

# Abstracts of Foreign Periodicals

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## FRANCE

*Gazette des Archives*, N.S. NO. 64 (1969).

HOURLIEZ, ELISABETH, *Un nouveau type d'instrument de recherche: le répertoire numérique détaillé* (A new type of finding aid: the detailed numerical list). P. 9-16. In the French departmental archives the compilation of finding aids has been regulated by directives, the oldest dating from January 20, 1854, and the most important from March 25, 1909. The summary inventory and the numerical list, two types of finding aids provided for under these directives, possessed certain disadvantages. The need for a research tool that combines the advantages of both while avoiding their shortcomings has resulted in a third type. M. Gandilhon first explained the origin and principal characteristics of this new aid to research in an article published in 1955 in *Archivalische Zeitschrift*. He gave it a name 6 years later when his *Répertoire numérique détaillé de la sous-série 204 M de la Marne* appeared. The detailed numerical list offers the following advantages: it can be produced more quickly than the summary inventory since some entire series can be treated as a numerical list while others are defined in a more or less detailed manner, according to the nature of their contents; and it can be consulted more easily because of the introduction and index it contains. M. Gandilhon concluded that the detailed numerical list is doubtless the answer of the future to making archives (ancient and modern) more readily available for research.

QUÉTIN, MICHEL, *L'équipement d'un atelier photographique d'archives* (The equipment of an archival photographic workshop). P. 29-46. M. Quéting notes the desirability of including photographic laboratories in the plans for new archival depositories, of installing them in already existing structures, and comments on the financial requirements and costs involved. He then describes the most essential rooms needed, the processes and equipment to be used, and lists the names and addresses of companies in France where the necessary equipment can be acquired. A plan of the laboratory of the Departmental Archives of Orne is appended.

CZARNECKI, SERGE, *Vingt ans de photographie aux Archives nationales* (Twenty years of photography in the Archives nationales). P. 47-53. The first photographic laboratory was installed in the Archives nationales in 1938. World War II interrupted the growth of this installation, although the Institute of Research and Historical Texts (I.R.H.T.) made use of it for its own purposes. The microfilming of the *fonds* of Simanca before their return to Spain in 1941 forms the nucleus of the microfilm collection of the Archives of France. These records, however, were filmed outside the Archives. The

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collection grew very slowly from 1941 to 1948, because the Director General did not favor microfilm. In 1949, a mobile photographic mission was sent to Nuremberg and the Archives nationales acquired either originals or copies of the material that was filmed by I.R.H.T. It was at this time that Charles Braibant, director general of the Archives of France, established the offices of business, private, and microfilm archives. It was not until 1952, however, that a photographer was added to the staff. Since then the service has grown rapidly and the stables of the Hotel de Rohan (Boisgelin) have been renovated to accommodate a complete microfilming service. By 1955 the microfilm workshop comprised a camera room, a chemical laboratory for developing and enlarging, and a projection room. In 1957 additional cameramen were added to the staff. A photographic service was added in 1962, so that at the present time the Archives nationales possesses a photographic service comprised of three well-developed sections: a microfilm section, a section for seals and laws, and a photographic (or still picture) section. The outlook for this service is very good. One major problem remaining to be solved is that of conservation of film. The construction of a central depository for microfilms at Espeyran is intended to prevent total destruction of the reproductions of one of the most representative elements of the Nation's heritage.

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BERCÉ, Y. M., *Les Bulletins nuls, source de la microsociologie électorale* (Rejected ballots, a source for electoral microsociology). P. 75-84.

Blank and otherwise defective ballots are retained in France in accordance with the laws of April 19, 1835, and March 31, 1849. The value of these ballots as a source for a microsociological study of the electorate has not been recognized or explored. An investigation by M. Bercé of about 900 such ballots cast in the legislative elections of 1881 and 1906 in six different electoral districts (comprising Series C of the Archives nationales) showed these records to be an excellent source for the study of public opinion, collective impulses, the propagation of ideas, and attitudes of minority groups towards political issues. Moreover, ballots declared defective because voters had written on them vituperative or otherwise psychopathic comments are a valuable source for psychiatrists to study psychotic behavior. The results of this analysis indicate conservation of these records is highly desirable.

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CHABORD, MARIE-THÉRÈSE, *Le classement des archives dans une administration centrale: principes et application pratique au Secrétariat général à l'Aviation civile* (The classification of archives in a central administrative agency; principles and practical application to the Secretariat General of Civil Aviation). P. 159-169.

