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**MAP DEPOSITORY MANUAL**

**FIRST EDITION  
JANUARY 1947**

**ARMY MAP SERVICE  
6500 BROOKS LANE  
WASHINGTON, 16, D. C.**





AMS TECHNICAL MANUAL NO. 20

## MAP DEPOSITORY MANUAL

*This manual is issued to institutions participating in the AMS Map Depository Program as a guide for processing those maps and for reporting their own map holdings.*

FIRST EDITION

JANUARY 1947

U.S. ARMY MAP SERVICE  
6500 BROOKS LANE  
WASHINGTON, 16, D. C.

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SUBJECT: Addendum N

TO: All AMS Ma

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ADDRESS REPLY TO:  
COMMANDING OFFICER  
ARMY MAP SERVICE  
CORPS OF ENGINEERS  
6500 BROOKS LANE  
WASHINGTON 16. D. C.

REFER TO FILE NO.

SUBJECT: Addendum N

TO: All AMS Ma

1. The following  
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a. To permit  
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(1) Map  
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# MAP DEPOSITORY MANUAL

JANUARY 1947

## GENERAL

### PURPOSE AND SCOPE

The Depository Program is designed to benefit all participants. Educational institutions will receive maps and related publications valuable to research workers in the varied fields of geography, economics, geology, history, political science, agriculture and allied subjects. The Army Map Service will receive source material essential to the government's need for complete and immediate mapping information.

The program will furnish you with an active file of maps and related publications issued by this organization from its own data or from manuscript procured through agreement with cooperating agencies. We, in turn, will strengthen the Army Map Service Library with duplicate copies secured by you through your many contacts. Your accessions lists will enable the Army Map Service to prepare and maintain a union catalog. In the final analysis, then, we will be building a strong library both for your institution and for the United States Government.

The total number of items this office expects to distribute cannot be definitely determined at this time, but an estimate of 25,000 different maps seems fairly accurate. This total will be composed almost entirely of maps, although some gazetteers and other publications of geographic material will be included.

### CATALOGING

For those institutions which do not have a cataloging system for maps, information on representative types of cataloging systems may be obtained by contacting the Army Map Service, stating size and purpose of the collection,

amount of personnel time available for cataloging, size card preferred, etc. None of these systems are considered a panacea for cataloging problems, but each provides a number of categories into which an overwhelming majority of maps can be placed. Institutions having a cataloging system may likewise obtain such information if they deem it advisable to investigate other systems.

### CARD CATALOG

Catalog cards are available to participating institutions without obligations. These are known as AMS Card Number One and Machine Punched Cards "A" and "B." Samples are shown on pages 37 to 40 of this manual. One AMS Card Number One is made for each General, Part, City Plan, Island or Series. The Machine Punched Card "A" is made for each individual sheet and the Machine Punched Card "B" is made as a supporting card to "A" on each General, Part, City Plan, Island, or Series, but not for each individual sheet. For complete explanation of AMS Card Number One, see letter dated 16 October 1946 from this office. If more detailed information is desired on the Machine Punched Card System, it can be furnished upon request.

### FILING

As in the case of cataloging, some institutions will have their own systems of filing maps. For the Depository Program, if your institution does have a filing system and the maps have been filed according to it, the Army Map Service deems it advisable for you to continue. If no filing system is extant at the present time, the following system of filing is suggested:

1. File them flat.
2. File by country or area.
3. File general and part maps under country by scale from large scale to small scale.
4. File series maps under country by scale from large scale to small scale and within the scale numerically by sheet number or alphabetically by sheet name.



---

(AMS Depository Maps are sent to participating institutions in sheet number order for series maps.)

Map sizes will vary from approximately 14x18 inches to 35x45 inches. If you use five-drawer cabinets, drawer size (inside measurement) 50x35½x2½ inches, you will need 30 such cabinets. Each cabinet measures approximately 16 inches in height. If cabinets are stacked 6 high the 30 cabinets will occupy approximately 78 square feet of floor space with an equal amount of space for pulling of drawers.

### MAP HOLDINGS REPORT

The report form (Check Card) furnished your institution is for the purpose of reporting your map holdings. It is discussed in detail later in this manual. Additional copies of this Check Card may be obtained from this office. A sample in completed form is on page 38 of this manual.

Certain maps are not to be reported to the Army Map Service. These include:

1. Any U.S. Agency maps.
2. Any Geographical Section General Staff maps.
3. Any Survey of India maps.
4. Any Hind maps.
5. Any National Geographic Society maps.

All maps not falling in the above categories are to be reported whether of past or future accession. Some institutions have implied that Army Map Service wants information on future accessions only, but this is not the case. All maps are to be reported except as noted above.

