

Atlantic Richfield Company

Records Shipment List

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Division		Department		Section	
ANACONDA MINERALS CO.		GREAT FALLS REFINERY		Manager's Office	
Date of shipment	Total boxes	Person to contact		Phone number	Records retention schedule number
01/82	54				G66
For records center use only	Department box number	Item number (from schedule)	Years covered by records		Record title — range or description
			From	To	
40-007	G66-10		1959	1974	04 Legal
			1971		01 Contracts and Agreements - EPCON, Inc.
			1971		01 Contracts and Agreements - ISARCO National Galvanizing
			1972		01 Lease Agreements with ASARCO for Property (Land)
			1965		01 Status of Zinc Purchase and Toll Contract
			1975	1976	04-01-01 Sales Contracts
			1972	1974	02 National Cylinder Gas Oxygen
			1969	1971	03 Copper Scale and Scrap (2 Folders)
			1968	1972	03 American Chemet Corp.
			1969	1972	Copper Scale and Scrap (3 Folders)
			1972		Zinc Dross (5 Folders)
					Zinc Dust (4 Folders)
					Zinc Fume (5 Folders)
					Zinc Oxide
			1976		11 U.S. Antimony Corp. Zinc Flue Dust Sales Reports
			1973		04-01-02 Contracts and Agreements-Exploration Agreements
			1889	192	04-01-07 Agreements
			1940	1972	Contracts with Great Falls Water Power and Townsite Co. for Water Power (3 Folders)
			1973	1974	04 Montana Power Co.-Zinc Plant Power
			1973	1974	04-01-09-01 Falls Construction Co.-Railway and Road Relocations
			1973	1974	04-01-09-02 Sletten Construction Co.-Fabrication and Erection of Steel Structure
			1973	1974	04-01-09-03 Sletten Construction Co.-Construction of Concrete Work
			1974		04-01-09-04 A.T.Klemens and Son - Installation of Roof Insulation and Roof Covering
			1974		04-01-09-06 Sletten Construction Co. - Construction of Floor Deck, Aisles and Stairs
			1974		04-01-09-05 Acoustical and Fireproofing Co. - Installation of ECR Roof Deck and Siding
			1974		04-01-09-07 Palmer Construction Co. - Starting Section Substation Bldg.
			1974		04-01-09-08 Leigland Co. - Construction of PRO Rectifier Substation Building
	G66-11		1968	1969	Authorized Work Force - F.M. Cadwell General Supt. (1 Book)
			1971		Projected Work Force Statistics (1 Book)
			1968	1969	International Lead Zinc Research Organization Inc. (1 Book)

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Division ANACONDA MINERALS CO.		Department GREAT FALLS REFINERY		Section Manager's Office	
Date of shipment 01/82	Total boxes 54	Person to contact		Phone number	Records retention schedule number G66
For records center use only	Department box number	Item number (from schedule)	Years covered by records		Record title — range or description
			From	To	
51-049	G66-28 (cont.)		1971 1969 1968 1969	1973	40-80 Production Forecasts -05 Plan 15AA - 5 year Copper Production -05 Fine Copper Production Estimates -05 Copper and Zinc Production - 5 year -05-05 Crude Materials - N.Y. Reports (5 Folders)
51-139	G66-29		1919 1945	1969	600-27 Wage Scale Agreement Com. with Metal Trades Council 600-27a Wage Scale Agreement - Metal Trades Council (6 Folders)
51-225	G66-30		1968 1942 1942 1943 1943 1977 1942 1943 1943	1971	U.S.W.A. - Meetings (5 Books) Salary Evaluation Job Evaluation - General Electric Job Analysis and Evaluation - Industrial Wage Scale Comparison Basic Magnesium Inc. Job Evaluation Manual Job Evaluation by Point Ratings Job Analysis and Evaluations Metal Plant Occupation Job Analysis and Job Evaluation Procedure Job Evaluation and Merit Rating
51-101	G66-31		1963 1964 1971 1957 1916 1951 1945 1971 1971 1971 1940 1928 1971 1971 No Date	1967 1968 1967 1965 1961 1972 1972 1969 1972	40-54-50 Zinc Electrolyzing Plant Electrolyzing - Zinc Aluminum Cathodes Starter Sheets -05 Purified Solution Factor Affecting Ampere Efficiency -06 Effect and Removal of Impurities in Elec rolysis (2 Folders) -50 Leaching and Electrolyzing Tests -20 Manganese MnO ₂ (2 Folders) -10 Electrode Tanks (Cells, Tests, Cooling Coils) -25-01 Anodes Alloy -25 Anodes - Lead and Silver -26 Silver Lead Anodes -26 Zinc Lead Dross -35 Electrode Metals -50 Tests Electolytic Copper Refinery

