

Report on the Development of State Archives for the Years 2011-2012:

Administration

Prior to 2009, West Bengal State Archives functioned as a branch office under Higher Education Department of Government of West Bengal headed by the Director of Archives. Over the last seven years several requests were formally received from National Committee of Archivists as well as from various eminent historians of the country that for smooth functioning and development of the State Archives, the status should be updated to a separate Directorate in tune with the system already prevailing in thirteen other states in the Country. On 23.12.2008, a Cabinet decision was taken by the Government of West Bengal in favour of conversion of the West Bengal State Archives to a separate Directorate under the Higher Education Department and on 11.02.2009 a Government Order was issued by Higher Education Department in this regard. Historical section of State Archives at 6, Bhowani Dutta Lane has been declared as the main office of the Directorate. At present the Directorate of State Archives is headed by newly appointed Director, Dr. Simonti Sen, though temporarily Dr. Atindra Nath De has taken up the charge of Archives due to Dr. Sen's illness.

Building:

The West Bengal State Archives is the oldest repository of government records in India. Its holdings are dispersed in three separate buildings. The historical section located at 6 Bhowani Dutta Lane Kolkata deals with all records up to 1900. The Current Section which deals with the post 1900 records is located at Writers' Building. The new functional building at 43 Shakespear Sarani has in its custody, the I.B. records, PWD records, and approximately 40,000 glass slide of freedom fighters and confidential letters intercepted by British Government.

Record Management:

Public Records Bill for West Bengal already approved by the Assembly, is waiting for its final enactment.

Research and References:

No of scholars who availed themselves of research facilities: 1942

Number of records requisitioned by Government Agencies: 155

Number of records requisitioned by Research Scholars: 5106

Number of records requisitioned by Private individuals 1090

We have a special wing of Photo Archives and from this unique treasure the following images have been supplied to meet up various scholarly demands:

- a) 15 images have been supplied to Dr. Keka Dutta Roy for Rajshahi Anushilan Project.
- b) 34 images have been supplied to Shri Pradeep De, Executive Producer, Film Division, Government of India for documentary film on Rabindranath Tagore.

- c) 6 images have been requisitioned by Smt. Jaysree Bhattacharyya for the documentary film on Bagha jatin.
- d) 10 images have been supplied to the Principal, Behala College, Kolkata for the UGC sponsored seminar and exhibition on Rabindranath Tagore.

Reference Media:

Digital indexing of PWD Railway (1857—1949 with gap)—1999 files.
Digital indexing of Home Political Records 1947-1950 (with gaps)—674 files
Manual listing of Home Political Records: 1947-1950---330 files
Preparation of Reference media of Home Political (1947-1950)—330 files
Subject Listing of IB Files of 1948 approximately—700 files
Arrangement and Manual Listing of Railway Records (PWD) from 1857-1937 (with gaps)
Subject List of Education B Proceedings, January to April 1951, November to December 1950
Subject List of Medical Public Health (Medical Deptt), January to December 1953 and January to April 1954
Subject Listing of Home Commonwealth Relations Department 1961
Manual listing of Board of Revenue Railway(1859-1912) 92 bundles
Digital indexing of Board of Revenue Railway (1859-1912) 80
Digital indexing of Maps: 970

Publication Programme:

Our recent publication, *Select Documents on Calcutta (1800-1900)* and *A Tribute to Rabindranath Tagore, Glimpses from Archival Records* have earned special recognition. Review of the abovementioned books have been published in leading news papers like *The Telegraph* and *Anandabazarr Patrika*.
The copies of the above mentioned latest publication of Archives, have been sold out in significant number. Within the last six months, State Archives has contributed in State Government's treasury more than 1 lac rupees by selling these two books. The State Archives also published a booklet in connection with the Archives Week Celebration of '2011: "Evolution of State Archives (1910-2010) and Rabindra Nath Tagore in Government Records."

Preservation of Records:

Flattening of Records: 6014 pages
Repairing with tissue : 5058 pages
Repairing with FP : 956 pages
Guarding: 7000pages
Repairing with Acetate foil:102 pages
Encapsulation: 75 pages

Photo Duplication:The State Archives has its own reprography unit equipped with modern devices for digital reproduction.

Xerox copies prepared for office use : 15,379 pages

Xerox copies prepared for scholars; 9,200 pages

Digital images prepared for B proceeding: 442 pages

Digital images prepared for scholars: 1502 pages

Computer prints prepared for office use: 542 pages

Library

No of books acquired-150

Manual listing of Library Holdings-PWD Books-123

Stock checking of Library holdings:193 books Special type of Data Entry Software has been installed in the computer of the library of the Archives. Thematic column has been added for easy retrieval of books from the holdings of the Library. Thematic indexing of books has already been started.

Training in Archival Studies:

On March 2012, a team of archival officers (Smt Sumita Seal, Smt. Sulagna Ray, Shri Asis Biswas, Dr. Madhurima Sen, and Smt. Madhuri Banik) gave lectures and demonstrations in a workshop on paper conservation organized by the Museology Department of Rabindra Bharati University.

Other important Activities:

In order to get deeper access to our treasure trove and as well as to preserve this priceless heritage digitization programmes have been taken up. The "B" proceeding which has no duplicate copy in NAI or India Office Library has been selected as the most important series to be digitized. For making theme based digitized reference media softwares have been installed in the computers specially designated for preparation of reference media. The theme based reference media of one small branch, Miscellaneous Improvement Branch of PWD Series has been already completed. A face-up scanner has been installed in reprography section in order to scan records smoothly, with least physical damage to age-old records. The most vital and unique visual holdings of our Photo Archives has already been digitized and would be brought out to scholars soon.

The State Archives has observed its annual Archives Week Programme from 6th April to 12th s April 2011 commemorating 100 years of State Archives and 150th birth anniversary of Rabindranath Tagore. A seminar was organized on the inaugural day of the exhibition. The speakers were Professor Barun De, Professor Sabyasachi Bhattacharyya, Dr. Atis Dasgupta. The Archives Week also witnessed the release of the archival documentation *Select Documents on Calcutta, 1800-1900*. On 17th May a seminar was organized on the release of another documentation, *A Tribute to Rabindranath Tagore: Glimpses from Archival Records*. Professor Barun De, Professor

Sabyasachi Bhattacharya, Dr. Swapan Majumdar delivered their speeches on this special occasion. The Exhibition and Seminars succeeded in generating considerable interests among the Public. The Exhibition on Tagore got wide coverage from leading news papers like, *The Times of India*, *The Hindoo*, *Ajkal*, *Ganashakti*.

State Archives of West Bengal plays the role of nodal agency of Eastern Region in the project of Dictionary of Martyrs taken up by ICHR

Allotment of ISBN has been made to eight Publications brought out by West Bengal State Archives.

Package Software, COSA for Account and Salary management has been installed.

For electronic data sharing installation of local Area Network (LAN) in the two offices at 6 BD Lane and at 43, Shakespear Sarani will be completed shortly.

Website for StateArchives is under process and hopefully will be launched within a year.