

# Alphabet issued by the "Għaqda tal Kittieba tal Malti"

Sound value	Examples			
a (Alef)	Arda, sâr	15.	L, l.	Elle (Lam)
Be (Ba)	Bejt, ketieb	16.	M, m	Emme (Min)
Ge (Gim)	Ġajta, ċenepel	17.	N, n	Enne (Nun)
De (Dal, dzal } dhal (Thza))	Dahar Dâr dardar	18.	O, o	O (Alef & Voc)
<del>Effe (Fa)</del>	<del>Felfel</del>	19.	P, p	Pe
E, Alef and Voc	Elf, xêna	20.	Q, q	Qu (Qaf)
Effe (Fa)	Felfel	21.	R, r	Ere (Ra)
Ge (Gim)	Ġellewż	22.	S, s	Esse (Tsa sin, sâd)
Ġa (Ġam Ġhimel)	Ġiddieb Ġandoffla	23.	T, t	Te (Tha, ts ta)
Ġhajn	Ġhajn, tagħna	24.	U, u,	Wa and Voc
He (Ha)	Deher, fiha	25.	V, v	Ve
Ette (Ha)	Hobż, ħafes	26.	W, w	Wa (Waw)
Ġ i î (Alef and Voc)	Ġxti bî	27.	X, x	Exxe (Xin)



NATIONAL  
ARCHIVES



MALTA

ANNUAL REPORT

**2019**

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## The Archives Portal Europe

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Contributors: The staff of the National Archives,

volunteers and members of the Friends of the National Archives

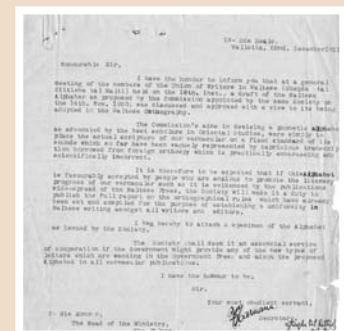
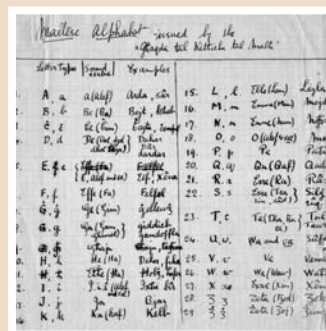
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## Cover

2020 is the 100th anniversary since the setting up of the *L-Għaqda tal-Kittieba tal-Malti*, now known as *Akkademja tal-Malti*. See pages 27-28,38.



***Archives constitute the memory of nations and societies, shape their identity, and are a cornerstone of the information society. Safeguarding the evidence of human actions, reactions and transactions, archives support administration and underlie the rights of individuals, organisations and states. By guaranteeing citizens' rights of access to official information and to knowledge of their history, archives are fundamental to identity, democracy and accountability.***

# FOREWORD

2019 was another productive year for the National Archives of Malta. Considerable achievements in records management in departments, accessions, conservation work, user services and outreach initiatives were registered. Our collective effort described in detail in this publication helped the archives sector acquire unprecedented visibility within Maltese society.

The transfer of land at Ta' Qali for the building of the national archives complex was a remarkable achievement.

2020 promises to be even more productive one. It is a year of decision-making and we expect tangible progress on our new building project. This will be the largest investment our country has embarked upon within the archives domain.

All this has to be framed in our wider vision for the sector.

For the coming years we have three strategic targets:

- to re-engineer our infrastructure
- to upgrade the skill sets of our operators
- to widen memory capture in terms of typology and media.

We need political, financial and academic support to achieve these targets. Networking between the involved public bodies and in full consultation with stakeholders making use of services is a must.

Notwithstanding the achievements reported about in this publication, there is widespread acknowledgment that the current services are dispersed in ill-fit historical buildings. Through the Ta' Qali project we will be centralising our services in a state-of-the-art and purposely built repository. The same institution will also house the National Audio-Visual Institute (NAVI) aimed at providing, not only storage, but professional training on the preservation and archiving of Malta's audio-visual heritage.

Obviously, these projects will generate further challenges. We need to make sure that the country offers the right training opportunities in digital preservation, information security and privacy, and the long-term preservation of audio-visuals. Such capacity building will also require strengthening international participation in projects and initiatives in the archives domain.

We are also putting a lot of energy in the project *Memorja*. This is the result of an important transition that our institution is gradually embracing - the shift from the concept of 'public records' into 'public memory'.

