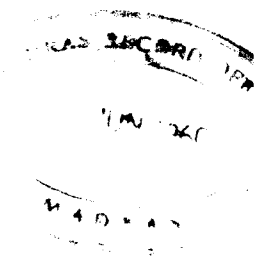


ANNUAL REPORT
OF THE
NATIONAL ARCHIVES OF INDIA

1958



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DIRECTOR OF ARCHIVES

GOVERNMENT OF INDIA

NEW DELHI

NATIONAL ARCHIVES OF INDIA
ANNUAL REPORT

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1960

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ANNUAL REPORT FOR 1958

Staff

Shri K. D. Bhargava took over as Director of Archives on 15 September 1958. Shri S. C. Gupta, Assistant Director of Archives (Pub.), was transferred to the newly created post of Assistant Director of Archives (E.R.) and Shri V. C. Joshi, Archivist, was promoted as Assistant Director of Archives (Pub.) with effect from 1 March 1958. 7 posts of Archivists and 3 posts of Assistant Librarians were also filled up during the year under review.

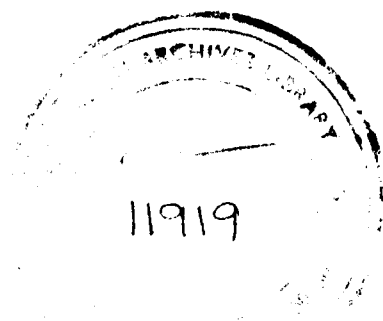
As a measure of economy two posts of Class II (Gazetted), 14 posts of class III and 36 posts of class IV were either abolished or kept in abeyance during this period.

Shri V. C. Joshi, Assistant Director of Archives (Pub.), proceeded to U.S.A. under the Wheat Loan Exchange Programme, for acquiring microfilm copies of records of Indian interest available in that country. Miss D. G. Keswani, and Miss E. David, Archivists, left for France for training in Archive-Keeping under the French Government's Scholarship Scheme. Shri Y. P. Kathpalia, Technical Officer, returned from abroad after completing his training in the latest methods of binding etc.

On the recommendation of the Estimates Committee of the Parliament, the Department was reorganised. The new set up consisted of 6 Divisions: (1) Record and Research Division, (2) Preservation Division, (3) Publication of General Records Division, (4) Publication of Oriental Records Division, (5) Publication of Educational Records Division and (6) Administration Division.

Accessions

Records—Like last year the Department accessioned only those non-current records which were either required to complete the series already in our custody or those documents the acquisition of which could not be avoided. These included about 977 files, 125 bound volumes, 124 medical documents of the Korean prisoners of war and other foreign nationals, 172 authenticated copies of Bills passed by the State Legislatures and assented to by the President and 9 documents covering the period 1796-1820 relating to Robert Orma, Hama-swamy Chetty, H. Burnby, Thomas Henry Somerset Conway and



Alexander Cockburn received from the Ministry of Finance. For details please see Appendix I.

Manuscripts and Private Papers—Owing to foreign exchange difficulties much progress could not be made in the programme of acquiring documents of Indian interest from private sources abroad. The only notable acquisition in this category is a copy of the Hon'ble Mountstuart Elphinstone's "Report on the Maratha States", received as a gift from Mr. E. J. Montgomery of Bristol, U.K., through the Indian High Commission's Office, London. The Department was, however, able to acquire some valuable documents in private custody available in India. These consist of 33 original letters of Mahatma Gandhi received from the Chief Editor, "Collected Works of Mahatma Gandhi", New Delhi, and a sealed cover containing the second part of Maulana Azad's autobiography to be opened after 22 February 1988. Besides the above the Department received another 23 documents as gift most of which are complimentary letters of the various Governors General written to Karimatum-Nisa Begam of Banaras. The Department also acquired a copy of printed appeal in Urdu of the trustees of Bahadur Shah's *Dargah*, Rangoon, for constructing a mausoleum on the grave of the last Mughal Emperor. Along with the appeal is a plan of the mausoleum.

To advise the Department in the purchase of documents and manuscripts in private custody an Archives Purchase Committee (later renamed as Historical Manuscripts Purchase Committee) was appointed in August 1958. The Committee includes Shri P. N. Kirpal, Joint Secretary, Ministry of Education, Government of India as Chairman, and Prof. M. Mujeeb, Vice-Chancellor, Jamia Millia Islamia, Delhi, Dr. P. Saran, Reader, Delhi University, the Director and the Deputy Director of Archives, National Archives of India as members. Of the 228 manuscripts and documents received from private owners 6 manuscripts and 32 documents were purchased. Some of the most important are:—

- (1) Letter of Emperor Aurangzeb to his son, Prince Muhammad Azam showing animosity against Raja Ram, the Maratha Chief.
- (2) Letter dated 10 Rabi 1, 3 Julus, 1121 A.H. (9 May 1709), from Emperor Bahadur Shah I to Nurud-Din Muhammad Khan summoning him to the royal presence. Attached to the letter is the royal wax seal which is complete and well preserved.

