Guide to the Sierra Club Records, 1891-

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Note
History --History, CaliforniaGeographical (By Place) --CaliforniaSocial Sciences --Urban Planning and EnvironmentBiological and Medical Sciences --Agriculture --ForestryBiological and Medical Sciences --Agriculture --Wildlife ManagementSocial Sciences --Sports and Recreation
Guide to the Sierra Club Records, 1891-

Collection number: BANC MSS 71/103 c

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Date Completed:
1992

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Collection Summary

Collection Title: Sierra Club Records,
Date (inclusive): 1891-
Collection Number: BANC MSS 71/103 c
Origionation: Sierra Club
Extent: Number of containers: 316 cartons, 1 box, 22 volumes, 1 oversize folderLinear feet: 400
Repository: The Bancroft Library
Berkeley, California 94720-6000

Physical Location: For current information on the location of these materials, please consult the Library's online catalog.

Abstract: The records form one of the largest and most comprehensive collections of environmental records in the United States. The Club designated The Bancroft Library as its official archives in 1958, and the organization began transferring records from the San Francisco office to the Library on a regular basis in 1970. A very wide range of record types are included in the collection, including correspondence, minutes, agendas, reports, by-laws, financial records, scrapbooks, sample ballots, notes, rosters, action alerts, statements and testimony, press releases, clippings, and policy statements. Documentation for the early years is scarce, since the Club's office in San Francisco was destroyed in the 1906 earthquake.
and fire. The largest record series is that of the Conservation Department (Series 9), which includes documentation of the Club's promotion of the creation of Kings Canyon National Park in 1940, its campaign to protect Dinosaur National Monument from a dam-building project, and its unsuccessful opposition to the Hetch Hetchy Valley water project. Individual officers represented in the collection include David Brower, William E. Colby, Robert Curry, Michael McCloskey, and John Muir.

Languages Represented: English

Access
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Preferred Citation
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Identifier/Call Number: BANC MSS 71/289 c
Title: Sierra Club Legal Defense Fund Records,
Identifier/Call Number: BANC MSS 71/296 c
Title: Sierra Club Foundation Records,
Identifier/Call Number: BANC MSS 89/230 c
Title: Sierra Club International Program Records,
Identifier/Call Number: BANC MSS 71/290 c
Title: Sierra Club Mountain Registers and Records,
Identifier/Call Number: BANC MSS 71/293 c
Title: Sierra Club California Legislative Office Records,
Identifier/Call Number: BANC MSS 91/1 c
Title: Sierra Club San Francisco Bay Chapter Records,
Identifier/Call Number: BANC MSS 71/291 c
Title: Sierra Club Mother Lode Chapter Records,
Identifier/Call Number: BANC MSS 71/292 c

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Maps have been transferred to the Bancroft Map Collection.
Government documents have been transferred to the Government Documents Department of Doe Library.

Acquisition Information
In 1970 the Board of Directors of the Sierra Club voted to place the club's historical records in The Bancroft Library. The club continues to transfer groups of historical records from its national headquarters in San Francisco in appropriate increments.

Funding
The Sierra Club Records Project was made possible by a major grant from the National Historical Publications and Records Commission.

Administrative History
The Sierra Club was founded on May 28, 1892, in the San Francisco office of attorney Warren Olney. In addition to naturalist and author John Muir, the 182 charter members included artists, scientists, university professors, explorers, and
The club grew slowly and steadily, with many new members recruited on local walks and the month-long High Trip, led for many years by attorney William E. Colby. A Southern California chapter was formed in 1911, but it was not until 1950 that the first chapter outside of the state was incorporated. The greatest increase in membership has come in the last decade, in response to federal government policies that club members have considered anti-environmental.

One hundred years after its birth, the Sierra Club is an organization of more than 600,000 members, run by a volunteer board of directors, with chapters in every state and in Canada. The club still maintains its headquarters in San Francisco, but it has regionally-based conservation staff working to influence federal legislation, and a national legislative office in Washington, D.C. There are a number of state legislative offices as well. The club is well known for producing Sierra magazine and for its publications program, Sierra Club Books. Hundreds of national and international outings, led by volunteers, take place each year.

There are a number of published works on Sierra Club history, which may be of use to the researcher.


Scope and Content
The Sierra Club Records form one of the largest and most comprehensive collections of environmental records in the United States. The Bancroft Library was designated as the club’s official archives in 1958, and records began to be transferred from the San Francisco headquarters to the library regularly in 1970. A very wide range of record types are included in the collection, including correspondence, minutes, agendas, reports, by-laws, financial records, scrapbooks, sample ballots, notes, rosters, action alerts, statements and testimony, press releases, clippings, and policy statements.

Documents from the early years are disappointingly scarce. The headquarters at Mills Tower in San Francisco was destroyed in the 1906 earthquake and fire. Beginning in 1906, there is a nearly complete run of Board of Directors minutes (Series 2). By-laws (Series 3) and Elections Records (Series 4) also date from the period immediately following the earthquake. Other interesting early records include the register of the club-owned LeConte Memorial Lodge, in Yosemite National Park (Series 1); several scrapbooks (Series 1); and information on the annual High Trip, devised and led for many years by long-time club secretary William E. Colby (in the files of the Outing Committee, Sierra Club Committees Records, Series 6).

Financial Records (Series 5), and records of the Sierra Club Council (Series 6), Sierra Club Committees (Series 7), and Sierra Club Chapters (Series 8) demonstrate the increasing organizational complexity and varied interests of the club. The year 1950 saw the establishment of the Atlantic Chapter, the first chapter outside of California. In 1956, the Sierra Club Council was formed, with one representative per chapter, to advise the Board of Directors on internal club matters. By the 1960s, there was an ever-expanding roster of committees concerned with such diverse matters as Sierra Club Bulletin policy, the governing of the club’s Clair Tappaan Lodge, conservation topics, club history, mountaineering, wilderness classification, winter sports, and Yosemite National Park management issues.

The Conservation Department Records (Series 9) form the largest record series. The Historic Conservation Files (Series 9.1) provide ample proof of many members’ early, wide-ranging, and persistent conservation concerns. Successful campaigns documented in these files included the creation in 1940 of Kings Canyon National Park, a project dear to John Muir. Executive director David Brower masterminded the successful battle to protect Dinosaur National Monument from the United States Bureau of Reclamation’s dam-building projects. The Historic Conservation Files also document heart-rending defeats, such as the loss of Hetch Hetchy Valley when the Tuolume River was dammed to provide a water supply for San Francisco. Another hard-fought but ultimately unsuccessful campaign endeavored to halt the construction of an aerial tramway into the San Jacinto Wilderness in Southern California.

The Conservation Department Records began to be saved in a systematic manner after Michael McCloskey was named conservation director in the mid-1960s. From a simple alphabetical filing scheme, begun in 1966, a more exacting numerical subject code filing system evolved in 1973. The Conservation Reference Files contain records collected as well as created by the Conservation Department staff. Topics are very comprehensive and include forestry, energy, pollution, environmental organizations, government agencies, international conservation, population, parks, wildlife, and wilderness issues, among many others.
Supplementing the Conservation Reference Files are the Testimony Files (Series 9.5), and the Conservation Policy Guides (Series 9.4), both of which document the Sierra Club's policy on local and national conservation issues. Topics in the Conservation Campaign Files (Series 9.6) include separately-maintained files on the California Coastal Zone Conservation Act, national forests legislation, and the Wilderness Bill. A sampling of Sierra Club action alerts, requesting members to lobby on specific issues, can be found in Series 9.7. The biennial Wilderness Conference, first sponsored by the club in 1949, is well-documented in Series 9.8.

The remaining series are comparatively small ones. Correspondence and working files for the Sierra Club Bulletin/Sierra (Series 10) and Sierra Club Publications, now Sierra Club Books (Series 11) demonstrate a continuing mission to educate, motivate, and entertain members, as well as to inspire and recruit new members. Topics range from "how-to" tips to wilderness philosophy, from notebooks, trail guides, and calendars to the lavish and award-winning exhibit format volumes. Series 12, Membership Records, contains names of proposed members, dating from 1893, as well as a few more recent listings. The short-lived Sierra Club Research Department (Series 13), headed by Robert Curry, concentrated on such issues as public lands in Alaska, energy conservation and development, forestry, and hazardous wastes. The final series, the files of the Public Affairs Department, directed by Joanne Hurley, illustrates the club's increasingly visibility and its efforts to inform the public of the work of the Sierra Club.

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Volumes 1-8. **Series 1: Early Sierra Club Records, 1902-1940.**

Scope and Content Note
Arrangement
Volumes are individually numbered and arranged chronologically.

Cartons 1-22; Volume 9. **Series 2: Board of Directors/Executive Committee Records, 1906-1991.**

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Cartons 1-3. **Subseries 2.1: Correspondence, 1957-1990.**

Scope and Content Note
Arrangement
Arranged chronologically.

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Cartons 3-6. **Subseries 2.2: Minutes and Agendas, 1906-1991.**

Scope and Content Note
Arrangement
Arranged chronologically.

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Cartons 6-18. **Subseries 2.3: Reading (mimeo) Files, 1938-1990.**

Scope and Content Note
Arrangement
Arranged chronologically.
Scope and Content Note
Reading files routed to Board members between meetings.

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Cartons 18-21. **Subseries 2.4: Background Information, 1978-1987.**

Scope and Content Note
Arrangement
Arranged chronologically. Materials sent to Board and Executive Committee members, to prepare them for meetings.
| Carton 22; Volume 9. | **Subseries 2.5: Board of Directors Office Files, 1896-1989.**  
Scope and Content Note  
Arrangement  
Arranged alphabetically. |
|---|---|
| Carton 23. | **Series 3: By-Laws, 1905-1968.**  
Scope and Content Note  
Arrangement  
Arranged chronologically. |
Scope and Content Note  
Arrangement  
Arranged chronologically. |
Scope and Content Note  
Arrangement  
Arranged alphabetically by document type. |
Scope and Content Note  
Arrangement  
Correspondence files arranged chronologically; subject files arranged alphabetically. |
| Cartons 31-55; Volume 15. | **Series 7: Sierra Club Committees Records, 1901-1991.**  
Scope and Content Note  
Arrangement  
Arranged alphabetically by name of committee. |
| Cartons 56-58. | **Series 8: Sierra Club Chapters Records, 1941-1981.**  
Scope and Content Note  
Arrangement  
Arranged alphabetically by name of chapter. |
| Cartons 59-300; Volume 16. | **Series 9: Conservation Department Records, 1891-1987.** |
Scope and Content Note  
Arrangement  
Arranged alphabetically by subject. |

Cartons 94-109.  
Scope and Content Note  
Arrangement  
Arranged alphabetically through 1972; after that, Conservation Department numerical subject code system used. Original filing order has been retained, but the headings have been changed to Library of Congress subject headings in order to make it possible to produce an accurate and useful index.

Cartons 109-280.  
Scope and Content Note  
Arrangement  
Arranged alphabetically through 1972; after that, Conservation Department numerical subject code system used. Original filing order has been retained, but the headings have been changed to Library of Congress subject headings in order to make it possible to produce an accurate and useful index.

Carton 280.  
Scope and Content Note  
Arrangement  
Arranged chronologically.

Cartons 281-288.  
Scope and Content Note  
Arrangement  
Arranged by subject, using Conservation Department filing headings, then chronologically within subject.

Cartons 289-296.  
Scope and Content Note  
Arrangement  

Cartons 296-298.  
Scope and Content Note  
Arrangement  
Arranged chronologically.

Cartons 299-300.  
Scope and Content Note  
Arrangement  
Arranged chronologically, then alphabetically.

Cartons 301-303.
Scope and Content Note
Arrangement
Arranged chronologically by issue date.

Cartons 303-309; Box 1; Volumes 17-22.

Cartons 303-304.
Scope and Content Note
Arrangement
Arranged chronologically.

Carton 304; Box 1; Volumes 17-22.
Scope and Content Note
Arrangement
Arranged alphabetically.

Cartons 305-309.
Subseries 11.3 Publication Files, 1956-1969.
Scope and Content Note
Arrangement
Arranged alphabetically by title.

Cartons 309-310.
Scope and Content Note
Arrangement
Arranged chronologically.

Cartons 310-312.
Scope and Content Note
Arrangement
Correspondence files arranged by name correspondent; subject files arranged alphabetically.

Cartons 313-316.
Series 14: Public Affairs Department Files, 1933-1990.
Scope and Content Note
Arrangement
Arranged alphabetically by subject and by document type.

volume Vol. 1

Scrapbook (mountaineering clippings) 1902-06

volume Vol. 2
Register for LeConte Memorial Lodge, Yosemite National Park (Calif.) 1905-11

volume Vol. 3

Scrapbook of printed ephemera (including announcements, pamphlets, songbook, dues notices, trip announcements, tickets and letterhead) ca. 1905-40

volume Vol. 4

Scrapbook (re grazing in national parks: Kings and Kern Rivers, California) 1908-18

volume Vol. 5

Scrapbook on Hetch Hetchy Valley (Calif.) 1908-18

volume Vol. 6

Scrapbook on Hetch Hetchy Valley (Calif.) - San Francisco newspapers ca. 1909-10

volume Vol. 7

Scrapbook on Hetch Hetchy Valley (Calif.) - non-San Francisco newspapers ca. 1909-10

volume Vol. 8

Invitation to join the Sierra Club, LeConte Memorial Lodge, Yosemite National Park (Calif.) ca. 1990

Subseries 2.1: Correspondence, 1957-1990

Ctn. 1, folder 1-21  Correspondence 1957-88
folder 22-26  Electronic mail 1984-85
Ctn. 2, folder 1-24  Electronic mail 1985-88
Ctn. 3, folder 1-14  Electronic mail 1988-90


Board of Directors

Ctn. 3, folder 15-26  Minutes 1906-22, 1925, 1928-60
Ctn. 4, folder 1-25  Minutes 1961-91
folder 26  Indexes 1946-63
Ctn. 5, folder 1-19  Notices of meetings and agendas 1947-92
folder 20-23  Minutes 1936-41, 1946-61
Ctn. 6, folder 1-16  Minutes 1962-91
folder 17-19  Notices of meetings and agendas 1948-82, 1984

Board of Directors, Executive Committee

Ctn. 6, folder 20-30  Subject 1948-50, 1957

Numbered

Ctn. 7, folder 1-6  D1-D439 1948-55
folder 8-36  1-2640 1948-60
Ctn. 8, folder 1-7  2650-3177 1960-63
folder 8-29  Unnumbered 1938-58, n.d.
Ctn. 9, folder 1-21  Unnumbered 1958-64
Ctn. 10, folder 1-26  Unnumbered 1964-68
Subseries 2.3 Reading (Mimeo) Files, 1938-1990.

Ctn. 11, folder 1-24
Ctn. 12, folder 1-22
Ctn. 13, folder 1-19
Ctn. 14, folder 1-19
Ctn. 15, folder 1-18
Ctn. 16, folder 1-26
Ctn. 17, folder 1-32
Ctn. 18, folder 1-19

Unnumbered 1968-71
Unnumbered 1971-73
Unnumbered 1973-75
Unnumbered 1975-76
Unnumbered 1978-82
Unnumbered 1982-85
Unnumbered 1985-87
Unnumbered 1988-90

Subseries 2.4: Background Information, 1977-1987.

Ctn. 18, folder 20-26
Ctn. 19, folder 1-22
Ctn. 20, folder 1-27
Ctn. 21, folder 1-48

Board of Directors meetings 1977-79, n.d.
Board of Directors meetings 1979-82
Board of Directors meetings 1982-87
Board of Directors, Executive Committee meetings 1977-87


Ctn. 22, folder 1-7
folder 8
folder 8
folder 10
folder 11
folder 12
folder 13
folder 14
folder 15
folder 16
folder 17
folder 18
folder 19
folder 20
folder 21
folder 22
folder 23
folder 24
folder 25
folder 26
folder 27
folder 28-29
folder 30
folder 31
folder 32
folder 33
folder 34
folder 35
folder 36

Annual dinners 1906-83
Bailey, Fisher C. - Property 1949-50
Bequests 1953-63
Juliet Abrahamson 1951-55
Olcott Haskell 1936-56
Caroline M. Leete 1959-62
Duncan and Jean McDuffie 1951-67
Marion Randall Parsons 1953-58
William E. Young 1955
Chronologies n.d.
Clippings and articles 1896-1925
Condolence letters 1951-59
Conservation and Memorial Fund 1948-60
Diamond Jubilee Celebration 1967
Documentation Project Advisory Board 1980-83
Employee's Handbook 1980
Exhibits 1949-56
Goals and Objectives 1985-89
Honorary life memberships 1948-65
Honorary Vice Presidents 1951-53
Loosley, George M., property 1959-60
Membership 1953-59
Memorial Funds
Josephine Crane Bradley 1952
Ross J. Brower 1960
Julia Dearth 1959
Leonore Ginno 1959
Edwin H. Mauk 1956
Reginald F. Saunders 1957
David Simons 1961

folder 37  Russell H. Varian 1959-60
folder 38  Cedric Wright 1959-62
folder 39  Office Newsletter 1962-65
folder 40  Oral History Program 1977-85
folder 41  Printed ephemera 1907-32
folder 42  Property deeds 1912-58
folder 43  Publicity 1950-58
folder 44  Speakers 1950-53
folder 45  Stewards 1982-87
folder 46  "The Story of the Sierra Club: The First Decade," Holway R. Jones 1955
folder 47  Weekly Report 1959
folder 48  Student Environmental Confederation 1969-72
folder 49  Board of Directors 1970
folder 50  Clippings 1969-72
folder 51  Southern California 1969
volume Vol. 9  Visitors Register 1981-83

Ctn. 23, folder 1

Bylaws 1905-68
folder 2-3

Correspondence 1933-68, n.d.
folder 4

Special election of 1939 1939

Ctn. 23, folder 5-17

Correspondence 1961-88
folder 18-25

Brower, et. al., vs. Sierra Club 1985-86

Ctn. 24, folder 1-32

Elections, 1907-1979 1907-81
folder 33

Election, 1978 - Special election 1978-79
folder 34-36

Elections, 1984-1986 1983-86

Election, 1987
folder 37

Correspondence 1986-87

- folder 38
  - Ballot questions 1986-87
- folder 39
  - Candidate statements 1987
- folder 40
  - Miscellanea 1986-87
- folder 41

Ctn. 25, folder 1-9

- Audits, annual 1954-89
- folder 10
  - Correspondence 1968-69
- folder 11
  - Banquets and Awards - Correspondence 1967-68
- folder 12
  - Board of Directors and Executive Committee - Correspondence 1967-68
  - folder 13
  - Book Order Department - Correspondence 1967-68
- folder 14
  - The Book Warehouse, Inc. - Correspondence 1967-68
- folder 15-19
  - Budgets 1956-78
- folder 20
  - Correspondence 1967-68
  - volume Vol. 10-13
  - Cashbooks 1906-36
  - Ctn. 25, folder 21
  - Cash flow 1963-82
  - folder 22
  - Chronological file 1968
  - folder 23
Clair Tappaan Lodge - Correspondence 1967
folder 24

Committees - Correspondence 1967-68
folder 25

Conservation - Correspondence 1967
folder 26

Control Data Corporation - Correspondence 1967
folder 27

Contracts 1966-67
folder 28

Dues allocations and notices - Correspondence 1967-68

Financial Advisory Committee
folder 29

Correspondence 1967-68
folder 30

Minutes 1967-68
folder 31

folder 32-40

Financial statements 1963-71
Ctn. 26, folder 1-10

Financial statements 1970-85
folder 11

Correspondence 1967-68
folder 12

Insurance - Correspondence 1966-69
folder 13

Investment portfolios 1955-72
folder 14-15

Investments and Donations - Correspondence 1967-68
folder 16

Law and legislation - Correspondence 1967-68

folder 17
Membership - Correspondence 1967-68
folder 18
Memoranda 1967-77
folder 19
Miscellaneous correspondence 1964-69
folder 20
Outings - Correspondence 1967-68
folder 21
New York Office - Correspondence 1966-68
folder 22
Pacific Northwest Conservation Representative - Correspondence 1967
folder 23
Pacific Telephone Company - Correspondence 1967-68
folder 24
Pensions - Correspondence 1967-68
folder 25
Personnel - Correspondence 1967-68
folder 26
Printing - Correspondence 1967
folder 27-29
Publications: Correspondence 1963-68
folder 30-37
Publications: Sales and inventory 1962-88
folder 38
Publications Committee - Minutes and Correspondence 1967-69
volume Vol. 14
Receipt book 1917-36
Ctn. 26, folder 39
Tax returns 1949-59
folder 40
Treasurer's report 1908-1909
Subseries 6.1: Correspondence, 1955-1986

Ctn. 27, folder 1-5

Correspondence 1955-86

Subseries 6.2: Subject Files, 1942-1991

Ctn. 27, folder 6

Annual reports 1957-69
folder 7
Budgets and financial statements 1956-78
folder 8
folder 9
Boundary Committee 1956-65
folder 10
By-laws Committee 1963-68
folder 11
Loyalty oaths 1960
folder 12
By-laws Review Committee 1974
folder 13
Chapter Publications Committee 1956-69
folder 14
Questionnaires n.d.
folder 15
Committee on Chapter Memberships in Other Organizations 1956-59
folder 16
Committee on Defining Chapter and Club Conservation Responsibilities 1957
folder 17
Committee on Scope, Policy, and Procedure 1955-64
folder 18
Committee on Sierra Club Priorities 1973-74
folder 19
Conservation-Education Coordination Committee 1956-58, 1966
folder 20-21
Dues Allocation Study Committee 1958-73
folder 22
Dues Subventions Committee 1964-65
folder 23
Editorial Committee 1961-63
folder 24
Executive Committee
folder 25-27
Agenda 1957-79
folder 28
Minutes 1956-86
folder 29
Miscellanea 1956-81
folder 30
Hiking and Riding Trail Committee 1964-65
folder 31
Hospitality Committee 1956-58
folder 32
Internal Communications Committee 1967-68
folder 33
Internal Organization Committee 1968-76
folder 34
Surveys 1975
folder 35
Leadership Training Committee 1962-79
Ctn. 28, folder 1

Library Study Committee 1956-59
folder 2
Memorial Committee 1958-61
folder 3
New Sierra Club Headquarters Committee 1957-61
folder 4
Nominating Committee 1957-77
folder 5
Outings Policy Committee 1973-77
folder 6
Policy and Information Establishment and Review Committee 1965-66
folder 7-8
Regional Groups Committee 1962-73
folder 9
Safety Committee n.d.
folder 10
Wilderness Classification Study Committee 1965-67
folder 11
Youth Activities Committee 1968-69
folder 12
Council Handbook 1957-70
folder 13
Fiscal and Tax Policy Guide for Sierra Club Chapters 1966
folder 14
Handbook on Regional Groups 1966-77
folder 15
Hospitality 1957-58
folder 16
Information and Education Conference
folder 17
1st 1956
folder 18
2nd 1958
folder 19-20
3rd 1960
folder 21-23
4th 1961-62
folder 24
5th 1963-64
folder 25
Clippings 1964
folder 26
6th 1966
folder 27
7th 1968
folder 28
8th 1970
<table>
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<tr>
<th>Folder</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>folder 28</td>
<td>Mailing lists 1957-59, 1966</td>
</tr>
<tr>
<td>folder 29-33</td>
<td>Memoranda 1956-74</td>
</tr>
<tr>
<td>Ctn. 29, folder 1</td>
<td>Memoranda 1975-91, n.d.</td>
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<tr>
<td>folder 2-4</td>
<td>Meeting announcements and agendas 1956-91</td>
</tr>
<tr>
<td>folder 5</td>
<td>Correspondence 1957-58</td>
</tr>
<tr>
<td>folder 6-33</td>
<td>Mimeo files 1959-64, 1971-80, n.d.</td>
</tr>
<tr>
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<td>Minutes 1956-80</td>
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<tr>
<td>folder 8</td>
<td>Miscellaneous 1961-81, n.d.</td>
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<tr>
<td>folder 9</td>
<td>News releases 1957-59</td>
</tr>
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<td>Organization chart 1956-67</td>
</tr>
<tr>
<td>folder 11</td>
<td>Reports 1961-79</td>
</tr>
<tr>
<td>folder 12</td>
<td>Representatives 1956-79</td>
</tr>
<tr>
<td>folder 13</td>
<td>Resignations 1958-68</td>
</tr>
<tr>
<td>folder 14</td>
<td>Sierra Club Board of Directors 1959-62</td>
</tr>
<tr>
<td>folder 15</td>
<td>Sierra Club Chapters 1956-68</td>
</tr>
<tr>
<td>folder 16</td>
<td>Budgets and financial statements 1957-63</td>
</tr>
<tr>
<td>folder 17</td>
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<tr>
<td>folder 18</td>
<td>Financial support for headquarters 1957-58</td>
</tr>
<tr>
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<td>Newsletters 1962-63</td>
</tr>
<tr>
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</tr>
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<td>Great Lakes Chapter 1959, 1968</td>
</tr>
<tr>
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<td>Lone Star Chapter 1965-69</td>
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<td>Los Padres Chapter 1965</td>
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<td>Ohio Chapter 1968</td>
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<td>Toiyabe Chapter 1964-65</td>
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<td>Sierra Club Committees 1956-57</td>
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<td>Clair Tappaan Lodge Committee 1957-65</td>
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<td>Editorial Board Committee 1957-61</td>
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<tr>
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<td>Investment and Accounting Committee 1956-57</td>
</tr>
<tr>
<td>folder 37</td>
<td>Lodges and Lands Committee 1955-65</td>
</tr>
<tr>
<td>folder 38</td>
<td>Membership Committee n.d.</td>
</tr>
<tr>
<td>folder 39</td>
<td>Morley Fund Committee 1957-58</td>
</tr>
<tr>
<td>folder 40</td>
<td>Mountaineering Committee 1957-61</td>
</tr>
<tr>
<td>folder 41</td>
<td>Outing Committee 1956-67</td>
</tr>
<tr>
<td>folder 42</td>
<td>Large groups 1964-65</td>
</tr>
<tr>
<td>folder 43</td>
<td>Public Relations Committee 1942-58</td>
</tr>
<tr>
<td>folder 44</td>
<td>Publications Reorganization Committee 1968</td>
</tr>
<tr>
<td>folder 45</td>
<td>River Touring Committee 1961</td>
</tr>
<tr>
<td>folder 46</td>
<td>Visual Education Committee 1956, 1960-61</td>
</tr>
<tr>
<td>folder 47</td>
<td>Storage Space Coordinator 1956-57</td>
</tr>
</tbody>
</table>

Ctn. 31, folder 1

**Acidic Precipitation Task Force 1979-80**

folder 2

**Administrative Task Force 1980-81**

---

**Guide to the Sierra Club Records,** 1891-
folder 3

**Agriculture Committee 1985-86**

folder 4

**Air Quality Committee 1971-87**

folder 5

**Alaska Task Force 1977-88**

folder 6-7

**Appalachian Regional Conservation Committee 1972-84**

folder 8

**Audit Committee 1982-85**

folder 9

**Binational Great Lakes Committee 1988**

folder 10

**Biotechnology Task Force 1988**

folder 11

**Board Internal Committee Task Force 1984**

folder 12

**Board Issue Committee Task Force 1984**

folder 13-14

**Budget Committee 1973-86**

folder 15-16

**Bulletin Policy Committee 1948, 1967-79**

folder 17-20

**By-laws Committee 1955, 1958-71, 1978-84**

folder 21

**California Condor Task Force 1979-83**

folder 22-23

**California Himalayan Committee 1952-57**

folder 24

  **Clippings 1952-54**

  folder 25

  **Donations 1953-54**

  folder 26
Subseries 6.2: Subject Files, 1942-1991

California Legislative Committee 1975-77
folder 27

Campaign Steering Committee 1983-86
folder 28

Canadian National Committee 1984-85
folder 29

Catalogue Advisory Task Force 1982-83
folder 30

Catalogue Committee 1983-88
folder 31

Centennial Planning Task Force 1981-86
folder 32

Chapter and Group Management Task Force 1983-85
folder 33

Chapter Staff Committee 1983-86

Clair Tappaan Lodge Committee
folder 34-36

Correspondence 1934-85

Ctn. 32, folder 1

Agendas 1957-69
folder 2

Annual report 1947-69
folder 3

Attendance and collections 1935-36
folder 4

Guest book 1934-39
folder 5

Minutes 1949-72
folder 6

Rosters 1964-84
folder 7

Coastal Committee 1978-87
Subseries 6.2: Subject Files, 1942-1991

- Committee for Effective Volunteer Organization 1978-79
- Committee on Chapters 1955-56
- Committee on Committees 1953-70, 1982-88
- Annual reports 1956-69
- Committee on Conable Option 1977-80
- Committee on Organization 1950-55
- Committee on Uniform By-laws for Chapters
- Correspondence 1946-53
- Chapter by-laws 1950-54
- Reports and drafts 1952-53
- Committee to Study National Assembly 1979
- Computer Committee 1984-88
- Conservation Administration Committee 1970
- Conservation Committee
- Correspondence 1951-71
- Annual reports 1948-52
Forestry Subcommittee 1955
folder 26

Marin Subcommittee 1963
folder 27-33

Minutes 1946-62
Ctn. 33, folder 1-2

Minutes 1963-66
folder 3

Northern Great Plains 1972
folder 4

Reports from chapters 1951-52
folder 5

Rosters 1969

Southern Section
folder 6

Correspondence 1953-64
folder 7-10

Minutes 1949-66
folder 11

Conservation Coordinating Committee 1986-87
folder 12

Conservation Education Committee 1956-71
folder 13

Conservation Oversight Committee 1978-79
folder 14

Conservation Research Committee 1967-71
folder 15

Development Committee 1984-86
folder 16

Earthcare Network 1981-86
folder 17

Eastern Sierra-Nevada Task Force 1974
Subseries 6.2: Subject Files, 1942-1991

folder 18-22

Economics Committee 1973-87

group 23

Roster 1975-83

folder 24

Education and Communication Committee 1974

folder 25-26

Elections Committee 1975-87

folder 27

Elections Procedures Task Force 1987-88

folder 28-29

Energy Committee 1972-86

folder 30

Rosters 1973-89

folder 31

Energy Policy Committee 1972

folder 32

Environmental Budget/Appropriations Campaign Steering Committee 1982

folder 33-36

Environmental Education Committee 1973-85

folder 37

Rosters 1973-85

folder 38

Environmental Impacts of Warfare Committee 1981-83

Ctn. 34, folder 1-5

Environmental Impacts of Warfare Committee 1986-90, n.d.

folder 6-8

Articles 1985-88

folder 9

Mini-grant proposal 1986

folder 10

News articles 1986-88

folder 11
Rosters 1982, 1985
folder 12

Environmental Research Committee on Survival 1971
folder 13

Executive Committee 1955-89
folder 14

Field Office Task Force 1983-84
folder 15

Film and Public Information Committee 1970-71
folder 16-20

Finance Committee 1963-87
folder 21

Long-Range Financial Planning Subcommittee 1979
folder 22

Financial Advisory Committee 1965-75
folder 23

Minutes 1965-72
folder 24

Rosters 1973-75
folder 25

Forest Practices Committee 1974-79
folder 26

Forest Service Wilderness Steering Committee 1979
folder 27

Forestry Committee 1980
folder 28

Fund Raising Arbitration Task Force 1984
folder 29

Fund Raising Committee 1981
folder 30

Fund Raising Oversight Task Force 1985
folder 31

Fund Raising Policy Task Force 1975-84
folder 32

**Funding Allocation Task Force 1984-87**

folder 33

**Geographic Names Committee 1965-66**

folder 34

**Glacier Study Committee 1946**

folder 35

**Global 2000 Task Force 1981**

folder 36

**Grassroots Effectiveness Task Force 1982-87**

folder 37

**Grassroots Fund Raising Committee 1986-88**

folder 38

**Great Lakes Committee 1983-87**

folder 39

**Gulf Coast Regional Conservation Committees 1971-79**

Ctn. 35, folder 1

**Gulf Coast Regional Conservation Committee 1980-87**

folder 2-3

**Minutes 1972-80**

folder 4

**Hetch Hetchy Task Force 1987-88**

**History Committee**

folder 5-13

**Correspondence 1953-87**

folder 14

**Agendas 1979-85**

folder 15

**Annual meetings 1974**

**Biographies**

folder 16
Adams, Ansel n.d.
folder 17

Aiken, Ruth Elisabeth (Schubel) n.d.
folder 18

Albright, Horace Marden n.d.
folder 19

Bartlett, Louis n.d.
folder 20

Bernays, Philip Sherman n.d.
folder 21

Bradley, Harold Cornelius n.d.
folder 22

Brower, David Ross n.d.
folder 23

Christy, Cicely n.d.
folder 24

Clark, Nathan C. n.d.
folder 25

Colby, William Edward 1955
folder 26

Crowe, Harold E. 1955
folder 27

Denman, William 1955
folder 28

Dickey, Randal Frank, Jr. 1961
folder 29

Farquhar, Francis Peloubet 1955
folder 30

Farquhar, Marjory (Bridge) 1955
folder 31

Graves, C. Edward 1955
folder 32

Henderson, Randall Thomas 1955
Hildebrand, Alexander 1955

Hildebrand, Joel Henry 1955

Hutchinson, James 1955

Jackson, Kathleen Goddard 1953

Jones, Edward Stanley 1955

Kehrlein, Oliver 1955

Kelley, Clinton Monroe 1956

Kimball, H. Stewart 1955

Leonard, Richard M. 1965

Leopold, Starker 1955

Lipman, Robert Lockwood 1955

McDuffie, Duncan 1951

Marshall, George 1959

Mauk, Charlotte Ellen 1955

Momyer, Joe Robert 1956

Olney, Warren 1955
Palache, Charles 1955
folder 50

Robinson, Ned 1956
folder 51

Sproul, Robert Gordon 1955
folder 52

Starr, Walter Augustus 1952
folder 53

Sumner, Lowell 1958
folder 54

Tappaan, Francis Darling 1955
folder 55

Youngquist, Clifford 1955
folder 56

Zahniser, Howard Clinton 1955
folder 57

Clippings 1954
folder 58

Minutes 1978-81
folder 59

Miscellanea n.d.
folder 60

Questionnaire, development of 1971-73
folder 61-64

A-G n.d.
Ctn. 36, folder 1-4

H-Z n.d.
folder 5

Rosters 1970-85
folder 6

Tindall, Frank 1977

Honors and Awards Committee
Subseries 6.2: Subject Files, 1942-1991

Correspondence 1963-89

Agendas 1976-88

Annual dinner 1985-88

Annual report 1984

Finance 1976-88

Minutes 1986-88

Rosters 1973-88

Awards - Award Nominations

Administrative Award 1977

Ansel Adams Award 1971-89

David Brower Award 1987-88

William E. Colby Award 1966-89

Chapter Service Award 1977-86

Citations and Testimonials 1975-84

Council Chapter Membership Award 1982-84

Distinguished Service and Achievement Award 1971-86

Ctn. 37, folder 1
Subseries 6.2: Subject Files, 1942-1991

William O. Douglas Award 1979-89
folder 2

Francis P. Farquhar Award 1969-83
folder 3

First Class Skier Award 1969-70
folder 4

Honorary Life Membership 1970-82
folder 5

Honorary Life Membership (Azuma, Ryozo) 1977
folder 6

Honorary Officers 1968-87
folder 7

Oliver Kehrlein Award 1973-86
folder 8-9

Susan E. Miller Award 1973-89
folder 10

Miscellaneous awards 1971-75
folder 11

John Muir Award 1969-89
folder 12

Newsletter Award 1986-89
folder 13

Raymond Sherwin Award 1983
folder 14-16

Special Achievement Award 1966-89
folder 17

Special Service Award 1989
folder 18-19

Special Service Award (Sproul, John A., Jr.) 1988
folder 20

Walter A. Starr Award 1969-82
folder 21

Edgar Wayburn Award 1979-85
Subseries 6.2: Subject Files, 1942-1991

folder 22-23

Denny and Ida Wilcher Award 1982-89

folder 24

Correspondence 1980-86

folder 25

Committee information n.d.

folder 26

Criteria for awards 1969-80, n.d.

folder 27

Profiles of persons for whom awards are named 1979, n.d.

folder 28

Proposed awards 1989

folder 29

Roster of award winners 1988

folder 30

Text of awards 1975-87

Ctn. 38, folder 1

Insurance Advisory Committee 1976-80, 1984

folder 2

Insurance Committee 1957-68

folder 3-4

Correspondence 1948-69, 1975

folder 5

Accidents 1951-63

folder 6

Insurance, surety and fidelity 1950-58

folder 7

Volunteers 1951-56

folder 8

Annual reports 1947, 1960-65

folder 9

Insurance Task Force 1976-78

folder 10
Subseries 6.2: Subject Files, 1942-1991

Interchapter Regional Committee 1967
folder 11

International Assembly Task Force 1984-85, 1988
folder 12-15

International Committee 1971-87
folder 16
  Annual reports 1972-76
folder 17-18
  Minutes 1972-86
folder 19
  Notices of meetings and agendas 1972-83
folder 20
  Rosters 1975-87, n.d.
folder 21

International Organization Advisory Committee 1967, 1971-72
folder 22

Investment Committee 1954-86
folder 23

Issue Caucus Committee 1982-87
folder 24

Issues Committee 1979
folder 25

Job Analysis Committee n.d.
folder 26

Labor Liaison Committee 1975-85
folder 27-28

Land Use Committee 1972-83
folder 29
  Minutes 1973-78
folder 30
  Rosters 1973-83
folder 31-34

Legal Committee 1953-86
Subseries 6.2: Subject Files, 1942-1991

folder 35

Annual reports 1948, 1952, 1966-68

folder 36

Membership 1973

Library Committee

Ctn. 39, folder 1-4

Correspondence 1939-86

folder 5

Advisors 1975

folder 6

Annual reports 1936-69

folder 7

Book dealer catalogues and publications 1942-68

folder 8

Chairmanship 1959-70

folder 9-10

Minutes 1958-84

folder 11

Miscellanea 1959-82, n.d.

folder 12

Policy 1946-59

folder 13

Rosters 1983-84, n.d.

folder 14

Lodges and Lands Committee 1920-72

folder 15

Annual reports 1946-68

folder 16

Chairperson 1961-76

folder 17

Charter 1959

folder 18
Permits and leases 1957-62
folder 19

Roster 1971
folder 20

Audubon-Sierra Club (Proposed joint lodge) 1956-57
folder 21

Benson Memorial Hut 1946-70
folder 22

Bradley Hut 1955-57
folder 23

Flora and Azalea Lakes (Calif.) 1947-68
folder 24

Grubb Hut 1953-59
folder 25

Guymon Cabin 1959-70
folder 26

Harwood Lodge 1931-1971
folder 27-28

Hutchinson Lodge 1934-58
folder 29

Norden Store Lease 1940-62
folder 30

Keller Peak Hut 1940-68
folder 31-32

LeConte Memorial Lodge 1941-59, 1962-72, 1988
folder 33

Register 1990
folder 34

Ludlow Hut 1953-69
folder 35

Muir Memorial Rest Hut 1930-55
Ctn. 40, folder 1

Parsons Lodge 1923-69
Subseries 6.2: Subject Files, 1942-1991

folder 2

Eloesser, Herbert 1956-57

folder 3-9

Register 1941-71

folder 10

Salt Marsh Lease 1955-56

folder 11

Shasta-Alpine Lodge 1930-72

folder 12-14

Register 1953-67

folder 15

Ski huts, California 1945-71

folder 16

Soda Springs 1890-41

folder 17

Roster 1972

folder 18

Subscribers 1913

folder 19

Taxes, Tuolumne County 1912-16

folder 20

Tahoe National Forest (Calif.) 1938-71

folder 21

Zumwalt Meadow (Calif.) 1923-71

Ctn. 41, folder 1

Major Gifts Committee 1984

folder 2

Management Committee 1979-80

folder 3

Roster and Charter 1978

folder 4

Members' Handbook Task Force 1987

folder 5-7
Subseries 6.2: Subject Files, 1942-1991

Membership Committee 1953-59, 1961, 1972-87

folder 8

   Annual reports 1948-66

folder 9

   Minutes 1974, 1976-78

folder 10

   Rosters 1965-85

folder 11

Merchandising Task Force 1980-81

folder 12

Midwest Regional Conservation Committee 1976-81

folder 13-14

   Minutes 1971-79

Morley Fund

folder 15-23

   Correspondence 1950-72

folder 24

   Annual reports 1951-69

folder 25

   Minutes 1951-53

folder 26

   Miscellanea 1957, 1960

Ctn. 42, folder 1

MX Missile Basing Campaign Steering Committee 1980

folder 2

MX Missile Task Force 1978-80

folder 3

National Assembly Committee 1982-83

folder 4

Native American Liaison Committee 1972-75

folder 5

Native American Sites Committee 1987-88, n.d.
Subseries 6.2: Subject Files, 1942-1991

folder 6

Natural Resources Committee n.d.

folder 7

Natural Sciences Committee 1948-65

folder 8

Annual reports 1949-53

folder 9-10

Nominating Committee 1952-87, n.d.

folder 11

Rosters 1966-85

folder 12

Nomination and Election Procedures Advisory Committee 1961-67

folder 13

Northeast Regional Conservation Committee 1974-82

folder 14

Minutes 1972-84

folder 15

Notices of Meetings and Agendas 1972-83

Northern/Southern California Regional Conservation Committees

folder 16

Joint meeting 1973-80

folder 17

Minutes 1975-80

folder 18

Notices of meetings and agendas 1976-80

folder 19

Northern Plains Regional Conservation Committee 1973-80

folder 20

Minutes 1973-80

folder 21

Notices of meetings and agendas 1973-79

folder 22
Northwest Regional Conservation Committee 1977-86
folder 23

Minutes 1972-80

Outing Committee
folder 24-33

Correspondence 1901-87, n.d.
folder 34

Agendas 1956-1984
folder 35

Camp fire songbook n.d.
folder 36

Equipment check lists 1951, n.d.

Ctn. 43, folder 1

Foreign Trip Subcommittee 1970-71
folder 2

folder 3

Impact Study 1956-75
folder 4

Inner City Outings Subcommittee 1976, 1979-87, n.d.
folder 5

Leadership Training Program 1961-74
folder 6-12

Minutes 1946-87
folder 13-25

Outing budgets 1946-74
folder 26

Outing trip brochures 1968, n.d.
folder 27

folder 28

Subseries 6.2: Subject Files, 1942-1991

folder 29

Press releases and clippings 1948-70

folder 30

Research on competitive trips 1974

Ctn. 44, folder 1

Rosters 1956-88

Scrapbooks

folder 2

Edison, Alice M 1925

folder 3-4

Youngberg, J.C. 1940-41

folder 5

“Sierra Club Camps,” by Scudder Nash n.d.

folder 6

Trip rosters, miscellaneous 1911-26

Trips

folder 7-21

High Trips 1914-42

High Trips, 1946

folder 22

Correspondence 1946

folder 23

Roster 1946

High Trips, 1947

folder 24

Correspondence 1947

folder 25

Rosters 1947
<table>
<thead>
<tr>
<th>Subseries 6.2: Subject Files, 1942-1991</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>High Trips, 1948</th>
</tr>
</thead>
<tbody>
<tr>
<td>folder 26</td>
</tr>
<tr>
<td><strong>Correspondence 1948</strong></td>
</tr>
<tr>
<td>folder 27</td>
</tr>
<tr>
<td><strong>Articles 1948</strong></td>
</tr>
<tr>
<td>folder 28</td>
</tr>
<tr>
<td><strong>Rosters 1948</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>High Trips, 1949</th>
</tr>
</thead>
<tbody>
<tr>
<td>folder 29</td>
</tr>
<tr>
<td><strong>Correspondence 1949</strong></td>
</tr>
<tr>
<td>folder 30</td>
</tr>
<tr>
<td><strong>Roster 1949</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>High Trips, 1950</th>
</tr>
</thead>
<tbody>
<tr>
<td>folder 31</td>
</tr>
<tr>
<td><strong>Correspondence 1950</strong></td>
</tr>
<tr>
<td>folder 32</td>
</tr>
<tr>
<td><strong>Diary by Eleanor D. Breed 1950</strong></td>
</tr>
<tr>
<td>folder 33</td>
</tr>
<tr>
<td><strong>Roster 1950</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>High Trips, 1951</th>
</tr>
</thead>
<tbody>
<tr>
<td>folder 34</td>
</tr>
<tr>
<td><strong>Correspondence 1951</strong></td>
</tr>
<tr>
<td>folder 35</td>
</tr>
<tr>
<td><strong>Roster 1951</strong></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>High Trips, 1952</th>
</tr>
</thead>
<tbody>
<tr>
<td>folder 36-37</td>
</tr>
<tr>
<td><strong>Correspondence 1952</strong></td>
</tr>
<tr>
<td>folder 38</td>
</tr>
<tr>
<td><strong>Roster 1952</strong></td>
</tr>
</tbody>
</table>
High Trips, 1953
Ctn. 45, folder 1

Correspondence 1953
folder 2

Roster 1953

High Trips, 1954
folder 3

Correspondence 1954
folder 4

Roster 1954

High Trips, 1955
folder 5

Correspondence 1955
folder 6

Commissary 1955
folder 7

Glacier National Park (Mont.) 1955
folder 8

Roster 1955

High Trips, 1956
folder 9

Correspondence 1956
folder 10

Budget 1956
folder 11

Roster 1956

High Trips, 1957
folder 12
Subseries 6.2: Subject Files, 1942-1991

Correspondence 1957
folder 13

Commissary 1957
folder 14

Food purchasing 1957
folder 15

Roster 1957

High Trips, 1958
folder 16

Correspondence 1958
folder 17

Commissary 1958
folder 18

Packing 1958
folder 19

Roster 1958

High Trips, 1959
folder 20

Correspondence 1959
folder 21

Roster 1959

High Trips, 1960
folder 22

Correspondence 1960
folder 23

Roster 1960

High Trips, 1961
folder 24

Correspondence 1961
Subseries 6.2: Subject Files, 1942-1991

folder 25

Commissary 1961

folder 26

Roster 1961

High Trips, 1962

folder 27

Correspondence 1962

folder 28

Expenses and log 1962

folder 29

Roster 1962

High Trips, 1963

folder 30

Correspondence 1963

folder 31

Commissary 1963

folder 32

Roster 1963

High Trips, 1964

folder 33

Correspondence 1964

folder 34

Commissary 1964

folder 35

Roster 1964

High Trips, 1965

folder 36

Correspondence 1965

folder 37
Commissary 1965
folder 38

High Trips, 1966

Correspondence 1966
folder 40

Commissary 1966
folder 41

Roster 1966

High Trips, 1967

Correspondence 1967
folder 43

Commissary 1967
folder 44

Roster 1967

High Trips, 1968

Correspondence 1968
folder 46

Expenses 1968

High Trips, 1969

Correspondence 1969
folder 48

Roster 1969
folder 49

High Trips - Miscellanea 1912-57
Subseries 6.2: Subject Files, 1942-1991

folder 50

**High Trips - Wilderness Outings 1961-69**

**Base Camps**

folder 51

**East Lake 1940**

folder 52

Report to Directors 1940

folder 53

Roster 1940

folder 54

**Garnet Lake 1941**

folder 55

**Mono Creek 1946**

**Big Pine Creek**

folder 56

**Book 1947**

folder 57

Report to Directors 1947

folder 58

Rosters 1947

**East Lake**

folder 59

**Book 1948**

folder 60

Roster 1948

**Mitre Basin**

folder 61

Book 1949

folder 62
Roster 1949

Dingleberry Lake
Ctn. 46, folder 1

Correspondence 1950
folder 2

Book 1950
folder 3

Report to Directors 1950
folder 4

Roster 1950

Ediza Lake
folder 5

Correspondence 1951
folder 6

Roster 1951

Evolution Valley
folder 7

Correspondence 1952
folder 8

Report to Directors 1952
folder 9

Roster 1952

Mono Recesses
folder 10

Correspondence 1953
folder 11

Roster 1953

Bear Creek
Subseries 6.2: Subject Files, 1942-1991

folder 12

Correspondence 1954

folder 13

Roster 1954

Minaret Lake

folder 14

Correspondence 1955

folder 15

Aides 1955

folder 16

Commissary 1955

folder 17

Condition of camp site 1955

folder 18

Doctors 1955

folder 19

Equipment 1955

folder 20

Information 1955

folder 21

Leaders 1955

folder 22

Management 1955

folder 23

Packers 1955

folder 24

Report to Directors 1955

folder 25

Rosters 1955

Emerald Lake

folder 26
Subseries 6.2: Subject Files, 1942-1991

Correspondence 1956
folder 27

Accounting 1956
folder 28

Aides 1956
folder 29

Book 1956
folder 30

Commissary 1956
folder 31

Doctors 1956
folder 32

Equipment 1956
folder 33

Insurance 1956
folder 34

H. Stewart Kimball 1956
folder 35

Leaders 1956
folder 36

Scudder Nash 1956
folder 37

Naturalists 1956
folder 38

Packing costs 1956
folder 39

Publicity 1956
folder 40

Requests for one week stay 1956
folder 41

Rosters 1956
folder 42

U.S. Forest Service 1956
Iron Mountain

folder 43

Correspondence 1957

folder 44

Accounting 1957

folder 45

Assistant Manager 1957

folder 46

Commissary 1957

folder 47

Doctors 1957

folder 48

Equipment 1957

folder 49

Kimball, H. Stewart 1957

folder 50

Leaders 1957

folder 51

Nash, Scudder 1957

folder 52

Naturalists 1957

folder 53

Packing costs 1957

folder 54

Publicity 1957

folder 55

Refunds 1957

folder 56

Requests for one week stay 1957

folder 57

Rosters 1957

folder 58
U.S. Forest Service 1957

Mount Lamarck

folder 59

Correspondence 1958

folder 60

Accounting 1958

folder 61

Budget planning 1958

folder 62

Commissary 1958

folder 63

Doctors 1958

folder 64

Equipment 1958

folder 65

Kimball, H. Stewart 1958

folder 66

Leaders 1958

folder 67

Manager 1958

folder 68

Nash, Scudder 1958

Ctn. 47, folder 1

Naturalists 1958

folder 2

Packing costs 1958

folder 3

Publicity 1958

folder 4

Refunds 1958

folder 5

Rosters 1958
Subseries 6.2: Subject Files, 1942-1991

folder 6

Special reports 1958

folder 7

Supplies 1958

folder 8

U.S. Forest Service 1958

Piute Creek

folder 9

Correspondence 1959

folder 10

Accounting 1959

folder 11

Budget planning 1959

folder 12

Commissary 1959

folder 13

Doctor 1959

folder 14

Equipment 1959

folder 15

Field Manager 1959

folder 16

Field Manager, Assistant 1959

folder 17

Holbrook, Wales R. 1959

folder 18

Kimball, H. Stewart 1959

folder 19

Leader 1959

folder 20

Miscellanea 1959

folder 21
Naturalists 1959
folder 22

Packing costs 1959
folder 23

Publicity 1959
folder 24

Refunds 1959
folder 25

Roster 1959
folder 26

Special reports 1959
folder 27

Supplies 1959
folder 28

U.S. Forest Service 1959

Midnight Lake
folder 29

Correspondence 1960
folder 30

Accounting 1960
folder 31

Budget planning 1960
folder 32

Commissary 1960
folder 33

Doctor 1960
folder 34

Equipment 1960
folder 35

Field Manager 1960
folder 36

Field Manager, Assistant 1960
folder 37

Wales R. Holbrook 1960

folder 38

Insurance 1960

folder 39

H. Stewart Kimball 1960

folder 40

Leader 1960

folder 41

Miscellanea 1960

folder 42

Naturalists 1960

folder 43

Packing costs 1960

folder 44

Publicity 1960

folder 45

Refunds 1960

folder 46

Roster 1960

folder 47

Special reports 1960

folder 48

Supplies 1960

folder 49

U.S. Forest Service 1960

Baboon Creek

folder 50

Correspondence 1961

folder 51

Accounting 1961
Budget planning 1961
folder 53

Commissary 1961
folder 54

Doctor 1961
folder 55

Field Manager 1961
folder 56

Field Manager, Assistant 1961
folder 57

Holbrook, Wales R. 1961
folder 58

Kimball, H. Stewart 1961
folder 59

Leader 1961
folder 60

Miscellanea 1961
folder 61

Naturalists 1961
folder 62

Packing costs 1961
folder 63

Publicity 1961
folder 64

Reports 1961
folder 65

Roster 1961
folder 66

Supplies 1961
folder 67

U.S. Forest Service 1961

Margaret Lake
folder 68

Correspondence 1962

folder 69

Accounting 1962

folder 70

Budget planning 1962

folder 71

Commissary 1962

folder 72

Doctor 1962

folder 73

Field Manager 1962

folder 74

Field Manager, Assistant 1962

folder 75

Holbrook, Wales R. 1962

folder 76

Insurance 1962

folder 77

Kimball, H. Stewart 1962

folder 78

Leader 1962

folder 79

Miscellanea 1962

folder 80

Naturalists 1962

folder 81

Packing costs 1962

folder 82

Publicity 1962

folder 83

Refunds 1962

folder 84
Subseries 6.2: Subject Files, 1942-1991

Reports 1962
folder 85

Roster 1962
folder 86

Supplies 1962
folder 87

U.S. Forest Service 1962

Bear Creek Spire
Ctn. 48, folder 1

Correspondence 1963
folder 2

Accounting 1963
folder 3

Budget planning 1963
folder 4

Commissary 1963
folder 5

Doctor 1963
folder 6

Equipment 1963
folder 7

Field Manager 1963
folder 8

Field Manager, Assistant 1963
folder 9

Holbrook, Wales R. 1963
folder 10

Insurance 1963
folder 11

Kimball, H. Stewart 1963
folder 12

Leader 1963
folder 13

Miscellanea 1963

folder 14

Naturalists 1963

folder 15

Packing costs 1963

folder 16

Publicity 1963

folder 17

Refunds 1963

folder 18

Reports 1963

folder 19

Supplies 1963

folder 20

U.S. Forest Service 1963

folder 21

Burro Trips 1941-61

folder 22

Dinosaur Trips 1954-60

folder 23-31

Hawaii Trip 1962-72

folder 32

International Trips 1960-65

folder 33

Knapsack Trip 1941-61, n.d.

folder 34

River Trips 1955-62

volume Vol. 15

Service Trips 1958-60

Ctn. 48, folder 35

Special Trips 1959-62

folder 36
Wilderness Threshold Trips 1960-61
folder 37

Outing Review Task Force 1986
folder 38

Personnel Committee 1978-87
folder 39

Phone Mail Solicitation Task Force 1983-84
folder 40-43

Planning Committee 1966-87
folder 44
   Rosters 1982-87
folder 45

Policy Review Committee 1957
folder 46-48

Population Committee 1965-86, n.d.
folder 49
   Rosters 1975-85, n.d.
folder 50

Power Policy Study Committee 1971
folder 51

Public Affairs Committee 1980-81, 1987
folder 52

Public Lands Campaign Steering Committees 1980-81, n.d.
Ctn. 49, folder 1

folder 2
   Newsletters 1983-87
folder 3
   Rosters 1976-83
folder 4-10

Publications Committee 1961-87
folder 11-15

Minutes 1960-74
folder 16

Minutes, draft 1967-68

folder 17-18

Notices of meetings and agendas 1962-71

folder 19

Rosters 1971-85

folder 20

Pyramid Lake Task Force 1975

folder 21

Regional Fund Appeals Ad Hoc Task Force 1974-76

folder 22

Reorganization Committee 1971

folder 23

Revenue Sharing Task Force 1984

folder 24


folder 25

River Touring Committee 1954-71, n.d.

folder 26


folder 27

Sierra Advisory Committee 1985-87, n.d.

Ctn. 50, folder 1-14

Sierra Club Committee on Political Education (SCCOPE) 1975-87, n.d.

folder 15-17

Budgets (FY 1984-1987) 1983-86

folder 18

By-laws 1982

folder 19

Campaign Manager's Manual n.d.

folder 20

Clippings 1976-82

folder 21
Compliance guidelines 1984-85
folder 22

Congressional elections (1985) 1984-86
folder 23

“Election Action Bulletin” 1985-86
folder 24

Fund raising requests 1981-84
folder 25

Fund raising summary (FY 1985) 1984-85
folder 26

Green Vote Handbook 1982
folder 27

Mondale-Ferraro endorsement 1984-85
folder 28

National Electoral Organizing Workshop 1986
folder 29

Platform for the 1988 Election 1988
folder 30

Republican Party 1984-85
folder 31

SCCOPE-endorsed candidates 1984
folder 32

SCCOPE Evaluation Task Force 1984
folder 33-49

SCCOPE meetings 1982-86
folder 50

SCCOPE option on dues renewal 1983-84
folder 51

SCCOPE reception and dinner 1983-84
folder 52

SCCOPE reception for Bruce Babbitt 1985
folder 53

SCCOPE reception for Congress members 1985
folder 54

U.S. Federal Elections Commission 1980-83

folder 55

Use of Sierra Club mailing lists 1983-85

folder 56-57

Washington, D.C. dinners 1985-88

Ctn. 51, folder 1-4

Sierra Club Committees, general 1955-90, n.d.

Sierra Club Council, Wilderness Classification Study Committee

folder 5


folder 6

Arctic National Wildlife Refuge 1970-71

folder 7

Gates of the Arctic National Park and Preserve 1970

folder 8

Kachemak Bay State Wilderness Park 1970

folder 9

Kenai National Moose Range (proposed) 1970-71

folder 10

Scenic and Wilderness Resource Study 1972

folder 11

Tongass National Forest 1972

folder 12

Arizona 1969-73

folder 13

Kofa National Wildlife Refuge 1965-68

folder 14

Arkansas 1971

California

folder 15
Cache Creek Wilderness (proposed) 1972
folder 16-17

Carson-Iceberg Wilderness 1965-73
folder 18

Devil's Peak and Palisade Creek n.d.
folder 19

Eldorado National Forest 1972
folder 20

Two Peaks Wilderness (proposed) 1972
folder 21

Hoover Wilderness 1971-72
folder 22

King Range National Conservation Area 1970-73
folder 23

Klamath National Forest - Salmon-Scott Divide Wilderness (proposed) 1967
folder 24

Lassen Volcanic National Park 1966-73
folder 25

Clippings 1965-71
folder 26

Indian claims (Indians of North America) 1972-73
folder 27

Maps n.d.

Los Padres National Forest
folder 28

Bear Canyon Wilderness (proposed) n.d.
folder 29

Miller Canyon and Church Creek 1972
folder 30

Mendocino National Forest 1972
folder 31

Black Butte River Wilderness 1972
folder 32

Forks Ridge Wilderness (proposed) 1972

folder 33

Thomas Creek Wilderness (proposed) 1973

folder 34

Minaret Summit Corridor Wilderness (proposed) n.d.

Modoc National Forest

folder 35

Buck Mountain Wilderness (proposed) n.d.

folder 36

Mount Hoffman Wilderness (proposed) 1972-73

folder 37

Monarch Wilderness (proposed) 1971-73

folder 38

Pinnacles National Monument 1966-73

folder 39

Clippings 1967

folder 40

San Joaquin Wilderness (proposed) 1968-73

folder 41-42

Sequoia National Park 1965-73

folder 43-44

Kern Plateau 1970-71

folder 45

Mineral King 1966-77

folder 46

Shasta National Forest - Mount Eddy Wilderness (proposed) 1972

folder 47

Chowchilla Wilderness (proposed) 1972-73

folder 48
Grand Bluff Wilderness (proposed) 1972
folder 49

Kaiser Peak Wilderness (proposed) 1972-73
Ctn. 52, folder 1

Quadruple Divide Wilderness 1972
folder 2

Six Rivers National Forest 1972
folder 3

Castle Peaks Wilderness 1972
folder 4

Castle Rock Wilderness (proposed) 1972
folder 5

Elk Camp Ridge Wilderness (proposed) 1972

Stanislaus National Forest
folder 6

Cascade Wilderness (proposed) 1972
folder 7

Calaveras Dome Wilderness (proposed) 1972
folder 8

Double Dome Wilderness (proposed) 1972
folder 9

Jawbone Wilderness (proposed) 1972
folder 10

Sando Meadow Wilderness (proposed) n.d.
folder 11

Tahoe National Forest 1972
folder 12

Craycroft Ridge Wilderness (proposed) 1972
folder 13

Stampede Reservoir n.d.
folder 14

Starr Ridge Wilderness (proposed) 1972
folder 15

Webber Peak Wilderness (proposed) 1972

Trinity National Forest
folder 16

Chancelulla Peak Wilderness 1972
folder 17

Eagle Rock Wilderness (proposed) 1972
folder 18

Hermit Rock Wilderness (proposed) n.d.
folder 19

Pattison Peak Wilderness (proposed) 1972
folder 20

Ventana Wilderness 1964-71
folder 21

Yolla Bolly-Middle Eel Wilderness 1971
folder 22

Colorado 1970-73
folder 23

Uncompahgre Wilderness 1970-74
folder 24

Idaho 1973
folder 25

Salmon River Breaks Primitive Area 1964-71
folder 26

Weitas area 1972-73

Kentucky
folder 27

Mammoth Cave National Park 1967-71
folder 28

Montana 1970-73
folder 29
Absaroka-Beartooth Wilderness 1972
folder 30

Beartooth Wilderness (proposed) 1966-69
folder 31

Charles M. Russell National Wildlife Refuge 1967-74
folder 32

Maps n.d.
folder 33

Crazy Mountains n.d.
folder 34

Feather Woman Wilderness (proposed) 1973, n.d.
folder 35

Henry, Mount 1973
folder 36

Hyalite Peak 1972
folder 37

Pioneer Mountains 1971-73
folder 38

Nevada 1972-73
folder 39

Maps n.d.
folder 40

Santa Rosa Range 1972
folder 41

Schell Creek 1973
folder 42

Wildcat Peak 1974
folder 43

New Mexico 1971-73
folder 44

Oregon 1971-73
folder 45

Mount Jefferson Wilderness 1966-69
folder 46

Clippings 1966-68

South Carolina

folder 47

Cape Romain National Wildlife Refuge 1970-71

folder 48

Southern Appalachian Slope National Recreation Area 1971, n.d.

folder 49

Utah 1966-73, n.d.

folder 50

Cedar Breaks National Monument 1966-68

folder 51

High Uintas Primitive Area 1974

folder 52

Zion National Park 1973

Virginia

folder 53

Shenandoah National Park 1966-67, 1973

Washington

folder 54

Olympic National Park 1972-73

folder 55

Wyoming 1972-73

folder 56

Clippings 1966-67

folder 57

Maps n.d.

folder 58

Stratified Wilderness (proposed) 1966-67, n.d.

Ctn. 53, folder 1
Sierra Club Regional Conservation Committees 1972-83, n.d.
folder 2

Regional Vice-Presidents Forum Report 1979-86
folder 3

folder 4

Sierra Ski Club and Winter Sports Committee 1955, 1961, 1968
folder 5

Southern California Conservation Committee 1967
folder 6

Southern California Regional Conservation Committee 1967-84, n.d.
folder 7-8

Minutes 1970-80
folder 9

Notices of meetings and agendas 1971-80
folder 10

Rosters 1968-72
folder 11

Southern Plains Regional Conservation Committee 1975-86
folder 12

Minutes 1974-83
folder 13

Rosters 1975, 1977
folder 14

Southwest Regional Conservation Committee 1972-86
folder 15

Minutes 1971-78
folder 16

Space Patrol Task Force 1984
folder 17

Special Committee on Honoring Mr. Colby 1949
folder 18

Special Committee to the President and Executive Committee 1945-46
Subseries 6.2: Subject Files, 1942-1991

- folder 19
  - Special Events Committee 1953-54
- folder 20
  - State Entities Task Force 1986-87
- folder 21
  - Survival Committee 1970-72
- folder 22
- folder 23
  - Training Program Consolidation Task Force 1985
- folder 24
  - Transportation Committee 1975-81
- folder 25-26
  - Urban Environment Committee 1977-87, n.d.
- folder 27
  - City Care Conference 1979
- folder 28
  - Rosters 1982, 1984
- folder 29
  - U.S.-Canadian Task Force 1981-83
- folder 30
- folder 31
  - Annual reports 1948-54
- folder 32
  - Minutes 1954-56
- folder 33
  - Volunteer Fund Raising Committee 1979-83
- folder 34
- folder 35
  - Water Quality Task Force 1977-78
- folder 36
Subseries 6.2: Subject Files, 1942-1991

Water Resources Committee 1970-86
folder 37

Newsletter 1983-84
folder 38

Wilderness Committee 1972-81, n.d.
folder 39

Minutes 1973, 1980
folder 40

Rosters 1973-80
Ctn. 54, folder 1

Wildlife Administration and Pest Control Committee 1946, 1955
folder 2-3

Wildlife Committee 1970-87
folder 4

Rosters 1973-88
folder 5

Winter Sports Committee 1938-74, n.d.
folder 6

Annual reports 1945-68
folder 7

Avalanches 1951, 1953, n.d.
folder 8

Clippings 1937-54
folder 9

Hunts 1935-56, n.d.
folder 10

Minutes 1946-59
folder 11

Rosters 1952-71
folder 12

Ski badges 1940-45, 1951
folder 13

Ski mountaineers 1937-54, n.d.
Subseries 6.2: Subject Files, 1942-1991

folder 14

**Ski patrol 1940-56, n.d.**

folder 15

**Skis and skiing - Accidents and injuries 1938-53**

folder 16

**Women's Outreach Committee 1978**

Yosemite Task Force

folder 17-22

**Correspondence 1972-77, n.d.**

folder 23

**American Indian Council of Mariposa County 1970-77**

folder 24

**Badger Pass sewage disposal 1975-76**

folder 25

**Badger Pass ski area 1972-75**

folder 26

**Bears - Management 1974-75**

folder 27

**Beverage containers deposit system 1976-77**

folder 28

**Bus travel 1975-77**

folder 29

**Camp sites - Reservations 1975**

folder 30-34

**Concessions 1947-77, n.d.**

folder 35

**Conservation Foundation 1975**

folder 36

**Curry Village 1974**

folder 37

**Cycling paths 1974**

folder 38
El Portal sewage disposal 1974-75
folder 39

Fish Camp 1976
folder 40

Forest fires 1974-76

Ctn. 55, folder 1
Friends of Yosemite 1974-76
folder 2

Gold courses 1975
folder 3

Hetch Hetchy Valley 1974-76
folder 4

High Sierra Camps sewage disposal 1973-75
folder 5

Karlnsky, Martin 1975
folder 6

Law enforcement 1976
folder 7-9

LeConte Memorial Lodge 1941, 1973-76
oversize Oversize Folder, folder 1

Floor plan 1974, 1990
folder 10

Leonard, Richard M. 1968-75
folder 11

Little Yosemite Valley 1973-75
folder 12

Minutes 1972-75
folder 13

Other environmental organizations 1974-75
folder 14

Research projects 1974-76
folder 15

Snowmobiles 1974-75
Subseries 6.2: Subject Files, 1942-1991

folder 16
Soda Springs camp site 1972-77

folder 17
Solar energy 1975

folder 18
Stanford Research Institute visitor survey 1974

folder 19
Transportation Study Summary 1974

folder 20
Turnage, William 1974-75

folder 21
U.S. National Park Service visitor use survey 1975

folder 22
Water-Analysis in Yosemite National Park 1972-77

folder 23
Wawona Hotel sewage disposal 1975-76

folder 24
Western Regional Advisory Committee - U.S. National Park Service 1975-76

folder 25
Williams, Chuck 1975

folder 26-30
Yosemite Master Plan 1968-76

folder 31
Yosemite National Park (Calif.) 1970-75

folder 32
Backcountry Management Plan 1973-77

folder 33
Clippings 1974-77

Yosemite Park and Curry Company

folder 34-35
Correspondence 1974-76

folder 36
Subseries 6.2: Subject Files, 1942-1991

---

**Clippings 1974-76**
folder 37

**Contract with U.S. National Park Service 1963**
folder 38

**Yosemite Planning Workbook 1977**

---

Ctn. 56, folder 1

**General 1953-78**
folder 2-3

**Inquiries re chapter and group formation 1969-78**
folder 4

**Alaska 1968-77**
folder 5

**American Samoa 1971-72**
folder 6-7

**Angeles 1954-72**
folder 8

**Conservation Committee 1954-68**
folder 9

**Executive Committee 1954-71**
folder 10-12

**Atlantic 1957-75**
folder 13

**Executive Committee 1966-75**
folder 14

**British Columbia 1969-77**
folder 15

**Chattahoochee 1970-74**
folder 16

**Connecticut 1972-75**
folder 17

**Cumberland 1970-75**
folder 18

Dacotah 1972-76
folder 19

Delta 1969-72
folder 20

England 1972-74
folder 21

Florida 1970-74
folder 22

Grand Canyon 1963-74
folder 23-25

Great Lakes 1958-78
folder 26

Hawaii 1972, 1979
folder 27

Hoosier 1975
folder 28

Kansas 1970-75
Ctn. 57, folder 1

Kern-Kaweah 1957-74
folder 2

Executive Committee 1968-74
folder 3

John Muir 1962-77
folder 4

Joseph LeConte 1970-73
folder 5-6

Loma Prieta 1941-76
folder 7-8

Lone Star 1965-81
folder 9-10

Los Padres 1952-77
folder 11
Mackinac 1963-69
folder 12-13

Mother Lode 1953-77
folder 14

Nebraska 1970-76
folder 15

New England 1970-76
folder 16-17

New Jersey 1971-78
folder 18

North Star 1960-75
folder 19

Northern Rockies 1970-76
folder 20

Ohio 1968-74
folder 21

Oklahoma 1970-74
folder 22

Old Dominion 1973-77
folder 23

Ontario 1970-74
folder 24

Ozark 1971-74
folder 25-27

Pacific Northwest 1953-77
Ctn. 58, folder 1-3

Executive Committee 1955-71
folder 4

Membership 1958-65
folder 5

Miscellanea and clippings 1956-67
folder 6

Pennsylvania 1972-77
Subseries 6.2: Subject Files, 1942-1991

- folder 7-8
  - Potomac 1961-78
  - folder 9
  - Puerto Rico 1971-76
  - folder 10-11
  - Redwood 1957-75
  - folder 12
    - "Economic Report for Mendocino County" 1965
  - folder 13
  - Rio Grande 1963-67
  - folder 14
  - Riverside 1946-67
  - folder 15
  - Rocky Mountain 1965-71
  - folder 16
  - San Diego 1959-67
  - folder 17
  - San Francisco Bay 1949-72
  - folder 18
    - Clippings and Miscellanea 1955-65
  - folder 19
  - Santa Lucia 1968
  - folder 20
  - Southeast 1968, 1971
  - folder 21
  - Southern California 1940-53
  - folder 22
    - Sierra Club vs. W. E. Andrews 1947-50
  - folder 23
    - Transcript 1949
  - folder 24
  - Tehipite 1953-67
  - folder 25
Toiyabe 1955-68
  folder 26

Ventana 1958-69

Ctn. 59, folder 1

Accidents 1950-56
  folder 2
    Clippings 1945-53
      folder 3

Action for a Regional Environmental Agency 1971
  folder 4

Adirondack Mountain Preserve (N.Y.) 1953, 1960-67
  folder 5

Admiralty Island (Alaska) 1956-57
  folder 6

Agua Tibia Wilderness (Calif.) 1957-65, 1971
  folder 7
    Maps n.d.
      folder 8

Air - Pollution 1953-71
  folder 9

Alabama Hills (Calif.) 1953

Alaska
  folder 10-11
    Correspondence 1949, 1956-65
      folder 12
      Memoranda and clippings 1961-63
        folder 13
      Press releases 1957-61
<table>
<thead>
<tr>
<th>Folder</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>14</td>
<td>Project Chariot 1960-61</td>
</tr>
<tr>
<td>15</td>
<td>Trans-Alaska Pipeline 1971-72</td>
</tr>
<tr>
<td>16</td>
<td>Allagash River Wilderness (Me.) (proposed) 1960-66</td>
</tr>
<tr>
<td>17</td>
<td>Alpine Lakes Wilderness (Wash.) 1959-63</td>
</tr>
<tr>
<td>18</td>
<td>American Association for Conservation Information 1966, 1968</td>
</tr>
<tr>
<td>19</td>
<td>Americans for Democratic Action, California Chapter 1965</td>
</tr>
<tr>
<td>20</td>
<td>American Forestry Association 1956-57</td>
</tr>
<tr>
<td>21</td>
<td>American Motors Company 1963</td>
</tr>
<tr>
<td>22</td>
<td>Angel Island (Calif.) 1948, 1951-53</td>
</tr>
<tr>
<td>23</td>
<td>Anza-Borrego Desert State Park (Calif.)</td>
</tr>
<tr>
<td>24</td>
<td>Correspondence 1948, 1952-65</td>
</tr>
<tr>
<td>25</td>
<td>Reports and Maps 1957-58</td>
</tr>
<tr>
<td>26</td>
<td>Appalachian Trail 1965-66</td>
</tr>
<tr>
<td>27</td>
<td>Assateague Island National Seashore (Md. and Va.) 1965</td>
</tr>
<tr>
<td>28</td>
<td>Beaches - Access 1965</td>
</tr>
<tr>
<td>29</td>
<td>Big Basin Redwoods State Park (Calif.) 1956-63</td>
</tr>
</tbody>
</table>
Big Bend National Park (Tex.) 1953-54
folder 30

Billboards 1952-67
folder 31

Bob Marshall Wilderness (Mont.) 1952-65

Bodega Bay (Calif.)
folder 32-35

Correspondence 1958-65
folder 36-37

Clippings 1958-65
Ctn. 60, folder 1-2

Miscellanea 1958-67
folder 3

Northern California Association to Preserve Bodega Head and Harbor 1962-64
folder 4-5

Press releases 1963-64
folder 6

Public Utilities Commission 1962-63
folder 7

Bolinas Lagoon (Calif.) 1956-57
folder 8-10

Boundary Waters Canoe Area (Minn.) - Correspondence 1960-65
folder 11

Brewer, Mount (Calif.). 1902
folder 12

Bridge Canyon Dam (Colo.) 1953, 1957
folder 13

Bridger Jack Mesa Wilderness (Utah) 1955-65
folder 14

Bristlecone pine - White Mountains (Calif. and Nev.) 1953-62
folder 15

Buffalo River (Ark.) 1960-65
Subseries 6.2: Subject Files, 1942-1991

folder 16

Burning of land 1956-61

Butano Forest State Park (Calif.)
folder 17

Correspondence 1947-58
folder 18

Clippings 1945-55
folder 19

Memoranda 1948-55

Calaveras Big Trees (Calif.)
folder 20

Correspondence 1948-59, n.d.
folder 21

Clippings 1907, 1953-55
folder 22

California Citizens Conservation Crusade Committee 1964
folder 23

California Conservation Council 1948-72

California Department of Fish and Game
folder 24

Correspondence 1953-59
folder 25

Agendas, newsletters, and program report 1953, 1967
folder 26

Minutes 1952-55
folder 27

Press releases 1953-65
folder 28

California Department of Natural Resources 1958
folder 29
Subseries 6.2: Subject Files, 1942-1991

California Department of Water Resources 1953-61

California Division of Beaches and Parks
folder 30

Correspondence 1950-52
Ctn. 61, folder 1

Correspondence 1953-65
folder 2

Agendas and minutes 1950-52
folder 3

Clippings, press releases, and legislation 1951-66
folder 4

Five year master plan 1957-65
folder 6

Miscellanea 1950, 1961-66
folder 6

California Division of Parks 1929-50
folder 7

California Division of Recreation 1955
folder 8

California Forest Practices Act 1960-65

California Parks and Recreation Bond
folder 9

Correspondence 1962-65
folder 10

Advertising 1962-64
folder 11

Clippings 1961-64
folder 12

Financial contributions 1964
folder 13

Financial statements 1963-64
Subseries 6.2: Subject Files, 1942-1991

folder 14

Memoranda and reports 1964

folder 15

Miscellanea 1963-64

folder 16

California poppy 1912

California Public Outdoor Recreation Plan Committee

folder 17

Correspondence 1957-62

folder 18

Minutes and agendas 1957-59

folder 19

Miscellanea 1957-60

folder 20

Statements 1958-59

folder 21

California Recreation Commission 1950-57

folder 22

California State Chamber of Commerce 1952-56

folder 23-26

California State Legislature 1953-59

California State Park Commission

Ctn. 62, folder 1

Correspondence 1952-65

folder 2

Agendas 1953-65

folder 3

Minutes 1960-65

folder 4

California State Water Resources Board 1956-62

folder 5
California Tomorrow 1961-62, 1971
folder 6

California Water Plan 1956-65
folder 7

California Water Pollution Control Board 1950-53
folder 8

Camping - Equipment and supplies n.d.
folder 9

Canyonlands National Park (Utah) 1961
folder 10

Cape Cod National Seashore (Mass.) 1961-64
folder 11

Cape Lookout National Seashore (N.C.) 1965
folder 12

Carpinteria State Beach (Calif.) 1957-58
folder 13

Cartoons and caricatures n.d.
folder 14

Cassiar Primitive Area (B.C.) 1956-57
folder 15

Castle Peaks Wilderness (Calif.) 1960-61
folder 16

Cattle 1956
folder 17

Cave preservation 1958-64
folder 18

Central Arizona Project 1949-68
folder 19

Central Valley Project (Calif.) 1954-56

Channel Islands National Park (Calif.)
folder 20

Correspondence 1959-66
Subseries 6.2: Subject Files, 1942-1991

folder 21

   Clippings 1961-69

folder 22

   Chiricahua Wilderness (Ariz.) 1952-53

folder 23

   Chiwawa River (Wis.) 1965

folder 24

   Citizens' Committee for the Outdoor Recreation Resources Review Commission 1963-65

folder 25

   Citizens' Committee on Natural Resources 1958-61, 1964

folder 26

   Citizens for Regional Recreation and Parks in the San Francisco Bay Area 1961-63

folder 27

   Claremont Conservation Conference, 2nd 1956


Clean camps

folder 28-29

   Correspondence 1948-55

folder 30

   Clippings 1952-54

folder 31

   Coastal zone management 1957-62

folder 32

   Colby, William Edward 1956-62

folder 33

   Coloma Reservoir (Calif.) (proposed) 1954-55

folder 34

   Colorado Mountain Club, The 1937, 1940

folder 35

   Colorado Open Space Coordinating Council 1965-67


   Colorado River Basin Bill

Ctn. 63, folder 1
Correspondence and press releases 1950-65
folder 2

Clippings 1953-63
folder 3

Columbia Basin Interagency Committee 1955-56
folder 4

Columbia River Basin 1953-63
folder 5-6

Clippings 1953-63

Dams (proposed)
folder 7-8

Clearwater River 1953-63
folder 9

McKenzie River 1954-57
folder 10

Hells Canyon National Recreation Area (Or. and Idaho) 1953
folder 11

Hydroelectric dams (proposed) 1953-57
folder 12

Maps n.d.
folder 13

Reports 1955-56
folder 14

Commonwealth Club of California 1950-62
folder 15

Forests and Recreation 1955-62
folder 16

Water Problems 1955-62
folder 17

Conference on Man in California 1963

Conservation
Subseries 6.2: Subject Files, 1942-1991

folder 18

  Correspondence 1953-59

folder 19

  Clippings 1953-59

folder 20

  Conservation campaigns 1954-57

folder 21

  Conservation Education Work Conference, 2nd 1954

Conservation - Law and legislation

folder 22

  Correspondence 1955-56

folder 23

  Clippings 1956

folder 24

  Conservation Law Society of America 1965-67

folder 25

  Cooperating publications 1955

folder 26

  Cougar Lakes Wilderness (Wash.) 1962-63

folder 27

  Council of Conservationists 1954-57

folder 28

  Crisler Program 1949-50

folder 29

  Cucamonga Wilderness (Calif.) 1954-55

Ctn. 64, folder 1

  Dally, Robert 1954-55

folder 2

  Dams 1931-66

folder 3

  Dams (Calif.) 1965

folder 4
Dana, Mount (Calif.) 1939-68
  folder 5
  
  Maps n.d.
  folder 6

Death Valley National Monument (Calif. and Nev.) 1957-64
  folder 7

Delta Region (Calif.) 1960-65
  folder 8

Desert Protective Council, Inc. 1964-65
  folder 9-10

Desolation Wilderness (Calif.) 1956-58
  folder 11
  
  Sacramento Municipal Utility District 1954-56
  folder 12

Devils Postpile National Monument (Calif.) 1911, 1952-58
  folder 13

Diablo Canyon (Calif.) 1963-68
  folder 14

Dinosaur National Monument (Colo. and Utah) 1938-56
  folder 15-24
  
  Correspondence 1950-1954
  Ctn. 65, folder 1-22
  Correspondence 1954-1958
  Ctn. 66, folder 1-2
  
