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**AN INTRODUCTION TO THE
NATIONAL ARCHIVES
SRI LANKA**

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PREFACE

This Introduction to the National Archives of Sri Lanka will serve as a useful guide to research workers, students and the general reader using the archives.

This is the second in a series of publications which the Social Science Research Centre of the National Science Council is undertaking with the aim of stimulating development oriented research activity in Sri Lanka.

Dr. R. P. Jayewardene
Secretary General
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INTRODUCTION

This is an introduction to the National Archives of Sri Lanka which will serve as a guide to the history and development of the archives as well as its contents and functions. Although this is not a comprehensive guide, it is expected to help the research scholar as well as the general reader.

Most of the material included in this monograph is a revised version of some chapters in the dissertation I submitted to the School of Specialisation for Archivists, University of Padua in Italy, in partial fulfilment for the specialisation course in Archival Science.

A special word of thanks is due to Prof. C. R. de Silva, Associate Professor in History and Dean of the Faculty of Arts, University of Peradeniya for encouraging me to publish this book and the Social Research Centre of the National Science Council of Sri Lanka for undertaking its publication.

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CHAPTER I

The Origin and Development of Archive keeping in Sri Lanka

The origin of archive keeping in Sri Lanka is often attributed to the advent of the European powers to the Island during the 16th century A. D. Nevertheless, there existed a system of record keeping from the earliest times beginning with the introduction of Buddhism to Sri Lanka during the 3rd century B. C.

With the introduction of Buddhism to Sri Lanka, Buddhist temples sprang up in the country and after the formation of the hierarchy of disciples, they preserved the teachings of the Buddha by keeping it in memory. However, during the time of king Vattagamini (88 B. C.) it was felt that the continuance of the teachings through the form of recitals was no longer safe and arrangements were made to engage scribes to commit the Dhamma to writing. A selected number of *Maha Theras* (chief monks) assembled at Alulena in the village Matale, where they completed the work of committing the Pali text into writing. The large monasteries such as Mahavihara and Abeyagiriya provided separate buildings for the housing of manuscripts. The library was known as the 'Potgula' (place where the books were kept). The manuscripts and books were placed in strong wooden chests or in shelves which were secured by strong doors. As the library was the depository of the dhamma, it was a treasured possession which added prestige to the monastery.

The kings who ruled the ancient kingdoms of Anuradhapura and Polonnaruwa in Sri Lanka, donated large tracts of land for the upkeep of the temples and monks. It is reported that king Vattagamini in the first century B.C. granted a monastery to Mahatissa thera written on a ketaka leaf (*pandanus odoratissimus*) as no other writing materials were procurable at that time. As a rule royal donations were recorded on copper plates or silver and gold plates. King Vijayebahu (1055-1110 A. D.) claimed to have first introduced copper plate grants. The earliest issue of palm-leaf deeds by the Sinhalese kings date back only to the reign of Kirthi Sri Rajasinghe (1747-1782 A. D.). Fa-Hien the Chinese monk who visited Sri Lanka during the 5th century A. D., has recorded that the king endowed the community of monks with fields and houses, incirbing the grant on plates of metal, so that no one should venture to annul or alter it.

The rules pertaining to the monks, the employees and the serfs and the administration of Buddhist Temporalities were laid down by the king with the advice and the approval of the Sangha. The accounts were kept daily in a register (*panjika*) and if there were any discrepancies and short comings, inquiries were held by the theras, who kept the register. During the Anuradhapura period (3 B. C.-1017 A. D.) money accounts were recorded in the "*Bandara-Pottagam*" and charitable grants in the "*Vari-Pottagam*". They were preserved with utmost care.

The *Mahavamsa* or Great Chronicle written in the 6th Century A.D. is not the earliest record of the history of Sri Lanka. The author Mahanama, based his work mainly on the original *Attakatha* and *Dipavamsa* written in the 4th century A.D. The *Chulavamsa* continued the record from the reign of king Mahasena and is believed to have been based on a Rohana chronicle. Apart from these sources the author depended on records that had been preserved in the various monasteries and records kept in the courts of kings. There were scribes (*lākaka*) who recorded the meritorious deeds of the kings and came to be called *punnapothhaka* (*pin poth*). King Duttagamini (161-137 B.C.) maintained such a book and it was read just before he died. Due to the differences of opinion between Mahayana and Hinayana factions, the records preserved in the monasteries suffered. During the time of King Voharika Tissa (209-231 A.D.) he had the *vaithulya* (heretic) scriptures consigned to the flames and as a result the records kept in the library of Abeyagiri monastery suffered. Moreover, King Mahasena (274-301 A.D.) in his attempts to destroy Mahavihara may have disorganised the life within it, that some of the records on which the history of Sri Lanka was based were lost. However, monks often strove to preserve whatever records they could safeguard from the impolitic actions of the kings.

An inscription records that there existed an institution called '*Lekamge Sanduwen*' an Archives which housed all the records belonging to the king.

According to the Ataviragollawā pillar inscription, an officer named '*Arak Samanan*' was in charge of the archives. During the Polonnaruwa period we come across officials called '*pot varun*' who were the keepers of books. Even during the Kotte period (1415-1597 A.D.) there were '*mukavettis*' whose function it was to record in writing the verbal orders issued by the king.

The Kandyan kings had a palace archives, and Macdowall the English ambassador to the Kandyan kingdom in 1800 had recorded that '*Maha Mouttia*' or Chief Secretary to the crown was also the archivist of the state. The insignia of his office was a palm-leaf book and a silver stylus. Robert Knox, an Englishman who was a prisoner in the Kandyan kingdom has observed that Scribes called '*Mote-Ralls*' kept rolls or registers of certain companies of soldiers. In the Kandyan kingdom there were registers of lands according to government departments, religious institutions and territorial districts. They were mainly either made of copper or leaves of the palm tree. The royal grants were also inscribed in copper or gold *sannas* and the land rolls *lekammiti*. Moreover, there were *ola sittus*, *talpat* and *tudapat* which registered the land grants of the king. The Kandyan kingdom had an annalist to record events (*liannah*). This officer also read letters brought to the court and kept registers of them.

The Portuguese who ruled the island from 1505-1638 A.D. made use of the Sinhalese land records relating to the maritime districts under their control, which formed the basis of their '*thombos*' and *forals* (quit rent registers). These *thombos* later became the foundation of their revenue collection and also an important collection of the archives. Under the Portuguese, the *Vedor da Fazenda* (Superintendent of Revenue) acted as the archivist by preserving the *thombos* compiled from the existing Sinhalese records. He was also responsible to keep the *thombos* up-to-date.

When Portuguese possessions in Sri Lanka were attacked by the Dutch, who captured Colombo in 1656 A. D. the Portuguese were unwilling to give up their archives to the Dutch. As there was no provision in the terms of surrender to transfer the records to the invaders, bulk of records were destroyed by the Portuguese before the capitulation. Thus valuable information pertaining to the administration of Portuguese Ceylon was lost. The only documents which were saved from the siege of Colombo were the Portuguese 'thombos' or land registers.

The Dutch obtained little information from the Portuguese regarding the administration of revenue in Sri Lanka and commenced to compile their own *thombos* or land registers. They were good record keepers and appointed an archivist, Pieter de Bitter who was the custodian of the records from 1660 till 1662. Under his supervision the first inventories of the archives in Dutch possession were prepared. The Dutch Governor, Rycloff Van Goens gave orders for the better preservation of records in the custody of the Dutch Government. He was much disturbed by the neglected state of the records and took steps to hand over to his successor a note of caution.

Even the Dutch commanders who were in charge of the provincial administration took measures for the safe custody and arrangement of archives. Special mention should be made of Laurence Pyl, the commander at Jaffna who took an interest in compiling the *thombos*. These *thombos* relating to land rents as well as the Malabar records and protocols were kept in the safe custody of an official called *Onderkoompman*, Mierop Senior. During the time of the commander Zwaadercroon of Jaffna, a process of disposing the valueless records was carried out. The valueless records were sorted out and destroyed in the presence of a committee and the rest placed in the custody of a thombo keeper. The *thombos* were classified and kept in various departments to avoid confusion. They were also registered, bound and preserved. Moreover, the resolution of the 'scholarcal' and the notes made on them by the 'political council' were preserved.

