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The Sixth
Annual Report of the Work
of the

National Archives of Nigeria
1961 - 62

WINNEMCE NET

1962

MINISTRY OF INFORMATION, PRINTING DIVISION, LAGOS

FOREWORD
1961 - 62

Growing public interest in our National Archives was stimulated by broadcast talks from the Department's staff, by the publication of the pamphlet "Nigeria's National Archives" and two Exhibitions held in the Northern Region.

2. I am happy to note the great increase in the number of searchers and enquiries received by the Department this year. In response to this demand, the Photographic Division came into operation to provide photostat and microfilm copies of valuable documents.

(AJA NWACHUKU)
Federal Minister of Education,
Lagos.

THE SIXTH ANNUAL REPORT ON THE WORK OF
THE NATIONAL ARCHIVES OF NIGERIA 1961 - 62.

Establishment and Personnel.

The strength of the established staff as provided for in the Estimates was 71. This shows an increase of 8 over the figure for the preceding year. The summary details are as follows:-

Professional Staff	15
Executive Staff	3
Technical Staff	11
Clerical Staff	29
Others	<u>13</u>
			<u>71</u>

The actual strength of the department, all ranks, as at the 31st of March 1962 was 105. This represents an increase of 10 over the figure for the last year.

2. The disposition of the available staff as at the 31st of March 1962 reveals the temporary nature of the departmental establishment. The headquarters office at Ibadan which operates in the only permanent building owned by the department has a strength of 72; the Kaduna office which functions in two temporary tenements has 18 officers of all ranks; the Enugu Office which is organized in an uncompleted building has a staff of fifteen. A better distribution of staff will be achieved when the building projects now in progress at Kaduna and Enugu are completed during 1962.

3. The major staff changes during the year included the recruitment of three Archivists - Messrs A. Anyimbu, J.C. Enwere and G.A.X. Adedipe and the transfer of Mr. S.S. Waniko, Senior Archivist to the Northern Region Administrative Service as a Senior Assistant Secretary on 1st of October 1961. Mr. Waniko joined the National Archives in September 1956. He was posted to Kaduna in 1957 where he played an important part in the founding and development of the Kaduna Branch Office. With the exception of a brief

spell in 1957/58, when he attained a 6 months' course of instruction in Britain, he headed the office continuously from the time of its foundation till the time of his transfer. The department will long remember his pioneering work at Kaduna and wishes him the best of luck in his new career.

Organization

4. The department continued to be organized in previous years in three main offices. The office at Ibadan remains the temporary headquarters of the institution and caters for the records acquired in the Federal Capital and the Western Region. The offices at Kaduna and Enugu administer the records assembled in the Northern and Eastern Regions respectively.

Record Acquisition

5. There was considerable increase in the number of records acquired in all our offices during the year. An important factor in this development is the co-operation received from the Organization and Methods Unit of the Federal Ministry of Establishments. A circular issued by the Unit called the attention of all Federal Authorities to the functions and responsibilities of the National Archives in matters connected with the disposal of non-current records and requested these bodies to arrange for the transfer of all such records to the National Archives for permanent preservation and reference. The response to this call was swift and effective and as a result the liaison activities of the department have increased to an unprecedented degree.

6. In the Western Region, a circular letter addressed to all those administrative organs who have not taken advantage of the facilities provided by the National Archives produced a similar reaction. Circulars were issued by the governments of the Northern and Eastern Regions in the

preceding year and have continued to have their desired effects.

Tours

7. The important tours undertaken from headquarters during the year for the purpose of collecting records include visits to Lagos (6 times) Warri (twice), Akure (twice), and Oshogbo (twice). The records acquired during these tours include those of the former Nigerian Secretariat, Lagos, Warri Provincial Office, the Commissioner of the Colony, Akure Division Provincial Authority, Oshogbo Divisional Office, King's College, Lagos, Ministry of Commerce and Industries, the Department of Marketing and Exports, the private papers of the late Rev. Oke of the United Native African Church and those of the late Mr. Coker of Agege.

8. The tours organized from the Kaduna Branch Office for the purpose of acquiring official records included visits to Kano, Yola, Makurdi and Keffi. The records acquired include the archives of the Kano High Court, Yola and Makurdi Provincial Offices and the Keffi District Office.

9. More extensive tours were organized by the Manuscript Division of the Kaduna Branch Office for the purpose of acquiring Arabic Manuscripts. These included visits to various places in Bauchi, Bornu, Adamawa, Sardauna and Benue Provinces.

10. Tours were organized from the Branch Office at Enugu to Arochuku, Afikpo, Onitsha (twice), Uyo, Udi and Obudu and important administrative records were assembled from these places.

