

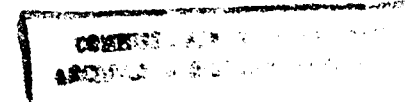
ANNUAL REPORT
OF THE
NATIONAL ARCHIVES OF
INDIA

1981



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GOVERNMENT OF INDIA
NEW DELHI

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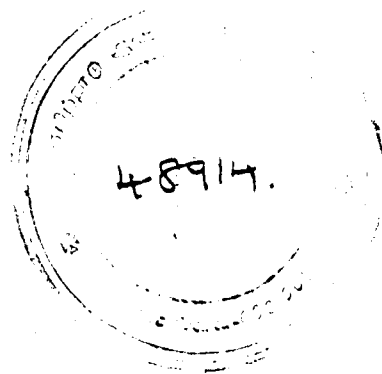
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NATIONAL ARCHIVES OF INDIA

ANNUAL REPORT, 1981

I. SCHEMES

During the period under report, there was a steady all round progress in the activities of the Department. All schemes sanctioned during the Fifth Five Year Plan were continued. A new scheme 'Guide to the Sources of Asian History' has been approved. This has been included for implementation in 6th Five Year Plan with an estimated outlay of Rs. 10.00 lakhs.

II. STAFF

Shri V. V. Talwar, Scientific Officer, was appointed as Assistant Director of Archives (Preservation) on 1 March 1980. S/Shri N. P. Sharma (31 January 1981), Jayanti Das (31 January 1981), K. K. Sharma (17 March 1981), S. Sen-Gupta (24 June 1981), B. C. Sen (31 July 1981), Miss Gulistan Kapadia (31 July 1981), Shri P. Anand Raj (12 August 1981), Shri Nisbat Ali Jafry (17 October 1981), and Shri Pramod Mehra (22 October 1981) were appointed as Archivists on the dates shown against their names. Shri C. L. Prajapati, Smt. Shashi Kala and Shri Roop Chond were appointed as Scientific Officer (16 February 1981), Librarian (17 August 1981) and Microphotographer (31 August 1981), respectively.

S/Shri M. L. Ahluwalia, Deputy Director of Archives, Satya Pal, Assistant Director of Archives, and Kabir Kausar, Archivist (O.R.) retired from service on 30 June 1981. Shri B. S. Kalra, Administrative Officer, and Smt. R. Bardhan, Archivist, retired on 31 December 1981.

The sanctioned strength of the Department including that of Regional Offices at Bhopal, Jaipur, Pondicherry and National Register State Cell, Bhubaneswar, during 1981 was 595. 89 posts remained unfilled during the year for unavoidable reasons.

III. ACCESSIONS

1. **Public Records** : The Department received 950 files of Department of Personnel and Administrative Reforms (1950—54) from Ministry of Home Affairs; 85 authenticated copies of the bills of Ministry of Home Affairs (August—December 1980) assented to by the President of India, and 436 files of Ministry of Education and Culture, Department of Education (1935—55).

2. **Books** : The Departmental Library accessioned 2,446 books during the period under report.

3. **Private Papers** : The fresh additions to the already rich collection of private papers consisted of: (i) 372 letters (approx.) of Gen. K. M. Cariappa papers comprising his correspondence with Lord Mountbatten, Lord Wavell, Richard Gale, army officers and a few articles along with a few photographs; (ii) Six folders and one envelope containing different denominations of Bank/Currency notes from President Secretariat, Rashtrapati Bhavan; (iii) 113 xerox copies relating to Delhi Satyagraha and Manifesto of Hindustan Socialist Republican Association donated by Shri Phool Chand Jain; (iv) papers relating to Punjab Conspiracy case and 4 photographs of revolutionaries donated by Shri D. R. Handa; (v) Book entitled 'Seven Martyrs' Golden Jubilee (1931—81) brought out by Shri J. S. Bedi, President of Freedom Fighters Sainik Sangh; (vi) An original letter dated 26 August 1943 addressed to Pandit Mohan Krishnaji, mourning the death of his brother-in-law bearing signatures of few terrorists like Prabodh Chandra, Kultar Singh, Kundan Lal etc. by M. K. Hukku; (vii) 12 photographs of revolutionaries/freedom fighters and 2 books entitled 'They died so that India may live' (Published by the Information and Public Relations Department of Panjab on the occasion of martyrdom of Bhagat Singh, Rajguru and Sukhdev) and 'Report on Rural uplift work of Mr. F. L. Brayne' from Comrade Ramchandra; (viii) 10 photographs of Maharaja of Alwar, Jung Bahadur of Nepal and his two Maharanis and Maharaja of Jaipur from Mrs. Richard Cutts through Indian

Embassy in Washington; (ix) photocopies of the three issues of monthly magazine 'Balidan' for the months of June-July 1971, 1972 and 1973 from Shri Jaidev Thapar; (x) 20 issues of Urdu newspapers entitled 'Jhung Siyal', 'Baidari', 'Rajput Gazette', 'Hindu', 'Aakash', 'Sanatan Dharam Pracharak' etc. from Shri K. Singh; (xi) press cuttings from 'Pratap' (Urdu) 'Hindustan Times', 'Hindustan' from Shri Lahorilal.

4. **Microfilms** : The Department kept up its regular programme of acquisition of microfilms of records of Indian interest from abroad through cultural exchange, exchange agreements and purchase. 334 rolls pertaining to Home Miscellaneous series of records housed in India Office Library and Records were purchased from the University Microfilm International, Michigan, U.S.A. Under exchange agreement, 39 rolls of Factory Records (Dacca, Dinajpur and Fort St. George) (1655—1779), 3 rolls of files of Bengal Government Secretariat relating to Subhash Chandra Bose respectively and 9 rolls of Political and Secret Department memoranda were received from India Office Library and Records, London. 17 microfilm rolls and 3 microcopies of records of Indian interest were acquired from Australia, Czechoslovakia and Federal Republic of Germany under Cultural Exchange Programme.

IV. PUBLICATIONS

1. **Fort William—India House Correspondence** : Under Scheme I of the publication programme of the Department, Volume VIII of the Series (Home Public 1777—81, Honorary Editor, Hiralal Gupta) was published. Introduction to Volume XIV and other relevant papers of the volume which is the last in the series was received from the Editor, Dr. Amba Prasad.

