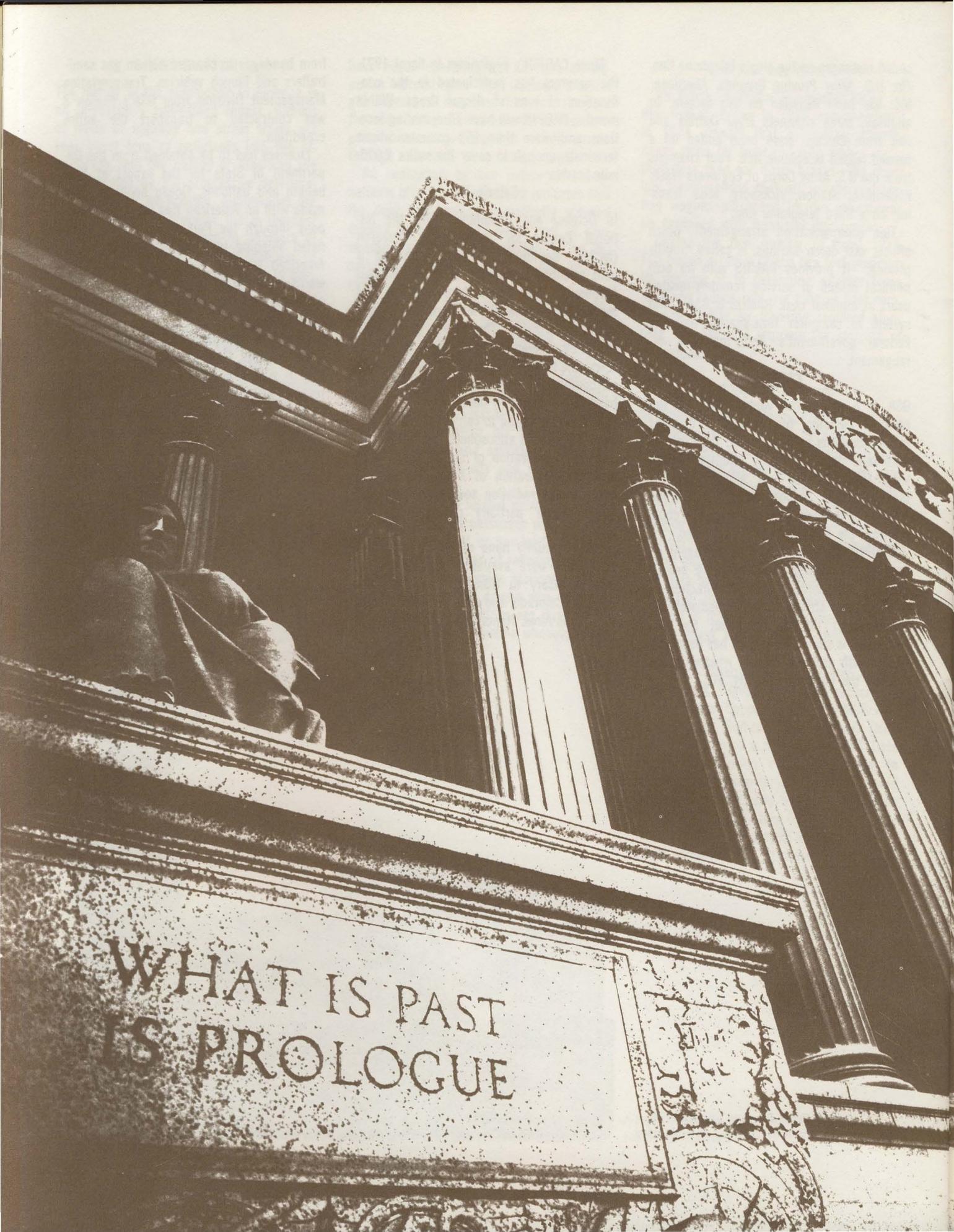


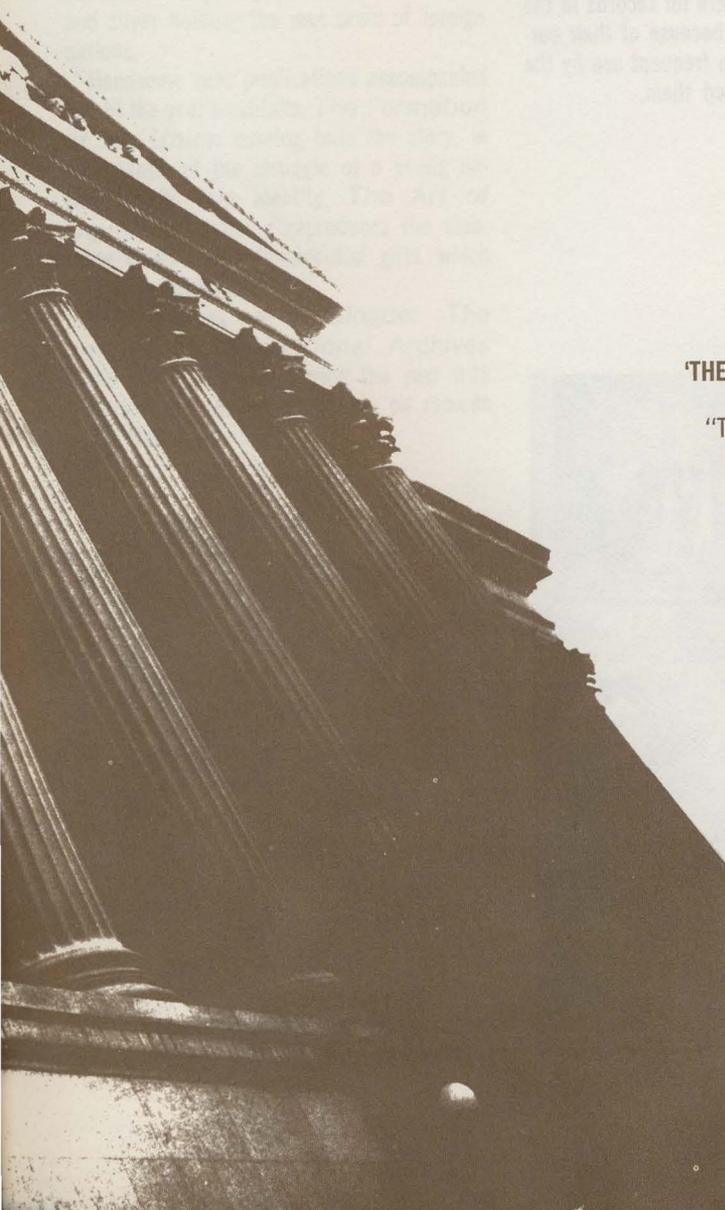


general
services
administration
annual report
1971

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WHAT IS PAST
IS PROLOGUE



'THE GREAT DOCUMENTS THAT STARTED OUR NATION . . .'

"The Archives is more impressive than the Capitol, the Lincoln Memorial, the Jefferson Memorial or the White House itself . . . the building is one that holds the Constitution, the Bill of Rights, the Declaration of Independence, the great documents that started our nation. . ." President Nixon made these remarks following the Fourth of July weekend in 1971, when he and House Speaker Carl Albert and Supreme Court Justice Warren E. Burger stood in the rotunda of the National Archives Building for a televised observance of the adoption of the Declaration of Independence 195 years earlier.

national archives
and records service



The American Revolution

The National Archives and Records Service of the GSA has a major role in the "Bicentennial Era," the official celebration of the nation's beginning which the President opened with his words. In spring 1971, NARS opened a Center for the Documentary Study of the American Revolution to provide assistance for scholars working in the 1774-1789 period.

The Papers of the Continental and Confederation Congresses, now in the National Archives, have never been satisfactorily indexed. With the aid of a 2-year, \$150,000 grant from the Ford Foundation, the Center is preparing a computer-assisted index to those papers. It is scheduled for completion in 1973.

NARS—The Federal Archives System

GSA administers a system of Federal record complexes which includes the National Archives, 14 Federal Records Centers and six Presidential libraries. The National Archives is the collection of permanently valuable records of the government. Most of this collection of more than one million cubic feet of records is held in the National Archives Building. In addition to these records of enduring value, 11.6 million cubic feet of more current records are stored in the Federal Records Centers. Thus, NARS has custody of 12.3 million cubic feet of Federal records, 42 percent of those in existence. In the Presidential libraries there are an additional 50,000 cubic feet of records, Presidential papers and other donated historical materials. A cubic foot of records equals about 2,500 pages.

