000 1325
001 003
002 160
003
004
005 Department of State
006 Public Archives Commission
140 Annual Reports Work Files.
200 1952
210 1970
220
240 0.65 cubic feet
241 O/S Upright-8
261 Statistics and rough drafts of agency annual reports.
270 Generally files contain agenda from commission meetings, compiled statistics, handwritten and typed drafts of annual report, statement of accounts. Files include 1 folder concerning the publication of the Ridgely family letters.
290
310
329 WORK STATUS

___needs sorting
___needs unfolding
_X_needs foldering/reboxing
___other: _____

CONDITION:
___totally disorganized
___order not apparent
___origin questionable
___other:_____

ARCHIVIST:
___review for identification/ further determination
___processing
___determine origin/purpose
___other:

FILM:
___for security
___destroy original
___other:

330 Chronological by year of report.
331 No index.
332 Handwritten; typed; form printed w/typing
350
360 Fair condition with acid, storage and dirt damage
390 Published Annual Report
420
430
900
990 5/22/1995
995 July 22, 1996; April 23, 1997; November 13, 2018
de/bh