*Memorja* will have its online portal and will equip itself to gather, organise, store and give access the memory capture in whatever form and medium. This vision will complement the work of the National Audio-Visual Institute (NAVI) and develop the Ta' Qali archival complex into an educational and cultural institution.

I cannot conclude this year's foreword without thanking Minister Evarist Bartolo for his support to our sector for many years.

Now, the National Archives will be operating under the Ministry for the National Heritage, the Arts and Local Government. We welcome and look forward to work under Dr José Herrera as the new Minister for our sector.

Dr Charles J. Farrugia  
National Archivist/CEO



(a) Since in any case some new building is a necessity an opportunity now offers, which will not recur, of planning a Public Record Office for Malta; this carrying with it, of course, the idea of a single authority controlling public Archives of all kinds - obviously the most economical way of ensuring proper and homogeneous treatment for the Archives OF the number of related Departments.

(f) I can conceive that there might be some opposition to this in quarters where it was thought that legitimate

## TRANSFER OF LAND TO BUILD THE NEW NATIONAL ARCHIVE

Monday 3, June 2019. A plot of public land at Ta' Qali was transferred to the National Archives of Malta so that we build a new National Archive.

While this ceremony can be seen as the point of arrival, we consider it more as the first step on a journey. At the end of the Second World War seventy five years ago, Sir Hilary Jenkinson (1882-1961), one of the world's most renowned archivists, was sent to Italy to assess the state of the archives. While in Italy, he was commissioned to compile a similar report on the state of Maltese archives.

Jenkinson arrived in Malta on 6 May 1944. After visiting a number of archives, he submitted a report with a number of recommendations including the statement that a "new building is a necessity, an opportunity now offers, which will not recur, of planning a Public Record Office for Malta".

Although no building was built, over the years several developments were undertaken including the setting up of the National Archives.

Now we are starting on this new journey that includes the design, the building and the commissioning of the new premises of the National Archive of Malta that will enable us to fulfill our mission and address the significant issues that hamper our work at the locations we currently operate from.

Our vision is a National Archive of Malta that is

- a beautiful icon of the Maltese memory and identity;
- a functional and accessible state-of-the art centre of preservation and research; and
- a sustainable green building, designed and operating in line with the latest international standards.

*Transfer of land for the construction of the new National Archive, 3 June 2019*







# 1 CORPORATE SERVICES, IT AND FINANCE MANAGEMENT

## 1.1 Corporate Services Management Unit

### Main responsibilities

The Corporate Services Management Unit is responsible for the management of the National Archives' human resources, procurement, stores, logistics and the general administration of the premises. Apart from the daily administration management of the head office in Rabat (Malta), the unit has four further functions.

- Procurement is the core function that this unit manages. Tender procedures for large purchases are managed by this unit. Other relatively small purchases require quotations for the goods or services to be obtained and the unit has the task of ascertaining that the best quality is being obtained at the cheapest possible price.
- HR-related administration such as roster planning, staff records and leave records are managed by this unit. The recruitment of new employees and staff development are further responsibilities of the Corporate Management Unit.
- The unit also deals with the drafting, monitoring and execution of HR-related policies and administration. It is also entrusted with the coordinating role in the management of Parliamentary Questions (PQs). During 2019, the unit provided draft replies for 27 Parliamentary Questions.
- The administration of the premises includes, structural and assets' maintenance, management and compilation of reports as requested by various ministries and government authorities, administrative office management including reception and customer care office, maintenance section and cleaning services.

### Human Resources Development

#### Recruitment

Our human resources complement was strengthened in 2019 by two part-time Archives Assistants who were assigned to the Memorja team. Two public sector employees joined the National Archives, one of whom was assigned to the Gozo section whilst the other was entrusted with duties within the Records Management Unit. By the end of the year under review a call for Projects Coordinator was also issued through Jobs Plus followed by a public call.

## Staff training

Staff training during the year included the attendance by various staff members to general and specialized training sessions, together with attendance to international meetings and conferences, held locally and abroad. The staff members involved gained exposure to new methodologies and ideas and benefitted from training sessions and workshops. Knowledge management sessions were regularly held and these were devised to help spread the knowledge gained by a single employee amongst his/her colleagues, benefitting them in their job skills. This was done through various theoretical and practical in-house training sessions held at the Archives' premises.

