

REVIEWS OF BOOKS

RICHARD G. WOOD, Editor

The National Archives, Washington, D.C.

Ninth Annual Report of the Archivist of the United States for the Fiscal Year Ending June 30, 1943. (Washington, D.C. The National Archives, March, 1944, Pp. iv, 87.)

In this report of the National Archives' first full year of operation under war-time conditions, the influence of the war is everywhere apparent. This first becomes obvious in the appearance of the report, which is processed instead of printed to save paper and funds, and it is present throughout the report itself, which the archivist has summarized in these words: "Procedures . . . have been improved, many activities desirable in peacetime have been eliminated, and the full resources of the agency have been utilized in performing work that is contributory to the winning of the war, to the effective administration of the Government, to planning for post-war adjustment, or to the maintenance of the civil rights of individuals."

The report has the same general organization as its predecessors, with sections on the records administration program, the disposal, accessioning, and arrangement and description of records, reference service, the *Federal Register*, and administrative and facilitating services, followed by appendixes. These appendixes, too, are the usual ones—accessions, recent legislation affecting the agency, and reports on the activities of the National Archives Council, The National Archives Trust Fund Board, and the National Historical Publications Commission. The perennial report on the WPA Survey of Federal Archives is absent, however, a sure sign that the depression is over.

One other general observation about the report might be made: It seems to be somewhat more "literary" than its predecessors—in the best sense of that word—with refreshing light touches relieving the austerity common both to war and annual reports. In one figure, for example, the report likens the vast accumulation of federal records to an elephant (a beast of doubtful provenance which may have been acquired from Hilary Jenkinson by reverse lend-lease). Maintaining this mass of records, the report says, "is like keeping an elephant for a pet; its bulk cannot be ignored, its upkeep is terrific, and, although it can be utilized, uncontrolled it is potentially a menace."

Since the report is neither printed nor published and copies are not available for general distribution, a few significant items from it will be of interest. The archivist estimates that the quantity of federal records approximates 16,000,000 cubic feet, half in Washington and half in the field, with an annual increase of 1,000,000 cubic feet. He places the annual cost of providing space and equipment for these records at \$15,000,000 and the total

salaries of employees engaged in filing, maintaining, and servicing them in excess of \$150,000,000. Various measures are being used to cope with this records Goliath. Among them are providing advice on records administration problems, serving as a clearing house for information on such problems, lending or transferring personnel to perform records work in other agencies, and liquidating the files of certain discontinued agencies. To handle field records the National Archives has had staff members working experimentally in New York, New England, Chicago, and on the West Coast and has designated certain state archivists as field consultants to keep that agency posted on federal records matters in their vicinity and to undertake special assignments at the archivist's request.

Bright spots in the records disposal work of the National Archives include the appraisal of 42,367 items, all but fifty-five of which were approved for disposal, the virtual elimination of the backlog of items awaiting appraisal, and the enactment of a new records disposal law on July 7, 1943. A new definition of "records," the legalization of schedules for the periodical disposal of records, and the shortening of the disposal procedure by practically eliminating the National Archives Council from it are the most significant features of the new law.

Readers of *THE AMERICAN ARCHIVIST* are already familiar with the outstanding accessions of the year, which have been reported regularly in the News Notes section, though attention should be drawn again to the acquisition for the first time of large quantities of records on microfilm—10,000 rolls containing reproductions of some 15,000,000 documents. In quantity, the accessions were substantial but fell off sharply from 1942, the archivist points out, because most large records accumulations were received in the previous year. The fact that the building is rapidly approaching its capacity, with 537,410 cubic feet of records within its walls on June 30, 1943, may also have had some effect on the intake. A trend toward a more active accessioning policy is discernible in a resolution of the National Archives Council authorizing the archivist to add another category of records to those which he can requisition on his own initiative. This new category consists of records more than fifty years old, which the archivist can requisition unless the head of the agency having custody of them certifies that he must keep them for use in his current business.

With heavy accessions in recent years, the backlog of records awaiting packing and shelving has mounted uncomfortably, though it has been possible to fumigate and clean all records received. In shelving records, many thousands of cardboard boxes have been used in lieu of steel trays, which are no longer obtainable, and one gathers that the archivist is happy with the economy and flexibility resulting from the use of the substitute. Two new repair techniques are noteworthy. By one, strips of paper prints made from old motion picture film and filed originally for copyright purposes are re-

produced on film which can be exhibited on the screen. By the other, paper maps, photographs, and other documents too large for lamination are given a protective coating of flexible lacquer.

Most of the larger finding mediums reproduced during the year are already known through their reviews in THE AMERICAN ARCHIVIST. In addition to the *Handbook of Federal World War Agencies and Their Records, 1917-1921*, and preliminary inventories of the records of the Council of National Defense, the Food Administration, the War Labor Policies Board, and the National War Labor Board, there were also produced thirty-seven preliminary checklists of smaller groups of records, twelve *Reference Information Circulars* describing records in the National Archives on certain subjects (for reasons of security, these circulars are at present restricted in distribution to government officials), and a number of special finding mediums.