It is not necessary to report all holdings at one time. Reports can be spread over a reasonable period. Each report form should include the union catalog code number of your institution as assigned by Army Map Service in the space marked "Date Cataloged" at the bottom of the card.

In reporting series maps only one card is needed for

the general information on the entire series, but the individual sheet number or sheet name, edition, type of date, date and number of file copies should be indicated on the reverse side of the card. These should be arranged numerically or alphabetically according to the characteristics of the specific series.

For all maps reported by your institution, the Army Map Service will furnish AMS Card Number One in completed form if it is desired. This card was enclosed as a sample in a letter of this office dated 16 October 1946. This service on your own collection is offered in addition to any cards being furnished for the depository maps.

#### DESTRUCTION OF SUPERSEDED MATERIAL AND REPLACEMENT OF DAMAGED SHEETS

Sheets superseded by later sheets may be used for classroom work, retained for historical purposes, or destroyed. If superseded sheets are destroyed, a certificate of destruction should be furnished the Commanding Officer of this installation. In no case will such obsolete sheets be given to or permitted to fall into the hands of any private individual or concern.

In some instances sheets may be damaged in transit to your institution. Should such an occasion arise, this installation will replace mutilated or damaged sheets upon receipt of a request for replacement directed to the Commanding Officer of this installation and marked for the attention of the Map Distribution Division.

#### BOOKS AND PAMPHLETS

Army Map Service is interested in books and pamphlets concerning cartography, geodesy, photogrammetry, and related subjects in the topographic mapping field.

This office is not interested in books and pamphlets held by your institution which have been cataloged by the Library of Congress. However, it would be appreciated if a listing of all other books and pamphlets falling into the aforesaid categories could be submitted. This listing should contain the author, title, edition, place of publication, publisher,

date, series, call number and subject headings. If your institution has a large number of such books to report, the Army Map Service will be happy to furnish form cards for such items upon request.

### OBLIGATIONS AND RESPONSIBILITIES

The obligations and responsibilities as given in our introductory letter still apply and are given below:

a. To place in an active and separate file all items which are received under the program.

b. To hold the material for necessary reference purposes, however, not permitting its removal from the campus or library except on inter-library loans. It must also be determined in making inter-library loans that these institutions are thoroughly familiar with the restrictions given in this paragraph and paragraph "c" following.

c. To not copy or distribute material received from the Army Map Service without prior approval of the Army Map Service. To handle the material in accordance with any protective security regulations imposed by the Army Map Service.

d. To make available to the Army Map Service duplicate copies (beyond your needs) of maps and geographical data which your institution may receive from sources other than Federal Government Agencies.

### DISTRIBUTION OF CAPTURED MAPS

Distribution of captured maps will be made to a few libraries selected according to geographical location. This plan is not to be confused with the original Depository Plan. Captured maps can be furnished only to the aforesaid group because a very limited quantity is available. All institutions who participate in the Army Map Service Depository Plan will be able to obtain these captured maps through inter-library loans.

All participating institutions will be furnished a list at the time of distribution giving the name and address of the libraries receiving captured maps.

It was originally planned to distribute the captured maps in the first part of 1947, but this will not be possible. At the present time, this office is unable to estimate any definite time of distribution. Every effort will be made to distribute them at the earliest possible date.

## CATALOGER'S MANUAL

### *For use with the Check Card in AMS Depository Program*

During the months since the AMS Depository Program was instituted, many depositories have objected to the use of the sheet known as the Accessions Report Form. These objections were justified since the Report Form required considerable writing or typing. In order to eliminate as much pen or typewriter work as possible, the Check Card System was substituted and widely accepted by the participating institutions. This card does not eliminate or attempt to eliminate all of the work mentioned heretofore, but does decrease the amount.

This manual is designed to serve several purposes: (1) to aid the cataloger in determining the important features of a map; (2) to standardize, as nearly as possible, the reports received from all participating institutions; (3) to help the cataloger indicate the information on the Check Card in such a way as to provide AMS with sufficient knowledge about the map so that it will be unnecessary for personnel of this installation to examine the map itself; (4) to eliminate all extraneous material; (5) to assist in the use of the Check Card, which is a work sheet.

The user of the manual will find that the items listed in the manual are arranged in the same order as they appear on the Check Card. Most items are self-explanatory and a short period of using the Check Card with the manual will be found sufficient to acquaint the cataloger with the system so that the manual will be used only at times when doubt arises in the cataloger's mind as to the proper nomenclature.

