

000 1306  
 001 001  
 002 011  
 003  
 004  
 005 Delaware State Planning Office  
 006  
 140 General Records of Director David R. Keifer  
 200 1962  
 210 1970  
 220  
 240 1.26  
 241 1 cubic feet  
 261 Records relating to Delaware State Planning Council.  
 27X Types of records include correspondence files (1962-1970), copies of information relevant to the creation of the council, by-laws for planning council, director's report, copies of draft resolutions, memorandum from council, transcript of proceedings of Delaware State Planning Council (preliminary comprehensive development plan, 1968).  
 29X  
 310  
 329 WORK STATUS ARCHIVIST:  
     \_\_\_ needs sorting                      \_\_\_ review for identification/  
     \_\_\_ needs unfolding                    \_\_\_ further determination  
     X needs foldering/reboxing          \_\_\_ processing  
     X other: all documents have          \_\_\_ determine origin/purpose  
   \_\_\_ other: volunteer  
   been removed from          \_\_\_  
   binders  
 CONDITION: FILM:  
     \_\_\_ totally disorganized              \_\_\_ for security  
     X order not apparent                  \_\_\_ destroy original  
     \_\_\_ origin questionable              \_\_\_ other:  
     \_\_\_ other: \_\_\_\_\_                  \_\_\_ other:  
 330 Arrangement not apparent  
 331 No index.  
 332 Typed.  
 350  
 360 fair; acid damage; storage damage  
 390  
 420  
 430 Correspondence files should be removed and placed with appropriate series.  
 990 5/17/1995  
 995 July 22, 1996; June 16, 1997; June 14, 2004  
     de/bh