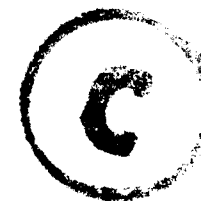


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THE INDIAN ARCHIVES

The Indian Archives is a bi-annual journal published by the National Archives of India with the object of stimulating interest in, and imparting knowledge of, the science of archives-keeping and preservation of manuscripts. It contains, besides news notes, book reviews and other useful matter, articles of technical as well as of general interest on records administration, preparation of reference media, editing of records, records of public and semi-public bodies, business firms, universities, and religious and charitable institutions, records of Indian interest in foreign countries, methods of preservation and repair of documents, and microfilming and other forms of documentary reproduction.

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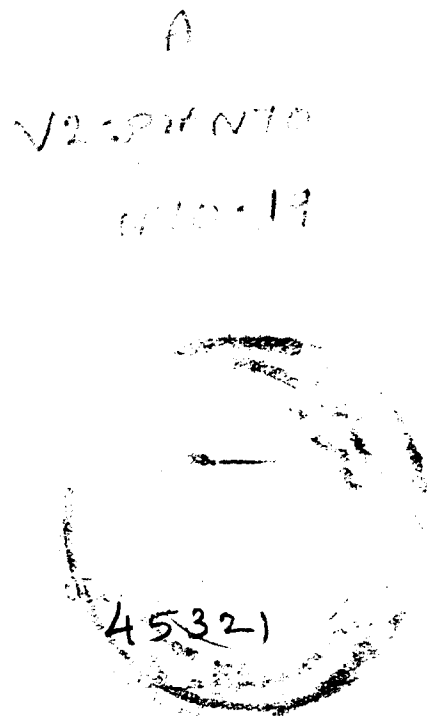
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ARCHIVAL CONSIDERATIONS REGARDING REFERENCE MATERIALS ACCESSIONED WITH RECORDS

CHESTER L. GUTHRIE

ALMOST any accession of records can include published or processed materials, closely related to the series. These materials are of several types. Some of these materials can, and often do, form a basic reference tool important to the office creating the records of an accession. Often these small reference collections are of very great value to archivists in regard to understanding and servicing a newly accessioned collection. Archivists may find that such reference collections are so specific to the nature of the business covered by an accession, and contain so many items which cannot be replaced readily if at all from the commercial market that these collections should be preserved intact.

Reference material has significant "evidential" values. Also it performs a significant role as an aid to servicing records. It shows bias, depth of information, and emphasis. It also becomes annotated, quoted, and tactfully ignored. To this extent, the material may have true archival value.

In addition to the small reference collections, there is another large category of material which can cause many problems for an archivist from the standpoint of records disposal. This category comprises the almost inevitable collections of clippings, abstracts and copies from the journals, which most offices tend to accumulate. At first review, the material can appear to be of very great historical and research value. And indeed some of it is valuable. In most cases, however, the value of clippings files has been successfully discounted, even to the degree that there are many instances in which the creating office has changed its own procedure to reflect their temporary nature. Costly, filing and indexing procedures are among those which are usually abandoned after study.

In a number of surveys of filing methods in the Federal Government, the subject of clippings files has been the object of special study. These surveys have covered scientific, financial, statistical, and regulatory agencies. In all cases, there have been the same general findings.

The investigator has found that, by studying the total reference needs of a specific agency, the true nature of clippings and abstracts will come to light. The technique for exploring the retention value of clippings and abstracts is described below.

First, one can assume that there will exist a "hard core" of reference materials. This point always needs to be explored. The "hard core" will usually comprise :

- (a) standard published books and monographs (usually maintained by a control library),
- (b) 3-4 basic technical journals which speak with authority in regard to the field of operation of the activity being studied (professional society organs, selected trade or professional journals, annuals, etc.),
- (c) a small reference collection of often used books, pamphlets and manuals, and
- (d) one or more files of clippings and abstracts.

In each study in the Federal Government it has been shown that the subject matter of clippings from newspapers or popular magazines find their way—if significant—into one of the basic journals within a matter of less than six months. In the latter form, the material is much more reliable and therefore much more useful. The basic journals should be circulated, but not clipped. They are almost always indexed in one manner or another.

Subject matter of more than passing significance, published in the basic journals, will find itself incorporated into books or monographs within 2-3 years. A potential author, of course, may publish very little of his material prior to bringing it out in book or monograph form. This period of time can run into ten or fifteen years. However, his material of such current interest as to cause him to publish an article will be utilized by books and monographs which precede his own final publication. This rule stated above is proved to be valid.

In regard to an agency accumulating clippings and abstracts, therefore, a little technical assistance from archivists can greatly assist it to solve this difficult problem of how to maintain such materials and how long to keep them. If an agency is willing to establish systematic controls over the few basic journals and the significant books and monographs which relate to its activities, it can afford to give only passing attention to clippings and abstracts. In fact, it can give the more popular journals and trade magazines only temporary maintenance and ignore them as far as keeping them as part of the permanent collection.

Clippings probably should be bulk-filed in envelopes marked with month and year. They should be retired each year, and probably destroyed in three years.

Secondary reference materials probably should be retired and destroyed on the same basis as clippings.

Basic journals should be retired (or given to the library) in five years. They probably should be retained by the library or archival centre for an indefinite period.

At times, there will be a special clippings unit, sometimes called a "morgue", as is the custom with newspapers. This unit will usually contend that their material should be elaborately filed and indexed. However, if they can be persuaded to bulk-file in large envelopes marked by months/year and by a few primary subjects, the usefulness of the operation will be increased. Also, the retirement and disposal schedules will be more realistic. The fact that clippings and abstracts may be accumulated and serviced by a central unit does in no way change the fundamental relationship of such material to a record group.

While the small, essential "reference" library should be "weeded" periodically for retirement, it probably should be retained, along with material retired from it, with the archival material with which it was used. Of course, a library reference might be used as a method of reducing bulk in archival space, and avoiding needless duplication. However, the essential archival nature of such material cannot be ignored.

If the above procedure is followed, and to the extent that studies in the Federal Government are typical of other archival situations, the published and processed material accessioned with a record group can be dealt with appropriately. The published and processed material referred to does not, of course, relate to collections of publications as such, for example: files of newspapers, general libraries, stocks of books or pamphlets, stocks of forms, stocks of reports, and similar items. These materials all have their own rules which should be applied.

ARCHIVES AND ADMINISTRATORS*

H. K. GHAZI

I am deeply grateful to the organizers of this function for having given me this opportunity to come here this evening and talk about Archives and Administrators.

It is with considerable hesitation that I rise to speak this evening. I find that I am facing a highly sophisticated and learned audience. I am not an archivist or a historian. I am only a plain and simple administrator whom the historians present here might even describe as a bureaucrat. I had therefore necessarily to make an excursion into the field of archives and discover the world of archives for myself. In this process I have hunted up a few definitions. What I have therefore to say might sound text-bookish. However, this cannot be helped.

Archives are the creation of numerous administrative processes and are largely intended for the use of the administrators. It is therefore only proper that the role of Archives in Administration is reassessed on an historical occasion like this.

The word "Archives" is derived from the Greek word "Arche" which means Government. The word "Archeion" meant a magisterial residence or a public office. From this, in Latin the word "Archivum" was derived which finally gave rise to the word "Archives". The *Oxford English Dictionary* defines "Archives" as a place in which public records or other historic documents are kept. The word "Archives" also means an historic record or document so preserved. The word "Archives" was used even in the sixteenth century. Sir Thomas Smyth (1583), in his book *De Republic Anglie*, called the Master of the Rolls as Custos Archiuorum Regis. In England, the Royal records were stored in several places. The earliest records were largely the receipt rolls, the liberate rolls and the issue rolls. There were also some original writs. Thus, the British Archives contained pretty ancient records right from the days of Henry the Third. In our country also there are records of ancient times which have been preserved in several museums of the country. It is possible our turbulent history prevented the development of Archives quite on the lines of the British Archives.

Even the great Emperor Justinian is reported to have issued a proclamation for the establishment of Archives in the following manner:—

"Let Your EMINENCE give orders throughout each and every province that a public building be allocated, in which building

*This is the speech made by Shri H. K. Ghazi, I.A.S., on the occasion of the Diamond Jubilee Celebrations of the Tamil Nadu Archives in February 1970.

the magistrate (defensor) is to store the records, choosing some one to have custody over them so that they may remain uncorrupted and may be found quickly by those requiring them and let there be among them an archives, and let that which has been included in the cities be corrected."

The ancient Greeks stored valuable documents in the Metroon next to the Court House in Athens. The Romans also had similar institutions. It is, however, only in recent times that the Archives have been established in a proper fashion.

Archives have been defined by H. Jenkinson, the celebrated Archivist, as follows:—

"A document which may be said to belong to the class of Archives is one which was drawn up or used in the course of an administrative or executive transaction (whether public or private) of which itself formed a part; and subsequently preserved in their own custody for their own information by the person or persons responsible for that transaction and their legitimate successors."

Thus the Archives do necessarily have an official character. They are documents which formed part of an official transaction and were preserved for official reference. Documents specially made for and documents included in an official transaction—all come under the definition of "Archives". The word "document" also must be interpreted, in its most comprehensive sense, to include "all manuscripts in whatever materials made, all scripts mechanically produced by means of types and type-blocks and engraved plates or blocks; adding to these, all other material evidences, whether or no they include alphabetical or numerical signs which formed part of or are annexed to, or may be reasonably assumed to have formed part of or been annexed to, specific documents thus defined." All documents even made by private or semi-private bodies or persons acting in business or official capacities would also have to come under the umbrella of Archives. The documents are part of files so long as the files remain current. They become Archives as soon as they are set aside for preservation in official custody. It is therefore important to note that the custody of these Archives must necessarily be responsible official custody.

The Archivist is a person who administers the Archives. It is his duty to safeguard the Archives. He should also be able to make the records available for legitimate use. He should take an intelligent interest in current administrative problems and advise the historians and the administrators. He should, however, not take any direct part in administration other than that of the Archives in his custody.

It is not for me to go into the details of the filing methods or the classification principles. It is not my intention to describe the principles of arrangement or to discuss the preservation practices. These are primarily the concern of the Archivist himself. I would, however, very much like to discuss the role of the Archivist in the field of administration.

It is necessary for the Archivist to preserve all records which may some day be required by the administrator—either to give a proper historical perspective to a problem that he may be handling or even to enable him to take a positive decision on a current question. The records so preserved are thus of considerable value. A piece of record may not be immediately required and in fact, in some cases may not be required even for years, but suddenly it may become of inestimable value. The record which may appear as unimportant or irrelevant to one person may, at a particular point of time, be important to some one else. The American historian Justin H. Smyth observed that "a great deal is said by some people about rubbish, but one investigator's rubbish may be precious to another, and what appears valueless today may be found highly important tomorrow". We cannot thus evaluate records by using any uniform set of criteria. The appraisal of records has necessarily got to be from very diverse points of view.

The Archives include all types of records. They may be books, reviews, journals, periodicals, magazines, letters, reports, notes, drafts, maps, charts, plans, tables, statistics, graphs, diagrams, photographs and even specimens and models. In modern times, to these we must add the microfilms. The records are now being accumulated at a very fast rate in all parts of the world. We will soon reach a stage when mere storage itself will become a problem and the retrieval will pose complicated problems. There is no point in storing records if we cannot retrieve them and use them. Thus, the entire system of indexing will have to be mechanised and even computerised. In the United States, they have already introduced the information retrieval system. Computers record the title, the sub-title, name of the department or the office reference and the number. The copies of the tapes are preserved and within a few minutes the record required can be traced. It may not be immediately necessary for us to computerise the whole thing. However, we must start thinking in these terms so that, by the time it becomes necessary, we would be ready for it. The process is very costly and the cost of converting ordinary indexes to machine readable forms will mean heavy initial capital expenditure. The second stage would be the use of microfilms and microforms. This would enable enormous saving in space. They will also enable very easy and convenient handling of otherwise cumbersome records. For these, readers will have to be purchased by the various offices which are

likely to indent these microfilms. Though computerisation may take some time, microfilming and microforming should be started in a big way even now. I had written this portion before the Hon'ble Minister for Finance made the announcement about sanction of the microfilming unit.

It is also highly desirable to have a study box in the Archives. The study box can take up study in some depth, of important current problems on the basis of the information available in the Archives and feed the Secretariat and the Heads of Departments with this information. This would make the Archives a live and active limb of administration. It is extremely necessary to make the Archives play an active rather than a passive role in the administration. In offices, a good deal of time is spent in discussing problems which have already been satisfactorily dealt with in the past and where the past decisions as also the reasons for taking these decisions would be extremely important.

It is my sincere hope that our State Archives which is a large storehouse of valuable official information, would play a more positive role in advising the administration on current problems and would thus indirectly influence administrative thinking and administrative procedures.

LONDON BOROUGH OF HAMMERSMITH RECORD OFFICE

P. J. TAYLOR

THE office serves the London Borough of Hammersmith (pop. 211,720 in 1967). The borough was formed following the London Government Act of 1963, by the amalgamation of the former Metropolitan Boroughs of Fulham and Hammersmith. In addition to reorganising the structure of London government by creating a smaller number of larger boroughs, the Act also extended the former county of London by adding suburban areas from neighbouring counties, to create the new administrative area of Greater London, and replaced the former London County Council by a new governing body, the Greater London Council.

The earliest unit of local administration for the area of Fulham and Hammersmith was the manor of Fulham, which was created in the early 8th century. In the 16th century the parish took over many of its tasks, together with new ones, particularly the administration of poor relief. The parish continued to be the unit of local government until the creation of the metropolitan boroughs. The county was responsible for supervising local administration and also for certain functions which were created during the 19th century were assigned immediately to the county.

Responsibility for the preservation of records relating to the area is shared by a number of offices. The records of the manor, which were considered to be the personal property of the Bishops of London, the lords of the manor, have now by a complicated process been located at the Guildhall Record Office, City of London. The official archives of the borough consist of the records of the parish vestries, the Metropolitan Boroughs of Fulham and Hammersmith and of the London Borough. County records are held by the Greater London Council Record Office, which is at the moment divided into two parts, GLCRO (London Division) and GLCRO (Middlesex Division). A part of the county of Middlesex, including Fulham and Hammersmith, was transferred from Middlesex to London by an Act of 1888, and the rest by the Act of 1963. The Middlesex office holds records relating to Hammersmith up to 1888.

The GLCRO and other county offices are, of course, well-established, with justly high reputation; borough offices like Hammersmith are less well-known, partly because they cover smaller areas but also because there are not many of them. They usually, as in Hammersmith, form part of the Libraries Department, having started as appendages to the libraries' local history collections. There are signs, how-

ever, that more London boroughs may be considering the establishment of adequately-equipped record offices staffed by qualified archivists.

The wisdom of establishing record offices at borough level when county offices already exist is sometimes questioned, particularly in the context of the debate now prevalent in England over the relative values of regional as opposed to more narrowly-based record offices. In Hammersmith we are at the moment more concerned with practice than with theory and we aim to fill two needs which, in present circumstances, might otherwise not be met. First, we try to exert some influence on the management of records created by the existing local authority and to preserve systematically the records of its immediate predecessors. Secondly, we are able to devote time to encouraging in the borough local history studies at all levels, based on records used in conjunction with the ample resources of the libraries' local history collections and with microfilms of records of local interest in other repositories.

In coping with modern records we are guided by the recommendations of the Grigg Committee Report which has, I know, also been influential in India. The report, however, enunciated principles for records of the central administration, and offices of local authorities, including ours, are adapting these principles as best as they can. We are holding consultations with the various departments of the borough, and hope eventually to produce suitable retention schedules.

In addition to our work on official records we are, like most record offices, concerned to collect the private papers of local families and business undertakings.

The students who visit the record office cover a wide range. They include university staff and research students who come primarily to study the urban development of the area during the 19th century. Students at teacher training college have to submit a piece of original research as part of their qualifying examination; those who have used our records have studied such subjects as the poor law in the 17th and 18th centuries and the development of the health services in the 19th and 20th. Encouraged by their own researches these students, when they become teachers, bring their own classes along. The work which the children do depends, of course, on their age. We have had a class of highly industrious seven-year-olds studying pictures of the area in earlier times and sixth formers doing detailed projects. It is hoped that these children will gain not only a sense of history and of records (in England, too, by no means everyone knows what an archivist is), but also develop a sense of identity with the area in which they live. This sense is usually well-developed in those who live in small picturesque villages, or towns which are obviously historic, but it is much

harder to find in the vast suburbs of London. We find that a failure to appreciate that the area was once rural, and that its urbanisation was a historic process, is as prevalent among children born and bred in Hammersmith as it is among our many immigrant children. The children, through learning this, learn to feel involved in the present community as they begin to see it with new eyes.

Many ordinary people, stirred by curiosity, come to find out about their ancestors (in England family history usually has to be re-discovered by the individual), or about their house, or about a more general historical topic. We have two local history societies in the borough, and try to work to each other's mutual benefit. To arouse initial interest we give talks to schools and local societies, illustrated usually with colour transparencies which have been made from the records.

In order to make the records more fully open to the council officers and to the public we are preparing a series of lists. Summary lists of modern records, such as council and committee minutes and departmental letter books, are being issued. For earlier records we are producing a series of descriptive lists which, in addition to listing the records available, provide an introduction giving the general and legal framework within which the records evolved. We are thus also able to clear up points which are of interest to historians and to archivists, but which have not previously been specifically investigated. The private papers are being listed and indexed.

Our staff consists of an archivist and an assistant archivist, and a part-time repairer. We share the general library office and cleaning staff. We co-operate fully with other London record offices; in particular we distribute our descriptive lists to them and receive theirs in return. It is hoped that as comprehensive an archives service as is at the moment possible is being provided by these means.

AN APPROACH TO PRESERVATION OF PHOTOGRAPHIC MATERIALS*

R. C. GUPTA

A broad survey of the common practices that have developed during the past decade or so in the storage and handling of photographic prints and microfilms, reveals that much thought is not given to the storage, display and despatch of materials with the result that considerable damage is caused to them. Even the simple and obvious precautions are often overlooked.

It is a common experience that the microfilms ordered for are folded like a letter and sent to the addressee in an envelope. Sometimes, to ensure security, they are pinned to the envelope. The sharp fold or the practice of pinning damages or even completely tarnishes the images. Damage is further aggravated by defacing of stamps in the post office.

Instances where the production laboratories cut the microfilm strips close to the images leaving the problem of feeding and adjusting them in the reader to the ingenuity of the users, are not lacking. While presence of cigarette ashes on the film has been noticed in a few instances, scratches and abrasions have been found in many cases. These are traceable to contact with pins, scissors or other sharp objects during processing or handling, and to the presence of dust particles in the equipment where the films are threaded. In colder regions the films are often used or stored near radiators or heaters, resulting in the loss of flexibility and formation of curl.

Often the films are too tightly coiled without core, and this results in a permanent curl. Again for keeping the microfilm roll coiled, rubber bands are too handy to give the practice of using them a second thought. Similarly, for arranging exhibitions quickly, valuable prints are fixed to the boards with Scotch tape. The results of such practices need hardly be mentioned since the deteriorative effects of rubber and Scotch tape are now quite well known.

Apart from the damage that may result from handling or storage, the deterioration of photographic materials also depends on the inherent stability of the base, emulsion, and photographic image. The more commonly used acetate films, gelatin, and black and white silver images are known to be very stable. The same, however, cannot be said of colour images, or recently introduced thermofax stabilization processes. In fact, to meet the growing and varying scientific and industrial needs,

*Paper read at the 4th Seminar on Conservation held at the National Museum, New Delhi in October 1969 under the auspices of the Indian Association for the Study of Conservation of Cultural Property.

photographic materials and techniques are making rapid strides, but comprehensive studies on their durability and permanence have yet to be taken up.

