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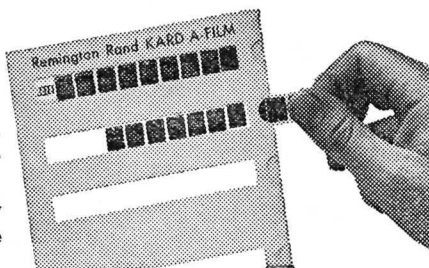
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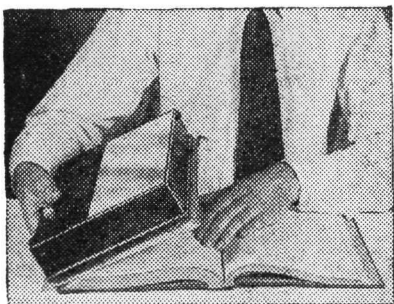
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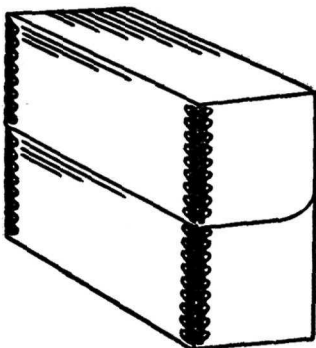
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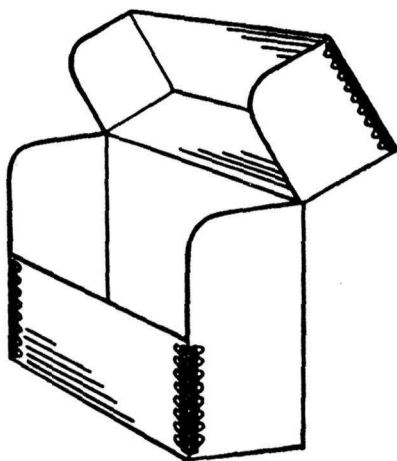
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Writings on Archives, Current Records, and Historical Manuscripts, July 1950-June 1951

By LESTER W. SMITH

The National Archives

THIS is the ninth annual bibliography compiled under the auspices of the Committee on Archival Bibliography of the Society of American Archivists. It is a selected list of references relating to archives, records management, and historical manuscripts that appeared between July 1950, and June 1951. A few items dated prior to July 1950, are included, however, either because they were actually issued after that date or because they were not available for examination and listing in earlier compilations. The number of such carried-over items will probably be larger in next year's compilation, as a result of an earlier publication deadline on the present one. Like its predecessors, the present bibliography does not include references to unpublished items, edited documents, publications in microfilm, library and historical reports devoting but a few lines to manuscript accessions, and items appearing in news notes, unless unusually significant.

The bibliography is classified broadly by subject. A list of the headings used is reproduced here for the convenience of the reader. The list is the same as last year's, except that Class II has been broken down into two parts, A and B, the latter set up to encompass a number of items that appeared during the year relating to the management and protection of records in wartime. For the rest, the scope of the several classes remains the same. Administrative reports of records centers are entered in Class IIIA. Items relating primarily to the scientific and technical aspects of the use of photography and to the reproduction of research materials are entered in Class VIII, whereas items relating primarily to the use of photography for purposes of original recording and records management are entered in Class IIA. As in former years, in Class VIIB will be found several items relating to United States government document (i. e., published document) bibliography, included because of the close relationship between the unpublished records and the published documents of the Federal Government.

Such cross references as are necessary appear at the ends of the several sections of the bibliography.

I. General Literature

II. Filing Techniques and Management of Current Records

A. General Discussion

B. Management and Protection of Records in Wartime

- III. History, Organization, and Current Activities of Archival Agencies, Manuscript Depositories, and Related Organizations
 - A. United States in General and Federal Government
 - B. State and Local
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 - D. International Organizations
- IV. Buildings and Equipment for Archival and Manuscript Depositories
- V. Appraisal, Accessioning, and Disposal of Records and Historical Manuscripts
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- VII. Arrangement and Description of Records and Historical Manuscripts, Including Published Finding Aids
 - A. General Discussion
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- VIII. Application of Photographic Processes to Work with Records and Historical Manuscripts
- IX. Service, Use, and Publication of Records and Historical Manuscripts
- X. Special Physical Types of Records and Historical Manuscripts
- XI. The Recruitment and Training of Archivists, Custodians of Manuscripts, and Records Officers

I. GENERAL LITERATURE

1. BASU, PERNENDU. Records and archives: what are they? *Indian archives*, 2:75-81 (1948).
2. BASU, PERNENDU. Why preserve records? *Indian archives*, 3:88-95 (1949). Completes the discourse begun in the author's "Records and archives: what are they?"
3. BROOKS, PHILIP C. Archivists and their colleagues: common denominators. *American archivist*, 14:33-45 (Jan., 1951). The presidential address delivered at the annual meeting of the Society of American Archivists at Madison, Wisconsin, October 9, 1950.
4. CONTIN, SILVESTRE E. *Manual de archivo*. Ciudad Trujillo, Imp. Rincón, 1949. 138 p.
5. EVANS, LUTHER H. ADI's tasks. *American documentation*, 1:127-130 (Aug., 1950). Remarks made by the author in accepting the presidency of the American Documentation Institute, February 9, 1950. Suggest four areas of activity for the Institute and includes the suggestion that ADI should not interest itself in archival science *per se*, although it is interested in certain bibliographical procedures that would extend to archives.
6. FARRADANE, J. E. L. A scientific theory of classification and indexing and its practical applications. *Journal of documentation*, 6:[83]-99 (June, 1950). An attempt to arrive at a general theory of classification.
7. GROVER, WAYNE C. Records at the grass roots. *County officer*, 15, no. 5:9-12, 25 (Aug., 1950). An article stressing the importance and value of county records and indicating the factors to be considered in providing for their proper administration and care.
8. INTERNATIONAL COUNCIL ON ARCHIVES. Répertoire selectif de guides des archives,

en supplement au "Guide international des archives," t. I: Europe (1934), publié par l'Institut International de Cooperation Intellectuelle. Paris, UNESCO [1950] 42 p. Published by the International Council on Archives with the financial assistance of UNESCO, this list provides up-to-date information as to the existence of guides to the holdings of the central archival establishments in Europe published since 1934 and similar information for non-European Countries, 1900 to date. It thus is a partial and provisional supplement to the *Guide international des archives*, published in 1934, which was confined to Europe. Some information relating to business and institutional archives guides and to guides to photographic, microphotographic, sound-recording, and motion-picture collections is also provided, but coverage in these fields is extremely uneven.

9. JENKINSON, HILARY. Twenty-five years; some reminiscences of an English archivist, 1923-1948. *Indian archives*, 3: 12-35 (1949).
10. KANE, LUCILE M. A guide for collectors of manuscripts. St. Paul, Minnesota Historical Society, 1951. 15 p. (*Service bulletin* no. 1). A brief guide intended for use by historical societies and outlining rudimentary considerations and procedures for the assembling and control of a manuscripts collection.
11. LEWIS, WILMARTH S. You know all about books. *Atlantic monthly*, 186: 77-80 (July, 1950). Discusses the historical value of unpublished materials.
12. MEISNER, HEINRICH O. Urkunden- und Aktenlehre der Neuzeit. Leipzig, Koehler & Amelang, 1950. 241 p.
13. RAMACCIOTTI, GAETANO. Archivi ed archivisti. *Il libro e le biblioteche, atti del primo congresso bibliografico francescano internazionale, 20-27 febbraio 1949. Parte prima. Conferenze di carattere generale*. Romae, Pontificum athenaeum antonianum, 1950. p. [441]-510. A discussion of basic principles of archival theory and practice and of the status of the archival profession in Italy.
14. RECORD, P. D. The bibliography of paleography. *Journal of documentation*, 6: [1]-5 (Mar., 1950).
15. TORRES BODET, JAIME. Message from M. Bodet, Director-General of UNESCO, to the International Congress on Archives, UNESCO House, 21 August 1950. [Paris] 1950. 3 p. An English version of the opening address delivered on the occasion of the first meeting of the Constituent Assembly of the International Council on Archives.
16. U. S. NATIONAL ARCHIVES. The control of records at the record group level. [Washington] 1950. 12 p. (*Staff information circular* no. 15).
17. WRITINGS on archives, records management, and historical manuscripts, July 1949-June 1950. Comp. by Lester W. Smith. *American archivist*, 13: 357-386 (Oct., 1950).

II. FILING TECHNIQUES AND MANAGEMENT OF CURRENT RECORDS

A. General Discussion

18. [ALUMINUM COMPANY OF AMERICA, *Pittsburgh, Pa.*] Filed on film; microphotography used to make permanent records of our engineering drawings. *ALCOA news*, 22, no. 5: [4-5] (Mar. 5, 1951). Describes ALCOA's program of making 70 mm reproductions of its engineering drawings, permitting the destruction of most of the originals.
19. AMELIA, THOMAS. Philadelphia records and a program for administration. *American archivist*, 14: 47-57 (Jan., 1951). An article submitted in somewhat different format as a report to the Philadelphia Charter Commission by the Philadelphia Committee of the Pennsylvania Economy League, Inc.
20. ARE you storing junk? *Modern industry*, 20, no. 1: 57-61 (July 15, 1950). Argues the case for efficient records management.
21. BADGETT, S. B. General Electric Company's records management program at

- Hanford Works. [n. p., n. d.] 14 p. Reprint of a paper presented at the Atomic Energy Commission Records Management Conference, May 23, 1951, in New York City. Describes the building and equipment, organization, and operations of the Records Service Center administered jointly by the Atomic Energy Commission and the General Electric Company at Hanford, Wash. The Center was designed by the National Records Management Council, which also served in consultant capacity in establishing the program.
22. BARR, JAMES A. Management and conservation. *Systems for modern management*, 14, no. 11:8-9 (Nov., 1950). Describes recent improvements in the management of current records in the Bureau of Land Management.
 23. BERNI, I. J. If filing costs too much, check on what you are filing! *Office management and equipment*, 11, no. 9:42-43 (Sept., 1950).
 24. BERNI, I. J. Why file so much so long? *NOMA forum*, 25, no. 7:23-25 (July, 1950). A consideration of the problem of records retention.
 25. CHATFIELD, HELEN L. The development of record systems. *American archivist*, 13:259-267 (July, 1950). A paper read before the Interagency Records Administration Conference, Washington, D. C., on March 24, 1950. A condensed version of the paper appears in *Systems for modern management*, 14, no. 7:15, 34 (July, 1950) and no. 9:12, 29 (Sept., 1950).
 26. CHATFIELD, HELEN L. Your records and the atomic age; security regulations can be kept without overstuffing files. *Office appliances*, 93, no. 3:21-22 (Mar., 1951).
 27. DALE, BERT. Filing by weight. *Systems for modern management*, 15, no. 2:24-25 (Feb., 1951). Describes the incentive-payment system in use in the filing department of Firestone Tire and Rubber Co., Akron, Ohio, where filing production is measured in terms of count-by-weight.
 28. DARBY, KIMBALL. Microfilming marches on. *Office management and equipment*, 11, no. 10:46-48 (Oct., 1950). Surveys some of the uses to which microfilming techniques have been put in business offices.
 29. DARTNELL CORPORATION. Cutting filing costs; special investigation. Chicago, Ill., Dartnell Corporation [n. d.] 1 vol., looseleaf. (Report no. 590.) A study based on a survey of filing practices in 235 companies. Analyzes administrative techniques employed in these companies and develops certain general principles of records management, particularly as to the locus of the records management function.
 30. DELAWARE. PUBLIC ARCHIVES COMMISSION. Approved list of papers and inks, 1950-1951. Dover [1951] 4 p. Issued in accordance with statutory requirements that all custodians of public books of record or registries of the State or of any county or incorporated municipality use for recording purposes only such papers and inks as have been tested and approved by the Public Archives Commission.
 31. ESKEW, GARNETT L. How GSA is managing government records. *Office*, 33, no. 3:7-8, 10, 13 (Mar., 1951). Describes some of the accomplishments to date of the Records Management Division of the National Archives and Records Service.
 32. FOLEY, J. F. and FRED C. GLEASON. Lack of control increases file costs. *Purchasing*, 29, no. 5:168-169 (Nov., 1950). Includes charts showing annual cost per four-drawer file, and annual cost of operating one four-drawer file.
 33. GEORGE, H. E. How long do you keep your records? *Purchasing*, 29, no. 1:153, 156-157, 160 (July, 1950). Provides survey findings on the records-retention policies of 67 companies in Cleveland, Ohio.
 34. GREAT BRITAIN. TREASURY. Procedure records. London, H. M. Stationery Office, 1950. 32 p. Describes several forms of procedure records useful in organization and methods work and suitable also for other purposes.
 35. GREAT BRITAIN. TREASURY. Public administration, a bibliography for organiza-