2. **Publication of Gujarati Documents** : An agreement was concluded with the Gujarat Vidyapith, Ahmedabad, regarding publication of Gujarati Documents in the custody of the National Archives of India. This programme was taken up under the Publication Scheme pertaining to Oriental records.

3. **The Indian Archives** : Volume XXIX, No. 1 (January—June, 1980), No. 2 (July—December 1980) and Volume XXX, No. 1 (January—June 1981) were published and distributed.

4. **Descriptive List of the 'Mutiny Papers' in the National Archives of India, Bhopal** : Volume V was published.

5. **National Register of Private Records** : 1,650 Proformas were listed for Volume XII of the National Register.

6. **Bulletin of Research Theses & Dissertations** : Volume No. X of the Bulletin was cyclostyled. The Bulletin has been renamed as 'National Archives of India Research Bulletin'. The volume is likely to prove very useful to the research students while making a selection for the topics of research.

7. **Calendar of Persian Correspondence Volume XII (1796—1800)** : The work of collation, consolidation, annotation and abridgement on 882 letters was completed in all respects.

8. **Cataloguing of Foreign Seals** : Collation of 300 catalogue slips of the Foreign Seals relating to Afghanistan, Iran, Nepal etc., was completed and their appendices etc., were made ready.

9. **Cataloguing of Mughal Seals (Volume I)** : Out of 5,000 Mughal seals found on the acquired documents such as farmans, parwanas, 2,166 slips of the catalogued seals were collated and 394 slips of those seals which were not catalogued earlier were prepared.

10. **Cataloguing of Mughal Seals (Volume II) (Public Records)** : 1102 slips of the Mughal seals found on original receipts from the year 1778 onward were verified, checked and collated.

11. The CMS Section (created on 29 September 1980) started its regular work from January 1981. During the year, 514 replicas of seals (lac) on documents available with the Department were prepared. Certain enlarged replicas of seals were specially prepared for presentation to the delegates to

the International Seminar held in October 1981 and to the scholars who visited the Department during the Archives Week celebrations.

12. The catalogue of the MR 10 Misc. maps of the Survey of India, 1742—1872 was completed. It comprises of three parts viz. (i) Catalogue of the maps, (ii) Short biographical sketches of the surveyors whose maps have been incorporated in the catalogue and (iii) Cartographic notes on the maps.

13. **Other Publications** : Other important publications which were brought out during the year are :

(i) *Record Management in India—Some aspects* : edited by S.A.I. Tirmizi, Director of Archives. (ii) *Annual Report of the National Archives of India*, 1980 (in English) and 1979 (in Hindi). (iii) *A Hand-Book for Record Managers* was published to establish standards of good management in respect of creation, classification, maintenance, retrieval, retirement of current and semi-current records and their adoption by record-creating agencies. (iv) *Calendar of Acquired Documents* : The textual editing of the volume was done. Glossary and index to the volume were prepared. (v) *'The Archeion'* : Work on the quarterly newsletter covering activities of Archives in India was initiated and the material for the quarter ending December 1981 was processed.

V. RECORDS AND ARCHIVES MANAGEMENT

1. **Implementation of Archival Policy Resolution** : The seventh Report of the Director of Archives (1979-80) was printed and distributed while the Eighth Report (1980-81) was approved by the Department of Culture and sent for printing.

2. **Appraisal of Non-current Records** : (i) The Records Management Division completed the appraisal of 89,859 files of Ministries/Departments. Of these 48,535 files were found fit for permanent retention. The records appraised belonged to Ministries of External Affairs (1909—56),

Petroleum (1937—55), Commerce (1950—53), Home (1954—55), Finance (1947—48), Departments of Food (1943—55), Industries & Labour (1923—37), Finance and Commerce (erstwhile) (1881—1905), Director General of Civil Aviation (1927—35), Air Headquarters (1930—45), Post & Telegraph (1937—55), Railway Board (1905—55), Agencies of Rewa-kantha (1873—1947), Kathiawar Political (1873—1944), Bhopal Political (1909—10), Bundelkhand (1906—7 & 1937), Central India (1908), Government of Patiala and East Punjab States Union, Patiala (1953—55), Office of the Regional Commissioner and Adviser, Saurashtra, Rajkot (1947—54), Office of the Counsellor, Rajasthan, Jaipur (1953—54), Director General, Civil Aviation (1947—53), and Labour Investigation Committee (1944—46). (ii) In pursuance of Para 84(3) of Central Sectt. Manual of Office Procedure, a team of officers appraised 2,20,879 files, 2,672 volumes, 252 field books and one bundle of loose files kept at the C.R.O., Rajkot, and Baroda, after doing sample survey of the various series of records. As 97,138 files pertained to the year prior to 1873 they were kept in toto while 38,917 files, 2,618 volumes, 252 field books and 1 bundle of loose files were marked for retention.

3. Vetting of Retention Schedules of Records : In compliance with the requirements under paragraph 6 of the Archival Policy Resolution (1972) Retention Schedules of the Main Secretariat, Research & Reference Division, Publication Division, Press Information Bureau, Song & Drama Division, the Media Units of the Ministry of Information & Broadcasting, Directorate of Field Publicity, Controller of Defence Accounts (Southern Command) (Officers), Pune, and Monopolies and Restrictive Trade Practices Commission, were finalised and forwarded to respective agencies. The Retention Schedules of the Departments of Heavy Industries, Textiles, Directorate General of Civil Aviation, Ganga Basin Water Resources Organization and Airport Health Organization whose spot studies were completed in 1980 were also forwarded to the concerned authorities.

4. Record Management Study : (i) Spot Study on record management problems of the Ministry of Commerce,

Offices of the Regional Labour Commissioner, Jabalpur; Chief Architect, C.P.W.D., New Delhi; Pay and Accounts Officer (Unit No. 20), Delhi Administration, New Delhi; Central Water Commission, New Delhi and National Film Archives of India, Pune, was conducted. (ii) National Archives of India has been making efforts to arrange for the manufacture of a good quality paper in the country for use in the creation of files of permanent value. A note containing guidelines for using this paper in Government offices was sent to the Department of Culture. (iii) At the request of the Department of Atomic Energy, Bombay, a workshop on records management was conducted for the benefit of the officers of that Department.

