



Smithsonian Institution Archives

Records, 1977-1994

Finding aid prepared by Smithsonian Institution Archives

Smithsonian Institution Archives
Washington, D.C.
Contact us at osiaref@si.edu

Table of Contents

Collection Overview	1
Administrative Information	1
Descriptive Entry.....	1
Names and Subjects	1
Container Listing	3

Collection Overview

Repository:	Smithsonian Institution Archives, Washington, D.C., osiaref@si.edu
Title:	Records
Identifier:	Accession 97-094
Date:	1977-1994
Extent:	8 cu. ft. (8 record storage boxes)
Creator::	Smithsonian Institution. Office of Planning, Management and Budget
Language:	Language of Materials: English

Administrative Information

Preferred Citation

Smithsonian Institution Archives, Accession 97-094, Smithsonian Institution. Office of Planning, Management and Budget, Records

Descriptive Entry

This accession consists of records that document the operations of the Office of Planning, Management and Budget. Materials include numerous Smithsonian Directives and the discussions which led up to the issuance of each; and subject files documenting the formulation and execution of the Smithsonian's federal and trust budgets. Subject files include budget submissions, Congressional hearings and justifications, allotments and allocations, apportionments, five year prospectus, and reports.

Names and Subject Terms

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

Subjects:

- Budget
- Budget process
- Legislative hearings -- United States
- Memorandums
- Museum finance
- Museums -- Administration

Types of Materials:

- Manuscripts

Preferred Titles:

Smithsonian Directives (Administrative issuances)

Container Listing

Box 1

Smithsonian Directives

- Box 1 of 8 SD 811_OM 414 Forms Management and Related Services, 1981-1995
- Box 1 of 8 SD 115_OM 823 Internal Controls, 1996
- Box 1 of 8 SD 209_OM 840 Smoking Policy, 1987
- Box 1 of 8 SD 204_OM 695 Evaluation Plan for Professional Accomplishments, 1982
- Box 1 of 8 SD 214_SSD 1300 EEO (Equal Employment Opportunity) Handbook
- Box 1 of 8 SD 303_OM 798 Interest Payments to Specific Trust Funds
- Box 1 of 8 SD 316_SSH 540 Stock Catalog, 1990
- Box 1 of 8 SD 411_OM 791 SI (Smithsonian Institution) Parking Program
- Box 1 of 8 SD 116_OM 831 Claims Against Wages, 1994
- Box 1 of 8 SD 302_OM 786 Financial Management, 1980
- Box 1 of 8 SD 414_OM 810 Energy Management, 1986
- Box 1 of 8 SD 401_OM 724 Use of Smithsonian Facilities for Special Events, 1986-1992
- Box 1 of 8 SD 402_OM 725 Mail Management, 1985
- Box 1 of 8 SD 410_OM 789 Physical Plant Construction and Improvement Projects, 1977
- Box 1 of 8 SD 409_OM 788 Relocation of Smithsonian Offices and Activities, 1986
- Box 1 of 8 SD 407_OM 781 Printing, Duplicating and Photographic Services, 1981
- Box 1 of 8 SD 406_OM 780 Property Pass, 1975, 1979
- Box 1 of 8 SD 420_OM 640 Security, 1986
- Box 1 of 8 SD 828_OM 832 Visitor Information and Associates' Reception Center, 1985
- Box 1 of 8 OM 707 Permission Requests, 1985
- Box 1 of 8 OM 800 Educational Outreach Program, 1982
- Box 1 of 8 OM 813 Vehicle Management, 1982

Box 2

- Box 2 of 8 SD 212_SSH 1100 Federal Personnel Handbook, 1978
- Box 2 of 8 SSH 510 Purchases, Supplies and Services, 1985, 1987
- Box 2 of 8 Travel Bulletin Per Diem Rates
- Box 2 of 8 SD 101 Administrative Issuances, 1983

Box 3

- Box 3 of 8 OM 821 Cellulose Nitrate Negatives and Film
- Box 3 of 8 SD 815_OM 756 Policies and Procedures Covering Photographic Services, Sales, Commercial, 1974
- Subject Files
- Box 3 of 8 Accounting, 1978-1982
- Box 3 of 8 Accounting Financial Services (OAFS), 1984-1990
- Box 3 of 8 Accounting Systems (SIFMIS), 1976-1986
- Box 3 of 8 ADP - Automatic Data Processing, 1982-1989
- Box 3 of 8 Administrative Services Center, 1990
- Box 3 of 8 African Art (National Museum of African Art), 1978-1990
- Box 3 of 8 Air and Space Museum (National Air and Space Museum), 1985-1990
- Box 3 of 8 American History (National Museum of American History), 1988-1990
- Box 3 of 8 American Indian (National Museum of the American Indian), 1977-1990
- Box 3 of 8 Archives (Smithsonian Institution Archives), 1986-1990
- Box 3 of 8 Astrophysical Observatory (Smithsonian Astrophysical Observatory), 1982-1990
- Box 3 of 8 Audits, January 1985, December 1984, May 1984, April 1984
- Box 3 of 8 Audits, April, May and December 1984, January 1985
- Box 3 of 8 BPS, 1981-1990

