



Smithsonian Institution Archives

**Administrative Files, 1992-1993**

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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>	Administrative Files
<b>Identifier:</b>	Accession 96-034
<b>Date:</b>	1992-1993
<b>Extent:</b>	4 cu. ft. (4 record storage boxes)
<b>Creator::</b>	Smithsonian Institution. Office of Physical Plant. Horticulture Services Division
<b>Language:</b>	Language of Materials: English

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## Administrative Information

### Preferred Citation

Smithsonian Institution Archives, Accession 96-034, Smithsonian Institution. Office of Physical Plant. Horticulture Services Division, Administrative Files

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## Descriptive Entry

These records document the administrative activities of the Office of Plant Service (OPlantS), Horticulture Services Division. Materials include correspondence and memoranda pertaining to greenhouse construction; Smithsonian grounds maintenance; outgoing loans, grants, and gifts; slide collections; contracts with private companies and individuals; docent and internship assignments; special events in the Haupt Garden; OPlantS five year budget planning; and safety issues. Also includes correspondence on the Blair House, National Park Service, Garden Club of America, and Festival of American Folklife, as well as Design and Construction sketches and landscape drawings, minutes of meetings, and various notes.

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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:

Gardening  
Gardens  
Horticulture

### Types of Materials:

Architectural drawings

Brochures  
Drawings  
Manuscripts

Names:

Blair House (Washington, D.C.)  
Festival of American Folklife  
Garden Club of America  
Smithsonian Institution. Office of Design and Construction  
United States. National Park Service

Geographic Names:

Enid A. Haupt Garden (Washington, D.C.)

## Container Listing

### Box 1

#### ADMINISTRATIVE FILES (1992)

Box 1 of 4	Incoming (2 folders)
Box 1 of 4	Outgoing
Box 1 of 4	AABGA (American Association of Botanical Gardens and Arboreta)
Box 1 of 4	Accountable & Federal Express Mail
Box 1 of 4	Agreement for Outgoing Loan
Box 1 of 4	American Horticultural Society
Box 1 of 4	American Horticultural Society Annual Leave
Box 1 of 4	Appraisal: From Frank E. Klapthor
Box 1 of 4	ASLA (American Society of Landscape Architects)
Box 1 of 4	AT&T
Box 1 of 4	Audio Visual & Miscellaneous Equipments
Box 1 of 4	Blair House
Box 1 of 4	Burpee's Seeds Grow
Box 1 of 4	Cash Award
Box 1 of 4	Contract on Mark Hardin
Box 1 of 4	Cooper-Hewitt Museum
Box 1 of 4	Deed of Gift: J. Horace McFarland
Box 1 of 4	Donations
Box 1 of 4	Durban Botanic Gardens
Box 1 of 4	Enid Haupt Garden Annual Budget
Box 1 of 4	Enid A. Haupt
Box 1 of 4	Enid A. Haupt Gift

Box 1 of 4	Essential Employees
Box 1 of 4	Federated Garden Clubs of Maryland
Box 1 of 4	Fountains / Furnitures / Urns
Box 1 of 4	Friends of the U.S. National Arboretum
Box 1 of 4	Funds
Box 1 of 4	Garden Club of Bavaria
Box 1 of 4	Gardener's Journal
Box 1 of 4	Gifts & Grants
Box 1 of 4	Gichner Iron Works, Inc.
Box 1 of 4	Goals
Box 1 of 4	Holst, Arthur W.
Box 1 of 4	Hunter College
Box 1 of 4	Introduction to Garden Journal
Box 1 of 4	James Smithson Society Award for 1992
Box 1 of 4	James Smithson Society Grant Proposal
Box 1 of 4	Jewel of the Jungle
Box 1 of 4	Lectures
Box 1 of 4	Lewis Ginter Botanical Garden
Box 1 of 4	Library
Box 1 of 4	Meeting
Box 1 of 4	Men's Garden Club of Tidewater
Box 1 of 4	Monthly Report
Box 1 of 4	National Arbor Day Foundation
Box 1 of 4	National Association of Wheat Weavers
Box 1 of 4	National Park Service
Box 1 of 4	Office of Museum Programs Intern Registration Procedures

