

INDEXING SCHEME

OF

NATIONAL PARK SERVICE

INSTRUCTIONS FOR INSTALLING FILING SYSTEM IN THE NATIONAL PARK SERVICE

1. All field offices will use the following subjective decimal system of classification which the Washington office of the National Park Service has adopted.

2. In adopting this system the Washington office has developed the following headings representing the various classes or divisions of the bureau's work.

- 000 - General
- 100 - History & Legislation
- 200 - Administration & Personnel
- 300 - Appropriations, Finance & Accounts
- 400 - Supplies & Equipment
- 500 - Publicity & Statistics Classes
- 600 - Lands, Buildings, Roads & Trails
- 700 - Flora, Fauna, Natural Phenomena, Antiquities & Sciences
- 800 - Protection, Service to Public & Forestry
- 900 - Concessions

3. There are, at the most, but 10 class headings or subjects. All other subjects are sub-divisions of these and the classification subjects are arrived at by dividing the work into its constituent parts, as:

Method of devising classification

- General -- includes all work of a general or nonspecific character.
- Administration & Personnel - Administration - Includes executive control: Personnel - Includes all matters with reference to employment, etc.

After the work is classified, the classification subjects are increased by carrying each class heading into greater detail and arranging the subjects according to definite but simple rules. Once the correct idea of the decimal system is understood, classification becomes comparatively simple.

4. The file classification should be placed in the upper right corner of the letter as follows:

In answering refer to
 Gla. 660-01 Where there are breakdowns of subjects under certain numbers, such as: 252-Ranger, the full file title will be placed on letter.

5. The system may be likened to a number of steps. Steps illustrating relation of subjects.
 The first step covering a general subject. The second step a lesser or more detailed subject, etc. This is illustrated by the following example:

400 - SUPPLIES & EQUIPMENT (General)
 443 - Motor & Steam Equipment
 443-01 - Automobiles
 443-01.2 - Tires & Tubes

STEPS IN FILING

6. The Globe-Wernicke Angle tab folder is used in making up the file guides. The Washington office has adopted a three color scheme which has proven successful. Making file guides.
 For the 10 main subjects a red color angle tab folder is used, No. 1 cut. For the main sub-subject a yellow tab folder is used No. 2 cut and for the subjects following a green angle tab folder is used with two cuts No. 1 and 3.

7. Abbreviations used in indexing correspondence for filing, as follows:

OOO - General	
Lincoln - Abraham Lincoln	
Acadia - Acadia	
B. C. - Bryce Canyon	
C. L. - Crater Lake	
Ft. McH. - Fort McHenry	
G. G. - General Grant	
Gla. - Glacier	
G. C. - Grand Canyon	
G. T. - Grand Teton	
G. S. M. - Great Smoky Mountains	Abbreviations
Haw. - Hawaii	
H. S. - Hot Springs	
I. R. - Isle Royale	
Las. - Lassen	
M. C. - Mammoth Cave	
M. V. - Mesa Verde	
Mt. McK. - Mt. McKinley	

Mt. R. - Mt. Ranier
 Platt - Platt
 R. M. - Rocky Mountain
 Seq. - Sequoia
 Shen. - Shenandoah
 W. C. - Wind Cave
 Yel. - Yellowstone
 Yos. - Yosemite
 Zion - Zion

MONUMENTS

Band. - Bandelier
 C. G. - Casa Grande
 D. V. - Death Valley
 D. T. - Devils Tower
 G. W. B. - George Washington Birthplace
 P. F. - Petrified Forest
 Etc.

HISTORICAL PARKS

Morris. - Morristown

MILITARY PARKS

Chick. - Chicamauga & Chattanooga
 Ft. Don. - Fort Donelson
 Fred. - Fredericksburg - Spottsylvania
 Gett. - Gettysburg
 Guilford - Guilford Courthouse
 Kings Mt. - Kings Mountain
 Moores - Moores Creek
 Peters. - Petersburg
 Shiloh - Shiloh
 Stones River - Stones River
 Vicks. - Vicksburg
 Etc.