- (3) *Farman* issued by Sultan Muhammad of Turkey appointing Saiyid Qutbud-Din *sajjada nashin*, of the shrine of Prophet Muhammad. The *farman* is written in the Turkish language and bears a *tughra* on the top.
- (4) *Dastak-i-Rahdari* (Passport) dated 3 November 1809 bearing the seal of John Baillie, Resident at Lucknow, granted to Saiyid Ghulam Husain Khan, *Mir Munshi*, for his journey from Lucknow to Nagpur via Banaras. The document is in *shikasta* script.
- (5) *Maktubat-i-Nawaban-i-Junagarh* (Parts I-III). These letters throw light on the history of Junagarh from 1775 to 1840 A.D.
- (6) *Mukhtasar Tarikh-i-Gujarat* by Qazi Saiyid Muhammad Nurud-Din Husain. This is a useful manuscript on the history of Gujarat.
- (7) *Bhagat-Mala* in Persian verse by Lachhi Ram and in Persian prose by Naunit Ram Sohni. The manuscript contains biographies of saints and mystics, such as Guru Nanak, Kabir, etc.

The Mobile Microfilm Unit of the Department visited Broach, Anklesvar and Ahmedabad and took about 8,000 exposures of some of the rare documents available in private custody. They include original letters of the Nawabs of Junagarh and Broach (1736-72 A.D.), which throw fresh light on the political and cultural history of Gujarat. Another collection of 177 documents in Bundelkhandi and Persian received by the courtesy of the Maharaja of Panna was also microfilmed. These documents open new vistas on the history of Panna during the 18th century and also on the relations of the State rulers with the Mughal emperors and the Marathas.

Microfilm copies of Records from Foreign Depositories—During 1958 the shortage of foreign exchange continued to hamper the project of acquiring microfilm copies of records of Indian interest from abroad. The Department was, however, able to acquire two microfilm reels, one from the New York Public Library containing an autobiographical memoir of Lala Lajpat Rai relating to the period spent by him in U.S.A. and Japan during 1914-17 and the other from the Bibliotheque Nationale, Paris, belonging to Fonds Francais series. The latter contains a description of the fortresses, magazines etc., maintained by the Dutch in 1616 and a document relating to certain privileges of sale obtained by the French East India Company (1692-1727) in respect of tea, coffee and coco.

Checking and Arrangement

During the year 52,949 files, 1,467 volumes and 172 copies of bills were checked and arranged (Appendix II). In addition to the above, consolidation of the disarranged series of Internal and Frontier Branches of the late Foreign and Political Department, post-1859 period (920 bundles) and the late Mysore, Hyderabad, Kolhapur, and Kashmir Residencies (11,766 files and 251 volumes) was completed.

Reference Media

The records check-listed during the year include 3,868 files of the Home Department (Establishment Branch, 1874-96; Judicial 'A', 1860-72 and Political 'B' Confidential, 1915-18) and 619 files of the Department of Commerce and Industry (Civil Works—Coal and Iron, 1882-1919).

Survey and listing of various groups of records for the preparation of the *Guide to the Records in the National Archives of India* also made progress. The records surveyed during the year include Foreign Department (1756-1940); Home Department (1752-1947); Military Department (1776-1893); Central Board of Revenue (1862-1943), and those of the late Hyderabad, Mysore, Kolhapur and Kashmir Residencies. Foreign Department Persian records were checked and listed and the work of checking and listing the records of the Finance Department (1811-59), Legislative Department (1860-1935) and the Ministry of Education, including its predecessor bodies (1860-1949) made good progress. After the completion of the survey work detailed abstract lists of the Home Department (1860-1947), Foreign Department (1756-1859) and the Central Board of Revenue including its predecessor bodies (1862-1943) were prepared.

The Department also made use of the above opportunity to study the organisational history of the Departments concerned, as a result of which descriptive notes on the Home Department, Foreign Department, Central Board of Revenue and the Ministry of Education, including its predecessor bodies were prepared.

The work of preparing Hand-list of Original Persian Letters Received for the year 1817 was completed. Index to Hand-lists of these Letters for the year 1800-05 and 1817-18 was prepared. Hand-lists of Persian and Urdu Newspapers, namely, *Jam-i-Jahan-Numa* (1841 and 1845), *Sultan-ul Akhbar* (1841), *Mah-i-Alam Afroz* and *Akhbar-i-Ludhiana* (1836-41) were also completed while preparation of the Hand-list of the *Delhi Urdu Akhbar* (1840-41) was taken up.

1189 documents and manuscripts in oriental languages acquired by this Department were accessioned and docketed. 1,028 index cards of these documents and manuscripts were prepared giving details regarding date, author's name, language and the name and nature of each document.

Steady progress also continued to be made in the work of cataloguing the printed maps in the custody of the Department.

Catalogue of Oriental Seals

The work of cataloguing the seals which are found affixed to or impressed on the Persian letters in the custody of the Department continued to make satisfactory progress. The catalogue is being prepared on the lines of the British Museum Catalogue of Seals giving the size of each seal, its shape, language, legend if any, date and other special features. So far 2,851 seals have been listed.