  Correspondence 1959-62, n.d.
  folder 3
  
  This Is Dinosaur 1953-55
  folder 4-20
  
  U.S. Congress and Eisenhower Administration 1950-59
  folder 21-24
  
  U.S. Department of the Interior 1950-59
  Ctn. 67, folder 1-2
  
  Wilderness River Trail (film) 1952-55
Subseries 6.2: Subject Files, 1942-1991

folder 3-5

**Articles 1949-56, n.d.**

folder 6-7

**Articles (drafts) ca. 1950s**

folder 8

**Associations, and Administrative agencies 1950-55**

folder 9

**American Association for the Advancement of Science 1954**

folder 10

**Angrilantes, The 1955-56**

folder 11

**Appalachian Mountain Club, The 1954**

folder 12

**Associated Sportsmen of America 1954-55**

folder 13

**California Conservation Council 1954**

folder 14

**California Wildlife Federation 1955**

folder 15

**Chicago Conservation Council 1954-57**

folder 16

**Citizen's Committee on Natural Resources 1955-57**

folder 17

**Colorado Citizens' Committee 1954-55**

folder 18

**Colorado River Association 1954-55**

folder 19

**Colorado Water Conservation Board 1954**

folder 20

**Congress of Industrial Organizations 1953-55**

folder 21

**Conservation News Service 1953-54**

folder 22
Subseries 6.2: Subject Files, 1942-1991

Council of Conservationists 1954-57
folder 23

Emergency Committee on Natural Resources 1953-54
folder 24

Federation of Western Outdoor Clubs 1953-54
folder 25

Izaak Walton League of America 1950-57
folder 26

National Association of Manufacturers 1955
folder 27

National Association of Soil Conservation Districts 1954
folder 28

National Parks Association 1950-57
folder 29

National Reclamation Association 1953-55
folder 30

National Watershed Congress 1954
folder 31

National Wildlife Federation 1954-57
folder 32

Outdoor Writers Association of America 1954-55

Sierra Club
folder 33

Memoranda 1950-57
folder 34-38

Mimeo files 1950-57
folder 39

Miscellanea 1955-57
folder 40

Press releases 1954-55
folder 41

Testimony 1955
Subseries 6.2: Subject Files, 1942-1991

- Task Force on Water Resources and Power 1954
  - folder 42

- Trustees for Conservation 1955-56
  - folder 43

- U.S. Bureau of Reclamation 1951-53
  - folder 44

- U.S. Chamber of Commerce 1955
  - folder 45

- U.S. Department of the Interior 1936-55
  - folder 46

- U.S. National Park Service 1950-61
  - folder 47

- Utah Committee for a Glen Canyon National Park 1954-55
  - folder 48

- Utah Water Users Association 1954-55
  - folder 49

  - Ctn. 68, folder 1

- Wilderness Society 1950-58
  - folder 2

- Wildlife Management Institute 1950-55
  - folder 3

- Bills, Legislative 1950-60
  - folder 4-22

- Clippings 1949-55
  - Ctn. 69, folder 1-13

- Clippings 1955-60, n.d.
  - folder 14-21

- Colorado River Storage Project 1951-56, n.d.
  - folder 22-23

- Congressional Record 1952-54
  - Ctn. 70, folder 1-3
Subseries 6.2: Subject Files, 1942-1991

Congressional Record 1955-60
folder 4-5

Echo Park Dam 1950-62, n.d.
folder 6

Report ca. 1950s
folder 7

Evaporation 1954
folder 8

Glen Canyon Dam 1955
folder 9

Green River Canyons National Park (Colo. and Utah) (proposed) ca. 1953-55
folder 10

Maps n.d.
folder 11

Miscellanea 1925-75, n.d.
folder 12

Outings 1953-57
folder 13-14

Pamphlets 1954-56, n.d.
folder 15

Press releases 1951-56
folder 16

Reclamation of land 1952-55
folder 17

Requests for information 1954-55

Testimony
folder 18

Before U.S. Secretary of the Interior 1950
folder 19-24

Before U.S. House of Representatives, Committee on Interior and Insular Affairs 1954-55
folder 25

Miscellanea 1954-55, n.d.
folder 26

**U.S. Congress 1955**

guard 27

*Wilderness River Trail (film) 1954*

Ctn. 71, folder 1

**Dome Land Wilderness (Calif.) 1962-63**

folder 2

**East Bay Municipal Utility District 1957-58**

folder 3

**Eastern Wilderness Areas Act 1973**

Ecology

folder 4

**Correspondence and law and legislation 1955-65**

folder 5

**Clippings 1964-65**

folder 6

**Eleanor, Lake (Calif.) 1965**

folder 7

**Elysian Park (Calif.) 1965**

**Emerald Bay State Park (Calif.)**

folder 8

**Clippings 1953-59**

folder 9

**Protests 1955-63**

folder 10

**Emigrant Wilderness (Calif.) 1953-58**

folder 11

**Endangered species 1963-67**

folder 12

**Energy resources 1956**

folder 13
<table>
<thead>
<tr>
<th>Subseries 6.2: Subject Files, 1942-1991</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Environmental Defense Fund, Inc. 1972</strong></td>
</tr>
<tr>
<td>folder 14-15</td>
</tr>
<tr>
<td><strong>Environmental education 1951-67</strong></td>
</tr>
<tr>
<td>folder 16</td>
</tr>
<tr>
<td><strong>Articles 1963-67</strong></td>
</tr>
<tr>
<td>folder 17</td>
</tr>
<tr>
<td><strong>Meetings 1953-55</strong></td>
</tr>
<tr>
<td>folder 18</td>
</tr>
<tr>
<td><strong>Radio 1953-54</strong></td>
</tr>
<tr>
<td>folder 19</td>
</tr>
<tr>
<td><strong>Schools 1948-56</strong></td>
</tr>
<tr>
<td><strong>Equipment</strong></td>
</tr>
<tr>
<td>folder 20</td>
</tr>
<tr>
<td><strong>Correspondence and clippings 1949-58</strong></td>
</tr>
<tr>
<td>folder 21</td>
</tr>
<tr>
<td><strong>Catalogs n.d.</strong></td>
</tr>
<tr>
<td>folder 22</td>
</tr>
<tr>
<td><strong>Everglades National Park (Fla.) 1948-65</strong></td>
</tr>
<tr>
<td><strong>Federation of Western Outdoor Clubs</strong></td>
</tr>
<tr>
<td>folder 23-25</td>
</tr>
<tr>
<td><strong>Correspondence 1952-68</strong></td>
</tr>
<tr>
<td>folder 26</td>
</tr>
<tr>
<td><strong>Minutes 1954-65</strong></td>
</tr>
<tr>
<td>folder 27</td>
</tr>
<tr>
<td><strong>Miscellanea 1953-66</strong></td>
</tr>
<tr>
<td>folder 28-29</td>
</tr>
<tr>
<td><strong>Proceedings of conference on Northwest Wilderness (Volume 1-2) 1962</strong></td>
</tr>
<tr>
<td>folder 30-31</td>
</tr>
<tr>
<td><strong>Resolutions 1955-65</strong></td>
</tr>
<tr>
<td>folder 32</td>
</tr>
<tr>
<td><strong>Fire control 1948, 1953-64</strong></td>
</tr>
</tbody>
</table>
Subseries 6.2: Subject Files, 1942-1991

Fire Island National Seashore (N.Y.)
Ctn. 72, folder 1

Correspondence 1962-64
folder 2

Clippings 1962-65
folder 3

Press releases 1962-65
folder 4

Publications n.d.
folder 5

Firearms and Hunting 1955-65
folder 6

Flat Tops Wilderness (Colo.) 1956-65
folder 7

Flood relief 1965
folder 8

Forests and forestry 1948-73
folder 9

Clippings 1949, 1956
folder 10

Franklin Delano Roosevelt Memorial Redwood Forest (Calif.) 1946

Freeways and Roads - Standards
folder 11

Correspondence 1947-65
folder 12

Clippings 1954-68
folder 13

Memoranda and articles 1949-65
folder 14

Friends of the Earth n.d.
folder 15
Subseries 6.2: Subject Files, 1942-1991

Giant Sequoia 1941, 1948-50
folder 16

Gila Wilderness (N.M.) 1952-58
folder 17

Glacier National Park (Mont.) 1948-64
folder 18

Glacier Peak Wilderness (Wash.) 1956-61
folder 19-22
  Correspondence 1955-62
folder 23
  Clippings 1959-60
folder 24
  Maps n.d.
folder 25
  Report 1959
folder 26

Glacier View Dam (Mont.) (proposed) 1948-49
folder 27

Glaciology 1942-62
folder 28

Glen Canyon Dam (Utah and Ariz.) 1956-57
Ctn. 73, folder 1

Goethe, Mount (Calif.) 1949
folder 2

Golden Gate National Recreation Area (Calif.) 1959-62
folder 3

Granby Dam (Colo.) 1953

Grand Canyon (Ariz.)
folder 4
  Correspondence 1948-65
folder 5
  Clippings 1956-65
Subseries 6.2: Subject Files, 1942-1991

folder 6

Memoranda and brochures 1955-66

folder 7

Grand Canyon National Park (Ariz.) 1948-68

Shrine of the Ages

folder 8

Correspondence 1955-59

folder 9

Clippings 1951, 1959

folder 10

Grand Teton National Park (Wyo.) - Correspondence 1946, 1955-66

folder 11-14

Grazing 1941-65

folder 15

Clippings 1953-55

Great Basin National Park (Nev.)

folder 16

Correspondence 1955-66

folder 17

Clippings 1957-65

folder 18

Maps n.d.

folder 19

Newsletters 1959-61

folder 20

Great Salt Lake National Park (Utah) (proposed) 1960-64

folder 21

Great Smoky Mountains National Park (N.C. and Tenn.) 1960-66

folder 22

Green Mountains (Vermont) 1965

folder 23
Guadalupe Mountains National Park (Tex.) 1964-65
folder 24

Gunnison-Arkansas Transmountain Diversion Project 1952-53
folder 25

Hawaii Volcanoes National Park (Hawaii) 1959-66
folder 26

Hells Canyon Dam (Idaho and Or.) 1955-58
folder 27
   Clippings 1955-59
folder 28-30

Hetch Hetchy Valley (Calif.) 1909-30
folder 31
   Clippings 1909-13
folder 32

High Sierra Wilderness (Calif.) (proposed) 1961-64
folder 33

Hiking 1946-51
folder 34

Hooker Dam (N.M.) 1965
folder 35

Hoover Wilderness (Calif.) 1956
folder 36

Hudson River Highlands (N.Y.) 1964-67

Hunting - Parks
Ctn. 74, folder 1
   Correspondence 1953-55
folder 2
   Clippings 1953-63
folder 3-5

Hyde, Philip J. 1950-1960
folder 6

Ice Age National Scientific Reserve (Wis.) 1959-64
Subseries 6.2: Subject Files, 1942-1991

folder 7

Idaho Primitive Area (Idaho) 1963-66

folder 8

Indiana Dunes National Lakeshore (Ind.) 1956-66

Indians of North America

folder 9

Correspondence 1958-63

folder 10

Clippings 1957-60

folder 11

International conservation 1964-65

folder 12

International Union for Conservation of Nature and Natural Resources 1954-59

folder 13

International Union for the Preservation of Nature 1948-55

Izaak Walton League of America

folder 14

Correspondence 1952-59

folder 15

Memoranda and press releases 1948-63

folder 16

Jackson Hole National Monument (Wyo.) (proposed) 1947-49

folder 17

John Muir Memorial Association 1956-61

folder 18

John Muir National Historic Site (Calif.) 1952-56

folder 19

Correspondence 1953-64

Joshua Tree National Monument (Calif.)

folder 20
Correspondence 1950-62
folder 21

Clippings 1954-61
folder 22

Katmai National Park and Preserve (Alaska) 1953-71
folder 23

Kauai National Park (Hawaii) (proposed) 1964-66
folder 24-30

Kern Plateau (Calif.) 1946-66
Ctn. 75, folder 1

Kettle Moraine National Park (Wisc.) 1958
folder 2

King Mountain Range (Calif.) 1961-65
folder 3-4

Kings Canyon National Park (Calif.) 1940, 1950-64
folder 5-8
  Correspondence 1903-65
folder 9-10
  Clippings 1912-65
folder 11
  Maps 1948, 1952
folder 12
  Three-Corner Round Pack Outfits 1951-59
folder 13
  Water resources development 1958-59
folder 14
  Protests 1948-52
folder 15

Kings River Canyon (Calif.) 1901-1911
folder 16

Lake Elsinore State Park (Calif.) 1955
folder 17

Land and Water Conservation Fund 1963-65
Subseries 6.2: Subject Files, 1942-1991

folder 18

Land use 1950, 1956

folder 19

Lewis and Clark National Forest (Mont.) 1969

folder 20

Lincoln Back Country (Mont.) 1965

Litter (Trash, etc.)

folder 21

  Correspondence 1957-59

folder 22

  Clippings 1957-59

folder 23

Little Cumberland Island (Ga.) 1964-65

folder 24

Lopez Canyon Wilderness (Calif.) 1965

Los Padres National Forest (Calif.)

folder 25

  Correspondence 1951-60

folder 26

  Clippings 1951

folder 27

Lumber and Logging 1957-67

Mammoth Lake (Calif.)

  Mono Waters National Monument (Calif.) (proposed)

Ctn. 76, folder 1

  Correspondence 1952-62

folder 2

  Clippings 1953

folder 3-6
<table>
<thead>
<tr>
<th>Subseries 6.2: Subject Files, 1942-1991</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Deadman Creek 1950-57</strong></td>
</tr>
<tr>
<td>folder 7</td>
</tr>
<tr>
<td><strong>Maps n.d.</strong></td>
</tr>
<tr>
<td>folder 8</td>
</tr>
<tr>
<td><strong>Deadman Creek Recreation Area (Calif.) 1956</strong></td>
</tr>
<tr>
<td>folder 9</td>
</tr>
<tr>
<td><strong>Marble Mountain Wilderness (Calif.) 1952-53, 1961</strong></td>
</tr>
<tr>
<td>folder 10</td>
</tr>
<tr>
<td><strong>Marin Headlands (Calif.) 1956-64</strong></td>
</tr>
<tr>
<td><strong>Marincello (Calif.)</strong></td>
</tr>
<tr>
<td>folder 11</td>
</tr>
<tr>
<td><strong>Brochures, memoranda, and testimony 1965</strong></td>
</tr>
<tr>
<td>folder 12</td>
</tr>
<tr>
<td><strong>Clippings 1965</strong></td>
</tr>
<tr>
<td>folder 13</td>
</tr>
<tr>
<td><strong>Marshall, Robert 1953</strong></td>
</tr>
<tr>
<td>folder 14</td>
</tr>
<tr>
<td><strong>Mesa Verde National Park (Colo.) 1956-59</strong></td>
</tr>
<tr>
<td>folder 15</td>
</tr>
<tr>
<td><strong>Mexia, Ynez 1955</strong></td>
</tr>
<tr>
<td><strong>Military land withdrawals</strong></td>
</tr>
<tr>
<td>folder 16</td>
</tr>
<tr>
<td><strong>Clippings 1955-57</strong></td>
</tr>
<tr>
<td>folder 17</td>
</tr>
<tr>
<td><strong>Legislation, correspondence, and memoranda 1955-61</strong></td>
</tr>
<tr>
<td>folder 18</td>
</tr>
<tr>
<td><strong>Minam River (Or.) 1960-63</strong></td>
</tr>
<tr>
<td>folder 19</td>
</tr>
<tr>
<td><strong>Minarets Wilderness (Calif.) - Dana, Mount (Calif.) 1920-56</strong></td>
</tr>
<tr>
<td>folder 20</td>
</tr>
<tr>
<td><strong>Mineral King (Calif.) 1947-66</strong></td>
</tr>
</tbody>
</table>
Subseries 6.2: Subject Files, 1942-1991

folder 21

   Clippings 1948-50

folder 22

Mines and mineral resources 1956
folder 23

Mining industry 1954-67
folder 24-26

Mining law 1951-55
folder 27

   Clippings 1951-54

folder 28

Mitchell Caverns State Park (Calif.) (proposed) 1954-64
folder 29

Mokelumne Wilderness (Calif.) 1958-63
folder 30

Monument Valley (Utah) 1952-55
folder 31

Morro Bay (Calif.) 1964-65
folder 32

Moss Landing (Calif.) 1964-66
Ctn. 77, folder 1

Mount Jefferson Wilderness (Or.) 1961-68
folder 2

Mount McKinley National Park (Alaska) 1958-60

Mount Rainier National Park (Wash.)
folder 3

   Correspondence 1954-60

folder 4

   Clippings 1953-56

folder 5

   Testimony 1953-64
Mount Tamalpais State Park (Calif.)
  folder 6-7
  Correspondence 1953-65
  folder 8
  Clippings 1954-65
  folder 9
Mount Washington Wilderness (Or.) 1965
  folder 10
Mountain Home State Forest (Calif.) 1958
  folder 11
Mountaineering 1955-61
  folder 12
Muir, John 1912-56, n.d.
  folder 13
  Motion picture 1955-56
  folder 14
Muir Woods National Monument (Calif.) 1955-65
  folder 15-18
Multiple use 1955-61
  folder 19
  Clippings 1960
  folder 20
Namekagon River (Wis.) 1953-54
  folder 21
National Association of Manufacturers 1964
  folder 22
National Audubon Society 1955-70
  folder 23
National Lumber Manufacturers Association 1958-60
  folder 24
National Parks and Conservation Association n.d.
  folder 25
National parks and reserves 1911, 1948-67
Subseries 6.2: Subject Files, 1942-1991

folder 26

Clippings 1944-56

folder 27

Maps 1927-42

folder 28-31

National Parks Association 1954-60, 1970

folder 32

National Watershed Congress 1954-56

folder 33

National Wildlife Federation 1956-58

folder 34

Natural areas 1960-65

folder 35

Natural resources 1953-65

Ctn. 78, folder 1-3

Natural Resources Council of America 1948-65

folder 4

Agendas 1959-65

folder 5

Law and legislation 1958-65

folder 6

Membership lists 1957-64

folder 7

Minutes 1953-65

folder 8

Nature Conservancy 1956-67

folder 9

Neuberger, Richard L. 1955-60

folder 10

New York State Forest Preserve (N.Y.) 1953-54

folder 11

Nipomo Dunes (Calif.) 1966-74

folder 12
Subseries 6.2: Subject Files, 1942-1991

Clippings 1964-65
folder 13

Protests 1963-66
folder 14

Noise control 1959
folder 15

North American Water & Power Alliance (NAWAPA) 1964-67

North Cascades (Wash.)
folder 16-20

Correspondence 1956-65
folder 21

Warth, John 1957-63
folder 22-23

Advertising 1958-64
folder 24

Clippings 1956-66
folder 25-27

Miscellanea 1937-67

North Cascades Conservation Council
Ctn. 79, folder 1-3

Correspondence 1956-66
folder 4

Memoranda and brochures 1958-65
folder 5

Minutes 1958-65
folder 6

North Cascades National Park (Wash.) 1963
folder 7

Northern California Planning Council 1960
folder 8

Northwest Wilderness Conference 1956-58
Subseries 6.2: Subject Files, 1942-1991

folder 9

Nuclear energy 1963-69

folder 10

Correspondence 1959-65

folder 11

Clippings 1956-67

folder 12

Publications 1963-65

folder 13

Oklawaha River Wilderness (Fla.) 1965

Olympic National Park (Wash.)

folder 14-16

Correspondence 1947-57

folder 17

Maps n.d.

folder 18-19

Memoranda and reports 1947-57

folder 20

Press releases and clippings 1955-65

folder 21

Onthank, Karl W. 1955-65

folder 22

Open spaces 1961-65

folder 23

Oregon Cascades Conservation Council 1960-66

Oregon Cascades National Park (Or.) (proposed)

folder 24

Correspondence 1956-65

folder 25

Clippings 1959-61

folder 26
Subseries 6.2: Subject Files, 1942-1991

Miscellanea 1957-65
folder 27

Oregon Dunes National Recreation Area (Or.) 1959-65
folder 28

Ost, Warren 1955-58
folder 29

Outdoor Writers Association of America 1952-57
Ctn. 80, folder 1

Pacific West Trailway 1947-49
folder 2

Pacific Southwest Water Plan 1963-65
folder 3

Clippings 1957-63
folder 4

Packhorse camping 1940-54
folder 5

Padre Island National Seashore (Tex.) 1961-62
folder 6

Palisade Glacier (Calif.) 1951
folder 7

Parkways (Calif.) 1965
folder 8

Pecos Wilderness (N.M.) 1954
folder 9

Perlman, David 1953-54
folder 10

Pesticides 1952-71
folder 11-13

Correspondence 1958-67
folder 14-15

Press releases and clippings 1955-68
folder 16

Petrified Forest National Park (Ariz.) 1957-61
Petroleum in submerged lands - Revenue
folder 17
  Correspondence 1953-54
folder 18
  Clippings 1953-54
folder 19
Petroleum industry 1958-67
folder 20
Photographs and Photography 1956-59
folder 21
Phreatophyte control 1965
folder 22
Pinnacles National Monument (Calif.) 1953-58
folder 23
Planning and Conservation League 1970-71
folder 24
Point Lobos State Park (Calif.) 1947-53
folder 25
Point Pinole Regional Shoreline (Calif.) 1971
folder 26
  Correspondence 1960-65
folder 27
  Clippings 1958-62
folder 28
  Law and legislation 1961-62
folder 29
  Maps and publications 1958-62
folder 30
  Miscellanea 1960-63
folder 31
Press releases 1965-69
folder 32

Pollution 1963-68

Population
folder 33-34
  Correspondence 1957-65
folder 35
  Clippings 1958-70
folder 36
  Memoranda and reports 1958-65
Ctn. 81, folder 1

Potomac River Basin 1963-64
folder 2

Power-plants - Location 1965-68
folder 3

Prairie National Park (Kansas) 1961-62

Presidents
folder 4
  Correspondence 1953-61
folder 5
  Clippings 1953-54
folder 6

Presidio (San Francisco) 1970
folder 7

Public lands 1950-72
folder 8
  Correspondence 1950-54
folder 9
  Clippings 1950-53
folder 10
  Hearings 1953
folder 11

Law and legislation 1950-53

folder 12

Vehicles 1954-61

folder 13

Pyramid Lake (Nev.) 1959

folder 14

Quaking Aspen (Calif.) - Haiwee Pass Road 1965

folder 15

Quetico-Superior Wilderness (Minn. and Canada) 1948-59

folder 16

Radio relay systems 1954

folder 17

Rainbow Bridge National Monument (Utah) 1955-63

folder 18-20

Articles 1934-63

folder 21-22

Clippings 1955-63

folder 23

Rainier, Mount (Wash.) 1897, 1905

Rampart Dam (Alaska)

folder 24

Correspondence 1963-65

folder 25

Clippings 1961-66

folder 26

Publications 1963-65

folder 27

Range management 1925-26

folder 28

Recreation 1957

folder 29
Correspondence 1958-65
folder 30

Clippings 1956-62
folder 31

Redwood 1967

Redwood Highway (Calif.)
Ctn. 82, folder 1

Correspondence 1953-64
folder 2

Clippings 1953-64
folder 3

Maps n.d.
folder 4

Memoranda 1953-64
folder 5

Redwood National Park (Calif.) 1950-67
folder 6

Regional Park Association 1952
folder 7

Reichle Dam (Mont.) 1965
folder 8

Resorts 1948-49

Resources for the Future, Inc.
folder 9

Correspondence 1956
folder 10-13

Mid-Century Conference 1953
folder 14

Reynolds, Richard 1957-58
folder 15

Roads 1936-56
Subseries 6.2: Subject Files, 1942-1991

folder 16

Parks 1953-65

Roadside improvements

folder 17

Correspondence 1957-65

folder 18

Clippings 1957-65

folder 19

Memoranda 1957-65

folder 20

Scenic Roads Project 1960-61

folder 21

Rock Creek Park (Washington, D. C.) 1954-55

folder 22

Rogue River (Or.) 1953-55

volume Vol. 16

Sacramento-San Joaquin Delta - Clippings 1968

Ctn. 82, folder 23

Saguaro National Monument (Ariz.) 1952-65

folder 24

Saint Croix River (Wis. and Minn.) 1965

folder 25

Saint Helena, Mount 1911

folder 26

Salmon-Trinity Alps Primitive Area (Calif.) 1948, 1957-64

folder 27

San Franciscans for Clean and Quiet Transit 1970-72

San Francisco Bay fill (Calif.)

folder 28

Correspondence 1961-65

folder 29
Clippings 1962-65
folder 30

Memoranda and testimony 1963-65
folder 31

Save San Francisco Bay Association 1961-65
folder 32

San Gabriel Mountains (Calif.) 1965
folder 33

San Gorgonio Wilderness (Calif.) 1947-61
folder 34-36

Correspondence 1949-65
folder 37-38

Clippings 1950-66
folder 39

Defenders 1963-65
folder 40

Maps and reports 1948-65
folder 41

San Jacinto, Mount (Calif.) 1945, 1947

San Jacinto Tramway (Calif.)
Ctn. 83, folder 1-15

Correspondence 1941-65
folder 16-17

California Division of Beaches and Parks 1945-64
folder 18

Clinch, Nicholas B. 1961-62
folder 19

Agreements 1948-60
folder 20

Winter Park Authority 1956
folder 21-22

Clippings 1947-65
Subseries 6.2: Subject Files, 1942-1991

folder 23

**Construction access 1949-61**

folder 24

**Ecology 1950-59**

folder 25

**Exhibits for letters to Marshall Mayer and Governor 1941-61**

Ctn. 84, folder 1

**Health 1960-61**

folder 2

**Insurance 1950**

folder 3-4

**Land 1949-61**

folder 5

**Law and legislation 1945-55**

folder 6

**Legal documents 1947-60**

folder 7

**Maps n.d.**

folder 8

**Miscellanea 1950-64**

folder 9

**Mount San Jacinto Winter Park Authority bonds 1949-61**

folder 10

**Other trams 1938-62**

folder 11

**Patronage 1960-61**

folder 12

**Propaganda against the tramway 1949-55**

folder 13

**Propaganda for the tramway 1960-65**

folder 14-15

**Proposals 1945-59**

folder 16
Subseries 6.2: Subject Files, 1942-1991

Reports by Nathan C. Clark 1950, 1953
folder 17

Snow conditions 1949-61
folder 18

Swiss Tramway brochures n.d.
folder 19

Weather 1949-60
folder 20

Wilderness agreements 1949-53

San Luis Drain (Calif.)
folder 21

Clippings 1965

San Rafael Wilderness (Calif.)
folder 22

Correspondence - Expansion 1963-66
folder 23

Clippings 1965

Condors
folder 24

Correspondence 1964-65
folder 25

Clippings 1963-66
folder 26

Memoranda and statements 1963-65
folder 27

Memoranda and maps 1962-65
folder 28

Santa Maria River Dunes (Calif.) 1965
folder 29

Santa Monica Bay (Calif.) 1965
Subseries 6.2: Subject Files, 1942-1991

folder 30

Santa Monica Mountains National Recreation Area (Calif.) 1965

folder 31

Santa Ynez Watershed (Calif.) 1953

folder 32

Sargent cypress 1965

folder 33

Save San Francisco Bay Association 1970-72

folder 34

Save-the-Redwoods League 1951-63

folder 35

Sawtooth Wilderness (Idaho) 1960-65

Scenic Resources Review

folder 36

Correspondence 1956-60

folder 37

Clippings and reprints 1955-58

folder 38-40

Memoranda and miscellanea 1954-59

folder 41

Scotts Bluff National Monument (Neb.) 1954-55

Selway-Bitterroot Wilderness (Idaho and Mont.)

Ctn. 85, folder 1-2

Correspondence 1955-65

folder 3

Clippings 1956-65

folder 4

Maps n.d.

folder 5

Memoranda and articles 1955-65

folder 6
<table>
<thead>
<tr>
<th>Location</th>
<th>Dates</th>
<th>Folder</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sequoia National Park (Calif.)</td>
<td>1891-52</td>
<td>7</td>
</tr>
<tr>
<td>Correspondence</td>
<td>1953-58</td>
<td>8</td>
</tr>
<tr>
<td>Clippings</td>
<td>1938-63</td>
<td>9</td>
</tr>
<tr>
<td>Cannell Meadows</td>
<td>1956-57</td>
<td>10</td>
</tr>
<tr>
<td>High Sierra Wilderness (Calif.) (proposed)</td>
<td>1936</td>
<td>11</td>
</tr>
<tr>
<td>Memoranda</td>
<td>1938-63</td>
<td>12</td>
</tr>
<tr>
<td>Proposed timber sales</td>
<td>1946-58</td>
<td>13</td>
</tr>
<tr>
<td>Sequoia National Park and Kings Canyon National Park (Calif.)</td>
<td>1945-49</td>
<td>14</td>
</tr>
<tr>
<td>Sespe Wildlife Area (Calif.) - Condors</td>
<td>1964-65</td>
<td>15</td>
</tr>
<tr>
<td>Shasta, Mount (Calif.)</td>
<td>1945-55</td>
<td>16</td>
</tr>
<tr>
<td>Ski resorts</td>
<td>1959-65</td>
<td>17</td>
</tr>
<tr>
<td>Sky Lakes Wilderness (Or.)</td>
<td>1962</td>
<td>18</td>
</tr>
<tr>
<td>Sleeping Bear Dunes National Lakeshore (Mich.)</td>
<td>1959-69</td>
<td>19</td>
</tr>
<tr>
<td>Snow surveys</td>
<td>1948-57</td>
<td>20</td>
</tr>
<tr>
<td>Soil conservation</td>
<td>1950, 1965</td>
<td>21</td>
</tr>
<tr>
<td>Solitude Lake (Wyo.)</td>
<td>1948, n.d.</td>
<td>22</td>
</tr>
<tr>
<td>Sonoran Desert National Park (proposed)</td>
<td>1965-66</td>
<td></td>
</tr>
</tbody>
</table>
Subseries 6.2: Subject Files, 1942-1991

folder 23
South Warner Wilderness (Calif.) 1964

folder 24
Spirit Lake (Wash.) 1965

folder 25
Squaw Valley (Calif.) n.d.

folder 26
Stanislaus River (Calif.) 1948-65

folder 27
Steens Mountain (Or.) 1965

folder 28
Student Conservation Program 1961-62

folder 29
Sun Butte Dam (Mont.) 1964-67

folder 30
Surveys (Nev.) 1963-65

folder 31
Tahoe, Lake (Calif. and Nev.)

folder 32
Parks (proposed) 1961-64

folder 33
Memoranda and clippings 1962-65

folder 34
Water, Pollution, and Roads 1948, 1960-67

folder 35
Tamalpais Conservation Club 1956-58

folder 36
Taxation 1965-67

folder 37
Tehipite Remnant (Calif.) 1963-65

folder 38
Temblor Range (Calif.) 1961-62
Theodore Roosevelt Centennial Commission 1958
folder 39

Thousand Lakes Wilderness (Calif.) 1954

Three Sisters Wilderness (Or.)
folder 40-41

Correspondence 1954-62
folder 42

Clippings 1957
folder 43

Memoranda 1955-57

Timber Exchange Bill
Ctn. 86, folder 1

Correspondence 1953-54
folder 2

Clippings 1954
folder 3

Tioga Pass Road (Calif.) 1948-58
folder 4

Tomales Bay State Park (Calif.) 1951-53
folder 5

Torrey Pines State Reserve (Calif.) 1965-66
folder 6

Tracy Arm-Ford's Terror Wilderness (Alaska) (proposed) 1956-58
folder 7

Maps n.d.
folder 8

Trailfinders, The 1953-54
folder 9

Trails 1963-65
folder 10

Clippings 1911-12
folder 11

National System of Trails (proposed) 1960-68
folder 12

Tramways 1951-68

Transportation
folder 13

All terrain vehicles and Airdrops 1958-65
folder 14

Clippings 1961-63
folder 15

Helicopters 1947-65
folder 16

Clippings 1956
folder 17

Jeeps 1949-65
folder 18

Clippings 1953-57
folder 19

Power boats 1959-65
folder 20

Clippings 1960-61
folder 21-22

Tote-gotes 1950-66
folder 23

Brochures n.d.
folder 24

Clippings 1961-62

Trans-Sierra Highway (proposed)
folder 25

Correspondence 1961-65
folder 26
Clippings, press releases, and maps 1957-65
folder 27

Kings Canyon Road 1946-47
folder 28

Mammoth Pass 1956-59
folder 29

Clippings 1956
folder 30

Memoranda and reports 1961-66

Trustees for Conservation
folder 31-32

Correspondence 1951-59
folder 33

By-laws and minutes 1955-58
folder 34

Tule Lake National Wildlife Refuge (Calif.) 1953-70
folder 35

Clippings 1964
folder 36

Tuttle Creek Reservoir (Kansas) (proposed) 1953
folder 37

Uncompahgre Wilderness (Colo.) 1963-65
folder 38

United Conservation Fund, Inc. 1955
folder 39

U.S. Army Corps of Engineers 1961-65

U.S. Bureau of Land Management
folder 40-41

Correspondence 1953-65
folder 42

Clippings 1954-65
Subseries 6.2: Subject Files, 1942-1991

Ctn. 87, folder 1-2

Memoranda 1957-66
folder 3

U.S. Bureau of Outdoor Recreation 1963-65
folder 4

Press releases 1962-68
folder 5

U.S. Bureau of Reclamation 1953-54
folder 6

Clippings 1954
folder 7

U.S. Chamber of Commerce 1951-56

U.S. Congress
folder 8

House of Representatives - Correspondence 1957
folder 9

California representatives 1953-59
folder 10

Senate - Correspondence 1957-61
folder 11

Bills 1955-59
folder 11

California representatives 1953-59
folder 12

Committee on Interior and Insular Affairs 1956-59
folder 14

U.S. Department of Agriculture 1953-59
folder 15

Clippings 1953-61
folder 16

Conference on Land and People 1962
folder 17
National Association of Soil Conservation Districts 1953-54
folder 18

U.S. Department of Natural Resources 1965-67
folder 19

U.S. Department of the Interior 1948-64
folder 20
  Advisory Board on National Parks, Historic Sites, Buildings, and Monuments 1951, 1955-61
folder 21
  Advisory Committee on Conservation 1948-64
folder 22
  Clippings and press releases 1933-64
folder 23
  D'Ewart, Wesley 1955-56

McKay, Douglas
folder 24
  Correspondence 1953-55
folder 25
  Clippings 1953-56
folder 26

U.S. Federal Power Commission 1949-65

U.S. Fish and Wildlife Service
folder 27
  Correspondence 1956-65
folder 28
  Press releases 1953-62

U.S. Forest Service
folder 29-30
  Correspondence 1949-69
folder 31
  Appropriations - Baker Bill 1953
folder 32

Clippings and press releases 1948-62

folder 33

Law and legislation 1953-56

folder 34

Maps 1939-54

folder 35

McCulloch, W. F. 1953-64

folder 36

Memoranda 1955-63

Ctn. 88, folder 1

Propaganda 1947-62

folder 2

Recreation 1952-59

folder 3

Roads 1959-65

folder 4

Wilderness 1953-61

U.S. Geological Survey

folder 5

Correspondence 1953-54

folder 6

Maps n.d.

folder 7

U.S. Mint (San Francisco) 1958

folder 8

U.S. National Monument Commission 1954

folder 9

U.S. National Outdoor Recreation Resources Review Commission 1957-59

folder 10

Clippings 1957-58

folder 11
Subseries 6.2: Subject Files, 1942-1991

Testimony ca. 1957

U.S. National Park Service

folder 12-13

Correspondence 1953-65

folder 14

Alabama Hills (Calif.) 1962-63

folder 15

Annual reports 1950-54

Appropriations

folder 16

Correspondence 1953-54

folder 17

Clippings 1953

folder 18

Chesapeake and Ohio Canal National Historical Park 1956-61

folder 19

Clippings 1938, 1948-62

folder 20

Concessions 1948-64

folder 21

Itinerary 1958-61

folder 22

Law and legislation 1955

Mission 66

folder 23

Correspondence 1955-58

folder 24

Clippings and press releases 1956

folder 25-26

Reports n.d.
Subseries 6.2: Subject Files, 1942-1991

folder 27

Mountaineering 1956-63

folder 28

Press releases 1935-65

folder 29-30

Publications and memoranda 1917-58

folder 31

Roads 1949-62

folder 32

Roving rangers 1953-54

folder 33-34

Wirth, Conrad 1953-59

Ctn. 89, folder 1


folder 2

Upper Priest Lake Area (Idaho) 1964-66

folder 3

User charges 1965

folder 4

Utility lines 1963-66

folder 5

Valley of the Goblins National Monument (Utah) (proposed) 1955-58

folder 6

Ventana Wilderness (Calif.) 1961-62

folder 7

Vermilion Valley Reservoir (Calif.) 1953

folder 8

Visual education 1952-57

folder 9

Waldo Lake (Or.) 1958-62

folder 10

Washoe Project 1954-56

folder 11
Waste products 1956-65
folder 12

Water conservation 1956-66

Water - Pollution
folder 13

Correspondence 1952, 1957-68
folder 14

Clippings and press releases 1945-67
folder 15

Water resources 1966
folder 16

California 1923-55
folder 17

Correspondence 1953-65
folder 18

Clippings 1954-64
folder 19

Rain and rainfall 1950-62
folder 20

Richvale Irrigation District Project 1959-60
folder 21

Correspondence 1957-64
folder 22

Clippings 1955-63
folder 23

Notices, reports, and statements 1960-63
folder 24

Clippings 1954-56

Colorado
folder 25

Correspondence 1953-54
folder 26

Clippings 1954

Federal policy
folder 27-28

Correspondence 1953-64
folder 29

Clippings 1955-65
folder 30

Memoranda and reports 1953-65
folder 31

Prohibiting construction of dams 1951-53
folder 32

Research 1964-65
folder 33

Saline waters 1955-57

Snow
folder 34

Clippings 1950
folder 35

Miscellanea 1942-60
folder 36

Watersheds - Management 1950-64
Ctn. 90, folder 1

Weather control 1956-63
folder 2

West Elk Wilderness (Colo.) 1953-56
folder 3

Wetlands 1956-66
folder 4

Wheeler Peak Wilderness (N.M.) 1959
folder 5
Subseries 6.2: Subject Files, 1942-1991

White House Conference on Natural Beauty 1965
folder 6

White Mountain National Forest (N.H. and Me.) 1956, 1959
folder 7

Whitney, Mount (Calif.) 1947-56
folder 8
    Clippings 1930-49
    folder 9

Wichita Mountains Wildlife Refuge (Okla.) 1953

Wild and scenic rivers
folder 10
    Correspondence 1963-65
    folder 11
    Clippings 1963-65
    folder 12
    Law and legislation 1963-67
    folder 13
    Publications 1965
    folder 14

Wilderness Act 1964-67
folder 15

Wilderness areas 1944, 1949-68

Arctic regions
folder 16-17
    Correspondence 1952-61
    folder 18
    Clippings 1953-65
    folder 19
    Maps n.d.
    folder 20
    Memoranda 1952-61
Subseries 6.2: Subject Files, 1942-1991

folder 21

Articles and statements 1958-62

folder 22

Boundaries 1952-53

folder 23

Clippings 1962-67

folder 24

De facto wilderness 1962-67

folder 25

Wilderness areas (proposed) 1961-71

Wilderness Bill

folder 26-29

Correspondence 1957-64

folder 30

Publications of David Brower 1958

folder 31

Advertising 1956-61

folder 32

Citizen's Committee on Natural Resources 1959-62

folder 33-34

Clippings 1957-64

Ctn. 91, folder 1

Committee for Wilderness Bill hearings 1958

folder 2

Coordinating Committee 1958

folder 3

Drafts and revisions of bills 1957-64

folder 4-6

Miscellanea 1954-64

folder 7

National Wildlife Federation 1958

folder 8
Subseries 6.2: Subject Files, 1942-1991

Testimony 1957-64
folder 9

Trustees for Conservation 1958-60
folder 10

Wilderness Society 1958-64

Wilderness Conference
folder 11

3rd, 6th, and 7th 1953-61

8th
folder 12

Correspondence 1961-63
folder 13

Clippings 1963
folder 14

Memoranda and reports 1963

9th
folder 15

Correspondence 1964-65
folder 16

Notes and announcements 1965
folder 17

Papers and clippings 1965
folder 18

Wilderness Preservation System 1957-63
folder 19

Wilderness questionnaire 1947-49
folder 20

Wilderness Ranger Cabins 1953

Wilderness Society
Subseries 6.2: Subject Files, 1942-1991

folder 21-22

Correspondence 1947-65

folder 23

Clippings 1953-64

folder 24

Minutes and memoranda 1955-68

folder 25

Statements 1953-63

folder 26

Wildland Belts 1946

folder 27

Wildlife conservation 1948-61

folder 28-29

Correspondence 1960-64

Ctn. 92, folder 1

Antelope 1965

folder 2

Bears 1962-65

folder 3

Burros 1953

folder 4

Clippings 1953-65

folder 5

Condors 1950-54

folder 6

Deer 1953-65

folder 7

Fishes 1947-65

folder 8

Press releases 1953-65

folder 9

Kaibab squirrel 1964

folder 10
Law and legislation 1953-56
folder 11

Memoranda and statements 1965
folder 12

Mountain lions 1953-63
folder 13

Mountain sheep 1949-64
folder 14

Predatory animals 1939-61
folder 15

Clippings 1951-65

Tule elk
folder 16

Correspondence 1953-64
folder 17

Clippings 1953-61
folder 18

Memoranda 1934-61
folder 19

White pelican 1933-51
folder 20

Whooping crane 1964-65
folder 21

Clippings 1953-64
folder 22

Wildlife management 1954-65
folder 23-25

Correspondence 1958, 1960-64
folder 26

Clippings 1956
folder 27

Memoranda 1939-64
folder 28

Wildlife Management Institute 1961-65

folder 29

Wildlife refuges 1950, 1961-70

World Forestry Congress, 5th

folder 30

Correspondence 1960

folder 31

Press releases 1960

folder 32

Speeches 1960

folder 33

Yellowstone National Park (Wyo.) 1964-65

folder 34

Clippings and press releases 1954-65

folder 35

Electric power contract 1959

Power boats

folder 36-37

Correspondence 1959-61

folder 38

Clippings and press releases 1960-62

folder 39

Statements 1960-61

folder 40

Roads 1958-62

folder 41

Yellowstone elk 1950-63

folder 42

Clippings and press releases 1961-62

Ctn. 93, folder 1
Yolla Bolly-Middle Eel Wilderness (Calif.) 1952-55

Yosemite National Park (Calif.)
folder 2-5
   Correspondence 1933-65
folder 6
   Aspen Valley (Calif.) 1950-52
folder 7
   Big Oak Flat Road 1933-59
folder 8-10
   Clippings 1907-65
folder 11
   Concessions 1920-63
folder 12
   El Portal 1958
folder 13
   Glen Aulin Bridge 1957-58
folder 14-16
   Hetch Hetchy Valley 1921-61
folder 17
   Clippings 1960
folder 18
   Lodgepole pine - Diseases and pests 1958-64
folder 19
   Clippings and press releases 1953-63
folder 20
   Memoranda 1919-64
folder 21
   Merced River 1954
folder 22
   Mission 66 1956-63
folder 23
   Radio relays 1954
folder 24
   **Roads 1935-59**
folder 25
   **Rock climbing 1952-54**
folder 26
   **School lands 1954**
folder 27
   **Skiing 1935-52**
folder 28
   **Tenaya Canyon Road 1933-62**
folder 29
   **Tioga Pass Road 1933-64**
folder 30
   **Clippings 1935-65**
folder 31
   **Travel reports 1956-57**
folder 32
   **Tuolumne Meadows 1934-64**
folder 33
   **Warehouse 1958-60**
folder 34
   **Wawona inholdings 1956-65**
folder 35
   **Youth groups 1953-54**
folder 36
   **Zion National Park (Utah) 1958-61**
folder 37
   **Zoning - National parks and reserves 1948-53**

Ctn. 94, folder 1
   **Air - Pollution 1969**
folder 2-3
Alaska 1967
folder 4

Algonquin Wildlands League 1969
folder 5

All terrain vehicles 1969
folder 6

California State Legislature 1969
folder 7

California State Water Project 1969
folder 8

Canada 1969
folder 9

Channel Islands National Park (Calif.) 1969
folder 10

Coasts 1969
folder 11

Desolation Wilderness (Calif.) 1969
folder 12

Ela, Jonathan P. 1969
folder 13

Endangered species 1969
folder 14

Environmental education 1969
folder 15

Environmental law 1969
folder 16

Environmental organizations 1969
folder 17

Escalante River (Utah) 1969
folder 18

Everglades National Park (Fla.) 1969
carton , folder 19

Federation of Western Outdoor Clubs 1963
folder 20

Florissant Fossil Beds National Monument (Colo.) 1969
folder 21

Grand Canyon National Park (Ariz.) 1969
folder 22

Hickel, Walter J. 1969
folder 23

Idaho Primitive Area (Idaho) 1969
folder 24

Letters of complaint 1969
folder 25

Litigation 1969
folder 26

Machiasport (Me.) 1969
folder 27

McCloskey, Michael 1969
folder 28

Motion pictures 1969
folder 29

Pesticides 1969
folder 30

Petroleum industry 1969
folder 31

Point Reyes National Seashore (Calif.) 1969
folder 32

Population 1969
folder 33

Public opinion 1969
folder 34

Public relations 1969
folder 35

Redwood National Park (Calif.) 1969
folder 36
Salmon Trinity Alps Wilderness (Calif.) 1969
  folder 37

Santa Barbara Channel (Calif.) 1969

Sierra Club Chapters
  folder 38
    Alaska Chapter 1969
      folder 39
    Angeles Chapter 1969
      folder 40
    Atlantic Chapter 1969
      folder 41
    Grand Canyon Chapter 1969
      folder 42
    Great Lakes Chapter 1969
      folder 43
    Hawaii Chapter 1969
      folder 44
    Loma Prieta Chapter 1969
      folder 45
    Lone Star Chapter 1969
      folder 46
    Mackinac Chapter 1969
      folder 47
    Mother Lode Chapter 1969
      folder 48
    New England Chapter 1969
      folder 49
    North Star Chapter 1969
      folder 50
    Ohio Chapter 1969
      folder 51
    Pacific Northwest Chapter 1969
Subseries 6.2: Subject Files, 1942-1991

folder 52

Redwood Chapter 1969

folder 53

Riverside Chapter 1969

folder 54

Rocky Mountain Chapter 1969

folder 55

San Diego Chapter 1969

folder 56

San Francisco Bay Chapter 1969

folder 57

Southeast Chapter 1969

folder 58

Tehipite Chapter 1969

folder 59

Toiyabe Chapter 1969

folder 60

Ventana Chapter 1969

folder 61

Sierra Club College Liaisons 1969

Sierra Club Field Representatives

folder 62

Eastern 1969

folder 63

Northwest 1969

folder 64

Southwest 1969

Sierra Club

folder 65

Internal memoranda 1969

folder 66
Northern California Regional Conservation Committee 1969
folder 67

Personnel 1969
folder 68

Publications 1969
folder 69

Siskiyou Wilderness (proposed) 1969
folder 70

Sleeping Bear Dunes National Lakeshore (Mich.) 1969
folder 71

Tahoe, Lake (Calif. and Nev.) 1969

Taxation
folder 72

Sierra Club’s tax exempt status 1969
folder 73

Television 1969

U.S. Bureau of Land Management
folder 74

Land classification 1969
folder 75

Water - Pollution 1969
folder 76

Water resources 1969
folder 77

Water resources development 1969
folder 78

Wayburn, Edgar 1969
folder 79

Wild and scenic rivers 1969
folder 80

Wilderness areas 1969
Subseries 6.2: Subject Files, 1942-1991

folder 81

Advertising 1970
folder 82

Air - Pollution 1970
folder 83

Alaska 1970
folder 84

   Trans-Alaska Pipeline 1970
folder 85

All terrain vehicles 1970
folder 86

Beaches - Access 1970
folder 87

Berry, Phillip 1970
folder 88

Big Thicket National Preserve (Tex.) 1970
folder 89

Biological warfare 1970
folder 90

California Department of Parks and Recreation 1970
folder 91

California State Legislature 1970
folder 92

California State Water Project 1970
folder 93

Canada 1970
folder 94

Channel Islands National Park (Calif.) 1970
folder 95

Coastal zone management 1970
folder 96

Coasts 1970
folder 97
Deserts - Management 1970
folder 98

Ecology 1970
folder 99-100

Ela, Jonathan P. 1970
folder 101

Electric power 1970
folder 102

Electric Reliability Act 1970
folder 103

Endangered species 1970
folder 104

Environmental education 1970
folder 105

Environmental law 1970
folder 106-107

Environmental organizations 1970
Ctn. 95, folder 1

Environmental organizations 1970
folder 2

Environmental policy (U.S.) 1970
folder 3

Environmental Quality Control Bill 1970
folder 4

Escalante River (Utah) 1970
folder 5

Estuaries 1970
folder 6

Everglades National Park (Fla.) 1970
folder 7

Federation of Western Outdoor Clubs 1970
folder 8

Friends of the Earth 1970
folder 9

Grand Canyon National Park (Ariz.) 1970

folder 10

Hickel, Walter J. 1970

folder 11

Hudson River (N.Y. and N.J.) 1970

folder 12

Indians of North America 1970

folder 13

International conservation 1970

folder 14

Land and Water Conservation Fund Act 1970

folder 15

Letters of complaint 1970

folder 16

Litigation 1970

folder 17

Machiasport (Me.) 1970

folder 18

McCloskey, Michael 1970

folder 19

Marine parks and reserves 1970

folder 20

Mass transportation 1970

folder 21

Motion pictures 1970

folder 22

National Timber Supply Act 1970

folder 23

Newport Bay (Calif.) 1970

folder 24

Nipomo Dunes (Calif.) 1970

folder 25
North American Association for the Preservation of Predatory Animals, Inc. 1970
folder 26

North Cascades National Park (Wash.) 1970
folder 27

Nuclear energy 1970
folder 28

Open spaces 1970
folder 29

Pesticides 1970
folder 30

Petroleum 1970
folder 31

Petroleum industry 1970
folder 32

Planning and Conservation League 1970
folder 33

Point Reyes National Seashore (Calif.) 1970
folder 34

Pollution 1970
folder 35

Population 1970
folder 36

Power-plants - Location 1970
folder 37

Project Sanguine 1970
folder 38

Public opinion 1970
folder 39

Public relations 1970
folder 40

Radioactive fallout 1970
folder 41

Reagan Administration 1970
folder 42

Recycling (Waste, etc.) 1970

folder 43

Redwood National Park (Calif.) 1970

folder 44

Roads - Design and construction 1970

folder 45

San Francisco Bay fill (Calif.) 1970

folder 46

Santa Barbara Channel (Calif.) 1970

folder 47

Sequoia National Park (Calif.) 1970

Sierra Club Chapters

folder 48

Alaska Chapter 1970

folder 49

Angeles Chapter 1970

folder 50

Atlantic Chapter 1970

folder 51

Cumberland Chapter 1970

folder 52

Grand Canyon Chapter 1970

folder 53

Great Lakes Chapter 1970

folder 54

Hawaii Chapter 1970

folder 55

John Muir Chapter 1970

folder 56

Joseph LeConte Chapter 1970

folder 57
Kern-Kaweah Chapter 1970
folder 58

Loma Prieta Chapter 1970
folder 59

Lone Star Chapter 1970
folder 60

Los Padres Chapter 1970
folder 61

Mackinac Chapter 1970
folder 62

Mother Lode Chapter 1970
folder 63

New England Chapter 1970
folder 64

North Star Chapter 1970
folder 65

Ohio Chapter 1970
folder 66

Pacific Northwest Chapter 1970
folder 67

Redwood Chapter 1970
folder 68

Riverside Chapter 1970
folder 69

Rocky Mountain Chapter 1970
folder 70

San Diego Chapter 1970
folder 71

San Francisco Bay Chapter 1970
folder 72

Santa Lucia Chapter 1970
folder 73

Southeast Chapter 1970
Subseries 6.2: Subject Files, 1942-1991

folder 74

   Tehipite Chapter 1970

folder 75

   Toiyabe Chapter 1970

folder 76

   Uinta Chapter 1970

folder 77

   Ventana Chapter 1970

folder 78

   Sierra Club College Liaisons 1970

Sierra Club Committees

folder 79

   Bulletin Policy Committee 1970

folder 80

   Conservation Research Committee 1970

folder 81

   Midwest Regional Conservation Committee 1970

folder 82

   Nominating Committee 1970

folder 83

   Northern California Regional Conservation Committee 1970

folder 84

   Sierra Club Council 1970

Sierra Club Field Representatives

folder 85

   Eastern 1970

folder 86

   Northwest 1970

folder 87

   Southwest 1970

folder 88
Washington, D.C. 1970

Sierra Club
folder 89

Internal correspondence 1970
folder 90

Internal memoranda 1970
Ctn. 96, folder 1

Land Trust 1970
folder 2-3

Personnel 1970
folder 4-6

Publications 1970
folder 7

Sierra Club Foundation 1970
folder 8

Siskiyou Wilderness (Calif.) (proposed) 1970
folder 9

Ski resorts 1970
folder 10

Sleeping Bear Dunes National Lakeshore (Mich.) 1970
folder 11

Soil pollution 1970
folder 12

Sonic boom 1970
folder 13

Tahoe, Lake (Calif. and Nev.) 1970
folder 14

Taxation - Sierra Club's tax exempt status 1970
folder 15

Television 1970
folder 16

Thermal pollution of rivers, lakes, etc. 1970
folder 17

Trails 1970
folder 18

U.S. Army Corps of Engineers 1970
folder 19

U.S. Bureau of Land Management - Land classification 1970
folder 20

U.S. Congress 1970
folder 21

U.S. Department of Transportation 1970
folder 22

folder 23

U.S. Forest Service 1970
folder 24

U.S. National Park Service 1970
folder 25

folder 26

Utility lines 1970
folder 27

Voyageurs National Park (Minn.) 1970
folder 28

Waste products 1970
folder 29

Water - Pollution 1970
folder 30

Water resources 1970
folder 31

Water resources development 1970
folder 32

Wayburn, Edgar 1970
folder 33
Wild and scenic rivers 1970
folder 34

Wilderness Act 1970
folder 35

Wilderness areas 1970
folder 36

Wilderness Society 1970
folder 37

Wildlife management 1970
folder 38

Yosemite National Park (Calif.) 1970
folder 39

Air - Pollution 1971
folder 40

Alaska 1971
folder 41

   Alaska Native Claims Settlement Act 1971
folder 42

   Trans-Alaska Pipeline 1971
folder 43

All terrain vehicles 1971
folder 44

Dams 1971
folder 45

Economic development - Environmental aspects 1971
folder 46

Energy facilities 1971
folder 47

Environmental education 1971
folder 48

Environmental law 1971
folder 49-51

Environmental organizations 1971
folder 52

Forests and forestry 1971
folder 53

Geothermal resources 1971
folder 54

International conservation 1971
folder 55

Land and Water Conservation Fund Act 1971
folder 56

Land use 1971
folder 57

Shore protection (Calif.) - Workshops 1971
folder 58

Letters of complaint 1971
folder 59

Litigation 1971
folder 60

McCloskey, Michael 1971
folder 61

Marine parks and reserves 1971
folder 62

Mass transportation 1971
folder 63

Minaret Summit (Calif.) 1971
folder 64

Mineral industries 1971
folder 65

Motion pictures 1971
folder 66

Natural Resources Council of America 1971
folder 67

Nipomo Dunes (Calif.) 1971
folder 68
Noise control 1971
go folder 69

North Cascades National Park (Wash.) 1971
go folder 70

Nuclear energy 1971
go folder 71

Redwood National Park (Calif.) 1971

Sierra Club Chapters
go folder 72
  John Muir Chapter 1971
go folder 73
    Joseph LeConte Chapter 1971
go folder 74
    Kern-Kaweah Chapter 1971
go folder 75
    Loma Prieta Chapter 1971
go folder 76
    Lone Star Chapter 1971
go folder 77
    Los Padres Chapter 1971
go folder 78
    Mackinac Chapter 1971
go folder 79
    Mother Lode Chapter 1971
go folder 80
    New England Chapter 1971
go folder 81
    North Star Chapter 1971
go folder 82
    Northern Rockies Chapter 1971
go folder 83
    San Francisco Bay Chapter 1971
Sierra Club Committees
Ctn. 97, folder 1

   Bulletin Policy Committee 1971
   folder 2

   Clair Tappaan Lodge Committee 1971
   folder 3

   Conservation Research Committee 1971
   folder 4

   Elections Committee 1971
   folder 5

   Endangered Species Committee 1971
   folder 6

   Film and Public Information Committee 1971
   folder 7

   History Committee 1971
   folder 8

   Honors and Awards Committee 1971
   folder 9

   Insurance Committee 1971
   folder 10

   International Conservation Committee 1971
   folder 11

   Legal Committee 1971
   folder 12

   Lodges and Lands Committee 1971
   folder 13

   Membership Committee 1971
   folder 14

   Midwest Regional Conservation Committee 1971
   folder 15

   National Water Resources Committee 1971
   folder 16
Northern California Regional Conservation Committee 1971
folder 17

Outing Committee 1971
folder 18

Population Advisory Committee 1971
folder 19

Publications Committee 1971
folder 20

Reorganization Committee 1971
folder 21

Space Committee 1971
folder 22

Southwest Regional Conservation Committee 1971
folder 23

Survival Committee 1971
folder 24

Wilderness Classification Committee 1971

Sierra Club Field Representatives
folder 25

Midwest Representative 1971
folder 26

Northwest Representative 1971

Sierra Club
folder 27

Campus - Community Action Coordinator 1971
folder 28

Energy meeting 1971
folder 29

Fund raising 1971
folder 30-32

Internal correspondence 1971
folder 33

Internal memoranda 1971

folder 34

Land Trust 1971

folder 35

Personnel 1971

folder 36

Applications for positions - Public Information Officer 1971

folder 37

Publications 1971

folder 38

Sierra Club Foundation 1971

folder 39

Sierra Club Legal Defense Fund 1971

folder 40

Stream channelization 1971

folder 41

Tahoe, Lake (Calif. and Nev.) 1971

folder 42

U.S. Congress 1971

folder 43

U.S. Department of Agriculture 1971

folder 44

U.S. Department of the Interior 1971

folder 45

U.S. Environmental Protection Agency 1971

folder 46

U.S. Forest Service 1971

folder 47

U.S. Internal Revenue Service 1971

folder 48

U.S. National Park Service 1971

folder 49
Wayburn, Edgar 1971
folder 50

Wild and scenic rivers 1971

Administrative agencies
folder 51

California 1972
folder 52

United States 1972
folder 53

Air - Pollution 1972
folder 54

Airports - Location 1972
folder 55

Alaska 1972
folder 56

Alaska Native Claims Settlement Act 1972
folder 57

Trans-Alaska Pipeline 1972
folder 58

All terrain vehicles 1972
Ctn. 98, folder 1

California Water Plan 1972
folder 2

Clean Environment Act (Proposition 9) 1972
folder 3

Coastal zone management 1972
folder 4

California 1972
folder 5

Dams 1972
folder 6

Economic development - Environmental aspects 1972
folder 7

Energy facilities 1972
folder 8

Energy policy 1972
folder 9

Environmental education 1972
folder 10

Environmental law 1972
folder 11-12

Environmental organizations 1972
folder 13

Environmental protection - Social aspects 1972
folder 14

Everglades National Park (Fla.) 1972
folder 15

Forests and forestry 1972
folder 16

Geothermal resources 1972
folder 17

Golden Gate National Recreation Area (Calif.) 1972
folder 18

Grand Canyon National Park (Ariz.) 1972
folder 19

Hazardous substances 1972
folder 20

Highway Action Coalition 1972
folder 21

Indians of North America 1972
folder 22-23

International conservation 1972
folder 24

Lake Berryessa State Recreation Area (Calif.) 1972
folder 25
Lakes 1972
folder 26

Land use 1972
folder 27

California 1972
folder 28

Letters of complaint 1972
folder 29

McCloskey, Michael 1972
folder 30

Mass transportation 1972
folder 31

Mineral industries 1972
folder 32

Motion pictures 1972
folder 33

National parks and reserves 1972
folder 34

Nixon Administration 1972
folder 35

Noise pollution 1972
Ctn. 99, folder 1

Ocean, Estuaries, and Lakes 1972
folder 2

Oil pollution of the sea 1972
folder 3

Oil-shales 1972
folder 4

Open spaces 1972
folder 5

Parks 1972
folder 6

Petroleum industry 1972
folder 7

Point Arena Nuclear Power Plant (Calif.) (proposed) 1972
folder 8-9

Politics, Practical 1972
folder 10

Pollution 1972
folder 11

Population 1972
folder 12

Power-plants - Location 1972
folder 13

Public lands 1972
folder 14

Public relations 1972
folder 15

Recycling (Waste, etc.) 1972
folder 16

Redwood National Park (Calif.) 1972
folder 17

Roads - Design and construction 1972
folder 18

Roadside improvements 1972
folder 19

San Francisco Bay (Calif.) 1972
folder 20

Southern Crossing 1972
folder 21-22

Sequoia National Park (Calif.) - Mineral King 1972
folder 23

Sierra Club Chapters 1972
folder 24

Angeles Chapter 1972
folder 25
Subseries 6.2: Subject Files, 1942-1991

Atlantic Chapter 1972
folder 26

Chattahoochee Chapter 1972
folder 27

Connecticut Chapter 1972
folder 28

Cumberland Chapter 1972
folder 29

Delta Chapter 1972
folder 30

Florida Chapter 1972
folder 31

Grand Canyon Chapter 1972
folder 32

Great Lakes Chapter 1972
folder 33

Hawaii Chapter 1972
folder 34

John Muir Chapter 1972
folder 35

Joseph LeConte Chapter 1972
folder 36

Kern-Kaweah Chapter 1972
folder 37

Loma Prieta Chapter 1972
folder 38

Lone Star Chapter 1972
folder 39

Mackinac Chapter 1972
folder 40

Mother Lode Chapter 1972
folder 41

New England Chapter 1972
folder 42

New Jersey Chapter 1972

folder 43

North Star Chapter 1972

folder 44

Northern Rockies Chapter 1972

folder 45

Ohio Chapter 1972

folder 46

Oklahoma Chapter 1972

folder 47

Ozark Chapter 1972

folder 48

Northwest Chapter 1972

folder 49

Potomac Chapter 1972

folder 50

Redwood Chapter 1972

folder 51

Rio Grande Chapter 1972

folder 52

Rocky Mountain Chapter 1972

folder 53

San Gorgonio Chapter 1972

folder 54

San Francisco Bay Chapter 1972

folder 55

Santa Lucia Chapter 1972

folder 56

Tehipite Chapter 1972

folder 57

Toiyabe Chapter 1972

folder 58
Subseries 6.2: Subject Files, 1942-1991

Uinta Chapter 1972
folder 59

United Kingdom Chapter 1972
folder 60

Ventana Chapter 1972
folder 61

Western Canada Chapter 1972

Sierra Club Committees
folder 62

Financial Advisory and Investment Committee 1972
folder 63

Honors and Awards Committee 1972
folder 64

Legal Committee 1972
folder 65

National Land Use Committee 1972
folder 66

Outing Committee 1972
folder 67

Survival Committee 1972
folder 68

Water Resources Committee 1972
folder 69

Wilderness Classification Committee 1972
folder 70

Wildlife Committee 1972
folder 71

Sierra Club Energy Conference 1972
folder 72

Sierra Club Field Representatives 1972
folder 73

Alaska Representative 1972
folder 74

Eastern Representative 1972

folder 75

Midwest Representative 1972

folder 76

Northern Great Plains Representative 1972

folder 77

Northwest Representative 1972

folder 78

Sacramento Representative 1972

folder 79

Southern California Representative 1972

folder 80

Southwest Representative 1972

folder 81

Washington, D.C. Representative 1972

folder 82

Sierra Club Regional Conservation Committees 1972

folder 83

Appalachian 1972

folder 84

Gulf Coast 1972

folder 85

Midwest 1972

Ctn. 100, folder 1

Northeast 1972

folder 2

Northwest 1972

folder 3

Northern California 1972

folder 4

Southern 1972

folder 5
Southwest 1972

Sierra Club

folder 6-7

Advertising and sales promotion 1972

folder 8

Campus - Community Action Coalition 1972

folder 9

Clusen, Charles 1972

folder 10

Energy policy 1972

folder 11

Fund raising 1972

folder 12-13

Internal correspondence 1972

folder 14

Internal memoranda 1972

folder 15

International Program 1972

folder 16

Legislative Program 1972

folder 17-18

Membership 1972

folder 19-20

Personnel 1972

Applications for positions

folder 21-22

News editor 1972

folder 23

Northwest Representative 1972

folder 24-25

Publications 1972
folder 26
   Wilderness Conference, 13th 1972
folder 27
   Sierra Club Foundation 1972
folder 28
   Sierra Club Legal Defense Fund 1972
folder 29
   Ski resorts 1972
folder 30
   Soil conservation 1972
folder 31
   Stream channelization 1972
folder 32
   Tahoe, Lake (Calif. and Nev.) 1972
folder 33
   Thermal pollution 1972
folder 34
   Transportation 1972
folder 35
   U.S. Army Corps of Engineers 1972
folder 36
   U.S. Atomic Energy Commission 1972
folder 37
   U.S. Bureau of Outdoor Recreation 1972
folder 38
   U.S. Department of Agriculture 1972
folder 39
   U.S. Department of Housing and Urban Development 1972
folder 40
   U.S. Department of the Interior 1972
folder 41
   U.S. Environmental Protection Agency 1972
folder 42
U.S. Forest Service 1972  
folder 43  
   De facto wilderness 1972  
folder 44  
U.S. Internal Revenue Service 1972  
folder 45  
U.S. National Park Service 1972  
folder 46  
Urban problems 1972  
folder 47  
Utility lines 1972  
folder 48  
Water - Pollution 1972  
folder 49  
Water resources development 1972  
folder 50  
Wild and scenic rivers 1972  
folder 51  
Wilderness areas 1972  
Ctn. 101, folder 1-2  
Wildlife conservation 1972  
folder 3  
Yosemite National Park (Calif.) 1972

Alaska  
Ctn. 101, folder 4-5  
   1:0 - General 1973  
folder 6  
      1:1 - Alaska Native Claims Settlement Act 1973  
folder 7-9  
      1:2 - Gas, Natural - Pipelines 1973
Subseries 6.2: Subject Files, 1942-1991

folder 10

Replies 1973

folder 11

1:3 - Sierra Club Alaska Task Force 1973

folder 12

1:4 - Copper River 1973

Sierra Club Chapters

folder 13

2:0 - General 1973

folder 14

2:1 - United Kingdom 1973

folder 15

2:2 - Angeles 1973

folder 16

2:4 - Atlantic 1973

folder 17

2:5 - Chattahoochee 1973

folder 18

2:6 - Connecticut 1973

folder 19

2:7 - Cumberland 1973

folder 20

2:8 - Delta 1973

folder 21

2:9 - Florida 1973

folder 22

2:10 - Grand Canyon 1973

folder 23

2:11 - Great Lakes 1973

folder 24

2:12 - Hawaii 1973

folder 25
2:13 - Iowa 1973
folder 26

2:14 - John Muir 1973
folder 27

2:15 - Joseph LeConte 1973
folder 28

2:16 - Kern-Kaweah 1973
folder 29

2:17 - Loma Prieta 1973
folder 30

2:18 - Lone Star 1973
folder 31

2:19 - Los Padres 1973
folder 32

2:20 - Mackinac 1973
folder 33

2:21 - Mother Lode 1973
folder 34

2:22 - New England 1973
folder 36

2:24 - North Star 1973
folder 37

2:25 - Northern Rockies 1973
folder 38

2:26 - Ohio 1973
folder 39

2:27 - Oklahoma 1973
folder 40

2:28 - Ozark 1973
folder 41

2:29 - Pacific Northwest 1973
folder 42

2:30 - Pennsylvania 1973
Subseries 6.2: Subject Files, 1942-1991

folder 43

2:31 - Potomac 1973

folder 44

2:32 - Redwood 1973

folder 45

2:34 - Rocky Mountain 1973

folder 46

2:35 - San Diego 1973

folder 47

2:36 - San Francisco Bay 1973

folder 48

2:38 - Santa Lucia 1973

folder 49

2:39 - Tehipite 1973

folder 50

2:40 - Toiyabe 1973

folder 51

2:41 - Uinta 1973

folder 52

2:43 - Western Canada 1973

Economy and Industrial relations

folder 53

3:0 - General 1973

folder 54

3:1 - Shell Oil strike letters 1973

Environmental education

folder 55

4:0 - General 1973

Environmental law

folder 56
5:0 - General 1973
folder 57

5:1 - California Environmental Quality Act 1973
folder 58

5:2 - National Environmental Policy Act 1973

Environmental organizations
folder 59-61

6:0 - General 1973

Sierra Club Field Representatives
folder 62

7:0 - General 1973
Ctn. 102, folder 1

7:1 - Alaska 1973
folder 2

7:2 - New York 1973
folder 3

7:3 - Midwest 1973
folder 4

7:4 - Northern Great Plains 1973
folder 5

7:5 - Northwest 1973
folder 6

7:6 - Sacramento 1973
folder 7

7:7 - Southern California 1973
folder 8

7:8 - Southwest 1973
folder 9

7:9 - Washington, D.C. 1973

Administrative agencies
folder 10-11

8:0 - General 1973

folder 12

8:1 - U.S. Department of Agriculture 1973

folder 13

8:3 - U.S. Forest Service 1973

folder 14

8:4 - U.S. Atomic Energy Commission 1973

folder 15

8:5 - U.S. Army Corps of Engineers 1973

folder 16

8:5a - "Engineering a Victory: A Citizen's Guide to the Army Corps" 1973

folder 17

8:6 - U.S. Environmental Protection Agency 1973

folder 18

8:7 - U.S. Federal Power Commission 1973

folder 19

8:8 - U.S. Department of Housing and Urban Development 1973

folder 20

8:9 - U.S. Internal Revenue Service 1973

folder 21

8:10 - U.S. Department of the Interior 1973

folder 22

8:11 - U.S. Fish and Wildlife Service 1973

folder 23

8:12 - U.S. Bureau of Land Management 1973

folder 24

8:13 - U.S. Bureau of Reclamation 1973

folder 25

8:12a - Budget (FY 1975) 1973

folder 26

8:13 - U.S. National Park Service 1973

folder 27
8:14 - U.S. Bureau of Outdoor Recreation 1973
folder 28

8:15 - U.S. Department of Transportation 1973
folder 29

8:16 - White House 1973
folder 30

8:17 - States 1973

International conservation
folder 31

9:0 - General 1973
folder 32

9:1 - United States 1973

Land use
folder 33

10:0 - General 1973
folder 34

10:1 - Agriculture 1973
folder 35

10:2 - California 1973
folder 36

10:3 - Shore protection 1973
folder 37-38

10:4 - California 1973
folder 39

10:4a - Follow-up fund appeal 1973
folder 40

10:4b - Workshop arrangements and working papers 1973
folder 41

10:4c - California Coastal Task Force 1973
folder 42

10:5 - Deserts 1973
Subseries 6.2: Subject Files, 1942-1991

folder 43
   10:6 - Forests and forestry 1973
folder 44
   10:7 - Mineral industries 1973
folder 45
   10:8 - Public lands 1973
folder 46
   10:9 - Open spaces 1973
folder 47
   10:10 - Recreational subdivisions 1973
folder 48
   10:11 - Soil conservation 1973
folder 49
   10:12 - Ski resorts (proposed) 1973
folder 50
   10:13 - Stream channelization 1973

   10:14 - Urban ecology
folder 51
   Cities and towns - Growth 1973

Ocean, Estuaries and Lakes
folder 52
   11:0 - General 1973
folder 53
   11:1 - San Francisco Bay (Calif.) 1973
folder 54
   11:2 - Lakes 1973
folder 55
   11:3 - Ocean 1973

Parks and wilderness areas
folder 56
Subseries 6.2: Subject Files, 1942-1991

12:0 - General 1973
   folder 57
   12:1 - Land and Water Conservation Fund 1973
   folder 58
   12:2 - National parks and reserves 1973
   folder 59
      12:3 - Big Thicket National Preserve (Tex.) 1973
   folder 60
      12:4 - Big Cypress National Preserve (Fla.) 1973
   folder 61
      12:5 - Everglades National Park (Fla.) 1973
   Ctn. 103, folder 1
      12:7 - Golden Gate National Recreation Area (Calif.) 1973
   folder 2
      12:8 - Grand Canyon National Park (Ariz.) 1973
   folder 3
      12:9 - Sequoia National Park (Calif.) - Mineral King 1973
   folder 4
      12:10 - North Cascades National Park (Wash.) 1973
   folder 5
      12:11 - Point Reyes National Seashore (Calif.) 1973
   folder 6
      12:12 - Redwood National Park (Calif.) 1973
   folder 7
      12:13 - Yosemite National Park (Calif.) 1973
   folder 8
      12:13a - Sequoia National Park and Kings Canyon National Park (Calif.) 1973
   folder 9
      12:14 - Regions and cities 1973
   folder 10
      12:15 - States 1973
   folder 11
      12:16 - Wild and scenic rivers 1973
folder 12

12:17 - Wilderness areas 1973

folder 13

12:18 - U.S. Forest Service - De facto wilderness - Litigation 1973

folder 14

12:19 - East (U.S.) 1973

Politics, Practical

folder 15

13:0 - General 1973

folder 16

13:1 - Lobbying - Proposition 9 (Calif.) 1973

Pollution

folder 17

14:0 - General 1973

folder 18-19

14:1 - Air - Pollution 1973

folder 20

14:1a - Advertising 1973

folder 21

14:1b - Public opinion 1973

folder 22

14:2 - Hazardous substances 1973

folder 23

14:3 - Noise pollution 1973

folder 24

14:4 - Petroleum 1973

folder 25

14:5 - Refuse and refuse disposal 1973

folder 26

14:6 - Thermal pollution 1973

folder 27
Subseries 6.2: Subject Files, 1942-1991

14:8 - Water - Pollution 1973

Population
folder 28

15:0 - General 1973

Energy conservation
folder 29-30

16:0 - General 1973

16:1 - Energy policy
folder 31

United States 1973
folder 32

16:2 - Sierra Club 1973
folder 33

16:3 - Geothermal resources 1973
folder 34

16:4 - Nuclear energy 1973
folder 35

16:5 - Petroleum industry 1973
folder 36

16:6 - Oil-shales 1973
folder 37

16:7 - Energy facilities - Location 1973
folder 38

16:8 - Point Arena (Calif.) (proposed) 1973
folder 39

16:8a - Northern Cheyenne Reservation (Mont.) 1973
folder 40

16:9 - Power transmission lines 1973

Regional Conservation Committees
Ctn. 104, folder 1

17:0 - General 1973
folder 2

17:1 - Appalachian 1973
folder 3

17:2 - Gulf Coast 1973
folder 4

17:3 - Midwest 1973
folder 5

17:4 - Northwest 1973
folder 6

17:5 - Northeast 1973
folder 7

17:6 - Northern California 1973
folder 8

17:7 - Southern California 1973
folder 9

17:9 - Southwest 1973
folder 10

17:10 - Northern Great Plains 1973

Social problems
folder 11

18:0 - Indians of North America 1973

Transportation
folder 12

19:0 - General 1973
folder 13

19:1 - Airports - Location 1973
folder 14

19:2 - California Highway Trust Fund 1973
folder 15
19:3 - Highways 1973
folder 16

19:4 - Federal Highway Trust Fund - Highway Action Coalition 1973
folder 17

19:5 - Mass transportation 1973
folder 18-19

19:6 - All terrain vehicles 1973
folder 20

19:7 - Harbors and Tankers 1973
folder 21

19:8 - Supersonic transport planes 1973
folder 22

19:9 - Railroads 1973

Water resources
folder 23-24

20:0 - General 1973

Water resources development - Dams
folder 25

20:1 - California 1973
folder 26

20:2 - United States 1973

Wildlife conservation
folder 27

21:0 - General 1973
folder 28

21:1 - Endangered species 1973
folder 29

21:2 - Predatory animals - Control 1973

Sierra Club
Subseries 6.2: Subject Files, 1942-1991

folder 30

22:0 - General 1973

folder 31

21:1 - Board of Directors 1973

folder 32

21:2 - Clusen, Charles 1973

folder 33

21:3 - National Land Use Committee 1973

Personnel

folder 34

21:4 - Conservation Department 1973

Applications for positions

folder 35

21:5 - Research Director 1973

folder 36

21:5a - Northwest Representative 1973

folder 37

21:5b - Summer Interns 1973

folder 38

21:5c - California Coastal Coordinator 1973

folder 39

21:6 - Public relations 1973

folder 40

21:7 - Rivers - Conservation 1973

folder 41

21:9 - Survival Committee 1973

folder 42

22:10 - Water Resources Committee 1973

folder 43

22:11 - Wilderness Classification Committee 1973

folder 44
22:12 - Wilderness Conference 1973
Ctn. 105, folder 1

22:13 - Wildlife Committee 1973
folder 2

22:14 - Sierra Club Legislative Program 1973
folder 3-4

22:15 - Conservation Department - Personnel management and Financial statements 1973
folder 5-6

22:15a - Public opinion - Bulletins 1973
folder 7

22:15b - Letters of complaint 1973
folder 8

22:16 - International Conservation Committee 1973
folder 9

22:17 - Native American Issues Committee 1973
folder 10

22:18 - Environmental Education Committee 1973
folder 11

22:19 - Forest Practices Committee 1973
folder 12

22:20 - Population Committee 1973
folder 13

22:21 - Labor Liaison Committee 1973
folder 14

22:22 - Energy Committee 1973

Alaska
folder 15

1:0 - General 1974
folder 16

1:3 - Alaska Gas Line Alert 1974

Sierra Club Chapters
Subseries 6.2: Subject Files, 1942-1991

folder 17

2:4 - Atlantic 1974

folder 18

2:30 - Pennsylvania 1974

Economy and Industrial relations

folder 19

3:0 - General 1974

Environmental education

folder 20

4:0 - General 1974

Environmental law

folder 21

5:0 - General 1974

folder 22

5:1 - California Environmental Quality Act 1974

folder 23

5:2 - National Environmental Policy Act 1974

Environmental organizations

folder 24-27

6:0 - General 1974

Sierra Club Field Representatives

folder 28

7:0 - General 1974

folder 29

7:1 - Alaska 1974

folder 30

7:2 - New York 1974

folder 31
7:3 - Midwest 1974
folder 32

7:4 - Northern Great Plains 1974
folder 33

7:5 - Northwest 1974
folder 34

7:6 - Sacramento 1974
folder 35

7:7 - Southern California 1974
folder 36

7:8 - Southwest 1974
folder 37

7:9 - Washington, D.C. 1974

Administrative agencies
folder 38-39

8:0 - General 1974
folder 40

8:2 - U.S. Department of Agriculture 1974
folder 41

8:3 - U.S. Forest Service 1974
folder 42

8:4 - U.S. Atomic Energy Commission 1974
folder 43

8:5 - U.S. Army Corps of Engineers 1974
folder 44

8:5a - Engineering A Victory for the Environment 1974
folder 45

8:6 - U.S. Environmental Protection Agency 1974
folder 46

8:7 - U.S. Federal Power Commission 1974
folder 47

8:7a - U.S. Federal Energy Administration 1974
Subseries 6.2: Subject Files, 1942-1991

folder 48

8:7b - U.S. Federal Power Commission 1974

folder 49

8:8 - U.S. Internal Revenue Service 1974

folder 50

8:10 - U.S. Department of the Interior 1974

folder 51

8:11 - U.S. Fish and Wildlife Service 1974

folder 52

8:12 - U.S. Bureau of Land Management 1974

folder 53

8:12a - U.S. Bureau of Reclamation 1974

folder 54

8:13 - U.S. National Park Service 1974

folder 55

8:15 - U.S. Department of Transportation 1974

folder 56

8:16 - White House 1974

folder 57

8:17 - States 1974

folder 58

8:17a - Referendum 1974

International conservation

folder 59

9:0 - General 1974

folder 60


Land use

Ctn. 106, folder 1

10:0 - General 1974

folder 2
10:1 - Agriculture 1974
folder 3

10:2 - California 1974
folder 4

10:3 - Shore protection 1974
folder 5

10:4 - California 1974
folder 6

10:4a - Fund raising 1974
folder 7

10:5 - Deserts 1974
folder 8

10:6 - Forests and forestry 1974
folder 9

10:7 - Mineral industries 1974
folder 10

10:8 - Public lands 1974
folder 11

10:9 - Open spaces 1974
folder 12

10:10 - Recreational subdivisions 1974
folder 13

10:11 - Soil conservation 1974
folder 14

10:12 - Ski resorts (proposed) 1974
folder 15

10:14 - Urban ecology - Cities and towns - Growth 1974
folder 16

10:15 - Weather control 1974
folder 17

10:16 - Mines and mineral resources - Scarcity 1974
folder 18

Ocean, Estuaries, and Lakes
Subseries 6.2: Subject Files, 1942-1991

folder 18

11:0 - General 1974

folder 19

11:1 - San Francisco Bay (Calif.) 1974

folder 20

11:2 - Lakes 1974

folder 21

11:3 - Ocean 1974

Parks and wilderness areas

folder 22

12:0 - General 1974

folder 23

12:1 - Land and Water Conservation Fund 1974

folder 24

12:2 - National parks and reserves 1974

folder 25

12:3 - Big Thicket National Preserve (Tex.) 1974

folder 26

12:4 - Big Cypress National Preserve (Fla.) 1974

folder 27

12:5 - Golden Gate National Recreation Area (Calif.) 1974

folder 28

12:8 - Grand Canyon National Park (Ariz.) 1974

folder 29

12:9 - Sequoia National Park (Calif.) - Mineral King 1974

folder 30

12:10 - Point Reyes National Seashore (Calif.) 1974

folder 31

12:12 - Redwood National Park (Calif.) 1974

folder 32-33

12:13 - Yosemite National Park (Calif.) 1974

folder 34
12:13a - Sequoia National Park and Kings Canyon National Park (Calif.) 1974
folder 35