5. Checking and Arrangements : Checking and arrangement of the following series of records has been completed. Their numbers and inclusive years are—98 files of Solicitor Office (1919—43); 144 files of Ministry of Agriculture and Co-operation (1928—54); 3433 files of Godavari Water Dispute Tribunal (1969—80); 1800 files of Legislative Department (1879—1919); 769 files of Advocate General (1884—1919); 60 files of Local Clearing office (1923—37); 1,738 files of Krishna Water Dispute Tribunal (1969—76); 948 files of Department of Personnel & Administrative Reforms (Ministry of Home Affairs) (1951—54); 250 files of Foreign & Political Department, War & Secret War A, B & Confidential A, B & D (Ministry of External Affairs) (1914—20); 1,783 files of Narmada Water Dispute Tribunal (1969—79); 396 files of Department of Education (Ministry of Education & Culture) (1935—55) and 42,785 items belonging to the collections of Dadabhai Naoroji, Genl. (Retd.) K. M. Cariappa, P. K. Malaviya and Urdu Newspaper (20 issues). Besides above, the Departmental Records Room checked and arranged 13,115 files of the different sections of the National Archives of India. 4,045 and 2,165 maps were checked and arranged respectively in the Cartographic Records Cell of the Department.

6. Advisory Work : Shri V. V. Talwar, Assistant Director of Archives, visited Imphal (Manipur), Shillong (Meghalaya) and Itanagar (Arunachal Pradesh) from 17—19

September, 19—23 September and 24—26 September 1981 respectively to render advice to the respective governments in connection with setting up of State Archives.

7. Dr. R. K. Perti was nominated as one of the members of the Committee set up by the Department of Personnel & Administrative Reforms to devise a questionnaire for conducting periodical inspection of Departmental Records Rooms.

VI. REFERENCE MEDIA

1. **Listing:** The Department has undertaken an extensive programme for the preparation of reference media of records which have neither any list nor indices. (a) *Public Records*—Descriptive listing of 25,768 files of Bhopal Political Agency (1860—1934), Bhopawar Political Agency (1843—1926), Baghelkhand Political Agency (1834—1932), and Bundelkhand Political Agency (1805—1949) was completed. (b) *Private Papers*—Subject listing of 3,773 items of Dadabhai Naoroji, P. K. Malaviya, Dr. Rajendra Prasad and Gen. K. M. Cariappa collections and descriptive listing of 1,375 letters of Persian Correspondence was completed. Besides, above, 8,936 documents of the Inayat Jang Collection were descriptively docketed. 33,166 shelf list cards were prepared in the Departmental Library.

2. **Guide to Records in National Archives of India:** Compilation of Part V of the Guide covering the records of Legislative Department and its predecessor bodies was completed and that of Part VI (Finance Department and its predecessor and successor bodies) and Part VII (Public Works Department and its predecessor and successor bodies) was continued. Abstract lists and write-up of the different record series under Finance Department (1750—1954) and Public Works Department (1855—1923) were also prepared.

VII. RESEARCH AND REFERENCE

During 1981, as many as 315 research scholars worked in the Research Room of the Department. The foreign scholars came from U.S.A., U.S.S.R., Canada, U.K., France,

West Germany, Hungary, Sweden, Fiji, Japan, Nepal and Bangladesh. Study of national movement remained a favourite topic with most students. Many worked on social, economic, political and administrative aspects of Indian history.

The Department attended to 47,393 requisitions for records from the research scholars. 424 and 816 requisition slips for library books and microfilms, respectively were attended to, 4,625 pages of excerpts relating to open/closed period of records were released to the scholars.

As many as 122 search cases were received from various government departments, institution and individuals which involved detailed search amongst the records and published sources. Noteworthy among them related to 100 years of Railway Protection Force, Indian Scientists who were honoured during the pre-independence period, unpublished letters of Warren Hastings (1782—99), cultural history of Tonor dynasty, Jullundur conspiracy case 1930, telescope made of stone and built by Jai Singh II at New Delhi, information regarding the confessions of dacoits of Chambal valley and Bundelkhand, excavations by Major Daly in 1905 in Bahrain, Somnath Singh—last ruler of Angul, 1822—48, information on Lt. Charles Metcalfe Halhed who was killed by dacoits in Burma (1862) and information on V. K. Shambhu, a freedom fighter.

VIII. REPROGRAPHY AND CONSERVATION SERVICES

1. **Reprography:** Reprographic services were rendered to a number of institutions and individuals in India and abroad. Among those who availed themselves of these services, mention may be made of the following—India Office Library and Records, London; Centre for Documentation and Research, Abu Dhabi, U.A.E.; GSGS Branch, Army Headquarters, New Delhi; Khuda Bakhsh Oriental Public Library, Patna; Dr. Ali Aba Hussain, Director of Bahrain State Archives, Bahrain; Mr. Christopher Kenna, Australia; Shri Peter Heehs, Pondicherry, Dr. D. Rothermund, West Germany; Shri Rajkumar Shafal Singh, Imphal; Shri H. Y. Sharada Prasad, Prime Minister's Secretariat, New Delhi;

Shri A. Jaiswal, Allahabad; Shri G. L. Adya, N.C.E.R.T., New Delhi; Shri O. K. Nambiar, Bangalore, and Shri S. Furukawa, Tokyo.

As part of its regular programme, microfilming of the records of the Foreign Department, Political Consultations and Military Department proceedings was continued. Besides, Urdu newspapers acquired from Shri H. K. Akbar of New Delhi and Haldiya Collections from Haldiya brothers were also microfilmed.

The following figures indicate the output of reprographic work during the period under report: 4,42,164 exposures of microfilm, 4,223 metres of positive printing, 2,938 enlargement prints and 23,762 xerox copies.

2. Conservation: Under the programme of repair and rehabilitation of records, 63,602 sheets were repaired by machine lamination, 14,852 sheets and 290 leaves repaired by solvent lamination process, 55,253 and 1,329 sheets repaired with tissue paper and chiffon respectively. In addition, 824 vols, 432 books and 1947 miscellaneous items were bound and minor repairs carried out on 1,830 sheets. In all, 845 bundles, 310 books, 950 vols were fumigated and 400 bundles and 4,795 books air-cleaned.