The Check Card is divided into two parts by a double line. the upper portion of the card indicates the area, subject (major classification), scale and exact title, together with considerable identification material. The lower portion



of the card, containing a check list and blank at the bottom for other information, is designed to allow rapid checking of data shown on the map. The check list is not complete but contains items that are of common interest to most mapping agencies and map collectors. One of these cards should be completed on each individual map, group of maps, or series of maps. In case of group or series maps, the sheet number or name of each sheet should be listed on the reverse side of the card together with the edition, type of date, date and number of file copies on each sheet as explained later in this manual. This information should be listed in the following order, e.g., 12IV, 1st, V 1942 (3).

The following explanation of the Check Card refers to each entry on the card. All blanks should be filled except those otherwise noted in the manual.

#### 1. AREA

Describe the exact area covered by the map as nearly as possible. Whenever a regional or areal subdivision of a country or continent is to be used as the area heading on the catalog card, the name of the country or continent should be given first, followed by a comma, then by the subdivision, e.g., USSR, Asiatic; Africa, Northeastern. If a political or administrative subdivision or a city name is to be used, the country name is given first, followed by a dash, then by the subdivision or city name, e.g., USSR—Georgian SSR; Canada—Ontario.

#### 2. SUBJECT (*Major Classification*)

Enter the name or the name and letter of one of the subject titles listed below, e.g., Aeronautical, or Aeronautical (b). If any of the subheadings under these subjects apply, the letter should be shown after the subject name in parenthesis. Some maps have more than one subject; in such cases, pick the most appropriate or emphasized subject. If more than one subject is emphasized, show the main one in this space, and the other in the blank space

at the bottom of the card. The complete list of subjects to be shown on the cards is given below:

**Aeronautical**

- a. Detailed plans of airfields, air strips
- b. Flightstrips
- c. General maps showing routes, fields
- d. Miscellaneous—charts, graphs, diagrams, profiles

**Agriculture**

**Astronomical**

- a. Magnetic charts

**Base**

**Cadastral—land ownership**

**Climatic**

**Communications—when two or more are emphasized**

- a. Terrain going map

**Cultural—planimetric—without contour or form lines**

**Economic**

- a. Mine locations, concessions
- b. Oil installations
- c. Water works systems

**Ethnographic—human geography, populations**

**Exploration—pioneer geographic research**

**Geological**

- a. Geological cross sections

**Health**

**History**

**Hydrographic—oceanography**

- a. Harbors, ports

**Industry**

**Military**

- a. Air support or target charts

**b. Plans of military stations****Miscellaneous****Natural resources****Naval****Outline****Photo maps**

- a. Air support or target charts
- b. Contoured
- c. Miscellaneous photo—any type
- d. Photocoverage maps
- e. Photo index
- f. Waterways

**Physical—small scale relief**

- a. Stereogram

**Plans of structures, buildings, works****Political****Postal****Power****Radar, radio, wireless**

- a. Radar
- b. Radio, wireless

**Railroads**

- a. Detailed plans of stations, yards
- b. General maps, lines, systems, nets, routes
- c. Miscellaneous diagrams, charts, tables
- d. Profiles
- e. Surveys—right of way

**Religion****Roads, highways**

- a. General maps
- b. Miscellaneous diagrams, charts, signs
- c. Outline city plan

- d. Profiles
- e. Strip maps
- f. Surveys—right of way

**Soils****Special**

- a. Indexes
- b. Symbol sheets

**Telegraph—cable****Telephone****Topographic—contoured**

- a. Form lines
- b. Hachures
- c. Spot elevations

**Trade****Vegetation****Water supply****Waterways**

- a. Canals
- b. Drainage
- c. Lakes
- d. Rivers
- e. Steamship routes

**3. SCALE**

The representative fraction, sometimes called the fractional scale, is the only one to be recorded. Example: 50,000. If not given, determine the scale with a scale Indicator on the linear scale or between two parallels of latitude. If the scale is not given but can be determined from measuring on another map, the derived scale is to be given in brackets [50,000]. If no scale can be determined, a cross (X) is placed in the scale box.

**4. CLASSIFICATION NUMBER**

Place the classification number of your institution in this space.

**5. EXACT TITLE**

The title is to be given in the original language, or in a transliteration of it followed by the English translation in parentheses where the meaning may not be clear. Any error in the title is to be copied as given, then corrected in a note at the bottom of the card. Avoid copying words in a foreign language that are not part of the title.

If no title is given on the map, the title supplied by the cataloger is enclosed in brackets [].

If the space provided on the card is not sufficient for a long title, it may be continued in the space for notes at the bottom of the card. The continuation of the title is to be shown by the use of three dots (...) at the breaking point of the title.

