

**GUIDE to  
PUERTO RICAN RECORDS  
in the NATIONAL ARCHIVES  
NEW YORK CITY**



August 2012

Cover Photo: Aerial photo of San Juan, RG 77 Records of the Office of the Chief of Engineers.

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## INTRODUCTION

This reference paper describes the records held by the National Archives at New York City pertaining to Federal government activity in Puerto Rico. These records span 27 different record groups and comprise a total of over 2,750 cubic feet, including six microfilm publications. The majority of documents are in English, however some record groups contain a significant portion of material in Spanish. Furthermore, due to a mistranslation in the Treaty of Paris, the island was commonly referred to as “Porto Rico” in U.S. documents until this practice was formally changed by an act of Congress in 1932. Links are provided to the relevant Archival Research Catalogue (ARC) entry, when available.

Following rising tensions between the United States and Spain centered on an ongoing Cuban revolt against Spanish rule, the U.S declared war against Spain on April 25, 1898. Three months later the U.S. warship *Gloucester* entered the harbor of Guánica in southwest Puerto Rico and began landing troops. On July 28, 1898, American troops occupied the city of Ponce, and after 19 days of fighting in Puerto Rico, hostilities were halted on August 12, 1898 following agreement to a peace protocol between the two nations. The city of San Juan was turned over to American military authorities on October 18, 1898 and that day General John R. Brooke cabled President McKinley informing him that the occupation of the island was complete. However, it was not until December that the Treaty of Paris was signed formally ending the war. Under the terms of Article IX of the Treaty of Paris, Congress would determine the civil rights and political status of the people of Puerto Rico. Thus began the U.S. Federal government’s involvement in the lives of the Puerto Rican people.

On April 12, 1900, the first Organic Act, commonly known as the Foraker Act, entered into force establishing the parameters of a civilian government and the general Federal relationship with the island’s inhabitants. A series of Supreme Court decisions the following year, collectively referred to as the Insular Cases, established that the policy of non-incorporation was constitutional and that full constitutional rights did not automatically extend to all areas under American control. The relationship of the Federal government to Puerto Rico was further refined by the terms of the 1917 Organic Act, also known as the Jones Act, and ultimately by the terms of Public Law 600 in 1950 which led to the adoption of the Puerto Rican Constitution and establishment of the current Commonwealth relationship.

The records held by the National Archives in New York City related to Puerto Rico span the full spectrum of government activities: from census rolls to court cases, from military installations to economic development projects. The materials document the history of the Federal government’s often complicated relationship with Puerto Rico and reveal its reach within the Puerto Rican community on the island. By documenting Federal activities over the course of Puerto Rican history for more than a hundred years, these materials provide important insight into the collective understanding of both Puerto Rican society and the larger American experience.

RG 29 Census Bureau, Special Censuses of Puerto Rico, 1935

The 1935 Special Censuses of Puerto Rico consists of microfilm publications containing the Social and Population Schedules (M1881), as well as Agricultural Schedules (M1882) which was conducted by the Puerto Rico Reconstruction Administration, with technical supervision by the Census Bureau. Planning and drafting the inquiries, editing and coding the schedules, punching the cards for tabulations for both censuses, and tabulating the farm census were done in Puerto Rico. The population tabulations were done in Washington, DC.

The **Social and Population Schedules, 1935-1936**, show for each inhabitant the name, place of residence, family relationship, sex, color, age, marital status, place of birth, and occupation. They also contain information about school attendance, literacy, and employment. The census was taken as of December 1, 1935. The schedules are arranged alphabetically by municipality, then by city/town and then by barrio, which in effect served as an enumeration district.

The **Agriculture Schedules** contain information about the manager or operator of each farm, farm ownership, acreage, value, and indebtedness, the number of farm buildings and inhabitants, production of crops for sale, the number and kind of domesticated animals, and farm machinery. The production items relate to the calendar year 1935 and the other items to December 1, 1935. The schedules are arranged alphabetically by municipality and thereunder by enumeration district number.

Forma L-1  
**MODELO ILUSTRATIVO COMPLETO DE POBLACION**  
 Municipalidad Carolina Ciudad y pueblo Carolina, Puerto Rico  
 Barrio Duabla Nombre de la Inscripción Duabla  
 Censo Social y de Poblacion  
 Puerto Rico  
 Enumerado por el día 1 de diciembre 1935 Juan, Domingo Promotor.

LINEA DE RESIDENCIA	NOMBRE	PARENTESCO	SEXO	EDAD	ESTADO CIVIL	NACIONALIDAD	CIBANANA, ETC.	OCCUPACION	INDUSTRIA		EN EMPLEO	
									INDUSTRIA	INDUSTRIA	INDUSTRIA	INDUSTRIA
1	Reverend	Padre	M	60	Casado	Puerto Rico		Proprietario				
2	Reverend	Padre	M	50	Casado	Puerto Rico		Proprietario				
3	Reverend	Padre	M	40	Casado	Puerto Rico		Proprietario				
4	Reverend	Padre	M	30	Casado	Puerto Rico		Proprietario				
5	Reverend	Padre	M	20	Casado	Puerto Rico		Proprietario				

**Administración para la Reconstrucción de Puerto Rico**  
**CENSO OFICIAL DE AGRICULTURA: 1935**  
 Población: 1935  
 Área de Inscripción: 1935

**IV. VALORES DE LA FORTA, 1935**  
 Para un estadístico detallado de los valores de la fuerza de trabajo, véase el informe de la fuerza de trabajo en el informe de la fuerza de trabajo en el informe de la fuerza de trabajo.

**V. USUARIOS DE BIENES EN LA FORTA**  
 (Cuenta de bienes muebles e inmuebles por administración o control)  
 Para un estadístico detallado de los valores de la fuerza de trabajo, véase el informe de la fuerza de trabajo en el informe de la fuerza de trabajo en el informe de la fuerza de trabajo.

**VI. USUARIOS Y POSESIONES DE LA FORTA**  
 (Cuenta de bienes muebles e inmuebles por administración o control)  
 Para un estadístico detallado de los valores de la fuerza de trabajo, véase el informe de la fuerza de trabajo en el informe de la fuerza de trabajo en el informe de la fuerza de trabajo.

**VII. GANADERIA PRODUCTORA DE BETA FORA EN 1935**  
 (Cuenta de ganado vacuno, porcino, caprino, ovino, equino, asnal, mular, mulero, etc.)  
 Para un estadístico detallado de los valores de la fuerza de trabajo, véase el informe de la fuerza de trabajo en el informe de la fuerza de trabajo en el informe de la fuerza de trabajo.

**VIII. FORTA EMPLEADA**  
 (Cuenta de fuerza de trabajo en el sector agrícola)  
 Para un estadístico detallado de los valores de la fuerza de trabajo, véase el informe de la fuerza de trabajo en el informe de la fuerza de trabajo en el informe de la fuerza de trabajo.

**IX. MANEJO DE LA FORTA, 1935**  
 (Cuenta de fuerza de trabajo en el sector agrícola)  
 Para un estadístico detallado de los valores de la fuerza de trabajo, véase el informe de la fuerza de trabajo en el informe de la fuerza de trabajo en el informe de la fuerza de trabajo.

**X. MANEJO DE LA FORTA, 1935**  
 (Cuenta de fuerza de trabajo en el sector agrícola)  
 Para un estadístico detallado de los valores de la fuerza de trabajo, véase el informe de la fuerza de trabajo en el informe de la fuerza de trabajo en el informe de la fuerza de trabajo.

1935 Special Census, Population Schedule for municipality of Carolina, and Agricultural Schedule [inset] for municipality of Naranjito, RG 29 Census Bureau.

**RG 29 Nonpopulation Census Schedules for Puerto Rico, 1930: Nonfarm Livestock**

The 1930 nonfarm livestock census of Puerto Rico is a microfilm publication (M1896) consisting of two rolls of film. These records consist of Form 15-60, *Tabla Para Ganado Fuera de Fincas—Puerto Rico*, which measures about 8.25 by 11 inches, with space for 28 proprietors of livestock on each side. This schedule was used to report all livestock kept in “stables, ranches, corrals, horse stables, courtyards,” (“establos, ranchos, corrales, caballerizas, patios”) and other places near cities and towns too small to be considered farms. For census purposes, a “farm” was a tract of land larger than three acres or, if less than three acres, a place that either produced more than \$100 worth of agricultural products in 1929 or required the continuous services of at least one person. The schedules are arranged alphabetically by municipality, then by a mechanically stamped number. Within each municipality the schedules are usually, but not always, arranged in numerical order by enumeration district.

Each person was to report the number of livestock in his possession on April 1, 1930. The records include name of possessor or owner for the following types of animals: cattle, horses, mules, asses and donkeys, swine, sheep, goats, and bee colonies.

Form 15-60

**DEPARTAMENTO DE COMERCIO**  
**OFICINA DEL CENSO**  
 WASHINGTON

**TABLA PARA GANADO FUERA DE FINCAS—PUERTO RICO**  
**DECIMOQUINTO CENSO DE LOS ESTADOS UNIDOS**  
 AGRICULTURA: **1930**

**REGISTRO DEL ENUMERADOR**  
 Municipalidad Aguada, P.R.  
 Barrio Rosario  
 Distrito de Enumeración No. 21-2  
Matilde Saucedo  
 Enumerador.

ABRIL 1, 1930  
 Vea las explicaciones e instrucciones en el otro lado de la tabla

NOMBRE DEL DUEÑO O ADMINISTRADOR	GANADO Número	CABALLOS Número	MULAS Número	ASOS Y BURROS Número	CERDOS Número	CARNEROS Número	CABRAS Número	ABEZAS Colmenas
1 Ignacia Sánchez y Cardona					2		2	
2 Francisco Chamorro y Ruiz	2	1						
3 Antonio José y González	2	1						
4 Juan Lorenzo y Ruiz					2		3	
5 Pedro Villaverde y Chaparrón	2				2			
6 Juan José y Ruiz	1				2		2	
7 Juan Villaverde y Ruiz	2				2			
8 José, Ceiro y Jato		1					3	
9 Alejandro Esteban y Jorico							4	
10 Antonio Ruiz y Acosta	2							
11 Ernesto Millares y Ruiz	1							
12 Francisco Calde y Ruiz					2			
13 Ramón Rivet y Rivera	3							
14 Mercedes Arment y García	2							
15 José Luis González y Chaparrón	2							
16 Juan Rodríguez y Meléndez		1						
17 Benigno Rivera y Bonet	2							
18 Beltrán Arroyo y Pérez							2	
19 Miguel Rivera y Pérez					2			
20 Domingo Acosta y Ruiz	3	1						
21 José Luis Cajiga					4			
22 Esteban Díaz y Manig					2		1	
23 Modesto Dupuy y Cajiga					3		2	
24 Adolfo Méndez y Rosado	2				2			
25 Manuel Chaparrón y Rosado					2		1	
26 Martín Acosta y Salazar					2			
27 Alfredo Sánchez y Ruiz					1			
28	27	5			30		20	

(13) (OVER) 11-8818 (14) (9)

1930 nonfarm livestock census for Rosario barrio in Aguada, RG 29 Census Bureau.

**RG 21 District Courts of the United States, 1897-1995**  
**RG 578 U.S. Bankruptcy Courts, 1970-1979**  
(1,581.029 cubic feet)

The Provisional United States Court was established on June 27, 1899 by the military government pursuant to General Order No. 88. The jurisdiction of the provisional court included cases that would normally fall with the competency of U.S. Circuit or District Courts, violations of the Constitution, and all common law violations. The Provisional Court was in existence until the civil government for the island was formed in 1900 by Act of Congress. Section 33 of the Organic Act of April 12, 1900 [31 Stat. 77], also known as the Foraker Act, established a United States District Court for Puerto Rico. On January 28, 1915, Congress authorized the U.S. Court of Appeals for the First Circuit to hear appeals from the District Court in Puerto Rico, which until that time had been heard directly by the Supreme Court. The District Court was further defined by the Jones Act of 1917 [39 Stat. 965].

Judges appointed to the District of Puerto Rico before September 12, 1966, were "Article I" judges since they were appointed for a specific term of four years, until 1932 when the term of office was extended to eight years. Article I judges are so-called because they are appointed to courts created by Congress (legislative courts), pursuant to the powers granted to the Congress by Article I of the United States Constitution. On September 12, 1966, Congress enacted a law [80 Stat. 764] which provided that all future appointments to the U.S. District Court for the District of Puerto Rico would hold office "during good behaviour," establishing the district court as a Constitutional Court pursuant to Article III of the Constitution.

The records document the actions of the Federal district court, which has jurisdiction over naturalization, bankruptcy, civil (law, equity, and admiralty), and criminal cases. General topics covered may include civil rights, commerce and corporate history, demographics, immigration, the impact of Federal regulatory programs, judicial administration, labor relations and union activity, maritime history, and nationalist political activity. Specific topics covered may include collection of debts, enforcement of contracts, claims for damages, counterfeiting, evasion of import duties, smuggling or violations of customs regulations, the illegal sale or manufacturing of alcoholic beverage, infringement of patent or copyright, interstate transfer of stolen property, theft, assault, or murder on Federal property, and other violations of Federal laws.

Records are primarily **case files** - papers in a specific case filed by attorneys or issued by the court, such as affidavits, complaints, depositions, indictments, judgments or final decrees, motions, petitions, subpoenas, and writs. Bankruptcy case files also contain petitions of creditors and schedules of assets and liabilities. Case files are arranged numerically by the docket number assigned when the case was filed. Documentary exhibits submitted as part of court proceedings usually were returned to the parties involved, but they are sometimes included in the case file. **Transcripts are seldom part of the file.**

There are also **docket books** - a summary of proceedings in each case, including a brief abstract of motions and orders, a record of the fees collected, and a statement of the disposition of the case;



**minute books or journals** - a daily chronological record of court proceedings, often including information about financial accounts and the collection of fees, affidavits and exhibits, names of attorneys admitted to practice, and the text of orders appointing court officials; **order or judgment books** - the text of each order or judgment and a record of the amount of any monetary judgment; **record of proceedings** for U.S. commissioners and magistrates that deal with lesser criminal offenses – a printed form that gives the name of the defendant, and summaries of the nature of the charge, the actions taken, and the disposition of the case.

**Naturalization papers** include declarations of intention, petitions for naturalization, and depositions, as well as a limited number of case files. Petitions for naturalization filed in the District Court in Puerto Rico often include supplemental documents such as birth certificates or affidavits. Repatriation oaths of allegiance, in general, were filed by women who lost their U.S. citizenship through marrying an alien prior to 1922 when women derived their status from their husband. There are two series of naturalization records that are unique to Puerto Rico. Under the terms of the Treaty of Paris ending the Spanish-American War, “Spanish subjects, *natives of the Peninsula*” could retain their citizenship by submitting a declaration to that effect. Native born inhabitants of Puerto Rico were not afforded this option. Section 5 of the Jones Act of 1917 conferred American citizenship on individuals born in Puerto Rican. Under the terms of this section, any person born in Puerto Rico of alien parentage, including whose parents retained Spanish citizenship, could acquire U.S. citizenship by filing a Declaration of Allegiance to this effect. These Declarations of Allegiance are often accompanied by copies of the individual’s birth certificate.

#### ADMIRALTY LAW

Admiralty Case Files, 1940-1966

#### BANKRUPTCY LAW

Bankruptcy Case Files, 1903-1979

Bankruptcy Docket, Mayaguez Term, 1901-1916

Bankruptcy Dockets, Ponce Term, 1900-1916

Bankruptcy Dockets, San Juan Term, 1938-1948

Bankruptcy Dockets, District Court, 1908-1951 and 1959-1978

\*\*Following the Bankruptcy Reform Act, which created quasi-independent status for the courts, bankruptcy records after 1978 fall under Record Group 578.

