

# Reviews of Books

HENRY P. BEERS, *Editor*

*National Archives*

---

## MANUALS AND COMPILATIONS

Huitième Conférence Internationale de la Table Ronde des Archives (Budapest, 1963). *Rapport général. Première partie: Les Archives et l'histoire agraire. Deuxième partie: Progrès récents en matière de construction d'archives.* Par Yves Pérotin. ([Paris? 1963]. Variousy paged. Processed.)

This report contains a summary of information presented in replies to a questionnaire circulated with an announcement of the eighth international conference of the Archives Round Table held at Budapest in June 1963. The questionnaire dealt with the two topics of this conference, "Archives and Agrarian History" and "Recent Developments in Archives Construction" (developments since 1958). Replies to all or some of the questions were received from 26 archival depositories or societies, mainly in Europe and the United States. Unfortunately no replies were obtained from Asia, Africa, or Latin America (except Cuba)—areas where agrarian questions have been posed with particular intensity and where archival administration is receiving increased attention.

Information pertaining to archival sources for agrarian history was sought in terms of *fonds* and subjects. The *fonds* were divided into two major classes: (1) those of public and private domains devoted to farming enterprises and (2) those of individuals and organizations concerned with agrarian activities for technical or other specialized purposes. The operations of vast farmlands of governments, sovereigns, ecclesiastical organizations, and the nobility are reported to be shown in extensive archival holdings in several European countries. Collective or cooperative farm enterprises are indicated to be well documented by varied records in Russia and other socialist states. In the description of archives of public agencies concerned with the promotion of agricultural technology and other agrarian interests the voluminous records of the U. S. Department of Agriculture in the National Archives are noted.

The principal subjects used for grouping other archival sources for agrarian history are the legal position of persons engaged in agricultural work; rural life; land tenure; exchange of agricultural products; artisan and industrial activities; and nonagronomical scientific activities affecting rural history. Under these subjects there are brief descriptions of such varied sources as Russian peasant codes, archives of Yugoslav rural sanitary commissions, registers of German cadastral surveys, records of French customs officers, dossiers on the manufacture of Turkish farm equipment, meteorological reports of the U. S. Weather Bureau, and records of British irrigation and drainage agencies.

---

Books for review and related communications should be addressed to Henry P. Beers, Office of Civil Archives, The National Archives, Washington, D. C. 20408.

The replies pertaining to archival construction reveal growing tendencies toward diversification of archival buildings influenced by considerations of climate and the varying characteristics and uses of records. The location and design of buildings are reported to be affected increasingly by such factors as convenience for users of records, utilization of new building materials, and separation of offices from stack areas. Varying types of shelving appear to be of increasing concern in interior design for convenient handling of records. Several new devices that facilitate the movement of records are described in the replies (especially from the United States, Germany, and France) and an impressive array of new equipment protecting archives against unfavorable atmospheric conditions and the hazards of fire is shown to be in wide use. The treatment of these and other developments constitutes the most useful international summary of advances in archival buildings and equipment that has appeared since the publication of articles on this subject in the 1956 and 1957 issues of *Archivum*.

M. Pérotin wisely suggests that the data concerning archival sources for agrarian history obtained from the various countries could be used advantageously in the preparation of a general guide to such sources. This reviewer would add that such data would probably be useful also for the compilation of much-needed national guides. The importance of these suggested projects is readily grasped when it is remembered that agrarian history constitutes almost the entire history of different peoples before the industrial age and that even later it has not ceased to represent a major aspect of the life and development of their societies.

HAROLD T. PINKETT

*Office of Records Appraisal*  
*National Archives and Records Service*

*Information Retrieval Management*, ed. by Lowell H. Hattery and Edward M. McCormick. (Detroit, Mich., American Data Processing, Inc., 1962. 151 p., exhibits. \$15.)

Although the manager has been exposed to a profusion of literature on the "information problem," there is still a need for sound, practical advice on how to analyze and resolve his own organization's information needs. Indeed the manager has good reason to wonder how much is fact and how much is fad in the information retrieval field. The most important consideration—user need—tends to be forgotten amid the fascination for mysterious terms, mathematical wizardry, and esoteric devices.