12:14 - Regions and cities 1974
folder 36

12:15 - States 1974
folder 37

12:16 - Wild and scenic rivers 1974
folder 38

12:17 - Wilderness areas 1974

Politics, Practical
folder 39

13:0 - General 1974
folder 40


Pollution
folder 41

14:0 - Air - Pollution 1974
folder 42

14:2 - Hazardous substances 1974
folder 43

14:3 - Noise pollution 1974
folder 44

14:5 - Refuse and refuse disposal 1974
folder 45

14:7 - Billboards 1974
folder 46

14:8 - Water - Pollution 1974

Population
folder 47

15:0 - General 1974
Energy conservation
folder 48

16:0 - General 1974

Energy policy
folder 49

16:1 - United States 1974
folder 50

16:2 - Sierra Club 1974
folder 51

16:3 - Geothermal resources 1974
folder 52

16:4 - Nuclear energy 1974
folder 53

16:5 - Petroleum industry 1974

Ctn. 107, folder 1

16:6 - Oil-shales 1974

16:7 - Energy facilities
folder 2

Location 1974
folder 3

16:8 - Point Arena (Calif.) (proposed) 1974
folder 4

16:9 - Power transmission lines 1974
folder 5

16:10 - Public utilities 1974

Regional Conservation Committees
folder 6

17:0 - General 1974
folder 7
Subseries 6.2: Subject Files, 1942-1991

17:1 - Appalachian 1974
   folder 8

17:2 - Gulf Coast 1974
   folder 9

17:3 - Midwest 1974
   folder 10

17:4 - Northwest 1974
   folder 11

17:6 - Northern California 1974
   folder 12

17:7 - Southern California 1974
   folder 13

17:10 - Northern Great Plains 1974

Social problems
   folder 14

18:0 - Indians of North America 1974

Transportation
   folder 15

19:0 - General 1974
   folder 16

19:1 - Airports - Location 1974
   folder 17

19:2 - California Highway Trust Fund 1974
   folder 18

19:3 - Highways 1974
   folder 19

19:4 - Federal Highway Trust Fund 1974
   folder 20

19:5 - Mass transportation 1974
   folder 21

19:6 - All terrain vehicles 1974
folder 22

19:7 - Harbors and Tankers 1974

folder 23

19:8 - Supersonic transport planes 1974

folder 24

19:9 - Railroads 1974

Water resources

folder 25

20:0 - General 1974

folder 26

20:1 - Water resources development 1974

folder 27

20:2 - Dams 1974

Wildlife conservation

folder 28-29

21:0 - General 1974

folder 30

21:1 - Endangered species 1974

folder 31

21:2 - Predatory animals - Control 1974

Sierra Club

folder 32

22:0 - General 1974

folder 33

22:1 - Board of Directors 1974

folder 34

22:2 - Clusen, Charles and Moss, Larry 1974

folder 35

22:3 - National Land Use Committee 1974
Subseries 6.2: Subject Files, 1942-1991

Personnel
folder 36

22:4 - Conservation Department 1974

22:4a - Applications for positions
folder 37

Research Director 1974
folder 38

22:5 - Summer Interns 1974
folder 39

22:6 - Public relations - Conservation 1974
folder 40

22:10 - Water Resources Committee 1974
folder 41

22:11 - Wilderness Classification Committee 1974
folder 42

22:12 - Wilderness Conference 1974
folder 43

Speeches 1974
folder 44

22:13 - Wildlife Committee 1974
folder 45-46

22:14 - Sierra Club Legislative Program 1974
folder 47

22:15 - Conservation Department - Personnel management and Financial statements 1974
folder 48

22:15a - Bulletin 1974
folder 49

22:15b - Correspondence regarding Sierra Club Bulletin 1974
folder 50

22:15c - Public opinion - Letters of complaint 1974
folder 51

22:16 - International Conservation Committee 1974
folder 52

22:17 - Native American Issues Committee 1974

folder 53

22:18 - Environmental Education Committee 1974

folder 54

22:20 - Population Committee 1974

folder 55

22:22 - Energy Committee 1974

Alaska

folder 56

1:0 - General 1975

folder 57

1:1 - Alaska Native Claims Settlement Act 1975

folder 58

1:2 - Gas, Natural - Pipe lines 1975

folder 59

1:3 - Alaska Gas Line Alert 1975

Sierra Club Chapters

folder 60

2:2 - Alaska 1975

folder 61

2:3 - Angeles 1975

folder 62

2:4 - Atlantic 1975

folder 63

2:5 - Chattahoochee 1975

folder 64

2:6 - Connecticut 1975

folder 65

2:7 - Cumberland 1975

folder 66
2:9 - Florida 1975
folder 67

2:10 - Grand Canyon 1975
folder 68

2:11 - Great Lakes 1975
folder 69

2:12 - Hawaii 1975
folder 70

2:13 - Iowa 1975
folder 71

2:15 - Joseph LeConte 1975
folder 72

2:16 - Kern-Kaweah 1975
folder 73

2:17 - Loma Prieta 1975
Ctn. 108, folder 1

2:18 - Lone Star 1975
folder 2

2:19 - Los Padres 1975
folder 3

2:21 - Mother Lode 1975
folder 4

2:22 - New England 1975
folder 5

2:23 - New Jersey 1975
folder 6

2:24 - North Star 1975
folder 7

2:25 - Northern Rockies 1975
folder 8

2:26 - Ohio 1975
folder 9

2:27 - Oklahoma 1975
folder 10

2:28 - Ozark 1975

folder 11

2:29 - Pacific Northwest 1975

folder 12

2:31 - Potomac 1975

folder 13

2:32 - Redwood 1975

folder 14

2:34 - Rocky Mountain 1975

folder 15

2:35 - San Francisco Bay 1975

folder 16

2:39 - Tehipite 1975

folder 17

2:40 - Toiyabe 1975

folder 18

2:42 - Ventana 1975

folder 19

2:44 - Nebraska 1975

folder 20

2:45 - Ontario, Canada 1975

folder 21

2:46 - Tennessee 1975

Economy and Industrial relations

folder 22

3:0 - General 1975

Environmental education

folder 23

4:0 - General 1975
Environmental law
folder 24

5:0 - General 1975

folder 25

5:1 - California Environmental Quality Act 1975

folder 26

5:2 - National Environmental Quality Act 1975

Environmental organizations
folder 27

6:0 - General 1975

Sierra Club Field Representatives
folder 28

7:1 - Alaska 1975

folder 29

7:2 - New York 1975

folder 30

7:3 - Midwest 1975

folder 31

7:4 - Northern Great Plains 1975

folder 32

7:5 - Northwest 1975

folder 33

7:6 - Sacramento 1975

folder 34

7:7 - Southern California 1975

folder 35

7:8 - Southwest 1975

folder 36

7:9 - Washington, D.C. 1975

Administrative agencies
Subseries 6.2: Subject Files, 1942-1991

folder 37

8:3 - U.S. Forest Service 1975

folder 38

8:4 - U.S. Atomic Energy Commission 1975

folder 39

8:5 - U.S. Army Corps of Engineers 1975

folder 40

8:6 - U.S. Environmental Protection Agency 1975

folder 41

8:6a - U.S. Federal Energy Administration 1975

folder 42

8:7 - U.S. Federal Power Commission 1975

folder 43

8:8 - U.S. Department of Housing and Urban Development 1975

folder 44

8:10 - U.S. Department of the Interior 1975

folder 45

8:12 - U.S. Bureau of Land Management 1975

folder 46

8:13 - U.S. National Park Service 1975

folder 47

8:14 - U.S. Bureau of Outdoor Education 1975

International conservation

folder 48

9:0 - General 1975

folder 49

9:1 - Sierra Club United Nations Office 1975

Land use

folder 50

10:0 - General 1975

folder 51
Subseries 6.2: Subject Files, 1942-1991

10:1 - Agriculture 1975
folder 52

10:2 - California 1975
folder 53

10:4 - Shore protection - California 1975
folder 54

10:6 - Forests and forestry 1975
folder 55

10:7 - Mineral industries 1975
folder 56

10:8 - Public lands 1975
folder 57

10:10 - Recreational subdivisions 1975
folder 58

10:12 - Ski resorts (proposed) 1975
folder 59

10:14 - Urban ecology - Cities and towns - Growth 1975
folder 60

10:15 - Weather control 1975

Ocean, Estuaries, and Lakes
folder 61

11:0 - General 1975
folder 62

11:1 - San Francisco Bay (Calif.) 1975
folder 63

11:2 - Lakes 1975
folder 64

11:3 - Ocean 1975

Parks and wilderness areas
folder 65

12:0 - General 1975
Subseries 6.2: Subject Files, 1942-1991

folder 66

12:1 - Land and Water Conservation Fund 1975

folder 67

12:2 - National parks and reserves 1975

folder 68

12:6 - Golden Gate National Recreation Area (Calif.) 1975

folder 69

12:7 - Grand Canyon National Park (Ariz.) 1975

folder 70

12:8 - Sequoia National Park (Calif.) - Mineral King 1975

folder 71

12:10 - Redwood National Park (Calif.) 1975

folder 72

12:11 - Yosemite National Park (Calif.) 1975

folder 73

12:12 - Sequoia National Park and Kings Canyon National Park (Calif.) 1975

folder 74

12:13 - Regions and cities 1975

folder 75

12:15 - Wild and scenic rivers 1975

folder 76

12:16 - Wilderness areas 1975

Politics, Practical

folder 77

13:0 - General 1975

folder 78


Pollution

folder 79

14:0 - General 1975

folder 80
Subseries 6.2: Subject Files, 1942-1991

14:1 - Air - Pollution 1975
folder 81

14:2 - Hazardous substances 1975
folder 82

14:3 - Noise pollution 1975
folder 83

14:4 - Petroleum 1975
folder 84

14:5 - Refuse and refuse disposal 1975
folder 85

14:8 - Water - Pollution 1975

Population
folder 86

15:0 - General 1975

Energy conservation
folder 87

16:0 - General 1975
folder 88

16:1 - United States energy policy 1975
folder 89

16:1a - Mines and mineral resources 1975
folder 90

16:2 - Sierra Club energy policy 1975
folder 91

16:3 - Geothermal resources 1975
folder 92

16:4 - Nuclear energy 1975
folder 93

16:4a - California - Referendum 1975
folder 94

16:5 - Petroleum industry 1975
folder 95

16:5a - Petroleum and Gas, Natural - Taxation 1975

folder 96

16:6 - Energy facilities - Location 1975

folder 97

16:9 - Power transmission lines 1975

folder 98

16:10 - Public utilities 1975

Regional Conservation Committees

folder 99

17:0 - General 1975

folder 100

17:2 - Gulf Coast 1975

folder 101

17:3 - Midwest 1975

folder 102

17:4 - Northwest 1975

folder 103

17:5 - Northeast 1975

folder 104

17:6 - Northern California 1975

folder 105

17:7 - Southern California 1975

folder 106

17:9 - Southwest 1975

folder 107

17:10 - Northern Great Plains 1975

Social problems

folder 108

18:0 - Indians of North America 1975
Transportation

folder 109

19:0 - General 1975

folder 110

19:1 - Airports - Location 1975

folder 111

19:3 - Highways 1975

folder 112

19:5 - Mass transportation 1975

folder 113

19:6 - All terrain vehicles 1975

folder 114

19:8 - Supersonic transport planes 1975

folder 115

19:9 - Railroads 1975

Water resources

folder 116

20:0 - General 1975

folder 117

20:1 - Dams - United States 1975

Wildlife conservation

Ctn. 109, folder 1

21:0 - General 1975

folder 2

21:1 - Endangered species 1975

folder 3

21:2 - Predatory animals - Control 1975

Sierra Club

folder 4

22:0 - Board of Directors 1975
Subseries 6.2: Subject Files, 1942-1991

folder 5

22:2 - Moss, Larry 1975

folder 6

22:4 - Personnel - Conservation Department 1975

folder 7

22:7 - Rivers (Calif.) 1975

folder 8

22:11 - Wilderness Classification Committee 1975

folder 9

22:12 - Wilderness Conference 1975

folder 10

22:14 - Sierra Club Legislative Program 1975

folder 11

22:15 - Conservation Department - Personnel management and Financial statements 1975

folder 12

22:15a - Public opinion - Bulletins 1975

folder 13

22:17 - Native American Issues Committee 1975

folder 14

22:18 - Environmental Education Committee 1975

folder 15

22:20 - Population Committee 1975

folder 16

22:22 - Energy Committee 1975

Alaska

folder 17

1:0 - General 1976

folder 18

1:1 - Alaska Native Claims Settlement Act 1976

Sierra Club Chapters

folder 19
Subseries 6.2: Subject Files, 1942-1991

2:2 - Angeles 1976
folder 20

2:6 - Cumberland 1976
folder 21

2:8 - Florida 1976
folder 22

2:10 - Great Lakes 1976
folder 23

2:12 - Iowa 1976
folder 24

2:14 - Joseph LeConte 1976
folder 25

2:23 - New Jersey 1976
folder 26

2:29 - Pacific Northwest 1976
folder 27

2:31 - Potomac 1976
folder 28

2:37 - San Gorgonio 1976
folder 29

2:39 - Tehipite 1976
folder 30

2:40 - Tennessee 1976

Environmental law
folder 31

5:1 - California Environmental Quality Act 1976
folder 32

5:2 - National Environmental Policy Act 1976

Environmental organizations
folder 33

6:0 - General 1976
Sierra Club Field Representatives

folder 34

7:2 - New York 1976

folder 35

7:3 - Midwest 1976

folder 36

7:4 - Northern Great Plains 1976

folder 37

7:5 - Northwest 1976

folder 38

7:8 - Southwest 1976

Administrative agencies

folder 39

8:1 - General 1976

folder 40

8:1a - U.S. Department of the Interior 1976

folder 41

8:1b - U.S. Fish and Wildlife Service 1976

folder 42

8:1c - U.S. Bureau of Land Management 1976

folder 43

8:1d - U.S. National Park Service 1976

folder 44

8:2 - States 1976

International conservation

folder 45

9:0 - General 1976

folder 46

Subseries 6.2: Subject Files, 1942-1991

Land use

folder 47

10:2 - California 1976

folder 48

10:4 - Shore protection (Calif.) 1976

folder 49

10:6 - Forests and forestry 1976

folder 50

10:7 - Mineral industries 1976

folder 51

10:9 - Open spaces 1976

folder 52

10:13 - Ski resorts (proposed) 1976

folder 53

10:13a - Independence Lake (Calif.) 1976

Parks and Wilderness areas

folder 54

12:1 - Land and Water Conservation Fund 1976

folder 55

12:2 - National parks and reserves 1976

folder 56

12:2a - Congaree Swamp National Monument (S.C.) 1976

folder 57

12:2b - Death Valley National Monument (Calif.) 1976

folder 58

12:2c - Grand Canyon National Park (Ariz.) 1976

folder 59

12:2d - Hells Canyon National Recreation Area (Or. and Idaho) 1976

folder 60

12:2e - Sequoia National Park (Calif.) - Mineral King 1976

folder 61

12:2f - Redwood National Park (Calif.) 1976
folder 62

12:4 - States 1976

folder 63

12:5 - Wilderness areas 1976

folder 64

12:5a - Alpine Lakes Wilderness (Wash.) 1976

Politics, Practical

folder 65

13:0 - General 1976

13:2 - Lobbying

folder 66

Government policy 1976

folder 67

13:3 - Proposition 9 (Calif.) 1976

folder 68


Pollution

folder 69

14:2 - Hazardous substances 1976

folder 70

14:3 - Pesticides 1976

folder 71

14:6 - Refuse and refuse disposal 1976

folder 72

14:9 - Water - Pollution 1976

Population

folder 73

15:0 - General 1976
Energy conservation

16:1 - Energy policy
folder 74

United States 1976
folder 75

16:2 - Sierra Club 1976
folder 76

16:3 - Geothermal resources 1976
folder 77

16:4 - Mines and mineral resources 1976
folder 78

16:5 - Nuclear energy 1976
folder 79

16:5a - California - Referendum 1976
folder 80

16:6 - Petroleum 1976
folder 81

16:8a - Coal 1976
folder 82

16:9a - Energy facilities - Location - Kaiparowits (Utah) (proposed) 1976

Transportation
folder 83

19:0 - General 1976
folder 84

19:3 - Highways 1976
folder 85

19:10 - Waterways 1976

Water resources
folder 86

20:0 - General 1976
Subseries 6.2: Subject Files, 1942-1991

folder 87

20:1 - Water resources development (Calif.) 1976

folder 88

20:3 - Flood control 1976

Wildlife conservation

folder 89

22:0 - General 1976

folder 90

22:1 - Endangered species 1976

folder 91

22:5 - Wildlife refuges 1976

Sierra Club

folder 92

23:2 - Wildlife Committee 1976

folder 93

23:3 - Swatek, Paul 1976

folder 94

23:5 - Conservation Department - Personnel management and Financial statements 1976

folder 95

23:11 - Wilderness Classification Committee 1976

1966

Ctn. 109, folder 96  Adirondack Mountain Preserve (N.Y.) 1966
folder 97  Agua Tibia Wilderness (Calif.) 1966
folder 98  Alaska 1966
folder 99  Allagash River (Me.) 1966
folder 100  Anza-Borrego Desert State Park (Calif.) 1966
folder 101  Apostle Islands National Lakeshore (Wis.) 1966
folder 102  Beaches - Access 1966
folder 103  Big Basin Redwoods State Park (Calif.) 1965-66
folder 104  Big Bend National Park (Tex.) 1965-66
folder 105  Birth control 1966
folder 106  Box Canyon Dam (Calif.) 1966
folder 107  Buffalo River (Ark.) 1966
folder 108  California condor 1966
folder 109  California Department of Parks and Recreation 1966
<table>
<thead>
<tr>
<th>Folder</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>110</td>
<td>Bonds 1966</td>
</tr>
<tr>
<td>111</td>
<td>California Public Utilities Commission 1966</td>
</tr>
<tr>
<td>112</td>
<td>California State Water Project 1966</td>
</tr>
<tr>
<td>113</td>
<td>Channel Islands (Calif.) 1966</td>
</tr>
<tr>
<td>114</td>
<td>Colorado River Basin - Law and legislation 1966-67</td>
</tr>
<tr>
<td>115</td>
<td>Columbia Plateau Resources Council 1966</td>
</tr>
<tr>
<td>116</td>
<td>Community development - Marin County (Calif.) 1966</td>
</tr>
<tr>
<td>117</td>
<td>Conservation - Law and legislation 1966</td>
</tr>
<tr>
<td>118</td>
<td>Conservation Law Society of America 1966</td>
</tr>
<tr>
<td>119</td>
<td>Diablo Canyon Nuclear Power Plant (Calif.) 1966</td>
</tr>
<tr>
<td>120</td>
<td>Ecology - Law and legislation 1966</td>
</tr>
<tr>
<td>121</td>
<td>Elyssian Park (Calif.) - Clippings 1966</td>
</tr>
<tr>
<td>122</td>
<td>Endangered species 1966</td>
</tr>
<tr>
<td>123</td>
<td>Everglades National Park (Fla.) 1966</td>
</tr>
<tr>
<td>124</td>
<td>Federation of Western Outdoor Clubs 1966</td>
</tr>
<tr>
<td>125</td>
<td>Meetings 1966</td>
</tr>
<tr>
<td>126</td>
<td>Freeways (N.H.) 1966</td>
</tr>
<tr>
<td>127</td>
<td>Freeways and Parkways 1966</td>
</tr>
<tr>
<td>128</td>
<td>Geothermal power plants 1965-66</td>
</tr>
<tr>
<td>129</td>
<td>Great Basin National Park (Nev.) 1966</td>
</tr>
<tr>
<td>130</td>
<td>Great Smoky Mountains National Park (N.C. and Tenn.) 1966</td>
</tr>
<tr>
<td>131</td>
<td>Hawaii 1966</td>
</tr>
<tr>
<td>132</td>
<td>Hooker Dam (N.M.) 1966</td>
</tr>
<tr>
<td>133</td>
<td>Hudson River (N.Y. and N.J.) 1966</td>
</tr>
<tr>
<td>134</td>
<td>Clippings 1966</td>
</tr>
<tr>
<td>135</td>
<td>Humble Oil and Refining Company 1966</td>
</tr>
<tr>
<td>136</td>
<td>Indiana Dunes National Lakeshore (Ind.) 1966</td>
</tr>
<tr>
<td>137</td>
<td>International conservation - Clippings 1966</td>
</tr>
<tr>
<td>138</td>
<td>International Union for Conservation of Nature and Natural Resources 1966</td>
</tr>
<tr>
<td>139</td>
<td>Islandia (Fla.) 1966</td>
</tr>
<tr>
<td>140</td>
<td>Kauai (Hawaii) 1966</td>
</tr>
<tr>
<td>141</td>
<td>Kings Canyon National Park (Calif.) 1966</td>
</tr>
<tr>
<td>142</td>
<td>Lassen Volcanic National Park (Calif.) 1966</td>
</tr>
<tr>
<td>143</td>
<td>Long Island (N.Y.) - Wetlands 1965-66</td>
</tr>
<tr>
<td>144</td>
<td>Minam River (Or.) 1966</td>
</tr>
<tr>
<td>145</td>
<td>Mission 66 - U.S. National Park Service 1966</td>
</tr>
<tr>
<td>146</td>
<td>Morro Bay (Calif.) 1966</td>
</tr>
<tr>
<td>147</td>
<td>Mormon Meadows (Calif.) 1966</td>
</tr>
<tr>
<td>148</td>
<td>Mount Tamalpais State Park (Calif.) 1966</td>
</tr>
<tr>
<td>149</td>
<td>Natural Resources Council of America 1966</td>
</tr>
<tr>
<td>150</td>
<td>North American Water and Power Alliance (NAWAPA) 1966</td>
</tr>
<tr>
<td>151</td>
<td>Nevada - Surveys 1966</td>
</tr>
<tr>
<td>152</td>
<td>North Cascades National Park (Wash.) Correspondence 1966</td>
</tr>
<tr>
<td>153</td>
<td>Clippings 1966</td>
</tr>
<tr>
<td>154</td>
<td>Printouts 1966</td>
</tr>
<tr>
<td>155</td>
<td>Nuclear energy 1966</td>
</tr>
<tr>
<td>156</td>
<td>Nuclear power plants (Santa Maria, Calif.) (proposed) 1966</td>
</tr>
<tr>
<td>157</td>
<td>Oklawaha River (Fla.) - Cross-Florida Barge Canal (proposed) 1966</td>
</tr>
<tr>
<td>158</td>
<td>Olympic National Park (Wash.) 1966</td>
</tr>
<tr>
<td>159</td>
<td>Pesticides 1966</td>
</tr>
<tr>
<td>160</td>
<td>Pine Barrens (N.J.) 1966</td>
</tr>
<tr>
<td>161</td>
<td>Planning and Conservation League 1966</td>
</tr>
<tr>
<td>162</td>
<td>Point Arena Nuclear Power Plant (Calif.) (proposed) 1966</td>
</tr>
<tr>
<td>163</td>
<td>Point Reyes National Seashore (Calif.) 1966</td>
</tr>
<tr>
<td>164</td>
<td>Potomac River 1966</td>
</tr>
<tr>
<td>165</td>
<td>Power-plants Location 1966</td>
</tr>
<tr>
<td>Folder</td>
<td>Description</td>
</tr>
<tr>
<td>--------</td>
<td>-------------</td>
</tr>
<tr>
<td>folder 14</td>
<td>Marble Gorge and Bridge Canyon (Ariz.) 1966</td>
</tr>
<tr>
<td>folder 15</td>
<td>Predatory animals - Control 1966</td>
</tr>
<tr>
<td>folder 16</td>
<td>Pueblo Indians, Blue Lake (N.M.) 1966</td>
</tr>
<tr>
<td>folder 17</td>
<td>Rampart Dam (Alaska) 1966</td>
</tr>
<tr>
<td>folder 18</td>
<td>Reichle Dam (Mont.) 1966</td>
</tr>
<tr>
<td>Roads</td>
<td>Between Los Banos and Benton (Calif.) 1966</td>
</tr>
<tr>
<td></td>
<td>Between Quaking Aspen and Haiwee Pass (Calif.) 1966</td>
</tr>
<tr>
<td></td>
<td>In wilderness areas (Lincoln, Mont.) 1966</td>
</tr>
<tr>
<td></td>
<td>Lopez (Calif.) 1966</td>
</tr>
<tr>
<td>folder 23</td>
<td>Roadside improvements 1966</td>
</tr>
<tr>
<td>folder 24</td>
<td>Saint Croix River (Wis. and Minn.) 1966</td>
</tr>
<tr>
<td>folder 25</td>
<td>Salton Sea (Calif.) 1966</td>
</tr>
<tr>
<td>folder 26</td>
<td>San Francisco Bay fill (Calif.) 1966</td>
</tr>
<tr>
<td>folder 27</td>
<td>San Gabriel Mountains (Calif.) 1966</td>
</tr>
<tr>
<td>folder 28</td>
<td>San Gorgonio Wilderness (Calif.) 1966</td>
</tr>
<tr>
<td>folder 29</td>
<td>San Luis Drain (Calif.) 1966</td>
</tr>
<tr>
<td>folder 30</td>
<td>San Luis National Wildlife Refuge (Calif.) 1966</td>
</tr>
<tr>
<td>folder 31-32</td>
<td>San Rafael Wilderness (Calif.) 1965-66</td>
</tr>
<tr>
<td>folder 33</td>
<td>Santa Monica Mountains National Recreation Area (Calif.) 1966</td>
</tr>
<tr>
<td>folder 34</td>
<td>Sawtooth National Recreation Area (Idaho) 1966</td>
</tr>
<tr>
<td>folder 35</td>
<td>Selway-Bitterroot Wilderness (Idaho and Mont.) 1966</td>
</tr>
<tr>
<td>folder 36</td>
<td>Magruder Corridor 1966</td>
</tr>
<tr>
<td>folder 37</td>
<td>Sespe Dam (Calif.) (proposed) 1966</td>
</tr>
<tr>
<td>folder 38</td>
<td>Sequoia National Park (Calif.) 1966</td>
</tr>
<tr>
<td>Sierra Club Chapters</td>
<td>Atlantic 1966</td>
</tr>
<tr>
<td></td>
<td>Great Lakes 1966</td>
</tr>
<tr>
<td></td>
<td>Loma Prieta 1966</td>
</tr>
<tr>
<td></td>
<td>Los Padres 1966</td>
</tr>
<tr>
<td></td>
<td>Mother Lode 1966</td>
</tr>
<tr>
<td>Ctn. 112, folder 1</td>
<td>Pacific Northwest 1966</td>
</tr>
<tr>
<td>folder 2</td>
<td>Redwood 1966</td>
</tr>
<tr>
<td>folder 3</td>
<td>San Diego 1966</td>
</tr>
<tr>
<td>folder 4</td>
<td>San Francisco Bay 1966</td>
</tr>
<tr>
<td>folder 5</td>
<td>Toiyabe 1966</td>
</tr>
<tr>
<td>Sierra Club Field Representatives</td>
<td>Northwest 1966-67</td>
</tr>
<tr>
<td>folder 6</td>
<td>Southwest 1966</td>
</tr>
<tr>
<td>folder 7</td>
<td>Sleeping Bear Dunes National Lakeshore (Mich.) 1966</td>
</tr>
<tr>
<td>folder 8</td>
<td>Sonoran Desert National Park (proposed) 1966</td>
</tr>
<tr>
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<td>Tahoe, Lake (Calif. and Nev.) 1966</td>
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<td>Tellico Dam (Tenn.) 1966</td>
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<td>National Trail System (proposed) 1966</td>
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<td>Tramways 1966</td>
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<td>U.S. Bureau of Land Management 1966</td>
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<td>U.S. Bureau of Outdoor Recreation 1966</td>
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<td>U.S. Department of Natural Resources 1966</td>
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<tr>
<td>folder 26</td>
<td>U.S. Internal Revenue Service - Sierra Club's tax exempt status 1966</td>
</tr>
</tbody>
</table>
folder 29  Clippings 1966
folder 30  U.S. Public Land Law Review Commission 1966
folder 31  Utility lines, underground 1966
folder 32  Ventana Wilderness (Calif.) 1966
folder 33  The Wasted Wilderness - Sierra Club motion picture 1966
folder 34  Water - Pollution 1966
folder 35  Wilderness Act 1966
Wilderness areas

Ctn. 113, folder 1-2
folder 3  Clippings 1966
folder 4  Wilderness conservation 1966
folder 5  Wild and scenic rivers 1966
folder 6  Wildlife refuges 1966
folder 7  Yosemite National Park (Calif.) 1966
folder 8  Zion National Park (Utah) 1966

1967

folder 9  Adirondack Forest Preserve (N.Y.) 1967
folder 10  Admiralty Island (Alaska) 1967
folder 11  Agua Tibia Wilderness (Calif.) 1967
folder 12  Air - Pollution 1967
folder 13  Alameda Conservation Association 1967
folder 14  Alaska 1967
folder 15  Allagash River (Me.) 1967
folder 16  Anza-Borrego Desert State Park (Calif.) 1967
folder 17  Apostle Islands National Lakeshore (Wis.) 1967
folder 18  Big Bend National Park (Tex.) 1967
folder 19  Big Thicket National Preserve (Tex.) 1967
folder 20  Birth control 1967
folder 21  Bolsa Chica State Beach (Calif.) 1967
folder 22  California condor 1967
folder 23  California Department of Parks and Recreation 1967
folder 24  Bonds 1967
folder 25  California Forest Practices Act 1967
folder 26  California State Water Project 1967
folder 27  Cascade Range (Or.) 1967
folder 28  Channel Islands (Calif.) 1967
folder 29  Conservation - Law and legislation 1967
folder 30  Conservation and Religion 1967
folder 31  Conservation Bill of Rights 1967
folder 32  Conservation education 1967
folder 33  Student Conservation Work 1967
folder 34  Cumberland Gap National Historical Park (Ky.) 1967
folder 35  Dams - Coasts (Calif.) - Clippings 1967
folder 36  De facto wilderness, Conservation of 1967
folder 37  Denali National Park and Preserve (Alaska) 1967
folder 38-40  Diablo Canyon (Calif.) 1967
Ctn. 114, folder 1  Clippings 1967
folder 2  Diamond Head (Hawaii) 1967
folder 3  Dickey-Lincoln School Dam (Me.) - Power-plants - Location 1967
folder 4  Ecology 1967
folder 5  Eleanor Lake (Calif.) 1967
folder 6  Emigrant Wilderness (Calif.) 1966-67
folder 7  Endangered species 1966-67
folder 8  Estuaries - Law and legislation 1967
folder 9  Everglades National Park (Fla.) 1967
folder 10  Federation of Western Outdoor Clubs 1967
<table>
<thead>
<tr>
<th>Folder</th>
<th>Content</th>
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</thead>
<tbody>
<tr>
<td>11</td>
<td>Firearms 1967</td>
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<td>12</td>
<td>Fire Island (N.Y.) 1967</td>
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<td>Freeways and Roads - Location 1967</td>
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<td>Red Buffalo Tunnel (Colo.) (proposed) 1967</td>
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<td>Glacier Wilderness (Wyo.) (proposed) and Popo Agie Wilderness (Wyo.) 1967</td>
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<td>Grand Teton National Park (Wyo.) - Teton Corridor 1967</td>
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<td>Great Basin National Park (Nev.) 1967</td>
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<td>Wheeler Peak Wilderness 1966-67</td>
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<td>23</td>
<td>Hells Canyon National Recreation Area (Or. and Idaho) 1967</td>
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<td>Hooker Dam (N.M.) 1967</td>
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<td>Hudson River (N.Y. and N.J.) 1967</td>
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<td>Indiana Dunes National Lakeshore (Ind.) 1967</td>
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<td>Irrigation - Law and legislation - California 1967</td>
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<td>Kauai (Hawaii) 1967</td>
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<td>Kern Plateau (Calif.) 1967</td>
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<td>Land and Water Conservation Fund 1967</td>
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<td>35</td>
<td>Liberty Amendment Committee of the U.S.A. 1967</td>
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<td>Long Island (N.Y.) - Wetlands 1967</td>
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<td>Los Padres National Forest (Calif.) - Sargent cypress 1967</td>
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<td>Mammoth Cave National Park (Ky.) 1967</td>
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<td>39</td>
<td>Marine parks and reserves - Continental shelf 1967</td>
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<td>Mineral industries 1967</td>
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<td>Mount Tamalpais State Park (Calif.) 1967</td>
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<td>43</td>
<td>Natural areas 1967</td>
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<td>Natural Resources Council of America 1967</td>
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<td>Nevada - Surveys 1967</td>
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<td>Newport Bay (Calif.) 1967</td>
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<td>Nipomo Dunes (Calif.) 1967</td>
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<td>North Cascades National Park (Wash.) 1967</td>
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<td>50-51</td>
<td>Correspondence 1967</td>
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<tr>
<td>Ctn. 115,</td>
<td>Clippings 1967</td>
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<td>1-6</td>
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<td>6</td>
<td>Nuclear energy 1967</td>
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<td>7</td>
<td>Ocean - Prospecting 1967</td>
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<td>8</td>
<td>Oil-shales 1967</td>
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<td>9</td>
<td>Olympic National Park (Wash.) 1967</td>
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<td>10</td>
<td>Oregon - Sand dunes 1967</td>
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<td>11</td>
<td>Paleopedology 1967</td>
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<td>Planning and Conservation League 1967</td>
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<td>13</td>
<td>Point Reyes National Seashore (Calif.) 1967</td>
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<td>14</td>
<td>Potomac River 1967</td>
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<tr>
<td>15</td>
<td>Power-plants - Location 1967</td>
</tr>
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<td>16</td>
<td>Pyramid Lake (Nev.) 1967</td>
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<tr>
<td>17</td>
<td>Radioactive fallout 1967</td>
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<td>18</td>
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<td>Regional planning - San Francisco Bay Area Regional Government (proposed) 1967</td>
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<td>Roads - Between Los Banos and Benton (Calif.) 1967</td>
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<td>23</td>
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<tr>
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<td>San Francisco Bay fill (Calif.) 1967</td>
</tr>
<tr>
<td>27</td>
<td>San Gabriel Mountains (Calif.) 1967</td>
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<td>San Gorgonio Wilderness (Calif.) 1967</td>
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<td>29</td>
<td>San Luis National Wildlife Refuge (Calif.) 1967</td>
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<tr>
<td>30-31</td>
<td>San Rafael Wilderness (Calif.) 1967</td>
</tr>
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<td>Sand and gravel 1967</td>
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<td>Santa Monica Bay Causeway (Calif.) (proposed) 1967</td>
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<td>Santa Monica Mountains National Recreation Area (Calif.) 1967</td>
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<td>Sawtooth National Recreation Area (Idaho) 1967-68</td>
</tr>
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<td>36</td>
<td>White Clouds 1967-68</td>
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<td>Selway-Bitterroot Wilderness (Idaho and Mont.) 1967</td>
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<td>Magruder Corridor 1967</td>
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<td>41</td>
<td>Shore protection 1967</td>
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<td>42</td>
<td>Sierra Club Chapters</td>
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<td>Angeles Chapter 1967</td>
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<td>Diamond Jubilee Celebration - 75th anniversary 1967</td>
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<td>Great Lakes Chapter 1967</td>
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<td>John Muir Chapter 1967</td>
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<td>Kern-Kaweah Chapter 1967</td>
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<td>Loma Prieta Chapter 1967</td>
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<td>Los Padres Chapter 1967</td>
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<td>Mackinac Chapter 1967</td>
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<td>Mother Lode Chapter 1967</td>
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<td>Redwood Chapter 1967</td>
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<td>Rio Grande Chapter 1967</td>
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<td>Rocky Mountain Chapter 1967</td>
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<td>San Diego Chapter 1967</td>
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<td>59</td>
<td>Sierra Club Field Representatives</td>
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<td>60</td>
<td>Northwest 1967</td>
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<td>61</td>
<td>Southwest 1967</td>
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<td>Ski resorts 1967</td>
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<td>Trail Peak area 1967</td>
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<td>Sonic boom 1967</td>
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<td>Steens Mountains (Or.) 1967</td>
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<td>Stream channelization - Lower Colorado River 1967</td>
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<td>Tahoe, Lake (Calif. and Nev.) 1967</td>
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<td>Taos Indians, Blue Lake (N.M.) 1967</td>
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<td>Taos Pueblo (N.M.) 1967</td>
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<td>Tenth Biennial Wilderness Conference 1967</td>
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<td>Torrey pine - Clippings 1967</td>
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<td>National Trail System (proposed) 1967</td>
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<td>U.S. Army Corps of Engineers 1967</td>
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<td>U.S. Bureau of Land Management 1967</td>
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<td>U.S. Internal Revenue Service - Sierra Club's tax exempt status 1967</td>
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<td>31</td>
<td>U.S. National Park Service 1967</td>
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<td>32</td>
<td>U.S. Public Land Law Review Commission 1967</td>
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<td>Urban policy - Quality of life 1967</td>
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<td>Voyageurs National Park (Minn.) 1967</td>
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<td>36</td>
<td>Water - Pollution 1967</td>
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<td>37</td>
<td>Water resources development 1967</td>
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<td>38</td>
<td>Whitney, Mount (Calif.) 1967</td>
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<td>39</td>
<td>Whitney Portal Road - Inyo National Forest (Calif.) 1967</td>
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<td>Wild and scenic rivers 1967</td>
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<td>41</td>
<td>Wilderness areas</td>
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<tr>
<td>42</td>
<td>Law and legislation 1967</td>
</tr>
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<td>43</td>
<td>Recreational use 1967</td>
</tr>
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<td>44</td>
<td>Wilderness areas (proposed) - Idaho 1967</td>
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<td>Wilderness Society 1967</td>
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<td>Anza-Borrego Desert State Park (Calif.) 1968</td>
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<td>Baja California (Mexico) 1968</td>
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<td>7</td>
<td>Beaches - Access 1968</td>
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<td>Big Basin Redwoods State Park (Calif.) 1968</td>
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<td>Big Bend National Park (Tex.) 1968</td>
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<td>Bolsa Chica State Beach (Calif.) 1968</td>
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<td>Bridger National Forest (Wyo.) 1968</td>
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<td>California State Development Plan 1968</td>
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<td>21</td>
<td>Cascade Range (Or.) 1968</td>
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<td>Channel Islands (Calif.) 1968</td>
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<td>24</td>
<td>Citizens Committee on Natural Resources 1968</td>
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<td>Correspondence 1968</td>
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<td>Printed matter 1968</td>
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<td>Clippings 1968</td>
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<tr>
<td>28</td>
<td>Conservation - Law and legislation 1968</td>
</tr>
</tbody>
</table>
folder 29 Conservation Bill of Rights 1968
folder 30 Constitutional amendments (Calif.) 1967-68
folder 31 Cumberland Island National Seashore (Ga.) 1968
folder 32 Delta Region (Calif.) 1968
folder 33 Diablo Canyon Nuclear Power Plant (Calif.) 1968
folder 34 Diamond Head (Hawaii) 1968
folder 35 Clippings 1968
folder 36 Dickey-Lincoln School Dam (Me.) - Power-plants - Location 1968
folder 37 Ecology 1968
folder 38 Eleanor Lake (Calif.) 1968
folder 40 Endangered species 1968
folder 41 Environmental Defense Fund, Inc. 1968
folder 42 Environmental protection - Federal policy 1968
folder 43 Environmental Quality Preservation Act of 1969 1968-69
folder 44 Escalante River (Utah) 1968
folder 45 Estuaries - Law and legislation 1968
folder 46 Everglades National Park (Fla.) 1968
folder 47 Farallon Islands (Calif.) 1968
folder 48 Federation of Western Outdoor Clubs 1968
folder 49 Fire control 1968
folder 50 Firearms 1968
folder 51 Flood relief 1968
Ctn. 118, folder 1 Fontana Conservation Roundup (N.C.) 1968
folder 2 Freeways and Roads 1968
folder 3 Geothermal power plants 1968
folder 4 Glacier Wilderness (Wyo.) (proposed) and Popo Agie Wilderness (Wyo.) 1968
folder 5 Grand Teton National Park (Wyo.) 1968
folder 6 Grazing - User charges 1968
folder 7 Great Basin National Park (Nev.) 1968
folder 8 Great Smoky Mountains National Park (N.C. and Tenn.) 1968
folder 9 Hawaii 1968
folder 10 Hells Canyon National Recreation Area (Or. and Idaho) 1968
folder 11 Clippings 1968
folder 12 Hickel, Walter J. - Governor of Alaska - Clippings 1968
folder 13 Hooker Dam (N.M.) 1968
folder 14 Hudson River (N.Y. and N.J.) 1968
folder 15 Indiana Dunes National Lakeshore (Ind.) 1968
folder 16 Irrigation 1968
folder 17 John Wesley Powell Centennial Celebration 1968
folder 18 Kern Plateau (Calif.) 1968
folder 19 Kings Canyon National Park (Calif.) 1968
folder 20 Lake Tahoe Basin
folder 21-22 Correspondence, printed matter 1968
folder 23 Clippings 1968
folder 24 Land and Water Conservation Fund Act
folder 25 Correspondence 1968
folder 26 Printed matter 1968
folder 27 Statements 1968
folder 28 Clippings 1968
folder 29 Log exports 1968
folder 30 Mammoth Cave National Park (Ky.) 1968
folder 31 Marine parks and reserves - Continental shelf
folder 32 Correspondence 1968
folder 33 Printed matter 1968
folder 34 Marine pollution 1968
folder 35 Mineral industries 1968
folder 36 Mount Tamalpais State Park (Calif.) 1968

Guide to the Sierra Club Records, 1891-
1968

<table>
<thead>
<tr>
<th>Folder</th>
<th>Description</th>
</tr>
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<tbody>
<tr>
<td>34</td>
<td>National Recreation and Parks Association 1968</td>
</tr>
<tr>
<td>35</td>
<td>Natural Resources Council of America 1968</td>
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<td>36</td>
<td>Nevada Outdoor Recreation Association 1968</td>
</tr>
<tr>
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<td>Newport Bay (Calif.) 1968</td>
</tr>
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<td>38</td>
<td>Nipomo Dunes (Calif.) 1968</td>
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<td>Noise control 1968</td>
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<td>Population policy 1968</td>
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<td>San Rafael Wilderness (Calif.) 1968</td>
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<td>Clippings 1968</td>
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folder 5-6  Great Lakes Chapter 1968
folder 7    Kentucky Section 1968
folder 8    John Muir Chapter 1968
folder 9    Kern-Kaweah Chapter 1968
folder 10   Loma Prieta Chapter 1968
folder 11   Lone Star Chapter 1968
folder 12   Los Padres Chapter 1968
folder 13   Mackinac Chapter 1968
folder 14   Mother Lode Chapter 1968
folder 15   Pacific Northwest Chapter 1968
folder 16   Clippings 1968
folder 17   Redwood Chapter 1968
folder 18   Rio Grande Chapter 1968
folder 19   Riverside Chapter 1968
folder 20   Rocky Mountain Chapter 1968
folder 21   San Diego Chapter 1968
folder 22   San Francisco Bay Chapter 1968
folder 23   Santa Lucia Chapter 1968
folder 24   Southwest Chapter 1968
folder 25   Tehuantepec Chapter 1968
folder 26   Toiyabe Chapter 1968
folder 27   Ventana Chapter 1968
folder 28   Sierra Club Field Representative - Northwest 1968
folder 29   Clippings 1968
folder 30   Sierra Nevada Mountains (Calif. and Nev.) 1968
folder 31   Ski resorts 1968
folder 32   Sonic boom 1968
folder 33   Spruce Knob - Seneca Rocks National Recreation Area (W. Va.) 1968
folder 34   Strip mining 1968
folder 35   Thermal pollution 1968
folder 36   Torrey pine 1968
Ctn. 121, folder 1  Transportation 1968
folder 1   U.S. Army Corps of Engineers 1968
folder 2   U.S. Bureau of Land Management 1968
folder 3   U.S. Bureau of Outdoor Recreation 1968
folder 4   U.S. Congress - Law and legislation 1968
folder 5   U.S. Federal Power Commission 1968
folder 6   U.S. Internal Revenue Service - Sierra Club's tax exempt status 1968
folder 7   Clippings 1968
folder 8   U.S. National Park Service 1968
folder 9   Clippings 1968
folder 10  U.S. Public Land Law Review Commission 1968
folder 11  Urban policy - Quality of life 1968
folder 12  Utility lines 1968
folder 13  Voyageurs National Park (Minn.) 1968
folder 14  Waste products 1968
folder 15  Water - Pollution 1968
folder 16  Water resources 1968
folder 17  Water resources development - Central Arizona Project 1968
folder 18  Weather control 1968
folder 19  Wild and scenic rivers 1968
folder 20  Wilderness areas 1968
folder 21  Law and legislation 1968
folder 22  Recreational use 1968
folder 23  Wilderness Bibliography 1968
folder 24  Wilderness Conference 1968
folder 25  Wilderness Society 1968
<table>
<thead>
<tr>
<th>Folder</th>
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<tr>
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<td>Air - Pollution</td>
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<td>Indians of North America - Indian claims 1969</td>
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<td>Environmental protection - Federal policy 1969</td>
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<td>Grazing - User charges 1969</td>
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<td>Marine parks and reserves - Continental shelf 1969</td>
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<td>Mineral industries 1969</td>
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<td>Mount Tamalpais State Park (Calif.) 1969</td>
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<td>National Recreation and Parks Association 1969</td>
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<td>North Cascades National Park (Wash.) 1969</td>
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<td>Nuclear Energy Experiment 1969</td>
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<td>Ocean - Prospecting 1969</td>
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<td>Olympic National Park (Wash.) 1969</td>
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<td>70</td>
<td>Open spaces 1969</td>
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<td>71</td>
<td>Pesticides 1969</td>
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<td>76</td>
<td>Planning and Conservation League 1969</td>
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<td>78</td>
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<td>9</td>
<td>Potomac River 1969</td>
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<td>10-11</td>
<td>Power-plants - Location 1969</td>
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<td>12</td>
<td>Public lands - Law and legislation 1969</td>
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<td>13</td>
<td>Outdoor recreation 1969</td>
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<td>14</td>
<td>Pyramid Lake (Nev.) 1969</td>
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<td>15</td>
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<td>Rampart Dam (Alaska) 1969</td>
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<td>Red River Gorge (Ky.) 1969</td>
</tr>
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<td>Redwood National Park (Calif.)</td>
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<td>19</td>
<td>Correspondence, statements 1969</td>
</tr>
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<td>20</td>
<td>U.S. Congress - Senate - Interior Committee Reports 1969</td>
</tr>
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<td>21</td>
<td>Clippings 1969</td>
</tr>
<tr>
<td>22</td>
<td>Refuse and refuse disposal 1969</td>
</tr>
<tr>
<td>23</td>
<td>Regional government (proposed) 1969</td>
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<tr>
<td>24</td>
<td>Roads - Between Los Banos and Benton (Calif.) 1969</td>
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<tr>
<td>25</td>
<td>Roadside improvements - California Roadside Council 1969</td>
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<td>26</td>
<td>Rogue River (Or.) 1969</td>
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<td>27</td>
<td>Saline waters 1969</td>
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<td>28</td>
<td>San Francisco Bay Conservation and Development Commission 1969</td>
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<td>San Francisco Bay fill (Calif.)</td>
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<td>Correspondence, statements 1969</td>
</tr>
<tr>
<td>31</td>
<td>Clippings 1969</td>
</tr>
<tr>
<td>32</td>
<td>San Gorgonio Wilderness (Calif.) 1969</td>
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<tr>
<td>33</td>
<td>Santa Barbara (Calif.) - Oil spills 1969</td>
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<tr>
<td>34</td>
<td>Sequoia National Park (Calif.) 1969</td>
</tr>
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<td>35</td>
<td>Shore protection 1969</td>
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<td>36</td>
<td>Sierra Club Chapters and Representatives</td>
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<td>37</td>
<td>Angeles Chapter 1969</td>
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<td>Atlantic Chapter</td>
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<td>40</td>
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<td>41</td>
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</tr>
<tr>
<td>42</td>
<td>Freeways 1969</td>
</tr>
<tr>
<td>43</td>
<td>Grand Canyon Chapter 1969</td>
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<td>John Muir Chapter 1969</td>
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<td>Kern-Kaweah Chapter 1969</td>
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<td>Clippings 1969</td>
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<td>Lone Star Chapter 1969</td>
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<td>Los Padres Chapter 1969</td>
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<td>Mackinac Chapter 1969</td>
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<td>Northwest Representative 1969</td>
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<td>Yellowstone National Park (Wyo.) 1969</td>
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1969

folder 27  Yosemite National Park (Calif.) 1969
folder 28  Youth Conservation Corps 1969

1970

Air - Pollution
Ctn. 131, folder 1  Correspondence 1970
folder 2  Proposition 18 1970
folder 3-5  Statements 1970
folder 6-8  Clippings 1970
folder 9  All terrain vehicles 1970
folder 10  Beaches - Access 1970
folder 11  Big Thicket National Preserve (Tex.) 1970
folder 12  Biological warfare 1970
folder 13  Bitterroot National Forest (Mont.) 1970
folder 14  California Constitution Revision Commission 1970
folder 15  California Department of Parks and Recreation 1970
folder 17  California State Planning and Development Commission 1970
folder 18  Calvert Cliffs (Md.) 1970
folder 19  Canada 1970
folder 20  Cascade Range (Or.) 1970
folder 21  Channel Islands (Calif.) 1970
folder 22  Coastal zone management 1970
folder 23  Administrative agencies 1970
folder 24-25  California 1970
Ctn. 132, folder 1  Statements 1970
folder 2  Clippings 1970
folder 3  Colorado River Basin - Law and legislation 1970
folder 4-5  Conservation 1970
folder 6-7  Law and legislation 1970
folder 8  Conservation and Religion 1970
folder 9  Conservation Bill of Rights 1970
Conservation education
folder 10-11  Statements 1970
folder 12  Clippings 1970
folder 13  Conservation Law Society of America 1970
folder 14  Corporate responsibility 1970
folder 15  Council on Environmental Quality 1970
folder 16  Dams - Pacific Coast (U.S.) 1970
folder 17  Clippings 1970
folder 18  Delta Region (Calif.) - Water resources 1970
folder 19  Statements 1970
folder 20  Clippings 1970
folder 21  Water resources development (Eastside Project ) 1970
folder 22  Management 1970
folder 23  Diablo Canyon Nuclear Power Plant (Calif.) 1970
folder 24  Earth Day 1970
folder 25  Environmental Teach-in 1970
Ecology
folder 26-27  Speeches and publications 1970
Ctn. 133,  Clippings 1970
folder 1-2  Electric power
folder 3  Correspondence 1970
folder 4-5  Statements 1970
folder 6-8  Clippings 1970
folder 9  Endangered species 1970
folder 10  Clippings 1970
<table>
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<tr>
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<tr>
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<td>Friends of the Earth 1970</td>
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<td>Grazing - User charges 1970</td>
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<td>Gulf Islands National Seashore (Fla. and Miss.) 1970</td>
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<td>38</td>
<td>Hells Canyon National Recreation Area (Or. and Idaho) 1970</td>
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<td>Hudson River (N.Y. and N.J.) 1970</td>
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<td>Oil-shales 1970</td>
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<td>Olympic National Park (Wash.) 1970</td>
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<td>67</td>
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<td>Recycling (Waste, etc.) 1970</td>
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<td>Sacramento 1970</td>
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<td>Press release 1970</td>
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</tr>
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<td>Utility lines 1970</td>
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<td>Water - Pollution 1970</td>
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</tr>
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<td>14</td>
<td>Clippings 1970</td>
</tr>
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<td>15</td>
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<tr>
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<td>Central Arizona Water Project 1970</td>
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<td>Wild and scenic rivers 1970</td>
</tr>
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<td>Wilderness Act 1970</td>
</tr>
</tbody>
</table>
| Folder 20 | Wilderness areas - Management 1970  
|          | Wildlife conservation  
| Folder 21-22 | Correspondence, statements 1970  
| Folder 23 | Clippings 1970  
| Folder 24 | Yosemite National Park (Calif.) 1970  
| Folder 25 | Youth Conservation Corps 1970  

1971

Ctn. 141, folder 1  | Adirondack Mountains (N.Y.) 1971  
|                   | Air - Pollution  
| Folder 2-4 | Correspondence, statements 1971  
| Folder 5-7 | Clippings 1971  
| Folder 8-9 | Alaska 1971  
| Folder 10-12 | Indians of North America - Indian claims 1971  
| Folder 13 | Clippings 1971  
| Folder 14 | U.S. Atomic Energy Commission 1971  
| Folder 15 | Clippings 1971  
| Folder 16 | All terrain vehicles 1971  
| Folder 17 | Clippings 1971  
| Folder 18 | Amchitka Island (Alaska) 1971  
| Folder 19 | Beaches - Access 1971  
| Folder 20 | Big Sky of Mountains, Inc. 1971  
| Folder 21 | Big Thicket National Preserve (Tex.) 1971  
| Folder 22 | Biological warfare 1971  
| Folder 23-24 | Correspondence, statements 1971  
| Folder 25 | Clippings 1971  

Ctn. 142, folder 1  | California Forest Practices Act 1971  
|                   | California Public Utilities Commission 1971  
| Folder 2-3 | California State Constitutional Revision 1971  
| Folder 4 | California State Development Plan 1971  
| Folder 5 | California State Legislature 1971  
| Folder 6 | California State Water Project 1971  
| Folder 7 | Californians Against Smog, Inc. 1971  
| Folder 8 | Cascade Range (Or.) 1971  
| Folder 10-11 | Channel Islands (Calif.) 1971  
| Folder 12 | Channel Islands National Park (Calif.) 1971  
| Folder 13 | Clean Environment Act (California Proposition 18) 1971  
| Folder 14-16 | Coastal zone management  
| Folder 17 | Correspondence, statements 1971  
| Folder 18 | Clippings 1971  
| Folder 19 | Colorado River Basin 1971  
| Folder 20 | Connecticut River National Recreation Area 1971  
| Folder 21 | Conservation  
| Folder 22-23 | Citizen participation  
| Folder 24 | Correspondence, statements 1971  
| Folder 25 | Clippings 1971  
| Folder 26-28 | Law and legislation  
| Folder 29 | Correspondence, statements 1971  
| Folder 30 | Clippings 1971  
| Folder 31 | Conservation and Religion 1971  
| Folder 32 | Conservation education  
| Folder 26-28 | Correspondence, statements 1971  
| Folder 29 | Clippings 1971  
| Folder 30 | Conservation Law Society of America 1971  
| Folder 31 | Conservation organizations 1971  
| Folder 32 | Corporate responsibility 1971  
| Ctn. 143, folder 1 | Council on Environmental Quality 1971  

Guide to the Sierra Club Records,  
1891-
<table>
<thead>
<tr>
<th>Folder Number</th>
<th>Topic</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>Cycling paths 1971</td>
</tr>
<tr>
<td>3</td>
<td>Delta Region (Calif.) 1971</td>
</tr>
<tr>
<td>4</td>
<td>Deserts - Management 1971</td>
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<tr>
<td>5</td>
<td>Diablo Canyon Nuclear Power Plant (Calif.) 1971</td>
</tr>
<tr>
<td>6</td>
<td>Earth Day 1971</td>
</tr>
<tr>
<td>7</td>
<td>Ecology 1971</td>
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<td>8</td>
<td>Economic development - Environmental aspects 1971</td>
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<td>9-11</td>
<td>Electric power</td>
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<td>13</td>
<td>Clippings 1971</td>
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<td>14</td>
<td>Endangered species</td>
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<tr>
<td>15-17</td>
<td>Correspondence, statements 1971</td>
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<tr>
<td>18</td>
<td>Clippings 1971</td>
</tr>
<tr>
<td>19</td>
<td>Energy policy 1971</td>
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<td>20</td>
<td>Environmental education 1971</td>
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<td>Environmental health 1971</td>
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<td>22</td>
<td>Environmental impact statements - California State Guidelines 1971</td>
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<td>Environmental law 1971</td>
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<td>Environmental monitoring 1971</td>
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<td>25</td>
<td>Environmental protection</td>
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<td>26</td>
<td>California policy 1971</td>
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<td>27</td>
<td>Clippings 1971</td>
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<td>28</td>
<td>Federal policy 1971</td>
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<td>29</td>
<td>Geothermal power 1971</td>
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<td>Geothermal resources</td>
</tr>
<tr>
<td>31</td>
<td>Correspondence, statements 1971</td>
</tr>
<tr>
<td>32</td>
<td>Clippings 1971</td>
</tr>
<tr>
<td>33</td>
<td>Freeways</td>
</tr>
<tr>
<td>34</td>
<td>Correspondence, statements 1971</td>
</tr>
<tr>
<td>35</td>
<td>Clippings 1971</td>
</tr>
<tr>
<td>36</td>
<td>Freeways and Roads - Standards 1971</td>
</tr>
<tr>
<td>37</td>
<td>Friends of the Earth 1971</td>
</tr>
<tr>
<td>38</td>
<td>Geothermal power 1971</td>
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<td>Geothermal resources</td>
</tr>
<tr>
<td>40</td>
<td>Correspondence, statements 1971</td>
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<tr>
<td>41</td>
<td>Clippings 1971</td>
</tr>
<tr>
<td>42</td>
<td>Golden Gate National Recreation Area (Calif.) 1971</td>
</tr>
<tr>
<td>43</td>
<td>Grand Canyon National Park (Ariz.) 1971</td>
</tr>
<tr>
<td>44</td>
<td>Grazing 1971</td>
</tr>
<tr>
<td>45</td>
<td>Great Smoky Mountains National Park (N.C. and Tenn.) 1971</td>
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<tr>
<td>46</td>
<td>Hells Canyon National Recreation Area (Or. and Idaho) 1971</td>
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<tr>
<td>47</td>
<td>Hudson River (N.Y. and N.J.) 1971</td>
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<td>48</td>
<td>Indiana Dunes National Lakeshore (Ind.) 1971</td>
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<td>49</td>
<td>Indians of North America 1971</td>
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<tr>
<td>50</td>
<td>International Youth Conference on the Human Environment 1971</td>
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<tr>
<td>51</td>
<td>Irvine (Calif.) - Community development, Urban 1971</td>
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<tr>
<td>52</td>
<td>John F. Baldwin Ship Channel (Calif.) 1971</td>
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<tr>
<td>53</td>
<td>Lake Tahoe Basin (Calif. and Nev.) 1971</td>
</tr>
<tr>
<td>54</td>
<td>Clippings 1971</td>
</tr>
<tr>
<td>55</td>
<td>Land and Water Conservation Fund Act 1971</td>
</tr>
<tr>
<td>56</td>
<td>Land use</td>
</tr>
</tbody>
</table>
Guide to the Sierra Club Records, 1891-

California
folder 21  Correspondence, statements 1971
folder 22  Clippings 1971
folder 23-24 United States 1971
folder 25  Clippings 1971
folder 26  Marine parks and reserves - Continental shelf 1971
folder 27  Mass transportation 1971
folder 28  Mineral industries and Mining law 1971
Mineral King (Calif.)
folder 29  Correspondence, statements 1971
folder 30  Clippings 1971
folder 31  Motion pictures 1971

Ctn. 146, folder 1
National Timber Supply Act 1971
folder 2  Natural Resources Council of America 1971
folder 3  Noise control 1971
folder 4  Clippings 1971
folder 5  Noise pollution - Clippings 1971
folder 6  North Cascades National Park (Wash.) 1971

Nuclear energy
folder 7-8  Clippings 1971
folder 9-10  Statements 1971
folder 11  Nuclear power plants - Davenport (Calif.) (proposed) 1971
folder 12  Nuclear weapons testing 1971
folder 13  Ocean 1971
folder 14  Clippings 1971
folder 15  Oil-shale industry 1971
Oil spills
folder 16  Louisiana 1971
folder 17  San Francisco Bay (Calif.) 1971
folder 18  Clippings 1971
folder 19  Santa Barbara (Calif.) 1971
folder 20  Clippings 1971
folder 21  Open spaces 1971
folder 22  Personnel 1971

Pesticides
folder 23-25  Correspondence, statements 1971
folder 26-27  Clippings 1971

Ctn. 147, folder 1
Petroleum 1971
folder 2  Petroleum in submerged lands 1971
folder 3  Clippings 1971
folder 4-5  Petroleum industry 1971
folder 6  Clippings 1971
folder 7  Planning and Conservation League 1971
folder 8  Plants 1971
folder 9  Point Arena Nuclear Power Plant (Calif.) (proposed) 1971
folder 10  Point Reyes National Seashore (Calif.) 1971
folder 11  Clippings 1971
folder 12  Pollution 1971
folder 13  Correspondence 1971
folder 14  Mercury, Zinc, Lead, etc. 1971
folder 15  Clippings 1971
folder 16  Pollution - Taxation 1971
folder 17-18  Population - Clippings 1971
folder 19-20  Population policy 1971
folder 21  Potomac River 1971
folder 22  Power-plants - Location 1971
folder 23  Clippings 1971
folder 24  Tulare County (Calif.) 1971
<table>
<thead>
<tr>
<th>Folder</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>25-27</td>
<td>Power resources 1971</td>
</tr>
<tr>
<td>28</td>
<td>Clippings 1971</td>
</tr>
<tr>
<td>Ctn. 148, folder 1</td>
<td>Predatory animals - Control 1971</td>
</tr>
<tr>
<td>2</td>
<td>Project Sanguine 1971</td>
</tr>
<tr>
<td></td>
<td>Public Land Law</td>
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<td>H.R. 7211 1971</td>
</tr>
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<td>4</td>
<td>H.R. 9911 1971</td>
</tr>
<tr>
<td>5</td>
<td>S. 921 and S. 2401 1971</td>
</tr>
<tr>
<td>6-7</td>
<td>Public Land Use Policy Act 1971</td>
</tr>
<tr>
<td>8-9</td>
<td>Public lands - Law and legislation 1971</td>
</tr>
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<td>10</td>
<td>Publications - Correspondence concerning 1971</td>
</tr>
<tr>
<td>11</td>
<td>Pyramid Lake (Nev.) 1971</td>
</tr>
<tr>
<td>12</td>
<td>Radioactive fallout 1971</td>
</tr>
<tr>
<td>13</td>
<td>Radioactive wastes 1971</td>
</tr>
<tr>
<td>14</td>
<td>Reagan Administration 1971</td>
</tr>
<tr>
<td>15</td>
<td>Real estate development 1971</td>
</tr>
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<td>16</td>
<td>Clippings 1971</td>
</tr>
<tr>
<td>17</td>
<td>Recycling (Waste, etc.) 1971</td>
</tr>
<tr>
<td>18</td>
<td>Redwood National Park (Calif.) 1971</td>
</tr>
<tr>
<td>19</td>
<td>Refuse and refuse disposal</td>
</tr>
<tr>
<td></td>
<td>Correspondence 1971</td>
</tr>
<tr>
<td>20</td>
<td>Statements 1971</td>
</tr>
<tr>
<td>21-22</td>
<td>Clippings 1971</td>
</tr>
<tr>
<td>23</td>
<td>Regional government 1971</td>
</tr>
<tr>
<td>24</td>
<td>Rivers - Pacific Coast (U.S.) 1971</td>
</tr>
<tr>
<td>25</td>
<td>Roads - Between Los Banos and Benton (Calif.) 1971</td>
</tr>
<tr>
<td>26</td>
<td>Roadside improvements 1971</td>
</tr>
<tr>
<td>27</td>
<td>Russian River (Calif.) 1971</td>
</tr>
<tr>
<td>28</td>
<td>Saline waters 1971</td>
</tr>
<tr>
<td>29</td>
<td>San Francisco Bay (Calif.), Southern Crossing 1971</td>
</tr>
<tr>
<td>30</td>
<td>Clippings 1971</td>
</tr>
<tr>
<td>31</td>
<td>San Francisco Bay fill (Calif.) 1971</td>
</tr>
<tr>
<td>32</td>
<td>Sawtooth National Recreation Area (Idaho) - White Clouds 1971</td>
</tr>
<tr>
<td>33</td>
<td>Clippings 1971</td>
</tr>
<tr>
<td>Ctn. 149, folder 1</td>
<td>Sequoia National Park (Calif.) 1971</td>
</tr>
<tr>
<td>2</td>
<td>Shore protection 1971</td>
</tr>
<tr>
<td></td>
<td>Sierra Club</td>
</tr>
<tr>
<td>3</td>
<td>Alaska Chapter 1971</td>
</tr>
<tr>
<td>4-5</td>
<td>Angeles Chapter 1971</td>
</tr>
<tr>
<td>6</td>
<td>Clippings 1971</td>
</tr>
<tr>
<td>7-8</td>
<td>Atlantic Chapter - Clippings 1971</td>
</tr>
<tr>
<td>9</td>
<td>Chattahoochee Chapter 1971</td>
</tr>
<tr>
<td>10</td>
<td>Cumberland Chapter 1971</td>
</tr>
<tr>
<td>11</td>
<td>Delta Chapter 1971</td>
</tr>
<tr>
<td>12</td>
<td>Energy Conference 1971</td>
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<td>14</td>
<td>Energy Task Force 1971</td>
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<tr>
<td>15</td>
<td>Florida Chapter 1971</td>
</tr>
<tr>
<td>16</td>
<td>Foundation 1971</td>
</tr>
<tr>
<td>17</td>
<td>Grand Canyon Chapter 1971</td>
</tr>
<tr>
<td>18</td>
<td>Great Lakes Chapter 1971</td>
</tr>
<tr>
<td>19</td>
<td>Hawaii Chapter 1971</td>
</tr>
<tr>
<td>20</td>
<td>John Muir Chapter 1971</td>
</tr>
<tr>
<td>21</td>
<td>Joseph LeConte Chapter 1971</td>
</tr>
<tr>
<td>22</td>
<td>Kern-Kaweah Chapter 1971</td>
</tr>
<tr>
<td>23</td>
<td>Loma Prieta Chapter 1971</td>
</tr>
<tr>
<td>24</td>
<td>Lone Star Chapter 1971</td>
</tr>
<tr>
<td>25</td>
<td>Los Padres Chapter 1971</td>
</tr>
<tr>
<td>26</td>
<td>Mackinac Chapter 1971</td>
</tr>
</tbody>
</table>
folder 27 Midwest Representative 1971
folder 28 Mother Lode Chapter 1971
folder 29 Clippings 1971
Ctn. 150, folder 1 New England Chapter 1971
folder 2 North Star Chapter 1971
folder 3 Northern Rockies Chapter 1971
folder 4 Clippings 1971
folder 5 Northwest Representative 1971
folder 6 Clippings 1971
folder 7 Ohio Chapter 1971
folder 8 Pacific Northwest Chapter 1971
folder 9 Clippings 1971
folder 10 Portland International Airport 1971
folder 11 Pacific Northwest Representative 1971
folder 12 Public information 1971
folder 13 Public relations 1971
folder 14 Redwood Chapter 1971
folder 15 Rio Grande Chapter 1971
folder 16-17 Rocky Mountain Chapter 1971
folder 18-19 Sacramento Office 1971
folder 20 Clippings 1971
folder 21-22 San Francisco Bay Chapter 1971
folder 23-25 Clippings 1971
folder 26 Mariposa Group (Panama) 1971
Ctn. 151, folder 1 San Diego Chapter 1971
folder 2 San Gorgonio Chapter 1971
folder 3 Santa Lucia Chapter 1971
folder 4 Clippings 1971
folder 5 Southeast Chapter 1971
folder 6 Clippings 1971
folder 7 Southern California Regional Conservation Committee 1971
folder 8 Southern California Representative 1971
folder 9 Southwest Representative 1971
folder 10 Clippings 1971
folder 11 Task Force on Energy 1971
folder 12 Tehipite Chapter 1971
folder 13 Clippings 1971
folder 14 Toiyabe Chapter 1971
folder 15 Uinta Chapter 1971
folder 16 Ventana Chapter 1971
folder 17 Washington, D.C. Representative 1971
folder 18 Wyoming and Northern Plains Representatives 1971
folder 19 Ski resorts 1971
folder 20 Sleeping Bear Dunes National Lakeshore (Mich.) 1971
folder 21 Soil conservation 1971
folder 22 Stream channelization 1971
folder 23 Clippings 1971
folder 24 Strip mining 1971
folder 25 Clippings 1971
folder 26 Superior, Lake 1971
folder 27-29 Supersonic transport planes 1971
folder 30-31 Congessional Record 1971
folder 32 Congessional Record 1971
Ctn. 152, Congessional Record 1971
folder 1-2
folder 3 Thermal pollution of rivers, lakes, etc. 1971
folder 4 Trade-unions, environmental policy of 1971
folder 5 Trail Peak (Calif.) 1971

Guide to the Sierra Club Records, 1891-
<table>
<thead>
<tr>
<th>Folder</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>6</td>
<td>Trails 1971</td>
</tr>
<tr>
<td></td>
<td>Trans-Alaska Pipeline</td>
</tr>
<tr>
<td>7-9</td>
<td>Correspondence, statements 1971</td>
</tr>
<tr>
<td>10-11</td>
<td>Clippings 1971</td>
</tr>
<tr>
<td>12</td>
<td>Transportation - Ship radar 1971</td>
</tr>
<tr>
<td>13-14</td>
<td>U.S. Army Corps of Engineers 1971</td>
</tr>
<tr>
<td>15</td>
<td>U.S. Bureau of Reclamation - Clippings 1971</td>
</tr>
<tr>
<td>16</td>
<td>U.S. Congress 1971</td>
</tr>
<tr>
<td>17</td>
<td>U.S. Department of Agriculture 1971</td>
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<tr>
<td>18</td>
<td>U.S. Department of the Interior 1971</td>
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<tr>
<td>19</td>
<td>U.S. Department of Transportation 1971</td>
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<tr>
<td>20</td>
<td>Clippings 1971</td>
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<tr>
<td>21</td>
<td>U.S. Environmental Protection Agency 1971</td>
</tr>
<tr>
<td>22</td>
<td>U.S. Federal Power Commission 1971</td>
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<td>23</td>
<td>U.S. Forest Service 1971</td>
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<tr>
<td>24</td>
<td>U.S. Internal Revenue Service 1971</td>
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<td>25</td>
<td>U.S. National Oceanic and Atmospheric Administration (NOAA) 1971</td>
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<td>Ctn. 153, folder 1</td>
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<td>2</td>
<td>U.S. National Park Service 1971</td>
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<td>3</td>
<td>Clippings 1971</td>
</tr>
<tr>
<td>4</td>
<td>U.S. Public Land Law Review Commission 1971</td>
</tr>
<tr>
<td>5</td>
<td>Urban policy - Quality of life 1971</td>
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</tr>
<tr>
<td>7</td>
<td>Utility lines 1971</td>
</tr>
<tr>
<td>8-11</td>
<td>Voyageurs National Park (Minn.) 1971</td>
</tr>
<tr>
<td>12-14</td>
<td>Water - Pollution 1971</td>
</tr>
<tr>
<td></td>
<td>Clippings 1971</td>
</tr>
<tr>
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<td>Water resources</td>
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<td>Correspondence 1971</td>
</tr>
<tr>
<td>16</td>
<td>Statements 1971</td>
</tr>
<tr>
<td>17</td>
<td>Clippings 1971</td>
</tr>
<tr>
<td>18-19</td>
<td>Water resources development - California 1971</td>
</tr>
<tr>
<td>20</td>
<td>Clippings 1971</td>
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<tr>
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<td>Ctn. 154, folder 1</td>
</tr>
<tr>
<td>2</td>
<td>Eastside Project, California 1971</td>
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<tr>
<td>3</td>
<td>Water Resources Commission 1971</td>
</tr>
<tr>
<td>4</td>
<td>Weather control 1971</td>
</tr>
<tr>
<td>5</td>
<td>White House Conference on Youth 1971</td>
</tr>
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<td>6</td>
<td>Wild and scenic rivers 1971</td>
</tr>
<tr>
<td>7</td>
<td>Clippings 1971</td>
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<td>8</td>
<td>Wilderness Act of 1964 1971</td>
</tr>
<tr>
<td>9</td>
<td>Clippings 1971</td>
</tr>
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<td>10</td>
<td>Wilderness areas - Management 1971</td>
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<td>Clippings 1971</td>
</tr>
<tr>
<td>12</td>
<td>Wilderness classification 1971</td>
</tr>
<tr>
<td>13</td>
<td>Wilderness Conference 1971</td>
</tr>
<tr>
<td>14-17</td>
<td>Wilderness Society 1971</td>
</tr>
<tr>
<td>18-21</td>
<td>Wildlife conservation 1971</td>
</tr>
<tr>
<td>22-23</td>
<td>Clippings 1971</td>
</tr>
<tr>
<td>24</td>
<td>Yosemite National Park (Calif.) 1971</td>
</tr>
<tr>
<td>25</td>
<td>Clippings 1971</td>
</tr>
<tr>
<td>26</td>
<td>Yosemite-Point Reyes Wilderness Hearings 1971</td>
</tr>
<tr>
<td>27</td>
<td>Clippings 1971</td>
</tr>
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<td>Yosemite National Park (Calif.) 1971</td>
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</tr>
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<td>Youth Conservation Corps 1971</td>
</tr>
<tr>
<td></td>
<td>Clippings 1971</td>
</tr>
</tbody>
</table>
## Alaska

- **Ctn. 155, folder 1-2**: General 1972
  - folder 3: Clippings 1972
  - folder 4: Amchitka Island 1972
  - folder 5: Indians of North America - Indian claims 1972
  - folder 6: Clippings 1972
  - folder 7: Trans-Alaska Pipeline 1972
  - folder 8-9: Clippings 1972
  - folder 10: Tongass National Forest 1972

## Sierra Club Chapters

- **Ctn. 155, folder 12**: Alaska Chapter 1972
  - folder 13: Angeles Chapter 1972
  - folder 14: Clippings 1972
  - folder 15: Atlantic Chapter 1972
  - folder 16: Chattahoochee Chapter 1972
  - folder 17: Cumberland Chapter 1972
  - folder 18: Delta Chapter 1972
  - folder 19: Florida Chapter 1972
  - folder 20: Great Lakes Chapter 1972
  - folder 21: Hawaii Chapter 1972
  - folder 22: John Muir Chapter 1972
  - folder 23: Joseph LeConte Chapter 1972
  - folder 24: Kern-Kaweah Chapter 1972
  - folder 25: Loma Prieta Chapter 1972
  - folder 26: Clippings 1972
  - folder 27: Lone Star Chapter 1972
  - folder 28: Los Padres Chapter 1972
  - folder 29: Mackinac Chapter 1972
  - folder 30: Mother Lode Chapter 1972
  - folder 31: Clippings 1972
  - folder 32: New England Chapter 1972
  - folder 33: New Jersey Chapter 1972
  - folder 34: Northern Rockies Chapter 1972
  - folder 35: North Star Chapter 1972
  - folder 36: Ohio Chapter 1972
  - folder 37: Oklahoma Chapter 1972
  - folder 38: Ozark Chapter 1972
  - folder 39: Pacific Northwest Chapter 1972
  - folder 40: Potomac Chapter 1972
  - folder 41: Clippings 1972
  - folder 42: Redwood Chapter 1972
  - folder 43: Clippings 1972
  - folder 44: Rocky Mountain Chapter 1972
  - folder 45: San Diego Chapter 1972
  - folder 46: San Francisco Bay Chapter 1972
  - folder 47: Clippings 1972
  - folder 48: San Gorgonio Chapter 1972
  - folder 49: Santa Lucia Chapter 1972
  - folder 50: Tehipite Chapter 1972

- **Ctn. 156, folder 1**: Toiyabe Chapter 1972
  - folder 2: Uinta Chapter 1972
  - folder 3: Ventana Chapter 1972
### Economics

<table>
<thead>
<tr>
<th>Ctn. 156, folder 4</th>
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<td>Clippings 1972</td>
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<td>3:2 - Environmental aspects 1972</td>
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### Environmental law

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<tr>
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<th>4:0 - Clippings 1972</th>
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<tbody>
<tr>
<td>folder 11</td>
<td>4:1 - Conservation 1972</td>
</tr>
<tr>
<td>folder 12</td>
<td>4:2 - Beaches - Access 1972</td>
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<tr>
<td>folder 13</td>
<td>4:4 - California 1972</td>
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<td>folder 14</td>
<td>Clippings 1972</td>
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<tr>
<td>folder 15</td>
<td>4:5 - Conservation Bill of Rights 1972</td>
</tr>
<tr>
<td>folder 16</td>
<td>4:5a - National Environmental Policy Act 1972</td>
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</tr>
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<td>4:6 - Litigation 1972</td>
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<td>4:9 - Sierra Club litigation 1972</td>
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### Environmental organizations

<table>
<thead>
<tr>
<th>Ctn. 156, folder 20</th>
<th>5:0 - General 1972</th>
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<tbody>
<tr>
<td>folder 21</td>
<td>5:1a - Committee for the Preservation of the Tule Elk 1972</td>
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<td>5:1 - Conservation Law Society of America 1972</td>
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<td>5:2 - Environmental Defense Fund, Inc. 1972</td>
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<td>carton , folder 24</td>
<td>5:3 - Federation of Western Outdoor Clubs 1972</td>
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<td>folder 25</td>
<td>5:3a - French Pete Intermediate Recreation Area 1972</td>
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<tr>
<td>folder 26</td>
<td>5:4 - Friends of the Earth 1972</td>
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<td>folder 27</td>
<td>5:4a - Keep America Beautiful, Inc. 1972</td>
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<td>folder 28</td>
<td>5:5 - National Coalition for Land Reform 1972</td>
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<tr>
<td>folder 29</td>
<td>5:6 - Natural Resources Council of America 1972</td>
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<tr>
<td>folder 30</td>
<td>5:7 - Natural Resources Defense Council, Inc. 1972</td>
</tr>
<tr>
<td>folder 31-32</td>
<td>5:8 - Other environmental organizations 1972</td>
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<tr>
<td>folder 33</td>
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<tr>
<td>folder 34</td>
<td>5:9 - Ramblers’ Association 1972</td>
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<tr>
<td>Ctn. 157, folder 1</td>
<td>5:10 - Nature Conservancy 1972</td>
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<td>5:11 - Wilderness Society 1972</td>
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<td>5:12 - Zero Population Growth 1972</td>
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### Administrative agencies