Further training on procurement, ECDL courses, inventory structuring, accountability and good governance were attended by several employees to further strengthen the agency's performance in these areas.

## Tenders

During 2019, three tenders were issued. These included a tender for the management of our accounts, another one covering cleaning services and a tender for the supply, installation, commissioning and maintenance of a lift, including all the civil works and structural works required, to serve the four floors of the edifice.

These were issued by the MEDE Procurement division and the agency assisted through. The Restoration Directorate prepared the specifications and tender documents related to the lift tender and conducted the evaluation process.

## Works and Maintenance of Buildings

During 2019, the National Archives set up a new digitization room. Documents were shifted at a ground floor level room at Santo Spirito head office, part of which was partitioned and secluded to host the new

*The new digitization setup: work on the herbarium from our Gozo section*



digitization room. The place has been transformed to a modern professional digitization lab equipped with the latest photographic and computer technology.

The area comprising of the CEO's office and adjoining rooms including a new Reception area were completely redecorated and refurbished. A new first floor terrace entrance together with another two was opened to avoid unnecessary public passage way through the archival restricted areas. Modern equipment for facilitating video conferencing was also set up within these offices.

The Maintenance workshop was shifted to a more secluded area to avoid sound and dust nuisance, and the place was fitted with proper shelving and storage place for equipment, tools and storage. An old Maltese balcony and a number old wooden apertures were carefully renovated. Waterproofing works were carried out at Santo Spirito, the Ospizio in Floriana and at the Banca Giuratale in Imdina. Pest control was this year given more attention with the further installation of pigeon roosting deterrents and the setting up of rat bait stations.

A technical report was commissioned about the structural movement at the back end of the Santo Spirito building that had been noticed for some time. Further monitoring was recommended and a number of monitoring devices have been put in place. This report was presented to Infrastructure Malta in view of the roadworks in the adjacent road.

## 1.2 IT and Finance Management Unit

### IT Management

All planned major achievements were achieved: the servers have installed and set up, cataloguing on the central database software now housed on the new repository in Rabat continued at an increasingly quick pace and the development of the Memorja project continued at a sustained pace.

Over fifteen thousand new items spanning over various collections were catalogued on the archival software. These figures were achieved mainly due to the hard work of members of staff from other sections in the archives and the efforts of our volunteers.

Beside the normal day-to-day repairs and maintenance of all the PCs at the National Archives, a number of new PCs were purchased for new employees joining the archives and others that were beyond economical repair were also replaced with new systems. In addition, some of the older systems, that were still functional but were getting too slow for efficient use, were upgraded to improve their performance. It is envisaged that the process of replacing PC systems that are more than eight years old shall continue in 2020.

### New servers

The server systems acquired in the end of 2018 were installed and set up during the first months of 2019. The system setup went according to plan with a secure repository installed in the archive's premises in Rabat and a public server in a separate location. The archival repository in Rabat is made up of two parts, one that is accessible to cataloguers, both in house and through VPN access even externally, and an archival store of the data. The archival store is only accessible by the system administrator, and two copies of this data is kept on separate storage. During the year various collections were uploaded into the server, totalling slightly over 50TB of documents stored by the end of the year.

The second server system was set up in a data centre in Madliena. This server had the archive's cataloguing software installed, tested and is now fully available to the public. Any web portals that shall be created by the National Archives, shall be hosted on these servers.

### **Archives Portal Europe content**

The old server is still running and is currently serving digital images to the Archives Portal Europe. During the third quarter of 2019, a plan to modify the data in the European portal, that amounts to over 90,000 entries, was drawn. The plan consists of two phases: first modifying the xml data to direct users to the Madliena servers and second to change the data completely to the updated records found on AtoM, the archive's cataloguing software. Whilst work on this plan has already started it is envisaged that it will continue in 2020.

### **Memorja Project**

Work on the Memorja project continued unabated. The team continuously catalogue the thousands of items that are included in the scope of the project. Major successes were achieved in the IT side of the portal with the beta of the portal just finished in the last week of 2019. Integration with AtoM software was tested and functions appropriately. In the first quarter of 2020 it is planned to thoroughly test the software to be launch-ready by the start of the second quarter.

### **Digitisation**

Various improvements were done to the digitisation infrastructure in 2019. A new digitisation laboratory was set up to be able to scan glass plate photo negatives. This setup also can digitise any document to up to A2 size.