**6. DATE**

Write in the most significant date given on the map according to the following priority listing and indicate the type of date by placing the letter applicable in front of the date. This priority is arranged in order of importance. If there is no date given, put a cross (X) in the date box. On individual maps with dates, the numbers or names with dates of each sheet should be listed on the back of the card covering the entire series, e.g., 12 IV—V 1942; 13 III—W1940.

<i>Priority</i>	<i>Code Letter</i>	<i>Example</i>	<i>Interpretation</i>
1	W	W1941	Edition 1941
2	V	V1940	Revised 1940
3	L	L341	Field compilation March 1941

4	M	M1939	Compiled 1939
5	D	D1943	Surveyed 1943
6	E	E1944	Engraved 1944
7	P	P1945	Published or printed 1945
8	Z	Z1946	Reprinted (run date) 1946
9	-	1942	No interpretation of date

**7. EDITION**

If a map is a numbered edition, the number is to be entered in this space. When the map is not a numbered edition, one of the following may apply and should be shown. In case of a group or series of maps, the edition is to be shown on the reverse side of the card opposite each sheet number.

- Preliminary or provisional
- Emergency
- Advance
- Interim
- Expurgated

**8. LANGUAGE (TEXT)**

Name the language or languages used on the map, listing the language of the legend first.

**9. S C R F U**

These letters show the classification of maps. Circle the correct initial based on the classification of the map or as applied at your institution.

- S - Secret
- C - Confidential
- R - Restricted
- F - Free
- U - Unclassified

**10. NUMBER OF FILE COPIES**

Indicate in this box the number of copies on file at your institution. In the case of individual group or series maps, indicate the number of copies for each in parentheses after the date on the reverse side of the card.

**11. PUBLISHING AUTHORITY AND NUMBER**

Enter the name of the publishing authority in the original language except when it is written in a non-Latin alphabet, in which case transliteration or translation should be used. In the case of government organizations, the official name of the organization is to be preceded by the name of the country within which it functions, e.g., France—Institute Geographique Nationale. In the case of commercial map-making firms, the full name of the firm is to be followed by the place of publication, e.g., John Bartholomew and Son, Ltd., Edinburgh. If the city is not well known or if confusion might arise from several cities having the same name, it would be well to give the province, state or country name in parentheses after the name.

A map series number or report number which may be considered an integral part of the map itself is to be given after the name of the publishing authority.

If the name of the publishing authority is too long for the space provided on the card, it may be continued in the space for notes at the bottom of the card. An asterisk (\*) is the designated symbol for this break and continuation.

**12. COORDINATES**

Indicate latitude and longitude of the center of part maps only. See explanation of part maps under 53 of this list.

**13. SOURCE**

Give the immediate origin of the map, e.g., AGS New York Public Library.

**14. PROJECTION**



Write in the projection of the map if it is given. The four boxes for meridians and parallels may then be skipped. If no projection is named put an "X" in the box and a check in the correct meridian and parallel boxes. Stub coordinates are mere indications of geographical coordinates in the margins.

#### 15. *DIAGRAM*

This is usually a line drawing, graph or chart showing a situation or a conventionalized representation of an area. Check only if the material at hand is not a true map. Examples are: graphs, bar charts, statistical tables, mileage tables.

#### 16. *PICTURE*

Check when the material at hand is:

Photograph—not aerial  
Scenes along a highway  
Views  
Sketches

#### 17. *PROFILE*

Check if the item is a profile—usually a line drawing.

#### 18. *AERIAL PHOTO*

Verticals or obliques. Photo mosaics are to receive the same treatment as printed maps.

#### 19. *ONE PIECE*

Leave this space blank.

#### 20. *MULTIPLE*

Leave this space blank.

#### 21. *SET*

Leave this space blank.

#### 22. *SERIES*

Leave this space blank.

#### 23. *COLOR*

Check if two or more colors are used in printing or shading.

#### 24. *MONOCHROME*

Abbreviation for the type of reproduction is added in space following "Monochrome":

Black on white - BW  
 Blue on white - BIW  
 Brown on white - BrW  
 Ozalid - Oz  
 Blueprint - BP

#### 25. *MANUSCRIPT*

Check if item is original drafting of a map. Sometimes a topographic map will have so much original data added to it that it becomes an original manuscript collation map.

#### 26. *PRESS RUN*

Any type of printed map, e.g., lithograph, engraving, gravure.

27.)  
 28.)  
 29.)

} *VARIOUS TYPES OF REPRODUCTION OF MAPS*

Check if material at hand is:

Photographic negative  
 Photostatic negative  
 Positive whether photographic or photostatic

#### 30. *BIBLIOGRAPHY*

Check if compilation references or authorities are given on the map.