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<tr>
<th>Ctn. 157, folder 4</th>
<th>6:2 - California State Department of Agriculture 1972</th>
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<td>folder 5</td>
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<td>6:3a - California Association of Bay Area Governments 1972</td>
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<td>folder 7</td>
<td>6:4 - California 1972</td>
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<td>folder 8</td>
<td>6:5 - California Bay Area Air Pollution Control District 1972</td>
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<td>6:6 - California Bay Conservation and Development Commission 1972</td>
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<tr>
<td>folder 10</td>
<td>6:8 - California Environmental Quality Study Council 1972</td>
</tr>
<tr>
<td>folder 11-12</td>
<td>6:9 - California Department of Fish and Game 1972</td>
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<tr>
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<td>folder 15</td>
<td>6:13a - California Health Planning Council 1972</td>
</tr>
<tr>
<td>folder 16</td>
<td>6:14 - California Advisory Commission on Marine and Coastal Resources 1972</td>
</tr>
</tbody>
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1972

Administrative agencies

folder 17  6:15 - California Department of Navigation and Ocean Development 1972
folder 18  6:16 - California Department of Parks and Recreation 1972
folder 19  6:17 - California Parks and Recreation Commission 1972
folder 20  Clippings 1972
folder 21  6:19 - California Public Utilities Commission 1972
folder 22  6:21 - California State Division of Highways - Clippings 1972
folder 23  6:22 - California Resources Agency 1972
folder 24  6:23 - California State Lands Commission 1972
folder 25  6:24 - California State Water Resources Control Board 1972
folder 26  Clippings 1972
folder 27  6:25 - California Regional Water Quality Control Boards 1972
folder 28  6:26 - California Department of Water Resources 1972
folder 29  6:28 - U.S. Department of Agriculture 1972
folder 30  6:30 - U.S. Forest Service 1972
folder 31  Clippings 1972
folder 32  6:31 - U.S. Secretary of Agriculture 1972
folder 33  6:32 - U.S. Soil Conservation Service 1972
folder 34  6:35 - U.S. Army Corps of Engineers 1972
folder 35  Clippings 1972
folder 36  6:36 - Refuse Act of 1899 1972
folder 38  6:43 - U.S. National Oceanic and Atmospheric Administration (NOAA) 1972
folder 39  6:44 - U.S. Department of Commerce 1972
folder 40  6:45 - U.S. Environmental Protection Agency 1972
folder 41  Clippings 1972
folder 42  6:45a - U.S. Federal Communications Commission 1972
folder 44  6:50 - U.S. Food and Drug Administration 1972
folder 45  6:54 - U.S. Department of Housing and Urban Development 1972
folder 46  6:55 - U.S. Department of the Interior 1972
folder 47  6:56 - U.S. Department of Fish and Wildlife 1972
folder 48  6:57 - U.S. Bureau of Indian Affairs - Clippings 1972
folder 50  6:59 - U.S. Bureau of Mines 1972
folder 51  6:60 - U.S. National Park Service 1972
folder 2  6:61 - U.S. Bureau of Outdoor Recreation 1972
folder 3  6:62 - U.S. Bureau of Reclamation 1972
folder 4  6:63 - U.S. Secretary of the Interior 1972
folder 4  6:64 - U.S. Geological Survey 1972
folder 6  6:68 - U.S. Land and Natural Resources Division 1972
folder 7  6:71 - U.S. Department of State 1972
folder 8  6:74 - Tennessee Valley Authority 1972
folder 9  6:75 - U.S. Department of Transportation 1972
folder 10  6:77 - U.S. Federal Highway Administration 1972
folder 11  6:81 - U.S. Coast Guard 1972
folder 13  6:83a - Criticism 1972
folder 14  6:84 - White House 1972
folder 15  6:86 - U.S. Council on Environmental Quality 1972

Sierra Club Field Representatives

Ctn. 158, folder 16  7:1 - Alaska 1972
folder 17  7:2 - Eastern 1972
folder 18  7:3 - Midwest 1972
folder 19  7:4 - Northern Great Plains 1972
folder 20  7:5 - Northwest 1972
<table>
<thead>
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<tr>
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**Land use**

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<td>28</td>
<td>9:6 - Rural subdivision 1972</td>
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<td>29</td>
<td>9:6a - Planning 1972</td>
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<td>30</td>
<td>9:7 - Shore protection 1972</td>
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<tr>
<td>31</td>
<td>9:9 - United States 1972</td>
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<tr>
<td>32</td>
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<td>33</td>
<td>9:10 - Deserts 1972</td>
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<td>9:11 - Forests and forestry 1972</td>
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<td>Clippings 1972</td>
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<td>9:12 - California 1972</td>
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**Land titles**

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<td>9:19 - Strip mining 1972</td>
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**Public Lands**

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<td>9:26 - United States 1972</td>
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**Ski resorts**

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<td>9:30 - Stream channelization 1972</td>
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<td>9:31 - Urban policy and Regional planning 1972</td>
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<td>Clippings 1972</td>
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**Ocean, Estuaries, and Lakes**

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<td>10:5 - San Francisco Bay (Calif.) 1972</td>
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folder 6  San Francisco Bay fill (Calif.) 1972
10:7 - Lakes
folder 7  Clippings 1972
folder 8  10:8 - Great Lakes 1972
folder 9  10:10 - Pyramid Lake (Calif.) 1972
folder 10  10:11 - Tahoe, Lake (Calif. and Nev.) 1972
folder 11-12  Clippings 1972
folder 13-14  10:11a - Tahoe Regional Planning Agency 1972
folder 15  10:12 - Ocean 1972
folder 16  10:13 - Continental shelf and Marine resources conservation 1972
folder 17  Clippings 1972

Parks and Wilderness areas

Ctn. 160, folder 18-20  11:1 - De facto wilderness 1972
folder 21  Clippings 1972
folder 22  11:2 - Bucks Lake (Calif.) 1972
folder 23  11:7 - Parks (Calif.) 1972
folder 24-25  11:8 - National parks and reserves 1972
Ctn. 161, folder 1-2
folder 3  11:9 - Adirondack Mountain Preserve (N.Y.) 1972
folder 4  11:9a - Alpine Lakes Wilderness (Wash.) 1972
folder 5  11:10 - Berryessa, Lake (Calif.) 1972
folder 6  11:11 - Big Bend National Park (Tex.) 1972
folder 7  11:12 - Big Thicket National Preserve (Tex.) 1972
folder 8  11:13 - Channel Islands National Park (Calif.) 1972
folder 9  Clippings 1972
folder 10  11:15 - Everglades National Park (Fla.) 1972
folder 11  11:16 - Golden Gate National Recreation Area (Calif.) 1972
folder 12  11:17 - Grand Canyon National Park (Ariz.) 1972
folder 13  11:17a - Grand Teton National Park (Wyo.) 1972
folder 14  11:18 - Great Smoky Mountains National Park (N.C. and Tenn.) 1972
folder 15  11:20 - Indiana Dunes National Lakeshore (Ind.) 1972
folder 16  11:21 - Kings Canyon National Park (Calif.) - Mineral King 1972
folder 17  Clippings 1972
folder 18  11:21a - Muir Woods National Monument (Calif.) 1972
folder 19  11:22 - North Cascades National Park (Wash.) 1972
folder 20  11:25 - Olympic National Park (Wash.) 1972
folder 21  11:27 - Point Reyes National Seashore (Calif.) 1972
folder 22  11:28 - Redwood National Park (Calif.) 1972
folder 23  11:28a - Sawtooth National Recreation Area (Idaho) 1972
folder 24  11:28b - Sequoia National Park (Calif.) and Kings Canyon National Park (Calif.) 1972
folder 25  11:29 - Sequoia National Park (Calif.) 1972
folder 26  11:31a - Yellowstone National Park (Wyo.) 1972
folder 27  11:32 - Yosemite National Park (Calif.) 1972
folder 28  11:33 - Parks (Regional, County and Urban) 1972
folder 29  11:34 - Parks (State) 1972
folder 30  11:34a - Declaration of Purpose 1972
folder 31  11:35 - Trails 1972
folder 32  11:36 - Wild and scenic rivers 1972
folder 33  11:37 - California 1972
folder 34  11:38 - Eel River 1972
folder 35  11:40 - United States 1972
folder 36  11:41 - Snake River (Hells Canyon National Recreation Area, Or. and Idaho) 1972
Wilderness Act
  11:42 - California permit system 1972
folder 37
  11:42a - Wilderness areas - Management 1972
folder 38
  11:43 - Wilderness areas 1972
Ctn. 162,
folder 1-3
folder 4
  Clippings 1972
folder 5
  11:44 - Glen Canyon National Recreation Area - Escalante Area (Utah) 1972
folder 6-7
  11:45 - East (U.S.) 1972

Politics, Practical

Administrative agencies
  Ctn. 162, folder 8
  12:1 - Reorganization 1972
Elections
  12:2 - Political parties 1972
    Clippings 1972
folder 9
  12:4 - Environmental policy - California 1972
    Clippings 1972
folder 11
  12:5 - California 1972
    Clippings 1972
folder 13
  12:6 - Reagan Administration 1972
folder 15
  12:7 - State policies 1972
folder 16
  12:8 - United States 1972
    Clippings 1972
folder 18
  12:9 - United States - Nixon Administration 1972
    Clippings 1972
folder 20
  12:10 - Initiatives 1972
    Clippings 1972
folder 21
  12:11 - Clean Environment Act 1972
    Clippings 1972
Ctn. 163, folder 1
   12:12 - Regional government 1972
Legislative bodies
  folder 3
    12:13 - Voting 1972

Pollution
  Ctn. 163, folder 4
  13:0 - General 1972
folder 5
  13:1 - Air - Pollution 1972
    Clippings 1972
folder 6
  13:3 - Statistics and Research 1972
    Clippings 1972
folder 8
  13:4 - Air quality - Law and legislation 1972
    Clippings 1972
folder 9
  13:5 - California policy 1972
    Clippings 1972
folder 12
  13:6 - State policies 1972
folder 14
  13:7 - Environmental health 1972
    Clippings 1972
folder 15
  13:8 - Hazardous substances 1972
    Clippings 1972
folder 17
  13:9 - Biological warfare 1972
folder 19
  13:10 - Heavy metals 1972
folder 20
  13:12 - Lead - Toxicology 1972
folder 21
  13:13 - Pesticides, Herbicides, Insecticides, and Biocides 1972
folder 22
  13:15 - Standards 1972
folder 23
  Clippings 1972
folder 24
folder 25  13:16 - Statistics and Research 1972
folder 26  Clippings 1972
folder 27  13:17 - Radioactive wastes 1972
folder 28  13:18 - Noise pollution 1972
folder 29  13:19 - Clippings 1972
folder 30  13:20 - Noise control 1972
folder 31  Clippings 1972
folder 32  13:21 - Sonic boom 1972
Ctn. 164, folder 1  13:22 - Law and legislation 1972
folder 2  Clippings 1972
folder 3  13:23 - Petroleum 1972
folder 4  13:24 - Clippings 1972
folder 5  13:25 - Law and legislation 1972
folder 6  Clippings 1972
Statistics and Research
folder 7  13:26 - Industry 1972
folder 8  Clippings 1972
folder 9  13:28 - Refuse and refuse disposal 1972
folder 10-11  Clippings 1972
folder 12  13:29 - Thermal pollution of rivers, lakes, etc. 1972
Visual pollution
folder 13  13:30 - Billboards 1972
folder 14  Clippings 1972
folder 15  13:31 - Water - Pollution 1972
folder 16  13:32 - Clippings 1972
folder 17  13:33 - Law and Legislation 1972
folder 18  Clippings 1972
folder 19  13:33a - Water Pollution Control Act of 1972 1972
folder 20  Clippings 1972
folder 21  13:34 - Statistics and Research 1972

Population

Ctn. 164, folder 22  14:0 - General 1972
folder 23  Clippings 1972
folder 24  14:1 - California policy 1972
folder 25  14:2 - Sierra Club policy 1972
folder 26  14:3 - Contraceptives, Abortion 1972
folder 27  14:4 - Government policy 1972
folder 28  Clippings 1972
folder 29

Energy conservation

Ctn. 165, 15:0 - General 1972
folder 1-2
folder 3-4  Clippings 1972
folder 5-7  15:1 - Sierra Club policy 1972
folder 8  Clippings 1972
folder 9-10  15:2 - Energy policy - Federal 1972
folder 11-12  Clippings 1972
folder 13-17  15:2a - Energy policy projects 1972
folder 18  15:3 - Gas, Natural 1972
folder 19-20  Clippings 1972
Ctn. 166, folder 1  15:4 - Geothermal power 1972
folder 2  Clippings 1972
Nuclear energy
<table>
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<tr>
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**Energy industries**

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**Energy facilities**

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**Energy development**

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**Sierra Club Regional Conservation Committees**

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<td>16:0 - General 1972</td>
</tr>
<tr>
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<td>16:1 - Gulf Coast 1972</td>
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<td>16:3 - Northern California 1972</td>
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<td>16:3a - Northwest 1972</td>
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<td>16:5 - Southern California 1972</td>
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**Social problems**

<table>
<thead>
<tr>
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<tr>
<td>10</td>
<td>17:1 - Indians of North America 1972</td>
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<td>11</td>
<td>17:1a - American Revolution Bicentennial, 1776-1976 1972</td>
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<td>Clippings 1972</td>
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<td>14</td>
<td>17:2 - Environmental education 1972</td>
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<td>16</td>
<td>17:3 - Conservation and Religion 1972</td>
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<tr>
<td>18</td>
<td>17:4 - Earth Day 1972</td>
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</table>
### Social problems

- **folder 18**: Clippings 1972
- **folder 19**: 17:5 - Urban ecology 1972
- **folder 20**: Clippings 1972
- **folder 21**: 17:6 - Youth Conservation Corps 1972

### Transportation

Ctn. 167, folder 22

- **18:0 - General 1972**
- **18:1 - Airports**
  - Location 1972
- **folder 23**: 18:2 - Palmdale (Calif.) 1972
- **folder 24**: 18:3 - Portland (Or.) 1972
- **folder 25**: 18:3a - Automobile industry
  - Pollution 1972
- **folder 26**: Clippings 1972
- **folder 27**: 18:4 - Bicycles 1972
- **folder 28**: Clippings 1972
- **folder 29**: 18:5 - California Highway Trust Fund 1972
- **folder 30**: 18:6 - Proposition 18 1972
- **folder 31**: 18:7 - Vehicles
  - Electric cars, Steambuses 1972
- **folder 32**: 18:8 - Federal Aid Highways Act 1972
- **folder 33**: 18:9 - Freeways 1972
- **folder 34**: Clippings 1972
- **folder 35**: 18:10 - California 1972
- **folder 36**: 18:11 - Roads - From Agnew Meadow to Devils Postpile (Calif.) 1972
- **folder 37**: 18:12 - Federal Aid to Highway and Mass Transportation Act of 1972 1972
- **folder 38**: 18:13 - Freeways - Memphis (Tenn.) 1972
- **folder 39**: 18:14 - Southern Crossing (San Francisco Bay, Calif.) 1972
- **folder 40**: 18:15 - Highway Action Coalition 1972
- **folder 41**: 18:16 - Waterways 1972
- **folder 42**: 18:17 - Mass transportation 1972
- **folder 43**: Clippings 1972
- **folder 44**: 18:18 - All terrain vehicles 1972
- **folder 45**: Clippings 1972
- **folder 46**: 18:19 - Railroads 1972
- **folder 47**: 18:20 - Roadside improvements 1972
- **folder 48**: 18:21 - Ship radar 1972

### Water resources development

Ctn. 168, folder 17

- **19:0 - General 1972**
- **19:1 - California 1972**
- **folder 18**: Clippings 1972
- **folder 19**: 19:2 - California State Water Project 1972
- **folder 20**: 19:3 - Federal Central Valley Project 1972
- **folder 21**: 19:4 - Acreage allotments - Law and legislation 1972
- **folder 22**: 19:5 - Delta Region 1972
- **folder 23**: 19:6 - San Francisco Bay and Delta Region 1972
- **folder 24**: 19:7 - Arizona 1972
- **folder 25**: 19:8 - Utah 1972
- **folder 26**: 19:9 - Colorado River Basin 1972
- **folder 27**: 19:11 - Dams 1972
- **folder 28**: Clippings 1972
- **folder 29**: 19:11a - Butler Valley Dam (Calif.) 1972
- **folder 30**: 19:11b - New Melones Dam (Calif.) 1972
- **folder 31**: Clippings 1972
- **folder 32**: Clippings 1972
<table>
<thead>
<tr>
<th>Ctn. 169, folder 1</th>
<th>19:11c - Teton Dam (Idaho) 1972</th>
</tr>
</thead>
<tbody>
<tr>
<td>folder 2</td>
<td>19:11d - Tocks Island Reservoir Project (proposed) 1972</td>
</tr>
<tr>
<td>folder 3</td>
<td>19:12 - Saline waters 1972</td>
</tr>
<tr>
<td>folder 4</td>
<td>19:13 - Florida 1972</td>
</tr>
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<td>folder 5</td>
<td>19:14 - Water diversion 1972</td>
</tr>
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<td>Government policy</td>
</tr>
<tr>
<td>folder 6</td>
<td>19:14a - Sierra Club criticism 1972</td>
</tr>
<tr>
<td>folder 7</td>
<td>19:15 - Texas 1972</td>
</tr>
</tbody>
</table>

**Water resources**

<table>
<thead>
<tr>
<th>Ctn. 169, folder 8</th>
<th>19:16 - Water reuse and recycling 1972</th>
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</thead>
<tbody>
<tr>
<td>folder 9</td>
<td>Clippings 1972</td>
</tr>
<tr>
<td>folder 10</td>
<td>19:17 - Weather control 1972</td>
</tr>
</tbody>
</table>

**Public opinion**

<table>
<thead>
<tr>
<th>Ctn. 169, folder 11</th>
<th>20:0 - General 1972</th>
</tr>
</thead>
<tbody>
<tr>
<td>folder 12</td>
<td>20:1 - Sierra Club publicity - Clippings 1972</td>
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</table>

**Wildlife conservation**

<table>
<thead>
<tr>
<th>Ctn. 169, folder 13</th>
<th>21:0 - General 1972</th>
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<tbody>
<tr>
<td>folder 14</td>
<td>21:1 - Plants 1972</td>
</tr>
<tr>
<td>folder 15</td>
<td>21:2 - Endangered species 1972</td>
</tr>
<tr>
<td>folder 16</td>
<td>21:3 - Clippings 1972</td>
</tr>
<tr>
<td>folder 17-18</td>
<td>21:4 - California 1972</td>
</tr>
<tr>
<td>folder 19</td>
<td>Fisheries 1972</td>
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<tr>
<td>folder 20</td>
<td>21:5 - Predatory animals - Control 1972</td>
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<td>folder 22-23</td>
<td>21:6 - Management 1972</td>
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<td>folder 24-25</td>
<td>Clippings 1972</td>
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<tr>
<td>folder 26</td>
<td>21:7 - Mountain lions (Calif.) 1972</td>
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<tr>
<td>folder 27</td>
<td>21:7a - Marine mammals 1972</td>
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**Alaska**

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<tbody>
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<td>folder 8</td>
<td>1:2a - Brooks Range 1973</td>
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<td>1:2b - Parks and Wilderness areas 1973</td>
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<td>1:3 - Trans-Alaska Pipeline 1973</td>
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<td>Congressional Record 1973</td>
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Sierra Club

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<td>Hawaii Chapter 1973</td>
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<td>15. 2:11</td>
<td>Joseph LeConte Chapter 1973</td>
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<td>Kern-Kaweah Chapter 1973</td>
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<td>San Gorgonio Chapter 1973</td>
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<td>Santa Lucia Chapter 1972-73</td>
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<td>Tennessee Chapter 1973</td>
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<td>Toiyabe Chapter 1973</td>
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<td>Western Canada Chapter 1973</td>
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Economics

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<td>Industrial relations 1973</td>
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<td>43. 3:4</td>
<td>Resource allocation 1973</td>
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<td>44. 3:5</td>
<td>Statistics and Research 1973</td>
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Environmental education

Guide to the Sierra Club Records, 1891-
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<td>5:2 - United States 1973</td>
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<td>Clippings 1973</td>
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<td>5:3 - National Environmental Policy Act 1973</td>
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<td>5:5 - California 1973</td>
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<td>5:6 - Litigation 1973</td>
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<td>6:5 - Conservation Foundation 1973</td>
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<td>6:6 - Conservation Law Society of America 1973</td>
</tr>
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<td>6:7 - Environmental Defense Fund, Inc. 1973</td>
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<td>folder 22</td>
<td>6:8 - Environmental Policy Center 1973</td>
</tr>
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<td>6:9 - Federation of Western Outdoor Clubs 1973</td>
</tr>
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<td>6:10 - Friends of the Earth 1973</td>
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<tr>
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<td>6:11 - Izaak Walton League of America 1973</td>
</tr>
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<td>folder 26</td>
<td>6:12 - Keep America Beautiful, Inc. 1973</td>
</tr>
<tr>
<td>folder 28</td>
<td>6:14 - Natural Resources Council of America 1973</td>
</tr>
<tr>
<td>folder 29</td>
<td>6:15 - Natural Resources Defense Council, Inc. 1973</td>
</tr>
<tr>
<td>folder 30</td>
<td>6:16 - Nature Conservancy 1973</td>
</tr>
<tr>
<td>folder 31</td>
<td>6:17 - Planning and Conservation League 1973</td>
</tr>
<tr>
<td>folder 32</td>
<td>6:19 - Save-the-Redwoods League 1973</td>
</tr>
<tr>
<td>folder 33</td>
<td>6:20 - Wilderness Society 1973</td>
</tr>
<tr>
<td>folder 34</td>
<td>6:21 - Zero Population Growth 1973</td>
</tr>
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<td><strong>Sierra Club Field Representatives</strong></td>
<td></td>
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<tr>
<td>Ctn. 172, folder 35</td>
<td>7:1 - Alaska 1973</td>
</tr>
<tr>
<td>folder 36</td>
<td>7:2 - Eastern 1973</td>
</tr>
<tr>
<td>folder 37</td>
<td>7:3 - Midwest 1973</td>
</tr>
</tbody>
</table>

*Guide to the Sierra Club Records, 1891-
1973
Sierra Club Field Representatives

folder 38  7:3a - New York 1973
folder 39  7:4 - Northern Great Plains 1973
folder 40  7:5 - Northwest 1973
folder 41  7:6 - Sacramento 1973
folder 42  7:7 - Southeast 1973
folder 43  7:8 - Southern California 1973
folder 44  7:9 - Southwest 1973
folder 45  7:10 - Washington, D.C. 1973

Administrative agencies

Ctn. 172, folder 46  8:1 - United States 1973
folder 47
folder 48
folder 49
folder 50
folder 51
folder 52
folder 53
folder 54
folder 55
folder 56
folder 57
folder 58
folder 59
folder 60
folder 61
Ctn. 173, folder 1
folder 2
folder 3
folder 4
folder 5
folder 6
folder 7
folder 8
folder 9
folder 10
folder 11
folder 12
folder 13
folder 14
folder 15
folder 16
folder 17
folder 18
folder 19
folder 20
folder 21
folder 22
folder 23
folder 24
folder 25
folder 26
folder 27
folder 28
folder 29

California

8:38 - California Air Resources Board 1973
8:40 - Bay Area Air Pollution Control District 1973
8:41 - Bay Conservation and Development Commission 1973
8:50 - California State Parks and Recreation Commission 1973
8:51 - California Public Utilities Commission 1973
8:53 - California State Lands Commission 1973
8:57 - California Regional Water Quality Control Board 1973
1973

Administrative agencies

folder 30  
Clippings 1973
International

folder 31  
8:62 - United Nations 1973

Land use

Ctn. 173, folder 32  
10:1 - Agriculture 1973
folder 33  
Clippings 1973
folder 34  
10:2 - Shore protection 1973
folder 35  
Clippings 1973
folder 36  
10:3 - Federal policy 1973
folder 37  
Clippings 1973
folder 38  
10:4 - State policies 1973
folder 39  
Clippings 1973
folder 40-43  
10:5 - California policy 1973
folder 44-45  
Clippings 1973
folder 46  
10:6 - Deserts 1973
folder 47  
Clippings 1973
folder 48  
10:7 - Forests and forestry 1973
folder 49  
Clippings 1973
folder 50-51  
10:8 - Law and legislation 1973
folder 52  
Clippings 1973
folder 53-54  
10:9 - Forest products 1973
Ctn. 174, folder 1  
Clippings 1973
folder 2  
10:9a - Lumber trade 1973
folder 3  
Clippings 1973
folder 4  
10:10 - Forest reserves 1973
folder 5  
Clippings 1973
folder 6  
10:11 - California 1973
folder 7  
Clippings 1973
folder 8  
10:11a - French Pete Creek (Or.) 1973
10:13 - Land titles
folder 9  
Conveyance 1973
folder 10  
10:14 - Mineral industries 1973
folder 11  
Clippings 1973
folder 12  
10:14a - Northern Great Plains Resource Program 1973
folder 13  
Clippings 1971-73
folder 14-15  
10:15 - Strip mining 1973
folder 16  
Clippings 1973
folder 17  
10:16 - Law and legislation 1973
folder 18  
Clippings 1973
10:17 - Planning
folder 19  
United States 1973
folder 20  
Clippings 1973
folder 21  
10:17a - Sierra Club Land Use Committee 1973
folder 22  
10:18 - Public lands 1973
folder 23  
Clippings 1973
folder 24  
10:18a - Grazing 1973
folder 25  
Clippings 1973
folder 26  
10:18b - Law and legislation 1973
folder 27  
Clippings 1973
10:20 - Land titles
folder 28  
Conveyance 1973
folder 29  
Clippings 1973
folder 30  
10:20a - National Public Lands Task Force 1973
folder 31  
Clippings 1973
folder 32  
10:21 - Recreation - Planning 1973
Ctn. 175, folder 1  
10:22 - Open spaces 1973
<table>
<thead>
<tr>
<th>Folder</th>
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<tbody>
<tr>
<td>2</td>
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<tr>
<td>4</td>
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</tr>
<tr>
<td>5</td>
<td>10:23 - Ski resorts 1973</td>
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<td>6</td>
<td>Clippings 1973</td>
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<tr>
<td>7</td>
<td>10:24 - U.S. Olympics site 1973</td>
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<td>10:25 - Soil conservation 1973</td>
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<td>10:26 - Regional planning 1973</td>
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**Ocean, Estuaries and Lakes**

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**Parks and wilderness areas**

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<td>12:2 - National parks and reserves 1973</td>
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folder 9  12:9 - Big Thicket National Preserve (Tex.) 1973
folder 10  Clippings 1973
folder 11  12:10 - Channel Islands National Park (Calif.) 1973
folder 12  Clippings 1973
folder 13  12:12 - Everglades National Park (Fla.) 1973
folder 14  12:15 - Golden Gate National Recreation Area (Calif.) 1973
folder 15  Clippings 1973
folder 16  12:16 - Grand Canyon National Park (Ariz.) 1973
folder 17  Clippings 1973
folder 18  12:17 - Grand Teton National Park (Wyo.) 1973
folder 19  Clippings 1973
folder 20  12:17a - Hells Canyon National Recreation Area (Or. and Idaho) 1973
folder 21  Clippings 1973
folder 22  12:18 - Indiana Dunes National Lakeshore (Ind.) 1973
folder 23  12:19 - Lassen Volcanic National Park (Calif.) 1973
folder 24  12:21 - North Cascades National Park (Wash.) 1973
folder 25  12:25 - Redwood National Park (Calif.) 1973
folder 26  Clippings 1973
folder 27  Maps 1973
folder 28  12:26 - Santa Monica Mountains National Recreation Area (Calif.) 1973
folder 29  12:27 - Sawtooth National Recreation Area (Idaho) 1973
folder 30  12:28 - Sequoia National Park and Kings Canyon National Park (Calif.) 1973
folder 31-32  12:28a - Mineral King 1973
folder 33  Clippings 1973
folder 34  12:31 - Yellowstone National Park (Wyo.) - Clippings 1973
folder 35  12:32 - Yosemite National Park (Calif.) 1973
folder 36  Clippings 1973
folder 37  12:33 - Parks (Regional, County and Urban) 1973
folder 38  Clippings 1973
Parks
folder 39  12:34 - California 1973
folder 40  Clippings 1973
folder 41  12:34a - New York
folder 42  Adirondack Park 1973
folder 43  Clippings 1973
folder 44  12:35 - Trails 1973
folder 45  Clippings 1973
folder 46  12:36 - Wild and scenic rivers 1972-73
folder 47  Clippings 1973
folder 48  12:36a - California 1973
folder 49  Clippings 1973
folder 50  12:39 - Wilderness areas 1973
folder 51  12:39a - Roadless Area Review and Evaluation (RARE II) 1973
folder 52  12:40 - De facto wilderness 1973
folder 53  Clippings 1973
folder 54  12:40a - U.S. Forest Service
folder 55  Environmental impact analysis 1973
folder 1-2  12:41 - Classification 1973
folder 3  Clippings 1973
folder 4  12:41a - Idaho and Montana 1973
folder 5  Clippings 1973
folder 6  12:42 - Management 1973
folder 7  Clippings 1973
folder 8  12:42a - Law and legislation 1973
folder 9  Clippings 1973
folder 10-11  12:42b - East (U.S.) - Law and legislation 1973
folder 12  Clippings 1973
folder 13  12:43 - Wildlife refuges 1973

Politics, Practical

Ctn. 177, folder 14  13:2 - Elections 1973
folder 15  13:3 - Referendum 1973
folder 16  Clippings 1973
folder 17  13:5 - Environmental law 1973
folder 18  13:6 - Reagan Administration - California 1973
folder 19  Clippings 1973
folder 20  13:7 - California 1973
folder 21  Clippings 1973
folder 22  13:8 - General 1973
folder 23  Clippings 1973
folder 24  13:9 - United States 1973
folder 25  Clippings 1973
folder 26  13:10 - Nixon Administration 1973
folder 27  Clippings 1973
folder 28  13:11 - U.S. Congress, 93rd 1973
folder 29  Clippings 1973
folder 30  13:11a - Lobbying 1973
folder 31  13:12 - Regional government (proposed) 1973
folder 32  13:13 - Legislative bodies - Voting 1973

Pollution

Ctn. 177, folder 33  14:1 - General 1973
folder 34  14:2 - Air quality 1973
folder 35  Clippings 1973
Ctn. 178, folder 1-2  14:3 - Law and legislation 1973
folder 3-7  Clippings 1973
folder 8  14:3a - California 1973
folder 9-10  Clippings 1973
folder 11  14:4 - Statistics 1973
folder 12  Clippings 1973
folder 13  14:4a - Weather control 1973
folder 14  Clippings 1973
folder 15  14:5 - Environmental health 1973
folder 16  Clippings 1973
folder 17  14:5a - Industrial safety and Environmental health - Shell Oil Company 1973
folder 18  14:6 - Hazardous substances 1973
folder 19  Clippings 1973
folder 20  14:7 - Biological warfare 1973
Ctn. 179, folder 1  14:8 - Detergents, Synthetic 1973
folder 2  14:9 - Food additives 1973
folder 3  14:10 - Lead 1973
folder 4  Clippings 1973
folder 5  14:11 - Mercury 1973
folder 6  14:12 - Pesticides, Herbicides, and Biocides 1973
folder 7  14:13 - Clippings 1973
folder 8  14:15 - Law and legislation 1973
folder 9  Clippings 1973
folder 10  14:16 - Statistics and Research 1973
folder 11  Clippings 1973
folder 12  14:17 - Radioactive wastes 1973
folder 13  Clippings 1973

Guide to the Sierra Club Records, 1891-
Pollution

14:19 - Noise pollution
  Clippings 1973
folder 14

14:20 - Law and legislation 1973
  Clippings 1973
folder 15

14:21 - Statistics and Research 1973
folder 16

14:23 - Petroleum
  Clippings 1973
folder 18

14:24 - Law and legislation 1973
  Clippings 1973
folder 19

14:25 - Statistics and Research 1973
  Clippings 1973
folder 20

14:26 - Refuse and refuse disposal 1973
  Clippings 1973
folder 21

14:27 - Containers 1973
  Clippings 1973
folder 24

14:28 - Recycling (Waste, etc.) 1973
  Clippings 1973
folder 25

14:29 - Sewage disposal 1973
  Clippings 1973
folder 29

14:30 - Refuse and refuse disposal - Statistics 1973
folder 31

14:32 - Thermal pollution 1973
folder 32

14:33 - Litter (Trash) 1973
folder 34

14:35 - Water - Pollution
folder 35

14:36 - Law and legislation 1973
  Clippings 1973
folder 36-37

Population

Ctn. 180, folder 3

15:1 - Birth control 1973
folder 4

15:2 - Contraceptives 1973
folder 5

15:3 - Government policy 1973
folder 6

15:4 - Education 1973
folder 7

15:5 - Statistics and Research 1973
folder 8

15:6 - Clippings 1973
folder 9

Energy conservation

Ctn. 180, folder 10

16:1 - Electric power 1973
  Clippings 1973
folder 11

16:1a - Public utilities - Rates 1973
  Clippings 1973
folder 12

16:2 - General 1973
  Clippings 1973
folder 13

16:3 - Buildings 1973
folder 14

16:4 - Taxation, Subsidies, and Rates 1973
  Clippings 1973
folder 16

16:4a - Recycling (Waste, etc.) 1973
  Clippings 1973
folder 17

16:5 - Fossil fuels 1973
folder 19

16:6 - Clippings 1973
folder 20

16:7 - Gasification 1973
folder 21

Guide to the Sierra Club Records,
1891-
<table>
<thead>
<tr>
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**Energy development**

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**Energy facilities**

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**Energy development**

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<td>folder 16-17</td>
<td>16:27 - Consumption - Social aspects and government policy 1973 Clippings 1973</td>
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**Energy facilities**

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<td>16:36 - Point Arena (Calif.) 1973 Clippings 1973</td>
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**Energy conservation**

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<td>Clippings 1973</td>
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1973
Sierra Club Regional Conservation Committees

Ctn. 183, folder 16
folder 17
folder 18
folder 19
folder 20
folder 21
folder 22
folder 24
folder 25

Social problems

Ctn. 183, folder 26
folder 27
folder 28
folder 29
folder 30
folder 31

Transportation

Ctn. 183, folder 32
folder 33
folder 34
folder 35
folder 36
folder 37
folder 38-39
folder 40
folder 41
Ctn. 184, folder 1
folder 2
folder 3
folder 4
folder 5
folder 6
folder 7
folder 8
folder 9
folder 10
folder 11
folder 12
folder 13
folder 14
folder 15
folder 16
folder 17
folder 18
folder 19
folder 20
folder 21
folder 22-23
folder 24-25

17:1 - Appalachian 1973
17:1a - California-Nevada 1973
17:2 - Gulf Coast 1973
17:3 - Midwest 1973
17:4 - Northeast California 1973
17:5 - Northern California 1973
17:5a - Northern Plains 1973
17:6 - Northwest 1973
17:8 - Southern California 1973
17:9 - Southwest 1973

18:1 - Conservation 1973
Clippings 1973
18:2 - Indians of North America 1973
Clippings 1973
18:3 - Urban ecology 1973
Clippings 1973

19:1 - Air travel 1973
19:2 - Airports - Location 1973
Clippings 1973
19:3 - Supersonic transport planes 1973
Clippings 1973
19:4 - Automobiles 1973
Clippings 1973
19:5 - Bicycles 1973
Clippings 1973
19:6 - Bridges and Ferries 1973
19:7 - Vehicles - Research and development 1973
Clippings 1973
19:8 - Freeways 1973
Clippings 1973
19:8a - Roadside improvements 1973
Clippings 1973
Freeways
19:10 - Minarets Summit 1973
19:11 - Parks 1973
19:12 - Proposed 1973
Clippings 1973
19:12a - Copper River (Alaska) 1973
Clippings 1973
19:13 - California 1973
Clippings 1973
19:14 - Highway Action Coalition 1973
Clippings 1973
19:15 - Trusts, Industrial 1973
Clippings 1973
19:16 - Waterways and Shipping 1973
Clippings 1973
19:19 - Mass transportation 1973
Clippings 1973
19:20 - Bay Area Rapid Transit (BART) 1973

Guide to the Sierra Club Records,
1891-
folder 26

19:21 - Experiments 1973

folder 27

Clippings 1973

folder 28-30

19:22 - All terrain vehicles 1973

folder 31

Clippings 1973

folder 32

19:23 - Environmental aspects - Criticism 1973

folder 33

Clippings 1973

folder 34

19:24 - Federal policy - Criticism 1973

folder 35

19:25 - Railroads 1973

folder 36

Clippings 1973

folder 37

19:26 - Trucking 1973

Water resources development

Ctn. 184, folder 38

20:1 - Dams 1973

folder 39

Clippings 1973

folder 40

20:1a - Applegate Dam (Or.) 1973

folder 41

20:2 - Auburn Dam (Calif.) 1973

folder 42

Clippings 1973

folder 43

20:3 - Butler Valley Dam (Calif.) 1973

Ctn. 185, folder 1

20:4 - New Melones Dam (Calif.) 1973

folder 2

Clippings 1973

folder 3

20:4a - Ross Dam (Wash.) 1973

folder 4

20:6 - Tocks Island Reservoir Project (proposed) 1973

Water resources

Ctn. 185, folder 5

20:7 - Saline water conversion 1973

folder 6

20:8 - Floods and Flood control 1973

folder 7

Clippings 1973

folder 8

20:9 - Water diversion 1973

folder 9

20:9a - Water supply 1973

folder 10

Clippings 1973

Water resources development

Ctn. 185, folder 11

20:10 - Environmental impact analysis 1973

folder 12

Clippings 1973

folder 13

20:11 - Arizona 1973

folder 14

20:12 - California State Water Project 1973

folder 15

Clippings 1973

folder 16

20:13 - Texas 1973

folder 17

Clippings 1973

folder 18

20:14 - Utah 1973

folder 19

20:15 - Stream channelization 1973

folder 20

Clippings 1973

folder 21

20:16 - Water reuse 1973

folder 22

Clippings 1973

folder 23

20:16a - Warm Springs Dam (Calif.) 1973

folder 24

Clippings 1973

Water resources

Ctn. 185, folder 25

20:17 - Management 1973

folder 26

Clippings 1973

folder 27

20:18 - Law and legislation 1973

folder 28

Clippings 1973
Water resources

folder 29  20:19 - Management - California 1973
          Clippings 1973

folder 30

Public opinion

Cnt. 185, folder 31  21:1 - Criticism 1973
          Clippings 1973
folder 32
folder 33  21:3 - Sierra Club publicity 1973

Wildlife conservation

Cnt. 185, folder 34  22:1 - Animals 1973
          Clippings 1973
folder 35
folder 36  22:2 - Endangered species 1973
          Clippings 1973
folder 37

Wildlife management

Cnt. 185, folder 38  22:3 - Fisheries 1973
          Clippings 1973
folder 39
folder 40  22:4 - Marine mammals 1973
          Clippings 1973
folder 41

Wildlife conservation

Cnt. 185, folder 42  22:5 - Plants 1973
          Clippings 1973
folder 43
folder 44  22:6 - Predatory animals - Control 1973
          Clippings 1973
folder 45
folder 46  22:7 - Law and legislation 1973
          Clippings 1973
folder 47

Wildlife management

Cnt. 185, folder 48  22:8 - General 1973
          Clippings 1973
folder 49
folder 50  22:9 - Sierra Club National Wildlife Committee 1972-73
          1974

Alaska

Cnt. 186, folder 1  1:0 - General 1974
          Clippings 1974
folder 2
folder 3  1:1 - Indians of North America - Indian claims 1974
folder 4  1:2 - Land use - Planning 1974
folder 5
folder 6  1:3 - Forest reserves 1974
          Clippings 1974
folder 7
folder 8  1:4 - National parks and reserves 1974
folder 9  1:6 - Wrangell Mountains (Alaska) 1974
folder 10  1:7 - Petroleum and Gas, Natural - Pipe lines 1974
folder 11

Sierra Club Chapters

Guide to the Sierra Club Records, 1891-
Sierra Club Chapters

1974

Ctn. 186, folder 12
folder 13
folder 14
folder 15
folder 16
folder 17
folder 18
folder 19
folder 20
folder 21
folder 22
folder 23
folder 24
folder 25
folder 26
2:1 - Alaska Chapter 1974
2:2 - Sierra Club of Ontario (Canada) 1974
2:3 - Western Canada Chapter 1974
2:4 - Atlantic Chapter 1974
2:6 - Chattahoochee Chapter 1974
2:7 - Loma Prieta Chapter 1974
2:21a - Nebraska Chapter 1974
2:25 - North Star Chapter 1974
2:29 - Ozark Chapter 1974
2:30 - Pacific Northwest Chapter 1974
2:31 - Potomac Chapter 1974
2:32 - Redwood Chapter 1974
2:36 - Kansas Group 1974
2:37 - San Diego Chapter 1974
2:38 - San Francisco Bay Chapter 1974

Economics

Ctn. 186, folder 27
folder 28
folder 29
folder 30
folder 31
folder 32
folder 33
3:1 - Consumer protection 1974
3:2 - Employment and Environmental protection 1974
3:3 - Conservation of natural resources 1974
3:4 - Economic policy 1974
3:5 - Corporations and corporate responsibility 1974
3:7 - Inflation 1974
Clippings 1974

Education and Research

Ctn. 186, folder 34
folder 35
folder 36
folder 37
4:2 - Environmental education 1974
4:3 - Sierra Club Environmental Education Committee 1974
4:4 - Environmental monitoring 1974

Environmental law

Ctn. 186, folder 38
folder 39
folder 40
folder 41
folder 42
folder 43
folder 44
5:1 - General 1974
5:2 - United States 1974
5:3 - Clippings 1974
5:4 - Federal Register - Clippings 1974
5:6 - California 1974
5:7 - Litigation 1974

Environmental organizations

Ctn. 186, folder 45
folder 46
folder 47
folder 48
folder 49
folder 50
folder 51
folder 52
folder 53
folder 54
6:0 - General 1974
6:2 - Committee for the Preservation of the Tule Elk 1974
6:3 - Conservation Foundation 1974
6:4 - Council on Population and Environment 1974
6:5 - Environmental Defense Fund, Inc. 1974
6:6 - Environmental Policy Center 1974
6:7 - Federation of Western Outdoor Clubs 1974
6:8 - Friends of the Earth 1974
6:9 - Izaak Walton League of America 1974
### Environmental organizations

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<td>6:18 - Wilderness Society</td>
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### Sierra Club Field Representatives

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<td>7:3 - Midwest</td>
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### Administrative agencies

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Land use

folder 20 Management 1974
folder 21 Clippings 1974
folder 22 10:18 - Northern Great Plains 1974
folder 23 10:19 - Strip mining 1974
folder 24 10:20 - Mining law 1974
folder 25 Clippings 1974
folder 27 Clippings 1974
folder 28 10:22 - Sierra Club Land Use Committee 1974
folder 29 10:23 - Planning - Oregon - Law and legislation 1974
folder 30 10:24 - Grazing 1974
folder 31 10:25 - Public lands - Law and legislation - Inholdings and permits 1974
folder 32 Land and Water Conservation Fund 1974
folder 33 10:28 - National Public Lands Task Force 1974
folder 34 10:29 - Outdoor recreation 1974
folder 35 10:31 - Open spaces 1974
folder 36 10:32 - Real estate development 1974
folder 37 10:33 - Ski resorts 1974
folder 38 Clippings 1974
folder 39 10:35 - U.S. states and regions 1974
folder 40 10:37 - Lake Tahoe Basin (Calif. and Nev.) 1974
folder 41 Clippings 1974
Ctn. 188, folder 1
folder 2 10:38 - Urban policy 1974
folder 3 Clippings 1974
folder 4 10:40 - City planning - San Francisco (Calif.) - Clippings 1974
folder 5 10:41 - Planning
folder 6 Urbanization - Clippings 1974
folder 7 10:42 - Historic sites 1974

Ocean, Estuaries and Lakes

Ctn. 188, folder 6
folder 7 11:1 - Estuaries 1974
folder 8 11:2 - San Francisco Bay and Delta Region (Calif.) 1974
folder 9 11:3 - Ocean
folder 10 Marine resources conservation 1974

Parks and wilderness areas

Ctn. 188, folder 11
folder 12 12:1 - General 1974
folder 13 12:2 - National parks and reserves 1974
folder 14 12:3 - Alpine Lakes Wilderness (Wash.) 1974
folder 15 12:4 - Berryessa, Lake (Calif.) 1974
folder 16 12:5 - Big Cypress National Preserve ( Fla.) 1974
folder 17 12:7 - Channel Islands National Park (Calif.) 1974
folder 18 12:8 - Everglades National Park (Fla.) 1974
folder 19 12:9 - Golden Gate National Recreation Area (Calif.) 1974
folder 20 12:10 - Grand Canyon National Park (Ariz.) 1974
folder 21 Clippings 1974
folder 22 12:12 - Grand Teton National Park (Wyo.) 1974
folder 23 12:13 - Hells Canyon National Recreation Area (Or. and Idaho) 1974
carton , folder 23 12:14 - Lassen Volcanic National Park (Calif.) 1974
folder 24 12:15 - North Cascades National Park (Wash.) 1974
folder 25 12:16 - Redwood National Park (Calif.) 1974
folder 26 12:20 - Sequoia National Park and Kings Canyon National Park (Calif.) 1974
Parks and wilderness areas

1974

folder 27  12:20a - Mineral King 1974
folder 28  12:22 - Yosemite National Park (Calif.) 1974
folder 29    Clippings 1974
folder 30  12:23 - Recreation areas 1974
folder 31  12:24 - Parks - California 1974
folder 32  12:25 - Adirondack Park (N.Y.) 1974
folder 33  12:26 - Trails 1974
folder 34  12:27 - Wild and scenic rivers 1974
folder 35  12:28 - California 1974
folder 36  12:30 - Wilderness areas (proposed) 1974
folder 37  12:31 - Wilderness areas
folder 38    De facto wilderness 1974
folder 39  12:33 - Classification 1974
folder 40  12:33a - River of No Return Wilderness (Idaho) (proposed) 1974
folder 41  12:34 - Management 1974
folder 42  12:35 - Law and legislation 1974
folder 43  12:36 - Wildlife refuges 1974

Politics, Practical

Ctn. 188, folder 43  13:1 - Administrative agencies - Reform 1974
folder 44  13:2 - Elections (U.S. Congress) 1974
folder 45  13:3 - Law and legislation - Initiatives 1974
folder 46  13:4 - Political parties - Platforms 1974
folder 47  13:5 - Environmental aspects 1974
folder 48  13:6 - Reagan Administration (Calif.) 1974
folder 49  13:7 - Law and legislation (Calif.) 1974
folder 50  13:9 - Law and legislation (U.S.) 1974
folder 51  13:10 - Nixon Administration 1974
folder 52  13:11 - U.S. Congress, 93rd 1974
folder 53  13:14 - Legislative bodies - Voting 1974

Pollution

Ctn. 188, folder 54  14:0 - General 1974
folder 55  14:1 - Air - Pollution 1974
folder 56  14:2 - Clean Air Act of 1970 1974
folder 57  14:3 - Non-point sources 1974
folder 58  14:4 - Industry 1974
Ctn. 189, folder 1  14:5 - Air quality 1974
folder 2  14:7 - Statistics and Research - Clippings 1974
folder 3  14:8 - Industrial safety and Environmental health 1974
folder 4  14:9 - Hazardous substances 1974
folder 5  14:10 - Factory and trade waste - Reserve Mining Company 1974
folder 6  14:12 - Lead 1974
folder 7  14:13 - Mercury 1974
folder 8  14:14 - Pesticides 1974
folder 9  14:14a - DDT (Insecticide) 1974
folder 10  Clippings 1974
folder 11  14:15 - New products 1974
folder 12  14:16 - Regulations 1974
folder 13  Clippings 1974
folder 14  14:17 - Statistics and Research 1974
folder 15  14:18 - Radioactive wastes 1974
folder 16  Clippings 1974
folder 17  14:20 - Noise pollution 1974
folder 18  14:23 - Petroleum 1974
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<td>14:29 - Statistics and Research 1974</td>
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Population

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Energy conservation

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Energy policy

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**Energy conservation**

Ctn. 190, folder 16  
16:20 - Power resources 1974

**Energy industries**

Ctn. 190, folder 17  
16:21 - Fossil fuels 1974  
16:22 - Coal 1974  
16:23 - Gasification 1974  
16:24 - Gas, Natural 1974  
16:25 - Petroleum industry 1974  
16:26 - Petroleum  
16:27 - Continental shelf  
16:28 - Council on Environmental Quality 1974  
16:29 - California 1974  
16:30 - Florida, Mississippi, and Alabama 1974  
16:31 - Louisiana and Texas 1974  
16:32 - Atlantic Coast (U.S.) 1974  
16:33 - Arctic regions 1974  
16:34 - Arctic regions 1974  
16:35 - Gas, Natural - Pipe lines 1974

**Energy facilities**

Ctn. 190, folder 41  
16:35 - Gas, Natural - Pipe lines 1974

**Energy industries**

Ctn. 190, folder 42  
16:36 - Petroleum - Imports 1974  
16:38 - Power supply - International trade 1974  
16:38a - Oil-shales and Oil sands 1974  
16:39 - Pipe lines 1974  
16:40 - Transportation - Harbors and Tankers 1974
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**Energy conservation**

| Ctn. 191, folder 4 | 16:42 - Recycling (Waste, etc.) 1974 |
|--------------------| 16:44 - Power supply 1974 |
| folder 5           | 16:45 - Geothermal power 1974 |
| folder 6           | Clippings 1974 |

**Energy development**

| Ctn. 191, folder 8 | 16:47 - Hydroelectric power and Pumped storage power-plants 1974 |
|--------------------| 16:48 - Nuclear energy and Nuclear reactors 1974 |
| folder 9           | Clippings 1974 |
| folder 10          | 16:49 - Nuclear energy |
| folder 11          | Nuclear moratorium 1974 |
| folder 12          | Clippings 1974 |
| folder 13          | 16:50 - Nuclear power plants - Location 1974 |
| folder 14          | Clippings 1974 |
| folder 15          | 16:51 - General 1974 |
| folder 16          | 16:52 - Safety regulations 1974 |
| folder 17-18       | Clippings 1974 |
| folder 19          | 16:53 - Radioactive waste disposal 1974 |
| folder 20          | Clippings 1974 |
| folder 21          | 16:54 - Experiments 1974 |
| folder 22          | 16:55 - Solar energy 1974 |
| folder 23          | Clippings 1974 |
| folder 24          | 16:56 - Other power resources 1974 |
| folder 25          | Clippings 1974 |

**Energy facilities**

| Ctn. 191, folder 26 | 16:57 - Utility lines 1974 |
|---------------------| 16:58 - Power-plants - Location 1974 |
| folder 27           | |

**Energy development**

| Ctn. 191, folder 28 | 16:61 - Research and development 1974 |
|---------------------| |

**Energy conservation**

| Ctn. 191, folder 29 | 16:62 - Research and development 1974 |
|---------------------| |

**Sierra Club Regional Conservation Committees**

| Ctn. 191, folder 30 | 17:3 - Gulf Coast 1974 |
|---------------------| 17:6 - Northern California 1974 |
| folder 31           | 17:7 - Northern Plains 1974 |
| folder 32           | 17:8 - Northwest 1974 |
| folder 33           | 17:11 - Southwest 1974 |
| folder 34           | |

**Social problems**

| Ctn. 191, folder 35 | 18:1 - Conservation history 1974 |
1974

Social problems

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### Transportation

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<td>Automobiles 1974</td>
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<td>Bicycles and Scooters 1974</td>
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<td>Freeways 1974</td>
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<td>Bridges and Ferries 1974</td>
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<td>Planning 1974</td>
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<td>Freeways - Trusts, Industrial 1974</td>
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### Water resources

Ctn. 192, folder 8

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<th>Description</th>
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<td>20:1</td>
<td>General 1974</td>
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<td>Lakes 1974</td>
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<td>Great Lakes 1974</td>
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<td>Tahoe, Lake (Calif. and Nev.) 1974</td>
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<td>Mississippi River 1974</td>
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<td>Wetlands 1974</td>
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<td>Management 1974</td>
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<td>United States 1974</td>
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<td>20:9</td>
<td>California 1974</td>
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<td>Sierra Club National Water Committee 1974</td>
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### Water resources development

Ctn. 192, folder 19

<table>
<thead>
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<th>Description</th>
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<td>Dams 1974</td>
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<td>Auburn Dam (Calif.) 1974</td>
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<td>New Melones Dam (Calif.) 1974</td>
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<td>20:15</td>
<td>Ross Dam (Wash.) 1974</td>
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<td>20:16</td>
<td>Clippings 1974</td>
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<tr>
<td>20:19</td>
<td>Canals (Fla.) 1974</td>
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</tbody>
</table>
1974

Water resources development

folder 28  20:24 - California 1974
folder 29  Clippings 1974
folder 30  20:25 - Texas 1974

Public opinion

Ctn. 192, folder 31  21:1 - Environmental protection 1974
folder 32  Clippings 1974
folder 33  21:3 - Sierra Club publicity 1974

Wildlife conservation

Ctn. 192, folder 34  22:1 - Animals 1974
folder 35  Clippings 1974
folder 36  22:2 - Endangered species 1974
folder 37  Clippings 1974
folder 38-39  22:2a - Speeches and meetings 1974

Wildlife management

Ctn. 192, folder 40  22:3 - Fisheries 1974
folder 41  22:4 - Marine mammals 1974
folder 42  Clippings 1974

Wildlife conservation

Ctn. 192, folder 43  22:4a - Whales 1974
folder 44  Clippings 1974
folder 45  22:5 - Plants 1974

Wildlife management

Ctn. 192, folder 46  22:6 - General 1974
folder 47  Clippings 1974
folder 48  22:7 - Law and legislation 1974
carton , folder 49  22:8 - Predatory animals - Control 1974
folder 50  Clippings 1974
folder 51  22:9 - Sierra Club National Wildlife Committee 1974

1975

Alaska

Ctn. 193, folder 1  1:0 - General 1975
folder 2  Clippings 1975
folder 3  1:1 - Land use
Planning 1975
folder 4  1:1a - Freeways - Copper River 1975
folder 5-6  1:2 - Indians of North America - Indian claims 1975
folder 7  1:3 - Forest reserves 1975
folder 8  1:4 - Parks, Wilderness areas and Wildlife refuges 1975
folder 9-11  1:6 - Gas, Natural - Pipe lines 1975
folder 12  Clippings 1975
folder 13  1:7 - Petroleum and Natural gas industries - Prospecting 1975
folder 14  Clippings 1975
1975

Sierra Club Chapters

Ctn. 193, folder 15

2:0 - General 1975

Economics

Ctn. 193, folder 16
folder 17
folder 18
folder 19
folder 20
folder 21
folder 22
folder 23
folder 24
folder 25
folder 26

3:0 - General 1975
3:1 - Corporations and corporate responsibility 1975
Clippings 1975
3:2 - Food supply 1975
3:3 - Economic policy 1975
Clippings 1975
3:4 - Employment and Industrial relations 1975
Clippings 1975
3:5 - Inflation and Recession 1975
3:6 - Conservation of natural resources 1975
Clippings 1975

Education

Ctn. 193, folder 27
folder 28
folder 29
folder 30

4:0 - General 1975
4:2 - Sierra Club activities 1975
4:3 - Environmental education 1975

Environmental law

Ctn. 193, folder 31
folder 32-33
folder 34
folder 35
folder 36
folder 37
folder 38
folder 39

5:0 - General 1975
5:1 - United States 1975
Clippings 1975
5:2 - Environmental impact analysis 1975
Clippings 1975
5:3 - Oregon 1975
Clippings 1975
5:4 - Litigation 1975

Environmental organizations

Ctn. 193, folder 40
folder 41
folder 42
folder 43
folder 44
Ctn. 194, folder 1
folder 2

6:0 - General 1975
Clippings 1975
6:4 - Environmental Defense Fund, Inc. 1975
6:5 - Environmental Policy Center 1975
6:10 - Natural Resources Council of America 1975
6:11 - Natural Resources Defense Council, Inc. 1975
6:12 - Nature Conservancy 1975

Sierra Club Field Representatives

Ctn. 194, folder 3
folder 4
folder 5
folder 6
folder 7
folder 8

7:3 - Midwest 1975
7:5 - Northern Great Plains 1975
7:6 - Northwest 1975
7:7 - Sacramento 1975
7:8 - Southern California 1975
7:10 - Washington, D.C. 1975

Administrative agencies

Guide to the Sierra Club Records,
1891-
Ctn. 194, folder 9  8:1 - General 1975
folder 10  8:2 - U.S. Department of Agriculture 1975
folder 11  8:3 - U.S. Forest Service 1975
folder 12  8:4 - U.S. Army Corps of Engineers 1975
folder 13  Clippings 1975
folder 14  8:6 - U.S. Environmental Protection Agency 1975
folder 15  Clippings 1975
folder 16  8:7 - U.S. Federal Energy Administration 1975
folder 17  8:8 - U.S. Federal Power Commission 1975
folder 18  8:9 - U.S. Department of the Interior 1975
folder 19  Clippings 1975
folder 20  8:10 - U.S. Bureau of Land Management 1975
folder 21  Clippings 1975
folder 22  8:11 - U.S. Fish and Wildlife Service 1975
folder 23  8:12 - U.S. National Park Service 1975
folder 24  8:13 - California 1975

Land use

Ctn. 194, folder 25  10:0 - General 1975
folder 26  10:1 - Agriculture 1975
folder 27  Clippings 1975
folder 28  10:1a - Sierra Club policy 1975
folder 29  10:2 - Soil conservation 1975
folder 30  10:3 - Shore protection 1975
folder 31  Clippings 1975
folder 32  10:4 - California 1975
folder 33  Clippings 1975
folder 34  10:5 - Deserts 1975
folder 35  10:6 - Forests and forestry 1975
folder 36  Clippings 1975
folder 37  10:7 - Forest reserves 1975
folder 38  Clippings 1975
folder 39  10:8 - California 1975
folder 40  10:9 - Law and legislation 1975
folder 41  10:10a - Forest protection
folder 42  California 1975
folder 43  Clippings 1975
folder 44  10:10b - Logging
folder 45  Law and legislation 1975

Ctn. 195, folder 1  10:10c - Economics 1975
folder 2  10:10d - Forest products
folder 3  Export 1975
folder 4  Clippings 1975
folder 5  10:10e - Monongahela National Forest (W. Va.) - Clearcutting - Clippings 1975
folder 6  Clippings 1975
folder 7  10:13 - Mines and Mineral resources 1975
folder 8  Clippings 1975
folder 9  10:14 - Strip mining and Reforestation 1975
folder 10  Clippings 1975
folder 11  10:15 - Mining law 1975
folder 12-14  Clippings 1975
folder 15  10:16 - Planning 1975
folder 16  Clippings 1975
folder 17  10:20 - Planning (State, Regional) 1975

Guide to the Sierra Club Records, 1891-
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<td>10:24 - Urban policy 1975</td>
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<td>10:25 - Zoning 1975</td>
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<td>10:29 - Inholdings 1975</td>
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<td>11:3 - Marine resources 1975</td>
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<td>12:3 - Recreation 1975</td>
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<td>12:3b - Wilderness proposals and Additions - Eastern Wilderness areas 1975</td>
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<td>12:7 - Big Cypress National Preserve (Fla.) 1975</td>
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<td>12:9 - Congaree Swamp National Monument (S.C.) 1975</td>
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<td>12:9a - Death Valley National Monument (Calif.) 1975</td>
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<td>12:13 - Grand Teton National Park (Wyo.) 1975</td>
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<td>12:15 - Hells Canyon National Recreation Area (Or. and Idaho) 1975</td>
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<td>12:16a - Point Reyes National Seashore (Calif.) 1975</td>
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<td>Clippings 1975</td>
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<td>12:18 - Santa Monica Mountains National Recreation Area (Calif.) 1975</td>
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<td>12:19 - Sequoia National Park and Kings Canyon National Park (Calif.) 1975</td>
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<td>12:22 - Yosemite National Park (Calif.) 1975</td>
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<td>64</td>
<td>12:23 - Parks (State, Regional) 1975</td>
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<td>65</td>
<td>12:24 - Adirondack Park (N.Y.) 1975</td>
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<td>66</td>
<td>12:25 - Trails 1975</td>
</tr>
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<td>67</td>
<td>12:26 - Wild and scenic rivers 1975</td>
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<td>68</td>
<td>12:28 - Wilderness areas 1975</td>
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<td>69</td>
<td>Clippings 1975</td>
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</table>
Guide to the Sierra Club Records, 1891-

1975

Parks and wilderness areas

folder 23  12:29 - Management 1975
folder 24-26  12:30 - U.S. Forest Service - Roadless Area Review and Evaluation (RARE II) 1975
folder 27  12:31 - Wilderness areas (proposed) 1975
folder 28  12:32 - California 1975
folder 29  12:32a - Granite Chief Wilderness 1975
folder 30  12:34 - Pacific Coast (U.S.) and Idaho 1975
folder 31  12:35 - Rocky Mountains 1975
folder 32  12:36 - Wildlife refuges 1975

Politics, Practical

Ctn. 196, folder 33  13:1 - Elections 1975
folder 34  13:2 - Legislative bodies - Voting 1975
folder 35  13:3 - Environmental policy 1975
folder 36  13:4 - Ford Administration 1975
folder 37  Clippings 1975
folder 38  13:5 - U.S. Congress, 94th 1975
folder 39  13:6 - State policies 1975
folder 40  13:7 - California 1975
folder 41  13:8 - Lobbying and Citizen participation 1975
folder 42  Clippings 1975

Pollution

Ctn. 196, folder 43  14:0 - Clippings 1975
folder 44  14:1 - Air - Pollution 1975
folder 45  Clippings 1975
folder 46  14:2 - Ambient air quality 1975
folder 47  Clippings 1975
folder 48  Non-point sources 1975
folder 49  14:3 - Clean Air Act
folder 50  Non-point sources - Clippings 1975
Ctn. 197, folder 1  14:3a - Damages 1975
folder 2  Clippings 1975
folder 3  14:4 - Point sources 1975
folder 4  Clippings 1975
folder 6  14:6 - Environmental health and Industrial safety 1975
folder 5  Clippings 1975
folder 7  14:7 - Hazardous substances 1975
folder 8  Clippings 1975
folder 9  14:8 - Pesticides 1975
folder 10  14:9 - Factory and trade waste 1975
folder 10  14:10 - Lead - Toxicology 1975
folder 11  14:11 - Mercury, Metals 1975
folder 12  14:12 - Pesticides, Herbicides, Insecticides, and Biocides 1975
folder 13  Clippings 1975
folder 14  14:13 - Alternative pest control 1975
folder 15  14:14 - DDT (Insecticide) 1975
folder 16  14:15 - Forests and forestry 1975
folder 17  14:16 - Noise pollution 1975
folder 18  Clippings 1975
folder 19  14:17 - Petroleum 1975
folder 20  Clippings 1975
folder 21  14:17a - Radioactive pollution 1975
folder 22  14:18 - Refuse and refuse disposal 1975
folder 23  14:19 - Recycling (Waste, etc.) 1975
folder 24  Clippings 1975
<table>
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<td>14:22a - Drinking water 1975</td>
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<td>14:23 - Sewage disposal 1975</td>
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<td>14:24 - Weather control 1975</td>
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<td>15:2 - World population and Food supply 1975</td>
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<td>15:3 - Education 1975</td>
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<td>16:3 - Public utilities 1975</td>
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<td>16:4 - Statements 1975</td>
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<td>16:6 - Transportation 1975</td>
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<td>16:7 - Recycling (Waste, etc.) 1975</td>
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<td>16:8 - Economics</td>
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<td>16:9</td>
<td>16:9 - Taxation, Subsidies, and Pricing 1975</td>
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<td>16:9a</td>
<td>16:9a - Public utilities - Rates 1975</td>
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<td>16:10 - Petroleum refineries - Clippings 1975</td>
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<td>16:11</td>
<td>16:11 - Pipe lines 1975</td>
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<tr>
<td>16:12</td>
<td>16:12 - Power-plants - Location 1975</td>
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<tr>
<td>16:12a</td>
<td>16:12a - Kaiparowits (Utah) 1975</td>
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<td>16:13 - Transportation - Harbors and Tankers 1975</td>
</tr>
<tr>
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<td>16:14 - Power transmission lines 1975</td>
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<tr>
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<td>16:16 - Federal 1975</td>
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<td>16:17 - Administrative agencies 1975</td>
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<td>16:17a</td>
<td>16:17a - U.S. Energy Research and Development Administration 1975</td>
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<td>16:18</td>
<td>16:18 - U.S. Congress, 94th 1975</td>
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<td>16:19</td>
<td>16:19 - Industry 1975</td>
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<td>16:21 - Sierra Club 1975</td>
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<td>16:22 - State policies 1975</td>
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Energy conservation

Ctn. 198, folder 17

16:23 - Power resources 1975

Energy industries

Ctn. 198, folder 18

16:24 - Fossil fuels 1975
folder 19
  Clippings 1975
folder 20
  16:25 - Coal 1975
folder 21
  Clippings 1975
folder 22
  16:26 - Coal gasification and liquefaction 1975
folder 23
  16:27 - West (U.S.) 1975
folder 24
  16:28 - Gas, Natural 1975
folder 25
  Clippings 1975
folder 26
  16:29 - Petroleum 1975
folder 27
  Clippings 1975
folder 28
  16:30 - Prospecting 1975
folder 29
  Clippings 1975
folder 30
  16:31 - Petroleum in submerged lands 1975
folder 31
  Clippings 1975
folder 32
  16:32 - Alaska 1975
folder 33
  16:32a - California 1975
folder 34
  Clippings 1975
Ctn. 199, folder 1

16:33 - Atlantic Coast (U.S.) 1975
folder 2
  16:34 - Gulf Coast (U.S.) 1975
folder 3
  16:35 - Gasoline 1975
  16:36 - Petroleum
folder 4
  International trade 1975
folder 5
  16:36a - Reserves 1975
folder 6
  16:37 - Recycling (Waste, etc.) 1975
folder 7
  16:38 - Oil-shales 1975

Energy development

Ctn. 199, folder 8

16:39 - Geothermal engineering 1975
folder 9
  Clippings 1975
folder 10
  16:40 - Hydroelectric power 1975

Energy conservation

Ctn. 199, folder 11

16:41 - Nuclear energy 1975
folder 12
  Clippings 1975

Energy industries

Ctn. 199, folder 13

16:42 - Nuclear energy
folder 14
  Nuclear weapons testing 1975
folder 15
  16:43 - Safety regulations 1975
folder 16
  Clippings 1975
folder 17
  16:44 - Industry 1975
folder 18
  16:45 - Nuclear reactors - Cost and Safety regulations 1975
  Clippings 1975

Energy facilities

Ctn. 199, folder 19

16:46 - Nuclear power plants - Location 1975
### Energy facilities

<table>
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### Energy industries

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<td>Sabotage 1975</td>
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<td>16:49 - Radioactive waste disposal 1975</td>
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### Energy development

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<td>16:52 - Wind power and other power resources 1975</td>
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### Sierra Club Regional Conservation Committees

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<tr>
<td>199, 30</td>
<td>17:3 - Gulf Coast 1975</td>
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<td>31</td>
<td>17:6 - Northern California-Nevada 1975</td>
</tr>
<tr>
<td>32</td>
<td>17:7 - Northern Great Plains 1975</td>
</tr>
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<td>17:8 - Northeast 1975</td>
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<td>17:10 - Southern California 1975</td>
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### Social problems

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<td>199, 36</td>
<td>18:1 - Environmental protection 1975</td>
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<td>37</td>
<td>18:2 - Life style 1975</td>
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<td>18:3 - Indians of North America - Indian claims 1975</td>
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### Transportation

<table>
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<th>Description</th>
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<tr>
<td>199, 39</td>
<td>19:1 - Air travel and Airports 1975</td>
</tr>
<tr>
<td></td>
<td>19:2 - Supersonic transport planes 1975</td>
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<td>19:11 - Waterways 1975</td>
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### Water resources

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<td>200, 12</td>
<td>20:0 - General 1975</td>
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<td>Clippings 1975</td>
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<td>15</td>
<td>20:2 - Administrative agencies 1975</td>
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</table>
Water resources

folder 16  20:3 - Sierra Club Water Resources Committee 1975
folder 17  20:4 - Water resources development 1975
folder 18  Clippings 1975
folder 19  20:5 - California State Water Project 1975
folder 20  Clippings 1975
folder 21  20:6 - Canals and Stream channelization 1975
folder 22  20:7 - Dams 1975
folder 23  Clippings 1975
folder 24  20:8 - New Melones Dam (Calif.) 1975
folder 25  20:9 - New River Dam (N.C. and Va.) 1975
folder 26  20:11 - Floods and Flood control 1975
folder 27  Clippings 1975
folder 28  20:12 - Lakes 1975
folder 29  20:13 - Rivers 1975
folder 30  Clippings 1975
folder 31  20:14 - Mississippi River (Alton Dam) 1975
folder 32  Clippings 1975
folder 33  20:15 - Colorado River Basin 1975

Public opinion

Ctn. 200, folder 34 21:0 - General 1975
folder 35  21:1 - Criticism 1975

Wildlife conservation

Ctn. 200, folder 36 22:0 - General 1975
folder 37  Clippings 1975
folder 38  22:1 - Endangered species 1975
folder 39  Clippings 1975
folder 40  22:2 - Fisheries 1975
folder 41  Clippings 1975
folder 42  22:3 - Marine mammals 1975
folder 43  22:4 - Whales 1975
folder 44  22:5 - Plants 1975

Wildlife management

Ctn. 200, folder 45 22:6 - General 1975
folder 46  Clippings 1975
folder 47  22:7 - Legislation 1975
folder 48  22:7a - Fish and Wildlife Coordination Act 1975
folder 49  Clippings 1975
folder 50  22:8 - Predatory animals - Control 1975
folder 51  22:9 - Sierra Club policy 1975
22:10 - Wildlife refuges
folder 52  Hunting 1975
folder 53  22:11 - Alligators 1975
folder 54  Clippings 1975
folder 55  22:12 - Ungulata 1975

1976

Alaska

Ctn. 201, folder 1 1:0 - General 1976
1976

Alaska

folder 2
1:1 - Indians of North America 1976
1:2 - Land use

folder 3
Planning 1976

folder 4
1:2a - Right-of-way 1976

folder 5
1:3 - Forest products industry 1976

folder 6
1:3a - Forest reserves - Tongass National Forest - West Chichagof-Yakobi Island (Alaska) (proposed) 1976

folder 7-8
1:4 - National Interest Lands 1976

folder 9
1:4a - National parks and reserves 1976
1:4b - Wilderness areas 1976

folder 10
1:4c - Wildlife refuges 1976

folder 11
1:5 - Petroleum and Natural gas industries
Pipe lines 1976

folder 12
Social and environmental aspects 1976

folder 13
Clippings 1976

folder 14
1:5a - Trans-Alaska Pipeline 1976

folder 15
1:5b - Gas, Natural - Pipe lines 1976

folder 16
Clippings 1976

folder 17
1:5c - Petroleum in submerged lands 1976

folder 18
1:6 - Wildlife management 1976

Sierra Club Chapters
Ctn. 201, folder 20
2:0 - General 1976

Economics
Ctn. 201, folder 21
3:0 - General 1976

folder 22
3:1 - Corporations and corporate responsibility 1976

folder 23
3:2 - Food supply 1976

folder 24
3:3 - Planning 1976

folder 25
3:4 - Industrial relations and employment 1976

folder 26
3:5 - Inflation and Recession 1976

folder 27
3:6 - Economic policy - Resources - Scarcity 1976

Education
Ctn. 201, folder 28
4:0 - General 1976

folder 29

folder 30
4:2 - Meetings and education programs 1976

folder 31
4:3 - Environmental education 1976

Environmental law
Ctn. 201, folder 32
5:0 - General 1976

folder 33
5:1 - National Environmental Policy Act 1976

folder 34
5:2 - Environmental impact analysis 1976

folder 35
5:3 - California 1976

folder 36
5:4 - Litigation 1976

Environmental organizations
Ctn. 201, folder 37
6:0 - General 1976

folder 38
6:1 - National Audubon Society 1976

folder 39
6:3 - Environmental Policy Center 1976

folder 40
6:4 - Federation of Western Outdoor Clubs 1976

Guide to the Sierra Club Records, 1891-
### Environmental organizations

<table>
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<tr>
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<td>6:5 - Friends of the Earth 1976</td>
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<td>6:6 - Izaak Walton League of America 1976</td>
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<td>43</td>
<td>6:7 - National Wildlife Federation 1976</td>
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<td>44</td>
<td>6:8 - Natural Resources Council of America 1976</td>
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<td>6:9 - Natural Resources Defense Council, Inc. 1976</td>
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<td>6:10 - Nature Conservancy 1976</td>
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<td>6:11 - Wilderness Society 1976</td>
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### Sierra Club Field Representatives

<table>
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<tr>
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<th>Name</th>
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<td>2</td>
<td>7:6 - Sacramento 1976</td>
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### Administrative agencies

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<td>8:1a - Reform 1976</td>
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<td>8:2 - U.S. Department of Agriculture 1976</td>
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<td>8:3 - U.S. Forest Service 1976</td>
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<td>8:7 - U.S. Federal Energy Administration 1976</td>
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<td>8:8 - U.S. Federal Power Commission 1976</td>
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<td>8:9 - U.S. Department of the Interior 1976</td>
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<td>Clippings 1976</td>
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<td>8:11 - U.S. Fish and Wildlife Service 1976</td>
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<tr>
<td>17</td>
<td>8:12 - U.S. National Park Service 1976</td>
<td></td>
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<td>8:13 - California 1976</td>
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### Land use

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<th>Name</th>
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<td>202, 19</td>
<td>10:0 - General 1976</td>
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<td>10:1 - Agriculture 1976</td>
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<td>21</td>
<td>Clippings 1976</td>
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<td>10:3 - Shore protection 1976</td>
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<td>10:6 - Forests and forestry 1976</td>
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<td>10:7 - Forest reserves 1976</td>
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<td>10:7a - California 1976</td>
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<td>10:7b - U.S. Forest Service 1976</td>
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<td>31</td>
<td>10:8 - Forest products 1976</td>
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<td>32</td>
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<td>33</td>
<td>10:8a - California 1976</td>
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<td>34-35</td>
<td>10:8b - United States 1976</td>
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<td>10:9 - Supply and demand 1976</td>
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<td>10:9a - Timber sales 1976</td>
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<td>10:16 - Public lands - Planning 1976</td>
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<td>10:18 - Ski resorts - Independence Lake (Calif.) (proposed) 1976</td>
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<td>10:19 - Sierra Club Land Use Committee 1976</td>
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<td>10:20 - Planning</td>
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<td>U.S. states and regions 1976</td>
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<td>10:22</td>
<td>10:22 - Lake Tahoe Basin (Calif. and Nev.) 1976</td>
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<td>10:23 - Open spaces 1976</td>
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<td>10:24 - Urban policy 1976</td>
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<td>&quot;Exposition 81&quot; 1976</td>
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<td>10:26 - Public lands Management 1976</td>
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<td>10:26a - All terrain vehicles 1976</td>
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<td>Clippings 1976</td>
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<td>10:29 - Grazing and Range management 1976</td>
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<td>10:29 - Wetlands 1976</td>
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**Ocean and Estuaries**

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<tr>
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<td>11:3</td>
<td>11:3 - Marine resources 1976</td>
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<td>11:4 - Waste disposal in the ocean 1976</td>
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**Parks and wilderness areas**

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<td>12:1 - Management 1976</td>
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<td>12:2 - Land and Water Conservation Fund 1976</td>
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<td>12:3</td>
<td>12:3 - Outdoor recreation 1976</td>
</tr>
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<td>12:4 - National parks and reserves 1976</td>
</tr>
<tr>
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<td>Clippings 1976</td>
</tr>
<tr>
<td>12:7</td>
<td>12:7 - Death Valley National Monument (Calif.) 1976</td>
</tr>
<tr>
<td>12:8</td>
<td>Clippings 1976</td>
</tr>
<tr>
<td>12:9</td>
<td>12:8 - Glen Canyon National Recreation Area (Utah) 1976</td>
</tr>
<tr>
<td>12:10</td>
<td>12:9 - Golden Gate National Recreation Area (Calif.) 1976</td>
</tr>
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<td>12:12</td>
<td>12:11 - Hells Canyon National Recreation Area (Or. and Idaho) 1976</td>
</tr>
<tr>
<td>12:13</td>
<td>12:12 - Point Reyes National Seashore (Calif.) 1976</td>
</tr>
<tr>
<td>12:14</td>
<td>12:13 - Redwood National Park (Calif.) 1976</td>
</tr>
<tr>
<td>12:15</td>
<td>Clippings 1976</td>
</tr>
<tr>
<td>12:16</td>
<td>12:15 - Santa Monica Mountains National Recreation Area (Calif.) 1976</td>
</tr>
<tr>
<td>12:17</td>
<td>12:16 - Sequoia National Park and Kings Canyon National Park (Calif.) 1976</td>
</tr>
<tr>
<td>12:18</td>
<td>Clippings 1976</td>
</tr>
<tr>
<td>12:20</td>
<td>12:18 - Yellowstone National Park (Wyo.) 1976</td>
</tr>
<tr>
<td>12:21</td>
<td>12:19 - Yosemite National Park (Calif.) 1976</td>
</tr>
<tr>
<td>12:22</td>
<td>Clippings 1976</td>
</tr>
<tr>
<td>12:23</td>
<td>12:22 - Parks (State, Regional) 1976</td>
</tr>
<tr>
<td>12:24</td>
<td>12:23 - Adirondack Park (N.Y.) 1976</td>
</tr>
<tr>
<td>12:25</td>
<td>12:24 - Trails 1976</td>
</tr>
<tr>
<td>12:26</td>
<td>12:25 - Wild and scenic rivers 1976</td>
</tr>
<tr>
<td>12:27</td>
<td>12:26 - California 1976</td>
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<td>12:27 - Wilderness areas 1976</td>
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### Parks and wilderness areas

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<td>Boundary Waters Canoe Area (Minn.)</td>
<td>1976</td>
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<td>12:26</td>
<td>Management</td>
<td>1976</td>
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<td>U.S. Forest Service - Roadless areas</td>
<td>1976</td>
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<tr>
<td>12:28</td>
<td>Proposals</td>
<td>1976</td>
</tr>
<tr>
<td>12:29</td>
<td>California</td>
<td>1976</td>
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<td>12:30</td>
<td>Granite Chief Wilderness (Calif.)</td>
<td>1976</td>
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<td>12:31</td>
<td>East (U.S.)</td>
<td>1976</td>
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<td>Northwest (U.S.)</td>
<td>1976</td>
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<td>12:33</td>
<td>Rocky Mountains</td>
<td>1976</td>
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<td>12:34</td>
<td>Wildlife refuges - Buck Bay National Wildlife Refuge (Va.)</td>
<td>1976</td>
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### Politics, Practical

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<th>Title</th>
<th>Year</th>
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<tr>
<td>13:1</td>
<td>Elections - Presidents</td>
<td>1976</td>
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<td>Legislative bodies - Voting</td>
<td>1976</td>
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<td>Environmental policy</td>
<td>1976</td>
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<td>13:4</td>
<td>Ford and Carter Administrations</td>
<td>1976</td>
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<td>U.S. Council on Environmental Quality</td>
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<td>U.S. Congress, 94th</td>
<td>1976</td>
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<td>13:7</td>
<td>State policies</td>
<td>1976</td>
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<td>California</td>
<td>1976</td>
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<td>Political activities</td>
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### Pollution

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<td>Air - Pollution</td>
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<td>Clean Air Act</td>
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<td>Non-point sources</td>
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<tr>
<td>14:4</td>
<td>Automobiles - Motors</td>
<td>1976</td>
</tr>
<tr>
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<td>Transportation</td>
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<td>Point sources</td>
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<td>Stack gas scrubbers</td>
<td>1976</td>
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<td>Damages</td>
<td>1976</td>
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<td>Clippings</td>
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<td>California and other U.S. states</td>
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<td>Hazardous substances</td>
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<td>14:14</td>
<td>Lead, Mercury, and Sulphur</td>
<td>1976</td>
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<td>Polychlorinated biphenyls</td>
<td>1976</td>
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<td>Pesticides, Herbicides, and Biocides</td>
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<td>Recycling (Waste, etc.)</td>
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Pollution

folder 12  14:22 - Thermal pollution 1976
folder 13  14:23 - Water - Pollution 1976
folder 14  14:24 - Federal Water Pollution Control Act 1976
folder 15  Clippings 1976
folder 16  14:25 - Water - Purification 1976
folder 17  14:26 - Drinking water 1976
folder 18  14:27 - Weather control 1976