Care of Records

2,358 volumes, 1,134 bundles and 65 carton boxes of records were labelled. In addition to the normal dusting work, 3,682 shelves were specially cleaned with the help of vacuum cleaners, and 707 volumes and files which required immediate repair or binding were sorted out for necessary treatment. 25,424 Original Consultations and 271 volumes of the various Departments were paginated. 3,271 Original Consultations and 172 volumes were sent for microfilming while 22,792 Original Consultations were sent for lamination prior to their being microfilmed. 73,932 Military Department 'C' Consultations were sent for flattening, while 12,679 flattened Original Consultations and 18,228 laminated Original Consultations which were received back in the stack area after treatment were restored to their proper places.

Appraisal

61 files of the Ministry of Health, 21 files of the Ministry of Food and Agriculture, 13 files of the Ministry of Works, Housing and Supply and 5 files of the Ministry of Rehabilitation, Calcutta, were received by the Department for sample checking and giving necessary guidance to the Ministries concerned regarding the standards of appraisal to be followed by them. These records were examined and necessary instructions furnished.

Reference Service

During the year 42,435 requisitions for records were attended to and 42,738 files and volumes returned by the various borrowing agencies and individuals were restored to their proper places. As the records borrowed by the various Ministries and Departments of

the Government of India are likely to be retained by them for a long time, the Department keeps a constant watch over the movements of these papers so that the records lent out may be retrieved as early as possible. Accordingly reminders for the return of the borrowed records were issued to the Union Ministries of Education, Food and Agriculture, Finance, Health, Irrigation and Power, Law, Commerce and Industry, Transport and Communications, Labour, Home, Works, Housing and Supply, and the offices of the Indian Council of Agricultural Research, Director-General of Posts and Telegraphs, Director-General of Health Services and the Office of the Salt Commissioner.

28 maps and one memoir were supplied on requisition out of which 14 maps and one memoir were received back and restored to their respective places. The microfilm library supplied as many as 406 reels of microfilm copies of records for use by the personnel of the National Archives of India and research scholars.

During the year 78 enquiries were received of which 46 were from the government agencies and the remaining 32 were made by private individuals and institutions. Many of the above cases entailed a thorough study of secondary sources like the Gazetteers, reference books and maps, in addition to a careful examination of the relevant records. Among the cases referred to by the public agencies, the Ministry of Education, Government of India was interested in knowing among others, the history of flags of ancient Indian States, Sir Robert Holland's Report on Mesopotamia (1916-17), development of Gandian Philosophy, progress of primary education in India and the export of salt-petre to U.S.A. during the 18th-19th centuries. The Ministry of Home Affairs asked information on the administration of Devaswoms in the erstwhile Cochin State, and the grant of persian *sanad* in favour of the late Raja Suleman Shah in the year 1855. Information was also collected for the Ministry of External Affairs on subjects ranging from the official correspondence relating to certain Indian emigrants in South Africa to the history of Safaviya dynasty of Persia, while cases pertaining to the trial held in 1920 of Persons who had taken part in the mutiny at Jamrud and the history of Calcutta *Maidan* were attended to on behalf of the Ministry of Defence, Government of India. The Lok Sabha Secretariat approached the Department in regard to the preparation of the history of the Parliamentary Proceedings. As to the other agencies whom necessary information was supplied mention may be made of the Embassy of Iran in India who were informed about certain Persian Despatches kept in the National Archives of India, Arthur Connolly's Journal and Wilcock's letter to George Canning on Indo-Iranian relations. The Department also

supplied information on most of the queries received from private individuals and institutions. Some of the subjects covered were history of King Narai of Siam, correspondence between Sir George Grierson and the Government of India, Portuguese colonisation in India and Goa problem at present, life and work of Bipin Chandra Pal, life and career of Joseph Walter Reinhardt, history of Badshahi Masjid, Lahore, history of Press in India and Nana Sahib's correspondence with French Government. For details of the above enquiries please see Appendices III and IV.

Research

During the year facilities for research among records were availed of by 105 scholars in addition to another 16 scholars who consulted only the printed publications available in the Department's library. The topics on which research was conducted by the scholars included social, economic and political history, trade and industry, land revenue, foreign relations, etc.

11,580 pages of excerpts, 2,062 photostats and copies from 16 microfilm reels running into 10,067 exposures were released to the scholars. As the scheme to keep the Research Room open from 9 A.M. to 8 P.M. on week days proved to be of great benefit to the scholars it was decided to further extend this facility between 10 A.M. to 5 P.M. on Sundays as well. The question of the extension of the Fellowship Scheme was under the consideration of the Government of India. A new batch of Fellows is expected to be selected as soon as Government orders are received. The Department also took up the collection of material for the 3rd issue of the *Theses Bulletin*.

Library

In order to enable the Department to acquire more publications on historical, archival and allied technical subjects an additional sum of Rs. 20,000 was made available by the Government towards the Development Plan of the Library. This enabled the Department to add as many as 4,643 books and periodicals to its shelves including those which were acquired by way of presentation and exchange. During the year 2,504 books were catalogued and classified, nearly 27,000 publications were localised and another 37,500 publications were re-arranged. In addition to the above 3,808 volumes were processed, 2,000 fumigated books were received in the library and restored to their proper places, while 1,500 worn out publications were sorted out for necessary repairs.

The Library attended to nearly 50,000 requisitions for books and publications from the *bona-fide* research scholars, the staff of the National Archives as well as the Gazetteers and the History of
161 Dir. of Arch.

Freedom Movement Units of the Ministry of Scientific Research and Cultural Affairs. Of the publications supplied, 32,992 were received back.

