

# Department of Transportation

Office of the Secretary

Washington, D.C.

ORDER

DOT 1000.10

2-25-74

SUBJECT: PROCUREMENT AND DISPLAY OF OFFICIAL PORTRAITS

1. PURPOSE. This order states Department of Transportation (DOT) policy on the procurement and display of portraits and photographs of officials of the Department.
2. SCOPE. This order applies to the Office of the Secretary (OST) and the operating administrations. In addition, pursuant to delegation by the National Transportation Safety Board (NTSB) under Section 5(m) of the DOT Act, this order applies to NTSB.
3. REFERENCE. DOT 1000.4C, Official Photographs, dated April 5, 1973, provides standards for the distribution and display of official photographs of the President of the United States, the Secretary and Under Secretary of Transportation, and top level officials of the operating administrations and the NTSB.
4. PORTRAITS OF SECRETARIES OF TRANSPORTATION. The Department will commission a portrait of the incumbent Secretary. Selection and commissioning of artists will be according to applicable procurement regulations, following consultation with suitable fine arts authorities and the subjects. Portraits of past Secretaries of Transportation will be suitably displayed in the Departmental headquarters.
5. PORTRAITS OF COMMANDANTS OF THE COAST GUARD. The United States Coast Guard (USCG) is authorized to continue to procure and display portraits of Commandants.
6. PORTRAITS AND PHOTOGRAPHS OF OTHER OFFICIALS. Portraits and photographs of other officials of the Department may not be procured at Government expense, except that official photographs of incumbent officials for display in accordance with DOT 1000.4C will be procured through the Photographic Branch, TAD-485.
7. DISPLAY OF PORTRAITS AND PHOTOGRAPHS OF OTHER FORMER OFFICIALS. Portraits and photographs of former heads of administrations and the NTSB may be tastefully displayed at the headquarters. Previously

DISTRIBUTION: All Secretarial Offices  
All Operating Administrations  
National Transportation Safety Board

OPI: Office of  
Administrative  
Operations

acquired portraits and photographs, those which may be acquired in the future by gift, and official photographs no longer required for display according to DOT 1000.4C may be used.

FOR THE SECRETARY OF TRANSPORTATION:



William S. Heffelfinger  
Assistant Secretary  
Administration