Box 1 of 4	Parking
Box 1 of 4	Pesticide Licenses
Box 1 of 4	Professional Ironworks, Inc.
Box 1 of 4	Project Manager, AAG (Archives of American Gardens)
Box 1 of 4	Proposal
Box 1 of 4	Public Inquiry Mail Service
Box 1 of 4	Rhodes, Amout
Box 1 of 4	Safety
Box 1 of 4	Seminar
Box 1 of 4	SI Organizational Review
Box 1 of 4	Smithsonian Institution Traveling Exhibition Service (SITES)
Box 1 of 4	Slides Collection
Box 1 of 4	Sundial
Box 1 of 4	Thomas Sears Collection
Box 1 of 4	Uncle Beasley
Box 1 of 4	Victorian Garden Booklets
Box 1 of 4	Wamsler, Honore T.
Box 1 of 4	Write Up on Enid A. Haupt Garden and Mary L. Ripley Garden
	Grounds Management Branch (GMB)
Box 1 of 4	Incoming
Box 1 of 4	Outgoing
Box 1 of 4	Arthur M. Sackler Gallery
Box 1 of 4	Bulb Order
Box 1 of 4	Children's Garden
Box 1 of 4	Courtyard Gate
Box 1 of 4	Dinosaur

Box 1 of 4	Eastern Irrigation Contract
Box 1 of 4	Enid A. Haupt Garden
Box 1 of 4	For the Record
Box 1 of 4	Freer Gallery of Art
Box 1 of 4	GMB Space
Box 1 of 4	GMB Status Report
Box 1 of 4	Greenbrier Farms, Inc.
Box 1 of 4	Grounds Maintenance Schedule for Garber Facility
Box 1 of 4	Hirshhorn Sculpture Garden
Box 1 of 4	Irrigation
Box 1 of 4	Lynch & Associates, Ltd.
Box 1 of 4	Mary Ripley Garden
Box 1 of 4	PGMS (Professional Grounds Management Society)
Box 1 of 4	Planting Schedule
Box 1 of 4	Playground Area
Box 1 of 4	Renwick Gallery
Box 1 of 4	Snow & Ice Removal
Box 1 of 4	Spray Specifications for Elms, Oaks & Magnolias
Box 1 of 4	Sprinklers
Box 1 of 4	Tree Delivery
Box 1 of 4	Trees Spraying
Box 1 of 4	Using the Grounds/Gardens
Box 1 of 4	Watering in the Haupt Garden
	Greenhouse Branch
Box 1 of 4	Incoming
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Box 1 of 4	Marine Systems Laboratory Greenhouse
Box 1 of 4	Monthly Report
Box 1 of 4	Orchid Case
Box 1 of 4	Orchid Collection
Box 1 of 4	Orchid Information Cards
Box 1 of 4	Pesticide License
Box 1 of 4	Project Justification
Box 1 of 4	Replace Non-weatherproof Thermo Stats
Box 1 of 4	Safety
Box 1 of 4	Snow & Ice Removal Plan
Box 1 of 4	Tour of the Greenhouse
Box 1 of 4	Uniforms
Box 1 of 4	USSAH (United States Solider and Airmen's Home) Brochure
	1992 Interior File
Box 1 of 4	Incoming (Interior)
Box 1 of 4	Outgoing (Interior)
Box 1 of 4	Cafeteria
Box 1 of 4	Details
Box 1 of 4	Holiday Decoration Order
Box 1 of 4	Horticulture Decent Program
Box 1 of 4	Internship
Box 1 of 4	Office Plant Policy
Box 1 of 4	Plant Request
Box 1 of 4	Project Justification

Box 1 of 4	Purpose & Perfection
Box 1 of 4	Special Events
Box 1 of 4	Tour of Enid A. Haupt Garden
Box 1 of 4	Tour Policy
Box 1 of 4	Trees of Christmas
Box 1 of 4	Use of Haupt Garden
Box 1 of 4	Volunteers
Box 1 of 4	Women's Committee
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Box 1 of 4	Bishop, Louis (Libby)
Box 1 of 4	GCA Meeting
Box 1 of 4	Hansen, Bobbie
Box 1 of 4	Job Description
Box 1 of 4	Jones, Gloria
Box 1 of 4	Minutes
Box 1 of 4	Robinson, Betty
Box 1 of 4	Rollins, Helen
Box 1 of 4	Weller, Eleanor
Box 1 of 4	West, Millicent
	1992 Women's Committee
Box 1 of 4	Women's Committee Project Award
	1992 Office of Plant Services (OPlantS)