FIELD DIVISIONS

B. B. - Branch of Buildings
 B. F. - " " Forestry
 B. E. - " " Engineers (Western)
 E. B. E. - Eastern Branch of Engineering
 E. P. D. - " " Plans & Designs
 P. D. - Plans & Designs (Western Branch)
 P. N. - Park Naturalist Division
 W. L. - Wild Life Division

8. Although it is possible to locate correspondence by the subject alone, it has been found that making index cards for important subjects is very essential, especially so, when changes in personnel takes place and incoming employees find it difficult to locate papers unless a complete key to the records has been maintained by the former clerks. Card the name; file number; general subject matter, and date. Index cards
9. When a letter contains more than one subject, a cross reference should be used when there are not sufficient copies for this purpose (Form 10-223 - See Exhibit No. 1.) Cross reference
10. Upon receipt of a letter in which previous correspondence is referred to, the same shall be withdrawn from the files and connected up, charge made and referred to the proper official for attention. Connecting up correspondence
11. A facing sheet and back (Form 10-23-See Exhibit No. 2) shall be used with Acco Fastener to clamp the file together. In arranging papers in file the last date should be filed on top. The file should not be over 1-1/2 inches thick and when it has reached this thickness it should be closed out showing the dates included in file as Jan. 1, 1933 to Dec. 31, 1933, in lower right hand corner of facing sheet. A new file then should be made up and numbered Part 2, etc. Method of binding.
12. Whenever a file is taken from the files and given to an employee to be retained for any length of time, a charge slip shall be made out and placed in the folder to give at all times a complete record of the location of the file. Charging out files.
13. Whenever there shall be an accumulation of papers, books or other documents which are not needed or useful in the transaction of current business and have no permanent or historic value, a report should be made to the Service giving a description of such material. The material will then be included in a report which is annually submitted to Congress asking authority for the destruction of useless records. All persons are forbidden by law to mutilate any public documents without prior authority of Congress. Useless papers

000

GENERAL

- 0-1 - CONFERENCES
 - 0-1.1 - Superintendent's
 - 0-1.2 - Rangers
 - 0-1.3 - Park Naturalist's
 - 0-1.4 - Staff
 - 0-1.5 - Operators

- 0-2 - INTERVIEWS

- 0-3 - INVITATIONS & ADDRESSES

- 0-4 - LETTERS OF INTRODUCTION

- 0-5 - RECORDS & FILES

- 0-6 - PRINTING & BINDING

- 0-10 - LAWS & LEGAL MATTERS (General)
 - 0-10.1 - Decisions of Attorney General
 - 0-10.2 - " " Comptroller
 - 0-10.3 - " " Solicitor
 - 0-10.4 - " " Treasury

- 0-20 - EXECUTIVE DEPARTMENTS & ESTABLISHMENTS

- 0-30 - FOREIGN PARKS (Arrange Alphabetically)
- 0-31 - MILITARY PARKS " "
- 0-32 - PROPOSED PARKS " "
- 0-33 - STATE PARKS " "
- 0-34 - CITY PARKS (Washington, D. C.)
- 0-35 - PROPOSED MONUMENTS
- 0-36 - PROPOSED NAT. HISTORICAL PARKS
- 0-37 - PROPOSED NAT. MILITARY PARKS

HISTORY & LEGISLATION

- 101 - HISTORY (General)
 - 101-01 - Dedications
 - 101-02 - Historical Programs

- 120 - LEGISLATION (General) (Arrange by)
 - 120-01 - House Bills (yearly)
 - 120-02 - Senate Bills (Congress)

- 120-05 - Acts
- 120-06 - Memoranda (Legislation)
- 120-07 - Proposed Legislation