3. Research Laboratory: With a view to finding out their suitability and use in repair and rehabilitation of records and their conservation, the Research Laboratory of the Department continued testing various preservative materials like chiffon, hand-made paper, waxpaper, acetate foils etc. Experiments were conducted to modify liquid glue solution with a view to developing a better adhesive in binding. Technical information on various aspects of conservation of cultural property was supplied to 30 outside agencies, institutions and individuals.

IX. 'TOWARDS FREEDOM' PROJECT

The search for material from the records was continued and 13,162 typescript pages of relevant materials were extracted from the collections of: I.N.A. series (1942—46);

Dr. Rajendra Prasad (1938—42, 1945-46); Linlithgow (in microfilm) (1938—41); Legislative Department (1937-38); External Affairs (1937—40); Kerala State Archives (1937—47); Punjab State Archives, Chandigarh/Patiala (1937—47). Besides, descriptive lists of records of Home Political Department (Confidential) received from West Bengal State Archives (1938, 1940), State Archives of Andhra Pradesh (1937-38), Manipur (1939—47), Assam (1937—40), Orissa (1937—42 and 1945—47), Rajasthan (1938—46) and Bihar (1939), External Affairs Department (1940); Collections of M. R. Jaykar (1941), Dr. Rajendra Prasad (1938 and 1941), Linlithgow (microfilm) (1941), Home Department Misc. and Public General Series (1937—1939), received from Tamil Nadu State Archives, were prepared. Extracts from Home (Public) (1937-38), External Affairs (1937—39), P. D. Tandon (1937—40), M. R. Jaykar (1940), Crown Representative records (1937—47) and Haig Collection (1937-38) were sent to I.C.H.R.

X. SCHOOL OF ARCHIVAL STUDIES

The School has been recognized as a regional training centre for South-Asia by the UNESCO. It has also received financial grant from the UNESCO for training of our staff and for the purchase of the equipment. The Government of India has constituted a Board of Studies consisting of six members as under: Prof. S. A. I. Tirmizi, Director of Archives, Chairman; Dr. P. Basu, Shri B. S. Kesavan, Prof. B. Chandra, Prof. P. B. Mangla and Dy. Director of Archives concerned with the school, for a term of two years each to examine the course contents of the new curriculum of the Diploma Course in Archival Studies. While framing the curriculum the Board will take into account the latest modern archival trends and training needs of the archival institutions in India and abroad. Two meetings of the Board were held during the year. In addition, the Board of studies recommended the academic accreditation of the school by some university so that our Diploma/Certificate may carry greater acceptability and may be treated at par with that awarded by the Universities. The necessary action, in this matter, was initiated.

The various training courses imparted by the School were as follows :

1. **One-Year Diploma Course in Archives Keeping, 1980-81 session :** Theoretical and practical training was imparted to 12 trainees till the conclusion of the session in August 1981. All the candidates who appeared in the annual examination were declared successful.

2. **One-Year Diploma Course in Archives Keeping, 1981-82 session :** The course commenced on 20th August, 1981. Out of 15 candidates on the rolls two were the nominees of the Governments of Nigeria and Afghanistan, seven sponsored by the State/Union Territory Governments of Gujarat, Karnataka, Kerala, West Bengal and Delhi and six were private candidates.

3. **Short-Term Certificate Course :** Under the Short-Term Courses of training for the officials of the Central/State Government departments and institutions, three sessions of care and conservation of records (16 candidates), two sessions each in record management (11 candidates), servicing and repair of records (26 candidates) and reprography (9 candidates) and one session of archives administration (6 candidates) of eight weeks duration were conducted.

(For names of the successful candidates of one year diploma course as also the lists of other trainees under various schemes, please see Appendix I).

4. In pursuance of the recommendations of the Board of Studies, a series of extension lectures by eminent experts was conducted for the benefit of the trainees. Shri S. C. Biswas spoke on Library Reference Service on 7 January, 1981. Prof. Ansari on Central Administration of the Mughals on 14 January, 1981. Prof. B. Guha and Dr. P. Saran spoke on Library Systems—sectoral, national, regional and global information systems, services and programmes and Provincial Administration of the Mughals respectively on 15 January, 1981. Prof. Guha continued his talk on 16 January as well. Dr. Bhattacharya and Dr. Amba Prasad delivered talks

on British Administration, Pre-1858 and British Administration—Crown period (1858—1947) on 17th and 19th January, 1981, respectively. Dr. T. N. Rajan spoke on Archival Libraries—technical services—indexing and abstracting on 23-24 January, 1981. Dr. H. R. Gupta delivered a lecture on Khalsa Administration on 24 January, 1981, and Dr. Om Prakash spoke on Dutch Company on 27 January, 1981. Dr. Rifaqat Ali gave a talk on Rajput Administration on 30 January, 1981. Prof. P. B. Mangla spoke on International Organisations : their programmes and activities—FID, INDIOC etc. on 9-10 February, 1981.

XI. PUBLIC RELATIONS

As part of an ambitious programme of creating archival awareness among people, National Archives of India organized a series of exhibitions, lectures, seminars and panel discussions on wide-ranging subjects during the period.

1. **Exhibitions :** The exhibitions were organized on the following themes—'Sati: Widow Burning to Widow Remarriage' (9. 12 to 16 January, 1981). 'Maulana Azad and the Cabinet Mission' (20—28 February, 1981). 'Their Lives for the Nation—Martyrdom of Sukhdev, Bhagat Singh and Rajguru' (23—31 March 1981); 'Documents concerning Genealogy' (15 April 1981); proscribed Patriotic Poems and Posters' (15—24 August 1981); 'Our Archives and Our Neighbours' (13—17 October 1981) and 'Nehru and Socialism—A Documentary Display—1907—47' (14—21 November 1981). Pandit Nehru's two speeches— one delivered by him on the Midnight of 14-15 August 1947 and a cut from another speech delivered by him on the 14th March, 1948, at Vizagapatnam were played over the tape recorder during the period of this exhibition. As many as 3,397 persons visited these exhibitions. Prime Minister Mrs. Indira Gandhi and Union Home Minister Giani Zail Singh were among the distinguished visitors.