Population

Ctn. 205, folder 19  15:1 - Federal policy 1976
folder 20  15:2 - Sierra Club policy 1976
folder 21  15:3 - World population 1976
folder 22  15:4 - Education 1976

Energy conservation

Ctn. 205, folder 23  16:1 - General 1976
folder 24  16:2 - Electric power 1976
folder 25  16:3 - Public utilities 1976
folder 26  16:4 - Tennessee Valley Authority (TVA) and Bonneville Power Administration 1976
folder 27  16:5 - General 1976
folder 28  Clippings 1976
folder 30  Clippings 1976

Energy facilities

Ctn. 205, folder 31  16:7 - Transportation 1976
folder 32  16:7a - Harbors and Tankers 1976
folder 33  Clippings 1976
folder 34  16:8 - Recycling (Waste, etc.) 1976
folder 35  Clippings 1976

Energy consumption

Ctn. 205, folder 36  16:10 - Supply and demand 1976
folder 37  Clippings 1976

Energy conservation

Ctn. 205, folder 38  16:11 - Taxation and Subsidies 1976
folder 39  16:12 - Electric utilities - Rates 1976
folder 40  Clippings 1976

Energy facilities

Ctn. 205, folder 41  16:13 - General 1976
folder 42  16:14 - Pipe lines 1976
folder 43  16:14a - Coal 1976
folder 44  16:15 - Power-plants
folder 44  Location 1976
folder 45  16:15a - Indiana Dunes National Lakeshore (Ind.) 1976
folder 46  16:17 - Power transmission lines 1976
| Ctn. 205, folder 47 | 16:18 - General 1976 |
| - folder 48 | 16:19 - Law and legislation 1976 |
| Ctn. 206, folder 1 | Administrative agencies |
| - folder 2 | 16:20 - U.S. Federal Energy Administration 1976 |
| - folder 3 | 16:21 - U.S. Energy Research and Development Administration 1976 |
| - folder 4 | Clippings 1976 |
| - folder 6 | 16:22 - U.S. Congress 1976 |
| - folder 7 | 16:23 - Industry 1976 |
| - folder 8 | 16:24 - Public opinion 1976 |
| - folder 9 | 16:25 - Sierra Club 1976 |
| - folder 10-11 | 16:26 - Federal 1976 |

### Energy industries

| Ctn. 206, folder 9 | 16:27 - Fossil fuels 1976 |
| - folder 10-11 | 16:28 - Coal 1976 |
| - folder 12 | Clippings 1976 |
| - folder 13 | 16:29 - Coal gasification and liquefaction 1976 |
| - folder 14 | Clippings 1976 |
| - folder 15 | 16:30 - West (U.S.) 1976 |
| - folder 16 | Clippings 1976 |
| - folder 17 | 16:31 - Gas, Natural 1976 |
| - folder 18 | Clippings 1976 |
| - folder 19 | 16:32 - Petroleum 1976 |
| - folder 20 | 16:33 - Prospecting 1976 |
| - folder 21 | Clippings 1976 |
| - folder 22 | 16:34 - Continental shelf - Oil and gas leases 1976 |
| - folder 23 | Clippings 1976 |
| - folder 24 | 16:36 - Pacific Coast (U.S.) 1976 |
| - folder 25 | 16:37 - Atlantic Coast (U.S.) 1976 |
| - folder 26 | Clippings 1976 |
| - folder 27 | 16:38 - Gasoline 1976 |
| - folder 28 | 16:39 - Imports and Exports 1976 |
| - folder 29 | 16:39a - International trade 1976 |
| - folder 30 | 16:40 - Petroleum |
| - folder 31 | Reserves 1976 |
| - folder 32 | 16:41 - Oil-shales and Oil sands 1976 |
| - folder 33 | 16:42 - Geothermal power 1976 |
| - folder 34-35 | 16:43 - Hydroelectric power 1976 |

### Energy development

| Ctn. 206, folder 1 | 16:44 - Nuclear energy 1976 |
| - folder 34-35 | Clippings 1976 |
| - folder 36 | 16:45 - Nuclear fusion 1976 |
| - folder 37 | 16:46 - Safety regulations 1976 |
| - folder 38 | Clippings 1976 |
| - folder 39 | 16:47 - Insurance 1976 |
| Ctn. 207, folder 1 | 16:48 - Exports 1976 |
| - folder 2 | 16:49 - Nuclear reactors 1976 |
| - folder 3 | Clippings 1976 |
| - folder 4 | 16:50 - Nuclear industry |
### Energy development

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<td>16:57 - Wind power and other power resources 1976</td>
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### Sierra Club Regional Conservation Committees

Ctn. 207, folder 17

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### Social problems

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<td>Life style 1976</td>
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<td>Recombinant DNA - Research 1976</td>
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### Transportation

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<td>Roads - Design and construction 1976</td>
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### Water resources

Ctn. 207, folder 7

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Water resources

folder 11  20:4 - Water resources development 1976
folder 12  20:5 - California 1976
folder 13  20:6 - Canals and Stream channelization 1976
folder 14  20:7 - Dams 1976
folder 15  20:7a - Dickey-Lincoln School Dam (Me.) 1976
folder 16  20:7b - Teton Dam (Idaho) (proposed) 1976
folder 17  20:8 - New Melones Dam (Calif.) 1976
folder 18  20:9 - New River Dam (N.C.) (proposed) 1976
folder 19  20:10 - Saline water conversion 1976
folder 20  20:11 - Floods and Flood control 1976
folder 21  20:12 - Lakes 1976
folder 22  20:13 - Rivers 1976
folder 23  20:14 - Mississippi River (Alton Dam ) 1976
folder 24  20:14a - Upper Mississippi River 1976
folder 25  20:15 - Colorado River 1976

Public opinion

Ctn. 208, folder 26  21:1 - Criticism 1976
folder 27  21:2 - Clippings 1976

Wildlife conservation

Ctn. 208, folder 28  22:0 - General 1976
folder 29  22:1 - Endangered species 1976
folder 30  22:2 - Fisheries 1976
folder 31  22:3 - Marine mammals 1976
folder 32  22:4 - Whales 1976
folder 33  22:5 - Porpoises 1976
folder 34  22:6 - Seals 1976
folder 35  22:7 - Sea otter 1976
folder 36  22:8 - Plants 1976

Wildlife management

Ctn. 208, folder 37  22:10 - General 1976
folder 38  Law and legislation 1976
folder 40  22:11 - Predatory animals - Control 1976
folder 41  22:12 - Sierra Club policy 1976
folder 43  22:15 - Birds 1976
folder 44  22:16 - Ungulata 1976
folder 45  22:17 - Reptiles 1976
folder 46  22:18 - Nongame Program 1976
folder 47  22:19 - Habitat (Ecology) 1976

1977

Alaska

Ctn. 209, folder 1-2  1:0 - General 1977
folder 3  1:1 - Alaska Native Claims Settlement Act 1977
folder 4  1:2 - Land use 1977
folder 5  1:3 - National forests - Forest products 1977
1977

Alaska

folder 6  1:3a - West Chichagof-Yakobi Island (Alaska) 1977
folder 7-9  1:4 - National Interest Lands 1977
folder 10  Clippings 1977
folder 11-12  1:4b - Wilderness areas 1977
folder 13  1:4c - Wildlife refuges 1977
folder 14  1:5 - Energy industries 1977
folder 15  1:5a - Petroleum - Pipe lines 1977
folder 16  Clippings 1977
folder 17-18  1:5b - Gas, Natural - Pipe lines 1977
folder 19-20  Clippings 1977
folder 21  1:5c - Offshore oil industry 1977
folder 22  1:6 - Wildlife management 1977

Economics

folder 24  3:1 - Corporate responsibility 1977
folder 25  3:3 - Planning 1977
folder 26  3:4 - Industrial relations 1977
folder 27  Clippings 1977
folder 28  3:5 - Inflation, Recession, and Depression 1977
folder 29  3:7 - Public works - Law and legislation 1977

Environmental education

Ctn. 209, folder 30  4:2 - General 1977

Environmental law

Ctn. 210, folder 1  5:0 - General 1977
folder 2  5:1 - United States 1977
folder 3  5:2 - National Environmental Policy Act 1977
folder 4  5:3 - California Environmental Quality Act 1977

Environmental organizations

Ctn. 210, folder 5  6:0 - General 1977
folder 7  6:4 - Federation of Western Outdoor Clubs 1977
folder 8  6:8 - Natural Resources Council of America 1977
folder 9  6:9 - Natural Resources Defense Council, Inc. 1977
folder 10  6:10 - Nature Conservancy 1977
folder 11  6:12 - Save-the-Redwoods League 1977
folder 12  6:15 - Resources for the Future 1977
folder 13  6:16 - Conservation Foundation 1977
folder 14  6:17 - Cousteau Society 1977

Sierra Club Field Representatives

Ctn. 210, folder 15  7:4 - Northern Great Plains 1977
folder 16  7:5 - Northwest 1977
folder 17  7:8 - Southwest 1977

Administrative agencies

Ctn. 210, folder 18  8:1 - United States 1977
folder 19  8:13 - California 1977

Land use

Ctn. 210, folder 30
folder 31  10:0 - General 1977
folder 32  10:1 - Agriculture 1977
folder 33  10:2 - Soil conservation 1977
folder 34  10:3 - Shore protection 1977
folder 35  10:4 - California 1977
folder 36  10:5 - Deserts 1977
folder 37  10:5a - Carey Act of 1894 1977
folder 38  10:6 - Forests and forestry 1977
folder 39  Clippings 1977
folder 40  10:7 - Forest reserves 1977
folder 41  10:7a - California 1977
folder 42  10:7b - U.S. Forest Service - Forest policy 1977
folder 43  10:8 - Forest products 1977
folder 44  Clippings 1977
folder 45  10:8a - California 1977
folder 46  10:8b - Clearcutting 1977
folder 47  10:8c - Women in conservation of natural resources 1977
folder 48  10:10 - Rangelands and Forest reserves - Fire control 1977
folder 49  10:13 - Mines and mineral resources 1977
folder 50  Clippings 1977
Ctn. 211, folder 1
folder 2  10:14 - Strip mining and Reforestation 1977
folder 3  Clippings 1977
folder 4  10:15 - Law and legislation 1977
Planning
folder 5  10:16 - United States 1977
folder 6  10:17 - Planned communities 1977
folder 7  10:17a - 1980 Winter Olympic Games 1977
folder 8  10:18 - Ski resorts 1977
folder 9  10:19 - California 1977
folder 10  10:20 - States 1977
folder 11  10:21 - California 1977
folder 12  10:21a - Dow Chemical Company plant (Solano County) 1977
folder 13  10:22 - Tahoe Regional Planning Agency 1977
folder 14  10:23 - Planning
folder 15  Open spaces 1977
folder 16  10:24 - Urban policy 1977
folder 17  10:26 - Public lands - Management 1977
folder 18  10:26a - All terrain vehicles 1977
folder 19  10:27 - U.S. Bureau of Land Management 1977
folder 20  10:28 - Grazing and Range management 1977
folder 21  10:28a - Grasslands 1977
folder 22  10:28b - U.S. Bureau of Land Management 1977
folder 23  10:28c - Environmental impact analysis 1977
folder 24  10:28d - U.S. Forest Service 1977
folder 25  10:29 - Wetlands 1977
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<td>10:33 - Desertification 1977</td>
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<td>10:34 - Excavations (Archaeology) 1977</td>
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<td>12:14 - Redwood National Park (Calif.) 1977</td>
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<td>12:27 - Roadless Area Review and Evaluation (RARE II) 1977</td>
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### Politics, Practical

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<td>13:9 - Lobbying and Citizen participation 1977</td>
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<td>14:9 - Statistics and Research 1977</td>
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<td>14:10 - California and other states 1977</td>
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<td>14:11 - Pollution control - Cost 1977</td>
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<td>14:16 - Pesticides, Herbicides, Biocides, and Insecticides 1977</td>
</tr>
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<td>folder 3</td>
<td>Clippings 1977</td>
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<td>folder 4</td>
<td>14:17 - Noise pollution 1977</td>
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<tr>
<td>folder 5</td>
<td>14:17a - Industry 1977</td>
</tr>
<tr>
<td>folder 6</td>
<td>14:18 - Petroleum 1977</td>
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<tr>
<td>folder 7</td>
<td>Clippings 1977</td>
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<td>folder 8</td>
<td>14:19 - Radioactive pollution and Microwaves 1977</td>
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<td>14:20 - Refuse and refuse disposal 1977</td>
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<td>folder 10</td>
<td>14:21 - Recycling (Waste, etc.) 1977</td>
</tr>
<tr>
<td>folder 11-14</td>
<td>14:23 - Water - Pollution 1977</td>
</tr>
<tr>
<td>folder 15-16</td>
<td>Clippings 1977</td>
</tr>
<tr>
<td>folder 17</td>
<td>14:24 - Federal Water Pollution Control Act 1977</td>
</tr>
<tr>
<td>folder 18</td>
<td>14:25 - Water - Purification 1977</td>
</tr>
<tr>
<td>folder 19</td>
<td>14:25a - Water reuse 1977</td>
</tr>
<tr>
<td>folder 20</td>
<td>14:26 - Drinking water 1977</td>
</tr>
<tr>
<td>folder 21</td>
<td>14:27 - Weather control 1977</td>
</tr>
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</table>

### Population

<table>
<thead>
<tr>
<th>Folder</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ctn. 214, folder 22</td>
<td>15:1 - Government policy 1977</td>
</tr>
<tr>
<td>folder 23-26</td>
<td>15:2 - Sierra Club policy 1977</td>
</tr>
<tr>
<td>folder 27</td>
<td>15:3 - World population and Food supply 1977</td>
</tr>
<tr>
<td>folder 28</td>
<td>15:4 - Education 1977</td>
</tr>
</tbody>
</table>
1977 Population

folder 29  15:5 - Urbanization 1977

Energy conservation

Ctn. 214, folder 30  16:1 - General 1977
folder 31  16:2 - Electric power 1977
Ctn. 215, folder 1  16:3 - Public utilities 1977
folder 2  16:4 - Tennessee Valley Authority (TVA) and Bonneville Power Administration 1977
folder 3  16:5 - General 1977
folder 5  16:7 - Transportation 1977
folder 6  16:8 - Recycling (Waste, etc.) 1977
folder 7  16:9 - Industry 1977
folder 8  16:10 - Economics
folder 9  16:10a - Petroleum and Gas industries 1977
folder 10  16:11 - Taxation and Subsidies 1977
folder 11  16:12 - Pricing 1977
folder 12  Clippings 1977
folder 13  16:12a - Reform 1977

Energy facilities

Ctn. 215, folder 14  16:13 - General 1977
folder 15  16:14 - Pipe lines 1977
folder 16  16:14a - Coal transportation 1977
folder 17  16:15 - Power-plants - Location 1977
folder 18  16:16 - Petroleum - Harbors 1977

Energy policy

Ctn. 215, folder 19  16:18 - General 1977
folder 20-21  16:19 - Federal policy 1977
folder 22-23  Clippings 1977
folder 24  Administrative agencies
folder 25  16:20 - U.S. Federal Energy Administration 1977
Ctn. 216, folder 1  16:21 - U.S. Energy Research and Development Administration 1977
folder 2  16:22 - U.S. Congress 1977
folder 3  16:23 - Industry 1977
folder 4  16:24 - Public opinion 1977
folder 5  16:25 - Sierra Club policy 1977
folder 6  16:26 - State policies 1977

Energy conservation

Ctn. 216, folder 6  16:27 - Fossil fuels 1977
folder 7  16:28 - Coal 1977
folder 8  Clippings 1977
folder 9  16:29 - Coal gasification and liquefaction 1977

Energy industries

Ctn. 216, folder 10-11  16:30 - Fossil fuels
  West (U.S.) 1977
**Energy industries**

<table>
<thead>
<tr>
<th>Folder</th>
<th>Description</th>
<th>Year</th>
</tr>
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<tbody>
<tr>
<td>folder 12</td>
<td>16:31 - Gas, Natural and Liquefied natural gas 1977</td>
<td></td>
</tr>
<tr>
<td>folder 13-14</td>
<td>Clippings 1977</td>
<td></td>
</tr>
<tr>
<td>folder 15</td>
<td>16:32 - Petroleum 1977</td>
<td></td>
</tr>
<tr>
<td>folder 16</td>
<td>Oil and gas leases 1977</td>
<td></td>
</tr>
<tr>
<td>folder 17</td>
<td>16:32a - Clippings 1977</td>
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</tr>
<tr>
<td>folder 18</td>
<td>16:33 - Prospecting - Clippings 1977</td>
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</tr>
<tr>
<td>folder 19</td>
<td>16:34 - Petroleum in submerged lands 1977</td>
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<td>folder 20</td>
<td>Clippings 1977</td>
<td></td>
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<tr>
<td>folder 21</td>
<td>16:35 - Outer Continental Shelf Lands Act 1977</td>
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<td>Clippings 1977</td>
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<td>folder 23</td>
<td>16:36 - California and Gulf Coast (U.S.) 1977</td>
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<tr>
<td>folder 24</td>
<td>16:37 - Atlantic Coast (U.S.) 1977</td>
<td></td>
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<td>folder 25</td>
<td>16:38 - Gasoline 1977</td>
<td></td>
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<tr>
<td>folder 26</td>
<td>16:39 - International trade 1977</td>
<td></td>
</tr>
<tr>
<td>folder 27</td>
<td>16:40 - Petroleum - Reserves 1977</td>
<td></td>
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<tr>
<td>folder 28</td>
<td>16:41 - Oil-shales and Oil sands 1977</td>
<td></td>
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<tr>
<td>folder 29</td>
<td>16:42 - Geothermal power 1977</td>
<td></td>
</tr>
<tr>
<td>folder 30</td>
<td>16:43 - Hydroelectric power 1977</td>
<td></td>
</tr>
</tbody>
</table>

**Energy development**

| Ctn. 217, | 16:44 - Nuclear energy 1977                                             |      |
| folder 1-2 | Clippings 1977                                                           |      |
| folder 3-5 | 16:45 - Nuclear fusion 1977                                              |      |
| folder 6   | 16:46 - Safety regulations 1977                                          |      |
| folder 7   | Clippings 1977                                                           |      |
| folder 8   | 16:47 - Nuclear industry                                                |      |
| folder 9   | Insurance 1977                                                           |      |
| folder 10  | 16:48 - Exports 1977                                                    |      |
| folder 11  | 16:49 - Nuclear reactors and Safety regulations 1977                    |      |
| folder 12  | 16:50 - Nuclear power plants                                             |      |
| folder 13  | Location 1977                                                            |      |
| folder 14  | Clippings 1977                                                           |      |
| folder 15  | 16:51 - California 1977                                                  |      |
| folder 16  | 16:52 - Sabotage 1977                                                    |      |
| folder 17  | 16:53 - Radioactive waste disposal and Transportation 1977               |      |
| folder 18  | Clippings 1977                                                           |      |
| folder 19  | 16:54 - Plutonium recycling and Uranium enrichment 1977                  |      |
| folder 20  | Clippings 1977                                                           |      |
| folder 21  | 16:54a - Breeder reactors 1977                                           |      |
| folder 22  | Clippings 1977                                                           |      |
| folder 23  | 16:55 - Research and development 1977                                   |      |
| folder 24-25 | Clippings 1977                                                             |      |

**Sierra Club Regional Conservation Committees**

| Ctn. 218, folder 1 | 16:57 - Wind power and other power resources 1977 |      |
| folder 2            | Clippings 1977                                      |      |

**Social problems**
<table>
<thead>
<tr>
<th>Ctn. 218, folder 7</th>
<th>18:0 - General 1977</th>
</tr>
</thead>
<tbody>
<tr>
<td>folder 8</td>
<td>18:1 - Environmental protection 1977</td>
</tr>
<tr>
<td>folder 9</td>
<td>18:3 - Indians of North America - Indian claims 1977</td>
</tr>
<tr>
<td>folder 10</td>
<td>Clippings 1977</td>
</tr>
<tr>
<td>folder 11</td>
<td>18:4 - Recombinant DNA 1977</td>
</tr>
<tr>
<td>folder 12</td>
<td>Clippings 1977</td>
</tr>
<tr>
<td>folder 13</td>
<td>18:5 - Public opinion 1977</td>
</tr>
</tbody>
</table>

**Transportation**

<table>
<thead>
<tr>
<th>Ctn. 218, folder 14</th>
<th>19:0 - General 1977</th>
</tr>
</thead>
<tbody>
<tr>
<td>folder 15</td>
<td>19:1 - Air travel and Airports 1977</td>
</tr>
<tr>
<td>folder 16</td>
<td>19:3 - Automobiles 1977</td>
</tr>
<tr>
<td>folder 17</td>
<td>19:4 - Roads - Design and construction 1977</td>
</tr>
<tr>
<td>folder 18</td>
<td>19:6 - Mass transportation 1977</td>
</tr>
<tr>
<td>folder 19</td>
<td>19:7 - Railroads 1977</td>
</tr>
<tr>
<td>folder 20</td>
<td>19:9 - Planning 1977</td>
</tr>
<tr>
<td>folder 21</td>
<td>19:10 - United States - Highway Trust Fund 1977</td>
</tr>
<tr>
<td>folder 22</td>
<td>19:11 - Waterways 1977</td>
</tr>
</tbody>
</table>

**Water resources**

<table>
<thead>
<tr>
<th>Ctn. 218, folder 23</th>
<th>20:0 - General 1977</th>
</tr>
</thead>
<tbody>
<tr>
<td>folder 24</td>
<td>20:1 - Planning</td>
</tr>
<tr>
<td>folder 25</td>
<td>United States 1977</td>
</tr>
<tr>
<td>folder 26</td>
<td>20:2 - West (U.S.) 1977</td>
</tr>
<tr>
<td>folder 27</td>
<td>20:2a - Reclamation Act of 1902 1977</td>
</tr>
<tr>
<td>folder 28</td>
<td>20:4 - Water resources development 1977</td>
</tr>
<tr>
<td>folder 29</td>
<td>20:5 - California - Peripheral Canal (proposed) 1977</td>
</tr>
<tr>
<td>folder 30</td>
<td>Clippings 1977</td>
</tr>
<tr>
<td>folder 31</td>
<td>20:6 - Canals and Stream channelization 1977</td>
</tr>
<tr>
<td>folder 32</td>
<td>20:6a - North American Water and Power Alliance (NAWAPA) - Atchafalaya River (La.) 1977</td>
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<td>folder 33-34</td>
<td>20:7 - Dams 1977</td>
</tr>
<tr>
<td>folder 35</td>
<td>Clippings 1977</td>
</tr>
</tbody>
</table>

**Public opinion**

<table>
<thead>
<tr>
<th>Ctn. 219, folder 13</th>
<th>21:1 - General 1977</th>
</tr>
</thead>
<tbody>
<tr>
<td>folder 14</td>
<td>21:2 - Clippings 1977</td>
</tr>
<tr>
<td>folder 15</td>
<td>21:3 - Sierra Club publicity 1977</td>
</tr>
</tbody>
</table>

**Wildlife conservation**

| Ctn. 219, folder 16 | 22:0 - General 1977 |

---

Guide to the Sierra Club Records, 1891-
Wildlife conservation

folder 17  22:1 - Endangered species 1977
folder 18  Clippings 1977
folder 19  22:2 - Fisheries 1977
folder 20  22:3 - Marine mammals 1977
folder 21  22:4 - Whales 1977
folder 22  Clippings 1977
folder 23  22:5 - Porpoises 1977
folder 24  22:6 - Seals 1977
folder 25  22:7 - Sea otter 1977
folder 26  22:8 - Plants 1977

Wildlife management

Ctn. 219, folder 27  22:9 - General 1977
folder 28  22:11 - Predatory animals - Control 1977
folder 30  22:14 - Invertebrates 1977
folder 31  22:15 - Birds 1977
folder 32  Clippings 1977
folder 33  22:16 - Ungulata 1977
folder 34  22:17 - Reptiles 1977
folder 35  22:19a - Grizzly bear 1977
folder 36  22:19b - Whooping crane - Habitat 1977

1978

Alaska

Ctn. 220, folder 1  1:0 - General 1978
folder 2  Clippings 1978
folder 3  1:1 - Indians of North America - Indian claims 1978
       1:2 - Land use
       folder 4  Planning 1978
       folder 5  1:2a - Trans-Alaska Pipeline 1978
       folder 6  1:3 - Forest reserves and Forest products 1978
       folder 7  1:4 - National Interest Lands - Political activities 1978
       folder 16  Clippings 1978
       folder 17  1:4a - Parks 1978
       folder 18  Clippings 1978
       folder 19  1:4b - Wilderness areas 1978
       folder 20  1:5 - Petroleum and natural gas industries 1978
Ctn. 221, folder 1  1:5a - Pipe lines - Alyeska 1978
folder 2  Clippings 1978
folder 3  1:5aa - Petroleum Reserve Number Four 1978
folder 4  1:5b - Pipe lines - Gas, Natural 1978
folder 5  Clippings 1978
folder 6  1:5c - Petroleum in submerged lands 1978
folder 7  Clippings 1978
folder 8  1:6 - Wildlife management 1976-78
folder 9  Clippings 1978

Sierra Club

Ctn. 221, folder 10  2:0 - Administration 1978
## Economics

- **Ctn. 221, folder 11**
  - 3:0 - General 1978
  - 3:1 - Corporations and Corporate responsibility 1978
  - 3:2 - Food supply 1978
  - 3:3 - Planning 1978
  - 3:4 - Industrial relations and Employment 1978
  - Clippings 1978
- **folder 16**
  - 3:5 - Inflation and Recession 1978
  - 3:6 - Economic policy 1978
  - 3:8 - Industry (U.S.) 1978
  - 3:9 - Urban policy 1978
  - 3:10 - Proposition 13 (Calif.) 1978
  - Clippings 1978

## Education

- **Ctn. 221, folder 24**
  - 4:1 - Meetings and Education programs 1978
  - 4:2 - Environmental education 1978

## Environmental law

- **Ctn. 221, folder 26**
  - 5:2 - Environmental impact analysis 1978
  - 5:5 - Environmental mediation 1978

## Environmental organizations

- **Ctn. 221, folder 29**
  - 6:0 - General 1978
  - Clippings 1978
  - 6:1 - National Audubon Society 1978
  - 6:2 - Environmental Policy Center 1978
  - 6:4 - Federation of Western Outdoor Clubs 1978
  - 6:7 - National Wildlife Federation 1978
  - 6:8 - Natural Resources Council of America 1978
  - 6:9 - Natural Resources Defense Council, Inc. 1978
  - 6:10 - Nature Conservancy 1978
  - 6:11 - Wilderness Society 1978
  - 6:12 - Save-the-Redwoods League 1978
  - 6:13 - Oregon Wilderness Coalition 1976-78
  - 6:18 - League of Conservation Voters 1978
  - 6:19 - INFORM 1978

## Sierra Club Field Representatives

- **Ctn. 221, folder 43**
  - 7:1 - Alaska 1978
  - 7:2 - Midwest 1978
  - 7:3 - New York 1978
  - 7:4 - Northern Great Plains 1978
  - 7:5 - Northwest 1978
  - 7:6 - Sacramento 1978
  - 7:7 - Southern California 1978
  - 7:8 - Southwest 1978
  - 7:9 - Washington, D.C. 1978
Administrative agencies

Ctn. 222, folder 1  8:1 - Reform 1978
folder 2  Clippings 1978
folder 3  8:2 - U.S. Department of Agriculture 1978
folder 4  8:3 - U.S. Forest Service 1978
folder 5  8:4 - U.S. Army Corps of Engineers 1978
folder 6  8:5 - U.S. Council on Environmental Quality 1978
folder 7  8:6 - U.S. Environmental Protection Agency 1978
folder 8  Clippings 1978
folder 9  8:7 - U.S. Department of Energy 1978
folder 10  Clippings 1978
folder 11  8:8 - U.S. Department of the Interior 1978
folder 12  8:9 - U.S. Bureau of Land Management 1978
folder 13  8:10 - U.S. Fish and Wildlife Service 1978
folder 14  8:10a - U.S. Heritage Conservation and Recreation Service 1978
folder 15  8:11 - U.S. National Park Service 1978
folder 16  8:12 - California 1978
folder 17  8:13 - National Oceanic and Atmospheric Administration (NOAA) 1978

Land use

Ctn. 222, folder 18  10:0 - General 1978
folder 19  10:1 - Agriculture 1978
folder 20  10:2 - Soil conservation 1978
folder 21-22  10:3 - Shore protection 1978
folder 23  Clippings 1978
folder 24  10:4 - California 1978
folder 25  Clippings 1978
folder 26  10:5 - Deserts 1987
folder 27  10:6 - Forests and forestry 1978
folder 28  Clippings 1978
folder 29  10:7 - Forest reserves 1978
folder 30  Clippings 1978
folder 31  10:7a - California 1978
folder 32-33  10:7b - U.S. Forest Service 1978
folder 34  Clippings 1978
Ctn. 223, folder 1  10:8 - Forest products - Management 1978
folder 2  10:8a - California 1978
folder 3  10:9 - Economics 1978
folder 4  10:13 - Mines and mineral resources 1978
folder 5  Clippings 1978
folder 6  10:14 - Strip mining and Reforestation 1978
folder 7  Clippings 1978
folder 8  10:15 - Mining law 1978
folder 9  10:16 - Planning 1978
folder 10  10:17 - MX (Weapons system) 1978
folder 11  10:17a - 1980 Winter Olympic Games 1978
folder 12  10:18 - Ski resorts - Independence Lake (Calif.) 1978
carton , folder 13  10:19 - Sierra Club Land Use Committee 1978
folder 14  10:20 - U.S. states and regions 1978
folder 15  10:21 - California 1978
folder 16  10:22 - Lake Tahoe Basin (Calif. and Nev.) 1978
folder 17  Clippings 1978
folder 18-19  10:24 - Urban policy 1978
folder 20  Clippings 1978
folder 21  10:25 - Urbanization - Zoning 1978
folder 22  10:26 - Public lands - Management 1978
### Land use

<table>
<thead>
<tr>
<th>Folder</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>23</td>
<td>10:26a - All terrain vehicles 1978</td>
</tr>
<tr>
<td>25</td>
<td>10:28 - Grazing 1978</td>
</tr>
<tr>
<td>26</td>
<td>10:28a - Grasslands 1978</td>
</tr>
<tr>
<td>27</td>
<td>10:28b - U.S. Bureau of Land Management 1978</td>
</tr>
<tr>
<td>28</td>
<td>10:28e - Grazing - User charges 1978</td>
</tr>
<tr>
<td>29</td>
<td>10:29 - Wetlands 1978</td>
</tr>
<tr>
<td>30</td>
<td>10:30 - Natural Heritage Trust 1978</td>
</tr>
<tr>
<td>31</td>
<td>10:33 - Deserts - Sahara Desert (Africa) 1978</td>
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</table>

### Ocean and Estuaries

<table>
<thead>
<tr>
<th>Ctn. 223, folder 32</th>
<th>Description</th>
</tr>
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<tbody>
<tr>
<td>11:0</td>
<td>1978 General</td>
</tr>
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<td>11:1</td>
<td>Estuaries and Bays 1974-78</td>
</tr>
<tr>
<td>11:2</td>
<td>San Francisco Bay (Calif.) 1978</td>
</tr>
<tr>
<td>11:3</td>
<td>Marine resources 1978</td>
</tr>
<tr>
<td>11:4</td>
<td>Waste disposal in the ocean 1978</td>
</tr>
<tr>
<td>11:5</td>
<td>Ocean mining 1978</td>
</tr>
<tr>
<td>11:6</td>
<td>Islands 1978</td>
</tr>
<tr>
<td>11:7</td>
<td>Marine parks and reserves 1974-78</td>
</tr>
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</table>

### Parks and Wilderness areas

<table>
<thead>
<tr>
<th>Ctn. 223, folder 40</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>12:1</td>
<td>General 1978</td>
</tr>
<tr>
<td>12:2</td>
<td>Land and Water Conservation Fund 1978</td>
</tr>
<tr>
<td>12:3</td>
<td>Outdoor recreation 1978</td>
</tr>
<tr>
<td>12:4</td>
<td>National parks and reserves 1978</td>
</tr>
<tr>
<td>12:4a</td>
<td>Congaree Swamp National Monument (S.C.) 1978</td>
</tr>
<tr>
<td>12:4b</td>
<td>Tallgrass Prairie National Preserve (Okla.) 1978</td>
</tr>
<tr>
<td>12:9</td>
<td>Golden Gate National Recreation Area (Calif.) 1978</td>
</tr>
<tr>
<td>12:10</td>
<td>Grand Canyon National Park (Ariz.) 1978</td>
</tr>
<tr>
<td>12:11</td>
<td>Grand Teton National Park (Wyo.) 1978</td>
</tr>
<tr>
<td>12:13</td>
<td>Point Reyes National Seashore (Calif.) 1978</td>
</tr>
<tr>
<td>Ctn. 224, folder 1</td>
<td>Redwood National Park (Calif.) 1978</td>
</tr>
<tr>
<td>12:14</td>
<td>Clippings 1978</td>
</tr>
<tr>
<td>12:15</td>
<td>Santa Monica Mountains National Recreation Area (Calif.) 1978</td>
</tr>
<tr>
<td>12:16</td>
<td>Sequoia National Park and Kings Canyon National Park (Calif.) 1978</td>
</tr>
<tr>
<td>12:17</td>
<td>Mineral King 1978</td>
</tr>
<tr>
<td>12:18</td>
<td>Clippings 1978</td>
</tr>
<tr>
<td>12:19</td>
<td>Yellowstone National Park (Wyo.) 1978</td>
</tr>
<tr>
<td>12:20</td>
<td>Yosemite National Park (Calif.) 1978</td>
</tr>
<tr>
<td>12:21</td>
<td>- Adirondack Park (N.Y.) 1978</td>
</tr>
<tr>
<td>12:22</td>
<td>Trails 1978</td>
</tr>
<tr>
<td>12:23</td>
<td>Wild and scenic rivers 1978</td>
</tr>
<tr>
<td>12:24</td>
<td>California 1978</td>
</tr>
<tr>
<td>12:25</td>
<td>Wilderness areas 1978</td>
</tr>
<tr>
<td>12:25a</td>
<td>Boundary Waters Canoe Area (Minn.) 1978</td>
</tr>
<tr>
<td>12:26</td>
<td>Management 1978</td>
</tr>
<tr>
<td>12:27</td>
<td>U.S. Forest Service - Roadless Area Review and Evaluation (RARE II) 1978</td>
</tr>
<tr>
<td>12:27a</td>
<td>States 1978</td>
</tr>
<tr>
<td>12:27b</td>
<td>Clippings 1978</td>
</tr>
<tr>
<td>12:27c</td>
<td>De facto wilderness 1978</td>
</tr>
<tr>
<td>12:27e</td>
<td>National parks and reserves 1978</td>
</tr>
</tbody>
</table>
folder 29
Ctn. 225, folder 1
folder 2
folder 3
folder 4
folder 5
folder 6
folder 7
folder 8
folder 9
folder 10

Parks and Wilderness areas

12:28 - Proposals 1978
Clippings 1978
12:29 - California 1978
12:29a - Golden Trout Wilderness (Calif.) 1978
12:30 - Siskiyou National Forest (Calif.) 1978
12:30a - Shasta, Mount (Calif.) 1978
12:31 - East (U.S.) 1978
12:32 - Northwest (U.S.) 1978
12:33 - Rocky Mountains 1978
12:34 - Wildlife refuges 1978

Politics, Practical

Ctn. 225, folder 11
folder 12
folder 13
folder 14
folder 15
folder 16
folder 17
folder 18

13:1 - Elections 1978
13:2 - Political parties - Platforms 1978
13:3 - Environmental policy 1978
13:4 - Carter Administration 1978
13:6 - U.S. Congress, 95th 1978
13:8 - California 1978
13:9 - Legislative bodies - Voting 1978

Pollution

Ctn. 225, folder 19
folder 20
folder 21
folder 22-23
folder 24
folder 25
folder 26
folder 27
folder 28-29
folder 30
folder 31
folder 32
Ctn. 226, folder 1
folder 2
folder 3
folder 4
folder 5
folder 6-7
folder 8
folder 9
folder 10
folder 11
folder 12
folder 13
folder 14
folder 15
folder 16
folder 17
folder 18
folder 19
folder 20
folder 21-23

14:0 - General 1978
14:1 - Air - Pollution 1978
Clippings 1978
14:2 - Clean Air Act 1978
Clippings 1978
14:3 - Non-point sources 1978
Clippings 1978
14:4 - Automobiles 1978
14:6 - Point-sources 1978
Clippings 1978
14:7 - Stack gas scrubbers 1978
14:8 - Damages 1978
14:10 - California and other states 1978
14:11 - Pollution control equipment 1978
14:12 - Environmental health 1978
Clippings 1978
14:13 - Hazardous substances 1978
Clippings 1978
14:14 - Lead, Mercury, and Sulphur 1978
14:15 - Polychlorinated biphenyls and Kepone 1978
Clippings 1978
14:16 - Pesticides, Herbicides, and Biocides 1978
Clippings 1978
14:17 - Noise pollution 1978
14:18 - Oil spills 1978
14:19 - Radioactive pollution and Microwaves 1978
14:20 - Refuse and refuse disposal 1978
14:21 - Recycling (Waste, etc.) 1978
Clippings 1978
14:23 - Water - Pollution 1978
Clippings 1978
14:24 - Federal Water Pollution Control Act 1978
14:27 - Oil spills 1978
14:28 - Nuclear power and atomic energy 1978
Clippings 1978
14:29 - Nuclear power 1978
<table>
<thead>
<tr>
<th>Folder</th>
<th>1978 Clippings</th>
</tr>
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<tbody>
<tr>
<td>24</td>
<td>14:25 - Water - Purification</td>
</tr>
<tr>
<td>25</td>
<td>14:26 - Weather control</td>
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**Pollution**

<table>
<thead>
<tr>
<th>Folder</th>
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<tr>
<td>29</td>
<td>15:1 - Government policy</td>
</tr>
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**Population**

<table>
<thead>
<tr>
<th>Folder</th>
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<tbody>
<tr>
<td>29</td>
<td>15:3 - World population</td>
</tr>
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<td>15:4 - Education</td>
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**Energy conservation**

<table>
<thead>
<tr>
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<tbody>
<tr>
<td>9</td>
<td>16:1 - General</td>
</tr>
<tr>
<td>10</td>
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<td>11</td>
<td>16:3 - Public utilities</td>
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<td>12</td>
<td>16:5 - General</td>
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<td>13</td>
<td>16:6 - Buildings - Heating, Cooling, and Lighting</td>
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<tr>
<td>14</td>
<td>16:8 - Recycling (Waste, etc.)</td>
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<td>16</td>
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<td>16:10a - Petroleum and Natural gas industries Pricing</td>
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<td>17</td>
<td>16:11 - Taxation and Subsidies</td>
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<td>18</td>
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**Energy facilities**

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<thead>
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<td>21</td>
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</tr>
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<td>22</td>
<td>16:14 - Pipe lines</td>
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<td>23</td>
<td>16:14a - Coal</td>
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<td>25</td>
<td>16:16 - Transportation - Harbors and Tankers</td>
</tr>
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**Energy policy**

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<td>16:19 - Federal</td>
</tr>
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<td>30</td>
<td>16:20 - Administrative agencies</td>
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<td>31</td>
<td>16:21 - U.S. Energy Research and Development Administration</td>
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<td>32</td>
<td>16:22 - U.S. Congress</td>
</tr>
<tr>
<td>33</td>
<td>16:24 - Public opinion</td>
</tr>
<tr>
<td>34</td>
<td>16:26 - State policies</td>
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**Energy conservation**
<table>
<thead>
<tr>
<th>Ctn. 227, folder 35</th>
<th>16:27 - Fossil fuels 1978</th>
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<tbody>
<tr>
<td>folder 36</td>
<td>Clippings 1978</td>
</tr>
<tr>
<td>folder 37</td>
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### Energy industries

<table>
<thead>
<tr>
<th>Ctn. 228, folder 1</th>
<th>16:30 - Fossil fuels - West (U.S.) 1978</th>
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<tbody>
<tr>
<td>folder 2</td>
<td>16:31a - Gas, Natural 1978</td>
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<td>folder 3</td>
<td>16:31b - Synthetic gas 1978</td>
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<td>folder 4</td>
<td>16:31c - Liquefied natural gas 1978</td>
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<td>16:35 - Outer Continental Shelf Lands Act 1978</td>
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<td>16:39 - International trade 1978</td>
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<td>16:42 - Geothermal power 1978</td>
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### Energy development

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<tr>
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</thead>
<tbody>
<tr>
<td>folder 22</td>
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<td>16:48 - Nuclear energy - Imports and Exports 1978</td>
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<td>Location and Permits 1978</td>
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<td>16:56 - Solar energy 1978</td>
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### Sierra Club Regional Conservation Committees

<table>
<thead>
<tr>
<th>Ctn. 229, folder 13</th>
<th>17:2 - California-Nevada Legislative Task Force 1978</th>
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<tbody>
<tr>
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<td>17:4 - Northern California 1978</td>
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</tbody>
</table>
folder 15  17:5 - Northern Great Plains 1978
folder 16  17:7 - Southern California 1978
folder 17  17:8 - Southern Plains 1978
folder 18  17:9 - Midwest 1978
folder 19  17:10 - Northeast 1978
folder 20  17:13 - Northern and Southern California 1978

Social problems

Ctn. 229, folder 21  18:1 - Environmental protection 1978
folder 22  18:2 - Life style 1978
folder 23  18:3 - Indians of North America - Indian claims 1978
folder 24  18:4 - Recombinant DNA 1978
folder 25  18:5 - Public opinion 1978
folder 26  18:6 - Urban policy 1978

Transportation

Ctn. 229, folder 27  19:0 - General 1978
folder 28  19:1 - Air travel and Airports 1978
folder 29  19:2 - Supersonic transport planes 1978
folder 30  19:3 - Automobiles 1978
folder 31  19:4 - Freeways 1978
folder 32  19:5 - Clippings 1978
folder 33  19:6 - Mass transportation 1978
folder 34  19:7 - Railroads 1978
folder 35  19:8 - Planning 1978
folder 36  19:10 - Highway Trust Fund 1978
folder 37  19:11 - Waterways and Barges 1978

Water resources

Ctn. 229, folder 38  20:0 - General 1978
folder 39  20:1 - Planning
Ctn. 230, folder 1  20:2 - West (U.S.) 1978
folder 2  20:2a - Acreage allotments - Law and legislation 1978

Water resources development

Ctn. 230, folder 3  20:4 - General 1978
folder 4  20:5 - California 1978
folder 5  20:6 - Clippings 1978
folder 6  20:6a - Canals and Stream channelization 1978
folder 7  20:6a - Atchafalaya Basin (La.) 1978
folder 8  20:7 - Dams 1978
folder 9  20:7a - Clippings 1978
folder 10  20:7a - Dickey-Lincoln School Dam (Me.) 1978
folder 11  20:7b - Waterways - User charges 1978
folder 12  20:8 - Dams - New Melones Dam (Calif.) 1978
folder 13  20:10 - Saline water conversion 1978
folder 14  20:11 - Flood control 1978

Water resources

Ctn. 230, folder 15  20:12 - Lakes 1978
### Water resources

- Folder 16: 20:12a - Mono Lake (Calif.) 1978
- Folder 17: 20:13 - Rivers 1978
- Folder 18: 20:14 - Tippah River (Miss.) 1978
- Folder 19: 20:15 - Colorado River 1978
- Folder 20: 20:16 - Droughts 1978

### Public opinion

- Folder 22: 21:2 - General 1978

### Wildlife conservation

- Folder 27-28: Clippings 1978
- Folder 29: 22:2 - Fisheries 1978
- Folder 30: 22:3 - Marine mammals 1978
- Folder 31: 22:4 - Whales 1978
- Folder 32: Clippings 1978
- Folder 33: 22:5 - Porpoises 1978
- Folder 34: 22:6 - Seals 1978
- Folder 35: 22:8 - Plants 1978

### Wildlife management

- Folder 37: 22:11 - Predatory animals - Control 1978
- Folder 38: 22:12 - Sierra Club policy 1978
- Folder 40: 22:14 - Invertebrates 1978
- Folder 41: 22:15 - Birds 1978
- Folder 42: 22:16 - Ungulata 1978
- Folder 43: 22:17 - Reptiles and Amphibians 1978
- Folder 44: 22:18 - Nongame Program 1978
- Folder 45: 22:19 - Habitat 1978
- Folder 46: 22:19a - Grizzly bear 1978
- Folder 47: 22:19b - Whooping crane 1978
- Folder 48: 22:20 - Pets 1978

### Alaska

- Ctn. 231, Folder 1: 1:0 - General 1979
- Folder 2: 1:1 - Indians of North America - Indian claims 1979
- Folder 3: 1:2 - Land use - Planning 1979
- Folder 4: 1:3 - Forest protection - Forest products industry 1979
- Folder 5-6: National Interest Lands
- Folder 7: Law and legislation 1979
- Folder 8: Clippings 1979
- Folder 9-10: General 1979
- Folder 11-16: Clippings 1979
- Folder 11-16: Alaska Coalition 1979
- Folder 18: Wilderness areas 1979
<table>
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<tr>
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<td>1:5 - Petroleum and gas industries 1979</td>
</tr>
<tr>
<td>folder 21</td>
<td>1:5a - Petroleum - Pipe lines 1979</td>
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<tr>
<td>folder 22</td>
<td>1:5b - Gas, Natural 1979</td>
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<td>Clippings 1979</td>
</tr>
<tr>
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<td>1:6 - Mines and mineral resources 1979</td>
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<tr>
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<td>1:7 - Wildlife conservation 1979</td>
</tr>
<tr>
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<td>1:7a - Wolves - Hunting 1979</td>
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<td>1:8 - Water resources development 1979</td>
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### Sierra Club Regional Conservation Committees

<table>
<thead>
<tr>
<th>Ctn. 232, folder 7</th>
<th>2:1 - General 1979</th>
</tr>
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<tbody>
<tr>
<td>folder 8</td>
<td>2:1b - Gulf Coast 1979</td>
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</tr>
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<td>2:1g - Southwest 1979</td>
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### Sierra Club Committees

<table>
<thead>
<tr>
<th>Ctn. 232, folder 15</th>
<th>2:2 - Alaska Task Force 1979</th>
</tr>
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<tbody>
<tr>
<td>folder 16</td>
<td>2:3 - National Air Quality Task Force 1979</td>
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<td>2:6 - National Energy Committee 1979</td>
</tr>
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<td>folder 19</td>
<td>2:8 - Forest Practices Committee 1979</td>
</tr>
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<td>2:9 - Land Use Committee 1979</td>
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<td>2:11 - Public Lands Committee 1979</td>
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<tr>
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<td>2:12 - National Transportation Committee 1979</td>
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<td>2:15 - National Wilderness Committee 1979</td>
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### Economics

<table>
<thead>
<tr>
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<th>3:1 - Corporate responsibility 1979</th>
</tr>
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<tbody>
<tr>
<td>folder 26</td>
<td>3:3 - Economic policy and Planning 1979</td>
</tr>
<tr>
<td>folder 27</td>
<td>3:4 - Employment and Environmental protection 1979</td>
</tr>
<tr>
<td>folder 28</td>
<td>3:5 - Inflation and Recession 1979</td>
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<td>3:7 - Industry 1979</td>
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### Education

<table>
<thead>
<tr>
<th>Ctn. 232, folder 30</th>
<th>4:1 - Meetings and Educational programs 1979</th>
</tr>
</thead>
<tbody>
<tr>
<td>folder 31</td>
<td>4:1a - Clean Air Conference 1979</td>
</tr>
<tr>
<td>folder 32</td>
<td>4:2 - Environmental education 1979</td>
</tr>
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### Environmental law

<table>
<thead>
<tr>
<th>Ctn. 232, folder 33</th>
<th>5:0 - General 1979</th>
</tr>
</thead>
<tbody>
<tr>
<td>folder 34</td>
<td>5:1 - United States 1979</td>
</tr>
<tr>
<td>folder 35</td>
<td>5:2 - Environmental impact statements 1979</td>
</tr>
<tr>
<td>folder 36</td>
<td>5:4 - Litigation 1979</td>
</tr>
<tr>
<td>folder 37</td>
<td>5:5 - Environmental mediation 1979</td>
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### Environmental organizations

<table>
<thead>
<tr>
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<tbody>
<tr>
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<td>6:2</td>
<td>Center for Law and Social Policy 1979</td>
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<td>Conservation Foundation 1979</td>
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<td>Environmental Defense Fund, Inc. 1979</td>
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<td>Environmental Policy Center 1979</td>
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<td>Federation of Western Outdoor Clubs 1979</td>
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<td>Nature Conservancy 1979</td>
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<td>6:16</td>
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<td>6:17</td>
<td>Resources in the Future 1979</td>
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<td>6:18</td>
<td>Save-the-Redwoods League 1979</td>
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### Sierra Club Field Representatives

<table>
<thead>
<tr>
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</tr>
</thead>
<tbody>
<tr>
<td>folder 58</td>
<td>7:1</td>
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</tr>
<tr>
<td>folder 59</td>
<td>7:2</td>
<td>International 1979</td>
</tr>
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<td>7:3</td>
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<td>Southwest 1979</td>
</tr>
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<td>Washington, D.C. 1979</td>
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<td>7:11</td>
<td>Regional Wilderness Coordinator 1979</td>
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### Administrative agencies

<table>
<thead>
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</thead>
<tbody>
<tr>
<td>folder 12</td>
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<td>Clippings 1979</td>
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<td>8:1</td>
<td>U.S. Department of Agriculture 1979</td>
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<td>folder 14</td>
<td>8:2</td>
<td>U.S. Forest Service 1979</td>
</tr>
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<td>folder 15</td>
<td>8:3</td>
<td>U.S. Council on Environmental Quality 1979</td>
</tr>
<tr>
<td>folder 16</td>
<td>8:5</td>
<td>U.S. Army Corps of Engineers 1979</td>
</tr>
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<td>folder 17</td>
<td>8:6</td>
<td>U.S. Department of Energy 1979</td>
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<td>folder 18</td>
<td>8:7</td>
<td>U.S. Environmental Protection Agency 1979</td>
</tr>
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<td>folder 19</td>
<td>8:8</td>
<td>U.S. Department of Housing and Urban Development 1979</td>
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<td>8:9</td>
<td>U.S. Department of the Interior 1979</td>
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<td>8:10</td>
<td>U.S. Bureau of Land Management 1979</td>
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<td>folder 22</td>
<td>8:11</td>
<td>U.S. Fish and Wildlife Service 1979</td>
</tr>
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<td>folder 23</td>
<td>8:12</td>
<td>U.S. Heritage Conservation and Recreation Service 1979</td>
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<tr>
<td>folder 24</td>
<td>8:13</td>
<td>U.S. National Park Service 1979</td>
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<tr>
<td>folder 25</td>
<td>8:14</td>
<td>U.S. National Oceanic and Atmospheric Administration 1979</td>
</tr>
<tr>
<td>folder 26</td>
<td>8:15</td>
<td>U.S. Department of Transportation 1979</td>
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<td>Year</td>
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<tr>
<td>32</td>
<td>11:1 - Marine parks and reserves</td>
<td>1979</td>
</tr>
<tr>
<td>33</td>
<td>11:2 - Estuaries and Bays</td>
<td>1979</td>
</tr>
<tr>
<td>34</td>
<td>11:2a - San Francisco Bay</td>
<td>1979</td>
</tr>
<tr>
<td>35</td>
<td>11:3 - Marine resources</td>
<td>1979</td>
</tr>
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<td>36</td>
<td>11:4 - Waste disposal in the ocean</td>
<td>1979</td>
</tr>
<tr>
<td>37</td>
<td>11:5 - Ocean mining</td>
<td>1979</td>
</tr>
</tbody>
</table>

**Parks and Wilderness areas**

| Ctn. 234, folder 38 | 12:1 - U.S. National Park Service                                   | 1979    |
| 39                  | 12:2 - Land and Water Conservation Fund                             | 1979    |
| 40                  | 12:3 - National parks and reserves                                   | 1979    |
| 41                  | 12:3a - Glen Canyon National Recreation Area (Ariz. and Utah)       | 1979    |
| 42                  | 12:3b - Golden Gate National Recreation Area (Calif.)                | 1979    |
| 43                  | 12:3c - Grand Canyon National Park (Ariz.)                          | 1979    |
| Ctn. 235, folder 1  | 12:3d - Grand Teton National Park (Wyo.)                            | 1979    |
| 2                   | 12:3e - Redwood National Park (Calif.)                              | 1979    |
| 3                   | 12:3f - Santa Monica Mountains National Recreation Area (Calif.)     | 1979    |
| 4                   | 12:3g - Sequoia National Park (Calif.) - Mineral King                | 1979    |
| 5                   | 12:3h - Yellowstone National Park (Wyo.)                             | 1979    |
| 6                   | 12:3i - Yosemite National Park (Calif.)                              | 1979    |
| 7                   | 12:3j - Pinelands National Reserve (N.J.)                            | 1979    |
| 8                   | 12:4 - Parks (proposed)                                             | 1979    |
| 9                   | 12:4a - Channel Islands National Park (Calif.)                       | 1979    |
| 10                  | 12:4b - Columbia River Gorge National Scenic Area (Or. and Wash.)   | 1979    |
| 11                  | 12:4e - Jackson Hole National Scenic Area (Wyo.)                     | 1979    |
| 12                  | 12:4f - Lake Tahoe Basin (Calif. and Nev.)                          | 1979    |
| 13                  | Clippings                                                            | 1979    |
| 14                  | 12:4g - Mount Shasta (Calif.)                                       | 1979    |
| 15                  | 12:4h - Tallgrass Prairie National Preserve (Okla.)                 | 1979    |
| 16                  | 12:5 - Parks (State, Regional)                                       | 1979    |
| 17                  | 12:6 - Trails - National Trail System (proposed)                     | 1979    |
| 18                  | 12:7 - Wilderness areas                                             | 1979    |
| 19                  | 12:7a - Management                                                 | 1979    |
| 20                  | 12:8 - Lake Mead National Recreation Area (Ariz. and Nev.)           | 1979    |
| 21                  | 12:9 - U.S. Bureau of Land Management                               | 1979    |
| 22                  | 12:9a - Arizona                                                     | 1979    |
| 23                  | 12:9b - Deserts (Calif.)                                            | 1979    |
| 24                  | 12:9c - Idaho                                                       | 1979    |
| 25                  | 12:9d - Virginia                                                    | 1979    |
| 26                  | 12:9f - Montana                                                     | 1979    |
| 27                  | 12:9g - Nevada                                                      | 1979    |
| 28                  | 12:9h - New Mexico                                                  | 1979    |
| 29                  | 12:9i - Oregon and Washington                                       | 1979    |
| 30                  | 12:9j - Utah                                                        | 1979    |
| 31                  | 12:9k - Wyoming                                                     | 1979    |
| 32                  | 12:9m - Wilderness Study Areas                                      | 1979    |
| 33                  | 12:11 - U.S. Forest Service                                         | 1979    |
| 34-35               | 12:12 - Roadless Area Review and Evaluation (RARE II)               | 1979    |
| 36                  | Clippings                                                            | 1979    |
| 37                  | 12:12a - Appalachian Mountains Wilderness (proposed)                | 1979    |
| 38                  | 12:12b - Gulf Coast(U.S.)                                           | 1979    |
| 39                  | 12:12c - Northeast (U.S.)                                           | 1979    |
| 40                  | 12:12d - Middle West (U.S.)                                         | 1979    |
| 41                  | 12:12f - Northern Great Plains (U.S.)                               | 1979    |
| 42                  | 12:12h - Northwest (U.S.)                                           | 1979    |
| 43                  | Clippings                                                            | 1979    |
| 44-45               | 12:12l - Northern California                                        | 1979    |
Parks and Wilderness areas

Guide to the Sierra Club Records, 1891-
### Pollution

- **Folder 11**: 14:23 - Oil spills 1979
- **Folder 12**: 14:24 - Thermal pollution 1979
- **Folder 13**: 14:25 - Weather control 1979
- **Folder 14**: 14:25b - Atmospheric ozone - Reduction 1979

### Population

- **Ctn. 238, Folder 15**: 15:0 - Correspondence 1979
- **Folder 16**: 15:1 - Population policy 1979
- **Folder 17**: 15:2 - Sierra Club 1979
- **Folder 18**: 15:4 - Demography 1979
- **Folder 19**: 15:5 - Birth control 1979
- **Folder 20**: 15:6 - Population forecasting 1979

### Energy conservation

- **Ctn. 238, Folder 21**: 16:1 - Energy policy 1979
- **Folder 22**: 16:2 - Law and legislation 1979
- **Folder 23**: 16:3 - Government information and Administrative agencies 1979
- **Folder 24**: 16:4 - Office of White House Press Secretary 1979
- **Folder 25**: 16:5 - U.S. Congress 1979
- **Folder 26**: 16:6 - Industry 1979
- **Folder 27**: 16:7 - Public opinion 1979
- **Folder 28**: 16:8 - Sierra Club policy 1979
- **Folder 29**: 16:9 - California and other states 1979
- **Folder 30**: 16:10 - Electric power 1979
- **Folder 31**: 16:10a - Tennessee Valley Authority 1979
- **Folder 32-33**: 16:10b - Bonneville Power Administration 1979
- **Folder 34**: Clippings 1979
- **Folder 35**: 16:12 - Buildings - Heating, Cooling, and Lighting 1979
- **Folder 36**: Clippings 1979
- **Ctn. 239, Folder 1**: 16:13 - Transportation 1979
- **Folder 2**: Clippings 1979
- **Folder 3**: 16:14 - Recycling (Waste, etc.) 1979
- **Folder 4**: 16:15 - Industry 1979

### Energy consumption

- **Ctn. 239, Folder 5**: 16:16 - Supply and demand 1979
  - Clippings 1979
- **Folder 6-7**: 16:17 - Utilities - Pricing 1979
  - Clippings 1979
- **Folder 8**: 16:18 - Taxation and Subsidies 1979
- **Folder 9**: 16:19 - Electric utilities - Rates 1979

### Energy facilities

- **Ctn. 239, Folder 10**: 16:20 - General 1979
- **Folder 11**: 16:21 - Pipe lines 1979
- **Folder 13**: 16:21a - Coal 1979
- **Folder 14**: 16:22 - Power-plants - Location 1979
  - Clippings 1979
- **Folder 15**: 16:23 - Transportation - Clippings 1979

---

**Guide to the Sierra Club Records, 1891-**
<table>
<thead>
<tr>
<th>energy facilities</th>
<th>1979</th>
</tr>
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<tbody>
<tr>
<td>folder 18</td>
<td>16:23a - Harbors and Tankers 1979</td>
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<tr>
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<td>Ctn. 239, folder 21</td>
<td>16:25 - Fossil fuels 1979</td>
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<td>16:25a - Synthetic fuels 1979</td>
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<td>16:26 - Fossil fuels - Coal and Coal leases 1979</td>
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<td>16:26a - Western United States 1979</td>
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<td>16:27b - Liquefied natural gas 1979</td>
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<td>16:29a - Thrust faults (Wyo.) 1979</td>
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<td>16:31 - Fossil fuels - Outer Continental Shelf Lands Act Amendments of 1978 1979</td>
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<td>16:31a - Pacific Coast (U.S.) 1979</td>
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<td>16:33 - Imports and International trade 1979</td>
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<td>16:34 - Petroleum - Reserves 1979</td>
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<td>16:35 - Oil-shales and oil sands 1979</td>
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<td>16:38 - Safety regulations 1979</td>
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<td>16:38a - Nuclear industry</td>
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<td>Three Mile Island Nuclear Power Plant (Pa.) 1979</td>
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</table>
### Energy development

- **folder 20**
  - Nuclear power plants - Insurance 1979
  - 16:40 - Nuclear energy
- **folder 21**
  - Imports and Exports 1979
- **folder 22**
  - 16:41 - Nuclear reactors - Safety regulations 1979
- **folder 23**
  - 16:42 - Pollution - Regulations 1979
- **folder 24**
  - Clippings 1979
  - 16:42a - Nuclear industry
- **folder 25**
  - California 1979
- **folder 26**
  - 16:43 - Sabotage 1979
  - 16:44 - Nuclear energy
- **folder 27**
  - Plutonium reprocessing and Breeder reactors 1979
- **folder 28**
  - 16:45 - Uranium mill tailings 1979
- **Ctn. 241, folder 1**
  - 16:46 - Radioactive waste disposal 1979
  - Clippings 1979

### Energy conservation

- **Ctn. 241, folder 4**
  - 16:48 - Geothermal engineering 1979
- **folder 5**
  - 16:49 - Hydroelectric power 1979

### Energy development

- **Ctn. 241, folder 6**
  - 16:50 - Solar energy 1979
  - Clippings 1979
- **folder 7**
  - 16:51 - Wind power and other power resources 1979
- **folder 8**
  - 16:52 - Research and development 1979

### Social problems

- **Ctn. 241, folder 10**
  - 17:0 - General 1979
  - 17:1 - Environmental protection 1979
  - 17:2 - Industrial relations 1979
  - 17:3 - Life style 1979
  - 17:4 - Indians of North America - Indian claims 1979
  - 17:5 - Industrial safety and Industrial hygiene 1979
  - 17:6 - Environmental protection - Public opinion 1979
  - 17:7 - Recombinant DNA 1979
  - 17:8 - Women's rights 1979

### Transportation

- **Ctn. 241, folder 19**
  - 18:0 - General 1979
  - 18:0a - National Transportation Coalition 1979
  - 18:1 - Government policy (U.S.) 1979
  - 18:2 - Air travel and Airports 1979
  - 18:3 - Automobiles 1979
  - 18:4 - Freeways 1979
  - Clippings 1979
  - 18:5 - Urban transportation 1979
  - Clippings 1979
  - 18:6 - Railroads 1979
  - Clippings 1979
  - 18:7a - Saint Lawrence River - Navigation 1979

### Urban ecology
<table>
<thead>
<tr>
<th>Ctn. 242, folder 1</th>
<th>19:0 - General 1979</th>
</tr>
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<tbody>
<tr>
<td>folder 2-6</td>
<td>19:1 - Urban Environment Conference 1979</td>
</tr>
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<td>Clippings 1979</td>
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<td>19:2 - Sierra Club policy 1979</td>
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<td>folder 9</td>
<td>19:3 - Urban policy - Cities and towns - Growth 1979</td>
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<td>19:4 - Parks and Recreation 1979</td>
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<td>19:4a - Urban forestry 1979</td>
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<td>19:5 - Urban policy - Law and legislation 1979</td>
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**Water resources**

<table>
<thead>
<tr>
<th>Ctn. 242, folder 15</th>
<th>20:0 - General 1979</th>
</tr>
</thead>
<tbody>
<tr>
<td>folder 16</td>
<td>20:1 - Water conservation and Droughts 1979</td>
</tr>
<tr>
<td>folder 17</td>
<td>20:2 - Irrigation 1979</td>
</tr>
<tr>
<td>folder 18</td>
<td>20:3 - Water, Underground 1979</td>
</tr>
<tr>
<td>folder 19</td>
<td>20:4 - Water supply 1979</td>
</tr>
<tr>
<td>folder 20</td>
<td>20:5 - Wetlands - Regulations 1979</td>
</tr>
<tr>
<td>folder 21</td>
<td>20:6 - Government policy (U.S.) 1979</td>
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<td>folder 22</td>
<td>20:6a - U.S. Bureau of Reclamation and U.S. Army Corps of Engineers 1979</td>
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<td>folder 23</td>
<td>20:6b - Reclamation Act of 1902 1979</td>
</tr>
<tr>
<td>folder 24</td>
<td>20:6d - Sierra Club policy 1979</td>
</tr>
<tr>
<td>folder 25</td>
<td>20:8 - Planning (Calif. and other states) 1979</td>
</tr>
<tr>
<td>folder 26</td>
<td>20:8a - California 1979</td>
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<td>20:9 - Law and legislation 1979</td>
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<td>folder 28</td>
<td>20:9a - Water rights 1979</td>
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**Water resources development**

<table>
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<th>20:10 - General 1979</th>
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<tbody>
<tr>
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<td>20:10a - Atchafalaya River Basin (La.) 1979</td>
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<tr>
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<td>20:10b - Cross-Florida Barge Canal (proposed) 1979</td>
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<tr>
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<td>20:10c - Dams - Dickey-Lincoln School Dam (Me.) 1979</td>
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<tr>
<td>folder 4</td>
<td>20:10e - Upper Mississippi River System Comprehensive Master Plan 1979</td>
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<tr>
<td>folder 5</td>
<td>20:10g - Water diversion (Calif.) 1979</td>
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<tr>
<td>folder 6</td>
<td>20:10j - Dams - New Melones Dam (Calif.) 1979</td>
</tr>
<tr>
<td>folder 7</td>
<td>20:11 - Rivers 1979</td>
</tr>
<tr>
<td>folder 8</td>
<td>20:11a - Colorado River 1979</td>
</tr>
<tr>
<td>folder 9</td>
<td>20:11b - Mississippi River 1979</td>
</tr>
<tr>
<td>folder 10</td>
<td>20:12 - Wild and scenic rivers 1979</td>
</tr>
<tr>
<td>folder 11</td>
<td>20:12a - Kern River (Calif.) - South Fork 1979</td>
</tr>
<tr>
<td>folder 12</td>
<td>20:12b - Tuolumne River (Calif.) 1979</td>
</tr>
<tr>
<td>folder 13</td>
<td>20:13 - Lakes 1979</td>
</tr>
<tr>
<td>folder 14-15</td>
<td>20:13a - Mono Lake (Calif.) 1979</td>
</tr>
<tr>
<td>folder 16</td>
<td>Clippings 1979</td>
</tr>
</tbody>
</table>

**Public opinion**

<table>
<thead>
<tr>
<th>Ctn. 243, folder 17</th>
<th>21:1 - Criticism 1979</th>
</tr>
</thead>
<tbody>
<tr>
<td>folder 18</td>
<td>21:2 - Sierra Club publicity 1979</td>
</tr>
<tr>
<td>folder 19</td>
<td>21:3 - Awards and Conservationists 1979</td>
</tr>
</tbody>
</table>

**Wildlife conservation**
Sierra Club Committees

Ctn. 245, folder 24
folder 25
folder 26
folder 27
folder 28
folder 29
folder 30
folder 31
folder 32
folder 33
folder 34
folder 35
folder 36

Economics

Ctn. 245, folder 37
folder 38
folder 39
folder 40
folder 41
folder 42
folder 43

Education

Ctn. 245, folder 44
folder 45
folder 46

Environmental law

Ctn. 246, folder 1
folder 2
folder 3
folder 4
folder 5
folder 6

Environmental organizations

Ctn. 246, folder 7
folder 8
folder 9
folder 10
folder 11
folder 12
folder 13
folder 14
folder 15
folder 16
folder 17
folder 18
folder 19
**Environmental organizations**

<table>
<thead>
<tr>
<th>Folder Number</th>
<th>Description</th>
<th>Date</th>
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<tr>
<td>6:15</td>
<td>Nevada Outdoor Recreation Association, Inc. 1980</td>
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<td>Oregon Wilderness Society 1980</td>
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<td>Wilderness Society 1980</td>
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<td>Consumers Opposed to Inflation in the Necessities (COIN) 1980</td>
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<td>Sierra Club Legal Defense Fund 1980</td>
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**Sierra Club Field Representatives**

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<thead>
<tr>
<th>CTN &amp; Folder</th>
<th>Description</th>
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<td>International 1980</td>
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<td>New York 1980</td>
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<td>7:5</td>
<td>Northern Great Plains 1980</td>
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<td>Northwest 1980</td>
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<td>7:7</td>
<td>Sacramento 1980</td>
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<td>7:8</td>
<td>Southern California 1980</td>
<td></td>
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<td>7:9</td>
<td>Southwest 1980</td>
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<td>Washington, D.C. 1980</td>
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**Administrative agencies**

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<td>U.S. Department of Agriculture 1980</td>
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<td>U.S. Forest Service 1980</td>
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<td>U.S. Council on Environmental Quality 1980</td>
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<td>U.S. Department of Defense 1980</td>
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</tr>
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<td>U.S. Army Corps of Engineers 1980</td>
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<td>U.S. Department of Energy 1980</td>
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<td>U.S. Environmental Protection Agency 1980</td>
<td></td>
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<td>U.S. Department of the Interior 1980</td>
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<td>U.S. Bureau of Land Management 1980</td>
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<tr>
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<td>U.S. Fish and Wildlife Service 1980</td>
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<td>U.S. Heritage Conservation and Recreation Service 1980</td>
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<td>U.S. National Park Service 1980</td>
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<tr>
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<td>U.S. Department of Transportation 1980</td>
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<tr>
<td>8:16</td>
<td>U.S. Water Resources Council 1980</td>
<td></td>
</tr>
<tr>
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<td>California 1980</td>
<td></td>
</tr>
</tbody>
</table>

**International conservation**

<table>
<thead>
<tr>
<th>CTN &amp; Folder</th>
<th>Description</th>
<th>Date</th>
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</thead>
<tbody>
<tr>
<td>9:1</td>
<td>General 1980</td>
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</tr>
<tr>
<td>9:2</td>
<td>Environmental organizations 1980</td>
<td></td>
</tr>
<tr>
<td>9:4</td>
<td>United Nations 1980</td>
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**Land use**

<table>
<thead>
<tr>
<th>CTN &amp; Folder</th>
<th>Description</th>
<th>Date</th>
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<tbody>
<tr>
<td>10:1</td>
<td>Agriculture 1980</td>
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<tr>
<td>10:1a</td>
<td>Soil conservation 1980</td>
<td></td>
</tr>
<tr>
<td>10:3</td>
<td>Shore protection 1980</td>
<td></td>
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</tbody>
</table>

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**Guide to the Sierra Club Records, 1891-**

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**BANC MSS 71/103 c**
Land use

folder 7  10:3a - California 1980
folder 8  10:3b - Coastal Zone Management Act 1980
folder 9  10:3c - Coast Alliance 1980
folder 10  10:3d - Year of the Coast 1980
folder 11  10:4a - Deserts 1980
folder 12  10:5 - Forests and forestry 1980
folder 13  10:5a - U.S. Forest Service 1980
folder 14  10:5b - National Forest Management Act 1980
folder 15  10:5c - Forest and Rangeland Renewable Resources Planning Act of 1974 1980
folder 16  10:5d - Forest reserves 1980
folder 17  10:5e - California 1980
folder 18  10:5f - State forests (Calif.) 1980
folder 19  10:6 - Forest products 1980
folder 20  10:7 - Economics 1980
folder 21  10:8 - Grazing 1980
folder 22  10:8a - U.S. Bureau of Land Management 1980
folder 23  10:8b - U.S. Forest Service 1980
folder 24  10:9 - Historic sites 1980
folder 25  10:10 - Islands 1980
folder 26  10:11 - Mines and mineral resources 1980
folder 27-28  10:11a - Strip mining and Reforestation 1980
folder 29  10:11b - Mining law 1980
folder 30  Revision 1980
folder 31  10:11c - Crested Butte (Colo.) 1980
folder 32  10:11d - Planning 1980
folder 33  10:11e - Planned communities 1980
folder 34-35  10:13a - MX (Weapons system) 1980
folder 36  10:13b - Citizen participation 1980
folder 37  10:13c - U.S. Congress 1980
Ctn. 248, 10:13d - Sierra Club 1980
folder 1-2  10:13e - Clippings 1980
folder 6  10:14 - Natural areas 1980
folder 7  10:15 - Recreation 1980
folder 8  10:15a - Planning - 1980 Winter Olympic Games 1980
folder 9  10:15b - Ski resorts - Independence Lake (Calif.) (proposed) 1980
folder 10  10:16 - U.S. Bureau of Land Management 1980
folder 12-13  10:16b - Sagebrush Rebellion 1980
folder 14  10:17 - U.S. states and regions 1980
folder 15  10:17a - California 1980
folder 16  10:18 - All terrain vehicles 1980

Ocean and Estuaries

Ctn. 248, folder 17 11:0 - General 1980
folder 18 11:1 - Marine parks and reserves 1980
folder 19 11:2 - Estuaries and Bays 1980
folder 20 11:2a - San Francisco Bay and Delta Region (Calif.) 1980
folder 21 11:3 - Marine resources 1980
folder 22 11:4 - Waste disposal in the ocean 1980
folder 23 11:5 - Ocean mining 1980

Parks and wilderness areas

Ctn. 248, folder 24 12:1 - General 1980
folder 25 12:2 - Land and Water Conservation Fund 1980

Guide to the Sierra Club Records, 1891-
Parks and wilderness areas

folder 26  12:3 - National parks and reserves 1980
folder 27  12:3b - Golden Gate National Recreation Area (Calif.) 1980
folder 28  12:3c - Grand Canyon National Park (Ariz.) 1980
folder 29  12:3d - Grand Teton National Park (Wyo.) 1980
folder 30  12:3e - Redwood National Park (Calif.) 1980
folder 31  12:3f - Santa Monica Mountains National Recreation Area (Calif.) 1980
folder 32  12:3g - Sequoia National Park and Kings Canyon National Park (Calif.) 1980
folder 33  12:3h - Yellowstone National Park (Wyo.) 1980
folder 34  12:3i - Yosemite National Park (Calif.) 1980
folder 35  12:3j - Pinelands National Reserve (N.J.) 1980
folder 36  12:4 - Proposals and Additions 1980
folder 37  12:4a - Channel Islands National Park (Calif.) 1980
folder 38  12:4b - Columbia River Gorge National Scenic Area (Or. and Wash.) 1980
folder 39  12:4d - Indiana Dunes National Lakeshore (Ind.) 1980
folder 40  12:4e - Jackson Hole National Scenic Area (Wyo.) 1980
folder 41  12:4f - Lake Tahoe Basin (Calif.) 1980
folder 42-43  Clippings 1980
folder 44  12:4g - Mount Shasta (Calif.) 1980
folder 45  12:4h - Tallgrass Prairie National Preserve (Okla.) 1980
folder 46  12:5 - Parks and reserves - State and regional 1980
folder 47  12:6 - Trails 1980

Ctn. 249, folder 1
folder 2  12:7 - Wilderness areas 1980
folder 3  12:7a - Management 1980
folder 4-5  12:8 - Wilderness areas in national parks 1980
folder 6  12:9 - U.S. Bureau of Land Management 1980
folder 7  12:9a - Arizona 1980
folder 8-9  12:9b - California 1980
folder 10  12:9c - California Desert Conservation Area 1980
folder 11  12:9d - Colorado 1980
folder 12  12:9e - East 1980
folder 13  12:9f - Idaho 1980
folder 14  12:9g - Montana, North Dakota, South Dakota 1980
folder 15  12:9h - New Mexico 1980
folder 16  12:9i - Oregon and Washington 1980
folder 17  12:9j - Utah 1980
folder 18  12:9m - Wilderness Study Areas 1980
folder 19  12:10 - U.S. Fish and Wildlife Service 1980
folder 20  12:11 - U.S. Forest Service 1980
folder 21-23  12:12 - Roadless Area Review and Evaluation (RARE II) 1980
folder 24  12:12a - Appalachian Mountains Wilderness (proposed) 1980
folder 25  12:12b - Gulf Coast 1980
folder 26  12:12d - Middle West 1980
folder 27  12:12e - Southern Great Plains 1980
folder 28  12:12f - Northern Great Plains 1980
folder 29  12:12g - Southwest 1980
folder 30  12:12h - Northwest 1980
folder 31  12:12i - Northern California-Nevada 1980
folder 32-33  12:12j - Southern California 1980

Politics, Practical

Ctn. 249, folder 34
folder 35  13:0 - General 1980
folder 36  13:0a - Primaries 1980
folder 39  13:1a - Presidents - Election 1980
folder 40  13:1b - U.S. House of Representatives 1980
folder 41  13:1c - U.S. Senate 1980
Politics, Practical

folder 41-42 13:1d - Presidents - Ronald Reagan 1980
folder 43 13:1f - Campaign funds 1980
folder 44 13:2 - Legislative bodies - Voting 1980
folder 45 13:3 - Elections and Election results 1980
folder 46 13:3a - Elections - Referendum (Calif.) 1980
folder 47 13:3b - Income Tax Initiative (Calif.) (proposed) 1980
Ctn. 250, folder 1 13:4 - Carter Administration 1980
folder 2-3 13:4a - Reagan Administration 1980
folder 4 13:5 - U.S. Congress, 96th 1980
folder 5 13:6 - Citizen participation and Lobbying 1980
folder 6 13:7 - Lobbying - Reform 1980
folder 7 13:8 - Apportionment (Election law) 1980

Pollution

Ctn. 250, folder 8 14:0 - General 1980
folder 9 14:1 - Air - Pollution 1980
folder 10-11 14:1a - National Commission on Air Quality 1980
folder 12-15 14:2 - Clean Air Act 1980
folder 16 14:2a - Federal Register 1980
folder 17 14:2b - Sierra Club Legal Defense Fund 1980
folder 18 14:3a - Standards 1980
folder 19 14:3b - Volatile organic compounds 1980
folder 20-21 14:4 - Non-point sources 1980
folder 22-23 14:5 - Point sources 1980
folder 24 14:6 - Stack scrubber 1980
folder 25 14:7 - Damage 1980
Ctn. 251, folder 1 14:7a - Clean Air Act - Visibility 1980
folder 2-4 14:8 - Acid rain 1980
folder 5 Clippings 1980
folder 6 14:9 - California and other states 1980
folder 7 14:10 - Pollution control equipment - Cost 1980
folder 8 14:11 - Environmental health 1980
folder 9-10 14:12 - Hazardous substances 1980
folder 11-12 14:12a - Federal Register 1980
folder 13 14:12b - Hazardous wastes 1980
folder 15 14:14 - Polychlorinated biphenyls and Kepone 1980
folder 16 14:15 - Pesticides, Herbicides, and Biocides 1980
folder 17-18 Clippings 1980
folder 19 14:15a - Pesticides - Substitute products 1980
folder 20-21 14:16 - Hazardous waste sites and Superfund 1980
folder 22-24 Clippings 1980
Ctn. 252, folder 1 Clippings 1980
folder 2 14:17 - Noise pollution 1980
folder 3 14:18 - Radioactive pollution 1980
folder 4 14:19 - Refuse and refuse disposal 1980
folder 5 14:20 - Recycling (Waste, etc.) 1980
folder 6 14:20a - Beverage containers 1980
folder 7 14:21 - Water - Pollution 1980
folder 8 14:21a - Federal Register 1980
folder 9 14:22 - Clean Water Act 1980
folder 10 14:22a - Water - Purification 1980
folder 11 14:23 - Oil spills 1980
folder 12 14:25 - Climatic changes 1980
folder 13 14:25a - Weather control 1980
folder 14 14:25b - Atmospheric ozone - Reduction 1980
1980

Population

Ctn. 252, folder 15
folder 16
folder 17
folder 18
folder 19
folder 20

15:1 - Government policy 1980
15:2 - Sierra Club policy 1980
15:3 - Immigration 1980
15:4 - Demography 1980
15:5 - Abortion 1980
15:6 - Population forecasting 1980

Energy conservation

Ctn. 252, folder 21

16:0 - General 1980

Energy policy

Ctn. 252, folder 22
folder 23
folder 24
folder 25
folder 26
folder 27
folder 28
folder 29
folder 30
folder 31
folder 32

16:1 - General 1980
16:2 - Law and legislation 1980
Clippings 1980
16:2a - U.S. Energy Mobilization Board 1980
16:3 - Administrative agencies 1980
16:4 - Budget 1980
16:5 - U.S. Congress 1980
16:6 - Industry 1980
16:7 - Public opinion 1980
16:8 - Sierra Club 1980
16:9 - California and other states 1980

Energy conservation

Ctn. 252, folder 33
folder 34
folder 35
folder 36-37
folder 38
folder 39
Ctn. 253, folder 1
folder 2
folder 3
folder 4
folder 5
folder 6

16:10 - Electric power - Public utilities 1980
16:10a - Tennessee Valley Authority 1980
16:10b - Bonneville Power Administration 1980
16:11a - General 1980
16:12 - Buildings - Heating, Cooling, and Lighting 1980
16:13 - Transportation 1980
16:14 - Recycling (Waste, etc.) 1980
16:15 - Industry 1980
16:16 - Economics 1980
16:17 - Petroleum and Gas, Natural 1980
16:18 - Pricing 1980
16:19 - Electric power - Rates 1980

Energy facilities

Ctn. 253, folder 7
folder 8
folder 9-10
folder 11
folder 12
folder 13
folder 14-15
folder 16-17
folder 18
folder 19
folder 20