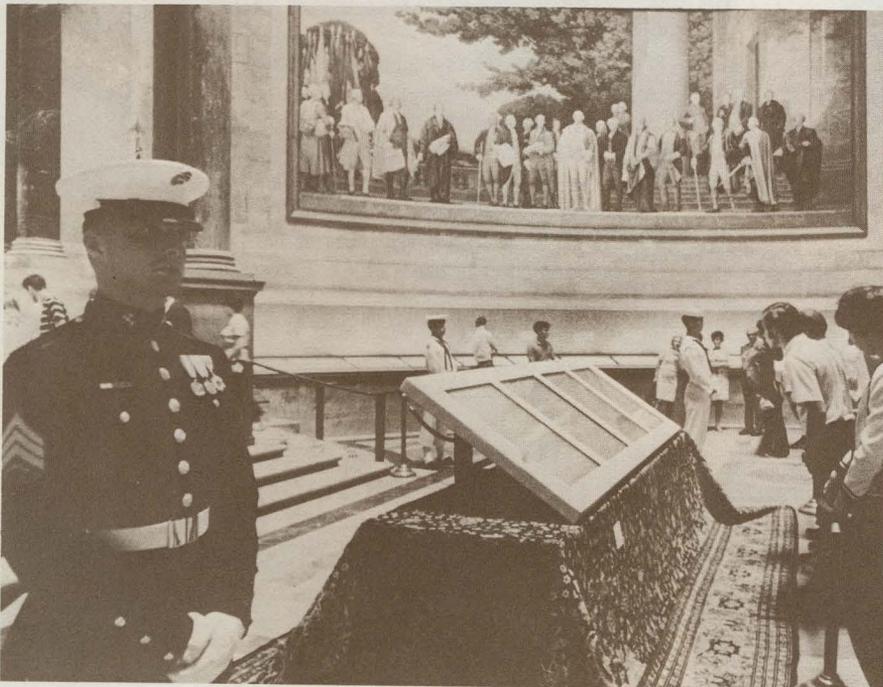
These GSA holdings were heavily used in fiscal 1971. There were nearly 10.5 million reference services on the various bodies of records. The majority were for records in the Federal centers which, because of their current interest, are still in frequent use by the agencies which deposited them.

Incomparable Resources

Ambassador John Eisenhower and Authors Barbara Tuchman, William L. Shirer and John Toland were among 200 historians and writers attending a Conference on Research on the Second World War at NARS. Russian Lieutenant General P. A. Zhilin, Director of the Institute of Military History for the U.S.S.R. Ministry of Defense, described the state of research on World War II in the Soviet Union today. Other prominent scholars from Europe and the U.S. spoke at the conference, which was co-sponsored by the American Committee on the History of the Second World War.

GSA annually sponsors such conferences in order to make known the incomparable historical resources of the Archives.

The Second World War was also the subject of a film festival which attracted both scholarly and popular attention. During the week of December 7, 1970, a series of films



Marine guard honors the "Charters of Freedom" in Archives Rotunda

chronicled the period, recalling for an overflow crowd the early 1940's and presenting a closeup view of how the great powers reacted to the Axis threat.

The main attraction for the 739,838 visitors who came to the National Archives Building in fiscal 1971 continued to be the Charters of Freedom which are on permanent display: The Declaration of Independence, the Constitution, and the Bill of Rights. During the year, however, other exhibits were mounted, illuminating America's past. A new tradition was begun on Constitution Day: all four pages of the Constitution were placed on display in the center of the rotunda, attended by an honor guard from all the military services. Normally, only the first and last pages are on public exhibit.

On April 3, 1971, NARS opened one of its most ambitious exhibits, "The Art of Diplomacy." Placed on display were two centuries of the National Archives' diplomatic treasures, richly-bound treaties and their handsome "skippets," boxes of worked gold and silver holding the wax seals of foreign nations.

Handsome new publications accompanied two of the year's exhibits. *The Formation of the Union* catalog tells the story, in documents, of the struggle of a young nation for its own identity. *The Art of Diplomacy* catalog reproduces the elaborate treaties and Presidential gifts, which also were exhibited.