ADMINISTRATION & PERSONNEL

- 201 - ADMINISTRATION (General)
 - 201-01 - Director
 - 201-02 - Associate Director
 - 201-03 - Assistant Directors (Alphabetically)
 - 201-05 - Chief Clerk
 - 201-05.1 - Accounts Division
 - 201-05.2 - Mails & Files
 - 201-06 - Superintendents and Custodians
 - 201-10 - U. S. Commissioners
 - 201-11 - Advisory Council
 - 201-12 - Inspectors
 - 201-13 - Organization
 - 201-13.1 - " Charts
 - 201-13.2 - " Lists-Per annum (Form 10-197)
 - 201-13.3 - " " " diem (Form 10-200)
 - 201-14 - Re-organization
 - 201-15 - Policy
 - 201-16 - Notary Public
- 202 - BOUQUETS
- 203 - COMPLAINTS
- 204 - INSPECTIONS & INVESTIGATIONS (General)
 - 204-01 - By Congressional Committees
 - 204-10 - By Field Officers
 - 204-20 - By Headquarters Officers
 - 204-30 - Itineraries
- 205 - INSTRUCTIONS & ORDERS (General)
 - 205-01 - Executive Orders
 - 205-01.1 - Proclamations
 - 205-02 - National Parks Service
 - 205-03 - Secretary's
 - 205-04 - Travel Orders
- 206 - MAIL FACILITIES (General)
 - 206-01 - Change of Addresses
 - 206-02 - Cancellation Stamps
 - 206-04 - Letters Referred
 - 206-05 - Loan of Auto's for delivery of
 - 206-06 - Loss of Mail
 - 206-07 - Mail Service
 - 206-08 - Post Offices (Establishment of)
 - 206-09 - Postage
 - 206-10 - Registered Mail

ADMINISTRATION & PERSONNEL

206 - MAIL FACILITIES (General) Continued

- 206-11 - Mailing Lists
- 206-12 - Air Mail
- 206-13 - Foreign Mail
- 206-14 - Signing of Mail

ADMINISTRATION & PERSONNEL

- 207 - REPORTS (General)
 - 207-01 - Annual
 - 207-01.2 - Directors
 - 207-01.3 - Secretary's
 - 207-01.4 - Superintendents
 - 207-01.5 - Park Naturalist
 - 207-02 - MONTHLY
 - 207-02.1 - Directors
 - 207-02.2 - Secretary's
 - 207-02.3 - Superintendents
 - 207-03 - Historians
 - 207-04 - Park Naturalist's
 - 207-05 - Rangers
 - 207-06 - Traffic
 - 207-10 - Travel - Weekly - Employees
 - 207-11 - Travel - Weekly - Public
 - 207-11.1 - Travel - Monthly - Public
 - 207-11.2 - Travel - Annual - Public
 - 207-20 - Weather
 - 207-21 - Mail Reports
 - 207-22 - Final Construction Reports
 - 207-23 - Burials

- 208 - RULES & REGULATIONS (General)
 - 208-01 - Automobile & Motor Cycles
 - 208-01.1 - Drivurself
 - 208-01.2 - License
 - 208-01.3 - Fees
 - 208-01.4 - Permits
 - 208-01.5 - Traffic Regulations
 - 208-02 - Building Code
 - 208-04 - Dogs, Cats, etc.
 - 208-05 - Drumming
 - 208-06 - Fishing, Hunting & Trapping
 - 208-07 - Flags
 - 208-08 - Liquor Traffic
 - 208-09 - Live Stock
 - 208-10 - Moral Conditions
 - 208-11 - Robbery
 - 208-20 - Travel Regulations (General)
 - 208-20.1 - " " Employees
 - 208-20.2 - " " Transportation of Household Goods
 - 208-20.3 - " " Transportation Requests
 - 208-30 - Uniforms & Equipment
 - 208-40 - Vandalism
 - 208-41 - Deaths
 - 208-42 - Flying
 - 208-43 - Mining
 - 208-44 - Fire Arms

ADMINISTRATION & PERSONNEL

208-45 - Cameras, Use of,
208-46 - Ranger Regulations

250 - PERSONNEL

251 - Civil Service Laws & Correspondence

252 - EMPLOYMENT

252-01 - Application for
252-02 - Application for Superintendents
252-03 - Employment Agencies

253 - APPOINTMENTS (General)

253-01 - Appointments Non-appointed personnel
253-02 " " " " Reports
253-03 - Allowance for L. H. & Q.
253-03.1 - Approved Schedule
253-03.2 - Description of Quarters
253-03.3 - Letters to G. A. O.
253-04 - Compensation for injuries
253-05 - Regulations, Field Appointments

255 - EFFICIENCY RATINGS

256 - EXAMINATIONS (General)

256-01 - Clerks Promotion
256-02 - Forester
256-03 - Park Naturalist
256-04 - Photographers
256-05 - Police
256-06 - Rangers
256-07 - Sanitary Engineers
256-08 - Assistant Superintendents
256-09 - Landscape Architects
256-10 - Paleontologist
256-11 - Park Historian
256-12 - Jr. Park Naturalist

257 - LEAVE (General)