This volume has been adapted from talks given at the Fourth Institute on Information Storage and Retrieval, presented in February 1962 by the Center for Technology and Administration, School of Government and Public Administration, American University. The purpose of this particular institute was to present a broader systems approach to the handling of technical information.

The contributors include information specialists and other professional personnel from various business, industrial, academic, and governmental fields.

The first 5 of the 18 articles serve as a review of the current information crisis and of the evolution of technical information centers.

The remaining papers, however, deal with the specific aspects of information handling that are of interest to managers of organizations whose members include large groups of scientific or technical personnel. Considerations and factors in designing an information center are discussed in realistic terms; the discussion is supported by the case history of ARIES (Atmospheric Research Information Exchange Study). One of the contributors provides a stimulating analysis of the value of information services to management and a plan to utilize these services most effectively. Financing a technical information center is discussed in terms of one organization's experiences; most managers, however, will want far more information on the subject than is presented here. Three contributors with considerable experience in the field discuss automation of information retrieval and systems design. Managers will be pleased to find that many basic guidelines are included in the discussions.

The volume should help the manager gain an overall understanding of the information problem—how it affects the work of his organization and what, if anything, he needs to do about it.

ROBERT H. CAIN

*Office of Records Management*  
*National Archives and Records Service*

#### FINDING AIDS

*A Catalog of Files and Microfilms of the German Foreign Ministry Archives, 1920-1945.* Vol. 1, comp. and ed. by George O. Kent. (Stanford, Calif., Hoover Institution, Stanford University, 1962. xxi, 811 p.)

The true measure of Dr. Kent's achievement can be realized only when viewed against the difficulties created for him by the shortsightedness of the early direction of the Whaddon Hall Project. That Tripartite enterprise admittedly was never a microfilming project but rather a program for selecting documents for publication in the (German-, English-, and French-language editions of) *Documents on German Foreign Policy, 1918-1945*, Series C and D, now nearing completion. The microfilming was merely ancillary to publication; as often as not documents from several different files were filmed on the same roll. When, eventually, it was decided to make a film record of every important document on German foreign policy, whether or not intended for publication, this was done *around* the previously filmed documents, a sacrifice of coherence to a questionable economy. If, early in the project, someone had had the perspicacity to see the advantages in filming these archivally intact records according to their existing arrangement, it would have been a simple procedure to collate the film with the available German Foreign Office Archives registers—a readymade catalog, as it were. So disorganized was the filming, however, that Dr. Kent had the nightmarish task of searching the data sheets, and sometimes the microfilm itself, in order to collate the filmed hodgepodge with the file registers. He has succeeded admirably—al-

though this may be granted only grudgingly by the user of the film who has to chase (to say nothing of purchase) several rolls of microfilm in order to get what, in the original, is an integrated file or series. Adding to the confusion are perhaps necessary but nevertheless exasperating numerical monstrosities such as six-digit consecutive frame numbers and arbitrarily assigned serial numbers, remarkably like but totally unrelated to the roll numbers. For this confusing procedure the *Catalog* supplies a palliative explanation in its introduction, but no real remedy is possible.

The present volume covers records created during the 1920-36 period by the offices of the Foreign Minister and of the State Secretary and by Political Department II (Western and Southeastern Europe), as well as the Secret Files. Volume 2 will catalog files and microfilms of all other departments for the same period and such Reich Chancellery records as fell into the hands of the Western Allies at war's end. The *Index of Microfilmed Records of the German Foreign Ministry and the Reich's Chancellery Covering the Weimar Period*, published by the American Historical Association and the National Archives in 1958, contained only those films then available at the National Archives. It will be supplanted by the first two volumes of the *Catalog*, which within its broader (1920-36) context contains a full listing of files and microfilm for the Weimar period.

