

RICHARD M. BISSELL JR. PAPERS  
PERSONAL INFORMATION AND BIOGRAPHICAL SERIES  
1909 - 1994; Boxes 1 -2

SERIES DESCRIPTION

This series contains biographical information about the personal and professional lives of Richard M. Bissell. Some of the documentation in this series appears to have been removed from its original location in the overall collection and relocated here. Most of what was moved from identifiable locations seems to have been correspondence. Several instances of numbered correspondence (apparently filed originally in Bissell's "Personal Chrono" files in what is now the Personal Chrono Subseries of the Correspondence Series) appear in this series. Document formats in this series include correspondence, work applications, questionnaires, lists, booklets, résumés, and transcripts.

The "Address List" folder in this collection contains the names and addresses of individuals with whom Bissell corresponded. The majority of the contents appear to be correspondence filed specifically because they include addresses. Correspondents include Secretary of Defense Robert McNamara; Rear Admirals Nels C. Johnson and J.W. Davis; and William C. Foster, Director of the Department of States' U.S. Arms Control and Disarmament Agency. This folder is unarranged.

The "Biographical Information – RMB" folders contain brief biographical sketches written over the course of Bissell's life. The contents in this folder are divided between two tabs: "'Old' Biog. Sketches" and "Biographical Questionnaires." The sketches and questionnaires include information about Bissell's educational accomplishments, his family and his career. Also included are various forms from biographical publications, most notably various versions of *Who's Who*. The folders appear to be arranged in reverse chronological order under each tab, though some items are undated.

The "Employment Search" folder contains correspondence between Bissell and representatives of various companies and institutions seeking his services to begin after his resignation from the Institute for Defense Analysis in 1964. The correspondence contains outlines of potential careers, Bissell's wishes of what his ideal career would entail, and discussions of his prior careers. Examples of potential employers he considered include but are not limited to Harvard University, the Radio Corporation of America (RCA), the International Bank for Reconstruction and Development (or "World Bank") and Polaroid. Included in this folder is a decision-making chart apparently employed by Bissell to help him decide which offer to accept. Items are arranged in reverse chronological order under each tab.

The folder entitled "Mr. Bissell's PSQ" (possibly "Personnel Security Questionnaire") contains various forms and questionnaires from Bissell's employer. They are largely security questionnaires and acknowledgements containing information fields such as name, age, education, relations, former employers and professional tasks undertaken for former employers. Given Bissell's widely varied and highly active career, this information will prove useful to researchers attempting to discern the nature of the work Bissell undertook for his various employers as well as the dates he worked for various institutions. Items are arranged in reverse

chronological order.

The “Richard M. Bissell, Jr. – Employment Records” folders serve as Bissell’s personal personnel file for the various positions he held over the course of his life beginning with his years as a college professor and ending with his years with the Institute for Defense Analysis. Documents in these folders include but are not limited to pay information, personnel actions (promotions, job title changes, etc.), press releases, invoices for services rendered, efficiency ratings, applications and related correspondence. Further employment information can be located in this series within the folders entitled “RMB – Personal Information” and “RMB – United Aircraft.” Items are arranged in reverse chronological order underneath tabs denoting Bissell’s employers (again in reverse chronological order). Some items are undated. The tabs are marked “IDA” (Institute for Defense Analysis), “CIA” (Central Intelligence Agency), “Ford Found.,” “Exec. Office of the Pres. - ECA/MSA” (Economic Cooperation Administration/Mutual Security Agency), “OWMR” (Office of War Mobilization and Reconversion), “WSA” (War Shipping Administration), “Dept. of Commerce,” “Yale” and “MIT” (Massachusetts Institute of Technology).

The folder entitled “RMB – Personal Information” contains a variety of information concerning Bissell. Included in this folder are a copy of Bissell’s birth certificate, a list of previous addresses, a listing of overseas trips, a list of references, transcripts from Yale, passport applications, Bissell family genealogy, Bissell family cemetery lots, applications for federal employment and other supporting documentation. This folder is arranged by subject tabs in a seemingly random fashion, though the items underneath each tab are in rough reverse chronological order. Some undated biographical items are filed either in front of or behind dated items. Tabs include “Birth Certif.,” “Miscellaneous,” “Passport,” “Newspaper Clippings (RMB),” “Bissell Family Information,” “Employment Applications,” and “Photos of RMB”. Though the final tab in this file reads “Photos of RMB,” it contains correspondence concerning photographs of Richard M. Bissell Jr. but no actual photographs.

The folder entitled “[RMB - Personal Miscellaneous Ephemera]” contains a seemingly random selection of items that were deliberately housed together but without a clear indication as to why. Items include a Pan American World Airways flight packet containing advice on international tourist travel, a catalog of supplies for bird enthusiasts and a pamphlet on changes to social security law among other items. There is no discernable arrangement.

The folder entitled “RMB – United Aircraft” serves as Bissell’s personal personnel file for the time he spent employed by United Aircraft. It contains disclosure statements, awards, insurance information, leave of absence requests, payroll deductions, conflict of interest statements, corporation goals and objectives, and security clearance information among other documentation. The folder is arranged in reverse chronological order.

The folder entitled “Talks and Papers – RMB 1938 to Present” contains a list of Richard Bissell’s talks and papers, the date they were presented or authored, and the venue of their presentation. This folder was closed in its entirety for national security reasons at the time this finding aid was authored in 2010. Copies of Bissell’s talks and papers are located in the Talks and Papers Series.

The final folder title in this series (applied to the final two folders) contains an acronym and map booklet for the U.S. Army Topographic Command's (TOPOCOM) Technical and Scientific Advisory Committee (TSAC). The booklet will be of interest to researchers as a source for identifying certain military acronyms.

## CONTAINER LIST

### Box No.   Contents

1        Address List

Biographical Information – RMB (1) – (2) [divided into sections with tabs marked “‘Old’ Biog. Sketches” and “Biographical Questionnaires”]

Employment Search

Mr. Bissell’s PSQ [Personnel Security Questionnaire]

Richard M. Bissell, Jr. – Employment Records (1) – (2) [divided into sections with tabs marked “IDA” (Institute for Defense Analysis), “Ford Found.,” “Exec. Office of the Pres. - ECA/MSA” (Economic Cooperation Administration/Mutual Security Agency), “OWMR” (Office of War Mobilization and Reconversion), “WSA” (War Shipping Administration), “Dept. of Commerce,” “Yale” and “MIT” (Massachusetts Institute of Technology)]

RMB – Personal Information (personal data, employment apps., passport, family, photos, etc.) [divided into sections with tabs marked “Birth Certif.,” “Miscellaneous,” “Passport,” “Newspaper Clippings (RMB),” “Bissell Family Information,” “Employment Applications,” and “Photos of RMB”]

2        [RMB – Personal Miscellaneous Ephemera] [personal banking and savings bond information; Pan American World Airways flight packet; 1953 Winthrop Packard *Everything for Wild Birds* catalog; social security information; map to Hammersmith Farm, Rhode Island; drawn depiction of a sap house in Canton, Connecticut]

RMB – United Aircraft

Talks and Papers – RMB 1938 to Present

[U.S. Army Topographic Command (TOPOCOM) Topographic Scientific Advisory Committee (TSAC) Acronym and Location Map Booklet] (1) – (2)

END OF CONTAINER LIST