257-01 - Annual
257-02 - Jury Duty
257-03 - Sick
257-04 - W. O. P. (Without Pay)
257-05 - Military
257-07 - Tardiness Reports

258 - INSURANCE, LIABILITY & SURETY COMPANIES

ADMINISTRATION & PERSONNEL

- 259 - IDENTIFICATION CARDS
- 260 - PROMOTIONS
- 261 - SEPARATIONS
- 262 - RECLASSIFICATION
 - 262-01 - Re-allocation
 - 262-02 - P. C. B. Sheets
 - 262-03 - Salary Rates
- 263 - RETIREMENT (General)
 - 263-01 - Application for
 - 263-02 - " " Refunds
 - 263-03 - Deductions
 - 263-04 - Reports
- 264 - TRANSFERS (General)

APPROPRIATIONS, FINANCE & ACCOUNTS

- 301 - BUDGET BUREAU (General)
 - 301-01 - Budget Officer (Interior Department)
 - 301-02 - Economics & Efficiency Methods
- 302 - APPROPRIATIONS - ESTIMATES (General)
 - 302-01 - Estimate Manual
- 303 - APPROPRIATIONS (General)
 - 303-02 - Donations
 - 303-03 - Emergency Reconstruction & Forest Fires
 - 303-04 - Library Fund
 - 303-05 - Insect Infestations
 - 303-06 - Outline of Work
 - 303-07 - Printing & Binding
 - 303-08 - Salary Reports (2% Savings)
 - 303-09 - Expenditures from Appropriations or Allotments for personnel. (Form M-1-160)
 - 303-11 - Stationery
 - 303-12 - Warrants
 - 303-13 - Claims, Settlement of
 - 303-14 - Equipment Rentals
- 304 - ALLOTMENTS (General)
 - 304-01 - Allotment Advices
 - 304-02 - Quarterly Apportionments (Waivers)
 - 304-03 - Printing & Binding - Condition of Allotment
 - 304-04 - Roads Budget
- 305 - DISBURSING CLERK (General)
 - 305-01 - Certificates of Deposit
 - 305-02 - Certificates of Settlements
 - 305-04 - Checks, Lost, etc.
 - 305-05 - Disbursing Accounts (Forms 1043-1045 & 1051+6-7877)
 - 305-06 - Requisitions for Funds
 - 305-07 - Schedule of Disbursements
 - 305-08 - Pay rolls
- 306 - ACCOUNTS (General)
 - 306-01 - Cost Accounting System
 - 306-03 - Expenditures Records (Allotment Ledger or Form 10-45)
 - 306-03.1 - Roads & Trails
 - 306-06 - Fund Accounting
 - 306-07 - Statement of Balance
 - 306-08 - Treasury Settlements
 - 306-09 - Uniform System of Accounting
 - 306-10 - Storehouse Accounting

APPROPRIATIONS, FINANCE & ACCOUNTS

307 - RECEIPTS & REVENUES (General) (Form 10-44) (Form 10-46)
307-01 - Remittances

308 - VOUCHERS
308-01 - Vouchers Correspondence
308-02 - Direct Settlement Liability Cards
308-03 - Bills of Lading

309 - DISCOUNTS

400

SUPPLIES & EQUIPMENT

- 400 - SUPPLIES & EQUIPMENT (General)
- 401 - CHIEF COORDINATOR (General)
- ✓ 402 - SUPPLY CIRCULARS & BULLETINS (General)
 - 402-01 - Bureau of Public Roads
 - 402-02 - Chief Coordinator Circulars
 - 402-03 - General Supply Committee Circulars
 - 402-04 - Schedule of Supplies
- 403 - CONTRACTS (General)
 - 403-01 - Contracts Correspondence
 - 403-02 - Contractors (Name of Firm, etc.)
 - 403-03 - " (Disbarment from Bidding)
- 405 - INVENTORIES
- 406 - SALE OF GOVERNMENT SUPPLIES
- 407 - SURPLUS GOVERNMENT SUPPLIES
- 420 - ALCOHOL
- 421 - ANIMALS
 - 421-01 - Dogs
 - 421-02 - Horses
 - 421-03 - Mules
- 422 - AWNINGS, FLAGS, TENTS, ETC.
- 423 - BINDERS
- 424 - BINOCULARS & TELESCOPES
- 425 - BOOKS, MAGAZINES, ETC.
- 426 - CAMP & MESS EQUIPMENT (General)
- 427 - ELECTRICAL SUPPLIES & EQUIPMENT
 - 427-01 - Electrical Refrigerators
- 428 - ENGINEERS SUPPLIES & EQUIPMENT (General)
 - 428-01 - Drafting Supplies
- 429 - EXPLOSIVES (General)
- 430 - FIRE ARMS & AMMUNITION (General)
- 431 - FIRE FIGHTING SUPPLIES & EQUIPMENT (General)