16:20 - General 1980
16:21 - Pipe lines 1980
16:22 - Power-plants - Location 1980
16:23 - Transportation
Harbors and Tankers 1980
16:24 - Power transmission lines 1980
16:25 - Fossil fuels 1980
16:25a - Synthetic fuels 1980
16:26 - Coal 1980
16:26a - Coal industry - Prospecting - West (U.S.) 1980
16:26b - Coal conversion 1980
16:27 - Gas, Natural 1980
Energy facilities

folder 21  16:27a - Liquefied natural gas 1980
folder 22  16:28 - Petroleum 1980
folder 23  16:29 - Petroleum industry - Prospecting 1980
folder 24  16:29a - Thrust faults 1980
folder 25  16:30 - Shore protection 1980
folder 26  16:31 - Outer Continental Shelf Lands Act 1980
folder 27  16:31a - Pacific Coast (U.S.) 1980
folder 28  16:31b - Atlantic Coast (U.S.) 1980
folder 29  16:31c - Gulf Coast (U.S.) 1980
folder 30  16:32 - Gasoline 1980
folder 31  16:33 - Imports 1980
folder 32  16:34 - Petroleum - Reserves 1980
folder 33  16:35 - Oil-shales and Oil sands 1980

Energy development

Ctn. 253, folder 34  16:36 - Nuclear energy 1980
folder 35  Clippings 1980
folder 36  16:37 - Nuclear fusion 1980
folder 37  16:38 - Nuclear industry
Ctn. 254, folder 1-2
folder 3  16:40 - Exports 1980
folder 4  16:41 - Nuclear reactors - Safety regulations 1980
folder 5  16:42 - Nuclear power plants
folder 6  Location 1980
folder 7  16:42a - California 1980
folder 8  16:43 - Nuclear industry - Sabotage 1980
folder 9  16:44 - Plutonium reprocessing and Breeder reactors 1980
folder 10-11  16:45 - Uranium mines and mining and Uranium mill tailings 1980
folder 12-13  16:46 - Radioactive waste disposal 1980
folder 14-15  Clippings 1980
folder 16  16:46a - Sierra Club Radioactive Waste Campaign 1980
folder 17  16:47 - Renewable natural resources 1980
folder 18  16:48 - Geothermal power 1980
folder 19-20  16:49 - Hydroelectric power 1980
folder 21  16:50 - Solar energy 1980
folder 22  16:51 - Wind power and other power resources 1980
folder 23  16:51a - Fuels - Substitute 1980
folder 24  16:52 - Research and development 1980

Social problems

Ctn. 254, folder 24  17:0 - General 1980
folder 25  17:1 - Environmental protection 1980
folder 26  17:2 - Industrial relations 1980
folder 27  17:3 - Life style 1980
Ctn. 255, folder 1
folder 2  17:4 - Indians of North America 1980
folder 3  17:5 - Industrial safety and Industrial hygiene 1980
folder 4  17:6 - Public opinion polls 1980
folder 5  17:7 - Recombinant DNA research 1980
folder 6  17:8 - Women's rights 1980

Transportation

Ctn. 255, folder 6  18:0 - General 1980
Transportation

folder 7  18:1 - Government policy 1980
folder 8  18:1a - Finance 1980
folder 9  18:2 - Air travel and Airports 1980
folder 10  18:2a - Supersonic transport planes 1980
folder 11  18:3 - Automobiles and Trucks 1980
folder 12  18:4 - Highways 1980
folder 13  Clippings 1980
folder 14  18:5 - Mass transportation 1980
folder 15  18:6 - Railroads 1980

Urban ecology

Ctn. 255, folder 16  19:0 - General 1980
folder 17  19:1 - Sierra Club policy 1980
folder 18  19:2 - Urban policy - Cities and towns - Growth 1980
folder 19  19:2a - Housing 1980
folder 20  19:3 - Parks and Recreation 1980
folder 21  19:4 - Law and legislation 1980

Water resources

Ctn. 255, folder 22  20:0 - General 1980
folder 23  20:1 - Droughts and Water conservation 1980
folder 24  20:2 - Irrigation 1980
folder 25  20:3 - Water, Underground 1980
folder 26  20:4 - Water supply and Saline waters 1980
folder 27  20:5 - Wetlands 1980
folder 28  20:6 - Federal policy 1980
folder 30  20:6b - Reclamation Act of 1902 1980
folder 31  20:6c - Appropriations and expenditures 1980
folder 32  20:6d - Sierra Club policy 1980
folder 33  20:8 - State policies 1980
folder 34  20:8a - California 1980
folder 35  20:9 - Law and legislation 1980

Water resources development

Ctn. 255, folder 36  20:10 - General 1980
folder 37  20:10a - Appalachian Mountains 1980
folder 38  20:10b - Gulf Coast (U.S.) 1980
folder 39  20:10c - Northeast (U.S.) 1980
folder 40  20:10d - Midwest (U.S.) 1980
folder 41  20:10e - Southern Plains (U.S.) 1980
folder 42  20:10f - Northern Plains (U.S.) 1980
folder 43  20:10g - Southwest (U.S.) 1980
folder 44  20:10h - Northwest (U.S.) 1980
Ctn. 256, folder 1  20:10i - Northern California-Nevada 1980
folder 2-3  Clippings 1980
folder 4  20:10j - Southern California 1980

Water resources

Ctn. 256, folder 5  20:11 - Rivers 1980
folder 6  20:11a - Colorado River 1980

Guide to the Sierra Club Records, 1891-
### Water resources

<table>
<thead>
<tr>
<th>Folder</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>7</td>
<td>20:11b - Mississippi River 1980</td>
</tr>
<tr>
<td>8</td>
<td>20:12 - Wild and scenic rivers 1980</td>
</tr>
<tr>
<td>9</td>
<td>20:13 - Lakes 1980</td>
</tr>
<tr>
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<td>20:13a - Mono Lake (Calif.) 1980</td>
</tr>
</tbody>
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### Public opinion

<table>
<thead>
<tr>
<th>Ctn. 256, folder 11</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>21:1</td>
<td>Criticism 1980</td>
</tr>
<tr>
<td>21:2</td>
<td>Publicity 1980</td>
</tr>
<tr>
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<td>Conservation awards and publicity 1980</td>
</tr>
<tr>
<td>21:4</td>
<td>Cartoons and caricatures 1980</td>
</tr>
</tbody>
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### Wildlife conservation

<table>
<thead>
<tr>
<th>Ctn. 256, folder 15</th>
<th>Description</th>
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<tbody>
<tr>
<td>22:0</td>
<td>General 1980</td>
</tr>
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<td>22:2</td>
<td>Endangered species 1980</td>
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<tr>
<td>22:2a</td>
<td>Endangered Species Act 1980</td>
</tr>
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<td>22:3</td>
<td>Birds 1980</td>
</tr>
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<td>22:3a</td>
<td>California condor 1980</td>
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<td>22:4</td>
<td>Fisheries 1980</td>
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<td>22:5</td>
<td>Invertebrates 1980</td>
</tr>
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<td>22:6</td>
<td>Mammals 1980</td>
</tr>
<tr>
<td>22:7</td>
<td>Marine mammals 1980</td>
</tr>
<tr>
<td>22:7a</td>
<td>Dolphins 1980</td>
</tr>
<tr>
<td>22:7b</td>
<td>Sea otter 1980</td>
</tr>
<tr>
<td>22:7c</td>
<td>Whales 1980</td>
</tr>
<tr>
<td>22:8</td>
<td>Reptiles and Amphibians 1980</td>
</tr>
<tr>
<td>22:9</td>
<td>Plants 1980</td>
</tr>
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<td>Wildlife refuges 1980</td>
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### Wildlife management

<table>
<thead>
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<th>Ctn. 256, folder 33</th>
<th>Description</th>
</tr>
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<tbody>
<tr>
<td>22:11</td>
<td>General 1980</td>
</tr>
<tr>
<td>22:11a</td>
<td>Predatory animals - Control 1980</td>
</tr>
<tr>
<td>22:11b</td>
<td>Hunting and Trapping 1980</td>
</tr>
<tr>
<td>22:11c</td>
<td>Nongame programs 1980</td>
</tr>
<tr>
<td>22:11d</td>
<td>Fisheries and Fishing 1980</td>
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### Alaska

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<tr>
<td>1:0</td>
<td>General 1981</td>
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<tr>
<td>1:1</td>
<td>Alaska Native Claims Settlement Act 1981</td>
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<td>Land use - Planning 1981</td>
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<td>1:3</td>
<td>National forests - Forest products 1981</td>
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<tr>
<td>1:4a</td>
<td>National parks and reserves 1981</td>
</tr>
<tr>
<td>1:4b</td>
<td>Wildlife refuges 1981</td>
</tr>
<tr>
<td>1:5</td>
<td>Oil and gas leases 1981</td>
</tr>
<tr>
<td>1:5a</td>
<td>Petroleum - Pipe lines 1981</td>
</tr>
<tr>
<td>1:5b</td>
<td>Gas, Natural - Pipe lines 1981</td>
</tr>
<tr>
<td>1:5c</td>
<td>Offshore oil industry 1981</td>
</tr>
</tbody>
</table>
folder 12 1:6 - Mineral industries 1981
folder 13 1:7 - Wildlife management 1981
folder 14 1:7a - Whales 1981
folder 15 1:8 - Water resources development 1981

Sierra Club Regional Conservation Committees

Ctn. 257, folder 16 2:0 - General 1981
folder 17 2:1a - Appalachian 1981
folder 18 2:1b - Gulf Coast 1981
folder 19 2:1c - Northeast 1981
folder 20 2:1d - Midwest 1981
folder 21 2:1e - Southern Plains 1981
folder 22 2:1g - Southwest 1981
folder 23 2:1h - Northwest 1981
folder 24 2:1i - Northern California-Nevada 1981
folder 25 2:1j - Southern California 1981
folder 26 2:1k - Northern and Southern California-Nevada 1981

Sierra Club Committees

Ctn. 257, folder 27 2:1l - California Legislative Committee 1981
folder 28 2:1n - California Air Quality Committee 1981
folder 29 2:2 - Alaska Task Force 1981
folder 30 2:3 - Air Pollution Committee 1981
folder 31 2:4 - Coastal Task Force 1981
folder 32 2:6 - Energy Committee 1981
folder 33 2:6a - Nuclear Power Committee 1981
folder 34 2:6b - Solar-Conservation Committee 1981
folder 35 2:6d - Community Energy Committee 1981
folder 36 2:9 - Land Use Committee 1981
folder 37 2:11 - Public Lands Committee 1981
folder 38 2:11a - MX Missile Committee 1981
folder 39 2:11b - Sagebrush Rebellion Committee 1981
folder 40 2:12 - Transportation Committee 1981
folder 41 2:13 - Urban Environment Committee 1981
folder 42 2:14 - Water Committee 1981
folder 43 2:15 - Wilderness Committee 1981

Economics

Ctn. 257, folder 44 3:0 - General 1981
folder 45 3:1 - Corporate responsibility 1981
folder 46 3:2 - Food supply 1981
folder 47 3:3 - Budget planning (U.S.) 1981
folder 48 3:3a - Reagan Administration 1981
folder 49 Clippings 1981
folder 50 3:4 - Industrial relations and Employment 1981
folder 51 3:5 - Inflation and Recession 1981
folder 52 3:6 - Economic policy 1981
folder 53 3:7 - Industry (U.S.) 1981

Environmental education

Ctn. 257, folder 54 4:1 - Meetings 1981
Environmental law

Ctn. 257, folder 55  
5:0 - General 1981
folder 56  
5:1 - United States 1981
folder 57  
5:2 - Environmental impact statements 1981
folder 58  
5:4 - Litigation 1981

Environmental organizations

Ctn. 257, folder 59  
6:0 - General 1981
folder 60  
Clippings 1981
folder 61  
folder 62  
6:3 - Conservation Foundation 1981
folder 63  
folder 64  
6:6 - Environmental Policy Center 1981
folder 65  
6:7 - Federation of Western Outdoor Clubs 1981
folder 66  
6:8 - Izaak Walton League of America 1981
folder 67  
folder 68  
6:11 - Natural Resources Council of America 1981
folder 69  
folder 70  
folder 71  
6:17 - Sierra Club Foundation 1981
folder 72  
6:18 - Sierra Club Legal Defense Fund 1981

Sierra Club Field Representatives

Ctn. 258, folder 1  
7:0 - San Francisco 1981
folder 2  
7:1 - Alaska 1981
folder 3  
7:2 - International 1981
folder 4  
7:3 - Midwest 1981
folder 5  
7:4 - New York 1981
folder 6  
7:5 - Northern Great Plains 1981
folder 7  
7:6 - Northwest 1981
folder 8  
7:7 - Sacramento 1981
folder 9  
7:8 - Southern California 1981
folder 10  
7:9 - Southwest 1981
folder 11  
7:10 - Washington, D.C. 1981
folder 12  
7:10a - Associate Executive Director 1981
folder 13  
7:12 - California-Nevada Public Lands 1981

Administrative agencies

Ctn. 258, folder 14  
8:0 - General 1981
folder 15  
8:1 - U.S. Department of Agriculture 1981
folder 16  
8:2 - U.S. Forest Service 1981
folder 17  
8:3 - U.S. Council on Environmental Quality 1981
folder 18  
8:5 - U.S. Army Corps of Engineers 1981
folder 19  
8:6 - U.S. Department of Energy 1981
folder 20  
8:7 - U.S. Environmental Protection Agency 1981
folder 21  
Clippings 1981
folder 22  
8:9 - U.S. Department of the Interior 1981
folder 23  
Clippings 1981
folder 24-28  
8:9a - Sierra Club campaign against James Watt 1981
folder 29-32  
Clippings 1981
Ctn. 259,  
folder 1-8  
Clippings 1981
folder 9  
8:9b - Nomination of James Watt 1981
folder 10  Clippings 1981
folder 11  8:9c - Correspondence on Watt petition campaign 1981
folder 12  8:9d - Watt petition drive handbook 1981
folder 13  8:9e - Watt editorial campaign 1981
folder 14-15  8:9f - Watt editorials 1981
folder 16-17  8:9g - Watt cartoons 1981
folder 18  8:10 - U.S. Bureau of Land Management 1981
folder 19  8:11 - U.S. Fish and Wildlife Service 1981
folder 20  8:12 - U.S. Heritage Conservation and Recreation Service 1981
folder 21  8:13 - U.S. National Park Service 1981

International conservation

Ctn. 259, folder 22  9:1a - Africa 1981
folder 23  9:1b - Antarctic regions 1981
folder 24  9:1c - Asia 1981
folder 25  9:1d - Australia 1981
folder 26  9:1e - Europe 1981
folder 27  9:1f - North America 1981
folder 28  9:1g - South America 1981
folder 29  9:2 - Planning 1981
folder 30  9:2a - Maritime law 1981
folder 31  9:3 - Meetings 1981
folder 32  9:5 - United Nations 1981

Land use

Ctn. 260, folder 1  10:0 - General 1981
folder 2  10:1 - Agriculture 1981
folder 3  10:1a - Soil conservation 1981
folder 4  10:3 - Shore protection 1981
folder 5  10:3a - California 1981
folder 6  10:3b - Coastal Zone Management Act 1981
folder 7  10:5 - Forests and forestry 1981
folder 8  10:5a - Forest products 1981
folder 9  10:6 - Public lands 1981
folder 10  10:6a - U.S. Forest Service 1981
folder 12  10:6c - National forests (Calif.) 1981
folder 13  10:7 - Private lands 1981
folder 14  10:8 - Grazing 1981
folder 15  10:9 - Historic sites and Excavations (Archaeology) 1981
folder 16  10:10 - Islands 1981
folder 17  10:11 - Mines and mineral resources 1981
folder 18  10:11a - Strip mining 1981
folder 19  10:11b - Mining law 1981
folder 20  10:11c - Mines and mineral resources - Public lands 1981
folder 21  10:13 - MX (Weapons system) 1981
folder 22-24  Clippings 1981
folder 25  10:13b - Sierra Club policy 1981
folder 26  10:13c - Legislation 1981
folder 27  Clippings 1981
folder 28  10:13d - Environmental impact statements 1981
folder 29  10:15 - Recreation 1981
folder 30  10:15a - Ski resorts 1981
folder 31  10:16 - Public lands

folder 31  U.S. Bureau of Land Management 1981
### Land use

<table>
<thead>
<tr>
<th>Folder</th>
<th>Title</th>
</tr>
</thead>
<tbody>
<tr>
<td>32</td>
<td>10:16a - Sagebrush Rebellion 1981</td>
</tr>
<tr>
<td>33</td>
<td>Clippings 1981</td>
</tr>
<tr>
<td>34</td>
<td>10:17 - California 1981</td>
</tr>
<tr>
<td>35</td>
<td>10:18 - All terrain vehicles 1981</td>
</tr>
<tr>
<td>36</td>
<td>10:18a - Lassen Volcanic National Park (Calif.) 1981</td>
</tr>
</tbody>
</table>

### Ocean and Estuaries

<table>
<thead>
<tr>
<th>Ctn. 260, folder 37</th>
<th>11:0 - General 1981</th>
</tr>
</thead>
<tbody>
<tr>
<td>38</td>
<td>11:1 - Marine parks and reserves 1981</td>
</tr>
<tr>
<td>39</td>
<td>11:2 - San Francisco Bay and Delta Region (Calif.) 1981</td>
</tr>
<tr>
<td>40</td>
<td>11:4 - Waste disposal in the ocean 1981</td>
</tr>
<tr>
<td>41</td>
<td>11:5 - Ocean mining 1981</td>
</tr>
</tbody>
</table>

### Parks and wilderness areas

<table>
<thead>
<tr>
<th>Ctn. 261, folder 1</th>
<th>12:1 - General 1981</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>12:2 - Land and Water Conservation Fund 1981</td>
</tr>
<tr>
<td>3</td>
<td>12:3 - National parks and reserves 1981</td>
</tr>
<tr>
<td>4-5</td>
<td>Clippings 1981</td>
</tr>
<tr>
<td>6</td>
<td>12:3a - Grand Canyon National Park (Ariz.) 1981</td>
</tr>
<tr>
<td>7</td>
<td>12:3b - Yosemite National Park (Calif.) 1981</td>
</tr>
<tr>
<td>8</td>
<td>12:3c - Redwood National Park (Calif.) 1981</td>
</tr>
<tr>
<td>9</td>
<td>12:4 - Planning for new parks 1981</td>
</tr>
<tr>
<td>10</td>
<td>12:4a - Tahoe, Lake 1981</td>
</tr>
<tr>
<td>11</td>
<td>12:5 - Parks (State, Regional) 1981</td>
</tr>
<tr>
<td>12</td>
<td>12:6 - Trails 1981</td>
</tr>
<tr>
<td>13</td>
<td>12:7 - Wilderness areas 1981</td>
</tr>
<tr>
<td>14</td>
<td>Clippings 1981</td>
</tr>
<tr>
<td>15</td>
<td>12:7a - Release legislation 1981</td>
</tr>
<tr>
<td>16</td>
<td>Clippings 1981</td>
</tr>
<tr>
<td>17</td>
<td>12:7b - Oil and gas leases 1981</td>
</tr>
<tr>
<td>20</td>
<td>12:9a - Arizona 1981</td>
</tr>
<tr>
<td>21</td>
<td>12:9b - California 1981</td>
</tr>
<tr>
<td>22</td>
<td>12:9c - Colorado 1981</td>
</tr>
<tr>
<td>23</td>
<td>12:9d - East (U.S.) 1981</td>
</tr>
<tr>
<td>24</td>
<td>12:9e - Idaho 1981</td>
</tr>
<tr>
<td>26</td>
<td>12:9h - New Mexico 1981</td>
</tr>
<tr>
<td>27</td>
<td>12:9i - Oregon and Washington 1981</td>
</tr>
<tr>
<td>28</td>
<td>12:9j - Utah 1981</td>
</tr>
<tr>
<td>29</td>
<td>12:9k - Wyoming 1981</td>
</tr>
<tr>
<td>30</td>
<td>12:11 - U.S. Forest Service 1981</td>
</tr>
<tr>
<td>31</td>
<td>12:12 - Roadless Area Review and Evaluation (RARE II) 1981</td>
</tr>
<tr>
<td>32</td>
<td>12:12a - Appalachian 1981</td>
</tr>
<tr>
<td>33</td>
<td>12:12b - Gulf Coast 1981</td>
</tr>
<tr>
<td>34</td>
<td>12:12d - Midwest 1981</td>
</tr>
<tr>
<td>35</td>
<td>12:12e - Southern Plains 1981</td>
</tr>
<tr>
<td>36</td>
<td>12:12f - Northern Plains 1981</td>
</tr>
<tr>
<td>37</td>
<td>12:12g - Southwest 1981</td>
</tr>
<tr>
<td>38</td>
<td>12:12h - Northwest 1981</td>
</tr>
<tr>
<td>39</td>
<td>12:12i - California-Nevada 1981</td>
</tr>
</tbody>
</table>

### Politics, Practical
### Politics, Practical

<table>
<thead>
<tr>
<th>Ctn. 261, folder 41</th>
<th>13:0 - General 1981</th>
</tr>
</thead>
<tbody>
<tr>
<td>folder 43</td>
<td>13:1a - States 1981</td>
</tr>
<tr>
<td>folder 44</td>
<td>13:1b - Council of State Governments 1981</td>
</tr>
<tr>
<td>folder 45</td>
<td>13:1d - Sierra Club Committee on Political Education 1981</td>
</tr>
<tr>
<td>folder 46</td>
<td>13:2 - Voting 1981</td>
</tr>
<tr>
<td>folder 47</td>
<td>13:3 - Referendum (Calif.) 1981</td>
</tr>
<tr>
<td>folder 48</td>
<td>13:4 - Reagan Administration 1981</td>
</tr>
<tr>
<td>Ctn. 262, folder 1-2</td>
<td>Clippings 1981</td>
</tr>
<tr>
<td>folder 3</td>
<td>13:5 - U.S. Congress, 97th 1981</td>
</tr>
<tr>
<td>folder 4</td>
<td>13:6 - Citizen participation 1981</td>
</tr>
<tr>
<td>folder 5</td>
<td>13:8 - Apportionment (Election law) 1981</td>
</tr>
</tbody>
</table>

### Pollution

<table>
<thead>
<tr>
<th>Ctn. 262, folder 6</th>
<th>14:0 - General 1981</th>
</tr>
</thead>
<tbody>
<tr>
<td>folder 7</td>
<td>14:1 - Air - Pollution 1981</td>
</tr>
<tr>
<td>folder 8</td>
<td>Clippings 1981</td>
</tr>
<tr>
<td>folder 9-10</td>
<td>14:1a - National Commission on Air Quality 1981</td>
</tr>
<tr>
<td>folder 11</td>
<td>14:2a - Federal Register 1981</td>
</tr>
<tr>
<td>folder 12</td>
<td>14:2b - Sierra Club Legal Defense Fund 1981</td>
</tr>
<tr>
<td>folder 13-16</td>
<td>14:2d - Clean Air Act 1981</td>
</tr>
<tr>
<td>folder 17-19</td>
<td>Clippings 1981</td>
</tr>
<tr>
<td>folder 20</td>
<td>14:2e - Law and legislation 1981</td>
</tr>
<tr>
<td>folder 21</td>
<td>Clippings 1981</td>
</tr>
<tr>
<td>folder 22-23</td>
<td>14:2f - Litigation 1981</td>
</tr>
<tr>
<td>folder 24-26</td>
<td>14:2g - Sierra Club publicity 1981</td>
</tr>
<tr>
<td>Ctn. 263, folder 1-2</td>
<td>14:2h - National Clean Air Coalition 1981</td>
</tr>
<tr>
<td>folder 3</td>
<td>Briefing Book 1981</td>
</tr>
<tr>
<td>folder 4</td>
<td>14:3 - Non-point sources 1981</td>
</tr>
<tr>
<td>folder 5</td>
<td>14:4 - Ambient air quality standards 1981</td>
</tr>
<tr>
<td>folder 6</td>
<td>14:5 - Point sources 1981</td>
</tr>
<tr>
<td>folder 7</td>
<td>14:5a - Occupational Safety and Health Administration 1981</td>
</tr>
<tr>
<td>folder 8</td>
<td>14:6 - Pollutants 1981</td>
</tr>
<tr>
<td>folder 9</td>
<td>14:7 - Significant deterioration 1981</td>
</tr>
<tr>
<td>folder 10</td>
<td>14:7a - Visibility 1981</td>
</tr>
<tr>
<td>folder 11</td>
<td>14:8 - Acid rain 1981</td>
</tr>
<tr>
<td>folder 12</td>
<td>Clippings 1981</td>
</tr>
<tr>
<td>folder 13</td>
<td>14:8a - Agriculture 1981</td>
</tr>
<tr>
<td>folder 14</td>
<td>14:9 - California and other U.S. states 1981</td>
</tr>
<tr>
<td>folder 15</td>
<td>14:10 - Pollution control - Cost 1981</td>
</tr>
<tr>
<td>folder 16</td>
<td>14:11 - Environmental health 1981</td>
</tr>
<tr>
<td>folder 17</td>
<td>14:12 - Hazardous substances</td>
</tr>
<tr>
<td>folder 18</td>
<td>Toxic Substance Control Act 1981</td>
</tr>
<tr>
<td>folder 19</td>
<td>Clippings 1981</td>
</tr>
<tr>
<td>folder 20</td>
<td>14:12a - Federal Register 1981</td>
</tr>
<tr>
<td>folder 22</td>
<td>14:14 - Polychlorinated biphenyls and Kepone 1981</td>
</tr>
<tr>
<td>folder 23-24</td>
<td>14:15 - Pesticides, Herbicides, and Biocides 1981</td>
</tr>
<tr>
<td>folder 25</td>
<td>Clippings 1981</td>
</tr>
<tr>
<td>folder 26-27</td>
<td>14:15a - Alternative pest control 1981</td>
</tr>
<tr>
<td>folder 28</td>
<td>14:15b - Mediterranean fruit-fly 1981</td>
</tr>
<tr>
<td>folder 29</td>
<td>14:16 - Hazardous waste sites 1981</td>
</tr>
<tr>
<td>Ctn. 264, folder 1</td>
<td>Clippings 1981</td>
</tr>
<tr>
<td>folder 2</td>
<td>14:17 - Noise pollution 1981</td>
</tr>
<tr>
<td></td>
<td>14:18 - Radioactive pollution and Microwaves 1981</td>
</tr>
</tbody>
</table>
folder 3  14:19 - Refuse and refuse disposal 1981
folder 4  14:20 - Recycling (Waste, etc.) 1981
folder 5  14:20a - Law and legislation 1981
folder 6  14:21 - Water - Pollution 1981
folder 7  14:21a - Federal Register 1981
folder 8  14:22 - Clean Water Act 1981
folder 9  14:22a - Water - Purification 1981
folder 10  14:23 - Oil spills 1981
folder 11  14:25 - Weather control 1981
folder 12  14:25b - Atmospheric ozone - Reduction 1981

Population

folder 14  15:2 - Sierra Club policy 1981
folder 15  15:3 - World population 1981
folder 16  15:4 - Demography 1981
folder 17  15:5 - Abortion 1981
folder 18  15:6 - Population forecasting 1981

Energy conservation

Ctn. 264, folder 19  16:0 - General 1981
folder 20  16:1 - Policy 1981
folder 21  16:2 - Federal policy 1981
folder 22  16:3 - Reagan Administration 1981
folder 23  16:5 - U.S. Congress 1981
folder 24  16:6 - Industry 1981
folder 25  16:7 - Public opinion 1981
folder 26  16:8 - Sierra Club policy 1981
folder 27  16:9 - State programs 1981
folder 28  16:10 - Electric power 1981
folder 29  16:10a - Tennessee Valley Authority 1981
folder 30  16:10b - Bonneville Power Administration 1981
folder 31  16:11 - Public utilities 1981
folder 33  16:13 - Transportation 1981
folder 34  16:14 - Recycling (Waste, etc.) 1981
folder 35  16:15 - Industry 1981
folder 36  16:16 - Economics 1981
Petroleum and Gas industries
folder 37  16:17 - Pricing 1981
folder 38  16:18 - Taxation and Subsidies 1981
folder 39  16:19 - Pricing - Reform 1981

Energy facilities

Ctn. 264, folder 40  16:21 - Pipe lines 1981
folder 41  16:22 - Power-plants - Location 1981
folder 42  16:23 - Transportation - Harbors and Tankers 1981
folder 43  16:24 - Power transmission lines 1981

Energy industries

Ctn. 264, folder 44  16:25 - Fossil fuels 1981
folder 45  16:25a - Synthetic fuels 1981
Energy industries

folder 46
  16:26 - Coal 1981
folder 47
  16:26a - West (U.S.) 1981
folder 48
  16:27 - Gas, Natural 1981
folder 49
  16:27a - Liquefied natural gas 1981
folder 50
  16:28 - Petroleum 1981
folder 51
  16:29 - Prospecting 1981
folder 52
  16:29a - Overthrust Belt 1981
folder 53
  16:29b - Oil and gas leases 1981
folder 54
  16:30 - Petroleum in submerged lands 1981
folder 55
  16:31 - Outer Continental Shelf Lands Act 1981
folder 56
  16:31a - Pacific Coast (U.S.) 1981
folder 57-58
  Clippings 1981
folder 59
  16:31b - Atlantic Coast (U.S.) 1981
folder 60
  16:31c - Gulf Coast (U.S.) 1981
folder 61
  16:32 - Gasoline 1981
folder 62
  16:33 - International trade 1981
folder 63
  16:34 - Petroleum - Reserves 1981
folder 64
  16:35 - Oil-shales and Oil sands 1981

Energy development

Ctn. 264, folder 65
  16:36 - Nuclear energy 1981
folder 66
  16:37 - Nuclear fusion 1981
Ctn. 265,
  16:38 - Nuclear energy - Safety regulations 1981
folder 1-2
folder 3
  16:40 - Imports and Exports 1981
  16:41 - Nuclear reactors
folder 4
  Safety regulations 1981
folder 5
  16:42 - Locations 1981
folder 6
  Clippings 1981
folder 7
  16:42a - Rancho Seco (Calif.) 1981
folder 8
  16:42b - Diablo Canyon (Calif.) 1981
folder 9
  16:43 - Nuclear industry - Sabotage 1981
  16:44 - Nuclear energy
folder 10
  Plutonium reprocessing and Breeder reactors 1981
folder 11
  16:45 - Uranium mines and mining and Uranium enrichment 1981
folder 12
  16:46 - Radioactive wastes 1981
folder 13
  Clippings 1981
folder 14
  16:46a - Sierra Club Radioactive Waste Campaign 1981
folder 15
  16:48 - Geothermal resources 1981
folder 16
  16:49 - Hydroelectric power 1981
folder 17
  16:50 - Solar energy 1981
folder 18
  Clippings 1981
folder 19
  16:51 - Wind power and other power resources 1981
folder 20
  16:51a - Alternative fuels 1981

Social problems

Ctn. 265, folder 21
  17:0 - General 1981
folder 22
  17:1 - Environmental protection 1981
folder 23
  17:2 - Industrial relations 1981
folder 24
  17:3 - Life style 1981
folder 25
  17:4 - Indians of North America - Indian claims 1981
folder 26
  17:5 - Industrial hygiene and Industrial safety 1981
folder 27
  17:6 - Public opinion 1981
folder 28
  17:7 - Recombinant DNA 1981
folder 29
  17:9 - Military planning 1981
Social problems

Transportation

Ctn. 265, folder 31
folder 32
folder 33
folder 34
folder 35
folder 36
folder 37
folder 38
folder 39

18:0 - General 1981
18:1 - Federal policy 1981
18:2 - Air travel and Airports 1981
18:2a - Supersonic transport planes 1981
18:3 - Automobiles 1981
18:4 - Freeways 1981
18:5 - Mass transportation 1981
18:6 - Railroads 1981
18:7 - Waterways 1981

Urbanization

Ctn. 266, folder 1
folder 2
folder 3
folder 4

19:0 - General 1981
19:2 - City planning 1981
19:2a - Housing 1981
19:3 - Parks 1981

Water resources

Ctn. 266, folder 5
folder 6
folder 7
folder 8
folder 9
folder 10
folder 11
folder 12
folder 13
folder 14

20:0 - General 1981
20:1 - Droughts and Water conservation 1981
20:2 - Irrigation 1981
20:4 - Water supply 1981
20:5 - Wetlands 1981
20:6 - Planning
United States 1981
20:6b - Reclamation Act of 1902 1981
20:6d - Sierra Club policy 1981
20:8 - States 1981
20:9 - Law and legislation 1981

Water resources development

Ctn. 266, folder 15
folder 16
folder 17
folder 18
folder 19
folder 20
folder 21
folder 22
folder 23
folder 24
folder 25-26
folder 27
folder 28
folder 29
folder 30
folder 31
folder 32
folder 33
folder 34

20:10 - General 1981
20:10a - Appalachian Mountains 1981
20:10b - Gulf Coast (U.S.) 1981
20:10c - Northeast (U.S.) 1981
20:10d - Middle West (U.S.) 1981
20:10e - Southern Plains (U.S.) 1981
20:10f - Northern Plains (U.S.) 1981
20:10g - Southwest (U.S.) 1981
20:10h - Northwest (U.S.) 1981
20:10i - California-Nevada 1981
Peripheral Canal (proposed) 1981
20:11 - Rivers 1981
20:11a - Colorado River 1981
20:11b - Mississippi River 1981
20:12 - Wild and scenic rivers 1981
20:12a - Stanislaus River (Calif.) 1981
20:12b - Tuolumne River (Calif.) 1981

Clippings 1981

Clippings
Water resources development

folder 35  20:13a - Mono Lake (Calif.) 1981

Public opinion

Ctn. 266, folder 36  21:1 - Criticism 1981
folder 37  21:2 - General 1981
folder 38  21:3 - Cartoons and caricatures 1981

Wildlife conservation

Ctn. 266, folder 39  22:0 - General 1981
folder 40  22:1 - Sierra Club policy 1981
folder 41  22:2 - Endangered species 1981
folder 42  22:2a - Endangered Species Act 1981
folder 43  22:3 - Birds 1981
folder 44  22:3a - California condor 1981
folder 45  Clippings 1981
folder 46  22:3b - Whooping crane 1981
folder 47  22:4 - Fisheries 1981
folder 48  22:5 - Invertebrates 1981
folder 49  22:6 - Mammals 1981
folder 50  22:7 - Marine mammals 1981
folder 51  22:7a - Porpoises 1981
folder 52  22:7b - Seals and Sea otter 1981
folder 53  22:7c - Whales 1981
folder 54  22:8 - Reptiles and Amphibians 1981
folder 55  22:9 - Plants 1981
folder 56  22:10 - Wildlife refuges 1981

Wildlife management

Ctn. 266, folder 57  22:11 - General 1981
folder 58  22:11a - Predatory animals - Control 1981
folder 60  22:11c - Nongame Program 1981
folder 61  22:11d - Fisheries and Fishing 1981

1982

Alaska

Ctn. 267, folder 1  1:0 - General 1982
folder 2  1:1 - Indians of North America - Indian claims 1982
folder 3  1:2 - Land use - Planning 1982
folder 4  1:3 - Forest reserves 1982
folder 5  1:4 - Alaska National Interest Lands Conservation Act 1982
folder 6  1:4a - National parks and reserves 1982
folder 7  1:4c - Wilderness areas 1982
folder 8  1:4d - Wildlife refuges 1982
folder 9  1:5 - Petroleum and Gas industries 1982
folder 10  1:5a - Petroleum - Pipe lines 1982
folder 11  1:5b - Gas, Natural - Pipe lines 1982
folder 12  1:5c - Shore protection 1982
folder 13  1:6 - Mineral industries 1982
folder 14  1:7 - Wildlife conservation 1982
folder 15  1:8 - Water resources development 1982
Sierra Club Committees

Ctn. 267, folder 16
folder 17
folder 18
folder 19
folder 20
folder 21
folder 22
folder 23
folder 24
folder 25
folder 26
folder 27
folder 28
folder 29
folder 30
folder 31
folder 32
folder 33
folder 34
folder 35
folder 36
folder 37
folder 38
folder 39

2:0 - General 1982
2:1 - Regional Conservation Committees
  2:1a - Appalachian 1982
  2:1b - Gulf Coast 1982
  2:1d - Midwest 1982
  2:1e - Southern Plains 1982
  2:1f - Northern Plains 1982
  2:1i - Northern California 1982
  2:1j - Southern California 1982
  2:1k - Northern-Southern California
  2:1m - California Legislative Committee
  2:2b - Community Energy Committee
  2:2f - Nuclear Legislation Committee
  2:3a - Alaska Task Force 1982
  2:3b - Environmental Effects of Military Projects Task Force 1982
  2:5 - Coast Committee 1982
  2:6 - Energy Committee 1982
  2:7 - Hazardous Materials Committee
  2:9 - Public Lands Committee 1982
  2:10 - Committee on Political Education (SCCOPE) 1982
  2:10a - Utah 1982
  2:11 - Transportation Committee 1982
  2:12 - Urban Environment Committee
  2:13 - Wildlife Committee 1982

Economics

Ctn. 267, folder 40
folder 41
folder 42
folder 43
folder 44
folder 45
folder 46
folder 47

3:0 - General 1982
3:1 - Corporate responsibility 1982
3:2 - Food supply 1982
3:3 - Planning - Budget 1982
3:4 - Employment 1982
3:5 - Inflation and Recession 1982
3:6 - Strategic materials 1982
3:7 - Industry 1982

Education

Ctn. 267, folder 48

4:1 - Meetings and Education programs 1982

Environmental law

Ctn. 267, folder 49
folder 50
folder 51

5:1 - United States 1982
5:4 - Litigation 1982
5:5 - Environmental mediation 1982

Environmental organizations

Ctn. 267, folder 52
folder 53
folder 54
folder 55

6:0 - General 1982
6:2 - Adversaries 1982
6:3 - National Audubon Society 1982
6:4 - Center for Law and Social Policy 1982

Guide to the Sierra Club Records, 1891-
<table>
<thead>
<tr>
<th>Folder</th>
<th>Description</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>6:8</td>
<td>Environmental Policy Center 1982</td>
<td></td>
</tr>
<tr>
<td>6:9</td>
<td>Federation of Western Outdoor Clubs 1982</td>
<td></td>
</tr>
<tr>
<td>6:12</td>
<td>League of Conservation Voters 1982</td>
<td></td>
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<tr>
<td>6:14</td>
<td>Natural Resources Council of America 1982</td>
<td></td>
</tr>
<tr>
<td>6:15</td>
<td>Natural Resources Defense Council, Inc. 1982</td>
<td></td>
</tr>
<tr>
<td>6:16</td>
<td>Nature Conservancy 1982</td>
<td></td>
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<tr>
<td>6:18</td>
<td>Sierra Club Foundation 1982</td>
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</tr>
<tr>
<td>6:19</td>
<td>Sierra Club Legal Defense Fund 1982</td>
<td></td>
</tr>
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<td>6:20</td>
<td>Wilderness Society 1982</td>
<td></td>
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<tr>
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<td>Sierras Club Field Representatives</td>
<td></td>
</tr>
<tr>
<td>7:0</td>
<td>San Francisco 1982</td>
<td></td>
</tr>
<tr>
<td>7:1</td>
<td>Alaska 1982</td>
<td></td>
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<td>7:2</td>
<td>International Earthcare Center 1982</td>
<td></td>
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<td>7:3</td>
<td>Midwest 1982</td>
<td></td>
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<tr>
<td>7:4</td>
<td>New York 1982</td>
<td></td>
</tr>
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<td>7:5</td>
<td>Northern California-Nevada 1982</td>
<td></td>
</tr>
<tr>
<td>7:6</td>
<td>Northern Great Plains 1982</td>
<td></td>
</tr>
<tr>
<td>7:7</td>
<td>Northwest 1982</td>
<td></td>
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<td>7:8</td>
<td>Sacramento 1982</td>
<td></td>
</tr>
<tr>
<td>7:9</td>
<td>Southeast 1982</td>
<td></td>
</tr>
<tr>
<td>7:10</td>
<td>Southern California 1982</td>
<td></td>
</tr>
<tr>
<td>7:11</td>
<td>Southwest 1982</td>
<td></td>
</tr>
<tr>
<td>7:12</td>
<td>Washington, D.C. 1982</td>
<td></td>
</tr>
<tr>
<td>7:13</td>
<td>Sierra Club Radioactive Waste Campaign 1982</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Administrative agencies</td>
<td></td>
</tr>
<tr>
<td>8:2</td>
<td>U.S. Forest Service 1982</td>
<td></td>
</tr>
<tr>
<td>8:3</td>
<td>U.S. Council on Environmental Quality 1982</td>
<td></td>
</tr>
<tr>
<td>8:6</td>
<td>U.S. Department of Energy 1982</td>
<td></td>
</tr>
<tr>
<td>8:7</td>
<td>U.S. Environmental Protection Agency 1982</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Clippings 1982</td>
<td></td>
</tr>
<tr>
<td>8:9</td>
<td>U.S. Department of the Interior 1982</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Sierra Club campaign against James Watt 1982</td>
<td></td>
</tr>
<tr>
<td></td>
<td>James Watt</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Editorial 1982</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Criticism 1982</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Clippings 1982</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Publicity 1982</td>
<td></td>
</tr>
<tr>
<td></td>
<td>U.S. Bureau of Land Management 1982</td>
<td></td>
</tr>
<tr>
<td></td>
<td>U.S. Fish and Wildlife Service 1982</td>
<td></td>
</tr>
<tr>
<td></td>
<td>U.S. National Park Service 1982</td>
<td></td>
</tr>
<tr>
<td></td>
<td>U.S. Department of Transportation 1982</td>
<td></td>
</tr>
<tr>
<td></td>
<td>California and other states 1982</td>
<td></td>
</tr>
<tr>
<td></td>
<td>International conservation</td>
<td></td>
</tr>
<tr>
<td>9:1</td>
<td>General 1982</td>
<td></td>
</tr>
<tr>
<td>9:1b</td>
<td>Antarctic regions 1982</td>
<td></td>
</tr>
<tr>
<td>9:1c</td>
<td>Asia 1982</td>
<td></td>
</tr>
<tr>
<td>9:1d</td>
<td>Australia 1982</td>
<td></td>
</tr>
<tr>
<td>9:1e</td>
<td>Europe 1982</td>
<td></td>
</tr>
<tr>
<td>9:1f</td>
<td>North America 1982</td>
<td></td>
</tr>
<tr>
<td>9:1g</td>
<td>South America 1982</td>
<td></td>
</tr>
</tbody>
</table>
International conservation

Folder 24: 9:2 - International issues 1982
Folder 25: 9:2a - Maritime law 1982
Folder 26: 9:2d - Jungles 1982
Folder 27: 9:3 - Meetings 1982
Folder 28: 9:5 - United Nations 1982
Folder 29-30: Reports 1982
Folder 31: 9:6 - Environmental organizations 1982

Land use

Ctn. 268, folder 32
Folder 33: 10:1 - Agriculture 1982
Folder 34: 10:1a - Soil conservation 1982
Folder 35: 10:2 - Arctic regions 1982
Folder 36: 10:3 - Shore protection 1982
Folder 37: 10:3a - California 1982
Folder 38: 10:3c - Coastal Barrier Resources Act 1982
Folder 39: 10:5 - Forests and forestry 1982
Folder 40: 10:5a - Forest products - Economics 1982
Folder 41: 10:6 - Public lands 1982
Folder 42: 10:6a - U.S. Forest Service 1982
Folder 43: 10:6b - National Forest Management Act 1982
Folder 44: California-Nevada 1982
Folder 45: Regulations 1982
Folder 46: 10:6d - Forest reserves 1982
Folder 47: 10:6e - Forests and forestry - California - Law and legislation 1982
Folder 48: 10:7 - Private lands 1982
Folder 49: 10:9 - Historic sites 1982
Folder 50: 10:10 - Islands 1982
Folder 51: 10:11 - Mines and mineral resources 1982
Folder 52: 10:11a - Strip mining and Reforestation 1982
Folder 53: 10:11b - Mining law - Revision 1982
Folder 54: 10:11c - Mineral industries - Public lands 1982

Ctn. 269, folder 1
Folder 2-4: 10:13a - Planning - MX (Weapons system) 1982
Folder 4: Clippings 1982
Folder 5: 10:16 - Public lands - Planning 1982
Folder 6: 10:16a - Sagebrush Rebellion 1982
Folder 7-9: 10:16b - Privatization 1982
Folder 10: Clippings 1982
Folder 11: 10:17 - Planning
Folder 12: U.S. states and regions 1982
Folder 13: 10:18 - All terrain vehicles 1982

Ocean and Estuaries

Ctn. 269, folder 13
Folder 14: 11:0 - General 1982
Folder 15: 11:1 - Marine parks and reserves 1982
Folder 16: 11:2 - Estuaries and Bays 1982
Folder 17: 11:2a - San Francisco Bay and Delta Region (Calif.) 1982
Folder 18: 11:4 - Waste disposal in the ocean 1982
Folder 19: 11:5 - Ocean mining 1982

Parks and wilderness areas

Ctn. 269, folder 19
Folder 20: 12:1 - Parks 1982
Folder 21: 12:2 - Land and Water Conservation Fund 1982
Folder 22: National parks and reserves
Folder 23: 12:3a - Grand Canyon National Park (Ariz.) 1982
<table>
<thead>
<tr>
<th>Folder Number</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>12:4</td>
<td>Parks (proposed) 1982</td>
</tr>
<tr>
<td>12:5</td>
<td>Parks (State and Regional) 1982</td>
</tr>
<tr>
<td>12:6</td>
<td>Trails 1982</td>
</tr>
<tr>
<td>12:7</td>
<td>Wilderness areas 1982</td>
</tr>
<tr>
<td>carton, folder 26</td>
<td>12:7a - Mineral and energy industries 1982</td>
</tr>
<tr>
<td>12:7b</td>
<td>Watt, James G. 1982</td>
</tr>
<tr>
<td>12:7c</td>
<td>Petroleum and gas industries 1982</td>
</tr>
<tr>
<td>12:7d</td>
<td>Clippings 1982</td>
</tr>
<tr>
<td>12:9</td>
<td>U.S. Bureau of Land Management 1982</td>
</tr>
<tr>
<td>12:9a</td>
<td>Arizona 1982</td>
</tr>
<tr>
<td>12:9b</td>
<td>California 1982</td>
</tr>
<tr>
<td>12:9h</td>
<td>New Mexico 1982</td>
</tr>
<tr>
<td>12:9i</td>
<td>Oregon and Washington 1982</td>
</tr>
<tr>
<td>12:9j</td>
<td>Utah 1982</td>
</tr>
<tr>
<td>Ctn. 270, folder 1</td>
<td>12:10 - Matagorda Island Wilderness (Tex) (proposed) 1982</td>
</tr>
<tr>
<td>12:12</td>
<td>U.S. Forest Service</td>
</tr>
<tr>
<td>12:12a</td>
<td>Law and legislation 1982</td>
</tr>
<tr>
<td>12:12b</td>
<td>Wilderness areas (proposed)</td>
</tr>
<tr>
<td>12:12c</td>
<td>Appalachian 1982</td>
</tr>
<tr>
<td>12:12d</td>
<td>Gulf Coast 1982</td>
</tr>
<tr>
<td>12:12e</td>
<td>Midwest 1982</td>
</tr>
<tr>
<td>12:12f</td>
<td>Northern Plains 1982</td>
</tr>
<tr>
<td>12:12g</td>
<td>Southwest 1982</td>
</tr>
<tr>
<td>12:12h</td>
<td>Northwest 1982</td>
</tr>
<tr>
<td>12:12i</td>
<td>California 1982</td>
</tr>
<tr>
<td>12:12j</td>
<td>California-Nevada 1982</td>
</tr>
<tr>
<td>Politics, Practical</td>
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<td>Ctn. 270, folder 10</td>
<td>13:0 - General 1982</td>
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<tr>
<td>13:0a</td>
<td>California 1982</td>
</tr>
<tr>
<td>13:0b</td>
<td>Elections</td>
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<td>13:1</td>
<td>U.S. Congress - Environmental aspects 1982</td>
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<tr>
<td>13:1a</td>
<td>Campaign management 1982</td>
</tr>
<tr>
<td>13:1b</td>
<td>Sierra Club endorsement 1982</td>
</tr>
<tr>
<td>13:1a1</td>
<td>Alaska 1982</td>
</tr>
<tr>
<td>13:1a2</td>
<td>Arkansas 1982</td>
</tr>
<tr>
<td>13:1a3</td>
<td>Arizona 1982</td>
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<td>13:1a4</td>
<td>California 1982</td>
</tr>
<tr>
<td>13:1a5</td>
<td>Angeles 1982</td>
</tr>
<tr>
<td>13:1a6</td>
<td>Loma Prieta 1982</td>
</tr>
<tr>
<td>13:1a7</td>
<td>Mother Lode 1982</td>
</tr>
<tr>
<td>13:1a8</td>
<td>Redwood 1982</td>
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<td>13:1a9</td>
<td>San Diego 1982</td>
</tr>
<tr>
<td>13:1a10</td>
<td>San Francisco Bay 1982</td>
</tr>
<tr>
<td>13:1a11</td>
<td>San Gorgonio 1982</td>
</tr>
<tr>
<td>13:1a12</td>
<td>Tehipte 1982</td>
</tr>
<tr>
<td>13:1a13</td>
<td>Connecticut 1982</td>
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<td>Delaware 1982</td>
</tr>
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<td>13:1a15</td>
<td>Florida 1982</td>
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<td>Georgia 1982</td>
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<td>13:1a17</td>
<td>Illinois 1982</td>
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<td>Idaho 1982</td>
</tr>
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<td>Indiana 1982</td>
</tr>
<tr>
<td>13:1a20</td>
<td>Iowa 1982</td>
</tr>
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<td>13:1a21</td>
<td>Kentucky 1982</td>
</tr>
<tr>
<td>13:1a22</td>
<td>Louisiana 1982</td>
</tr>
</tbody>
</table>
Politics, Practical

folder 37  13:1a23 - Maine 1982
folder 38  13:1a24 - Maryland 1982
folder 39  13:1a25 - Massachusetts 1982
folder 40  13:1a26 - New England 1982
folder 41  13:1a27 - Michigan 1982
folder 42  13:1a28 - Minnesota 1982
folder 43  13:1a29 - Mississippi 1982
folder 44  13:1a30 - Missouri 1982
folder 45  13:1a31 - Montana 1982
folder 46  13:1a32 - Nebraska 1982
folder 47  13:1a33 - Nevada 1982
folder 48  13:1a34 - New Hampshire 1982
folder 49  13:1a35 - New Jersey 1982
folder 50  13:1a36 - New Mexico 1982
folder 51  13:1a37 - New York 1982
folder 52  13:1a38 - North Carolina 1982
folder 53  13:1a39 - North Dakota 1982
folder 54  13:1a40 - Ohio 1982
folder 55  13:1a41 - Oklahoma 1982
folder 56  13:1a42 - Oregon 1982
folder 57  13:1a43 - Pennsylvania 1982
folder 58  13:1a44 - Rhode Island 1982
folder 59  13:1a45 - Wyoming 1982
folder 60  13:1a46 - South Carolina 1982
folder 61  13:1a47 - South Dakota 1982
folder 62  13:1a48 - Tennessee 1982
folder 63  13:1a49 - Texas 1982
folder 64  13:1a50 - Utah 1982
folder 65  13:1a51 - Vermont 1982
folder 66  13:1a52 - Virginia 1982
folder 67  13:1a53 - Washington 1982
folder 68  13:1a54 - West Virginia 1982
folder 69  13:1b - Campaign funds 1982
folder 70  13:1c - Strategic planning - Adversaries 1982
folder 71  13:1d - California ballots 1982
folder 72  13:2 - Legislative bodies - Voting 1982
folder 73  13:3 - Election results 1982
folder 74  13:4 - Reagan Administration 1982
folder 75  13:4a - "Indictment" 1982
folder 76  13:4b - Environmental policy 1982
Ctn. 271, folder 1  13:5 - U.S. Congress, 97th and 98th 1982
folder 2  13:6 - Citizen participation 1982
folder 3  13:7 - Nominations 1982
folder 4  13:8 - Environmental protection 1982

Pollution

Ctn. 271, folder 5  14:1 - Air - Pollution 1982
folder 6  14:1a - Indoor 1982
folder 7  14:1b - Agriculture 1982
folder 8  14:2 - Clean Air Act 1982
folder 9  Clippings 1982
folder 10  14:2a - Federal Register 1982
folder 11  14:2b - Sierra Club Legal Defense Fund 1982
folder 12  14:2c - Occupational Safety and Health Act and Environmental network 1982
folder 13  14:2d - Sierra Club 1982
folder 14  14:2e - National Clean Air Coalition 1982
folder 15  14:2f - Industries 1982

Guide to the Sierra Club Records, 1891-
Pollution

folder 16  14:3 - National Ambient Air Quality Standards for Sulfur Oxides 1982
folder 17  14:4 - Non-point sources 1982
folder 18  14:5 - Point sources 1982
folder 19  14:6 - Pollutants 1982
folder 20  14:7 - Prevention of significant deterioration 1982
folder 21  14:8 - Acid rain 1982
folder 22  14:9 - California and other U.S. states 1982
folder 23  14:10 - Pollution control equipment 1982
folder 24  14:11 - Environmental health 1982
folder 25  14:12 - Hazardous substance 1982
folder 26  14:12a - Federal Register 1982
folder 27  14:13 - Asbestos, metals, etc. 1982
folder 28  14:14 - Organic compounds 1982
folder 29  14:15 - Pesticides, herbicides and biocides 1982
folder 30  Clippings 1982
folder 31  14:15a - Pesticides - Substitute products 1982
Ctn. 272, folder 1  14:16 - Hazardous waste disposal and chemical spills 1982
folder 2-3  14:16a - Clippings 1982
folder 4  14:17 - Noise pollution 1982
folder 5  14:18 - Radioactive waste - Clippings 1982
folder 6  14:19 - Refuse and refuse disposal 1982
folder 7  14:20 - Recycling (waste, etc.) 1982
folder 8  14:20a - Beverage containers 1982
folder 9  14:21 - Water - Pollution 1982
folder 10  14:21a - Federal Register 1982
folder 11  14:22 - Clean Water Act 1982
folder 12  14:22a - Water purification 1982
folder 13  14:22b - Hazardous substance 1982
folder 14  14:22c - Wetlands 1982
folder 15  14:23 - Oil spills 1982
folder 16  14:25b - Atmospheric ozone reduction 1982
folder 17  14:25c - Global warming 1982

Population

Ctn. 272, folder 18  15:0 - General 1982
folder 19  15:2 - Sierra Club policy 1982
folder 20  15:3 - World population 1982
folder 21  15:4 - Demography 1982
folder 22  15:5 - Abortion 1982

Energy conservation

Ctn. 272, folder 23  16:0 - General 1982
folder 24  16:1 - Energy policy 1982
folder 25  16:4 - Budget 1982
folder 26  16:5 - U.S. Congress 1982
folder 27  16:7 - Public opinion 1982
folder 28  16:8 - Sierra Club 1982
folder 29  16:9 - Hawaii 1982
Electric power
folder 30  16:10 - Public utilities 1982
folder 31  16:10a - Tennessee Valley Authority 1982
folder 32  16:10b - Bonneville Power Administration 1982
folder 33  16:11 - Energy conservation 1982
folder 34  16:11a - Utilities 1982
folder 35  16:12 - Buildings - Heating, cooling and lighting 1982
Energy conservation

folder 36  16:14 - Recycling (waste, etc.) 1982

Economics
  Petroleum and Gas, Natural
  16:17 - Pricing 1982
  16:18 - Taxation and subsidies 1982
  16:19 - Electric utilities - Rates 1982

Energy facilities
  16:21 - Pipe lines 1982
  16:22 - Power - plants and power-plant location 1982
  16:23 - Petroleum and Coal - Harbors and petroleum refineries 1982
  16:24 - Power transmission lines 1982

Energy industries
  16:25 - Fossil fuels - Synthetic fuels 1982
  16:28 - Petroleum - Clippings 1982
  16:28a - Prospecting - West W.S. 1982
  16:27 - Gas, Natural 1982
  16:27a - Liquefied natural gas and liquefied petroleum gas 1982
  16:29 - Petroleum industry - Prospecting 1982
  16:29a - Thrust faults 1982
  16:29b - Coal and gas leases - Public lands 1982
  16:30 - Continental shelf 1982
  16:31 - Outer Continental Shelf Lands Act Amendments of 1978 1982
  16:31a - Pacific Coast (U.S.) 1982
  16:31b - Atlantic Coast (U.S.) 1982
  16:32 - Gasoline 1982
  16:34 - Petroleum - Reserves 1982
  16:35 - Oil-shales and oil sands 1982

Energy development
  16:36 - Nuclear energy 1982
  16:37 - Nuclear fusion 1982
  16:38 - Nuclear industry - Safety regulations 1982
  16:38a - Three Mile Island Nuclear Power Plant 1982
  16:40 - Exports 1982
  16:41 - Nuclear reactors - Safety regulations 1982
  16:42 - Nuclear power plants 1982
  16:42a - California 1982
  16:42b - Diablo Canyon Nuclear Power Plant (Calif.) 1982
  16:43 - Sabotage 1982
  16:44 - Plutonium reprocessing and Breeder reactor 1982
  16:45 - Uranium mines and mining 1982
  16:46 - Radioactive waste disposal 1982
  16:46a - Shippingport Atomic Station (Penn.) - Decommissioning 1982
  16:48 - Geothermal power 1982
  16:49 - Hydroelectric power 1982
  16:50 - Solar energy 1982
  16:51 - Wind power and other power resources 1982
  16:51a - Fuels - Substitutes 1982

Social problems

Ctn. 273, folder 11
  17:0 - General 1982
  17:1 - Environmental protection 1982
  17:2 - Industrial relations 1982
  17:3 - Consumer protection 1982
Social problems

folder 15 17:4 - Indians of North America - Indian claims 1982
folder 16 17:5 - Industrial safety and Industrial hygiene 1982
folder 17 17:6 - Public opinion polls 1982
folder 18 17:8 - Women 1982
folder 19 17:9 - Military planning 1982
folder 20-25 Clippings 1982

Transportation

Ctn. 273, folder 26
folder 18:0 - General 1982
folder 27 18:1 - Federal policy 1982
folder 28 18:3 - Automobiles and trucks 1982
folder 29 18:4 - Freeways 1982
folder 30 18:5 - Mass transportation 1982
folder 31 18:6 - Railroads 1982
folder 32 18:7 - Waterways and Barges 1982

Urban ecology

Ctn. 274, folder 1
folder 19:0 - General 1982
folder 2 19:1 - Sierra Club policy 1982
folder 3 19:2 - Urban policy and Cities and towns - Growth 1982
folder 4 19:2a - Housing 1982
folder 5 19:3 - Parks and Recreation 1982

Water resources

Ctn. 274, folder 6
folder 20:0 - General 1982
folder 7 20:2 - Irrigation 1982
folder 8 20:3 - Water, Underground 1982
folder 9 20:4 - Water - Supply 1982
folder 10 20:5 - Wetlands 1982
folder 11 20:6 - Federal policy 1982
folder 12 20:6a - U.S. Army Corps of Engineers 1982
folder 13 20:6b - Reclamation Act of 1902 1982
folder 14 20:9 - Law and legislation 1982

Water resources development

Ctn. 274, folder 15
folder 20:10 - General 1982
folder 16 20:10b - Gulf Coast 1982
folder 17 20:10d - Midwest 1982
folder 18 20:10f - Northern Plains 1982
folder 19 20:10g - Southwest 1982
folder 20 12:6 - California-Nevada 1982
folder 21 20:10i - Water diversion - Peripheral Canal (Calif.) (proposed) 1982
folder 22 20:11 - Rivers 1982
folder 23 20:11a - Colorado River 1982
folder 24 20:11b - Mississippi River 1982
folder 25 20:12 - Wild and scenic rivers 1982
folder 26 20:12a - Stanislaus River (Calif.) 1982
folder 27 20:12b - Tuolumne River (Calif.) 1982
folder 29 20:13a - Mono Lake (Calif.) 1982
folder 30 20:13b - Tahoe, Lake (Calif. and Nev.) and Lake Tahoe Basin 1982
### Public opinion

<table>
<thead>
<tr>
<th>Ctn. 274, folder 31</th>
<th>21:1 - Sierra Club, Criticism of 1982</th>
</tr>
</thead>
<tbody>
<tr>
<td>folder 32</td>
<td>21:2 - Sierra Club publicity 1982</td>
</tr>
<tr>
<td>folder 33</td>
<td>21:3 - Conservation - Awards and Publicity 1982</td>
</tr>
<tr>
<td>folder 34</td>
<td>21:4 - Cartoons and caricatures 1982</td>
</tr>
</tbody>
</table>

### Wildlife conservation

<table>
<thead>
<tr>
<th>Ctn. 274, folder 35</th>
<th>22:0 - General 1982</th>
</tr>
</thead>
<tbody>
<tr>
<td>folder 36</td>
<td>22:1 - Sierra Club policy 1982</td>
</tr>
<tr>
<td>folder 37</td>
<td>22:2 - Endangered species 1982</td>
</tr>
<tr>
<td>folder 39</td>
<td>22:3 - Birds 1982</td>
</tr>
<tr>
<td>folder 40</td>
<td>22:3a - California condor 1982</td>
</tr>
<tr>
<td>folder 41</td>
<td>22:3b - Whooping crane 1982</td>
</tr>
<tr>
<td>folder 42</td>
<td>22:4 - Fisheries 1982</td>
</tr>
<tr>
<td>folder 43</td>
<td>22:5 - Invertebrates 1982</td>
</tr>
<tr>
<td>folder 44</td>
<td>22:6 - Mammals 1982</td>
</tr>
<tr>
<td>folder 45</td>
<td>22:7 - Marine mammals 1982</td>
</tr>
<tr>
<td>folder 46</td>
<td>22:7a - Dolphins 1982</td>
</tr>
<tr>
<td>folder 47</td>
<td>22:7b - Seals and Sea otter 1982</td>
</tr>
<tr>
<td>folder 48</td>
<td>22:7c - Whales 1982</td>
</tr>
<tr>
<td>folder 49</td>
<td>22:8 - Reptiles and Amphibians 1982</td>
</tr>
<tr>
<td>folder 50</td>
<td>22:10 - Wildlife refuges 1982</td>
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### Wildlife management

<table>
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<tr>
<th>Ctn. 274, folder 51</th>
<th>22:11 - General 1982</th>
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<tbody>
<tr>
<td>folder 52</td>
<td>22:11a - Predatory animals - Control 1982</td>
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<td>folder 53</td>
<td>22:11b - Hunting and Trapping 1982</td>
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<td>folder 54</td>
<td>22:11c - Nongame Program 1982</td>
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#### Alaska

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<td>1:3 - Forest reserves 1983</td>
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<td>1:5 - Petroleum and Gas industries 1983</td>
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### Sierra Club Committees

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<td>2:1d - Midwest 1983</td>
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### Sierra Club Committees

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### Economics

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### Education

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<td>4:2 - International conservation meetings 1983</td>
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### Environmental law

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### Environmental organizations

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<td>37</td>
<td>6:3 - National Audubon Society 1983</td>
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<td>6:7 - Environmental Defense Fund, Inc. 1983</td>
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<td>6:8 - Environmental Policy Center 1983</td>
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<td>6:11 - Izaak Walton League of America 1983</td>
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<td>6:14 - Natural Resources Council of America 1983</td>
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<td>6:15 - Natural Resources Defense Council, Inc. 1983</td>
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<td>6:16 - Nature Conservancy 1983</td>
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<td>6:19 - Wilderness Society 1983</td>
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### Sierra Club Field Representatives

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<thead>
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<td>49</td>
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<td>50</td>
<td>7:2 - International Earthcare Center 1983</td>
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<td>7:6 - Northern Great Plains 1983</td>
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<td>7:9 - Southeast 1983</td>
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## Administrative agencies

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<th>8:1 - U.S. Department of Agriculture 1983</th>
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<td>8:2 - U.S. Council on Environmental Quality 1983</td>
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<td>8:5 - U.S. Environmental Protection Agency 1983</td>
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<td>8:8 - U.S. Department of Justice 1983</td>
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<td>8:9 - U.S. Department of Transportation 1983</td>
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<td>8:11 - California Transportation Commission 1983</td>
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<td>folder 29</td>
<td>8:12 - U.S. Congressional Office of Technology Assessment 1983</td>
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<td>8:13 - Regulations - Reform 1983</td>
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## International conservation

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<td>9:2d - Jungles 1983</td>
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## Land use

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<td>10:1b - Food supply 1983</td>
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<td>10:3b - Coastal Zone Management Act 1983</td>
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folder 25  10:5 - Forests and forestry 1983
folder 26  10:5a - Forest products - Economics 1983
folder 27  10:5b - Redwood National Park (Calif.), and Prairie Creek Redwoods State Park (Calif.) 1983
folder 28  10:6 - Public lands
folder 29  Forest reserves 1983
folder 30  10:6a - U.S. Forest Service 1983
folder 31  10:6b - National Forest Management Act 1983
folder 32  10:6c - Appropriations and Expenditures 1983
folder 33  10:7 - Private lands 1983
folder 34  10:8 - Grazing and Grasslands - Management 1983
folder 35  10:8a - U.S. Bureau of Land Management - Grazing 1983
folder 36  10:11 - Mines and mineral resources 1983
folder 37  10:11a - Strip mining and Reforestation 1983
folder 38  10:11c - Mine management - Public lands 1983
folder 39  10:13 - Recreation 1983
folder 40  10:13a - Ski resorts 1983
folder 41  10:14 - Public lands - U.S. Bureau of Land Management 1983
folder 42  10:14a - Appropriations and expenditures 1983
folder 43-44  10:14b - Privatization 1983
folder 45  10:14c - Sagebrush Rebellion 1983
folder 46  10:15 - Planning - U.S. states and regions 1983
folder 47  10:15a - California 1983
folder 48  10:16 - All terrain vehicles 1983

Ocean and Estuaries

Ctn. 277, folder 49  11:1 - Marine parks and reserves 1983
folder 50  11:2 - Estuaries and Bays 1983
folder 51  11:3 - Marine resources 1983
folder 52  11:4 - Waste disposal in the ocean 1983
folder 53  11:5 - Ocean mining and underwater drilling 1983

Parks and wilderness areas

Ctn. 277, folder 54  12:1 - Parks 1983
folder 55  12:3 - National parks and reserves 1983
folder 56  12:3a - Grand Canyon National Park (Ariz.) 1983
folder 57  12:4 - Parks (proposed) 1983
folder 58  12:5 - Parks (State, Regional) 1983
folder 59  12:6 - Trails 1983
folder 60  12:7 - Wilderness areas 1983
folder 61  12:8 - Proposed 1983
Ctn. 278, folder 1  12:9 - U.S. Bureau of Land Management - Wilderness Study Areas 1983
folder 2  12:9b - California 1983
folder 3  12:9c - Colorado 1983
folder 4  12:9d - East (U.S.) 1983
folder 5  12:9e - Idaho 1983
folder 6  12:9g - Nevada 1983
folder 7  12:9i - Oregon and Washington 1983
folder 8  12:9j - Utah 1983
folder 9  12:9k - Wyoming 1983
folder 10  12:11 - U.S. Forest Service 1983
folder 11  12:12 - Law and legislation 1983
folder 12  California 1983
            12:12a - Roadless Area Review and Evaluation (RARE II)
folder 13  Release language 1983
folder 14  12:12b - Crowell, John 1983

Politics, Practical

Ctn. 278, folder 16  13:0 - General 1983
folder 17  13:0a - California 1983
folder 18  13:1 - Contested elections 1983
folder 19  13:1a - Presidents - Election 1983
folder 20  Clippings 1983
folder 21  13:1b - Sierra Club Committee on Political Education (SCCOPE) 1983
folder 22  Clippings 1983
folder 23  13:3 - U.S. Congress, 98th 1983
folder 24  13:4 - Apportionment (Election law) 1983

Pollution

Ctn. 278, folder 26  14:0 - General 1983
folder 27  14:1 - Environmental health 1983
folder 28  14:2 - Pollution control equipment - Cost 1983
folder 29  14:3 - Air - Pollution and Clean Air Act 1983
folder 30  14:5 - Reagan Administration 1983
folder 31  14:6 - Non-point sources 1983
folder 32  14:7 - Point sources 1983
folder 33  14:8 - Pollutants 1983
folder 34  14:10 - Acid rain 1983
folder 35  14:11 - Hazardous substances 1983
folder 36  14:12 - Hazardous wastes and Chemical spills 1983
folder 37-38  Clippings 1983
folder 39  Superfund and Resource Conservation and Recovery Act 1983
folder 40  14:12a - Hazardous waste sites 1983
Ctn. 279, folder 1  14:13 - Asbestos 1983
folder 2  14:18 - Radioactive pollution 1983
  14:21 - Water - Pollution
folder 3-4  Water quality - Law and legislation 1983
folder 5  Clippings 1983
folder 6  14:21a - Water, Underground 1983
folder 7  14:21b - Non-point sources 1983
folder 8  14:21c - Hazardous substances 1983
folder 9  14:21d - Water - Purification 1983
folder 10  14:21e - Wetlands 1983
folder 11  14:22 - Oil spills 1983
folder 12  14:24 - Climatic changes - Global warming 1983

Population

Ctn. 279, folder 13  15:1 - Government policy 1983
folder 14  15:2 - Sierra Club policy 1983
folder 15  15:3 - World population 1983
folder 16  15:4 - Demography 1983
folder 17  15:5 - Population forecasting 1983

Energy conservation
<table>
<thead>
<tr>
<th>Ctn. 279, folder 18</th>
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**Energy development**

<table>
<thead>
<tr>
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<tr>
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<td>Three Mile Island Nuclear Power Plant (Pa.) 1983</td>
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<td>16:32 - Nuclear power plants - Location 1983</td>
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<td>folder 43</td>
<td>16:32b - Diablo Canyon Nuclear Power Plant (Calif.) 1983</td>
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<td>16:33 - Plutonium reprocessing and Breeder reactors 1983</td>
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<td>16:35 - Radioactive wastes 1983</td>
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<td>16:38 - Hydroelectric power 1983</td>
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<td>16:39 - Solar energy 1983</td>
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<td>16:40 - Wind power and other power resources 1983</td>
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**Social problems**

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<tr>
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# Transportation

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## Urban ecology

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## Water resources

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<th>20:0 - General 1983</th>
</tr>
</thead>
<tbody>
<tr>
<td>folder 12</td>
<td>20:4 - Wetlands 1983</td>
</tr>
<tr>
<td>folder 13</td>
<td>20:5 - Planning (U.S.) 1983</td>
</tr>
<tr>
<td>folder 14</td>
<td>20:5a - U.S. Bureau of Reclamation and U.S. Army Corps of Engineers 1983</td>
</tr>
<tr>
<td>folder 15</td>
<td>20:6 - Law and legislation 1983</td>
</tr>
<tr>
<td>folder 16</td>
<td>20:6a - User fees 1983</td>
</tr>
<tr>
<td>folder 17</td>
<td>20:7 - Water resources development 1983</td>
</tr>
<tr>
<td>folder 18</td>
<td>20:7a - Appalachian Mountains 1983</td>
</tr>
<tr>
<td>folder 19</td>
<td>20:7b - Gulf Coast (U.S.) 1983</td>
</tr>
<tr>
<td>folder 20</td>
<td>20:7c - Northeast (U.S.) 1983</td>
</tr>
<tr>
<td>folder 21</td>
<td>20:7f - Northern Plains (U.S.) 1983</td>
</tr>
<tr>
<td>folder 22</td>
<td>20:7h - Northwest (U.S.) 1983</td>
</tr>
<tr>
<td>folder 23</td>
<td>20:7i - California and Nevada 1983</td>
</tr>
<tr>
<td>folder 24</td>
<td>20:8 - Rivers 1983</td>
</tr>
<tr>
<td>folder 25</td>
<td>20:8a - Colorado River 1983</td>
</tr>
<tr>
<td>folder 26</td>
<td>20:9 - Wild and scenic rivers 1983</td>
</tr>
<tr>
<td>folder 27</td>
<td>20:9a - Tuolumne River (Calif.) 1983</td>
</tr>
<tr>
<td>folder 28</td>
<td>20:10 - Lakes 1983</td>
</tr>
<tr>
<td>folder 29</td>
<td>20:10a - Mono Lake (Calif.) 1983</td>
</tr>
<tr>
<td>folder 30</td>
<td>20:10b - Tahoe, Lake (Calif. and Nev.) 1983</td>
</tr>
</tbody>
</table>

## Public opinion

<table>
<thead>
<tr>
<th>Ctn. 280, folder 31</th>
<th>21:1 - Criticism 1983</th>
</tr>
</thead>
<tbody>
<tr>
<td>folder 32</td>
<td>21:3 - Publicity 1983</td>
</tr>
</tbody>
</table>

## Wildlife conservation

<table>
<thead>
<tr>
<th>Ctn. 280, folder 33</th>
<th>22:2 - Endangered species 1983</th>
</tr>
</thead>
<tbody>
<tr>
<td>folder 34</td>
<td>22:2a - Endangered Species Act 1983</td>
</tr>
<tr>
<td>folder 35</td>
<td>22:3 - Birds 1983</td>
</tr>
<tr>
<td>folder 36</td>
<td>22:3a - California condor 1983</td>
</tr>
<tr>
<td>folder 37</td>
<td>22:4 - Fisheries 1983</td>
</tr>
<tr>
<td>folder 38</td>
<td>22:5 - Invertebrates 1983</td>
</tr>
<tr>
<td>folder 39</td>
<td>22:6 - Mammals 1983</td>
</tr>
<tr>
<td>folder 40</td>
<td>22:7 - Marine mammals 1983</td>
</tr>
<tr>
<td>folder 41</td>
<td>22:7b - Seals and Sea otter 1983</td>
</tr>
</tbody>
</table>
1983

Wildlife conservation

22:7c - Whales 1983
22:8 - Reptiles and Amphibians 1983
22:9 - Plants 1983
22:10 - Wildlife refuges 1983

Wildlife management

Ctn. 280, folder 46
22:11 - General 1983
folder 47
22:11a - Predatory animals - Control 1983
folder 48
22:11b - Hunting and Trapping 1983
folder 49
22:11c - Nongame Program 1983

Guides

Ctn. 280, folder 50-60
Conservation Policy Guides 1959-87

Alaska

Edgar Wayburn:
Conservation concern about Alaskan development 8/27/69
Sierra Club:
Trans-Alaska Pipeline 10/16/69
Robert Weeden:
Alaska Conservation Society 10/16/69
Michael McCloskey:
The new "land freeze" that Alaska needs 9/29/70
Jack Hession:
Cannikin environmental impact statement 5/28/71
folder 6
Kenai Wilderness proposal 6/23, 25/71
Eugene Coan:
folder 7
Trans-Alaska Pipeline 12/15/71
Jack Hession:
folder 8
Unimak Island, Aleutian Island National Wildlife Refuge Proposal 12/17/71
Robert Waldrop:
folder 9
Trans-Alaska Pipeline 2/16/72
Michael McCloskey:
folder 10
Preservation of scenic and wilderness areas 8/72
Sierra Club:
folder 11
Statement on Trans-Alaska Pipeline decision 2/9/73
Edgar Wayburn:
folder 12
Alaska Native Claims Settlement Act 2/16/73
Brock Evans:
folder 13
Federal Rights-of-way Legislation 3/9/73
Sierra Club:
folder 14
Testimony before Alaska Land Use Committee 5/73
Brock Evans:
folder 15-16
Trans-Alaska Pipeline legislation 5/2-22/73
Edgar Wayburn:
folder 17
Alaska National Interest Lands 5/22/73
Brock Evans:
folder 18  Joint Federal-State Land Use Planning Commission for Alaska 5/29-30/73
  Jack Hession:
  Joint Federal-State Land Use Planning Commission for Alaska 5/29-30/73
folder 19  Oil lease programs in the Gulf of Alaska 9/26/73
  Jack Hession:
  Oil lease programs in the Gulf of Alaska 9/26/73
folder 20  Nunivak National Wildlife Refuge Wilderness Study 10/24/73
  Gordon Robinson:
  Nunivak National Wildlife Refuge Wilderness Study 10/24/73
folder 21  Perrenosa timber sale 5/6/74
  Jack Hession:
  Perrenosa timber sale 5/6/74
folder 22  Proposed transportation corridors in Alaska 5/9/74
  Jack Hession:
  Proposed transportation corridors in Alaska 5/9/74
folder 23  Kachemak Bay oil and gas development 5/18/74
  Jack Hession:
  Kachemak Bay oil and gas development 5/18/74
folder 24  Administration of Alaska Native Claims Settlement Act of 1971 6/5/74
  Joel Bennett:
  Administration of Alaska Native Claims Settlement Act of 1971 6/5/74
folder 25  Nominations of Goldbelt, Inc. and Shee Atika, Inc. 5/75
  Brock Evans:
  Nominations of Goldbelt, Inc. and Shee Atika, Inc. 5/75
folder 26  U.S. Bureau of Indian Affairs regarding Alaska Native Claims 5/13/75
  Roy Markon:
  U.S. Bureau of Indian Affairs regarding Alaska Native Claims 5/13/75
folder 27  Designating certain lands in the State of Alaska as part of the refuge system
  Jack Hession:
  Designating certain lands in the State of Alaska as part of the refuge system
  5/15/75
folder 28  Amending Alaska Native Claims Settlement Act 9/24/75
  Jack Hession:
  Amending Alaska Native Claims Settlement Act 9/24/75
folder 29  Public lands - recreational use 11/10/75
  Charles Clusen:
  Public lands - recreational use 11/10/75
folder 30  National Interest Lands Reservation Act of 1975 11/21/75
  Edgar Wayburn:
  National Interest Lands Reservation Act of 1975 11/21/75
folder 31  Request for moratorium on Mackenzie Valley Pipeline 5/76
  Jack Hession:
  Request for moratorium on Mackenzie Valley Pipeline 5/76
folder 32-33  Administration of Alaska Native Claims Settlement Act 6/10/76
  Ronald Wilson and Barbara Graham:
  Administration of Alaska Native Claims Settlement Act 6/10/76
folder 34  Arctic gas conveyance systems 12/3/76
  Freeman Allen:
  Arctic gas conveyance systems 12/3/76
folder 35  Crude oil transportation - Alaska to Texas 1/4/77
  Brock Evans:
  Crude oil transportation - Alaska to Texas 1/4/77
folder 36  Alaska Natural Gas Pipeline oversight 2/17/77
  Ronald Wilson and Barbara Graham:
  Alaska Natural Gas Pipeline oversight 2/17/77
folder 37  Alaska Natural Gas Transportation Act 3/1/77
  Edgar Wayburn:
  Alaska Natural Gas Transportation Act 3/1/77
  Nathaniel Reed:
folder 39  Alaska public lands - federal protection 5/14/77
  Michael McCloskey:
  Alaska public lands - federal protection 5/14/77
folder 40  Alaska National Interest Lands Conservation Act 6/20/77
  Edward Whitesell:
  Alaska National Interest Lands Conservation Act 6/20/77
folder 41  Tongass planning guide 9/15/77
  Barbara Graham:
  Tongass planning guide 9/15/77
folder 42  Transportation system for Alaska North Slope natural gas 10/77
  David Levine:
  Transportation system for Alaska North Slope natural gas 10/77
folder 43  Susitna Hydroelectric Project 6/22/78
  Charles Clusen:
  Susitna Hydroelectric Project 6/22/78
folder 44  Alaska National Interest Lands Conservation Act 2/8/79
  Jack Hession:
  Alaska National Interest Lands Conservation Act 2/8/79
folder 45  Department of the Interior land withdrawals 5/24/79
  Nancy Dagle:
  Department of the Interior land withdrawals 5/24/79
folder 46  Department of the Interior land withdrawals for Alaska wildlife refuges 6/7/79
  Pete Martin:
  Department of the Interior land withdrawals for Alaska wildlife refuges 6/7/79
folder 47  Beaufort Sea oil and gas lease sale 6/10/79
  Edgar Wayburn:
  Beaufort Sea oil and gas lease sale 6/10/79
folder 48  Land withdrawals for national wildlife refuges 6/11/79
  James Cohen:
  Land withdrawals for national wildlife refuges 6/11/79
folder 49  Bill to amend Antiquities Act and Federal Land Policy and Management Act
9/13/79
Sally Kabisch:

folder 50  Proposed mining regulations for national monuments in Alaska 4/10/80
Edgar Wayburn:

folder 51  Alaska National Interest Lands Conservation Act implementation 4/29/82
folder 52  Support of proposed land exchange in Alaska 7/30/82
Michael McCloskey:

folder 53  Alaska parks hunting bill 4/15/83
Ray Arnett:

folder 54  Redesignating public lands in Alaska to allow hunting n.d.
Sierra Club Alaska Chapter:

folder 55  Proposed outer continental shelf oil and gas lease sales, Lower Cook Inlet n.d.