Box 1 of 4	Incoming
Box 1 of 4	Outgoing
Box 1 of 4	Annual Report of Safety Activities
Box 1 of 4	Annual Safety Awards Status Report
Box 1 of 4	Completion of 357
Box 1 of 4	Computer Services Division
Box 1 of 4	Development of an OPlantS Vision
Box 1 of 4	Follow-up to the Safety & Occupational Health
Box 1 of 4	MMB (Material Management Branch)
Box 1 of 4	Memo and Letter to Director
Box 1 of 4	Management Evaluation & Tech Review
Box 1 of 4	OPlantS Request 52/610
Box 1 of 4	Pest Control Report
Box 1 of 4	Safety Committee Meeting
Box 1 of 4	Safety Film
Box 1 of 4	Smithsonian Institution Support Center (SISC) Facility Management
Box 1 of 4	Status Report for Survey/Physical Inventory at SISC
Box 1 of 4	Storage Space
	1992 Accounting & Finance
Box 1 of 4	Incoming
	Box 2
	1992 Office of Development
Box 2 of 4	Incoming
Box 2 of 4	Proposal & Gifts
	1992 Environment Management & Safety
Box 2 of 4	Incoming

Box 2 of 4	1991 Annual Hazardous Waste Generator Report Workshop
Box 2 of 4	Safety Coordinators' Meeting
Box 2 of 4	Safety Coordinators' Semi-annual Self Inspection
Box 2 of 4	Safety & Occupational Health Survey
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Box 2 of 4	Smithsonian Safety Program Statistical Summary Report, FY 1992
	1992 Planning Budget
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	1992 Design & Construction
Box 2 of 4	Incoming
Box 2 of 4	Outgoing
Box 2 of 4	1994 Repair & Restoration (R&R) Proposed Project List
Box 2 of 4	Freer Gallery
Box 2 of 4	Meetings Minutes
Box 2 of 4	Office of Design and Construction (ODC) Organization
Box 2 of 4	Project Report
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Box 2 of 4	Contract #FC1065800000
Box 2 of 4	Contract #FC2104440000
Box 2 of 4	Contract #FC92101570000
Box 2 of 4	Contract #FC92104460000
Box 2 of 4	Project #4R006-2

Box 2 of 4	Project #883207 (Smithsonian Institution Building - SIB)
Box 2 of 4	Project #893113 (National Museum of Natural History - NMNH)
Box 2 of 4	Project #893701 (Freer Gallery of Art - FGA)
Box 2 of 4	Project #897001 (Miscellaneous locations)
Box 2 of 4	Project #897114 (Museum Support Center - MSC)
Box 2 of 4	Project #900007 (Miscellaneous locations)
Box 2 of 4	Project #903015 (National Museum of American History - NMAH)
Box 2 of 4	Project #903116 (NMNH)
Box 2 of 4	Project #903519 (National Air and Space Museum - NASM)
Box 2 of 4	Project #906310 (Quadrangle)
Box 2 of 4	Project #907104 (MSC)
Box 2 of 4	Project #907105 (MSC)
Box 2 of 4	Project #912005 (National Museum of the American Indian - NMAI, Bronx)
Box 2 of 4	Project #913130 (NMNH)
Box 2 of 4	Project #913419 (American Art/Portrait Gallery - AAPG)
Box 2 of 4	Project #913426 (AAPG)
Box 2 of 4	Project #903507B (NASM)
Box 2 of 4	Project #913512 (NASM)
Box 2 of 4	Project #915811 (Cooper-Hewitt Museum - CHM)
Box 2 of 4	Project #916308 (Quadrangle)
Box 2 of 4	Project #917003 (Miscellaneous locations)
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Box 2 of 4	Project #923505 (NASM)
Box 2 of 4	Project #923516 (NASM)

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Box 2 of 4	Project #924603 (Anacostia Museum)
Box 2 of 4	Project #926305 (Quadrangle)
Box 2 of 4	Project #926317 (Quadrangle)
Box 2 of 4	Project #927003 (Miscellaneous locations)
Box 2 of 4	Project #927106 (MSC)
Box 2 of 4	Project #934601 (Anacostia Museum)
Box 2 of 4	Project #934602 (Anacostia Museum)
Box 2 of 4	Project #983701 (FGA)
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Box 2 of 4	Project #R893113 (NMNH)
Box 2 of 4	Project #11860.02 (Miscellaneous locations)
Box 2 of 4	Project #8245104 (Hirshhorn Museum and Sculpture Garden - HMSG)
Box 2 of 4	Project #8338104 (Silver Hill Facility - SHF)
Box 2 of 4	Project #8637102 (FGA)
Box 2 of 4	Project #A9100013 (Miscellaneous locations)
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	1992 Office of Secretary
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Box 2 of 4	Appointment as Acting Under Secretary
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Box 2 of 4	Events
Box 2 of 4	Update of the OH (Office of Horticulture)
	Information Resource Management (IRM)
Box 2 of 4	Incoming
Box 2 of 4	Final Smithsonian IRM Plan

