

Chronicle of Edo Shogunate Government's Document Keepers (3) 1777 to 1794

by **UJIE Mikito**

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

This article, titled “Chronicles of Edo Shogunate Government's Document Keepers (3),” abstracts records to note in the Chronicle, such as lending and returning of the books of the library, staffing records, etc., for the time period from New Year's Day of the 6th year of An'ei (1777) through December of the 6th year of Kansei (1794).

Bibliography of Chinese Books from Sung and Yuan Kept by the National Archives of Japan (2)

by **TSUCHIYA Hiroshi**

This article intends to provide a user-friendly bibliography which covers the outlines, provenances, years of publication, etc. of the Chinese books of the Sung and Yuan periods in the Cabinet Library collection of the National Archives of Japan. The Sung versions were published during the Southern Sung Dynasty (1127 to 1279), and the Yuan versions, during the Yuan Dynasty (1279 to 1367).

This article pays special attention to the provenance of each book covered. It discusses how and from whom the National Archives obtained each book, based on the ownership marks on it.

In addition, experts' opinions regarding the year of publication of each book covered are arranged in a table.

Features of Document Management and Transferred Documents of the Ministry of Agriculture, Forestry and Fisheries

by **KOMIYAMA Toshikazu**

This article discusses the status of the documents transferred to the National Archives of Japan from the Ministry of Agriculture, Forestry and Fisheries (MAFF) within the institution, examining the documents previously transferred and the old document management rules of MAFF.

The actual analysis method applied was as follows: first, to trace the historical changes in document management rules from the period of the Ministry of Agriculture and Commerce of the Meiji Government. Next, to compare the features of the document management rules and the transferred documents before and

after 2001, when MAFF changed its document management rules in response to the Central Government Reform. In so doing, the institutional overview of the transferred documents will be understood.

Finally, to take into account the offices of origin in addition to the transferring offices; accordingly, organizational changes of MAFF and its functional separation and integration during retention periods are reflected in the analysis.

Creation and Transfer of Documents Showing Decision-Making Processes: Focusing on Documents on the Water Resources Development Basic Plan Transferred from the Ministry of Land, Infrastructure, Transport and Tourism

by OTA Yuki

The Public Records and Archives Management Act promulgated on July 1, 2008 and entered into force on April 1, 2011 is expected to improve the creation, management and transfer of documents of the administrative organs. One of the expectations is that administrative organs are required on April 4 to prepare documents relating to their decision-making processes including the background. The background of this wording in Article 4 is a reflection of the fact that until now documents that show their decision-making processes have not been created and preserved in a way that achieves accountability to the people in the present and the future. Then, what is the actual quality of the documents that have been transferred to the National Archives of Japan from each administrative organ up until now? This article analyzes whether or not it is possible to see a decision-making process in transferred documents and what kind of documents can reveal, using the documents relating to the Water Resources Development Basic Plan transferred to the National Archives. At the end, this article will discuss the problems in order to fulfill the purpose of Article 4, when administrative organs create, manage and transfer documents relating to their decision-making process.

Completion of the Transfer of the Original Records of Civil Actions from National Universities: An Introduction to the Use of Them

by UMEHARA Yasushi and MURAKAMI Yuka

On July 8, 2011 the National Archives of Japan announced on its website the completion of the transfer of the Original Records of Civil Actions from National Universities and publication of the catalog information on them. This means that the twelve-year project from 2000 to transfer the Records separately held by ten national universities was completed. It was the first attempt by the National Archives to have a fond transferred to it separately and continuously over ten years.

Details of the transfer process in progress have been reported in the information magazine “Archives,” as well as in the study of Yoshimitsu Aoyama. In the wake of the completion of the transfer, however, this

article introduces the full development of the project.

Archives New Zealand and their Recent Efforts in Setting Recordkeeping Standards and Improving Electronic Information and Records Management at the Public Offices and Local Authorities of NZ

by NAKAJIMA Yasuhiko

Archives New Zealand has made efforts to improve recordkeeping, including electronic information and records management at the public offices and local authorities of the country since the establishment of the Public Records Act 2005, for which an overview is provided in this article. We first look at the Public Records Act 2005 Standards Programme conducted by Archives New Zealand, which has been promoted by the Act. The article then introduces some of their key recordkeeping standards, including the Digital Recordkeeping Standard and the Electronic Recordkeeping Metadata Standard. Next, it outlines some of their efforts to provide good electronic information and records management, such as the Digital Continuity Action Plan.