Digitisation equipment to efficiently digitise bound volumes was acquired in the third quarter of 2019 and is currently housed in the Gozo section. This specialised equipment will further facilitate the digitisation of bound volumes without the need of unbinding or damaging the volumes.

### **Finance Management**

Finance at the National Archives is managed in-house with the assistance of an outsourced accountancy firm who that carries out financial reporting. Most of the tasks are recurrent on a weekly, monthly, quarterly or yearly basis.

During 2019, the finance section managed all finances of the National Archives with a range of tasks varying from the preparation of 2020 budgets and costings of planned expenses for 2019, to creditor payments, tranche requests and other day to day tasks like cash management and invoicing.

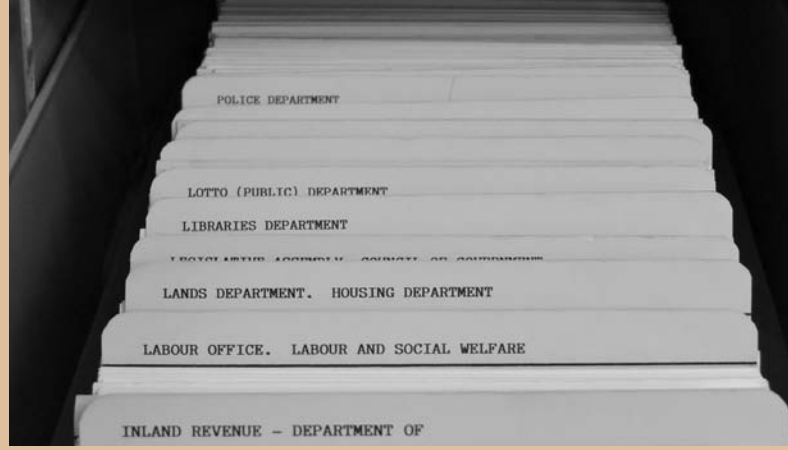
Day-to-day data is collated on custom databases and is passed on to the accountants who issue monthly accounts that are presented to the MFIN through their FDRS (Financial Data Reporting System).

### **Budgets 2020-2022**

Every year the Ministry for Finance (MFIN), through the Ministry for Education and Employment (MEDE) requests the budgets for the three years following the current year. Requiring a considerable effort to finalise realistic budgets, the CEO and all managers are consulted for their requirements that are costed by the team. The report is presented to the MEDE, who include the projections in their ministry wide claim from the MFIN. The budgets also include the HR plans of the archives for the same period.

### **Payroll**

All payroll together with any pay related issues were addressed by the finance section with minimal issues arising, being dealt with instantly. Related HR functions like recruitment planning and skill requirements were also included in the remit of the finance section.



*"records means recorded information regardless of form or medium created, received and maintained by any public office..." (The National Archives Act, art 2)*

### **Financial Estimates 2020**

During the fourth quarter of 2019, the financial estimates for 2020 were prepared. The financial estimates differ from the budgets done during the first months of the year in that they are fine-tuned, as more financial data is available as the year progresses.

### **Audit of 2018 financial statements**

The financial statements of 2018 were audited at the start of the third quarter and the audited accounts presented to the Minister of Education and Employment and the Minister of Finance as requested by the National Archives Act.

### **Tender for accountancy services**

Since the contract with the providers of accountancy services, was due to end in December 2019, a call for tenders for the provision of accountancy services was issued during the third quarter. The call for tenders was concluded successfully and a contract signed by the end of the year. The new accountants are expected to take over as from the start of 2020.



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1. German student Hatice Nur Mafratoglu on a two-month internship programme at the National Archives. May-June 2019.