Box 2 of 4	SI IRM Plan Agreement
	1992 Product Development Licensing
Box 2 of 4	Incoming
	1992 Office of Registrar
Box 2 of 4	Incoming
Box 2 of 4	Audit Meeting
Box 2 of 4	Collection Statistics Report
Box 2 of 4	Loan Fees
Box 2 of 4	Triennial Internal Control Review
	1992 Building Management
Box 2 of 4	A&I Building Management
	1992 Resident Associate Program
Box 2 of 4	Incoming
	1992 ORM
Box 2 of 4	Monthly Register
	1992 Protection Services
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	ADMINISTRATIVE FILES (1993)
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Box 2 of 4	A&I Space Allocations
Box 2 of 4	Aileen and Minor American Antiques

Box 2 of 4	American Art
Box 2 of 4	American Horticultural Society
Box 2 of 4	Appreciation
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Box 2 of 4	Audio Visual Services
Box 2 of 4	Automation Plan
Box 2 of 4	Background Information for National Museum of the American Indian (NMAI) Budget
Box 2 of 4	Biltmore Estate
Box 2 of 4	Bjorklund, Richard
Box 2 of 4	Botanic Garden
Box 2 of 4	Boulder Ledge Garden Club
Box 2 of 4	Brochure - Mary Livingston Ripley Garden
Box 2 of 4	Brookside Gardens
Box 2 of 4	Buchter, Thomas (Garden Department)
Box 2 of 4	Cheekwood
Box 2 of 4	Children Garden
Box 2 of 4	Close out of Horticulture Branch Library
Box 2 of 4	Collections Policy
Box 2 of 4	Cost Recovery & Donor Satisfaction
Box 2 of 4	Council on Botanical & Horticulture Libraries
Box 2 of 4	Curriculum Vitae
Box 2 of 4	Deed of Gift
Box 2 of 4	Department of Health and Human Services
Box 2 of 4	Design and Grow Committee



Box 2 of 4 Disaster Plan - Horticultural Services Division (HSD)

Box 2 of 4 Dumbarton House

Box 2 of 4 Enforcing of Haupt Garden Regulations

Box 2 of 4 Enid A. Haupt

Box 2 of 4 Enid A. Haupt Garden

Box 2 of 4 Enid Haupt Garden Brochures

Box 2 of 4 Entomologist

Box 2 of 4 Environmental Health Association

Box 2 of 4 EXPLUS

Box 2 of 4 Facilities Information Task Force Update

Box 2 of 4 Fairfield Historical Society

Box 2 of 4 Fountains / Furniture / Urns

Box 2 of 4 Fred C. Gloeckner Foundation

Box 2 of 4 Friedman/ Arthur

Box 2 of 4 Funds to Replace Plants

Box 2 of 4 Gichner Iron Works

Box 2 of 4 Gifts and Grants

Box 2 of 4 Goals for FY 1993

Box 2 of 4 Haupt Garden Policy

Box 2 of 4 Historical Society of Washington, DC

Box 2 of 4 Horticulture Advisory Committee

Box 2 of 4 Housley, Allan (Chestertown Garden Club)

Box 2 of 4 HSD Update of Five-Year Plan

Box 2 of 4 Indianapolis Museum of Art

Box 3

Box 3 of 4 J. A. Nearing Co.

Box 3 of 4	JMB Restoration and Erection/ Inc.
Box 3 of 4	James Smithson Society Award
Box 3 of 4	King, Nan B.
Box 3 of 4	Lectures
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Box 3 of 4	Lewis Ginter Botanical Garden
Box 3 of 4	Library
Box 3 of 4	Longwood Gardens
Box 3 of 4	Money in A&I Fountain
Box 3 of 4	Montgomery County Parks
Box 3 of 4	Moss, Joseph
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Box 3 of 4	National Capital Orchid Society
Box 3 of 4	National Garden
Box 3 of 4	National Horticulture Organizations List
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Box 3 of 4	Parking Violation
Box 3 of 4	Pesticide Operator Licenses
Box 3 of 4	Private Gardens Inc.
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Box 3 of 4	Project Justification
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Box 3 of 4	Rebecca Frischkorn Landscape Design

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Box 3 of 4	Research Services Statistics
Box 3 of 4	Rhodes, Amoret
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Box 3 of 4	Snow & Ice Removal Plan
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Box 3 of 4	Staffing/Cost for NMAI
Box 3 of 4	Staff Meeting
Box 3 of 4	Stinchcomb, Jan & Michael
Box 3 of 4	Strawbery Banke Inc.
Box 3 of 4	Sundial Pedestal
Box 3 of 4	Sunny O'Neil
Box 3 of 4	Swiss Foundry, Inc.