At the end of the 17th century, various fonds (archive groups) appeared in the Dutch archives. They were land registers or thombos, in charge of a thombo keeper, a senior member of the company's civil service, who was also Governor. Secondly, secretarial papers formed at each administrative centre, whether the capital itself (Colombo) or any of the provincial seats of government (Galle, Jaffna and Trincomalee). These archives were in the custody of the Political Secretary assisted by a sworn clerk. An obligation was made to the effect that each outgoing executive chief should hand over to his successor an inventory of all records left behind. Thirdly, there were Scholarcal papers which included parish registers or 'school thombos', exhibiting births, deaths, marriages and the attendance at the various village schools.

At the beginning of the 18th century. during the governorship of Thomas de Heere (1697-1703) the good name of the Dutch as master record keepers was tarnished. The guardianship of archives was neglected and de Heere gave oral orders to his private secretary Van Toll in 1700 to burn the registers of the thombos. Thus was lost a priceless jewel of the Dutch company left by the Portuguese.

This misfortune led Governor Simons (1703-1707 A.D.) to frame strict rules for the management of archives. In a memoir to his successor Henrick Becker in 1707 A. D. he wrote that no documents were to be destroyed on any oral order. The archives should be preserved in a careful and methodical manner and those important records registered as soon as possible. The power to issue any record out of the archives was vested with the Governor.

At the end of the Dutch rule in 1796 A.D. they left, keeping a marvellous archives in an excellent state of preservation for their successors.

When the British troops attacked the Dutch posts in the island in 1796 A.D. the British officials realised the enduring value of the official papers of their predecessors in managing the new territories they occupied. As they feared that much useful information might be lost through destruction of archives, a clause was provided in the articles of capitulation. The Clause 4 emphatically expressed that "all public papers should be faithfully delivered over" which covered the entire archives of the Dutch, whether at Colombo, Jaffna, Galle or any of the subordinate stations throughout the island. Nevertheless, a few of the Dutch officials destroyed their archives before the treaty was signed on 16th February, 1796. The records thus destroyed belonged to Tangalle, Batticaloa, Chilaw, Trincomalee and Jaffna. Moreover, the Matara collection too was lost when the records were transferred to Galle for safety.

In the early years of British rule in Sri Lanka, they realised the indispensability of an archives.

Brig. Gen. P. F. de Meuron who was appointed to chair a committee of investigation in 1797 to inquire into the administration of the British East India Company in Sri Lanka, cautioned the government regarding the importance of preservation of archives for future administrative purposes.

When Fredrick North arrived in 1798 as the first Governor of Sri Lanka, he was instructed to collect material on justice, revenue, commerce and religion from the records available. The great importance of the archives as a practical guide to administration was reflected when North appointed an official of the highest rank as the custodian of records, Hugh Cleghorn, the first Chief Secretary of the British Government in Sri Lanka was the first archivist in British times. As he resigned both offices in 1800, the post of archivist fell into a position of second magnitude. The successor of Cleghorn who was busy with other administrative work, delegated his functions as archivist to a junior in the civil service. In 1803, the post of archivist was renamed "Keeper of Dutch Records". Nevertheless, successive Governors made use of the archives for the solution of their problems on a variety of subjects.

As there was no settled home for the archives, during 1808 the records were removed from place to place no less than twenty times. During this period, valuable records were slowly taken away from the archives to Europe, but some were recovered later.

At the time of the invasion of the kingdom of Kandy by the British in 1815, the Palace Archives of Kandy was dispersed so as to prevent the records falling into the hands of the invader. This led to the destruction of records at the Sinhala Royal Archives.

In 1818 the records of the British Government were in the custody of an archivist who was a civil servant, with an assistant as well as a deputy assistant. The position of the Department of Archives during this period was that, it was always under the central government and formed a part of the Chief Secretary's office. The keeper of the records was required to take an oath that he will not make any written or verbal communication of the contents of the records, or produce them for inspection otherwise than by a written authority from the Governor.

Unfortunately the office of the "keeper of the records" fell into abeyance and minor officers such as "clerks of the Dutch records" carried out the functions of the archivist. It was, during the middle of the 19th century that Governor Stewart Mackenzie (1837-1841) realised the value of the archives for studies in agriculture, education and irrigation. A special committee appointed in 1859 to report on the records found that their preservation was in a bad state. The records well preserved during the Dutch rule were tattered and disordered. The committee felt the need of making provision for a central repository to house the valuable records and recommended that the Dutch records deposited at the Colombo *kachcheri* should be taken to the Chief Secretary's office. These records were classified and arranged by the assistant Chief Secretary.

The year 1902 was a turning point in the history of the archives of Sri Lanka, when R. G. Anthonisz who was appointed as examiner of Dutch records in 1899 was given the new designation of Archivist and placed in charge of all the archives throughout the Island. Thus was created the office of Government Archivist. Under his care the various archives found in the cities of Jaffna, Galle, Colombo, the Museum and the Registrar-General's office were transferred to a single central depository on the ground floor of the Secretariat.

With Japan's entry into the second world war, the records were evacuated from Colombo to a town situated interior in the island called Nuwara Eliya during the years 1942 and 1943.

When Sri Lanka attained her independence on 4th February, 1948, the Archives which was a wing of the Chief Secretary's office, was raised to the status of a separate department in the Ministry of Education. At the same time the care of all newspapers and books published in Sri Lanka, sent by law for registration to the Registrar-General from 1941-1951, were transferred back to the Department of Archives. Besides, the records of the Government Record Office and of the office of the Colonial Secretary, the centre of all executive power under the British, were also brought under the archives. At the time Sri Lanka gained Independence, the entire collection of the archives covered 4 miles (circa 9 km.) of foot run of shelving.

In 1949 a scheme was adopted to train the record keepers and binders of various government departments in order to take care of the preservation and management of public records when at the hands of the creators, before they reached the archives for permanent preservation.

By Act No. 28 of 1951, the "Printers and Publisher's Ordinance" the physical custody of the entire collection of books and newspapers was transferred to the Archives. Although this ordinance was originally enacted to prevent the appearance of inflam-

matory or scurrilous works, the archival and historical value of these books and newspapers were later realised. Moreover, it gave proof of authorship and thereby protected the copyright. To administer the above ordinance it was felt that a control over the printing presses of the island was essential and by Act No: 20 of 1951, called the "Printing presses Ordinance" all the printing establishments were brought under the authority of the government archivist.

In addition to the above duties the Archivist was also entrusted with duties as Honorary Secretary of the Historical Manuscripts Commission, whose function is to locate valuable documents in private possession. On the advice of the members of the above Commission, he undertakes the repair of private manuscripts and at the same time obtains photostat or microfilm copies of those which the owners are unwilling to part with.

On October 1, 1956, the Department of Archives was transferred from the Ministry of Education to the Ministry of Local Government and Cultural Affairs. The Government Agent, Nuwara Eliya was appointed acting archivist on 17th June, 1958 in addition to his own duties.

A special committee appointed in 1957 to inquire into the affairs of the Department of Archeology, Museums and Government Archives issued its interim report in May, 1958. It recommended to shift the Archives Department out of Nuwara Eliya to a site in or near Colombo in view of the difficulties caused to the research workers, the general public and the staff.

On June 16th, 1959, the duties of the Government Archivist attached to the Government Agent, Nuwara Eliya were taken off and a full time Archivist was appointed.

In 1962 the Department commenced work on the preparation of the National Bibliography and in November two issues were published.

The year 1963 was of significant importance to the Department of Archives, as it was transferred from Nuwara Eliya to the premises of the Vidyodaya University at Gangodawila.

The growth in services and the importance of the archives was recognised in 1966 as it was renamed the Department of National Archives in order to further expand its fields of activities. With the change of the name of the department, the designation of the head of the department too was changed from Government Archivist to Director of National Archives. In 1968 a new post was created to accommodate an Assistant Director of National Archives.