400

SUPPLIES & EQUIPMENT

- 432 - FORMS & STATIONERY (General)
 - 432-01 - Requisitions for Forms
 - 432-02 - " " Stationery
- 433 - FURNITURE (General)
 - 433-01 - Rugs
- 434 - FUEL (General)
 - 434-01 - Coal
 - 434-02 - Wood
 - 434-03 - Oil Burners
 - 434-04 *Fuel Oil*
- 435 - GASOLINE & OILS (General)
- 436 - KEYS, LOCKS & POUCHES
- 437 - BUILDING SUPPLIES
 - 437-01 - Cement
 - 437-02 - Plumbing Supplies
- 440 - MACHINES (Labor Saving) (General)
 - 440-01 - Adding Machines
 - 440-02 - Addressograph Machines
 - 440-03 - Bookkeeping Machines
 - 440-04 - Calculating Machines
 - 440-05 - Cash Registers
 - 440-06 - Mimeograph Machines
 - 440-07 - Typewriting Machines & Equipment
 - 440-08 - Dictaphones
- 441 - MEDICAL SUPPLIES & EQUIPMENT (General)
- 442 - MICROSCOPES
- 443 - MOTOR & STEAM EQUIPMENT (General)
 - 443-01 - Automobiles
 - 443-01.2 - Tires & Tubes
 - 443-02 - Gas Engines
 - 443-03 - Graders
 - 443-04 - Snow Motors & Plows
 - 443-05 - Sprayers
 - 443-06 - Steam Shovels
 - 443-07 - Tractors
 - 443-08 - Trucks
 - 443-09 - Concrete Mixers
 - 443-10 - Compressors
 - 443-11 - Rock Crushers
 - 443-12 - Lawn Mowers

400

SUPPLIES & EQUIPMENT

- 444 - PHOTOGRAPHIC SUPPLIES & EQUIPMENT (General)
 - 444-01 - Cameras
 - 444-02 - Motion Picture Machines & Projectors
 - 444-03 - Films
 - 444-04 - Slides
- 445 - SAFES
- 446 - SEALS
- 447 - SIGNS
 - 447-01 - Fire & Windshield Stickers
- 448 - SUBSISTANCE SUPPLIES (General)
- 449 - STAMPS (Rubber & Metal)
- 450 - TRANSPORTATION (General)
 - 450-01 - Bills of Lading Reports
 - 450-03 - Traffic Manager (Interior Department)
 - 450-03.2 - Routing of Supplies
 - 450-04 - Freight Shipments
 - 450-04.1 - Rates
 - 450-05 - Express Shipments
 - 450-05.1 - Rates
 - 450-06 - Parcel Post Shipments
 - 450-06.1 - Rates
 - 450-07 - Passenger Rates
- 451 - TOOLS
- 455 - UNIFORMS & EQUIPMENT (General)