Following a discussion of the problems and methods of records management and the role of archival services in the administration of a central agency, in which the need to adhere to the principle of *respect des fonds* is emphasized, Mlle. Chabard, Conservateur from the Archives nationales in charge of the records mission to the Secretariat General of Civil Aviation, describes how these principles are being applied to the records of the "S.G.A.C." In 1963

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the mission asked each bureau in the agency to list its functions, the records resulting from each function, the linear footage created, and the expected annual rate of increase. From these lists, "codes" or schedules were drawn up during 1964 and 1965, with the concurrence of each bureau, showing the records for retention and those for disposal. For this scheduling, a five-columned form was devised that shows the essential functions of each bureau; documents created or received by it; the period records should be retained in the bureau after the dossier is closed; the period they should be retained in an intermediate depository; and whether the records should be transferred to the Archives nationales. While these schedules were being prepared, a classification scheme based on the organizational structure of the agency was devised and adopted by the bureaus of the agency. The work of classifying the accumulated records was begun in 1965 by a work team composed of an archivist from the Archives nationales, an agent from the Bureau of Organization and Methods, and an attaché from the C.N.R.S. By the autumn of 1967, records had been collected from storage closets and basements and transferred to two small agency depositories. Some older historically valuable records have been transferred to the Archives nationales. Lack of space hampers the work of the services of archives, but the problem is being resolved by the promise of space to be allotted to the agency in the central archival records center that will be built at "Camp Guynemer" in the Forest of Fontainebleau. This study shows how indispensable is the employment of a professional archivist when an agency is organizing its central archival service and that proven methods of records management ought to be adopted to permit the agency itself to run its records program.

*La Gazette des Archives*, N.S. NO. 67 (1969).

BLAQUIÈRE, H., *Le microfilm dans les archives, I. Aspects théoriques* (Microfilm in the archives. I. Theoretical aspects). P. 239-254.

This analysis of the theoretical aspects of microfilming in the Archives of France is based largely on responses to a questionnaire circulated by the Director of the Archives of France and replied to by most of the directors of the departmental archives. It shows that microfilming of records is done in France to protect valuable and fragile records; to complement series already in the Archives; to acquire reference copies of printed series; to produce reference copies of original records, so that they can be withdrawn from use; and to reduce the size of large and cumbersome series. In his attempt at an appraisal of this policy, M. Blaquièrre concludes that French archivists will continue to make reproductions of the most valuable and fragile documents but questions whether some other form of reproduction, such as electrostatic, might in some cases be more desirable. As for contemporary documents, he asks whether archivists should be satisfied to receive into the archives microfilm produced by the administration or businesses; ought they to practice on a grand scale, to the degree that technical knowledge and finances permit, microfilming for substitution to preserve the greatest number of documents in long series and thus satisfy the economists and quantitative historians? Once the choice to do so has been made, the method to be used must be determined. The latter is the subject of a report presented by F. de Ferry at the Congress at Rennes, June 27, 1969.

FERRY, F. DE, *Le microfilm dans les archives, II. Aspects techniques* (Microfilm in the archives. II. Technical aspects). P. 257-291.

The numerous and often copious responses to the technical questions embodied in the circular on microfilming show that the principal arguments against microfilming are doubts concerning the durability of microfilm; the inconveniences of consultation; high cost of microfilm; preferences for other types of photocopies; a desire to give priority to the channeling of funds to traditional forms of recordkeeping; and fear of adding new tasks to an already heavy burden. On the other hand, it was found that working laboratories rendering microfilming services to various local administrative units tended to add prestige to the archival depositories that performed these functions. M. de Ferry analyses the responses to the questionnaire under the following seven headings: microfilming laboratories; conservation of microfilm; new techniques; 16 mm. film, camera "dynamics," window cards, and microfiche; plans for regional and national microfilm depositories; problems of personnel; budget and fees; and the utilization of microfilm. He summarizes the views presented at the Congress at Rennes relating to transfer to the archives of microfilm produced by the Government, the encouragement given to the replacement of original documents by microfilm, the possibility of placing a mobile microfilming laboratory at the disposal of regional archival depositories, interest in calling a conference composed of archivists, technicians, and builders to exchange views on microfilm in the archives and the issuance of a small *Manual on Microfilming* as practiced in French Archives. M. Duboscq suggested creation of a permanent commission charged with the collection and dissemination of current information on microfilming and its perfection. The support given these ideas by the delegates to the Congress implied an awareness that an increased number of laboratories would be needed and that the functions of the cameramen, whose work becomes more complex each day, must be reevaluated. The prospects opened by the creation of the Central Depot at Espeyran, the exchange of ideas on the subject of regional laboratories, and the results apparent in some 40 Departments show that the Archives of France has grasped the extent of the problem and, given the opportunity, is ready to benefit the public through the use of a technique that multiplies their means to act.

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#### POLAND

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No. 1 of vol. 6 of the Bulletin of the Organization of Polish Archivists, which first appeared in 1965. This issue contains only personal and organization news of internal interest, except for an item on p.32-36, describing a 2-year course in archivistics offered by the State School for Scientific and Technological Documentation in Warsaw. The only one of its kind in the country, this school is available to students completing their secondary education. The curriculum, spread over four semesters at an average of 33 hours a semester includes work in political science, sociology, economics, history of 19th and 20th-century Poland, library science, various aspects of

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conservation and office techniques, mechanical drawing, Russian and other languages, as well as archival science.

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# YUGOSLAVIA

*Arhivist*, VOL. 18, NO. 1-2 (1968).