#### CIVIL LAW

Equity Case Files, 1919-1940

Equity Dockets, District Court, 1917-1940

Equity Journals, San Juan Term, 1913-1940

Law Case Files, 1920-1939

Law Dockets, District Court, 1908-1940

Law Journals, District Court, 1900-1929

Law Record, Mayaguez Term, 1900-1906

Law Record, Ponce Term, , 1903, 1909  
Law Record, San Juan Term, 1900-1909

Civil Case Files, 1940-1995  
Civil Docket, Ponce Term, [1908-1916] or 1899-1913  
Civil Journals, San Juan Term, 1945-1951

Chancery Record, Mayaguez Term, 1900-1929  
Chancery Record, Ponce Term, 1900-1910  
Chancery Record, San Juan Term, 1900-1907

#### CRIMINAL LAW

Criminal Case Files, 1922-1984  
Criminal Docket, Mayaguez Term, 1908  
Criminal Docket, Ponce Term, 1900- 1913  
Criminal Final Record, Ponce Term, 1900-1903  
Criminal Record, San Juan Term, 1899-1900  
Criminal Record Docket, Mayaguez Term, 1901-1916  
Criminal Record Docket, Ponce Term, Criminal, 1904- 1910  
Index to Criminal Docket, Provisional Court, ca. 1899-1900  
Commissioners Transcript Docket, District Court, 1944-1951  
Execution and Commissioners Dockets, 1899-1949  
Magistrate Books, District Court, 1973-1979

#### MISCELLANESOUS COURT RECORDS

Appearance Docket, Mayaguez Term, 1908-1915  
Appearance Docket, Ponce Term, 1899-1912  
Appearance Docket, San Juan Term, 1899-1908  
Appearance Docket, District Court, 1913-1917

Civil and Criminal Docket Sheets, 1941-1986

Court Journal, Ponce Term, 1901-1917  
Court Journal, San Juan Term, 1900-1929  
Court Journal, Mayaguez Term, 1900-1917  
Court Journals, District Court, 1929-1941 [missing vol.29 July 7, 1935-December 23, 1936]

Index to Criminal and Civil Cases Disposed of, San Juan Term, 1899-1900  
Index to Order Books, Provisional Court, Undated  
Judgment Dockets, 1921

Miscellaneous Case Files, District Court, 1960  
Miscellaneous Dockets, 1943-1985

Order Book, Ponce Term, 1900-1908  
Order Book, San Juan Term, 1900-1908  
Record Index Book, Provisional Court, 1899-1900

Territorial Cases, District Court, 1899-1940

NATURALIZATION RECORDS

Certificate of Naturalization Receipt Stubs, 1917-1927

Declarations of Allegiance, 1939-1940

Declarations of Intention [Ponce and Mayaguez], 1917-1939

Declarations of Intention [San Juan], 1900-1969

Declarations of Persons Who Retained Spanish Citizenship, 1900-1941

Index to Petitions for Naturalization and Declarations of Allegiance, 1917-1941

Lists and Court Orders in Naturalization Proceedings, 1929-11973

Naturalization Case Files, 1917-1970

Petitions for Naturalization, 1901-1906, 1917-1985

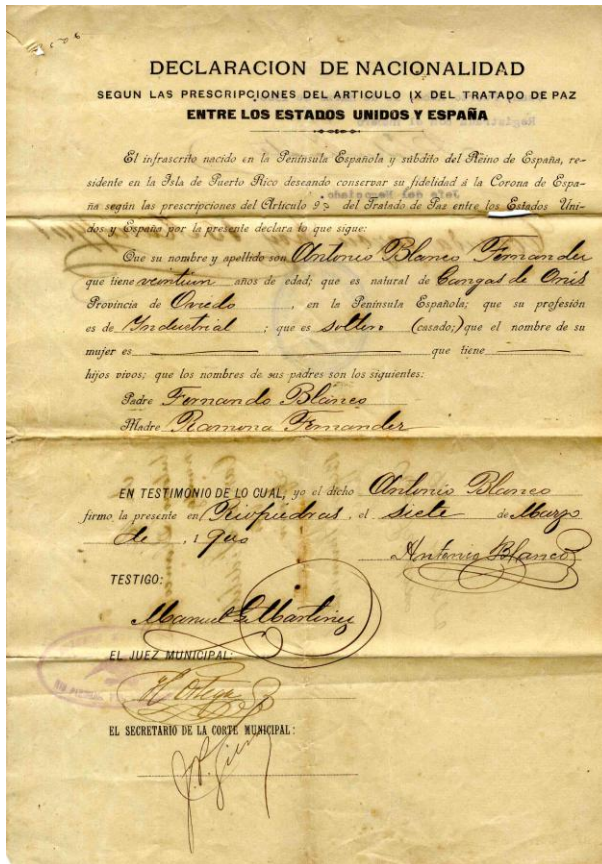
Petitions for Naturalization, Military, 1944-1955

Petitions for Naturalization Transferred from Other Courts, 1953-1971

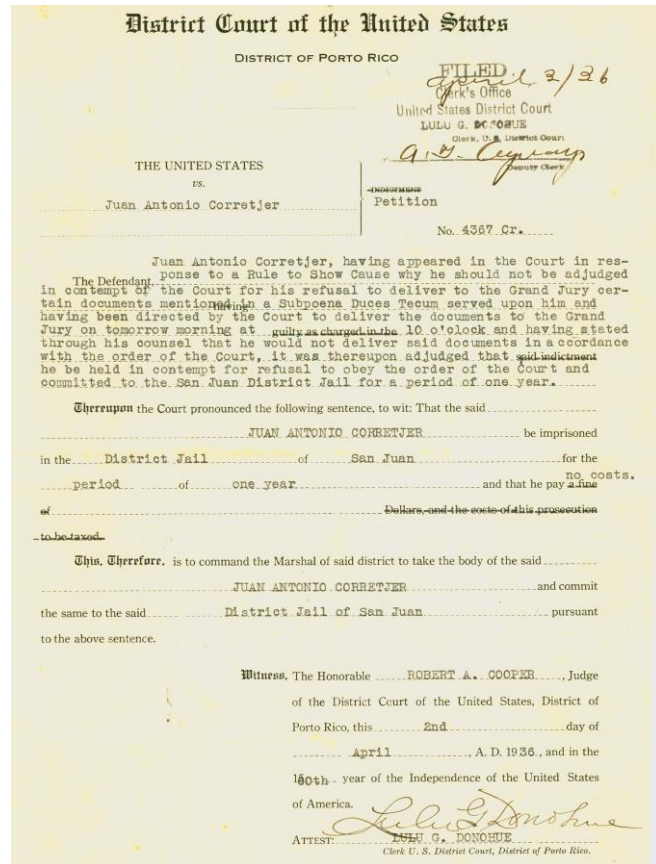
Repatriation Oaths of Allegiance, 1942-1973

\*\*From 1906-1917, the immigration service determined that the U.S. District Court in Puerto Rico did not have jurisdiction over naturalization matters and in general there are no petitions for this period.

\*\*\*There are 18 [Declarations of Allegiance](#) filed in the U.S. Court for the Southern District of New York.



Declaration retaining Spanish citizenship by Antonio Blanco Fernandez, RG 21 Records of the U.S District Court.



Conviction of Juan Antonio Corretjer on contempt charges for failing to turn over Nationalist Party records, RG 21 Records of the U.S District Court.

**RG 118 Office of the U.S. Attorneys, 1987-1992**

(1.077 cubic feet)

The Judiciary Act of September 24, 1789, made provision for U.S. attorneys and marshals who are appointed by the President and have functioned under the general supervision of the Department of Justice since its creation in 1870. There are 93 U.S. Attorneys stationed throughout the United States, Puerto Rico, the Virgin Islands, Guam, and the Northern Mariana Islands. One U.S. Attorney is assigned to each of the 94 judicial districts, with the exception of Guam and the Northern Mariana Islands where a single U.S. Attorney serves in both districts. The first U.S. Attorney for the District of Puerto Rico was Noah B.K. Pettingill, who was commissioned on June 5, 1900.

United States Attorneys serve as the nation's principal litigators under the direction of the Attorney General. They investigate violations of Federal criminal laws, present evidence to grand juries, prosecute Federal criminal cases, and serve as the Federal Government's attorney in civil litigation in which the United States is involved or has an interest.

The records maintained by the National Archives at New York City consist of the **reading files** of U.S. Attorney Daniel Lopez-Romo, who was appointed to this position in 1982. The material consists of correspondence, memoranda, some newspaper clippings, as well as notices of policy changes. Arranged chronologically.

## **RG 26 U.S. Coast Guard (1901-2000)**

(92.622 cubic feet)

The U.S. Coast Guard was established in the Department of the Treasury by an act of January 28, 1915, which consolidated that department's Revenue Cutter and Lifesaving Services. The Coast Guard took over the administration of lighthouses in 1939, and in 1942 assumed functions of the Bureau of Marine Inspection and Navigation (RG 41) relating to navigation and inspection laws and to merchant seamen. On April 1, 1967, the Coast Guard became a part of the Department of Transportation and assumed responsibility for functions transferred to it from the Bureau of Customs (RG 36) pertaining to the admeasurement and documentation of U.S. vessels.

The Customs Service, created by an act of July 31, 1789, became part of the Department of the Treasury when that department was established in September 1789. The Service has been responsible for the enforcement of numerous laws and regulations pertaining to the import and export of merchandise, collection of tonnage taxes, control of the entrance and clearances of vessels and aircraft, regulation of vessels involved in the coastwise and fishing trades, the protection of passengers. A Bureau of Customs was established on March 3, 1927, to supervise these activities, and in 1942, it assumed the responsibilities of the Bureau of Marine Inspection and Navigation (RG 41) relating to the registering, enrolling, licensing, and admeasurement of merchant vessels. This responsibility was assigned to the Coast Guard in 1967 (see RG 26).

Navigation laws were passed by the first Congress in 1789 and were enforced by customs officers under the supervision of the Department of the Treasury. In 1884, a Bureau of Navigation under the control of the Commissioner of Navigation was established within the Department of the Treasury to administer the navigation laws. In 1903, it was transferred to the Department of Commerce and Labor along with the Steamboat Inspection Service, which had been established in the Department of the Treasury in 1852 to formulate rules and regulations for steamboat inspections. The two bureaus were merged in 1932 to form the Bureau of Navigation and Steamboat Inspection, which was renamed the Bureau of Marine Inspection and Navigation (BMIN) in 1936. In 1942, its functions relating to merchant vessel documentation were transferred to the Bureau of Customs (RG 36), while those pertaining to merchant vessel inspection, safety of life at sea, and merchant vessel personnel were transferred to the U.S. Coast Guard (RG 26). The Bureau was abolished in 1946.

The various series of records from Puerto Rico held in New York City pertain to ownership and licenses of vessels, including bills of sale, mortgages, and master's oaths.

### U.S. Coast Guard District, San Juan

*Unit Logs* consist of material pertaining to the USCG Cutter *Sagebrush* (WLB-399) for the period 1975-1978 and 1984-1986. In 1984, the *Sagebrush* served as the support ship for three Coast Guard patrol boats in the Special Military Operations in Grenada, as well as Operation Blue Blade in Panama during which she transited through the Panama Canal. In 1985 the *Sagebrush* assisted in offloading of fuel from the grounded vessel *A. Regina* and seized the F/V *Carey* with five tons of marijuana on board. In 1986, the *Sagebrush* participated in the drug interdiction operation Hat Trick II and was involved in

rescue operations regarding the F/V *Amaru I*. Also in 1986, the ship played an instrumental role in the joint military exercise Ocean Venture '86. Commissioned in 1944, the USCGC *Sagebrush* was decommissioned in 1988.

*Merchant Marine Logbooks* consist of three log books dated 1957: two for the tugboat *Charles E. Dunlop* and one for the *John E. Berwin*.

#### Marine Inspection Office, San Juan

*Vessel Documentation Files* consist of files on specific vessels registered in Puerto Rico which may contain inspection records, master's oaths, certificates of registry and enrollment, material related to vessel licenses and ownership, records detailing admeasurements and tonnage, and general correspondence. In some cases there are schematics, drawings, or photographs of the vessel. The files are arranged alphabetically by vessel name. The bulk of the material dates from the 1960s and early 1970s, with some documents dating as far back as 1928 depending on the vessel. There are also three boxes of material from Charlotte, Amalie, U.S. Virgin Islands, which was under the jurisdiction of the San Juan Office.

*Merchant Marine Licensed Officer Files, 1911-1967*, consist of applications, licenses, correspondence, and other material related to individuals licensed to operate steamboats, as well as engineers and other officers. The bulk of these files pertain to Puerto Rico, although other locations are interfiled. Arranged by license number.

*Certificate of Registry of Staff Officers Files, 1948-1968*, consist of applications, correspondence, and related material to the licenses of Merchant Marine officers. Some applications include photos. Arranged by license number.

*Radio Officer License Files, 1949-1967*, consist of applications, correspondence, and certificates issued to individuals licensed to be radio operators.

*Recorded Instruments* include bills of sale, registration documents, and other material related to ownership and operation of vessel in Puerto Rico. These include the following volumes and files:

*Bills of Sale of Licensed Vessels under 20 Tons, 1902-1942*

*Bills of Sale of Enrolled or Licensed Yachts, 1916-1922 (1 volume)*

*Bills of Sale of Enrolled Vessels / Consolidated Certificate of Enrollment & License, 1920-1943 (1 volume)*

*Bills of Sale of Registered Vessels, 1938-1942 (1 volume)*

*Bills of Sale of Registered Vessels / Certificate of Registry, 1922-1938 (1 volume)*

*Bills of Sale, 1901-1916, 1943-1960*

*Bills of Sale, 1961-1966 & 1979-1983*

*Bills of Sale, San Juan, 1976-1983*

*U.S. Marshall's Bill of Sale of Vessels, 1922-1942 (1 volume)*

*Certificate of Surrender Files, 1950-1970* – may include correspondence, bills of sale and master’s oaths and in limited instances schematics or plans of the vessel. Arranged by name of vessel.

*Copies of Licenses of Enrolled Vessels, 1901-1910*

*Copies of Bills of Sale for Enrolled Vessels, 1901-1909*

*Copies of Bills of Sale for Registered Vessels, 1902-1914*

*Index of Registers, Enrollments and Licenses for Enrolled Vessels, and Licenses for Vessels under 20 Tons, 1924-1946* – one volume

*Master Carpenter’s Certificates, 1912-1962* – includes brief construction details of vessels

*Master’s Oaths of Registry, License, Enrollments, 1964-1967* – Customs Form 1259 includes name, type and general description of the vessel, as well as ownership information

*Mortgages of Registered or Enrolled Vessels, 1920-1942*

*Mortgages of Licensed Vessels under 20 Tons, 1921* – one volume

*Preferred Mortgages, Ponce, 1959-1967*

*Preferred Mortgages, Mayaguez, 1961-1963*

*Preferred Mortgages, San Juan, 1961-1966*

*Satisfaction of Mortgages, San Juan, 1963-1964*

#### Marine Safety Office, San Juan

*Oil and Hazardous Substance Discharge Records* consist of 53 boxes of material concerning the grounding of the T/B *Morris J. Berman* and the resulting oil spill in January 1994. On January 7, 1994, the disabled tank barge *Morris J. Berman* ran aground a few hundred yards offshore of San Juan. The resulting 750,000-gallon (26,000 barrels) oil spill polluted several miles of prime beachfront during the height of the winter tourism season, as well as impacting historic properties and endangering natural resources. Material includes correspondence, incident action plans, submerged oil recovery daily reports, contractor expenses and general financial records, pollution removal funding, as well as Puerto Rico Federal Affairs Administration (PRFA) and Puerto Rico Civil Defense documentation. Documents cover the period 1994-2000 and are arranged by subject and thereunder chronologically.

## **RG 77 Office of the Chief of Engineers, 1898-1951**

(41.163 cubic feet)

The Corps of Engineers, U.S. Army, with headquarters at Washington, DC, was a result of orders of April 3, 1818. The military responsibilities of the Office of the Chief of Engineers (OCE) have included producing and distributing Army maps, building roads, planning camps, and constructing and repairing fortifications and other installations. Its civil duties have included maintaining and improving inland waterways and harbors, formulating and executing plans for flood control, operating dams and locks, and approving plans for the construction of bridges, wharves, piers, and other works over navigable waters. Expansion of the OCE's river and harbor improvement work after the Civil War necessitated the establishment of district offices throughout the United States. The engineer officer in charge of each district reported directly to the Chief of Engineers until 1888 when engineer divisions were created with administrative jurisdiction over the district offices.

It is unclear when Puerto Rico was first established as an Engineer District. By 1907, the headquarters for this district was located in Tompkinsville, NY and in September 1910 it was moved to New York City. This district includes all harbors, fortifications, and waterways in Puerto Rico.

The records of the Puerto Rico Engineers Office document civilian and military activities of the OCE including administration, coastal defense projects, construction of facilities on military bases, flood control, as well as maintenance and improvement of inland waterways and harbors. They provide geological, hydrological, and economic data about construction projects and their impact on the surrounding area. Included are correspondence, data and permit files, notebooks, reports, and studies. Construction project files contain correspondence, design memorandums, notes, plans, progress reports, specifications, and test results. Nontextual records include engineering drawings, blueprints, maps, and a significant collection of photographs.

The extensive **photographic** materials include such locations as the harbors at Aguadilla, Aguirre, Arecibo, Guayanilla, Mayaguez, Ponce, Puerto Real (Cabo Rojo), and San Juan, as well as Miraflores Bay and Vieques Island. Inland projects for which photos exist include the following rivers: Bayamón, Bucaná, Chico, Coamo, Estero, Guamani, Jacaguas, Lapa, Las Minas, Maunabo, La Plata, Portugués, Susua (Rio Loco) and Yaguez. Other locations which are documented include: Boca de Congrejos, Ponce and Arecibo air bases, Quebrada Arena, Cabras Island Causeway, Punta las Marias, San Antonio Channel, Condado Bay, San Augustin Bastion, Fort San Cristobal, Guayabol Reservoir, Cabras Island, Pt. Borinquen Air Base, and municipal road projects. This photograph collection also includes images from the U.S. Virgin Islands. A database exists which provides item level access to these photos.

*Letters sent by the Principal Assistant Engineer to Resident Engineers in Puerto Rico relating to Public Roads, 1900-1901*

*Letters Sent by Assistant Engineers in the Field to the Engineer Office, 1899-1901*

*Letters Sent Relating to Harbors and to Public Roads, 1899-1901*

*Ledger, 1898*



*Registers of Letters Received*, 1898-1899

*Registers of Letters Sent*, 1898-1899

**Civil Works Project Construction and Maintenance Files** consist of reports and engineer field survey books, memorandums, blueprints, records of proceedings, design data, correspondence, agreements, estimates, drawings, and photographs pertaining to projects in the Puerto Rico district. The projects include improvements to the Harbor at St. Thomas and Christiansted Harbor, St. Croix in the Virgin Islands and San Juan Harbor and Ponce Harbor in Puerto Rico. These records relate to engineering, logistical, and financial matters. Projects include dredging, flood control, erosion projects, swamp reclamation, dry dock operations, removal of wrecks, and a survey of historical fortifications, including the Bastion de Santo Domingo. Files are arranged by project.

**Engineering Special Studies and Reports relating to Rivers, Harbors, and Building Facilities** consist of reports, memorandums, plans, design data, correspondence, radiograms and telegrams, surveys, agreements, estimates, and contracts pertaining to projects in the Puerto Rico district. Financial documentation includes payment schedules, abstracts of bids, and cost breakdowns. Material also includes completion reports for construction contracts, real estate acquisitions and purchases, progress reports, reports of operations, personnel statements, citations to appear in court, requests for information, and statistics. Graphic materials include blueprints, plans, drawings, charts, photographs, maps, and sketches. The projects include improvements to Aquadilla, Antigua, Culebra Island, Fajardo, Guayana, Guayanes Harbor, Guayanilla Harbor, El Abanico, Isla Grande, Gulfport, Jobos Harbor, La Puntilla, Little Krum Bay Area, Island, Playa de Humacao, Port of Jobos, Pueblo Viejo Bay, San Antonio Channel, San Juan Harbor, St. Thomas, and Yabucoa Harbor. Projects include dredging the removal of wrecks, construction of the engineering department depot, operation of the tug *Flagler*, repairs and maintenance, personnel, and a proposed boat canal. Arranged largely by project and function.

**General Administrative Correspondence Files relating to Military Construction Projects** consist of reports, memorandums, guidelines, correspondence, disposition instructions, plans, surveys, leases, photographs, contracts, and ledgers pertaining to operations in the Antilles Area Office. Matters addressed include appropriations and expenditures, auditing, estimates, claims, supplies, and accidents. The files also relate to construction, installations, programs and projects including flood control, additions, conversions, maintenance and repairs. Additionally there are real estate records consisting of leases and sales contracts related to San Juan Hospital, coconut crops, the sale of crops, sale of surplus buildings, and housing. A portion of the real estate records relate particularly to Monos Islands and Manzanilla in Trinidad. The records were the property of Mail and Records of the U.S. Engineer Office, Puerto Rico District and were created by the Antilles Area Office and the Antilles District Real Estate Sub-Office. Arranged by decimal classification system and chronologically within that scheme.

