

Chronicle of Edo Shogunate Government's Document Keepers (2) 1761 to 1776

by UJIIE Mikito

"Shomotsukata Nikki" (Chronicle of Edo Shogunate Government's Document Keepers, 書物方日記) was a business daily of "goshomotsukata" (document officials, 御書物方), who took care of the "Momijiyama Bunko" (紅葉山文庫), an Edo Period library of books owned by the Shogun family and precious documents of the Shogunate Government. The National Archives of Japan keeps 225 documents from the library, dated from the 3rd year of Hōei (1706) through 4th of Ansei (1857).

This article, titled "Chronicle of Edo Shogunate Government's Document Keepers (2)," abstracts records to note in the Chronicle, such as lending and returning of books of the library, staffing records, etc., for the time period from the new year's day of the 11th year of Hōreki (1761) through the December of the 5th year of An'ei (1776).

Bibliography of Chinese Books from Sung and Yuan Kept by the National Archives of Japan (1)

by TSUCHIYA Hiroshi

This article intends to provide a bibliography, friendly with general users, covering the outlines, provenances, years of publication, etc. of the Chinese books from Sung and Yuan kept by the Cabinet Library (内閣文庫), the National Archives of Japan. Those books from Sung were published in the age of Southern Sung (1127 to 1279), and those from Yuan in the dynasty of Yuan (1279 to 1367).

The article pays special attention to the provenance of each book covered. It considers how the National Archives obtained each book and from whom, based on the ownership mark made on it.

Also, the article examines academic articles and publications related to the year of publication of each book covered and summarizes the experts' opinions in a table.

Organizing Structure for the Ministry of Economy, Trade and Industry's (and the Ministry of International Trade and Industry's) Documents, and How They Should Be Transferred

by TOCHIGI Tomoko

This article provides a basic work model to understand the internal organizing structure of the official documents transferred into the National Archives of Japan for storage from the governmental Ministries. This particular article considers those documents from the

Ministry of Economy, Trade and Industry's and its predecessor, the Ministry of International Trade and Industry.

Its first chapter puts the different elements defining the structure of a document collection into perspective, such as document control regulations and changes in a Ministry's organizational structure. This effort has clarified approximate structures of document collections that once existed. More specifically, with respect to those documents transferred from the Ministry of Economy, Trade and Industry's and its predecessor, this effort has discovered that correct combinations of the document categories, based on the storage lives, with the organizational structures of the bureaus and divisions that prepared documents can restore, at least to some extent, the organizing structure of the documents transferred from the two Ministries.

The second chapter of the article allocates some transferred documents within the structure of document collections restored in the first chapter. In so doing, the author found that the transferred documents changed their nature with the years of their transfers.

The third chapter organizes the transferred documents in accordance with the standards of document transfer applicable in the respective years of their transfers. This clarifies how such transfers were conducted to the National Archives. Especially notable is the major change in the transfer standard that took place between Years 2000 and 2001. Due to this change, since 2001, the National Archives have been storing a much broader variety of different documents that were not stored before.

Public Record Management in the Ministry of Education, Culture, Sports, Science and Technology and Transferred Records to the National Archives of Japan

by MOTOMURA Megumi

This article outlines the record management system of the Ministry of Education, Culture, Sports, and Technology over the time period of some 140 years from 1871, when its predecessor, the Ministry of Education, was founded, through March 2010, with the focus on record management regulations. A major change in the public record transferring system from the national administrative bodies took place in 2001, when the Information Disclosure Law was enforced. Prior to this enforcement, the Ministry's record management section centrally controlled all its records, with the Ministry experiencing no major organizational change except for the transfer of the authorities on religions and copyrights and the installation of the Agency for Cultural Affairs. At the same time, following some organizational modifications, the Ministry amended its record management regulations. In 2001, however, the major reorganization of the governmental Ministries and Agencies merged the Ministry of Education and the Science and Technology Agency, to give birth to the current Ministry of Education, Culture, Sports, and Technology. At the

same time, the enforcement of the Information Disclosure Law launched two different kinds of records management. In addition to the conventional, centralized control by the record management section, now began new distributed record management conducted by the respective sections that prepared different records. Thus, a drastic change in the record management system took place.

Furthermore, this article conducts some analysis of those records transferred to the National Archives and those not transferred, based on the catalog data of the National Archives of Japan's Digital Archive and the "Record Classification Table" prepared by the Ministry of Education in 1970. This analysis has discovered some groups of records that are to be transferred into the National Archives but not yet transferred.

A Study on "Functions for Public Use" of Digital Archives of archives

— From the viewpoint of future uses of the National Archives of Japan: Digital Archive —

by KAZAMA Yoshiyuki

A digital archive of public archives is an information system that preserves official records and their catalogues. Such an archive, therefore, needs to provide two functions any-time. One enables the user to search for the data he/she wants. The other lets the user browse through the records and catalogues of the archive. From this perspective, I surveyed these functions already available at some prefectural libraries and other local archives in Japan as well as of some other countries, over the Internet. Based on this survey, this article first describes the public use services currently available from digital archives of local archives. Then, it discusses some helpful functions for the general public that might be implemented in the National Archives of Japan: Digital Archive in the future. To conclude, the article considers how digital archives of local archives should serve the general public, as well as how to build up the digital archive of a local archives that provides such service, referring to some technologies employed in information service systems of some other fields.

The National Archives of the UK and their Recent Efforts for Improving the Electronic Information and Records Management at the UK Government

by NAKAJIMA Yasuhiko

The National Archives of the UK has recently made considerable achievements in electronic information and records management, which have greatly impressed information and records management communities of the world. This article overviews the frameworks

relevant to the management, such as policies and legislations. It then outlines their strategies and plans for improving electronic information and records management of the UK Government. It also introduces briefly their practices, including the "Digital Continuity" Projects, the PRONOM and the DROID.