ANIC, ZIVOTA, *Sprovedenje Načela o Odabiranju Arhivske Grade* (Application of principles for the selection of archival material). P. 11-16. The concept of the necessity of selecting material that should be conserved permanently and disposing of that which no longer has administrative value or other archival interest is in no sense new, but it is being developed in practice very slowly. There are reasons for this situation. As the result of wars that devastated Central Europe and the Balkans, important archival *fonds*, as well as documents concerning the recent and remote past of the various countries, disappeared. In addition many important documents relating to the history of the Yugoslavian peoples are now in foreign archives. Perhaps this is the reason for conservatism regarding disposition. It is extremely rare to dispose of anything dating earlier than 1945. To help with the solution of this problem the Federal Parliament of Yugoslavia in 1968 issued a decree stating principles for selection of archival material from registry depots. More definite rules will be set forth later by the proper authorities of the various republics. The Union of Yugoslavian Archivists Societies decided during its 6th Congress in 1968 to assist in the solution of the problem. Commissions of the union will list the institutions from which the Yugoslav archives will receive material. The union will then assume responsibility for making lists of the material in these institutions, indicating the length of time each group should be retained. The archives may accept these lists or they may modify them. For material judged permanent, however, the lists will not be subject to change.

MILOSEVIC, MILOS, *Spečifični Arhivi Boke na Srebru, Platnu i Kamenu* (The special archives on silver, linen, and stone in Boka). P. 37-45. The words "archives" and "archival documents," in the narrow sense of the term, would scarcely be applied to images that are not on paper or parchment, but are on silver, cloth, or stone. Such inscriptions belong more to the domain of art, artisanship, votive articles, museum pieces, epigraphs, etc. Nevertheless, for many reasons these inscriptions attract the attention not only of historians but of archivists. They are, in fact, a kind of archival material. They may complement, in an entirely new way, archival sources. They often conserve the authentic atmosphere of past epochs and may confirm, by means of graphic figures, facts that previously had been conjectured. Furthermore, it is not a question of a few rare objects, but of rich and homogeneous collections which refer to a unified subject and are closely connected to the historical changes of the times in which they were produced. On the island of Gospa od Skrpiela (the Madonna of Chkripiel), near Peraste, there are more than 2,000 ex-votos of silver and bronze, dating from the 17th to the 20th centuries. It is known that in 1624, during a pirate raid from North Africa, 600 ex-votos were taken from that sanctuary. This collection is considered one of the most important of

its kind in Yugoslavia and one of the greatest in the world. It contains 12 oil paintings from the 18th century and 30 other cloth and water color paintings, dating from the 19th and 20th centuries. Some are of such quality that they are considered among the best in the country. The heraldic collection on stone, which is on the isle of St. George near Kotor and the cemetery of St. Francis opened in the 14th century, with its emblems of artisans' corporations and blasons of nobility, presents a documentation exceptionally complete and important. Studies are currently underway of persons, famous naval battles, storms, and on certain paintings, as well as on inscriptions of interest from an archival point of view.

TODOROVIC, DRAGOJE, *Katalog Izlozbe Arhivskih Dokumentata* (Catalog of archival documents on public exhibition). P. 89-95. Although the exhibit of archival documents has no long tradition, such exhibits in Paris, London and Copenhagen in the second half of the 19th century have been accepted by other archives, and after the Second World War the exhibit of archives became an accepted part of archival activity. In addition to exhibits in the great archives of the U.S., the Soviet Union, and in other countries, this method of making the public aware of archival services has found its application in Yugoslavia. Of particular importance is the activity of the Serbian and Croatian Archives, which have established a very useful collaboration in this field. The exposition of archival documents has posed new problems that require both practical and theoretical solutions. One of these problems is the preparation of a catalog of the archival documents being exhibited. The first catalogs were simply inventories of documents. In time they improved to correspond to the demands of scholarship and of the public. It is impossible to make a catalog that would meet every need, but certain rules can be set forth regarding title page, introduction, designation of location of a document, choice of illustrations, and the index. A properly prepared catalog will be a valuable although costly publication. Because of lack of funds some archives, such as that of Serbia, have found a less costly but equally useful method of publication in two parts. The first part appears the day of the opening of the exhibit as a prospectus; the second part is published during or after exhibit. One value of the catalog is the gathering together of a large number of documents from different *fonds* dealing with the same subject.

LEKIC, BOGDAN, *O Potrebi za Prikupljanjem i Formiranjem Tematskih Arhivskih Celina Memoarske Grade* (The necessity of collecting memoirs and arranging them according to subject in archival *fonds*). P. 105-110. The collection of memoirs presents the difficulty that the original documents and other sources upon which memoirs are based are no longer available to furnish information useful in complex scholarly and historical studies. In the second half of the 19th century the members of the Serbian Scholarly and Literary Society expressed their opinion of the necessity of collecting memoirs for their historical importance, leaving this heritage of their theoretical and practical experience. Memoirs may relate to only one phase of the work of the person concerned or to his activities in their entirety. Certain historical matters may be recorded without collecting the total work of the person involved. In such cases special techniques of choice and arrangement are involved. According to circumstances the memoirs may be individual or grouped together.

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