Volume 3 will cover all German Foreign Ministry records except mission files for the years 1936-45. The adoption of 1936 as the line of division derives logically from the fact that the Foreign Ministry underwent an extensive reorganization during that year. Contrary to the complaint registered in a review of this volume for the *American Historical Review* (68: 741-743; Apr. 1963) by Raymond J. Sontag (first American editor in chief of the Tripartite Project from 1946 to 1949), the files of German missions abroad *will* be dealt with in a fourth volume. The completed series will thus constitute a continuation of the one-volume *Catalogue of Files and Microfilms of the German Foreign Ministry Archives, 1867-1920*, published by the American Historical Association in 1959. Evidently the current *Catalog* has learned from the defects of the earlier *Catalogue*, insofar as it contains in appendix a "National Archives Supplement" providing data for converting serial numbers to roll numbers, with roll prices. An additional advantage is that the post-1920 files were filmed under one project, and reproductions are available for purchase from both the National Archives in Washington and the Public Record Office in London. The earlier records listed in the 1959 *Catalogue* were filmed by a number of different projects, and neither access nor reproductions can be obtained at any one institution on this side of the Atlantic, although the National Archives can furnish the greater part in one form or the other.

ROBERT WOLFE

*National Archives*

France, Direction des Archives. *Les Sources de l'histoire littéraire aux Archives Nationales*, par Danielle Gallet-Guerne. (Paris, Imprimerie Nationale, 1961. v, 161 p., illus.)

This guide is one of a series planned by Charles Braibant, former Director of the Archives de France. Others have been published on genealogical sources, on the records of the Conseil d'État, and on the sources for art history.

Not confining herself to the famous names in French literature, Mme. Gallet-Guerne has construed literary history broadly—encompassing such things as newspapers, theater (including the Opéra Comique), the Public Printer, libraries, museums, learned societies and the French academies, and censorship of books and newspapers. She has brought together sources in the Archives Nationales from almost every record group. Although there are poems and speeches in some series, these source documents are about literature and literary men; they are not literary manuscripts.

The guide is divided into three parts reflecting the divisions in the Archives Nationales: prerevolutionary records, revolutionary and postrevolutionary records, and special records. Special records include such groups as private archives, economic archives, microfilm copies of records not in the Archives Nationales, printed records, and the vast and important notarial records. For each group or subgroup the guide takes the form of a long descriptive list in narrative form of significant documents with their citations. Information is given about record-group history, arrangement, relations to other records, and any peculiarities offering hindrances to research. After discussion of each record group or subgroup, finding aids such as inventories and indexes are listed and discussed. An index covers names of authors, and a table of royal or national institutions shows where their records or records about them may be found.

The descriptive information is selective, not exhaustive, so as merely to orient scholars and to suggest research topics. The sources uncovered are eminently suitable for biographical studies rather than for literary history; they reveal the scope of personal information that the Archives Nationales can provide about writers—pensions, honors, ennoblements, estates, official decorations, permissions to leave the country, official posts held, crimes committed against the Government, censorship of writings, and other biographical details. For such studies this guide opens the riches of the Archives Nationales.

MARY JANE DOWD

#### *National Archives*

France, Direction des Archives. *État sommaire des versements faits aux Archives Nationales par les ministères et les administrations qui en dépendent (Série F), Tomes I, II et III (Supplément)*. (Paris, Imprimerie Nationale, 1962. 469 p.)

———. *Catalogue des inventaires, répertoires, guides de recherche et autres instruments de travail des Archives départementales, communales et hospitalières en vente dans les services départementaux d'archives à la date du 31 décembre 1961*. (Paris, Imprimerie Nationale, 1962. 123 p.)

Between 1924 and 1957 the Archives Nationales of Paris published three guides (*États Sommaires*) describing the records it had received from a number

of national civil agencies, including the Ministries of Interior, State, Agriculture, Commerce and Industry, Public Works, Public Instruction, and Post-office and Telegraph. The first work reviewed here supplements the descriptions for all of the ministries provided in the earlier volumes.