## RG 156 Office of the Chief of Ordnance, 1898-1904

(2.014 cubic feet)

The Ordnance Department was established as an independent bureau of the Department of War by an act of May 14, 1812 and was ultimately abolished and its functions transferred to the U.S. Army Material Command during a 1962 Department of the Army reorganization. The functions of the Ordnance Department were the procurement and distribution to the Army of ordnance and equipment, and the development and testing of new types of ordnance.

The records held in New York related to Puerto Rico concern the ordnance depots in Ponce and San Juan.

**Ponce Ordnance Depot** records consist of two series:

*Letters and Endorsements Sent*, 1898-1899, consist of one volume arranged chronologically.

*Register of Letters, Endorsements, Cablegrams, and Telegrams Received*, 1898-1899, consists of one volume arranged chronologically by date of receipt. The entries are numbered consecutively and are indexed by name to December 1898.

These two volumes from the Ponce Depot also include records related to the depot at Santiago, Cuba.

**San Juan Ordnance Depot** records consist of four series:

*Letters, Telegrams, and Endorsements Sent*, 1899-1904, consist of three volumes arranged chronologically. Name and subject index are in the first two volumes.

*Register of Ordnance Stores Received from the Army*, 1899-1904, consists of one volume arranged chronologically and contains a name index.

*Name and Subject Index to Synopses of Letters, Endorsements, and Telegrams Received*, 1898-1900, consists of one volume.

*Synopses of Letters, Endorsements, and Telegrams Received*, 1898-1900, consist of two volumes arranged chronologically by date of receipt. The entries are numbered consecutively and are indexed by name and subject in a separate volume (see above).

## **RG 181 Naval Districts and Shore Establishments, 1898-1912 & 1940-1957**

(134.299 cubic feet)

The **San Juan Naval Station** was established shortly after the American occupation in 1898 and thereafter quickly expanded its footprint in San Juan through the acquisition of land. On December 10, 1902, the Navy established the Caribbean Division of the North Atlantic Fleet based in San Juan. The U.S. Naval presence in San Juan ceased by December 1973.

Land for the **Culebra Naval Station** was turned over to the Navy around December 17, 1901. As early as 1902, the first large-scale naval exercises were conducted in Culebra, consisting of a U.S Marine Corps exercise for “defense of a forward base.” In 1902-1903, the first amphibious landing and ground maneuver training exercises were conducted in Puerto Rico by the U.S. Navy. Areas on Culebra were used as firing ranges and for Marine Corps exercises. The Navy set up a permanent base (Lower Camp) in the area of San Ildefonso, and local residents were relocated to other areas of the island. In conjunction with annual naval fleet maneuvers, a battalion of U.S. Marines held advance base defense exercises on the island. By 1904, Culebra had been designated as a naval station, with the construction of numerous facilities related to this use.

Although the Navy established yards and other shore installations to support the fleet as early as 1789, a formal system of Naval Districts was not formally established until May 7, 1903. The original 13 Naval Districts were modeled on the existing lighthouse district system at that time. From 1915 to 1920, prompted largely by World War I, Naval Districts transformed into complex organizations, with full-time staff, new operational functions, and new command relationships. General Order 632, dated February 28, 1918, defined the authority of the commandant over all naval activities in the field including military, industrial, supply, and transportation. In general the officer in charge of each district was usually called “Commandant” and was responsible for defending the coast and exercised military and administrative control over yards, stations, air installations, and training facilities. During World War II, Naval Districts took on the job of managing the construction, repair, and refitting of naval ships and assumed the responsibility for arming merchant ships. Naval Districts were also responsible for building and operating the bases required to train millions of sailors and aviators.

In 1916, the district system was extended to include Puerto Rico and Hawaii. Initially, Puerto Rico was placed in the Third District, headquartered in New York as that city afforded better communication than the proposed alternative of the Sixth District, headquartered in Charleston, SC. However, by 1919, Puerto Rico was removed from Third District jurisdiction and placed under the direct control of the Chief of Naval Operations. The **Tenth Naval District**, encompassing Puerto Rico, the Virgin Islands, Cuba, and the rest of the Caribbean outside the Panama Canal Zone, was established on January 1, 1940. Admiral Raymond Spruance served as its first Commandant. Mutual defense interests among Latin American countries, the United States, and its European allies, led to the expansion of the Tenth District in 1942 to encompass Venezuela, Suriname, Trinidad, and British and French Guyana. By September 30, 1980, the Tenth Naval District was disestablished.

An alpha-numeric filing system was established by the Navy in 1923 which was used to arrange some materials in this record group after that date.

The records from the **Culebra Naval Station** and **San Juan Naval Station** consist mostly of correspondence detailing administrative operations of the respective installations. Topics covered include property issues including ownership disputes, sale and lease agreements, supplies and requisitions, financial accounts, personnel and disciplinary matters including court martial documents, construction and maintenance, communications and wireless telegraphy, and operations and maneuvers of specific vessels. Correspondence to and from specific ships often documents developments in other Caribbean countries where the vessels operated, such as the Dominican Republic. The material also details interaction with other Federal agencies such as Insular Affairs, Department of Justice, Life Saving Stations, Lighthouse Service, Customs Service, and the U.S. Coast and Geodetic Survey, as well as relations with local Puerto Rican authorities. Culebra records also include material on target range leases, as well as the U.S. Marine Corps presence on the island. Records from San Juan also include material on the Naval Hospital located there, ordinance documents, inspection of supplies, expenditure reports, and Culebra property issues. Maps and blueprints related to the installations are interfiled with the correspondence.

The records of the **Tenth Naval District** consist mostly of general correspondence and administrative files related to operations throughout the Caribbean, including Guantanamo, Cuba, and Trinidad. **General correspondence, directives** and **administrative files**, detail administrative operations of the District, including personnel issues, maintenance and construction, property issues and housing, quartermaster requisitions and supplies, communications, financial matters, statistics, Provost Marshall investigations and disciplinary matters. These materials include maps, blueprints, schematics, and plans. The bulk of the correspondence and administrative files chronicle the tenure of Admiral Daniel Gallery as Commandant. **Classified correspondence** includes intelligence related material such as foreign political and military developments, movement of vessels, suspected espionage, war preparations and warfare operations, orders, communications, censorship issues, staffing matters, ship and aircraft operations, aviation logistics, status of shore stations, and blackout conditions. These materials also include some reconnaissance photos, maps, blueprints and schematics. **Instructions and Notices files** consist of administrative issuances, policies, and procedures. **Censorship files** includes an organization book and staffing information of the District telecommunication censor office, as well as directives, memoranda, correspondence, and a historical report entitled *A Report on the Office of Censorship*.

#### Culebra Naval Station

*Name and Subject Card Indexes to Letters Sent and Received, 1904-1911*

*Letters Sent and Received, 1904-1911*

*Letters Sent to the Bureau of Equipment, 1907-1909*

*Letters Sent to the Bureau of Navigation, 1907-1910*

*Letters Sent to the Bureau of Yards and Docks, 1907-1910*

*Letters Sent Relating to Personnel, 1907-1911*

*Order Book, 1902-1904*

*General Information relating to the Island of Culebra, Puerto Rico, 1902-1911:* Consists of translated Spanish colonial documents, including royal land grants, along with other property related material, as well as a map detailing numbered plots.

*Correspondence Relating to the USS Alliance, 1906-1910:* Laid down in 1873 at the Norfolk Navy Yard, the *Alliance*, a screw gunboat of the third rate, was launched on March 8, 1875. The ship's last duty commenced in 1904, when she was dispatched to serve as station ship and store ship at the Culebra naval station. Regarded as "unserviceable for war purposes", she was decommissioned at San Juan on July 7, 1911, and her name was struck from the Naval Vessel Register on August 9, 1911. Her hulk, however, remained in government hands until disposed.

#### San Juan Naval Station

*Abstracts of Letters Sent, 1898-1903*

*Letters Sent to Navy Officers, Local Officials, and Private Persons, 1898-1911*

*Letters Sent to the Navy Department, 1898-1911*

*Letters Sent by the Commandant (Office of the Commandant), 1899-1902*

*Letters Sent to the Commandant, Department of Construction & Repair, 1899-1911*

*Letters Sent, Department of Yards & Docks, 1899-1911*

*Letters Sent to the Bureau of Steam Engineering, 1902-1911*

*Letters Sent to the Bureau of Equipment, 1905-1910*

*Letters Sent by the Board of Labor Employment, 1905-1911*

*Confidential Letters Sent by the Commandant, 1899-1902*

*Registers of Letters Received from the Navy Department and from Naval Vessels, 1900-1907*

*Letters Received, Office of the Commandant, 1898-1912*

*Correspondence of Lt. Comdr. BT Walling, Acting Commandant, 1904*

*Cablegrams and Telegrams Sent, 1903-1911*

*Orders, 1898-1911*

*Time Books, 1899-1911*

*Daily Report of Station Events ("Logbook"), 1910-1912*

*Minutes of the Meetings of the Board of Labor Employment, 1905-1910*

#### Tenth Naval District

*General Administrative Files, 1955-1960*

*General Correspondence, 1941-1956*

*General Correspondence and Directives, 1958-1959*

*Classified General Correspondence, 1940-1941*

*Confidential and Secret General Correspondence, 1942-1954*

*Censorship Files, 1942*

*Case Files of Instructions and Notices, 1956-1957*

## RG 338 U.S. Army Commands, 1952-1962

(2.336 cubic feet)

The present system of U.S. Army Commands, which are organized both functionally and geographically, emerged from a War Department reorganization of February 28, 1942.

### Fort Buchanan General Depot, 1953

Fort Buchanan was named after Brigadier General James A. Buchanan, the first commander of the Puerto Rico Regiment, established on July 1, 1899. The Puerto Rico Regiment was officially designated as the 65th Infantry Regiment in 1920, after defending the Panama Canal Zone during World War I. A tract of 300 acres on the south shore of San Juan Bay was acquired to provide the regiment with a training area. The site was established in 1923 as Camp Buchanan.

In May 1940 the location was designated as Fort Buchanan and expanded initially to 1,514 and later to 4,500 acres. During World War II, Fort Buchanan became a general depot and induction center/training area for the Antilles command. After the war, the post was gradually reduced to 746 acres.

Fort Buchanan remained a command depot with post facilities, a personnel center, and a special training center until closure as an Army post in 1966. On December 31, 1966, with the deactivation of the Antilles Command, Fort Buchanan came under the U.S. Navy control, but returned to Army control in December 1971. Fort Buchanan currently is the only active U.S. Army installation in Puerto Rico located in the metropolitan area of San Juan. It serves under direct control of the Installation Management Command, Southeast Region (IMCOM-SE).

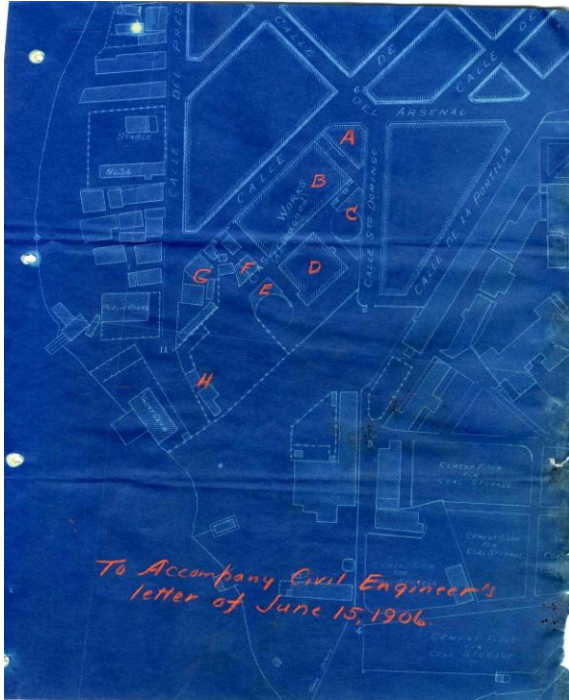
The records document quartermaster activities at the depot and include installation histories, manuals, orders, planning files, and reports. *General Orders* document change in command, lists of personnel receiving awards, and notices of retirements. *General Regulations* detail administrative guidance and functioning for the installation. *Military Historian Files* provide a daily journal and weekly summary of the principal activities at post.

### Rodriguez U.S. Army Clinic, Fort Buchanan, 1952-1962

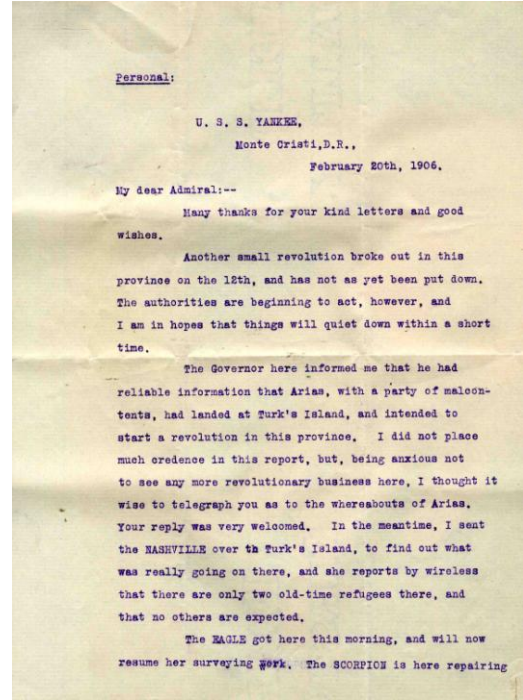
On August 31, 1944, the War Department issued General Order No. 71 which renamed the Army General Hospital of Fort Brooke located in the former Ballajá Barracks (in the grounds of the Fort San Felipe del Morro) in Old San Juan, the Rodriguez (161st) General Hospital, in honor of Major Rodriguez Vargas. Most of the historic areas of El Morro were transferred to the National Park Service in 1949. On February 14, 1949 the Rodriguez General Hospital was closed as a part of the closing of Fort Brooke. The Outpatient Clinic which was located on Fort Buchanan was renamed the Rodriguez Army Health Clinic and remains in part to this day.

The records relate to medical services at the installation and include correspondence, manuals, orders, planning files, and reports. *General Orders* document change in command, lists of personnel receiving awards, as well as organizational and functional changes. There is also an *Annual Report* on medical service activities. *Operating Procedure Files* documents administrative rules and regulations, facility management, supply and maintenance. There is a series of *Newspapers* which consist of issues of "La

Griota" the Hospital's news sheet for personnel of Fort Brooke. News items cover military, international and political events, sports, as well as local post information. Galleys used in producing each sheet are also included. *Organizational and Functional Manuals* document the administrative structure and functioning of the hospital, including organization charts.



Blue print of proposed expansion of San Juan Naval Station, RG 181 Naval Installations and Shore Establishments.



Letter to the San Juan Naval Station Commandant regarding a revolution in the Dominican Republic, RG 181 Naval Installations and Shore Establishments.

1.

VIGIL YEAR 1906 - 07.

MUNICIPALITY OF SAN JUAN, P. R.

Tax Regt. No.	Card No.	Year of Issue	Map Last Am. No.	Name of Tax Payer.	Description and value of property.				Total Value	Per. assal.	Grand Total.
					Land and Lots.	Improvements.	Value.	Value.			
81	682	08-06		Asador Juan. A.	Marina		1 Casa.	1,200	1,200	1,200	
84	682	08-06		Asador, Francisco	"	1 Solar.	Casa y rancho.	1,200	2,200	2,200	
85	682	08-06		Asador, Francisco	"	1 "	1 Casa.	1,000	2,200	2,200	
86	681			Asador via. de José	"	1 "	1 "	2,000	4,000	4,000	
194	8012			Arpín & Noble	"	1 "	1 "	2,000	2,000	2,000	
198	400	08-06		Baleaguillas & Co.	"				22,500	22,500	
200	697			Baleaguillas Juan. Beada	"	1 Solar.	1 casa mamp. 20,000 mamp.	2,000	12,500	12,500	
201	1288	08-06		Baleaguillas Juan. Beada	"				900	900	
203	696			Baleaguillas Juan. Beada	"	2 Solares.	2 casas mampoterías.	4,500	9,500	9,500	
205	684			Baleaguillas Soceción.	"	2 "	2 "	8,500	12,000	12,000	
206	695			Baleaguillas Soceción.	"	1 "	2 "	5,500	7,500	7,500	
266	1268	08-07		Betancourt, Ignacio	"				200	200	
268	700			Betancourt, José	"		1 casa.	2,200	2,200	2,470	
270	699			Betancourt, Manuel	"	1 solar.	1 casa modesta.	1,100	2,200	2,200	
281	708			Burt, Artilde	"	1 solar.	500 casa.	1,800	2,000	2,000	
290	705			Compañero, Faustino	"				2,125	2,125	
391	2411			Compañero, José F.	"	2 solares.	1,500 casas.	7,200	9,400	9,400	
409	707			Cañela y Bobas, Manuel	"	2 "	Casa.	5,000	9,000	9,000	
410	708			Cañela y Bobas, Manuel	"	2 "	casas.	8,500	11,500	11,500	
425	710			Carrasco, Joaquín	"	1 "	casas.	2,250	4,000	4,000	
502	2420			Citrus Fruit & Co.	"				200	200	
516	2871	08-07		Cloy, John	"				2,000	2,000	
524	280			Compañía Llaneros	"				200	200	
560	712			Coronina Payne, Antonio	"	2 solares.	2 casas.	11,700	15,000	15,000	
599	713			Crosas, Andrés	"				21,875	21,875	
600	718	08-07		Crosas, Andrés	"	solar.	100 150 mampere rancho.	220	12,612	12,612	
602	714-715	08-07		Crosas, Andrés	"		Casas.	15,000	26,690	26,690	
604	717	08-07		Crosas, Andrés	"		Casas.	100	7,264	7,264	
605	717	08-07		Crosas, Andrés	"		Armería pa. madera.	260	4,674	4,674	
629	1679			Cuevillas, Elvadio	"		Casa mamp. y madera.	7,000	10,000	10,000	
629	1688	08-07		Cuevillas, Elvadio y otro.	"				250	250	

Land value ledger for expansion of the San Juan Naval Station, RG 181 Naval Installations and Shore Establishments.

