INTRODUCTION
The records of the Office of Civilian Defense contain a daily log, general orders, events calendar, organizational plan, and personnel directory for the World War II era Office of Civilian Defense.

DONOR INFORMATION
The papers were donated to the University of Missouri by the Native Sons of Greater Kansas City on July 17, 1990 (Accession No. KA0590).

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The Donor has given and assigned to the University all rights of copyright which the Donor has in the Materials and in such of the Donor’s works as may be found among any collections of Materials received by the University from others.

ORGANIZATIONAL SKETCH
The Office of Civilian Defense was formed on May 20, 1941, by Executive Order 8757, as part of a United States federal emergency war agency. This was done because many civilians in the US feared that air raids that were becoming common in Europe might begin in the States. The OCD coordinated civilian defense activities and worked as a liaison with state and local agencies. On June 4, 1945, the OCD was terminated and duties transferred to the Office of Civil Defense.

SCOPE AND CONTENT NOTE
The records have been arranged by topic into two folders. The materials in the folders have been arranged alphabetically.

Folder one contains the Daily Log for 1942. There is a gap from June 1942 – November 1942.

Folder two contains Operational Materials and consists of a Calendar (1943), General Orders (1943-1944), and an Organizational Plan. Within this folder is also information regarding chain of command, committees and committee members, and who the OCD works with in the local government.

It should be noted that while all of the materials in this collection say “Department of Civilian Defense” the name of the organization was the Office of Civilian Defense.
PREFERRED CITATION:

Specific item; box number; folder number; Office of Civilian Defense Records (K0343); The State Historical Society of Missouri Research Center-Kansas City [after first mention may be abbreviated to SHSMO-KC].

FOLDER LIST

f. 1 Daily Log, 1942
f. 2 Operational Materials, 1943-1944

INDEX TERMS

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