



# Smithsonian Institution Archives

## Director's Records, 1978-2000

Finding aid prepared by Smithsonian Institution Archives

Smithsonian Institution Archives  
Washington, D.C.  
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## Collection Overview

<b>Repository:</b>	Smithsonian Institution Archives, Washington, D.C., <a href="mailto:osiaref@si.edu">osiaref@si.edu</a>
<b>Title:</b>	Director's Records
<b>Identifier:</b>	Accession 06-052
<b>Date:</b>	1978-2000
<b>Extent:</b>	1 cu. ft. (1 record storage box)
<b>Creator::</b>	Smithsonian Institution. Office of Protection Services
<b>Language:</b>	English

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## Administrative Information

### Preferred Citation

Smithsonian Institution Archives, Accession 06-052, Smithsonian Institution. Office of Protection Services, Director's Records

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## Descriptive Entry

These materials consist of records created or maintained by Office of Protection Services (OPS) directors Robert B. Burke (1974-1991), G. Clifford Boocks (Acting, 1992), Charles A. Hines (1993-1994), Michael Sofield (Acting, 1995), and David F. Morrell (1996-2002). Materials include surveys and studies of OPS policies and practices, consulting reports, training files, and regulations.

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## Names and Subject Terms

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

### Subjects:

Museums -- Security

### Types of Materials:

Manuscripts

### Names:

Boocks, G. Clifford  
Burke, Robert B.  
Hines, Charles A.  
Morrell, David F.  
Sofield, Michael

## Container Listing

### Box 1

Box 1 of 1	Surveys and Studies, 1983-1985
Box 1 of 1	Washington Occupational Health Associates, 1992 (2 folders)
Box 1 of 1	Analytical Systems Engineering Corporation OPS Management Study
Box 1 of 1	Simulation Training, 1993
Box 1 of 1	K-9 Training, 1978-1997
Box 1 of 1	Training Update, 2000
Box 1 of 1	X-Ray Training, 1999
Box 1 of 1	OPS Security Plan, 1993-1995
Box 1 of 1	Protection Division Regulations
Box 1 of 1	Protection Division Regulations, 1979-1990
Box 1 of 1	Staff Awareness Training
Box 1 of 1	Checklist for Physical Safety Surveys of Collection Storage Areas, October 1983 (Accession 17-354)