Requests for reference service reached the figure of 321,000. The staff would have been overwhelmed if many of these had not fortunately been for personnel files or other documents rapidly obtainable. Four-fifths of the service was rendered to government agencies, chiefly the War and Navy Departments. Scholarly research decreased, as might be expected. Some research work is still being done, however, for orders were received for microfilm copies of 175,000 pages of older documents of the State Department, the General Land Office, and the Office of Indian Affairs.

The accomplishments of the National Archives for the fiscal year 1943 are remarkable when it is considered that the staff had shrunk from 502 to 345 by June 30. Nor was staff shrinkage the only personnel problem. The separations were 261 and the appointments were 104, resulting in a turnover of sixty percent. This turnover, plus a forty-four percent turnover in 1942, would indicate if taken literally that no one on the staff on June 30, 1941, was still there on June 30, 1943. Such of course is not the case. But it is obvious that the agency has lost heavily in experienced personnel to the armed forces and other government agencies. As the archivist says, "It is indeed high tribute to those who remained and assumed responsibilities beyond the call of duty and to those who came to share the burden of work that the National Archives can take pride in its record of accomplishments for the year." In view of a fifteen percent budgetary cut which has been added to this personnel situation, one can only hope that the report for 1944 will show equal success.

LT. HERBERT E. ANGEL, USNR

Navy Department

Buildings and Equipment for Archives. Bulletins of the National Archives, Number 6. (Washington. United States Government Printing Office, 1944. Pp. 32.)

Planning an archives building was the topic for one session at the 1943 meeting of the Society of American Archivists. The three papers read there are printed as *Bulletin* No. 6 of the National Archives.

Mr. Louis A. Simon, formerly superintendent of the Architectural Division of the U. S. Treasury, writes in the light of his experience in compiling the program for the National Archives building. Particularly suggestive are his comments on the size of an archives building as conditioned by the rate of expansion of records, the size and location of the site, and the necessity for incorporating special features such as the concept of the National Archives as a shrine. Theoretically the archives building should be planned to care for all records to be transferred within a fixed period—Mr. Simon suggests twenty-five to fifty years; the site should be centrally located and large enough to permit additions to the building as needed. Practically, however, most archives buildings have to be erected on city lots too expensive to allow for much, if any, lateral expansion. Also, as has already happened in the case of the National Archives, "great crises in human affairs may increase the needs beyond all forecasts." Mr. Simon hints at but does not discuss the reorganization in procedure, the problems of record selection, and the changes in relationships with other government officials which are involved in transferring part of the records to warehouse vaults located on suburban acreage, or perhaps, in the case of the National Archives, to regional depositories. He also touches lightly on the desirable physical properties of the site, on film storage, and on war hazards.

The immediate principle for the archivist to follow, he says, is that "a rapidly increasing volume would justify the construction of a relatively large building initially, whereas a building of the same size for a slower growth of document volume would result in too great a portion of it remaining vacant for an unwarranted length of time, and thus have the effect of placing too much invested capital where it does not bring an adequate return." Also, one might add, whenever it is rumored that there is unoccupied space in a government building, a camel forthwith materializes, who fain would warm his nose in your tent.

The second and longest of these articles is a primer for the archivist who is preparing a program for a new "single-function archives building on the State-government level." The author, Captain Victor Gondos, Jr., now on the staff of the National Archives, was formerly an architect. This background enables him to give very practical advice to the archivist on how to collaborate with the architect in producing an efficient building.

By way of introduction Captain Gondos mentions methods of securing support for the project; how to finance it; how architects are selected, what they charge, and what services they render.

The prime essential in planning an archives building is to determine space

requirements. The archivist should, as the first step in planning, make a "comprehensive survey to find the amount and character of the material already in custody, the amount and character of the records to be accessioned at the completion of the new building, and the estimated rate of accumulation of permanent records." This data should be presented to the architect in the form of a table of estimated space requirements, adding, for budgetary purposes, "a column showing the estimate of office space to be released by the removal of the records to the archival repository."

Captain Gondos in discussing the selection of the site seems to conceive of the archives department as primarily an institution for historical research. He recommends that the site should preferably be nearer to the state library or the state historical library than to the executive departments of the government, "for records that will need to be consulted frequently by the transferring agencies should not be transferred to the archival department." The basic library needs of an archives department are not too great for it to acquire for itself, while both the National Archives and the Illinois archives report that over ninety percent of their reference calls come from other government officials. Captain Gondos would also seem to deny the physical and moral protection of the archives building to such important semi-current legal records as deeds to government property, enrolled laws, land records, treaties, and other diplomatic records, vital statistics, court records, and many others of similar character.

In this connection one misses any allusion to the Illinois system of departmental vaults. This plan has been notably successful in bringing into the protection of the archives building those semi-current records over which the respective departments are unwilling or unable to relinquish jurisdiction to the archivist, but which transcend in legal value many of the records on file in the archives proper. It has also been helpful in gaining the co-operation of other state officials for the over-all program for the care of state records.