Box 4

- Box 4 of 8 Bureaus of Museum Services, 1990

Box 4 of 8	Budget Manual Development, 1987
Box 4 of 8	Business Management, 1985-1987
Box 4 of 8	Conservation Analytical Laboratory, through 1988
Box 4 of 8	Calendar, 1983-1993
Box 4 of 8	Capability Statements, 1982-1990
Box 4 of 8	Center for the Study of Man, 1983
Box 4 of 8	Chesapeake Bay Center for Environmental Studies, 1986
Box 4 of 8	Child Care Centers, 1989
Box 4 of 8	Clerical Upgrade, 1986-1987
Box 4 of 8	Collection Information Systems, 1988-1989
Box 4 of 8	Collections Management Inventory, 1988
Box 4 of 8	Columbus Quincentenary Program, 1987-1990
Box 4 of 8	Congressional Appeal, 1982-1989
Box 4 of 8	Congressional Committee
Box 4 of 8	Congressional Correspondence II, 1982-1990
Box 4 of 8	Congressional Site Visits, 1992
Box 4 of 8	Conference Services
Box 4 of 8	Constitution, Bicentennial, 1983-1990
Box 4 of 8	Construction Program, 1988-1990
Box 4 of 8	Consultants, 1968-1990
Box 4 of 8	Contracts, 1988
Box 4 of 8	Cooper-Hewitt, 1985-1989
Box 4 of 8	Cost Centers, 1984-1990
Box 4 of 8	Delegation of Authority, 1978-1990
Box 4 of 8	Design and Construction (Office of Design and Construction), 1976-1989
Box 4 of 8	Development Office (Office of Development), 1978-1990

- Box 4 of 8 Domestic Study Tours, 1980
- Box 4 of 8 Duplicating, 1979-1989
- Box 4 of 8 Ecology, 1969
- Box 4 of 8 Edinburg Festival, 1983
- Box 4 of 8 Education Data (OMB Schedule), 1978
- Box 4 of 8 Education, Department of, 1985-1990
- Box 4 of 8 Elementary and Secondary Education (Office of Elementary and Secondary Education), 1987-1990
- Box 4 of 8 Employment Trends, 1985-1990
- Box 4 of 8 Endowment Funds, 1990
- Box 4 of 8 Energy Conservation Bank, 1980-1986

Box 5

- Box 5 of 8 Entertainment, 1990
- Box 5 of 8 Environmental Activities (OMB Special Analysis)
- Box 5 of 8 Environmental Research Center (Smithsonian Environmental Research Center), 1986-1990
- Box 5 of 8 Environmental Management and Safety (Office of Environmental Management and Safety), 1988-1990
- Box 5 of 8 Equal Employment and Minority Affairs (Office of Equal Employment and Minority Affairs)
- Box 5 of 8 Equal Opportunity, 1988-1990
- Box 5 of 8 Equal Opportunity Action Plan, 1978-1981
- Box 5 of 8 Equipment Replacement - National Museum of Natural History (NMNH), 1984
- Box 5 of 8 Equipment Replacement - Smithsonian Astrophysical Observatory (SAO), 1983-1984
- Box 5 of 8 Equipment Replacement - Smithsonian Environmental Research Center (SERC), 1983-1984
- Box 5 of 8 Equipment Replacement - Smithsonian Tropical Research Institute (STRI), 1986

- Box 5 of 8 Equipment Replacement - National Zoological Park (NZIP), 1983-1987
- Box 5 of 8 Evans Hall, 1982
- Box 5 of 8 Executive Positions, 1977-1978
- Box 5 of 8 Exhibitions, 1986-1988
- Box 5 of 8 Exhibits Central (Office of Exhibits Central), 1978-1982
- Box 5 of 8 External Affairs, Assistant Secretary (Office of the Assistant Secretary of External Affairs), 1989-1990
- Box 5 of 8 Federal Employees Retirement System (FERS), 1986-1989
- Box 5 of 8 Finance and Administration, Assistant Secretary [Office of the Assistant Secretary for Finance and Administration (OASF&A)], 1978-1990
- Box 5 of 8 OASF&A Activity Report, 1990
- Box 5 of 8 Finance, Management and Planning (Office of Finance, Management and Planning), 1978-1990
- Box 5 of 8 Financial System Advisory Committee, 1988
- Box 5 of 8 Fluid Research Funds, 1980-1984
- Box 5 of 8 Folklife Programs and Cultural Studies, Center for (CFP&CS), 1979-1990
- Box 5 of 8 Foreign Studies Tours, 1984-1985
- Box 5 of 8 Fort Pierce, 1979
- Box 5 of 8 Freer-Sackler Galleries, 1985-1990