## CHECK LIST

The check list does not pretend to be complete. It does attempt to screen out the information most often desired.

Each group is arranged under a heading. Check the heading if any of the group are checked.

Example:

✓	RAILROADS
	BRIDGES
✓	DISTANCES

This means that distances on railroads are shown. Checking a heading only means that none of the subheadings apply.

✓	RAILROADS
	BRIDGES
	DISTANCES

This means that railroads are shown but without information other than alignment.

✓✓	RAILROADS
	BRIDGES
✓	DISTANCES

This means that a heading on the check list is shown importantly on the map but not indicated in the subject (Major Classification) box at the top of the card. A double check (✓✓) in the heading box will indicate greater importance.

Items 31 through 55 following constitute the check list portion of the card, and the usual things on maps that are checked for the various topics.

### 31. AGRICULTURE

Any indications of agriculture on a map, even clearings

in a forest that are labeled as cropland.

**A. Animal Industries**

Sheep Raising  
Cattle Raising or Dairying  
Goat Raising  
Fox Farming  
Hog Raising  
Etc.

**B. Crops**

Individual Crops named on map  
Cotton, Wheat, Etc.

**C. Regions**

Farming Areas

**32. AIR NAVIGATION**

Any map that is designed for aviation or contains any of the following items is checked here:

**A. Distances (Air Distances)**

Mileage { Statute  
Nautical

Kilometers

**B. Landing Areas**

Airdromes  
Airfields  
Emergency Fields  
Level Places suitable for Landings

Seaplane { Anchorages  
Bases

Hangars  
Mooring Masts

**C. Routes**

Flying Lanes  
Aviation Landmarks

Radioelectric Stations  
 Obstruction marked  
 Air Lights

### 33. *BOUNDARIES, ADMINISTRATION*

International Boundaries of Countries  
 Empire Boundaries

#### A. *Internal Boundaries*

State  
 Province  
 Department  
 Parish  
 County  
 Municipality  
 City  
 Police District Lines

### 34. *INDUSTRY*

Any indication of industry

#### A. *Areas*

General industrial regions  
 Example: Manufacturing Regions

#### B. *Plants*

Located or named  
 Examples: Factory Koriyama, Japan  
 Mill

#### C. *Types*

Light or Heavy Industries (if so name) or if type of industry is named.

Wood Working Factories  
 Clothing Factory  
 Sawmill

### 35. *MILITARY*

Check if map is adapted to military use.

Examples: Resistance Movements

**Target Maps  
Prison Camps**

**A. Collation**

Map overprinted with military information—usually press overprinted on some good series map but may be hand-written and photographed.

**B. Administrative Areas**

Allied-Controlled Areas  
Enemy-Controlled Areas  
Military Defense Zones  
Prohibited Zones  
Military Front Areas

**C. Military Grid**

Military grid overlayed on top of coordinates or instead of coordinates.

**36. OIL (Always means petroleum)**

**A. Fields**

Locations of fields or deposits, active or inactive.  
Example: Mene Grande Field in Venezuela

**B. Pipe Lines**

Carrying crude or refined oil.

**C. Refineries**

Cracking Plants, Etc.

**D. Storage**

Tank Farms  
Bulk Storage  
Tanks

**37. PEOPLES**

Anything concerning population or characteristics of peoples. Examples: Crime concentrations  
Labor Supply

**A. Distribution**

**Population maps****Density maps**

**Settlement symbols on maps (individual houses on a large scale map)**

(Do not check this box for maps that simply show cities of various sizes—10,000, 50,000, etc.)

**B. *Ethnology*****Ethnic Groups****Tribal Areas****Racial Groups**

**Example: Distributions of Germans in the Sudetenland**

**C. *Linguistics*****Language Distribution**

**Example: German speaking enclaves in Romania**

**38. *RELIGIONS*****Dioceses****Ecclesiastical Provinces****Religious Distribution**

**Example: Principal churches and faiths of Europe**

**39. *POWER***

**Any indications on the map of power data or installations.**

**A. *Amounts***

**If KVA, KWH, KW, capacity or production figures or any others relating to power are given.**

**B. *Lines*****Power Lines****Transmission Lines****High Tension Grid****High Voltage Transmission****C. *Plants*****Diesel****Steam****Hydroelectric**

Dam  
 Generator  
 Transformer Station  
 Step-up Plant

**D. Types**

If any of the following are named:

Steam  
 Diesel  
 Thermal  
 Hydroelectric  
 Hydraulic  
 Windmill

**40. RAILROADS**

Check if there is a simple indication of railroad lines such as appears on general maps.