The third step in planning an archives building is for the archivist to acquaint the architect with archival procedures and practices as an aid to apportioning and arranging space in the building and for an understanding of the mechanical and engineering problems involved. The major and most valuable part of this paper is devoted to what amounts to a checklist for planning space, equipment and mechanical facilities for the various functional divisions of administration and operation, stack areas, and circulation space.

Dr. William J. Van Schreeven, archivist of the state of Virginia, planned the archival section of the last pre-war state library building. He discusses "Equipment Needs to be Considered in Constructing Post-war Archival Depositories." What he says about filing equipment illustrates vividly what all three writers have emphasized, namely, that the archivist must give deep study to the needs of his own institution if the building is to be truly functional.

Dr. Van Schreeven after measuring hundreds of manuscripts and thousands of volumes recommended flat filing in boxes for the unbound manuscripts and a specially designed form of continuous shelving for the volumes. The archivist of Illinois several years earlier had measured thousands of manuscripts and hundreds of volumes and recommended that the major part of the equipment should be vertical files. The recommendations of the Virginia archivist would not have fitted the Illinois situation, while the Illinois equipment would be unusable in Virginia. Most of the records in the Virginia archives are very old, too large and too fragile to go into legal size file drawers (the largest size practicable for upright filing, by the way). Bound volumes there must be interspersed between unbound records in the same series. In Illinois, on the other hand, most records are of comparatively recent date, comprising, largely, huge series of unbound records most economically and efficiently housed in the same type of commercial filing cabinets used in the offices in which the records originate.

Of the many features of the thoughtfully planned building which Dr. Van Schreeven describes here, the features most frequently commended by other archivists are the continuous shelving which eliminates space-wasting brackets, and the excellent layout of the photographic laboratory.

Obviously this little manual is both timely and practical. Only an archivist who, like the reviewer, has had to program an archives building without such an aid, can appreciate how much time, effort and uncertainty it can save.

MARGARET C. NORTON

Illinois State Library

Catalogue of the Archives of the Dutch Central Government of Coastal Ceylon 1640-1796, by M[aria] W. Jurriaanse. (Colombo. Ceylon Government Press, 1943. Pp. 354.)

The weighty volume here under review was brought to this country by its compiler, an amiable Dutch archivist who had been called to Colombo by the British government of Ceylon to arrange and describe the records of the Dutch régime of that colony. Her task finished, and cut off from her beloved home by the war, Miss Jurriaanse came to Washington in June, 1943, to serve as an archivist at the Netherlands Embassy. When still new on the Washington scene, she once inquired with a little hesitation whether the Dutch manual on archival arrangement and description was known to American archivists. She was assured that, thanks to Arthur Leavitt's excellent translation, it had become easily accessible to the archival adepts of this country and that they were hard at work to apply the sacred principles and rules to their somewhat undisciplined and obstreperous records, frequently wondering how the Dutch had solved their problems in actual practice. And

here is where the particular significance of Miss Jurriaanse's publication lies. It shows to American and English archivists, unable to study Dutch inventories because of the language difficulties, how arrangement and description of records are carried out by a trained Dutch archivist. It makes it possible for them to watch Muller, Feith, and Fruin in action.

This is not intended to mean that Miss Jurriaanse has followed slavishly all the recipes of the famous manual. She could not do so because of the fact that she handled records in many respects different from those of the mother country and that she had to produce a finding aid suitable to the needs and tastes of the British government as well as to those of local scholars. Thus she has called a catalogue what to all intents and purposes is an inventory (*inventaris*) in the sense of the Dutch manual, which apparently is a concession to the terminology of her British employer. In still another respect, Miss Jurriaanse has departed from Dutch practice, and as this deviation relates to the vexed problem of *fonds* creatorship, it may deserve a somewhat detailed discussion.

This finding aid is said to describe the "Archives of the Dutch Central Government of Coastal Ceylon," that is, the region actually under Dutch domination, which did not include the independent kingdom of Kandy in the interior of the island. The term "Central Government" seems to imply that records of the highest administrative level only constitute the archives listed and described in this inventory. This, however, is not the case. While about two-thirds of the volume is taken up by a description of the records of the governor in council, the remaining third covers provenances that, to a greater or lesser extent, are separate bodies that were never in the custody of the secretary, the official record keeper of the governor. True, the *hoofdadministrateur*, the "head of the trade department," held an important place in the governor's council, and the Colombo *dessave*, the official in charge of the province of Colombo, was a member of that same body, but the *hoofd-administrateur* undoubtedly created archives of his own that include no less than thirty volumes of "Documents received from the Central Government, 1749-1794," and all the records of the Colombo *dessave* seem to have resulted from his administrative and other functions in the Colombo *dessavony* and not from his council membership. Similarly the *scholarchale Vergadering* (Board of Overseers of the Schools), the *Weeskamer* (Orphans Court), the *Diaconie* (Board of Deacons of the Dutch Reformed Church), and the various courts whose records are described, were clearly self-contained organizations that were under the authority of, but not part of, the central government of the island. What is called "Archives of the Dutch Central Government" is therefore actually a composite *fond* comprising central and non-central provenances which, while kept intact, have been considered one whole