Most of the microfilms or photographic prints which are intended to be preserved for future use, are produced in well-established institutions. Consequently there can be judicious choice of materials and techniques, careful control of processes, and standardization of practices. In short, the requirements of permanence and longevity can be taken care of in the production stage. In this respect the objects under discussion basically differ from the museum or art objects in the case of which the custodian has little choice. Moreover, unlike the museum or art objects, in the case of bulk of photographic copies it is the informational content rather than the original which is important. Precisely for this reason, whenever any photographic material or image shows deterioration or discoloration, recourse is had to the preparation of fresh copies thereof. A significant example is that of the early motion picture films. Many of the film archives, faced with the problem of preserving their materials on unstable and deteriorating nitrate base, have decided to duplicate them on acetate base. Thus it is clear that the basic approach to the problem of preservation of photographic materials is different from that of museum or art objects and manuscripts.

The quality of photographic materials has to be controlled at the production stage. If this is not done, reproduction will have to be done at a later stage. As such, with a view to providing the necessary basis and essential guidelines the following two standards have been finalized by the Indian Standards Institution. (1) IS : 3130-1965—Indian Standard Code of Practice for Storage and Use of Microfilm of Permanent Value; and (2) IS : 3083-1966—Indian Standard Code of Practice for Processing of Microfilms (Silver Halide). The former standard is now being enlarged to cover handling and despatch also. A Guide for Handling and Storage of Photographic Prints (Black and White) is in draft stage.

While it is hoped that these standards will be of considerable help and use to all those engaged in the production and handling of photographic record materials of permanent value, suggestions and observations in the light of practical experience will no doubt be welcome and considered at the time of next revision of the standards.

SOME COMMENTS ON COLLEGE AND UNIVERSITY ARCHIVES WITH PARTICULAR REFERENCE TO THE UNIVERSITY OF CALIFORNIA ARCHIVES

J. R. K. KANTOR

ONE of the great advantages in being settled right in the middle of a 100-year-old University Archives is that one can, after some years of experience and reflection, come to recognise significant aspects of such an organisation, distinct from a National Archives or from a State Archives or from a Provincial Archives. Let it be said right off that a University Archives is combination records centre and treasure house for the University's history which is a composite of facets—administrative, academic, extra-curricular. Administrators, professors, students all contribute in their differing but no less significant ways to the life of the institution, and, by extension, to its history. Therefore, the University Archivist cannot, as can the Government Archivist, be content with the accession of administrative files only; he must with vigour and imagination also encourage the faculty and the student body to contribute their archival holdings to the Archives. How little University history could be written merely from administrative files!

Allow me for a moment to speak of my own institution which has just celebrated its centennial. That the University of California, chartered in 1868, opened in 1869 with a faculty of ten and a student body of 40, is able to carefully document its past is due to the foresight of its first Librarian, Joseph Cummings Rowell. Rowell realised the importance, to the historian of the future, of the University's own activities, and began what he referred to as the "U. C. Docs." collection, into which he placed copies of the registers, catalogues, reports, student newspapers, and the like, which began to mark the University's day to day existence. As the collection grew in numbers, so it did in scope—photographs of campus scenes and personalities, reunion memorabilia, news clippings and scrapbooks, posters and placards, examination schedules, year-books, publications of off-campus religious organisations all took their place in the University Archives. Fortunately for the University, Rowell continued in his position as Archivist long after his official retirement in 1919 until his death in 1938; continuity was assured, and his two successors have built well on so noble a foundation.

The University of California Archives is, thus, a combination Records Centre and Historical Library, currently holding some 4,745,400 manuscript items in series, and 11,600 bound volumes of printed materials. It also includes more than 10,800 indexed photographs, 150 tapes of speeches and public ceremonies, as well as building plans, slides, and miscellaneous materials. The major records series are those of the

Office of the Secretary of the Regents, Office of the President, the Academic Senate, the University Extension, the College of Agriculture. Smaller series are held for other academic departments. As with our sister institutions throughout the world, we have a problem of lack of space, and consequently our programme of accessioning is somewhat restricted.

Since the major function of a University Archives is, in the words of Fulmer Mood, "the instituting of an effective reference service to interpret University records", it behoves the Archivist to gather in as much informational material as he can, all of which contributes to the sum total of University history. The key factor is information retrieval, and the Archivist, it is felt, should so organise his unit as to make possible the most efficient use of its materials. Thus, it is wise to process and make useful an historical collection, according to library techniques. For instance, the run of President's annual reports, were they to be culled each time from the various boxes containing records for specific years, would be less useful than they are, bound and shelved together, making possible swift and efficient checking. Likewise, the reports of other major University agencies, such as the Comptroller or the Budget Officer, are kept together for handy reference.

Then, too, as the major source of information for much of what is current as well as past in the University's life, the Archives must secure and have available all kinds of current reports, such as printed minutes of the Academic Senate meetings, curricular discussions, building projects, annual reports of librarians and directors of institutes—for all these are of use before they become "archival", *i.e.*, before they, ideally, flow into the Archives with the records of the office of origin. Ideally I say, for many times the Archivist looks in vain for copies of such printed materials, which have not been filed with the records.

Perhaps this is as good a place as any to speak of the proper relation between the Archives and the offices in which the records are generated, for much of the work of the Archivist depends in no small way upon filing systems as well as recognition by offices of the importance of safeguarding records. The ideal Archivist is a combination of historian and records specialist—he must have a thorough knowledge of the history of his institution, and the capacity for dispassionate analysis of the systems whereby the records are created. Such is the ideal Archivist; more often than not, the Archivist tends to lean toward one or the other pole. From my own experience I would recommend a hierarchy consisting of the Archivist, with a Record Specialist working alongside—the duties of the latter would include liaison between his office and the various offices creating records, which will become, in

1. Fulmer Mood, "University records and their relation to general university administration" in *College and Research Libraries*, V. 11, No. 4, Oct. 1950, p. 337.

time, archival; he will oversee proper filing systems, develop techniques whereby records can be conveniently retired and or destroyed before they are transferred. In larger institutions, the number of offices is so great that the Archivist might spend most of his time in records analysis, with little time left for processing and servicing of the records in his custody. While this may benefit the institution's office workers, it does little to aid in the pursuit of scholarship, and prevents the Archivist from effectively bringing his trained historian's eye to the material itself.

It is, of course, imperative that the Archivist establish, early in his career, a working relationship with the offices and officials on his University campus so that, aside from such legal procedures as a Records Management Programme, he is able to compel the flow of records, documents and publications to the University Archives. There is no effective substitute for personal contact, for a feeling of trust which manifests itself in relations between the Archives and other campus offices. This means that the Archivist must be publicist as well as guardian; he must promote the archival programme as necessary not only to scholarship but also to smooth operation of the campus academic and administrative offices. And he must continually bear in mind himself, and convey to others, the over-all reason for the Archives—that is, for reference and research. He is not the keeper of a dead-storage warehouse.

It has seemed to me that one of the major sources of University history, and one most neglected by University Archivists, has been that of student records—and by this I mean more than the official records kept in the academic and administrative departments of the University, *i.e.*, the Registrar's Office, the Office of Admissions, the separate Colleges. What about the activities of students on campus, outside the classroom? These would include not only those "normally" organised clubs, societies and sports organisations, but also the political clubs, the religious clubs, those areas in which the student participates in the larger world around the University. It is this larger world which has become so important to students in the past decade, as may be witnessed in the almost daily occurrence of student protests on American campuses. As never before, students are becoming active in the larger world beyond the campuses, and these activities reflect basically upon their roles as students within the Universities. The documentation of such actions is often ephemeral—and it is the ephemeral nature of this material which makes it all the more valuable to the historian and scholar, all the more important and relevant within the holdings of the Archives. May I call attention to my own institution again when I speak of the "Sather Gate" handbills—Sather Gate being one of the major entrances to the campus, outside which political rallies were usually held, such rallies not being allowed on campus (this predates 1964 and

the Free Speech Movement). Beginning in the mid-1930s when political action was affecting students to a greater degree than it had during preceding decades, various left-wing political organisations began to arouse the student body through the medium of mimeographed handbills. Reflecting directly upon national and international political affairs, the handbills are the sole primary record of the organizations which issued them. Again, due to the vision of Joseph Cummings Rowell, the University of California Archives has a valuable and comprehensive collection of these handbills, beginning in 1935 and continuing to the present day. Needless to say, anyone attempting to understand the student unrest on the campus would find this collection a rich storehouse of information.

I hope that the foregoing has pointed out the importance of collecting records as distinct from the usual archival method of receiving records. As one of my eminent colleagues, Edith Fox of Cornell University, noted at the Allerton Park Institute held at the University of Illinois in 1964, "it appeared wrong to have the University Archives include only the non-current official record and the historical document, although that is the acceptable form in archival circles." I would again remind the reader that the main function of the Archives is a reference function, and records themselves have a living function insofar as they provide information. Thus, it is imperative that the Archivist take it upon himself to collect and process all materials relating to his institution—all materials which may in some fashion tend to complete the historical picture. To do this the Archivist must himself recognise the varying approaches of scholars in using archival collections and manuscripts collections; he must have the vision and imagination to project the paths of research, for in his own way, he, too, is a creative scholar.

Perhaps something need be said about how the Archivist processes the records which he has collected and received in the University Archives. Let us talk first about the records series, *i.e.*, those groups of files which have been transferred from University offices. Ideally, they come to the Archives in some order, readily understandable. If they are recent records, and depending upon the size and importance, within the administrative organisation of the University, of the office of origin, an index of sorts will also be provided. This makes it relatively easy for the Archivist to absorb the records, merely accessioning them to records he already holds for that office. Often, however, an office will turn over records whose order is not readily recognisable, and the Archivist will have to accomplish an arrangement which will make the

2. Edith M. Fox, "The collecting of archival materials at Cornell University" in *University Archives*. Paper presented at an Institute conducted by the University of Illinois Graduate School of Library Science, Nov. 1-4, 1964, p. 42.

material most useful, at the same time being careful not to disturb the internal relationships within the records. He will calendar the material, or perhaps as in the case of the University of California Archives, prepare a card index. Working with the records of a single institution has a significant advantage over working with the papers of many individuals or organisations, as is the case of a manuscripts cataloguer, for the Archivist, in time, comes to see the relationships extant between departments of his organisation, and he knows the kinds of materials and the sources of information. In processing records it is less difficult to bring out, by means of his indexing or calendaring, those items which will be of use to the scholar and researcher.

The arrangement of the records series is a simple one—using the University's organisation chart as guide, one merely assigns identification numbers to records series, as is done in the University of California Archives—

- CU-1. Regents. Secretary.
- CU-1.4. Regents. Minutes.
- CU-1.5. Regents. Resolutions.
- CU-2. Land Agent, and Land Committee of the Regents.
- CU-3. Comptroller, and Treasurer of the Regents.
- CU-3.1. Ledgers and Account-books.
- CU-4. Regents. Committees (other than Land).
- CU-5. President.
- CU-5.4. Assistant to the President.
- CU-5.51. Presidential Commissions and Boards.
- CU-6. Statewide Officers.
- CU-7. General Counsel.
- CU-8. (left blank).
- CU-9. Academic Senate.
- CU-10. Registrar.
- CU-11. Admissions Office.
- CU-12. Library.
- CU-13. Architects and Engineers.
- CU-14. Deans.

and so forth. It may be noted that the symbol "CU" is that which the Library of Congress has assigned to the University of California, Berkeley.

Printed materials are classified by library system, in the University of California Archives. Again, the system is a simple one, reflecting the organisation of the institution. One starts with the highest office of the University, *i.e.*, the Regents, then places materials for the President, financial offices, and so forth. Perhaps, here, a short outline of the

classification, developed by Rowell, would be helpful, indicating, as it does, both the kinds of materials collected and the manner of arrangement and classification:—

- 308. University of California, General, unclassified.
 - 308c. Serials (Register, Calendar, etc.)
 - 308d. Administration. Organic Act (Charter, Laws and Statutes), Reports and publications of committees.
 - 308dc. Regents. Manual, By-laws, Standing Orders.
 - 308dd. Standing Committees and Special Committees of the Regents. Reports.
 - 308de. President. Reports, Directives.
 - 308df. Secretary of the Regents. Reports.
 - 308dh. Treasurer, Comptroller, Finances, Funds, Gifts, Endowments, Bequests, Budgets, Investment, Leases, Legislative Memorials for appropriations, Loan Funds, Trusts, Business Regulations.
 - 308dj. Vice-Presidents of the University.
 - 308e. Library. Reports, Lists.
 - 308ff. Museums. Catalogues. Reports.
 - 308g. Description of campus.
 - 308h. Historical works.
 - 308i. Days and Events. Charter Day. Commencement. Athletic events, dramatic events, musical events, etc.
 - 308k. Instruction, Faculty. Academic Senate. Curricula.
 - 308kb. All-University Faculty conferences. Faculty handbooks.
 - 308kd. Academic Senate. Minutes. By-laws.
 - 308m. Academic departments and institutes (arranged alphabetically, *i.e.*, 308 m Agriculture, etc.)
 - 308p. Publications of the University Press.
 - 308q. Student life.
 - 308r. Student organisations.
 - 308s. Student serial publications.
 - 308v. Class records.
 - 308w. Off campus organisations, such as religious groups, etc.
 - 308x. Faculty publications and reprints.
- and so forth. Since the University of California Archives at Berkeley also holds some historical materials for the other eight campuses of the University, the classification may be extended by just substituting 309 for 308 in the case of the Los Angeles Campus, 310 for 308 in the case of Santa Barbara, etc. The same sub-grouping can be followed in each case.
- What of other types of materials which, considering the comprehensiveness of the University Archives as well as the advances in technology, one would expect to find? Pictures, that is photographs, are an extremely important and valuable research source and a way must be found to simply, yet efficiently, classify them for use both by the archival staff and by the patron of the Archives. After examining what I thought was a small collection of photographs I developed a system

of arrangement wherein like pictures are housed with like pictures. For instance, on the Berkeley campus is a Greek Theatre, used for public ceremonies such as Charter Day and Commencement, as well as for musical and dramatic productions. A great number of photographs reflect all these activities; so it was decided to assign to the Greek Theatre photographs the control number 1 for sizes up 8 × 10, and 100 for over-size pictures. Thus, if we now have 72 small pictures and 38 large pictures, our call numbers would be 1:1 through 1:72, and 100:1 through 100:38. It is possible to add an infinite number of pictures in each classification. Individual buildings on campus have been assigned specific numbers, *i.e.*, 10E : and 1000E1 represent the Chemistry Building, etc. Portrait photographs are assigned the numbers 13: and 1300:. Special groups of photographs, such as the Ansel Adams Centennial Photographs, may be given one number for the whole collection, *e.g.* 1800 : for the Adams collection in which photographs are all over-size.

In order to more completely represent the subject matter of the pictures, an alphabetical card index was also organised, which includes many added entries and cross references. For instance, a photograph showing a general view of the campus in 1920 might include three or four buildings, shown in such relation to one another that the photograph is unique; it is therefore advisable to include entries for each of these buildings, as well as main entry. Thus, if one of the buildings is Chemistry Building, you would find this additional view through use of the card index, whereas you would have missed it if merely perusing the 10E : and 1000E; classes. Although this method of classifying does take more time than a simple accession number system (*i.e.*, where each new picture is simply assigned the next highest number in a scheme starting with 1 and going to infinity), from experience I should say that the extra time is well spent when one is able to produce a block of like pictures instantaneously. And when one's collection has grown from the assumed—500 or so to more than 10,000, such an arrangement has been a blessing.

As well as photographs, there are tapes—of public ceremonies of one sort and another. Again, a simple system of numbering, for purposes of shelving and retrieval, has been adopted. Two major groups of tapes represent Charter Day and Commencement ceremonies; to these groups we have assigned the symbols *Archives Tape A* and *Archives Tape B*. The tape for each year's ceremony is then represented by *Archives Tape A : 1969*, etc. If there are more than one tape for a ceremony, the labels would read *Archives Tape A : 1969(1)*, and *Archives Tape A : 1969(2)*, and so forth. A main entry card is placed in the Archives card catalogue, and a shelf list card represents the individual tape itself. For miscellaneous public ceremonies we have used the notation *Archives Tape C : 1*, etc., with the same kind of indexing

in the Archives catalogue and shelf list.

Other kinds of non-print materials would include building plans, musical and speed recordings (non-tape), posters and placards, artifacts (including medals, organisation jewellery, academic robes and hoods, class headgear, etc.). Similar systems, simple and efficient, might be developed for recording and controlling them.

In conclusion, I should like to call attention to the remarks of Harvard University's Archivist, Clifford K. Shipton, made at the Allerton Park Institute in 1964. Speaking on "The reference use of archives" Dr. Shipton noted that "the university archive is much more concerned than is the business, or even the government, archive with finding facts or affording means of research for the public." College and University Archivists must become more aware of the roles which they are being called upon to play, not only in evolving more efficient ways in which to acquire and process their records, but also in providing, through their own knowledge and perceptiveness, catalytic reactions between raw material and scholarship.

3. Clifford K. Shipton, "The reference use of archives" in *University Archives*. Papers presented at an Institute conducted by the University of Illinois Graduate School of Library Science, Nov. 1-4, 1964, p. 73.

ON SOME HISTORICAL RECORDS IN POSSESSION OF OLD FAMILIES OF PRIESTS¹

B. N. GOSWAMY

THE aim of the present study is restricted: It is to illustrate a point that I had made in an article sometime ago in which I had attempted to draw the attention of scholars to the richness of records kept by priests at centres of Hindu pilgrimage.² The point related to the existence, in the possession of these priests called *purohits* or *pan-das*, of a variety of their personal family papers relating to expenditure, disputes concerning property or division of this property, ownership of lands, and the like. The illustration of the point also gives me the opportunity to present here the English version of three of such documents in Persian belonging to the Mughal period.

These fascinating documents I had the occasion to examine at Pehowa, that ancient pilgrim centre near Kurukshetra in Haryana, with the cooperation extended by Pandit Gajanan Sharma who is not only the head of one of the most prominent *panda* families of Pehowa but is also referred to by everyone locally as "Guru Ji", both because of his ripe years and his undoubted erudition. It was through the kindness of Pandit Gajanan and his son Shri Upendra that I had access to a considerable pile of papers in which I found the three documents mentioned above. The documents were all in a good state of preservation except the first one the top of which, containing possibly an official seal and the *sarnama*, was missing. The text of all the documents was, for the most part, easily legible except where some words were lost in the cracks that had developed in the folds, or the frayed parts of the edges, and except for the seals many of which were very faint in their impressions.

The translation of these documents is given below.³

Seal⁴

1. My intention in the present article is to draw attention to the *class* of documents which can be found in the possession of such families, mostly at centres of pilgrimage, and not simply to refer to the three documents, among others, which I found with one such family. These records are very carefully maintained by the priests even if their relevance to their present occupation or possessions might be slight and one has only to look for this evidence closely enough to be able to locate it.

2. See my article entitled "The Records Kept by Priests at Centres of Pilgrimage as a source of Social and Economic History," *Indian Social and Economic Review*, III, ii.

3. I am very grateful to my colleague, Dr. J. S. Grewal, for his help in the interpretation and translation of these documents.

4. Besides its impression being very faint and illegible, the seal is not fully visible, being cut at one side due to the top part of the document being torn. This, however, is not the principal seal of the document which is also missing.

The Exalted Asylum of
Vicegerency, the Shadow
of God⁵.

This prayer, together with a request for the giving of evidence, is addressed by the meek and humble servants of the Almighty, Said Khan, Salim Khan, . . . and Ranga, residents of the *pargana* of Pehowa, to all those who have knowledge, and are aware, of the matter (set forth below) . . . These humble petitioners, and indeed their ancestors, have been maintaining the (revenue) records of this *pargana*, year after year, from the time of its foundation (to this day). They always produced these records before the higher officials whenever required, and purveyed all information relating to records of rights of the *pargana* to the noble officials.

Now, the Brahmins, Shyam and Moolraj, natives of *mauza* Siyun in the administrative jurisdiction of the *pargana* of Kaithal, who have taken up residence since some time in the *mauza* of Pehowa, within the territorial jurisdiction of *pargana* Pehowa, have, approaching the victorious (Imperial) camp, represented that the *qanungoi* rights of this *pargana* do not firmly or regularly rest with anyone and that this office is not properly functioning. Having falsely represented this matter to this effect through His Majesty's servants⁶ before the holy and noble (Presence) they have obtained in their own names an illustrious *farman*, commanding obedience and submission, and higher than Destiny itself, conferring upon them the *qanungoi* of the aforesaid *pargana*.