**A. Bridges**

Bridge symbols or named bridges, culverts

**B. Distances**

Mileages, mile markers or kilometers given

**C. Traffic**

Flow of traffic  
 Traffic capacities (not facilities)

**D. Tunnels**

Tunnel Symbols

**E. Electrified**

Are any electrified?

**G. Multiple Tracks**

Check if double line tracks are shown or if extra tracks are indicated around loading docks, storage houses, etc.

**H. Traffic Facilities**

Wyes  
 Watertowers  
 Turn Tables



Round Tables  
 Fuel Supply  
 Car Storage  
 Yards

#### 41. *CLIMATE*

Weather  
 Precipitation  
 Sunlight  
 Barometric Pressures  
 Occurrence of Frosts  
 Length of Growing Season

#### 42. *FISHING*

Fishing Banks  
 Whaling Areas

#### 43. *GEOLOGY*

Rock Structure  
 Underlying Structure

#### 44. *HISTORY*

Historical Boundaries  
 Maps where data represents an ancient situation  
 Historical Battles

#### 45. *ROADS*

Check if map shows simply the existence of roads

##### A. *Bridges*

Bridge Symbols  
 Culverts

##### B. *Distances*

Mileages }  
 Kilometers } Between Towns  
 Mile Markers  
 Kilometer Posts

##### C. *Traffic*

Traffic Flow  
 Vehicle Traffic Count

**D. Tunnels****Tunnel Symbols****E. Surfaces**

Paved  
 Concrete .  
 Asphalt  
 Metalled  
 Macadam  
 Graded  
 Gravel  
 Dirt  
 Hard

**F. Other Categories**

First Class  
 Second Class  
 National Roads  
 State Roads  
 In Transit  
 Projected  
 Roads  
 Trails  
 Wagon Roads  
 Two Car Width  
 Dry Weather  
 All Weather  
 Caravan Trails

**46. MINERALS**

General mineral areas

**A. Deposits**

Located or named  
 Example: Bituminous Deposits in Wales

**47. SOILS**

Any indication of soil types  
 Examples: Clay Ridge  
 Quicksand

**48. SURFACE**

Any indication of the nature of the terrain

**A. Contours**

Continuous lines connecting equal points of elevation, sometimes numbered.

**B. Geodetic**

Triangulation Stations

Grid Data

Bench Marks

Etc.

**C. Form Lines**

Similar to contour lines but usually not continuous and not numbered. Sometimes called "Approximate contour lines" or "Rational Contours."

**D. Geomorphic**

Physiographic diagrams which delimit areas and set them off by use of physiographic symbols. Angle of observance is vertical. Angle of symbols is oblique.

**E. Hachures**

Lines arranged to show slope, sometimes using different thicknesses of lines to show steepness of slope. The thicker—the steeper.

**F. Layer Color**

Different shadings between selected contour lines.

**G. Pictorial**

Portrayal of terrain from an oblique angle of observance.

**H. Shading**

Portrayal of terrain from a vertical angle of observance.

**I. Spot Heights**

Numbers printed on the map sometimes in parentheses (26) to indicate elevations of peaks, towns, etc.

**49. TELECOMMUNICATIONS**

Any long distance communications system

**A. Cable**

Check if any of the following are shown:

Stations  
Lines  
Distances

**B. Radio**

Stations  
Call Letters  
Antennae  
Radio Beams  
Transmitter Stations  
Studies and Offices

**C. Telegraph**

Stations  
Lines

**D. Telephone**

Stations  
Individual Installations  
Lines

**50. VEGETATION COVER**

Check if any vegetation symbols are used on the map.  
Example: Forest symbols

**A. Complete**

All of map surface is covered with symbols showing vegetation.

**B. Incomplete**

Part of map has vegetation symbols

Cropland

Forests

Etc.

**51. WATER SUPPLY FACILITIES**

Wells

Springs

Reservoirs

Lateral Systems

Water Pipe Lines

Aqueducts

Hydrants

**52. WATERWAYS**

This box is rarely checked unless others below it are. It is not to be marked if the maps simply show the existence of rivers, bays and oceans.

O - Ocean Waterways

I - Inland Waterways

**A. Depths**

O.

Fathoms

Ocean Contours

Sometimes Layer Color

I.

Depths in Figures  
(Usually Feet)

**B. Distances**

O.

Mileages (usually  
Nautical Miles)

I.