- tion & methods. London, H. M. Stationery Office, 1950. 18 p. Entries relating to records, filing, indexing, and classification appear on p. 14-15.
36. INTERAGENCY RECORDS ADMINISTRATION CONFERENCE, WASHINGTON, D. C. Annual report of the chairman, 1949-1950. [Washington, 1951] 4, [4] p.
37. LEAHY, EMMETT J. In records management—cheaper to build than move! *Office management and equipment*, 12; no. 5: 38-39, 44d (May, 1951). Describes the records service center recently completed at Richland, Wash., for the General Electric Company's Hanford Works under the direction of the Atomic Energy Commission. Architectural and engineering designs were completed by experts of the National Records Management Council under contract with the General Electric Company.
38. LOVETT, ROBERT W. Looking around. *Harvard business review*, 29: 127, 130 + (Mar., 1951). Surveys the literature of the field of business records.
39. NATIONAL CONFERENCE OF COMMISSIONERS ON UNIFORM STATE LAWS. Uniform photographic copies of business and public records as evidence act; approved and recommended for enactment at its annual conference meeting at St. Louis, Missouri, August 29-September 3, 1949; approved by the American Bar Association at its meeting at St. Louis, Missouri, September 8, 1949. [n. p., n. d.] 7 p.
40. NATIONAL RECORDS MANAGEMENT COUNCIL. Target: red tape; a staff report to the Michigan Joint Legislative Committee on Reorganization of State Government. [n. p.] 1951. 30, xvii p. Valuable as a pioneer study of the records management problem in a State government, this report was prepared with the cooperation of various agencies of the State of Michigan and was made possible through a grant of funds by the Kellogg Foundation.
41. NEW YORK (STATE) CIVIL SERVICE DEPARTMENT. TRAINING DIVISION. Instructor's manual for records maintenance course. Albany [n. d.] 71, 15 p. (*Manual* no. 3.)
42. NEW YORK (STATE) CIVIL SERVICE DEPARTMENT. TRAINING DIVISION. Study material for use by filing personnel. Albany [n. d.] 18 p. (*Manual* no. 2.) This material is reprinted with the permission of Remington Rand, Inc., from its *Progressive indexing and filing* (c1943), for use in an in-service training institute on the techniques of filing conducted for the files personnel of the New York State Department of Taxation and Finance.
43. PENNSYLVANIA ECONOMY LEAGUE, Inc. PHILADELPHIA COMMITTEE. Philadelphia records and a program for administration; prepared for the Philadelphia Charter Commission by Thomas Amelia. [Philadelphia, Pennsylvania Economy League, Inc.] 1950. 19 p. Recommends that the Philadelphia Charter Commission establish a Department of Public Records under the new city charter. The proposed Department of Public Records would be responsible for the direction and execution of a planned program of records administration.
44. PERLMAN, ISADORE. The records disposal program. Supplies and Accounts Bureau, *Monthly newsletter*, 24, no. 10: 11-12 (Oct., 1950).
45. PHILADELPHIA. CHARTER COMMISSION. Proposed Philadelphia home rule charter, February 14, 1951. [n. p., n. d.] 99 p. Includes provision (Ch. 11, p. 52-54) for a Department of Records, which would have responsibility for the direction and execution of a planned records and archival management program for the City of Philadelphia, as recommended by the Philadelphia Committee of the Pennsylvania Economy League, Inc.
46. PHOTOGRAPHIC evidence statutes applicable to bank records. *Banking*, 42, no. 8: 76 (Feb., 1950). Lists the statutes in force in 22 States permitting the introduction in evidence of photographic copies of bank records.
47. PRIEST, ERNEST H., LUTA M. SEWELL, and LESTER J. CAPPON. Creation of records: the program of Colonial Williamsburg. *American archivist*, 14: 117-125 (Apr., 1951). Reports the results of a study undertaken by the Archives Department of Colonial Williamsburg to determine suitable materials to be used for all its

- written records, permanent and temporary. Includes a table of record papers and inks approved for various categories of records.
48. PUGH, W. F. You pay for good filing—do you get it? *Office*, 33, no. 6:6-15 (June, 1951).
 49. REESE, PAUL E. Microfilming vs. records destruction; the case for "film records management" in cost minus. *Office executive*, 26, no. 2:21-24 (Feb., 1951).
 50. REMINGTON RAND, Inc. "Progressive indexing and filing," condensed course for government offices. New York [1949] 71 p.
 51. REMINGTON RAND, Inc. MANAGEMENT CONTROLS DIVISION. How to simplify your files and filing systems. [n. p., n. d.] 38 p. A popular brochure.
 52. ROCKEFELLER FOUNDATION. Annual report, 1949. New York [n. d.] 462 p. The Foundation's grant to the National Records Management Council is discussed on p. 251-253.
 53. U. S. ADJUTANT-GENERAL'S OFFICE. Records and reports; records administration. Washington, 1950. 7 p. (*Army regulations* no. 345-905.)
 54. U. S. AGRICULTURE DEPARTMENT. Administrative regulations. Amendment no. 11, June 16, 1950. Title 4, Chapter 8, Official records. [Washington, 1950] Looseleaf. This amendment includes descriptive reference to Plant and Operations Publication no. 9, *How to file and find correspondence records*, defines record and nonrecord material, describes the procedure for securing authority to dispose of records, and changes from semiannual to annual the requirement for a report of record materials disposed of.
 55. U. S. AIR FORCE DEPARTMENT. Administration of records. [Washington] 1950. 247 p., looseleaf. (*AFM* 181-5.) This manual is to be presented in three parts, of which this installment is part one, "Disposition of records." Parts two and three, "Maintenance of current records" and "Microfilming of records," respectively, are to be published later.
 56. U. S. AIR FORCE DEPARTMENT. Correspondence preparation and procedures. [Washington, 1950] 1 vol., looseleaf. (*AFM* 10-1.)
 57. U. S. CIVIL SERVICE COMMISSION. Basic personnel records and files system for Federal agencies. [Washington] 1950. 46 p. (*Civil Service handbook* S-812.)
 58. U. S. COAST AND GEODETIC SURVEY. Topographic manual. Pt. II. Photogrammetry. Washington, 1949. 570 p. (*Special publication* no. 249.) Chapter 7, Records and reports, is of particular interest (p. 470-496).
 59. U. S. CONGRESS. HOUSE. COMMITTEE ON JUDICIARY. Evidentiary value of microfilmed records; report. [Washington, 1951] 5 p. (82-1, *H. Rept.* 536.) A favorable report without amendment on *H. R.* 4106, a bill to amend title 28 of the United States Code, entitled "Judiciary and Judicial procedure," by adding a new section thereto, known as section 1732b, to permit the photographic reproduction of business records and the introduction of the same in evidence.
 60. U. S. ECONOMIC COOPERATION ADMINISTRATION. ECA records manual. [Washington, 1950] 1 vol., (looseleaf). Prescribes a uniform system for current records management operations.
 61. U. S. RECLAMATION BUREAU. Standard correspondence filing system handbook. Pt. 1. Installation and operating procedures. Pt. 2. File outline. Pt. 3. Subject index. Washington, 1949. 1 vol., (looseleaf). (*Office services reclamation manual*, vol. 21, *specialist supplement* no. 2.) The official standard correspondence filing system of the Bureau of Reclamation, constituting a revision of its *Standard correspondence file system* (1943).
 62. U. S. SELECTIVE SERVICE SYSTEM. Selective Service System form manual. [Washington, 1950] 687 p. A manual prepared to establish a permanent record of the forms developed through April 30, 1950, by the Selective Service Act of 1948. Includes forms used by the Office of Selective Service Records.
 63. U. S. SHIPS BUREAU. ADMINISTRATIVE MANAGEMENT DIVISION. How to transfer records. *Office practices bulletin*, 5, no. 1: 1-4 (May 1, 1951). Instructions for

use by Bureau personnel in preparing records for transfer to the Naval Records Management Center.

64. VINCENS, JOHN R. The retention and destruction of bank records. *Banking*, 43, no. 5:43, 110, 112; no. 6:52-53, 107-108; no. 7:49-50, 100; no. 8:52-53, 152; no. 9:113 (Nov., Dec., 1950, Jan., Feb., Mar., 1951). *Contents*.—The retention and destruction of bank records; Statutes on record retention; Microfilming bank records; Protecting bank records against bombing; A bibliography on protection of bank records in wartime.
65. ZITMORE, IRVING. How to decide whether to microfilm business records, and how to go about it. *Journal of accountancy*, 91: 276-281 (Feb., 1951).

See also 89, 90, 125, 127, 135, 145, 154, 197, 211-212, 317, 326, 331.

B. Management and Protection of Records in Wartime

66. BOMBPROOFING for business; rush is on to protect money and records. *U. S. News and world report*, 29, no. 8:13 (Aug. 25, 1950).
67. CLEVELAND PUBLIC LIBRARY. BUSINESS INFORMATION BUREAU. Civil defense protection [a bibliography]. *Business information sources*, 22, no. 2:5-8 (Mar.-Apr., 1951). Includes items relating to the safeguarding of business records.
68. FISKE, JOHN W. Protecting records from atomic bomb damage. *Office*, 33, no. 1:143-150 (Jan., 1951).
69. HEDEMAN, A. R. Records protection in wartime and peacetime. *Office*, 33, no. 1:94, 165, 167 (Jan., 1951).
70. JACKSON, RUSSELL. Protecting records in time of war. Office Management Association. *Improving office planning and controls*. New York [1950] p. 31-40. The author is methods analyst at the Socony-Vacuum Oil Company.
71. JACKSON, RUSSELL. Protecting records in time of war. *Office economist*, 23, no. 1:7 (Jan.-Feb., 1951). From an address given at the office management conference of the American Management Association, New York City, October, 1950.
72. LEAHY, EMMETT J. How safe are your company records? [n. p., n. d.] 2 p. (Reprinted from *Mill & factory*, Oct., 1950). Presents factors to be considered in deciding to disperse or duplicate business records for security purposes.
73. LEAHY, EMMETT J. and ROBERT A. SCHIFF. Bombs do not respect vital business records. *Controller*, 19:109-112 (Mar., 1951). Reports the results of a field study of the experience of English, Dutch, and French companies in protecting business records during World War II.
74. LEAHY, EMMETT J. and ROBERT E. WEIL. Will one fire or bomb ruin your company? New York, National Records Management Council [n. d.] [4] p. (Reprinted from *Mill & factory*, Apr., 1951.)
75. LEAHY, EMMETT J. and WESLEY A. CLARK. Planning a new records storage center—now a current problem. New York, National Records Management Council [n. d.] [4] p. (Reprinted from *Plant engineering*, Mar., 1951.) Emphasizes factors of site location and building and equipment specifications.
76. NATIONAL INDUSTRIAL CONFERENCE BOARD, Inc. Protecting records in wartime. New York, National Industrial Conference Board, Inc. [1951] 40 p. (*Studies in business policy* no. 51.)
77. NEW YORK (STATE) UNIVERSITY. ARCHIVES AND HISTORY DIVISION. Protecting local public records against bombing attacks. Albany [n. d.] 19 p. A manual for custodians of local public records, outlining criteria for selecting, in consultation with civil defense personnel and officials of local government, those records essential to civil defense and describing steps to be taken in protecting and preserving them.
78. RESEARCH INSTITUTE OF AMERICA, Inc. Your business and the A-bomb. New York, 1950. 25 p.

79. WILL records go underground? *Office management and equipment*, 11, no. 12: 58 (Dec., 1950). Describes a proposed 4-story underground shelter for joint use by big-city office organizations.
80. WILLIAMS, A. WYN. Can business records be protected from the A-bomb? *Purchasing*, 29, no. 5: 76-78, 293, 296 (Nov., 1950). Urges importance of protecting vital records, but calls attention to waste in indiscriminate retention of non-current records.
81. WOULD your records survive bombings of big cities? *American business*, 20, no. 10: 20 (Oct., 1950). Proposes the establishment of a bomb-proof underground vault, jointly accessible to big city offices, to protect vital records.
82. YOU can live despite A-bomb. *U. S. News and world report*, 29, no. 25: 26-27 (Dec. 15, 1950). Suggestions as to the protection of home and factory, with an indication of types of records of special importance.

See also 64.

III. HISTORY, ORGANIZATION, AND CURRENT ACTIVITIES OF ARCHIVAL AGENCIES, MANUSCRIPT DEPOSITORIES AND RELATED ORGANIZATIONS

A. United States in General and Federal Government

83. AMERICAN HISTORICAL ASSOCIATION. Annual report for the year 1949. Vol. 1. Proceedings and list of members. Washington [1950] 172 p. Of particular interest are the reports of the Executive Secretary, p. 7-12; the Committee on the Littleton-Griswold Fund, p. 37-38; the Committee on Business Records, p. 39; the Committee on Government Publications, p. 39; the Committee on Documentary Reproduction, p. 40-41; and the Ad Hoc Committee on Manuscripts, p. 41-42.
84. BROOKS, PHILIP C. The president's page. *American archivist*, 13: 268-270, 341-342 (July, Oct., 1950). Observations addressed to the membership of the Society of American Archivists by its president.
85. BROWNE, HENRY J. The American Catholic archival tradition. *American archivist*, 14: 127-139 (Apr., 1951). A paper read before the American Catholic Historical Association in Chicago, December 29, 1950.
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and Robert Beets of the Management Staff Division, Adjutant-General's Office, John Gross of the Records Administration Center, St. Louis, and Joseph Shupienis, Kansas City Records Center were the speakers.

