Table of Contents

Collection Overview......................................................................................................... 1
Administrative Information .............................................................................................. 1
Descriptive Entry ............................................................................................................... 1
Names and Subject Terms .............................................................................................. 1
Container Listing............................................................................................................ 2
Collection Overview

Repository: Smithsonian Institution Archives, Washington, D.C., osiaref@si.edu
Creator: Smithsonian Institution, Office of Plant Services, Division of Transportation and Communications Services
Title: Records
Dates: 1975-1981
Quantity: 3 cu. ft. (3 record storage boxes)

Administrative Information

Preferred Citation
Smithsonian Institution Archives, Accession 84-145, Smithsonian Institution, Office of Plant Services, Division of Transportation and Communications Services, Records

Descriptive Entry

This accession contains the records of the Division of Transportation and Communications Services. The greater part of these records deals with telephone service at the Smithsonian Institution (SI). In addition, there are records dealing with SI use of postal services required by the Institution, records compiled in compliance with postal regulations, and the like.

Names and Subject Terms

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

Subjects:
Postal service
Telephone

Types of Materials:
Manuscripts

Names:
Smithsonian Institution. Office of Plant Services.
Container Listing

Box 1

4710 Telecommunications General FY 1978
4710A OTP Circulars
4711 C&P FY 1976
4711 C&P FY 1977-1980
4711B Data
4711C C&P Directory Changes
4711D Centrex Conversion
4712 Telephone Policies and Procedures
4712A Code-a-phone
4712B Telemetry
FTS Meter Readings
4713 FTS/IDS/GSA FY 1978 (2 folders)
4713A GSA Only
4713B FTS for Data and FAX Transmission
4714B Switchboard General
4715 Switchboard Floor plans
4718 Equipment
4718 Equipment (telephone)
4718B Annual Review of Telephone Requirements (2 folders)
4719 Special Projects
4719A FAF FY 1976
4719B Office of Protection Services (OPS) Control Center

Box 2

4719C Executive Relocation Arts & Industries Building (A&I), SI
4719C Cooper-Hewitt
4720 Radio Communications FY 1978
4722 IRAC FY 1975-FY 1977
4723 Equipment (radio)
4723A Pending Radio P.O.'s
4723B Completed Radio P.O's
4724 Special Projects
4724A Office of Facilities, Planning and Engineering Services (OFPES) Project
4725 RCA
4726 Motorola
4726 IRAC
4731 AT&T
4732 Smithsonian Science Information Exchange (SSIE) Information
4733 Limited Distance Modems
4750 Mail Rate Information FY 1980
4750 Mail Rate Information FY 1979
4750 Mail Rate Information
4751 Post Office Regulations, FY 1980
4751 Post Office Regulations FY 1981
4752 Mail Policy and Procedures
4753 Mail Service General
4760 Postal Budget FY 1980-FY 1979
4760 Mail Service General FY 1977
4761 Museum Support Center (MSC) Operations
4761 MSC Operations FY 1978
4761A MSC Security

Box 3
4762 Policy and Procedure (2 folders)
4762 Contract Mailing FY 1980
4762A Postal Budget
4763 Third Class Bulk FY 1980
4763B Postal Sample FY 1978
4763B Postal Sample
SI 2668's FY 1981
4763B Postal Sample, FY 1979
4764 National Air and Space Museum Meter Readings, FY 1980
4765 Monthly Report
4767 Postal Forums
4768 Third Class Bulk Mail Record
4768 Third Class Bulk Mail Record, FY 1978
4768B Express Mail, FY 1978
4769 New MSC Space, Natural History Building, GY 1977-FY 1978
4770 MSC Operations
4771 MSC Security
4772 MSC Security for Motor Vehicles
4773 MSC Union Affairs
4774 MSC Monthly Reports
4775 MSC Mail Routes
4776 MSC Read File
Handbook Mailings
Telephones General
Mail - General