## **RG 392 U.S. Army Coast Artillery Districts and Defenses, 1901-1919**

(1.856 cubic feet)

In February 1901, the artillery corps was divided into field artillery batteries and coast artillery companies, and in 1907 the coast artillery was completely separated from the field artillery and constituted as the Coast Artillery Corps. Also in 1901, under General Order No.81, the artillery district – a new tactical unit – was established and 21 artillery districts were created along the Atlantic and Pacific coasts, as well as in Hawaii and Puerto Rico.

### Coast Defenses of San Juan

#### *Headquarters and Regimental Returns, 1918-1919*

These records provide the numbers of officers and enlisted troops, as well as any changes in troop strength and the reason for such changes. Arranged by type of return and thereunder chronologically by month.

*General Correspondence (1917-1919)* covers such topics as establishment of the coastal defense command, personnel and disciplinary matters, training, transportation, communications, maintenance, as well as general quartermaster issues such as supply, munitions, and equipment. Arranged according to the War Department decimal classification scheme.

*Order Book, 1901-1904*, contains administrative, organizational, and staffing orders. Arranged chronologically.

*Register of Letters Sent, 1901-1904*, contains summaries of outgoing correspondence arranged chronologically.

*Register of Letters Received, 1903-1904*, contains summaries of incoming correspondence and any subsequent action taken. Arranged chronologically.



## RG 4 U.S. Food Administration, 1917-1919

(8.955 cubic feet)

The United States Food Administration was established by Executive Order 2679-A, August 10, 1917, pursuant to the Food and Fuel Control Act [40 Stat. 276], approved on the same date and replacing an organization established on May 4, 1917 by then Secretary of Agriculture Herbert Hoover.

State and local food administrators were delegated the responsibility of carrying out policy measures formulated in Washington, DC in such a way as to meet local conditions. The Puerto Rico Food Administration was created in October 1917, and Albert E. Lee was appointed Federal Food Administrator. The central office was located in San Juan and town officials throughout the island cooperated with it.

The functions of the Food Administration were to assure the supply, distribution, and conservation of food during World War I. The office also facilitated the movement of foodstuff and prevented monopolies and hoarding. The agency helped maintain government control over food mainly by means of voluntary agreements and a licensing system and carried out widespread dissemination of information, appealed to the patriotism of the local population and engaged in community organization. In so doing, the local food administration penetrated into almost every part of the country and reached almost every inhabitant.

The main activities of the local administration ceased after the signing of the Armistice in November 1918. The Food Administration was abolished by Executive Order 33200, August 21, 1920, which terminated all branches of the Food Administration not previously abolished and transferred its records to the U.S. Grain Corporation.

The records maintained by the National Archives in New York include records of the Office of the Federal Food Administrator as well as the Division of Licenses and Enforcement. **Records of the Office of the Federal Food Administrator** consist of three series: [general correspondence](#), [correspondence pertaining to special licenses](#), and [correspondence with local committees](#). General correspondence is arranged alphabetically by name, while correspondence pertaining mainly to special licenses, regulations and permits is arranged alphabetically by name or subject. Correspondence with local committees is arranged alphabetically by name of town. **Division of Licenses and Enforcement** records include two series: [correspondence concerning investigations](#) and [correspondence concerning licenses and violations by licensees](#), both arranged alphabetically by name of firm.

## RG 9 National Recovery Administration, 1933-1936

(81.864 cubic feet)

The National Recovery Administration (NRA) was the first of several agencies established under authority of the National Industrial Recovery Act [48 Stat. 195], approved June 16, 1933. The function of the NRA was to carry out the main provisions of Title I of the Recovery Act and its program had four main objectives: 1) to spread work by reducing the number of hours, 2) to increase consumer purchasing power by increasing total wage distribution, 3) to stop trade practices similar to those already recognized as legally unfair and to limit competition without raising prices so drastically as to neutralize the increase in total wages, and 4) to eliminate child labor.

The NRA planned for the adoption of a series of codes of fair competition for separate regulation of every important branch of trade or industry. Such codes, once approved, would become binding under the law upon all members of the trade or industry to which they applied.

On October 19, 1933, a plan for the administration of the Recovery Act in the territories of Puerto Rico, Hawaii, and Alaska was approved by the Administrator. This plan provided for a Deputy Administrator for each territory to represent the NRA on the territorial recovery board. Each board, composed of the Deputy Administrator and a representative each from the Interior and Labor Departments, would consider codes for industries specific to the territory and amendments to codes that applied to the United States as a whole. In practice the boards acted only in an advisory capacity. In November 1933, Boaz Long was appointed Deputy Administrator for Puerto Rico. The Deputy Administrator had a staff of legal advisors and a few clerks and stenographers. On December 29, 1933, a Territorial Section was established in the Washington office of the NRA to supervise the three territorial offices, and on May 17, 1934, it was incorporated into Division 8 (later the Public Agencies Division).

On May 27, 1935, the U.S. Supreme Court, in the Schechter case, held the mandatory codes section of the Recovery Act unconstitutional, after which the elaborate compliance and enforcement procedures were abolished. After the Schechter decision, field office activities focused on preparing special studies relating to the operation of the NRA, investigating deviations from code standards, surveying business conditions, and persuading industry to comply voluntarily with code standards. In September 1935, the territorial offices were transferred to the Division of Review and the Puerto Rico office ceased operation in March 1936.

*General Records* consist of records relating to the administrative and operating procedures of the office, code formulation, home work problems, code authority operations, and distribution of NRA insignia. Documents include copies of speeches delivered by Boaz Long, Deputy Administrator, drafts of Division of Review studies, reports on social and economic conditions in Puerto Rico, copies of proposed codes, issuances of the office, constitutions and bylaws of various trade and professional associations, publicity material, lists of public officials and business firms, and correspondence with the Washington office, Department of the Interior, Bureau of Insular Affairs of the War Department, private industry, trade union, and private individuals. Arranged alphabetically by subject, name of person or type of material.

*Office Files of Boaz Long* include memoranda and correspondence with Washington headquarters, other Government agencies, and private individuals. They relate to the operations of the needlework industry, problems of Chinese competition in Puerto Rico, compliance matters, and to his administration of the office. Mr. Long was Chief, Public Relations Division, June 16-October 15, 1933; Chief of Public Relations, Blue Eagle Division, October 16- Nov. 21, 1933; Deputy Administrator for Puerto Rico, November 22, 1933- July 21, 1935; Deputy to Puerto Rico, Division of Review, August 1- November 30, 1935; and Senior Unit Chief, Territorial Unit, Special Studies Section, Division of Review, December 1, 1935- January 27, 1936. Arranged by subject of type of material.

*Reading File of Radiograms Sent to the Washington Office* relates to administrative and operational problems. Arranged chronologically.

*Reading File of Radiograms Received from the Washington Office* relates to administrative and operational problems. Arranged chronologically.

*Press Releases Issued by the Puerto Rico Office* contain information relating to the appointment of top officials in the Office, notices of hearings, progress on code making, and other matters of general interest. Arranged numerically.

*Press Releases Issued by the NRA Insular Compliance Division* contain information relating to compliance procedures in Puerto Rico. Arranged numerically.

*Office Files of Everett D. Brown, Statistician* consist of correspondence, memoranda, and reports relating to budgetary matters of the Puerto Rico Office and a proposed cost-accounting system for the needlework industry. Arranged by subject.

*Records relating to Codes* include memoranda, reports, orders, and press releases relating to the formulation of codes for industries peculiar to Puerto Rico, the administration of approved codes for the needlework and baking industries of the Territory, and the administration of codes that applied both to Puerto Rico and to the continental United States. Arranged alphabetically by industry.

*Outgoing Correspondence* consist of copies of outgoing correspondence to NRA and Puerto Rican officials, trade associations, labor unions, and private individuals, relating to the administration and operations of the Office. Arranged alphabetically by name of addressee.

*Records relating to the Needlework Industry* contain memoranda, correspondence, and reports relating to the preparation and amendment of the needlework code, the work of the Needlework Commission, Chinese competition, community workshops, labor demands, subcontracting, piece rates, price differentials and the use of labels. Arranged alphabetically by subject.

*Questionnaires on Home Work in the Needlework Industry* contain data on wages, hours, kind of work, community workrooms, size of family, and other statistics relating to home work in the industry. Arranged by city.

*Documents relating to the Needlework Industry* include material on the code of fair competition, amendments to the code, administrative orders, code authority budget reports, the code history and supplements thereto, reports and surveys on homework, and other documents relating to the needlework industry. Unarranged.

*Records relating to the Needlework Survey* include instructions for the survey, tabulation sheets, and forms used to obtain data on prices and working conditions from contractors and subcontractors. Unarranged.

*Reports and Statistics relating to the Needlework Industry* include reports and statistics worksheets relating to the financial structure, operations and labor standards of the needlework industry. Unarranged.

*Records relating to the Baking Industry* include records related to the code of fair competition, administrative orders, proposed amendments, price lists, lists of industry members, and correspondence relating to the administration of the code. Arranged alphabetically by subject.

*Records relating to Code Authority Operations* include correspondence, budget reports, field letters, minutes of meetings and other materials dealing with the organization and administration of the code authorities for the baking and needlework industries. Arranged by subject or type of material.

*Forms Containing Information on Industries* contain forms which show the name of the industry, the town in which it was located, and the trade association under which it operated. It also contains information on the name of the firm, its address, the volume of business, the number of employees, and the source of information. The forms are arranged under the following classifications: Wholesale trade, retail trade, wholesale-retail, industry, commission houses, financial institutions, professional, and unclassified. Within each classification the records are arranged by name of industry and thereunder by name of town.

*Master Town File* contains forms similar to those containing information on industries (above). Arranged by name of town.

*Statistics and Reports Relating to Industry and Trade* include statistics showing the number of employees and the volume of business of the banking, tobacco, men's clothing, needlework, ice, and baking industries in Puerto Rico. There are also membership lists of trade associations and a report on the definition of gainful occupations. Unarranged.

*Records relating to the Organization of Trade Associations* include membership lists, constitutions, and bylaws of trade associations in Puerto Rico, together with related organizational materials. Arranged by name of association, while some unorganized material is at the end of the series.

*Work Papers Used in Drafting Codes* include correspondence, releases, memoranda, and other materials, containing industry data, copies of bylaws and constitutions of trade associations, drafts of codes, and general working papers used in the preparation of codes. Arranged by type of code or name of person responsible for the preparation of the code.

*Wholesale-Retail Questionnaires* include records that show the name of the firm, proprietor's name, address, capital invested, volume of business in the years 1932-1933 and 1934, and hours of work for the store as a whole, for the manager, and for the employees. The series also includes statistics compiled from these questionnaires. Unarranged.

*Transportation Questionnaires* contain data on capital invested, the number of vehicles, their capacity, and rates for trucks, automobiles, and motor busses. Unarranged.

*General Records of the Insular Compliance Division* include correspondence, memoranda, and reports relating to the condition of the needlework industry in Puerto Rico, interpretations of code provisions, complaints of violations of codes with resultant enforcement activities, handicapped workers, home work, child labor, the use of insignia, prices and piece rates. Arranged alphabetically by subject or type of record.

*Outgoing Correspondence of the Insular Compliance Division* include copies of outgoing correspondence to the Washington office of the NRA and to local persons and companies concerning complaint cases. Arranged alphabetically by name of addressee.

*Docketed Case Files* include records related to compliance cases. A typical case file includes correspondence, reports by the adjustment board and compliance attorneys, correspondence and reports submitted to Washington, affidavits, exhibits, and briefs, and a report on the disposition of the case. They are in two groups, open and closed cases, each group arranged by docket number.

*Reports relating to Investigations of Complaints* ("Suspicious Cases") consist of records that deal with complaints that were investigated. Unarranged.

*Complaints Not Docketed* consist of records of rejected complaints of code violations, together with related correspondence. Arranged numerically.

*Correspondence related to Cases Referred to the Petroleum Labor Policy Board* include correspondence relating to two cases that were referred to the Petroleum Labor Policy Board of the Interior Department. Arranged by case.

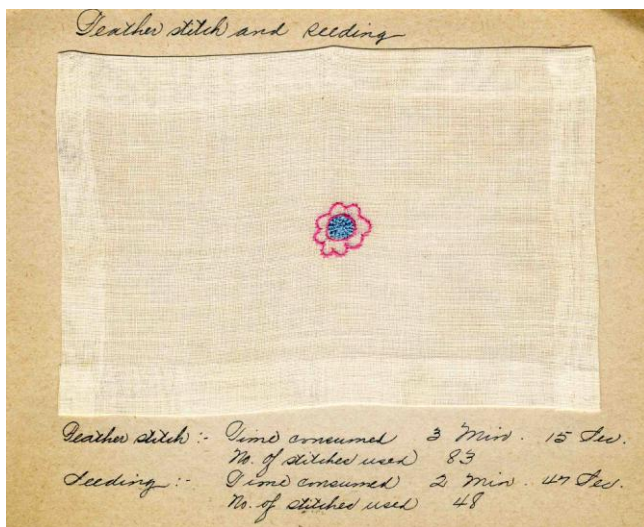
*Enforcement Case File for Borinquen Embroidery Company* includes a summary of the evidence against the company, briefs, and reports and statistical material on the operations of the company, together with related correspondence, memoranda, and affidavits. Unarranged.

*Office Files of Frederick C. Sartorius* include correspondence, memoranda, reports, and press clippings relating to the operations of the Puerto Rican codes. Mr. Sartorius was Aide to the Deputy Administrator for Puerto Rico in the Territorial Section of the Public Agencies Division. Unarranged.

*Legal Records* include correspondence and memoranda relating to compliance activities, interpretation and enforcement of the codes, and the legality of price-fixing provisions. Arranged alphabetically by subject.

*Exhibit Materials for the Needlework Study* include form sheets showing the time required to produce handkerchiefs of various types of stitching, together with handkerchiefs illustrating the stitching. Materials also include needlework samples. Unarranged.

*Materials Used in Preparation of Code Histories* consist of memoranda and reports dealing with operations of codes for the baking, banking, men' clothing, motion-picture, and needlework industries. Arranged alphabetically by industry.



Needlework sample indicating the number of stitches used and time required to complete, RG 9 National Recovery Administration.

**RG 95 U.S. Forest Service, Caribbean National Forrest, 1929-1961**  
(7.400 cubic feet)

The U.S. Forest Service was established in the Department of Agriculture by the Transfer Act of February 1, 1905 [33 Stat. 628] to administers the national forest system. The Service also promotes the conservation and use of national forests and grasslands, conducts forest and range research, and cooperates with administrators of state, territorial, and private forests.

The Caribbean National Forest is located in northeastern Puerto Rico on the slopes of the Sierra de Luquillo mountains. Comprising 28,000 acres, it is the only tropical rain forest in the National Forest System. The forest region was initially set aside as a Crown Reserve in 1876 by the King Alfonso XII of Spain, and represents one of the oldest reserves in the Western Hemisphere. It was established as the Luquillo Forest Reserve on January 17, 1903 by the General Land Office and became a National Forest in 1907. It was renamed Caribbean National Forest on June 4, 1935. An Executive Order signed by President George W. Bush on April 2, 2007 changed the name of the Caribbean National Forest to El Yunque National Forest.

The **Forest Supervisor's Files** consist of correspondence, reports, and other material related to operations of the forest, including maintenance and improvements, trespass issues, wildlife, research programs, land surveys, and organizational and administrative matters. Material also relates to Latin American forest resources and the Parcelero Program where inhabitants of land incorporated into the national forest were allowed to remain in place. The bulk of the material concerns land acquisition files for the Luquillo and Toro Negro Units. Land acquisitions files include correspondence, deeds and title transfer documents, land value estimates, blueprints, drawings and other related material.

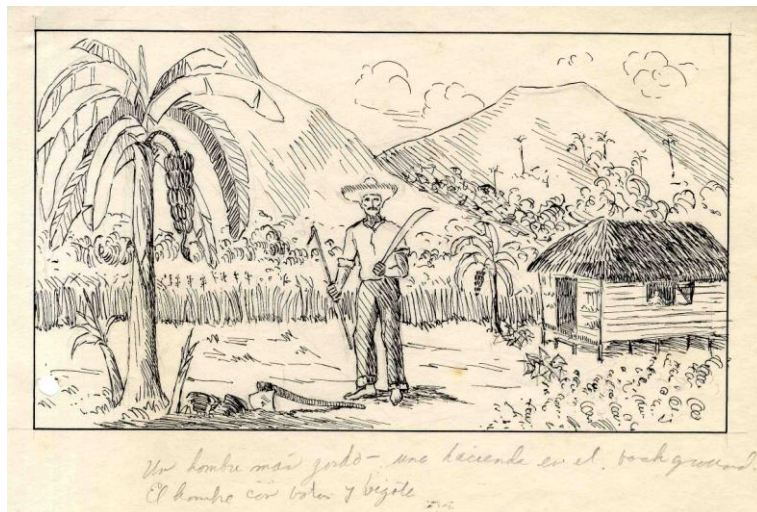


Illustration to accompany a fictional narrative about the Parcelero Program, RG 95 U.S. Forest Service, Caribbean National Forrest

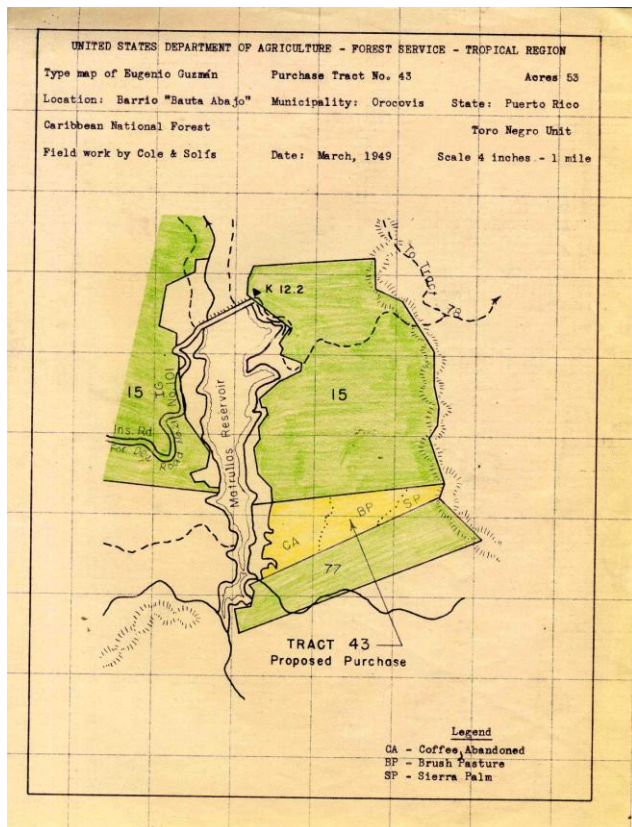
## RG 100 Occupational Safety and Health Administration [OSHA], 1977

(15.078 cubic feet)

The Occupational Safety and Health Administration was established in the Department of Labor, effective April 28, 1971, by the Occupational Safety and Health Act [84 Stat. 1590], and absorbing the Bureau of Labor Standards in May 1971. OSHA Develops and issues occupational safety and health standards and regulations, conducts inspections and investigations, and issues citations and proposes penalties for noncompliance with safety and health standards and regulations. OSHA Region 2 includes the Puerto Rico Area Office.