2. Alessandro and Simone Bajada donated a digital copy of 8mm footage of Malta shot in the 1950s and 1960s. August 2019.

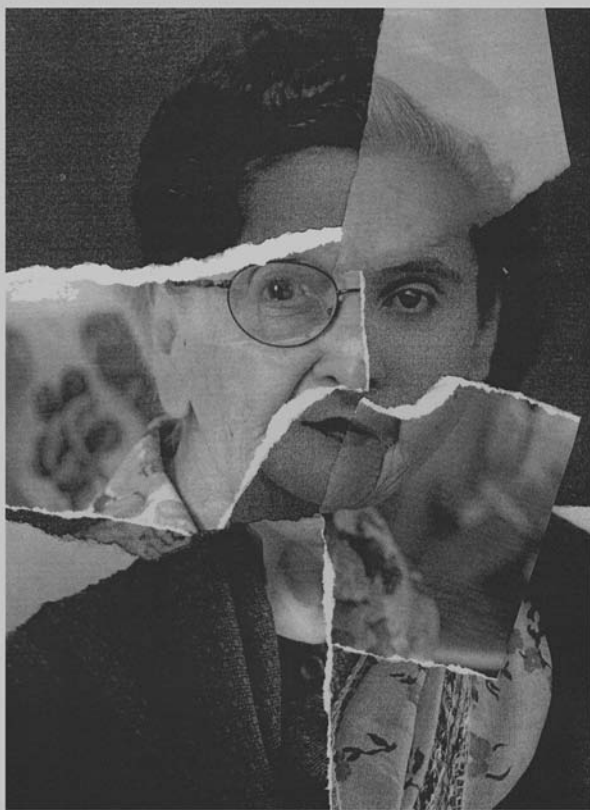
3. National Archives staff on a day trip to Sicily. October 2019.

4. Dr Simon Paris and his family donated records belonging to Mons. Enrico Dandria (1892-1932). May 2019.

5. TESSIE, a biographical collage by Giola Cassar inspired by Tessie Scerri, a 102-year old former teacher. October-November 2019.

6. Diana Isabel Jervis-Read, on behalf of Robin Conway Jervis-Read and John Lancelot Jervis-Read, donating their grandfather Arthur George Jameson's collection of photos while serving in the Mediterranean (1900-1) and their parents' photo collection. June 2019.

5



# TESSIE *Giola Cassar*

24 October – 7 November  
National Archives of Malta, Rabat

Monday – Saturday 08.00 – 14.00  
Thursday – Friday 16.00 – 19.30  
Sunday 10.00 – 13.00

'Tessie' is a photographic project based on the life and stories of 102 year old Tereza Scerri. Text by Glen Calleja.

[www.giolacassar.com](http://www.giolacassar.com)



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# 2

# RECORDS MANAGEMENT

## 2.1 Onsite Inspections

The Records Management Unit (RMU) continued to carry out visits and inspections to the records' repositories of various public entities, departments and ministries during 2019. The main objective of these inspections and visits is to identify historical records and plan their transfer to the National Archives, while assisting the entity in ensuring proper records management practices. Ultimately an official retention policy, endorsed by the National Archives under the provisions of the National Archives Act (Cap 477), is developed.

This table is a list of the entities (public and private) that were supported by the Records Management Unit during the year under review.

Public Entities supported by the Records Management Unit during 2019
Armed Forces of Malta (AFM)
Automated Revenue Management Services (ARMS)
Electoral Office
Environment & Resources Authority (ERA)
Malta Information Technology Authority (MITA)
Malta Police Force
Malta Tourism Authority (MTA)
MEDE – Directorate Curriculum Lifelong Learning & Employability (DCLE)
MEDE - Education Logistics & Support Unit (ELSU)
MEDE - Exemptions Board
MEDE - Ġużè Ellul Mercer Education Programme (GEM16+)
MFCS - Benefits Compliance Directorate
MFCS - Department of Social Security
MFH - Dar Kenn għal Saħtek
MFH - Department for Health Regulation - Health Care Standards
MFH - Directorate for Environmental Health
MFH - Directorate for Health Information and Research
MFH - Directorate for Health Information and Research
MFH - Directorate Pharmaceutical Affairs
MFH - Directorate Programme Implementation (DPI)

**Public Entities supported by the Records Management Unit during 2019**

MFH - Foundation for Medical Services
MFH - Office of the Chief Medical Officer - National Highly Specialised Programme - Treatment Abroad
MFH - Office of the Commissioner for Mental Health
MFIN - Commissioner for Revenue
MFIN - Department of Contracts
MFIN - Department of Contracts
MFIN - Inland Revenue Department
MFIN - Treasury Department
MFTP - High Commission of the Republic of Malta - Canberra
Ministry for Education and Employment (MEDE)
Ministry for Finance (MFIN)
Ministry for Foreign Affairs and Trade Promotion (MFTP)
Ministry for Health (MFH)
Ministry for Justice, Culture and Local Government (MJCL)
Ministry for Tourism
Ministry for Transport, Infrastructure and Capital Projects (MTIP)
MJCL - Arts Council Malta
MJCL - Law Courts
MJCL - Rabat Local Council
MTIP - Public Works Department
MTIP - Transport Malta
National Statistics Office
Office of the Attorney General
Office of the Notary to Government
Office of the President of the Republic
Office of the Prime Minister - People and Standards
St Vincent De Paul Residence
Superintendence of Cultural Heritage
Water Services Corporation

