



Smithsonian Institution Archives

Director's Records, 1973-1979

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Smithsonian Institution Archives
Washington, D.C.
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Collection Overview

Repository:	Smithsonian Institution Archives, Washington, D.C., osiaref@si.edu
Title:	Director's Records
Identifier:	Accession 81-034
Date:	1973-1979
Extent:	6 cu. ft. (6 record storage boxes)
Creator::	Smithsonian Institution. Office of Plant Services
Language:	Language of Materials: English

Administrative Information

Preferred Citation

Smithsonian Institution Archives, Accession 81-034, Smithsonian Institution. Office of Plant Services, Director's Records

Descriptive Entry

This accession consists of records documenting the concerns of the Director of the Office of Plant Services (OPlantS). Records pertain to a variety of topics including repairs, renovations, restorations, safety, and general staffing issues. Materials include memoranda, reports, floor plans, clippings, black and white photographs, and related materials.

Museums, buildings and events documented in this collection include: the National Collection of Fine Arts, the National Portrait Gallery, the Renwick Gallery, the Smithsonian Institution Building, the Arts and Industries Building, the National Museum of Natural History, the National Museum of History and Technology, the Hirshhorn Museum and Sculpture Garden, the Barney Studio House, the National Air and Space Museum, the Freer Gallery of Art, L'Enfant Plaza offices, the Smithsonian Institution Service Center, the National Mall (for the Folklife Festival), the Silver Hill Facility, the Museum Support Center, the National Museum of African Art, the Anacostia Museum, the Belmont Conference Center, the Cooper-Hewitt Museum, Hillwood, the Chesapeake Bay Center for Environmental Studies, and miscellaneous locations.

Names and Subject Terms

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

Subjects:

Architectural design

Buildings -- Maintenance
Buildings -- Repair and reconstruction
Museum buildings
Museums -- Employees
Smithsonian buildings

Types of Materials:

Black-and-white photographs
Clippings
Floor plans
Manuscripts

Names:

Anacostia Museum
Arts and Industries Building (Washington, D.C.)
Barney Studio House (Washington, D.C.)
Belmont Conference Center (Elk Ridge, Md.)
Chesapeake Bay Center for Environmental Studies
Cooper-Hewitt Museum
Festival of American Folklife
Freer Gallery of Art
Hillwood Museum (Washington, D.C.)
Hirshhorn Museum and Sculpture Garden
L'Enfant Plaza (Washington, D.C.)
National Air and Space Museum (U.S.)
National Air and Space Museum (U.S.). Silver Hill Facility
National Collection of Fine Arts (U.S.)
National Museum of African Art (U.S.)
National Museum of History and Technology (U.S.)
National Museum of Natural History (U.S.)
National Portrait Gallery (Smithsonian Institution)
Renwick Gallery
Smithsonian Institution Building (Washington, D.C.)
Smithsonian Institution Service Center (Washington, D.C.)
Smithsonian Institution. Museum Support Center

Geographic Names:

Mall, The (Washington, D.C.)

Container Listing

Box 1

Box 1 of 6	1000 General, 1974
Box 1 of 6	Suggestions, 1974
Box 1 of 6	1402 Work Services Division, Employee of Month, 1974
Box 1 of 6	1403 Commendations, 1974
Box 1 of 6	1700 Grievances, 1974
Box 1 of 6	1800 Union Affairs, 1974
Box 1 of 6	4200 Crafts, 1974
Box 1 of 6	Chief, Management Services Division, Correspondence, 1974
Box 1 of 6	2100 General, 1974
Box 1 of 6	2601 System 7, 1974
Box 1 of 6	4300 General, 1974
Box 1 of 6	4400 Horticulture Services Division, 1974
Box 1 of 6	4500 Warehouse Services Division, 1974
Box 1 of 6	4502 Building #3, Alexandria
Box 1 of 6	4600 Transportation, 1974
Box 1 of 6	4700 Communications, 1974
Box 1 of 6	4701 Mail and Messenger Service, 1974
Box 1 of 6	5407 National Collection of Fine Arts and National Portrait Gallery/Renwick
Box 1 of 6	5200 Plans, 1974
Box 1 of 6	5301 South Yard Development, 1974
Box 1 of 6	5302 Commons, 1974
Box 1 of 6	5400 Facilities Repairs/Improvements, 1974
Box 1 of 6	5403 SI (Smithsonian Institution) Building, 1974

Box 1 of 6	5402 A&I (Arts and Industries) Building, 1974
Box 1 of 6	5404 Museum of History and Technology, 1974
Box 1 of 6	5405 Museum of Natural History, 1974
Box 1 of 6	Air Vents Natural History Building
Box 1 of 6	5406 Hirshhorn Museum and Sculpture Garden, 1974
Box 1 of 6	5408 Barney House, 1974
Box 1 of 6	5409 NASM (National Air and Space Museum), 1974
Box 1 of 6	5410 Freer Gallery, 1974
Box 1 of 6	L'Enfant Plaza, 1974
Box 1 of 6	1111 N. Capitol (Smithsonian Institution Service Center - SISC), 1974
Box 1 of 6	Folklife Festival, 1974
Box 1 of 6	5502 Bicentennial Exhibition, 1974
Box 1 of 6	Electric Shop, 1974
Box 1 of 6	Mechanical Services, 1974
Box 1 of 6	Work Control, 1974
Box 1 of 6	Conference of Administrative Officers
Box 1 of 6	Moves/Relocations, 1974
Box 1 of 6	Safety, 1974
Box 1 of 6	Health Care
Box 1 of 6	Employee of Month
Box 1 of 6	Director's Correspondence
Box 1 of 6	Facilities for Handicapped
Box 1 of 6	Budget FY 1975
Box 1 of 6	Director's Correspondence
Box 1 of 6	General Correspondence
Box 1 of 6	1003 Awards