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96. U. S. ADJUTANT-GENERAL'S OFFICE. DEPARTMENTAL RECORDS BRANCH. Codification of depository policies and practices. [Washington] 1950. 35 p. (*Technical memo* no. 50-5)
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98. U. S. CONGRESS. COMMITTEE OF CONFERENCE, 1950. Amendments to Federal Property and Administrative Services Act of 1949; conference report. [Washington, 1950] 18 p. (81-2, *H. Rept.* 3001.) The conference report to accompany S. 3959, which includes the Federal Records Act of 1950.
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See also 144, 152, 320, 324, 351, 353-354, 360-361.

B. State and Local

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 138. WEST VIRGINIA. DEPARTMENT OF ARCHIVES AND HISTORY. Report, 1948-1950. [Charleston, n. d.] 16 p.
 139. WILSON, DWIGHT H. Archives in colleges and universities: some comments on data collected by the Society's Committee on College and University Archives. *American archivist*, 13:343-350 (Oct., 1950).

See also 218, 222, 325, 337, 339.

C. Foreign Countries

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145. BRAIBANT, CHARLES. Les archives de France, hier, aujourd'hui, demain; conférence faite à la Société de l'École des Chartes, le 1er décembre 1949. Paris, Imprimerie Nationale, 1949. 22 p. A discussion by the Director of Archives of France on what he calls the "crisis of French archives," as evidenced by the increasingly inadequate appropriations for archival activities and the diminishing prestige of the archivist. Part of the author's solution is that the archivist should emphasize the importance of his services to the work of current operating agencies, revitalize and expand his contacts with these agencies, and promote the establishment in them of effective records programs, under the direction of professionally trained personnel. Such a program would also envisage additions to the curriculum for professional archival training. M. Braibant sees precedent for his proposals in recent archival developments in the United States of America.
146. BRITISH RECORDS ASSOCIATION. Eighteenth report of Council, accounts, and list of members for the year ending 31 August 1950. [n. p.] 1950. 30 p.
147. CANADA. PUBLIC ARCHIVES. Report for the year 1950. Ottawa, 1951. 30 p.
148. DENMARK. RIGSARKIV. Denmark's National Record Office. Copenhagen, 1948. 16 p. A brief historical sketch of the Record Office.
149. ERHVERVSHISTORISK årbog; meddelelser fra Erhvervsarkivet (Business-historical yearbook; bulletin of the Business Archives). Vol. II. [Aarhus] Rosenkilde og Bagger, 1950. 88 p. *Contents.* — Andreas Mehlsen Laustsen, "Fra kaperkrigens begyndelse," p. 7-17; Andreas Jørgensen, "Et gullaschfirma fra Napoleonskrigenes tid," p. 18-36; Finn H. Lauridsen, "På trampfart 1848/50," p. 37-42; Finn H. Lauridsen, "Bogkøb i provinsen 1800-1850," p. 43-55; Axel Nyborg, "Postgang i det 19. århundrede," p. 56-71; Daniel F. Noll, "Om opbevaring af mikrofilmarkiver," p. 72-77; Nils Hj. Holmberg, "Teknikerens og historikerens krav til industriarkiver," p. 78-81; "Beretning om virksomheden 1. april - 31. marts 1950," p. 84-88.
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151. GARCIA CHUECOS, HECTOR. Memoria sobre el Archivo General de la Nación; investigación y estudio del Dr. Héctor García Chuecos. Venezuela. Archivo General de la Nación, *Boletín*, 38: 246-255 (Jan.-Mar., 1951).
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155. HAGUE. ARCHIEF DER GEMEENTE. Verslag over het jaar 1948. 's-Gravenhage [n. d.]. 5 p.
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- 1949-50] *Revista del Archivo y biblioteca nacionales*, 29: 133-141 (Sept.-Oct., 1950).
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 168. LEESCH, WOLFGANG. Archivgutschutz und Archivpflege Geschichte, Organisation und Aufgaben. *Der archivär*, 3: cols. 121-146 (July, 1950).
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189. THE ZIONIST Central Archives. *American archivist*, 13: 351-356 (Oct., 1950).
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See also 13, 214, 318, 336, 365-366.

D. International Organizations

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- H. Evans, "The Preservation of the Documentation on the History of the Americas," p. 81-90 Silvio Zavala, "El Programa de la Comisión de Historia del Instituto Panamericano de Geografía e Historia," p. 337-343 (in Spanish and English).
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 195. THE FIRST International Conference on Archives. *Archives*, no. 4:13-15 (Michaelmas, 1950). A brief summary of the accomplishments of the conference in Paris, August 23-25, 1950.
 196. INTERNATIONAL CONGRESS ON ARCHIVES. 1st, Paris, 1950. Rapports. [Paris, 1950] v. p. *Contents*. — Rapport général sur le contrôle des archives en formation, par Pierre Caillet; Rapport général sur les archives et la microphotographie, par Lester K. Born; Rapport général sur les publications bibliographiques relatives aux archives, par Emilio Re.
 197. INTERNATIONAL STANDARDS ORGANIZATION — ISO. Report of the meeting at Ascona in April 1950. *Revue de la documentation*, 17, fasc. 5:112-114 (1950). A report of a meeting of the Technical Committee on Documentation, which met to consider problems relating to the standardization of texts, forms, and materials used in documents and publications.
 198. MEERBEECK, LUCIENNE VAN. Le Congrès international des archives (Paris, 22-26 août 1950). *Archives, bibliothèques, et musées de Belgique*, 21:275-282 (1950).
 199. NORTON, MARGARET C. The First International Congress of Archivists, Paris, France, August 21-26, 1950. *American archivist*, 14:13-32 (Jan., 1951). Reprinted in *Illinois libraries*, 33:220-234 (May, 1951).

See also 15.

IV. BUILDINGS AND EQUIPMENT FOR ARCHIVAL AND MANUSCRIPT DEPOSITORIES

200. BOND, HORATIO. Principles of fire prevention as applied to libraries, museums, and historical buildings (address at the Library of Congress on November 10, 1950). Washington, 1950. 16 p.
201. GONDOS, VICTOR. Records and fire protection. *American archivist*, 14:155-159 (Apr., 1951). Surveys the literature of the field.
202. ILLUMINATING ENGINEERING SOCIETY. COMMITTEE ON LIBRARY LIGHTING. Recommended practice of library lighting. [New York, The Society] 1950 16 p. Reprinted from *Illuminating engineering*, March, 1950.
203. KIMBERLY, ARTHUR E. New developments in record containers. *American archivist*, 13:233-236 (July, 1950). Sets forth the characteristics of an ideal record container and describes the development of a pressboard document container coated inside and outside with thin, shiny aluminum foil, which has proved superior to a sheet metal container in protecting its contents against fire.
204. SNEAD AND COMPANY, Orange, Va. Snead system compact book storage, featuring the new Snead swinging stacks. [n. p., n. d.] 7 p. Describes a 3-bank stack with a fixed center row of double-faced compartments having a row of hinged double-faced compartments on both sides.

See also 37, 75, 79, 81.

V. APPRAISAL, ACCESSIONING, AND DISPOSAL OF RECORDS
AND HISTORICAL MANUSCRIPTS

205. BRITISH RECORDS ASSOCIATION. RECORDS PRESERVATION SECTION. Modern records, preservation and salvage. [n. p.] 1951. 2 p. (*Memorandum* no. 10, new ed., Feb., 1951).
206. BRITISH RECORDS ASSOCIATION. RECORDS PRESERVATION SECTION. Preservation of school records (England and Wales). [n. p.] 1950. 3 p. (*Memorandum* no. 12).
207. BRITISH RECORDS ASSOCIATION. RECORDS PRESERVATION SECTION. Report for the year 1949-50. [n. p., n. d.] 5 p.
208. DOEHAERD, RENÉE. Remarks on contemporary archives. *American archivist*, 13: 323-328 (Oct., 1950). An English translation of an article originally published in *Archives, bibliothèques, et musées de Belgique*, 18: 75-79 (1947).
209. GENICOT, LÉOPOLD. The problem of modern archives. *American archivist*, 13: 329-339 (Oct., 1950). An English translation of an article originally published in *Archives, bibliothèques, et musées de Belgique*, 18: 65-74 (1947).
210. ILLINOIS. STATE LIBRARY. ARCHIVES DIVISION. Disposition of Illinois records (continued). *Illinois libraries*, 32: 454-473 (June, 1950). Adapted, by permission, from *Disposition of Federal records; how to develop an effective program for the preservation and the disposal of Federal records*, issued by the National Archives (Washington, 1950). Also published separately.
211. LIMITATIONS OF ACTIONS. *Credit manual of commercial laws, 1951*. New York, National Association of Credit Men [1950] p. 303-309. Includes a table, p. 307-309, "Limitations for civil actions," which shows time periods set up by statutes of limitation in the several States for various types of civil actions.
212. U. S. FEDERAL POWER COMMISSION. Regulations to govern the preservation of records of public utilities and licensees, effective August 1, 1938 (with amendments to January 1, 1951). Washington, 1951. 27 p. Consists of a schedule of records and periods of retention, indicating when microfilm copies may be retained in lieu of original records.

See also 64, 127, 341.

VI. PHYSICAL PRESERVATION AND REHABILITATION OF RECORDS
AND HISTORICAL MANUSCRIPTS

213. ADAMS, W. CLAUDE. History of papermaking in the Pacific Northwest: I. Oregon historical quarterly, 52: [21]-37 (Mar., 1951).
214. BOLSÉE, J. La restauration des documents aux Archives générales du Royaume. *Archives, bibliothèques, et musées de Belgique*, 21: [3]-10 (1950). Describes the installation of a "Barrow Laminator," the first in Europe, in the Archives Générales in Brussels.
215. BRINTON, ELLEN S. Inexpensive devices to aid the archivist. *American archivist*, 13: 285-286 (July, 1950). Describes a homemade humidifier and a press made from a hand cider-press that are in use at the Swarthmore College Peace Collection, Swarthmore, Pa.
216. EASTMAN KODAK COMPANY, Rochester, N. Y. MOTION PICTURE FILM DEPARTMENT. Hazard in the handling and storage of nitrate and safety motion picture film. Rochester, N. Y., Eastman Kodak Co. [n. d.] 36 p.
217. ELLIOTT, HARRISON. Watermarks: art in paper. *Autograph collectors' journal*, 3, no. 1: 19-20 (Oct., 1950).
218. FYAN, LOLETA D. The Michigan State Library; an account of water damage and salvage operations. American Library Association, *Bulletin*, 45: 164-166 (May, 1951). Describes salvage efforts at the Michigan State Library at Lansing, which suffered serious water damage in the 2-day fire at the State Office Building in February, 1951.

219. HILL, WILLIAM. Books and infectious diseases. Library Association, *Record*, 52: 144-146 (May 1950). A study of the question as to whether library books are transmitting agents in the spread of infectious diseases. Includes a brief bibliography.
220. LANGWELL, W. H. The preservation of unstable papers. *Archives*, no. 4: 40-43 (Michaelmas, 1950). Describes a method of treating unstable paper in a solution of potassium permanganate, bleaching in a bath of dilute sulphurous acid, washing in water, and resizing in gelatine solution.
221. LEONARD, EUGENIE A. Paper as a critical commodity during the American Revolution. *Pennsylvania magazine of history and biography*, 74: 488-499 (Oct., 1950).
222. MAHONEY, R. E. The big fire at Lansing. *Library journal*, 76: 748-751 (May 1, 1951). Describes salvage efforts at the Michigan State Library at Lansing, which suffered serious water damage in the 2-day fire at the State Office Building in February, 1951.
223. NOLL, DANIEL F. Om opbevaring af mikrofilmkiver. *Erhvervshistorisk årbog*, 2: 72-77 (1950). A translation into Danish of the author's article, "The maintenance of microfilm files," which was published in the *American archivist*, 13: 129-134 (Apr., 1950).
224. SMITH, L. HERMAN. Manuscript repair in European archives. *Indian archives*, 2: 90-111 (1948); 3: 96-122 (1949). Reprinted from the *American archivist*, 1: 1-22, 51-77 (Jan., Apr., 1938).
225. TOLLENAAR, D. Het conserveren van documenten door middel van cellulose-acetaat. *Nederlands archievenblad*, 54: 132-134 (1949-50).
226. U. S. GOVERNMENT PRINTING OFFICE. Paper boards for bookbinding. [Washington, 1950] 7 p. (GPO-Research and Engineering Council of the Graphic Arts Industry, Inc., *Bindery series* no. 9).
227. U. S. GOVERNMENT PRINTING OFFICE. Theory and practice of bookbinding; apprentice training series, orientation period. Washington, 1950. 246 p.
228. U. S. NATIONAL ARCHIVES. The rehabilitation of paper records. [Washington] 1950 7 p. (*Staff information paper* no. 16).
229. U. S. NATIONAL BUREAU OF STANDARDS. Preservation of the Declaration of Independence and the Constitution of the United States; a report by the National Bureau of Standards to the Library of Congress. Washington, 1950. 16 p. (*Circular* 505). Summarizes the investigations of the Bureau with regard to the method of preserving documents in an inert atmosphere (helium), with the provision of an appropriate filter to protect against harmful radiation. A third aspect of the problem—the optimum lighting conditions to improve the viewing of the documents—is still under investigation by the Bureau.