and treated in one inventory. Why this has been designated as archives of the central government and not simply of the Dutch government is hard to understand. What is more important, however, is that this consolidation of a number of provenances into one composite *fonds* is a marked departure from established Dutch practice, as evidenced by many Dutch inventories. Those of the archives of Surinam, for instance, published as appendixes to the reports of the General State Archives at The Hague for 1916, 1917, 1919, and 1922, show that the records of administrative officers, boards, and courts were considered separate bodies of archives and not parts of one composite *fonds*. It seems to me that Miss Jurriaanse's decision to bring the archives of various offices together under a common roof has general significance, because it indicates a trend to drop the *fonds* concept in the narrow sense of the Dutch masters and to replace it by the concept of a wider unit of arrangement and description, a trend that manifested itself at the National Archives in Washington when, in 1941, the concept of the "record group" was adopted.

Little need be said about the arrangement of the various provenances in relation to each other. The records of the central government, that is those of the governor in council, and the files of the *hoofdadministrateur* and of the Colombo *dessave* with good reason precede those of local boards under control of the central government and of the courts. It would seem to this reviewer, however, that the records of special missions from *Patria*, that is from the Netherlands, and those of the Secret Committee, 1762-1766, which make up the rear, should have found their place close to the records of the governor in council. The great majority of the former are actually copies preserved in the governor's archives and not archives of the various missions, and the Secret Committee was nothing but a "war-committee" of the governor's Secret Council. Its archives should have followed those of the parent organization, which they supplement for the years of the war with Kandy (1761-1766).

Within the various sub-*fonds* or provenances, the Dutch rules have been intelligently and strictly applied. It is always the series of minutes or series of comparable importance that serve as the backbone around which the lesser series are grouped. Within the series, the order is governed, of course, by the original arrangement. Where this was lacking, as in the case of files and documents that, for unknown reasons, did not get into the series "annexes to the council minutes," Miss Jurriaanse had to create an entirely new arrangement. These papers have been grouped according to types of documents or according to subject matter, and the artificial series thus formed have been placed under the two headings "Internal Affairs" and "External Affairs."

Except in the case of forty-seven boxes of loose unconnected cases listed at the end of the inventory, individual entries are provided for each reference

unit, be it volume, "file," or single document, and all entries are numbered consecutively with bold-faced numbers throughout the inventory. Entries for identical items of a chronological series are preceded by a series title, such as "Draft secret minutes, 1740-1795," and, under each entry, only the inclusive dates are given in the form: 762 1740 September 5-1748 September 5. Since climate, vermin, and human carelessness have played havoc with the Dutch records it has been necessary in many instances to indicate the state of preservation of the items listed, and this has been done by using a space saving system of abbreviations, an asterisk meaning damaged in general, two parallel vertical strokes disclosing that the documents are damaged by corrosion, and so on. In accordance with the Dutch theory, no attempt has been made to give anything like a descriptive analysis of the content of a series, although many individual entries are followed by brief explanatory notes that call attention to documents not to be expected in the respective item or give other additional information for the benefit of the user.

The work of which this inventory constitutes the end product has been beset with many difficulties. The Dutch records had been inadequately stored, shifted around from emergency storage to emergency storage, and generally neglected until a hundred years after the occupation of Ceylon by the British; they had become badly mixed up, and they had suffered from the inroads of tropical insects and from the adverse influences of a tropical climate. Many items had to be identified painstakingly before it was possible to determine their place and to list them. Miss Jurriaanse has overcome all these impediments in years of strenuous work, and she may be justly proud of the service she has rendered to the British government, to the world-wide reputation of Dutch archives work, and, last but not least, to all scholars of the history and culture of the Far East. This latter group she has put under a particularly strong obligation by providing the inventory with an introduction based on thorough research into the development of Dutch administration and on careful study and exploitation of the records. Detailed information on the history and functions of the various offices is given in short and concisely written narratives that precede the respective sections of the inventory, a very commendable practice. An "Index of Names and Places" gives access to the names of persons and places and to a great deal of subject matter that appears in the inventory.

At the time this is being written Miss Jurriaanse is preparing to leave Washington and to join one of the organizations destined to help in the liberation and reconstruction of her tormented country. As she turns from the work of a *soldaat bij der pen* (soldier of the pen) to more important duties she can be sure that the warmest wishes of her friends in Washington and in the Society of American Archivists accompany her.

ERNST POSNER

The American University

Guide to the Manuscripts in the Archives of the Moravian Church in America. Southern Province, by the North Carolina Historical Records Survey. . . . Work Projects Administration. (Raleigh, North Carolina. North Carolina Historical Records Survey, 1942. Pp. vii, 136. Processed.)

