**NAME OF AGENCY**
Executive Office of the Mayor

**DIVISION OR SECTION**
Office of Documents and Administrative Issuances

**NAME OF CONTACT PERSON**
Barbara Eaton

**TELEPHONE NUMBER**
727-5090

**Description of Records (include series titles, records content and dates, and attach box lists, SF-135s, or other documentation).**

Minutes including Orders of the Commissioners, 1953-1967.

Vols. 74-88. (Each "volume" has two separately bound parts, so there are 30 books or "volumes" in quantity.)

Continues the same series that is in RG 351. That series covers the period 1878-1952 and is described in the Inventory to RG 351, item 14.

**Current location of records in agency or Records Center**

**Requested transfer date**

**If nontextual records, describe physical characteristics**

**Estimated volume**
14 cu. ft.

**Specific restrictions to be imposed (include justification and cite statute or FOI exemption)**
none

**Record schedule number and item, or disposal list number and item**

**Statement of Agency Representative (if required)**
The records described above and on the attached pages are offered for deposit with the District of Columbia Archives. Unless otherwise specified above, there are no restrictions on the use of these records. I certify that I am authorized to act for the agency on matters pertaining to the disposition of agency records.

Signature of agency representative: [Signature]
Title: [Title]
Date: [Date]

**FOR D.C. ARCHIVES USE ONLY**

**Action Taken by the District of Columbia Archives**
Approved

Signature of archivist: [Signature]
Date: 2/2/90

**Remarks about disposition/shipping**

**Date received**

**Signature of Archives Representative**