Three issues of *Prologue: The Journal of the National Archives* came off the presses during the year with historical articles based largely on records in the National Archives.

Improving Archival Services

The Archives Advisory Council met three times during the year to make recommendations for the improvement of services to the scholarly community. It also instigated studies of means to provide exchange fellowships between universities and the National Archives and to encourage production of improved microfilm readers.

Regional Archives Advisory Councils were established in each of the 10 GSA regions. Each of the councils has approximately 12 members representing the academic community, research institutions, historical associations, genealogical societies, and other groups interested in Federal archival services in their areas.

The Presidential Libraries

The sixth Presidential library, the Lyndon Baines Johnson Library, formally opened its doors on the University of Texas campus in Austin on May 22, 1971. The ceremony was attended by the former President, President Nixon and thousands of guests. The building was constructed by the University of Texas, which will retain title to it, but the GSA is pledged to "maintain, operate and protect" the library as part of the National Archival system. The eight-story building contains more than 31 million pages of records associated with the LBJ administration.

The John F. Kennedy Library, which is awaiting a permanent building in Cambridge, Mass., is lodged temporarily in the Federal Records Center at Waltham. By summer of 1971, the library had opened 6.5 million pages for research, more than 42 percent of its total manuscript holdings. Construction of the permanent structure, which had been delayed by site difficulties, is expected to start in 1973.



Part of Sir Kenneth Clark's "Civilisation" series for national television being filmed at Archives

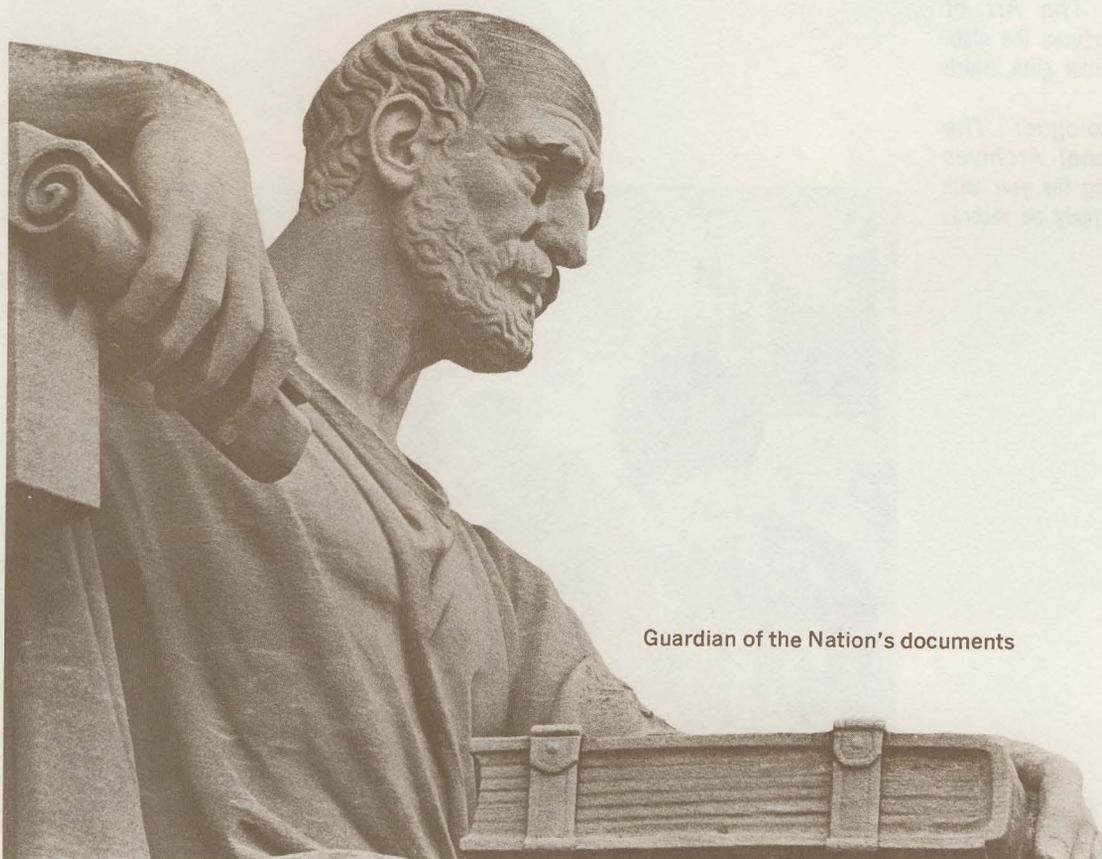
An addition to the museum at the Dwight D. Eisenhower Library in Abilene, Kans., was nearing completion as the fiscal year ended. The museum was closed during the year while construction was in progress. However, 414,699 persons visited the Place of Meditation where President Eisenhower is buried. In June 1971 the University of Kansas Press published *D-Day, the Normandy Invasion in Retrospect*. The book, whose publication was arranged by the Eisenhower Foundation, contains papers delivered at the library on June 6 and 7, 1969, the 25th anniversary of D-Day.