Now, while the office of keeping records of revenue and *qanungoi* has devolved upon these humble petitioners from olden days, (it is clear that) the aforesaid Shyam and Moolraj are forcibly interfering with their duties and depriving them of the dues that go with this office and which have been enjoyed by the petitioners for five hundred years, in fact even more.

It is prayed, therefore, that all those who are aware of the truth of this matter and the veracity of these statements should inscribe their evidence at the bottom of this petition or allow it to be recorded for them.⁷ For, "it rests with God to reward and with men to be grateful".

5. These words refer to the Emperor.

6. The situation seen here would be wholly typical of the manner in which the Emperor would be approached. Any petitioners must have had to work through officials, both local and imperial, to have their requests receive the attention of the Emperor. The reference here is to these officials.

7. This is to be explained in terms of the possible illiteracy of those wishing to record their evidence.

8. Literally, "unto God is the reward and unto man is gratitude." This quotation is from the Quran.

(Below)

From left to right, seals:

A "Mahmud son of Ishaq, ministering to the Law (of the Prophet)."

B Illegible

C "Khan Arshad Ali, slave of....."

D Illegible

E Illegible

(Above) "What is written herein is verily true."

F Illegible

(In the margin) Impressions of seven seals, mostly illegible. The two seals at the right read, from left to right,

G ".....Hussain son of Shah Mir"

(Above) "What has been written in the text is verily true."

H⁹ Abu Said "son of Amad Sahari the meek and humble"

(Above) "What is stated herein is perfectly correct."

There are several other signatures of witnesses at the bottom and in the right margin including the following:

1. "Whatever has been written in the text is true"
Alam son of Sayyad Qasim.
2. "The text of the document is true."
Mir Muhammad son of Abdul Rasul.
3. "It is verily true."
The slave, Yasin Muhamad.

He is the Lord

(Seal)

Razi

Expounder of the Sacred Law

of

Muhammad¹⁰

1040

(At right) "Doubtless this agreement, with all its terms, is
....." Baiz.¹¹

On the affirmation of Banwari *alias* Shiv Darshan, and Jai Ram, sons of Moolraj.

9. The impression of this seal is not very clear and in my reading at least one word has been omitted. The date is, however, fortunately distinct and can be read as 17.

10. It is significant to note that Razi is described here as a *muffi*, ordinarily "an expounder of the Muhammadan Law". In this case, however, he is acting as Registrar, which was one of his functions, besides being a judicial officer, as suggested by Charles Elliot in *The Chronicles of Oonao* (Allahabad, 1862), p. 116.

11. This is only a sign indicating the end of a text and is used as a precaution against any alteration or addition being made after the document has been drawn up.

The purport of the drawing up of this document is that here a solemn and legal declaration, valid in every respect, is made by Banwari *alias* Shiv Darshan, and Jai Ram, sons of Moolraj son of Brikh Bhan, of the Gaur Brahmin caste residents of Prithudak (Pehowa) in the administrative jurisdiction of *pargana* Pehowa, in the *sarkar* of Sarhind, in the province of Shahjahanabad, while they are of sound body and mind and in full possession of all their faculties, in word and deed, of their own volition, and without any duress or coercion.

(The declaration is to the effect that) priestly dues and *birt*¹² are collected by us from our clients (the pilgrims) coming from the hill regions, Marwar, and the Punjab, and dues accrue to us from (the offerings etc. in) the two temples of Shri Saraswati Ji and Bala Sundari Ji¹³ which have come down to us, generation after generation, from our ancestors. Now, we, the deponents, have willingly divided all the *birt*, *bhat*¹⁴, and priestly dues received from our clients equally between ourselves. However, both the abovementioned temples continue to be owned by us jointly.

Written on the 11th of the month of Shawwal, in the year 3 of the Exalted Reign, corresponding to the Prophet's year (A. H.) 1040 (May 3, 1631). *Baiz*.

There are six seals, four below and two in the margin. Among the ones at the bottom are:—

A "...son of Arshad, servant of the Court."

B "Arshad Ali Khan....."

C ".....Hussain, son of Shah Mir."

The seal in the right margin reads:

D "Abu Said, son of Amad Sahari, the meek and humble."

In the margin, the following attestations appear, from left to right.

1. Witnessed by Pitambar, the fat. (Signature in Hindi) "Pitambar".
2. The aforesaid deponent, Jai Ram. (Signature in Hindi) "Jai Ram".
3. The aforesaid deponent, Banwari (Signature in Hindi) "Banwari".
4. Witnessed by Muhammad Azam son of Muhammad Sadiq. "The agreement of division stated herein. . ."

12. This refers to the customary payments made by clients to their *purohits* at pilgrim centres. It was usual for a well-to-do client like a Raja or a Rais to make an endowment in perpetuity in the *purohit's* name.

13. Both these temples dedicated to the Devi are still in existence at Pehowa.

14. This refers again to endowments, in cash or kind, made in perpetuity in the names of *purohits* by clients. Many *pandas* possess what are described as *pattas* of *bhati* given to them by clients and indicating that they were their true *purohits* at a given pilgrim centre.

He is the Lord

(Seal)¹⁵

Qazi Kamal Ahmad ministering to the

Sacred Law of Muhammad

1129 (A.H.)/1716-17 (A.D.)

(At left) "According to the declaration of the deponents on the subject of what is stated here....."

The purport of the drawing up of this document is that Basdev, son of Tirlochan, son of Jai Ram; Ghasi Ram and Raghunath, sons of Sabha Chand, son of Banwari *alias* Shiv Darshan; and Bir Bhan and Nathu, sons of Sagar, son of Banwari *alias* Shiv Darshan of the Gaur Brahmin caste, residents of Prithudak, in the *pargana* of Pehowa, in the *sarkar* of Sarhind, in the province of Shahjahanabad, have presented themselves and made this solemn and legal declaration to the effect that:—

Acting upon the advice of some well-wishers, with a view to removing the cause of long-standing animosity, and putting an end to the dispute which has persisted for so long and to which no just settlement for all these days was found they are now resolving the issue in the following manner: that the two temples of Shri Saraswati and Bala Sundari Ji which were jointly owned by them, are being divided between themselves. The division is along these lines: the temple of Bala Sundari near the *dargah* of Pir Gharib Nath¹⁶ goes in full to Basdev, son of Trilochan, son of Jai Ram, of the Gaur Brahmin caste; half of the share in the temple of Saraswati Ji, near the bridge built by Todar Mal,¹⁷ comes into the possession of Ghasi Ram and Raghunath, sons of Sabha Chand, son of Banwari *alias* Shiv Darshan; and the other half into that of Bir Bhan and Nathu, sons of Sagar, son of Banwari *alias* Shiv Darshan, of the Gaur Brahmin caste. From now on, on account of both the abovementioned temples, the deponents do not, and will not in the future, have any right or claim of any kind, upon one another's shares.¹⁸

15. This is the seal of a Qazi, unlike that of the *mufti*, Razi, in doc. II, even though the Qazi, Kamal Ahmad, seems to be performing the same function of a Registrar in this case.

16. The *dera* of Pir Gharib Nath still exists at Pehowa, and the present *mahant* of the *dera* is Baba Pura Nath who belongs to the Nathapanthi Jogi order.

17. Apparently the famous revenue minister of Akbar, Todar Mal, paid a visit to Pehowa and financed the building of this bridge as an act of merit.

18. At the bottom of this document is a note in English by a judicial officer of Kaithal, dated 31-3-1950, saying: "Returned as unproved and inadmissible." The document must have been presented in the court by the family in a law suit and the judicial officer seems to have held only on the relevance of the document in that particular case. There appears to be absolutely no ground to doubt the genuineness of the document.

Written on the fourteenth of the month of Zilhijja, in the Prophet's (May Peace be upon Him!) Year, (A. H.) 1133 (25 September 1721 A. D.).

(Below)

From left to right, seals:

A "Sayyad Muhammad Razi".

B "Sayyad Qalandar Baksh".

(In the right margin)

Attestation, from left to right :

1. Witnessed by Kanwarji, the fat.
(Signature in Hindi) "Kanwarji".
2. Nathu, the aforesaid deponent.
(Signature in Hindi) "Nathu".
3. Bir Bhan, the aforesaid deponent.
(Signature in Hindi) "Bir Bhan".
4. Raghunath, the aforesaid deponent.
(Signature in Hindi) "Raghunath".
5. Ghasi Ram, the aforesaid deponent.
(Signature in Hindi) "Ghasi Ram".
6. Basdev, the aforesaid deponent,
(Signature in Hindi) "Basdev".
7. Witnessed by Balkishan Tindwal.
(Signature in Hindi) "Balkishan".

Deep interest attaches to these documents the first of which, a *mahzar*, is almost certainly a late Akbar period document. The second belongs to the early years of Shah Jahan's reign and the third to the early years of that of Muhammad Shah, thus tracing the course of the history of the priestly family over a period of a century and a quarter during which we encounter the names of four generations of members of this family. Even though Document I does not bear any date, some indication of which could have been had from the now missing principal seal, I am inclined to treat it as belonging to the reign of Akbar rather than that of Jahangir. That it is earlier than the other documents would be obvious from the fact that it mentions Moolraj whose sons are referred to in Document II and whose great-grandsons figure in Document III. The only intrinsic evidence of its date in this document comes from the seal of Abu Said which gives us the year 17, obviously of the reign of the Emperor. While the year could refer to the reigns both of Akbar and Jahangir, there is greater likelihood that

it should refer to Akbar's reign. This, because placing the document in the 17th year of Jahangir's reign would make it only eight years earlier than Document II, which is not the general impression one receives from the contents. In Document II the sons of Moolraj are already in full possession of the property inherited from their father and have had obvious differences between themselves to occasion the division of the property mentioned in this document. There is then a certain difference of tone which gives some indication of a passage of time longer than only eight years. There is also the interesting addition of the fact that there is a strong tradition at Pehowa, especially preserved in the Jogi *dera* of Pir Gharib Nath, of the visit of the Emperor Akbar to this place." The reference in the document to the camp of the Emperor in the neighbourhood of Pehowa therefore is highly suggestive, and one would not be surprised at all if that tradition and the reference to the Imperial visit in this document do actually refer to the visit to these parts by the Emperor Akbar. The naming of one of the bridges in Pehowa after Todar Mal may be taken perhaps as some further indication of this connection between Akbar's court and the town of Pehowa. If this is an Akbar-period document, it is not necessary to assume that it is of a rather early period as may be suggested by the year 17 on the seal of Abu Said. Instances are known of the same seals being in use long after they were first prepared and this seal may well have been employed by Abu Said in a similar way. Even if there is no concrete evidence on which to precisely date the document, then, I am inclined to place it in the last decade of the sixteenth century which, if correct, would make it a highly interesting and early, though by no means rare, Mughal *mahzar*.

An interesting reference in this document is to the fact that Said Khan and Salim Khan, the petitioners, mention their residence in this *pargana* for over five hundred years. If the statement is literally meant it would be of some importance, for concrete instances of this nature of the settlement by Muslims in rural and far-flung areas in the interior as early as the eleventh century, are of high interest. There seems to be some indication of exaggeration in the statement that this Muslim family is settled there from the time of inhabitation of this *pargana* or town, for Pehowa is by many accounts¹⁹ a pilgrim centre much older

19. According to Babu Puran Nath the original grant of the Jogi establishment at Pehowa was made by the Emperor Akbar during a visit in which he witnessed a miracle performed by the founder, Pir Gharib Nath. The grant is not preserved but the tradition at Pehowa is insistent upon this point.

20. The reference here may not necessarily be to the foundation of the town but to its constitution as a *pargana*.

21. See, for instance, Pandit Gajanan Sharma's *Prithudak Mahatmyam*, (Lahore, 1923) in which are quoted passages from the *Mahabharata*, the *Vamana Purana*, the *Devi Purana* and other old texts referring to Pehowa whose ancient name was Prithudak.

than any date in the eleventh century, but then perhaps the petitioners were to gain by an emphatic statement like this in their favour.

The situation indicated by the petitioners in this document, that the office of *qanungoi*, from which dues of the same name accrued to the incumbents, remained in the same family for several generations, comes as a further combination of the fact that this was possibly a very common practice. *Qanungoi*, as other offices like those of the *chauthari* and *muqaddam*, was more likely than not to become a hereditary office. The specific reference herein to the *Sarrishta-i-kaghaz* along with what was expected by way of duty towards higher officers which went with it, is again not devoid of interest. It is also interesting to note that when the petitioners ask for evidence in their favour in this document, all the witnesses who record their evidence are Muslims. This does not of course necessarily indicate a division in the society along communal lines when it came to assertion of rights or claims; it is more likely that the evidence was recorded by the group of persons with whom the petitioners had the most intimate social commerce.

Documents II and III possess a more personal character than the first document and in these one sees the family affairs run their tragic course of animosity and division. The first act of division illustrates the manner in which the *bahis* recording the names of pilgrim-clients went on being divided and subdivided between successive generations of members of the same family. There is, thus, clear indication here that before the third year of the reign of Shah Jahan, the clients from all the hill states belonged to this *panda* family. It is division along these lines which explains the present situation in Pehowa where the *bahis* relating to hill states like Basohli, Kangra, Nurpur, Jammu, Bandalta, and Mandi are now in the possession of different *panda* families other than the one headed by Pandit Gajanan which owns *bahis* relating mostly to Guler from among the hill states.

A point which emerges with some sharpness is that what are seemingly purely private disputes are here treated as being within the jurisdiction of the *Mufti* or the *Qazi*, even though they relate strictly to the members of a Hindu family and to affairs affecting their priestly duties. These documents do not of course record decisions given by the *Mufti* or the *Qazi* on these matters: he is only registering an agreement arrived at between the parties themselves. But the possibility of disputes like these being referred for adjudication to a State official could not have been by any means remote. In fact from Kangra we have definite evidence on this point from a nineteenth century document²² in which a dispute of this nature between *pandas* is decided by Maharaja Ranjit Singh of Punjab.

22. I am grateful to Shri Surinder Bhardwaj who drew my attention to this document which he had seen and photographed at Kangra.

It is possible to draw attention to many other aspects of these documents and other documents of this character, aspects which warmly light up the social, economic or administrative history of the relevant periods or regions once the questions which are to be addressed to evidence of this kind have been properly framed. But before that is done, of course, it would be necessary to *locate* the evidence at sources of the kind suggested here. That requires both patience and effort, but the reward can be rich. And there is always the possibility that excitement will attend upon this effort, for in a search like this it is the unexpected that is apt to turn up.

ARCHIVAL HANDLING OF PRINTED AND PUBLISHED MATERIALS

D. C. RENZE

IN a review of the archival literature relating to principles and arrangement of archives, there is relatively little discussion of such archival materials as are printed and published. Perhaps the Dutch archivists have come closest to covering the matter with reasoning which appears to be tenable. In Muller, Feith and Fruin—*Manual for the Arrangement and Description of Archives*, the position taken is that there is no valid reason for excluding drawings, maps, charts, printed documents, or pictorial items from archival holding just because they are printed, instead of being handwritten or drawn; that special physical characteristics may justify handling separately. Various categories of documents often found in such holdings but which do not belong to the series in which they are received are:—

1. Printed documents not produced or purchased by an administrative body (legal codes, manuals, other items) intended to serve as aid in the performance of administrative duties.
2. Supplies of documents to be sent out, forms, etc.

It is also their contention that documents which have been deposited with an archival holding (record group) to which they do not belong must be separated and transferred to another archival series or, in some instances, the archival library reference area to which they belong. However, when separated from the record group they should be recorded in a separate section at the end of the archival inventory in which they were deposited, together they then form a related reference library of historical, topographical, statistical, informational materials for general reference or other scholarly use by those who use the archival holdings to which they relate.

Thus, it would seem that printed or published archives have some characteristics in common with other special holdings; they may also be represented by several stages (manuscript or rough draft copies, transcripts, and fair or printed copy) which may justify special treatment outside the normal record group or series. Some of the problems are:—

1. *Identification*
 - (a) What constitutes a record in each of these?
 - (b) What constitutes the archival copy/copies?
 - (c) How shall the archivist insure that every official records series (of publications) is complete?

- (d) Where the archivist is faced with items in the three related stages of a published record or document, (1) manuscript (or rough draft), (2) transcript, (3) Fair or printed copies, (and it is the customary practice to print certain classes of documents), it is generally the practice to preserve the manuscript draft and one printed copy. However, is it ever necessary to preserve the intermediate transcript or galley copies? If so, what criteria shall the archivist follow?

2. *Recognition of the Physical Type* of Series and subseries (i.e. format-pamphlet, book, etc.).
3. That *arrangement* can and should be in a natural grouping, according to provenance, or if kept separately and then removed from the fonds, that it can be justified in the interest of its handling, preservation or servicing. (The archivist can place a cross reference slip in the original physical sequence showing where the series or item is presently located and annotate index or guide accordingly.).

It is also not difficult to translate principles expressed in the writings of Jenkinson, Schellenberg and others which, while relating to other record types.—(i.e. cartographic and pictorial records) have indicated similar problems of physical arrangement and description and rationalized the case for special handling, but still maintaining an acceptable archival relationship to the whole records group, sub-group and/or series.

Also, just as pictorial records often deal with multiple subjects, so do published reports or other publications of records; in addition, the size, date, and other physical or descriptive elements vary and require different processing, arrangement and descriptions, as do cartographic and pictorial records.

I am here talking about printed or published archival materials and functions relating thereto. For discussion purposes, I am excluding from my subject printed forms, stocks of publications for distribution, or the central distribution function of publications, which may be assigned by statute or directive to the Archives but which are normally not covered by the archival function.

It would be unrealistic not to recognize that in certain situations the archivist may have very little to say as to how such materials are handled, but he need not delude himself that much variance constitutes an accepted archival deviation. Archivists in general should be well aware of the principles which govern the practice of archival science and they should be able to defend them by the logic which governs. How adequately this can be done often depends upon the archivist's professional competence, ability and the receptiveness of the authorities or staff with whom he must work.

In situations where arbitrary decisions have been made by statute, directive, ignorance or whim, to handle printed materials outside the archival synthesis, there is little to be gained by fighting a losing battle. However, this does not mean that the archivist cannot attempt through the gentle art of persuasion (or persistence) to rationalize applicable archival principles, to the end that when inaccurate handling is imposed, it can some day be changed.

If the whole complex of printed or published records is arbitrarily removed from the archivist's authority then this should be completely understood by all parties concerned, with common recognition given that the claim of an unbroken chain of legal custody and the integrity of the record can no longer apply; that, as a result such records may well have forfeited their archival character.

There is too much confusion as to what constitutes official records when archival documents are published or printed and which are usually precise and unique in character, as opposed to that which is for reference or library circulation use in multiple printed copies. Too few librarians or even historical society staff members are aware of the concept of these differences. The master series of official printed publications in a state or other jurisdiction really bear no relationship to the multiple reference copies of the same documents in a State Historical Society Library, a State Library, the College and University Library, or other libraries of the State, even though some librarians of such institutions will loudly argue the point. The archivist may recognize and agree with the need for such source material to serve different purposes from the archival master series deposited in the archives, but he should not abandon or relinquish his archival responsibility merely to maintain a "noisy" and contentious peace.

Also, to review the Document Librarian's techniques and methodology would perhaps be interesting but in reality would serve only to confuse the issue, since we should be concerned only with the archival principles applicable to handling of official printed or published records, public or otherwise.