The records of most civil ministries (Justice and Foreign Affairs are two notable exceptions) are placed in *série* (or record group) F. In turn the records of each ministry are assigned one or more *sous-séries* (subgroups), such as F<sup>1</sup> through F<sup>8</sup> for the Interior Ministry, F<sup>10</sup> for the Ministry of Agriculture, etc. Within the subgroups the records are arranged under a predetermined classification scheme. This scheme, however, is constantly being revised because of organizational changes within a ministry or for other reasons. Revisions affecting records described in this latest *État Sommaire* are delineated in the introduction. For each ministry and for each of its major subordinate offices a historical sketch and a general analysis of its records are provided.

The chronological span of the records covered in the *État Sommaire* is quite extensive—principally the eighteenth, nineteenth, and twentieth centuries (through 1954). The accessions are particularly rich for the period 1880-1914.

It would be very useful if the Archives Nationales could bring out an index covering the records in all four *états sommaires*. It would be cumbersome indeed to have to check through these volumes for records on a particular person, organization, or subject.

The *Catalogue* offers a list of finding aids (mostly *inventaires sommaires* and *répertoires numériques*) that the departmental (or provincial) archives depositories in France have published covering their departmental, communal, and hospital records. Excluded, however, are finding aids that are out of print. The *Catalogue* was published principally to let libraries and booksellers know what finding aids are still available for purchase.

For archivists and researchers the *Catalogue* has very limited value. With some exceptions, all works listed in the *Catalogue* have already been cited, and in fuller fashion, in two earlier publications of the Direction des Archives de France, namely, *L'État des inventaires des Archives Nationales, départementales, communales et hospitalières au 1<sup>er</sup> janvier 1937* (Paris, 1938), and a 1955 supplement for the period 1937-54. Further, the earlier volumes cite finding aids that are in manuscript form or have gone to press. The excepted finding aids listed in the *Catalogue* are simply those that have been published since 1954.

PHILIP P. BROWER

*National Archives*

#### DOCUMENTARY PUBLICATIONS

*The Cost Book of Carey & Lea, 1825-1838*, ed. by David Kaser. (Philadelphia, University of Pennsylvania Press, 1963. 355 p. \$10.)

Cost books, dating from the early nineteenth century, of publishing firms are an important source of information on the book trade. It is fortunate when they have survived, and doubly so when they can be made generally

available by publication. This volume does for the important Philadelphia firm of Carey & Lea (predecessors of Lea & Febiger) what an earlier volume, edited by Tryon and Charvat in 1949, did for the Boston firm of Ticknor and Fields.

The editor of the present volume is Director of the Joint University Libraries at Nashville. The narrative portion of his doctoral thesis (University of Michigan) was published in 1957 as *Carey & Lea of Philadelphia; a Study in the History of the Booktrade*. The two volumes thus supplement each other, but the present one can stand alone as a reference tool.

The original cost book is preserved among Lea & Febiger papers in the Historical Society of Pennsylvania. The earliest surviving one in a series, it covers an important period in the history of the firm. During this time Henry C. Carey was most active in the business, for he retired in 1838 to devote himself to his writing. In addition to its regular lines of law and medicine, the firm took the lead in publishing important American authors such as Cooper and Irving and in reprinting English authors such as Scott and Dickens. In an era before international copyright, Carey believed strongly in payment to foreign authors for use of their work.

Individual entries in the cost book are apt to include information on size of edition, payment to the author, cost of printing, paper, binding, advertising, date of publication, the printer, anticipated sales, discounts, and profits. The editor has on occasion supplied dates of advertisements, the printer (where not given in the entry), and a complete bibliographical citation for each title, together with the location of the copy examined. He has edited the information for uniformity, a practice certainly justified in this case. A supplement provides information about Carey & Lea imprints for this period that are not listed in the cost book. The first four appendixes bring together information scattered through the cost book relating to four serial titles issued by the firm; appendix E lists the printers employed, giving location where known. There is an index to authors and titles.

The book is attractively set up, and the entries are easy to read. It should take its place with the Ticknor and Fields book on the reference shelves of rare book and research libraries, where it will be of considerable use to bibliographers, literary scholars, and economic historians. The significance of the content of the cost books of publishers certainly justifies their publication and their addition to the rather small list of published business records.

