

**PERMANENT OR CAREER WHITE HOUSE STAFF:
Duties and Organization**

Benedict, Stephen: Papers

Boxes 13-14 Presidential Transition Study

Eisenhower, Dwight D.: Papers as President (Ann Whitman File), 1953-1961

Administration Series

Box 38 White House Staff (1960)

Name Series

Box 33 Usher

Box 33 Truman, Harry S.

Presidential Transition Series

Boxes 1-3 (all folders)

Eisenhower, Dwight D: Records as President (White House Central Files), 1953-1961

Confidential File

Box 100 White House Office

Official File

Box 240-241 OF-72 Executive Office of President (1)-(5)

Box 241-242 OF-72-A White House Office, The (22 folders)

Box 246 OF-72-A-3 Garage

Box 246 OF-72-A-4 Police Force

Box 246 OF-72-A-5 Carpenter Shop

Box 246 OF-72-A-6 White House Library (1)-(3)

Box 246 OF-72-A-7 White House Signal Detachment

Box 246 OF-72-A-8 White House Parking

Box 247 OF-72-A-12 White House Mail (1)-(9)

Box 272 OF-72-A-12 Executive Clerk Memos....

Box 272-273 OF-72-A-12 White House Mail, Weekly Reports (1)-(8)

Box 273 OF-72-A-13 White House Files (1)-(2)

Box 273 OF-72-A-14 White House Messengers

Box 273 OF-72-A-15 White House Telegraph, Code, and Travel Service Office

Box 273 OF-72-A-16 Security Officer

Box 273 OF-72-A-17 White House Mess

Box 273 OF-72-A-18 White House Switchboard

Box 274 OF-72-A-23 Space Survey for Presidency

Box 274 OF-72-A-29 White House Correspondence Section

Box 274 OF-72-A-30 Usher's Office

Box 280 OF-72-F NSC, 1959-60 (1)(2) [structure and functions of NSC; organizational history of NSC, 1947-1960]

General File

Box 153 GF-7 Executive Office of the President

Box 153-155 GF-7-A White House Office and White House Office Staff (15 folders)

- Box 159 GF-7-A-Hachmeister. Dismissal of Miss Louis Hachmeister, Chief Telephone Operator at White House
- Box 167 GF-7-A-2 White House Office Passes
- Box 167 GF-7-A-5 White House Library
- Box 167 GF-7-A-7 White House Parking
- Box 167 GF-7-A-11 White House Mail

Appointment Books of the President (one volume for each six months, 1953-61)

Permanent File (Office of Executive Clerk, William Hopkins)

- Box 1 Executive Office Space, 1954-1958 (1)(2)
- Box 2 Precedence, 1953-1956
- Box 2 President, The, 1953-1961 (1)(2)
- Box 3 Transition to Incoming Administration, 1952
- Box 4 White House Files, Disposition of, 1953-1961
- Box 4 White House Garage, 1955
- Box 4 White House Library, 1953-1960 (1)-(3)
- Box 4 White House Mail, 1953-1956 (1)(2)
- Box 4 White House Matters, 1955
- Box 4 White House Office, 1953-1960 (1)-(3)
- Box 4 White House Police Force, 1953

Microfilm Reel No. 1

- Box 6 Government Employees
- Box 6 Opinions of the Attorney General
- Box 6 White House Files
- Box 6 White House Office, 1950

Microfilm Reel No. 2

- Box 6 President, The
- Box 6 President's Family
- Box 6 White House Files, Microfilming of
- Box 6 White House Library, April 13, 1945 to Date
- Box 6 White House Mail
- Box 6 White House Bowling Alleys
- Box 6 White House Office Files, 1959

Hagerty, James: Papers

- Box 127 National Student Symposium on the Presidency, Dec. 1970 (1)(2)

Kestnbaum, Meyer: Records

- Box 1 A-4 to A-9 Administrative—Personnel.....
- Boxes 28-30 Personnel and Civil Service report II (Hoover Commission)

Lambie, James: Records

- Box 1 Ad. Council—White House Meeting, 1953
- Box 59 Staff Work for the President and Executive Branch, 1954

Morgan, Gerald: Records

- Box 30 White House Mail—Weekly Reports, 1958

Box 31 White House Mail—Weekly Reports, 1959
Box 31 White House Staff Organization
Box 31 White House Staff Organization Chart—1958

Morrow, E. Frederic: Records

Box 6 Employees
Box 7 Personnel
Box 8 Special Projects: Personnel
Box 8 White House Administrative Structure
Box 8 White House Messengers
Box 8 White House Mess

Persons, Wilton B.: Papers

Box 1 Memoranda for the Record (1)-(8) [transition; White House personnel]

U.S. President's Advisory Committee on Government Organization: Records

Box 11 Nos. 61-64 The Presidency . . . (4 folders)
Box 11 No. 67 White House Staff Organization, 1957-1958
Box 11 No. 69 Director of Adm.: BOB.... 1956-1957
Box 12 No. 71 Office of Executive Management

White House Office, Office of the Usher: Records, 1953-1961

Boxes 1-3 Appointment Files

White House Office, Office of the Special Assistant for National Security Affairs: Records

NSC Series, Administrative Subseries

Boxes 6-7 NSC Organization and Functions
Box 7 NSC Personnel

OCB Series, Administrative Subseries

Box 5 OCB Organization (1)-(6)

White House Office, Office of the Special Assistant to President for Personnel Management: Records

Box 29 The White House

White House Office, Office of the Staff Secretary: Records

White House Subseries

Box 1 Administrative Arrangements (1)-(4)
Box 1 Budget-General (1)-(6)
Box 1 Communications (1)-(5)
Box 4 Organization of White House Staff (1)-(10)
Boxes 4-5 White House Personnel (11 folders)
Box 7 White House—Grade Set-up (1)-(4)
Box 7 White House Office and Special Projects Personnel (1)-(5)
Box 7 White House Staff Organization (1)(2)

White House Office, Social Office (A. B. Tolley): Records, 1952-1961
97 boxes—(files maintained by a career White House staffer)

White House Office, Telegraph Office: Records
(files maintained by permanent White House staffers)

White House Office, Telephone Office: Records
(files maintained by permanent White House staffers)

Oral History Transcripts:

OH-494 Hopkins, William, Executive Clerk of the White House (386 pages)

OH-45 Minnich, L. Arthur (35 pages)

OH-391 Minnich, L. Arthur (132 pages)

OH-150 Schulz, Robert L. (293 pages)

OH-495 Schulz, Robert L. (495 pages)

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