Hindi Section

In addition to the compilation of monthly reports in Hindi, the Department also started issuing its annual reports in the national language from this year. In the first instance the annual report for 1954 was translated into Hindi and distributed to the various Departments of the Government of India and Learned Institutions.

Preservation

Repair and Rehabilitation of Records—During the year 81,120 record sheets and 292 maps were laminated, 42,678 sheets were repaired with tissue paper, 512 brich bark and 1,472 palm leaves were repaired with chiffon in addition to the minor repairs done to another 13,973 sheets. 1,84,393 sheets and 121 maps were de-acidified and flattened and 1,267 sheets of water soaked records were separated. 526 maps were mounted, 570 Proceedings volumes, 1,227 books and 906 miscellaneous items were bound. 900 bundles of records and 3,145 books were air-cleaned and fumigated. Leather preservative dressing was applied to 25,369 volumes and stylus lettering was done on 1,549 books, registers and map jackets. 1,55,699 sheets were guarded, 72,875 Original Consultations were docketed while 1,10,212 Original Consultations, 11,648 sheets, 5,620 volumes, 34 memoirs, 120 maps and 2 bundles of records were checked.

Technical Service—Services of the Department in respect of repair and binding were made available to 21 individuals and organizations, notable among them being Shri C. B. Dube, Deputy Commissioner, Delhi; Gandhi Smarak Nidhi; Sahitya Akademy, New Delhi and Visva-Bharti, Santiniketan. Among the documents and manuscripts repaired on behalf of outside agencies mention may be made of the manuscript copy of the Prime Minister's autobiography, some original letters of Gandhiji, Pandit Motilal Nehru and other national leaders. Technical information on preservation and repair of records was supplied to 45 institutions which include the office of the General Administration, Records, Madhya Pradesh; Rabindra Sadan, Santiniketan; Dogra Art Gallery, Jammu; Al-Jamia-tus-Saifiyah, Bombay and the Culture Centre Museum, Ahmedabad. The Department also received requests from the Archivists of Archive General De Puetro Rico and the State of New Jersey, U.S.A., for information on hand-lamination process developed in the National Archives of India. This process also drew the attention of Mr. J. Sparow, Archivist of the Commonwealth Bank of Australia who also paid a visit to this Department in order to see for himself the performance of the above process.

During the heavy rains in July 1958, offices of some of the Ministries and other Departments of the Government of India were flooded causing considerable damage to their current and semi-current records. In view of the gravity of situation the technical staff of the Department afforded necessary assistance to the offices concerned in promptly salvaging their records and in taking other precautions such as fumigation of the Record Rooms in order to minimize susceptibility of fungus growth. Among the offices thus helped mention may be made of the Ministries of Food and Agriculture, Rehabilitation, External Affairs, and the offices of the Director General, Supplies and Disposals, Controller of Printing and Stationery, Union Public Service Commission, Accountant General, Central Revenues, Central Board of Revenue and that of the Auditor and Comptroller General of India.

Workshop—The operation of electric boiler, the oilfired boiler, the hydraulic laminating Press, and that of the Gestetner duplicating machine continued to be supervised by the Workshop Section which also looked after all the mechanical and electrical appliances in the Research Laboratory, the Photographic Section and elsewhere in the Department. In all the workshop staff carried out 2,163 jobs of repair of office machinery, precision equipment and other apparatus besides 9,664 jobs of overhauling and installation. As a result of the preventive measures and periodic check up the figures of breakdown of machines were comparatively very low this year.

Research Laboratory

The Department continued to make efforts to select repair and binding materials of indigenous make. For this purpose, a new samples of leather manufactured in India were tested but none of them were found satisfactory for our purpose.

On further experiment the use of 1-2 percent solution of Sodium Benzoate was found satisfactory for the treatment of leather in bound volumes as a buffer to counteract the effects of residual acidity in leather and in the environment. Accordingly, treatment of leather bound volumes with the above solution prior to the application of leather preservative dressing was continued.

On the suggestion of the National Committee of Archivists, a few samples of tissue paper used in some record offices for repair of records which had shown a yellowing tendency were tested. It was observed that only those tissue papers which contained waxy and oily constituents had turned yellowish. In view of this, specifications for tissue paper suitable for repair of records were formulated by the Department for the guidance of the Record Offices in India.

A set of 21 paintings received from the Curator, State Museum, Dhubela, Nowgong (M.P.) were examined with a view to ascertaining their age. In some cases the year in the watermark and in others chemical evidence regarding sizing and colouring pigments in the paper helped us in dating these paintings to a period not earlier than the second half of the nineteenth century.

Photo Duplication

The microfilming programme of the Department was continued during the year and 87,993 exposures of the records of the Home Department and the Foreign and Political Department were taken. The work of microfilming rare and precious manuscripts from the Raza Library, Rampur was also continued and nearly 65,000 manuscript pages involving 32,723 exposures were covered. As usual photo-duplication service was rendered to a number of outside agencies which include the microfilming of the manuscript of, "Discovery of India" by Shri Jawaharlal Nehru. The total number of exposures taken for the above and other miscellaneous jobs amounted to 49,416. In addition to this 4,081 feet of positive films were printed and 6,905 photostat copies were prepared to meet departmental requirements as well as demand from outside.