It should be noted that in 1965 the National Archives was transferred from the Ministry of Local Government and Cultural Affairs to the Ministry of State and functioned under the new Ministry up to the year 1970. Again in 1970 it was transferred to the Ministry of Cultural Affairs and still functions under the same Ministry. A further development took place in February 1970, when the administrative divisions of the Department were moved into a building situated in Colombo 7, where the permanent repositories of the archives are to be built. On 17th December,

1975 all the records housed at Vidyodaya University were transferred to the new building. When it is completed it will consist of a central circular core with six repository floors and three radial wings.

The National Bibliography division which was attached to the National Archives was transferred to the National Library Services Board on 1st September, 1973.

The passing of the National Archives Law No. 48 of 1973 by the National State Assembly and certified on 11th December, 1973, which came into operation on 1st March, 1974, ushered a new era in the history of the National Archives of Sri Lanka. This Act recognised by law the establishment of the Department of National Archives and expanded the activities of the department. It also revolutionised the administration of the records of the nation.

Section 9 nos. 86 and 89 of the Manual of Procedure (an administrative regulation) which was adopted on 17th September, 1947 to administer records of the Central Government was thought inadequate to preserve the precious records of an independent nation, and the new Act has been drafted in keeping with the latest accepted concepts of management of archives and record administration.

In 1978 a Presidential Archives and a Reference Service was established as a division of the National Archives, to preserve and administer the records of the Executive Presidents of Sri Lanka.

Today the National Archives of Sri Lanka, with one of the finest archival accumulations in South Asia, has become a centre for a full study of every aspect of the history of Sri Lanka during the last three centuries.

CHAPTER II

The Functions of the National Archives of Sri Lanka

The new National Archives Law No: 48 of 1973 (N. A. L. 1973) which came into operation on 1st March 1974, has provided the National Archives of Sri Lanka with the total control, administration and custody of public records in all the public offices (See Appendix No. 3) throughout the island. Besides, as the National Archives also preserves and protects the private records in the hands of individuals and organisations, it could be considered as performing functions of a national character,

The functions could be divided into six main divisions as follows:

a) Preservation and conservation of public and private records; b) administration of public and private records; c) editing and publication of public and private records; d) promotion of research in the spheres of history, administration, culture and literature of the country; e) acting as a legal depository for the publications produced in the country and f) issuing of extracts from the documents preserved in the archives, duly certified and authenticated which are admissible in evidence in any court of law.

(a) Preservation and conservation of public and private records

The preservation and conservation of records is the principal function of an archives. It preserves records, so that they would be safely available for coming generations. Secondly, it conserves them against physical damage from fire, water, rodents, dust, mildew, insects, pilfering, mischief and other destructive agencies, human as well as nature and animals.

To perform these functions the National Archives is well equipped with its Advisory Council which advises the Minister regarding the preservation of records (vide section 7 of N. A. L. 1973 p. 2) and the powers vested in the Director of National Archives to strictly ensure the conservation of records in the country (vide N. A. L. 1973 section 8 & sub sections c, e, g). A fully equipped repair branch, carries out a planned programme of repair work on the damaged documents. The repositories are also designed to preserve the records of the nation in a way to minimise the risk of the records being damaged by fire, water, mildew, pests etc. Moreover, micro-filming of series of documents on a priority basis is carried on to preserve the original records from being constantly handled for purposes of research. Technical aid or assistance is also rendered to public offices and private individuals or organisations for the conservation and preservation of records in their custody. The penalties imposed on persons who cause damage to documents deposited in the National Archives is another step taken towards the safeguarding of archives. (vide N. A. L. 1973, section 17, p. 8).

(b) Administration of public and private records

The permanent preservation of records and the administration of records are inter-related activities. The administration of records could be defined as proper housing and upkeep of records at every stage of their life span - viz. from the time of their creation till their final disposal, their systematic review in order to strip them from their ephemeral components and their transfer for permanent preservation in a well equipped depository, conforming to scientific standards. Today these problems have become so complicated by accelerated growth in volume of modern records due to the increase of activities of the government as well as the sophisticated methods of producing them.

It should be noted that the modern techniques of communication, the telephone and telegram have failed to curtail the growth of records. Accordingly, a birth control of records is a necessity with a radical change in documentation and disposal practices.

The special feature of the new Archives Law in Sri Lanka is the new procedure introduced for the administration of records in public offices as well as in private organisations and with individuals. Majority of the sections of the Act refers to this particular field of activity of the Archives.

For the purpose of proper administration of records, the Director of the National Archives is vested with powers to have access to any place of deposit of public records, (vide section 9 of the N.A.L. 1973, p. 4). All the heads of the public offices are expected to keep in their safe custody, the public records selected for transfer to the National Archives. In keeping with the modern methods of records administration, the law provides that, under certain conditions, all public records not less than 25 years old which are selected for transfer, should be transferred to the National Archives (vide section 9 d, N. A. L. 1973 pp. 4 & 5). But it should be noted that, some category of public records are exempted from the 25 year rule and the more conservative procedure of 100 year rule is applied as these records are governed by other enactments which are required for continuous use in the conduct of public affairs. Their preservation is well ensured under the respective enactments. (vide Appendix No. 4).

An exemption is made in respect of the copies of specimens of certain publications of all the public offices (e. g. annual reports, statement of accounts, postage stamps, currency notes, coins, maps, plans and charts etc.) which are to be transferred to the Director of Archives within 30 days of issue. (vide N. A. L. 1973, section 13 (I) a-d p. 6) A novel feature in this sphere is that even the election literature issued at any election or by-election for public circulation is to be transferred to the National Archives within the above period.

The regulations pertaining to the destruction of valueless records in public offices and the preparation of schedules are being formulated. The creation of temporary depositories is provided in the Act, as it is essential for operating the 25 year rule in respect of the volume of records to be transferred to the National Archives. (vide N.A.L. 1973, section 16 (b) p. 7).

The present practice followed in Sri Lanka in preparing 'destruction schedules' of public records is that an archivist from the National Archives works in collaboration with an officer of executive rank of each public office. Detailed guides for this new procedure are in the course of preparation. It should be noted here that in determining which public records are to be preserved, one has to take into account, firstly their value to the department which created them, and secondly their potential value to future users of the National Archives. The records should be selected to preserve maximum information in minimum documentation. It is always better to know what information is conveyed by the whole body of records produced by the organisation. The records which are included in the destruction schedule must be the same type of records available elsewhere; or must be of no value to the creating agency in any way, or be without any historical, cultural, literary or scientific value.

In Sri Lanka, the Archives Law has made provision to control all the records in private possession. Previously it was the practice of the Archives Department to work in collaboration with the Historical Manuscripts Commission to trace the private archives and render assistance in preserving them or obtaining for permanent preservation to the National Archives. But at present, although the Historical Manuscripts Commission is working to attain the above objectives, the new Archives Law has compelled the possessors of the valuable records which are over 50 years old to notify the Director of their existence. (vide N. A. L. section 12 (1) p. 5). Further it has empowered the Director to inspect such records in private possession. Under this law all the responsible officers of business firms and other institutions are legally obliged to open their archives for inspection. It should be noted that administering the business archives has become one of the weakest points in archival administration. Safeguarding of business archives all over the world is one of the major archival problems. However, to solve this problem in a satisfactory manner, it is provided in the Act to transfer these records on certain conditions to the National Archives. (vide N.A.L. section 12 (3) p. 6). Accordingly, with the powers of administering all records in the country, the National Archives has become the sole custodian of the records of the nation. Deviating from the 50 year rule which is considered now as a conservative and cautious approach to the access of public records in the archives, the new Archives Law had made provision to follow a policy of liberalisation by adopting the 30 year rule of access to records which are in the archives. It is true that Lord Acton remarked that "to keep one's archives barred against historians is tantamount to leaving one's history to enemies". However, there will be restrictions imposed regarding the access to records which are considered to be important for the security of the State or of personal or official privacy. (vide Appendix No. 5).