2. **Lectures :** A number of lectures by distinguished experts were also organized during the year under report. Dr. E. R. Hambye, S. J., Director Vidyajyoti Institute of Religious Studies, Delhi, spoke on 'Portuguese Records in private

custody' on 21 January 1981. Dr. Karl R. Haellequist of Scandinavian Institute of Asian Studies, spoke on 'South Asian Studies in Scandinavia' on 27 January 1981, Prof. D. Rothermund, Head of the Department of History, South Asian Institute, University of Heidelberg, F.R.G. spoke on 'The Foreign Trade Policy of the Government of India, 1929—39' on 5 February 1981; Dr. Richard G. Fox, Prof. and Chairman, Department of Anthropology, Duke University, Durham, U.S.A. spoke on 'Recent Trends, in the Historical Analysis of Colonialism' on 20 February 1981, Mr. F. J. Marsh, Head, Conservation, India Office Library and Records, and a Fellow of the International Institute for conservation of historic, artistic works, gave a lecture cum demonstration on 'Conservation and Preservation of Library Materials' on 27 February 1981. Dr. Mushirul Hasan of Jamia Milia Islamia gave a fascinating talks on 'The Ulema in British India' and 'Mulana Mohammad Ali and the Congress' on 12 March and 28 July 1981, respectively. Mr. John Sims, Librarian, India Office Library and Records, London, spoke on 'India Office Library and Records' on 13 March 1981; Prof. Herbert P. J. Marshall, Prof. Emeritus, Southern Illinois University, U.S.A., delivered a talk on 'India League and India's Fight for Freedom' on 24 March 1981; Prof. Ainslie Embree of Columbia University, New York, spoke on 'The sources of Indian Tradition on 16 July 1981. Dr. Richard M. Eaton of Arizona University, U.S.A., spoke on 'Symbolical significance of *Dastar* (Turban) in Sufi tradition' on 19 August 1981. Mr. B. C. Bloomfield, Director, India Office Library and Records, London, gave an enlightening talk on 'Archives & Libraries—Two Different Worlds?' on 2 November 1981 and Dr. Paul Sprachman, Regenstein Library, University of Chicago, U.S.A., spoke on 'Indian Image in Persian Poetry' on 28 December 1981.

3. Celebration of Archives Week: The Department celebrated an 'Archives Week' from 13—19 November 1981. During the week, an earnest effort was made to give wide publicity to the importance of archives through panel discussions, exhibitions and guided tour of National Archives of India. In view of enthusiastic response, the week was extended up to 21 November 1981.

(a) *Panel Discussion* : A panel discussion was arranged on 'Information : A Vital National Resource' under the joint auspices of National Archives of India and the Indian Library Association (which was celebrating the Library Week at the same time) on 13 November 1981. The panelists were—Prof. P. B. Mangla, President, Indian Library Association, Dr. N. H. Kulkarnee of the National Archives of India, Prof. B. Guha of INSDOC, Prof. Maheshwar Dayal of the Department of Science & Technology, Govt. of India, and Shri S. K. Jha of Computronics, India. Prof. S. A. I. Tirmizi, Director of Archives, acted as moderator.

(b) *Open House* : An 'Open House' programme was organized from 16—19 November 1981 whereby the visitors were shown how the records are preserved in the Archives and the various techniques adopted for their preservation. Twenty schools and a few colleges, including one from Pune, visited the 'Open House'. A Souvenir on the Archives Week consisting of replicas of two seals was presented to each institution visiting the 'Open House'.

XII. COMMITTEES AND CONFERENCES

1. Indian Historical Records Commission: (a) The 8th meeting of the Standing Committee was held on 14 April 1981 at Shastri Bhawan, New Delhi, under the Chairmanship of Shri M. Nasrullah, Additional Secretary, Department of Culture, to examine the resolutions and conspectus of action taken on previous resolutions. (b) The 47th session of the Indian Historical Records Commission was held on 19-20 May 1981, under the auspices of the Delhi Administration. The session commenced with a welcome address by Shri S. L. Khurana, Lt. Governor of Delhi. It was followed by inaugural address by Giani Zail Singh, Union Minister for Home Affairs, and Presidential address by Shri S. B. Chavan, Union Minister for Education and Culture, and *ex-officio* President of the Commission. Thereafter Prof. S. A. I. Tirmizi, Director of Archives, and *ex-officio* Secretary of the Commission, placed his report before the Commission. On this occasion an exhibition of historical documents on 'Capital Cities of India' was also organized at the A.I.F.A.C.S.

Hall, New Delhi, which was inaugurated by the Lt. Governor of Delhi. Besides the 'Business Session' (19 May 1981) in which 14 resolutions and 4 recommendations were passed, an academic session and symposium were also held on 20 May 1981, on the theme 'Records of Urban History'.

2. National Committee of Archivists: The 31st meeting of the National Committee of Archivists was held at Delhi on 21 May 1981 in which two resolutions were passed. These were—(i) inclusion of one paper on old scripts/languages in the syllabi of various training courses of archives keeping being conducted by National Archives of India and some State Archives, and (ii) holding of exhibitions of documents at the regional/district level in their respective archives both by Central and State Governments to arouse archival consciousness.

3. Historical Documents Purchase Committee: The 34th meeting of the Historical Documents Purchase Committee was held at National Archives of India on 1 December 1981 under the Chairmanship of Prof. S. Nurul Hasan to consider the offer for sale of documents/manuscripts/rare books etc. by various parties.

4. National Guide Committee: The 2nd and 3rd meetings of the National Guide Committee were held at the Directorate of Goa Archives, Panjim, on 30 April 1981, with Prof. S. A. I. Tirmizi in the Chair. The 4th and 5th meetings of the National Guide Committee were held at the National Archives of India on 20 May and 2 December 1981 respectively, under the chairmanship of Prof. S. Nurul Hasan in which important decisions regarding appointment of staff, budget and work plan for 1981-82 and 1982-83 of the project "Guide to the Sources of Asian History" were taken up. Prof. S. A. I. Tirmizi, Vice-Chairman of the Committee, was requested to function as Honorary Project Director. A meeting of the sub-committee of the National Guide Committee was also held on 29 July 1981 at Chandigarh to design a sample card and to recommend suitable method for the classification of the material.