See also 30, 47, 197.

VII. ARRANGEMENT AND DESCRIPTION OF RECORDS AND HISTORICAL MANUSCRIPTS, INCLUDING PUBLISHED FINDING AIDS

A. General Discussion

230. BOND, WILLIAM H. The cataloging of manuscripts in the Houghton Library. *Harvard Library bulletin*, 4: 392-396 (Autumn, 1950).
231. COVENEY, DOROTHY K. The cataloging of literary manuscripts. *Journal of documentation*, 6: [125]-139 (Sept., 1950).
232. JACKSON, EUGENE B. Unpublished research reports: a problem in bibliographical control. [Urbana, Ill.] Univ. of Illinois Library School, 1950. 11 p. (Illinois University. Library School. *Occasional papers* no. 17). Surveys the programs of five new documentation agencies—the Navy Research Section of the Library of Congress, the Central Air Documents Office, the Office of Technical Services of the Commerce Department, the Atomic Energy Commission, and

- the National Advisory Committee for Aeronautics—and compares their techniques in bringing unpublished research reports under bibliographical control. Discusses also the acquisition, processing, and distribution of the reports.
233. KANE, LUCILE M. Selected subject headings used by the Manuscript Department of the Minnesota Historical Society. St. Paul, Minnesota Historical Society, 1951. 19 p. (*Service bulletin* no. 2).
 234. MUNDEN, KENNETH. The identification and description of the record series. *American archivist*, 13:213-227 (July, 1950). An adaption of a practical demonstration presented by the writer at a seminar of the Departmental Records Branch, Office of The Adjutant General, Department of the Army, on December 3, 1949. Issued previously as Department Records Branch *Technical paper* no. 50-1.
 235. U. S. EDUCATION OFFICE. The cataloging of U. S. Government films; definitions, procedures and rules. Prelim. ed., July, 1950. [Washington, 1950] 10 l.
 236. U. S. NATIONAL ARCHIVES. The preparation of detailed lists of records. [Washington] 1951. 27 p. (*Staff information paper* no. 17).
 237. U. S. NATIONAL ARCHIVES. Principles of arrangement. [Washington] 1951. 14 p. (*Staff information paper* no. 18). Discusses the principles of arrangement of records followed in the National Archives as they apply to record groups, subgroups, series, and individual items.

See also 6, 340.

B. United States in General and Federal Government

238. BASU, PURNENDU. Materials in the National Archives relating to India. Cuba, Archivo Nacional, *Boletín*, 48:31-38 (Jan.-Dec., 1949). A reprinting of National Archives *Reference information circular* no. 38.
239. BRAND, KATHARINE E. The Josephus Daniels papers. U. S. Library of Congress, *Quarterly journal of current acquisitions*, 7, no. 4:3-10 (Aug., 1950). The Manuscript Division has completed the preliminary arrangement of this collection, one of the major manuscript groups to come to the Library in recent years.
240. CABUS, JOSÉ D. Papeles cubanos en el Archivo de Washington. Cuba, Archivo Nacional, *Boletín*, 48:46-48 (Jan.-Dec., 1949). Reprinted from *Bohemia*, December 19, 1949, this article describes materials in the National Archives relating to Cuba.
241. FEDERAL depository libraries: a symposium. *College and research libraries*, 12:37-47, 51 (Jan., 1951). *Contents*.—Obligations and staff requirements of a complete Federal depository, by Jeanne E. Hull; Advantages and disadvantages of the Superintendent of Documents Classification as a key to a depository collection, by William F. Barr; Advantages and disadvantages of a subject system classification as key to a depository collection, by Isabel H. Jackson; and Obstacles and opportunities in specialized treatment of Federal depository documents, by Mary B. Humphrey.
242. GARCIA CHUECOS, HECTOR. Catálogo de documentos referentes a historia de Venezuela y de América existentes en el Archivo Nacional de Washington. Caracas, Imprenta Nacional, 1950. 88 p. A catalog of documents in various series of records of the State Department in the National Archives, compiled by Dr. Garcia, Director of the Archivo General of Venezuela.
243. KING, JOSEPH A. The United States Government Printing Office Library. *D. C. libraries*, 22, no. 2:2-4 (Jan., 1951). Describes the library of the Division of Public Documents.
244. MCFARLAND, MARVIN and ARTHUR RENSTROM. The papers of Wilbur and Orville Wright. U. S. Library of Congress, *Quarterly journal of current acquisitions*, 7, no. 4:22-34 (Aug., 1950). The story of the acquisition of this collection by

- the Library, a note on Wright materials in other institutions, and regulations governing the use and publication of the papers.
245. MORLEY, JAMES W. Check list of seized Japanese records in the National Archives. *Far Eastern quarterly*, 9:306-333 (May, 1950). Prepared by the compiler on a Social Science Research Council fellowship in the summer of 1949.
 246. OFFICIAL checklists and indexes versus cataloging of government publications: a symposium. *College and research libraries*, 12:158-170 (Apr., 1951). *Partial contents*.—Jerome K. Wilcox, Introductory statement; Isabel H. Jackson, United States Federal publications; Ruth Hardin, United States publications.
 247. POMRENZE, SEYMOUR J. Materiales relativos a Cuba en los archivos nacionales de Estados Unidos. *Revista bimestre Cubana*, 62, nos. 4-6:[5]-22 (June-Dec., 1948). A translation of National Archives *References information circular* no. 34.
 248. ROSENBACH COMPANY, *firm, booksellers, Philadelphia, Pa.* The history of America in documents; original autograph letters, manuscripts, and source materials. Pt. two. The close of the Revolution to the middle of the nineteenth century. Philadelphia, The Rosenbach Co., 1950. 131 p.
 249. ROWLAND, BÜFORD. The papers of the Presidents. *American archivist*, 13:195-211 (July, 1950). Traces the fate of the papers of the Presidents and indicates their present custody. Reprinted in part in *Autograph collectors' journal*, 3, no. 3:34-36 (Apr., 1951).
 250. U. S. ADJUTANT-GENERAL'S OFFICE. DEPARTMENTAL RECORDS BRANCH. Descriptive list of monthly progress reports of Headquarters, Army Service Forces, September 1942-May 1946. Washington, 1950. 24 p. (*Inventory* no. 200.02, pt. 1).
 251. U. S. ADJUTANT-GENERAL'S OFFICE. DEPARTMENTAL RECORDS BRANCH. Guide to the records of the Adjutant-General's Department, 1940-1945. Washington, 1950. 46 p. (*Record group summaries* nos. 207.12 to 207.90). These summaries were prepared by Martin P. Claussen for ultimate use in the "Federal records of World War II" published by the National Archives.
 252. U. S. AERONAUTICS BUREAU. United States naval aviation in review, 1911-1951. [Washington, 1951] 29 p. Catalog of an exhibit at the Naval Historical Foundation, Washington, D. C., which included photographs of items in the National Archives.
 253. U. S. LIBRARY OF CONGRESS. Annual reports on acquisitions: manuscripts. *Quarterly journal of current acquisitions*, 8, no. 3:[19]-30 (May, 1951). Written by Solon J. Buck and Dorothy S. Eaton.
 254. U. S. LIBRARY OF CONGRESS. District of Columbia sesquicentennial of the establishment of the permanent seat of the Government; an exhibition in the Library of Congress, Washington, D. C., April 24, 1950, to April 24, 1951. Washington, 1950. 89 p.
 255. U. S. LIBRARY OF CONGRESS. A guide to the microfilm collection of early State records; prepared by the Library of Congress in association with the University of North Carolina. Comp. under the direction of William S. Jenkins. Ed. by Lillian A. Hamrick. [Washington] 1950. 1 vol. (various paging). "The State Records Microfilm Project was launched in 1951 as a joint enterprise of the Library of Congress and the University of North Carolina. As originally conceived and prosecuted, the scope of the Project was limited to locating and reproducing the legislative proceedings of the American Colonies, Territories, and States. Interrupted for several years by the war, when work was resumed in 1946, coverage was expanded to include, in addition, statutory laws, constitutional records, administrative records, executive records, court records, some local records (county and city), records of American Indian Nations, records of rudimentary states and courts, and, inevitably, a group only describable as 'Miscellany' " (Preface). Not all the categories of materials indicated above have been arranged or listed separately, since the work is still in progress. This list describes 160,000 feet of film or the equivalent of about 2,500,000 pages.

Positive copies may be purchased from the Photoduplication Service of the Library of Congress.

256. U. S. LIBRARY OF CONGRESS. Indiana, the sesquicentennial of the establishment of the Territorial Government; an exhibit in the Library of Congress, Washington, D. C., November 30, 1950, to April 30, 1951. Washington, 1950. 58 p.
257. U. S. LIBRARY OF CONGRESS. Library of Congress Sesquicentennial Exhibit, April 24, 1950; catalog of the exhibit commemorating the 150th anniversary of its establishment. Washington, 1950. 38 p.
258. U. S. LIBRARY OF CONGRESS. Quarterly journal of current acquisitions. Vol. 8, no. 1: 1-87 (Nov., 1950). A special sesquicentennial issue. *Contents*.—Donald H. Mugridge, A shipment of books; Dorothy S. and Vincent L. Eaton, Manuscripts relating to early America; Frederick R. Goff and Vincent L. Eaton, Early printed books relating to America; Clyde S. Edwards, American eighteenth century newspapers; Clara E. Legear, Maps of early America; Alice L. Parker, Pictorial Americana, 1590-1801; Nelson R. Burr, The Federal City depicted, 1612-1801; Some presentation copies in the library of Thomas Jefferson.
259. U. S. NATIONAL ARCHIVES. Federal records of World War II. Washington, 1951. 2 vols. Vol. I, Civilian agencies; Vol. II, Military agencies. A comprehensive guide to the Federal records of World War II, with a full and comprehensive index.
260. U. S. NATIONAL ARCHIVES. List of documents relating to special agents of the Department of State, 1789-1906. Comp. by Natalia Summers. Washington, 1951. 229 p. (*Special list* no. 7).
261. U. S. NATIONAL ARCHIVES. List of file microcopies of the National Archives. Washington, 1950. 67 p. Supersedes the *List* published in 1947.
262. U. S. NATIONAL ARCHIVES. National Archives accessions. No. 41-45. [Washington, 1950-51] Issued quarterly as a supplement to the *Guide to the records in the National Archives* (Washington, 1948).
263. U. S. NATIONAL ARCHIVES. Population schedules, 1800-1870; volume index to counties and major cities. Washington, 1951. 217 p.
264. U. S. NATIONAL ARCHIVES. Preliminary inventory of the records of the Bureau of Aeronautics. Comp. by Forrest F. Shonkwiler. Washington, 1951. 9 p. (*Preliminary inventory* no. 26).
265. U. S. NATIONAL ARCHIVES. Preliminary inventory of the records of the Foreign Economic Administration. Comp. by H. Stephen Helton. Washington, 1951. 180 p. (*Preliminary inventory* no. 29).
266. U. S. NATIONAL ARCHIVES. Preliminary inventory of the records of the Office of War Mobilization and Reconversion. Comp. by Homer L. Calkin. Washington, 1951. 156 p. (*Preliminary inventory* no. 25).
267. U. S. NATIONAL ARCHIVES. Preliminary inventory of the records of the Retraining and Reemployment Administration. Comp. by Thayer M. Boardman. Washington, 1951. 17 p. (*Preliminary inventory* no. 28).
268. U. S. NATIONAL ARCHIVES. Preliminary inventory of the records of the Selective Service System, 1940-47. Comp. by Richard G. Wood. Washington, 1951. 53 p. (*Preliminary inventory* no. 27).
269. U. S. NATIONAL ARCHIVES. Preliminary inventory of the records of the United States War Ballot Commission. Comp. by Robert W. Krauskopf. Washington, 1951. 4 p. (*Preliminary inventory* no. 24).
270. U. S. NATIONAL ARCHIVES. Preliminary inventory of the records of the War Shipping Administration (Record Group 248). Comp. by Allen M. Ross. Washington, 1951. 35 p. (*Preliminary inventory* no. 30).
271. U. S. NATIONAL ARCHIVES. Your government's records in the National Archives, 1950. [Washington, 1950] 102 p. A condensed description of the holdings of the National Archives as of March 31, 1950. A revision of a booklet first issued in 1945.