**Private Entities supported by the Records Management Unit**

Friends of Villa Frère
Farsons Foundation
HSBC Bank
Malta Aviation Museum
RSM - Malta



## 2.2 Appraisal of records

In cases of emergency or in the case of dormant collections of records that are no longer required by the concerned entity, the National Archives issues a letter of appraisal with the decision taken on the case in question. During 2019 the National Archives published several such letters which helped entities to decongest their repositories.

Letters of Appraisal issued in 2019		
Reference No.	Entity	Subject
APL2019-01	MFIN - Commissioner for Revenue	<ul style="list-style-type: none"> <li>• Insurance Reports</li> <li>• Intervivos + Architect's Report</li> <li>• IRS File</li> <li>• IV Architect Report Values Correct</li> <li>• Old Cash Cards</li> <li>• Receipt Registers Monte di Pietà</li> <li>• Registers Cash Office</li> <li>• Share Transfer Causa Mortis</li> <li>• Share Transfer Intervivos</li> <li>• Share Transfer IV Cont.</li> </ul>
APL2019-02	MFTP - High Commissioner, Canberra	Pension files
APL2019-03	National Statistics Office	Balance Payment Records (1974-1994)
APL2019-04	Ministry for Education and Employment	Inventory Ledgers
APL2019-05	MFIN - Office of the Commissioner for Revenue	Duplicate copies of the Capital Transfer Duty - the Denunzji Records
APL2019-06	Armed Forces of Malta	Task Force Identity Cards
APL2019-07	MFH - Foundation for Medical Services	Appraisal of Finance and Procurement Records: <ul style="list-style-type: none"> <li>• Recharge Invoices, Support Documentation including supplier invoices and emails.</li> <li>• Purchasing: Invoices, Receipts, Purchase Orders, Procurement Request Forms and Evaluation reports (where applicable).</li> <li>• Creditor Statements.</li> </ul>
APL2019-08	MEDE - Mikiel Anton Vassalli College	Appraisal of cumulative record cards belonging to ex-students whose date of birth are in the 1990s.
APL2019-09	MFCS - Department of Social Security	Appraisal of Sickness Records
APL2019-10	MJCL - Rabat Local Council	Appraisal of Financial Records

## 2.3 Processing of historical records still held by public entities

Once historical records are identified, the originating office is instructed on the way forward for the transfer of such records to the National Archives. The arrangements include sorting, finding the original order, cleaning (when necessary), placing into archival-quality boxes and listing. In cases where the records have traces of pest contamination, the documents are treated professionally before being transferred. The treatment process is completed with the qualified guidance and under the supervision of the NAM Conservators.

## 2.4 Retention Policies

While the implementation of retention policies for public records has been a legal requirement under the provisions of the National Archives Act of 2005 (CAP), last year the requests for retention policies by public institutions kept the momentum of the previous one in view of the GDPR requirements. A good number of retention policies have been finalised during the year under review (see table), while discussion about other policies is in a drafting stage; hopefully, they will be completed in 2020.

Retention policies completed in 2019		
Reference No.	Entity	Status
REP2019-01	MFH - Department for Health Regulation - Health Care Standards	Finalised
REP2019-02	MFIN - Department of Contracts - Tender Records	Finalised
REP2019-03	MEDE - Exemptions From Fees at State Educational Institutions	Finalised
REP2019-04	MEDE - GEM16+	Finalised
REP2019-05	MEDE - Stores Section – Strategy Support Department	Finalised
REP2019-06	MFH - Dar Kenn Għal Saħħtek	Finalised
REP2019-07	MFH - Financial Monitoring and Control Unit	Finalised
REP2019-08	MEDE - Travel Section	Finalised
REP2019-09	MFIN - Inland Revenue Department	Finalised
REP2019-10	NAM - Public Services Section	Finalised
REP2019-11	MFH - Directorate Programme Implementation (DPI)	Finalised
REP2019-12	MFH - Office of the Chief Medical Officer-National Highly Specialised Programme - Treatment Abroad	Finalised
REP2019-13	MEDE -Directorate Curriculum Lifelong Learning & Employability (DCLE)	Finalised
REP2019-14	MEDE - Directorate for Research, Life Long Learning & Employability (DRLLE)	Finalised
REP2019-15	Ministry for Foreign Affairs and Trade Promotion - Accounts Records	Final Stages
REP2019-16	MFIN - Commissioner for Revenue - VAT Department	Finalised
REP2019-17	MEDE - Department of Examinations	Finalised
REP2019-18	MEDE- Inventory Section, Strategy & Support Department	Finalised
REP2019-19	MFH - Directorate Pharmaceutical Affairs	Finalised