5. Publication of Inayat Jang Collection Committee:

The first meeting of the Publication Committee of Inayat Jang Collection was held at the National Archives of India on 26 December 1981, under the chairmanship of Prof. S. Nurul Hasan. It was agreed that in the first instance the documents of Aurangzeb's reign may be calendared in five volumes. The Committee was unanimously of the opinion that the Director of Archives should be the General Editor of this series. The editing of each volume is to be completed within a period of two years. A volume each has been entrusted to the following: (i) Prof. S. Nurul Hasan, (ii) Prof. S. C. Misra, (iii) Prof. Satish Chandra, (iv) Prof. J. S. Grewal, (v) Prof. S. A. I. Tirmizi.

6. Other Meetings: Prof. S. A. I. Tirmizi, Director of Archives, visited (i) Bangalore from 12-13 February 1981 in connection with the meeting regarding reconstitution of Karnataka State Archives Committee for survey of historical records. He recommended constitution of archival council and historical document purchase committee. (ii) Kuala Lumpur from 25-26 February 1981 to attend the Provisional Bureau Meeting of the Guide to the Sources of Asian History; (iii) Jaipur from 6-7 April 1981 in connection with Departmental Selection Committee meeting; (iv) Srinagar from 19—21 April 1981 for meeting of the committee for purchase of rare Persian books of the University of Kashmir Library, Srinagar; (v) He also attended the 18th Meeting of the Indian Council of Historical Research on 27 July 1981; (vi) Meeting of the Working Group of the themes Sub-Committee of the Indian Post & Telegraph Department on 2 May 1981, 8 July 1981 and 14 August 1981 to discuss issue of 'commemorative stamps' depicting India's struggle for freedom; (vii) Shri K. L. Arora, Asstt. Director of Archives, attended the meeting of the sub-committee of the Department of Delhi Archives, Delhi Administration on 14 July 1981 in connection with purchase of private archives/records etc; (viii) Smt. S. Singh, Asstt. Director of Archives, attended the first meeting of the high level advisory committee of the National Council of Educational Research and Training, Department of Education, Social Sciences and Humanities, held on 28 September 1981 at New Delhi for providing

guidelines to some studies to be taken up by the Council on historical documents relating to the development of education in modern India; (ii) Dr. T. R. Sareen, Asstt. Director of Archives, attended the second meeting of the Committee for Survey of Historical Records, Government of Karnataka, at Bangalore on 14 December 1981. Dr. Sareen suggested the formation of the archival council and document purchase committee since the Regional Records Survey Committee is not competent to take decisions on the issues discussed in these meetings. Dr. Sareen had expressed the same sentiments when he attended the Regional Records survey Committee meeting at Delhi State Archives on 20 October 1981.

XIII. INTERNATIONAL RELATIONS

1. During the period under review, the following officers of the National Archives of India were deputed abroad to participate in various international conferences on archives and allied subjects (i) Prof. S. A. I. Tirmizi, Director of Archives, visited Oslo (Norway) from 3—7 September, Hague (Netherlands) from 8—12 September and Colombo (Sri Lanka) on 6—9 October 1981 to attend the XX International Round Table on Archives, Executive Committee meeting of the International Council on Archives and UNESCO's Regional Co-ordinating Committee meeting of the Guide to the Sources of Asian History, respectively. He was unanimously elected as Chairman of the UNESCO's Regional Cooperation Committee for Guide to the Sources of Asian History for 1981—84. (ii) Shri P. K. Ghosh, Archivist, to Ottawa (Canada) to attend a training course in records management organized by Public Archives of Canada from 5 to 31 October 1981 with UNESCO assistance. (iii) Shri Y. P. Kathpalia, Scientific Officer, to Baghdad (Iraq) from 22 November to 5 December 1981 to deliver lectures on 'Deterioration of Paper and Preventive Conservation' at the Regional Centre for conservation of Cultural Property in Arab States on the invitation of ICCROM (International Centre for the Study of Preservation and Restoration of Cultural Property).

2. Mr. John Sims, Librarian and Mr. B. C. Bloomfield, Director of India Office Library and Records, London, visited National Archives of India on March and November 1981 and held discussions with the Director of Archives regarding exchange of microfilms under exchange agreement.

3. S/Shri N. R. R. Chari, Deputy Director of Archives, and Ranbir Kishore, Asstt. Director of Archives, were nominated as members of the Reprography and Conservation Committees respectively of the International Council on Archives for the period 1981—84.

4. Under the joint auspices of the National Archives of India and International Council on Archives an international seminar on 'Disposition of Government Records' was organized at Vigyan Bhawan, New Delhi, from 12—16 October 1981, with a grant received from the Council of Library Resources. The seminar was inaugurated by Shri Vasant Sathe, Union Minister of Information & Broadcasting. Delegates from India, Iraq, Malaysia, Nepal, Pakistan and Sri Lanka participated in the seminar. India was represented by Prof. S. A. I. Tirmizi, who also acted as local expert. The International Council on Archives was represented by Dr. Charles Kecskemeti, its Executive Secretary. A Handbook on 'Disposition of Government Records' by Dr. T. A. Wadlow of U.S.A. was the subject of the seminar.

5. The UNESCO has also approved the purchase of an off-set printer for the School of Archival Studies of the National Archives of India as part of its assistance to the school for upgrading it as a Regional Centre.

6. Dr. T. R. Sareen, Asstt. Director of Archives, who was on assignment under the commonwealth fund for technical co-operation as expert on record management with the Kenyan National Archives, resumed his duties after serving them for one and a half years (March 1980 to September 1981).

XIV. CULTURAL EXCHANGE PROGRAMME

Items for exchange of (i) microfilms of records of Indian interest, and (ii) an archivist were included in the

finalised cultural exchange programme with U.S.S.R., Belgium, F.R.G., Poland, A.R.E., PDRY and with Mongolia, Belgium, U.S.S.R., F.R.G., A.R.E., PDRY and France, respectively.

M/s Hassan Saleh Shihab and Ali Salim Bukair of Peoples Democratic Republic of Yemen (PDRY) visited this Department under cultural exchange programme during the month of February 1981. They also visited the State Archives of Andhra Pradesh and Maharashtra.

M/s K. A. Kakharovitch, Head of Chief Archives Department of Soviet Council of Ministers of Tazhikistan SSR and K. A. Pavlovitch, Director, All Union and Scientific Research Institute of Documentary and Archival Affairs of Soviet Union, visited this Department under Indo-U.S.S.R. cultural exchange programme during November 1981. They also visited West Bengal State Archives. All these visitors from PDRY and U.S.S.R. were apprised of the functioning of the Department and provided necessary facilities to consult records of Yemenese and Soviet interest.