272. WILCOX, BENTON H. Wisconsin report. *Wisconsin magazine of history*, 34: 164-169 (spring 1951). A survey of records in the National Archives relating to the history of Wisconsin, undertaken on behalf of the Wisconsin State Historical Society and the University of Wisconsin.
273. YOUNG, LOUISE M. The records of the League of Women Voters. U. S. Library of Congress, *Quarterly journal of current acquisitions*, 8, no. 2: 3-11 (Feb., 1951).

C. State and Local

274. ALLEN, WINNIE and HELEN HUNNICUTT. The archives collection [of the Eugene C. Barker Texas History Center at the University of Texas] Texas. University, *Library chronicle*, 4: 11-18 (Fall, 1950).
275. ARCHER, H. RICHARD. Literary and historical manuscripts in the Clark Memorial Library. *Autograph collectors' journal*, 3, no. 2: 7-13 (Jan., 1951). Describes present holdings and acquisitions policy of the Library, now operating under the stewardship of the University of California at Los Angeles.
276. BESTOR, ARTHUR E. Interim report on the arrangement, microfilming, and cataloguing of the New Harmony manuscripts, 14 September 1950. Urbana, Univ. of Illinois, 1950. 12 p. A progress report on the author's New Harmony manuscripts project, undertaken with the support of the Illinois Historical Survey and the University of Illinois Research Board.
277. BESTOR, ARTHUR E. Proposal for arranging, cataloguing, and microfilming the manuscript records of the New Harmony Community in the Workingmen's Institute at New Harmony, Indiana, rev. 26 June 1950. [Urbana] Univ. of Illinois, 1950. 4 p.
278. BESTOR, ARTHUR E. Records of the New Harmony community; a descriptive catalogue of the manuscript volumes preserved in the Working Men's Institute, New Harmony, Indiana, and elsewhere, and reproduced photographically for the Illinois Historical Survey. Urbana, Ill. Historical survey, 1950. 17 l.
279. BOXER, C. R. The naval and colonial papers of Dom Antonio de Ataíde. *Harvard Library bulletin*, 5: 24-50 (Winter, 1951). Describes the papers, which are at Harvard and in libraries in Portugal, England, and Brazil and indicates their importance for Portuguese colonial and maritime history in the sixteenth and seventeenth centuries.
280. CHAVEZ, ANGELICO, *father*. Some original New Mexico documents in California libraries. *New Mexico historical review*, 25: 244-253 (July, 1950). Lists original Spanish manuscripts in the Ritch Collection of the Huntington Library, in the Bancroft Library, and in the Santa Barbara Mission Archives.
281. CUMMINGS, HUBERTIS M. James D. Harris, canal engineer: notes on his papers and related canal papers. *Pennsylvania history*, 18: 31-45 (Jan., 1951). Describes a recent accession of documents by the Pennsylvania Historical and Museum Commission that complements in significant manner the official records relating to the Pennsylvania Canal preserved in the Land Office at Harrisburg.
282. FIELDS, JOSEPH E. The completed sets of signers of the Declaration of Independence. *Autograph collectors' journal*, 3, no. 2: 15-19 (Jan., 1951).
283. FRIENDS HISTORICAL LIBRARY, Swarthmore, Pa. Friends Historical Library of Swarthmore College, Swarthmore [n. d.]. [8] p. A brief description of the Library's collections, which include original meeting records and other manuscript materials, as well as printed materials.
284. HARVARD UNIVERSITY. GRADUATE SCHOOL OF BUSINESS ADMINISTRATION. BAKER LIBRARY. List of business manuscripts in Baker Library. Comp. by Robert W. Lovett. Boston, 1951.
285. HISTORICAL RECORDS SURVEY, PENNSYLVANIA. Inventory of the county archives of Pennsylvania; Cambria County. Ebensburg, Pa., Board of County Commissioners [1950] 299 p.
286. LOVETT, ROBERT W. Publisher and advertiser extraordinary: the E. C. Allen

- Collection. Business Historical Society, *Bulletin*, 24:210-215 (Dec., 1950). Describes the records of the E. C. Allen mail order and publishing house, which have recently been deposited in the Baker Library.
287. MARYLAND. HALL OF RECORDS. Calendar of Maryland State papers. No. 4. Pt. 1. The red books. [n. p., 1950]. 280 p. A calendar of approximately a third of the "Red Books" papers, covering the period 1773-1827, and relating to military matters.
288. MARYLAND. HALL OF RECORDS. Index holdings, June 1951. [n. p., n. d.]. 9 p. (*Bulletin* no. 9) A list of indexes available in the Index Room and elsewhere in the Maryland Hall of Records.
289. MICHIGAN. UNIVERSITY. WILLIAM L. CLEMENTS LIBRARY. One hundred Michigan rarities. Ann Arbor, 1950. 32 p. (*Bulletin* no. 60). A sampling of books, manuscripts, prints, and maps in the Library's holdings. Includes 48 plates (facsimiles).
290. OREGON. STATE LIBRARY. ARCHIVES DIVISION. Pioneer families of the Oregon Territory, 1850. [n. p.] 1951. 44 p. (*Bulletin* no. 3) An index to the population, mortality, agriculture, and industry schedules of the Federal Census of 1850 for the Territory of Oregon, compiled from a microfilm copy of the population schedules and from the original mortality, agriculture, and industry schedules in the Oregon State Archives.
291. OREGON. STATE LIBRARY. ARCHIVES DIVISION. Records of the Oregon State Defense Council, series list. [n. p.] 1951. [3] p. (*Inventory* no. 1)
292. PEASE, MARGUERITE J. Guide to the manuscript materials relating to western history in foreign depositories reproduced for the Illinois Historical Survey. Urbana, Illinois Historical Survey, 1950. 85 l.
293. PENNSYLVANIA. UNIVERSITY. LIBRARY. Benjamin Franklin; Winston Churchill; an exhibition celebrating the bicentennial of the University of Pennsylvania Library, May 8-June 15, 1951. [Philadelphia, 1951] 55 p. Includes items lent by the Franklin D. Roosevelt Library, Hyde Park, N. Y.
294. SCHMITT, MARTIN. The papers of Henry D. Sheldon. *Oregon historical quarterly*, 52: 57-60 (Mar., 1951). A brief description of the papers of the late Professor Sheldon, which are now in the University of Oregon Library. Included in the papers is a considerable amount of correspondence with prominent American historians.
295. SZCZESNIAK, BOLESŁAW. Material in the Archives of the University of Notre Dame relating to the American missions in the Far East. *Catholic historical review*, 36: 190-211 (July, 1950).
296. VIRGINIA. UNIVERSITY. LIBRARY. The papers of Randolph of Roanoke, a preliminary checklist of his surviving texts in manuscript and in print. By William E. Stokes and Francis L. Berkeley. Charlottesville, 1950. 170 p.

See also 137, 255.

D. Foreign Countries

297. BOND, M. F. The Windsor Aerary. *Archives*, no. 4: 2-6 (Michaelmas, 1950). Describes the Windsor Aerary or muniment room, containing records of the Order of the Garter and of St. George's Chapel.
298. BRITISH MUSEUM. MANUSCRIPT DEPARTMENT. Catalogue of additions to the manuscripts, 1921-1925. London, 1950. 1,400 p.
299. BRUNNER, OTTO. Das Archiv der Niederösterreichischen Kammer und des Vize-
doms in Osterreich unter der Enns und seine Bedeutung für die Landesgeschichte. *Jahrbuch für Landeskunde von Niederösterreich*, new ser., 29: 131-143 (1944-48).
300. CHARLES, B. G. The records of the Borough of Newport in Pembrokeshire.

- [Pt. 1]. Wales. National library, Aberystwith. *Journal*, 7:33-45 (Summer, 1951).
301. GREAT BRITAIN. PUBLIC RECORD OFFICE. Summary of records. [London] 1950. 366 l. (chiefly tables). A tabular summary of the entire holdings of the Public Record Office, arranged by groups or *fonds* in the alphabetical order of their descriptive titles and thereunder by class number, with an indication, for each class, of its descriptive title, covering dates, and the number of "reference units" it contains. Supersedes the editions of 1933 (reissued in 1938) and of 1943 (a wartime summary indicating the seven county repositories to which records had been evacuated). Originally compiled for purely administrative purposes, the *Summary* is also a valuable reference tool.
 302. HISTORICAL manuscripts. London. University. Institute of Historical Research, *Bulletin*, 23:239-258 (Nov., 1950). Lists (1) accessions of manuscripts reported by public or corporate body repositories; (2) migrations of manuscripts by sale or change of private ownership.
 303. [INDIA. NATIONAL ARCHIVES] Manuscript materials on modern Indian history in the National Library of Scotland. *Indian archives*, 2:121-127 (1948).
 304. LEFÈVRE, PL. Archives des arts; III. Brodeurs; IV. Tapissiers. *Archives, bibliothèques, et musées de Belgique*, 21:184-194 (1950).
 305. LEUILLIOT, PAUL. Les correspondences consulaires modernes (1815-1830). *Annales (économies, sociétés, civilisations)* 5, no. 2:222-230 (Apr.-June, 1950). Describes records in the Archives of the French Ministry of Foreign Affairs.
 306. LO, CHIA-LUEN. Chinese sources for Indian history. *Indian archives*, 3:81-87 (1949).
 307. MAURITIUS. ARCHIVES. Census registers. *Bulletin*, no. 2:[22]-29 (1950). Lists manuscript and printed registers of the various censuses taken in Mauritius since the beginning of French rule.
 308. MAURITIUS. ARCHIVES. Guide to the material in the Mauritius Archives. *Bulletin*, no. 2:1-21 (1950). A brief description of the holdings of the Mauritius Archives.
 309. RAY, MARGARET. The Collection on Church Union in the archives of Victoria University. United Church of Canada, Committee on Archives, *Bulletin*, no. 3:4-10 (1950).
 310. RAY, MARGARET. Records concerning the Manitoba and North-West Conference. United Church of Canada, Committee on Archives, *Bulletin*, no. 3:25-37 (1950). Describes a collection in the archives of Victoria University.
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See also 8, 279, 340.

VIII. APPLICATION OF PHOTOGRAPHIC PROCESSES TO WORK WITH RECORDS AND HISTORICAL MANUSCRIPTS

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328. SYMPOSIUM on microphotography from the user's point of view. *Aslib proceedings*, 2: 33-38 (Feb., 1950). A transcript of remarks made by Miss E. M. R. Ditmas, H. E. Wilson, Mrs. L. Moholy, and H. R. Verry at the London meeting of the Association of Special Libraries and Information Bureaux on February 16, 1949. Includes a section of "Notes on microfilm readers," by Miss Ditmas, p. 37-38.

- 329. U. S. LIBRARY OF CONGRESS. Departmental & divisional manuals. No. 18. Rare Books Division; Microfilm Reading Room. Washington, 1951. 44 p.
- 330. WARDLE, D. B. The *Contoura* document copier. *Archives*, no. 4:43-44 (Michaelmas, 1950). Describes a document-copying device invented in the United States, based on the principle of the "reflex" copier.
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See also 46, 59, 83, 91, 196, 223, 255, 261, 292, 339.

IX. SERVICE, USE, AND PUBLICATION OF RECORDS AND HISTORICAL MANUSCRIPTS

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- 336. GREAT BRITAIN. PUBLIC RECORD OFFICE. Consultative committee on publications. [London, 1951] [14] p. Describes the work and program of the Committee.
- 337. A GUIDE to business records in Wisconsin. Business Historical Society, *Bulletin*, 25:73 (Mar., 1951). A brief note on a file of almost 3,000 completed questionnaires received by the State Historical Society of Wisconsin in response to a survey made by it of some 6,000 fabricating firms throughout the State requesting information as to the extent and accessibility of their records.
- 338. JONES, STACY V. How to get it from the Government. New York, E. P. Dutton & Co., 1951. 104 p. A handbook listing the benefits, services, and types of information the citizen can obtain from the Federal Government. Chapter V, "The Government knows about you: how to get family records," p. 33-37, describes services of the National Archives, Library of Congress, Census Bureau, and the Army, Navy, Marine Corps, and Coast Guard.
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353. U. S. NATIONAL HISTORICAL PUBLICATIONS COMMISSION. The National Historical Publications Commission, 1934-1950; a report to the Commission. Washington, 1951. 33 p. A report reviewing the Commission's earlier history and outlining its present program.
354. U. S. NATIONAL HISTORICAL PUBLICATIONS COMMISSION. A national program for the publication of the papers of American leaders; a preliminary report to the President of the United States. Washington, 1951. 47 p.
355. U. S. PRESIDENT, 1945- (Truman) [Letter of January 29, 1951, to the Director of the Bureau of the Budget requesting the establishment of a Federal history program for agencies engaged in emergency activities] U. S. State Department, *Bulletin*, 24:272 (Feb. 12, 1951).