Other Deposits

11. Many records were transferred to the National Archives Kaduna by Regional Agencies on their own volition and initiative. The principal depositors were the Ministries of Land and Surveys, Agriculture, Animal Health and Forestry, Finance, Local Government, trade and Industry and Health.

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Statistics of Records Assembled

12. The voluntary transfer of records from Nigerian public agencies has resulted in the acquisition of vast accessions. On account of the vast number involved, many of the records acquired will remain unprocessed and unclassified for many months.

13. The following table provides a rough estimate of the records acquired at headquarters during the year:-

(a) Nigerian Secretariat, Lagos	933 pieces		
(b) Provincial Office, Warri	6,000	"	
(c) Office of the Commissioner of the Colony			6,325	"	
(d) Akure Division Provincial Authority			3,101	"	
(e) King's College, Lagos	667	"	
(f) Oshogbo Divisional Office	10,000	"	(Appr.)
(g) Federal Ministry of Commerce and Industry, Lagos	3,000	"	"
(h) Department of Marketing and Exports, Lagos			2,000	"	"
(i) Coker Collection	1,006	"	
(j) Oke Collection	228	"	
			<u>32,312</u>	pieces	(Appr.)
			=====		

14. More accurate figures have been kept about the records acquired at the Kaduna Branch Office. The details are as follows:-

Official Records

(a) Kano High Court	1,447 pieces	
(b) Provincial Office, Yola	492	"
(c) Provincial Office, Makurdi	3,073	"
(d) District Office, Keffi	595	"
(e) Ministry of Land and Survey, Kaduna			219	"
(f) Ministry of Agriculture, Kaduna	1,421	"
(g) Ministry of Animal Health and Forestry, Kaduna	411	"
(h) Ministry of Finance, Kaduna	818	"
(i) Ministry of Local Government, Kaduna			666	"

(j) Ministry of Trade and Industry, Kaduna	541 pieces
(k) Ministry of Health, Kaduna	12,000 "
Total	<u>21,683</u> "

Arabic Manuscripts

(a) Bauchi Province	498 Manuscripts
(b) Bornu Province	284 "
(c) Adamawa and Sardauna Provinces	269 "
(d) Benue Province	<u>235</u> "
	<u>1,286</u> "

15. In addition, a number of records that were removed to the Headquarters repository during the early days of the department were returned to Kaduna. The details are as follows:-

(a) Ministry of Works, Kaduna	293 pieces
(b) Ministry of Health, Kaduna	226 "
(c) Provincial Office, Ilorin	32 "
(d) Prison Department, Kaduna	341 "
(e) Department of Agriculture, Kaduna	<u>10</u> "
	902 "
	<u>===</u>

16. An important gift comprising 14 old photographs of the cities of Northern Nigeria and officers of the Royal Niger Company was made to the Branch Office by Mr. Fraser, the Regional Public Relations Officer of the United Africa Co. of Nigeria (Ltd.), Kaduna.

17. The following accessions were acquired at the Branch Office Enugu:-

(a) Arochuku District Office	240 pieces
(b) Afikpo District Office	216 "
(c) Onitsha Provincial Office	148 "
(d) Uyo Divisional Office	2,000 "
(e) Udi Divisional Office	200 "
(f) District Office Enugu	24 "
(g) District Office Degema	<u>20</u> "
	2,848 "
	<u>=====</u>

In addition to official records, the contacts made in Brass led to the
.....6/

Provinces" (57 pp.) was compiled by Mr. S. S. Waniko, Senior Archivist.

(ix) A mimeograph list entitled "A Descriptive Catalogue of Early Lugard - Sultan of Sokoto Correspondence, including A Description of 131 Arabic Letters found in Sokoto in 1903" (24 pp.) was compiled by Mr. S. S. Waniko, Senior Archivist and Mallam S. D. Ilyasu, Assistant Executive Officer (Archives).

38. All these works are adequately supported by Introductions, Prefaces, Indexes and Appendices.

39. In addition to these works, an essay entitled "The Construction of Archive Buildings in Tropical Countries" was, at the request of the "International Historical Association of the Indian Ocean" compiled by Mr. L. C. Gwam. The essay would form a chapter in a "Manual of Tropical Archives" which the organization proposes to publish. The work will be edited by Mr. Y. Perotin, Director of the Archive Services of the Department of the Seine and the City of Paris and printed in English and French by the School of Hautes Etudes of Paris.

Exhibitions

40. Two archive exhibitions were organized by the Branch Office at Kaduna during the year. The first was arranged at the request of the Hon. Secretary of the Historical Society of Nigeria and was organized in the Nigerian College of Arts, Science and Technology, Zaria in honour of the Society's 7th Annual Congress held from the 17th to the 21st of December 1961. The display featured the Finding Aids of the National Archives, official records of special interest and Arabic Manuscripts.

