



**Ford Motor Company International records collection  
International Division (Ford Motor Company) records subgroup**

**MANUFACTURING AND ASSEMBLY DEPARTMENT RECORD SERIES  
1930-1949  
Accession 507**

**HISTORICAL NOTE**

In 1946, Ford Motor Company initiated a wide-sweeping reorganization of its operations and administrative offices and departments into a modern corporate divisional structure. The International Division created in 1946 and reorganized again in 1949, acquired direct administrative control over foreign production plants through the division's Manufacturing and Assembly Department.

**SCOPE AND CONTENT NOTE**

Accession 507 of the Manufacturing and Assembly Department records series consists of four subseries. The **Subject Files subseries**, 1933-1948 (30.4 cubic ft.), consists of numerical letter Files covering a wide variety of manufacturing and production processes and procedures in Ford's overseas manufacturing and assembly plants in Argentina, Belgium, Brazil, Chile, China, Colombia, Cuba, Denmark, Egypt, England, Finland, France, Germany, Greece, Hungary, Japan, Mexico, Netherlands, Peru, Philippines, Portugal, Romania, Russia, Spain, Sweden, Turkey, and Uruguay. The subseries also includes general letters and correspondence with foreign plant managers, foreign production data, assembly reports, and plant design drawings. The **Accounting and Financial records subseries**, 1940-1948 (3.6 cubic ft.), includes foreign plant inventories, bank statements, production cost reports, and sales reports. The **Purchasing records subseries**, 1940-1949 (3.2 cubic ft.), includes general purchasing letters to foreign plants and branches, parts purchasing records, specifications, design drawings, and purchasing summaries. The **Sales records subseries**, 1930-1938 (2.4 cubic ft.), consists of sales reports, import data, foreign registrations, general sales letters, dealer sales organization material, and branch correspondence to foreign sales offices, manufacturing, and assembly plants.

## BOX AND FOLDER LISTING

<b>Box no.</b>	<b>Description</b>
<b>Box 1</b>	<b>Subject Files</b> Numerical Files 1946 Index (includes 106" wheel base car: Poissy, engineering blueprints)
<b>Box 2</b>	14-17A (includes departmental communications, numerical file #1-#400, catalogs)
<b>Box 3</b>	17B-18 (includes departmental communications, numerical file #410-#497, departmental communications, numerical file, 1947, #1-#699, general correspondence)
<b>Box 4</b>	19-30 (includes departmental correspondence, R.I. Roberge, Eaton Axle, Edgewater, Ford-Canada, Hercules Diesel Engine, K-90 numerical files #1-299)
<b>Box 5</b>	31-33A (includes K-90 numerical files #300-1405)
<b>Box 6</b>	33B-33E (includes K-90 numerical files, 1947, #1-599)
<b>Box 7</b>	34-49 (includes branch schedules, KD export schedules, promised deliveries, request for blueprints, assembly of 158" truck, equipment for M-5316 and M-5319 sealer, 1947, crankshaft specifications, Ferguson Tractors, hi-cycle tools, mechanical standards books, Model 52 motor parts, motor defects, negative rake tools)
<b>Box 8</b>	50-69 (includes operations sheets, DD30 Transit bus, procedures, production control, proposed projects, requests for machinery, Reconstruction Finance Corp., safety regulations, special engineering service, Switzerland project, Venetian blind equipment, advertising, magazine articles, weekly attendance report, shipping invoices)

**Box 9**

**Subject Files (cont.)**

Numerical Files (cont.)

1946 (cont.)

