## Stewart Bell Jr. Archives Handley Regional Library & Winchester-Frederick County Historical Society

P.O. Box 58, Winchester, Virginia 22604

Tel.: (540) 662-9041, ext. 17 • Email: archives@handleyregional.org Website: www.handleyregional.org/archives

## COLLECTION GUIDE MISCELLANEOUS MANUSCRIPT FILE

Winchester Office of Civilian Defense Records Collection Number: 1558 THL MMF

**CONDITIONS GOVERNING ACCESS:** Collection is open to all researchers.

**CONDITIONS GOVERNING REPRODUCTION AND USE**: Restrictions may apply concerning the use, photoduplication, or publication of items in this collection. Consult a member of the archives staff for information concerning these restrictions. The user assumes all responsibility for identifying and satisfying any claimants of copyright. Some materials may require special handling.

**PROCESSING INFORMATION**: Processed by Lorna M. Loring. Last updated August 14, 2023.

**EXTENT**: 2 pages

**CREATOR**: Winchester Office of Civilian Defense

**DATE**: Circa early 1940s

**SCOPE AND CONTENT**: Miscellaneous Manuscript Files (MMF) are small collections typically containing only a folder or two of materials. This folder contains two copies of Instructions for Air Raids and Blackouts produced by the Winchester Office of Civilian Defense.

**BIOGRAPHICAL/HISTORICAL**: The General Assembly of Virginia established the Virginia Office of Civilian Defense on February 11, 1942. This led to the establishment of local defense councils in counties, cities, and incorporated towns throughout the state. The state office coordinated the services and programs of the local defense councils but the responsibility for its activities remained under the direction of the mayor or head executive of the locality.

**IMMEDIATE SOURCE OF ACQUISITION**: Gift of William Drury.

## **CONTAINER LIST:**

## Folder 1

Instructions for Air Raids and Blackouts, Winchester Office of Civilian Defense, circa early 1940s