ROBERT W. LOVETT

*Harvard Business School*

*Muskoka and Haliburton, 1615-1875*, ed. by Florence B. Murray. (The Champlain Society, *Ontario Series*, vol. 6; Toronto, University of Toronto Press, 1963. cxiv, 445 p. \$5.)

Like the preceding volumes of the *Ontario Series*, this book is concerned with regional history. Both the territory and the period covered have been somewhat arbitrarily chosen. Although the two counties have a long common border and share a physiognomy characterized by rocks, hills, lakes, and rivers,



they are separated by the height of land that divides the waters flowing west into Georgian Bay from those flowing south into the St. Lawrence system—this resulted in their having different metropolises: Toronto in the case of the Muskoka, Peterborough and Lindsay for Haliburton. They developed along parallel lines rather than as a single region or entity. The choice of the period under study, one feels, was not the result of internal necessity. Probably for the sake of completeness it was decided to start with the first explorers, but there is little to say of the region before the end of the eighteenth century. Similarly, the year 1875, chosen as the terminal date of the book, interrupts the story of the economic development of the region at an unfortunate time, some 20 years before lumbering attained its peak.

Between these limits the author has done a very creditable job of selecting documents and of presenting them in a well-organized fashion. The ten sections in which the documents are grouped correspond to the events which brought about the penetration of the region and its annexation to the inhabited part of the country. The first travelers are followed by the explorers of the waterways. The withdrawal of the Indians permits surveys for settlement, building colonization roads, cultivation of the soil, and exploitation of the natural resources—primarily lumber and furs. To further progress, better transportation facilities are sought. Communities are gradually formed, and institutions—local and district government, villages, churches, schools—are created to serve them and to provide a framework. Finally, present-day economic conditions are prefigured with the section on tourism.

The documentation drawn from official sources (chiefly reports of surveyors and Crown land agents) is probably the most definitive part of the work. The treatment of politics, churches, schools, and social contacts seems somewhat weak, and it is regrettable that the author did not find it possible to use more private correspondence and memoirs. The introduction is a model of clarity and concision. But the reader would have found useful a chapter bringing together the various elements—land and people, economic and social life—and presenting a more dynamic picture of the region.

The book is well provided with the usual complements: bibliography, notes, maps, and illustrations.

BERNARD WEILBRENNER

*Public Archives of Canada*

*L'Allemagne et les problèmes de la paix pendant la Première Guerre Mondiale: Documents extraits des archives de l'office allemand des Affaires Étrangères, publiés et annotés par André Scherer et Jacques Grunewald. (Institut d'Histoire des Relations Internationales, Publications de la Faculté des Lettres et Sciences Humaines de Paris, Série Textes et Documents, t. 3, pt. 1, Des Origines de la déclaration de la guerre sous-marine à outrance, août 1914–31 janvier 1917; Paris, Presses Universitaires de France, 1962. lx, 719 p. NF 35.)*

There has been a revival of interest in the First World War, and scholarly as well as popular works in ever increasing number appear on both sides of



the Atlantic. But although there is already abundant literature on the 1914-18 war, documentary publications, which form the basis of any serious study, are comparatively rare. The great diplomatic collections—the British, French, and German documents on the origins of the war—which were published in the interwar years, terminate in 1914. The published British and German diplomatic documents leading up to the Second World War start in 1919 and 1933 respectively. This gap is now partially closed by the present publication, which fills a basic need even though the original documents are available to students in Bonn.

The editors, both of whom worked for many years on the German war documents project at Whaddon Hall, England, decided that for practical purposes a documentary publication of German diplomacy during the war would be too large and too costly and for this reason limited their publication to the more important problems of German wartime diplomacy—peace feelers and war aims.