500

PUBLICITY & STATISTICS

- 501 - PUBLICITY
 - 501-01 - Advertising
 - 501-01.1 - Roadside Advertising & Road Signs
 - 501-02 - Magazine Articles
 - 501-03 - Newspaper Articles (Press Notices)
 - 501-04 - Special Articles on National Parks (Speeches)
- 502 - ENTERTAINMENTS & LECTURES (Nations Christmas Tree)
 - 502-01 - Radio Addresses
- 503 - PICTURES (General)
 - 503-01 - Loan of Slides, etc.
 - 503-02 - Pictorial Index
 - 503-10 - Moving Pictures (General)
 - 503-11 - Loan of Films, etc.
- 504 - PUBLICATIONS (General) Request for General Information
 - 504-01 - Bulletins (Park Service Bulletin)
 - 504-01.2 - Ranger Bulletins
 - 504-01.3 - Superintendents Bulletins (Volcano Letters)
 - 504-02 - Code Books
 - 504-03 - Manuals
 - 504-03.1 - Field Manuals
 - 504-03.2 - Ranger Manuals
 - 504-03.3 - Railroad Manuals
 - 504-03.4 - Employees' Information Manual
 - 504-04 - Maps
 - 504-04.1 - Motorist Guides
 - 504-04.2 - Blue Prints
 - 504-05 - Glimpses of Our National Parks
 - 504-06 - Mammals & Birds (Mt. Rainier)
 - 504-07 - Portfolio of National Parks
 - 504-08 - Annual Reports (Requests for)
 - 504-09 - Official Register
 - 504-10 - Natural History Leaflets
 - 504-11 - Nature Notes
 - 504-12 - Glimpses of our National Monuments
 - 504-13 - Park Service Directory
 - 504-14 - Plants of Rocky Mountain
 - 504-15 - Glimpses of our Eastern Historical Areas
- 550 - STATISTICS (General)

LANDS, BUILDINGS, ROADS & TRAILS

- 600 - LANDS, BUILDINGS, ROADS & TRAILS (General)
 - 600-01 - Master Plan
 - 600-02 - Six Year Program
 - 600-03 - Development Outline
 - 600-04 - Specifications

- 601 - LANDS (General)
 - 601-01 - Administration Sites
 - 601-02 - Airfield Sites
 - 601-02.1 - Beacon Lights
 - 601-03 - Camp Sites
 - 601-03.1 - Applications for camps (E. C. W.)
 - 601-03.2 - Abandoned Camps
 - 601-04 - Military Sites
 - 601-05 - Reservoir Sites
 - 601-06 - Utility Sites
 - 601-07 - Bird Park (Hawaii)
 - 601-08 - Parking Areas
 - 601-09 - Cemetery Sites
 - 601-10 - Gardens
 - 601-11 - Park Entrances
 - 601-12 - Recreational Areas
 - 601-13 - Wilderness Areas
 - 601-14 - Research Reserves
 - 601-15 - Landscaping

- 602 - BOUNDARIES (General)
 - 602-01 - Boundaries (Extension)

- 603 - CONDEMNING OF LANDS

- 604 - DONATIONS

- 605 - ENTRIES (General)
 - 605-01 - Exchanges (Incl. State & School Lands)

- 606 - IRRIGATION (General)

- 607 - JURISDICTION (General)
 - 607-01 - Jurisdiction (Arrest of Supt.)

- 608 - MEMORIALS (General)

- 609 - LEASES (General)
 - 609-01 - Mining Claims

- 610 - PRIVATE HOLDINGS (General)
 - 610-01 - Purchasing of Lands (Precedent for)
 - 610-02 - Taxes

LANDS, BUILDINGS, ROADS & TRAILS

- 611 - REPAIRS & IMPROVEMENTS (Fences)
 - 611-01 - Elevators
- 612 - RIGHTS OF WAY
- 613 - SALE OF LOTS
- 614 - SURVEYS
- 615 - VALUE OF LANDS
- 616 - WITHDRAWALS & RESTORATIONS
- 618 - PUBLIC WORKS ADMINISTRATION
- 619 - CIVIL WORKS ADMINISTRATION (F.E.R.A. & S.E.R.A.)
- 620 - BUILDINGS (General)
 - 620-01 - Administration Building
 - 620-03 - Bath Houses
 - 620-04 - Barracks
 - 620-05 - Bunk Houses
 - 620-06 - Boat Houses
 - 620-08 - Checking Stations
 - 620-10 - Churches
 - 620-11 - Club Houses
 - 620-15 - Comfort Stations
 - 620-20 - Community Buildings
 - 620-21 - Custom House
 - 620-25 - Detention Buildings (Jails)
 - 620-29 - Fire Houses
 - 620-30 - Fish Hatchery
 - 620-31 - Gauging Stations
 - 620-35 - Garage
 - 620-36 - Hospitals
 - 620-36.1 - Morgues
 - 620-37 - Lookout Stations
 - 620-38 - Ice & Cold Storage Buildings
 - 620-45 - Mess Houses
 - 620-46 - Museums (See also 833-05)
 - 620-49 - Observatories
 - 620-50 - Pavilions
 - 620-51 - Post Offices
 - 620-52 - Powder Magazines
 - 620-53 - Power Houses
 - 620-54 - Pump Houses
 - 620-58 - Quarters for Employees (Residences)
 - 620-63 - Ranger Cabins & Stations
 - 620-68 - Schools
 - 620-70 - Service Stations