See also 38, 46, 59, 83, 108-109, 121, 126, 132, 149, 159, 166, 197, 219, 284.

X. SPECIAL PHYSICAL TYPES OF RECORDS AND HISTORICAL MANUSCRIPTS

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361. U. S. LIBRARY OF CONGRESS. MAP DIVISION. The services and collections of the Map Division. By Walter W. Ristow. Washington, 1951. 22 p.

See also 104, 223, 235, 258.

XI. THE RECRUITMENT AND TRAINING OF ARCHIVISTS, CUSTODIANS OF MANUSCRIPTS, AND RECORDS OFFICERS

362. AMERICAN UNIVERSITY. SCHOOL OF SOCIAL SCIENCES AND PUBLIC AFFAIRS. Announcement of courses in record and archives administration, 1950-51. Washington [1951] 7 p.
363. AMERICAN UNIVERSITY. SCHOOL OF SOCIAL SCIENCES AND PUBLIC AFFAIRS. Archives, genealogy, historic buildings; 3 specialized courses for summer study, beginning June 11, 1951. [Washington, 1951] Folder. An announcement of courses offered by the American University in cooperation with Colonial Williamsburg, Library of Congress, Maryland Hall of Records, National Archives and Records Service, National Council for Historic Sites and Buildings, and National Park Service.
364. ARCO PUBLISHING COMPANY, New York. Archives assistant GS-3 thru GS-6; a course of study for Federal civil service test success. Based on the official examination announcement, it covers all the subjects of the test by a combination of concise study material and test type questions and answers [by] the Arco Editorial Board. Latest 1950 ed. New York [1950] 1 vol. (various pagings).
365. FRANCE. DIRECTION DES ARCHIVES. Stage technique d'archives, réservé aux élèves de l'École des Chartes et aux archivistes et étudiants étrangers. [Paris, n. d.] [8] p. Describes a new course of study offered under the joint auspices of the Direction des Archives de France and l'École des Chartes to students of l'École des Chartes and to foreign archivists and students. The course is intended to instruct the student in the techniques of modern archival administration, in the theory of administrative organization, and in the fields of documentation and economics.
366. IL NUOVO ordinamento dell scuola per archivisti paleografi dell' Università di Roma. *Archivi*, ser. 2, 17, fasc. 2-4: 238-240 (1950).
367. QUINN, DOROTHY M. The Ecole des Chartes. *American archivist*, 13: 271-283 (July, 1950). Traces the history and describes the present curriculum and program of the École des Chartes.

See also 41-42, 50, 145, 334.

News Notes

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THE NATIONAL ARCHIVES AND RECORDS SERVICE

A manuscript volume of George Washington's account of expenses as Commander in Chief of the Continental Army, 1775-83, and records relating to the Louisiana Purchase, 1803-4, have been transferred to the National Archives from the Treasury Department. Other recent accessions include early 19th century bankruptcy case files of the District Court for the District of Rhode Island; maps compiled by the Forest Service in connection with a land classification survey of national forests, 1912-20; and records of the Philippine War Damage Commission, 1946-51, and the President's Commission on Migratory Labor, 1950-51.

Positive microfilm prints of State Department records relating to United States diplomatic relations with Brazil, 1809-1906 (87 rolls) and Italy, 1832-1906 (73 rolls) are now available through the National Archives microfilm publication program.

A staff information paper on *Principles of Arrangement, a List of Documents Relating to Special Agents of the Department of State, 1789-1906*, and a volume entitled *Population Schedules 1800-1870: Volume Index to Counties and Major Cities* have recently been published. Preliminary inventories of the records of the Selective Service System, 1940-47, the Office of War Mobilization and Reconversion, the War Shipping Administration, the Foreign Economic Administration, and the Retraining and Reemployment Administration have also been issued. Copies of these publications are available from the National Archives upon request.

The National Historical Publications Commission in a preliminary report to the President, submitted May 24, 1951, recommended the publication of the papers of five great Americans — Benjamin Franklin, John and John Quincy Adams, Alexander Hamilton, and James Madison. This report, entitled "A National Program for the Publication of the Papers of American Leaders," summarizes what has already been done and outlines a tentative publications program. Although the opinions of about 150 scholars were obtained in preparing the report, much more study needs to be given to the development of a comprehensive program, the Commission stated, and it expects to issue a final report later.

Priority should be given, the Commission thinks, to publishing the papers of the five patriots mentioned. Their contributions to the development of the American government and the American way-of-life are so significant that complete editions of their papers, including letters written to them as well as by

them, is warranted. Since George Washington's writings have already been published in a modern edition by the U. S. Government (the 39-volume bicentennial edition) and Jefferson's papers are now being published at Princeton University, the publication of the papers of the Adamses and of Franklin, Hamilton, and Madison would give the Nation a matchless series documenting the founding and early history of the Republic.

In a speech at the Library of Congress in May 1950, when he expressed his hopes for the further publication of the papers of prominent Americans, President Truman said: "I am interested not just in political figures, but in the writings of industrialists and labor leaders, chemists and engineers, painters and lawyers, of great figures of all the arts and sciences who have made major contributions to our democracy." The Commission's report notes that this statement received a very favorable response from many of the scholars whose views were obtained. "Economists, sociologists, and historians who work in varied fields other than that of 'past politics' welcomed especially the idea of paying attention to captains of industry and labor, inventors, scientists, educators, religious leaders, editors, writers, and architects."

This broad interest in history is reflected in the list of 61 persons, in addition to the "Big Five," whose papers are recommended to the consideration of historians for possible publication. Included are Francis Asbury, clergyman; Jane Addams, social worker; Susan B. Anthony, reformer; Clara Barton, welfare worker; Andrew Carnegie, industrialist; Thomas A. Edison, inventor; Ralph W. Emerson, essayist; Harvey Firestone, manufacturer; James Cardinal Gibbons, clergyman; Stephen Girard, merchant; Samuel Gompers, labor leader; Horace Greeley, editor; Joseph Henry, physicist; William Dean Howells, novelist; Benjamin Henry Latrobe, architect; Robert E. Lee, Army officer; J. P. Morgan, financier; the Mayo brothers, surgeons; Adolph S. Ochs, newspaper publisher; Brigham Young, Mormon leader; as well as such public officials as Albert Gallatin, James Monroe, Andrew Jackson, Henry Clay, John C. Calhoun, Daniel Webster, James K. Polk, William Howard Taft, and Woodrow Wilson.

Some persons, like Abraham Lincoln and Theodore Roosevelt, were not included in the list because their papers have been or are being adequately published. Others, such as Gilbert Stuart, the painter, and Henry Ford were not listed because few if any of their papers are known to exist. Some of the papers of many of the persons suggested have already been published, but much of the work done has been haphazard and faulty and not up to modern standards, the Commission pointed out.

Work undertaken as part of the proposed program should be in accordance with the highest standards of modern scholarship, the Commission emphasized. "The work should be done objectively, impartially, and in the spirit of truth-seeking that is the ideal of the scholarly world," the report states. "There should be no censorship of any paper or thought or word because an editor does not personally approve of it. The work should be free of partisan bias and

should be carried on without racial, religious, or other prejudices. It should be meticulously accurate."

The Commission believes that it can be useful to historical scholarship and to the Nation as a whole by serving as a central body to help plan, promote, and give direction to the proposed program. The Commission itself would rarely edit materials. That would be done by other public agencies, by private organizations, and by individual scholars.

The program would be undertaken gradually and would necessarily be a cooperative one because the papers of many prominent Americans are widely scattered and the various custodians might each contribute to the over-all program by making copies of documents available, editing a segment of the papers, or furnishing other assistance.

The financing of a comprehensive historical publications program should also be cooperative, the Commission thinks. Privately endowed institutions, local, city, and state governments and agencies, as well as the Federal Government should contribute their shares. And, it is hoped, the great national foundations will make grants for such work.

LIBRARY OF CONGRESS

The Declaration of Independence and the Constitution of the United States are to be preserved safely for as long as man can foresee. A public ceremony to mark the completion of their encasement in helium-filled glass enclosures was held at the Library of Congress on Constitution Day, September 17, 1951. At that time the sealed leaves were replaced in their Shrine in the Library, where they have been displayed for 27 years.

Plans for preserving the original engrossed and signed manuscripts are the result of studies and experiments made during the last ten years by the National Bureau of Standards at the request of the Librarian of Congress. More recently, the Library and the National Bureau of Standards have been assisted by technicians of the Libbey-Owens-Ford Glass Company, who perfected the special technique of hermetic sealing used.

The National Bureau of Standards, in its last preliminary test, completed in June 1950, sealed a facsimile of the Declaration of Independence in humidified helium under conditions simulating the actual treatment. Then Bureau technicians periodically tested the metal-to-glass bond used to seal the glass "sandwich" to make certain there was no leakage. Sealing the documents in helium, an inert gas, will provide protection against possible damaging effects of polluted air upon the parchments and the ink. Specially manufactured filters will block out the harmful light rays. On July 2 the Bureau issued an illustrated pamphlet relating to the preservation of the Declaration of Independence and the Constitution of the United States. Photographs taken during the test sealing of a facsimile of the Declaration of Independence are included. National Bureau of Standards Circular 505, *Preservation of the Declaration of Independence and the Constitution of the United States*, is for sale by the Government Printing Office, Washington 25, D. C., at 15 cents a copy.

The papers of Lewis Chase, for more than 40 years professor of literature and poetry in universities in this country, France, India and China, are now available for use by students of contemporary American and English literature. These papers, which fill more than 200 boxes, include lecture notes, manuscripts on various subjects in the general field of literature, some diary materials, and extensive correspondence with prominent literary figures such as Edwin Arlington Robinson, Conrad Aiken, Walter de la Mare, John Drinkwater, Robert Frost, Thomas Hardy, A. E. Housman, and Edgar Lee Masters.

BUREAU OF THE BUDGET

On January 29, 1951, the President requested the Bureau of the Budget to establish a Federal history program for agencies engaged in emergency defense activities. Under the direction of the Bureau studies will be conducted by individual agencies with a view to providing objective analyses of problems confronted and how problems are met, rather than describing detailed accomplishments of the various agencies. A similar program conducted during World War II resulted in a number of historical studies which are being used in the current mobilization effort. James W. Fesler, University of North Carolina, has been consultant to the Bureau during the planning for the program which is now being inaugurated.

OFFICE METHODS DIVISION, ADMINISTRATIVE OFFICE, NAVY DEPARTMENT

On April 24, 1951, the Secretary of the Navy promulgated to all ships and stations the provisions of the Federal Records Act of 1950 and redefined the Naval Records Management Program, administered by Office Methods Division, to include the varied aspects of records management included in that Act. It is interesting to note, however, that all phases of records management as defined by the Federal Records Act have been the responsibility of the Office Methods Division for a number of years and have been closely integrated with the records management program.

The *Records Management Review* made its debut in May 1951 and will be published monthly hereafter by the Office Methods Division for the general dissemination to Naval activities of information on the Naval Records Management Program. It will also serve as a clearing house for the advancement of ideas on improved record-keeping methods and procedures sponsored by other agencies of the Government as well as by State and private interests.

On November 1, 1950, the Records Retirement Section in the Office Methods Division was officially redesignated the Naval Archives Branch in order to indicate more clearly its over-all responsibility for the selection, maintenance, servicing, and eventual transfer to the National Archives of that core of records which represents the archives of the Naval Establishment.

A recent report received from the records management officer for the Four-

teenth Naval District with headquarters at Pearl Harbor, Hawaii, illustrates the Navy's global interest in the preservation of its valuable records. The records management officer and two members of his staff travelled thousands of miles by sea and air in the Pacific Area to remote islands, screening, sorting, and microfilming vital historical records accumulated in the course of the Navy's administration of these islands.