The first volume, here under review (two more are to follow), covers the period from the outbreak of the war in August 1914 to the declaration of unrestricted submarine warfare in January 1917. As Professors Baumont and Renouvin point out in their preface, the documents printed here do not present any startling new revelations; they rather confirm, complement, and modify views accepted by most historians over a period of years. Thus, we find new and interesting details on German peace feelers toward Russia after the campaign of 1915; on King Albert's views about German guarantees and future German-Belgian relations; on German differences with Austria-Hungary over the Polish question; on the attitude of Falkenhyn on German war aims; and on the German peace démarche of December 1916, which, through the exchanges between Bethmann-Hollweg and the chiefs of staff, appears in a new light.

The documents are of considerable interest to the specialist as well as to the average student. It is to the editors' credit that they have made such a thorough and well-rounded selection. Confronted with the great number of documents on even so limited a subject as that presented here, they have concentrated on those of the highest level of government that graphically illustrate German policy for this period. They have, furthermore, left these documents in the original language; rendered only the headings and footnotes into French—and this strictly for reference and explanatory purposes—and refrained from injecting their own judgments or prejudices.

The documents are printed in chronological order with an analytical table arranged by topics in the front of the volume. Three appendixes, on the organization of the German Foreign Ministry, on files and microfilm serials, and on the principal persons appearing in the documents, conclude the volume. There is no index.

GEORGE O. KENT

*Historical Office  
Department of State*

## TECHNICAL REPORTS

*Enlarged Prints From Library Microforms; a Study of Processes, Equipment, and Materials*, by William R. Hawken. (Chicago, American Library Association, 1963. x, 131 p., illus. \$4.)

*Photocopying From Bound Volumes; a Study of Machines, Methods, and Materials*, by William R. Hawken. (Chicago, American Library Association, 1962. xvi, 208 p., illus. \$5.)

In 1958 this reviewer joined a project that set out to examine thousands of issues of late eighteenth-century newspapers and to copy everything relating to certain subjects. Most of these issues were, or are now, on microfilm. We began looking for a machine that would allow us to read this film and, at the same time, to make photographic enlargements from which a modern-day printer would be willing to set type.

The one reader-printer we could find on the market would not produce from microfilm of old newspaper columns the kind of prints we had to have. Whereupon Acey Simpson of the National Archives photographic laboratory bolted several dollars worth of odds and ends into an old Recordak Model MPE reader and added a rheostat, a timer, and a photographic easel; this makeshift contraption has turned out several thousand acceptable photoprints.

In 1959 the National Microfilm Association published a book that we would have found helpful the year before—Hubbard W. Ballou's *Guide to Microreproduction Equipment*, which brought together in one volume descriptions of all available cameras, readers, printers, enlargers, processors, and the like. Now, with a grant from the Council on Library Resources, Inc., the American Library Association has produced, under the title *Enlarged Prints From Library Microforms*, exactly the kind of published help we had looked for 5 years ago. In this volume William R. Hawken, former head of the Photographic Laboratory, General Library, University of California, Berkeley, reports on tests he made of the eight machines that he thought would come closest to printing successfully from the kinds of microforms (microfilm, Microcards, Microprint, and Microlex) in use in libraries. For each machine he shows a photograph and gives technical data, cost, warranty, and operating and maintenance instructions. Then he analyzes and renders a verdict on each.

His findings are clear. These machines were designed to meet the needs of business and industry, not of libraries and archives. The machine that comes closest to meeting library and archival needs has one almost fatal drawback—a \$3,600 price tag. Yet, Mr. Hawken concludes,

Despite the decided limitations of the reader-printers presently available, many libraries have purchased such machines, because even the partial fulfillment of a pressing need is better than none at all. If more libraries have not purchased reader-printers, one of the primary reasons is that most of the reader-printers available are simply not up to doing the job that needs doing. It might behoove manufacturers of reader-printers to take another look at the library world, its vast holdings of microforms, and its needs.

In preparation for *Photocopying From Bound Volumes* Mr. Hawken acquired 20 book-copying devices and tested them on 30 volumes that varied in

size and weight; in color, thickness, and condition of paper; in size of inner margins; in type inking and impression; and in kinds and sizes of illustrations. He describes and analyzes these machines much as he did the reader-printers; and, similarly, what he has to say has obviously not been abstracted from the manufacturers' brochures (nor are these manufacturers apt to revise their publications in order to incorporate his remarks).