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Box 3 of 4	Transfer of Container Covers
Box 3 of 4	Transportation
Box 3 of 4	Topiary Planting for Museum
Box 3 of 4	Tudor Place Foundation, Inc.
Box 3 of 4	Use of the Courtyard
Box 3 of 4	Visitors Information and Associates' Recenter Center (VIARC)
Box 3 of 4	Victorian Gardens Booklet
Box 3 of 4	Videotaping in Haupt Garden
Box 3 of 4	Virginia Cooperative Extension
Box 3 of 4	Visitor Comments
Box 3 of 4	Walsh, James
Box 3 of 4	Winterthur Museum & Gardens
	Grounds Management Branch
Box 3 of 4	Incoming
Box 3 of 4	Outgoing
Box 3 of 4	Ace Tree Movers, Inc.
Box 3 of 4	Agreement Management Program - American Elm Tree
Box 3 of 4	Benches for Freer Gallery
Box 3 of 4	Carpenter Greenhouses
Box 3 of 4	Children's Garden
Box 3 of 4	Courtyard Gate:
Box 3 of 4	Dinosaur
Box 3 of 4	Elm Tree
Box 3 of 4	Freer Gallery of Art
Box 3 of 4	Grounds Management Space

Box 3 of 4	Grounds Management Fertilizer Program
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Box 3 of 4	Hirshhorn Sculpture Garden
Box 3 of 4	IPM Monitoring Program
Box 3 of 4	Mary L. Ripley Garden
Box 3 of 4	Pansy Planting
Box 3 of 4	Pesticide & Fertilizer Program
Box 3 of 4	PGMS (Professional Grounds Management Society)
Box 3 of 4	Rat Problems
Box 3 of 4	Replacement of Building 31
Box 3 of 4	Reports (Mark Hardin)
Box 3 of 4	Rat Contract
Box 3 of 4	Security Lighting at National Air and Space Museum (NASM)
Box 3 of 4	Snow and Ice Removal
Box 3 of 4	Soil Compaction of the National Mall
Box 3 of 4	Spray Specifications for Elms, Oaks & Magnolias
Box 3 of 4	Spring Garden Tips
Box 3 of 4	Trash Containers for EHG
Box 3 of 4	Trees Pruning
Box 3 of 4	Victorian Garden
	Greenhouse Branch
Box 3 of 4	Incoming
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Box 3 of 4	MSL (Marine Systems Laboratory) Greenhouse

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Box 3 of 4	Policy Statement Orchid Subcommittee
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Box 3 of 4	Outgoing
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Box 3 of 4	Internship Council Co-Chairpersons & Members
Box 3 of 4	Maintenance Work Tickets
Box 3 of 4	Money from A&I Fountain
Box 3 of 4	Office of General Counsel (OGC) Weekly Plant Delivery
Box 3 of 4	Office Orchid Rotations
Box 3 of 4	OM 724 Revision
Box 3 of 4	Plant Replacement
Box 3 of 4	Removal of Plants, Plant Materials & Floral Arrangements
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Box 3 of 4	Tour of Enid A Haupt Garden
Box 3 of 4	Training Request
Box 3 of 4	Women's Committee

	Garden Club of America (GCA/AAG)
Box 3 of 4	Biltmore Company (Julia Weed/Kelly Simpson)
Box 3 of 4	Bissell, Gina
Box 3 of 4	Brown, Maud
Box 3 of 4	Frederick, William H. Jr.
Box 3 of 4	Fryer, Hazel
Box 3 of 4	Hansen, Bobbie
Box 3 of 4	Koelsch, Philip (Mrs.)
Box 3 of 4	Mauran, Frank
Box 3 of 4	M. van Waveren & Sons, Inc.
Box 3 of 4	Minutes
Box 3 of 4	Paca, Barbara
Box 3 of 4	Robinson, Kip
Box 3 of 4	Sarah Lawrence College
Box 3 of 4	Thomas, Sellers Jr.
Box 3 of 4	Titus, Paul
Box 3 of 4	Weller, Eleanor
Box 3 of 4	Wheeler, Janice
Box 3 of 4	Wilson, Bunny
	OPlantS
Box 3 of 4	Incoming
Box 3 of 4	1993 Automation Projects
Box 3 of 4	Advisory Committees
Box 3 of 4	Briefing Meeting
Box 3 of 4	Computer Services Division