70-85A (includes cables/telegrams, work orders, frame riveting fixture blueprints)

**Box 10**

87-108 (includes Alexandria, Amsterdam, Antwerp)

**Box 11**

110-112 (includes Antwerp)

**Box 12**

113-136 (includes Barcelona, Buenos Aires, Copenhagen)

**Box 13**

137-154 (includes Cork)

**Box 14**

155-162 (includes Cork, Dagenham, Mexico City, Montevideo, Santiago)

**Box 15**

165-178 (includes Santiago, Sao Paulo)

**Box 16**

179-185 (includes Sao Paulo, Stockholm)

**Box 17**

185-201 (includes Stockholm, France, current Poissy–J. Guirier–Matford–French Embassy)

**Box 18**

202 (includes current Poissy–cables/telegrams)

**Box 19**

202 (includes current Poissy–correspondence, work orders, Mexico City, Stockholm, Cork)

**Box 20**

203-210A (includes current Poissy)

**Box 21**

211-213 (includes \$1,000,000 Machine Project)

**Box 22**

**Subject Files (cont.)**

Numerical Files (cont.)

1946 (cont.)

214-218 (includes \$1,000,000 Machine Project, contracts, blueprints,  
\$500,000 Machine Program contract MF-39440, \$1,000,000 machines  
purchase)

**Box 23**

219-220A (includes \$500,000 Machine Program, contract MF 39147, list  
of machines purchase)

**Box 24**

220B-223A (includes \$500,000 Machine Program)

**Box 25**

224-229 (includes \$500,000 Machine Program, treasury contract, Special  
Projects)

**Box 26**

230-296 (includes Special Projects, 1947 Production Correspondence,  
Paint Equipment, Fixtures, Passenger car, Frame Riveting equipment,  
Tools, Lincoln, Hirelimousine)

**Box 27**

297-332 (includes layouts: Alexandria, Montevideo, Poissy)

**Box 28**

333-344 (includes branch layouts, Bordeaux, Poissy, radiator tube  
machine)

**Box 29**

1947

Index

1 (includes administrative engineering, advanced engineering information)

**Box 30**

2-15 (includes air-conditioning, allotments for associates, analysis of  
mailing, automobile exports, bibliographies, blueprints: Alexandria,  
Amsterdam, Antwerp, Barcelona, Copenhagen, Cork, Dagenham,  
Mexico City)

**Box 31**

16-20 (includes blueprints: Poissy, Sao Paulo, Stockholm, body design,  
body finish painting, body sketches)

**Box 32**

**Subject Files (cont.)**

Numerical Files (cont.)

1947 (cont.)

21-31 (includes bonderising/phosphating, conveyors & conveyor hooks, BU export schedule, cab door gauges, Canada – Ford, Canada – plating department, catalogs, Chester, Chicago Pneumatic riveting, chip & coil reclamation, Chrysler overseas operations)

**Box 33**

32 (includes closed cab fixtures & COE)

**Box 34**

33-49 (includes closed cab fixtures & COE: Amsterdam, Antwerp, Buenos Aires, Barcelona, Copenhagen, Cork, Mexico City, Poissy, Santiago, Helsingfors, Stockholm, Sao Paulo, compressed air, confidential, convertible assembly, conveyor cowl gages, conveyors: Sao Paulo, Stockholm, cost analysis)

**Box 35**

50-57 (includes cost analysis–superintendent's report, cycleweld technique, cylinder block testing, degreasing, deliveries by plants & countries, department communication: general, register #700-#2193)

**Box 36**

59-69 (includes department communication: Brachman, Cline, Germain, Loughran, Palumbo, Roberge, direct labor rates, distribution control department letters, Eaton Axle, Edgewater, for 6106, electrical & welding, engineering department organization, engineering standard books)

**Box 37**

69-83 (includes exchange rates & restrictions, export schedules, face lifting changes, fender & frame data, foreign rates, flash butt welding, frame painting, frame riveting fixtures–see "Truck–1947" #280, frames, French models, French supply council, French vehicle specifications, fundamentals of cost control)

**Box 38**

**Subject Files (cont.)**

Numerical Files (cont.)

1947 (cont.)

