

**REQUEST FOR RECORDS DISPOSITION AUTHORITY**

(See Instructions on reverse)

LEAVE BLANK

TO: **GENERAL SERVICES ADMINISTRATION  
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408**

JOB NO.

*NI-29-91-2*

DATE RECEIVED

*4-3-91*

1. FROM (Agency or establishment)

Department of Commerce

2. MAJOR SUBDIVISION

Bureau of the Census

3. MINOR SUBDIVISION

Geography Division

4. NAME OF PERSON WITH WHOM TO CONFER

Linda Pike

6. CERTIFICATE OF AGENCY REPRESENTATIVE

5. TELEPHONE EXT.

301-763-1731

DATE

ARCHIVIST OF THE UNITED STATES

*9/27/91*

*Claudia J. ...*

In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments, is approved except for items that may be marked "disposition not approved" or "withdrawn" in column 10. If no records are proposed for disposal, the signature of the Archivist is not required.

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records; that the records proposed for disposal in this Request of \_\_\_\_\_ page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified; and that written concurrence from the General Accounting Office, if required under the provisions of Title 8 of the GAO Manual for Guidance of Federal Agencies, is attached.

A. GAO concurrence:  is attached; or  is unnecessary.

B. DATE <i>4/1/91</i>	C. SIGNATURE OF AGENCY REPRESENTATIVE <i>Russell S. Friel</i>	D. TITLE <b>Records Mgmt. Officer</b>
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7. ITEM NO.	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. GRS OR SUPERSEDED JOB CITATION	10. ACTION TAKEN (NARS USE ONLY)
	<p><b>1990 Decennial Census Computer Plot Tapes</b></p> <p>To support the 1990 Decennial Census activities, an estimated 30,000 computer plot tapes were produced. Computer Plot tapes contain field, boundary collection/verification maps. These maps were produced electrostatically at the Census Bureau 12 regional offices as well as the Data Preparation Division in Jeffersonville, In.</p> <p>The activities and operation plot maps were used for include: 1988 &amp; 1989 Prelist, list enumerate, precavass, geocoding, precensus, local review, block split, and post census local review. Attached is detail description of some of the maps, also an estimated tally of the maps by type of operation and by cite.</p> <p>Records Dates 1988 thru 1990. Estimated volume 4,000 cubic feet</p> <p>Disposition: Temporary Transfer to FRC after completion of the Decennial Census. Destroy 10 year later or sooner if no longer needed.</p>		

## APPENDIX A: 1990 CENSUS MAP LIST

### I. 1990 Census Field Maps

Field maps are designed to help with the collection of data for the 1990 decennial census. A map type may be used for a variety of decennial census field and office operations. To serve all requirements, map types often are modified to meet the needs of a specific operation. Field maps can be placed in three categories: 1) true field maps; 2) boundary collection/verification maps; and 3) early/limited use data review maps. True field maps are used only by Census Bureau staff for data-collection activities. Boundary collection/verification maps are used by Census Bureau staff and various local government and tribal officials for geographic entity boundary update and verification. Early/limited use data review maps are used by Census Bureau staff and various local government and tribal officials for additional geographic entity definition (census block equivalency) and for data review. These maps also are made available to the general public. The three categories of field maps are described below. (The highlighted numbers displayed parenthetically following each map type title show the number of map sheets being generated for the 1990 decennial census.)