41. The second exhibition was organized at the request of the North Regional Government as part of the golden jubilee celebration of the Emir of Daura, Alhaji Abdurahaman, C.B.E. Several arabic manuscripts acquired from Daura were put on show

and one of these, the "Daura King List" containing the Bayajidda Legend created considerable attraction. The document contains the legendary history of Daura and the original document is said to have been compiled about 1,000 years ago.

Lectures and Broadcasts

42. At the invitation of the Nigerian Broadcasting Corporation, Eastern Region, Mr. E. J. Alagoa, Archivist, recorded a talk entitled "An Introduction to the National Archives of Nigeria" in April 1961 in the Corporation's Regional radio network.

43. At the invitation of the West Africa Library Association, a paper entitled "The National Archives of Nigeria" was read by Mr. L. C. Gwam at the Association's Annual Conference at Lagos on the 17th of June 1961. At the request of the Nigerian Broadcasting Corporation, a talk entitled "The Functions of the National Archives of Nigeria" was recorded by Mr. L.C. Gwam in November 1961 for the Corporation's "Talks to Advanced Students Programme" in the national radio network.

44. Mr. V.C.J. Mbah, Archivist, delivered a lecture on the platform of the Historical Society of Nigeria, Nsukka and gave three talks on Archives and Nigerian History in the Eastern Region network of the Nigerian Broadcasting Corporation.

Training Schemes.

45. The training schemes for professional and technical officers continued as planned. Mr. S.O. Sowoolu, Archivist, who proceeded to Koblenz on a six month course of instruction in the Federal Archives of Western Germany on the 24th of August 1961, returned on the 21st of March 1962. Three Photographic Assistants continued their training on the job in the Photographic Division and six apprentices in the Binding and Repair Workshops. A candidate for the post of photographer continued his training in the Photographic School at Ealing in London.

Purchase of Archives

46. A sum of £241 : 17 : 6d was expended for the purchase of Arabic Manuscripts in the Northern Region.

31. The microfilm section of the Photographic Division was primarily engaged during the year in the reproduction of the consular records of the Bight of Benin and Biafra (1849-1899) in the Calabar Provincial Office Record Group. The microfilm copies of these records were stored at headquarters and the originals transferred to the Branch Office at Enugu for integration into the parent record group.

Library

32. The departmental libraries in our three branch offices have continued to expand. 500 official publications were received from the various governments of the Federation and over 200 books, mainly "Africana", were purchased.

Administration and Finance

33. The general expansion of the responsibilities of the department made an adequate impact on the Administrative and Finance Divisions in all branches of the department. At headquarters, 5,555 letters were issued and received. The letters issued and received at Kaduna and Enugu numbered respectively 1,510 and 1,382. These figures represent an increase 1,211 over the total figure for the preceding year.

34. The Finance Division handled 1,043 vouchers, 11 overseas indents worth £2,699: 18: 2d and 500 local purchase orders.

35. There was immense activity in the Typing Pool as a result of increased production of repository lists, departmental publications and official correspondence and our storemen were extremely busy throughout the year in collecting and distributing stores and stationery.

Departmental Research and Publications

36. Our professional officers continued their research work on various fields of Nigerian Administrative History and the histories of the principal organs of government, operative and defunct. The results of this activity have been included, when relevant, in our archival publications.

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- (iv) A mimeograph work entitled "A Preliminary Index to the Organization and Re-organization Reports in Record Group CSO. 26". This 13 page work was compiled by Mr. J. C. Enwere, Archivist, and contains a list of all the materials available on the subject named in the relevant series of records created by the former Nigerian Secretariat, Lagos.
- (v) A mimeograph work entitled "A Special List of Records on Chieftaincy Matters in the Nigerian Secretariat Record Group" (43 pp.). This work, which was compiled by Mr. J. C. Enwere, contains a list of the record materials in the Nigerian Secretariat Record on the subject of Chieftaincy.
- (vi) A mimeograph publication entitled "A Preliminary Index to the Intelligence Reports in the Enugu Secretariat Record Group" (15 pp.). This work contains a list of the materials on the above subject that are available in the records of the defunct office of the Civil Secretary, Eastern Provinces. The work was compiled by Mr. V. C. J. - Mbah, Archivist.
- (vii) A mimeograph work entitled "Special List of Materials Concerned with Tribal and Related Studies Among Kaduna Secretariat Record Group" (84 pp.). This work, which was produced by the staff of the Kaduna Branch Office and edited by Mr. E. J. Alagoa, Acting Senior Archivist, contains a list of 1,017 items on tribal and allied studies that are available in the records assembled from the defunct office of the Civil Secretary Northern Provinces.
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- (i) A pamphlet entitled "Nigeria's National Archives" (33 pp.). This publication was produced on our behalf by the Federal Ministry of Information and printed by the Nigerian National Press Ltd., Apapa. Its primary purpose is to popularise the objects, activities, and organization of the Nigerian National Archives for the benefit of the general public.
- (ii) Two volumes of a mimeograph work entitled "A Handlist of Nigerian Official Publications" (105 pp.). This work contains a summary description of all Nigerian official publications available at the National Archives Headquarters. The materials in the work have been arranged as 923 items under broad subject headings and the earliest publication in the series dates back to 1817. The work was compiled by Mr. L. C. Gwam, Acting Principal Archivist.
- (iii) A mimeograph publication entitled "An Inventory of the Administrative Records Assembled from the Colony Province". This work runs into 123 pages and contains, among other things, the administrative history of the Colony of Lagos; archival description and summaries of the records acquired from the Office of the Commissioner of the Colony, Lagos and the Divisional and District Offices at Ikeja, Badagry and Epe; administrative instruments relating to the acquisition and administration of the Colony (1849-1956); and Tables of Governors, Lt. Governors, Deputy Governors, Administrators, Commissioners and Administrative Officers (all ranks) who served in the Colony and its districts during the period reviewed. The work was compiled by Mr. L. C. Gwam.