LANDS, BUILDINGS, ROADS & TRAILS

620 - BUILDINGS (General) Continued

- 620-75 - Sheds
- 620-76 - Shops
- 620-76.1 - Blacksmith Shop
- 620-76.2 - Carpenter Shop
- 620-76.3 - Electric Shop
- 620-76.4 - Paint Shop
- 620-76.5 - Plumber Shop
- 620-76.6 - Machine Shops
- 620-80 - Shelter Cabins
- 620-81 - Snow Shoe Cabins
- 620-85 - Space in Buildings
- 620-90 - Stables & Barns
- 620-95 - Tent Houses
- 620-96 - Tool Houses
- 620-97 - Transformer Vaults
- 620-100 - Warehouses
- 620-101 - Woodsheds
- 620-102 - Zoos
- 620-103 - Shower Buildings
- 620-104 - Incinerator
- 620-105 - Oil Station
- 620-106 - Boiler House

620-107 Trailers

621 - CONSTRUCTION PROJECTS

630 - ROADS (General)

- 630-02 - Maintenance
- 630-02.1 - Oiling
- 630-02.2 - Snow Removal

631 - CONSTRUCTION UNDER ROAD BUDGET PROGRAM

632 - ROADS OUTSIDE OF PARK (Approach Roads)

633 - ROADSIDE CLEAN UP

640 - TRAILS (General)

- 640-01 - Construction of
- 640-02 - Maintenance
- 640-20 - Transmountain Trails

600

LANDS, BUILDINGS, ROADS & TRAILS

- 650 - LAKES, RIVERS & WATERWAYS
 - 650-01 - Lakes
 - 650-02 - Rivers
 - 650-03 - Waterways
 - 650-04 - Bridges
 - 650-05 - Structures in Waters
- 660 - PLANTS & SYSTEMS (General)
 - 660-01 - Electric Light Plants & Systems
 - 660-02 - Heating Plants & Systems
- 660-03 - SANITARY SYSTEMS
 - 660-03.1 - Drainage
 - 660-03.2 - Purification
 - 660-03.3 - Sanitation
 - 660-03.4 - Sewage
- 660-04 - TELEPHONE, TELEGRAPH & RADIO SERVICE
 - 660-04.1 - Telephone
 - 660-04.2 - Telegraph
 - 660-04.3 - Radio
- 660-05 - WATER SUPPLY SYSTEMS (General)
 - 660-05.1 - Distribution of
 - 660-05.2 - Fountains
 - 660-05.3 - Gauging
 - 660-05.4 - Reservoirs
 - 660-05.41 - Hetch Hetchy (San Francisco Water Supply)
 - 660-05.5 - Water Analysis (Mineral Water)
 - 660-05.51 - Radio Activity
 - 660-05.6 - Water Power
 - 660-05.7 - Water Rights
 - 660-05.8 - Wells (Artesian, etc.)
- 660-06 - CONDITIONING SYSTEMS (AIR)

700

FLORA, FAUNA, NATURAL PHENOMENA, ANTIQUITIES AND SCIENCES

700-01 - NATURE STUDY

701 - FLORA (General)

701-01.1 - Cryptogamic (Lower Plants)

701-01.2 - Flowering Plants (Exclusive of Trees)

701-01.21 - Silver Sword (Hawaii)

701-01.4 - Trees (See 884-03)

710 - FAUNA (General)

711 - ZOOLOGY

712 - AMPHIBIA

713 - BIRDS

714 - FISHES

715 - MAMMALS

715-01 - Antelope

715-02 - Bears

715-03 - Buffalo

715-04 - Deer

715-05 - Elk

715-06 - Goats & Sheep

715-07 - Moose

715-08 - Beaver

716 - INSECTS (Arthropoda)

717 - INVERTEBRATES (Except Arthropoda)

718 - ECOLOGY

719 - PREDATORY ANIMALS

720 - PROTECTION & CARE (General)

720-01 - Feeding

720-02 - Outside of Park

720-03 - Preserves

720-04 - Wild Life Survey

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