The situation in book copiers, however, seems to be a little (though just a little) better than in reader-printers. The purchaser of a book copier faces the choice of low efficiency coupled with low initial cost or high efficiency acquired at high cost; he needs something in between. The report on this matter is half again as long as that on reader-printers. The general chapters on various aspects of book copying—including a chapter on "People"—should keep this volume in use after the machines described in the testing chapters are obsolete. Mr. Hawken closes *Photocopying From Bound Volumes* with some recommendations, reviews several promising new processes, and notes that some companies are taking steps that may lead to an efficient book copier to meet the librarian's needs at a purchase or rental price he can afford.

Value these reports: blunt words, in print, on things photographic by a man who knows what he is talking about are hard to come by. If anybody knowingly buys a reader-printer or a book copier without paying attention to what Mr. Hawken has to say, he will have only himself to blame for what may follow.

LEONARD RAPPORT

*National Historical Publications Commission*

#### REPORTS OF ARCHIVAL AGENCIES

Zanzibar. *Annual Report of the Government Archives and Museum . . . 1959; . . . 1960; . . . 1961.* (Zanzibar, Government Printer, 1960-62. 21, 30, 29 p.)

Lack of space in the extremely overcrowded quarters of the combined Government museum-library-archives made it impossible to accession any archival materials of consequence during the years covered by these reports—and this had been true since the foundation of the Zanzibar archives service in 1956. The main accumulations—the nineteenth-century archives of the British and German consulates (indispensable source materials for the history of East Africa as a whole as well as Zanzibar itself) and the twentieth-century archives of the various departments of the Zanzibar Government—remained in the custody of the Government offices that created or inherited them. There, outside the Government Archivist's control, they were unsupervised for the most part, often carelessly handled by junior staff, and in some cases—exposed to rain, dirt, and termites—rapidly disintegrating. In this situation archival activity was limited to the regular fumigation of the old consular papers in an effort to curtail insect damage, and to the very occasional arrangement—usually with difficulty—for access to records for reference purposes.

A modern depository was obviously the only solution to Zanzibar's archival

problems. This had been recommended by the Archivist early in his incumbency, and in 1959 the Government approved the recommendation in principle. Provisional building plans were prepared in consultation with him; and then the Government, in a poor financial position, sought construction funds from "a number of international trusts and foundations." When in 1961 it became clear that no outside assistance would be forthcoming, the Government decided, after all, to attempt to meet the costs from its own resources. At the end of the year prospects for legislative acceptance of the project appeared promising, and a building site had been tentatively selected.

In estimating the space that would be required in the proposed depository to house probable accessions up to 1975, the Archivist made use of an inventory of extant nineteenth-century documentation compiled by a special Government committee in 1953-54 and the replies to a records survey questionnaire he had addressed to all departments. He found from these returns that departmental papers were "increasing at an alarming rate," so much so that the next decade would bring into existence "a greater bulk of records than was accumulated during the whole of the previous century." To solve this serious problem he urged "more efficient records management methods and the regular review and strictly controlled destruction of worthless papers." Actually, few departments made use of existing disposal authority and some practiced unauthorized destruction.

Although the Archivist's efforts had helped to bring the much-needed archives building closer to reality during the period under review, the keynote of his reports appears to be essentially—and understandably—one of frustration.

MORRIS RIEGER

*Office of Records Appraisal*  
*National Archives and Records Service*

National Archives of Rhodesia and Nyasaland. *Archives in a Growing Society; a Report by the Director for the Period 1 July 1954 to 30 June 1962*. (Salisbury, Southern Rhodesia, 1963. viii, 105 p., illus.)

With the Federation of Rhodesia and Nyasaland on the verge of dissolution at the time of writing, this is in effect the final report of its National Archives as presently constituted. The period covered—that since the joint archival service formerly operated by Southern Rhodesia on behalf of itself, Northern Rhodesia, and Nyasaland became a Federal responsibility—was one of continuous and considerable growth and achievement.