For the first time in the history of Sri Lanka, the new Archives Law has provided a ban on export of public records which are 50 years old and contain cultural or literary value (vide N. A. L. 1973, section 14, p. 7). This is to arrest the exodus of public records out of the country, which occurred regularly during the period of foreign domination.

(c) Editing and publication of public and private records

The editing and publication of records by the National Archives is a function connected with historical research. It helps to bring to light the types of records which are preserved in the Archives. The public must be informed what are the public records kept

in the National Archives pertaining to the history, culture and literature of the country. To achieve this objective National Archives periodically publish record series which are of immense value and interest for historical research as well as for the reading public who are interested in the history and culture of the island. A selection from Dutch records and the record series pertaining to the national movement of Sri Lanka during the British rule have already been published.

(d) Promotion of Research

A National Archives is the life blood of research. To facilitate research on historical, administrative, cultural and other spheres the National Archives has provided facilities as well as programmes. Even the Archives Law makes provision in this field. The publication of lists, indexes, guides, inventories calendars, texts and translations of public records is included as a duty of the archivists (vide N.A.L. 1973, section 8(2)-(A) p. 3). At present as soon as a fond (archive group) is accrued to the Archives, lists, indexes and guides are prepared to help the users of the Archives. Moreover, series of records in Dutch are already translated and published. Indexes are prepared so that a research worker could go through the archives with ease. Constant research is carried out by the staff pertaining to the series of records, so that they could render any assistance to research workers who are working in various fields. Periodically, series of talks are conducted by the archivists of the National Archives on topics of historical, cultural or literary value and scholars from the Universities are also invited to deliver lectures on various subjects pertaining to the above fields. Further, by holding public exhibitions or expositions of public and private records, the Archives is brought closer to the public and at the same time rendering a cultural education.

The search rooms are open to bona fide researchers from 815-1600 hours on week days and on the last Saturday and Sunday of each month. Admission is free to the public if genuine research is intended.

Microfilm, photostat and quick copying services are available for copying documents. Microfilm readers are available to those who wish to use the microfilm collection.

The library of the Archives consists of books and journals on Sri Lanka.

(e) Act as a legal depository for the publications produced in the country

The Director and the Assistant Director of the National Archives, in their capacities as the Registrars of Books and Newspapers under the Printers and Publishers Ordinance, of 1885 (cap. 178) administer the laws of legal deposit in the country (vide N. A. L. 1973, section 21 (1-3) & 3 (2) pp 9-10). In terms of this ordinance, five copies of all published material printed in the country should be sent in for registration before the elapse of one calendar month after the publication. In addition, they are also responsible for the registration of printing presses and the administration of the Newspapers Ordinance. Under section 7 of the Newspapers Ordinance (cap: 180) one signed and one unsigned copy of every newspaper published in the country, should be sent for permanent preservation to the National Archives. The unsigned copy is handed over to the National Library Services Board.

The material collected under the above ordinances can be developed into a national collection of all material printed in the country.

Moreover, the above ordinances have empowered the National Archives to act as a legal depository for publications, thereby entrusting it with the task of preserving the proof of authorship, as well as of preventing the appearance of any inflammatory or scurrilous works.

(f) Issue of extracts to the public

The public has a great confidence in its Archives, as it preserves the public records with integrity and uncorrupted in their original form as true memorials of its own past actions. This unique archive quality of public records in the National Archives has been maintained from its inception. Accordingly, they are constantly requested by the litigants to safeguard their rights in courts of law. Moreover, under the Archives Law a certified copy issued by the National Archives is admissible in any court of Sri Lanka, if the original record had been admissible. (vide N. A. L. 1973, section 15, p-7).

The vital importance of these functions performed by the National Archives of Sri Lanka, have proved it to be a monument of the Sri Lankan nation.

CHAPTER III

The Organisation of Records at the National Archives of Sri Lanka

All the records at the National Archives of Sri Lanka are arranged according to the internationally accepted principle of "*respect des fonds*" (arrangement according to source) where all records originating with government administrative authorities, state corporations, statutory bodies, private organisations and individuals are grouped together to form "fonds" of that particular institution. At present there are 198 fonds or archives groups (termed "lots" in Sri Lanka) (vide Appendix No. 1), forming the records accrued to the archives from various agencies which created them. As soon as the records of a creating agency are deposited in the archives for permanent preservation, it is given a number which is used as the number of the fond. Thereafter, records within the fond are arranged following the original pattern in which they stood under the agency which created them. Accordingly, archival groups are the largest physical unit within the fond which indicate the structure of the original administration that gave them birth. Once the main archival groups are determined within the fonds, each group is assigned a definite place in relationship to other groups. The relationship of subject matter groups within a fond is determined by their content. The important sub-group is placed before the unimportant and the general is preceded by the specific. "Items" within each subject-matter groups are arranged as circumstances dictate, either chronologically, geographically or alphabetically. The registers (indexes) indicate the following information pertaining to each file or volume in the archives: (a) The call number of the file or volume, (b) the original number given to the file or volume by the creating agency, (c) the period file or volume deals with, (d) the contents and (e) observations. If the original order of the creating agency cannot be reestablished at any cost and the records accrued are in a disorganized state, the principle followed is that of taking the general series developed in the course of transaction of affairs of the creating agency. However, research into the administrative history of the island is carried out to enable the archivist to construct the original structure of the administrative set up of the creating bodies of records in Sri Lanka. Besides, when classifying sub-groups within the fonds, the arrangement which permits the archivist to answer any possible question asked by a governmental agency or a private researcher in the quickest, easiest and most accurate manner is also kept in mind.

The guiding principles stated above are the main methods used in organising and classifying the records in the National Archives of Sri Lanka. As a prelude to the commencement of research at the archives, the index to archival holdings should be sought for, which gives an idea of the number of fonds, the titles of the various fonds and the period which the records deal with within each fond. Thereafter the detailed registers (indexes) should be consulted. These include a brief history of each fond and more detailed information on the contents of the archival groups, sub-groups and contents of the individual files or volumes. For certain fonds (e. g. fonds, 1, 4, 5, 6, and 7—vide appendix no 1 for details of fonds) precis as well as alphabetical, subject and chrono-

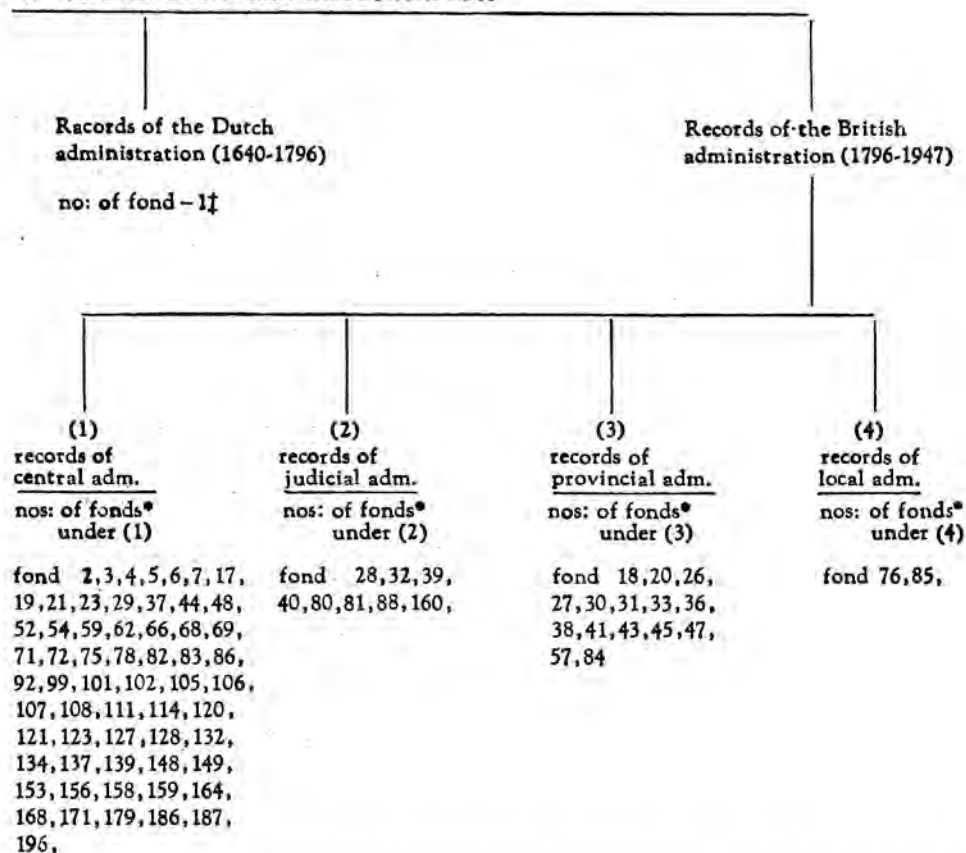
gical indexes have been prepared to facilitate consultation of records. Besides, summary lists are provided for all the fonds which are listed, classified and finally arranged, to give a researcher an idea of all the contents of a particular fond with the dates of archival sub-groups.

