

Records of the Committee on House Administration
RG.233.91.HA
91st Congress

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Describing Archives: A Content Standard

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Summary Information

Repository	Center for Legislative Archives, National Archives and Records Administration
Title	Records of the Committee on House Administration
Date [inclusive]	1969-1971
Extent	Amount unknown
Language	English

Biographical/Historical note

The House Administration Committee was created on January 2, 1947, under the Legislative Reorganization Act of 1946. The new committee merged the functions and jurisdictions of the Committees on Accounts; Enrolled Bills; Memorials; Election of the President, Vice President, and Representatives in Congress; the Library; Printing; Disposition of Executive Papers; and the three committees on elections. The committee focuses on the internal procedures of the House, such as: appropriations, as well as auditing and settling all accounts with the contingent fund; employment of persons by the House, including clerks for Members and committees, and reporters of debates; matters relating to printing and correction of the "Congressional Record"; House accounts generally; assignment of office space for Members and committees; disposition of useless executive papers; measures relating to the election of the President, Vice President, or Members of Congress, corrupt practices, contested elections, credentials and qualifications, and Federal elections generally; services to the House, including the House Restaurant and administration of the House Office Buildings and of the House wing of the Capitol; travel of Members of the House; arranging a suitable program for each day observed by the House of Representatives as a memorial day in memory of Members of the Senate or House of Representatives who have died during the preceding period; examining all bills, amendments, and joint resolutions to see that they are correctly enrolled; reporting to the Sergeant at Arms of the House the travel of Members of the House; the House Library, statuary and pictures, acceptance or purchase of works of art for the Capitol. The Committee also has oversight for the Library of Congress, the Botanic Gardens, and the Smithsonian Institution and the incorporation of similar institutions. Subcommittees were added subsequently: Accounts; Elections; Printing; Enrolled Bills, Library, Disposition of Executive Papers, and Memorials. Joint committees were also added eventually: Disposition of Executive Papers, Library, and Printing.

Administrative Information

Publication Information

Center for Legislative Archives, National Archives and Records Administration

Conditions Governing Access note

The records are governed by Rule VII(3)b of the House Rules:

(b) (1) A record shall immediately be made available if it was previously made available for public use by the House or a committee or a subcommittee. (2) An investigative record that contains personal data relating to a specific living person (the disclosure of which would be an unwarranted invasion of personal privacy), an administrative record relating to personnel, or a record relating to a hearing that was closed

under clause 2(g)(2) of rule XI shall be made available if it has been in existence for 50 years. (3) A record for which a time, schedule, or condition for availability is specified by order of the House shall be made available in accordance with that order. Except as otherwise provided by order of the House, a record of a committee for which a time, schedule, or condition for availability is specified by order of the committee (entered during the Congress in which the record is made or acquired by the committee) shall be made available in accordance with the order of the committee. (4) A record (other than a record referred to in subparagraph (1), (2), or (3)) shall be made available if it has been in existence for 30 years.

Collection Inventory

Committee on House Administration 1969-1971

Scope and Contents note

The records of the Committee on House Administration include bill files, subject files, stationery requisitions, contested elections and campaign expenditures; and bills, memos, and hearings for legislation referred to the Subcommittee on Libraries and Memorials, including the Smithsonian Institution and the Library of Congress.