84-112A (job analysis, job evaluation, KD export schedule, KD trim unit list, Kirksite dies, layout: Alexandria, Amsterdam, Antwerp, Buenos Aires, Copenhagen, Cork, Dagenham, Helsingfors, Highland Park, Lisbon, Mexico City, Montevideo, Office, Hercules Diesel engine, General Motor overseas operations, heat treating, hub greasing, hy-cycle equipment, hypoid gears, inventory: hy-cycle riveting, pneumatic riveting equipment)

**Box 39**

113-124 (includes layout: Poissy, Rouge Plant, Santiago, Stockholm, Lincoln 1947, Lincoln-Mercury fixtures, mailing costs, manager's quarterly reports, Marshall Plan, manufacturing & assembly general letters, material handling, material engineering)

**Box 40**

125-136 (includes miscellaneous: Alexandria, Amsterdam, Antwerp, Barcelona, Bologna, Brazil, Bucharest, Buenos Aires, Copenhagen, Cork, Cristobal)

**Box 41**

137-140 (includes miscellaneous: Dagenham, equipment, Havana, Helsingfors)

**Box 42**

141-149 (includes miscellaneous: Lisbon, Manchester, Manila, Mexico City, Montevideo, Poissy, Santiago, Sao Paulo, Shanghai, Stockholm)

**Box 43**

150-182 (includes miscellaneous: Yokohama, multi-post stamp affixer, negative rake turning, New Model Cowl front ends, 1947-1948: Amsterdam, Antwerp, Barcelona, Buenos Aires, Copenhagen, Dagenham, Mexico City, Santiago, Sao Paulo, Stockholm, Norfolk Plant)

**Box 44**

183-211 (includes 106" wheel base car, ovens, personnel – manufacturing & assembly, plant control, production capacity of branches)

**Box 45**

212-241 (includes production charts, production reports, purchase notices: Stockholm, quality control, quotations, reconditioning: Mexico City)

**Box 46**

**Subject Files (cont.)**

Numerical Files (cont.)

1947 (cont.)

241 (includes reconditioning: Mexico City)

**Box 47**

241 (includes reconditioning: Mexico City)

**Box 48**

248 (includes register, department communications, N7, #800-#2184)

**Box 49**

249-257 (includes reproduction, riveting front end assembly, right hand drive, SAE steels, safety glass, sales survey, sales information, sealer equipment, self-locking nut data, service stock: Mexico City, sewing equipment: Copenhagen, Poissy, Stockholm, shipping invoices, shipping instructions)

**Box 50**

257-269 (includes shot peening, sketches, skids: 1948 miscellaneous, Amsterdam, Antwerp, Buenos Aires, Copenhagen, Cork, Mexico City, Santiago, Sao Paulo, Stockholm, specifications: Dagenham, Poissy, spot-welding equipment, spray booth and air-conditioning, spray painting, station wagons, surplus equipment at branches, Tate, A.C.)

**Box 51**

270-279 (includes telegrams & cables, tread rolling, three dimensional layouts, tools: Sao Paulo, torsion suspension, tractor, tractor-Poissy, training, 1948 model, trichloroethylene, Tricj fram-1947, truck front end, new cab over engine)

**Box 52**

280-285 (includes trucks: 1948, Buenos Aires, Copenhagen, France-special cylinder heads, Stockholm, trucks & passenger cars-France, unit construction, Armand, Vorms, R.V.B. L'Cutillage )

**Box 53**

286-290 (includes welding equipment: Amsterdam, Antwerp, Barcelona, Buenos Aires, Copenhagen, Cork, Dagenham, Poissy, Mexico City, Santiago, Sao Paulo, Stockholm, wheel balancing equipment, wheel hub greasing, work orders, work standards, Yale & Towne electrical lift truck)

**Box 54**

**Subject Files (cont.)**

General

General Letters, 1945-1946  
Advertising Statistics, 1946  
Export Clock Samples, 1947-1949  
Material handling Standards, Ford Motor Company  
Prices, 1945  
Personnel, 1946

**Box 55**

Production Reports

Daily Domestic, 1945-1946 (2 folders)

Monthly Foreign

1939-1941 (3 folders)

**Box 56**

1942-1946 (5 folders)

**Box 57**

6000 Engine Assembly, 1940

Student Training Program, 1946

Branch Operations

Alexandria

General, 1948

New Assembly Plant Smoulta Correspondence (3 folders) (Drawings,  
Legal Papers, etc.)