The arrangement of all the archival groups (fonds) in the archives are here classified and shown in diagram No. 1.

According to the main divisions of the records as shown in diagram No. 1, the majority of records pertain to the colonial era.

Diagram No. 1

A. ARCHIVES OF THE COLONIAL ERA



‡ Detailed catalogues are available for Dutch records-Jurrianse, M. W. Catalogue of the Archives of the Dutch Central Government of Coastal Ceylon, (1640-1796); Mottau, S. A. W. Inventory of the Archives of the Dutch Government in the Divisions of Galle (Matara) and Jaffnapatnam. 1640-1796.

* For details pertaining to the fonds vide Appendix No: 1.

B. ARCHIVES OF INSTITUTIONS OF THE POST-INDEPENDENCE ERA (1948 to date)

(1)	(2)	(3)	(4)
records of public offices	records of state corporations	records of statutory bodies	records of commissions
nos: of funds* under (1)	nos: of funds* under (2)	nos: of funds* under (3)	nos: of funds* under (4)
fond 61,70,73,74,77, 168,176,194,192,194, 195,198,199,200,202,	fond 79,94,100,103, 113,115,116,117,118, 119,124,126,130,131, 133,135,136,141,144, 146,165,173,174,178, 181,191,	fond 88, 1,89,17,90,95, 98,104,109,110,112,122, 138,140,142,143,145,147, 150,151,152,154,155,157, 161,162,163,166,170,172, 175,180,193,197,201,	fond 50,51,55,64,67,87, 93,97,129,167,169,177, 183,185,188,189,190,

C. PRIVATE ARCHIVES

(1)	(2)
Records } gifts } bequests } etc.	Historical Manuscripts Commission collection
nos: of funds* under (1)	(Subject and Provenance indexes are available)
fonds 24, 25.1—25.55, 55, 56‡, 58,60	

* For details pertaining to the fonds see Appendix No. 1.

‡ Since 01.03.1974 accrued under Public Archives, under Section 13 (c) of the National Archives Law No. 48 of 1973.

Portuguese Archives (1505-1640)

The Portuguese who ruled the Island from 1505-1640 A. D. created valuable land records relating to the maritime districts during their course of administration. These formed the basis of their "thombos" and "forals" (Quit-Rent Registers). These thombos later became the foundation of their revenue collection.

It should be noted that none of the Portuguese archives in Sri Lanka have survived, except the copies of thombos and forals for the years 1614 and 1618 obtained from Lisbon.

Dutch Archives (1640-1796)

The Dutch Archives consists of a continuous series which commence from March 1640, beginning with the minutes of the Military Council held on a warship in Galle harbour a little while before the fortress was attacked. There are approximately 8000

volumes of which 5000 belong to the central Dutch government which operated from Colombo and the rest to the provincial unit—the Galle Commandment. In both groups, the records are represented from 1640–1796, which represent the whole administrative set up during the Dutch period. The Dutch land records consisting of head and land thombos represent their administrative skill in land revenue and the matters connected therewith. The parish or school thombos give information pertaining to genealogical studies. Moreover the despatches from Sri Lanka to Batavia and Holland are also a rich source of material to study every aspect of their rule, in the fields of trade, education, agriculture, laws and customs of the people and Dutch relations with the independent Kandyan kingdom. All the Dutch archives are arranged and classified under the record group No. 1 (vide Appendix No. 2).

A detailed classification is available for all the Dutch records in the archives (vide Bibliography)

The following indexes are also available to facilitate the use of Dutch Archives. (a) Acts of Appointment of Company Servants; 1750–1781 A. D., (b) Acts of Appointments of Native Officials, 1756–1796 A. D., (c) Dutch Head, Land and School Thombo indexes (d) Dutch Last Wills, (e) Dutch Political Council, Colombo, (Digest of Resolutions) 1644–1796 A. D., (f) R. G. Anthonisz, Index to Dutch Political Council Minutes, 1656–1796 A. D., (g) Dutch Plakaats—A chronological guide and an (h) Index, to Lascarin Rolls.

In addition to the above catalogue and indexes, the memoirs of the Dutch Governors and Commanders have been translated into English and published by the Department of National Archives. (vide Bibliography).

British Archives (1796–1947)

The records of the British administration (1796–1947) is the largest collection in the Archives. As seen from diagram No. 1 the largest number of fonds or archival groups are attributed to this collection and still there are many more to be accrued from the various departments created during the British period. Moreover, there are records of some of the government agencies which are defunct at present such as the Senate and offices of the Fiscal abolished in 1974 under the reorganisation of the administration of justice.

Details of the *archive groups* (fonds) under the British administration could be seen in appendix No. 1. It is clear that the 96 fonds which represent the various branches of administration under the British period, more or less cover all the aspects of their colonial administration in Sri Lanka.

Archive groups (fonds) 2 & 3 represent the two most important administrative bodies the Executive and Legislative Councils respectively, which operated in Sri Lanka during the British period. The proceedings of these Councils consist of a continuous series from 1802–1931 and 1833–1931 respectively. The proceedings of these two Councils are arranged chronologically. There is a subjectwise index for the proceedings of each year in the volumes itself.

Archive groups (*fonds*) 4 & 5 which are related to the inward and outward correspondence between the Secretary of State for Colonies and the Governor of Sri Lanka contain a continuous series beginning from 1798-1948, ending with the gaining of independence. The dispatches and the enclosures from the Governor to the Secretary of State (archive group No. 5) are separately bound, but they are classified under consecutive numbers for each year. Even the classification of the dispatches and enclosures from the Secretary of State to the Governor is effected in the same manner. But in this series the dispatch and the enclosure are bound together in which case, a single number is given to each volume which contains dispatches and enclosures of a single year.

This series of inward and outward correspondence is arranged chronologically. There is a precis of dispatches for the years 1798-1880, arranged maintaining the chronology. Besides, a subjectwise index is also prepared for the years 1798-1840, keeping in mind the research worker.

Archive groups (*fonds*) 6 & 7 relate to the hub of the administrative set up, dealing with the inward and the outward correspondence of the various departments which were set up by the British to carry on its affairs of administration with the Colonial Secretary, who was responsible to the Governor. The various departments are arranged under these two archive groups and within the groups the original administrative structure of each department is maintained. Archival sub-groups within the groups are classified according to the importance of its contents and 'items' within sub-groups are arranged chronologically, geographically (topographically) or alphabetically.

The rest of the Archive groups (*fonds*) under this period relate to the provincial, local, and judicial administration of the island. Specially the *fonds* on provincial and local administration form an important section as it reflects the effect of the ruler on the ruled. For a deep study on the impact of the British colonial policy on Sri Lanka the above records are of immense value. These records are also arranged under the original administrative structure of each department which existed under the British. An introduction and a summary list is provided for each archival group.

As these records collections are unique, British colonial policy and its impact on Sri Lanka cannot be considered complete without utilizing and referring to the above *fonds* at the National Archives of Sri Lanka.