As to specific policies which exist in various institutional, archival or records management situations, there are, as we know, great variances—some resulting from expediency or perhaps just plain ignorance. If the archivist, however properly makes his professional approach to such problems he should at least direct every effort toward the end of applying archival principles. If he cannot do this, then he is faced with reconciling himself to whatever approach is imposed upon him. Problem areas suggested for consideration and decision by the archivist are :—

1. Publications received with archival series (intermingled or as separate series) :—
 - (a) Official state publications.
 - (b) Non-official but related publications.
2. Can the archivist establish a Master series of published documents as a separate archival series of various Record Groups?
3. Should he publish at regular intervals Checklist of Publications received? Should these include publications received which are necessary for reference by administrative offices and received as part of the regular business of the office?
4. When and what newspapers are essential in the Archives?
 - (a) Official house or agency organs of public jurisdictions.
 - (b) When a newspaper is designated as an official media for publication of government acts—*i.e.*, election records, financial reports, other public notices which by law must be published before they become legally effective.
 - (c) When original public records are lost, destroyed by fire or flood or vandalized and newspaper recorded accounts are legally designated as acceptable as second best evidence. These can be microfilm recordings.

[Such newspapers for (b) and (c) are generally limited to those which are designated by the Secretary of State, a legislative or administrative body, as being official newspapers for publication of public records or notices and usually consist of one or two weekly papers in each county and one or two daily papers in larger cities or towns.]

Extensive collections of newspapers for reference use or library purposes are not included in such archival series. The latter cover published or printed textual, cartographic, and/or pictorial records, whose delineation is as follows:—

- (1) Publications by agencies, departments, institutions—official, printed (or reproduced in a quantity) for distribution by government such as reports, statutes, studies, bulletins, magazines, official newspapers, yearbooks, directories, maps, etc. (A master series is retained as an archival entity but balance of duplicates are non-archival.).
- (2) Contract publications—texts prepared by consultants, college professors or departments, specialists, financed by government but written and printed elsewhere under contract, grant-in-aid or subsidy. (The contract does not alter the archival character of a master series. Duplicate or stock copies are non-archival).

- (3) Where federal funds, state, foundation or private funds are jointly used to produce publications relating to activities having a mutuality of interest. (Still apply the master series concept with duplicate or stock copies being non-archival).
- (4) Where the state provides information and funds but publications may be produced by Federal Government, or *vice versa*. (Same principles apply as in 1-3.).
- (5) Publications received in the course of regular business or administrative process (public and/or non-public records) essential part of information, communication, and administrative history of the agency. (Considered as an essential "evidential" reference component to records series and thus recorded as part of series even though physically segregated.).
- (6) Publications and/or printed reports filed pursuant to law with various agencies *i.e.*, corporation annual reports, securities, banking, etc. (These constitute official "filings" and are records series in themselves).
- (7) Publications for staff or agency reference only (Professional journals, manuals, handbooks, reports etc.). (These are tools of office and are regarded as special library reference material unless actually produced by the agency.).
- (8) Publications (special magazines) subsidized partly by state or local government funds and non-governmental subscriber/membership funds. (No broad rule of thumb can be applied but depending on circumstances could be records).
- (9) Stocks of publications. (Generally not considered as records. See items 1 and 2).
- (10) Publications used as reference by agencies or by the archives to make archival holdings or special record groups more meaningful. (Non-official but related).
- (11) Instructional materials used as part of an agency's activity. (Can be either official or non-official, but in either case related).
- (12) Published pictorial records (maps, charts, photo prints, drawings, plans, engravings, lithographs, woodcuts, movies, slides, photo prints, etc.). (The principle of a master series as the record with other duplicates as non-record).
- (13) Microfilm publications. (The master negative is the record.).
- (14) Newspapers officially and legally designated as authorised agents for printed public record reports, statements, notices, ordinances, financial statements, etc., or in case of loss of original records to be designated as second best evidence of recorded happening. (Otherwise, regarded as secondary in character and non-record material).

PRIVATE PAPERS

PADMAKANT MALAVIYA COLLECTION

B. M. SANKHDHER

THE private papers of Padmakant Malaviya, a Hindi poet, journalist and erstwhile editor of the well-known weekly *Abhyudaya*, have recently been acquired by the National Archives of India. Covering a period of sixty years from 1907 to 1967, the collection partly comprises the correspondence of Padmakant Malaviya and his father Krishnakant Malaviya with several individuals, such as Mahatma Gandhi, Chakravarti Rajagopalachari, Netaji Subhas Chandra Bose, Purushottamdas Tandon, Jawaharlal Nehru, M. S. Aney, Sri Prakasa, Sir Tej Bahadur Sapru and Dr. Rajendra Prasad. A large number of press cuttings and extracts from newspapers like the *National Herald*, the *Leader*, the *Amrit Bazar Patrika*, the *Statesman*, the *Hindustan Times* and the *Times of India*, form another significant part of the collection. Also included in the collection are several valuable volumes of the *Abhyudaya* founded by Madan Mohan Malaviya in 1907. Literary subjects poems, comments on books and publications, etc. also find a place in the collection.

Among the main subjects discussed in the correspondence and the press-cuttings a mention may be made of the activities of the Forward Bloc, Madan Mohan Malaviya Centenary, Indo-Japanese friendship Netaji Subhas Chandra Bose's death controversy, Akbar Allahabad Memorial Committee, Indo-Pakistan relations, Phulpur Bye-election of 1964, Krishnakant Malaviya's death, the *Abhyudaya*, U. P. politics and movement for propagation and simplification of Hindi.

The volumes of the *Abhyudaya*, cover a large period from its inception to 1948, there being gaps for the years 1910, 1911, 1932, 1933, 1938, 1943 and 1944. Under the editorship of Madan Mohan Malaviya the periodical published valuable comments on the administration of India under Lord Curzon, the *Hind Kesari*, political education of the masses, Sir Andrew Fraser and 'Bande Matram', municipalities in India, Lala Lajpatrai and the police, Government and the Swadesh Movement, riots in India, temperance agitation in India, separation of the judicial and executive functions, Press Legislation, causes of unrest in India, Lord Morley and the contemporary situation in India and the Surat split in the Congress.

Madan Mohan Malaviya was against any split in the Indian National Congress. In 27 December 1907 issue of the *Abhyudaya*, he therefore pleads for cooperation among the Moderate and the Extremist sections of the Congress. He says that what is of importance is not

indulge in carping criticism of the Congress, but to reform it by mutual cooperation so as to make it capable of attaining 'swaraj' which is its ultimate goal. Writing under the caption "The Twentythird Session of the Congress", the editor of the *Abhyudaya* remarks that the disgraceful conduct of the Extremists at the session has led some people to think that the Congress has become divided into two bodies, while others feel that its existence has come to an end. In the editorial of 3 January 1908 he exhorts all right-thinking individuals not to consider the Congress as having passed out of existence; it is very much alive; it has succeeded materially in welding the Indians into one nation, and promises to be of useful service to them in future too. Nor should it be allowed to be split into two bodies inasmuch as such an action will be a heavy blow to the formation of the Indian nationality, which is expected to be a very significant factor in the future progress of India.

The *Abhyudaya* felt that it was Lokmanya Tilak who was responsible for a fissure in the Congress at Surat. On 10 January 1908, under the title "Who is responsible for wrecking the Congress?", the editor gives his own version of the Surat fiasco. He remarks with extreme regret that Sir Saiyid Ahmad Khan and the Anglo-Indian papers with their combined efforts have not dealt such a heavy blow to the Congress as has been dealt to it by Mr. Tilak, one of its own most learned and honoured supporters.

The *Abhyudaya* assumed the role of a real nationalist and enlightened newspaper when, on 17 January 1908, it wrote on the Surat Split under the heading: "What is the real truth?". The editor remarks that personal recriminations only make the Indians a laughing stock of the world, and that such actions will not result in their achieving 'swaraj', for which self-sacrifice, forbearance, mutual love, respect for patriots and practical work are necessary, and whose progress is barred by men who prefer personal distinction to the good of the country. The editor further writes that the time has come when the Indians should do some real work and thereby show to the world that whatever the present lot of India, her future is bright.

In the later issues of the *Abhyudaya*, articles and comments from the pen of eminent leaders, such as Mahatma Gandhi, C. F. Andrews, Lala Lajpatrai, Govind Ballabh Pant, Ram Manohar Lohia and Purushottam Das Tondon, were published. Purushottam Das Tondon was also associated with the paper in the capacity of an editor under Madan Mohan Malaviya. Literary contributions of Mahadevi Varma, Firaq Gorakhpuri, Nirala, Jigar Moradabadi, Akbar Allahabadi, Dr. Ram Kumar Varma, Josh Malihabadi, Sagar Nizami, and Rahul Sankratyayan embellished the pages of the *Abhyudaya* from time to time. Extracts of Mahatma Gandhi's articles from the *Harijan* were published in this

periodical in order to keep its readers informed about the Gandhian philosophy and programmes.

Subhas Chandra Bose was a frequent commentator and contributor to the *Abhyudaya*. He wrote thoughtful articles on "Problem of Bengal" (26 February 1940), "Communal Unity" (4 March 1940), "Demand for Swaraj" (11 March 1940), "Nai Kabayat" (6 May 1940), and "Indians Awake" (20 May 1940). Thus till his disappearance from India on 27 January 1941, Subhas Chandra Bose remained in constant touch with this weekly.

The *Abhyudaya*, as we have already observed, was essentially a politico-literary journal, inspired by the highest patriotic sentiments. It was critical of the autocratic and imperious British attitude towards India, and throughout the national struggle it echoed the sentiments of the people whose highest aspiration was Independence. For its patriotic sentiments and its criticism of the British policies and measures, it had to pay a very heavy price. It was not only fined but also proscribed and humiliated. However, its glory lies in its achievement, in the fulfilment of its dream, in the ultimate realization of self-rule for India. The Independence of India was an outcome of thousands of those sacrifices of which many were inspired by the *Abhyudaya* and some even made by it.

Some of the views expressed above may not be acceptable to all, but there can be no denying the fact that the collection under review throws a flood of light on the struggle for freedom and as such it is a useful addition to the private papers already acquired by the National Archives of India.

ABSTRACTS OF ARTICLES

J. C. SRIVASTAVA

AND

RANBIR KISHORE

THE articles abstracted below relate to Archival Science and Archival Practice, and have been taken from the journals which were received in the National Archives of India Library during the first half of 1970. The arrangement is as follows:—

- (a) Archival History
- (b) Sources
- (c) Theory
- (d) Management : Control and Organisation
- (e) Personnel—Training and Education
- (f) Preservation
- (g) Conferences.

(a) *Archival History*

TAYLOR, PAMELA J.—“Two Indian Record Offices : The National Archives of India and the Nehru Memorial Museum and Library”. *Journal of the Society of Archivists*, Vol. 4, No. 1, April 1970, pp. 60-62.

This brief introductory article acquaints the English people with the two institutions specialising in modern Indian History researches. About National Archives of India describes its holdings, the method of transfer of records, preservation techniques, and rules regulating their access. Narrates its various activities, and points out certain financial and administrative difficulties of this organisation. Lack of storage space and shortage of foreign currency greatly affect the National Archives, in the author's opinion.

Nehru Memorial Museum and Library is of recent origin and is housed in the official residence of the late Prime Minister Jawaharlal Nehru. It is partly used for Museum and partly for Library and record office. Describes its contents ranging from All India Congress Committee files to files of several newspapers including wide range of Nehru's printed and written works. It is specialising in 20th century history, specially of Nehru era. It also organises seminars and discussions on contemporary topics in order to stimulate study.

(b) *Sources*

HARDENBERG, HERMAN—“English History in Dutch Archives”. *Journal of the Society of Archivists*, Vol. 4, No. 1, April 1970, pp. 10-22.

Surveys the records of 13th-18th centuries available in Dutch Archives and shows how they can help fill up the gaps in English and other continental records to build up and reinterpret the English-Dutch relations in political, social, commercial and maritime fields. Political, social, commercial and maritime activities reflected in these documents illustrate Dutch point of view and supplement the gaps in English and Spanish archives. The official and private papers represent a first class source material on Anglo-Dutch rivalry and cooperation in many fields. (East Indies records may be of special interest to Indian students of history).

SINGARAJAN, S.—“The Persian Records in the Tamil Nadu Archives”. *Quarterly Review of Historical Studies*, Vol. 9, No. 4 (1969-70), pp. 205-14.

Narrates the history of the Persian Records transferred from the office of the Paymaster of Carnatic Stipends and the office of the Receiver of Carnatic Property. Describes the contents of the records consisting of letters, *farmans*, agreements, accounts, service particulars of officials and diaries of Nawab Wallajah. Throws light on the contemporary political events of Carnatic and Tanjore and the Nawab's relations with the English. Also tries to explore social and religious conditions of these two places. Persian records from Pudukkottai Durbar and letters found in the Agency Records of Tanjore throw side-lights on the history of the times and the dealings of the British with Indian rajahs. Being very valuable for research in modern Indian History these records need proper care and treatment.

(c) *Theory*

BROOKE, CHRISTOPHER N. L.—“The Teaching of Diplomatic”. *Journal of the Society of Archivists*, Vol. 4, No. 1, April 1970, pp. 1-9.

Emphasises the necessity of teaching the science of diplomatic to the archivists and historians alike. Defines the term ‘diplomatic’ as the study of the forms of documents of every age and every continent and every type susceptible to formal investigation. It can be viewed as a formal exercise in bureaucratic technique or as the revelation of human nature in routine, traditional documents and administrations. One of the central themes of diplomatic is the study of varying techniques of authentication of signatures and seals. It is possible only by a considerable effort of historical imagination combined with knowledge of diplomatic. Advocates the necessity of a manual on modern diplomatic.

FRY, AMELIA R. AND BAUM, WILL A.—“A Janus looks at Oral History”. *The American Archivist*, Vol. 32, No. 4, October 1969, pp. 319-26.

THE INDIAN ARCHIVES

The importance of rescuing material from the memory of men significant in the life of a nation encouraged many projects of recording their memories through interviews and conversations. The technique has come into use increasingly as a tool for historical research in almost all the fields of social sciences. Termed as Oral History it has now been defined as "method of gathering a body of historical information in oral form usually on tape." While surveying the evolution of the concept of oral history the authors inform that the Oral History Association (U. S. A.) has now prepared a code of 'Goals and Guidelines' for interviewee, interviewer and sponsoring institutions. Discuss the financial implications of oral history projects and suggest editing of interviews for wide circulation. Finally put a question about the training of an oral historian and suggest that whatever be the qualifications of an oral historian he should be a combination of journalist and historian.

ROLLINS, A. B.—"The Historian and the Archivist". *The American Archivist*, Vol. 32, No. 4, Oct. 1969, pp. 369-74.

Recalling his experiences of archival research some two decades ago, when suspicion and security were the dominant factors in Archives, the author says that the times have changed and the archivist is more a teacher and guide than a keeper of documents and secrets. The historians should be more specific in their researches and the archivists more research-oriented. Money and time are the greatest considerations for a researcher. The archivist should in turn be sympathetic, quick, frank and specific. Says that a better system for coordinating and managing the total archival resources be developed now.

(d) Management: Control and Organization

BURCH, F. W.—"Program and Planning of Records in Minnesota". *The American Archivist*, Vol. 32, No. 4, Oct. 1969, pp. 343-48.

Describes the programme planning and programme budgeting as practised in the State Archives, Minnesota. *The State Program and Operations Manual* (1st ed., Jan. 1969), which gives a uniform framework for the comparison and analysis of programmes and serves as a tool for development of programme budgeting and management information systems, provides explicit statements of agency objectives. While making a distinction between managerial and curatorial functions the *Manual* advocates a closer relationship between records management and general administration. The goal of records management is to establish and coordinate systematic control over the creation, use and disposition of the records created or received by all branches and agencies of state and local governments. The goal for Archives is stated to be to select and make available public records of enduring value for research and reference use by government officials and others, and to

cooperate with other information-oriented agencies. The activities for Archives are appraisal, accessioning, preservation, arrangement, description, reference, publication, and exhibition. Records management covers surveys, programme evaluation, emergency records disposal, and technical assistance. Each programme and its activities need definition and measurement in terms of quantity and time. This will help in preparing estimates of future needs for staff and facilities in relation to programmes and activities. The author expresses a hope that a Manual like that of Minnesota State Archives may serve as a Guide to many archival agencies and as a check-list of work to be done; it can make possible systematic inquiry about the existing level of programme and activity of documentation, and it can guide an over-view of programme relationship. It is a thought-provoking article for both the archivist and the records manager.

HULL, FELIX—"The Management of Modern Records". *Journal of the Society of Archivists*, Vol. 4, No. 1, April 1970, pp. 45-50.

The management of the vast bulk of modern documentation as produced by a large public agency poses two problems: (a) Selection from it, for permanent preservation, of all documents that can be considered of historical or legal importance, or valuable for social or economic research; and (b) organisation responsible for it. Selection necessitates rejection and retention which in turn require a well-planned procedure for weeding and selection of useful documents. Author here mentions various procedures and guidelines prescribed by Public Record Office and other agencies from time to time, and brings out their merits and deficiencies. Also expresses hope for their improvement through practical experience. Holds the opinion that archivist alone is trained to be objective in outlook in evaluating documents, whereas historians and administrators may ignore each other's view-points. Also deals with the problems of transfer of records and planning their housing and arrangement. Applauds reviewing system from time to time.

SANTEN, V. B.—"Appraisal of Financial Records". *The American Archivist*, Vol. 32, No. 4, October 1969, pp. 357-61.

Describes the difficulties in course of appraisal of financial records due to their volume and contents, as they differ from other types of records. The appraisal objectives remaining the same the informational content has administrative, legal, fiscal, research and educational values. The assessment of these values and the achievement of an overall balance between and among these values is the basic appraisal problem facing all public records. Says that before appraising financial records, the appraiser must be familiar with all the elements involved in the financial transactions recorded and must have a personal, intimate knowledge of the degree to which these elements affect the transaction. Explains some of the intrinsic elements, and those directly related to the

objective, of the retention period of financial records. According to the author the following factors have the greatest effect in the appraisal of financial records for legal and administrative purposes. (1) Existing statutes; (2) Governmental policies at the state, federal and local levels; (3) organizational structure of the records-creating agency; and (4) the programme policies and the administrative policies within the programme areas and within the governmental organisation. Finally, the political and audit requirements also act as major factors in retention or disposition decisions.

(e) *Personnel—Training and Education*

*CHOMEL, VITAL.—“Les problèmes du Personnel scientifique des Archives de France”. *Gazette des Archives*, No. 63, 1968, pp. 235-60.

Deals with problems of professional personnel in the French Archives. On the basis of the replies received against a questionnaire circulated among the members of the Association of French Archivists the training programme needs re-orientation. The emphasis has been placed on the training of archivist-paleographers. Says that problems resulting from the massive accumulation of records and from the application of electronic techniques to management have produced a crisis in the recruitment of archivists. The evolution of archival profession depends not on archivists themselves but on the evolution of techniques of management and administration. Young persons attracted to the profession must be trained to cope with and resolve modern archival problems. Advocates that in addition to the traditional courses, they should study sociology, economics, constitutional law, and modern administrative history, and be familiar with the techniques of microfilming and automatic data processing. While in service they should continue their training. They should produce and publish inventories, special lists, and new types of finding aids through which the contents of the modern fonds can be made known. The closest cooperation should be maintained between archivists and centres of historical research. A publication programme should be undertaken on national and regional basis to serve the needs of research.

(f) *Preservation*

BELAYA, I. K.—“Methods of Strengthening the Damaged Leather of Old Bindings”. *Restaurator*, Vol. 1, No. 2, pp. 93-104.

Describes the use of polyamide, polyurithane resins, cellulose derivation and polyvinyl gums for strengthening damaged leather in old bindings. Data on physical characteristics of leather using different tanning agents, and treated with 1%, 3% and 5% methylol polyamide

glue (PFE 2-10), 15% polyvinyl alcohol, is given. Effect of irradiation of leather samples for 10, 100, 200 and 500 hrs. with ultra-violet rays from a mercury quartz lamp for inducing artificial aging is evaluated. It is observed that mechanical properties of leather treated with different resins are modified, and are retained when these samples are irradiated with ultra-violet rays. Use of 5% solution of methylol polyamide glue PFE 2-10 mixed with 2% solution of a vegetable tanning agent is recommended for adding strength to old leathers. Subsequent greasing of the treated leather with smear hoof foil is observed to add lustre to the treated leather. For restoring varnished leather use of polyurethane tar in cyclohexane is recommended.