#### A. True Field Maps

1. **Address Register Area (ARA) Map (311,835)**—A large-scale map produced for each ARA. Collectively, the groups for the four types of 1990 census enumeration cover the entire United States and its possessions: 1988 prelist; precavass (TAR); 1989 prelist (update/leave); and list/enumerate. A limited number of geographic entity boundaries, including state, county, AI/ANA, and ARA, are shown. Areal features such as water bodies; linear features such as roads, railroads, pipelines, power transmission lines, and single-line hydrography; and landmark features such as mountain peaks, parks, and schools are displayed and named. Census block numbers are displayed. Listings identifying all streets and their associated ARAs within district offices may be used as a cross-reference to ARA Map sheets.
2. **Block Sketch Map (4,983)**—A large-scale map representing either a single census block or a cluster of census blocks. Features within the subject census block or census block cluster (including census block numbers) are identified. A list identifying all census block numbers in a specified number of surrounding tiers of blocks is included with each map for reference.
3. **Block Split Map (110,100)**—A large-scale map produced for each ARA. Cycle 1 maps include blocks split by geographic entity boundaries in selected TAR and 1988 prelist ARAs, while Cycle 2 maps include blocks split by such boundaries for all types of enumeration areas, except those ARAs previously mapped in Cycle 1 containing no new split blocks. In addition to the geographic entities shown on the ARA Map, other geographic entities shown on this version include MCD/CCD, incorporated place/CDP, UA, VTD, and CD. The boundaries of these tabulation areas, their names or identifying numbers, and tabulation block numbers are shown. Address range information is included in TAR areas only. Areal, linear, and landmark features are shown.
4. **County Locator Map (8,266)**—A medium-scale outline map used primarily by the DOs for planning, orientation, recruiting, and managing enumerator assignments. Map coverage includes all territory in each county. State, county, DO, AI/ANA, and ARA boundaries are shown. MCDs, incorporated places, and ANVSAs are identified by name only. All cartographic base features coincident with displayed boundaries are shown and major noncoincident features, such as roads and streams, are displayed. Cross-reference listings identifying the ARA numbers on a map sheet and the map sheets associated with a specific ARA number are provided with the map for reference.
5. **District Office Wall Map (4,827)**—Multiple full-size map sheets that can be mosaicked to display the service area of an entire DO. The Urban District Office Wall Map is a medium- to large-scale map produced for selected urban area DOs, while the Rural District Office Wall Map is a small-scale map designed for DOs covering a large geographic area, typically several counties. Within the DO, major features are shown along with geographic entities including county, CT/BNA, and ARA. Census block numbers are also shown on the Urban District Office Wall Maps.
6. **Postal Locator Map (1,404)**—A small-scale map produced for each mail out/mail back area located within an update/leave or list/enumerate county. State and county boundaries are shown. Selected cartographic base features are placed and named. The mail out/mail back area is highlighted by applying a screened shading over the adjacent fringe area.

## B. Boundary Collection/Verification Maps

1. **Boundary and Annexation Survey Map (141,864)**—A map produced for each functioning county, MCD, and incorporated place. Maps are sent to local officials for update and certification of geographic entity boundaries. The 1988 BAS maps were designed to collect boundaries current as of January 1, 1988, whereas the 1990 BAS maps were designed to collect January 1, 1990, boundaries. Additionally, "BAS like" maps were produced for Puerto Rico, the Virgin Islands of the United States, and the Pacific Outlying Areas.
2. **Collection Insertion Map (74,063)**—Collection Insertion Maps were quad-based, fixed-scale maps created for editing insertion to the TIGER data base of 1990 census tracts and block numbering areas.
3. **Tribal Review Map (1,771)**—A medium-scale map produced for each AI/ANA and used by tribal officials for update and certification of boundaries.

## C. Early/Limited Use Data Review Maps

1. **County Block Map (209,600)**—A medium-scale, county-based map, normally consisting of multiple sheets for each county. The maps portray the boundaries and names or identifying numbers of most geographic entities for which the Census Bureau tabulates data, as well as a wide range of cartographic base features. Census block numbers are shown.
2. **Governmental Unit Map (203,334)**—Governmental Unit Maps are produced for each MCD, incorporated place, and AI/ANA for which the Census Bureau tabulates data. They are medium-scale maps, identical in content and design to the County Block Map.
3. **TAR Geocoding Resolution/Work Place Spotting Map (62,123)**—A large-scale, census tract-based map used for researching unmatched addresses and identifying the locations of major employment sites. Geographic areas identified include state, county, AI/ANA, and CT/BNA. Areal features, linear features, and landmark features are shown. Address range information is included.