Economy and Industrial Relations

Michael McCloskey:

folder 56  Priorities and economy in government of the Joint Economic Committee 7/21/71
Richard Frank:

folder 57  U.N. Conference on the Human Environment 3/22/72
Richard Cellarius:

folder 58  Citizen's right to sue 5/72
Richard Gaines:

folder 59  Lead additives hearing, Environmental Protection Agency 5/2/72
Bruce Terris:

folder 60  Standing to sue 5/8/72
Larry Moss:

folder 61  California Statewide Environmental Goals and Policy Report 8/7/72
Raymond Sherwin:

folder 62  Law, politics, and environment 11/9/72
John Zierold:

folder 63  Environmental impact guidelines 11/21/72
Linda Billings:

folder 64  Occupational health hazards 9/12/73
Larry Moss:

folder 65  Labor and the environment - Where's the conflict? 11/17/73
Leonard Lane:

folder 66  Resources, solid waste, and taxation 3/21/74
Gordon Robinson:

folder 67  The Three "E's" of Conservation: Esthetics, Economics, Ethics 1974
Brock Evans:

folder 68  Federal budget and its impact on environmental programs and policies 3/6/75
folder 69  President Ford's economic report 3/14/75
Michael McCloskey:

folder 70  Need for more disclosure to investors of information of environmental and social
significance 4/17/75
Peter Zars:

folder 71  Interest and concern of the broad public for a clean environment 6/14/75
Brock Evans:

folder 72  Environmentalist perspective on the resource supply and demand question
11/18/75
folder 73  Economics of environmental protection 12/12/75
Stephen Andersen:

folder 74  Natural resources and wildlife 4/6/76
Brock Evans:

folder 75  International Association of Fish and Wildlife Agencies 9/23/76
Arlie Schardt:

folder 76  The economic impact of environmental reform 2/2/77
Brock Evans:
Conference on jobs, environment, and community action 12/2-3/77

Sierra Club:

President Carter's economic report 3/15/78

Rhea Cohen:
The Labor Intensive Public Works Act of 1978 7/13/78

Rhea Cohen and Neil Goldstein:

Rhea Cohen:

Proposed amendments to Public Works Act 4/30/79

Richard Tybout:

Regulations Reform Act 6/20/79

Environmental law

Michael McCloskey:

Environmental decade (1970s) 2/5/70

Phillip Berry:

Legal future: new theories on environmental protection 11/8/70

Richard Frank:

Export-import of species of wild animals 9/22/71

Secretary of State's Advisory Committee 11/22/71

Raymond Sherwin:

Developments in environmental law 2/26/72

Patricia Rambach:

U.N. Conference on the Human Environment 3/3/72

Gary Nelson:

U.N. Conference on the Human Environment 3/13/72

Paul Taylor:

National Water Commission, acreage limitation (allotments) 2/73

Brock Evans:

Environmental Protection Act 4/2/73

Raymond Sherwin:

The firing line of environmental law 11/9-12/73

James Moorman:

American Bar Association Conference on Environmental Law 2/74

Leonard Meeker:

Proposed increase in acreage for oil and gas leasing on the Outer Continental Shelf 2/12/75

John Winchester:

Proposed increase in acreage for oil and gas leasing on the Outer Continental Shelf 2/22/75

Brock Evans:

Federal environmental budget and policy issues 3/6/75

Jacob Miller:

Central Valley Project 4/75

Brock Evans:

Nomination of Stanley Hathaway as Secretary of the Interior 4/22/75

Dick Jordon:

Proposed Dow Petrochemical Project 9/16/75

Marylin Dubois:

On the EIS for 1980 Winter Games 11/18/76

James Dumont:

On the DIS for 1980 Winter Games at Lake Placid 11/27/76

Michael Sherwood:

On the EIS for the San Francisco Bay National Wildlife Refuge 12/6/76

William Futrell:

Implementation of the National Environmental Policy Act 6/77

John Zierold:

Industry, labor against environmental law 6/3/77

Guide to the Sierra Club Records, 1891-
Environmental law

Guide to the Sierra Club Records, 1891-

Carl Pope:
- Natural resources reorganization 1/78

Rhea Cohen:
- Environmental Protection Agency’s proposed public participation regulations 10/6/78

Howard Saxion:
- Administrative Rulemaking Reform Act of 1979 8/13/79

Ken Enroth:
- Proposed policy on public participation for Environmental Protection Agency 6/23/80

Hermann Rudenberg:
- General Environmental Protection Agency permits at EPA hearings 10/2/80

Brock Evans:
- Confirmation of James Watt 1/7-8/81
- Nomination of James Crowell 3/31/81

William Drayton:
- Environmental Protection Agency 10/21/81

Larry Williams:
- FY ’83 budget for U.S. Department of the Interior 2/22/82
- EPA budget 5/20/82

Margaret Tileston:
- Funding for the EPA 7/21/82

Jonathan Lash:
- Environmental and public works on EPA 1984 budget 2/15/83

William Turnage:
- Environmental Protection Agency 3/28/83

Larry Williams:
- EPA programs 4/19/83

Ron Good:
- Ohio EPA 5/19/83

Sierra Club:
- Council on Environmental Quality appropriations 2/29/84

Sierra Club, Natural Resources Defense Council, Friends of the Earth:
- EPA budget 4/10/84

Administrative Agencies

Peter Zars:
- EPA for state program system, waste discharge 12/9/72,
  2/12/73
- Letter to Nixon regarding solid waste management programs 2/12/73

Larry Moss:
- EPA hearings on transportation controls for the South Coast Air Basin 3/6/73

William Futrell:
- Fire Ant Control Program 3/9/73

Sierra Club:
- Environmental Program for the future of the U.S. Forest Service 12/12/74

Carl Pope:
- Natural resources reorganization 1/14/77

William Reilly:
- Endorsement of James Joseph as Undersecretary of the Interior 2/77

Brock Evans:
- On the appointment of Robert Herbst as Assistant Secretary for Fish and Wildlife
  and Parks 3/10/77
- Regarding the nomination of Guy Martin as Assistant Secretary of the Interior
  3/10/77

Gregory Thomas:
- U.S. Department of Energy Organization Act 3/18/77

Marion Edey:
folder 132  Confirming nomination as member of Council on Environmental Quality 7/18/77
   Brock Evans:
folder 133  Supporting the nomination of Marion Edey to Council on Environmental Quality 7/18/77
   Sierra Club:
folder 134  On the U.S. Bureau of Land Management Budget Authorization for FY ’79-82 2/12/78
   John Hooper:
folder 135  U.S. Forest Service budget 3/1/79
   William Turnage:
folder 136  U.S. National Park Service budget 3/6/79
   Sierra Club:
folder 137  Alaska Natural Gas Transportation System 4/2/79
   Sierra Club:
folder 138  Confirmation of Donald Hodel as Secretary of Energy 12/1/82
   Debbie Sease:
folder 139  Statement on FY85 U.S. Bureau of Land Management Budget 2/23/84
   Larry Williams:
folder 140  Statement on FY85 BLM budget 2/28/84

International conservation

Daniel Rosenberg:
folder 141

Richard Frank:
   Draft convention on ocean dumping 9/28/71
   Sierra Club:
folder 142  U.N. Conference on the Human Environment 3/72
   Richard Frank:
folder 143  Establishing National Committee on International Trade and Environment 3/15/72
   Ontario Group:
folder 144  U.N. Conference on the Human Environment 4/72
   Larry Lanctot:
folder 145  Conference on travel industry and the environment 6/16/72
   Patricia Rambach:
folder 146  U.N. Environmental Fund 4/10/73
   Eugene Coan, Julia Hillis, Michael McCloskey:
folder 147  Strategies for international environmental action 1/74
   Richard Frank:
folder 148  International environmental impact statements 3/31/77
   Patricia Rambach:
folder 149  U.N. Environmental Programme 4/1/77
   Francis Auburn:
folder 150  Antarctic Conservation Act of 1977 9/12/77
   James Barnes:
folder 151  Antarctic Conservation Act of 1977 9/12/77
   Leonard Meeker, Don Scroggin:
folder 152  Comments on the draft EIS for the Panama Canal treaties 9/28/77
   Leonard Meeker:
folder 153  International measures for the protection of the global environment 5/18/78
   James Barnes:
folder 154  On the conservation and protection of Antarctica 6/14/78
   National Environmental Protection Act and the Export-Import Bank 6/20/78
folder 155  Leonard Meeker:
folder 156  Military or hostile use of environmental modification techniques 10/3/78
folder 157  Proposal to merge Court of Claims and Court of Customs and Patents Appeals 10/10/78
folder 158  Nicholas Robinson:
Implementing legislation for Panama Canal treaties 3/14/79
Patricia Scharlin:

Statement on contribution to U.N. Environmental Programme 2/21/80
Sierra Club:

Foreign Assistance Appropriations Act for FY81 5/14/80
Jacob Scherr:

FY81 Foreign Assistance Appropriations Bill 8/19/80
Patricia Scharlin:

International organizations and programs regarding U.S. voluntary contributions 2/25/81
Nicholas Robinson:

U.N. Environmental Programme, U.S. policy, and the global environment 4/20/82
Faith Thompson Campbell:

Reauthorization of the Foreign Assistance Appropriations Act 2/25/83
James Barnes:

Preservation of Antarctica 8/30/83

Land use

Gordon Robinson:
National forests degradation 3/26/69

National Transportation Safety Act 5/21-23/69
Brock Evans:

On National Timber Supply Act 5/23/69
Gordon Robinson:

Response to Stone Report on management in Redwood National Park 7/17/69
folder 171
National Timber Supply Act 10/21/69
Sierra Club:

Open space lands 11/3/69
Jonathan P. Ela:

On Jenner Development and Coastside Problems 4/16/70
Sierra Club:

Even-age management 6/25/70
Sierra Club Chapters and Groups:

Mining and forest service lands 1971-72
Jonathan Ela:

On coastal zone management and land use policy legislation 6/11/71
George Treichel:

Land use planning 6/22-23/71
Michael McCloskey:

Reforming public land laws 7/28/71
Gordon Robinson:

Forest management 8/9/71
folder 180
Environmental impact of mining in Billings, Mont. 8/18/71
folder 181
Banning mining in the Three Sisters Wilderness 9/13/71
folder 182
Establishing an Oregon Dunes National Recreation Area 9/15/71
Raymond Sherwin:

Yosemite Master Plan 9/16/71
Michael McCloskey:

Reforming public land laws 9/21/71
Phillip Berry:

No Growth, zero growth, limited growth 10/21/71
George Treichel:

National land use policy legislation and land and water resources planning 9/8/71
Peter Borrelli:

Strip mining 10/21/71
Gordon Robinson:

Natural resources 1/13/72
Kent Watson:
  Open space lands 1/13/72
Brock Evans:
  Forest management 1/14/72
Raymond Sherwin:
  The Case for the California Coast, Sierra Club's Annual Conservation Education Conference 1/30/72
Daniel Rosenberg:
  Lake Tahoe Basin 3/6/72
Richard Lahn:
  Bills to create a reforestation fund for national forests 3/21/72
Sierra Club:
  Forest practices 3/23/72
William Conway:
  Clearcutting forest management 4/13/72
Gordon Robinson:
  Forest management in Southeastern Alaska 5/10/72
Raymond Sherwin:
  Young Home Builders Council Symposium 5/16/72
Roger Mellem:
  Outdoor recreation plan 5/27/72
Jonathan P. Ela:
  National recreation planning 5/27/72
Gordon Robinson:
  Log export controls 5/9/72
Lowell Smith:
  Clearcutting Commission Bill 6/20/72
Cecile Rosenthal:
  Nationwide Outdoor Recreation Plan 6/27/72
Richard Cellarius:
  National Commission on Fire Prevention and Control 6/28/72
Theodore Snyder:
  National recreation planning 6/29/72
Brock Evans:
  California Assembly Commission on Natural Resources and Conservation 9/5/72
Gordon Robinson:
  Sustained yield timber cutting 9/5/72
Gordon Robinson, Joe Fontaine:
  Logging practices 10/2-3/72
Jonathan Ela:
  Herbicide use in Eastern national forests 10/19/72
Laney Hicks:
  Northern Railroad's proposed line through Powder River Basin 10/31/72
Raymond Sherwin:
  Urban growth 11/11/72
Gordon Robinson:
  FALCON Program 11/28/72
Lloyd Krause:
  Tahoe Regional Planning Agency Open Space Plan 1/16/73
Peter Borelli:
  Impact of public involvement on forest practices in 1980s 2/1/73
Lloyd Tupling:
  Land Use Policy and Planning Assistance Act 2/7/73
Roger Mellem:
  Forest Practices Act 2/16/73
Gordon Robinson:
  Comment on U.S. Forest Service's "The Outlook for Timber in the U.S." 2/23/73
Lloyd Tupling:
Peter Borrelli:
   On Surface Mining Reclamation Act of 1973 3/15/73
Brock Evans:
   Land and Water Conservation Fund 3/23/73
   Regulating log exports 3/27/73
Gordon Robinson:
   Log exportation 3/28/73
Charles Clusen:
   National land use planning legislation 4/2/73
John McComb:
   Establishing national land use policy 4/3/73
Brock Evans:
   Statement at COLC Hearings on lumber prices 4/6/73
Roger Mellem:
   Banning Log exports 4/11/73
Gordon Robinson:
   Log export restrictions 4/18/73
folder 31
   FALCON Program 4/25/73
Brock Evans:
   U.S. Forest Service funding 5/8-9/73
Sierra Club Chapter and Group testimony:
   Land use 5/14/73
Richard Frank:
   Proposed rulemaking on wildlife 5/23/73
Gordon Robinson:
   National forests managed under sustained yield 6/73
Charles Clusen:
   Land use 6/6/73
Peter Borrelli:
   Remarks on land use planning 6/21/73
Barry Fisher:
   Timber sale contracts proposed rule change 6/22/73
Brock Evans:
Raymond Sherwin:
   Federal recreation program 7/73
Brock Evans:
   National Resource Lands Management Act 7/23/73
Joe Fontaine:
   Management and disposition of state school lands 8/9/73
Douglas Scott:
   National Resource Lands Management Act of 1973 8/20/73
John McComb:
   National Resource Lands Management Act of 1973 8/21/73
Sierra Club:
   Bay Area regional planning 10/3/73
Lyle Gaston:
   California Desert Off-road Vehicle Recreation Management Plan 10/15/73
Gordon Robinson:
   Draft environmental impact statement on Perenosa timber sale 10/15/73
Sierra Club:
   U.S. Forest Service environmental impact statement on rangeland enhancement 10/20/73
Larry Moss:
   Timber sales on north shore of Huntington Lake 10/24/73
Gordon Robinson:
<table>
<thead>
<tr>
<th>Folder</th>
<th>Description</th>
</tr>
</thead>
</table>
| 50     | Forest and Rangeland Act of 1973 10/31/73  
Larry Moss: |
| 51     | California land use 11/7/73  
Brock Evans: |
| 52     | U.S. Forest Service budget 11/9/73  
Gordon Robinson: |
| 53     | Forest and Rangeland Act of 1973 11/20/73  
Lowell Smith: |
| 54     | Forest and Rangeland Environmental Management Act of 1973 11/20/73  
Larry Moss: |
| 55     | Land use planning in California 11/21/73  
Brock Evans: |
| 56     | California Environmental Quality Act 11/29/73  
Gordon Robinson: |
| 57     | Upper Mississippi River Comprehensive Basin Study 12/4/73  
Lowell Smith: |
| 58     | National forests 12/12/73  
Larry Moss: |
| 59     | Forest reserve recreation use 12/13/73  
Brock Evans: |
| 60     | Forest reserve recreation use 12/13/73  
Charles Clusen: |
| 61     | State coastal zone management programs 1/8/74  
Joseph Edmiston: |
| 62     | Solano County Commission testimony 2/7/74  
Cynthia Kay: |
| 63     | California Desert Conservation Area 2/19/74  
Lloyd Tupling: |
| 64     | Mining rules in national forests 2/25/74  
Larry Moss: |
| 65     | U.S. Forest Service mining regulations 3/7/74  
Harold Johnson: |
| 66     | Oversight hearings on proposed U.S. Forest Service regulations on mining 3/7/74  
Brock Evans: |
| 67     | Mining bills 3/29/74  
Donald Carmichael: |
| 68     | Coal development in the Northern Great Plains 4/1/74  
Bruce Terris: |
| 69     | Northern Plains coal 4/1-2/74  
Laney Hicks: |
| 70     | Proposed U.S. Forest Service budget 4/8/74  
Brock Evans: |
| 71     | Policies on permits on national forest lands 4/10/74  
Brock Evans: |
| 72     | Proposed U.S. Forest Service budget 4/11/74  
Brock Evans: |
| 73     | Budgets of U.S. Army Corps of Engineers 4/23-5/3/74  
Lloyd Tupling: |
| 74     | Proposed Organic Authority for the BLM 4/26/74  
Charles Clusen: |
| 75     | Public lands - recreational use 5/12/74  
Laney Hicks: |
| 76     | Northern Plains coal 5/26/74  
Sierra Club: |
| 77     | Livestock grazing on public lands 6/74  
John McGuire: |
| 78     | Interim plan for parts of California Environmental Quality Act 6/21/74  
Lloyd Krause: |
| 79     | U.S. Department of Agriculture regulations on mining resources in national forests 7/7/74  
Larry Moss: |
folder 80  Regulations for lakeshore management 7/11/74
Richard Lahn:
folder 81  Federal Coal Leasing Program 7/25/74,
8/13,15/74
Linda Billings:
folder 82  Amendments to Land and Water Conservation Fund Act 7/29/74
Robert Schneider:
folder 83  Forest taxation 11/20/74
James Moorman:
folder 84  Environmental program for the future of the U.S. Forest Service 12/12/74
Robert Curry:
folder 85  Biogeochemical limitations on western reclamation 1/20-21/75
Linda Billings:
folder 86  Statement on Interior and Insular Affairs Amendments to the Land and Water
Conservation Fund 2/11/75
Robert Curry:
folder 87  California Surface Mining Reclamation Act of 1975 3/75
George Alderson:
folder 88  National Resource Lands Management Act 3/7/75
Charles Clusen:
folder 89  Exploitation of public lands for private and corporate profit 3/7/75
Ernest Loewenstein:
folder 90  U.S. Railway Association’s preliminary system plan 3/20/75
George Alderson:
folder 91  Grazing Provisions of the Public Lands Policy Act 3/24/75
Christopher Wasiutynski:
folder 92  U.S. Railway Association’s preliminary system plan 3/25/75
Brock Evans:
folder 93  Establishing Hells Canyon National Recreation Area 4/10/75
Charles Clusen:
folder 94  BLM Organic Act Legislation 4/11/75
Jack Hession:
folder 95  Land use plan for the Tongass National Forest 4/23/75
Brock Evans:
folder 96  Regulating log exports on public lands 5/13/75
Charles Clusen:
folder 97  National resource lands 5/15/75
folder 98  Statement on transfer of the Kofa National Wildlife Refuge 5/15/75
John McGuire:
folder 99  Advertising of Thompson timber sale 5/16/75
James Moorman, Francia Welker:
folder 100  Thompson timber sale, Klamath National Forest, and Red Buttes Wilderness
Proposal 5/19/75
Michael Smith, Larry Telford:
folder 101  Road access to Granite Chief Wilderness 6/5/75
Barbara Heller:
folder 102  Proposed amendment to the Coastal Zone Management Act 6/11/75
Brock Evans:
folder 103  Operation of Forest Development Road and Trail Program 7/14/75
Doris Falkenheimer:
folder 104  Coastal marine resources 7/25/75
Jessie Vosti:
folder 105  Wetlands 9/12/75
Brock Evans:
folder 106  U.S. Forest Service draft program and assessment of nation’s renewable
resources 9/16/75
John McComb:
folder 107  U.S. Forest Service proposals under Renewable Resources Planning Act 9/18/75
Andersen, Robinson, Swatek, Welker:
   Planning alternatives for future management for national forests 10/15/75
Paul Swatek:
   Regional growth and development 11/6/75
John Leshy:
   Proposed revisions in regulations governing coal mining operations 11/21/75
Charles Clusen:
   Grazing fees 2/24/76
Brock Evans:
   Forestry reform legislation 3/15/76
Gordon Robinson:
   Timber management and forestry practice 3/15/76
Michael McCloskey:
   National Forest Timber Management Reform Act of 1976 3/22/76
Marna Kay Stayton:
   Gasquet-Orleans forest highway 5/14/76
Earl Bailey:
   Forestry research needs for the future - A conservationist's point of view 5/18/76
Richard Frank:
   Deep Seabed Hard Mineral Act 5/24/76
Lloyd Irland:
   Fact sheet on economics of the Randolph-Brown bills 5/25/76
Charles Clusen, John Burdick:
   Federal Land Policy and Management Act of 1975 6/10/76
Sierra Club:
   Department of Interior's tract nominations for coal leasing policy 8/76
John McComb:
   National forest revenue sharing 8/2/76
Edward Whitesell:
   Forest practices oversight hearings 8/18, 21/76
Lloyd Krause:
   Proposed Tahoe Regional Planning Agency plan for intensive urban development
   and for recreational uses of east and west shores 9/15/76
Brock Evans:
   Multiple use for national forests - Industrial forests for timber 10/6/76
Barbara Brandon:
   Surface effects of deep mining 10/12/76
Holway Jones:
   Inadequate evaluation of roadless areas in U.S. Forest Service planning process
   10/25/76
Joseph Edmiston:
   Federal consistency with coastal zone management programs 11/24/76
Earl Bailey:
   Alabama needs federal coal surface mining legislation 1/10/77
Douglas Scott:
   U.S. Forest Service administration review regulations 1/17/77
John McComb:
   Surface management of public land under mining laws 2/3/77
Jeffrey van Ee:
   Surface management of public land under mining laws 3/77
Linda Billings:
   On amending the Land and Water Conservation Fund Act of 1965 4/1/77
Brock Evans:
   U.S. Forest Service budget for FY 1978 4/19/77
Bruce Hamilton:
   Jackson Hole Airport Master Plan 5/5/77
Murray Rosenthal:
   An end to the era of expansion, mineral resource shortages 6/17/77
<table>
<thead>
<tr>
<th>Folder</th>
<th>Topic</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>136</td>
<td>Urban Trees Act of 1977 and Urban Forestry Act 6/21/77</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Bruce Hamilton:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Cleaning up the coal industry 7/77</td>
<td></td>
</tr>
<tr>
<td>137</td>
<td>Brock Evans:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Forest and rangeland renewable resources planning 7/25/77</td>
<td></td>
</tr>
<tr>
<td></td>
<td>William Futrell:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>The Pendulum Swings Back, public lands 8/17/77</td>
<td></td>
</tr>
<tr>
<td>138</td>
<td>Natural Resources Defense Council, Sierra Club:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>On proposed grazing regulations 9/2/77</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Bruce Hamilton:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Proposed interim regulations for surface mining reclamation 9/20/77</td>
<td></td>
</tr>
<tr>
<td></td>
<td>William Futrell:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Cleaning strategies for the coastal zone 10/10/77</td>
<td></td>
</tr>
<tr>
<td>139</td>
<td>Brock Evans:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Forest and Rangeland Renewable Resources Planning Act 10/18/77</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Gordon Robinson:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Timber management planning on the national forests 10/31/77</td>
<td></td>
</tr>
<tr>
<td>140</td>
<td>Julie McDonald:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Limitations on timber removal 11/7/77</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Sierra Club Toiyabe Chapter:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Grazing fees 1/11/78</td>
<td></td>
</tr>
<tr>
<td>141</td>
<td>Brock Evans:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Proposed rules and regulations - surface mining and reclamation 11/8/78</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Privately owned forest land 2/23/78</td>
<td></td>
</tr>
<tr>
<td>142</td>
<td>Brant Calkin:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Public grazing lands 3/30/78</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Richard Cellarius:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Log exports and cutting federal lands 4/21/78</td>
<td></td>
</tr>
<tr>
<td>143</td>
<td>Judith Kunofsky:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>The use of population projections 6/8/78</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Linda Billings:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Urban Park and Recovery Act 7/27/78</td>
<td></td>
</tr>
<tr>
<td>144</td>
<td>Trevor Berrington:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Surface Mining Reclamation Act and Enforcement 8/15/78</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Cruz Venstrom:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>California State Department of Food and Agriculture long range planning 9/2/78</td>
<td></td>
</tr>
<tr>
<td>145</td>
<td>Brock Evans:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Proposed rulemaking: U.S. National Forest Service management planning 9/15/78</td>
<td></td>
</tr>
<tr>
<td>146</td>
<td>John McComb:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Comments on the U.S. National Park Service proposed land acquisition 9/15/78</td>
<td></td>
</tr>
<tr>
<td>147</td>
<td>Bruce Hamilton:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Draft guidelines for alluvial valley floors 10/13/78</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Rhea Cohen:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Address to National Conference of Negro Women on Forest Resources 10/21/78</td>
<td></td>
</tr>
<tr>
<td>148</td>
<td>Trevor Berrington:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Proposed rules and regulations - surface mining and reclamation 11/8/78</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Wyona Coleman:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Proposed rules for permanent regulatory program of surface coal mining and reclamation operations 11/20/78</td>
<td></td>
</tr>
<tr>
<td></td>
<td>U.S. Department of Agriculture:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Public meeting on National Forest Management Act regulations 11/27/78</td>
<td></td>
</tr>
<tr>
<td>149</td>
<td>Wyona Coleman:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Administering Federal Surface Mining Control and Reclamation Act 11/29/78</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Julie McDonald:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>On proposed regulations for national forest system land and resource management planning 12/15/78</td>
<td></td>
</tr>
<tr>
<td>150</td>
<td>John Amodio:</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Statement at the Sierra Pacific Logging Conference 2/7/79</td>
<td></td>
</tr>
<tr>
<td>Folder Number</td>
<td>Author/Reference</td>
<td>Document Title/Abstract</td>
</tr>
<tr>
<td>---------------</td>
<td>-----------------</td>
<td>--------------------------</td>
</tr>
<tr>
<td>165</td>
<td>Neil Goldstein</td>
<td>Appropriation for Urban Park and Recreation Recovery Program</td>
</tr>
<tr>
<td>166</td>
<td>John Hooper</td>
<td>Statement on U.S. Forest Service Budget</td>
</tr>
<tr>
<td>167</td>
<td>M. Kuehne</td>
<td>U.S. Forest Service FY’80 Budget</td>
</tr>
<tr>
<td>168</td>
<td>John McComb</td>
<td>Comments on draft interim management policy for BLM Wilderness Study Areas</td>
</tr>
<tr>
<td>169</td>
<td>William Haring</td>
<td>Petition for unsuitability for strip mining, Alton Coal Field near Bryce Canyon National Park</td>
</tr>
<tr>
<td>170</td>
<td>John Amodio</td>
<td>Timber supply</td>
</tr>
<tr>
<td>171</td>
<td>Michael Osborne</td>
<td>Louisiana Coastal Resources Program hearing draft</td>
</tr>
<tr>
<td>172</td>
<td>Russell Shay</td>
<td>Comments on BLM’s proposed planning regulations</td>
</tr>
<tr>
<td>173</td>
<td>Brock Evans</td>
<td>Regarding Forest Preservation Act of 1979</td>
</tr>
<tr>
<td>175</td>
<td>Brock Evans</td>
<td>Increased timber supplies from federal lands</td>
</tr>
<tr>
<td>176</td>
<td>Neil Goldstein</td>
<td>Preservation of natural areas</td>
</tr>
<tr>
<td>177</td>
<td>Julie McDonald</td>
<td>National Forest Management Act regulations and draft EIS</td>
</tr>
<tr>
<td>178</td>
<td>Brock Evans</td>
<td>The need to save the coast - The Coast Alliance</td>
</tr>
<tr>
<td>179</td>
<td>Betsy Barnett</td>
<td>Draft report of the nonfuel minerals policy review</td>
</tr>
<tr>
<td>180</td>
<td>Brock Evans</td>
<td>Coastal zone management</td>
</tr>
<tr>
<td>182</td>
<td>Brock Evans</td>
<td>Mining and environment</td>
</tr>
<tr>
<td>183</td>
<td>Brock Evans</td>
<td>Wage and price stability of building materials</td>
</tr>
<tr>
<td>184</td>
<td>Brock Evans</td>
<td>The need to save the coast - The Coast Alliance</td>
</tr>
<tr>
<td>185</td>
<td>John Hooper</td>
<td>Protection of barrier islands</td>
</tr>
<tr>
<td>Ctn. 283, folder 1</td>
<td>Norbert Dall</td>
<td>Access to state tidelands</td>
</tr>
<tr>
<td>2</td>
<td>Dennis Willigan</td>
<td>MX Missile deployment plan</td>
</tr>
<tr>
<td>3</td>
<td>Wyona Coleman</td>
<td>Surface Mining Control and Reclamation Act of 1977</td>
</tr>
<tr>
<td>4</td>
<td>Sierra Club</td>
<td>Comments on final report of Commission on Surface Mining and Reclamation</td>
</tr>
<tr>
<td>5</td>
<td>Neil Goldstein</td>
<td>Testimony on Coastal Zone Management Act Amendments</td>
</tr>
<tr>
<td>6</td>
<td>Linda Wade</td>
<td>California Desert Conservation Area Plan Alternatives and EIS</td>
</tr>
<tr>
<td>7</td>
<td>Brock Evans</td>
<td>Testimony on Domestic Timber Supply Protection Act</td>
</tr>
<tr>
<td>8</td>
<td>Peter Kirby</td>
<td>1980 Resource Planning Act</td>
</tr>
<tr>
<td>9</td>
<td>Brock Evans</td>
<td>Protection of barrier islands</td>
</tr>
</tbody>
</table>

Guide to the Sierra Club Records, 1891-
Land use

folder 10  BLM mining regulations 6/12/80
John Wiener:
folder 11  Green River Coal Leasing EIS 6/19/80
Paul Swatek:
folder 12  1980 Report on nation's renewable resources 9/16/80
Sierra Club:
folder 13  Lolo National Forest DEIS and Forest Plan 9/25/80
John Wiener:
folder 14  Proposed coal regulations 1/13/81
Brock Evans:
folder 15  Budget cuts involving Land and Water Conservation Fund 3/13/81
Dennis Willigan:
folder 16  MX Missile DEIS 4/30/81
Joe Fontaine:
folder 17  Mining Supremacy Bill 10/20/81
John Wiener:
folder 18  Comments on coal leasing regulations 2/9/82
Debbie Sease:
folder 19  FY84 BLM budget 2/25/82
John Hooper:
folder 20  Revised National Forest Management Act regulations 3/10/82
Julie McDonald:
folder 21  Proposed revisions to national forest regulations 3/10/82
Connie Mahan:
folder 22  Timber sales 4/22/82
John Hooper:
folder 23  Revised National Forest Management Act regulations 3/31/82
Debbie Sease:
folder 24  Privatization of public lands 5/18/82
John Hooper:
folder 25  Forest practices 8/12/82
Joe Fontaine:
folder 26  Public lands management 9/28/82
Robert Warrick:
folder 27  "Sodbuster" bill 4/19/83
Brooks Yeager:
folder 28  Coal leasing 6/8/83
folder 29  Federal coal leasing 9/26/83
David Alberswerth:
folder 30  BLM's coal leasing, FY84 budget 2/15/84
Brooks Yeager:
folder 31-32  Coal leasing 2/29, 4/5/84
Debbie Sease:
folder 33  Minerals on public lands 6/26/84
Kirk Cunningham:
folder 34  Strip mining in Colorado n.d.
Peter Kirby:
folder 35  Proposed timber industry relief legislation n.d.
Sierra Club:
folder 36  Position papers on clearcutting and forest management n.d.
folder 37  Eugene Straub: On the Surface Mining Control and Reclamation Act n.d.
National Environmental Policy Act

Sierra Club:
Ctn. 283, folder 38  Guidelines governing proposed federal action 1/28/71
Richard Frank:
folder 39  On proposed U.S. Department of State procedures for environmental impact statements 3/15/72
National Environmental Policy Act

folder 40
Anthony Roisman
Administration of NEPA 3/8/72

Brock Evans:
folder 41
Legal and Political Aspects of NEPA: A Look Forward and Back 9/8/75
Ocean, Estuaries and Lakes

Sierra Club:
Ctn. 283, folder 42
San Francisco Bay 3/69

Eugene Coan:
folder 43
Dumping into the marine environment 4/15/71

Larry Moss:
folder 44
Marine sanctuaries in California 11/1/71

Dwight Steele:
folder 45
Tahoe Regional Planning Agency 12/8/71

Brock Evans:
folder 46
On environmental problems in Puget Sound 12/11/71

Diane Graves:
folder 47
Wetlands order 1/72
folder 48
Coastal resources 2/7/72

Don Bradburn:
folder 49
Draft environmental impact statement on mining operations on Louisiana coast 5/72

Sierra Club:
folder 50
Mineral resources development of seabed 5/19/72

Delta Chapter:
folder 51
Proposed Outer Continental Shelf oil and gas lease sale 8/23/72

Diane Graves:
folder 52
Major Coastal Area Facilities Review Act 12/11/72

Brock Evans:
folder 53
Legislation to extend exclusive fisheries zone off U.S. Coast 3/11/75

Ernest Hollings:
folder 54
Merchant Marine and Fisheries 4/30/75

Jacob Miller:
folder 55
Three applications by Santa Clara Valley Water District 5/12/75

Henry Zeller:
folder 56
Navigable Waters Procedures and Guidelines for Disposal of Dredged or Fill Material 6/3/75

Eldon Greenberg:
folder 57
Proposed Rules for Licensing, Design, Construction, Equipment and Operation of Deepwater Port 6/6/75

Brock Evans:
folder 58
Establishing Alpine Lakes Wilderness 6/17/75

Paul Taylor:
folder 59
Reclamation law 6/26/75

Phillip Hoose:
folder 60
Comprehensive study of Tocks Island Lake Project and its alternatives 7/22/75

Patricia Record:
folder 61
Proposed changes in federal regulations governing the disposal of dredge material in water 7/25/75

Gordon Robinson:
folder 62
California State Board of Forestry for public hearing 11/17-18/75

Richard Frank:
folder 63
Deep seabed mining legislation 3/18/77

James Barnes:
folder 64
Possible regime for conservation of Antarctic marine resources 3/20/78

folder 65
Deep seabed mining legislation 4/6/78

Clifton Curtis:
folder 66
Marine sanctuaries rulemaking of 2/5/79 4/6/79
  David Raney:
    DEIS and management plan for coral fisheries 4/23/79
  Hermann Rudenberg:
    DEIS for proposed Flower Garden Banks Marine Sanctuary 5/18/79
  James Barnes:
    Deep seabed mining legislation 5/23/79
  Vivian Silverstein:
    Proposed Flower Garden Banks Marine Sanctuary DEIS 6/14/79
  Clifton Curtis:
    Marine transportation of hazardous substances 7/31/79
  James Barnes, Anthony Leuin:
    Proposed lightering regulations 8/29/79
  Clifton Curtis:
    Reauthorization of Title III, Marine Protection, Research, and Sanctuary Act 2/20/80
  Brock Evans:
    Marine Protection, Research, and Sanctuary Act 2/20/80
  William Futrell:
    Marine sanctuaries program 2/20/80
  Kenneth Kamlet:
    Ocean disposal of dredge spoils 3/14/80
  Clifton Curtis:
    U.S. Coast Guard rulemaking 5/2/80
  Neil Goldstein:
    Implementation of the Marpol Protocol 5/8/80
  Clifton Curtis:
    Communications Act, exemption from radiotelegraph requirements 5/30/80
  Five international maritime conventions 6/20/80
  James Barnes:
    Deep seabed mining regulations 1/9/81
  Clifton Curtis:
  Patricia Scharlin:
    Antarctic marine resources 10/27/81
  Eugene Coan:
    Marine and coastal trends to Conference on the Gulf of Mexico 7/24/82
  Michael Garabedian:
    Ocean Dumping Act 3/23/82
  Nicholas Robinson:
    Oceans 9/82

Parks and wilderness areas

  Michael McCloskey:
    San Gorgonio Wilderness 11/19/65
    North Cascades National Park 2/11/66
    Redwood National Park 6/17-18/66
  Robert Waldrop:
    Udall and Grand Canyon dams 2/1/67
  Michael McCloskey:
    Redwood National Park 4/17/67
    North Cascades National Park 4/24-25/67
    Improved funding for national parks and recreational areas 2/6/68
    Passage of Redwood National Park Act 9/19/68
  Edgar Wayburn:
Brock Evans:
- Establishing Spanish Peaks and Mission Mountains Wildernesses 3/73

Laney Hicks:
- Glacier Primitive Area 3/15-16/73

Brock Evans:
- Oversight hearings on Land and Water Conservation Fund Program and other federal outdoor recreational programs 3/23/73
- Campsite reservation system within national parks 3/23/73

Don Bradburn:
- Breton Wildlife Refuge Wilderness 4/2/73

Brock Evans:
- Brigantine Wilderness Proposal 4/12/73

Pacific Northwest Chapter:
- U.S. Forest Service Roadless Area Review 4/18/73

John McComb:
- Flat Tops, Weminuche, Eagles Nest Wilderness 6/11/73

Charles Clusen:
- National parks concession hearing 6/20/73

John McComb:
- Transfer of federal lands for park and recreational purposes 6/26/73

Brock Evans:
- Amending Wilderness Act 7/73
- Various wildlife refuges 7/16/73
- Wild and scenic rivers 7/16/73

John McComb:
- Grand Canyon National Park 7/20/73

Eldon Greenberg:
- Deepwater ports development 7/25/73

Robert Ditton:
- Jackson Hole Airport 9/11/73

Laney Hicks:
- Jackson Hole Airport 9/11/73

Nicholas Schrock:
- Jackson Hole Airport 9/11/73

Roger Mellem:
- Omnibus Wilderness Bill 10/5/73

Sierra Club San Diego Chapter:
- Wilderness classification for Agua Tibia Wilderness 10/12/73

Brock Evans:
- Obed, Clear Creek, and Daddys Creek as National Wild and Scenic Rivers 10/18/73

John McComb:
- Designating Aldo Leopold Wilderness 10/19/73

Larry Moss:
- Wilderness Preservation System 10/24/73

Sierra Club:
- Study of Sipsey Fork of Warrior River 10/29-30/73

Randolph Stone, Theodore Snyder:
- Add Chattago River to National Wild and Scenic Rivers System 10/29/73

Brock Evans:
- Alpine Lakes Wilderness proposal 11/2/73

Laurens Silver:
- Mineral King transportation analysis 11/7/73

Brock Evans:
- Expanding Golden Gate National Recreation Area 11/12/73

John McComb:
- Enlarging Grand Canyon National Park 11/12/73

Barry Fisher:
- Roadless area review final environmental impact statement 11/14/73
Parks and wilderness areas

Douglas Scott:
Legislation to preserve Hells Canyon National Recreation Area 12/6/73

John McComb:
Proposal for a park in Utah 12/12/73

Edgar Wayburn:
Significance of the Golden Gate National Recreation Area 2/27/74

Brock Evans:
Everglades-Big Cypress National Recreation Area and Big Cypress National Preserve 3/74

Francis Walcott:
Absaroka-Beartooth Wilderness proposal 3/74

Eleanor Guilford:
Annadel State Park 3/8/74

Linda Billings:
Wilderness areas 3/19/74

John McComb:
Wilderness in Bandelier National Monument 3/22/74

Wilderness proposals for service parks 3/22/74

Wilderness in Chiricahua and Saguaro National Monuments 3/25/74

Sierra Club:
Designation of Wilderness within Yosemite National Park 3/25/74

George Whitmore:
Wilderness proposal for Kings Canyon National Park 3/25/74

Wilderness proposal for Pinnacles National Monument 3/25/74

Pam Rich:
Absaroka-Beartooth Wilderness proposal 3/27/74

Sierra Club:
Enlarging wilderness system 4/2/74

Larry Moss:
Wilderness proposal for Death Valley National Monument 4/3/74

Lucille Vinyard:
King Range National Conservation and Management Program 4/6/74

Charles Clusen:
Golden Gate National Recreation Area 4/8/74

Jack Hession:
Wilderness proposal for Aleutian Islands National Wildlife Refuge 4/17/74

John McComb:
Designating Wilderness in the Kofa National Wildlife Refuge 4/25/74, 5/2/74

Jonathan Ela:
Citizens’ Wilderness Proposal, Upper Mississippi River Wildlife and Fish Refuge 5/8/74

Francis Walcott:
Wilderness Proposal for Charles M. Russell National Wildlife Refuge 5/22/74

Larry Moss:
Santa Monica Mountains National Recreation Area 6/15/74

Charles Clusen:
Wild and scenic rivers 6/20/74

Jonathan P. Ela:
Protection of Lower Saint Croix River 6/20/74

John McComb:
Wild and Scenic River Potential of Westwater Canyon 6/20/74

Brock Evans:
Mission Mountains Wilderness 6/24/74

Charles Clusen:
Land use for parks and recreation 7/12/74

Golden Gate National Recreation Area 8/20/74

Point Reyes and Farallon Islands 8/20/74

Edgar Wayburn:
<table>
<thead>
<tr>
<th>Folder</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>188</td>
<td>Golden Gate National Recreation Area 8/20/74</td>
</tr>
<tr>
<td>189</td>
<td>Golden Gate National Recreation Area, Point Reyes and Farallon Islands 8/20/74</td>
</tr>
<tr>
<td>190</td>
<td>John McComb: Arches, Canyonlands, and Capitol Reef National Parks 9/9/74</td>
</tr>
<tr>
<td>191</td>
<td>Brock Evans: Grand Canyon land transfer 9/12/74</td>
</tr>
<tr>
<td>192</td>
<td>Draft U.S. Forest Service Environmental Program for the Future 10/31/74</td>
</tr>
<tr>
<td>193</td>
<td>Charles Clusen: National Park Service at Yosemite 12/20/74</td>
</tr>
<tr>
<td></td>
<td>John Hoffman: Indiscriminate use of redwood by government agencies 2/11/75</td>
</tr>
<tr>
<td>2</td>
<td>Brock Evans: National Parks and Recreation oversight hearings on national recreation program and policies 3/14/75</td>
</tr>
<tr>
<td>3</td>
<td>Jay Stein: Interior and Insular Affairs 3/14/75</td>
</tr>
<tr>
<td>5</td>
<td>Charles Clusen: Yosemite National Park Master Plan 4/75</td>
</tr>
<tr>
<td>6</td>
<td>Establishing the Flat Tops Wilderness 4/17/75</td>
</tr>
<tr>
<td>7</td>
<td>Douglas Scott: Proposed Montana Wilderness Study Act of 1975 5/9/75</td>
</tr>
<tr>
<td>8</td>
<td>John McComb: Glen Canyon National Recreation Area Master Plan alternatives 5/19/75</td>
</tr>
<tr>
<td>9</td>
<td>Charles Clusen: Game range transfers 5/21/75</td>
</tr>
<tr>
<td>10</td>
<td>Claire Dedrick: Current development in the Redwood Creek Basin 9/11/75</td>
</tr>
<tr>
<td>11</td>
<td>John McComb: Proposed Master Plan for Zion National Park 9/26/75</td>
</tr>
<tr>
<td>12</td>
<td>Roger Buerki: Chattahoochee River National Recreation Area 10/30/75</td>
</tr>
<tr>
<td>13</td>
<td>Connie Taylor: Establishing Chickasaw National Recreation Area 10/31/75</td>
</tr>
<tr>
<td>14</td>
<td>Norman Nelson: Designating lands in Badlands National Park as wilderness 11/6/75</td>
</tr>
<tr>
<td>15</td>
<td>Gordon Robinson, Michael Sherwood: Logging in Redwood Creek watershed 11/10/75</td>
</tr>
<tr>
<td>16</td>
<td>Charles Clusen: Development and regulation of commercial outdoor recreation facilities 11/17/75</td>
</tr>
<tr>
<td>17</td>
<td>Gordon Robinson: Environmental assessments of management for Redwood Creek section of Redwood National Park 12/3/75</td>
</tr>
<tr>
<td>18</td>
<td>Brock Evans: Authorizing the establishment of Congaree Swamp National Monument 4/29/76</td>
</tr>
<tr>
<td>19</td>
<td>Establishing an Alpine Lakes Wilderness 6/22/76</td>
</tr>
<tr>
<td>20</td>
<td>John McComb: Grand Canyon National Park 8/27/76</td>
</tr>
<tr>
<td>21</td>
<td>Connie Parrish: Redwood National Park Expansion Bill 9/18/76</td>
</tr>
<tr>
<td>22</td>
<td>Michael Sherwood: Redwood National Park 9/18/76</td>
</tr>
<tr>
<td>23</td>
<td>Edgar Wayburn: Testimony before Subcommittee on Conservation, Energy, and Natural Resources 9/18/76</td>
</tr>
<tr>
<td>24</td>
<td>Wilma Frey: Draft Master Plan for Acadia National Park 9/27/76</td>
</tr>
</tbody>
</table>
Holway Jones:
  Omnibus Wilderness Bill 11/9/76
  Economic assessment of the Endangered American Wilderness Bill 2/77

Linda Billings:
  Forest management and Redwood National Park 2/9/77

Michael Sherwood:
  Redwood National Park 2/9/77

Holway Jones:
  Endangered American Wilderness Act 2/8/77

Michael McCloskey:
  Chattahoochee River National Recreation Area 3/15/77
  Expanding the Redwood National Park 3/21/77

Gordon Robinson:
  Redwood National Park 3/21/77

Edgar Wayburn:
  Establishing a Redwood National Park 3/21/77

Paul Swatek:
  Expanding Redwood National Park 4/14/77

Brock Evans:
  U.S. Forest Service budget for FY78 4/19/77

Rupert Cutler:

Brock Evans:
  Establishing several wilderness areas in Oregon 4/21/77

Cecil Andrus:
  Redwood National Park Expansion Bill 4/22/77

Douglas Scott:
  Endangered American Wilderness Act 5/16/77

John McComb:
  Commercial outdoor recreation facilities on national forest lands 5/26/77

Linda Billings, John Amodio:
  Expanding Redwood National Park 9/6/77

Jerry Patterson:
  Enlarging Sequoia National Park 10/17/77

Phillip Burton:
  Mineral King Bill 10/19/77

Wayne Williams:
  Enlarging Sequoia National Park 10/19/77

P. H. Chamberlain:
  Mineral King Bill 10/20/77

William Peacock:
  Legislation to include Mineral King in Sequoia National Park 10/25/77

Lyal and Michael Asay:
  Enlarging Sequoia National Park 10/27/77

Alan Cranston:
  Bill to add Mineral King to Sequoia National Park 10/27/77

Paul Deauville:
  Sequoia National Park Enlargement Act of 1977 10/27/77

John Donaldson:
  Adding Mineral King to Sequoia National Park 10/27/77

Mary Ann Eriksen:
  Adding Mineral King to Sequoia National Park 10/27/77

Noel Gould:
  The Clean Air Act Amendments of 1977 10/27/77

Robert Hansen:
  Sequoia National Park Enlargement Act of 1977 10/27/77

Nancy Ingalsbee:
folder 54  Access to Mineral King for the skiers of Southern California 10/27/77
Destry Jarvis:
folder 55  Adding Mineral King to Sequoia National Park 10/27/77
John Krebs:
folder 56  Adding Mineral King to Sequoia National Park 10/27/77
John Modin:
folder 57  Mineral King Bill 10/27/77
Charles Pashayan:
folder 58  Mineral King Bill 10/27/77
Raye-Page:
folder 59  Enlarging Sequoia National Park 10/27/77
Richard Smith:
folder 60  Enlarging Sequoia National Park 10/27/77
United Brotherhood of Carpenters:
folder 61  Against Mineral King Bill 10/27/77
Jerome Waldie:
folder 62  Mineral King Bill 10/27/77
George Whitmore:
folder 63  Adding Mineral King to Sequoia National Park 10/30/77
Brock Evans:
folder 64  Response to timber industry claims about national forests and wilderness 10/31/77
Jean Koch:
folder 65  Sequoia National Park Enlargement Act 1977
Mark O'Reilly:
folder 66  Against enlargement of Sequoia National Park 1977
James Stewart:
folder 67  Adding Mineral King to Sequoia National Park 1977
William Futrell:
folder 68  Overton Park 3/16/78
Bruce Hamilton:
folder 69  Draft guidelines on oil and gas leases in roadless areas 3/28/78
folder 70  Dunoir Special Management Unit, Wilderness Proposal 4/1/78
folder 71  Jet Aircraft Landings in Grand Teton National Park 6/9/78
folder 72  Jackson Hole Scenic Area (proposed) 6/10/78
Ruth Frear:
folder 73  Canyonlands National Park General Management Plan 7/22/78
John McComb:
folder 74  National Parks and Recreation Act 7/26/78
folder 75  In support of the Whisker Lake and Blackjack Springs Wilderness 7/26/78
Linda Billings:
folder 76  National Parks and Recreation Act of 1978 7/31/78
Gordon Robinson:
folder 77  Mount Shasta Wilderness proposal 9/10/78
John McComb:
folder 78  RARE II endorsements 9/29/78
David Pavelchek:
folder 79  U.S. Forest Service DEIS on RARE II 9/29/78
John McComb:
folder 80  Support of the Great Bear Wilderness 10/5/78
Becky Evans:
folder 81  Yosemite National Park Master Plan 12/4/78
Trent Orr:
folder 82  RARE II environmental impact statement 3/14/79
Enid Larson:
folder 83  San Joaquin Ridge 6/12/79
Stan Weidert:
folder 84  Mount Shasta Wilderness Bill 6/30/79
Theodore Snyder:
  Fifteen years of progress under the Wilderness Act 8/24/79
Sierra Club Ventana Chapter:
folder 85

Brock Evans:
folder 86
  Big Sur Coast National Scenic Area 4/24/80

Neil Goldstein:
folder 88
  Long Island Sound Heritage 9/8/80
Sierra Club:
folder 89
  EIS and Plan for California Desert Conservation Area 10/13/80
Brock Evans:
folder 90
  Priorities and politics for wildlands resources protection 11/80
Abigail Avery:
folder 91
  Proposed Off-road Vehicle Management Policy at Cape Cod National Seashore 1/1/81
John Embry:
folder 92
Joe Fontaine:
folder 93
  Roadless Area Review and Evaluation (RARE II) Act of 1981 6/17/81
Tim Mahoney:
folder 94
  Colorado national forests 7/28/81
Bruce Hamilton:
folder 95
  Palisades Roadless Area 8/11/81
folder 96
  Dangers to Yellowstone National Park 2/4/82
Debbie Sease:
folder 97
  FY84 BLM budget 2/25/82
Edgar Wayburn:
folder 98
  Wilderness protection 4/15/82
Jane Elder:
folder 99
  Mineral leasing in wilderness areas 4/19/82
Brian O'Neill:
folder 100
  Public lands and national parks 4/19/82
Bruce Hamilton:
folder 101
  Wyoming Wilderness Act of 1982 4/30/82
John McComb:
folder 102
  External threats to national parks 6/22/82
Paul Pritchard:
folder 103
  National Trails System Act amendments 8/4/82
Philip Hocker:
folder 104
  Wyoming Wilderness Act of 1982 8/18/82
James Price:
folder 105
  U.S. Forest Service recommendations for Citico and Big Frog areas 8/24/82
Michael McCloskey:
folder 106
  Wilderness Protection Act 9/23/82
Bruce Howard, Michael McCloskey, Edgar Wayburn:
folder 107
  Redwood National Park Case Study 10/16/82
Tim Mahoney:
folder 108
  Energy development in the Salt Creek Wilderness 11/10/82
Stephen Stevick:
folder 109
  Mount Shasta Wilderness proposal 11/30/82
Tim Mahoney:
folder 110
  Oregon Wilderness Act of 1982 12/6/82
John McComb:
folder 111
  Wilderness preservation 5/17/83
Debbie Sease:
folder 112
  Arizona Wilderness bills 9/13/83
Tim Mahoney:
folder 113
  White Mountain National Forest Wilderness Act 10/28/83
<table>
<thead>
<tr>
<th>Folder</th>
<th>Document Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>114</td>
<td>Wisconsin Wilderness Bill 11/3/83</td>
</tr>
<tr>
<td></td>
<td>William Schulthies:</td>
</tr>
<tr>
<td>115</td>
<td>Wisconsin Wilderness Bill 11/16/83</td>
</tr>
<tr>
<td></td>
<td>Joe Fontaine:</td>
</tr>
<tr>
<td>116</td>
<td>Proposed developments in Mineral King n.d.</td>
</tr>
<tr>
<td></td>
<td>Jack Hession:</td>
</tr>
<tr>
<td>117</td>
<td>U.S. Park Service hotel planning for Mount McKinley National Park n.d.</td>
</tr>
<tr>
<td></td>
<td>Sierra Club:</td>
</tr>
<tr>
<td>118</td>
<td>Roadless area n.d.</td>
</tr>
</tbody>
</table>

Parks and wilderness areas

Politics, Practical

Phillip Berry:
- Confirmation of Rogers C. B. Morton as Secretary of the Interior 1/25/71

Sierra Club:
- Clean Environment Act 5/7/72
- Positions on environmental issues 6/72

Larry Moss:
- Protecting and restoring the quality of the environment 6/20/72

Beatrice Laws:
- Interim Guidelines for California Environmental Quality Act 6/28/72

Allen Smith:
- Lobbying Act of 1975 11/6/75

Michael McCloskey:
- Lobbying bills 12/3/75

Linda Billings:
- On committee system reorganization 1/77

William Futrell:
- A new administration and new opportunities, Carter energy plan 6/21/77

Rhea Cohen, Allen Smith:
- Public disclosure of lobbying 2/24/78

William Haring:
- Comments relevant to determining a short-term national ambient air quality standard for NO 2 4/19/78

Rhea Cohen:
- Lobbying disclosure legislation 7/13/78

James Barnes:
- Environmental Modification Convention 5/10/79

Rhea Cohen:
- Increased citizen participation in Conference on Control of Oil Spills and Hazardous Waste Pollution 6/27/79

Brock Evans:
- Effective lobbying for non-profit organizations 11/15/79

Sierra Club:
- Recommended platform positions for the Republican Party 7/80

Brock Evans:
- Environmental protection 9/27/80

John McComb:
- Expected cuts in the federal budget 2/18/81

Joe Fontaine:
- "WATT-ism" 10/19/81

Denny Shaffer:
- Reagan Administration, public opinion, and Sierra Club activism 10/16/82

Doug Scott:
- Confirmation of Donald Hodel 12/1/82

James Price:
- Sierra Club priorities 1/14/83
Ron Good:  
Conservation education 2/7/83

Denny Shaffer:  
What Americans want to hear, Reagan Administration record, and steps to improve 4/7/83

John McComb:  
Nomination of William D. Ruckelshaus 5/3/83

Michael McCloskey:  
William Clark confirmation 11/2/83

Pollution

Sierra Club Chapter and Group testimony:
Pollution 1969-74

James Penrod:  
Oil spills 2/71

Eugene Coan:  
Oil spills in San Francisco 2/8/71
San Francisco Bay Oil Spill 2/12/71

John Tanton:  
Testimony for Commission on Population Growth and the American Future 4/15/71

Eugene Coan, Julia Hillis:  
Marine conservation and population growth 5/20/71

Larry Moss:  
Pollution abatement 7/12/71

James Penrod, Julia Hillis:  
Oil pollution 8/19/71

Julia Hillis:  
Navigable Waters Safety and Environmental Quality Act of 1971 9/23/71
Increased penalties for oil pollution 9/24/71

Robin Harrison:  
Recreation noise 10/1/71

Phillip Berry:  
No growth, zero growth, limited growth 10/21/71

Lloyd Tupling:  
Water Pollution Control Act 12/71

William Futrell:  
Federal Environmental Pesticide Control Act of 1971 1971

Various groups:  
Sodium monofluoroacetate, thallium sulphate, strychnine, and cyanide [1971-72]

Raymond Sherwin:  
Electric power 1/15/72

Phillip Berry:  
San Francisco oil spill 2/72

James Penrod:  
U.S. Coast Guard pollution regulations 2/16/72

Stockton Gaines:  
Coastal Areas Protection Act 4/19/72

Lead additives 5/2/72

Brent Blackwelder:  
Appropriations of funds 5/8/72

Nathaniel Van De Verg:  
Short term air pollution control for South Coast Air Basin 10/31/72

Robert Debs:  
California State Air Plan 11/15/72

Sierra Club Northern California Regional Conservation Committee:  
Bay Area Air Pollution Control District 12/68, 11/72

Paul Brooks:
<table>
<thead>
<tr>
<th>Folder</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>171</td>
<td>Pollutant Control Act of 1971 1972</td>
</tr>
<tr>
<td></td>
<td>Linda Billings:</td>
</tr>
<tr>
<td>174</td>
<td>Construction requirements for tank ships 3/15/73</td>
</tr>
<tr>
<td>175</td>
<td>Request for one-year extension of 1975 auto emission standards 3/23/73</td>
</tr>
<tr>
<td>176</td>
<td>International Fund for Compensation for Oil Pollution Damage 4/17/73</td>
</tr>
<tr>
<td>177</td>
<td>International region of ship-generated pollution 6/28/73</td>
</tr>
<tr>
<td>178</td>
<td>International Convention for Prevention of Pollution from Ships 6/29/73</td>
</tr>
<tr>
<td>179</td>
<td>Intervention on High Seas Pollution 7/10/73</td>
</tr>
<tr>
<td>180</td>
<td>Implications of Fri vs. Sierra Club: Preventing Graying of America</td>
</tr>
<tr>
<td></td>
<td>(air pollution controls, etc.) 7/24/73</td>
</tr>
<tr>
<td>181</td>
<td>Response to EPA's Four Clean Air Alternatives 7/24/73</td>
</tr>
<tr>
<td>182</td>
<td>EPA Water Quality Effluent Standards 8/1/73</td>
</tr>
<tr>
<td>183</td>
<td>EPA's proposed list of toxic pollutants 8/6/73</td>
</tr>
<tr>
<td>184</td>
<td>Draft development document for effluent limitations guidelines</td>
</tr>
<tr>
<td></td>
<td>and standards of performance for the pulp, paper and paperboard</td>
</tr>
<tr>
<td></td>
<td>industry 8/17, 9/6/73</td>
</tr>
<tr>
<td>185</td>
<td>Promulgation of federal standards on pesticides 8/24/73</td>
</tr>
<tr>
<td>186</td>
<td>Significant deterioration 8/27/73</td>
</tr>
<tr>
<td>187</td>
<td>Proposed EPA regulations, prevention of significant air quality</td>
</tr>
<tr>
<td></td>
<td>degradation 8/27/73</td>
</tr>
<tr>
<td>188</td>
<td>Effects of preventing significant degradation of air quality in the</td>
</tr>
<tr>
<td></td>
<td>West 9/5-6/73</td>
</tr>
<tr>
<td>189</td>
<td>Implementing International Convention on Oil Pollution 10/2/73</td>
</tr>
<tr>
<td>190</td>
<td>California Environmental Quality Act 11/29/73</td>
</tr>
<tr>
<td>191</td>
<td>Resource Convention and Waste Management Act of 1973 12/14/73</td>
</tr>
<tr>
<td>192</td>
<td>National Clean Air Coalition:</td>
</tr>
<tr>
<td></td>
<td>Energy emergency legislation 1/16/74</td>
</tr>
<tr>
<td>193</td>
<td>DDT and the Tussock moth 1/30/74</td>
</tr>
<tr>
<td>194</td>
<td>Use of DDT on the Tussock moth 2/1/74</td>
</tr>
<tr>
<td>195</td>
<td>Tennessee Valley Authority, pollution control equipment 3/9/74</td>
</tr>
<tr>
<td>196</td>
<td>Non-returnable beverage containers 3/11/74</td>
</tr>
<tr>
<td>197</td>
<td>The Basis for Environmental Rejection of 1974 USDA/USDI Tussock Moth</td>
</tr>
<tr>
<td></td>
<td>Management Plan 3/17/74</td>
</tr>
<tr>
<td>198</td>
<td>Water Pollution Control Act Amendments of 1972 3/18/74</td>
</tr>
<tr>
<td>199</td>
<td>Resources, solid waste, and taxation 3/21/74</td>
</tr>
<tr>
<td>200</td>
<td>Non-returnable Beverage Container Prohibition Act 5/6/74</td>
</tr>
</tbody>
</table>

Guide to the Sierra Club Records, 1891-
<table>
<thead>
<tr>
<th>Folder</th>
<th>Document Title</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>201</td>
<td>Tennessee Valley Authority Pollution Control Investment Return Payments</td>
<td>6/19/74</td>
</tr>
<tr>
<td>202</td>
<td>Aircraft noise</td>
<td>6/25/74</td>
</tr>
<tr>
<td>203</td>
<td>Significant deterioration regulations</td>
<td>8/19/74</td>
</tr>
<tr>
<td>204</td>
<td>Hazardous Materials - An Environmentalist Viewpoint</td>
<td>8/26/74</td>
</tr>
<tr>
<td>205</td>
<td>DEIS Management of radioactive wastes</td>
<td>10/30/74</td>
</tr>
<tr>
<td>206</td>
<td>Sulphur dioxide</td>
<td>11/21/74</td>
</tr>
<tr>
<td>207</td>
<td>Controls on air pollution emissions</td>
<td>12/6/74</td>
</tr>
<tr>
<td>208</td>
<td>Air Pollution Control Commission of State of Colorado, effect of the absence of commissioners from hearings</td>
<td>1/2/75</td>
</tr>
<tr>
<td>209</td>
<td>Application for emergency exemption to use DDT for control of Tobacco budworm</td>
<td>2/10/75</td>
</tr>
<tr>
<td>210</td>
<td>Proposed noise standards for medium and heavy trucks</td>
<td>3/5/75</td>
</tr>
<tr>
<td>211</td>
<td>Toxic Substances Control Act</td>
<td>3/5/75</td>
</tr>
<tr>
<td>212</td>
<td>Whether Clean Air Act permits significant deterioration of air quality</td>
<td>3/19/75</td>
</tr>
<tr>
<td>213</td>
<td>Navigable waters procedures and guidelines for disposal of dredged or fill material</td>
<td>5/6/75</td>
</tr>
<tr>
<td>214</td>
<td>Renewal of EPA permits for dumping of toxic wastes at sea</td>
<td>7/7/55</td>
</tr>
<tr>
<td>215</td>
<td>Proposed regulations for prevention of significant deterioration of air quality</td>
<td>7/22/75</td>
</tr>
<tr>
<td>216</td>
<td>Toxic substances control legislation</td>
<td>7/9/75</td>
</tr>
<tr>
<td>217</td>
<td>Proposed new regulations implementing Section 404 of the Water Pollution Control Act</td>
<td>7/22/75</td>
</tr>
<tr>
<td>218</td>
<td>Reducing noise from aircraft</td>
<td>10/24/75</td>
</tr>
<tr>
<td>219</td>
<td>Extension of Federal Insecticide, Fungicide, and Rodenticide Act</td>
<td>10/28/75</td>
</tr>
<tr>
<td>220</td>
<td>Reconsideration of California ambient air quality standard for lead</td>
<td>11/4/75</td>
</tr>
<tr>
<td>221</td>
<td>Augmentation of winter precipitation in the Western United States</td>
<td>11/11-13/75</td>
</tr>
<tr>
<td>222</td>
<td>Marine environment protection legislation</td>
<td>11/12/75</td>
</tr>
<tr>
<td>223</td>
<td>Beverage Container Reuse and Recycling Act</td>
<td>12/10/75</td>
</tr>
<tr>
<td>224</td>
<td>High-level radioactive waste management</td>
<td>1975</td>
</tr>
<tr>
<td>225</td>
<td>Sulphur control on major coal-burning facilities</td>
<td>1975</td>
</tr>
<tr>
<td>226</td>
<td>Funding for water quality</td>
<td>1/20/76</td>
</tr>
<tr>
<td>227</td>
<td>Implementation of the Ports and Waterways Safety Act</td>
<td>3/3/76</td>
</tr>
<tr>
<td>228</td>
<td>Construction and equipment of tank vessels in foreign trade</td>
<td>5/20/76</td>
</tr>
<tr>
<td>229</td>
<td>Federal Water Pollution Control Act Amendments of 1976</td>
<td>6/18/76</td>
</tr>
</tbody>
</table>
Pollution

Guide to the Sierra Club Records, 1891-

Eldon Greenberg:
  folder 23
    Segregated ballast capacity for tank vessels 6/30/76

Rhea Cohen:
  folder 24
    Proposed amendment to Section 404 of Federal Water Pollution Control Act
    7/27-28/76

Eldon Greenberg:
  folder 25
    Navigation safety regulations 8/4/76
  folder 26
    Oil tanker safety 1/12/77
  folder 27
    Oil tanker risks 2/2/77
  folder 28
    Action needed to protect the nation's coasts against oil spills 2/17/77

Richard Frank:
  folder 29
    Oil spill damage liability 2/24/77

Linda Billings:
  folder 30
    Federal Insecticide, Fungicide, and Rodenticide Act Extension 3/8/77

Glen Stice:
  folder 31
    Emission offset policy 3/10/77

Eldon Greenberg:
  folder 32
    Proposed tanker safety legislation 3/15/77
  folder 33
    Oil tanker regulation 3/21/77
  folder 34
    Navigation safety requirements on vessels of 1600 tons or more 4/1/77

Carl Pope:
  folder 35
    EPA vapor recovery regulations 4/14/77

Linda Billings:
  folder 36
    Airport and Aircraft Noise Reduction Act 4/19/77

Albert Slap:
  folder 37
    Water Quality: EPA's Proposed Pretreatment Regulations 4/21/77

Linda Billings:
  folder 38
    Toxic Substances Control Act Amendments 5/4/77

James Barnes:
  folder 39
    On additional equipment for vessels carrying oil 5/16/77
  folder 40-41
    Oil spill damage liability 6/7-20/77
  folder 42
    Oil pollution liability and compensation legislation 7/18/77

Albert Slap:
  folder 43
    Regulation and monitoring of toxic substances under Section 307 of Federal
    Water Pollution Control Act 7/21/77

Linda Billings:
  folder 44
    Airport and Aircraft Noise Reduction Act 9/16/77

James Barnes:
  folder 45
    Proposed tanker safety legislation 9/19/77

William Futrell:
  folder 46
    Non-enforcement of clean water law in Philadelphia 9/19/77

Larry Silverman:
  folder 47
    Sewage treatment systems 10/11/77

Roger McClure:
  folder 48
    Federal legislation for beverage container deposits 10/19/77

David Tunderman:
  folder 49
    Protecting Visibility, A Key to Preventing Significant Deterioration 10/28/77

David Hawkins:
  folder 50
    Supersonic transport noise 12/15/77

Michael Williams:
  folder 51
    Air quality in park regions and IPP 1977

Brock Evans:
  folder 52
    Mandatory deposit on bottles and cans 1/26/78

Susan Baynes:
  folder 53
    Pollution control devices on automobiles in Massachusetts 2/22/78

Ken Ensroth:
  folder 54
    EPA waivers for municipalities 2/22/78

James Barnes:
1978 IMCO Conference on Tanker Safety 4/5/78
Thomas Bruckner:
Design and operation of oil carrying vessels 5/1/78
Lee Morrison:
Air quality in national monuments in the Rocky Mountains 5/4/78
Rhea Cohen:
Grants for construction of treatment works under Federal Water Pollution Control Act 6/30/78
Khristine Hall, Rhea Cohen:
National Pollutant Discharge Elimination System permits 7/11/78
Rhea Cohen, Roger McClure:
Proposed Interim Primary Drinking Water Regulations 7/13/78
Joseph Brecher:
Sulphur Dioxide Regulations for the Navajo Generating Station 8/22/78
Maria Brown:
DEIS for the Arkansas-Red River Basins Chloride Control Project 8/24/78
Scott Allen:
EPA water quality standards for toxic substances 9/8/78
Myron Thomas:
Water quality 10/16/78
Anita Yurchyshyn:
Oil tanker transportation 11/8-10/78
Khristine Hall:
Air Quality Requirements of Proposed Rulemaking Governing Surface Coal Mining and Regulation Operations 11/27/78
Frances Dubrowski, Peter Herzberg:
EPA’s Proposed “Bubble Policy” 1/18/79
James Barnes:
Superfund legislation, Oil spill liability 3/12/79
Curtis, Barnes, Leuin:
Proposed Rules for Tank Vessels Carrying Oil 4/16/79
Proposed Coast Guard Regulations on Tanker Safety 4/19/79
James Barnes:
U.S. Department of Transportation’s Oil Spill Bill 5/8/79
Curtis, Barnes, Leuin:
Rules for tank vessel operations 6/28/79
Steve Krefting:
Hazardous and toxic waste management 6/29/79
Dave Levy, William Doucette:
Proposed hazardous waste management regulations for North Carolina 7/17/79
Curtis, Dach, Early:
Superfund legislation 7/19/79
Samuel Sage:
New York State and EPA Water Quality Agreement 8/22/79
James Barnes, Anthony Leuin:
Proposed Lightering Regulations 8/29/79
Brock Evans:
Proposed guidelines for specification of disposal sites 9/19/79
Steven Colome:
Statement on 110(F) Procedures 11/79
Peter Herzberg:
Proposed Regulations for SIP’s of Implementation Plans 11/5/79
Theodore Snyder:
Factory waste and disposal 11/28/79
David Gardiner:
Visibility protection 12/28/79
Clifton Curtis:
Marine pollution 1979
Pollution

Sierra Club, Environmental Defense Fund, Inc.:

Folder 84
Proposed Revision to Ohio Implementation Plan 1/22/80
William Curtiss:

Folder 85
EPA regulations on visibility protection 1/29/80
Hermann Rudenberg:

Folder 86
Waste Discharge Permits in Flower Garden Banks Marine Sanctuary 1/29/80
Kirk Cunningham:

Folder 87
Rulemaking for visibility protection 2/80
Brant Calkin:

Folder 88
U.S. Department of Energy Direct Coal Combustion Strategy 2/15/80
National Clean Air Coalition:

Folder 89
Index to Clean Air testimony 3/11/80
Curtis, M’Gonigle, Wake:

Folder 90
Maritime Transportation Research Board, Tankbarge Pollution Workshop 5/16/80
Marvin Resnikoff:

Folder 91
Transportation of hazardous materials through cities 5/27/80
Kirk Cunningham:

Folder 92
Statement on petition by Cathedral Bluffs Shale Oil Company to amend air quality regulations 10/26/80
Clifton Curtis:

Folder 93
Oil spill liability and compensation legislation 3/25/81
Barbara Hays:

Folder 94
Environmental acidification and the use of coal 4/22/81
James Barnes:

Folder 95
Acid rain 5/20/81
Carl Pope:

Folder 96
Environmental perspective on the Clean Air Act 6/10/81
Sierra Club Redwood Chapter:

Folder 97
Resource Conservation and Recovery Act 6/14/81
Steve Dreistadt:

Folder 98
State Role in Regulation of Pesticide Use 9/4/81
Louis Harris:

Folder 99
Clean Air Act 10/15/81
Marty Fluharty:

Folder 100
Michigan Association of Soil Conservation Districts 12/10/81
Steven Colome, George Thurston:

Folder 101
Air Pollution Health Effects Research 12/18/81
Larry Williams:

Folder 102
Need for increased funding for EPA 5/20/82
Judith Kunofsky:

Folder 103
Hazardous materials management 6/18/82
Margaret Tileston:

Folder 104
EPA 7/21/82
Brock Evans:

Folder 105
How to influence your legislator 10/24/82
Blake Early:

Folder 106
Reagan Administration’s implementation of Superfund program 10/25/82
John Holtzclaw:

Folder 107
Administration’s implementation of toxic waste Superfund program 10/25/82
Paul Hanen:

Folder 108
Acid rain 11/8/82
Blake Early:

Folder 109
Resource Conservation and Recovery Act 6/8/83
Albert Meyerhoff:

Folder 110
Pest control strategies 7/6/83
Priscilla Chapman:

Folder 111
Amendments to Clean Water Act 11/9/83
Michael Garabedian:
Pollution

folder 112  
Amendments to the Federal Water Pollution Control Act 11/9/83

Carol Lee Baudler:

folder 113  
Acid Rain Bill 11/15/83

Barry Boyer:

folder 114  
Acid Rain Bill 11/15/83

Diane Geerkin:

folder 115  
Acid Rain Bill 11/15/83

Ted Unkles:

folder 116  
Acid Rain Bill 11/15/83

William McCormick:

folder 117  
Acid rain 2/9/84

Blake Early:

folder 118  
Superfund 7/25/84

Susan Baynes:

folder 119  
Burning fossil fuels and sulphur dioxide levels n.d.

Milton Oliver:

folder 120  
Ocean Dumping Act n.d.

Allen Stokes:

folder 121  
Pollution n.d.