BOND, MAURICE F. AND BAYNES-COPE, A. D.—“Fungicides”. *Journal of the Society of Archivists*, Vol. 4, No. 1, April 1970, pp. 51-52.

Discuss the importance of humidity control and air circulation for checking incidence of fungus growth in archival repositories. Use of thymol and sodium salt of pentachlorophenate for destroying fungus is considered. Describe the use of sodium salt of orthophenyl phenol (Topane W. S.) as a fungicide. Use of tissue paper or other thin papers impregnated with 10% aqueous solutions of topane for inter-leaving books and records volumes, and covering of books and boxes with such treated tissue papers is recommended as a safety against fungus or mould growth.

COLLINS, IVOR P.—“The Use of Thymol for Document Fumigation”. *Journal of the Society of Archivists*, Vol. 4, No. 1, April 1970, pp. 53-54.

Describes a fumigation chamber, a specially constructed room 15' x 6' x 8' for thymol fumigation. The flooring of the room has a trench specially designed to accommodate six generation points comprising 100 watts electric light bulbs. Above this trench are fitted iron grid sections for levelling of the floor. The walls of this trench are recessed to take thymol trays on the light and above the iron grids. Large trays with rims (patty pans) are used to prevent overflow of thymol liquid. For exhausting thymol fumes from the room after the fumigation cycle, one extractor fan is fitted on the window side of the outer wall, and an inlet vent is fitted on the opposite side of the inner wall. The fan and the vent are kept in operation for half an hour before loading and unloading operations.

The chamber utilises 9 ounces of thymol for 720 cubic feet. This chamber is convenient for loading and unloading of records with steel trolleys, and the operators are not subjected to any residual thymol fumes during fumigation cycles.

CROWLEY, ALFRED S.—“Repair and Conservation of Palm-leaf Manuscripts”. *Restaurator*, Vol. 1, No. 2, pp. 105-14.

Discusses the use of distilled water, ethyl alcohol, oil of camphor and trichloroethylene for surface written and incised text palm-leaves. Use of lamp black and camphor oil for re-inking incised text is suggested. For filling holes in damaged leaves use of a wood veneer (birch) specially reinforced with kozo-thi paper and an acrylic resin is recommended. For reinforcement of palm-leaves a process of lamination using tissue paper coated with acrylic rubber adhesive on one side is described. The laminate is prepared by sandwiching the palm-leaf in-between two such tissue papers. For eliminating reflection of light by the laminate in it the entire formation is brushed with acrylic emulsion on both sides and allowed to dry under pressure. After five minutes paraffin wax emulsion is applied to the laminate with cotton wool as an anti-blocking agent. This process adds flexibility to the dried palm-leaves, and if necessary the tissue paper can be removed by immersing the laminate in a chloroform bath.

LAWANI, S. M.—“Storage and Preservation of Microfilm under Tropical Conditions”. *Libri*, Vol. 18, Nos. 3-4, 1968, pp. 182-90.

Describes various factors responsible for deterioration of microfilms in tropical climate. Test data compiled in one representative tropical island, Bano Colorado (Panama Canal zone) for 12 years is given. Merits of Kalavah film from permanence point of view are discussed.

For commercial short term storage 25-60% relative humidity and a temperature below 120°F are recommended, while for archival permanent storage relative humidity at about 40-50% and temperature at 60-80°F are recommended.

Closed air-tight containers with friction type lids made of impermeable material are recommended for film storage. In order to eliminate the evil influence of humidity, it is recommended that the figure expressing in cubic centimeters the volume of the air in the sealed container should be lower than the figure expressing in square centimetres the area of the enclosed film. Such a step prevents excessive moisture transfer from enclosed air to enclosed film when the sealed containers are subjected to a temperature below that prevailing at the time of sealing, and *vice versa* when the sealed containers are subjected to a temperature higher than that prevailing at the time of sealing.

Wrapping of film in papers treated with sodium pentachlorophenate to eliminate chances of fungus attack on film is suggested.

Use of lacquers for treating the film for increasing its resistance against abrasion, finger printing, dust and micro-biological damage is considered, and Perma-film Protector 129 PTR, which has been successfully used for preserving motion pictures, is suggested.

For ensuring stability of the photo image and to reduce the possibilities of formation of aging blemishes and spot formation use of 0.2

gm. of potassium iodide to each litre of fixing solution, and subsequent thorough washing of the film after its processing, is recommended.

McCARTHY, PAUL.—“Vapour Phase Deacidification : A New Preservation Method”. *The American Archivist*, Vol. 32, No. 4, October 1969, pp. 333-42.

Describes the merits of vapour phase deacidification process making use of cyclohexylamine carbonate (CHC) for neutralising sulphuric acid commonly found in paper. The VPD technique makes use of either CHC impregnated paper or CHC sachets (10 gms. each) in air-tight boxes. The documents to be deacidified are kept in the box along with the CHC impregnated sheets or sachets for a period which ranges from 2-6-8 weeks, depending upon the porosity of the paper under treatment. Paper in bound volumes, books or manuscripts can be deacidified by interleaving the sheets with CHC impregnated paper at an interval of 25-50 sheets.

Test data collected with V. P. D. treatment by Langwell and Capt. Cunha is given and compared with Barrow's spray deacidification technique using magnesium bicarbonate. Evaluation of long term effect of V. P. D. process under aging test is discussed. It is observed that unlike the spray deacidification treatment the samples subjected to V. P. D. treatment with CHC show a reduction in PH after being subjected to aging test. Though CHC neutralises the excess acidity of paper, yet it does not affect the latent acids obtained by conversion of sulfite in paper into sulphuric acid in presence of water and air. Whereas in spray deacidification technique magnesium bicarbonate acts as a buffer for neutralising acids produced by such conversions, the CHC vaporises after exposure of deacidified papers to atmospheric conditions and there is no such buffer action.

METCALF, KEYES I.—“The Design of Book Stacks and the Preservation of Books”. *Restaurator*, Vol. 1, No. 2, pp. 115-25.

Discusses the problems faced by librarians and archivists in ill-designed buildings with defective storage equipment upto the middle of 19th century, and describes the merits of specially designed buildings and equipment for storing archival and library collections.

Adoption of strict building codes helps prevent evil influence of temperature, relative humidity, dust, light, etc. and results in safety against fire and water hazards. Specialised design in stack equipment provides physical safety towards wear and tear in storage. Provision of special lighting installation, humidifiers or dehumidifying devices, and mechanical or electrostatic dust filters suited to archives and libraries is considered.

(g) *Conferences*

**Boletín de la Dirección General de Archivos Y Bibliotecas*, Nos. 102-103, 1968, pp. 2-76. This contains an extensive report on the Sixth International Congress on Archives which met in Madrid on 3-7 September 1968. Working sessions dealt with liberalization of access to archival documents, microfilm and its use as a publication form, restoration, printing of archival documents, xerography in archival and library practice, sigillography, salvaging damaged records in Italy, etc. In addition, there were meetings of the General Assembly, Executive Committee, and various special Committees.

*Adapted from the abstract published in *The American Archivist*, Vol. 32, No. 4, Oct. 1969.

NEWS NOTES

INDIA

National Archives of India

A CUTE paucity of storage space continued to impede the Department's progress in accessioning the non-current records of the Government of India and its various agencies. Nevertheless, 192 files of the Judicial Branch (1905-49) and 36 files of the Political Branch (1946-47) of the late Home Department, and authenticated copies of 46 Bills passed by certain State Legislatures and assented to by the President of India were received from the Ministry of Home Affairs and added to the Department's holdings.

Among the private papers acquired was the Padmakant Malaviya Collection covering the period 1907-67 and comprising the correspondence of Padmakant and his father Krishnakant Malaviya with Mahatma Gandhi, Rajagopalachari, Subhas Chandra Bose, Jawaharlal Nehru and others, a number of press-cuttings and extracts from some Indian newspapers, several volumes of the weekly *Ahbyudaya* founded by Madan Mohan Malaviya in 1907, and a few literary articles, poems, book-reviews, etc. Other acquisitions included some papers throwing light on the administration of Madras under the East India Company, and a diary, in Urdu, of Badrinath, an official of the erstwhile Ramnagar Estate.

Under its records management programme the Department appraised 13,177 non-current files of the Bundelkhand Agency (1922-43), Department of Education, Health and Lands (1929-43), Finance Department (1924-45), and Foreign and Political Department (1911-46). 1,574 files out of these were marked for permanent retention.

The reference media prepared during the period included check-lists of 2,930 'A' Proceedings of the Home Department (1867-84), 2,665 'B' Proceedings of the Revenue Branch of the Department of Revenue and Agriculture (1878-84), 7,396 'B' Proceedings of the Military Department (1902-05), and the private papers of K. Santhanam and Maulana Abul Kalam Azad; subject-list of 361 Public Despatches to the Secretary of State for India (1879-87); and lists of 1,548 documents in Oriental languages, 7 microfilm rolls obtained from the U. S. S. R., and the Padmakant Malaviya Collection. Besides this, further progress was made in the preparation of a general guide to the Department's microfilm collections.

Enquiries made by some public and private agencies relating to subjects involving search among the manuscript and printed materials in the Department's custody were attended to. Noteworthy topics on

which requisite information was furnished were: land survey in Malwa (1870-99), Kinloch expedition to Nepal (1767-68), Indo-Nepalese boundary (1874-75), Bengal Famine Enquiry Commission (1943), Royal Commission on Decentralization in India (1908), and the East India Company's relations with Udaipur (1818-58).

As usual, the Department rendered technical service and advice to a number of institutions and individuals on problems connected with the repair and rehabilitation of records, besides attending to its normal work of preserving the records in its own custody. Mention among those to whom the said service was rendered may be made of the Adyar Library, Madras; Nehru Memorial Museum and Library, New Delhi; Paropkarini Sabha, Ajmer; Andhra Pradesh State Archives; Hyderabad, and the Universities of Kabul, California and Tokyo.

Work concerning the compilation of the National Register of Private Archives made steady progress. Editing of the material relating to the Kapad Dwara Collection of the Maharaja of Jaipur was completed and indexing thereof too was finished. The work of editing the material concerning Mehta Sangram Singh papers, which was then taken in hand, neared completion. Considerable progress was also made in compiling the information contained in the other proformas received during 1959-62. As regards the materials furnished by Andhra Pradesh, Tamil Nadu and other States during the period under report, mention thereof has been made in the note on archival activities in the States.

Under the Publication Programme of the Department the work of seeing through the Press *Fort William-India House Correspondence*, Vol. XXI (Military, 1797-1800; Honorary-Editor, S. R. Kohli) was completed. In the same series while the printing of Vol. XX (Military, 1792-96; Honorary Editor, Dr. A. C. Banerjee) neared completion, that of Vol. VII (Public, 1773-76; Honorary Editor, R. P. Patwardhan) made further progress. Two more volumes in the series, viz. Vol. X (Public, 1786-88; Honorary Editor, Dr. Raghubir Singh) and Vol. XI (Public, 1789-92, Honorary Editor, Dr. I. B. Banerjee), were sent to the press.

Regional Office, Bhopal.—The normal work of checking, arranging and listing the records acquired from the Government of erstwhile Bhopal State was continued, and the usual measures for their preservation and maintenance were taken. Official agencies as well as private research scholars were helped in consulting records. The exhibition of select documents of historical importance at the premises of the Office continued to be popular.

Indian Historical Records Commission

The Fortieth Session of the Indian Historical Records Commission was held on 18-20 February 1970 under the auspices of the State

Archives, Government of Tamil Nadu, at Rajaji Hall, Madras. It was presided over by Dr. V. K. R. V. Rao, Union Minister for Education and *ex-officio* President of the Commission.

The Open Session held at 10.30 a.m. on 18 February was inaugurated by Shri Ujjal Singh, Governor of Tamil Nadu. After the inauguration Dr. Rao delivered his Presidential address. This was followed by submission by Dr. S. N. Prasad of his report as *ex-officio* Secretary to the Commission. Thereafter the Exhibition of Historical Documents organised by the State Archives was opened by Thiru K. A. Mathiazhagan, Finance Minister, Government of Tamil Nadu. The Opening Session concluded with vote of thanks by Thiru S. Singarajan, Director of the Tamil Nadu State Archives.

The Business Meeting of the Commission was held on the afternoon of 18 and morning of 19 February. In the unavoidable absence of the President, Prof. K. A. Nilakanta Sastri was voted to the chair on the first day and Prof. O. P. Bhatnagar on the second. As usual a number of problems were discussed. Following were some of the recommendations made by the Commission at this meeting :—

- (i) A Standing Committee of the Commission be constituted to review the action taken from time to time on the recommendations of the Commission and to make recommendations during the inter-Session period.
- (ii) The State Governments be requested to provide suitable buildings for proper preservation of records at an early date and to give adequate facilities to scholars for conducting research, including those of photoduplication and microfilming.
- (iii) To facilitate the consultation of records preserved by them the Records Repositories of State Governments be requested to prepare and publish consolidated guides to their pre-Independence records.
- (iv) To facilitate genuine research work at the State Archives, the State Governments be requested to dispense with the scrutiny of excerpts taken by research scholars from all 'open' records.
- (v) The State Archives of Goa and Kerala be requested to prepare Indexes in English of all the Portuguese and Malayalam records respectively in their custody.
- (vi) Efforts be made by the National Archives of India to obtain from England copies of such records bearing on the military history of India as are not available in India, so that the gaps in the records in the custody of the Department be filled for the benefit of researchers.
- (vii) The State Governments be requested to ask the offices holding records of the Indian Nationalist Movement, specially

from 1885-1947, to transfer these records to the State Archives and to throw them open for research where this has not been done already.

- (viii) Adequate mobile microfilm units be set up by the National Archives of India to make microfilm copies of private papers in different parts of India at the request of the Regional Records Survey Committees or otherwise, and one copy of such papers be deposited in the State Archives concerned and another in the National Archives.
- (ix) The Indian Universities be requested either to furnish the National Archives of India with a copy of every thesis bearing on modern Indian history approved for the award of Ph. D. degree, or to send the thesis to the Department as soon as the result is declared, for being microfilmed for the use of research scholars.

On the afternoon of 19 February and the morning of the following day there was a Discussion Meeting on "Social Movements in the Nineteenth Century", at which Prof. O. P. Bhatnagar took the chair in the absence of the President. The papers submitted by several members of the Commission and special invitees were read and discussed. "Religio-Political Movements in the 19th Century" was selected as the subject for discussion at the next session of the Commission.

National Committee of Archivists

The twenty-fourth meeting of the National Committee of Archivists was held on 20 February 1970 in the Conference Hall of the Tamil Nadu Archives, Madras. It was presided over by Dr. S. N. Prasad, Director of Archives, Government of India. The Committee discussed several problems pertaining to the administration and upkeep of archives, and made the following recommendations. (i) The National Archives and the Government of India may render suitable assistance to the State Archives desirous of setting up archival laboratories to enable them to solve their preservation problems. (ii) The National Archives of India may place at the disposal of the State Governments the services of its scientists for solving their preservation problems, as and when such requests are made by the State Governments. (iii) The Director of Archives Government of India, may undertake, on request, official tours from time to time for the purpose of having consultation with the State Archives Departments and other public and private archival institutions with a view to assisting them to improve their working and expand their services to scholars and the general public.

Nehru Memorial Museum and Library, New Delhi

During the period covered by the present issue the Library acquired, among other publications etc., over a dozen books by or on

Jawaharlal Nehru and about 400 press clippings on him. Another significant acquisition consisted of a complete file of the *Harijan* covering the years 1933-56 and a few volumes of annual reports of the Indian National Congress for certain years between 1886 and 1924. To provide greater facilities for research and study, it was decided to extend the working hours of the Library and keep it open from 9 a. m. to 7 p. m.

Addition to the Manuscript Section included (i) a large volume of family papers and some of Jawaharlal Nehru's letters, both constituting a valuable addition to the Nehru Collection; (ii) microfilm copies of the papers of the Allahabad Municipal Board covering the period 1923-25 when Jawaharlal Nehru was the Chairman of the Board; (iii) records of the Madras Mahajana Sabha (1892-1924) throwing light on the activities of this premier national organisation of the erstwhile Madras Presidency; (iv) records of the British Indian Association, which are useful for the study of the Association's role in the politics of U. P. during the last hundred years; and (v) records of the All India Hindu Mahasabha covering the years 1933-50 and comprising the correspondence of several eminent Mahasabha leaders on various subjects.

The collection of photographs was further enriched by the addition of some family photographs of Jawaharlal Nehru and negatives of photographs taken by him and other members of the family, besides a set of 35 photographs of C. F. Andrews and 40 photographs of S. A. Brelvi. The collection of photographs is being progressively developed as a photo-archives on the history of modern India with special emphasis on the Indian Nationalist Movement.

The Oral History Division of the institution interviewed several persons and recorded the interviews as usual.

The scheme of fellowships instituted with the object of promoting research in modern Indian history with special reference to the Indian Nationalist Movement was started during the period, and Dr. D. N. Panigrahi who was awarded a fellowship undertook the research project on "Social Foundations of British Rule in India, a Study in Social Change, and an Analysis of the Roots of Political Consciousness among Social Groups in U. P. between 1890 and 1920".

Institute of Historical Studies, Calcutta

The Seventh Annual Conference of the Institute of Historical Studies was held at Bangalore in the first week of November 1969 under the auspices of the University of Bangalore. It was attended by scholars from all parts of India, including delegates from most of the Universities and learned institutions in the country. A number of papers were read and discussed on the occasion their subordinate and main themes being "Sources of the History of Mysore" and "Historical Writings on the Indian Nationalist Movement" respectively.

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The Institute has brought out two interesting publications—*The Indian Press* and the *Studies in Modern Indian History: A Regional Survey*. It has taken in hand work on two more publications: *The Sino-Indian Border Question* and *Historians and Historiography in Modern India*.

The work connected with the Dictionary of National Biography Project is progressing satisfactorily. Three fourths of the biographical entries have been received from the contributors. While making a final review of the names to be included in the Dictionary it has been considered necessary to add about 100 more names to make it complete, representative and worthy of its name as the first pioneer venture of its kind in India.

Calcutta Historical Society

Founded in 1907 the Calcutta Historical Society has The Most Revd. H. L. J. De Mel, Bishop of Calcutta and Metropolitan, as its President. The Executive Council of the Society consists of thirteen members besides the President and five Vice-Presidents.

The Society's main activities in 1969, as in the last several years, related to the publication of its two journals, the *Bengal: Past and Present* and the *Itihas*. It had earlier intended to prepare Index to Vol. 39 onwards of the former journal, but it is now considering the suggestion that instead of having one or more volumes of Index in continuation of the three already published and long out of print, it will be better to bring out in one complete and handy volume a properly arranged list of articles included in all the 88 volumes of the journal published so far. This will serve the same purpose as a detailed Index, involve much less expense, avoid the need of reprinting the out-of-print volumes of Index, and offer the additional advantage of making available in one single volume relevant information on the articles appearing in the journal since its inception.

Archival Activities in the States

Andhra Pradesh

State Archives, Andhra Pradesh.—Shri P. Sitapati Rao, I. A. S., succeeded Shri Md. Abdul Waheed Khan as Director, Andhra Pradesh State Archives, Hyderabad, with effect from 12 May 1970.

The State Government has sanctioned a sum of Rs. 1.75 lakhs to enable the State Archives to implement its schemes of purchasing manuscripts and microfilm equipment, obtaining microfilm copies of manuscripts in Telugu, granting research fellowships, attending to work relating to the National Register of Records, etc.

Accessions of the State Archives during January—June 1970 comprise, besides files of the various Secretariat Departments, *Muntakhabas* from the Andhra Pradesh Board of Revenue and the Hyderabad District Collectorate, *Siyahas* or Muslim Marriage Certificates of the period 1388-90 A. H., and documents and electoral rolls relating to Rayalaseema.

The State Archives has taken in hand the work of editing and publishing the Mackenzie Brown records in Telugu.

Andhra Pradesh Regional Historical Records Survey Committee.—On the recommendation of the Committee, the Government of Andhra Pradesh have established the Government Oriental Manuscripts Library at Hyderabad with the object of centralising for the use of research scholars all the palm-leaf manuscripts and invaluable literary manuscripts available in the State.