Box 1 of 6 1004 Suggestions

Box 1 of 6 1008 Audit reports

Box 2

Box 2 of 6 1011 Minutes of Executive Committee Meetings

Box 2 of 6 2001 Ripley Correspondence

Box 2 of 6 2002 OPLANTS Monthly Reports

Box 2 of 6 2002 OPLANTS Monthly Status Reports

Box 2 of 6 2004 IBM System 7

Box 2 of 6 2007 Conference of Administrative Officers

Box 2 of 6 2110 Restoration and Renovation (R&R)

Box 2 of 6 2012 Computer Systems

Box 2 of 6 2111 Protection Division Blotters

Box 2 of 6 2114 SI Year

Box 2 of 6 2117 Management by Objective

Box 2 of 6 2118 Leases

Box 2 of 6 2020 Requests for Project Grant

Box 2 of 6 2115 Folk Festival

Box 2 of 6 4000 Craft Services Division

Box 2 of 6 4001 Elevators

Box 2 of 6 Steam Outage

Box 2 of 6 4003 Utilities

Box 2 of 6 4300 Communications and Transportation Services Division

Box 2 of 6 4301 Transportation

Box 2 of 6 4302 Parking

Box 2 of 6 4303 Mail and Messenger

Box 3

Box 3 of 6 4304 Audio Visual

Box 3 of 6 4305 SI Directory

Box 3 of 6 4100 Warehousing Services Division

Box 3 of 6 4200 Planning and Support Division

Box 3 of 6 Management Services Division

Box 3 of 6 4202 Relamping

Box 3 of 6 2021 OPLANTS Exhibits Support

Box 3 of 6 2025 Leases

Box 3 of 6 Method of Packing/Handling Museum Objects

Box 3 of 6 2501 Shipping and Receiving

Box 3 of 6 2800 Security and Safety

Box 3 of 6 2801 Emergency Evaluation of Collections

Box 3 of 6 2900 OPLANTS Exhibit Support

Box 3 of 6 5000 Natural History Building (2 folders)

Box 3 of 6 5001 History and Technology Building (2 folders)

Box 4

Box 4 of 6 5002 SI Building

Box 4 of 6 5003 A&I Building (2 folders)

Box 4 of 6 5004 Hirshhorn Building

Box 4 of 6 5005 National Air and Space Museum Building (3 folders)

Box 4 of 6 5006 Museum Support Facility

Box 4 of 6 5007 Barney House

Box 4 of 6 5009 Silver Hill

Box 5

Box 5 of 6 5010 National Collection of Fine Arts and National Portrait Gallery/Renwick

Box 5 of 6 5011 Freer Gallery

Box 5 of 6	5012 Museum of African Art
Box 5 of 6	5013 Anacostia Museum
Box 5 of 6	5014 Pension Building
Box 5 of 6	5015 Belmont
Box 5 of 6	5016 Cooper-Hewitt
Box 5 of 6	5413 Hillwood, 1974-1976
Box 5 of 6	5017 Tariff/Trade Commission Building
Box 5 of 6	2019 Reports Required of OPLANTS
Box 5 of 6	Fort Belvoir Support Agreement
Box 5 of 6	5421 CBCES (Chesapeake Bay Center for Environmental Studies), 1975-1976
Box 5 of 6	5414 L'Enfant Plaza, 1975
Box 5 of 6	SISC, 1979
Box 5 of 6	5415 1111 N. Capitol St. (SISC), 1976
Box 5 of 6	5415 1111 N. Capitol St. (SISC), 1974-1975
Box 5 of 6	5600 Special Events
Box 5 of 6	Personnel Manual, 1977

Box 6

Box 6 of 6	4400 Horticultural Services
Box 6 of 6	Energy Conservation, 1974
Box 6 of 6	4301 Energy Conservation
Box 6 of 6	4004 Energy Conservation
Box 6 of 6	4402 Rodent/Vector Control
Box 6 of 6	5001 Unit Relocations
Box 6 of 6	4801 Inspections/Reports
Box 6 of 6	5002 Space Needs
Box 6 of 6	5100 General

Box 6 of 6	5203 Fire Protection
Box 6 of 6	5400 Facility Repairs Improvements
Box 6 of 6	5502 Bicentennial
Box 6 of 6	5418 Fire Protection Equipment, Front Royal, 1976
Box 6 of 6	5419 Water Emerging Air-Diffusers in Conservation Analytical Laboratory, 1976
Box 6 of 6	5501 Folklife Festival
Box 6 of 6	Emperor's Visit
Box 6 of 6	5402 Restoration and Renovation
Box 6 of 6	2020 Security/Safety
Box 6 of 6	4100 General
Box 6 of 6	4201 Tunnels
Box 6 of 6	4302 Preventive Maintenance
Box 6 of 6	2101 Goals