XV. HINDI SECTION

The Hindi Section, as usual, carried out translation of official correspondence from English into Hindi and *vice-versa* as and when required. The Annual Report of the Department for 1979 was published and that of 1980 was translated into Hindi and sent to the press.

2. During the year an inspection team of the Department of Culture headed by Shri A. C. Kauldhar, Under Secretary, visited the Jaipur, Record Centre of the Department for reviewing the progress of the implementation of the instructions regarding the use of Hindi in official work. The team was helped by the Hindi Officer, Kumari Shanta Iwnati. The Committee recommended the provision of a Junior Translator for the above office.

3. The official language implementation committee of the department held three meetings during the year under the Chairmanship of the Director of Archives. While reviewing the progress of implementation of the progressive use of

Hindi in official work in the Department, the committee recommended that the noting and drafting for official work should be done in Hindi as far as possible in cases where no technical subjects are involved.

4. Among the staff nominated for training in Hindi Prabodh, Praveen and Pragya, Shri Shanti Sarkar, Asstt. Librarian passed the Pragma examination while Smt. Harsh Bala Sachdeva passed the Hindi typing test from among the trainees sent for Hindi typing class.

XVI. REGIONAL OFFICES

1. **Regional Office, Bhopal :** A total number of 17,939 files, volumes and maps of the Departments of Commerce and Industry, Finance, Home (Public, Political) and Daftar-i-Insha (of erstwhile Bhopal State) were checked and arranged.

Preparation of reference media was continued. Descriptive lists of the 1,636 letters pertaining to the Chamber of Princes (1912—36) were completed. Work on Vol. VI of the descriptive list of Mutiny papers was continued.

The Library accessioned 12 books. 336 and 464 books were catalogued and classified respectively.

The preservation unit repaired 20,249 sheets, mounted 94 maps, laminated 1,526 sheets, guarded 38,359 pages and bound 248 volumes, 77 maps and 40 registers/files pads.

2. **National Archives of India, Record Centre, Jaipur :** The National Archives of India Record Centre, Jaipur, acquired proceedings of Rajputana Pradesh Congress Committee (1948—69), old files of 'Dainik Nav Jyoti', an old Hindi daily newspaper of Rajasthan and private papers of Shri Yugal Kishore Chaturvedi, a freedom fighter and editor of Hindi magazine 'Lok Shikshak'. 103 new books were accessioned in the Library.

Reference media of Shri Yugal Kishore Chaturvedi collection was prepared.

36,327 files of the Controller of Insurance and Tariff Commission were checked and arranged.

3,000 files of Controller of Insurance, Simla, were appraised.

The Preservation Unit repaired 1,028 sheets, laminated 2,081 sheets, guarded 12,744 sheets, fumigated 1,392 files, 51 volumes, 265 letters, 78 press-clippings, 1 photo and 8 bundles, stitched 239 files and 1,509 *Jujes* and bound 60 volumes, 10 books and 11 misc. items. Besides, 2,400 exposures, 163 enlargements and 1 roll 60 feet (two strips) of film were developed by the Reprography Unit. An exhibition was organized on "Salt Satyagraha and Salt Industry in Rajasthan" during 24 February to 15 March 1981, in the premises of the University of Rajasthan. The exhibition was inaugurated by Dr. Iqbal Narayan, Vice-Chancellor of Rajasthan University, and it attracted a large number of visitors.

3. Record Centre, Pondicherry: Shri Ranbir Kishore, Asstt. Director of Archives, visited Pondicherry for inspection of suitable site out of the three sites suggested by Pondicherry Administration for Record Centre.

In an earnest effort to acquire important archival collections one important file (typed copy) of 1917 from Zamindar of Singampathy and one Sanad copy and appeal of 1868 from Rajkumar Shri Mangala Nath Dorai of Ramanathpuram were acquired. Besides, 1,285 printed publications like gazettes, Assembly proceedings, fortnightly reports and periodicals etc., were accessioned.

The programme for centralising all pre-1954 records of Pondicherry Administration and Central Government Departments/Offices located in Southern India i.e., Andhra Pradesh, Karnataka, Kerala, Pondicherry and Tamil Nadu, was taken up during 1981.

Check lists of a good number of records received from the Romain Rolland Library, Secretary, Local Administration Department, Legislative Assembly, Pondicherry, and the Administrator, Yanam, were prepared. The translation into

English of French and Tamil index cards prepared earlier by Romain Rolland Library, Pondicherry, was taken up.

The conservation unit repaired 2,304 sheets by solvent lamination process, mounted 5 maps, guarded 60 books and fumigated 800 record volumes, 500 files and 45 bundles of palm leaves.

An historical exhibition on 'Our Heritage' was organized from 13—21 November 1981, at Government Museum, Pondicherry.

4. National Register Cell, Bhubaneswar: During the year, the cell surveyed and listed 1,924 valuable documents in the private custody of Shri R. K. Samantaray and Jagannath Temple office, Puri.

APPENDIX

List of trainees who appeared in examination for Diploma in Archives Studies, 1980-81 session

Sr. No.	Name of candidate	Marks obtained (out of 600) with Class	Subject of Dissertation
1	Shri K.A. Omediji	432 Ist Division (Ist position)	A Descriptive list of Home Miscellaneous Records of Cape of Good Hope (1800—1842).
2	Shri S.K. Bagchi	423 Ist Division (IInd position)	Problems of Private papers in India.
3	Shri Emma Ihenacho Nsoro	414 Ist Division (IInd position)	A descriptive list of Home Miscellaneous Records on Java (1810—17).
4	Shri Frank Kamau	405 Ist Division	An Analytical study of problems of paper Document conservation in tropical countries.
5	Shri Prabir Kumar Roy	394 Ist Division	Indian Historical Records Commission.
6	Km. Reva Pathak	393 Ist Division	The Andaman Papers (1858-59).
7	Km. Rita Srivastava	377 Ist Division	Archival Policy in India (1793—1972).
8	Km. Madhumita Naha	375 IInd Division	Publication Programme of National Archives of India.
9	Shri Amar Singh	369 IInd Division	Calendar of Miscellaneous Records of Fort Marlbro (27 June 1791—31 December 1793) in the National Archives of India.
10	Shri Mahavir Singh Mann	359 IInd Division	Calendar : Capture of Calcutta by Siraj-ud-Daulah and the Black Hole Tragedy, 1756.
11	Shri Ramesh Chand	346 IInd Division	Descriptive List Volume 199 and 200 (Home Miscellaneous).
12	Shri Rammi Kapoor	304 IInd Division	Vellore Mutiny.