Almost 13 years to the day after its opening, the Harry S. Truman Library in Independence, Mo., counted its two millionth visitor on July 7, 1970. During the year, the Harry S. Truman Library Institute formed a committee to raise \$1 million to augment its program of research grants and publications.

The oldest of the Presidential Libraries, the Franklin D. Roosevelt Library at Hyde Park, N.Y., counted its five millionth visitor on April 16, 1971, a little less than 30 years after its opening on July 1, 1941. Two new wings are scheduled for dedication in the first part of 1972. Two of the year's Pulitzer Prize winning books drew heavily on papers in the library: John Toland's *The Rising Sun* and James McGregor Burns' *Roosevelt: The Soldier of Freedom*. An editorial advisory board of seven eminent historians was appointed for the "Franklin D. Roosevelt and Foreign Affairs" publication project at the library.

At West Branch, Iowa, the remodeled museum of the Herbert Hoover Library reopened on May 30, 1971. An addition to the building was begun and proposals for a new research room were being considered. In accordance with a long planned change, the Herbert Hoover birthplace cottage, visited by 103,426 persons during the year, and 28 acres of land surrounding the library and blacksmith shop were transferred from GSA to the Department of the Interior to be administered by the National Park Service as part of the Herbert Hoover Historic Site.

Looking toward the establishment of a Nixon Library, the Richard Nixon Foundation continued its study of sites. Edward C. Nixon, the President's brother and a member of the board, visited the Hoover, Truman, Eisenhower and Johnson Libraries. The City of Whittier, Calif., officially offered to the foundation a 120-acre tract. Other sites were considered also by the foundation, but no final decision has yet been made.



Guardian of the Nation's documents

\$200 Million Cut

During the year, President Nixon directed Federal agencies to reduce the cost of paperwork processing. He set twin goals: a reduction of \$200 million in government reports costs and a cut of five million man-hours in the time the public spends in filling out government forms. The President called upon the GSA Administrator to coordinate the project and NARS experts in reporting procedures were to develop guidance materials and to provide assistance to agencies requesting it. Most agencies indicated when the program was well underway that they expected to meet or exceed their individual goals.

NARS assistance to other agencies on paperwork problems is not limited to reporting procedures. Upon request, NARS sends teams of analysts into an agency to cut red tape. More than 145 such requests for assistance were received in fiscal 1971 and all were honored. The agencies estimated that their operations cost was reduced by a total of \$31 million as a direct result.

Meanwhile, virtually every agency of the Federal government used the facilities of the Federal Records Center system. The centers received 1.3 million cubic feet of records no longer needed in individual offices, thus avoiding about \$10 million worth of storage and filing costs if they had remained in the original agencies.