Archives since Independence

The second main division of the archives consists of the records of the public institutions and bodies which were established after Sri Lanka gained independence on 4th February 1948. These institutions were necessary to carry on the activities of a free nation, in a more efficient way. The creation of state corporations commencing in 1957 and numerous statutory bodies was a direct result of it. Although appointment of commissions and committees to look into various aspects of the public administration was a feature of the colonial rule, since independence the government has realised their value in the sphere of good public administration. Accordingly, in the recent past there have been instituted a number of commissions and committees on various aspects of the administration.

It should be noted that although the new Archives Law No. 48 of 1973 has stipulated that the records which are older than twenty five years be transferred from the public institutions as well as from the state corporations, the records of even more recent origin have accrued to be preserved in the National Archives.

The *Private Archives* forms the third main division of National Archives. This consists of two main sections. Firstly, the records acquired by donation, loans, gifts and bequests to the archives for permanent preservation. (Vide fonds Nos. 24, 25.1-25.55, 37, 56, 58, 60, appendix No. 1) Secondly, the collection of the Historical Manuscripts Commission which is the largest collection of originals and copies of records in private possession throughout the island. Although the above commission is quite independent from the National Archives, it works in cooperation and the records in the private ownership which are brought to light by the Commission are either acquired or copies obtained for the National Archives. Even the private archives are arranged according to the origin of the collection—this may be an individual, family, organisation or a monastery whose name and the original structure of the records at the time they were created is maintained. (Vide fond No. 25, appendix No. I). An alphabetical and a subject wise index is available to the collection of the historical manuscripts.

Before the passing of the Archives Law No. 48 of 1973, election literature (fond No. 56) was collected on a voluntary basis. However, under section 13 (c) of the above Act it is compulsory for the candidates who contest elections to send election literature to the Archives. Consequently, records of fond 56 are accrued under public archives, and form part of the records in category B in diagram No. I.

A separate *newspaper index* (1832-1977) is available for Sinhala, English, Tamil and Malay newspapers published in the island and received for registration with the Director, National Archives, who is also the Registrar of Books and Newspapers. Newspapers are arranged under chronological order and within this order they are arranged alphabetically.

A *catalogue of books and periodicals* published in the country since 1885, received under the Printers and Publishers Ordinance (Cap. 179) is also available. Title, subject and author indexes are available for all the books and periodicals preserved in the archives.

Gazettes (1802-1978), Proclamations, Orders, Regulations, Minutes of the Governors, Ceylon Almanac (1815-1862) continued as Civil List from 1863, Hansards (1870-1978) and Debates of the National State Assembly (1972-1978), Blue Books (1821-1938), Legislative Enactments, Ordinances, Parliamentary Acts and Laws of the National State Assembly, Sessional Papers (1860-1978) and Administration Reports (1867-to date) of public institutions which are government publications are available for research purposes as valuable secondary source material.

A detailed index is available for the historical and other maps preserved in the Archives.

A *microfilm index* is also available for the records transferred into microfilm and positive films are obtained from abroad where records pertaining to Sri Lanka are permanently deposited.

APPENDIX No. I

Archive Holdings, National Archives of Sri Lanka
(revised up to Oct. 1978)

Archive Group (Fond No)	Names of Archive Groups (Fonds)	Date (inclusive)
1	Records of the Dutch Administration	1640 - 1796
2	- do - Executive Council	1802 - 1931
3	- do - Legislative Council	1833 - 1931
4	Despatches, Secretary of State for the Colonies to the Governor	1801 - 1948
5	Despatches, From the Governor to the Secretary of State for the Colonies	1798 - 1948
6	Letters from various departments and individuals to the Chief Secretary Inward correspondence Inward and Outward correspondence	1805 - 1897 1898 - 1947
7	Letters from the Chief Secretary to various departments and individuals, Outward	1795 - 1889
8	Inward correspondence of the Chief Secretary: weeded series	1815 - 1853
9	Registers and Indexes of correspondence Registers Indexes	1840 - 1933 1934 - 1947
10	Miscellaneous collection and cases on special subjects	1776, 1804 - 1860
11	- do -	1853, 1861 - 1869
12	Records of the Board of Revenue and Commerce	1801 - 1906
13	Records of the Commissioner of Revenue and Commerce	1808 - 1833
14	Records of the Civil Auditor General and Auditor General	1802 - 1827
15	Records of the Commissioner of Stamps	1805 - 1892
16	Records of the Treasurer	1833 - 1892
17	Records of the Widows and Orphans	1821 - 1920
18	Records of the Kandy Kachcheri	1821 - 1920
19	- do - Colebrooke - Cameron Commission of Inquiry	1831 - 1832
20	- do - Jaffna Kachcheri	1795 - 1917
21	- do - Board of Kandyan Commissioners	1815 - 1833
22	- do - Registrar General	1873
23	- do - Board of Judicial Commissioners, Kandy	1815 - 1833
24	Loans: Consistory of the Dutch Reformed Church in Sri Lanka: Dutch - Sinhalese Dictionary	18th C.
25	Accessions: Private	
.1	Christine collection of the Johnstone papers	1656 - 1834
.2	Catholic Writers Movement	1947
.3	L. E. Blaze: Minutes of the Consistory	1777 - 1838
.4	A. C. Bultjens: Letters	1736 - 1796
.5	Stuart Mackenzie papers	1815 - 1843
.6	E. B. F. Sueter: Civil Service papers	1795 - 1844
.7	S. C. Fernando: Woolf papers	1915 - 1944
.8	Railway Tickets	
.9	Raven - Hart: Photostat of Dutch Records from Kol. Archief, Hague	1765
.10	W. S. Weerasuriya: Mss. and copies of Books printed at Saman Press: Maharagama	1959 - 1967
.11	C. H. Bathlomeus: Mss. books of Ceylon History	19th C.
.12	M. D. Gunasena: Mss. of Books	1966
.13	K. B. Sugathadasa: - do -	1965
.14	M. W. Roberts: L. C. P. A. Records	1915 - 1947
.15	Trade Union records, Trincomalee	1952 - 1957

16	H. C. P. Bell's collection	17th - 20thC.
17	A. M. A. Azeez: Tamil book and 19th century collection of writings	
18	Hon. J. R. Jayawardene: Ceylon National Congress records (transferred to fond No. 60)	1931 - 1949
19	D. B. Ranasinghe: Map of Kotte	1968
20	Sir Edwin Wijeyaratne: Mss.	1914 - 1949
21	Gilbert Perera Mss.	1934 - 1950
22	J. R. Sinnatambi collection	1970 - 1972
23	S. W. R. D. Bandaranayake collection	1911 - 1959
24	Donovon Moldrich collection	1912
25	James. T. Rutnam collection	1918
26	Rev. Simon de Silva collection	1890 - 1939
27	Meril Fernando collection	1940 - 1942
28	Bulathsinghala Mudliyar's Mss.	
29	Solies Mendis collection of linear drawings presented by Nissanka Wijeyaratne	1938
30	John de Silva Mss.	1897 - 1920
31	P. de S. Weerasuriya collection	1903
32	Kuda Rajakanda Vihara Mss.	
33	Rev. Tiranagama Ratanasara—photographs (transferred to fond No; 77)	20th C.
34	G. P. Malalasekera Mss.	1915 - 1973
35	D. G. A. Perera (Education Dept. Circulars)	1910 - 1929
36	Sena Jayasuriya collection	1864
37	Dr. R. L. Broheir collection (map)	19th C.
38	B. Bastianpillai collection	
39	Franz Linder Altzlern's collection	
40	Ray Blaze collection	
41	Nissanka Wijeyaratne collection	
42	Earle Wijewardene collection	1871 - 1925
43	M. H. Bongso collection	
44	Rev. Gnanalankara thero, Peradeniya, (Copper Plate)	1975
45	R. N. S. K. Karalukulasingam collection	
46	Evans Silva collection	
47	L. T. Gunawardene - donation (Palm - Leaf)	
48	Hans Reulives, West Germany - donation (Palm Leaf)	
49	Mrs. Srimathi Abeygunawardena Mss.	
50	Malay Mss., B. A. Hussainniya,s Collection (closed until 1983)	
51	S. S. Corea - donation (Lankaloka Paper of 31.05.1963)	
52	Mineruthal Shadaniya collection (Arabic Religious texts)	
53	A. C. Alles collection (C. J. C. Insurgency papers - 1971 (open)	
54	J. Dias Abeysinghe-Donation of a Genealogical chart of Kotte Kings	
55	W. V. B. Perera collection (Olas and books on Ayurvedic medicines)	
26	Records of the Matara Kachcheri	1833 - 1959
27	-do- Hambantota Kachcheri	1833-
28	-do- District Courts, Tangalle	1810 - 1835
29	-do- War Emergency Department.	
	1. Director of Food Supply-posters, leaflets, pamphlets etc.	1940 - 1946
	2. Civil Defence Commissioner	1941 - 1945
	3. Commssioner of War risks and Insurance	1942 - 1946
	4. War Pictures Exhibitions	1942 - 1943
30	Records of the Kegalle Kachcheri	1833 - 1952
31	-do- Mannar Kachcheri	1807 - 1948
32	-do- District Courts, Kalutara	1806 - 1903

