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INVENTORY OF
FEDERAL ARCHIVES
IN THE STATES

SERIES VII
THE DEPARTMENT OF THE NAVY
NO 23
MISSISSIPPI

LIBRARY
UNIVERSITY OF KENTUCKY

SURVEY OF FEDERAL ARCHIVES
WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S & PROFESSIONAL PROJECTS
NEW ORLEANS, LOUISIANA

INVENTORY OF FEDERAL ARCHIVES IN THE STATES

Prepared by

The Survey of Federal Archives
Division of Women's and Professional Projects
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and
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SERIES VII.
THE DEPARTMENT OF THE NAVY
NO. 23.
MISSISSIPPI

New Orleans, Louisiana
The Survey of Federal Archives
1938

PREFACE

The Inventory of Federal Archives in the States is one of the products of the work of the Survey of Federal Archives, which operated as a nation-wide project of the Works Progress Administration from January 1, 1936 to June 30, 1937, and has been continued in Mississippi since that date as a state project of that Administration.

The plan for the organization of the Inventory is as follows: Series I consists of reports on the administration of the Survey, acknowledgments, and general discussions of the location, condition, and content of federal archives in the states. Succeeding series contain the detailed information secured by workers of the Survey, in inventory form, a separate series number being assigned to each of the executive departments (except the Department of State) and other major units of the Federal Government. Within each series No. 1 is a general introduction to the field organization and records of the governmental agency concerned; the succeeding numbers contain the inventory proper, separate numbers being assigned to each state in alphabetical order. Thus, in each series, the inventory for Alabama is No. 2, that for Arizona No. 3, that for Arkansas No. 4, etc.

For each local office information regarding each series, or unit of related records, is presented in the following order: title, inclusive dates ("to date" indicating an open file at the time the information was secured), general description of informational content, description of the system of filing or indexing (if any), a statement of frequency and purpose of use, form of the record itself (bound volumes, sheets in folders, etc.), linear footage, description of the containers, physical condition of the records (not stated if satisfactory), location by room number or other identifying information, and finally, the number of the Form 585A on which this information was originally recorded by a Survey worker and from which it was abstracted for the Inventory. This form is on file in The National Archives. When it contains substantial information on addenda sheets which has not been included in the mimeographed abstract, indication of this is given by use of the reference "See addenda."

In Mississippi the work of the Survey was under the direction of Mr. Stanley C. Arthur, regional director for Arkansas, Louisiana, and Mississippi, with Mr. George E. Schilling as state supervisor, until June 30, 1937. Since that time Mr. Schilling has been in charge of the state project. This inventory of the records of the Department of the Navy in Mississippi was prepared in the New Orleans office of the Survey under the direction of Mrs. Norris Fazekas, editor-in-chief and assistant state supervisor, and was edited before final typing by Dr. Henry P. Beere of the Division of War Department Archives of The National Archives.

Stanley C. Arthur
State Supervisor
Survey of Federal Archives
in Louisiana

New Orleans, La.
June 24, 1938

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GRENADA

NAVY RECRUITING SUBSTATION

(not surveyed)

JACKSONNAVY RECRUITING SUBSTATION
Post Office and Court House
Corner Capitol and Southwest Sts.

This office was established February 2, 1934 in the Tower Building before moving to its present location. The purpose of the office is to supervise the Navy recruiting activities in this district.

Previous to the establishment of this office at Jackson, the Inspector of Recruiting maintained an office that was discontinued in 1933, and all records were transferred to Division Headquarters at New Orleans.

All enlistment papers of this agency are sent to main station at New Orleans; none are classed as useless; none has been lost, destroyed or sent to Washington.

1. GENERAL CORRESPONDENCE AND DAILY REPORTS, 1934 - 1936. Correspondence with department officers and general public, letters from officials, prospective applicants, and recruiting officers' daily reports to headquarters. Filed alphabetically. (Frequently, official.) $8\frac{1}{2}$ x 11 and 10 x 12 folders and sheets, 1 ft., in drawer of desk and in drawer of cabinet. R. 510. (495)
2. RECORDS OF APPLICATIONS, 1934 - 1936. For enlistment showing names, addresses, dates, and action taken. Filed alphabetically. (Frequently, official.) 3 x 5 cards, 1 ft. 6 in., in drawer of wooden card cabinet. R. 510. (497)
3. APPLICATIONS FOR ENLISTMENT, 1936. Applications for enlistment, application forms, reports of investigation, and reference letters. Filed alphabetically and separated by stages of completion. (Frequently, official.) $8\frac{1}{2}$ x 11 and 10 x 12 folders, bundles (4), and sheets, 2 ft. 8 in., in 3 wooden drawers, wooden box, and on table. R. 510. (496)