During 1969-70, the three Research Assistants working for the Committee made an extensive survey of the records of historical importance in the custody of estate holders, zamindars and other private persons in the respective areas allotted to them. In Telangana area and Hyderabad City interesting documents of archival interest were found in the custody of Raja Raghvendra Reddy, Mir Yawar Ali Khan, Smt. Khurshid Nazir and others. In Northern Circars area similar material was found in the possession of certain private institutions at Rajahmundry and Kakinada. No papers of interest were, however, discovered in Rayalaseema area and Nellore District.

Assam

Assam Secretariat Record Office.—The Assam Secretariat Record Office at Shillong received 10,202 files from the various Departments of the State Government during 1969-70. A large bulk of these was checked, sorted and arranged on the shelves. The Office weeded out 2,195 files from among its holdings. While the compilation of Amalgamated Index to the Government Proceedings for the year 1959 was completed, further progress was made in the preparation of a Handlist of the Records of Commissioners of Divisions and a Descriptive List of Pre-1874 Records. The rules regulating access to records for research purpose were modified during the year. Now all non-confidential records which are forty years old are open for research. Records which are thirty years old can also be consulted if permitted by the Department concerned.

Regional Records Survey Committee for Assam.—The Committee made steady progress in surveying records in private custody in the State. The items unearthed by it during 1969-70 consisted of: (i) a copper plate inscription bearing the Royal Seal of the Ahom King Siva Singha making a donation of *Devottar* land measuring 2,500 *bighas* in

the name of Basudev Than; (ii) a copper plate of a Chulia King; (iii) a *sanad* of the British period relating to the *Mauzadari* System; and (iv) a letter dated 9 Sravan 1263 Bangabda, written by the Ahom Yuvaraj Ghana Kanta Singha to Devabar Barua, Chief Sadar Amin of Barpeta. Quarterly statements indicating the records surveyed by the Committee, were furnished to the National Archives of India in connection with the project of compiling the National Register of Records.

Bihar

State Central Records Office, Bihar.—Due to lack of accommodation there was no transfer of records to the State Central Records Office at Patna during 1969-70. The Office, however, attended to nearly two thousand requisitions for papers. Also it weeded out about a thousand files mainly of the Labour Department. As regards reference media, considerable progress was made in connection with the printing of Vol. II of the Patna Commissioner's Records. Similar progress was also made in the preparation of a Hand-book of Bhagalpur District Records (1774-1885).

Regional Records Survey Committee, Bihar.—The Committee discovered during 1969-70 a collection of valuable papers in the possession of Prof. Rama Nath Jha of C. M. College, Darbhanga. These papers are typed copies of the correspondence of Maharaja Lakshmi-shawar Singh of Darbhanga with his Secretary, Vindhya Nath Jha. Though their subject matter covers both personal and public affairs, they furnish appreciable incidental information about the Indian National Congress, contemporary political leaders, and social and religious movements from 1889 to 1898. Among these papers there are also extracts from the diaries of Maharaja Lakshmi-shawar Singh. Another discovery by the Committee was that of some valuable original records relating to the Paterh family of Saran District. These records mainly consist of *parwanas* from the government for discharging certain official functions. Among the records there is a *qabuliyat* of Shivan Singh and Devidayal Singh which is very interesting inasmuch as it mentions the different categories of land and government officials, and the emoluments of the latter. The Committee has acquired these papers.

Goa

Historical Archives of Goa.—The Historical Archives of Goa at Panaji accessioned during the period a large bulk of non-current records of the Village Community Administration of Salcete. The Customs House Records at Panaji were inspected as a preliminary step towards their transfer to the Archives. About 60 historical publications, including some rare ones, were added to the reference library.

The Archives dealt with 136 enquiries from private institutions and

individuals involving search among the records in its custody, particularly the notarial deeds, inventory proceedings, village community records and quit-rent lease records.

Jammu and Kashmir

State Archives Department.—Checking, weeding and rearranging the records in its three repositories at Srinagar, Jammu and Leh mainly engaged the attention of the State Archives Department during January-June 1970. Despite this arduous task in which good progress was made, the Department received for custody 20,874 non-current files of the State Government. It also attended to 1964 requisitions for files, and continued to afford facilities to research scholars for consulting the records in its custody.

Kerala

State Archives Department.—The Department accessioned during January-June 1970 some significant public records and useful publications. Among the records mention may be made of 30 bundles received from the Board of Revenue, Kerala; 37 *cadjan* documents acquired from the Mannarasala Illom, Haripad; 3,414 original *jenmam* deeds received from the Taluk Office, Ponnani; 10 files of the period 1954-58 belonging to the Office of the Conservator of Forests, Kozhikode; and 3 files of the Forest Range Office, Kasaragod. The noteworthy publications that were acquired included Administration Reports of the various departments and district gazetteers of Trivandrum, Trichur, Kozhikode, Quilon and Ernakulam.

The Department checked and arranged the old Settlement Registers of the Kozhikode Taluk. Also it listed 13,497 *Paimash* accounts of the year 1000 M. E., 3,233 L. Dis files of 1937-38, and about 10,000 *cadjan* records. Steady progress was made by it in listing and indexing the High Court records acquired previously.

Maharashtra

Department of Archives, Maharashtra State.—The noteworthy accessions of the Department during the period January-June 1970 consisted of: (i) 53 files from among the Governor's Records housed in Raj Bhavan; (ii) 27 files of the Directorate of Education at Poona; (iii) family papers of Kukde and Deshmukh families of Ahmednagar, consisting of about 2,500 documents in Modi and 100 manuscript books belonging to the 18th century; (iv) 28 bundles of photostat copies and 17 microfilm reels of Mahatma Gandhi's letters; and (v) 37 *rumals* in Modi covering the correspondence of Pant Pratinidhi family of Aundh.

The programme of preparing reference media made satisfactory headway in Bombay Archives, Bombay; Peshwa Daftar, Poona, and

Kolhapur Record Office. Of the reference media, in the preparation of which good progress was made, mention may be made of : (i) Catalogue of Commercial Department Diaries (1780-1820); (ii) Catalogue of Records in Modi from Chandwad; (iii) Descriptive List of Papers selected for further research; (iv) Catalogue of Papers in Chitnishi and Parasnishi Sections and Nivdi Daftar, (v) Catalogue of Pant Amatya Bavda Daftar; and (vi) Index to Persian Documents.

On the publication side the Department of Archives sent to the press the "Maharashtra Archives Bulletin", Nos. 8 and 9, and continued its work of compiling "Source Materials for the History of Deccan Forts."

Maharashtra State Board for Archives and Archaeology.—The papers acquired by the Board from private parties during January-July 1970 consisted of a *rumal* of rare documents belonging to Shri Date of Pen in Kolaba District, collections of family papers in the possession of Raje Udaji Ram Deshmukh of Mahur, Akolkars and Niran-tars of Nasik, Meghashyam Joshi and Mehendale of Kalyan, and Inam-dar of Parali in Satara District. During the same period the Board examined the documents owned by a number of families at Panvel, Pal-aspa, Hatnoli, Atavne and Pingalshi in Kolaba District as also at Dha-rur in Bhir District. Negotiations with the owners are going on for acquiring such of the documents as are of interest, and these are about a thousand in number.

Mysore

Regional Committee for Survey of Historical Records.—During 1969-70, the Committee carried on survey work mainly in Kolar and Bangalore Districts. In the former district papers of historical and archival interest were found at Mulbagal and Kaiwara. Shri Kesava-char of Mulbagal possessed some sanads issued by Haidar Ali, Tipu Sultan and Dewan Purnaiah; in Sri Padrayara Matha were found Marathi sanads in Modi script issued by Nana Rao and Mukunda Rao Sripathi; and in Sri Amaranarayanawamy. Temple at Kaiwara were found some records including a title deed granted to the temple on behalf of the Maharaja of Mysore. Sringeri Mutt at Sivaganga in Bangalore District was found to possess a large number of sanads, etc., in Kannada and Marathi in Modi script issued by the Peshwas, Haidar Ali, Tipu Sultan and the Wadeyars of Mysore.

Orissa

Orissa State Archives.—The Orissa State Archives, Bhubaneswar, acquired, among a few other items, several issues of the Orissa Government Gazette. It completed the press-listing of records relating to the temple of Jagannath, and made further progress in preparing In-dexes to Cuttack Revenue Records and a Descriptive List of Sanads.

As regards work concerning the National Register of Records, survey was done of records owned by about a dozen private parties, and lists were prepared of about 200 documents found in their custody.

The State Archives maintained steady progress in the compilation of "A History of Jagannath Temple."

Permanent Regional Survey Committee, Orissa.—During 1969-70, the Technical Assistant attached to the Committee contacted a number of private parties possessing documents and manuscripts, and listed 92 items owned by them. Efforts were also made to examine the records in the Dakhin Parswa Math and Emara Math at Puri, and Sadabrata Math and Aswa Math at Bhadrak. The information that was collect-ed was furnished to the National Archives of India for the National Register of Records.

At its meeting held on 14 March 1970 the Committee decided that Prof. M. N. Das and some other members of it should make an attempt to contact certain princely families in the State who were known to possess valuable records.

Punjab

Punjab State Archives.—The Punjab State Archives, Patiala, re-ceived for custody a number of non-current files of the Commissioner of Jullundur Division. It also examined non-current records of the districts of Gurdaspur, Amritsar, Kapurthala, Hoshiarpur, Ludhiana and Ropar in order to select such of them as were suitable for transfer to the State Archives. Records of the *tahsils* of Ludhiana, Samrala and Ropar, as also those of the Superintendent of Police, Ludhiana, were inspected with the same object. While 29 bundles of records of Ambala Division were checked, arranged and paginated, 476 files of the erst-while Pepsu State were listed.

At the instance of certain public and private institutions and indi-viduals, search was undertaken among the printed and manuscript source materials for supplying information on subjects of historical interest such as agreements between the Sandhanwalia chiefs and the Lahore Durbar, activities of the Chamber of Princes, etc. Also assist-ance was rendered to the Librarian of the Punjab University Library in preparing a bibliography on Guru Nanak Dev.

The publication programme of the State Archives was resumed after a lapse of nearly twelve years. *A Descriptive List of Paintings, Prints, Photos and Sketches* was published, and *Anglo-Sikh Wars* was issued in February 1970 on the occasion of the 124th anniversary of the Battle of Sabraon.

Rajasthan

Rajasthan State Archives.—Consequent on the sudden death of Shri N. R. Khadgawat in April 1970, Shri Sudhindra Kumar succeeded him as Director of the State Archives at Bikaner.

Another noteworthy event of the half year covered by the present issue relates to the liberalisation of the rules of access to the records in the custody of the State Archives. All pre-1935 non-confidential records were declared open for research purpose. To afford further facility to research scholars, decision was taken to keep the Research Wing open from 8 a.m. to 8 p.m.

The publications brought out by the State Archives recently include *Rajasthan Through the Ages*, Vol. I; and two volumes of Descriptive Lists—one covering *farmans*, *nishans* and *manshurs*, and the other *vakil* reports.

Tamil Nadu

Tamil Nadu Archives.—The Tamil Nadu Archives at Madras received for custody the non-current records of the Board of Revenue for the years 1958 and 1959, as also those of the various Departments of the State Government for the year 1966. It added 432 books to its Library. While the preparation of Classified Catalogues of Books etc. registered at the Office of the Registrar of Books for 1926-30 and 1931-35 was continued, there was substantial progress in the printing of a similar Catalogue for 1921-25, volumes 59 and 60 of the Public Despatches from England, and the Ramanathapuram District Gazetteer.

Regional Committee for Survey of Historical Records.—The Research Assistant to the Committee surveyed the records in private custody in the districts of Madras, Tirunelveli and Madurai during 1969-70. In Madras he came across some valuable documents, mostly in Persian, in the possession of Mohamad Ghouse, and private papers of late G. S. Iyer in the custody of V. Subramania Iyer; and at Vepery one F. V. Persiera was found to own some interesting documents. In Tirunelveli District the Dalwai family papers were found with Dalwai Ramaswamy Mudaliyar, while at Madurai there were *cadjan* leaf records in the Meenakshi Devasthanam, and important papers with A. S. Venu throwing light on the history of the Dravidian Movement. In all 43 documents out of the abovementioned papers were listed for the National Register.

Uttar Pradesh

State Archives, Uttar Pradesh.—During January-June 1970 the State Archives at Allahabad received for custody 502 files and 17 registers of the Directorate of Education. A batch of 235 files was selected

for transfer from the Secretariat Record Room to the State Archives. 650 new entries were made in the inventories of the different series of records. Three search cases undertaken during the period were completed and requisite information was supplied to the parties concerned. Under the publication programme, the State Archives sent to the Press "An Alphabetical Index of Sanskrit Manuscripts".

U. P. Regional Record Survey Committee.—The Committee was reconstituted for three years with effect from 15 January 1970. The reconstituted Committee consists of 17 members besides the Minister for Cultural Affairs & Scientific Research, Government of U. P., who is the *ex-officio* Chairman, and the Keeper of Archives, State Archives, U. P., who is the *ex-officio* Secretary. The main functions of the Committee are: (i) to advise the State Government on matters pertaining to the State Archives; (ii) to unearth old hand-written historical books and records; (iii) to acquire by purchase or otherwise *farmans*, *nishans*, *parwanas* and *sanads*, manuscripts and documents on history and art in Hindi, Sanskrit, Persian or Urdu; and (iv) to preserve, list and catalogue such acquisitions and make them available to research scholars. In order to assist the Committee in the work of acquiring hand-written books and records, the State Government has formed a Record Purchase Committee consisting of eight members whose function is to examine and select the items available for purchase and to make necessary recommendations to the Regional Record Survey Committee in regard to their purchase.

West Bengal

West Bengal State Archives.—The West Bengal State Archives, Calcutta, received for custody 2,902 files of the Judicial Department (1961-63) and of the Jails, General Administration and Police Branches of the Home Department (1964-65). It also accessioned 339 issues of the *Calcutta Gazette*.

The work of preparing reference media for the different series of records was continued by the State Archives. While preparation of indexes to the records of the Commerce Department (1917-28) and Public Health Department (1917) made further progress, steady progress was maintained in press-listing the Revenue Department records (1785-onwards) and in preparing descriptive lists of the Revenue (Judicial) Department records (1790 onwards).

The State Archives attended to requests from 57 outside agencies for information from its records, and afforded facilities to 34 research scholars for consulting the records in its custody.

West Bengal Regional Records Survey Committee.—The Committee was reconstituted for three years with effect from 17 December 1969. It now consists of 14 members including Dr. N. K. Sinha who

is its new Chairman and the Director (in his absence the Assistant Director) of State Archives who is its Secretary and Convener. It is to work as an Advisory Body, advising the State Government on matters relating to the appraisal, preservation and maintenance of historical records in the State Archives and other Government offices, and is to endeavour to bring to light valuable historical records in private custody and suggest suitable measures for their preservation.

The reconstituted Committee held its first meeting on 27 February 1970 and recommended, among other things, (i) that the General Letters to and from the Court of Directors in the Judicial Department (1793-1857) be published and Dr. N. K. Sinha be requested to edit the first volume covering the period 1793-1815; (ii) that the State Government be requested to expedite the taking over of the Board of Revenue records up to 1900 by the State Archives; and (iii) that the district records be centralised in the State Archives.

INTERNATIONAL

International Council on Archives

At the Sixth International Congress on Archives held by the Council in Madrid in 1968 many delegates had suggested the creation of some sort of bulletin as a periodic and permanent medium of communication among its members. The Council has accordingly published the first issue of its *Newsletter (Bulletin d'information, Boletín informativo)*. The *Newsletter* has been brought out in English, French, and Spanish. The biographies of members of the Executive Committee and other committees, however, have been given in all the five official languages of the Council, viz. English, French, Spanish, Italian, and German. Besides explaining its objective and giving the said biographies, it contains resumes of meetings, reports, and texts of resolutions adopted by the Madrid Congress.

International Advisory Committee on Documentation, Libraries and Archives

The main function of the Committee is to advise the Director-General of Unesco on questions of documentation, particularly those related to subject fields of interest to Unesco. It is composed of a member each from U. S. A., U. S. S. R., France, U. A. R., U. K., Japan, Czechoslovakia, Argentina, Ivory Coast, Norway, Australia, and Spain.

The Committee held its second session at Unesco House, Paris, from 19 to 22 August 1969. It was of the opinion that Unesco's Department of Documentation, Libraries and Archives should develop a documentation, library and archives technology which could be applied to all areas of Unesco's programme. It was also of the view that the resources of Unesco, Member States and international non-governmental

organisations should be concentrated, among other matters, on: (i) a continuing analysis of the planning and improvement of national, regional and international services relating to documentation, libraries, and archives in all disciplines and areas of human activity, as a basis for the provision of direct assistance for these services; (ii) training in documentation, library and archives work, including the training in these professions of both general and specialist teachers, as well as education planners, in order that proper knowledge in these areas can be transferred to all users and potential users of these services; (iii) a study of the possibility of making available to Member States a list of specialists who would be prepared to serve as visiting experts in the fields of documentation, libraries and archives; and (iv) organisation of a meeting of archives experts to define the general lines of Unesco policy on archives and to explore ways and means of preparing a basic document as a reference work for the organisation, management, restoration, etc., of archives.

International Association of Sound Archives

The chief objective of this Association is to increase international cooperation in the exchange of information and materials among institutions engaged in collecting all types of sound recordings. The Association held its first general assembly on 22 August 1969 in Amsterdam. The countries from which representatives of the various institutions attended the assembly were Austria, Belgium, Denmark, Finland, France, the German Federal Republic, Israel, Italy, the Netherlands, Norway, Sweden, Switzerland, the United Kingdom, and the United States of America. The assembly elected D. L. Leavitt, Head of the Recorded Sound Section, Music Division, Library of Congress, U.S.A., as President of the Executive Board of the Association, and decided to undertake a study of the locations and contents of recorded sound collections all over the world.

Anglo-German Group of Historians

The Second Conference of the Anglo-German Group of Historians was held at the Institute of Historical Research, Senate House, London from 6 to 8 November 1969. It was attended by eight leading German historians and archivists, and by ten from the British side. The major objective was to provide the German members of the Group with a clear picture of the extensive facilities for Anglo-German historical studies in London. Mr. Scheele of the British Museum suggested the preparation of an index of British Museum books on German and Germanic subjects. It was agreed that such an index would prove an invaluable instrument for historical studies, and the German members undertook to investigate the possibilities of German financial support for this project. Dr. Haase, who had undertaken the preparation of a guide

to German archives, announced that he had started the work and hoped to finish it in one or two years' time. He further announced that his assistant, Dr. Lenz, would be sent to London shortly for the purpose of compiling a guide to those materials in British libraries and archives which throw light on German history and Anglo-German relations.

UNITED KINGDOM

Public Record Office

J. R. Ede, Deputy Keeper of Public Records has, in January 1970, succeeded H. C. Johnson as Keeper of Public Records in consequence of the latter's retirement from service. Mr. Ede was taken up on the staff of the Public Record Office in 1947 and has since then held various responsible posts. He was adviser to Unesco on East African Archives for some time.

According to the revised rules of access to records in the Public Record Office, departmental records are normally open to inspection thirty years after their creation, but the Lord Chancellor has the power to prescribe a longer or shorter period for whole classes or for particular items.

Royal Commission on Historical Manuscripts

The Commission celebrated in 1969 the centenary year of its foundation. Established in 1869, this body was intended to supplement the work of the Public Record Office, London. Today the Commission performs a wide variety of functions relating to the description of archives in private custody and the coordination of archives services. For instance, it is in charge of the National Register of Archives. On the occasion of its centenary celebrations an interesting exhibition was organised in the National Portrait Gallery, London. The exhibits comprised portraits of various historical figures, with manuscripts of each displayed beneath. An extremely useful catalogue of these exhibits, published under the title of "Manuscripts and Men", describes some important manuscript sources in private possession, including modern technological collections.