- Box 6

- Box 6 of 8 Facilities Services, 1986-1989
- Box 6 of 8 Federal Contracts and Grants - Back Up Material
- Box 6 of 8 Federal Domestic Assistance Information, 1982
- Box 6 of 8 Federal Pay Systems
- Box 6 of 8 Fellows Residence Facility, 1988
- Box 6 of 8 Fellowships and Grants, Office of (OFG), 1978-1983
- Box 6 of 8 GSA Reimbursable Work Authority, 1978-1990

Box 6 of 8 Gallery of Art, National (NGA)

Box 6 of 8 General Counsel (Office of General Counsel), 1978-1990

Box 6 of 8 Global Change Research, through 1990

Box 6 of 8 Government Printing Office (GPO), 1980

Box 6 of 8 Government Relations (Office of Government Relations), 1984-1990

Box 6 of 8 Gramm-Rudman, 1986-1990

Box 6 of 8 Grants and Insurance, 1978-1984

Box 6 of 8 Hirshhorn (Hirshhorn Museum and Sculpture Garden), 1979-1990

Box 6 of 8 Holocaust Memorial Council

Box 6 of 8 Horticulture, 1978-1990

Box 6 of 8 Housing Commission, 1986

Box 6 of 8 Human Resources (OHR), 1985-1990

Box 6 of 8 Human Resources System, 1983-1989

Box 6 of 8 Human Studies Film Center, National (NHSFC), 1978-1981

Box 7

Box 7 of 8 Information Technology (Office of Information Resource Management/Office of Information Technology), 1978-1990

Box 7 of 8 Initial Roundtable, 1989

Box 7 of 8 Internal Controls, 1984-1988

Box 7 of 8 Instrumentation Account, 1985-1986

Box 7 of 8 International Activities, 1979-1984

Box 7 of 8 International Center, 1981-1984

Box 7 of 8 International Exchange Service, 1977-1983

Box 7 of 8 International Space Year, 1987

Box 7 of 8 International Studies, 1982-1990

Box 7 of 8 LAPIS (Legal Authority Program Information System), 1978-1982

Box 7 of 8 Land Purchase - SAO, 1976-1984

Box 7 of 8	Latino Working Committee, 1990
Box 7 of 8	Legal History, 1983-1985
Box 7 of 8	Legal - Miscellaneous, 1976-1990
Box 7 of 8	Libraries (Smithsonian Institution Libraries), 1985-1990
Box 7 of 8	Management Analysis Office (MAO), 1985-1990
Box 7 of 8	Management Committee (1986), 1985-1988
Box 7 of 8	Management Improvement and Cost Reduction, 1979
Box 7 of 8	Management Information Systems, 1985
Box 7 of 8	Marine Systems Lab, 1990
Box 7 of 8	Media Activities, 1989-1990
Box 7 of 8	Merit Pay, 1979-1987
Box 7 of 8	Motor Vehicles, 1978-1979
Box 7 of 8	Museum Act, National, 1966-1985
Box 7 of 8	Museum of Man (MOM), 1974-1982
Box 8	
Box 8 of 8	Museum Programs, Office (OMP), 1987-1989
Box 8 of 8	Museum Services, 1980-1990
Box 8 of 8	Native American Program, 1981-1987
Box 8 of 8	Natural History, National Museum of (NMNH), 1987-1990
Box 8 of 8	NITL (National Institute of Technology and Learning)
Box 8 of 8	NSRC (National Science Resource Center), 1986-1989
Box 8 of 8	Plant Services, Office of (OPlantS), 1982-1990
Box 8 of 8	Pooled Benefits, 1989
Box 8 of 8	Portrait Gallery (National Portrait Gallery), 1978-1990
Box 8 of 8	Position Control (PPS), 1985-1987
Box 8 of 8	Position Management System - FY 1989 Grade Reduction

Box 8 of 8	Position Management System - FY 1988 Grade Target Reduction
Box 8 of 8	Position Management System, 1986
Box 8 of 8	Protection Services, Office of, 1984
Box 8 of 8	Public Affairs, 1978-1990
Box 8 of 8	Public Information, 1978-1982
Box 8 of 8	Public Inquiry Mail Service, 1985
Box 8 of 8	Public Works Data (OMB Budget Schedule), 1972-1984
Box 8 of 8	Republic of China
Box 8 of 8	Special Events, Office of, 1981
Box 8 of 8	Symposia and Seminars, Office of, 1978-1985
Box 8 of 8	Telecommunications, 1980-1985
Box 8 of 8	Transportation, 1988
Box 8 of 8	Transition - Carter and Reagan
Box 8 of 8	Treasurer's Annual Report, FY 1976-FY 1989
Box 8 of 8	Truman Centennial, 1982-1984
Box 8 of 8	United Giver Fund
Box 8 of 8	Utilities, 1978-1989
Box 8 of 8	Under Secretary, 1978-1985
Box 8 of 8	United States-Yugoslav Joint Fund, 1988-1989