To ensure better preservation of microfilmed records the microfilm library was shifted to the ground floor stack area which is air-conditioned.

Publications

Printing of Volume I (Honorary Editor: Dr. K. K. Datta) of the *Fort William-India House Correspondence* series was completed in December 1958. It covers the records of the late Home Department for 1748-56 and consists of 1,089 pages of the text and 49 pages of introduction besides exhaustive notes, bibliography, index and other preliminaries. This volume is expected to be of special interest to the students of modern Indian history as it gives a vivid picture of the disintegration of the Mughal Empire on the one hand and the penetration of the European powers into the political arena of the country and gradual shifting of the scene of conflict from the Deccan to the dominions of the Nawab of Bengal on the other hand. Printing of volume IX (Honorary Editor: Dr. B. A. Saletore) and volume XIII (Honorary Editor: Dr. P. C. Gupta) was also nearing completion while textual editing of volume XV (Honorary Editors: Prof. C. H. Philips and Dr. B. B. Misra) continued to make satisfactory progress. Textual editing of volume XVI (Honorary Editor: Prof. S. H. Askari) had, however, to be kept in abeyance as the Department had to make ready the typescript of volume XIV of the series for Dr. A. L. Srivastava, the new Honorary Editor.

As regards Scheme III (A) of the Publication Programme the textual editing of the volume of *Persian Akhbars* was almost complete. Assurance was also received from the Secretary, Bharata Itihasa Samshodhaka Mandala, Poona, that the printing of the *Marathi Letters* would be completed at an early date. The Allahabad University intimated that a portion of the Introduction to volume I of the *Hindi Letters* was sent to the press and its remaining portion was being finalized. Editing of the *Tamil Letters* was likewise continued.

The Indian Archives

Volume X, Nos. 1-2 (January-December, 1956) issue of *The Indian Archives* was published. Its principal contents are "A letter from John Stewart, Secretary and Judge Advocate of Bengal", 1773 by L. S. Sutherland; "Inks and Papers" by Harold S. Burt; "An Outstanding Family Archives in the Panjab" by V. S. Suri and "A Note on the Melville Manuscripts in the National Library of Scotland" by Barun De.

Publication of Educational Records

The Scheme for the publication of *Selections from the Educational Records of the Government of India*, in continuation of the two volumes already published in 1920 and 1922 respectively, was taken up during 1958. For the implementation of the above scheme an Advisory Committee was appointed consisting of Shri K. G. Saiyidain, Secretary to the Government of India, Ministry of Education, as Chairman, and Shri J. P. Naik, Secretary, Shri Mouni Vidyapeeth, Gargoti, Kolhapur, Prof. M. Mujeeb, Vice-Chancellor, Jamia Millia Islamia, Delhi, Dr. E. A. Pires, Principal, Central Institute of Education, Delhi, and the Director of Archives, Government of India as members. The Committee decided that in the first instance selections from the Educational records pertaining to the period 1860-81 be published. Shri Naik agreed to assist in the final selection of documents pertaining to the above period.

Calendaring

The text of volume X (1792-93) of the *Calendar of Persian Correspondence* was printed off and proofs of the appendix, additional notes, bibliography and index were being examined. The Department also completed the preparation of the text of volume XI (1794-95) of the series. In the case of volume XII (1796-97) the Original Persian Letters Received from January to March 1796 and the Letters Issued during 1796 were calendared.

of Records and provision of adequate financial grants by the Government of India for the implementation of the above scheme, and (ii) appointment of Sub-Committee to re-assess the Twenty-Year Publication Programme of the National Archives of India.

The twenty-seventh meeting of the Committee was held at New Delhi on 1 September 1958 which recommended that (i) the Heads of the Record Offices and the Professors of History of the various Universities should collaborate with the National Archives of India, to prepare for publication in *The Indian Archives*, a list of subjects on which researches can be undertaken, (ii) release, by the State Record Offices without scrutiny, excerpts from their records upto 1916 to *bonafide* research students, and (iii) reprinting of some of the old publications of the Central and State Governments. By several important resolutions passed at the twenty-eighth meeting held at Trivandrum on 30 December 1958 the Committee suggested (i) publication by the State Governments of old unpublished records of historical interest in the State Archives Offices and District Record Rooms, (ii) centralisation of District records, (iii) publication of catalogues of Persian documents in the custody of archives offices, libraries and museum in India, and (iv) microfilming by the National Archives of India of important documents in the custody of various institutions and private persons. The Publication Programme of the Department was reviewed by the Committee in its above meetings.

Sub-Committee for Publications—This Sub-Committee was appointed by the Research and Publication Committee at its twenty-sixth meeting held in March 1958 to re-assess the Twenty-Year Publication Programme of the National Archives of India. The Sub-Committee held three meetings on 1 September, 8 and 30 December 1958. The main recommendations of the Sub-Committee were:

(i) that the present scheme of publishing Letters to and from the Court *in extenso* might be given up for the period after 1800. Instead selected records alone might be published in the same series.

(ii) that a detailed scheme for publishing selected documents might be prepared by the National Archives relating to post-1858 period. In the first place documents relating to land revenue, finance, fiscal policy and foreign relations should be published.

