Animal Health - Euthanization, Requests, 1990-1991

Box 7 of 40 Euthanization Controversy

Box 7 of 40 Bovine Spongiform Encephalopathy, USDA Guidelines

Box 7 of 40 Department of Animal Health, 1990-1992 (2 folders)

Box 7 of 40 Visit to Kenya and Mpala Ranch, 1989

Box 7 of 40 Resumes - Search Committee for the Director of Mpala Ranch

Box 7 of 40 Use of Animal Parts - Department of Pathology

Box 7 of 40 Pest Control, 1984-1989

Box 7 of 40 Leopard Cats, 1984-1989

Box 7 of 40 Dr. Wildt, 1984-1994

Box 7 of 40 Rall, Dr. William F., 1987-1994

Box 7 of 40 NZP Inventory of Research Programs, 1994

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Box 8 of 40 Request for Support for Professor Weizhi Ji, 1988

Box 8 of 40 Eld's Deer NZP/NYZP, 1991

Box 8 of 40 Department of Pathology, Correspondence, 1989

Box 8 of 40 Department of Pathology, Mortality Reports, 1982-1990

Box 8 of 40 Rowley, Mark A., 1986

Box 8 of 40 Use of Animal Parts, 1988

Box 8 of 40 Department of Mammalogy, Mann Building Exhibits, 1989

Box 8 of 40 Monkey House Renovation, 1992-1994

Box 8 of 40 Department of Mammalogy Correspondence, 1989-1994

Box 8 of 40 Tierney, Milton, 1988

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Box 8 of 40 Dr. Ed Gould, Curator DOM, 1988-1994

Box 8 of 40 BioPark/Gardening/Butterflies/Graphics/Exhibits, 1984-1991

Box 8 of 40 Possible Collaboration - SI and the Eel River Bar Micmac First Nation, 1994

Box 8 of 40 New Breed of Ethologists Group, 1985-1990

Box 8 of 40 Medicinal Herbs and Plants of American Indians and Afro-Americans, 1988-1993

Box 8 of 40 Draft Booklet - Food and Medicinal Plants, 1991

Box 8 of 40 Associate Curator, John Seidensticker, DOM, 1988-1994

Box 8 of 40 Hall of Humankind, 1991-1992

Box 8 of 40 W. Xaxten - Collection Manager - DOM

Box 8 of 40 Small Mammals

Box 8 of 40 Primate Unit - Lisa Stevens, Call Manager

Box 8 of 40 Beaver Valley - Bears Unit, Bronikowski, Call Manager

Box 8 of 40 North Mammals Division

Box 8 of 40 DOM Australia Building

Box 8 of 40 Aquatic Habitat Exhibits

Box 8 of 40 Aquatic Vertebrates, 1984

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Box 8 of 40 Bat Exhibits

Box 8 of 40 Bears - J.D. Fisher

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Box 9 of 40 Buffalo

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Box 9 of 40 Cats, Big

Box 9 of 40 Cryptosporida in NZP Camels

Box 9 of 40 Cusimanese

Box 9 of 40 Dholes

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Box 9 of 40 Elephant House Renovation

Box 9 of 40 Elephant Birth, December 14, 1993

Box 9 of 40 Elephants (2 folders)

Box 9 of 40 Elephants - Administrative Matters

Box 9 of 40 Fish Collection

Box 9 of 40 Forest Carnivores Unit (NAM - North American Mammals)

Box 9 of 40 Giant Otter

Box 9 of 40 Giraffes

Box 9 of 40 Hamsters

Box 9 of 40 Koala

Box 9 of 40 Kouprey

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| Box 9 of 40 | Lesser Pandas |
| Box 9 of 40 | Maned Wolves |
| Box 9 of 40 | Marine Mammals |
| Box 9 of 40 | Meerkats |
| Box 9 of 40 | Moles |
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| Box 9 of 40 | Primates (2 folders) |
| Box 9 of 40 | Primates - Nikumba's Death |
| Box 9 of 40 | Primates - Proboscis Monkey |
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| Box 10 of 40 | Pygmy Hippos |
| Box 10 of 40 | Racoons |
| Box 10 of 40 | Rhinos (except Nepal rhino acquisition) |
| Box 10 of 40 | Small-Clawed Otters |
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| Box 11 of 40 | Thompson, Steven, 1988 |
| Box 11 of 40 | Wasser, Sam, 1988 |
| Box 11 of 40 | Rall, William, 1988 |
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Box 11 of 40 DZR, Black Lion Tamarin, 1989-1994

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Box 11 of 40 Department of Zoological Research Brochure, 1987-1988

