

**CENTER SERIES
ORGANIZATION FILES**

This subseries represents the best source for information on the formation and initial organization of the Space Task Group and of NASA from their Langley progenitor. It also includes papers regarding the selection of Houston as the site for the Manned Spacecraft Center and the subsequent move to the present Clear Lake location. The bulk of the material, however, consists of organization charts and functional statements for JSC, NASA Headquarters, and NASA field centers. The subseries does not include NASA or JSC Management Instructions or Announcements regarding organizational changes since these are readily available and indexed in their own subseries. Of particular note in this group of material are a complete run of JSC Blue Books of Basic Organization, Functions and Key Personnel. Also interesting are reports of a number of organization studies conducted both in-house and by contractors.

Inventory

SubHeading:	Box Number: 01	
	NACA Historical File - National Archives Inventory	1965
	NACA / Langley Organization	1952 - 1956
	NACA / Langley Organization	1957
	NACA / Langley Organization	January - March 1958
	NACA Transition to NASA - Related Papers	1962, 1967
	NASA Organization (including establishment of the Agency)	April 1958
	NASA Organization	May - July 1958
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	NASA Organization (including establishment of STG)	August - November 1958
	NASA Organization	December 1958
	STG Organization (including Staff Memoranda)	January - April 1959
	STG Organization (including Staff Memoranda)	May - July 1959
	STG Organization (including Staff Memoranda)	August - October 1959
	STG Organization (including Staff Memoranda)	November - December 1959
	New Projects Panel, Meeting Minutes	1959
	Research Steering Committee on Manned Spaceflight	1959
	Research Steering Committee on Manned Space Flight	1959
	DoD Agreements with STG	1959 - 1960
	STG Organization (including Staff Memoranda)	January - February 1960
	STG Organization (including Staff Memoranda)	March - May 1960
	STG Organization (including Staff Memoranda)	June - July 1960
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	STG Organization (including Staff Memoranda)	August - October 1960
	STG Organization (including Staff Memoranda)	November - December 1960
	STG Organization (including Staff Memoranda)	January - March 1961
	STG Organization (including preliminary MSC Planning)	April - May 1961

	STG Organization (including Staff Memoranda)	June - July 1961
	STG Organization (including Houston site announcement)	August - December 1961
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	STG / MSC Organization	January - March 1962
	STG / MSC Organization	April - July 1962
	STG / MSC Organization	August - December 1962
	MSC Organization	1963
	MSC Organization	1964
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	MSC Organization	January - September 1970
	MSC Organization	October - December 1970
	MSC Organization	January - March 1971
	MSC Organization	April - December 1971
	MSC Organization	1972
	JSC Organization	1973
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	JSC Organization	1975 - 1976
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	JSC Organization	1979
	JSC Organization	1980
	JSC Organization	1982 - 1986, 1989
	JSC Organization	n.d.
SubHeading:	Box Number: 06	
	Manned Spacecraft Center Organization and Functions Presentation	May 1971
	NASA and the Space Sciences (functional statement)	n.d.
	MSC Administration and Program Support Directorate Organization History	1958 - 1972
	Sjoberg Briefing, Administration and Program Support Directorate	January 1972
	MSC Apollo Spacecraft Program Office Organizational History	1960 - 1972
	MSC Center Operations Organizational History	1958 - 1971
	The Flight Control Division and Its Antecedents: Organizational Structure and Civil Service staffing	January 1988
	MSC Engineering and Development Directorate Organizational History	1959 - 1972
	MSC Science and Applications Directorate Organizational History	1966
	Headquarters Organization	1959 - 1987
	Headquarters OART / OAST Organization	1967 - 1979

	Headquarters OSSA Organization	1969, 1987
	Headquarters OTDA Organization	1965
	Headquarters International Affairs Organization	1978 - 1980
SubHeading:	Box Number: 06 *	
	Mission Planning and Analysis Division (MPAD) (organization history) // All 462 pages have been scanned.	November 1963 - March 199
	Headquarters OMSF Organization * This 80 page document has been scanned	1962 - 1969
SubHeading:	Box Number: 07	
	Catalog of Center Roles	April 1976 - January 1977
	Ames Research Center	1966
	Electronics Research Center	1967
	Flight Research Center	1965
	Goddard Space Flight Center	1959 - 1960, n.d.
	Jet Propulsion Laboratory	1960 - 1966
	Kennedy Space Center	1967
	Langley Research Center	1960, 1965
	Lewis Research Center	1967
	Michoud National Space Laboratories	1974
	Marshall Space Flight Center	1959 - 1987
	Wallops Flight Center	1960 - 1974, n.d.
	White Sands Missile Range	n.d.
	Univac - Sperry Rand	n.d.
	Boeing	1985
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	Philco - Ford	1963 - 1969, n.d.
	McDonnell Douglas	1964 - 1965, 1983 - 1985
	IBM	1963 - 1972, n.d.
	North American Aviation	1963 - 1965
	TRW	1984 - 1985
	Miscellaneous Contractor	
SubHeading:	Box Number: 08	
	NSC Staff Paper, "Organization for Civil Space Programs"	February 26, 1958
	NASC Paper, Initial Meeting of the National Aeronautics and Space Council, "National Space Activities: A Brief Summary"	September 12, 1958
	Organizing the Headquarters Function, National Aeronautics and Space Administration -McKinsey and Company Study	December 1958
	Operations Coordinating Board - U.S. Space Policy Planning	1958 - 1961
	NASA - JPL Relationships and the Role of the Western Coordination Office, National Aeronautics and Space Administration -McKinsey and Company Study	March 1959
	Providing Support Services for the Development Operations Division - McKinsey and Company Study	January 1960
	Progress Report on Study of Contracting Policies, National	June 1960