The [Safety Fatality and Catastrophe Inspection Case Files](#) consist of inspection reports of workplace conditions, accident reports, citations concerning violations, information on payments related to penalties, legal motions and petitions, memoranda, and general correspondence. Case files may also include photos. Arranged alphabetically by name of business.

\*\*Access to these files is **RESTRICTED** under the Freedom of Information Act (FOIA).



Land acquisition map for property owned by Eugenio Guzman, RG 95 U.S. Forest Service, Caribbean National Forest.



## **RG 155 Wage and Hour Division, 1939-1945**

(5.210 cubic feet)

The Wage and Hour Division was established in the Department of Labor by the Fair Labor Standards Act of June 25, 1938 [52 Stat. 1061], which fixed a minimum wage rate and a maximum work week for employees engaged in interstate or foreign commerce or in the production of goods for such commerce.

The Administrator of the Wage and Hour Division was empowered to appoint industry committees comprised equally of representatives of employers, employees, and the public. Upon the recommendation of these committees the Administrator could issue wage orders setting a higher minimum wage than the statutory rate. An amendment, effective January 25, 1950, raised the minimum wage but limited the tripartite industry committee procedure to Puerto Rico and the U.S. Virgin Islands, where it was used for establishing wage rates below the normal minimum.

The Public Contracts Division was established in the Department of Labor to administer the Walsh-Healy Public Contracts Act of June 30, 1936 [49 Stat. 2036], requiring Government supply contracts in excess of \$10,000 to contain certain stipulations regarding maximum hours, minimum wages, child labor, convict labor, safety, and health.

On October 15, 1942, the Wage and Hour Division and the Public Contracts Division were consolidated by order of the Secretary of Labor and operated as a single unit.

**Selected inspection case files** for Puerto Rico comprise about 3 cubic feet of records. A typical case file contains correspondence exchanged with the enterprise inspected, summaries of wage reports, employee wage and hour records, computation sheets for wages due, and other related material. The files are arranged by geographic area and thereunder alphabetically by company name. There is also a series of inspection case files from **Region II**, which includes materials from Puerto Rico in boxes 259, 306-307, and 587-588.

Records of the **Puerto Rico Industry Committee** comprise just over 2 cubic feet. This committee was established by the Administrator on August 1, 1940 to carry out the provisions of Section 5e of the Fair Labor Standards Act authorizing special investigations of industrial conditions in Puerto Rico. A typical file consists of the notice of appointment of committee members, a description of the industry to be investigated, transcripts of hearings before the committee, briefs and exhibits from the employer and employee groups, recommendations concerning minimum wages and maximum hours, and official orders governing the industry issued by the Administrator. If the recommendations were appealed, the file may include a transcript of the rehearing and any new wage and hour order. Each industry committee was assigned a number when it was established, and its file was given the same number. The files are arranged in numerical order. The industry headings for Puerto Rico include:

- 1) Cigarette, cigar, bay oil, bay rum, and aromatic alcohol
- 2) fabric and leather gloves
- 3) Handiwork Division of the needlework industries and leaf tobacco

- 4) Needlework
- 5) Railroad and property carrier
- 6) Straw hat, manufactured coconut and vegetable packing
- 7) Sugar and tobacco
- 8) Vegetable, fruit, and fruit juice canning

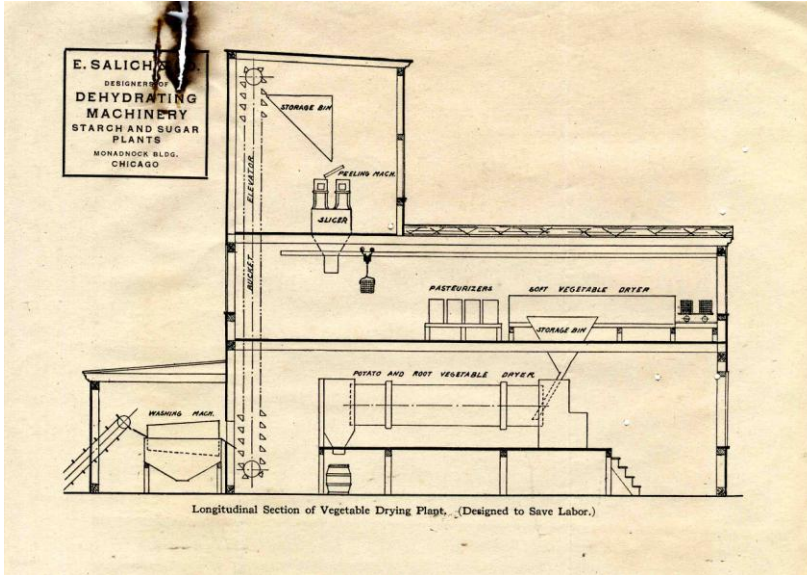


Diagram of a dehydrating machine for the sugar industry, RG 164 Records of the Cooperative State Research Service, Agricultural Experiment Station at Mayaguez.

**Giلاس, P.R., Nov. 25, 1918.**

**Estación Experimental,  
Mayaguez, P.R.**

Muy Señores mías:

Tenemos en esta población un pequeño gallinero y hace tres días que observamos al gallo (padrón) que estaba bien triste. Al cejerle notamos que tenía una fuerte irritación en la vista, con supuración pestilente. Le hemos lavado con agua bérlica, lo mismo que con agua con sal, y también le hemos puesto azúcar candy sin que hasta la fecha hayamos notado alguna mejoría en él. Ruego a ustedes que pueden hacerle, se sirvan darme idea, de como yo puede salir victorioso en la curación del mismo.

Con gracias anticipadas, quede atte. S.S.

*Guillermo Archilla*  
Agente Agrícola.  
Food Commission.

1530

Letter regarding a sick rooster, RG 164 Records of the Cooperative State Research Service, Agricultural Experiment Station at Mayaguez.

**RG 164 Cooperative State Research Service, 1901-1935**  
**Agricultural Experiment Station at Mayaguez**  
(71.760 cubic feet)

The Office of Experiment Stations was established in the Department of Agriculture on October 1, 1888 to represent the Commissioner (now Secretary) of Agriculture in his relations with the agricultural experiment stations created under the Hatch Act of March 2, 1887 [27 Stat. 440]. The act provided for the establishment of agriculture experiment stations under the direction of each land-grant college in the states and territories.

Experiment stations served as centers to conduct scientific research to solve problems and suggest improvements in the food and agriculture industry. Experiment station scientists worked with farmers, ranchers, suppliers, processors, and others involved in food production and agriculture.

Experiment station work began in Puerto Rico in 1901, with a permanent headquarters established at Mayaguez in September 1902. The objective of the station was to conduct assessments of the agricultural resources and capabilities of Puerto Rico, especially regarding food production, development of animal industries, dairy farming, and horticulture. In addition to scientific experiments, the station was involved in the distribution of seeds, plants and publications. Experiment station work under the Hatch Act was started at Rio Piedras in 1934. The experiment station, now known as the Tropical Agriculture Research Station, is currently part of the College of Agricultural Sciences at the University of Puerto Rico at Mayaguez.

The material held by the National Archives at New York consists of **correspondence** and other records related to the operation of the experiment station. Files are arranged chronologically, but there is little further arrangement. Material is in both English and Spanish.

Material covers a broad range of efforts to improve local agriculture detailing experiments involving introduction of improved plant varieties, breeds of animals, methods of agriculture, and farm implements and machinery. A substantial amount of material exists on the administrative, staffing and financial operations of the experiment station. Correspondence also includes reports by farmers regarding observations and progress in planting, as well as with farm equipment manufacturers. Documentation covers such topics as entomology issues including bees and insects such as beetles, crickets, fruit flies, and assorted pests, horticulture matters including seeds and plant pathology, and animal husbandry. Specific crops detailed in the records include the coffee and sugarcane industries, as well as assorted foods such as soybeans and corn.

**RG 187 National Resource Planning Board, 1941-1943**  
**Region 11 (Caribbean)**  
(3.42 cubic feet)

The National Resources Planning Board (NRPB) came into existence under the President's Reorganization Plan No. 1, effective July 1, 1939, as the successor organization to the National Resources Committee, to study the physical, human, and technological resources of the nation. It engaged in four major lines of activity: 1) planning and programming public works; 2) stimulating local, state, and regional planning; 3) coordinating Federal planning with respect to the conservation and use of national resources; 4) conducting a research program of long-range studies as requested by Congress or directed by the President. The NRPB also addressed special problems relating to World War II. The NRPB was abolished by the Independent Offices Appropriation Act of 1944 [57 Stat. 170], effective August 31, 1943, which provided that its functions could not be transferred to another agency. It was given until January 1, 1944 to conclude its affairs.

Region 11 consisted of Puerto Rico and the U.S. Virgin Islands. Basic planning began when the NRPB made available to the Government of Puerto Rico a consultant to help draft a planning bill. The two principle steps in the implementation of overall planning in the area were the organization of the regional office in San Juan around December 15, 1941 and the establishment of the Puerto Rico Planning, Urbanizing and Zoning Board in August 1942. The only regional director was Frederick P. Bartlett, who was appointed "Manager, Region 11" effective December 13, 1941, and separated effective December 31, 1943. The social and economic conditions unique to Puerto Rico created a need for a comprehensive and integrated control of resources, especially regarding the problems of a growing population, inadequate income production, and unsatisfactory income distribution. The industries and trade of Puerto Rico had long been based on export cash crops and their processing, most importantly raw and refined sugar, rum, industrial alcohol, and molasses. However, the island still had to import from the United States two-thirds of its food and most of its other necessities and luxuries. A great need existed to increase the use of water power to produce electricity, improvement of sanitation, including adequate water supply, better sewage facilities and water treatment to prevent disease; improvement and expansion of health, medical, and housing facilities; better educational system, community development, and public administration.

The Puerto Rico Planning, Urbanizing and Zoning Board was one of the few planning agencies that also had the power to put its plans into effect, and was particularly effective in the area of local planning. Several other planning bodies were also established, including a Water Committee, an Agricultural Planning Committee, and an Industrial Development Company. In the field of more direct physical planning were the Puerto Rico Water Resources Authority, the Insular Sewerage Service, and the Puerto Rico Transportation Authority.

The holdings in New York related to Puerto Rico consist of two series: General and Technical Correspondence and Administrative Correspondence.

The **General and Technical Correspondence** relates to planning in Puerto Rico represents the central files of the regional office and documents various fields of planning, projects, investigations, and studies. This includes correspondence with the NRPB and other Federal agencies, with British Caribbean authorities concerning joint planning, with other regional offices and the Government of Puerto Rico, as well as with public and private organizations and individuals. The series also includes reference materials, working papers of reports, minutes of meetings, and statistical and graphic matter. Arranged according to a classification scheme alphabetically by major subject heading and thereunder by subheadings.

The **Administrative Correspondence** represents a fragment of a larger file, most of which consisted of routine housekeeping records produced by the San Juan office. This series contains correspondence of and concerning Alfred Bettman, who was assigned by the NRPB to aid in drafting a Puerto Rico planning bill, as well as material under the following headings: consultants-general, maps, memoranda, press releases, work programs, and work status. Arranged alphabetically under these subject and thereunder chronologically.

NATIONAL RECOVERY ADMINISTRATION

**COMPLAINT OF VIOLATION OF CODE OF FAIR COMPETITION**  
**FOR THE Needlework Industry TRADE INDUSTRY**  
(Name of code)

March 28, 1935.  
(Date)

(TYPE OR PRINT ALL INFORMATION REQUESTED)

Name of person or establishment complained against (Respondent) Boriquen Embroidery Co.  
 Street address of Respondent San Juan St.  
 TOWN Majaguez Playa STATE Puerto Rico  
 Business of Respondent Needlework

(a) Principal product (produced, processed, or sold) \_\_\_\_\_ or  
 (b) Principal service performed \_\_\_\_\_  
 (c) State such other details as will clearly indicate the nature of respondent's business: \_\_\_\_\_

Name of complainant Hipolita Gonzalez  
 Street address of complainant 26 Oriente Street  
 TOWN Majaguez STATE Puerto Rico

Nature of complaint (state sufficient facts to indicate a clear violation of some definite provision of the Code to which the respondent is subject).

**That on Wednesday March 6, I commenced work as sewing machine operator for the above mentioned factory; I began at 1:30 PM and left work at 5:30 PM; that on Thursday the 7th, I commenced at 8:00 AM, left at 12:00 M, resumed work at 1:30 PM and left at 5:30 PM, being paid for that day and a half 40¢. That on Friday the 8th I worked from 8:00 AM to 12:00 M and from 1:30 PM to 5:30 PM; on Monday the 11th from 8:00 AM to 12:00 M and from 1:30 PM to 5:30 PM; on Tuesday the 12th from 8 to 12 and from 1:30 to 5:30 PM; that on Wednesday the 13th, from 8 to 12 and from 1:30 to 5:30 PM, and on Thursday the 14th from 8 to 12 and from 1:30 to 5:30 PM, making a total of five complete days of eight hours each, totalling forty (40) hours, and received as payment for said five days \$2.20; that according to the provisions established by the Code said employer should pay me at the minimum of \$1.00 per day.**

(If more space is needed use reverse)

The above statements are true to the best of my knowledge and belief.

(signed) Hipolita Gonzalez  
(Signature of complainant)

(Space for notarization or witness) May we use your name if necessary? Yes

If possible, this complaint should be sworn to before a notary or signed by at least one witness familiar with the facts. If this is done it will lead to quicker results.

**FILL IN AND MAIL TO THE OFFICE OF THE STATE DIRECTOR OF THE NATIONAL EMERGENCY COUNCIL IN YOUR TERRITORY**

NOTE.—If the Code Authority for the Respondent's industry has been authorized to receive complaints of this character in the first instance, you should mail this to the Code Authority. When you are in doubt mail it to the State Director.

Complaint filed by Hipolita Gonzalez regarding payment of fair wages by the Boriquen Embroidery Company, RG 9 National Recovery Administration.

## **RG 188 Office of Price Administration, 1942-1946**

(53.68 cubic feet)

The Office of Price Administration (OPA) was given statutory recognition as an independent agency by the Emergency Price Control Act of January 30, 1942. In order to stabilize prices and rents, the OPA established maximum prices for commodities (except agricultural commodities controlled by the Secretary of Agriculture) and maximum rents in defense areas. The OPA also rationed scarce essential commodities and authorized subsidies of some of those commodities. Most of the price and rationing controls were lifted between August 1945 and November 1946.

Region IX was established by Administrative Order No. 4, issued May 7, 1942. It was headquartered in Washington, DC and its jurisdiction encompassed Alaska, Hawaii, the Panama Canal Zone, Puerto Rico, the Virgin Islands and other possessions. A supplement to this order, dated May 26, 1942, gave Region IX a wide latitude of discretion in dealing with price control in the territories and possessions. The records in the National Archives at New York City comprise the records of the Region IX regional office that relate to Puerto Rico and the Virgin Islands and materials maintained by OPA offices in each of these territories. The records also include a folder that contains a few reports of the Regional Price Division concerning activities relating to Alaska and Hawaii, as well as Puerto Rico and the Virgin Islands.

The records document the enforcement of price stabilization regulations, including monitoring of wholesale and retail prices, prosecution of individuals and companies for violations, and assessment of damages. Included are case files, correspondence, minutes of meetings and reports.

### **Office of the Regional Administrator**

*Operations and Administration Correspondence* consists of one folder of material related to the general operations of OPA in Puerto Rico.

### Information Department

#### *Progress Reports*

This series consist of progress reports of the Information Division in Puerto Rico, 1945-1946.

#### *General Records*

This series consist of memoranda, correspondence, reports, surveys, and other material related to information campaigns, publications and publicity, and public education and general outreach activities.

### Legal Department

#### *General Correspondence*

This series consists of General correspondence of the Regional Attorney concerning price matters. Arranged chronologically by date of communication

### Price Division

#### *General Correspondence*

This series consists of correspondence, memoranda, and other material related to the formulation and implementation of pricing policies.

### **Office of the Regional Board Management Executive**

#### *Progress Reports*

This series includes progress reports of price panel operations, statistical reports of price panel and local board operations, and correspondence and memoranda concerning administrative, operational, and policy matters. Arranged in three groups, thereunder chronologically.

### **Office of the Territorial Director for Puerto Rico**

#### Accounting Division

#### *Records Relating to Company and Industry Investigations and Cost and Price Studies of Various Products*

consist of material relating chiefly to company and industry investigations and cost and price studies of various products. Arranged in two groups. The first dated 1944 to 1946 is arranged numerically by docket number; the second dated 1942 to 1946 consists of unorganized work papers.

#### Enforcement Division

*Case Files* consist of memoranda, correspondence, legal filings, affidavits, and other material related to alleged violations of the maximum price regulations. Arranged numerically by case number.

#### Price Division

*Commodity Program Files* consist of correspondence concerning commodities and also includes records concerning housing, public utilities, restaurants, and transportation. Arranged alphabetically by name of commodity or subject.

*Commodity Files* consist of correspondence relating chiefly to the prices of commodities in Puerto Rico. Arranged alphabetically by subject or name of commodity.