## II. 1990 Census Data Product Maps

Data product maps are designed for use with the data the Census Bureau tabulates as a result of each census and sample survey. Most data product maps portray the boundaries of the political and statistical entities for which the Census Bureau tabulates data. Some also present the spatial distribution and relative magnitude of sets of census data. Data product maps can be placed in four categories: 1) data user maps; 2) printed reference outline maps; 3) printed thematic

maps (page-size); and 4) printed thematic maps (GE-50 and GE-70 series). Both data user maps and printed reference outline maps are summary reference outline maps. Data user maps are electrostatically plotted, monochromatic, paper products. Printed reference outline maps are included in the published 1990 census reports and are printed in the traditional sense. Printed thematic maps are categorized according to size; page-size maps are approximately 8.5 x 11 inches while the GE-50 and GE-70 series maps are approximately 36 x 42 inches.

### A. Data User Maps

1. **1990 County Block Map Series and Index (180,000)**—A comprehensive, multi-sheet, county-based reference map series. The maps portray and identify most geographic entities for which the Census Bureau tabulates data and a wide range of cartographic base features. Census block numbers are shown. An index to map sheets is provided for each county. The maps are prepared initially to accompany the special population summary prepared in accordance with P.L. 94-171. As such, they show the boundaries and identifying numbers of all voting districts submitted by participating state officials (90,000 map sheets). A second version of the map, on which voting district boundaries are omitted, is released to accompany the printed 1990 census reports and STFs (90,000 map sheets).
2. **Census Tract/Block Numbering Area Outline Map (4,200)**—A full-size (36 x 42 inches), county-based map series. Identifies MCD/CCDs, incorporated places/CDPs, AI/ANAs, and CT/BNAs. Only those cartographic base features coincident with CT/BNA boundaries are identified.
3. **County Subdivision Outline Map and Index (100)**—A state-based map series, generally available as a single, full-size map sheet. Identifies counties, MCD/CCDs, incorporated places/CDPs, and AI/ANAs.
4. **Voting District Outline Map (4,000)**—A full-size, county-based map series, produced for counties participating in Phase 2 of the 1990 Census Redistricting Data Program. Identifies MCD/CCDs, incorporated places/CDPs, and VTDs. Distinguishes between types of VTDs (actual and pseudo). All cartographic base features coincident with VTD boundaries are identified.
5. **Urbanized Area Outline Map, with selected base features (400)**—A full-size, UA-based map series with state, county, MCD/CCD, incorporated place/CDP, AI/ANA, and UA boundaries and names identified and major roads shown. All cartographic base features coincident with the UA boundary are symbolized and named. A fringe area is included and highlighted to distinguish the extent of the UA.

## B. Printed Reference Outline Maps

1. **American Indian/Alaska Native Areas Outline Map (500)**—A page-size, AI/ANA-based map series. State, county, MCD/CCD, and incorporated place/CDP boundaries and names are shown in addition to the AI/ANA.
2. **American Indian/Alaska Native Areas of the United States (1)**—A two-page-size map of the United States showing state, county, and AI/ANA boundaries and names.
3. **Census Tract/Block Numbering Area Outline Map (4,200)**—A full-size (36 x 42 inches), county-based map series. The higher-quality version of the Census Tract/Block Numbering Area Outline Map available as a "data user" map.
4. **County Subdivision Outline Map and Index (300)**—A state-based map series, produced as a multi-sheet, page-size map series. Identifies counties, MCD/CCDs, incorporated places/CDPs, and AI/ANAs. An index to the map sheets is provided for each state.
5. **Congressional District Outline Map (550)**—A state-based, page-size map series bound in several Census Bureau publications and presented in the *Congressional District Atlas*. The boundary of each CD and the included counties are symbolized and identified. Selected incorporated places are shown. County-based inset maps are provided for counties containing two or more CDs. Cartographic base features coincident with CD boundaries are identified.
6. **Metropolitan Areas of the United States (1)**—A two-page-size map of the United States showing state and metropolitan area boundaries and names. Type style and boundary symbology distinguishes the three types of metropolitan areas—MSAs, CMSAs, and PMSAs.
7. **Public Use Micro-Data Sample (PUMS) Areas (18)**—Seventeen slightly overlapping sections covering the United States showing state, county, and PUMS "area" boundaries and names. An index to map sheets is produced.
8. **Regions and Divisions of the United States (1)**—A page-size map of the United States showing state, region, and division boundaries and names.
9. **State/County Outline Map (57)**—A page-size, state-based map series showing state and county boundaries and names. State capitals and selected places are included.
10. **State/Metropolitan Area Outline Map (57)**—A page-size, state-based map series showing state, county, and metropolitan area boundaries and names. The three types of metropolitan areas—MSAs, CMSAs, and PMSAs—are distinguished. State capitals and selected places are included.
11. **Urbanized Area Outline Map (400)**—A page-size, UA-based map series. State, county, MCD/CCD, incorporated place/CDP, and AI/ANA boundaries and names are shown in addition to the extent of the subject UA.
12. **Urbanized Areas of the United States (1)**—A two-page-size map of the United States showing state, county, and UA boundaries and names.