Mileages or Km. (not  
often given)

**C. Port Facilities**

Docks

Holes

Cranes

Piers

Warehouses

**Customhouse (at a port)**

**Lighterage**

**Repair Facilities**

**Buoys**

**Markers**

**Lighthouses**

**Harbor Lights**

**D. Routes**

**Channels**

**River Bars**

**Courses Marked**

**Ocean Lines given without distance figures**

**E. Traffic**

**Traffic Flow**

**Flow of Goods**

**Number of Ship Sailings**

**F. Navigability**

**Seasonal Variation in Depths**

**River Locks**

**Channels Dredged**

**Breakers Indicated**

**Underwater Obstructions Located**

**G. Canals**

**Usually checked only for inland waterways**

**53. G C I P S**

These letters show the type of maps. Circle the correct initial based on the following explanations:

**G - General Maps.** A General Map is defined as one which covers all of the specific geographical or political area.

**C - City Plan Maps.** Usually cover populated areas such as cities, towns, or villages which come under one political administration. These maps are characterized by a high degree of cultural detail, well delineated streets, dwellings, etc.

**I - Island Maps.** Maps of islands or a group of islands.

**P - Part Maps.** A part map is defined as one which covers a part of the specific geographical or political area.

**S - Series Maps.** Series maps are generally considered to be a group of sheets which match each other in scale, uniformity of symbols and cartographic standards, and usually, but not always, have an orderly arrangement with adjacent sheets having contiguous borders, (*i.e.*, matching coordinates). In some instances, when a map series covers a large area, more than one projection may be used and the scale may vary from one part of the series to another. An index map showing the arrangement of the sheets usually accompanies a series or is available in the publisher's catalog.

If a map covers a part of a city, town, village, or island, circle both initials. (e.g., G  $\textcircled{C}$  I  $\textcircled{P}$  S or G C  $\textcircled{I}$   $\textcircled{P}$  S).

In cases where the maps are defined as a series but do not cover the entire area as designated in the space for "AREA" on the card, circle the appropriate initials. (e.g., G C J  $\textcircled{P}$   $\textcircled{S}$ ).

If a map defined as a city plan or island covers the entire area as indicated in the space "AREA" on the card, circle the two initials applicable. (e.g.,  $\textcircled{G}$   $\textcircled{C}$   $\textcircled{I}$  P S or  $\textcircled{G}$   $\textcircled{C}$  I P S).

If a number of island or city plan maps are grouped by country or continent for convenience, circle the appropriate initial. (e.g., G C  $\textcircled{I}$  P  $\textcircled{S}$  or G  $\textcircled{C}$  I P  $\textcircled{S}$ ).

#### 54. DATE CATALOGED

Enter the Army Map Service number assigned to your institution.

#### 55. BLANK SPACE (On lower part of card)

If check list so far has not brought out the importance of the map, enter it here.

**Example: A. List any insets.**

**Inset of Smithville, 1:5,000**

**B. Continuation of Exact Title, Publisher, etc.**

**C. Additional description of the contents of a map.**



# SUPPLEMENT TO CATALOGER'S MANUAL

## SUBJECT LIST WITH COMMON TYPES OF MAPS GROUPED UNDER EACH

The following listing is for the aid of the cataloger in determining the proper subject. This is an expanded listing of the subjects given on pages 8 thru 11. Duplications do occur but it is intended to assist the cataloger, if any doubt arises as to the proper subject to be used.

### 1. *AERONAUTICAL*

Air bases, fields, lines, ports, routes, etc.  
Air navigation  
Aeronautical charts

### 2. *AGRICULTURE*

Cotton  
Wheat, etc.  
Agricultural regions  
Animal industries

### 3. *ASTRONOMICAL*

Star Charts  
Magnetic Charts—declinations  
Isogonic charts  
Isoporic charts

### 4. *BASE*

Various projections and grids—  
Azimuthal, Gnomonic, Stereographic, etc.  
Great Circle Routes  
Plotting Charts  
Locations Maps

### 5. *CADASTRAL*

Land Ownership  
Tax Apportionment

### 6. *CLIMATIC*

Duration of sunlight  
Meteorology

**Rainfall**  
**Precipitation**

**7. COMMUNICATIONS**

Used when two or more types of communications are equally emphasized.

**8. CULTURAL**

Planimetric maps showing man-made features in detail. Usually have detailed natural drainage features. No contours or form lines.

**9. ECONOMIC**

Mine locations, concessions  
Oil Installations, concessions  
Waterworks, systems.

**10. ETHNOGRAPHIC**

Human geography maps  
Populations

**11. EXPLORATION**

Discovery maps  
Pioneer Geographical Research  
Route maps

**12. GEOLOGICAL**

Geological cross-section

**13. HEALTH**

Disease  
Mortality  
Health Resorts  
Recreation areas

**14. HISTORY**

Archeological  
Past political boundaries

**15. HYDROGRAPHIC**

Harbors



**Ports****Shore Features****16. INDUSTRY****Manufacturing****Processing****17. MILITARY**

Any map designed primarily for military use such as:

Air raids

Arsenals

Occupied areas

Bomb damage

Collation

Defenses

Gun positions

Landing places

Logistics

POW camps

Radio detector stations

Resistance movements

Ship sinkings

Submarine bases

**18. MISCELLANEOUS**

Used only when map does not fit into any other classification.