33	- do -	Colombo Kachcheri	1801 - 1944
34	- do -	Matale Kachcheri	1848 - 1853
35	- do -	Kalutara Kachcheri	1816 - 1821 1937 - 1955
36	- do -	Vavuniya Kachcheri	1834 - 1945
37	- do -	Public Trustee	1890 - 1933
38	- do -	Kurunegala Kachcheri	1834 - 1959
39	- do -	District Courts, Chilaw	1824 - 1926
40	- do -	District Courts, Galle	1813 - 1833
41	- do -	Anuradhapura Kachcheri	1833 - 1931
42	- do -	Puttalam Kachcheri	1804 - 1908
43	- do -	Galle Kachcheri	1884 - 1951
44	- do -	Loan Board Office	1824 - 1947
45	- do -	Ratnapura Kachcheri	1818 - 1942
46	- do -	Batticaloa Kachcheri	1809 - 1946
47	- do -	Nuwara Eliya Kachcheri	1884 - 1938
48	- do -	Records of the Department of Wild Life	1962
49	- do -	Trincomalee Kachcheri	1910 - 1942
50	- do -	Film Commission Papers (closed)	1962 - 1965
51	- do -	Press Commission Papers (closed)	1963 - 1964
52		Maps, plans, tenement lists etc., found at the Record Office	1916 - 1941
53		Records of the Department of Agriculture	1820 - 1945
54		Specimen currency notes: Chairman Monetary Board, Central Bank of Sri Lanka, formerly Commissioner of Currency	1962 - 1965
55		Sri Lanka Tourist Board	1968 - 1969
56		Election Literature - Collection done through individuals (since 01.03.1974 the collection accrued under the Archives Law No: 48 of 1973)	1936 - 1977
57		Records of the Badulla Kachcheri	1815 - 1939
58		Purchased papers: de Fonseka Mss. and Fernando Mss. group	
59		Pending files: cases on separate subjects	1852 - 1920
60		Vide under 25.18	
61	- do -	Prime Minister's office	1969
62	- do -	Customs Department	1850 - 1908
63	- do -	Sri Lanka Government Railway	1912 - 1943
64	- do -	Vilawatte, Railway Department Commission (closed)	1964
65		Confidential Files (Chief Secretary's Office)	1867 - 1915
66		General Treasury	1921 - 1936
67		Police Commission	1968
68		Salt Department	1905 - 1969
69		Land Commissioner	1913 - 1940
70		Information Department	1967 - 1970
71		Education Department	1834 - 1919
72		Irrigation Department	1872 - 1961
73		Department of Cultural Affairs	1957
74		Janaraja Day Flags	1972
75		Estampages-Archeological Department	3rd B. C. - 10th B. C
76		Municipal Council, Colombo	1866 - 1943
77		Ministry of Cultural Affairs	1974
78		Department of Highways	
79		Broadcasting Corporation, Sri Lanka	1961 - 1969
80		Ministry of Justice	1933 - 1931
81		Supreme court of Sri Lanka	1803 - 1970
82		Ministry of Home Affairs	1933 - 1970
83		Department of Police	1915 - 1916
84		Fiscal's Office (Colombo)	1824 - 1969

85	Municipal Council, Galle	1867 - 1973
86	Department of Public Administration	1912 - 1968
87	Agency Houses and Brokering firms Commission - (closed)	1971 - 1973
88	Fiscal's Department, Galle	1833 - 1960
89	University of Sri Lanka	
	89-1 University Senate	
	89-2 Peradeniya Campus	
	89-3 Colombo Campus	
	89-4 Vidyānkara Campus	
	89-5 Vidyodaya Campus	1974
	89-6 Katubedde Campus	
	89-7 External Examination Agency	1974
90	Public Performances Board	1972 - 1974
91	Co-operative Department	1917 - 1964
92	Land Development Department	
93	Railway Commission (closed)	1973
94	Sri Lanka Tyre Corporation	1964 - 1977
95	Sri Lanka National Library Services Board	1971 - 1977
96	Commission of Inquiry into ragging (University of Sri Lanka, Vidyānkara Campus), (closed)	1975
97	National Science Council	1970 - 1978
98	Central Bank	1976 - 1978
99	Ministry of Education	1974 - 1977
100	Sri Lanka Petroleum Corporation	1975 - 1976
101	Department of Census and Statistics	1920 - 1978
102	Ministry of Constitutional Affairs (closed)	1970 - 1975
103	Sri Lanka State Trading (Textiles) Corporation (Salu Sala)	1975
104	Atomic Energy Authority	1974 - 1978
105	Department of Government Analyst	1976
106	Post - Master General's Office	1976 - 1978
107	Surveyor - General's Department	1954 - 1978
108	President's Office	1956 - 1973
109	Industrial Development Board of Ceylon	1975
110	States Services Advisory Board	1910 - 1922
111	Ministry of Housing and Construction	1976
112	Coconut Marketing Board	1976 - 1978
113	State Fertilizer Manufacturing Corporation	1968 - 1974
114	Geological Survey Department	1975
115	Ceylon State Hardware Corporation	1963 - 1972
116	Sri Lanka State Flour Milling Corporation	1973 - 1974
117	State Gem Corporation	1975 - 1976
118	State Film Corporation	1976
119	Sri Lanka Plantations Corporation	1946 - 1970
120	Price Control Department	
121	Ministry of Irrigation Power and Highways	1974 - 1976
122	Co-operative Management Services Centre	
123	Department of Social Services	1948 - 1978
124	Ceylon Steel Corporation	1973 - 1974
125	Insurance Corporation of Sri Lanka	1969
126	Paranthan Chemicals Corporation	1969 - 1974
127	Probation and Child Care Services Department	1976 - 1978
128	Rural Development Department	1977 - 1972
129	Commission of Inquiry - University of Ceylon, Peradeniya (Closed)	
130	Leather Products Corporation	1969 - 1976
131	State Timber Corporation	1972 - 1974