**Box 58**

Amsterdam, 1948

General

Batteries

Blueprints

Body cloth, Trim

Felt Parts

Lamps

Paint

Purchases

Tires



**Box 59**

**Subject Files (cont.)**

General (cont.)

Branch Operations (cont.)

Antwerp, 1946-1948

General

Batteries

Blueprints

Glass

Lamps

“M” Specification Materials

Oil

Patents

Purchasing

Road Regulations

Sales Agreements

Springs

Tires

Trim

**Box 60**

Barcelona, 1948

General

Blueprints

Diesel Engine

Purchases

Budapest: Car Locks

Bucharest: Import Duty

Copenhagen

Closed Cab

Tires

Dagenham: General, 1946-1948 (3 folders)

**Box 61**

Executive, 1936-1941 (2 folders)

Office of Lord Perry and Sir Stanford Cooper General Letters,  
1946

Overseas Circular Letters, 1946

Ball and Roller Bearings

General, 1947

Timken Roller Bearings

**Box 61 (cont.)**

**Subject Files (cont.)**

General (cont.)

Branch Operations (cont.)

Dagenham (cont.)

Batteries

Engineering Details

Paint

Pig Iron production Reports, 1947

Local Purchasing in South America for Dagenham

Tractor, 1946

Visitors, 1947

**Box 62**

Harborside

General, 1948

January-December (2 folders)

Helsingfors

Duty

Visitors, 1947

Philippines

General, 1947

Manila, 1947

Air Conditioning Units

**Box 63**

Poissy

General, 1932-1934 (3 folders)

Personnel, 1934

Original Papers Relative Formation M-SA

Folder 1, 1934

Folder 2, 1934

**Box 64**

Folder 3, 1935

Final Contract, 1935

Duplicates-Letters, Contracts, 1934-1935

General, 1935

**Box 65**

General, 1936 (3 folders)

William Loughran's file, 1936-1940

**Box 66**

**Subject Files (cont.)**

General (cont.)

Branch Operations (cont.)

Poissy (cont.)

General, 1937 (2 folders)

Balance Sheet, 1937

Dealers–Shipment Charges, 1929-1937

General, 1938

Employee Benefits, 1937-1938

General, 1939

**Box 67**

Bordeaux Plant (blueprints and general plan)

Capital Increase, 1939

Fordair Contract with French Government

General, 1939

Letters–Duplicates, 1937-1939

New Manufacturing Plant, January 1938–September 1938 (2 folders)

**Box 68**

Machinery Account Details, 1939

Mathis Plant, Strasbourg

Proposed Purchase, 1939-1940 (3 folders)

Letters & Cables, 1936-1937

Proposed Purchase, September 1936-December 1937

**Box 69**

New Poissy Plant, 1938-1940 (3 folders)

Depot Plan, 1940

Fordair Correspondence, 1939-1940 (2 folders)

Visit of G.A. Sesto, 1941

**Box 70**

General, 1942

Machinery, 1943

General, 1944

Financial Correspondence

General, 1936-1944 (3 folders)

Machinery Account, 1940-1944 (2 folders)

**Box 71**

**Subject Files (cont.)**

General (cont.)

Branch Operations (cont.)

Poissy (cont.)