The early German churches in the American colonies were notably record-conscious. This is probably due to the fact that their mother churches insisted on detailed reports, and based their grants of financial assistance upon the contents thereof. Workers in genealogy, religious and educational history for the colonial period have long been grateful for the superior care and exactitude with which these records were kept and preserved. Particularly is this true of the archives of the *Unitas Fratrum* or Moravian Church. The records of the Northern Province at Bethlehem, Pennsylvania, have long been a delight to Pennsylvania historians, and it is obvious from the present publication that the records at Winston-Salem are equally well administered. One of the features of supreme interest in both collections is due to the Moravian custom of having their ministers and missionaries keep diaries, large collections of which appear on this list, and make these records important for the social historian as well as for the specialist in church history.

The list is clearly and logically arranged and well indexed, and bears obvious evidence of supervision by the archivist herself, whose familiarity with her material is evident throughout. A serious defect is that one is sometimes left in doubt as to whether the items listed are originals or copies. The introduction informs us that copies of many documents of the Northern Province were early deposited in these Southern Archives, and some items (as the Bethlehem diaries) listed under "Northern Province" are described as copies. Other items from Pennsylvania (as the Lititz and Nazareth diaries) are listed as if they were originals. If so, the question arises whether these would not be more useful in the collection at Bethlehem, and whether some exchange could not be effected for the enrichment of both collections. One of the great values of the various historical records surveys now being published will doubtless be the bringing to light of just such possibilities of relocation of materials, for the better service of American scholarship. In this particular case, the question is not so serious, as we are informed by the introduction, that most of this material has been translated and published.

ELIZABETH KIEFFER

Franklin and Marshall College

Proceedings of Meetings: Indian Historical Records Commission. Vol. XIX. Nineteenth meeting held at Trivandrum, December 1942. (New Delhi, India. 1943. Pp. 175 and 50 and 28. Illustrations and appendix.)

The Indian Historical Records Commission has published the proceedings of its nineteenth meeting in 1942 at Trivandrum, Travancore. The volume

was printed at the press of the Government of India at New Delhi in 1943. It is divided into two parts. The first section contains the proceedings of the meeting proper; the second and more voluminous part is dedicated to the accounts of the papers prepared for the meeting. Compared with the earlier volumes in this series, the publication is on poor quality paper, probably due to war-time shortages. Since paper deteriorates faster in the tropics than it does under temperate climatic conditions, the defect may prove a serious handicap for a later generation of historians.

The list of contents of the second section shows fifty-one entries prepared by well-known scholars from all over India. Each has something to say on a particular subject out of that vast field called "History of India." The speakers, not limited by one general leading thought given out by the committee, brought tidbits of individual research to an interested and distinguished gathering. At the sixteenth meeting of the commission, in 1939, Sir Jadunath Sarkar had explained the standards for such a paper; "the papers must describe unknown or hitherto unpublished records, or piece together and interpret freshly such records as are already known" (*Proceedings* . . . , 1939, p. 2). In this way the collected contributions form a source of information for the students of history.

Archival methods and record administration, in brief, any kind of archival technique, is scarcely under discussion. That is the reason why it will be of no use to the archivist who wishes to extend his knowledge of his particular branch of science only. Very few of us, however, especially under the present conditions, can afford to be so exclusive. Merely paging through this volume offers the critical observer an excellent opportunity to study the Eastern outlook on the humanities and for that reason the publication is worth notice.

M. W. JURRIANSE

Netherlands Embassy

Records Problems and Policies in the Dismantling of the United States Fuel Administration, by Don B. Cook. The National Archives, *Records Administration Circular* No. 6. (Washington, 1944. Pp. 15.)

Mr. Cook describes the results of a scholarly approach to folding up the records of a war agency by a disintegrating staff under the pressure of time. Although the fuel administrator, Dr. Garfield, showed historical perception in his instructions for assembling the records, he was handicapped by having to wind up affairs in much shorter time than had been anticipated for the job. The author indicates that while the assemblage of the papers was carried out for the most part as directed, more smoothly for the central office than in the field, a real saving could have been effected and a more usable record would have resulted had more attention been given to the segregation and disposal of useless files early in the dismantling process. In a recapitulation on

page 12, Mr. Cook enumerates the major policies and procedures of the agency that "might almost serve as a model program of its kind."

If one compares the effort made to accumulate a complete record of the Fuel Administration with the final report of the agency, one is led to believe that Dr. Garfield's intentions to make the record valuable for future administrators by a comprehensive analysis of the experience were defeated by the hasty withdrawal of funds by a Congress "presumably eager for a return to normalcy."

JOHN W. FREY

Petroleum Administration for War

Presidential Executive Orders, compiled by the WPA Historical Records Survey. Volume I, *List*; Volume II, *Index*. (New York. Archives Publishing Company, a Division of Hastings House, 1944. Pp. xii and 675; vi and 630. \$12.50.)

These two volumes, prepared by the WPA Historical Records Survey of New York, present, via Executive Order summaries, a timely guide and reference to important source materials contained in the more than 8,030 numbered and number-lettered presidential Executive Orders issued by sixteen of our presidents during the seventy-six year period, 1862-1938. In lieu of the full text of the orders listed and indexed, brief summaries of them are given throughout.