Local Records Sub-Committee—The Local Records Sub-Committee at its fifteenth meeting held in January, 1957 had appointed a Sub-Committee to discuss the problems connected with the weeding of the records of the Government of India. The Sub-Committee met thrice during 1958 and as a result of its deliberations, it authorised

the Director of Archives to draw up, in consultation with the Ministry of Law, a detailed procedure for the disposal of records in accordance with the Destruction of Records Act of 1917 as amended in 1937. For the interim period the Sub-Committee recommended certain modifications in the Secretariat Manual of Office Procedure with regard to the filing system and disposal of records in the Central Government agencies.

During the year Indian Historical Records Commission Proceedings volumes XXXII, Part I, XXXIII Part I-II and volume XXXIV Part II were published and distributed.

National Committee of Archivists

The National Committee of Archivists also held three meetings during the year. The eighth meeting was held at Bhubaneswar in March 1958. The principal recommendations made were, (i) that the nomenclature of all the Record Offices of the States and the designation of their Heads should be uniform, (ii) that a pamphlet laying down the minimum requirements of a small Record Office should be drawn up by a Sub-Committee appointed for the purpose, and (iii) that suggestions should be invited from the members for improvement of the rules in the Indexing Manual of the National Archives of India. Among the important decisions taken by the Committee at its ninth meeting held at New Delhi on 2 September 1958, mention may be made of (i) collection of information from the various foreign Archives Institutions about the relative vulnerability of leather and art canvas used for binding of volumes to insect infestation, and (ii) centralisation at the State Record Office of all the non-current Secretariat and District records. The Committee also felt that uniform rules for indexing of records could not be devised for all repositories. The tenth meeting of the National Committee of Archivists which was held at Trivandrum on 30 December 1958 also took some important decisions, the principal among them being, (i) adoption of the pamphlet on minimum requirements of a Record Office drafted by the Sub-Committee referred to earlier, (ii) revision of the Staff Manual of the National Archives of India for guidance of the State Record Offices, and (iii) proposal that the State Governments should provide adequate funds to their respective Record Offices for building up a properly equipped reference library.

Inspection

The Assistant Director of Archives (Records) inspected the Central Government records in the custody of the Government of West Bengal and the records of the Geological Survey of India, and the Indian Museum, Calcutta. He also visited the Victoria Memorial

Hall, Calcutta. At the request of the Ministry of Scientific Research and Cultural Affairs, the Archival Chemist of the Department inspected the valuable collection of manuscripts and books of the Jain Bhandar at Jaisalmer.

Meetings and Lectures

A meeting of the representatives of the O. & M. Division of the Cabinet Secretariat, the Indian Standards Institution and the Director of Archives was held in the last week of January 1958 for finalizing specifications for writing paper for Government records. Subsequently Shri R. C. Gupta, Assistant Director of Archives (Preservation) attended a meeting of the Quality Control Sub-Committee of the Paper Sectional Committee of the Indian Standards Institution at Dehra Dun. Shri R. C. Gupta, and Shri R. Kishore, Scientific Officer of this Department were nominated as Principal and Alternate members respectively on the "Inks and Allied Products Sectional Committee, C.D.C. 13" of the Indian Standards Institution. The two meetings of the above Committee held during the year were attended by Shri R. C. Gupta.

The Scientific Officer delivered a lecture on "Preservation of Records" to the trainees of the Secretariat Training School, New Delhi, and in view of the utility of this subject to the future administrators, it has been included among the special talks to be delivered at every session.

In January 1958, Mr. John Alden of the Boston Public Library, U.S.A., delivered a number of lectures on "Preservation Programme of Libraries and Institutions in the U.S.A., U.K., Italy, France etc." for the benefit of the staff of this Department. Mr. Alden had come to India under the Wheat Loan Exchange Programme.

Indian History Congress

The Director of Archives attended the twenty-first session of the Indian History Congress held at Trivandrum in December 1958, as a nominee of the Ministry of Education, Government of India.

Advisory Board for Gazetteers of India

The Director of Archives was appointed an Additional Member of the Advisory Board for the revision of Indian and District Gazetteers.

Regional Office, Bhopal

Checking and Arrangement—6,215 files and 718 volumes were checked sorted and arranged. 728 maps and 1,694 scattered bundles

were assembled and arranged on the shelves. While arranging the records, regular series of *Daftar Insha* covering the period 1846-53 A.D., 324 Mutiny files and a few stray files of the Military Secretariat were identified and restored to their proper places. Further search among the unlisted records continues.

Care of Records—Special dusting of 94,414 volumes, 13,264 files, 3,107 bundles and 3,715 shelves was done during the year under review. 572 bundles were replaced by ply-wood boards and 899 *bastas* were removed. 148 volumes, 301 bundles and 823 shelves were labelled. Besides the above 5,574 volumes were sorted out for fumigation, 609 volumes and 765 files for repair and binding and 7,075 files for docketing. Records of *Daftar Vakalat*, *Salanadaran* and the Secretariat were shifted to their proper places.

Listing of Records—During the year lists specifying subjects and full reference of 5,223 files and 616 volumes were prepared. For details of the records listed see Appendix V. Descriptive list of 1,082 letters of Mutiny papers was also prepared.