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*Short-term Training Course in Record Management of 8 weeks' duration
XIII Session (11th May to 18th July 1981)*

Sr. No.	Name	Sponsored by
(1)	(2)	(3)
1	Shri C.S. Karthikeya	Surveyor General's Office Dehra Dun.
2	Miss Sambudha Banerjee	Do.
3	Shri Rang Lal	Institute of Nuclear Medicine & Allied Sciences Delhi.
4	Shri T. Neelkantha	Medical Directorate Army H.Q. New Delhi.

XIV Session (1st December 1981 to 20th January 1982)

1	Shri P. Narsi Reddy	Ministry of Defence, Hyderabad.
2	Shri S.K. Shejvalkar	Ministry of Industry.
3	Shri B.R. Chitalo	Govt. of India Press, Nasik.
4	Shri K.K. Nangia	Northern Railway Headquarters New Delhi.
5	Shri Gokey Khansgar	Library of Tibetan Works and Archives, Dharamsala.
6	Shri Satish Chandra	School of Buddhist Philosophy, Leh, Ladakh.
7	Shri K.S. Oak	Reserve Bank of India, Bombay.

*Short-term training course in Repair and Servicing of Records of 8 weeks' duration
XVI Session (16th July to 5th September 1981)*

1	Shri Hamid Noor Khan	Madhya Pradesh State Archives.
2	Shri B.N. Chakraborty	West Bengal State Archives.
3	Shri Mahesh Kumar Chawla	Delhi Administration Archives.
4	Shri G. Adinarayana	Karnataka State Archives.
5	Shri T. Shivramulu	Do.
6	Shri Kishan Lal	Lal Bahadur Shastri Academy of Administration, Mussoorie.
7	Shri W.K. Waghaneare	National Savings Organisation, Nagpur.
8	Shri Sultan Singh	Surveyor General's Office, Dehra Dun.
9	Shri G. Gopinathan	Kerala State Archives.
10	Shri Jagdish Prasad	Kerala State Archives.
11	Shri Bharat Singh	Gramin Punarnirman Mantralya, Faridabad.
12	Bharat Singh	National Archives of India.
13	Shri B. Chakraborty	Do.
14	Shri Murti Ram	Do.
15	Shri Asha Ram	Do.

XVII Session (3rd December 1981 to 23rd January 1982)

(1)	(2)	(3)
1	Shri D.K. Behra	Surveyor General's Office, Dehra Dun.
2	Shri K.C. Basumatari	Assam Secretariat, Shillong.
3	Shri M.Y. Abbassi	Indian Institute of Islamic Studies, New Delhi.
4	Shri Marghoob Alam	Do.
5	Shri Kanwar Lal Banjan	Sambhar Salts Ltd., Jaipur.
6	Shri D.K. Pandh	Directorate of Jammu & Kashmir State Archives.
7	Shri Mohd. Hussain Dar	Do.
8	Shri G. Manik Rao	Geological Survey of India, Calcutta.
9	Shri K. Prahlad Rao	Andhra Pradesh State Archives, Hyderabad.
10	Shri Manohar Lal	Surveyor General's Office, Dehra Dun.
11	Shri Bharat Kumar I. Doshi	Gujarat State Archives, Ahmedabad.

Short-term training course in Care and Conservation of Books, Manuscript and Archives of 8 weeks' duration

III Session (20th January to 15th March 1981)

1	Shri P. Ganeshwar	Andhra Pradesh State Archives, Hyderabad.
2	Shri Harmit Singh (discontinued)	Allied Electronics Industries, Delhi.
3	Shri Shyam Sharan Srivastava	Chand Das Sahitya Shodh Sansthan, Bandai (U.P.)

IV Session (11th May to 24th July, 1981)

1	Shri Rajendra Kumar	Surveyor General's Office, Dehra Dun.
2	Shri Rahat Usmani	Central Council for Research in Unani Medicine, New Delhi.
3	Shri M.S. Mattoo	Iqbal Library, Kashmir University, Srinagar.
4	Shri Bharat Singh	4-M Club, Jammu.
5	Shri C.K. Savdekar	Indian Bureau of Mines, Nagpur.
6	Shri Janardan Bhatt	Co-operative Lending Library, Lucknow University.
7	Shri Mohd. Jamin Lebai Din	National Archives of Malaysia.
8	Shri Mohd. Bin Yusuf	Do.

V Session (1st October to 25th November 1981)

1	Shri Kamal Narayan Shukla	Jabalpur University.
2	Shri S.Y. Inchal	Directorate of Collegiate Education in Karnataka.
8	Shri Rammi Kapoor	Diploma Course Candidate.

Short-term training course in Reprography of 8 weeks' duration
III Session (16th March to 16th May, 1981)

(1)	(2)	(3)
1	Shri Sunil Kumar Kashyap	Geneological Society of Utah, U.S.A.
2	Shri Javed Halim Khan	Do.
3	Shri Mohamed Yusuf	National Archives of Malaysia.
4	Shri Mohd. Jamin Lebai Din	Do.
IV Session (30th October to 22nd December 1981)		
1	Shri T. Shanmugam	Tamil Nadu State Archives.
2	Shri Durga Nand Jha	Kameshwar Singh Sanskrit University Darbhanga.
3	Shri Ravinder Singh	Delhi Administration Archives.
4	Shri Padma Parkash	Agra University, Agra.
5	Shri Jagmohan Singh	National Archives of India, New Delhi.

Short-term training course in Archives Administration of 8 weeks' duration

II Session (16th March to 10th May, 1981)

1	Shri Nav Ratan Singh	National Archives of India, New Delhi.
2	Shri Kulbir Singh	Do.
3	Shri S.K. Dhauedhar	Do.
4	Shri A. Johan	Andhra Pradesh State Archives.
5	Shri L. Hanuman Sastry	Do.
	Shri K. Narasimha Reddy	Do.