132	Registration of Persons Department	1977 - 1974
133	Bank of Ceylon	1968 - 1975
134	Labour Department	1959 - 1974
135	People's Bank	1970 - 1977
136	State Graphite Corporation of Ceylon	1971 - 1974
137	Auditor - General's Department	1974
138	Coconut Cultivation Board	1970 - 1976
139	Overseas Telecommunication Service	1974 - 1977
140	National Milk Board	1973
141	Oils and Fats Corporation	1973 - 1974
142	Ceylon State Mortgage Bank	1974 - 1975
143	National Metric Conversion Authority	
144	Mineral Sands Corporation	
145	Co-operative Employees Commission	
146	Development Finance Corporation of Ceylon	
147	National Book Development Council of Sri Lanka	1976
148	Development of Marketing Department	1960 - 1972
149	Health Ministry	1973 - 1978
150	Bureau of Ceylon Standards	1975
151	National Youth Service Council	1969 - 1970
152	Coconut Development Board	1973
153	Post and Telecommunications Department	1957 - 1974
154	Ceylon Transport Board	1974 - 1975
155	National Lotteries Board	1973 - 1978
156	Valuation Department	1974 - 1978
157	Agrarian Research and Training Institute	1974 - 1978
158	Food Commissioner's Department	1960 - 1977
159	Inland Revenue Department	1969 - 1973
160	District Courts (Batticaloa)	1820 - 1963
161	Mahaveli Development Board	1974 - 1975
162	Ayurvedic College	1975 - 1977
163	Sri Lanka Association for the Advancement of Science	1975 - 1976
164	Academy of Administrative Studies	1967 - 1977
165	Sri Lanka Hotels Corporation	1976
166	Tea Research Institute of Sri Lanka	1973 - 1977
167	Committee to integrate the Local Government Service into Government Service (closed)	1977
168	Educational Publications Department	1971 - 1978
169	Wimalaratne Commission, Inquiry into the incidents at Peradeniya Campus, 1976 (closed)	1976
170	National Apprentice Board	1976 - 1978
171	National Museums	1976 - 1977
172	Janawasama	1910 - 1966
172-1	Welimada Group	
172-2	Brookeside Group	
173	Port Cargo Corporation	1958 - 1977
174	State Trading (General) Corporation	1975 - 1976
175	Paddy Marketing Board	1974
176	Commissioner of Elections	1971 - 1975
177	Commission of Inquiry into the Gem Corporation (closed)	1971 - 1977
178	Cement Corporation	1974
179	Ministry of Foreign Affairs	
180	Rubber Research Institute of Sri Lanka	1975 - 1978
181	Ceramics Corporation	1975 - 1976
182	National State Assembly	1972 - 1978

183	Criminal Justice Commission (Insurgency) (closed)	1971
184	Credit Council Department	1977 - 1978
185	Criminal Justice Commission (Foreign Exchange) (closed)	1973 - 1977
186	Sri Lanka Air Force	1972
187	Defense Ministry	1977 - 1978
188	Urban Councils malpractices, Commission of Inquiry (closed)	1978
189	Air Ceylon, Commission of Inquiry (closed)	1978
190	Municipal Council Malpractices, Commission of Inquiry (closed)	1978
191	Fisheries Corporation	1972 - 1974
192	Management Services Division	1977 - 1978
193	Coconut Research Institute	1950 - 1978
194	Ministry of Information and Broadcasting	1976 - 1978
195	Tea Control Department	(no accruals)
196	Meteorological Department	1969
197	Export Promotion Secretariat	1974
198	Public Administration and Home Affairs Ministry	1977 - 1978

APPENDIX No. 2

Main Divisions of the Arrangement of Dutch Archives

Fond No. 1

A. Records of the Dutch Central Government

I. The Governor in Council

1. Correspondence

(inward and outward)

(a) With Batavia

(b) With foreign powers and governments

(c) With other outposts in Sri Lanka.

2. Internal Affairs

(a) Orders

(b) Plakaats

(c) Instructions

(d) Agreements

(e) Protocols

(f) Diaries, Reports, and memos by Governors

3. External Affairs

(a) Relations with VOC Comptoirs

(b) Relations with the Kandyan Kingdom (inward and outward)

(c) Relations with other countries.

II. The officers of the Central Government

1. Dissaway of the Colombo Dissawany

(a) Correspondence with the Central Government (inward and outward)

(b) Correspondence with outposts in the Colombo Dissawany (inward and outward)

(c) Thombos

(d) In Landraad

(e) Lascarin Rolls.

2. Local Board under the central Government
 - (a) Scholarchal Commission
 - (b) Weeskamer
 - (c) Diocossin
3. Judicial Administration
 - (a) The Raad Van Justitie
 - (b) The Colombo Land Raad
 - (c) The Colombo Civil Raad
 - (d) Special Missions from Batavia
 - (e) Secret Committee
 - (f) Miscellaneous documents on Court cases.
4. Miscellaneous Documents

APPENDIX No. 3

Public Offices in Sri Lanka

Office of the President of the Republic of Sri Lanka.
 Office of the Cabinet of Ministers.
 Office of the National State Assembly.
 Office of any Minister of Cabinet.
 Office of any Government Department.
 Office of any Court of Law.
 Office of the Army, Navy and Air Force.
 Office of any Ambassador, High Commissioner or any other Diplomatic Representative of Sri Lanka and situated outside Sri Lanka.
 Office of any Local Authority.
 Office of the University of Sri Lanka.
 Office of any Public Corporation established under any enactment, being a corporation whose capital is partly or wholly provided by the Government.

APPENDIX No. 4

Enactments under which public records are exempted from 25 years rule

Adoption of Children Ordinance (cap. 61)
 Births and Deaths Registration Act (cap. 110)
 Registration of Deaths (Emergency Provisions) Ordinance (cap. 111)
 Marriage Registration Ordinance (cap. 112)
 Kandyan Marriage and Divorce Act (cap. 113)
 Kandyan Succession Ordinance (cap. 114)
 Muslim Marriage and Divorce Act (cap. 115)
 Foreign Marriage Ordinance (cap. 116)
 Registration of Documents Ordinance (cap. 117)
 Sannases and Old Deeds Ordinance (cap. 118)
 Registration of Old Deeds and Instruments Ordinance (cap. 119)
 Land Registers (Reconstructed Folios) Ordinance (cap. 120)
 Registers Proceedings Validation Ordinance (cap. 121)
 Powers of Attorney Ordinance (cap. 122)

APPENDIX No. 5

National Archives Law No. 48 of 1973

Regulations under Section 16 (d) of the National Archives Law, No. 48 of 1973

REGULATIONS made by the Minister of Cultural Affairs, under section 16 (d) of the National Archives Law, No. 48 of 1973, pertaining to public access to public Archives and approved by Parliament.

E. L. B. HURULLE,
Minister of Cultural Affairs.

Colombo, 5th December, 1978.

REGULATIONS

1. Public records accrued to the National Archives from any public office named in the Second Schedule to the National Archives Law, No. 48 of 1973, (hereafter referred to as the Law) or in terms of section 10, 11 or 18 of the Law shall be open for public inspection only 30 years after the creation of such Public Archives.

2. Public Archives accrued to the National Archives from any public office Named in the Second Schedule to the Law or in terms of sections 10, 11 or 18 of the Law, shall be closed for public inspection until the lapse of 30 years after their creation, or until the lapse of such time that they have been closed for public inspection by the public office creating such records.

3. (a) If any person wishes to inspect any Public Archives accrued from any public office referred to in the Second Schedule to the Law referred to in paragraph 2 above during the period they remain closed, written approval for such inspection should be obtained from the responsible officer of the public office from which such records accrued, or if such public office has ceased to exist since such records accrued to the National Archives from its successor, if any, or if there is no such successor, from the Director, National Archives.

(b) If any person wishes to inspect any Public Archives accrued in terms of section 10 of the Law and referred to in paragraph 2 above during the period they remain closed, written approval for such inspection should be obtained from the responsible officer of the public office succeeding to its activities or if there is no such successor, from the Director, National Archives.

(c) If any person wishes to inspect Public Archives accrued in terms of section 11 of the Law and referred to in paragraph 2 above during the period they remain closed, written approval for such inspection should be obtained from the Secretary to the President in case of records created by Commissions appointed under the Commissions of Inquiry Act and from the Secretary to the relevant Ministry in case of records created by Committees of Inquiry appointed by Ministers under the Commissions of Inquiry Act.

4. It shall be at the discretion of the responsible officer concerned or of the Director, National Archives to grant or refuse approval sought for inspection of Public Archives (vide para. 3 (a), (b) and (c) above).

5. The Director, National Archives shall have the authority to declare closed for public inspection any Public Archives of poor physical condition, which in his opinion if kept open for public inspection would be detrimental for its permanent preservation, and Public Archives so declared closed by the Director, shall be considered closed for public inspection.

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