**19. NATURAL RESOURCES**

Distribution of unexploited material

**20. NAVAL**

Preparation maps

Training activities

**21. OUTLINE**

No detail, usually small scale

Drainage and boundaries shown

Usually not colored

**22. PHOTO MAPS**

Air support or target charts  
Contoured  
Miscellaneous photo—any type  
Photocoverage maps  
Photo index  
Waterways

23. *PHYSICAL*

Earthquakes  
Volcanos  
Panoramas  
Physiographic diagrams

24. *PLANS OF STRUCTURES, BUILDING AND WORKS*

Detailed maps of large scale not covered by a specific subject.

25. *POLITICAL*

Administrative Divisions  
Boundaries  
Empires  
Spheres of influence

26. *POSTAL*

Activities of postal services  
Routes  
Distances

27. *POWER*

Electric  
Hydraulic  
Hydroelectric  
High tension grids

28. *RADAR, RADIO, WIRELESS*

Radar Stations  
Radio, wireless stations

29. *RAILROADS*

Railways  
Any aspect of railroading

**30. RELIGION**

Diocese map  
Ecclesiastical provinces

**31. ROADS**

Distance charts  
Strip Maps  
Trails  
Routes  
Bus Service

**32. SOILS**

Distribution

**33. SPECIAL**

Indexes  
Symbol sheets

**34. TELEGRAPH—CABLE**

Land and water communication by telegraph

**35. TELEPHONE**

Land and water communication by telephone

**36. TOPOGRAPHIC—CONTOURED**

Form lines or hachures with spot elevations.  
Two or more items listed as "SURFACE" in the  
lower part of the check card.

**37. TRADE**

Commerce  
Export  
Import

**38. VEGETATION**

Forestry

**39. WATER SUPPLY**

Wells and springs  
Aqueducts  
Irrigation

**40. WATERWAYS****Canals****Drainage****Lakes****Rivers****Steamship routes**

1	JAMAICA KINGSTON		PART		25344ENGL	
2	TOPOGRAPHIC		LITH COLOR		1920 TO 19224131	
3	CULTURAL PLANIMETRIC		46565			
4	JAMAICA KINGSTON DISTRICT					
1	AREA	TYPE	SCALE	TEXT		
2	MAJOR CLASSIFICATION	TYPE REPRODUCTION	RELIEF	DATE	AMS CODE	
3	DESCRIPTION	NO. SHEETS	AUTHORITY			
4	EXACT TITLE OF MAP					
FOR INSTITUTIONS USE:						
MAP DRAWER NO.						
REMARKS:						

AMS CARD NO. 1 (WHITE)  
 (Actual size: 3-1/4 x 7-1/2 inches)

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EXACT TITLE JAMAICA, KINGSTON DISTRICT				DATE 1920		LANGUAGE (TEXT) ENGLISH	
				EDITION FIRST		NO. FILE COPIES 2	
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<input type="checkbox"/> BOUNDARIES Internal Areas Plants Types		<input checked="" type="checkbox"/> RAILROADS Bridges Distances Traffic Tunnels Electrified Gauges Multiple Tracks Traffic Facilities		<input type="checkbox"/> SURFACES Pictorial Shading Spot Heights <input checked="" type="checkbox"/> TELECOMMUN. Cable Radio Telegraph Telephone		<input type="checkbox"/> WATER SUPPLY WATERWAYS O. I.	
<input checked="" type="checkbox"/> INDUSTRY Distribution Ethnology Linguistics		<input type="checkbox"/> PEOPLES Distribution Ethnology Linguistics		<input type="checkbox"/> MINERALS Deposits Mine Locations		<input type="checkbox"/> DEPTHS Distances Port Facilities Routes Traffic Navigability Canals	
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MAP CATALOG CARD

RED GREEN BLACK

REPORTING (CHECK) CARD

(Actual size: 5x8 inches)



**JAMAICA 1 OF 4**

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(Actual size: 3-1/4x7-1/2 inches)

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BROWN VERTICAL-AAF CHARTS											
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ALPHABETIZING											
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BOOK, DOCUMENT OR											
AREA CROSS REFERENCE											
TEXT											

MAP CARD #

MACHINE PUNCHED CARD "B" (RED)  
 (Actual size: 3-1/4x7-1/2 inches)

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