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Date of shipment 01/82	Total boxes 54	Person to contact		Phone number	Records retention schedule number G66
For records center use only	Department box number	Item number (from schedule)	Years covered by records		Record title — range or description
			From	To	
51-297	G66-37A (cont.)		1963	1964	Engineering Dept. Files (cont)
			1965		341 Green Leaching of Purification Cake
			1926	1972	Plant Maintenance Schedules
			1921	1972	234 Zinc Plant Electrolyzing Div. -General
			1918	1961	54-9 Zinc Casting (2 Folders)
			1926	1959	248 Cadmium Plant
			1942		37 Lead Casting Division - Zinc Plant
					257 Zinc Plant Extension (2 Folders)
					55 East Helena Slag Plant
			1972		Dismantlement
			1966	1967	Coal Drying Procedure and Results
			1965	1967	Modernizing Pulverizers and Dryer
			1943	1944	Engineering Dept. File 253 - Proposed Extensio
					to East Helena Treating Plant
			1952		Blue Power
51-253	G66-37B				Engineering Dept. File - East Helena Slag Trea
					ing
			1940		244 Drag Line and Shovel
			1928	1947	245 General
			1948	1971	245- thru 245-4 General (Folders)
			1955	1972	246-2 Cost
			1959	1965	Operating Shop Orders
51-389	G66-38				01 Corporate Administration
			1978	1979	-03 Managers Meeting
			1974	1976	-06 Company Name
			1972	1979	-07 Delegation of Authority
			1978		-08 Bi-Weekly Report Information
					10 Company Policy
			1979	1980	Antitrust Policy
			1978		-01 Inventory Accounting Policy
			1969	1978	Directives Accounting
			1970		Conflicts of Interest
			1977	1978	Employee Relation Policy
			1975		Equipment Transfer
			1968		Directives Customer Relations
			1981		Directives Management
			1976		Mining Policy
			1972		Plant Tours
			1968	1973	Directives Labor
			1968	1972	Policy Committee - Meetings
			1962	1978	-02 Purchasing Policy
			1969	1978	Directives Safety
			1969	1978	Directives Security
			1972		Directives Smelter Hill Residents
					Strike Procedure Outline

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Division ANACONDA MINERALS CO.	Department GREAT FALLS REFINERY	Section Manager's Office
Date of shipment 01/82	Total boxes 54	Person to contact
		Phone number
		Records retention schedule number G66

For records center use only	Department box number	Item number (from schedule)	Years covered by records		Record title — range or description
			From	To	
51-175	G66-41 (cont.)		1972		08 Mining Associations (cont.)
			1964	1969	-03 American Bureau of Metal Statistics
			1971		-20 Zinc Institute, Inc.
			1969	1972	-37 Copper Development Assc.
					-57 Int'l Lead and Zinc Res. Org.-ILZRO (2 Folders)
			1972		-57-01 ILZRO - Membership Directors
			1971	1975	-76 Northwest Mining Assc. (3 Folders)
					09 Associations (other than Mining)
			1971	1979	-20-01 Great Falls Chamber of Commerce (8 Folders)
			1960	1979	20-02 Junior Chamber of Commerce (9 Folders)
			1973	1978	20-03 Montana Chamber of Commerce (7 Folders)
			1975		29 American Industrial Hygiene Assc.
			1972	1978	95 Safety Councils - National Safety Council (3 Folders)
			1971		National Air Force Assoc.
			1971		20 Chamber of Commerce
			1971		20 Helena Chamber of Commerce
			1967	1975	23 Highway 200 Association
			1968		26 Montana Society of Engineers
			1972		95-01 National Safety Council - Annual Industrial Injury Reports
41-233	G66-42		1977	1979	12 Public Relations
			1978	1979	Public Relations (2 Folders)
			1973	1978	03 Schools and Universities - Executive Experience Program (3 Folders)
			1977	1979	04 Dinners and Engagements
			1960	1980	06 Speeches (Talks) Slides (3 Folders)
			1969	1979	07-01 Films (2 Folders)
			1978		09 Press Releases (11 Folders)
			1970	1979	10-02 Advertising
					13 Company and Plant Tours (Visitations) Plant Tours (10 Folders)
			1971	1978	13-01 Company and Plant Tours - Visitors (5 Folders)
			1972		Concerned about Citizens Committee
			1971	1972	Letter From the Public (2 Folders)
			1975		03 University of Southern Cal.
			1971	1973	03 College of Great Falls (2 Folders)
			1971	1974	07-02 Visual Aids - Slides (3 Folders)
			1971		12-01 Conservation - Pollution
			1973		13 Company and Plant Tours - Great Falls Elementary Schools

