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Library
Technical Services
Staff Technical Manuals, 1950-1976

Box 1:

Binding Division, Routines of the Binding Division, 1954
  Contract for Library Binding, 1967, 1969
  Manual, 1974
Catalog Department, Department Manual, 1958
  Department Manual, 1973 (2 folders)
Circulation Desk, Clerical Procedures, 1975
Photographic Services Orientation and Procedures Manual, 1974
Serials Department, Acquisitions
  Standard Operating Procedures, 1950-1957
  Serials Routine for Gift and Exchange, 1953
  Purchase Routine, 1953
  Exchange Routine, 1953
  Library Clerk Routine, 1953
  Serials Technical Manual, 1953
Acquisitions Department Standard Operating Procedures, 1953-1961
Newspaper Library and Archives Division, 1959
International Organizations Handled by Documents Division, 1961-1963
Manual of Procedures, 1963
Manual of Procedures, 1973
Routine for Cataloging Serials, ca. 1973
Manual for the Acquisition of Serials, 1974
Series Manual for Serial Typists, 1974
Manual for the Acquisition of Serials, 1976
Special Languages Department Acquisitions Section, 1973