	Aeronautics and Space Administration -McKinsey and Company Study	
	An Evaluation of NASA's Contracting Policies, Organization, and Performance. National Aeronautics and Space Administration -McKinsey and Company Study	October 1960
	Report of the Advisory Committee on Organization (Kimpton Committee) National Aeronautics and Space Administration (11 Work Papers)	October 1960
SubHeading:	Box Number: 09	
	Manned Spacecraft Center Proposed Organization Staffing Analysis	c. 1961
	NASA Conference of Administrative Officials	November 19 - 20, 1963
	Administration and Program Support Directorate Organization Study - 1978 Through 1983	1983
SubHeading:	Box Number: 09 *	
	Apollo / Space Shuttle / Space Station Organization * This 47 page document has been scanned	1969 -1986
SubHeading:	Box Number: 10	
	MSC Site Selection Correspondence	1958 - 1962
	Report of Special Working Group on Location of Manned Space Flight Activity	October 14, 1960
	Manned Space Exploration Center, A Proposed Plan for Organization, Facilities Construction, Physical Location, and Staffing	c. 1960
	Memorandum for the President	September 14, 1961
	Site Survey Team Progress Notes	1961
	News Clippings Related to Site Selection	1961
	Final Report of the Site Survey Team for a Manned Space Flight Laboratory	October 18, 1962
	"NASA's Manned Spacecraft Center at Houston, Texas" -Stephen B. Oates	1964
	"The Politics of Space: NASA's Decision to Locate the Manned Spacecraft Center in Houston" -William D. Angel	1984
	Origins of the Manned Spacecraft Center	n.d.
SubHeading:	Box Number: 10 *	
	Deeds, William March Rice University to United States of America (1020 acres and 600 acres) // Both Deeds and the Deed Certificate have been scanned.	September 14, 1962
SubHeading:	Box Number: 11	
	Space Task Group Move from Langley	1961 - 1962, n.d.
	Lease of Temporary Facilities	1961, n.d.
	Manned Spacecraft Center Interim Facilities	1962 - 1963
	Polaroid Photographs with Handwritten Notes, Relocation Inspection Tour of Homes, Interim Facilities, and Schools	1963
	Background, Center Construction Program	1961, 1965
	MSC Construction Activities Chronological Files	1961 - 1964

SubHeading:	Box Number: 11A Construction Contract No: DA-41-443- (ENG)-(NASA)-1, Morrison Knudsen Co., Inc., and Paul Hardeman, Inc., Site Development, Manned Spacecraft Center	March 29, 1962
	Construction Contract No: DA-41-443- ENG-(NASA)-16, W. S. Bellows Construction Corp. and Peter Kiewit Sons' Co., Manned Spacecraft Center, Phase II	September 10, 1962
SubHeading:	Box Number: 11B Specifications for Construction of Manned Spacecraft Center - Phase II, Clear Lake, Harris Co., Texas, Vol. II	July 1962
	Specifications for Construction of Manned Spacecraft Center, Phase III, Clear Lake, Harris co., Texas, Volume I	September 1962
SubHeading:	Box Number: 11C Specifications for Construction of Manned Spacecraft Center, Phase III, Clear Lake, Harris Co., Texas, Volume II	September 1962
	OVERSIZE (stored on shelves above boxes) Facilities Master Plan, Manned Spacecraft Center, National Aeronautics and Space Administration, Houston, Texas * This document has not been located within the collection	September 1967
SubHeading:	Box Number: 12 MSC Move Coordinator Files	1962 - 1964
	MSC Move Coordinator Files - Lease Agreements	1963 - 1964
	MSC Move Coordinator Files Relocation Notices and Move Schedules	1963 - 1964
	MSC Move Coordinator Files Master Move Plans and Revisions	1963
	MSC Move Coordinator Files Master Information Files	1963 - 1964
	MSC Opening - Special Roundup Issue	n.d.
	MSC Name Change to Johnson Space Center	1973
SubHeading:	Box Number: 13 Blue Book of Basic Organization, Functions and Key Personnel (9 folders)	1963 - 1971
SubHeading:	Box Number: 14 Blue Book of Basic Organization, Functions and Key Personnel (8 folders)	1972 - 1988, 1990
	The NASA Organization	November 1984
	The Evolution of the NASA Organization	March 1985
	Manned Spacecraft Center Basic Responsibilities and Facilities	1971 - 1973