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Division ANACONDA MINERALS CO.		Department GREAT FALLS REFINERY		Section Manager's Office	
Date of shipment 01/82	Total boxes 54	Person to contact		Phone number	Records retention schedule number G66
For records center use only	Department box number	Item number (from schedule)	Years covered by records		Record title — range or description
			From	To	
41-317	G66-57		1947	1950	40-53-30 Furnace Refinery
			1972	1976	-35 Copper Plant - Anode Casting Plant (4 Folders)
			1966	1977	-36 Anode Casting (3 Folders)
			1968	1976	Furnace Refinery (4 Folders)
			1978	1979	Personnel
			1960	1978	-01 Scrap Copper Treatment and Handling (2 Folders)
			1977	1978	-02 Furnace Refining
			1974	1979	-05 Melting and Casting - Billet Production (2 Folders)
			1978		-06 Continuous Casting Rod - Contirod
			1969	1975	-07 Casting Silver Wirebar
			1965	1979	-15 Silver Wirebar Production
			1960	1978	-15 Moulding Shapes - Wirebar
			1960	1977	-16 Copper Cores and Moulds
			1962	1976	-17 Mould Shapes - Mould Wash
			1977		-18 Moulding, Shapes Copper; Weights - Dimensions
			1976		-18 Melting and Casting Copper Slabs
			1977		-24 Refining Plants - Scalping Plant
			1964	1977	-25 Scalping Plant
			1977	1979	-30 Copper Plant - Furnace Refinery Scales
			1971	1977	-30 Shipping Silver - Bearing Wirebar Shipments (3 Folders)
			1978		-35 Anode Casting Plant
			1957	1976	-36 Anode Casting
					-37 Anode Casting Plant - Treatment of Copper Precipitate - Yerington (6 Folders)
41-351	G66-58		1971		40-54-60-35 Debased Metal
			1971		Casting
			1971		Zamak
			1931	1967	Ball Brothers Company
			1956	1969	American Society for Testing Materials
			1965	1971	Tramming and Weighing
			1936	1967	-40 Weighing/Loading/Shipping/Banding/ Dicking (2 Folders)
			N.D.		Loading Methods
			1970		Equipment - Pamphlets
			1972		Proposal for Furnaces Dealing with Zinc
			1970	1971	40-55 Smelter Plants - Lead
					American Smelting and Refining - Lead Smelter Plant
					Smelter Plants - Lead, Deleaded Fume, Tooole
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Division ANACONDA MINERALS CO.		Department GREAT FALLS REFINERY		Section Manager's Office	
Date of shipment 01/82	Total boxes 54	Person to contact		Phone number	Records retention schedule number G66
For records center use only	Department box number	Item number (from schedule)	Years covered by records		Record title — range or description
			From	To	
41-351	G66-58 (Con't.)		1976		40-55 Smelter Plants - Lead
			1976		-10-03 Electrolyte Processes - Electrolyte Purification Process
			1968		-10-04 Extraction Processes - Electrolyte Purification Process
			1972		-10-04-01 Separation Processes - Fire Refining
			1971		-45 Tooele Lead Smelter Plant Inventory Control - Cleanup Material
			1952	1970	40-58 Steam Power Plants - Boilers
			1966	1969	40-54-50 Tests - Casting
			1977		40-60-04 Maintenance Procedures
			1968	1973	40-62 Metallurgical Plants
			1973		40-64-01 Fabricating Plants - Anaconda Aluminum Company
			1960	1972	40-64-01-01 Anaconda Aluminum Company - Rod Operations - Costs
			1945	1947	40-64-02 Fabricating Plants - Anaconda American Brass Company
			1961	1978	40-66 Rod Plants
			1973	1975	Anaconda Wire and Cable Company - Wire Mill Scales
			N.D.		-01-01 Rod Plants - Rod Mill Scrap and Scale - A.W. & C.
			1961		-01-02 Wire Mill Pickling Solution
			1970		-01-03 Rod Plant Closure - Excess Equipment Transfer
			1921	1959	Copper Metals by Anaconda
			1965	1969	40-75 Plant Management Security File
			1948	1970	40-75-01 Fire Protection
					40-80-05 Production and Records
					40-80-10 Production Statistics - Castings
41-389	G66-59		1965		40-70 Building and Shops
			1963	1970	Condition of Zinc Plant Buildings and Columns and Trusses
			1955	1970	Building and Shops
			1960	1971	-01 Boiler Shop
			1960	1971	-01-01 Boiler Shop Equipment and Tools
			1960	1971	-01-02 Boiler Shop - Electric Arc Welding Equipment
			1960	1971	-02 Brickmasons
			1960	1971	-03 Carpenter Shop
			1970	1971	-04 Central Garage
			1966	1971	-05 Electric Shop
			1962	1976	-06 Local Foundry
			1970	1979	-06-02 Foundry - Bronze Plaques