*Orders Establishing Specific Products Maximum Prices* consist of orders of the Territorial Director establishing maximum prices for specified products and related correspondence. Arranged numerically by order number.

*Records Relating to Petitions for Maximum Price Adjustments* consist of records concerning petitions for adjustment of maximum prices. Arranged generally alphabetically by name of petitioner.

*Price Economic Data Records* consist of records containing price economic data. Arranged by name of commodity or subject.

*Maximum Price Regulation Records* consist of records related to Maximum Price Regulation No. 183. These records also include recommendations for the preparation of a supplementary regulation under

the General Maximum Price Regulation authorizing an increase in the established maximum prices on pharmaceuticals and drugs, and a proposed restaurant maximum price regulation. Maximum Price Regulation No. 183 and its revisions applied to sales of listed commodities solely within the territory of Puerto Rico. Arranged in four groups, by the original regulation and its revisions and thereunder by amendments and proposed amendments to the regulations and related correspondence.

*Executive Progress Reports* consist of progress reports of the territorial price executive. Arranged in two groups by price panel coordinator and by principal economist and thereunder chronologically.

*Price Panel Coordinator and Principal Economist Progress Reports* consist of progress reports of the territorial price panel coordinator and the territorial principal economist. Arranged chronologically by date of report.

*General Records* consist of correspondence, memoranda, reports and related material arranged alphabetically by subject. Subjects include: exemptions, inspections, exports and imports, price policy, subsidies, surplus property, and war shipping.

*General Correspondence* consist of general correspondence concerning operations and administration. Arranged in two groups: 1) general correspondence 1942-1947, and 2) correspondence of the Puerto Rico representative of the Region IX Price Division.

#### Rationing Division

*Decisions on Rationing Appeals* consist of decisions on rationing appeals from rulings of War Price and Rationing Boards. A folder is included containing organization charts and budget information for the Rationing Division in Puerto Rico. Arranged by name of commodity and thereunder numerically by decision number.

*Commodity Rationing Files* consist of material related to the rationing of specific commodities. Arranged alphabetically by name of commodity.

*Progress Reports* include monthly reports of the division 1942-1946 arranged chronologically, as well as reports of district offices 1944-1945 arranged numerically by district number. There is also an annual report for fiscal year 1943-1944.

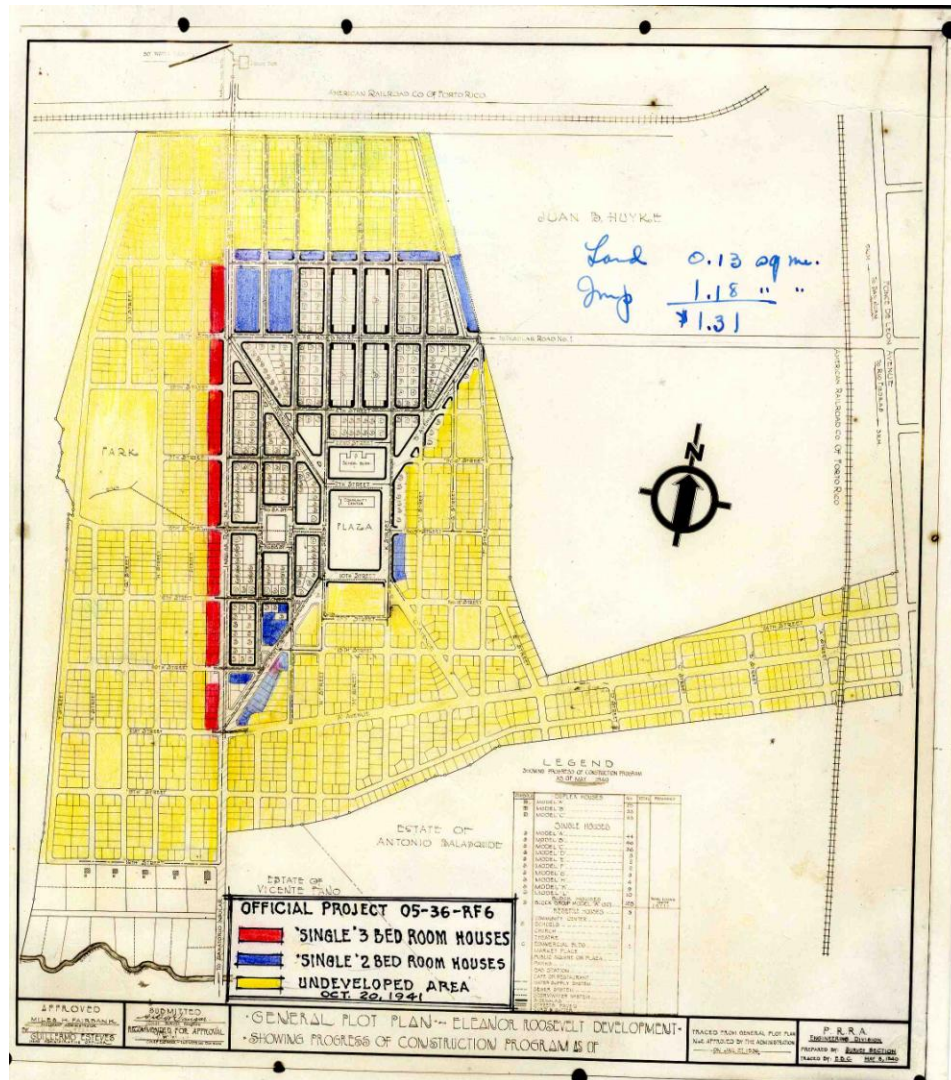
#### Territorial Board Management Executive

*Rationing Records of War Price and Rationing Board 29* consist of administrative files relating to rationing of War Price and Rationing Board 29 located in the municipality of Guayama. Records include applications for authorization of purchases and supporting documentation. The first box is arranged for the most part in chronological order, while the remainder of the boxes are arranged alphabetically by subject.



*Price Lists of Various Establishments Filed at Price and Rationing Board 29* consist of registration applications and also includes some registration certificates certifying that the named establishments have registered with the Office of Price Administration, and various price verification supporting documentation for Guayama, Puerto Rico. Arranged alphabetically by subject and thereunder by name of establishment or its representative.

*Price Records of Selected War Price and Rationing Boards* consist of local board filings with a separate folder for each establishment. Each folder shows the name of the owner on the tab and contains "Registration Statements for Retailers and Wholesalers of Commodities and for Industrial & Institutional Users of Commodities" and supporting documentation. Arranged alphabetically by town in which each board is located and thereunder by name of establishment or its representative.



Plan of the Eleanor Roosevelt housing project, RG 323 Puerto Rico Reconstruction Administration.

## **RG 252 Office of the Housing Expediter, 1942-1953**

(1.300 cubic feet)

A Housing Expediter was appointed in the Office of War Mobilization and Reconversion by the President on December 12, 1945, to plan, coordinate, and expedite postwar housing programs. The Expediter was authorized by an Executive Order in January 1946 to plan and coordinate a veterans' housing program. The Office of the Housing Expediter, which had been authorized by an act of Congress of May 22, 1946, was terminated by an Executive Order of July 31, 1951, and its functions were transferred to the Economic Stabilization Agency and the Housing and Home Finance Agency.

Eight regional offices were established by Executive Order 9686 of January 26, 1946, to administer OHE field projects. Area rent offices were established by regional housing expeditors principally to administer rent control. Region 4, which was headquartered in Atlanta, GA, included Puerto Rico. Records relate primarily to rent control, including the computation of rent based on accommodations, equipment, and services, as well as the termination of rent control. The files also concern general administration and public relations of the region. Material includes case files, clippings, correspondence, issuances, minutes of meetings, narrative and statistical reports, and random rent samples. The series **Narrative Reports of Area Rent Offices Records** provide general details regarding operations and workload of the Puerto Rico office, including regarding evictions, enforcement and compliance activities, area operating reports and statistics. Arranged chronologically. The series **Local Option Decontrol Records** are arranged by municipality and include correspondence regarding rental housing shortages and the extension of rent control regulations.

## **RG 323 Puerto Rico Reconstruction Administration, 1935-1955**

(651.709 cubic feet)

The Puerto Rican Reconstruction Administration (PRRA) was established within the Department of the Interior by Executive Order 7057 of May 28, 1935, in accordance with the Emergency Relief Appropriations Act of 1935 [49 Stat. 115].

The PRRA was set up to provide relief and increase employment, with an emphasis on the rehabilitation of Puerto Rico's agricultural economy. It engaged in such activities as urban and rural housing, demonstration farming, work relief, construction of hydroelectric plants, loans to farmers, and formation of cooperatives.

The PRRA was initially organized with the following divisions: Rural Rehabilitation, Rural Electrification, Forestry, University Buildings, Slum Clearance, Work Relief, Health, Planning, Census, Legal, Finance, Business Administration, and Personnel. The designations and functions of some of these divisions changed as the PRRA developed its program.

By 1948, the PRRA had accomplished its basic program. During the final period of its existence, the PRRA was concerned primarily with loans to cooperatives and with the operations of urban and rural housing projects. On August 15, 1951, Congress [67 Stat. 584] authorized the Secretary of the Interior to liquidate the PRRA within 18 months and the agency was officially terminated on February 15, 1955.

**\*\*Note:** For records arranged by last name, family names are divided within each name into two segments – the first containing names of those listing only the partial name and the second containing both the paternal and maternal names. Example: González, Aurelio will come before González Dávila, Amilcar. Many documents are in Spanish.

### **Washington Office, 1935-1947**

*General Records* consist of correspondence, memorandums, reports, and other records relating to the administration of the PRRA. The correspondence between the Assistant Administrator in Puerto Rico and officials of the Department of the Interior and of the Washington office of the PRRA concerns investigations, expenditures, policies, and personnel matters. Included in this correspondence are memorandums, progress reports, and financial statements concerning rural and urban housing projects, hydroelectric projects, rural rehabilitation projects, and other projects such as the Lafayette Sugar Corporation and the Cement Plant. Arranged alphabetically by subject and thereunder chronologically.

*Cooperative Projects Records* consist of correspondence relating to various cooperative projects in Puerto Rico, such as the Arecibo Cannery, artcraft cooperative, marketing cooperative, self-help cooperative, rug cooperative, and agricultural cooperatives that include agriculture such as bamboo, coconuts, cotton, tobacco, vegetables, and sugar. Documents relate, but are not limited to memorandums, reports, audits, investigations, balance sheets, loans, and other papers. The series

relates to the development of industries in Puerto Rico. Arranged alphabetically by subject or name of project.

#### **Office of the Assistance Administrator in Puerto Rico, 1935-1954**

Some records of the office are in Spanish. The subject headings for the records are sometimes in English, sometimes in Spanish.

*General Records* consist of correspondence, memorandums, reports, cablegrams, orders, circulars, charts, plans, photographs, blueprints, and other papers relating to activities of the office. The correspondence is chiefly between the Assistant Administrator and the Washington office, government relief agencies, departments of the insular government, private organizations, and private business concerns. Arranged alphabetically by subject or name of correspondent and there under chronologically.

*Formerly Confidential Records* consist of correspondence, memorandums, reports, and photographs relating to the administration of the PRRA that were formally confidential and have since been made public. The records, relate to but are not limited to personnel matters, projects, a reciprocal trade agreement with Cuba, and reports of the Washington office. Arranged alphabetically by subject.

*Radiograms* consist chiefly of those between the office of the Assistant Administrator and the Washington Office. They relate to administrative matters such as loans, expenditures, and personnel matters. Arranged by type of radiogram (incoming, then outgoing) and thereunder chronologically by date, which generally coincides with their numerical designation.

*Formerly Confidential Radiograms* consist chiefly of those that were formerly confidential but have since been released to the public, between the office of the Assistant Administrator and the Washington Office. They relate to administrative matters such as loans, expenditures, and personnel matters. Arranged by type of radiogram (incoming, then outgoing) and thereunder chronologically by date, which generally coincides with their numerical designation.

*Legal Opinions* consist of signed original and stenographic copies of legal opinions that were rendered by the counsels in the Washington or Puerto Rico offices. Many of these opinions are interpretations of the powers and jurisdiction of the agency. Arranged by numerical designation which generally corresponds with date.

*Executive Orders* consist of copies of executive orders signed by President Franklin D. Roosevelt. The orders relate chiefly to New Deal agencies operating in Puerto Rico such as the Tennessee Valley Authority, Public Works Administration, and Works Progress Administration. Arranged numerically by order.

*Administration Orders* consist of processed copies of administrative orders issued by the Assistant Administrator. The series contains copies in their original wording as well as revised versions of the

orders. Orders detail the administrative workings of the PRRA, from regulating the printing process to limiting the information that PRRA employees can say to non-employees. Arranged numerically.

*Records of the Executive Board* include memorandums, minutes of Board meetings, and letters received by the Executive Secretary. This series includes an index to its contents. This board functioned for only one year, 1935-1936. Arranged chronologically.

*General Records relating to Administration* consist of correspondence, memorandums, and other papers relating mainly to personnel matters. Included are some records concerning publicity activities of the division's research section. Arranged alphabetically by subject.

*Records relating to Investigations* consist of correspondence, memorandums, reports, plans, charts, and other records concerning investigations in connection with the Del Rio Plantation Case, the 500-Acre Case, the case of José Ramón Quiñones, the Cement Plant, and alleged communistic activities of employees of the Puerto Rico Reconstruction Administration. Many cases pertain to maladministration by the PRRA, or a company's lack of complying with PRRA guidelines and/or government rules and regulations. Arranged alphabetically by subject.

*Records of the Finance Division* consist of correspondence, memorandums, reports, radiograms, claims (which are sorted alphabetically by petitioner), presidential letters, accounts, and other records relating to pay of employees, loans, allocation of funds, financial statements, sales made, benefits from emergency funds, warehouses, and delegation of authority. Included is a report on the history of the Puerto Rico Reconstruction Administration from the time it was established until 1939, with special emphasis on financial matters. Arranged alphabetically by subject.

*Records of the Office of Housing Management* consist of correspondence, memorandums, reports, charts, plans, photographs, and other papers relating to planning, maintenance, construction, mortgage applications, homesteads, slums, squatters, the sale of housing projects, and the collection of rents. The housing projects mentioned are La Granja, Mirapalmeras, Juan Morell Campos, Eleanor Roosevelt, and the Puerto Rico Housing Authority. Arranged alphabetically by subject, with the exception that material on the Eleanor Roosevelt Housing Development, being almost a subsection of the series, is placed at the end.

*Records relating to Claims*, created chiefly by the Engineering Division, include correspondence, memorandums, reports, charts, plans, drawings, and photographs. These documents relate to land options, claims for payment from property sold to the PRRA, title opinions (documents based on an examination of public records, laws, and court decisions to ensure that no one except the seller has a valid claim to the property, and to disclose past and current facts regarding ownership of the subject property), general litigation, and litigation with the Puerto Rico Railway Light and Power Company. Arranged alphabetically by name of project.

*Records of the Legal Division – Land Acquisition Case Files for Rural Rehabilitation Projects* consist of records relating to lands acquired for use in rural rehabilitation projects. Documents relate, but are not limited to, agreements, taxes, the United States Attorney General, exhibits, certificate of registrar,

certificate of survey, plats, finance division, final papers, deeds, blueprints, plans, maps, and general information. Records are organized alphabetically by municipality, and then by the last name of the seller. At box number 619 the series goes back to A, the reason for this may be due to late files, or a difference in the type of land sold, for instance with a house or without a house. The corresponding card registers for this series are in separate series described below. Most documents are in Spanish.

*Records of the Legal Division – [Case Files Covering Land Purchases Cancelled by the Rural Rehabilitation Division](#)* consist of records relating to lands intending to be acquired but then canceled before being purchased for use by the Rural Rehabilitation Division. Documents relate to but are not limited to, agreements, taxes, the United States Attorney General, exhibits, certificates of registrar, certificates of survey, plats, the finance division, final papers, deeds, blueprints, plans, maps, and general information. Arranged alphabetically by the last name of the seller. Most documents are in Spanish.

*Records of the Legal Division – [Registered Deeds and Related Records Concerning the Disposition of Lands Acquired by the Rural Rehabilitation Division](#)* consist of deeds and related records acquired by the Rural Rehabilitation Division of the Puerto Rican Reconstruction Administration (PRRA) that were subsequently resold by the PRRA. Arranged numerically, and within each number files have letters C, F, or T. Accordingly, they would be organized C-1, F-1, T-1, C-2 etc. These references may appear on the papers from series of Land Acquisition Case Files. The corresponding card registries for this series are in a separate series described below.

*Records of the Land and Title Section of the Legal Division – [Land Acquisition Case Files for Reforestation Projects](#)* consist of records relating to lands acquired for use by the PRRA in reforestation projects. Documents relate to but are not limited to, agreements, taxes, the United States Attorney General, exhibits, certificate of registrar, certificate of survey, plats, finance division, final papers, deeds, blueprints, plans, maps, and general information. Arranged alphabetically by municipality, and then by the last name of the seller. Most documents are in Spanish.

*[Cancelled Land Acquisition Case Files](#)* consist of records relating to lands intending to be acquired but then canceled before being purchased for use by the Forestry Division. Documents relate and include, but are not limited to, agreements, taxes, the United States Attorney General, exhibits, certificates of registrar, certificates of survey, plats, the finance division, final papers, deeds, blueprints, plans, maps, and general information. Arranged alphabetically by the last name of the seller. Most documents are in Spanish.

*Records of the Land and Title Section of the Legal Division – [Title Opinions on Lands Intended for Recreational Projects](#)* consist of records relating to title opinions (documents based on an examination of public records, laws, and court decisions to ensure that no one except the seller has a valid claim to the property, and to disclose past and current facts regarding ownership of the subject property) for lands intended for recreational projects by the Puerto Rico Reconstruction Administration. Arranged alphabetically by the last name of the seller. Most documents are in Spanish.

*Records of the Land and Title Section of the Legal Division – [Land Acquisition Case Files for Rural Electrification Projects](#)* consist of records relating to lands acquired for use by the PRRA in rural

electrification projects. Documents relate and include, but are not limited to, agreements, taxes, the United States Attorney General, exhibits, certificate of registrar, certificate of survey, plans, finance division, final papers, deeds, blueprints, plans, maps, and general information. Arranged alphabetically by municipality, and then by the last name of the seller. Most documents are in Spanish

*Records of the Land and Title Section of the Legal Division – [Title Opinions on Lands Intended for Electrification Projects](#)* consist of records relating to title opinions (documents based on an examination of public records, laws, and court decisions to ensure that no one except the seller has a valid claim to the property, and to disclose past and current facts regarding ownership of the subject property) for lands intended for electrification projects by the PRRA. Arranged alphabetically by the last name of the seller. Most documents are in Spanish.