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Box 11 of 40 Crockett, Carolyn M., 1985

Box 11 of 40 Dittus, Dr. W., 1979-1994 (2 folders)

Box 11 of 40 Department of Zoological Research Employment & Educational Guidance
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Box 11 of 40 Frazier, 1981-1986

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| Box 13 of 40 | Molecular Genetics Budget |
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| Box 15 of 40 | Giant Panda - Semen Importation, 1985-1992 |
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| Box 15 of 40 | Giant Pandas, 1992 |
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| Box 16 of 40 | Congratulations on Birth, 1987 |
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| Box 16 of 40 | December 1986 and 1987 Correspondence with President Nixon re: Acquiring Pandas from PRC |
| Box 16 of 40 | Giant Panda Studbook, 1987 |
| Box 16 of 40 | Giant Pandas, 1985-1987 (3 folders) |
| Box 16 of 40 | Giant Panda Conference, 1990 |
| Box 16 of 40 | Giant Pandas, 1983-1984 (3 folders) |
| Box 16 of 40 | National Geographic Filming of Possible Birth - Giant Panda, 1983 |
| Box 16 of 40 | Giant Panda Materials, 1982 (2 folders) |
| Box 16 of 40 | Panda Ling-Ling Photographs, 1982 |
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| Box 16 of 40 | Giant Panda Materials - Correspondence, 1980 |
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| Box 16 of 40 | Panda First Planned Trip, 1972 |
| Box 16 of 40 | Giant Panda Public Relations Information and Brochures, 1972 |

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| Box 17 of 40 | Giant Panda Materials - Correspondence, 1972 |
| Box 17 of 40 | Giant Panda Materials, 1980-1987 |
| Box 17 of 40 | Panda Furniture, 1983-1984 |
| Box 17 of 40 | Plaque for Panda Furniture Donor of Wood, 1982-1986 |
| Box 17 of 40 | Peoples Republic of China - Panda Loans to Zoos, 1982-1987 |
| Box 17 of 40 | Giant Panda Names, 1983-1985 |
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| Box 17 of 40 | Giant Pandas Taxonomic Status, 1972 |
| Box 17 of 40 | Giant Panda Urinalyses, 1990-1991 (2 folders) |
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| Box 17 of 40 | Report on Front Royal, 1994 |
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Box 17 of 40 Defining SI Directives and Announcements

Box 17 of 40 Metric System

Box 17 of 40 Overhead Recovery to Bureaus

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Box 18 of 40 NZP Safety (2 folders)

Box 18 of 40 Survey Reports for NZP Veterinarian X-Ray Machines

Box 18 of 40 NZP Safety Inspections

Box 18 of 40 Safety - Meetings and Minutes

Box 18 of 40 METR, 1994

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Box 18 of 40 NZP Safety Office, 1993

Box 18 of 40 Potential Fire/Life Safety Hazards, 1992-1993

Box 18 of 40 OP&S IG/NZP Memo of Understanding, 1989

Box 18 of 40 Laboratory Safety/Health Safety Office, 1991-1992

Box 18 of 40 Safety Coordinators' Meetings (SI), 1994

Box 18 of 40 Radiation Safety Training, 1994

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Box 18 of 40 Hazardous Waste, 1994

Box 18 of 40 Safety Office - Health Services, 1988-1992

Box 18 of 40 OFS Police and Comm., 1990-1994

Box 18 of 40 Federal Law Enforcement Training Center, 1993-1994

Box 18 of 40 OP&C NZP Telephone Service, 1990-1991

Box 18 of 40 Police C.V.'s File, 1990

Box 18 of 40 Monthly Crime Reports, 1992-1995

Box 18 of 40 Duty Logs, 1993

Box 18 of 40 OP&C Zoo Police Pay, 1990-1992

Box 18 of 40 FONZ Security Complaints, 1989-1990

Box 18 of 40 Security: Property Passes, 1991-1992

Box 18 of 40 Security Violations, 1994

Box 18 of 40 Security, 1991-1993

Box 18 of 40 Police Inspection Report - Lost and Found Functions, 1994

Box 18 of 40 Management Study - NZP Security and Compliance, 1993

Box 18 of 40 Security Management Survey, 1985

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Box 19 of 40 Office of Facilities Management, 1989-1994

Box 19 of 40 Construction Updates, 1992-1995 (4 folders)

Box 19 of 40 Snow Removal

Box 19 of 40 Report on Inspection of the Administration of the HVAC

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| Box 19 of 40 | NZP Bridge Maintenance and Improvement |
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| Box 19 of 40 | NZP A/E Evaluation Board, 1991 |
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