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Division Anaconda Copper Co.		Department Great Falls Refinery		Section Engineering (Drafting)	
Date of shipment 01-18-82	Total boxes 101	Person to contact W. Peterson		Phone number X392	Records retention schedule number G68
For records center use only	Department box number	Item number (from schedule)	Years covered by records		Record title — range or description
			From	To	
40-313	G68-6 Cont		1967	1969	Kwic Index Format
			1969	1979	Kwic Index System Microfilming
					Letter Size Copies of Drawings
			1964	1968	Locomotive Clearance Diagrams
			1970	1978	Microfilm
			1963		Meter Locations, Fire Lines, City Water
			1979	1980	Public Relations
			1971		Paint Coatings for Structural Steel
			1971	1976	Photos - Aerial Views of Plant
					Pictures from Top of Stack
40-303	G68-7	015-7a	1972		Plant Ambulance Service
			1975	1976	Plant History & Description
			1959	1977	Plant Structural Survey
			1966		Purlin Spacing & Roof Decks
			1959		Replacement Cost of Plant Buildings
			1964		Scales
			1976		Tape Recorder
			1972		Transits, Levels Engineering Supplies
			1970	1973	Trucks
					Welding Design
			1978		Trinidad Asphalt
			1978		Inco Mining Seminar Stainless Steel
			1977		Lead Pipe Lab Analysis
					Allegheny Stainless in Ryerson Stock
			1951		Stainless Steel Handbook
40-351	G68-8	015-7a			Three 3-Ring Binders Containing A Variety of
					Charts of Statistical Material
			1974	1977	Specifications to Contrators
			1959	1960	Cooling Tower
			1974		Perth Amboy - Air B Shaft Furnace
			1973	1974	Perth Amboy - Anode Furnace
40-341	G68-9	015-7a			General - Estimates and Correspondence prior
					07-01-73
			1973		Appropriation Request
			1973		Organization Chart
			1973	1977	Legal
			1974	1975	Purchase Order Record Report
			1973	1975	Outside Engineering & Testing
			1973		Sample Contract
			1974	1976	Shop Work Orders
			1974	1975	Construction Schedules
			1978		Aerial Mapping
			1976	1977	Cathode Handling

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Lee Ann Chandler 2/18/82

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Division		Department			Section	
ANACONDA MINERALS CO.		GREAT FALLS REFINERY			ENGINEERING (DRAFTING)	
Date of shipment	Total boxes	Person to contact			Phone number	Records retention schedule number
01-18-82	119	W. Peterson			X392	G68
For records center use only	Department box number	Item number (from schedule)	Years covered by records		Record title — range or description	
			From	To		
40-119	G68-119	015-1a	1959	1965	Anaconda Copper Mining Co., Great Falls Reduction Dept. - Construction and Special Orders (3 Binders)	
40-071	G68-120	015-1a	1966	1967	Anaconda Copper Mining Co., Great Falls Reduction Dept. - Construction and Special Orders (2 Binders)	
40-115	G68-121	015-1a	1968	1971	Anaconda Copper Mining Co., Great Falls Reduction Dept. - Construction and Special Orders (7 Binders)	
40-167	G68-122	015-1a	1971	1976	Anaconda Copper Mining Co., Great Falls Reduction Dept. - Construction and Special Orders (7 Binders)	
40-221	G68-123	015-7a	1915	1917	8 Office	
			1916	1917	11 Steam Power and Compressor Building	
			1915	1919	10 Standard Gauge Track	
			1916		14 Lime Rock Crushing Division	
			1916		15 Lead Furnace	
			1917	1918	16 Dryer Division	
			1916	1918	17 Bag House	
			1916	1917	18 Change House	
			1916	1917	13 Construction Tools and Equipment	
			1916	1917	12 Narrow Gauge Tracks	
			1915	1917	9 General	
			1915	1917	7 Casting Division	
			1915	1925	6 Electric Substation	
			1915	1925	4 Leaching Division	
			1915	1916	3 Calcine Storage Division	
			1915	1916	2 Coal Dust Division	
			1915	1917	1 Roaster Division	
					DRC000012382	
40-155	G68-124	015-7a	1923		70 Loading Shed at Dryer Division	
			1923		69 Additional Water Supply Line & Equipment	
			1923		68 Trammel Installation @ Zinc Roaster	
			1922		67 Spare Armature for Zinc Plant Rotary Converters	
			1922		66 Changing Six 300 Cubic Feet Calcine Cars to Open Top Type	
			1922		65 Extension to Zinc Plant Casting Rock	

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