With respect to Volume I, the *List*, a chronological rather than a numerical order has been followed without too much difficulty in the presentation of summaries of the contents of these presidential decrees. Strict adherence to a numerical order would have caused certain violations of logical sequence. For example, "see" references are given to E. O.'s 3016-B to 3016-X, inclusive, appearing in proper numerical order on pp. 253 and 254, for the reader to pick up the summaries of these E. O.'s by date in their chronological order on pp. 255, 257, 258, 259, 260, 261, 262, 263, and 264. Similar treatment is given to E. O.'s 5011-A and 5011-B on pp. 418 and 419.

An apparent duplication on p. 1, where two Executive Order summaries in the respective years 1862 and 1863 are both listed and numbered as E. O. No. 1, is clarified promptly by a subsequent annotated chronological listing from that point on through the remaining pages of Volume I. If comment on this be necessary, it is likely that the editors with an abundance of caution listed both, provocatively, for the reader to determine from his own research the proper starting point of the numbered series during the Civil War period.

Although the phrase "Numbered 1-8030" infers that the *List* comprises a total of 8,030 Executive Order summaries in the numbered series, actually, when the 473 "number-lettered" E. O.'s, together with the thirty-one "half-numbered" and seven "double-numbered" E. O.'s are counted, the full total

reached 8,541, 511 over and above 8030, the last numerical designation given in the *List*.

Reference to the Executive Order or Executive Orders, E. O. 7298, dated February 18, 1936, embodying the regulations governing the preparation, presentation, filing, and distribution of Executive Orders and Proclamations, appears surprisingly late on p. 620 of the *List*.

Four hundred of the summarized orders contained in the *List* bear a like number of footnotes explaining that these orders have "the form of a Proclamation," for example E. O. 8000 appearing on p. 673. Sixty-four others are noted as containing references to one or more "numbered" orders, as illustrated by E. O. 132 on p. 14. In addition to the seven "double-numbered" E. O.'s previously mentioned there are seven others which might be similarly classified wherein numbers have been assigned to each of the two or more sections comprising these orders. Thus, in these instances a single document bears two or more E. O. numbers.

The *List* reveals that not all Executive Orders are signed by presidents. A total of fourteen were signed, as annotations indicate, respectively, by the secretaries of state in various presidential administrations, four by William H. Seward (pp. 1 and 2), two by Hamilton Fish (p. 2), and one each by T. F. Bayard, James G. Blaine, W. Q. Gresham, John Hay, and Charles E. Hughes (pp. 4, 6, 12, and 325, respectively). Executive Orders 109 and 113 on p. 12 were signed by "J. A. Porter, Secretary to the President." E. O. 348-A on p. 36 is signed by "Wm. H. Taft, War Secretary."

Although E. O. 21 on p. 3 of the *List* is designated as such, it also, as a footnote explains, is in the form of a proclamation and is included in the numbered series of proclamations as Proclamation No. 1.

A reference to E. O. 4846-A on p. 405 of the *List* notes that the "text of this Order is registered by the Government as confidential." E. O. 4902 on p. 410 simply states "Text of this Order is not regarded as confidential."

In one instance on p. 23 of Volume I, a letter from the secretary of the Civil Service Commission addressed to President Theodore Roosevelt is regarded by the Civil Service Commission as an Executive Order. It is listed as E. O. 234 of August 27, 1903.

The *List* reveals three instances of the presidential signature, via endorsement on certain letters bringing Executive Orders into being. They are: E. O. 396 (p. 42), undated, which bears an endorsement on a letter from Senator Nelson to the president; E. O. 400 (p. 42), undated, which bears an endorsement addressed to Mr. Stallings, the public printer; and E. O. (p. 42), undated, which bears an endorsement on the Treasury Department's statement concerning "a Mr. Beldon's services."

On pp. 494 and 496 of the *List* it is disclosed that there were as many as eleven Executive Orders having the form of Proclamations which were never made operative, their effect being negated by Congressional disapproval shown

in H. Res. 334 of January 19, 1933 (76 *Cong. Record*, 2110, 2126) pursuant to Section 407 of the Economy Act of June 30, 1932 (47 *Stat.* 414), a little more than a month before the first inauguration of President Roosevelt on March 4, 1933.

There is a typographical error in the summary of E. O. 6220 on p. 518 wherein one Louis R. Glavis is reinstated in the classified service without regard to charges preferred "In the Ballinger-Pinchot Controversy." The word "changes" should read "charges."

E. O. 7396 on p. 627 refers to "Executive Orders, rules and regulations" without specifying them in its summary or listing them in the original order, an informative note on that page states.

Somewhat in the same category as the 400 presidential Executive Orders which were noted in the *List* as drawn up in the form of Proclamations, are approximately 376 E. O. summaries noted as having "partly the form of a proclamation." These include all orders of the National Recovery Administration approving Codes of Fair Competition and their amendments and orders denying or approving applications for exceptions thereto, such as E. O. 6329 dated October 10, 1933, listed on p. 527 and annotated as existing in mimeograph form dated September 22, 1933. These NRA orders extend from the summary of E. O. 6242-A on p. 520 through to E. O. 7081 on p. 601.