Research and Reference Service—One research scholar consulted the records in the custody of the Regional Office. Requisitions for records from the Government of Madhya Pradesh were also attended to.

Preservation and Repair—The repair and rehabilitation of records of the *Daftar Insha* was continued during the year and the repair work of records relating to Mutiny and *Daftar Vakalat* was also taken up. The work of docketing of the records of *Daftar Vakalat*, *Daftar Niabat Mal* and those of the Chief Secretariat was also continued. In all 68,874 sheets were flattened, 6,693 sheets repaired with cellulose acetate foil and tissue paper and another 3,622 with tissue paper only. 989 dockets were stitched and 6,711 files and loose papers were docketed. Minor repairs etc. were done to 39,731 sheets and 1,37,748 pages of records were paginated. In addition 484 volumes and one diary were repaired and bound, 7,416 gathers were stitched, 5,612 volumes were fumigated with paradichlorobenzene, 1,631 volumes were treated with leather preservative mixture and 24,966 sheets were trimmed.

Technical Service—One book entitled, "Antiquities of Northern Gujarat" was repaired and bound for the Archaeological Department, Temple Survey Project, Bhopal. Technical information regarding the control and extermination of white ants and rodents was supplied to Shri G. V. Raghavan, Officer on Special Duty, (Records), General Administration Department, Government of Madhya Pradesh, Bhopal.

Exhibition—A few historical records including facsimiles of old seals of the rulers of Bhopal were kept as permanent exhibits in the office in addition to the documents of historical importance displayed at the 8th Session of the All India Rashtra Bhasha Prachar Samiti held at Bhopal in July, 1958.

Visitors—Shri H. V. Pataskar, Governor of Madhya Pradesh, Shri S. V. Ram, Superintending Geologist, Geological Survey of India, Calcutta, Shri K. G. Saiyidain, Secretary to the Government of India, Ministry of Education, Shri L. G. Rajwade, I.C.S., Managing Director, Central Ware-Housing Corporation, New Delhi, Shri S. Radhakrishnan, Deputy Assistant Director General of Health Services, New Delhi, and Brigadier W. D. Wilson, Commander, M.P. Sub-area were among the distinguished visitors to the office.

Shri Nizammudin Ahmed, Deputy Secretary, Ministry of Education, Government of India, inspected this office on 17 September 1958.

APPENDIX I

ACCESSION OF THE GOVERNMENT OF INDIA RECORDS IN THE NATIONAL ARCHIVES OF INDIA DURING 1958

Sl. No.	Name of Ministry/Department/Residency etc.	Years	Files/Volumes/Documents etc.
1	Foreign and Political Department	1935-36	3 files.
2	Home Department/Ministry of Home Affairs	1918-54	809 files.
3	Education, Health and Lands Department (confdl.)	1939-44	5 files.
4	Ministry of Railways	1951-54	6 volumes.
5	Collector of Customs, Baroda	1839-1942	137 files.
6	India Office, London	1848-1923	119 volumes.
7	Regional Organisation, Rajasthan	1952-54	3 files.
8	Regional Organisation, Madhya Bharat	1952-54	19 files.
9	Regional Organisation, Pepsu	1947	1 file.
10	Authenticated copies of Bills from States assented to by the President	..	172 Bills.
11	Medical documents of Korean P.O.W. and other Foreign nationals	..	124 documents.

APPENDIX II

RECORDS CHECKED AND ARRANGED DURING 1958

Sl. No.	Name of Ministry/Department/ Agency etc.	Years	Files/Volumes etc.
1	Home Department/Ministry of Home Affairs		
(i)	Appointment Branch . . .	1946-49	835 files.
(ii)	I.C.S. Branch . . .	1941-43	576 files.
(iii)	D.G.S. (Appts.) Branch . . .	1948	1266 files.
(iv)	R. & R. „ . . .	1947	100 files.
(v)	Estt. (R) „ . . .	1945-50	3853 files.
(vi)	R.E. „ . . .	1948-50	434 files.
(vii)	Public Branch . . .	1948-50	1750 files.
(viii)	Political (W) Branch . . .	1939-40	1724 files.
(ix)	A. N. Branch . . .	1945-50	2394 files.
(x)	Political (E) Branch . . .	1937-47	2910 files.
(xi)	F. I. Branch . . .	1948-50	8118 files.
(xii)	F. II Branch . . .	1922-43	1131 files.
(xiii)	N. G. S. Branch . . .	1950	430 files.
(xiv)	Political Branch . . .		852 files.
2	Ministry of Railways . . .	1951-54	6 volumes.
3	Collector of Customs . . .	1839-1942	137 files.
4	Education, Health and Lands Department . . .	1939-44	5 files.
5	Books and Records on Indian Railways . . .	1848-1923	119 volumes.
6	Rajputana Agency . . .	1928-1945	22263 files & 1342 volumes.