Duty, 1945

Executive, 1936-1945

Engineering Details, 1945

Machinery, 1945

Motors, 1945

Patents–Licenses, 1945

Photostats–Unsorted, 1945

Schedule A, 1945

Analysis of Ford Investment, Sales, Costs, Profits, etc., 1946

Certification and Unfreezing of Account, 1946

Hercules Engine Project, 1946

Machinery, 1946

Paris Salon Shipment and Sales, 1946

Patents, 1946

Walter Dorwin Teague, 1946

Miscellaneous Accounts, 1945-1946

**Box 72**

General, 1945-1947

Bearings, 1947

Citroen parts, 1947

Costs, Estimated, 1947

Engineering Tests on Cars and Trucks, 1947 (5 folders)

**Box 73**

Magnetic Transmissions, 1947

Steel, 1946-1947

Visitors, 1947

Engineering Tests on Cars and Trucks, 1948 (2 folders)

Ignition Wires, 1948

Spark Plugs, 1948

Distributors, 1947

Trucks, Durability Test, 1948 (2 folders)

**Box 74**

Shaft and Steel for Rear Axle, 1947-1948

Steering Gears, 1938-1948 (3 folders)

Engineering Tests on Cars and Trucks, 1949 (3 folders)

Manufacturing Program, 1946-1949

Motors Shipped with French Machines

**Box 75**

**Subject Files (cont.)**

General (cont.)

Branch Operations (cont.)

Puerto Rico: General, 1947

Russia: General, 1946

South America

Deliveries, 1940-1944

Drawings and Blueprints, Sao Paulo (5 folders)

**Box 76**

Stockholm

Drawings and Blueprints (3 folders)

Visitors, 1947

Turkey: Customs Duty

Washington: General, 1947

**Box 77**

**Accounting and Financial records**

Annual Inventory

Foreign Branches and Companies, 1945-1946

Instructions, 1940-1946

Bank Statements, 1947-1948

Banco da Rio Grande do Sul S.A. (Sao Paulo)

Comercial do Estado de Sao Paulo

Banco de Chile: Santiago

Banco de la Nacion Argentina (Buenos Aires)

Banco do Brasil: Sao Paulo

Banco Financial Novo Mundo S.A. (Sao Paulo)

Banco Mercantil de Sao Paulo S.A.

Banco National de Mexico (Mexico City) (2 folders)

Bank of London and S.A. (New York)

Bank of Nova Scotia (Havana)

Bank of London (Sao Paulo & S.A).

**Box 78**

Chase National Bank of New York

Chase National Bank of New York (Cristobal)

Chase National Bank of New York (Havana)

Confirmation of Mexico Remittances

Corn Exchange Bank Trust Company of New York. January to October 1948  
(2 folders)

First National Bank of Boston (Buenos Aires)

**Box 79**

**Accounting and Financial records (cont.)**

Bank Statements, 1947-1948 (cont.)  
Girard Trust Company: Chester International  
Grace National Bank of New York  
Guaranty Trust Company: Santiago  
Manufacturer's National Bank of Detroit  
National Bank of Detroit  
National City Bank of New York  
February to December 1948 (2 folders)  
Buenos Aires (2 folders)

**Box 80**

Cristobal  
Havana  
Mexico City  
Montevideo (2 folders)  
Santiago (2 folders)  
Sao Paulo  
General (2 folders)

**Box 81**

General (2 folders)  
Customs Account  
Export Freight Account  
Special Account  
Working Fund

**Box 82**

Shanghai  
Tokyo  
Royal Bank of Canada  
Cristobal: Bogota  
Havana (2 folders)  
Sao Paulo  
Societe Generale: New York Agency

**Box 83**

Costs and Sales, 1945-1948  
Cost Comparison of American and English Assembly (2 folders)  
Cost of Training Students for Foreign Service  
Manufacturing Operations Cost, Ford Motor Company, Ltd.  
Sub Assembly Costs

**Box 84**

**Accounting and Financial records (cont.)**

Costs and Sales, 1945-1948 (cont.)  
Monthly Report of Foreign Sales (2 folders)  
Parts Prices  
Reports of Wholesale Sales, 1946  
Revenue Act, 1943  
Sales and Cost Breakdown to all Foreign Branches and Companies  
Shop of Siebert-Re: Sales for Delivery to Others