Of primary importance was the passage of an organic archival statute, the National Archives Act of 1958. Its most noteworthy provisions (1) confirm the locally long-established principle that the Governments served by the Archives—Federal, Southern Rhodesian, Northern Rhodesian, and Nyasaland—retain permanent title to the materials they transfer; (2) entrust effective control over the determination of questions concerning the preservation or destruction of records to a records committee, established for each of the Governments, on which members representing the Government hold a

majority over the Archives representatives; and (3) draw a basic distinction between "records" and "public archives," "Government custody" being the essential characteristic of the former, while the latter are defined as being either records 30 or more years old in the National Archives that have been designated as permanently valuable by a records committee or documents and other materials of likely historical value acquired by gift or purchase. The statute assigns an exceedingly powerful archival role to the governmental records committees; as the report properly comments, ". . . much depends on the way in which they do their work and on the liberality of their views."

There were several other major accomplishments. A striking and spacious building was constructed in Salisbury to serve as a combined archival and historical manuscripts depository, records center, and national library (into which the original archives library had evolved). Archival services were extended to the local government authorities of Southern Rhodesia and to the Government of the neighboring British Protectorate of Bechuanaland. On the basis of one central and two regional records centers, modern, largely American-inspired records management procedures, which effectively systematized retirement, appraisal, and final disposition of noncurrent records, were developed. Also introduced were essentially provenance-based methods of processing archives, wherein the original series within the archives "group" serves as the unit of accessions registration, inventory description, and stack storage. Series are stored physically in strict accession number order regardless of their "group" relationships but are inventoried by agency of origin. A complete and detailed descriptive "catalogue" of the Historical Manuscripts Collection, as yet unpublished, was compiled. A definitive guide to the pre-1923 archives of Southern Rhodesia under the British South Africa Company and two final titles in the distinguished Oppenheimer documentary series were published; and two other important publication projects were far advanced, one an extensive collection of Portuguese documents pertaining to Central Africa (in cooperation with Portugal) and the other a history of the Federation and its constituent territories. Reference service greatly increased, with a much higher proportion than before oriented toward serious research.

On the negative side the report notes that inadequate facilities in the regional archives and records centers in Northern Rhodesia and Nyasaland have hampered service to a degree in those territories; that the processing of post-1923 archival materials in Salisbury has been much delayed in recent years by the growing pressure of reference business; and that little success has met efforts to acquire records originating in the African community. Unremarked in the report, although it can be inferred from the staff list published therein, is the apparent failure of the Archives to train African personnel for professional positions. In view of present political trends in Africa this failure may eventually endanger the archives themselves.

As is evidenced by this well-written and beautifully produced report, the National Archives of Rhodesia and Nyasaland has grown during the past decade into a model institution in almost every respect. Accordingly, the detailed descriptions of its methodology in most functional areas provided in the

report will amply repay careful study by archivists seeking to improve their techniques.

The days of the National Archives in its present form are numbered. When the Federation dissolves, it is likely that the relatively less developed regional centers will constitute the bases of national archival establishments in independent Northern Rhodesia and Nyasaland, while the main Salisbury center will revert to its earlier status as the Archives of Southern Rhodesia. A difficult problem certain to arise will be that of dividing the records and public archives of the present Federal Government among the three successor states.

MORRIS RIEGER

*Office of Records Appraisal  
National Archives and Records Service*

The Department of History and the Graduate School of Librarianship  
of the

**UNIVERSITY OF DENVER**

in cooperation with the

**COLORADO STATE ARCHIVES**

1964

***Summer Institute of Archival Administration and Related  
Fields of Regional, State, and Local History***

July 12–August 16, 1964

*Director:* Dolores C. Renze, State Archivist of Colorado

*Codirector:* Leon deValinger, Jr., State Archivist of  
Delaware and Director of Delaware  
State Museum

*Associate Directors:* Allen D. Breck, Chairman of the  
Department of History  
Stuart Baille, Director of the  
Graduate School of  
Librarianship

---

For information write to University of Denver Archives Institute,  
Department of History—Attn. D. C. Renze, Denver, Colo. 80210.