*Records of the Land and Title Section of the Legal Division – [Land Option Files](#)* consist of land options relating to the land and title section of the Legal Division of the Puerto Rico Reconstruction Administration. Records are organized alphabetically by the last name of the seller. Most documents are in Spanish.

*Records of the Land and Title Section of the Legal Division – [Land Acquisition Case Files for Vocational Education Projects](#)* consist of records relating to lands acquired for use by the Puerto Rico Reconstruction Administration in vocational education projects. Documents relate and include, but are not limited to, agreements, taxes, the United States Attorney General, exhibits, certificate of registrar, certificate of survey, plans, finance division, final papers, deeds, blueprints, plans, maps, and general information. Arranged alphabetically by municipality, and then by the last name of the seller. Most documents are in Spanish

*Records of the Land and Title Section of the Legal Division – [Records relating to the Land Acquired for Administrative Projects](#)* consist of records relating to lands acquired for use by the PRRA in administrative projects. Documents relate and include, but are not limited to, agreements, taxes, the United States Attorney General, exhibits, certificate of registrar, certificate of survey, plans, finance division, final papers, deeds, blueprints, plans, maps, and general information. Arranged alphabetically by municipality, and then by the last name of the seller. Most documents are in Spanish

*Records of the Land and Title Section of the Legal Division – [Registered Deeds and Related Records Concerning the Disposition of Lands Acquired for Resettlement and Housing Projects](#)* consist of deeds and other records relating to disposition of lands that had been acquired for use in resettlement and housing projects by the Puerto Rico Reconstructive Administration. There does not seem to be a series relating exclusively to lands acquired for resettlement and housing projects. Arranged alphabetically by municipality, and then by the last name of the seller. Most documents are in Spanish.

*Records of the Legal Division – [Card Register of Resettlement Projects](#)* is a card register of lands sold by the PRRA, and corresponds to the series of deeds and related documents described above. Arranged alphabetically by Proyecto (project), then by Agricultor (Farm), and then numerically by Parcela No. (Plot Number). In Spanish.

*Records of the Legal Division – Card Register of Parcels Sold with Houses* is a card register of lands with houses sold to the PRRA, and corresponds to the series of land acquisition case files and registered deeds for rural rehabilitation projects described above. The Spanish word "Agricultor" typically refers to a farmer, but on the cards it is suspected that it refers to the owner of a farm or cooperative of farms which was then subdivided among other farmers, herein labeled "Granjeros," another Spanish word for farmer, though "Granjeros" here may also refer to a Homesteader. Arranged alphabetically by pueblo [town] in the boxes, and then each pueblo is arranged as noted. The Código No. on the top right corner of each card corresponds to the series of *Registered Deeds and Related Records Concerning the Disposition of Lands Acquired by the Rural Rehabilitation Division*. In Spanish.

*Records of the Legal Division – Card Register of Parcels Sold without Houses* is a card register of lands without houses sold to the PRRA, and corresponds to series 16 and 18. The Spanish word "Agricultor" typically refers to a farmer, but on the cards it is suspected that it refers to the owner of a farm or cooperative of farms which was then subdivided among other farmers, herein labeled "Granjeros," another Spanish word for farmer, though "Granjeros" here may also refer to a Homesteader. Arranged alphabetically by Pueblo [Town] in the boxes, and then each Pueblo is arranged as noted. The Código No. on the top right corner of each card corresponds to the series of *Registered Deeds and Related Records Concerning the Disposition of Lands Acquired by the Rural Rehabilitation Division*. In Spanish.

*Records of the Legal Division – Card Register of Mortgages Transferred to the Commonwealth of Puerto Rico* is a card register of mortgages transferred to the Commonwealth of Puerto Rico, presumably from the Puerto Rico Reconstruction Administration. Arranged numerically, seemingly by a number in the upper left corner, however it is not clear to what, if anything, the number refers. Contents are arranged by project, however the project order refers to the number on the cards, and are not alphabetical. It also seems that areas have been divided into districts, but there is no key to the districts attached to this box.

*Records of the Cooperative Division* include but are not limited to correspondence, memorandums, reports, audits, investigations, and photographs, loans, leases, the Arecibo Cannery, sales, taxes, and the workings to keep the cooperatives running. The Division was in charge of a number of cooperatives, including vegetable growers' cooperatives, two sugar manufacturing cooperatives, a fruit growers' cooperative, a rug manufacturing cooperative, a cotton growers' marketing cooperative, and a vanilla cooperative. Two of the most successful cooperatives were the Cooperativa Azucarera Los Caños (Los Caños Sugar Cooperative) and the Cooperativa Lafayette (Lafayette Cooperative) —the latter was both a sugar manufacturing cooperative and a farming cooperative. Arranged in three parts: the first part consists chiefly of the general records of the Division; the second part, the records of the Cooperativa Azucarera Los Caños; and the third part, the records of the Cooperativa Lafayette. Arranged alphabetically by subject.

*Records of the Rural Electrification Division* consist of correspondence, reports, charts, and other papers relating to the functions of the Division, hydroelectric plants, and irrigation projects. Arranged alphabetically by subject.



*Records of the Forestry Division* consist of correspondence, reports, and plans relating to the work of the Division relating to Richard W. Maycock, PRRA Finance Director, transfer of forestry land, and the tropical forest experiment station. Arranged chronologically.

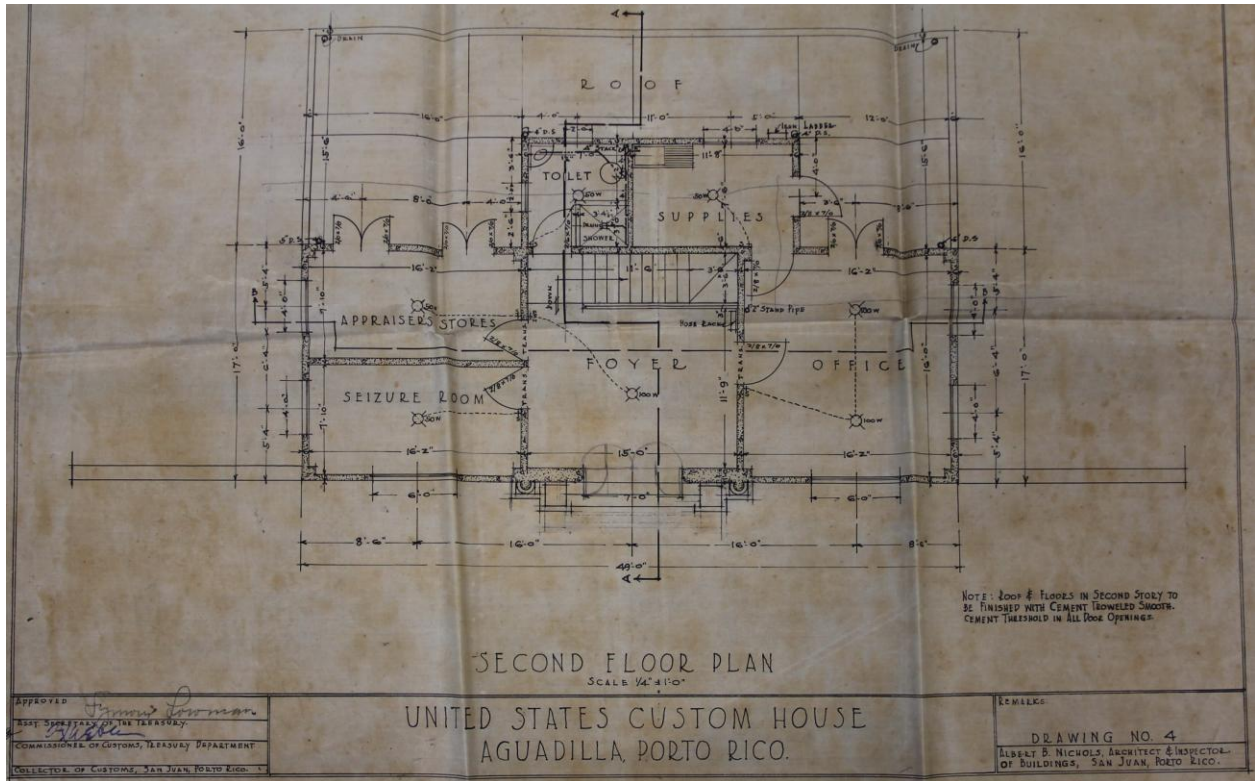
*Records of the Rural Rehabilitation Division* consist of correspondence, memorandums, reports, charts, photographs and other records relating to land utilization, soil conservation, workers camps projects, health concerns, sale of land, and general agricultural problems. Included are records of the former Health Division, which became the Health Section of the Rural Rehabilitation Division. Arranged in two parts: the first part, consisting chiefly of the general records of the Division, is arranged alphabetically by subject; and the second part, consisting chiefly of project records, is arranged alphabetically by name of project.

*Records of the Engineering Division* consist of correspondence, memorandums, reports, maps, plans, photographs, and other records relating to the construction of housing projects, public utilities, the clearance of slums, and the construction of the University of Puerto Rico. Arranged alphabetically by subject.

*Records relating to Construction Projects Directed by the Engineering Division* consist of correspondence, memorandums, reports, maps, plans, photographs, and other records relating to construction projects throughout Puerto Rico, with the aim of building up public works, eliminating slums, and creating a viable economy in Puerto Rico. This includes the creation of public utilities and universities, as well as public works such as roads, bridges, and school buildings. Arranged alphabetically by subject.

*Records relating to the Cement Plant Project* include correspondence, memorandums, reports, contracts, audits, and photographs relating, specifically to the general workings of the cement plant, particularly the finances. This project was planned in 1935. In 1939, shortly after the plant began operations at Guaynabo, a private corporation was formed. Although the plant remained under government control, it was no longer directly connected with the Puerto Rico Reconstruction Administration. Arranged alphabetically by subject.

*General Records relating to the Cement Plant Project* consist of miscellaneous unidentified records many of which relate to the Puerto Rico Cement Corporation and Marcos Tomas Caneja. Arranged alphabetically by subject where order could be understood.



APPROVED *[Signature]*  
 ASST. SPECTRALY OF THE TREASURY  
 COMMISSIONER OF CUSTOMS, TREASURY DEPARTMENT  
 COLLECTOR OF CUSTOMS, SAN JUAN, PORTO RICO.

SECOND FLOOR PLAN  
 SCALE 1/4" = 1'-0"  
 UNITED STATES CUSTOM HOUSE  
 AGUADILLA, PORTO RICO.

DRAWING NO. 4  
 ALBERT B. NICHOLS, ARCHITECT & INSPECTOR  
 OF BUILDINGS, SAN JUAN, PORTO RICO.

**RG 59 General Records of the Department of State,  
Dispatches from U.S. Consular Representatives in Puerto Rico, 1821-1899.**

This microfilm publication (M76) reproduces thirty volumes of correspondence addressed to the Department of State by consular representatives in Puerto Rico. These materials are arranged chronologically in the following series:

Registers, 1828-1870

Communications from San Juan, 1821-1899

Communications from Guayama, 1828-1850

Communications from Ponce, 1877-1866 and 1877-1885

Communications from Mayaguez, 1828-1850 and 1880-1892

No communications were received from Guyama after 1850, from Ponce between 1866 and 1877 or after 1885, or from Mayaguez between 1850 and 1880 or after 1892. During these periods the ports in question were consular agencies, subordinate to the consulate in San Juan. After Puerto Rico was ceded to the United States in 1898 there was no further reason to maintain consulates on the island, and the San Juan consulate closed on June 30, 1899.

In addition to the ports mentioned above, other ports in Puerto Rico were served at various times by U.S. consular agents, including Aguadilla, Arecibo, Fajardo, Humacao, Naguabo, and Vieques. Reports from these ports were submitted to one of the other four consulates in Puerto Rico.

The dispatches cover such topics as consular fees collected, arrivals and departures of U.S. vessels, imports from and exports to the U.S., aid rendered to American seamen, names of American citizens resident on the island, and other data collected in the course of consular activity. Some material also relates to legal difficulties of American citizens in Puerto Rico including settlement of estates and suits for damages, as well as relations between U.S. consular officials and the Spanish authorities.

**RG 85 Immigration and Naturalization Service,  
Passenger Lists of Airplanes Arriving at San Juan, Puerto Rico, 1929-1941**

On August 3, 1882, Congress passed the first Federal law regulating immigration [22 Stat. 214–215]; the Secretary of the Treasury had general supervision over it between 1882 and 1891. The Office of Superintendent of Immigration in the Department of the Treasury was established under an act of March 3, 1891 [26 Stat. 1085], and was later designated a bureau in 1895 with responsibility for administering the alien contract-labor laws. By the turn of the century, it began to designate its own immigration districts, the numbers and boundaries of which changed over the years. In 1903 the Bureau became part of the Department of Commerce and Labor; its name was changed to the Bureau of Immigration and Naturalization when functions relating to naturalization were added in 1906. In 1933 the functions were transferred to the Department of Labor and became the responsibility of the newly formed Immigration and Naturalization Service (INS). Under President Roosevelt's Reorganization Plan V of 1940, the INS was moved to the Department of Justice. The INS was abolished, and its immigration and naturalization recordkeeping functions were transferred to the new Bureau of Citizenship and Immigration Services within the new Department of Homeland Security, established January 24, 2003, by the Homeland Security Act of 2002 [116 Stat. 2135, 2205].

The passenger lists in this microfilm publication (A3438) were submitted to the INS at San Juan by the "airman in charge" of each airplane that had last departed from a U.S. or foreign airport. The records were filmed in two series and then in chronological order. **Inbound Passengers**, December 1, 1929–June 20, 1937, consists of passengers whose final destination as San Juan, Puerto Rico, while **Inbound Passengers in Transit**, December 15, 1929–December 31, 1941, consists of passengers stopping in San Juan temporarily enroute to their final destinations.

The passengers were recorded on INS Form 633, *Master List*, which identifies the airports of departure and arrival, date of arrival, aircraft nationality and number, and the following information about each passenger: name, age, gender, nationality, and destination. Immigration officials annotated the form by crossing out any passengers not actually on the plane as well as noting the number of citizens and/or aliens admitted. The reverse side of the form, which was also filmed, consists of instructions for filling out the form as well as an affidavit by the "airman in charge" that the information given about each passenger was "correct and true." Arranged chronologically within each series.

The records were filmed by the INS in 1956 and transferred to the National Archives on microfilm. Although some of this film may be difficult to read, it is impossible to correct the situation since the INS destroyed the original records.

## RG 146 U.S. Civil Service Commission, 1972-1981

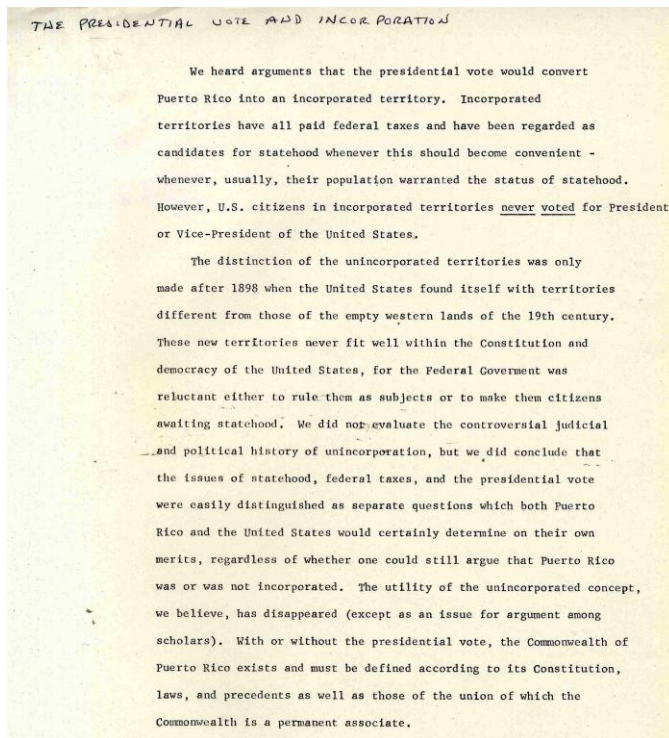
(2.660 cubic feet)

The United States Civil Service Commission (USCSC) was created by an act of Congress of January 16, 1883 [22 Stat. 403]. The USCSC administered the federal civil service system, including employee appeals of adverse agency personnel actions. The Commission also provided examinations to applicants for competitive service and established standards for qualifications, promotion, transfers and reinstatement of Federal employees in Federal agencies throughout the country.

The New York regional office of the United States Civil Service Commission was originally established in 1905 as District 2, and its jurisdiction eventually included New York, New Jersey, Puerto Rico, and the Virgin Islands.

With the passage of the Civil Service Reform Act of 1978, many of its functions were taken over by the Office of Personnel Management on January 1, 1979.

The records of the **Qualitative Reviews of State and Local Merit Systems** document reviews of state and territorial government agencies to ensure compliance with Civil Service Commission regulations. Materials include correspondence, Comprehensive Employment and Training Administration (CETA) reviews, reports, and evaluations of agencies in New Jersey, New York, Puerto Rico, and the U.S. Virgin Islands who were the recipient of Federal grants to verify their personnel management and operating procedures complied with Federal regulations. Records related to Puerto Rico are located in Boxes 3-5.

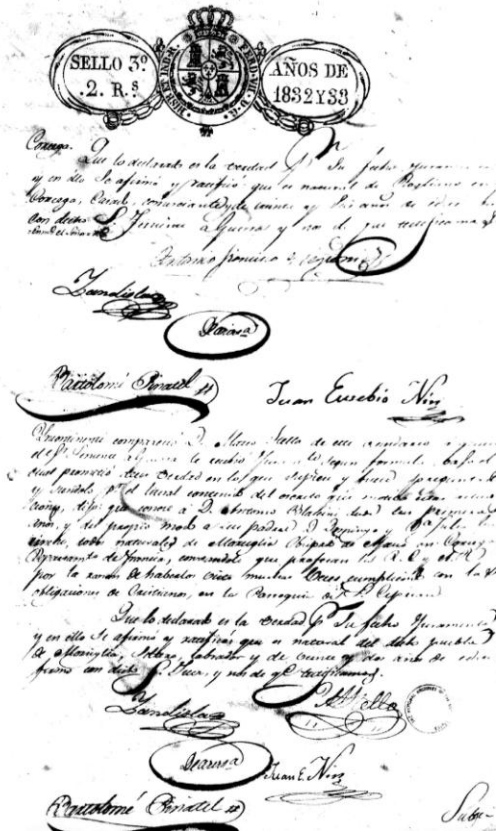


Working paper regarding the policy of incorporation, Ad Hoc Group on the Presidential Vote for Puerto Rico, RG 220 Records of Temporary Committees, Commissions, and Boards.