The Commission has recently issued a list entitled *Publications of the Royal Commission on Historical Records* (Sectional List No. 17) which contains a description of its less known publications not included in the earlier list of better known works. Some of the noteworthy items described in the new list are : (1) *Report to the Crown* (1869-1967) containing information on general activities of the Commission; (2) *Report of the Secretary to the Commissioners* (1969) providing details concerning additions to the National Register of Archives and other matters; (3) *Record Repositories in Great Britain* (1964 onwards); and (4) *List of Accessions to Repositories* (1954 onwards).

British Museum

The British Museum in London has acquired by purchase an interesting collection comprising a large bulk of the archives of the Society of Authors. The Society was founded in 1884 with the object of safeguarding the interests of authors in their dealings with publishers. Its papers that have been acquired date mostly from 1909 and deal with such matters as copyright, royalties and contracts. Apart from furnishing a rich collection of autographs they supplement the records of publishing history contained in the archives of publishing firms already in the possession of the Museum's Department of Manuscripts. This huge mass of papers will take time to be arranged, listed and bound before it can be generally available for study.

Bodleian Library, Oxford

A new venture in the Library's activity is the holding of an exhibition in the United States of America, the theme of the exhibition being the history of the Library. The exhibition opened in New York City on 16 December 1969 on the premises of the Grolier Club and closed on 7 February 1970. Thereafter it moved to the Newberry Library in Chicago and subsequently to the Research Library of the University of California at Los Angeles.

The Library has recently acquired a copy of an invaluable and rare parliamentary reference book, the one-volume *General Index to the Journals of the House of Commons, 1547-1714*, compiled by Thomas Vardon and T. E. May, and printed by the order of the House of Commons in 1852. Its another notable acquisition is a manuscript court-book of the Oxfordshire manors of William Pope, later Earl of Downe, 1594-1603. It records courts held annually for the various manors and is an interesting addition to Pope family papers already available in the North Collection.

John Rylands Library, Manchester

Recent acquisitions of the Library include, besides about 50 books printed in England in the first half of the seventeenth century, a further gift of the family papers of the late Prof. H. H. Bellot. These papers form an extensive collection comprising personal letters and documents and legal records of the eighteenth and nineteenth centuries relating to the Bellot, Hale, Killer and Thyer families.

The Library organised in November 1969 an exhibition of manuscripts and early printing originating in Germany. This was done to mark the inauguration of the Goethe Institute in Manchester, the new German cultural institute for Northern England. The exhibits included select manuscripts dating from the ninth century to the fifteenth.

Most of them were those that had come to the Library with the Crawford Collection in 1901. Also exhibited were a number of woodcuts and blockbooks examples of the work produced in Mainz by Johann Gutenberg, the inventor of typography, and a representative selection of books printed by his contemporary fellow-countrymen. Since German printers not only introduced the art into Italy but also exercised considerable influence on its development there, it was not inappropriate to include in the exhibition specimens of their work.

UNITED STATES OF AMERICA

National Archives and Records Service

Recent accessions of the National Archives comprise, among a few other items, the subject files of Seymour Wolbein relating to the period 1962-67 and reflecting official views regarding labour policies, programmes, and proposed legislation; similar files of the Assistant Secretary for Administration, Department of Labour, belonging to the year 1967; records of the Bureau of Reclamation and of the National Advisory Commission on Selective Services; and reports prepared by or for the Public Land Law Commission, 1968-69. Also accessioned were the private papers of Col. Charles J. Hubbard pertaining to his Arctic experiences and recording U. S. efforts to establish meteorological stations in the Arctic.

Robert Wolfe, Specialist on Archives relating to Modern European History, who was deputed to Germany by the Department of State, appraised the biographic collections at the Berlin Document Centre to determine those of historical value justifying microfilming for addition to records in the National Archives of the United States.

Two eminent American archivists, Theodore R. Schellengberg, former Assistant Archivist in the National Archives and Wayne C. Grover, former Archivist of the United States, died on 14 January and 8 June, 1970, respectively.

Library of Congress

The Manuscript Division of the Library has recently acquired, among other papers, the papers of David G. Farragut (180-70), the Civil War hero for whom Admiral's grade was created in the U. S. Navy. These comprise 13 items which relate to his pre-Civil War career, and form a part of the Naval Historical Foundation collections in the Library. It has also acquired a collection of 162 manuscripts relating to the history and culture of Spanish America in the colonial period (1492-1819). Another acquisition of the Library consists of a few papers of Sherrod Williams, a Whig Congressman (1835-41), and one further instalment of Justice F. Frankfurter papers.

The Library is making steady progress in microfilming those of its manuscript collections that are often consulted or that need to be withheld from direct use in the interest of their preservation.

Presidential Libraries

Herbert Hoover Library.—The Library has recently accessioned, in addition to a few transcripts of oral history interviews, a letter-book kept by Mr. Hoover when he was manager of a gold mine in Australia; a 4-volume holographic journal of Col. Hodges, Mr. Hoover's military aide (1929-33); and first instalment of the papers of Ambassador R. T. Davis dealing with the revolt in Panama during the Hoover Administration.

Franklin D. Roosevelt Library.—Recent acquisitions of manuscripts at the Franklin D. Roosevelt Library include additional papers of S. I. Rosenman (1936-45) and of W. H. Shepardson (1913-53). Among the papers of Shepardson are his trip diaries and correspondence with Lord Lothian, the British Ambassador to the United States at the time of his death in 1940.

Harry S. Truman Library.—Noteworthy among the recent accessions of the Library are the papers of E. G. Miller, Jr., Assistant Secretary of State, 1949-52, R. C. Turner, Special Assistant on the White House Staff, 1946-52, and S. I. Rosenman, Special Counsel to Mr. Truman; microfilm copies of the Calvin Coolidge papers in the Library of Congress; and similar copies of selected records of the Committee on Government Contract Compliance (1952-53) in the National Archives. The Library also accessioned some oral history interview transcripts.

Dwight D. Eisenhower Library.—Principal accessions of the Library include the personal papers of: Maj.-Gen. L. S. Hobbs, an old classmate of Gen. Eisenhower; Capt. H. C. Butcher, the late President's Naval Aide; and E. F. Bennett, Under Secretary of the Interior in the Eisenhower Administration. The Library has received from the Gettysburg office of the late President his appointment records (1953-61) and a large collection of personal papers relating to his later years.

John F. Kennedy Library.—Established temporarily at GSA Federal Records Centre, Waltham not long ago, the Library is still in the making and has yet to collect a good deal of papers relating to Mr. Kennedy. At present a relatively small part of these papers is available for the use of researchers and others. The Commonwealth of Massachusetts has donated a 10-acre site in Cambridge, Mass., on which the Library will be built at no distant date.

CANADA

Public Archives of Canada

Recent accessions of the Manuscript Division of the Public Archives of Canada comprise records of the Departments of National Defence, Transport, Agriculture and Finance, and those of the Parliament, 1916-58, the Royal Commission on Dominion-Provincial Relations, 1937-40, and the Royal Commission on Taxation, 1968. Among the private papers acquired mention may be made of the Arctic collection of R. J. Gyriax and the papers of John Brachen, Gen. A.G.L. McNaughton, and Col. W. A. Steel.

According to the latest policy announced by the Government in regard to access to public records, all records over 30 years old are available for research unless they fall within certain exempt categories. The various Departments, however, permit access to records later in date than 30 years consistent with their efficient working and subject to conditions laid down by the minister concerned in consultation with the Dominion Archivist.

The new Government policy on the transfer of and access to public records has resulted in a greatly increased volume of accessions. The Public Records Section has decided to issue for the information of scholars, periodic lists of public records that become available for research.

BOOK REVIEWS

Government Archives in South Asia—A Guide to National and State Archives in Ceylon, India and Pakistan, edited by D. A. Low, J. C. Iltis and M. D. Wainwright (Cambridge University Press, 1969; price 85 s. or \$ 13.50; pp. xii + 355).

THE historical source material scattered over this vast subcontinent has been brought within easy reach by this very well-produced Guide to Government Archives in South Asia. As the title suggests, the volume covers the national and state archives in Ceylon, India and Pakistan but not those in Afghanistan, Nepal and Burma. The editors make it very clear that the *Guide* seeks to provide some systematic information about the wealth of historical material relating to modern history of South Asia, 'albeit in a preliminary way'. Modest as the claim is, one cannot but be impressed by the wide sweep of the area covered and the orderliness with which the information has been collected, collected and described.

The *Guide* covers the records in India and Pakistan up to 'The Great Divide' when two new sovereign states of India and Pakistan arose from the self-liquidation of the British Raj. Since, according to the compilers, their 'most ambitious entry' relates to the National Archives of India, occupying as it does 200 pages out of the total of 355 pages contained in the volume, it is to this entry that we shall direct our attention first.

The traditional pattern of making the 'Mutiny' as the great watershed for describing the archival sources in the custody of the National Archives has been continued. Since the pre-Mutiny entry in the present *Guide* is solely based on that admirable *Hand-book to the Records of the Government of India in the Imperial Record Department*, 1748-1859 published in 1925, which, according to the authors of the present *Guide*, 'is still of considerable use and contains much more detail than is included here', it would be the effort of the reviewer to concentrate on the post-Mutiny entry, which incidentally has come out in cold print for the first time, though the Archives abound in cyclostyled descriptive lists, printed indexes and other reference media.

The post-Mutiny section starts off with a chart elucidating the confused growth of the Secretariat of the Government of India from 1860 to 1947. Carefully drawn up, its usefulness would have been enhanced had all the smaller departments and branches, which were created from time to time to deal with different aspects of administrations been sedulously incorporated. As it is, the chart, apart from giving the banal details, hardly reflects the intricate organisational growth of the Secretariat, and this becomes especially apparent in the case of Foreign and Military Departments.

The summary list of holdings, given at the beginning, immediately whets the appetite of the reader. Various series with their chronological range and bulk are listed under the heads of the various departments (arranged alphabetically) with short notes as to the business carried on therein. Because only broad subjectheads have been mentioned, it becomes almost impossible for a researcher to know where exactly the material for his particular subject of interest would be. There is a lot to be said about the practice followed by the Hand-Book which after detailing the chronological range and bulk illustrates the series by giving important types and samples of documents with their subjects (with references) within a particular series. A quick glance through these representative lists gives a scholar an idea as to the location of his material. As it is, with the monotonous details of 'A', 'B', etc. proceedings with period and volumes and bundles covered by them, the scholars would find the hit-and-miss approach pretty exhausting.

Above point of criticism notwithstanding, the painstaking effort with which every single *fond*, every little series has been specified, is indeed admirable. A superstructure has been solidly laid, what is required is for the National Archives of India itself to fill the brick and mortar and publish a twin volume which would satisfy the needs of the struggling scholar. But until such time as that is done the present *Guide* will hold its own.

Another feature of this *Guide*, which needs a special mention, is its entry regarding the Survey of India Records, 1777-1902. This huge collection, with its wealth of material in the way of topographical surveys, the Great Trigonometrical Survey of India, Revenue Survey work, memoirs and field-books, Survey of India historical maps, diaries of trans-Himalayan exploration, had hitherto remained a sealed book to the public. It was only when a scholar had ventured a visit to the National Archives, did he come to know—by word of mouth—about the existence of this unique source material. The only regret of the present reviewer is that notwithstanding the importance of the series, it has been dismissed in just a page and a half.

The Residency and other Political Agency records fared badly with the 'lapse of paramountcy' inasmuch as they were dispersed—some found their way to U. K., some were sent to the successor states, and some were deposited in the National Archives. Considering that the National Archives portion of the Residency records is in an early stage of classification and arrangement, the *Guide* entry seems quite comprehensive. It may not be out of place to mention here that the most important portion of such materials as are now housed in the India Office Library and Records has been obtained on microfilm by the National Archives, and no efforts are being spared to acquire the materials available elsewhere.

Brief but very useful descriptions of the various Indian State Archives are given as well. In every case there is a short historical background of the State followed by the history of the administration of archives, a note on the nature and extent of its holdings, reference aids and access rules prevalent. One cannot help admiring the doggedness and tenacity with which the authors have gone about collecting all data.

After the Provincial Separation Council, in the wake of the partition of India and Pakistan, had divided the archival assets at the provincial level on a fifty-fifty basis, it is for the first time in this *Guide* that one finds an account of the records now available in East and West Pakistan. It is, for example, interesting to note that apart from the District records in manuscript from 1760 to 1891 the East Pakistan Secretariat Record Room, Dacca, also has most of the printed 'A' and 'B' proceedings relating to East Pakistan districts from 1859 onwards. The West Pakistan Government Record Office, Lahore, houses records pertaining to the Sikh rule, annexation and Board of Administration, 1799-1852, and Lieutenant-Governorship and Department Proceedings, 1849-1905.

There is a fairly adequate entry on Ceylon's archival holdings as well. It supplements the information contained in Jurriaanse's *Catalogue of the Archives of the Dutch Central Government* and in the *Government Archives Department and Its Contents in Brief*.

It is in the very nature of things that guides such as the present one soon become outdated as fresh materials keep pouring into the archival establishments. It should be the effort of every repository to publish new accession lists regularly in order to keep their clientele fully posted regarding the fresh raw materials of history.

DHAN KESWANI

Jallianwala Bagh by V. N. Datta (Lyall Book Depot, Ludhiana, 1969; pp. x + 183; price Rs. 15:00); and

The Jallianwala Bagh Massacre—A Premeditated Plan by Raja Ram (Panjab University Publication Bureau, Chandigarh, 1969; pp. xiv + 208; price Rs. 12:00).

THE massacre at Jallianwala Bagh (Amritsar) on 13 April 1919 proved to be a turning point in Indo-British relations and a landmark in India's struggle for freedom. General Dyer's unprecedented act of brutality and the horrors of the Martial Law regime in the Punjab revealed, as if in a flash, the humiliation and helplessness of a subject people. The events of 1919 stayed in the memory of politically conscious Indians as a symbol of all that was worst in British rule and roused the country to a bitter determination to fight it. Mahatma Gandhi,

so far loyal to the Empire, was convinced that the British rule in India depended upon naked force and it needed to be ended. The tragedy also brought about the alienation from the Government of many constitutionalists, among them Madan Mohan Malaviya and Motilal Nehru. A new phase in India's history began with the Jallianwala Bagh massacre. Only a year later a mass movement on nationwide scale was launched under the leadership of Mahatma Gandhi to challenge British authority in India.

The two books by V. N. Datta and Raja Ram were published on the occasion of the fiftieth anniversary of the Jallianwala Bagh tragedy. The scope of Shri Datta's *Jallianwala Bagh* may best be defined in the author's own words: "This work seeks to provide a background to the disturbances that occurred in March and April 1919 by examining British policy in the preceding period and its effect on Indian opinion. It seeks also to examine the part played by each of the principal actors within their respective frames of reference. Thus in this study it is not merely the massacre itself which is described, though that is important, but the events which led upto it and the consequences which followed".

The author had in the writing of this book access to valuable source materials including official records in the National Archives of India, private papers, and unpublished volumes six and seven of the Disorders (Hunter) Enquiry Committee Report, which hitherto were not easily available to scholars. He has also availed of the reminiscences of several eye-witnesses of the massacre and advice of a senior police officer and a distinguished neurologist to obtain a clear insight into Dyer's motives in ordering firing on a peaceful meeting. Shri Datta's work is therefore of considerable value. In the introduction and eight chapters of the book he has provided a fairly well-connected account of the subject. His narrative of the Jallianwala Bagh incident is impartial and free from passion and prejudice. He has taken into account the difficulties of the Government when faced with an unprecedented situation. In the last chapter of the book—Aftermath—the author has summed up the impact of the tragedy on the Indian nationalist movement.

It may, however, be pointed out that in the making of the book the author does not appear to have broken new ground or added new dimension to the treatment of the subject. In the description of events preceding the Massacre and the various factors responsible for discontent in the Punjab at the end of the First World War, no new facts have been brought to light. The first chapter, entitled 'Emergence of Gandhi', which begins with the return of Gandhiji to India in 1915, is a restatement of well-known events of his life. In the second chapter on the outbreak at Amritsar one misses an analysis of the ideas and motives of the different sections of the people involved in the disturbances. Some factual errors in describing the events in the province

before the outbreak have also crept in. On page 47 the author writes:

"The first serious disturbance in the Punjab had occurred at Lahore and Rawalpindi in 1917 and the Government took strong repressive measures arresting and deporting two of the prominent Punjab leaders, Lala Lajpat Rai and Sardar Ajit Singh. By stamping out the agrarian uprising in the South-West towards the end of February 1917 (an uprising which originated in grievances against the Government's policy in the Canal Colonies) the Punjab Government had, for a time at least, extinguished political life in the Punjab".

The author apparently is referring to the agrarian unrest in the Punjab in 1907 and the deportation of the two Punjab leaders by Sir Denzil Ibbetson's government. On page 48 the author says that Lala Lajpat Rai did not return to India from America until about the middle of 1920, whereas he came back to India on 20 February of that year. Such factual mistakes, obviously result of hasty writing, detract much from the value of the book. Shri Datta's printers have also not served him well as the book bristles with numerous printing errors.

In Raja Ram's *Jallianwala Bagh Massacre* the pronounced prejudice of the author is apparent from its sub-title "a premeditated plan". This book has been written with a strong bias against the British Government and is a piece of immature writing. It is unfortunate that it bears the imprint of a University. Raja Ram's work covers by and large the same ground as the first book under review. The two authors have also more or less drawn from the same sources. Raja Ram has, however, subordinated the interest of an objective researcher to that of a nationalist propagandist. His conclusions are unwarranted by the evidence produced by him. The main argument of his research is that the massacre at Jallianwala Bagh was planned on 9 April 1919 at a meeting of high officials held in Government House, Lahore. He has no evidence about what happened at that meeting. For him merely meeting of some high officials at the Government House a few days before the diabolical act of Dyer is enough evidence for proving a plot which did not exist. In any case the 'evidence' produced in support of his theory is feeble. Raja Ram has also made much of 'patriotism' of the men who assembled at Jallianwala Bagh on the fateful afternoon of 13 April 1919. They did not assemble in defiance of Dyer's order; most of them were ignorant about the proclamation issued by the General earlier in the day. They were innocent people who had gathered at Amritsar on a festival day and had gone to Jallianwala Bagh to hear their leaders. To credit them with heroic defiance of the Government appears to be rather churlish. The book, however, contains some useful appendices including a list of 381 persons killed in Jallianwala Bagh.

V. C. JOSHI

Medieval India—A Miscellany, Vol. I (Asia Publishing House, 1969; pp. 316; price Rs. 30.00).

THE Centre of Advanced Study, Department of History, Aligarh Muslim University has laid the students of medieval Indian history under gratitude by compiling scholarly papers on some aspects of medieval Indian society. The present book is a substitute of the erstwhile *Medieval India Quarterly* published by the same University. The Publishers intend to bring out further volumes of similar nature. The discontinuation of a scholarly journal of a long standing may be regretted. But it seems that the paucity of good work in medieval Indian history for the past few years had rendered the regular issue of the journal rather difficult. The compilation of the worthwhile articles in a book is at least a good substitute. As the aforesaid Centre of the Muslim Aligarh University is gradually developing a typical historical school of thought emphasising the socio-economic and political aspects rather than trying to read history through parochial and religious glasses, a published volume is bound to get better circulation amongst the teachers and students of medieval Indian history. Barring a few, most of the papers have been written by the teachers and the research scholars of the Department of History, Aligarh Muslim University, Aligarh. Even though some of the papers included in this volume have already been published in the recent proceedings of the Indian History Congress, their inclusion in the present volume along with new papers has been purposeful. The main emphasis of the papers is institutional history which covers the socio-economic and political background to a considerable degree.

