



Smithsonian Institution Archives

Monthly Reports, FY 1999-FY 2008

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Collection Overview

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

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Use Restriction

Restricted for 15 years, until Oct-01-2023; Transferring office; 1/6/2008 memorandum, Wright to Lemon; Contact reference staff for details.

Descriptive Entry

This accession consists of monthly reports created by programs and divisions within the Visitor Information and Associates' Reception Center, providing narrative and statistical information about activities. Materials also include a small amount of annual reports and reports created by the Director.

Names and Subject Terms

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

Subjects:

Museums -- Public relations
Visitors' centers

Types of Materials:

Manuscripts

Container Listing

Box 1

- Box 1 of 5 RS-1 Annual Reports from Visitor Information and Associates' Reception Center (VIARC) Managers, FY 1999
- Box 1 of 5 RS-5 Monthly Reports - Behind-the-Scenes Volunteer Program (BVP), FY 1999 (3 folders)
- Box 1 of 5 RS-6 Monthly Reports - Public Inquiry Mail and Telephone Services (PIMATS), FY 1999
- Box 1 of 5 RS-7 Monthly Reports - Visitor Information Unit (VIU), FY 1999
- Box 1 of 5 RS-8 Monthly Reports - Information Resources Division (IRD), FY 1999
- Box 1 of 5 RS-9 Monthly Reports - Administrative Services Division (ASD), FY 1999
- Box 1 of 5 RS-12 Monthly Reports - Other Reports/Surveys, FY 1999
- Box 1 of 5 RS-1 Annual Reports from VIARC Managers, FY 2000
- Box 1 of 5 RS-6 Monthly Reports - PIMATS, FY 2000
- Box 1 of 5 RS-7 Monthly Reports - VIU, FY 2000 (2 folders)
- Box 1 of 5 RS-8 Monthly Reports - IRD, FY 2000
- Box 1 of 5 RS-9 Monthly Reports - ASD, FY 2000
- Box 1 of 5 RS-12 Monthly Reports - Other Reports/Surveys, FY 2000
- Box 1 of 5 Monthly Reports - Castle Docent Program, FY 2000
- Box 1 of 5 Monthly Reports - BVP, FY 2000 (3 folders)
- Box 1 of 5 RS-1 Annual Reports from VIARC Managers, FY 2001

Box 2

- Box 2 of 5 RS-5 Monthly Reports - BVP, FY 2001 (4 folders)

- Box 2 of 5 RS-6 Monthly Reports - PIMATS, FY 2001
- Box 2 of 5 RS-7 Monthly Reports - VIU, FY 2001
- Box 2 of 5 RS-8 Monthly Reports - IRD, FY 2001
- Box 2 of 5 RS-9 Monthly Reports - ASD, FY 2001
- Box 2 of 5 RS-12 Other Reports, FY 2001
- Box 2 of 5 RS-13 VIARC Statistics, FY 2001
- Box 2 of 5 RS-1 Annual Reports from VIARC Managers, FY 2002
- Box 2 of 5 RS-5 Monthly Reports - BVP, FY 2002 (3 folders)
- Box 2 of 5 RS-6 Monthly Reports - IRD, FY 2002
- Box 2 of 5 RS-7 Monthly Reports - On-site Services and Training (OSST), FY 2002
- Box 2 of 5 Monthly Reports - Central Services, FY 2002
- Box 2 of 5 Monthly Reports - Public Inquiry Mail Services (PIMS), FY 2002

Box 3

- Box 3 of 5 Monthly Reports - Telephone Information Services (TIS), FY 2002
- Box 3 of 5 Monthly Reports - Training Coordinator, FY 2002
- Box 3 of 5 RS-1 Annual Reports from VIARC Managers, FY 2003
- Box 3 of 5 Monthly Reports - Docent Program, FY 2003
- Box 3 of 5 Monthly Reports - Central Services, FY 2003
- Box 3 of 5 Monthly Reports - Training Coordinator, FY 2003
- Box 3 of 5 Monthly Reports - ASD, FY 2003
- Box 3 of 5 Monthly Reports - TIS, FY 2003
- Box 3 of 5 Monthly Reports - PIMS, FY 2003

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