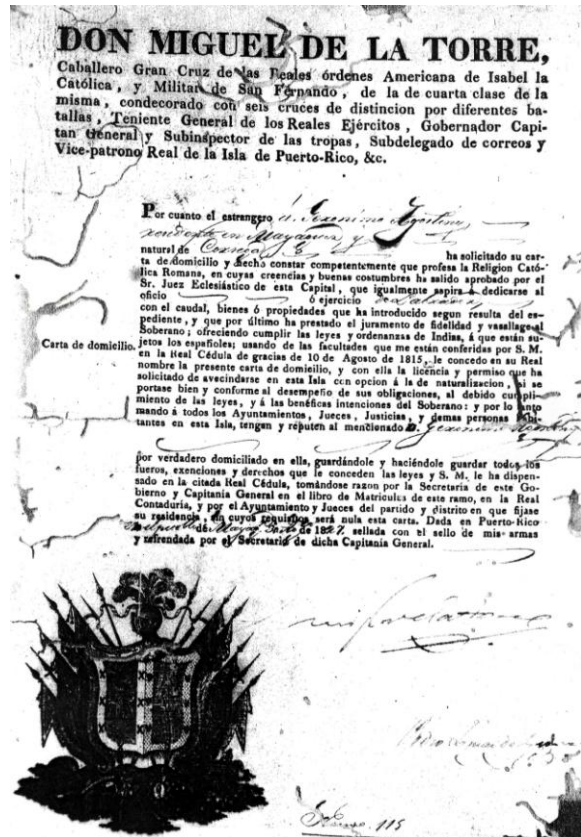
**RG 186 Records of the Spanish Governors of Puerto Rico,  
Records concerning Foreigners in Puerto Rico (Extranjeros), ca. 1815-1845**

By the Treaty of Paris, Spain ceded Puerto Rico to the United States, which included rights to the official archives and records of the island, which the United State agreed to preserve and make available for use. The fragmentary correspondence and related records of the Spanish colonial governors of Puerto Rico were transferred to the National Archives in 1943. A Congressional resolution in 1957 authorized the return of the Puerto Rican archives to the Commonwealth of Puerto Rico.

These records are a microfilm publication (T1170) consisting of requests by foreigners for permission to reside in Puerto Rico (carta de domicilio), correspondence, lists of foreigners residing in various towns on the island, and occasionally copies of the final naturalization papers (carta de naturalizacion). Most of the material is dated after 1815, when foreign immigration was permitted in Puerto Rico for the first time. Records earlier than 1815 consist mostly of letters from local authorities informing the central government of the arrival of foreigners. The records are in Spanish and arranged by last name. At the beginning of each roll of film there is a list of names included on that roll.



Residency papers for Antonio Blasini, RG 186 Records of the Spanish Governors of Puerto Rico



Residency papers for Geronimo Agostini, RG 186 Records of the Spanish Governors of Puerto Rico

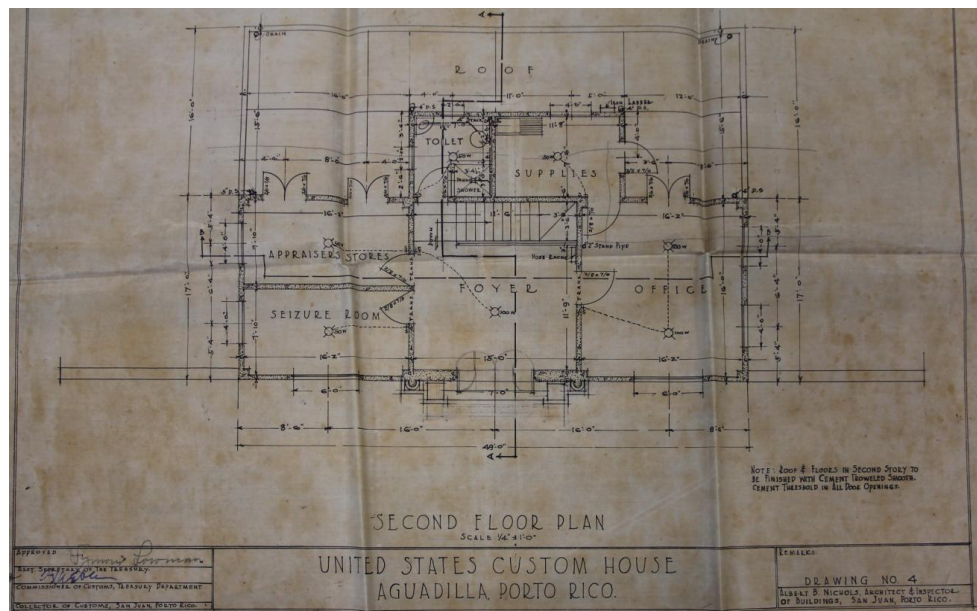
**RG 220 Temporary Committees, Commissions, and Boards**  
**Ad Hoc Advisory Group on the Presidential Vote for Puerto Rico, 1970-1971**  
(6.9 cubic feet)

The Ad Hoc Advisory Group on the Presidential Vote for Puerto Rico was appointed jointly by President Nixon and Governor Ferré on April 13, 1970. The Advisory Group was established pursuant to the recommendations in 1966 of the United States-Puerto Rico Commission on the Status of Puerto Rico. The Group consisted of fifteen members, seven from Puerto Rico and eight from the United States. The group was established to study the feasibility of extending to citizens in Puerto Rico the right to vote for the President and Vice-President of the United States. To this end the Group sponsored public hearings and contracted for a number of special studies to be used in conjunction with the Group's discussions in order to develop recommendations to be incorporated in the Group's final report. The office of the Group was closed on June 30, 1971.

The records held in New York consist of the **Central Files of the Executive Director**. These files include transcripts of public hearings, agendas and minutes of meetings of the Group, correspondence, drafts of reports, special studies prepared for the Group, press clippings, and reference material. Arranged alphabetically by subject, name of individual, or type of record.

The material includes information concerning the rules of procedure for advisory group meetings, the times and places of public hearings, the procedure for selection of witnesses and assignment of time periods for their testimony, and the procedures for public hearings. The records further contain information on the Advisory Group's origin, function and operations, and document the procedures by which it accomplished its objectives. These records provide information of a unique nature on a fundamental constitutional issue.

Blueprint of Aguadilla Customs House, Real Property Disposal Case Files, RG 269, Records of the General Services Administration,



## RG 269 General Services Administration, 1946-1969

(3.000 cubic feet)

The General Services Administration (GSA) was established as an independent agency by the Federal Property and Administrative Services Act of June 30, 1949. The act consolidated and transferred to GSA certain real and personal property and related functions formerly assigned to various agencies. Its purpose is to provide an economical and efficient system for managing government property and services, including such activities as construction and operation of buildings, procuring and distributing supplies, disposal of surplus property, and stockpiling strategic and critical materials.

The Region 2 Office, headquartered in New York City, includes Puerto Rico. The records consist of **Real Property Disposal Case Files** which document the sale or donation of Federal property such as military installations, post office buildings, prisoner-of-war camps, and Veterans Administration Hospitals. The case files generally include correspondence, deeds, narrative reports, appraisal reports, surveys, and title searches. Nontextual records include maps and photographs.

Property in Puerto Rico for which case files exist include:

Cordilleras Islands

Fort Allen, Juana Diaz

Fort Buchanan Military Reservation, San Juan

Fort Brooke Military Reservation, San Juan

Fort Brooke Military Cemetery, Santurce, San Juan

Post Office, Arecibo

U.S. Army Reserve Center, Arecibo

U.S. Custom House, Aguadilla

U.S. Custom House, Arroyo

U.S. Custom House, Punta Santiago [Huamacao Playa]

U.S Naval Station Warehouse and Housing Site, San Juan



## **RG 452 American Revolution Bicentennial Administration, 1974-1976**

(1.071 cubic feet)

The American Revolution Bicentennial Administration (ARBA) New York Regional Office (Region II) was one of ten field office established to stimulate and encourage the Bicentennial celebration. Based in New York City and headed by Barbara Wainscott as director, Region II consisted of New York, New Jersey, Puerto Rico and the Virgin Islands.

ARBA was established by President Nixon on December 11, 1973 under the authority of Public Law 93-179 [87 Stat 697]. ARBA superseded the American Revolution Bicentennial Commission and was headquartered in Washington, DC. The New York regional office was established to support ARBA's mission, which was to act as a clearinghouse for bicentennial information as well as to coordinate and support events and projects that commemorated the American Revolution Bicentennial . The responsibilities of the regional offices included routing grant applications and requests for official recognition of local programs to the national headquarters and representing ARBA at ceremonial functions.

Records pertaining specifically to Puerto Rico are incorporated throughout the **Administrative Records** for Region II. There is one file specifically on correspondence with the Puerto Rico Bicentennial Commission, including information on the Leo Lo Lai Festival . The administrative records in general document the activities of the regional office. They primarily concern the coordination of a variety of bicentennial events organized throughout New York, New Jersey, Puerto Rico and the Virgin Islands. Files include correspondence, applications for official recognition, agendas, travel vouchers, printed materials and photographs. Correspondence is primarily related to the relocation and set-up of the regional office, meetings, communications with communities and bicentennial commissions, event invitations, corporate involvement, and information requests. Materials documenting proposed and approved bicentennial programs include brochures, information packets, operations strategy proposals, photographs and sheet music. Arranged alphabetically within the following categories: Office Administration, Meetings, Applications, Correspondence, Travel, Non-ARBC Events, Region II Events, and Publications.

## Contact/Usage Information

While we are open to the public during regular business hours, many of our records are held offsite at records centers and must be ordered in advance. In order to better serve your needs, it is highly encouraged that individuals contact New York staff before coming to conduct research. While we endeavor to respond to all requests as quickly as possible, in order to balance competing demands on staff time and resources, we adhere to a general response time of 10 business days.

In order to use original records, you will need to obtain a research card by completing a short form giving full name, permanent address, and telephone number. You must also show official identification that includes a photograph. A driver's license, passport, school, and employment identification are among the acceptable IDs. Additional information on Research Room guidelines is available on-line: <http://www.archives.gov/research/start/nara-regulations.html>

### Address

201 Varick Street  
12th Floor  
New York, NY 10014  
(Entrance on Houston Street, between Varick and Hudson.)

### Hours

Monday through Thursday: 9:00 a.m. to 5:00 p.m.  
Closed on Federal holidays.

Note: Records are pulled every half hour between 9:00 a.m. and 4:00 p.m. All original records must be returned to staff by 4:30 p.m.

### Contact

Toll-free: 1-866-840-1752  
Phone: 212-401-1620  
Fax: 212-401-1638  
E-mail: [newyork.archives@nara.gov](mailto:newyork.archives@nara.gov)

## Selected Related Records Held by the National Archives outside New York City

The following are selected record groups held by other National Archives locations that contain material related to Puerto Rico. This is not a comprehensive list, but is included to assist further research. Materials are located in the Washington, DC area, unless otherwise noted. Links are to entries in the *Guide to Federal Records*. Additional records may be located in the *Guide* or by searching NARA's [Archival Research Catalogue](#) (ARC). Questions regarding these records should be sent to the main National Archives inquiry email ([Inquire@NARA.gov](mailto:Inquire@NARA.gov)) and they will be routed to the appropriate office. Researchers should also consider using the collections of the [Presidential Libraries](#), as appropriate, and may wish to consult their online [finding aids](#).

**RG 26** Records of the United States Coast Guard [USCG], [7th Coast Guard District](#), Atlanta, GA

**RG 29** [Records Relating to the Special Census of Puerto Rico](#), 1935-1937, entry 248 and Classified File for the Fifteenth Decennial Census, 1929-1934, entry 251.

**RG 33** Extension Service Annual Reports: Puerto Rico, 1930-1944 (Microfilm Publication T884).

**RG 36** Records of the United States Customs Service, [Customhouses and collection districts](#), Puerto Rico, 1900-1903

**RG 48** Records of the Office of the Secretary of the Interior, [Records relating to territories and insular possessions](#), Puerto Rico, 1898-1907

**RG 53** Records of the Bureau of the Public Debt, [Records relating to loans of Puerto Rico](#), 1910-1935

**RG 54** Records of the Bureau of Plant Industry, Soils, and Agricultural Engineering [BPISAE], [Division of Plant Exploration and Introduction](#), 1906-1953

**RG 56** General Records of the Department of the Treasury, [Office of the Chief Clerk](#), special commissioners to Puerto Rico, 1898-1900; Puerto Rico Tariff Fund, 1900-1907; and Puerto Rican Custom Service, 1907-1918

**RG 59** General Records of the Department of State, [Territorial papers](#), Puerto Rico, 1900-1906

**RG 69** Records of the Work Projects Administration [WPA], [Field Records](#), 1935-1943, and [General Records](#), Puerto Rico, 1934-1944

**RG 84** Records of the Foreign Service Posts of the Department of State, [Consular Posts](#), Puerto Rico, 1856-1899

**RG 94** Records of the Adjutant General's Office, [Volunteers and volunteer organizations](#), [Compiled military service records](#), & [Cartographic records](#), Puerto Rican Regiment, 1899-1901

**RG 104** Records of the U.S. Mint, [Records relating to the production of circulating coins](#), Puerto Rico, 1899-1923

- RG 108** [Records of the Headquarters of the Army in the Field](#), Puerto Rico, 1898
- RG 115** Records of the Bureau of Reclamation, Other field office records, [Photographic Prints, Slides, and Negatives of Reclamation projects](#), 1920-1990, Denver, CO
- RG 126** [Records of the Office of Territories](#), 1885-1976
- RG 153** Records of the Office of the Judge Advocate General (Army), [Insular Affairs Section](#), 1915-1939
- RG 163** Records of the Selective Service System (WWI), [Records related to appeals to the President, Delinquents and deserters, District boards](#), and [Local boards](#), 1917-1919, St. Louis, MO  
[Note: recently transferred from New York]
- RG 174** General Records of the Department of Labor, Office of the Solicitor, [Industry Committee files for Puerto Rico](#), 1960-1963
- RG 186** [Records of the Spanish Governors of Puerto Rico](#), 1767-1880  
These records include royal orders and decrees, 1767-1854, the case file on the rebellion of Lares, 1868-1869, and slave census schedules , 1872.
- RG 196** Records of the Public Housing Administration [PHA], General Records, [Photographs of low-rent housing projects](#), 1958-1964
- RG 217** Records of the Accounting Officers of the Department of the Treasury, Office of the First Auditor, [Customs Division](#), Puerto Rico, 1899-1900
- RG 278** Records of the United States Courts of Appeals, [First Circuit](#), 1891-1972, Waltham, MA
- RG 350** [Records of the Bureau of Insular Affairs](#), 1868-1945
- RG 391** Records of United States Regular Army Mobile Units, [Records of infantry regiments](#), 65<sup>th</sup> Regiment, 1916-1942
- RG 395** United States Army Overseas Operations and Commands, [Department and District of Puerto Rico](#), 1898-1942
- RG 548** [Records of U.S. Army Forces in the Caribbean](#), 1939-1964

## Selected External Resources

The following are selected resources outside the United States National Archives for research on Puerto Rico. Inclusion of any source or organization does not imply endorsement or affiliation and is provided solely for the purposes of facilitating research.

Archivo General de Indias, Seville, Spain

<http://www.mcu.es/archivos/MC/AGI/index.html>

Archivo General de Puerto Rico, San Juan

<http://www.icp.gobierno.pr/agp/index.htm>

Biblioteca Nacional, San Juan

[http://www.icp.gobierno.pr/bge/bge\\_infogen.htm](http://www.icp.gobierno.pr/bge/bge_infogen.htm)

El Centro de Estudios Puertorriqueños - Center for Puerto Rican Studies, Hunter College, CUNY

<http://centropr.hunter.cuny.edu>

FBI Files on Puerto Ricans [an educational project of El Centro]

<http://www.pr-secretfiles.net/>

La Casa de la Herencia Cultural Puertorriqueña (La Casa), New York, NY

<http://www.lacasapr.org/>

Admiral Daniel Gallery Papers, U.S. Naval Academy Library

<http://www.usna.edu/Library/sca/findingaids/gallery/index.html>

Puerto Rican Civil Court Documents Collection, Dodd Center, University of Connecticut

<http://doddcenter.uconn.edu/findaids/PRCourt/MSS20000130.html>

Puerto Rican Digital Library / Biblioteca Digital Puertorriqueña, Universidad de Puerto Rico

<http://bibliotecadigital.uprrp.edu/index.php>

Digital Photos from *El Mundo* newspaper, Biblioteca Digital Puertorriqueña, Universidad de Puerto Rico

<http://bibliotecadigital.uprrp.edu/cdm4/cfpm.php>

IGHL Puerto Rico Research Guide

<http://net.lib.byu.edu/fslab/researchoutlines/LatinAmerica/PuertoRico.pdf>

Luis Muniz Marin Foundation Archive

<http://www.flmm.org/archivo.htm>

Puerto Rican Hispanic Genealogical Society

<http://www.rootsweb.ancestry.com/~prhgs/archives.htm>

PR Roots Hispanic Genealogical Society

<http://www.proots.com/>

Puerto Rican Collection, Universidad de Puerto Rico, Recinto de Río Piedras  
<http://biblioteca.uprrp.edu/CPR.htm>

Research Institute for the Study of Man, New York University  
<http://dlib.nyu.edu/findingaids/html/rism/puertorico.html>

La Sociedad Genealogica Puertorriqueña, San Juan, Puerto Rico  
<http://www.genealogiapr.com/>

Vintage Postcards  
<http://www.antanlontan-antilles.com/caribbean-postcards/puerto-rico.htm>

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