By far the best paper is by Prof. S. H. Askari of Patna University. Prof. Askari has summarised and commented on 'Material of Historical Interest in *I'jaz-i-Khusravi*' (719 A.H./1319-20 A. D.) of Amir Khusru. Usually the chronicles are accepted as the source-material of medieval Indian history. But in line with his previous published papers, Prof. Askari rightly maintains that Amir Khusru was not only a poet but also a prolific writer. His poetic and epistolary works contain valuable source-material for the reconstruction of the socio-economic and political history of Northern India at the end of the 13th century and during the first quarter of the 14th. Some of the documents shed new light on the administrative problems of the age and help us in revising many an accepted notion formed from the interpretation of the chronicles. They clearly bring out the concept of polity, the position of the 'Zimmis' under the Delhi Sultanate, the scope of 'Alauddin Khalji's' economic regulations, and the attitude of the administration towards revenue officials, peasants, tradesmen and workers. Many terms relating to administration and revenue practice can be clearly defined in the context of the documents. Prof. Askari could have furnished more details

to show how existing notions about Alauddin Khalji's administration based on Ziauddin Barani's *Tarikh-i-Feroz Shahi* can be modified.

Prof. K. A. Nizami has also commented on a few documents of Sultan Muhammad bin Tughluq (1325-51 A. D.) found appended to a manuscript copy of *Sarurus Sadur*, available in the Library of the Aligarh Muslim University. Prof. Nizami's commentary throws light on the lives of a few mystics, Muhammad bin Tughluq's relations with them and the bestowal of maintenance grants on them. As very few documents of the early medieval age are available, the publication of the Persian version is really commendable as it goes a long way to help interpret the administrative aspects of the history of the Delhi Sultanate. This equally helps us in understanding the connotation of the various administrative terms in vogue during this period. As against the source-material provided by such documents, only the *mafluzat* literature may be accepted with extreme caution. Based on *Sarurus Sadur*, Prof. Nizami has accepted the version that Shaikh Hamiduddin while leading an ascetic life possessed only a mud-house, one *bigha* of land and a cow, and that he eked out his existence by ploughing this land. In an age when plenty of cultivable land was available, for a family to live on merely half a *bigha* of land during the *kharif* and *rabi* seasons does not seem probable. The learned writer concedes that *Siyar-ul-Arifin* mentions ten *jaribs* of *sailabi* land in the possession of the family. This seems to be a more plausible version. The fact whether the principle of rotation of crops was unknown at that time also requires further examination.

S. M. R. Naqvi has also published the original letters in Persian written by the Deccan rulers to Shah Abbas 1 of Persia. Based on them he has traced the diplomatic relations between the latter and the Deccan States when Jahangir was the Mughal ruler. Naqvi has well maintained that the despatch of the Persian embassies to the Deccan States in 1614-15 A. D. did not have anything to do with Jahangir's conflict with the latter. Nor was the Persian attack on Qandhar in 1622 A. D. launched to divert the Mughal attention from Deccan wars.

In his masterly paper on "Three Studies of Zamindari System" Prof. S. Nurul Hasan has made a survey of the Persian manuscripts and documents of the late 18th century, which are now available at the libraries in Germany, France and England. He has highlighted the importance and the limitations of these documents, and has brilliantly summed up the main conclusions of the authors of these manuscripts regarding the nature of and rights in land as well as the zamindari rights and obligations prevalent in Bengal in the pre-British era. Prof. Hasan agrees that many of these manuscripts were written to suit the predilections of the English administrators and has therefore rightly struck a note of caution against the acceptance of the versions of the manuscripts at their face value. Though Prof. Hasan has admirably

summarised the historical portions of some of the manuscripts and summed up the conclusions of the authors thereof, the students of agrarian history would have welcomed his own reflections on the concept of ownership of agricultural land as prevalent during the Mughal age in the 16th-17th centuries. This would have helped us to cross-question the statement made in the manuscripts that the proprietorship of agricultural land was vested in the ruler and not in the zamindars. The concept of proprietorship and the varying nature of land rights prevalent in the medieval ages and among the pre-British Indian society could have been discussed at some length which might have clearly brought out the faulty verdict of the late 18th century Indian writers who were employed as revenue consultants by the administrators of the English East India Company.

Of the papers on institutional study, M. Athar Ali's analysis of the Provincial Governors under Aurangzeb deserves special attention. He has examined the nature and tenures of appointment and the kinds of persons appointed as Provincial Governors under the Mughal administration. He has accepted the well-established fact (see Dr. Saran, *The Provincial Government under the Mughals*) that, with a few exceptions, the Mughal Governors did not enjoy long tenures. On an average the tenure lasted nearly 2½ years. He has illustrated this fact with the help of copious data and tables. However, Athar Ali has significantly brought out the fact that under Aurangzeb, the Khanazads and the Iranians enjoyed predominance in proportion to the Rajputs, other Hindus, Indian Muslims, Afghans and Deccanis. The study of the Mughal nobility and bureaucracy on racial and territorial lines, as well as on the basis of the fact that its character was equally dependent upon the sympathy or apathy of the ruling emperor is indeed a laudable approach to the analysis of the Mughal administration.

Zameeruddin Siddiqi in his paper on the institution of the Qazi under the Mughals has described the functions relating to the offices of the *Qaziul-quzat*, *Sadrus-sadur*, *Qazi-i-Subah* and the other *qazis* serving in the *qasbas*. Apart from dwelling on the relationship between the *Qaziul-quzat* and the monarch, Siddiqi has rightly maintained that under the Mughals there was no hierarchical set-up of the judicial administration. Though he has been justly critical of M. B. Ahmad's book entitled *Administration of Justice in Medieval India*, he should have better gone into some case studies, especially the civil cases based on the contemporary documents available at the Rajasthan State Archives, Bikaner, U. P. State Archives, Allahabad and the National Archives of India, New Delhi.

Both Ahsan Jan Qaiser and Zahiruddin Malik have emphasised the respective roles of Mir Bakhshis Shabaz Khan Kambu and Khan-i-Dauran during the reigns of Akbar and Muhammad Shah respectively.

The one represents an important phase of the making of the Mughal administration and the other of the decadence of the Mughal polity and empire. While focussing on Shahbaz Khan Kambu, Qaiser has tried to bring out the emergence of broad-based character of the Mughal nobility, the functions and activities of Mir Bakhshi, the relationship between the latter and the Diwan, the impact of administrative measures of Shahbaz Khan on contemporary politics and the institutional question of relationship between the Mughal state and the *Mansabdars*. Though the end in view is quite significant, the approach has been mostly biographical coupled with unnecessary military details from the known chronicles. However, Qaiser has well maintained that Shahbaz Khan was not a zealous Sunni and that he initiated administrative measures purely from political and institutional angle.

Zahiruddin Malik has studied the role of Khan-i-Dauran, the Mir Bakhshi in the struggle for supremacy between the rulers and their ministers on the one hand and the refractory nobles on the other during the first half of the 18th century. His narrative deals with the political, military and administrative history of this period, covering nearly a hundred pages out of 316 pages of which the volume under review consists. It would have been better if the learned scholar had dealt with one theme only. The detailed biographical approach of Khan-i-Dauran borders hero-worship. The biographical, political and military details could have been summarised. Though the source-material exploited is well known, the institutional study of the character of the nobility and of the crisis of the *jagir* system during this period is really commendable. It offers an insight into the organizational and financial causes of the collapse of the Mughal empire.

Iqtidar Alam Khan, Prof. Satish Chander Misra and Prof. Irfan Habib have creditably attempted a critical analysis of some aspects of the political history of the Mughal empire. Iqtidar Alam contradicts the prevailing interpretation that Bairam Khan, as Akbar's *wakil* from 1556 to 1560 A. D., exercised despotic power. He maintains that Bairam Khan shared power with other nobles and had no differences with the king on Shiah-Sunni problem and that he did not show any favouritism to the Shiahs. The opposition came to him from certain sections of the nobility itself on political grounds. However, the extent to which the religious factor was exploited for political ends needs further examination. Satish Chander Misra has analysed a unique silver coin of Sher Shah (dated 942 A. H.) acquired by the Department of History, Aligarh Muslim University in 1949 A. D. On the basis of this coin, Misra comes to the conclusion that Sher Shah had assumed *de facto* sovereignty in Bihar nearly four years before he defeated Humayun in the battle of Chausa in 941 A. H./1535-36 A. D. and that Sher Shah issued copper coins also before his final victory against Humayun. All this already well known from the chronicles but its

confirmation by the numismatic sources is really significant. Irfan Habib has made a political study of the family of Nur Jahan during Jahangir's reign. He accepts the well-known statement of Mutamid Khan, the contemporary historian of Jahangir's reign, that Nur Jahan's family came into political prominence and formed a significant portion of the nobility after her royal marriage. However, he maintains that the portion of the existing Mughal nobility which entered into matrimonial ties with Nur Jahan's relatives may be distinguished from the original relatives of Nur Jahan who came to occupy position of the nobility. This fine distinction is worthy of emphasis, and Irfan Habib has substantiated it by furnishing copious charts of the family members and relatives of Nur Jahan, who formed a part of the Mughal nobility.

The only paper depicting social life is by Jagat Vir Singh Agre who has dealt with the use of intoxicants in Medieval Rajasthan. Agre has drawn attention to the use of intoxicants like wine, opium and bhang, and has described how these intoxicants were prepared, the various ceremonial occasions on which they were taken on obligatory basis, and the cesses that were imposed on distillation. Though he has given facts and figures in regard to the cultivation of opium, bhang and tobacco in Rajasthan during the 17th century, these are already known. Besides this, the original data furnished by him on the basis of the *Arhsattas* in the Rajasthan State Archives for the parganas of Amber and Lalsot (Subah Ajmer) is far from adequate.

Notwithstanding some spelling mistakes which could well have been put in an errata, the book is well printed and furnished with italicised wordings and diacritical marks. The Advanced Centre of the Department of History, Aligarh Muslim University deserves great appreciation for this publication. It would, however, be better if the next volume, instead of covering miscellaneous topics, were to deal exclusively with institutional or economic problems of Medieval India as a specialised study.

B. R. GROVER

The Sikhs and Their Literature—A Guide to Tracts, Books and Periodicals, 1849-1919 by N. Gerald Barrier (Delhi: Manohar Book Service, 1970; pp. 153).

A new direction in the writing of the history of modern India is about to be taken. For some years there has been talk of the need to write modern Indian history more from indigenous sources and less on the basis of the records of the British *raj*. The way has been prepared for this shift by a number of excellent studies of political, social, and religious developments. Those studies have had a regional focus and have been based on a combination of Government sources, newspaper accounts, organizational reports, and other 'popular' sources.

First-rate examples of those studies include those of Ravinder Kumar on Western India, Eugene Irshik on South India, and John Broomfield on Bengal. Again, a growing interest in the history of the struggle for independence in India in the late 19th and the early 20th century, and especially the concern of the scholar to specify particular modes of organization and forms of leadership at regional and local levels, has made more earnest the search for source materials of a different sort.

With regard to the history of Northern India, a small number of scholars have taken a keen interest in this primary historical task of searching out written materials and of reporting them in a manner which will enable other researchers to utilize them. Perhaps the most prolific and able contributor in this effort up to now has been Dr. Barrier. He has written notes, data papers, and monographs which describe a wide range of English and Indian-language materials, including newspapers of the Punjab and publications proscribed by the British *raj*. The book under review appears to be his most ambitious bibliographic study to date. It is also the first published work of its type which has been devoted exclusively to the Sikhs in the British period. But he is well-qualified, and hence the study is remarkably successful. It shows the way through what was thought formerly to be a jumble of fragmentary and scattered publications. It will aid the scholar, who is interested in Northern India, to broaden the base of his research and to move in a fresh, new direction.

The period from 1849 to 1919 is a discernible historical unit; it was a crucial phase in the development of Sikh self-understanding. But since it has been quite neglected by historians, Dr. Barrier does well to introduce his study with a 30-page summary treatment of leaders, institutions, and matters at issue during the period. From this the reader gains a preliminary appreciation for the processes which enabled the Sikhs to experience a transformation from the internal divisions and spirit of defeat characterizing them during the wars that culminated in the annexation of the Punjab in 1849, to a renewed religious awareness and a socio-political resurgence by 1919. The non-specialist will benefit also from a brief, select bibliography on Sikh history and literature, which is appended.

The main body of the work is a descriptive list of more than 1,200 separate published items which treat the Sikhs in the period. The list includes all the diverse types of publications which might be anticipated, including devotional and controversialist works as well as periodicals and the publications of institutions. In the case of each entry in the list, complete bibliographic information is given. There follows a brief indication of the content or of the import of the item.

In preparing this extensive list of publications, Dr. Barrier first consulted the quarterly catalogue of Punjab publications, which dates

from enactment of the Registration of Books Bill in 1867. From this full, official report, he made a selection in order to remove duplication and extraneous items. Finally, he visited five libraries which hold important collections of Sikh material, where he compared his list with their holdings. Those libraries are the Bhai Takht Singh Library, Khalsa College Library, and Punjabi University Library, in India and the libraries of the India Office and the British Museum in London. The result of this procedure is an unusually accurate listing of significant items. Equally important, since he came to know each of these five great collections, Dr. Barrier was able to note in his book in which of them any particular listed item might be found. This is a practice which every bibliographer would do well to follow.

The usefulness of the study is further enhanced by appended notes and by two indexes which facilitate search of items on a particular subject. In general, it has been produced with care, and minor errors appear to be few.

This book is a pioneering work. Therefore, it is to be hoped that there will be a second edition in order to take into account suggestions and criticisms and to make minor corrections. It might serve as an occasion for enlarging the scope of the book to include the period of gurdwara reform and the rise of the Akali Dal. If so, we would be more deeply in the debt of Dr. Barrier. However, that is a form of indebtedness, I think, which nobody should mind.

G. R. THURSBY

HINDI EQUIVALENTS OF ARCHIVAL TERMS AND EXPRESSIONS—(Continued)

Emulsion coating	इमल्शन विलेपन
End paper/end leaf/end sheet	सिरे का कागज
Enlargement	विवर्धन/चित्रवर्धन
Equipment, laboratory	प्रयोगशाला उपस्कर
Ephemeral components	अल्पकालिक अवयव
Ethylene chloride	एथिलीन क्लोराइड
Ethylene oxide	एथिलीन आक्साइड
Evaluation (of records)	मूल्यनिर्धारण
Excerpts (from records)	(अभिलेखों से) उद्धरण
Excessive humidity	अत्यधिक नमी
Exhibit	प्रदर्शन
Exhibition	प्रदर्शनी
Exposure	उद्भासन
Facsimile copies	प्रतिकृति प्रतियाँ
Fading	मद्धम पड़ना/विवर्णता
Fake	जाली/नकली
Family records	पारिवारिक रिकार्ड/पारिवारिक अभिलेख
Fat stains	चिकनाई के धब्बे
Fibre	रेशा/तंतु/सूत्र
File	1-संचिका/मिसिल/फाइल/नस्ती 2-फाइल करना/नस्ती करना
File category	संचिका कोटि
File class	संचिका वर्ग
File classification system	संचिका वर्गीकरण पद्धति
File folder	संचिका पत्रावरण
File number	संचिका (संख्या)
File register	मिसिल रजिस्टर
Filing system	संचिकायन पद्धति
Film	फ़िल्म
Film, photosensitive	प्रकाश संवेदी फ़िल्म
Filter	फ़िल्टर/छन्ना
Fingerprint photography	अंगुलिछाप फ़ोटोचित्रण
Flap	कागज-पत्ती
Flash ; flashlight	दमक/क्षणदीप्ति

Flash bulb	क्षणदीप
Flash gun	क्षणदीप्ति उपकरण/क्षणदीप
Flat bed	समतल पट्ट
Flattened document	सिलवट निकले दस्तावेज
Flattening	सिलवट निकालना/समतलन
Fluorescent light	प्रतिदीप्त प्रकाश
Fly leaf	मुक्त पन्ना
Focal length	फोकस दूरी
Focus	फोकस
Fogged material	धूमिल पदार्थ
Fold	तह
Folded document	तहबंद दस्तावेज
Folder	1-फोल्डर 2-पत्रावरण
Folding endurance tester	फोल्डर दृढ़ता परीक्षक
Fold line	तह की लाइन
Fonds	फांड्स/आलेख निचय
Footnote	पादटिप्पण
Foreign repository	विदेश भंडार
Format	बाह्याकृति
Foxing	भूरा पड़ना/चतका पड़ना
Fox marks	भूरे धब्बे/चतके
Fragile	भंगुर
Fragmentary (document)	खंडित
Fumigation of records	अभिलेखों (रिकार्ड) का धूमन
Fumigatorium	धूमन कक्ष
Fungicide	फंगसनाशी/कवकनाशी
Fungus (growth)	कवक/फंगस (वृद्धि)
Gallic acid	गैलिक अम्ल/गैलिक एसिड
Gas fumes	गैस धूम
Gastrallus indicus	गेस्ट्रल्लस इंडिकस
Gelatine chloride paper	जिलेटिन क्लोराइड कागज
Glue	सरेस
Gold tooling	स्वर्णिक अलंकरण
Governmental records	सरकारी अभिलेख (रिकार्ड)
Graduated filter	अंशांकित फिल्टर
Guarding	रक्षण पट्टी

Guarding plate	रक्षी पट्ट/रक्षी प्लेट
Groundwood pulp	काष्ठ पिष्ट लुगदी/पिसे हुए काष्ठ की लुगदी
Half-tone	हाफ टोन
Hand-book of records	अभिलेख-पुस्तिका
Hand made paper	मोटा कागज
Hard siliceous particles	सख्त रेतीले कण
Historical manuscripts and documents	ऐतिहासिक पांडुलिपियां तथा दस्तावेज
Historical materials in private custody	गैर सरकारी कब्जे में ऐतिहासिक सामग्री
Historical records	ऐतिहासिक अभिलेख (रिकार्ड)
Historiography	1-इतिहास लेखन 2-इतिहास शास्त्र
Holdings	संगृह्य (अभिलेख)
Holographed	स्वलिखित
Housekeeping records	गृहपालन रिकार्ड (अभिलेख)
Hydraulic laminating press	द्रव-चालित पटलीकरण संपीडक
Hypo eliminator	हाइपो विलोपक
Identification	शिनाख्त/अभिज्ञान/पहचान
Illumination	प्रदीप्ति
Illustrated	सचित्र
Immersion heater	निमज्जन तापक
Inaccessible records	अनधिगम्य अभिलेख (रिकार्ड)
Inactive records	अक्रिय अभिलेख (रिकार्ड)
Index slip	सूचक पर्ची
Indian Historical Records Commission	भारतीय ऐतिहासिक अभिलेख (रिकार्ड) आयोग
Infestation (of records by insects and fungi)	अभिलेखों (रिकार्डों) में कीड़ा लगना
Initial classification	प्रारम्भिक वर्गीकरण
Initial review	प्रारम्भिक पुनरीक्षण
Inscription	उडकीर्णलेख
Insect	कीट
Insect-attack	कीट-आक्रमण
Insecticide	कीटनाशी
Institutional records	संस्थागत अभिलेख (रिकार्ड)
Integrity of records	अभिलेख अविकलता/रिकार्ड अविकलता
Intermediate repositories for records	अभिलेखों (रिकार्डों) के लिए मध्यवर्ती भंडार (निक्षेपागार)

Inventory of records	अभिलेख (रिकार्ड) वस्तु-सूची/ आलेख-सूची
Irradiation	किरणन
Japanese tissue paper	जापानी ऊतक कागज / जापानी टिशू कागज
Japanese vellum	जापानी वस्त्रचर्म
Journal	रोजनामचा, दैनिक-पंजी
Keeper of archives	पुरालेखपाल/पुरालेख-अभिरक्षक
Kraft paper	बांस का कागज
Label	नाम-पत्रित करना
Laminating press	पटलीकरण संपीडक
Lamination	पटलीकरण/लैमिनेशन
Land Revenue Index	भू-राजस्व अनुक्रमणिका
Larva	डिम्बक/लारवा
Laws affecting public records	सरकारी अभिलेखों (रिकार्डों) को प्रभावित करने वाले कानून (वाली विधि)
Leather paring	चर्म कर्तन
Leather preservation mixture	चर्म परिरक्षण मिश्रण
Lens	लेन्स
Lethal gas	घातक गैस
Light filter	प्रकाश-फिल्टर
Limbo	उपेक्षित-स्थल
Limited access period	सीमित पहुँच अवधि
List of records	अभिलेख (रिकार्ड) सूची
Local records	स्थानीय अभिलेख (रिकार्ड)
Local repositories	स्थानीय भंडार

(To be continued)

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