TRAINING OF ARCHIVISTS

In cooperation with the National Archives, the Library of Congress, and the Maryland Hall of Records, The American University in Washington, D. C., conducted its seventh annual Institute in the Preservation and Administration of Archives from June 11 to July 6, 1951. The four weeks' program included lectures on the most important phases of work with archives and manuscripts and practical training in the National Archives, the Manuscripts Division of the Library of Congress, and the Maryland Hall of Records. The following students were enrolled in the course:

Charles Baretski, Public Library, Newark, N. J.; Mary G. Bryan, Georgia Department of Archives and History, Atlanta, Ga.; Mary G. Cary, Swarthmore College Peace Collection, Swarthmore, Pa.; Lionel T. Croteau, Public Archives of Canada, Ottawa, Canada; LeVern William Cutler, Library, Graduate School of Business Administration, Stanford University, Stanford, Cal.; Le Roy B. De Puy, Pennsylvania Historical Commission, Harrisburg, Pa.; Elizabeth G. Ferguson, Georgia State College for Women, Milledgeville, Ga.; Mother M. Gertrude, College of New Rochelle, New Rochelle, N. Y.; Isabelle M. Guérin, Aubigny, France; Dorothy G. Harris, Friends Historical Library, Swarthmore, Pa.; Andrew H. Horn, Library, University of California, Los Angeles, Cal.; Hedda M. Johnson, State Archives, Louisiana State University, Baton Rouge, La.; Eugenia Dickson Lejeune, Armed Forces Staff College, Norfolk, Va.; Donald F. McOuat, Department of Public Records and Archives, Toronto, Ontario; Mary Virginia Mitchell, University of Pennsylvania Archives, Philadelphia, Pa.; Bradley Mitchell, Cornell University Archives, Ithaca, N. Y.; Patricia Porter, USAF Hq. Air Material Command, Wright-Patterson Air Force Base, Dayton, O.; Donald Putnam, Toronto Public Library, Toronto, Ontario, Canada; Emma M. Scheffler, Archives Department, State Library, Springfield, Ill.; Cosetta N. Solis, Field Staff, Public Administration Service, Puerto Rico; William Shaw, USAF Hq. Air Material Command, Wright-Patterson Air Force Base, Dayton, O.; and Pauline Wiltshire, Departmental Records Branch AGO, Department of the Army, Alexandria, Va.

The second Institute of Genealogical Research, offered in cooperation with the National Archives and Records Service from June 11 to June 29, under the direction of Meredith B. Colket, Jr., was attended by twenty-six students. The two institutes are scheduled to be reoffered beginning June 16, 1952.

FOREIGN NEWS

With the death on April 17, 1951, of Dr. Julian Martínez Castells, an honored member of the Society of American Archivists, Cuba has lost one of her most active collaborators in international cultural relations. He was a founder and the director of the Sociedad Colombista Panamericana, which promoted many inter-American gatherings. He was secretary of the Permanent Directive Council of Archives of Cuba and participated in the movement for

the securing of a new building for the National Archive. Also, upon the establishment of the Committee on Archives of the Commission on History of the Pan-American Institute of Geography and History, he was made its secretary and took a prominent part in the conference which the Committee held in Habana in September 1950. His contributions to inter-American cultural relations will long be remembered and his place in these activities will be hard to fill. The Society of American Archivists joins with Cuba in mourning the passing of such a valued citizen.

Great Britain

Plans are being made to microfilm the House of Lords Records Office collection of original manuscripts of laws. Air conditioned rooms are being prepared to preserve the records, according to the *New York Times*.

Italy

The following letter, addressed to the Reverend John Tracy Ellis, Managing Editor of the *Catholic Historical Review* from the Reverend Joseph P. Donnelly, Director of Libraries at St. Louis University, explains in detail the University's project of microfilming the manuscript collections in the Vatican Library. The letter, written in May 1951, first appeared in the July issue of *Review*.

Dear Father Ellis:

There have been so many incorrect press notices about St. Louis University's project to microfilm materials in the manuscript collections of the Vatican Library that I wonder if you would be willing to print in the *Catholic Historical Review* a brief news item concerning the project so that the scholarly world may have accurate information as to the origin of the project, probable content of material, and conditions of usage? Probably this would be a real service to historians in the field of medieval history, philosophy, theology, and the social sciences in general. Also, this is the first release that St. Louis University has formally made about the project.

As you know, we established a Medieval Institute at the University some two years ago. Our library holdings in scholastic philosophy are very good and in a few instances unique. Because of the wisdom of Father Pierre Jean DeSmet and other Jesuits in the 1830's we happen to possess many of the printed sources in the historical and theological fields. However, our resources needed augmenting in order to carry on successfully medieval studies on a high scholarly level. We naturally turned to photographic reproduction in those fields to make available certain of the printed source collections we lacked. Slowly we also began to collect manuscript materials on microfilm. The process quite naturally led to considering acquisition of microfilm copies of materials in the Vatican manuscript collections. Inquiries led us to feel that, perhaps, in restricted fields a project to microfilm extensively might receive approbation from the Vatican. Fortunately, authorities at the Vatican Library looked with great favor on such a project. Their position clearly was one of interest in making it possible for the wealth of material in the Vatican manuscript collections to be made more readily accessible to scholars in the Western world. That this was the motive for granting any favor at all was eminently clear in our conferences with the library authorities while I was in Rome surveying the collections.

Since the project will probably be quite extensive the funds needed were in excess of what St. Louis University could itself afford. We have been fortunate in receiving a grant which we think will probably meet operational costs if we are able to avoid administrative overhead and such adjuncta as are so often connected with this sort

of work. The actual work of microfilming is now in progress. Duration of the task will greatly depend on many variable factors which make it next to impossible to determine when we will be ready to have materials available for use in the United States. I should judge that it will take us at least ten months to a year before we can hope to have materials ready for the use of scholars. Technical details in this sort of project are many and quite complicated as you know from working with Mr. Eugene P. Willging at the Catholic University of America on similar operations. We have fortunately obtained the good offices of Mr. Edward T. Freel, Manager of the Microfilm Division of Remington-Rand, to act as consultant in insuring excellency of material, equipment, and the highest quality of reproduction.

Concerning the nature of the material to be microfilmed, we originally requested permission to copy medieval materials pertaining to history, philosophy, theology, and the social sciences in general. When we discussed the project with authorities in Rome permission was extended in such wise that for practical purposes we hope to be able to microfilm as many as possible of those manuscripts in collections which would have any value by way of preserving them and which would not be available outside of the actual depository in Rome. Probably the copying will not be absolutely complete since there are many duplications in these collections whose reproduction would be a waste of funds. We will, however, strive to be certain that whatever is not available in the United States and of pertinence will be copied. We do not plan to copy much of the illuminated material since most of this is biblical only and of value chiefly because of its lovely illuminations. We shall copy some chiefly for purposes of illustration rather than for content.

The Vatican has been most generous regarding the use of the material. Conditions for usage as laid down are similar to those for using materials in the Vatican itself. Any reputable scholar may be granted free access to the copies. Photostat or microfilm reprints may be made for scholars on request. Thus it seems to me evident that the favor is by no means granted to St. Louis University alone but to American scholars in general. We hope to copy all control media available in the Vatican so that users may be able to find what they are seeking. We have not as yet gotten around to detailed consideration of what might be done about publishing the control media. This would be the most desirable move and perhaps it could be worked out, or at least some close approach to that.

Here at St. Louis University we feel that American scholarship has been granted a great boon. We consider ourselves merely the service organization through which the treasure may be handled. We are certain that particularly the members of the American Catholic Historical Association will hail this new treasure as a great acquisition for the United States.

Sincerely yours,
JOSEPH P. DONNELLY, S.J.
Director of Libraries
St. Louis University

As part of the American Historical Association's Duplication of Historical Records Project, Robert L. Reynolds of the Department of History, University of Wisconsin, now a Fulbright Research Professor at the University of Genoa, is microfilming early notarial materials in the Archivio di Stato in Genoa. These cartularies are collections of documents certified by 12th and 13th century notaries and include promissory notes, wills, post mortem inventories, trust documents, deeds, and other official papers reflecting the law practice of the time. One of the most interesting aspects of the material, aside from significance for legal history, is its relationship to colonial expansion from Europe in the 16th century and later. In this connection, the International Convention for Columbian Studies, recently adjourned in Genoa, recommended

that the present project extend beyond 1300 and that the notarial records be given scholarly analysis through the colonial period. This augurs a continuing demand for material in these films.

CALIFORNIA

Los Angeles County Supervisor Herbert Legg recently discussed on a "Mutual Newsreel" broadcast the plans for construction of a fire-proof, bomb-proof, underground vault for storing the county's records. The vault would be built four miles east of the city, would consist of ten cells, each 9 x 30 feet, at an estimated cost of \$175,000.

CONNECTICUT

A collection of the works and memorabilia of Robert Louis Stevenson has been presented to the Yale University Library by Edwin J. Beinecke, who spent twenty-five years tracking down items along the trail of Stevenson's far wanderings. Included are more than 5,000 books and manuscripts, several portraits from life, personal belongings, and other material relating to the novelist, poet, and essayist.

James T. Babb, Yale librarian, said that a large group of manuscript letters in the collection probably would help disentangle some of the complicated personal relationships in Stevenson's life. Deemed most important of the letters is a series from Stevenson to Charles Baxter, covering the years 1868 to 1893, the year before Stevenson's death. There also is correspondence between Stevenson and the Sidney Colvins, Henry James, Fanny Osbourne Stevenson, the Virgil Williamses, W. E. Henley, and the author's parents. Notebooks hold accounts of Stevenson's experiences, personal data, and some raw material for stories.

GEORGIA

The first step toward a project to microfilm official documents in the Office of the Secretary of State and in the Department of Archives and History was taken when the 1951 session of the legislature appropriated \$20,000 to the Georgia Department of State for the purchase of a microfilm camera and other equipment. In addition to this State sponsored project, which will be limited to the copying of official manuscript collections, preliminary details of a broad proposal to microfilm Georgia historical materials, including newspapers, are being drafted by representatives of Georgia libraries and historical societies.

MICHIGAN

A complete account of the disastrous fire which damaged the State Library at Lansing on February 28-29 appeared in the *Library Journal* for May 1, 1951, with the heading, "The Big Fire at Lansing." It is estimated now that total damages will be between \$5,000,000 and \$7,000,000.

MISSISSIPPI

Mrs. Dunbar Rowland, Mississippi historian, died in Albany, Georgia, on January 6, 1951. Born Eron Opha Moore on June 16, 1861, she was married to Dunbar Rowland, founder and first director of the Mississippi Department of Archives and History, on December 6, 1906. From that time until her last illness she was closely associated with the work of the department, and after her husband's death in 1937 she served as acting director until William D. McCain was appointed to the office on January 1, 1938. Mrs. Rowland published several works on Mississippi history, and was working on a history of Jackson, Mississippi, at the time of her death.

NEW JERSEY

The New Jersey Historical Society is the recipient of an annual award by the American Association for State and Local History in recognition of the program to reactivate the Society. The award cited the Society for "distinctive contributions to American Local History." In announcing the award, the association gave special credit to the Society for "realizing the desirability of further utilization of its potentialities," for having undertaken a survey of the Society, for having published the recommendations contained therein, and "for beginning immediately a program to reactivate the Society."

The New Jersey Historical Society, which maintains a modern museum and library at 230 Broadway, Newark, is taking the lead in bringing a fuller realization of New Jersey's rich historical heritage to the people of the State. This objective is being accomplished by a wide range of public educational activities including cooperation with schools and local groups interested in New Jersey history, lecture and motion picture programs, changing museum exhibits, and annual New Jersey historical conferences held at different cities throughout the State. The Society within the past year elected to its presidency Dr. Richard P. McCormick, associate professor of history at Rutgers, and recently appointed Alexander J. Wall, Jr., as director and Wilson A. Britten, assistant director.

Thousands of northern New Jersey residents saw for the first time original autograph signatures of the 56 signers of the Declaration of Independence when The New Jersey Historical Society lent its collection of signatures to be exhibited in the show windows of L. Bamberger & Co., in Newark, on July 2-3. The display was unveiled by Mayor Villani of Newark at a ceremony which opened the city's three day celebration marking the 175th anniversary of the signing of the Declaration.

NEW YORK

The Munson-Williams-Proctor Institute of Utica, New York, has undertaken to support the surveying, cataloging, and evaluation of the library, manuscript, and museum collections of the Oneida County Historical Society, Utica, New York. The collections have been accumulating since 1876 and have

never been fully cataloged or properly arranged within the Society's building. Glenn E. Thompson has been granted a leave of absence from his duties as college archivist and instructor in history at Utica College of Syracuse University in order to become curator of historical collections of the M.W.P.I. and direct the cataloging and rearranging project. Mr. Thompson will be glad to answer inquiries about the project or about the Society's collections.

Chapter 724 of New York's Laws of 1951 adds a new section 65-b to the Public Officers Law, which provides as follows:

§ 65-b Destruction of public records

1. Any public officer of any public corporation notwithstanding the provisions of any general, special or local law, except as hereinafter provided, may destroy, sell or otherwise dispose of any or all records, papers or documents kept by him provided he

a advises the commissioner of education of the nature of the record; and

b certifies to the commissioner of education that such record no longer has sufficient administrative, fiscal or legal value to warrant its continued retention; and

c furnishes the commissioner of education when he so requests, with affidavits from the responsible legal and/or fiscal officer of the public corporation of which he is an officer that the record no longer has sufficient legal or fiscal value to warrant its continued retention; and

d receives the consent of the commissioner of education to the destruction, sale or other disposition of such record.