## C. Printed Thematic Maps (Page-size)

1. **Assorted Titles (24)**—Page-size printed thematic maps of the United States. The two standard titles include Major Acquisitions and Dates of Admission of States and Centers of United States Population: 1790–1990. Additional choropleth maps are planned for each of the following report topics: population and housing counts; general population characteristics; general housing characteristics; social and economic characteristics; and detailed housing characteristics.
2. **Population and Housing Atlas (580)**—A proposed volume that would contain numerous page-size United States thematic maps.

## D. Printed Thematic Maps (GE-50 and GE-70 Series)

**GE-50 and GE-70 Map Series (20)**—Full-size, color maps of the United States, at a scale of 1:5,000,000 or 1:7,500,000. Standard titles include: Metropolitan Areas of the United States, Districts of the 103rd Congress, 1990 Population Distribution Map (Daytime View), and 1990 Population Distribution Map (Nighttime View). Additional choropleth titles are planned to depict selected 1990 census data by county.

Additional information regarding the wide range of Census Bureau map products may be obtained by contacting Customer Services Branch, Data User Services Division, Bureau of the Census, Washington, DC 20233. Phone: 301/763-4100.

NUMBER OF TAPES IN RCC

RCC	CO/LO	88PRE	89PRE	L/E	PRECA	DOW	POSTL	TARGE	MPO	CO	PREC.	LOC	REV	BS1	BS2	BS3	CO	POST	LOC	RE	TOTAL
											MCD	PL	AIR					MCD	PL	AIR	
ATL	292	111	225	0	54	44	6	87	100	312	0	86	7	92	293	213	293	0	42	7	2264
BOS	128	92	0	36	46	38	9	71	64	119	119	51	15	79	119	104	119	119	15	18	1361
CHA	471	166	409	0	74	39	14	74	43	498	0	59	4	143	401	334	411	0	51	4	3195
CHI	230	241	13	21	58	41	0	63	155	267	256	107	11	229	262	227	267	366	45	11	2870
DAL	400	150	233	109	58	48	9	79	94	401	0	98	6	119	393	194	400	0	89	6	2886
DEN	375	2	15	340	29	31	29	0	46	375	159	130	69	74	329	289	375	159	45	74	2945
DET	243	153	45	50	48	42	5	79	96	226	173	110	7	148	221	177	226	173	43	2	2267
KC	587	193	341	240	53	38	17	78	88	652	255	203	57	156	569	542	587	220	86	59	5021
LA	58	46	0	23	31	50	6	31	41	77	0	29	83	44	61	55	61	0	35	79	810
NY	129	4	0	209	10	50	0	10	10	100	0	0	0	9	92	66	111	111	0	0	911
PHI	115	100	0	24	49	48	5	49	90	111	87	71	1	119	84	0	115	100	8	1	1177
SEA	269	119	0	441	28	45	22	42	38	223	0	50	177	68	231	25	411	0	19	26	2234
TOTAL	3297	1377	1281	1493	538	514	122	663	865	3361	1049	994	437	1280	3055	2226	3376	1248	478	287	27941

The abbreviations used are as follows:

- RCC Regional Census Center
- 88PRE prelist ARA-1988
- 89PRE prelist ARA-1989
- L/E list/enumerate ARA
- PRECA prec canvass ARA
- DOW district office wall maps
- POSTL postal locator
- TARGE tar geocoding
- MPO metropolitan planning organization
- PREC. LOC RE precensus local review  
(county, MCD, place, Indian reservation)
- BS1,2,3 Block splits cycle 1,2,3
- POST LOC RE Post census local review  
(county, MCD, place, Indian reservation)