APPENDIX III

ENQUIRIES DEALT WITH BY THE NATIONAL ARCHIVES OF INDIA DURING 1958

PUBLIC AGENCIES

1	Ministry of Home Affairs	(Six enquiries)
2	Ministry of Education	(Twelve enquiries)
3	Ministry of External Affairs	(Six enquiries)
4	Ministry of Defence	(Three enquiries)
5	Ministry of Finance	(Two enquiries)
6	Ministry of S.R. & C.A.	(One enquiry)
7	Ministry of Law	(One enquiry)
8	Ministry of Rehabilitation	(One enquiry)
9	Army Headquarters	(Two enquiries)
10	Government of Bihar (Revenue Department)	(Two enquiries)
11	Lok Sabha Secretariat	(One enquiry)
12	Survey of India	(One enquiry)
13	Government of the Punjab	(One enquiry)
14	Salt Commissioner, Jaipur	(One enquiry)
15	Government Epigraphist, Ootacamund	(One enquiry)
16	Superintendent of Police, New Delhi	(One enquiry)
17	Embassy of Iran, New Delhi	(One enquiry)
18	Director, Zoological Survey of India	(One enquiry)
19	Librarian, India Office Library, London	(One enquiry)

APPENDIX IV
ENQUIRIES DEALT WITH BY THE NATIONAL ARCHIVES OF INDIA
DURING 1958

PRIVATE INDIVIDUALS AND INSTITUTIONS

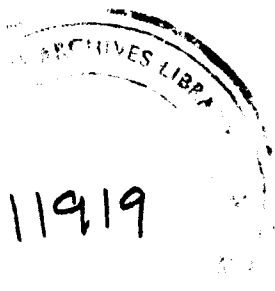
- 1 S. Akhtar Hussain . . . Information regarding the deposit of money (Rs. 39,000/-) by Nawab Taj Mahal Saheba.
- 2 Samarjit Singh . . . Grant of *Jagir* to the head of Majithia family.
- 3 A. De Tarr . . . Service career of Joseph Dawson.
- 4 K. A. Nilakanta Sastri . . . History of King Narai of Siam.
- 5 S. B. Mukherjee . . . Emigration reports.
- 6 P. B. Pandit . . . Correspondence between Sir George Grierson and the Government of India.
- 7 C. B. Ekambara Mudaliar . . . Government of India Gazette notifications Nos. 319 and 74 of 8-4-1922 and 5-2-1923 respectively.
- 8 S. C. P. Jain . . . Rights on certain lands in Indore Residency.
- 9 C. P. Mehra . . . Genealogy of Raja Todar Mall.
- 10 A. S. Nimbalkar . . . Representation of Mr. B. H. Nimbalkar to the Crown Representative.
- 11 Rev. F. R. Willis . . . Copy of a letter No. 194 B dated 24-6-1875 on land attached to All Saints Church, Jaipur.
- 12 Editor, *Caravan* (Magazine) . . . A portrait of Nand Kumar.
- 13 Francisco Branco . . . Portuguese colonisation in India and Goa Problem at present.
- 14 L. P. Pandiya . . . Portrait of Rani Lakshmi Bai.
- 15 A. K. Bhattacharya . . . The early proceedings of Central Legislature.
- 16 Eline Langdon . . . Life and Work of Bipin Chandra Pal.
- 17 Kalra Absolon . . . Life and Career of Joseph Walter Reinhardt.
- 18 Abdulla Chaghatai . . . History of Badshahi Masjid, Lahore.
- 19 Col. R. H. Phillimore . . . Military Career of Mr. Stevenson.
- 20 Ganesh Lal . . . The Gazette notification No. 775 of 1911 regarding *Mauza Amadapur* in Delhi.
- 21 Ranjit Guha . . . Survey report of 24-Parganas by William Frankland in 1758.
- 22 Roger L. Brooks . . . The works of Mathew Arnold.
- 23 Harold E. Kline . . . Seven volumes of reports said to be in the hand of Mr. A. O. Hume.
- 24 K. Sajanlal . . . Voyage of Capt. Bonnevaux.

- 25 D. N. Krishnappa . . . Records relating to Coorg 1790-1865.
- 26 R. K. Das Gupta . . . Dramatic Performance Act of 1876.
- 27 G. H. Khare . . . Marathi documents acquired from the Maharaja of Panna throwing light on Chhatrasal and Baji Rao.
- 28 Mahdi Husain . . . Career of Saikhzada Firoz Shah, rebel leader in the Mutiny.
- 29 Robert Eric Frykenberg . . . The development of a District in a Telegu speaking area with special reference to local influences.
- 30 P. C. Gupta . . . Nana Sahib's correspondence with French Government.
- 31 *The Asian House-wife* (Magazine), Nairobi . . . The origin of *Sari*.
- 32 M/s. Walter Thompson Company, Bombay . . . The history of Press in India.

APPENDIX V

RECORDS LISTED BY THE NATIONAL ARCHIVES OF INDIA,
REGIONAL OFFICE, BHOPAL.

Sl. No.	Name of Department/Collection etc.	Years	Files/ Volumes
1	Chief Secretariat	1908-15	2,310 files, 87 volumes
2	Daftar Tarikh	1905-31	434 files, 233 volumes
3	Niabat Mal	1890-1908	402 files
4	Municipal Board	1906-18	177 files, 90 volumes
5	Toshak Khana	1908-16	464 files, 88 volumes
6	Daftar Salanadaren	1845-1921	1,216 files
7	Financial Secretariat	1908-14	74 files, 81 volumes
8	Education Department	1905-09	84 files
9	Hamidia Library	1906-28	62 files, 37 volumes



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