Population

John Tanton:

Ctn. 285,  
Testimony prepared for the Commission on Population Growth and the American

folder 122  
Future 4/15/71

Larry Moss:

folder 123  
Non-returnable beverage containers 3/11/74

Judith Kunofsky:

folder 124  
Population and growth policy 3/11/82

Energy Conservation

Frederick Eissler:

Ctn. 285,  
Oil spills prevention 5/20/69

folder 125  
Michael McCloskey:

folder 126  
Energy facilities 2/3/70

Phillip Berry:

folder 127  
Possible Oil and Gas Leasing Offshore in Western Lousiana 7/14/70

Sierra Club Chapter and Group testimony:

folder 128  
Power and energy 1971-73

Michael McCloskey:

folder 129  
Electrical utility regulation 5/71

Wesley K. Foell:

folder 130  
Power-plant siting legislation 5/27/71

John McComb:

folder 131  
Southwest power plant construction 5/28/71

Richard Lahn:

folder 132  
U.S. Atomic Energy Commission Licensing Procedure 7/14/71

Michael McCloskey:

folder 133  
Energy goals and national goals 10/20/71

Phillip Berry:

folder 134  
No growth, zero growth, limited growth 10/21/71

Hamilton Hess:

folder 135  
Geothermal Leasing and Standards of Operations 11/71

Peter Borrelli:

folder 136  
Energy, power, and national policy 11/10/71

Robert Hallman:

folder 137  
U.S. Department of the Interior’s draft environmental impact statement on

gerothermal leasing 11/22/71
<table>
<thead>
<tr>
<th>Folder</th>
<th>Content</th>
</tr>
</thead>
<tbody>
<tr>
<td>138</td>
<td>Geothermal environmental impact statement 1971-72</td>
</tr>
<tr>
<td></td>
<td>Sierra Club:</td>
</tr>
<tr>
<td>139</td>
<td>Proposed development of oil on Atlantic Outer Continental Shelf 1/71, 2/72</td>
</tr>
<tr>
<td></td>
<td>Sierra Club Legal Defense Fund:</td>
</tr>
<tr>
<td>140</td>
<td>Proposed U.S. Atomic Energy Commission Regulations 1/27-28/72</td>
</tr>
<tr>
<td></td>
<td>Sierra Club:</td>
</tr>
<tr>
<td>141</td>
<td>Oil Shale Leasing Program 2/72, 9/72</td>
</tr>
<tr>
<td></td>
<td>Hamilton Hess:</td>
</tr>
<tr>
<td>142</td>
<td>Environmental priorities, human needs, and geothermal power 2/16-18/72</td>
</tr>
<tr>
<td></td>
<td>Eugene Coan:</td>
</tr>
<tr>
<td>143</td>
<td>Natural gas 3/72</td>
</tr>
<tr>
<td></td>
<td>John Zierold:</td>
</tr>
<tr>
<td>144</td>
<td>Water resources hearing 3/14/72</td>
</tr>
<tr>
<td></td>
<td>Michael McCloskey:</td>
</tr>
<tr>
<td>145</td>
<td>Creation of Federal Power Research and Development Board 3/15/72</td>
</tr>
<tr>
<td></td>
<td>Carleton DeTar:</td>
</tr>
<tr>
<td>146</td>
<td>Demand for oil 4/18/72</td>
</tr>
<tr>
<td></td>
<td>Kalon Kelley:</td>
</tr>
<tr>
<td>147</td>
<td>Problems facing our nation in growing demand for oil 4/18/72</td>
</tr>
<tr>
<td></td>
<td>Sierra Club:</td>
</tr>
<tr>
<td>148</td>
<td>Outer Continental Shelf Policy 4/18/72</td>
</tr>
<tr>
<td></td>
<td>Mason Guest:</td>
</tr>
<tr>
<td>149</td>
<td>Oil development of Atlantic Continental Shelf 4/18/72</td>
</tr>
<tr>
<td></td>
<td>Robert Hallman, Hamilton Hess:</td>
</tr>
<tr>
<td>150</td>
<td>Superport in the Gulf of Mexico 4/24/72</td>
</tr>
<tr>
<td></td>
<td>Robert Hallman:</td>
</tr>
<tr>
<td>151</td>
<td>Power-plant siting bills 4/28/72</td>
</tr>
<tr>
<td></td>
<td>Charles Lewis:</td>
</tr>
<tr>
<td>152</td>
<td>Supplement to Draft EIS on U.S. Department of the Interior's geothermal leasing program 5/72, 6/72</td>
</tr>
<tr>
<td></td>
<td>John Hoffman:</td>
</tr>
<tr>
<td></td>
<td>Eugene Coan:</td>
</tr>
<tr>
<td>154</td>
<td>Harbor facilities and tankers 5/10/72</td>
</tr>
<tr>
<td></td>
<td>Raymond Sherwin:</td>
</tr>
<tr>
<td>155</td>
<td>Environmental perspective 5/31/72</td>
</tr>
<tr>
<td></td>
<td>Peter Borrelli:</td>
</tr>
<tr>
<td>156</td>
<td>Proposed regulations to implement Geothermal Steam Act of 1970 6/15/72</td>
</tr>
<tr>
<td></td>
<td>Sierra Club:</td>
</tr>
<tr>
<td>157</td>
<td>Leasing and Disposal Policies of Energy Resources on Public Lands 7/14/72</td>
</tr>
<tr>
<td></td>
<td>Thomas Stoel, Edward Strohbehn:</td>
</tr>
<tr>
<td>158</td>
<td>Energy Needs for the Future 7/19/72</td>
</tr>
<tr>
<td></td>
<td>Robert Hallman:</td>
</tr>
<tr>
<td>159</td>
<td>Proposed 72 Outer Continental Shelf Oil and Gas Lease Sale-Offshore Louisiana 7/72, 9/72</td>
</tr>
<tr>
<td></td>
<td>Sierra Club:</td>
</tr>
<tr>
<td></td>
<td>William Siri:</td>
</tr>
<tr>
<td>161</td>
<td>U.S. Department of the Interior's draft statement for the proposed prototype oil-shales leasing program 9/72</td>
</tr>
<tr>
<td></td>
<td>Richard Tybout:</td>
</tr>
<tr>
<td>162</td>
<td>Reconciliation of energy 10/72</td>
</tr>
<tr>
<td></td>
<td>Ctn. 286, folder 1</td>
</tr>
<tr>
<td>163</td>
<td>Conservation, gas rationing, and the national interest 10/19/72</td>
</tr>
<tr>
<td></td>
<td>Nuclear Energy and the Environment: Environmentalist's View 10/14/72</td>
</tr>
<tr>
<td></td>
<td>Sierra Club:</td>
</tr>
<tr>
<td>164</td>
<td>Energy policy 10/21-22/72</td>
</tr>
<tr>
<td></td>
<td>Robert Hallman:</td>
</tr>
</tbody>
</table>
folder 3  Electric Energy Convention and Consumption Processes - Conservation of Natural Resources 11/29/72
Hamilton Hess:

folder 4  Revised regulations on geothermal leases 12/26/72
Robert Hallman:

folder 5  Geothermal Resources Development Regulations 12/27/72
Robert Hallman, Hamilton Hess:

folder 6  U.S. Department of the Interior's revised regulations on geothermal leases and operations 12/28/72
Theodore Ellis:

folder 7  Oil-shales policy 1972
John Hoffman:

folder 8  Environmental survey of the nuclear fuel cycle 1/73
Larry Moss:

folder 9  A new national energy policy 1/17/73
Peter Borrelli:

folder 10  Boston Port Authority's superport proposal 1/19/73
Laney Hicks:

folder 11  Northern Great Plains Resources Program, coal leasing 2/14/73
Hamilton Hess:

folder 12  Use of geothermal energy for the production of electric power 3/1/73
Robert Hallman, Eldon Greenberg:

folder 13  Deepwater ports 3/6/73
Edward Strohbehn, Thomas Stoel:

folder 14  Right-of-way applications for electric transmission lines 3/16/73
Larry Moss:

folder 15  Expensive Except for the Price - How to Make an Energy Crisis 3/23/73
Raymond Sherwin:

folder 16  Energy policy 4/3/73
Edward Strohbehn:

Robert Hallman:

folder 18  Gaseous discharges in geothermal development 5/22/73
Sierra Club Chattahoochee Chapter:

folder 19  Superport development 5/24/73
Sierra Club Galveston Group:

folder 20  Gulf Coast deepwater ports development 5/25/73
Leonard Lane:

folder 21  Motor Vehicle Fuel Economy Act 6/14/73
Brock Evans:

folder 22  Oilgate: Or is the Fuel Shortage Contrived? 6/16/73
Richard Frank:

folder 23  Deep Seabed Hard Mineral Act 6/18/73
Larry Moss:

folder 24  Needed elements for energy research 7/12/73
Eldon Greenberg:

folder 25  Deepwater port legislation 7/12/73
Eugene Coan:

folder 26  Progress in protecting the marine environment 7/14/73
Eldon Greenberg:

folder 27  Proposed tanker construction standards 7/19/73
William Futrell:

folder 28  Deepwater ports development 7/25/73
Eldon Greenberg:

folder 29  Deepwater ports 7/25/73
Larry Moss:

folder 30  Mandatory Labelling and Energy Efficiency Standards 7/26/73
Douglas Scott:
- Geothermal energy development 8/10/73

Eugene Coan:
- Will Florida Become an Oil Junkie? 8/13-17/73

Hamilton Hess:
- U.S. Department of the Interior’s revised regulations on geothermal leases and operations standards 8/20/73

Florida Chapter:
- BLM draft EIS for proposed 1973 Outer Continental Shelf oil and gas lease sale 8/21-23/73

Robert Hallman:
- Revised proposed geothermal leasing program regulations 3/22/73

Paul Swatek:
- Economic, energy, environment trade-offs 8/23/73

William Futrell:
- U.S. Department of the Interior’s Draft EIS for oil and gas lease sale offshore Mississippi, Alabama, Florida 8/30/73

Eugene Coan:
- Atlantic and Alaskan offshore oil 9/12-13/73

Kalon Kelley:
- Offshore drilling - Santa Barbara 9/14/73

Wilma Frey:
- Oil and gas development on Atlantic Outer Continental Shelf 9/18-19/73

Paul Swatek:
- Oil and gas development on Atlantic Outer Continental Shelf 9/19/73

Larry Moss:
- Resumption of gas and oil drilling on state-owned offshore lands 9/20/73
- Energy, growth, and environmental quality 9/24/73

Hamilton Hess:
- Natural resources and wildlife 10/17/73

Celia Von Der Muhll:
- Sea Ranch and Sereno del Mar 10/19/73

Brock Evans:
- Modifications to price ceilings on certain petroleum products 10/26/73

Richard Lahn:
- Fuel shortages 11/2/73

Larry Moss:
- Environmental quality 11/12/73

Hamilton Hess:
- Geothermal leasing program 11/14/73

Joseph Edmiston:
- Coastal zone management 11/19/73

Larry Moss:
- Research, development, and the energy crisis 11/20/73

Hamilton Hess:
- Geothermal energy 11/30/73

Sierra Club:
- Upper Mississippi River Comprehensive Basin Study 12/4/73

Robert Hallman:
- Geothermal Energy Research, Development and Commercial Demonstration Act of 1973 2/6/74

Douglas Scott:
- Geothermal lease application 2/15/74

Sierra Club Delta Chapter:
- Louisiana Power and Light application for construction of Waterford 2/19/74

Larry Moss:
- Federal Outer Continental Shelf oil and gas leasing 2/28/74

Eldon Greenberg:
<table>
<thead>
<tr>
<th>Folder</th>
<th>Date</th>
<th>Topic</th>
</tr>
</thead>
<tbody>
<tr>
<td>58</td>
<td>3/1/74</td>
<td>Deepwater ports</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Robert Hallman:</td>
</tr>
<tr>
<td>59</td>
<td>3/6/74</td>
<td>Outer Continental Shelf Lands Act</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Richard Frank:</td>
</tr>
<tr>
<td>60</td>
<td>3/8/74</td>
<td>Deep Seabed Hard Mineral Act</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Larry Moss:</td>
</tr>
<tr>
<td>61</td>
<td>3/11/74</td>
<td>Offshore development in Southern California</td>
</tr>
<tr>
<td>62</td>
<td>3/11/74</td>
<td>Reforms in utility rates</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Bruce Terris:</td>
</tr>
<tr>
<td>63</td>
<td>4/1/74</td>
<td>Coal development limitation</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Larry Moss:</td>
</tr>
<tr>
<td>64</td>
<td>4/2/74</td>
<td>The Environmental impact of synthetic fuels production in the arid</td>
</tr>
<tr>
<td></td>
<td></td>
<td>West</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Joseph Edmiston:</td>
</tr>
<tr>
<td>65</td>
<td>4/9/74</td>
<td>Coastal zone resources hearing on offshore drilling</td>
</tr>
<tr>
<td></td>
<td></td>
<td>William Futrell:</td>
</tr>
<tr>
<td>66</td>
<td>4/25/74</td>
<td>Environmental consequences of offshore oil development on the</td>
</tr>
<tr>
<td></td>
<td></td>
<td>coastal zone</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Laney Hicks:</td>
</tr>
<tr>
<td>67</td>
<td>4/25-27/74</td>
<td>The future of energy development in Western States</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Leonard Meeker:</td>
</tr>
<tr>
<td>68</td>
<td>5/8/74</td>
<td>Outer Continental Shelf legislation</td>
</tr>
<tr>
<td>69</td>
<td>5/22/74</td>
<td>Development of Outer Continental Shelf</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Ellen Winchester:</td>
</tr>
<tr>
<td>70</td>
<td>5/29/74</td>
<td>Project Independence as a feasible national energy policy option</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Eldon Greenberg:</td>
</tr>
<tr>
<td>71</td>
<td>6/13/74</td>
<td>Promulgation of tanker design requirements under the Ports and</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Waterways Safety Act</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Laney Hicks:</td>
</tr>
<tr>
<td>72</td>
<td>6/26/74</td>
<td>Draft Environmental Impact Statement for Eastern Powder River Coal</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Basin</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Leonard Meeker:</td>
</tr>
<tr>
<td>73</td>
<td>7/15/74</td>
<td>Amendments to regulations under the Outer Continental Shelf Lands Act</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Paul Swatek:</td>
</tr>
<tr>
<td>74</td>
<td>8/5/74</td>
<td>Offshore oil and gas impact on Massachusetts</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Laney Hicks:</td>
</tr>
<tr>
<td>75</td>
<td>8/7/74</td>
<td>Project Independence</td>
</tr>
<tr>
<td></td>
<td></td>
<td>John McComb:</td>
</tr>
<tr>
<td>76</td>
<td>8/8/74</td>
<td>Project Independence</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Trevor Berrington:</td>
</tr>
<tr>
<td>77</td>
<td>8/9/74</td>
<td>Project Independence</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Hamilton Hess:</td>
</tr>
<tr>
<td>78</td>
<td>8/19/74</td>
<td>Statement before the California Geothermal Resources Board</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Sidney Moglewer:</td>
</tr>
<tr>
<td>79</td>
<td>8/16/74</td>
<td>FEA In-house Seminar on Energy</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Eldon Greenberg:</td>
</tr>
<tr>
<td>80</td>
<td>8/19/74</td>
<td>Proposed rules for the protection of the marine environment</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Glen Stice:</td>
</tr>
<tr>
<td>81</td>
<td>8/20/74</td>
<td>Project Independence</td>
</tr>
<tr>
<td></td>
<td></td>
<td>James MacKenzie:</td>
</tr>
<tr>
<td>82</td>
<td>8/26/74</td>
<td>Project Independence</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Paul Swatek:</td>
</tr>
<tr>
<td>83</td>
<td>8/26/74</td>
<td>Project Independence</td>
</tr>
<tr>
<td></td>
<td></td>
<td>DeBaryshe:</td>
</tr>
<tr>
<td>84</td>
<td>8/27/74</td>
<td>Project Independence</td>
</tr>
<tr>
<td></td>
<td></td>
<td>G. Matz:</td>
</tr>
<tr>
<td>85</td>
<td>8/27/74</td>
<td>A Citizens’ View of Project Independence</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Barbara Heller:</td>
</tr>
<tr>
<td>86</td>
<td>9/74</td>
<td>Outer Continental Shelf Development</td>
</tr>
<tr>
<td>Folder</td>
<td>Name</td>
<td>Project/Policy</td>
</tr>
<tr>
<td>--------</td>
<td>------</td>
<td>----------------</td>
</tr>
<tr>
<td>87</td>
<td>Celia Von Der Muhl</td>
<td>Coastal Land Element</td>
</tr>
<tr>
<td>88</td>
<td>Richard Cellarius</td>
<td>Project Independence</td>
</tr>
<tr>
<td>89</td>
<td>James MacKenzie</td>
<td>Project Independence</td>
</tr>
<tr>
<td>90</td>
<td>John Herman</td>
<td>Project Independence</td>
</tr>
<tr>
<td>91</td>
<td>Thomas Jenkins</td>
<td>Project Independence</td>
</tr>
<tr>
<td>92</td>
<td>Lebert Shultz</td>
<td>Project Independence</td>
</tr>
<tr>
<td>93</td>
<td>David Lincoln</td>
<td>Project Independence</td>
</tr>
<tr>
<td>94</td>
<td>Richard Tybout</td>
<td>Role of Prices in Project Independence</td>
</tr>
<tr>
<td>95</td>
<td>Nancy Jack</td>
<td>Project Independence</td>
</tr>
<tr>
<td>96</td>
<td>Andrew Dalton</td>
<td>Project Independence</td>
</tr>
<tr>
<td>97</td>
<td>Kent Gill</td>
<td>Project Independence</td>
</tr>
<tr>
<td>98</td>
<td>Hank Robinson</td>
<td>Project Independence</td>
</tr>
<tr>
<td>99</td>
<td>Rose McCullough</td>
<td>Project Independence</td>
</tr>
<tr>
<td>100</td>
<td>William Futrell</td>
<td>Project Independence</td>
</tr>
<tr>
<td>101</td>
<td>Earl Bailey</td>
<td>Project Independence</td>
</tr>
<tr>
<td>102</td>
<td>Ellen Stern Harris</td>
<td>Offshore oil</td>
</tr>
<tr>
<td>103</td>
<td>Hamilton Hess</td>
<td>Geothermal energy</td>
</tr>
<tr>
<td>104</td>
<td>Martin Davenport</td>
<td>Project Independence</td>
</tr>
<tr>
<td>105</td>
<td>Harold Lockwood</td>
<td>Project Independence</td>
</tr>
<tr>
<td>106</td>
<td>Claire Dedrick</td>
<td>Project Independence</td>
</tr>
<tr>
<td>107</td>
<td>David Jaquette</td>
<td>Proposed liquefied natural gas policies for South Central Coast</td>
</tr>
<tr>
<td>108</td>
<td>David Lincoln</td>
<td>Directions for an open Oregon energy policy</td>
</tr>
<tr>
<td>109</td>
<td>Jerome Kohl</td>
<td>Impact of energy situation on North Carolina’s future economy and quality</td>
</tr>
<tr>
<td>110</td>
<td>Joseph Edmiston</td>
<td>The intensity of development element of California’s Southern Coast</td>
</tr>
<tr>
<td>111</td>
<td>Ellen Winchester</td>
<td>The Florida League of Women Voters</td>
</tr>
<tr>
<td>112</td>
<td>Laney Hicks</td>
<td>Diligent Development and Continuous Operations, proposed regulations for coal development</td>
</tr>
<tr>
<td>113</td>
<td>James Deane</td>
<td>Alaska natural gas pipeline</td>
</tr>
<tr>
<td>114</td>
<td>Brock Evans</td>
<td>Proposed Alaska Natural Gas Transportation System</td>
</tr>
</tbody>
</table>
Richard Grossman:  
Licensing, construction, and operation of new nuclear reactors 1/9/75

Jack Hession:  
Environmental effects of natural gas pipeline from Alaska’s North Shore 1/10/75

Richard Cotton:  
U.S. Atomic Energy Commission’s waste management operations 1/21/75

Larry Moss:  
People for proof press conference 1/21/75

William Futrell:  
The future of oil and the fate of the ocean 1/31/75

Sierra Club New England Chapter:  
Statement at Outer Continental Shelf hearings 2/75

Jack Hession:  
Proposed Outer Continental Shelf leasing program 2/3/75

Mary Ann Eriksen:  
Draft Environmental Impact Statement on accelerated Outer Continental Shelf leasing 2/6/75

Ellen Winchester:  
BLM Sponsored Outer Continental Shelf Baseline Studies 2/7/75

Paul Swatek:  
Proposed Ten Million Acre Outer Continental Shelf leasing program 2/11/75

Brock Evans:  
Establishing National Petroleum Reserves 3/10/75

William Futrell:  
Outer Continental Shelf Lands Act Amendments of 1975 4/9/75

Barbara Heller:  
Offshore oil development 4/9/75

Sidney Moglewer:  
National Petroleum Reserves 4/10/75

Charles Clusen:  
Energy and Environment on Land Use and Resource Act of 1975 4/14/75

Brock Evans:  
Second visit to Trans-Alaska Pipeline System 5/75

Richard Schneider:  
The nuclear waste problem 5/75

Eldon Greenberg:  
The Export Reorganization Act of 1975 5/1/75

Charles Clusen:  
Energy facility siting 5/2/75

Mary Sinclair:  
Budget proposals for the ERDA 5/6/75

Joseph Edmiston:  
Outer Continental Shelf oil and gas lease sale No. 35, Offshore Southern California 5/6/75

Robert Curry:  
Federal Coal Leasing Amendments Act of 1975 5/8/75

Terry Simmons:  
Natural gas field price hearing, British Columbia Energy Commission 5/14/75

Eldon Greenberg:  
Proposed rules for the construction and equipment of tank vessels 5/21/75

Robert Curry:  

Eldon Greenberg:  
Proposed rules for licensing, design, construction, equipment, and operation of deepwater ports 6/6/75

Barbara Heller:  
Outer Continental Shelf 6/18/75
Ellen Winchester:
  Outer Continental Shelf Lands Act Amendments of 1975 6/18/75
Eldon Greenberg:
  Proposed rules of deepwater ports 6/23/75
Barbara Heller:
  Research and development related to Outer Continental Shelf oil and gas production 7/11/75
Rhea Cohen:
  National Energy Mobilization Act of 1975 7/14/75
Jack Hession:
  Outer Continental Shelf 8/7/75
Jerome Kohl:
  Aspects of ERDA’s Plan for energy research and development 9/3/75
  Heating energy choice for the future 9/3-4/75
Rhea Cohen:
  Nomination of Austin Heller as assistant administrator for the ERDA 9/5/75
Sidney Moglewer:
  ERDA plan creating energy choices for the future 9/8/75
Mary Sinclair:
  ERDA’s report creating energy choices for the future 9/11-12/75
Ellen Knox:
  Recommendations on ERDA’s Research and Development Program 9/12/75
Thomas Stoel:
  Council on Environmental Quality study of environmental impacts of oil and gas development on Atlantic and Alaskan Outer Continental Shelf 9/13/75
John McComb:
  Kaiparowits Project 9/15/75
Jack Hession:
  Department of the Interior draft environmental impact statement, Alaska Natural Gas Transportation System 10/2/75
Ellen Winchester:
  BLM Program for Southern Atlantic Outer Continental Shelf area 10/14-17/75
Laney Hicks:
  Federal Domestic Activities and Program Alternatives re Energy and Environment 10/21/75
Trevor Berrington:
  Science and Technology Subcommittee on Energy Research and ERDA Authorization Bill 10/27/75
Richard Ball:
  Fair Residential Utility Tariff Act 10/30/75
Marc Messing:
  Siting and license of nuclear power plants 11/11/75
Barbara Heller:
  Testimony before the Ad Hoc Committee on Outer Continental Shelf 11/14/75
Rhea Cohen:
  Forum on domestic energy policy 11/18/75
Sierra Club:
  Bonneville Power Administration 12/10/75
Marvin Resnikoff:
Lebert Shultz:
  Energy for transportation 1975
Kent Gill:
  Kaiparowits Rally 1/10/76
Larry Moss:
  Why commercialization of synthetic fuels should not be subsidized 2/24/76
Laney Hicks:
  Coal production and transportation 3/9-12/76
Jerome Kohl:
  - Energy Extensions Service Act of 1975 3/25/76
Marc Messing:
  - Electric utility planning and siting 4/76
Larry Moss:
  - Utility rate reform 4/9/76
Sierra Club Canada Chapter:
  - Request for Moratorium on Mackenzie Valley Pipeline 5/76
Joseph Edmiston:
  - Liquefied natural gas imports 5/13/76
Brock Evans:
  - Transportation of Prudhoe Bay natural gas 5/19/76
Gregory Thomas:
  - Establish Energy Independence Authority 5/19/76
Brock Evans:
  - Public Works panel on materials policy 5/20/76
Linda Billings:
  - Amendments to Outer Continental Shelf Lands Act 5/21/76
Larry Moss:
  - The relations of pricing policy to the commercialization of energy technology 5/24/76
Jerome Kohl:
  - Energy conservation 6/24/76
William Haring:
Charles Kopman:
  - Conservation, energy, natural resources, and environment 9/10/76
Marvin Resnikoff:
  - High level wastes at nuclear fuel services 9/76
folder 182
  - Regulatory process with regard to plutonium recycling 9/22/76
folder 183
  - Alternative processes for managing existing commercial radioactive wastes 10/76
Madeline Kolb:
  - Liquefied natural gas import 10/26/76
Sierra Club Alaska Chapter:
  - Draft EIS, Proposed Outer Continental Shelf oil and gas lease sale, Lower Cook Inlet 11/76
Eldon Greenberg:
  - Management of radioactive wastes 11/15/76
Marvin Resnikoff:
  - Management of radioactive wastes 11/15/76
Eugene Coan:
  - The present status of oil and gas production 12/1/76
Marvin Resnikoff:
  - Reprocessing and waste management 12/1/76
Thomas Arnold:
  - Outer Continental Shelf: Georges Bank Lease Sale hearing 12/7/76
Joseph Edmiston:
  - Transportation of surplus oil to the Midwest with least environmental impact 12/7/76
Milton Oliver:
  - Georges Bank Lease Sale 12/7/76
Richard Schneider:
  - Policy Overview Section of Biennial Report 12/10/76
David May:
  - Issues of energy pricing reform 1/77
Greg Thomas:
  - John F. O'Leary and the Federal Energy Administration 1/26/77
Bruce Matheson:
folder 9  Federal Energy Conservation Plan 2/13/77
Eugene Straub:
folder 10  Surface Mining Control and Reclamation Act 3/77
Marvin Resnikoff:
folder 11  History and status of [nuclear fuel] reprocessing 3/7/77
folder 12  Commercial future of [nuclear fuel] reprocessing 3/8/77
Pamela Deuel, Gregory Thomas:
Allen Stokes:
folder 14  Oil-shales technology 3/11/77
John Bundy:
folder 15  National energy policy recommendations 3/15/77
Linda Billings:
folder 16  Outer Continental Shelf Lands Act Amendments of 1977 3/18/77
Douglas Foy:
folder 17  Outer Continental Shelf Lands Act Amendments of 1977 3/18/77
Richard Sextro:
folder 18  Energy conservation 4/4/77
Gregory Thomas:
folder 19  U.S. Department of Energy Organization Act 4/18/77
Allen Stokes:
folder 20  Modifications to detailed development plan oil-shales tract 4/19/77
Gregory Thomas:
folder 21  Plutonium Licensing Control Act of 1977 4/29/77
Allen Stokes:
folder 22  Detailed development plan oil-shales tract 5/3/77
Ellen Winchester:
folder 23  Establishing a policy for the management of oil and natural gas in the Outer
Continental Shelf 5/11/77
Eldon Greenberg:
folder 24  Nuclear Non-Proliferation Act of 1977 5/13/77
Gregory Thomas:
folder 25  Bills to control the proliferation of nuclear explosives 5/19/77
folder 26  Energy and environmental trade-offs in the National Energy Plan 5/19/77
Marvin Resnikoff:
folder 27  Disposition of radioactive wastes 5/27/77
Gregory Thomas:
folder 28  Energy and environmental trade-offs in the National Energy Plan 6/2/77
Marvin Resnikoff:
folder 29  Decommissioning and decontamination of nuclear facilities and disposal of
nuclear wastes 6/15/77
Jonathan Gibson, Gregory Thomas:
folder 30  Various aspects of the National Energy Act 7/18/77
Marvin Resnikoff:
folder 31  Problems associated with nuclear wastes 9/13/77
Sierra Club:
folder 32  Colbrook Energy Proposals 10/15/77
Marvin Resnikoff:
folder 33  Nuclear fuel reprocessing 11/5/77
Gregory Thomas:
folder 34  Public utility regulatory policies 11/28/77
Edmund Woodbury:
folder 35  Nuclear waste storage in Illinois 12/20/77
Marvin Resnikoff:
folder 36  Is reprocessing a radioactive waste management solution? 1977
L.R.L. Symmes:
folder 37  Nuclear power in Ontario 1/9/78
Marvin Resnikoff:
<table>
<thead>
<tr>
<th>Folder</th>
<th>Title</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>38</td>
<td>Radon emissions from uranium mill tailings</td>
<td>3/16/78</td>
</tr>
<tr>
<td>39</td>
<td>Decommissioning West Valley</td>
<td>3/18/78</td>
</tr>
<tr>
<td>40</td>
<td>Nuclear power generation in Wisconsin</td>
<td>3/22/78</td>
</tr>
<tr>
<td>41</td>
<td>Living in balance with the earth's resources</td>
<td>3/30/78</td>
</tr>
<tr>
<td>42</td>
<td>Nuclear power generation in Wisconsin</td>
<td>4/78</td>
</tr>
<tr>
<td>43</td>
<td>Nuclear power generation in Wisconsin</td>
<td>5/15/78</td>
</tr>
<tr>
<td>44</td>
<td>Nuclear Siting and Licensing Act of 1978</td>
<td></td>
</tr>
<tr>
<td>45</td>
<td>DEIS on the Western Liquefied Natural Gas Project</td>
<td>6/78</td>
</tr>
<tr>
<td>46</td>
<td>Reuse of federal population projections for local programs</td>
<td>6/8/78</td>
</tr>
<tr>
<td>47</td>
<td>Draft West Central North Dakota EIS on energy development</td>
<td>6/15/78</td>
</tr>
<tr>
<td>48</td>
<td>Comments before the U.S. Department of Energy Solar Energy Policy Forum</td>
<td>6/16/78</td>
</tr>
<tr>
<td>49</td>
<td>Nuclear waste management</td>
<td>7/21/78</td>
</tr>
<tr>
<td>50</td>
<td>Uranium mill tailings</td>
<td>7/10/78</td>
</tr>
<tr>
<td>51</td>
<td>Energy conservation techniques</td>
<td>7/18/78</td>
</tr>
<tr>
<td>52</td>
<td>U.S. Department of Energy Hearings on nuclear waste disposal</td>
<td>7/24/78</td>
</tr>
<tr>
<td>53</td>
<td>Speech at Rocky Mountain Summit Conference on Energy</td>
<td>7/25/78</td>
</tr>
<tr>
<td>54</td>
<td>Isolation of radioactive wastes in geologic repositories</td>
<td>8/5/78</td>
</tr>
<tr>
<td>55</td>
<td>Secretarial papers for coal programmatic EIS</td>
<td>9/11/78</td>
</tr>
<tr>
<td>56</td>
<td>Pacific Northwest Electric Power Planning and Conservation Act</td>
<td>9/27/78</td>
</tr>
<tr>
<td>57</td>
<td>Pacific Gas and Electric Moss Landing Terminal expansion</td>
<td>10/9/78</td>
</tr>
<tr>
<td>58</td>
<td>Proposal on transferral of atomic worker jurisdiction</td>
<td>11/14/78</td>
</tr>
<tr>
<td>59</td>
<td>Implementation of the Outer Continental Shelf Lands Act of 1978</td>
<td>12/6/78</td>
</tr>
<tr>
<td>60</td>
<td>Energy and agriculture</td>
<td>12/12/78</td>
</tr>
<tr>
<td>61</td>
<td>Power generating economics and planning</td>
<td>12/28/78</td>
</tr>
<tr>
<td>62</td>
<td>The economics of nuclear power</td>
<td>1/79</td>
</tr>
<tr>
<td>63</td>
<td>Administration of gas rationing plan</td>
<td>1/4/79</td>
</tr>
<tr>
<td>64</td>
<td>Criteria for radioactive wastes</td>
<td>1/18/79</td>
</tr>
<tr>
<td>65</td>
<td>Federal Coal Management Program</td>
<td>2/10/79</td>
</tr>
<tr>
<td>66</td>
<td>Oil and gas and sulphur operations in outer continental shelf</td>
<td>3/16, 5/17/79</td>
</tr>
<tr>
<td>67</td>
<td>Proposed SOHIO Pipeline</td>
<td>3/27/79</td>
</tr>
</tbody>
</table>
Jonathan Gibson:
   - Endorsement of 85% windfall profits tax 5/16/79
Philip Hocker:
   - Island Park Geothermal Area leasing 5/18/79
David Pyles:
   - West Valley Decommissioning 5/31/79
Marvin Resnikoff:
   - Lundine Amendment, cleaning up West Valley 5/31/79
David Masselli:
   - Environmental hazards of synthetic fuels 6/6/79
Sierra Club Albuquerque Group:
   - DEIS for Waste Isolation Pilot Plant 6/8/79
Milton Oliver:
   - Georges Bank offshore lease sale 6/20/79
Judith Kunofsky:
   - Piedmont Height Civic Club concerning population projections in Atlanta region 6/29/79
Derek Wallentinsen:
   - Management of commercially generated radioactive waste 7/4/79
Brock Evans:
   - Energy Supply Act 7/13/79
Derek Wallentinsen:
   - Waste Isolation Pilot Plant 7/15/79
Robert Griffin:
   - Adequacy and acceptance of emergency planning around nuclear facilities 8/27/79
Gary Nelson:
   - New York State Energy Master Plan Report 9/5/79
Marvin Resnikoff:
   - WIPP Project 9/6/79
Michele Perrault:
   - Proposed oil and gas lease schedule 10/19/79
Theodore Snyder:
   - Remarks to National Energy Forum 11/9/79
Marvin Resnikoff:
   - Nuclear waste management 11/13/79
folder 85
   - An environmental perspective on the waste disposal question 11/15-17/79
Sierra Club New York City Group:
   - Consolidated Edison Power Plants 11/26/79
James Conway:
   - Community Energy Efficiency Act 12/12/79
Chris Lindley:
   - Local Block Grant Act of 1980 12/13/79
Clifton Curtis, James Barnes:
   - Nuclear Regulatory Commission Reorganization Proposal 2/22/80
Drew Diehl:
   - Nuclear Regulatory Commission's rule on disposal of high level radioactive wastes 3/3/80
folder 90
   - Nuclear power and nuclear waste management policy 3/13/80
Blake Early:
   - Hazardous waste spills 4/16/80
Stephen Schmelling:
   - Satellite power system 5/1/80
Norman Dean, D. Strom:
   - Proposed energy performance standards for new buildings 6/5/80
Phillip Coleman:
   - Solvent Refined Coal II Demonstration Project 6/30/80
Wyona Coleman:
   - Energy Policy Plan for Pennsylvania 7/2/80
<table>
<thead>
<tr>
<th>Folder</th>
<th>Author/Contributor</th>
<th>Subject</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>97</td>
<td>Sarah Blodgett</td>
<td>Conversion of power-plants to coal</td>
<td>7/15/80</td>
</tr>
<tr>
<td>98</td>
<td>Kirk Cunningham</td>
<td>Colorado proposed coal regulatory program</td>
<td>7/22/80</td>
</tr>
<tr>
<td>99</td>
<td>James Barnes, Jacob Scherr</td>
<td>Nuclear exports to India</td>
<td>7/23/80</td>
</tr>
<tr>
<td>100</td>
<td>Ruth Caplan</td>
<td>Proposed rule on energy efficiency standards for consumer products</td>
<td>8/27/80</td>
</tr>
<tr>
<td>101</td>
<td>Jonathan Gibson</td>
<td>Nomination of J. Sawhill to U.S. Synthetic Fuels Corporation</td>
<td>9/18/80</td>
</tr>
<tr>
<td>102</td>
<td>Steven Krefting</td>
<td>Proposal to convert Diablo Canyon Nuclear Power Plant to non-nuclear</td>
<td>9/29/80</td>
</tr>
<tr>
<td>103</td>
<td>Michael Paparian</td>
<td>Energy management and reform</td>
<td>11/20/80</td>
</tr>
<tr>
<td>104</td>
<td>Brooks Yeager</td>
<td>Proposed U.S. Department of Energy budget</td>
<td>2/19/81</td>
</tr>
<tr>
<td>105</td>
<td>Bruce Hamilton</td>
<td>Clean Air Act</td>
<td>5/27/81</td>
</tr>
<tr>
<td>106</td>
<td>Brooks Yeager</td>
<td>Bills relating to nuclear waste disposal</td>
<td>6/23/81</td>
</tr>
<tr>
<td>107</td>
<td>Marvin Resnikoff</td>
<td>Proposed disposal of radioactive wastes</td>
<td>10/18/81</td>
</tr>
<tr>
<td>108</td>
<td>Sierra Club</td>
<td>Proposed Five-year Oil and Gas Leasing Program</td>
<td>10/21/81</td>
</tr>
<tr>
<td>109</td>
<td>Winky Miller</td>
<td>Residential conservation service</td>
<td>12/10/81</td>
</tr>
<tr>
<td>110</td>
<td>Sierra Club</td>
<td>Ginna Nuclear Power Plant</td>
<td>3/82</td>
</tr>
<tr>
<td>111</td>
<td>Sierra Club</td>
<td>Summary abatement proceeding, nuclear fuel services</td>
<td>4/22/82</td>
</tr>
<tr>
<td>112</td>
<td>Brooks Yeager</td>
<td>Nuclear waste legislation</td>
<td>6/10/82</td>
</tr>
<tr>
<td>113</td>
<td>Carl Pope</td>
<td>Costs of Reagan Administration Outer Continental Shelf Leasing Program</td>
<td>9/20/82</td>
</tr>
<tr>
<td>114</td>
<td>Brooks Yeager</td>
<td>Proposed guidelines for nuclear waste sites</td>
<td>3/10/83</td>
</tr>
<tr>
<td>115</td>
<td>Brooks Yeager</td>
<td>Nuclear program budget for FY 1984</td>
<td>3/17/83</td>
</tr>
<tr>
<td>116</td>
<td>Robert Hefner</td>
<td>Natural Gas Policy Act</td>
<td>3/24/83</td>
</tr>
<tr>
<td>117</td>
<td>Sierra Club</td>
<td>Draft environmental assessment for Hanford Site Nuclear Waste Repository</td>
<td>3/25/83</td>
</tr>
<tr>
<td>118</td>
<td>Brooks Yeager</td>
<td>Proposed guidelines for nuclear waste sites</td>
<td>4/6/83</td>
</tr>
<tr>
<td>119</td>
<td>Hanford Site Nuclear Waste Repository</td>
<td>4/12/83</td>
<td></td>
</tr>
<tr>
<td>120</td>
<td>Robert Hefner</td>
<td>Natural gas</td>
<td>4/14/83</td>
</tr>
<tr>
<td>121</td>
<td>Brooks Yeager</td>
<td>Proposed EPA standards for management of spent nuclear fuel and radioactive waste</td>
<td>5/2/83</td>
</tr>
<tr>
<td>122</td>
<td>Priscilla Chapman</td>
<td>Leasing on Georges Bank</td>
<td>6/27/83</td>
</tr>
<tr>
<td>123</td>
<td>Bob Hattoy</td>
<td>Offshore drilling</td>
<td>9/20/83</td>
</tr>
<tr>
<td>124</td>
<td>Brooks Yeager</td>
<td>Nuclear waste management program</td>
<td>2/22/84</td>
</tr>
<tr>
<td>125</td>
<td>Wilson Clark</td>
<td>United States lag in energy research n.d.</td>
<td></td>
</tr>
</tbody>
</table>
folder 126
    Outer Continental Shelf in California n.d.
folder 127
    Ocean water quality n.d.
William Futrell:
    Carter and energy n.d.
Donald Gibbon:
    Electric utilities operating in North Carolina n.d.
Jonathan Gibson:
John Greene:
    Energy n.d.
Sherman Junke, Susan Light:
    Revised detailed development plan: Rio Blanco Oil Shale Project n.d.
Raymond Sherwin:
    National Environmental Press Seminar on Electricity n.d.
    Impediments to rational energy and power policy n.d.
B. E. Watt:
    Air-borne effluents from the nuclear fuel cycle n.d.
Howard Wilkenson:
    Coal-fired power plants n.d.
folder 136
    Social Problems

Michael McCloskey:
    Education 5/1/70
folder 137
Raymond Sherwin:
    Creative scholarship in the environmental movement 4/7/72
Brock Evans:
    Federal Purchase of Klamath National Forest 3/73
Michael McCloskey:
    Impoundment of federal funds 3/12/73
Brock Evans:
    Administrative Practice and Procedure, Federal Employee Disclosure Act 6/75
Mary Lewton:
    Disclosure of information by government employees 6/12/75
Helen Burke:
    President’s report on urban growth 6/22/75
Brock Evans:
    Living with the shrinking resources of a small planet 7/11/77
folder 145
    Urban growth 10/21/77
Elvis Stahr:
    Address to National Audubon Society Board of Directors 6/16/78
Eugene Coan:
    Talk for Sierra Club Mother Lode Chapter banquet 4/21/79
Diane Graves:
    Occupational Safety and Health Act 5/18/79
Judith Kunofsky:
    California compliance with EPA projections guidelines 11/16/79
Peter Wendelkon:
    OSHA effort to protect workers from discrimination 3/21/80
Kenneth Dahlberg:
    Plant Variety Protection Act 4/22/80
B. Evans, B. Early, H. Steinberg:
    Occupational Safety and Health Improvement Act of 1980 5/9/80
Judith Kunofsky:
    Statement before the Select Committee on Immigration and Refugee Policy 6/9/80
Brock Evans:
    Housing affordability in the 1980s 11/18/80
Faith Thompson Campbell:
<table>
<thead>
<tr>
<th>Folder</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>155</td>
<td>Foreign Assistance and Relations Programs Appropriations Act 5/14/81</td>
</tr>
<tr>
<td></td>
<td>Urban Environment Conference:</td>
</tr>
<tr>
<td></td>
<td>Proposed OSHA health communication standard 6/15/82</td>
</tr>
<tr>
<td></td>
<td>Sierra Club Angeles Chapter:</td>
</tr>
<tr>
<td></td>
<td>Proposed OSHA health communication standard 7/20/82</td>
</tr>
<tr>
<td></td>
<td>Larry Williams:</td>
</tr>
<tr>
<td></td>
<td>JUD and independent agencies 5/23/83</td>
</tr>
<tr>
<td></td>
<td>Frederick Middleton:</td>
</tr>
<tr>
<td></td>
<td>Marijuana/paraquat issues 11/17/83</td>
</tr>
<tr>
<td>156</td>
<td>Transportation</td>
</tr>
<tr>
<td></td>
<td>Larry Moss:</td>
</tr>
<tr>
<td></td>
<td>Supersonic transport program 8/28/70</td>
</tr>
<tr>
<td></td>
<td>Eugene Coan:</td>
</tr>
<tr>
<td></td>
<td>Long-range aviation needs 12/71</td>
</tr>
<tr>
<td></td>
<td>Claire Dedrick:</td>
</tr>
<tr>
<td></td>
<td>Bay Area transportation 5/5/72</td>
</tr>
<tr>
<td></td>
<td>Robert Waldrop:</td>
</tr>
<tr>
<td></td>
<td>Roads 5/18/72</td>
</tr>
<tr>
<td></td>
<td>Barbara Reid:</td>
</tr>
<tr>
<td></td>
<td>Federal Aid Highways Act of 1972 6/5/72</td>
</tr>
<tr>
<td></td>
<td>Sierra Club:</td>
</tr>
<tr>
<td></td>
<td>Draft Environmental Impact Statement on off-road vehicles 7/14/72</td>
</tr>
<tr>
<td></td>
<td>Birge Albright, Ernest Loewenstein:</td>
</tr>
<tr>
<td></td>
<td>Lynn Woods proposed highway 8/16/72</td>
</tr>
<tr>
<td></td>
<td>Wilbur Twining:</td>
</tr>
<tr>
<td></td>
<td>Widening of Highway 50 9/15/72</td>
</tr>
<tr>
<td></td>
<td>Sierra Club chapter and group testimony:</td>
</tr>
<tr>
<td></td>
<td>Transportation 1973</td>
</tr>
<tr>
<td></td>
<td>B. Evans, R. Burco:</td>
</tr>
<tr>
<td></td>
<td>Federal Aid Highways Act of 1973 2/7/73</td>
</tr>
<tr>
<td></td>
<td>Sierra Club:</td>
</tr>
<tr>
<td></td>
<td>Highway severing Joyce Kilmer-Slick Rock National Forest 3/12/73</td>
</tr>
<tr>
<td></td>
<td>Federal agencies proposed regulations on off-road vehicles 3/73, 4/73</td>
</tr>
<tr>
<td></td>
<td>Linda Billings:</td>
</tr>
<tr>
<td></td>
<td>Federal Aid Highways Act of 1973 3/22/73</td>
</tr>
<tr>
<td></td>
<td>John Tyler:</td>
</tr>
<tr>
<td></td>
<td>Jackson Hole Airport 9/11/73</td>
</tr>
<tr>
<td></td>
<td>Sierra Club:</td>
</tr>
<tr>
<td></td>
<td>Off-road vehicles 1/10/74</td>
</tr>
<tr>
<td></td>
<td>Christopher Wasiutynski:</td>
</tr>
<tr>
<td></td>
<td>Freight transportation 3/13/74</td>
</tr>
<tr>
<td></td>
<td>Linda Billings:</td>
</tr>
<tr>
<td></td>
<td>Unified Transportation Assistance Act of 1974 4/3/74</td>
</tr>
<tr>
<td></td>
<td>Karl Pingle:</td>
</tr>
<tr>
<td></td>
<td>Automobiles and mass transportation 5/24/74</td>
</tr>
<tr>
<td></td>
<td>Dave Van de Mark:</td>
</tr>
<tr>
<td></td>
<td>State Route 199 construction 8/13/74</td>
</tr>
<tr>
<td></td>
<td>Ernest Loewenstein:</td>
</tr>
<tr>
<td></td>
<td>Transportation: The pivotal issue of Project Independence 9/25/74</td>
</tr>
<tr>
<td></td>
<td>Lee Lane:</td>
</tr>
<tr>
<td></td>
<td>Rate reform 11/21/74</td>
</tr>
<tr>
<td></td>
<td>Jack Hession:</td>
</tr>
<tr>
<td></td>
<td>Multimodal transportation and utility corridors 1/29/75</td>
</tr>
<tr>
<td></td>
<td>Marjorie Sutton:</td>
</tr>
<tr>
<td></td>
<td>101 Freeway/Coyote Creek Park Project 3/75</td>
</tr>
<tr>
<td></td>
<td>Linda Billings:</td>
</tr>
</tbody>
</table>
folder 183  Environmental Impact Statement on Federal Aid Highways Projects 3/6/75
folder 184  Emergency Public Works Acceleration Act of 1975 3/13/75
Martin Davenport:
folder 185  Preliminary system plan of U.S. Railway Association 3/20/75
Christopher Wasiutynski:
folder 186  Rehabilitation of railroad right-of-way 7/9-10/75
William Futrell:
folder 187  Revitalizing the railroads 7/17/75
Linda Billings:
folder 188  Policy and program amendments to Federal Aid Highways Act 7/22/75
Walter Wells:
folder 189  Concorde flights to JFK International and Dulles International Airports 1/5/76
Dan Pierce:
folder 190  Proposed noise control requirement for supersonic transport 4/5/76
Linda Billings:
folder 191  National Mass Transportation Assistance Act 2/23/77
Christopher Wasiutynski:
folder 192  National Energy Program transportation measures 7/8/77
Michael Gerrard:
folder 193  Economics of Westway 2/27/78
Linda Billings, Steve Pearlmen:
Samuel Sage:
folder 2  Rail and mass transportation operations 5/10/79
Neil Goldstein:
folder 3  Federal Public Transportation Act of 1980 3/19/80
Christopher Meyer, Edward Osann:
folder 4  Urban Mass Transit Administration appropriations 4/17/80
Neil Goldstein:
folder 5  Surface Transportation Act of 1980 4/21/80
Brock Evans:
folder 6  Proposal for Alexandria, Virginia Waterfront 6/6/80
Urban revitalization and industrial policy 9/16/80
Neil Goldstein:
folder 7  Port development 6/12/80
Jonathan Ela:
folder 8  Water transportation issues 6/18/81
James Clark, Neil Goldstein:
folder 9  Highways and public transportation 7/14/81
Neil Goldstein:
folder 10  Port development 7/16/81
Judith Kunofsky:
folder 11  Government regulation and housing costs 10/29/81
Michael Garabedian:
folder 12  Deepwater ports 3/18/82
Neil Goldstein:
folder 13  Mass transportation funding n.d.

Water resources

Alan Carlin:
folder 14  Federal procedures for evaluating water projects 8/8/69
Sierra Club:
folder 15  California Water Plan 3/17/70
Sierra Club Chapter and Group testimony:
folder 16  Water projects 1971-74
Brock Evans:
folder 17  Water development in the Northwest 1/72
Sierra Club:
<table>
<thead>
<tr>
<th>Folder</th>
<th>Documents</th>
</tr>
</thead>
<tbody>
<tr>
<td>18</td>
<td>Florida flood control 1/7/72 Henry Zeller, John McComb:</td>
</tr>
<tr>
<td>19</td>
<td>Water Resources Council hearing 3/72 John Zierold:</td>
</tr>
<tr>
<td>20</td>
<td>Statement before the Water Resources Council hearing 3/14/72 Brent Blackwelder:</td>
</tr>
<tr>
<td>21</td>
<td>Arthur D. Little Stream Channelization Study 4/72</td>
</tr>
<tr>
<td>22</td>
<td>Rivers and Harbors Bill 6/23/72</td>
</tr>
<tr>
<td>23</td>
<td>Lake Verret Watershed Project 6/27/72 Henry Zeller:</td>
</tr>
<tr>
<td>24</td>
<td>Guidelines on social, economic and environmental effects of Civic Works Projects 9/1/72 Sierra Club:</td>
</tr>
<tr>
<td>25</td>
<td>Auburn-Folsom South Project 12/72-1/73 Henry Zeller:</td>
</tr>
<tr>
<td>26</td>
<td>Central Arizona Project 12/5/72 Sierra Club:</td>
</tr>
<tr>
<td>27</td>
<td>National Water Commission draft report 1/73 Jacob Miller:</td>
</tr>
<tr>
<td>28</td>
<td>Stanislaus River water allocation 1/29/73 Roger Mellem:</td>
</tr>
<tr>
<td>29</td>
<td>Washington draft response to National Water Commission 2/8/73 Sierra Club Galveston Group:</td>
</tr>
<tr>
<td>30</td>
<td>Response to draft EIS on Chocolate Bayou 3/22/73 John McComb:</td>
</tr>
<tr>
<td>31</td>
<td>Environmental implications of the National Water Commission report 5/73 Sierra Club Southwest Regional Conservation Committee:</td>
</tr>
<tr>
<td>32</td>
<td>Granite Reed Aqueduct 5/9/73 Brent Blackwelder:</td>
</tr>
<tr>
<td>33</td>
<td>Budget for water development projects 5/14/73 Environmental Policy Center:</td>
</tr>
<tr>
<td>34</td>
<td>Flood plain development 6/73 Henry Zeller:</td>
</tr>
<tr>
<td>35</td>
<td>Water Resources Council draft plan for 1975 assessment of nation's water resources 9/73 Bruce Kennedy:</td>
</tr>
<tr>
<td>36</td>
<td>Morrison Creek Project 11/8/73 Mason Guest:</td>
</tr>
<tr>
<td>37</td>
<td>Hurricane flood protection for Galveston, Texas 11/19/73 Gerald Meral:</td>
</tr>
<tr>
<td>38</td>
<td>California Water Plan 2/1/74 Brent Blackwelder:</td>
</tr>
<tr>
<td>39</td>
<td>Cibola Reservoir Project 3/8/74 John McComb:</td>
</tr>
<tr>
<td>40</td>
<td>Controlling salinity of Colorado River 3/8/74 Charles Clusen:</td>
</tr>
<tr>
<td>41</td>
<td>Federal Flood Control Policy 4/30/74 Eugene Coan:</td>
</tr>
<tr>
<td>42</td>
<td>Progress in protecting the marine environment 6/21/74 John McComb:</td>
</tr>
<tr>
<td>43</td>
<td>Salinity control in the Colorado River 8/19/74 Henry Zeller:</td>
</tr>
<tr>
<td>44</td>
<td>Colorado River salinity control 8/31/74 Jonathan Ela:</td>
</tr>
<tr>
<td>45</td>
<td>Regulation of water level in the Great Lakes 10/21/74 Henry Zeller:</td>
</tr>
<tr>
<td>46</td>
<td>DEIS Eastern New Mexico Water Supply Project 10/22/74 Peter Zars:</td>
</tr>
<tr>
<td>Folder</td>
<td>Description</td>
</tr>
<tr>
<td>--------</td>
<td>-------------</td>
</tr>
<tr>
<td>47</td>
<td>Peripheral Canal Project (proposed) 11/30/74</td>
</tr>
<tr>
<td>48</td>
<td>Rules proposed by U.S. Coast Guard under Ports and Waterways Safety Act of 1972 2/24/75</td>
</tr>
<tr>
<td>49</td>
<td>Proposed flood plain management regulations 7/14/75</td>
</tr>
<tr>
<td>50</td>
<td>Tocks Island Lake Project and its alternatives 7/22/75</td>
</tr>
<tr>
<td>51</td>
<td>Colorado River salinity standards 8/8/75</td>
</tr>
<tr>
<td>52</td>
<td>User fees for waterways 9/11/75</td>
</tr>
<tr>
<td>53</td>
<td>Export of water from the Delta 4/29/76</td>
</tr>
<tr>
<td>54</td>
<td>Protection of the New River 5/6/76</td>
</tr>
<tr>
<td>55</td>
<td>Economic lessons of the Teton Dam disaster 8/5-6/76</td>
</tr>
<tr>
<td>56</td>
<td>Teton Dam disaster 8/5/76</td>
</tr>
<tr>
<td>57</td>
<td>Upper Mississippi River System 11/17/76</td>
</tr>
<tr>
<td>58</td>
<td>Crustal movement in the Northern Sierra Nevada, Auburn-Folsom South Project 3/77</td>
</tr>
<tr>
<td>59</td>
<td>Chattahoochee River 3/17/77</td>
</tr>
<tr>
<td>60</td>
<td>Dickey-Lincoln School Dam Project 3/29/77</td>
</tr>
<tr>
<td>61</td>
<td>Upper Mississippi River System 4/77</td>
</tr>
<tr>
<td>62</td>
<td>National Water Policy reform 7/15/77</td>
</tr>
<tr>
<td>63</td>
<td>Water Resources Council policy study hearings 8/5/77</td>
</tr>
<tr>
<td>64</td>
<td>Federal Water Resources Policy reform 11/20/77</td>
</tr>
<tr>
<td>65</td>
<td>Colorado River Management Plan 2/22/78</td>
</tr>
<tr>
<td>66</td>
<td>President Carter’s Water Policy Message 8/25/78</td>
</tr>
<tr>
<td>67</td>
<td>Middle Rio Grande Flood Protection DEIS 3/26/79</td>
</tr>
<tr>
<td>68</td>
<td>Freshwater wetland acquisition 4/10/79</td>
</tr>
<tr>
<td>69</td>
<td>Evaluating of NED benefits and costs in water resources planning (Level C) 7/13/79</td>
</tr>
<tr>
<td>70</td>
<td>Testimony before the Subcommittee on Water Resources 9/1/79</td>
</tr>
<tr>
<td>71</td>
<td>Proposed Sepulveda Water Reclamation Plan 10/10/79</td>
</tr>
<tr>
<td>72</td>
<td>GREAT II draft report 7/25/80</td>
</tr>
<tr>
<td>73</td>
<td>Proposed ground water protection strategies 1/30/81</td>
</tr>
<tr>
<td>74</td>
<td>Water policy 6/18/81</td>
</tr>
</tbody>
</table>

Guide to the Sierra Club Records, 1891-
Water resources

folder 75
Atchafalaya Basin 7/14/81
Jim MacInnes:

folder 76
Water policy 7/14/81
Neil Goldstein:

folder 77
Port development 7/16/81
Richard Cellarius:

folder 78
Port development and waterway user fees 7/19/81
Jon Miller:

folder 79
Waterway user charges 8/17/81
Michael Paparian:

folder 80
Small-scale hydro development 10/27/81
Norman Roller:

folder 81
Great Lakes Protection Act 12/15/81
Robert Alpern:

folder 82
Water resources management 1981
William Gianelli:

folder 83
Water projects construction backlog 2/23/83
John McComb:

folder 84
Amendments to the Clean Water Act 8/2/83
Mary Sconover:

folder 85
State-Local River Conservation Act 3/6/84
Bruce Hamilton:

folder 86
Ted Hoffman:

folder 87
Water resources n.d.

Wildlife Conservation

Ctn. 288, folder 88
Lloyd Tupling:

Wild horses 4/30/71
Robert Hughes:

folder 89
Predatory animals - Control 12/16/71
Richard Frank:

folder 90
Draft convention for the conservation of Antarctic seals 1/31/72
Robert Hughes:

folder 91
Oceans and atmosphere 2/15/72
Sierra Club Wildlife Committee:

folder 92
Marine mammals legislation 2/15/72
Robert Hughes:

folder 93
Endangered Species Conservation Act 4/25/72
John Laboyteaux:

folder 94
Farallon Islands 5/5/72
Robert Hughes:

folder 95-96
Eagles 6/29/72
H.R. 14731 6/29/72
Sierra Club National Wildlife Committee:

folder 97
Predatory animals - Control 8/8/72
Richard Frank:

folder 98
Draft Statement for convention to control international trade in endangered species 1/16/73
Sierra Club Legal Defense Fund:

folder 99
Sea lions exemption from Marine Mammal Protection Act 2/73
Richard Frank:

folder 100
Wildlife regulations 5/23/73
Robert Hughes:

folder 101
Proposed rules on falconry permits 8/73
Sierra Club:

folder 102
Falconry permits 9/4/73
Roger Mellem:  
  Wildlife refuges 9/5/73
Sierra Club Chapter and Group testimony:  
  Wildlife 1974
Linda Billings:  
  Natural Game Fish Stream Preservation Act of 1972 2/25-26/74
Sierra Club:  
  Proposed regulations governing taking and importing of marine mammals 6/10/74
Linda Billings:  
  Amendments to Fish and Wildlife Conservation Act 6/27/74
Robert Hughes:  
  Injurious wildlife regulations 8/5/74
Juanita Wint:  
  Injurious wildlife regulations 8/9/74
Eldon Greenberg:  
  Proposed rules for protection of the marine environment 8/19/74
Linda Billings:  
  Fisheries and wildlife conservation, Merchant Marine and Fisheries 9/18/74
John Grandy:  
  Proposed use of steel shot for hunting waterfowl 10/22/74
Richard Frank:  
  Antarctic seals 10/31/74
Richard Frank:  
  Merchant Marine and Fisheries concerning oil spill damage 12/2/75
Linda Haverfield:  
  Proposed domestic livestock grazing program for Challis Planning Unit 1975
Juanita Wint:  
  Save the whales 2/7/76
Robert Hughes:  
  Amendments to Marine Mammal Protection Act 5/20/76
Richard Frank:  
  Conservation of Antarctic seals, polar bears, and the North Pacific fur seals 8/31/76
Juanita Alvarez:  
  Marine Mammal Protection Act of 1972 9/28/76
Optimum sustainable population 11/5/76
Juanita Alvarez, William Butler:  
  Marine Mammal Protection Act: Tuna/Porpoise 3/77
Allen Stokes:  
  Proposed rules for implementing Section 7 of the Endangered Species Conservation Act 3/24/77
Brock Evans:  
  Endangered species North American wildlife and habitat 6/4/77
Sierra Club:  
  Survival of whales 6/20/77
Michael Zagata:  
  Nongame Fish and Wildlife Conservation Act of 1978 2/16/78
Robert Hughes:  
  Hunting 4/13/78
Jacque Dean:  
  Export of bobcats, lynx, and river otter 5/1/78
Paulette Nenner:  
  Proposed rulemaking: The Eastern timberwolf 8/24/78
Robert Hughes:  
  Fish and Wildlife Restoration Program 8/28/78
Karla Slap:  
  Mammalian predatory animal damage management 2/79
  Predatory animals damage management in the west 5/31/79
Allen Stokes:
- Fish and Wildlife Conservation Act, Uniform Procedures for Compliance-Proposed Regulation 7/13/79
Mark Palmer:
- Wildlife ecosystems preservation - A natural heritage program for California 10/27/79
John Grandy, Richard Randall:
- Animal damage control 4/17/80
Rosemary Fox:
- Wildlife conservation and northern development 4/2/80
Warren King:
- International Council for Bird Preservation 8/11/80
Beverly Strassmann:
Mark Palmer:
- Impact of proposed oil and gas leasing on the California condor 4/15/82
Brian O’Neill:
- Proposed regulations governing the gray wolf in Minnesota 8/4/82
Michael Weber:
- National Marine Sanctuaries Program 2/24/83
Allen Smith:
- Appropriations for four national wildlife refuges 3/9/83
Brock Evans:
- Fish and wildlife management in the National Wilderness Preservation System n.d.
Sierra Club:
- Regulations regarding importing marine mammals n.d.
Sierra Club Wildlife Committee:
- Proposed revisions on the Bald Eagle Protective Act n.d.

California Coastal Commission 1978-83

California Coastal Zone Conservation Act

folder 15
- Articles and statements 1968-71
folder 16-17
- Clippings 1972
Ctn. 290, folder 1
- Clippings 1972
folder 2
- Fact sheets 1972
folder 3
- Final vote 1972
Wildlife Conservation

folder 4

Opponents 1972

folder 5

Supporters 1971-72

folder 6

Alameda County Coastal Protection Committee 1972

folder 7

Association of Bay Area Governments 1972

folder 8

California Advisory Commission on Marine and Coastal Resources 1970-72

folder 9-10

California Coastal Alliance 1970-76

folder 11

California Coastal Zone Conservation Commission 1975

folder 12

California Resources Agency 1971

California State Legislature

folder 13

Assembly Bill 1471 1970-72

folder 14

Assembly Bill 200 1972-73

folder 15

Senate Bill 100 1972

folder 16

Citizens Against the Coastal Initiative 1972

folder 17

Coastal zone management - Law and legislation 1972

folder 18

Coastal Zone Management Act 1971-72

folder 19

Comprehensive Ocean Area Plan 1970-72

folder 20
Environmental education 1970-72
folder 21

Fund raising 1972
folder 22

Scenic Shoreline Preservation Conference, Inc. 1970-71

Sierra Club
folder 23

Correspondence 1971-76
folder 24

Activities 1970-76
folder 25

Articles 1972
folder 26

Background material 1972
folder 27

Contributions 1972
folder 28

Daily file 1971
folder 29

Expenditures 1972-73
folder 30

Finances 1972
folder 31

Yes on 20 Committee 1972-73
folder 32

Fund raising 1972
folder 33

Mailing lists n.d.

Ctn. 291, folder 1

Memoranda 1971-73
folder 2

Notes 1972
folder 3

Petition drive 1972

folder 4

Press releases 1972

folder 5

Rock concert benefit 1972

folder 6


folder 7-9


folder 10

Clippings and maps 1980, n.d.

folder 11

Law and legislation 1980, n.d.

folder 12

Notes 1980, n.d.

folder 13

Sierra Club Solid Waste Research Project 1973-75

folder 14-17

Correspondence 1974

U.S. Forest Service

folder 18

Northern Region (Region 1) 1981-82

folder 19

Bitterroot National Forest (Mont.) 1980-82

folder 20

Custer National Forest (Mont.) 1982

folder 21

Lewis and Clark National Forest (Mont.) 1981-82

folder 22-24

Lolo National Forest (Mont.) 1980

Ctn. 292, folder 1
Wildlife Conservation

---

**Nez Perce National Historic Forest (Idaho)- Gospel-Hump Wilderness 1976**
folder 2

**Rocky Mountain Region (Region 2) 1980-83**
folder 3

**Arapaho National Recreation Area (Colo.) and Roosevelt National Forest (Colo.) 1981-83**
folder 4

**Bighorn National Forest (Wyo.) 1981**
folder 5

**Shoshone National Forest (Wyo.) 1981-82**
folder 6-7

**Southwestern Region (Region 3) 1980-82, n.d.**
folder 8

**Coronado National Forest (Ariz.) 1983**
folder 9

**Santa Fe National Forest (N.M.) 1982-83**
folder 10-11

**Intermountain Region (Region 4) 1980-82**
folder 12

**Targhee National Forest (Idaho) 1980-83**
folder 13-14

**Toiyabe National Forest (Nev.) 1980-83**
folder 15

**Uinta National Forest (Utah) 1981-82**
folder 16

**Wasatch National Forest (Utah) and Cache National Forest (Utah) 1981-82**
folder 17-20

**California Region (Region 5) 1979-83**
folder 21

**Angeles National Forest 1980**
folder 22

**Eldorado National Forest 1982**
folder 23

**Emigrant Wilderness 1970, 1972, n.d.**
Inyo National Forest 1981-83
Ctn. 293, folder 1-3
Klamath National Forest 1980-83
folder 4-6
Lassen National Forest 1980-83
folder 7
Los Padres National Forest n.d.
folder 8
Lopez Canyon Wilderness (proposed) 1949, 1969-72, n.d.
folder 9
Maps n.d.
folder 10
Mendocino National Forest 1972-73, n.d.
folder 11-12
Snow Mountain Wilderness (proposed) 1966-73, n.d.
folder 13
Reports 1972, n.d.
folder 14
Minarets Wilderness 1968-72
folder 15-16
folder 17
folder 18-19
folder 20-21
Sequoia National Forest 1972-81
folder 22-23
folder 24
Shasta, Mount 1971-74, n.d.
Ctn. 294, folder 1
Work plan 1980
folder 2-3

folder 4

Law and legislation 1973-74
folder 5

Rancheria Creek 1969-74, n.d.
folder 6-7

Reports 1980
folder 8

folder 9-10

Gasquet-Orleans Road 1980-83, n.d.
folder 11

Law and legislation 1982-83
folder 12

South Sierra Wilderness 1960, 1968-71, n.d.
folder 13

Maps n.d.
folder 14

folder 15-16

folder 17-19

Trinity Alps Wilderness 1966-73, n.d.
folder 20

Newsletter and clippings 1968-73
folder 21

Reports 1956, [1970]
folder 22

Yolla Bolly-Middle Eel Wilderness 1969, n.d.
folder 23

Pacific Northwest Region (Region 6) - Siskiyou National Forest (Or.) 1980-83
**Eastern Region (Region 9)**

folder 24

**Mark Twain National Forest (Mo.) 1980-81**

folder 25

**Wayne National Forest (Ohio) and Hoosier National Forest (Ind.) 1981-82**

**Wilderness Bill**

Ctn. 295, folder 1-14

- **Correspondence 1956-63**
  
  folder 15

- **Background material 1958**
  
  folder 16-20

- **Bills 1957-61**
  
  folder 21-27

- **Clippings 1956-62**
  
  Ctn. 296, folder 1-4

- **Miscellanea 1956-62**
  
  folder 5-8

- **Press releases 1957-62**
  
  folder 9-16

- **Speeches and statements 1956-62**
  
  Ctn. 296, folder 17-19

**Log 2-119 1979**

folder 20-23

**Log 1-149 1980**

Ctn. 297, folder 1-16

**Log 1-300 1981-82**

Ctn. 298, folder 1-17

**Log 1-315 1983-84**
Wilderness Conference

Ctn. 299, folder 1-2

1st, 1949 1947-49

folder 3

Proceedings 1949

folder 4

2nd, 1951 1951

folder 5

3rd, 1953 1953

folder 6

4th, 1955 1953-55

5th, 1957

folder 7-9

Correspondence 1956-57

folder 10

Clippings 1957

folder 11-12

Papers 1957

1st-5th, 1949-57

folder 13

Proceedings 1949-57

folder 14

6th, 1959 1957-59

folder 15

Papers 1959

folder 16

Proceedings 1959

folder 17

Resolutions 1959
7th, 1961
folder 18-22
  Correspondence 1959-61
  folder 23
  Clippings 1961
  folder 24
  Notes 1961
  folder 25-27
  Papers 1961
  Ctn. 300, folder 1
  Papers 1961
  folder 2
  Press releases 1961
  folder 3-5
  Proceedings 1961
  folder 6
8th, 1963
  1963
  folder 7-10
  Correspondence 1961-63
  folder 11
  Notes 1963
  folder 12
  Papers 1963
  folder 13-15
  Proceedings 1963
  folder 16-19
9th, 1965
  1962-65
  folder 20
  Fund raising 1964-66
  folder 21
  Notes 1965
  folder 22-24
Proceedings 1965

**Sierra Club Bulletin**

Ctn. 301, Correlation, manuscripts, typescripts, notes, advertising, illustrations, clippings, and miscellaneous 1919-52
folder 1-25  Volumes 38:7 - 41:5 1953-56
folder 26-52  Volumes 42:1 - 45:2 1957-60
Ctn. 302, Annual editions of correspondence, manuscripts, typescripts, notes, clippings, and miscellaneous 1933-68
folder 1-28  Correspondence 1921-74
folder 29-40  Butcher, Russell 1965
folder 41-42  Reilly, P.T. 1965
folder 43  Robinson, Ned 1965
folder 44  Zimmerman, William, Jr. 1965-66
Ctn. 303, Correspondence 1977-81, n.d.
folder 1-3
folder 4  Advertising 1948-57
folder 5  Authors and publishers 1951-59
folder 6  Book reviews 1953-59
folder 7  Exchange publications 1931-56
folder 8  Illustrations 1921-54
folder 9  Index 1943-54
folder 10  Photographs 1941-57
folder 11  Printing n.d.
folder 12  Typescripts, revised 1965
folder 13-14  Typescripts with correspondence 1977-80
folder 15  Manuscripts and typescripts n.d.
folder 16  Public opinion 1956-66
folder 17  Listing of issues n.d.
folder 18  Miscellaneous and unidentified fragments n.d.
Editorial Board
folder 19  Annual reports 1940-50
folder 20  Correspondence 1953-59
folder 21  Publications policy 1949-56
folder 22  Questionnaires 1947
folder 23  Minutes 1953-58
folder 24  Policy Committee - Reports 1967-68
folder 25  Staff meetings - Minutes 1953
Sierra Club Handbook

Correspondence
folder 26  Revisions for 3rd edition 1954
folder 27  Bequests 1954
folder 28  By-laws 1954
folder 29  Chronology - Correspondence and typescripts 1954
folder 30  Listing of officers 1954
folder 31  Miscellaneous 1954-55
folder 32  Revisions of articles 1954-55
Sierra
folder 33  Reader surveys 1978-86
folder 34  Style manuals 1986, 1988
Subseries 11.1: Correspondence, 1964-1969

Ctn. 303, folder 35-36
Correspondence 1964-65

Ctn. 304, folder 1-17
Outgoing and Incoming 1966-68

folder 18
Schanhaar, John 1964-67

folder 19
Shelton, Jack 1966-69

Subseries 11.2: Subject Files, 1964-1987

Ctn. 304, folder 20-22
Book proposals 1967-69

folder 23
Book reviews 1964

volume Vols. 17-22, folder 17-22
Book reviews 1962-69

Box 1, folder 1-19
General office files 1961-68

Ctn. 304, folder 24-25
Catalogs and brochures 1961-87

folder 26-27
Miscellaneous promotional materials for Sierra Club publications 1964-84

folder 28
Sales promotions - Schanhaar, John 1966-67

Subseries 11.3: Publication Files, 1956-1969

Unpublished books

Ctn. 305, folder 1
The Allagash by Charles Steinhacker and Michael Bond

folder 2
Correspondence and miscellanea 1967-69

folder 3
Outline n.d.

folder 4-6
Introduction n.d.

folder 7
Drafts, preliminary and edited n.d.

folder 8
Typescript of revision n.d.

folder 9
Journal chapter n.d.

folder 10
The Enduring Navajo by Laura Gilpin

folder 11
Typescript n.d.

folder 12

folder 13
Manuscript n.d.

folder 14
Highway 89 by Jonreed Lauritzen and Richard McGraw

folder 15
Correspondence 1963

folder 16
Kipahulu Sketches by Kenneth Brower

folder 17
Typescript n.d.

folder 18
Marble Gorge [author unknown]

folder 19
Correspondence 1966

folder 20
The North Cascades by Charles D. Hessey, Weldon F. Heald, and Grant McConnell

folder 21
Correspondence 1959-63

folder 22
Original manuscript n.d.

folder 23
Typescript, revised, and with editors' notes n.d.

folder 24
Comments from editors n.d.

folder 25
Typescript with editors' notes n.d.

folder 26
Typescript with poetry excerpts n.d.

folder 27
Only One Lake Tahoe by Donald M. Richardson and John Hale Calef

folder 28
Correspondence 1965

folder 29
Typescript, with annotations n.d.

folder 30
Outline, draft fragments, notes, and other miscellanea n.d.

folder 31
Redwood Coast Vignettes by Frederick E. Olmsted

folder 32
Correspondence 1963, 1966
Subseries 11.3: Publication Files, 1956-1969

folder 26  Typescript n.d.
folder 27  San Francisco Bay manuscript [author unknown] n.d.
          Save the San Francisco Bay Book by Harold Gilliam
folder 28  Typescript n.d.
folder 29  Storm King and Rights of Nature by Laurence Pringle
folder 30  Correspondence 1966
          The Two Kingdoms by Ernst Bacon
folder 31  Typescript n.d.
          We Lived By Lunar Time by Eliot Porter

Published books

Almost Ancestors: The First Californians by Theodora Kroeber and Robert F.
          Heizer
Ctn. 306, folder 1  Correspondence 1968-69
          Reviews and promotional materials 1968
folder 2          Ansel Adams I: The Eloquent Light by Nancy Newhall
folder 3  Correspondence 1960-63
folder 4-5  Preliminary draft of first ten chapters 1963
folder 6-8  Second draft (complete) 1963
folder 9          Baja California and the Geography of Hope by Eliot Porter
          Notes 1963
folder 10  Press releases and reviews 1967
folder 11  Central Park Country: A Tune Within Us by Nancy and Retta Johnston
          Correspondence, reviews, and promotional materials 1968-69
folder 12          A Climber’s Guide to Glacier National Park by J. Gordon Edwards
folder 13  Correspondence 1966
folder 14  Author’s first proof 1966
folder 15  Revisions to supplement 1966
folder 16-18  A Climber’s Guide to the High Sierra edited by Hervey H. Voge
          Correspondence 1964
folder 19          A Climber’s Guide to Teton Range by Eldon N. Dye
folder 20-22  Correspondence 1964
folder 23-25  Revised draft 1965
folder 26  Revisions for second edition 1965
Ctn. 307, folder 1  A Climber’s Guide to Yosemite Valley by Steven Roper
folder 2  Correspondence 1963-65
folder 3-4  Original draft 1964
folder 5  Prefatory material 1964
folder 6  Final draft of introduction with printer’s instructions 1964
folder 7  Miscellaneous 1964
folder 8  Deepest Valley by Paul Bateman
          Correspondence 1962
folder 9-11  Original draft 1962
folder 12  Corrections 1962
folder 13  Typescript, with corrected captions 1962
folder 14  Illustrations, sketches, and notes 1962
folder 15  Miscellaneous notes 1962
folder 16-17  Everest: The West Ridge by Thomas F. Hornbein
          Photocopy of original draft 1965
folder 18  Galapagos: The Flow of Wildness by Eliot Porter
          Reviews and promotional materials 1968
folder 19  Galen Clark: Yosemite Guardian by Shirley Sargent
          Original draft, incomplete 1964
folder 20-21  Draft 1964
folder 22  Miscellaneous fragments 1964
          Gentle Wilderness: The Sierra Nevada text by John Muir; edited by David Ross
          Brower
<table>
<thead>
<tr>
<th>Folder</th>
<th>Title</th>
<th>Authors</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>23</td>
<td>Correspondence 1964</td>
<td></td>
<td></td>
</tr>
<tr>
<td>24</td>
<td>Preface and miscellanea 1964</td>
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<td></td>
</tr>
<tr>
<td>25</td>
<td>Correspondence n.d.</td>
<td></td>
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</tr>
<tr>
<td>26-27</td>
<td>Typescript 1967</td>
<td></td>
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</tr>
<tr>
<td>28</td>
<td>Miscellaneous 1967</td>
<td></td>
<td></td>
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<tr>
<td>29</td>
<td>Illustrated Guide to Yosemite by Virginia Adams</td>
<td></td>
<td></td>
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<tr>
<td>30</td>
<td>Correspondence 1963</td>
<td></td>
<td></td>
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<tr>
<td>31</td>
<td>Original draft 1962</td>
<td></td>
<td></td>
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<tr>
<td>32</td>
<td>Correspondence 1963-65</td>
<td></td>
<td></td>
</tr>
<tr>
<td>33</td>
<td>Original draft 1965</td>
<td></td>
<td></td>
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<tr>
<td>34</td>
<td>Revised text</td>
<td></td>
<td></td>
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<tr>
<td>35</td>
<td>Maps 1965</td>
<td></td>
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<tr>
<td>36</td>
<td>Index and bibliographical notes 1965</td>
<td></td>
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<td>37</td>
<td>Correspondence 1966-67</td>
<td></td>
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<tr>
<td>38</td>
<td>Original draft 1967</td>
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<td>39</td>
<td>Miscellaneous 1967</td>
<td></td>
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<td>40</td>
<td>The Last Redwoods: A Vanishing Scenic Resource by Philip Jean Hyde and Francois Leydet</td>
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<td>41</td>
<td>Original draft 1963</td>
<td></td>
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<td>42</td>
<td>Outline 1963</td>
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<td>43</td>
<td>Advertising and miscellaneous 1963</td>
<td></td>
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<td>Correspondence 1968-69</td>
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<td>Prefatory material 1969</td>
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<td>46</td>
<td>Introductory draft 1969</td>
<td></td>
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<td>47</td>
<td>Revision of text 1969</td>
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<td>48</td>
<td>Deleted text 1969</td>
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<td>49</td>
<td>Drafts 1969</td>
<td></td>
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<td>50</td>
<td>Revisions made for new edition of The Last Redwoods 1969</td>
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<td>51</td>
<td>Correspondence and Typescript 1956-57</td>
<td></td>
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<td>52</td>
<td>The Mammoth Lakes Sierra</td>
<td></td>
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<td>53</td>
<td>Original artwork by Dean and Susan Rinehart 1964</td>
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<td>54</td>
<td>Manual of Ski Mountaineering edited by David Ross Brower</td>
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<td>55</td>
<td>Correspondence 1961</td>
<td></td>
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<td>56</td>
<td>Revisions for third edition, preface, introduction 1962</td>
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<td>Preface to fourth edition 1969</td>
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<td>58</td>
<td>Notes and miscellaneous n.d.</td>
<td></td>
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<td>59</td>
<td>Nature Next Door by Robert C. Stebbins</td>
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<td>60</td>
<td>Original draft 1962</td>
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<td>61</td>
<td>Navajo Wildlands: As Long as the Rivers Shall Run by Jett, Stephen C.</td>
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<td>62</td>
<td>Correspondence 1968</td>
<td></td>
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<td>63</td>
<td>Press releases 1967</td>
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<td>64</td>
<td>Not Man Apart by David Ross Brower</td>
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<td>65</td>
<td>Correspondence 1964-67</td>
<td></td>
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<td>66</td>
<td>Text and revisions 1965</td>
<td></td>
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<td>67</td>
<td>Prefatory material and additions 1965</td>
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<td>68</td>
<td>The Place No One Knew: Glen Canyon on the Living Colorado by Eliot Porter</td>
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<td>Correspondence 1962-63</td>
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<td>Excerpts to accompany photos 1963</td>
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<td>38</td>
<td>Prefatory material 1963</td>
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<td>39</td>
<td>Appendices and bibliography 1963</td>
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<td>Notes and research material, miscellanea, and fragments 1963</td>
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<td>Correspondence 1968-69</td>
<td></td>
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<td>Summer Island: Penobscot Country by Eliot Porter</td>
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<td>Correspondence 1964-69</td>
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<td>Original drafts, draft with reader's comments 1966</td>
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<td>3-4</td>
<td>Second draft, typescript 1966</td>
<td></td>
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<tr>
<td>5</td>
<td>Editorial comments and notes 1966</td>
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<td>6</td>
<td>Mock-up 1966</td>
<td></td>
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<td>7</td>
<td>Excerpt 1966</td>
<td></td>
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<td>Miscellanea 1966</td>
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<td>9-10</td>
<td>This is the American Earth by Ansel Adams and Nancy Newhall</td>
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<td>Correspondence 1959-61</td>
<td></td>
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<td>12</td>
<td>Draft of foreword and acknowledgement 1961</td>
<td></td>
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<td>Reviews 1960-61</td>
<td></td>
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<td>Time and the River Flowing: Grand Canyon by Francois Leydet</td>
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<td>Miscellaneous draft fragments 1964</td>
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<td>The Wild Cascades: Forgotten Parkland by Harvey Manning</td>
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<td>16</td>
<td>Correspondence 1965-66</td>
<td></td>
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<tr>
<td>17</td>
<td>First draft 1965</td>
<td></td>
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<td>18</td>
<td>Second draft 1965</td>
<td></td>
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<td>Wilderness: America's Living Heritage by Ansel Adams, et al.</td>
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<tr>
<td>20</td>
<td>Reviews and promotional material 1961</td>
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<tr>
<td>21</td>
<td>Wilderness Postcards 1959</td>
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<td>22</td>
<td>Words of the Earth by Cedric Wright</td>
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</tbody>
</table>

Ctn. 309, folder 21

Record of proposals for membership 1893-1900, 1904

folder 22

Membership lists 1905-11

folder 23

Membership lists ca. 1910-11

folder 24

Directories and mailing lists 1950-61

Ctn. 310, folder 1-5

Directories and mailing lists 1962-79

folder 6-14

Leader lists 1982-89

folder 15
Subseries 11.3: Publication Files, 1956-1969

Membership activity 1946-81

Subseries 13.1: Correspondence, 1974-1977

Ctn. 310, 
folder 16-17  
Correspondence A-B 1974-76

Ctn. 311, 
folder 1-22  
Correspondence C-T 1974-77

Ctn. 312, 
folder 1-7  
Correspondence U-Z, and unidentified 1974-77

Subseries 13.2: Subject Files, 1970-1977

Ctn. 312, folder 8  
Research Department, general 1973-77

Anderson, Stephen  
folder 9  
Affidavits 1974-75

folder 10  
Critiques 1974-75

folder 11  
Critiques and Proposals 1975-77

folder 12  
Proposals 1974-76

folder 13  
Publications 1974-75

Curry, Robert  
folder 14  
Affidavits 1974-75

folder 15  
Critiques 1974-76

folder 16  
Critiques, Proposals, and Publications 1970, 1972-75

folder 17  
Publications 1974-75

Robinson, Gordon  
folder 18  
Affidavits 1974-75

folder 19  
Critiques 1974-75

folder 20  
Publications 1974-75

Alaska  
folder 21  

folder 22  
Trans-Alaska Pipeline 1974-75

folder 23  
Correspondence 1973-75

folder 24  
Coal-sulphur content 1974

folder 25  

folder 26  

folder 27  

folder 28  
Forests and forestry 1973, n.d.

folder 29  
Hazardous substances - Herbicides 1976

folder 30  
Miscellanea 1974, 1977

folder 31  
Miscellaneous notes n.d.

folder 32  
National Science Policy and Organization Act of 1975 1975

folder 33  
Pollution 1975

folder 34  
Recycling (Waste, etc.) 1974

folder 35  
Redwood National Park (Calif.) 1975

folder 36  
Water resources 1975

Ctn. 313, folder 1

Electronic mail 1986-88

folder 2
Acid rain 1986-88
folder 3

All-Russia Society for the Protection of Nature 1986-88
folder 4

Babbitt, Bruce 1987
folder 5

Bankrolling Disasters 1986-87
folder 6

Block grant 1986-89
folder 7

Blueprint for the Environment 1988
folder 8

Bork, Robert 1987
folder 9

Boy Scouts of America 1987
folder 10

Browning, Peter 1987-88
folder 11-12

California Desert Protection Act 1986-88
folder 13

Clippings 1986-88
folder 14

Christian Science Monitor 1987
folder 15

Clean Air Act 1987-88
folder 16

Clean Water Act 1986-87
folder 17

Crissy Field (San Francisco, Calif.) 1986
folder 18

Discovery Channel public service announcements 1987
folder 19

Downing, Larry 1986-88
folder 20

Fischer, Michael L. 1987

folder 21

Florio, James 1986

folder 22

Grand Canyon National Park (Ariz.) 1986-87

folder 23

Group of Ten 1986-87

folder 24

Hazardous substances 1986-88

folder 25-26

Hetch Hetchy Valley (Calif.) 1987-88

folder 27

John Muir Bicentennial Celebration 1987-88

folder 28

John Muir Day 1988

folder 29

John Muir Trust 1988

folder 30

Media projects 1986-87

folder 31

National Conference of Editorial Writers 1986

folder 32

Nuclear energy 1986-87

folder 33

Oil and gas leases 1986-87

Ctn. 314, folder 1

President's Commission on American Outdoors 1986

folder 2

Republican and Democratic National Conventions 1988

folder 3

Sierra Club

folder 3
Annual dinner 1988
folder 4-5

Annual report 1985-88
folder 6

Board of Directors 1986-89
folder 7

Budget (1987) 1986
folder 8

Budget (1988) 1987
folder 9

Budget (1989) 1988
folder 10

Catalog 1988
folder 11

Chapters 1986-88
folder 12-13

Committee on Political Education (SCCOPE) 1986-89
folder 14

Department heads 1986-87
folder 15

Development Committee Retreat 1987
folder 16

Development Department 1986-88
folder 17

Disaster plan 1986
folder 18-19

Elections 1986-87
folder 20

Employee newsletter 1985-86
folder 21

Environmental Workshop for Educators 1986
folder 22

Executive director search 1986-87
folder 23

International Assembly 1986-88

folder 24

Media Guide 1973

folder 25

Media relations database 1986-87

folder 26

Polling data 1986-88

folder 27

Population and Growth Policy Program 1986

folder 28-30

Public Affairs Advisory Committee 1986-89

folder 31

Public Affairs Department 1986-88

folder 32-33

Public Relations Primer 1957, 1963

folder 34

Publicist/Activist Network 1988

folder 35

Public service announcements 1984-87

folder 36

Radioactive Waste Campaign 1986-87

folder 37

Videos 1986

folder 38

Warehouse sale 1987

folder 39

Sierra (magazine) 1984-89

folder 40

Southern Environmental Assembly 1988

folder 41

Stetson, Lee 1987-88

folder 42-43
Subseries 13.2: Subject Files, 1970-1977

Superfund 1986, 1988
folder 44

Television 1988
Ctn. 315, folder 1-2

U.S. Presidents - Election 1987-88
folder 3

U.S. Senate Campaign (Calif.) 1988
folder 4

Vento-Green event 1988
folder 5

Yellowstone National Park (Wyo.) 1986
folder 6

Action alerts/brochures 1960s-70s
folder 7

Fact sheets 1960s-70s
folder 8

Membership brochures 1933-89
folder 9

Sierra Club Sourcebook 1990
folder 10-15

Press releases 1953-86
folder 16-28

Clippings 1983-84
Ctn. 316, folder 1-21

Clippings 1984-88