President Nixon signs register at dedication of the Johnson Library

	Fiscal Year 1971	Fiscal Year 1970	Fiscal Year 1961
PUBLIC BUILDINGS			
New Construction Program:			
a. Design Starts (Millions of Dollars)	188.4	258.1	324.7
b. Design Completions (Millions of Dollars)	280.0	224.8	229.7
c. Construction Awards (Millions of Dollars)	173.5	34.7	169.5
d. Construction Completions (Millions of Dollars)	49.4	117.9	96.9
Buildings Management:			
a. Average Net Square Feet Managed (Millions)	207.1	203.3	129.5
Repair and Improvement:			
a. Repair and Improvement Appropriation:			
(1) Net Square Feet of R & I Responsibility (Millions)	187.8	187.0	121.4
(2) Obligations Incurred (Millions of Dollars)	84.3	77.0	61.2
b. Reimbursable Costs (Millions of Dollars)	64.8	68.9	NA
TRANSPORTATION AND COMMUNICATIONS			
Interagency Motor Pools:			
a. Number of Pools in Operation	97	97	60
b. Mileage (Thousands)	583,565	568,111	222,953
c. Number of Vehicles in Pool (June 30)	57,213	55,141	21,009
d. Sales (Millions of Dollars)	57.2	51.0	18.7
Federal Telecommunications System:			
a. Number of Intercity Calls (Millions)	87.6	74.6	NA
b. Total System Sales (Millions of Dollars)	153.5	128.6	NA
NATIONAL ARCHIVES AND RECORDS			
Number of Records Centers	14	14	14
Records in Inventory (Thousands Cubic Feet June 30)	11,229	11,550	6,735
Inquiries Handled (Thousands)	10,044	9,939	4,814

summary of operations



THE PERISCOPE

Five government vehicles are equipped for experimental purposes with a new safety device termed "the periscope." The periscope is a rear-view mirror system which broadens the scope of view, enabling the driver to have almost total peripheral vision. The project, sponsored jointly by TCS and the Department of Transportation, will be evaluated after an initial trial period.

ANYONE FOR TITANIUM?

Due to the discontinuance of the program to develop a supersonic transport passenger plane (SST), PMDS is beginning to offer for competitive bid large quantities of titanium in various forms. The release of the titanium stockpile was coordinated with representatives of the titanium industry to prevent significant market fluctuation.

CARPETED BARRACKS?

In order to aid the prospects for an all-volunteer U.S. Army, the Federal Supply Service was engaged by Army and Air Force top brass in an effort to improve existing conditions in barracks and officers quarters. FSS's first effort will be to supply \$1.5 million worth of desks, chairs, carpets, typewriters, bookcases, wardrobes, and davenports for use in barracks and recruiting stations throughout the U.S. and overseas.

PUBLIC PAPERS

The first Nixon volume in the series "Public Papers of the Presidents of the United States," edited by the Office of the Federal Register, was published in fiscal 1971 and presented to President Nixon by Administrator Kunzig in a White House ceremony.

SUITCASES AND CASH

Special teams of trained leaders from the TCS central office and from each of the regional offices have been prepared to react immediately to natural disasters or civil disorders. Suitcases, packed with telephone numbers of key persons, lists of government officials, office supplies and even cash for unexpected expenses, are ready at all times for the use of these teams. The Emergency Operations Plan, which makes use of these teams, was tested following the tornado in the Mississippi Delta in February 1971. Three TCS employees traveled to the area and were able to provide communications assistance for the Office of Emergency Preparedness and other government agencies.

FIGHTING FOREST FIRES

TCS personnel assisted the U.S. Forest Service in fighting forest fires by arranging for emergency transportation of fire suppression material and supplies. In May 1971 two jet aircraft were chartered and three Forest Service DC-3 planes were engaged to carry emergency supplies to fight a fire at the Mescalero Apache Indian Reservation in New Mexico. The jets and DC-3's were unloaded at Holloman Air Force Base for trucking of the supplies directly to the fire site.

MUSICAL SEAT BELTS

Although TCS doesn't really believe in playing games when it comes to safety, the Office of Motor Equipment conducted a fiscal 1971 program in which "musical" seat belts were installed in 18 GSA vehicles. The program was mutually conceived by TCS and the Department of Transportation. The seats of the vehicles were wired so that the weight of a driver forces a connection which, in turn, sets off either a buzzer or a flashing light. The bothersome noise or light can be shut off only by fastening the seat belts. Operators of the vehicles were asked for their comments on the experiment. The sound of safety proved a popular tune: over 90 percent of the comments were favorable.

INTERGOVERNMENTAL EXCHANGE

Under the Intergovernmental Personnel Act of 1970, clearance was obtained for the sharing of skilled personnel by all branches of government: Federal, state and local. Under the program, one of GSA's most capable and experienced operations research analysts was loaned for a 2-year period to the Board of Supervisors of San Luis Obispo County in California. The assignment includes consultation, technical advice, the development of long range plans, and improvement of county personnel in these matters through a program of training.