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Purchase of Archives

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Earnings

47. A sum of £228: =: 10d was realised from the fees charged for the copying and certification of documents, binding and sale of departmental publications and paid into revenue. The figure represents an increase of £219: 16: 8d over that of last year.

The bulk of the earnings came from the activities of the Photographic Division.

48. As has been pointed out in previous reports, the facilities provided by the department for the preservation, production and certification of judicial and other records have not been fully realized by the general public. When these facilities become fully known, a considerable amount of revenue would accrue from the reproduction and certification of documents.

Buildings

49. As was reported last year, a sum of £125,000 was allocated to the National Archives for the construction of an archive building at Kaduna and for the extension of the existing building at Enugu. The amount represents half the gift made to Nigeria by the United Africa Co. Ltd. of Nigeria in commemoration of our independence. Work began on the Kaduna project in October 1961 and at Enugu towards the close of the financial year. The two projects are due for completion in October 1962. The buildings, when completed, would provide the basic facilities for the administration of the archives in the Northern and Eastern Regions and would call for a considerable expansion of the skeleton services now available in these places.

Visitors

50. The National Archives is gradually and naturally becoming a major attraction to all persons of intellectual standing, local and foreign, who visit the three Regional capitals of the Federation. Over 2,000 names were recorded in the Visitors' Register at headquarters and some of the foreign visitors on the list include Dr. Lester Asheim of the Library of Chicago, Professor A.D. Zalinger of Boston University, J.H.P. Pafford of London University, D.Porter of Howard University, Z. Levi and O. Batram of the U.N.E.S.C.O., L.M. Rapson

of Los Angeles, California, T. Nishino of the Diet Library, Tokyo, and Dr. K. Lamb, Director of the Federal Archives of Canada.

51. The important visitors to the Kaduna Branch Office include Sir Gwain Bell, Governor of Northern Nigeria, Hon. Sir Mohamadu Sanusi, K.B.E., C.M.G., M.H.C., Emir of Kano Alhaji Junaidu, Waziri of Sokoto, Sir Hamilton A.R. Gibbon, Professor of Islamic Studies, Havard University, Cambridge, Massachussets, the Vice Principal and 42 students of Kaltungo Teacher Training College, 30 cadets of the Northern Police College, and Professor Dr. W. Markov of the University of Nigeria, Nsukka.

52. The important visitors to the Enugu Branch Office include the Hon. Aja Nwachukwu, Federal Minister of Education, Mr. Daniel A. Priso, Director of Programmes, Radio Cameroun, Yaounde, Mr.E.B. Wathington and Mr. Gile, both of the U.N.E.S.C.O.

General

53. There was no meeting of the Archives Committee during the year and no Archive Legislation was enacted.

Conclusion

54. One of the principal problems which has engaged the attention of this Department since its foundation in 1954 is that of educating Nigeria public agencies of the importance of preserving the public records of the country. Up till last year, our exertions were not adequately heeded, records were only acquired by the National Archives after long and tedious negotiations with depositors.

55. It is satisfying to report that these difficulties have now passed into history. In the year under review, the bulk of the records assembled were released by their owners on their own volition and initiative and at regular intervals. This development has nevertheless, produced its own peculiar problems. In particular, it has revealed the existence of vast quantities of non-current records in various parts of the Federation, and emphasized the inadequacy of the existing departmental machinery for the acquisition and administration of large continuous accessions.

In fact, the available space in all our repositories has now been used up.

56. For the purposes of executing our statutory responsibilities and catering for the demands of all users of archives, a general expansion of the department - staff, buildings, facilities and equipment - has become a matter of urgency.

K.O. Dike
Director, National Archives.

20th May, 1962.