Box 3 of 4	Evaluation Form for Approved Training
Box 3 of 4	Federal Task Force on Vending Meeting
Box 3 of 4	Follow-Up Response to the METR of HSD
Box 3 of 4	FSG Vision & 5 year Plan
Box 3 of 4	MMB
Box 3 of 4	NHB Chemical/Spill Plan
Box 3 of 4	OM 724 Revision
Box 3 of 4	OPlantS 5-years Plan
Box 3 of 4	OPlantS Diversity Action Plan
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Box 3 of 4	Questionnaire of Endowment Fund
Box 3 of 4	Safety Film
Box 3 of 4	Safety Minutes
Box 3 of 4	Shop Codes
Box 3 of 4	Strategic Planning Retreat
Box 3 of 4	Status Update at SISC
Box 3 of 4	Survey of New Technologies
	Office of Environmental Management & Safety
Box 3 of 4	Incoming
Box 3 of 4	Annual Summary of Occupational Injuries & Illnesses
Box 3 of 4	Asbestos Abatement Priority List for ODC Projects
Box 3 of 4	Environmental Investigation of Track F
Box 3 of 4	Hazardous Waste Report
Box 3 of 4	Procedures for Purchasing Safety Shoes
Box 3 of 4	Safety Meeting
Box 3 of 4	Smithsonian Safety Program Statistical Summary Report, FY 1992



Box 4

	Office of Protection Services
Box 4 of 4	Incoming
	Office of Design & Construction
Box 4 of 4	Incoming
Box 4 of 4	Outgoing
Box 4 of 4	Chiller Plant
Box 4 of 4	Freer Gallery of Art
Box 4 of 4	FY 1994 R&R, ASM Proposed Projects (2 folders)
Box 4 of 4	Haupt Garden Gate
Box 4 of 4	Hirshhorn Plaza Turf Management
Box 4 of 4	Kiosk Entrance
Box 4 of 4	Maintenance Schedule for Hirshhorn Museum and Sculpture Garden (HMSG)
Box 4 of 4	Meeting
Box 4 of 4	Project Activity Report
Box 4 of 4	Proposed Outdoor Seating/Landscaped Area NMAI Research Branch Annex, New York
Box 4 of 4	Tank Removal American History
Box 4 of 4	Wisnewski Blair
Box 4 of 4	Contract #FC9-2104440000 & 310355000 (2 folders)
Box 4 of 4	Projects (30 folders)
	Office of The Under Secretary
Box 4 of 4	Incoming
Box 4 of 4	Appointment of Facilities Building Manager
Box 4 of 4	FY 1993 Federal Budget Allocations

Box 4 of 4	FY 1995-1999 R&R A&M Program
Box 4 of 4	Minutes of the Board of Regents
Box 4 of 4	New Appointments to the Smithsonian Council
Box 4 of 4	The Smithsonian of the Future
	Information Resource Management
Box 4 of 4	Incoming
	Office of Planning of Budget
Box 4 of 4	Incoming
Box 4 of 4	Review of Draft Collections Management Report
	Women's Committee
Box 4 of 4	Incoming
	Festival of American Folklife
Box 4 of 4	Incoming
	Office of Development
Box 4 of 4	Incoming
	Office of Registrar
Box 4 of 4	Incoming
Box 4 of 4	Collection Statistics
Box 4 of 4	1992 Compliance Report & Collection Statistics
Box 4 of 4	Collections Management Policy
Box 4 of 4	Mary Case
Box 4 of 4	Roles
	Building Management
Box 4 of 4	Incoming
Box 4 of 4	A&I Building Management

Box 4 of 4 Safety & Occupational Health Specialist

Box 4 of 4 Safety Committee Meeting

Resident Associate Program

Box 4 of 4 Incoming

Office of Risk Management

Box 4 of 4 Monthly Register

National Park Service

Box 4 of 4 Incoming

Arthur M. Sackler Gallery

Box 4 of 4 Incoming

National African American Museum

Box 4 of 4 Grounds Maintenance and Davis House

Box 4 of 4 Mission, Roles and Activities

Box 4 of 4 Meetings

National Museum of the American Indian

Box 4 of 4 Incoming

Box 4 of 4 Meetings