The references associated with at least two Executive Order summaries will bear further scrutiny. E. O. 4698 dated July 30, 1927, on p. 393 though included in the *List* under the number 4698, at the same time is annotated with the words "Not a numbered Order." Somewhat similarly, E. O. 5713 on p. 475 though possessing that number is noted with the phrase "Not in numbered series."

Executive Order 7316, with its citation, 1 *Fed. Reg.*, 1, on p. 621 of the *List* marks the initial appearance of an E. O. in the first daily issue of the *Federal Register* on March 14, 1936.

A note to the summary of E. O. 7906 on p. 666 indicates the break-off point of the now obsolete citations to the bound volumes of the *Federal Register* with the explanation that "On and after this date *Federal Register* citations refer to the daily edition, not the consolidated edition which was discontinued in June, 1938."

Citations to the *Federal Register* in the *List*, though adequate, could be made less cumbersome by the use of the official form of citation, for example, the citation in the summary to E. O. 8030 in p. 675 is given as III *D. Fed. Reg.*, 3187, instead of the official 3 *F.R.*, 3187, which is the recognized style.

The sources of the *List* are found in the files of Executive Orders in the Division of the Federal Register, the National Archives, Washington, D.C., and every order up to December 29, 1938, included in the numbered series has been listed and the full text of each order has been used as the basis of each abstract.

With respect to Volume II, the *Index*, it must be said that the *Index* is an index to the Executive Orders referred to therein rather than an index to the *List*. Entries in the *Index* are topical by function and are alphabetically arranged with short descriptive phrases for entries and sub-entries. Each description ends with figures representing, respectively, the year and the number of the relevant Executive Order. In this way the year date will help the reader locate the exact order desired and with the E. O. number, reference can be made immediately to the E. O. summary in the *List*, where appropriate citations will be found to locate the full text of the particular Executive Order. It is possible to include in the *Index* certain information which could not conveniently be entered in the *List*, for example, the summary of E. O. 5874 on p. 487 of the *List* states that "Compulsory retirement provisions temporarily waved for 1,810 designated Government employees." It was not feasible to name that many people in the *List*, but all 1,810 employees are included under their respective alphabetically arranged names in the *Index*.

All in all, the *List* and the *Index* contain no greater margin of error than usual, typographical or otherwise, and the editors are to be complimented upon the preparation, proofing, and summarizing of the many originals of the presidential Executive Orders and the arranging of them in easily accessible abstracts for ready reference.

BENJAMIN S. SIMMONS

The National Archives

Union List of Microfilms. Supplement II (1943), issued by the Committee on Microphotography, Philadelphia Bibliographical Center and Union Library Catalogue. (Philadelphia, 1944. Pp. xi and 282. Mimeographed. \$3.75.)

Published in 1942 under the direction of the Committee on Microphotography of the Philadelphia Bibliographical Center, the *Union List of Microfilms* contained 5,221 entries comprising printed books and manuscripts on microfilm in the United States. In 1943, *Supplement No. 1* (1942) with 2,965 additional entries was published. The present volume, *Supplement No. 2* (1943), containing 3,687 titles raises the total number of entries in the series to 11,873.

The task of compiling a union list of microfilms in peace time would be gigantic; in war time, when most of the committee and collaborators either have entered the armed services or are otherwise participating full time in the war effort, the achievement of the committee in gathering together and reproducing a volume is remarkable, notwithstanding existing shortages of paper and other materials. It is significant to note, moreover that despite a lack of available trained personnel and supplies and the necessary preoccupations of microphotographic laboratories with war work, that some additional scholarly and research titles are currently being reproduced. However many

entries appearing in *Supplement II* represent a backlog of accumulated film only now made available through cataloguing or listing.

As an example, two notable collections may be cited. The first, that of the Library of Congress, is now accessible through printed catalogue cards for microfilms represented in its holdings. Copies of these cards were made available to the committee for listing. The second, the Brown University Latin America microfilm collection, likewise has supplied many entries representing materials reproduced in the Medina Library and elsewhere in Latin America.

As in previous volumes the entries represent a wealth of information on biography, education, political science, theology, genealogy, art, mathematics, history, technology, and many other subjects. Included are such diverse and generally interesting manuscripts as the original drawings of the birds of America by John James Audubon and early population census enumerations added to the File Microcopy Program of the National Archives.

The utility of the volume would have been greatly increased had it been possible to provide subject headings and an index, preferably cumulative. Lacking these useful tools, the user must supply them, in one form or another. The volume, however, does supply a valuable reference medium for institutions and individuals interested in microfilm, and will serve as a checklist for at least a portion of the increasing amount of microfilmed documentation that is becoming available in America. The committee is planning to continue and, if possible, to expand its work in this connection and solicits additional entries. Holdings not represented in previous publications should if possible be forwarded to the committee, preferably on three-by-five inch cards. Through active cooperation, the scope and utility of future supplements will be greatly increased.

