

## International Standard for Archival Description

- 1.1 Reference code** UNHCR 36
- 1.2 Title** Records of the Records and Archives Section
- 1.3 Dates of creation** circa 1992-2002
- 1.4 Level** Fonds
- 1.5 Extent (quantity)** 6 m, 10 audio cassettes
- 2.2 Administrative/Biographical history** The Records and Archives Section (RAS) provides specialized support to enable a highly mobile staff streamlined access to timely information, to facilitate the organization's response to external review of UNHCR activities by donors or international courts, and to preserve the institutional memory of the organization for research. RAS is responsible for the Electronic Document Management System for current records.
- 3.1 Scope and content** The records relate largely to administrative matters, and include information about research requests and special projects, including documents and photos with regard to the exhibit at the 50<sup>th</sup> session of the Advisory Committee in October 1999. The records contain transcripts and some audio cassettes of oral history interviews conducted in 1998 and 1999 with Auguste Lindt, John Kelly, William Richard Smyser, and Sergio Vieira De Mello as well as for the Balkans war project.
- 3.3 Accruals** Accruals are expected
- 4.1 Conditions governing access** Records are subject to the Archives Access Policy of the UNHCR Archives
- 4.2 Conditions governing reproduction** Records are subject to the Copyright Policy of UNHCR
- 7.2 Rules or conventions** Internal UNHCR rules
- 7.3 Date of description** 02 March 2006