**Box 85**

Time Study Sheets: Dagenham, 1945-1949

**Box 86**

**Purchasing records**

General  
Additions and Deletions to Master List, 1948-1949  
Auditing Department, 1940  
Reports and Correspondence, 1946-1947  
Buenos Aires, 1948  
General  
Approval Sheet Correspondence  
Batteries

**Box 86**

Battery Reports  
Blueprints  
Chassis Springs (2 folders)

**Box 87**

Chassis Springs  
Duty  
Engineering Information  
Executive  
Local Purchases, plus 1947 (2 folders)  
Purchasing Correspondence  
Monthly Review  
Samples  
Tires

**Box 88**

**Purchasing records (cont.)**

Havana, 1945-1947  
    General  
    Duty  
    Executive  
    Local Purchasing  
    Paint  
    Tires  
Mexico, 1948  
    General (3 folders)  
    Approval Sheet Correspondence

**Box 89**

Batteries (2 folders)  
Blueprints  
Calculation  
Chassis Springs  
Duty  
Economic Data  
Engineering Information  
Executive  
Monthly Purchasing Review  
Oils and Greases

**Box 90**

Paints  
Percentage Report  
Project #60  
Prospective Suppliers  
Purchase Commitment Report  
Purchase Order Correspondence  
    Procedure  
    Summary  
Radios, plus 1947  
Samples  
Tires, plus 1947  
Trim, 1947  
Wheels



**Box 91**

**Purchasing records (cont.)**

- Montevideo, Paints, 1947
- Peru, Tires, 1947
- Poissy
  - Buyers' List
  - Electric Motors Purchased in France, 1939-1940 (2 folders)
  - Motors, 1939
  - Purchase Notices, 1945-1947
  - Shipments to France, 1940
- Santiago, 1947
  - Approval Sheet Correspondence
  - Blueprints
  - Calculations
  - Executive
  - Glass
  - Local Purchase Reports
  - Paint
  - Percentage Reports
  - Purchase Procedure
  - Tires

**Box 92**

- Sao Paulo
  - General, 1947-1948 (2 folders)
  - Approval Sheet Correspondence
  - Batteries
    - General

**Box 93**

- Price Breakdown
- Blueprints
- Body Parts
- Calculations
- Executive

**Box 94**

**Sales records**

- General, 1933-1938
- Addresses, Foreign (2 folders)
- Dealers Sales Organizations
  - General

**Box 95**

**Sales records (cont.)**

- Dealers Sales Organizations (cont.)
  - Credit Plans, Wholesale and Retail, 1930-1933
- Car Importation, Decree of May 21, 1935
- Car Performance Data, French
- Car Registrations and Foreign Dealer Lists
  - 1930-1935
  - 1927-1937
- General Motors versus Ford Deliveries, 1938
- W. E. McKindsey (Personal)
- R. I. Roberge
  - Personal
  - Reports on Cologne, Asnieres and Dagenham, 1937-1938

**Box 96**

- Branch Correspondence, 1934-1938
  - Alexandria
  - Amsterdam
  - Antwerp
  - Asnieres
    - Dealers Agreement (2 folders)
  - Athens

**Box 97**

- Barcelona
- Brazil
  - 1934-1935 (2 folders)
  - 1936
  - 1938
- Horns
- Bucharest

**Box 98**

- Cologne
  - 1934-1935
  - 1935
  - 1936
  - German Shipments
  - Sales and Estimates
- Copenhagen
- Cork
- Cristobal

**Box 99**

**Sales records (cont.)**

Branch Correspondence, 1934-1938 (cont.)

Dagenham

1935

1937-1938

Appointment of Main Dealers, Visit of

Helsingfors

Istanbul

Lisbon

Stockholm

Yokohama