MARY E. FAWCETT

The National Archives

Inventory of the Church Archives of New Hampshire—Protestant Episcopal Diocese of New Hampshire, prepared by the New Hampshire Historical Records Survey, Service Division, Work Projects Administration. (Manchester, New Hampshire. The New Hampshire Historical Records Survey, 1942. Pp. ii, 514. Mimeographed.)

The first point to be borne in mind concerning the present work is that it is in no sense a history of the Protestant Episcopal Church in New Hampshire. It is rather a collection of the materials upon which such a history should be based. In other words it is a thesaurus to be consulted and not a book to be read through from cover to cover.

The materials collected are many and varied; and they relate not only to the history of the Episcopal Church in New Hampshire but also to the various activities carried on by it, such as missionary work, religious education (*i.e.* Sunday or church schools), social service, the Woman's Auxiliary, the Girls'

Friendly Society, organizations for young people, schools for boys, schools for girls, work among college students, etc. This matter is arranged according to subject and well indexed, so that any information that is wanted can be readily found.

The most readable and to the reviewer the most interesting part of the volume is the historical sketch of the Episcopal Church in New Hampshire (pp. 8-48). It begins with the earliest settlements in the Piscataqua region organized by Sir Ferdinando Gorges and Captain John Mason. Piscataqua always appears as "Pascataqua," which may be the preferred spelling of the name. The beginnings were made in the year 1623 at Strawberry Bank, now Portsmouth, and at Hilton's Point, the present Dover. Captain Mason was an ardent and zealous member of the Church of England, and Gorges was at least nominally an adherent of the established church. However, the settlers of New Hampshire, unlike those who founded some of the other North American colonies, were motivated chiefly by the desire for personal gain. They even hoped to discover gold in the new country. It was not the love of liberty, either civil or religious, that impelled the first comers to cross the Atlantic and set up homes in a wild and unknown land. However, religion was not ignored; and since both Gorges and Mason, as well as many of their followers, were Church of England men, Anglicanism was naturally the form of religion which at first prevailed. Later, when immigrants arrived from Massachusetts Bay, Puritanism obtained a foothold and controversy ensued. The Holy Communion was celebrated and other religious services were conducted by clergymen of the Church of England not long after the arrival of the colonists, and as early as 1638 a parish was formed at Strawberry Bank. In the course of time, however, this work fell into desuetude; and it was not until 1732 that the first permanent Episcopal parish was founded at Portsmouth. It was originally called Queen's Chapel, but it was later known as St. John's Church.

The early advantage which the Anglican Church enjoyed was fostered by two outstanding royal governors of the eighteenth century, viz. Benning Wentworth and his nephew John Wentworth. They both made substantial grants to the Church of England in the Province of New Hampshire. Although many of them were eventually lost, some income is still received from these old governmental favors.

After 1760 a stream of immigration flowed up the Connecticut valley from Connecticut. There were many adherents of the Anglican Church in the latter colony, and not a few of those who settled in western New Hampshire along the river were Episcopalians. Of course they brought their religion with them; and little groups of them met regularly at Claremont, Haverhill, and Alstead, and also across the Connecticut at Springfield in the territory that was claimed both by New Hampshire and by New York.

At the outbreak of the Revolution there were organized Episcopal churches only at Portsmouth and Claremont in New Hampshire. One hundred and

fifty years had elapsed since the first English settlers arrived at Strawberry Bank; and only in two widely separated places were the doctrine, discipline, and worship of the Church of England maintained. The Anglican Church was weak, and during the Revolutionary War it naturally suffered not a little hardship. Nevertheless, even in this period of adversity, the number of its communicants increased.

In 1843 the Diocese of New Hampshire elected the Reverend Carleton Chase as its first bishop. "In him there was no weakness—no bitterness. Calm, self-centered, faithful and true, of a grand simplicity, he stood four square to every wind that blew." He died in 1870, and the Reverend William Woodruff Niles was elected as his successor. Bishop Niles was the head of the diocese until his death in 1914—a period of forty-four years. In that year the Reverend Edward Melville Parker, who had been chosen bishop coadjutor in 1905 on account of the failing health of the diocesan, succeeded to the episcopate. Bishop Parker died suddenly in 1925; and the present incumbent, the Reverend John Thomson Dallas, was elected bishop of the diocese. Thus in one hundred years New Hampshire has had four bishops.

The *Inventory* contains ii and 514 pages, and it is bound in a paper cover. It is reproduced by mimeograph process. The work is clearly arranged and well documented throughout, and it is provided with a good index.

The idea of making accessible the records comprised in the present volume was a happy thought, and the plan has been executed in a very satisfactory manner. To Dr. Richard G. Wood, who directed the Historical Records Survey in New Hampshire until 1940, a large measure of credit is due for his part in planning and carrying through an exacting task. This *Inventory* will be of inestimable value to anyone who undertakes to write either the history of New Hampshire or the history of the Protestant Episcopal Church.

WILLIAM H. P. HATCH

Episcopal Theological School
Cambridge, Massachusetts