SCOPE AND CONTENT NOTE

Everett Frederic Morrow was appointed Administrative Officer for the Special Projects Group on July 11, 1955.

The Special Projects Group consisted of special staffs appointed from time to time to advise the President and to coordinate activities which had previously been carried on by the departments and by interdepartmental committees. As Administrative Officer, Morrow was responsible for coordinating the internal management affairs for this Group. In addition, when Maxwell Rabb resigned from the White House Staff in 1958, Morrow assumed his duties of answering mail dealing with Civil Rights. There was, however, no change in his title. Morrow resigned from his position on January 20, 1961.

The file consists of memoranda, press releases, background materials, printed materials, statistical material, correspondence, newspapers clippings, and other working materials. Although Morrow came to the White House in 1955, the files contain documents which precede his entry on duty by date of time. These are documents acquired by Morrow as background material. The subjects of this material cover the many facets of Morrow’s housekeeping duties for the Group as well as his duties in connection with Civil Rights issues. No original over-all arrangement was apparent. The folders have been arranged alphabetically in four different sections.
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Budget - Composite Group

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Bureau of the Budget [Telephone directory for BOB and OCDM]

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Final Report to the President - the 1959 Labor Dispute in the Steel Industry

Forms 57 - On file

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Inauguration Day - Jan. 21, 1957 [Requests for Passes to Enter EOB to view parade]

Indian Treaty Room - 474 [re air-conditioning]

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Requests for Greetings; Presidential, Vice-Presidential and Cabinet Members

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National Urban League Publications
Negro History Week
President’s Press Conferences - Civil Rights Reference

NATIONAL SECURITY FILES (A67-10 and A86-14)

12  S.P. Lists for Clearance to 2nd Floor Security Area
General Security
Final Report - Task Force on Air Inspection - 23 November 1955
Disarmament Study - Task Forces Study of Inspection and Control Methods -
Comprehensive Inspection Plan - January 1956
United States Overseas Military Bases Report to the President by Frank C. Nash -
December 1957 [ film negatives]
Appendix - United States Overseas Military Bases - Report to the President by Frank
C. Nash Country Studies - November 1957 (Draft)
Duo-Film Negatives [copy of appendix to Nash Report]

END OF CONTAINER LIST