2. The consent of the commissioner of education to the destruction, sale or other disposition of any record, paper or document of any public corporation shall be issued only in accordance with rules and regulations established by him after consultation with state departments and agencies having an interest in retaining said record for the purpose of carrying out their assigned duties and responsibilities.

3. The provisions of this section shall not apply to: the records of any city with a population of one million or more, and the records of any county contained therein, so long as the destruction of the records of such city or county shall be carried out in accordance with the procedure prescribed by any existing law exclusively applicable to the destruction of the records of such city or county. If any such law shall be amended by local law after the first day of July, nineteen hundred fifty-one, the provisions of this section shall not apply to the destruction of such records if the procedures therefor established by such law, as amended by local law, shall be acceptable to the commissioner of education.

4. The provisions of this section shall not apply to:

a The records of any state department, division, board, bureau, commission or other agency.

b The records of any court.

c Any record required to be destroyed in the manner provided by section 63.10 of the local finance law.

d The records of any public corporation which have not been retained for the longest minimum period of time required: (1) by the federal government; or (2) by rules and regulations of the commissioner of education; or (3) by any agency of the state so that it may properly carry out its assigned duties and responsibilities; or (4) because of any provision of law.

NORTH CAROLINA

It is the sad duty of the editor to report the death of two prominent North Carolinians who have been closely associated with the Society of American Archivists for many years.

Mrs. Sadie Hanes Connor, widow of Dr. R. D. W. Connor, first Archivist of the United States and president of the Society during the years 1942 and 1943, died suddenly on June 11, 1951.

Dr. Albert Ray Newsome, head of the history department of the University of North Carolina and first president of the Society, died at his home in Chapel Hill on August 5. Dr. Newsome served as chairman of the Public Archives Commission of the American Historical Association for two years, as president of the National Conference of Historical Societies for two years, and as secretary of the North Carolina Historical Commission for ten years. Included among his many publications is a short work entitled *The Preservation of Local Archives: A Guide for Public Officials*.

OHIO

Fire, and water to quench it, have again taken their toll of valuable library materials in considerable quantities, this time at the Ohio Archaeological and Historical Society in Columbus on June 12. The library section of the institution — its contents consisting of some 200,000 volumes of books and newspapers, plus manuscripts and related materials — was exposed in some large measure to fire and water. The precise extent of the damage has not yet been determined, but it is expected to be rather severe. The Library of Congress gave advice on emergency salvage and restorative measures. It is believed that the blaze was started by sparks from welding torches used by workmen in erecting additional metal bookstacks in spaces adjacent to the collections.

TEXAS

Word has been received of the resignation of Mrs. Herbert Gambrell as a member and chairman of the Texas Library and Historical Commission, effective at the August meeting of the Commission. She has been a member of the Commission since 1944, serving as its secretary for some years before her election as chairman. During that time she has, in addition to general supervision of the State Library, worked ceaselessly for progressive records and archives administration in the State Government. Revised legislation to establish a records division under the Library and Historical Commission, and providing incorporation of a microfilming program, was passed by the House and approved by the Senate Committee on State Affairs which comprises two-thirds of the members of the Senate. The bill failed at the close of the session because of opposition of a single Senator. In preparation of this legislation and an accompanying budget proposal the Commission employed Philip C. Brooks, of Washington, D. C., as a consultant for a brief period. Mrs. Gambrell's work with the Commission has been non-compensated public service apart from her regular position as Museum Director of the Dallas Historical Society, in which she has made important contributions in historical manuscripts, museum, and related activities. She has also served as a Council member and on several committees of the Society of American Archivists.

WASHINGTON

Washington State Historical Society president, Mr. Sidney A. Perkins, has announced that he will finance the construction of a three-story addition to the Society's building. In addition to the extra storage and stack area space, the new addition will house the office of the director, and an apartment for the custodian.

CHURCH ARCHIVES

The information supplied by 22 Quaker Yearly Meetings in the United States in answer to a questionnaire concerning meeting records is summarized in a "Guide to the Location of American Quaker Meeting Records" in the Spring number of the Friends Historical Association *Bulletin*, pp. 33-37. Included is the address of each depository with the approximate number of record volumes, the name of the custodian, the time at which records may be consulted, and whether or not mail inquiries are answered.

The April 1 issue of *Historical Foundation News*, published by the Historical Foundation of the Presbyterian and Reformed Churches at Montreat, N. C., provides a brief inventory of the materials in the Foundation's Archives.

Through Monsignor William L. Newton, the former secretary of the editorial board for the revision of the New Testament, the Department of Archives and Manuscripts of the Catholic University of America has recently accessioned ten inches of records of that body. The material includes minutes of meetings, correspondence, critical comments, and other notes on the work of preparing the Confraternity of Christian Doctrine version. It will constitute in good part the sources for any study of this unique project in American Catholic scholarship.

ARCHIVAL LEGISLATION IN THE GERMAN DEMOCRATIC REPUBLIC (SOVIET ZONE)¹

Since Germany has been "rent in twain from top to bottom" by the post-war tension between West and East, it is only natural for this bisection to extend to the archives field. While in Western Germany archives administration has remained a matter to be regulated by the individual *Länder*, which indicates the genuinely federalistic nature of the West German State, the sham character of the "German Democratic Republic" is drastically revealed even in the field of archives administration.

True, the Constitution of the German Democratic Republic does not include the matter of archives among the reserved powers² of the Republic (Art. 112), and while Art. 111 states that the "Republic may enact uniform legislation in any field," it adds that "in so doing it should confine itself to laying

¹ This note was supplied by Dr. Ernst Posner, The American University, Washington, D. C. The legislation he has translated originally was published in *Gesetzblatt der Deutschen Demokratischen Republik*, 1950, no. 78, p. 669 and no. 92, p. 836.

² Office of the U. S. High Commissioner for Germany, *Soviet Zone Constitution and Electoral Law* (Washington, 1951), p. 41 f.

down principles, provided this meets the need for uniform legislation." However, from the legislation printed below in translation, it appears that archives administration in the Soviet Zone has been completely centralized in accordance with the example of the U. S. S. R. It is controlled by the Archives Division (*Hauptabteilung Archivwesen*) of the Ministry of the Interior to which the German Central Archives in Potsdam and the archival administrations of the *Länder* Brandenburg, Mecklenburg, Saxony, Saxony-Anhalt, and Thuringia are responsible. The archival administrations of the *Länder*, in turn, control the *Land* Archives and the other public archives, including the economic archives (*Betriebsarchive*) which, as a result of the confiscation of the greater part of private business, have become of major importance.

Jürgen Sydow, who served for a period of one year on the staff of the Archives Division of the Ministry of the Interior before he escaped to Western Germany, has thrown much light on archival developments in the Soviet Zone in his recent article "Das Archivwesen der Deutschen Demokratischen Republik (Sowjetische Zone)," *Archivar*, 4:55-64 (no. 2; May 1951). The article furnishes interesting information on the activities of the Archives Division of the Ministry of the Interior, which is headed by Dr. Korfes, a former member of the Staff of the *Reichsarchiv*, captured as a Major General at Stalingrad and well-known as one of those participating in the work of the National Committee "Free Germany." The article also deals with the establishment and administration of *Betriebsarchive* and with the curriculum of the Institute for Archival Science which is attached to the Central Archives in Potsdam and responsible for the training of archival personnel.

ORDINANCE OF JULY 13, 1950, ON PUBLIC ARCHIVES IN THE GERMAN DEMOCRATIC REPUBLIC

ARTICLE 1.

The Ministry of the Interior is hereby charged with the direction and supervision of the public archives in the German Democratic Republic.

ARTICLE 2.

The Ministry of the Interior shall be responsible for the unified training of the personnel of the public archives.

ARTICLE 3.

For the purposes of this ordinance archival material shall be defined as comprising formal documents, files, letters, manuscript volumes, collections of manuscripts, diaries, accounts, statistical material, card files, blueprints, maps, plans, drawings, pictures, seals, stamps, coins, newspapers, posters, public announcements, proclamations, photocopies, negatives and positives of still pictures and films, and sound recordings; lists of such archival material and other archival finding aids; as well as other documents of all kinds that have documentary and historical enduring value, or are otherwise of public interest. This definition applies to all the above items that are the property of agencies of the German Democratic Republic, the *Länder*, counties, urban and rural local governments, or other public corporations, institutions and organizations.

ARTICLE 4.

Archival material shall enjoy the protection of the State and cannot be sold.

ARTICLE 5.

(1) Whoever destroys, removes, damages, or illegally acquires archival material shall be subject to imprisonment or a fine or both.

(2) There shall also be subject to punishment anyone who has archival material in his possession or custody and fails to report it to the Archival Division of the Ministry of the Interior of the German Democratic Republic, the German Central Archives, the archival administrations of the *Länder*, or the *Land* Archives.

(3) If such action is committed through negligence, imprisonment not exceeding one year or a fine not exceeding DM 3000 shall be imposed.

(4) Proceedings shall not be instituted except upon the request of the Minister of the Interior of the German Democratic Republic.

ARTICLE 6.

Supplementary orders necessary for the execution of this ordinance, particularly those concerning the collection, selection, arrangement, preservation, protection, and use of archival material shall be issued by the Ministry of the Interior.

ARTICLE 7.

This ordinance shall become effective on the day of its publication,
Berlin, July 13, 1950.

SUPPLEMENTARY ORDER FOR THE EXECUTION OF THE ORDINANCE
OF JULY 13, 1950, ON PUBLIC ARCHIVES IN THE GERMAN
DEMOCRATIC REPUBLIC

In accordance with Article 6 of the Ordinance of July 13, 1950 on Public Archives in the German Democratic Republic (*Official Gazette*, p. 661) the following Supplementary Order to said Ordinance is issued:

ARTICLE 1.

The responsibilities of public archives in the German Democratic Republic extend to all archival material that has originated and continues to originate in the public life of State and society without regard to the time of its origin and the technical mode of its embodiment; they further extend to the facilities and equipment that serve archival work.

ARTICLE 2.

(1) The German Democratic Republic and the *Länder* shall maintain state archives.

(2) Counties and urban and rural local governments may be required to establish archives or to transfer their archival material to a state archives for safekeeping.

(3) Other public corporations, institutions and organizations may establish and maintain publicly recognized archives with the consent of the Ministry of the Interior of the German Democratic Republic or that of the Ministry of the Interior of the respective *Land*.

ARTICLE 3.

(1) Depending on its origin, archival material shall be collected and preserved in the German Central Archives, in the *Land* Archives or in the local governmental or other publicly recognized archives.

(2) The archives shall be responsible for the suitable and safe preservation of archival material.

ARTICLE 4.

(1) The German Central Archives, the *Land* archival administrations and the *Land* Archives shall exercise their functions in accordance with the instructions of the Archival Division of the Ministry of the Interior of the German Democratic Republic.

(2) The ministries of the Interior of the *Länder* shall be responsible for the *Land* Archives.

(3) The *Land* archival administrations are charged with carrying out the tasks of the *Länder*.

(4) The Archives Division of the Ministry of the Interior of the German Democratic Republic and the *Land* archival administrations shall supervise the activities of the local governmental and the publicly recognized archives and shall advise them.

ARTICLE 5.

(1) The Archives Division of the Ministry of the Interior of the German Democratic Republic shall decide, in agreement with the Chancery of the Government and the ministries of the German Democratic Republic, what documentary material originating from the activities of Government agencies is to be transferred to the archives and at what time.

(2) Government agencies and offices shall not destroy records, business papers, etc., without the consent of the archives having jurisdiction.

(3) As regards the *Länder*, the regulations issued by the *Land* archival administrations shall remain in force until further notice.

ARTICLE 6.

(1) The Archives Division of the Ministry of the Interior of the German Democratic Republic shall issue regulations pertaining to the examination and utilization of archival holdings in the interest of scholarly research and for governmental, legal, political, social, and also private purposes.

(2) Regulations for archives not directly under the Ministry of the Interior shall be issued in agreement with the competent ministry.

ARTICLE 7.

The training of junior archival personnel shall be directed by the Archives Division in agreement with the Personnel Division of the Ministry of the Interior of the German Democratic Republic. Such training shall be conducted in the German Central Archives and in the German Academy for Public Administration "Walter Ulbricht" in Forst Zinna.

ARTICLE 8.

The exchange of archival material and its transfer from the territory of the German Democratic Republic to other parts of Germany and to foreign countries requires the consent of the Ministry of the Interior of the German Democratic Republic.

ARTICLE 9.

This Supplementary Order shall become effective on the day of its publication, Berlin, July 13, 1950.

Attention is called to an error in the table printed on page 125 of the April issue of the *American Archivist*. The name of the record ink of the Higgins Ink Company reported as used at Colonial Williamsburg, Incorporated, should be "Eternal Black Writing Ink," rather than "External Black Writing Ink." The editor apologizes to the authors of the article and to the Higgins Ink Company for this slip in proof reading.