*Group photo of the participants of the Records Management Forum*

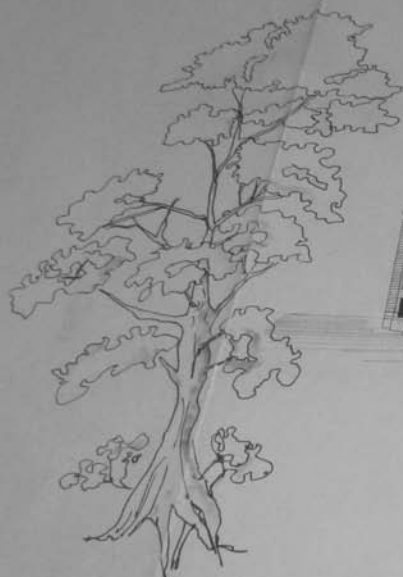
## 2.5 Accessions

This is a list of the accessions that became part of the National Archives of Malta's holdings during 2019.

Accession Ref.	Source and description	Extent
2019-01	Private Deposit by Composer John E. Zammit Pace - Original music compositions	5 compositions
2019-02	Superintendence of Cultural Heritage - Appraised HR Records	23 files
2019-03	Superintendence of Cultural Heritage - Salvaged records pertaining to the Rausi & Sons retail business, Valletta. (ca.1930s-1950s)	1 linear metre
2019-04	Private Deposit by Simon Paris and family - Private papers of Mons. Enrico Dandria. (ca.1900s-1930s)	1 linear metre
2019-05	Private Deposit by Theresa Vella - The Edward Sammut photographic and memorabilia collection. (ca.1960s-1990s)	0.3 linear metres
2019-06	Private Deposit by Rita Ann Ellul - Digitised Photographs of Fort Manoel. (1997)	13 digital images. Total 710 MBs
2019-07	St Vincent de Paul Residence - Salvaged and appraised Charitable Institutions Records. (ca.1900-1990)	ca. 7 linear metres
2019-08	Private deposit by Ettore Raffi (MEMORJA - Malta-Lampedusa Connection) - Interview(s), notes and photographs. (1950s-1980s)	Total 970.91 MBs
2019-09	Private deposit by Pietro di Maggio (MEMORJA - Malta-Lampedusa Connection) - Interview(s), notes and photographs. (1950s-1970s)	Total 656.05 MBs
2019-10	Private deposit by Giovanni Fragapane (MEMORJA - Malta-Lampedusa Connection) - Interview(s), notes and photographs. (1960s-1980s)	Total 2.74 GBs

Accession Ref.	Source and description	Extent
2019-11	Private deposit by Carmelo La Magra - (MEMORJA - Malta-Lampedusa Connection) - Interview(s), notes and photographs.	Total 435.6 MBs
2019-12	Private deposit by Salvatore Davi - (MEMORJA - Malta-Lampedusa Connection) - Interview(s), notes and photographs. (1950s-1980s)	Total 688.4 MBs
2019-13	Private Deposit by Lt. Colonel E.G.A Baron - Records of the King's Own Malta Regiment (KOMR) Association. (ca. 1917-1965)	4 bound volumes, loose photographs and cuttings
2019-14	Office of the Attorney General - General files of the Office of the Attorney General. (1980-1985)	ca. 42 linear metres
2019-15	Ministry for Health - Architectural drawings of the St Luke's Hospital and other health buildings. (1930-2015)	ca. 5000 drawings
2019-16	Private Deposit by Joseph Schirò - Records re Permanent Charges on Crown Property. (1800s)	1 folder
2019-17	Private Deposit by Eddie Fenech Adami - Eddie Fenech Adami Personal Papers. (1987-2009)	19 linear metres
2019-18	Private Deposit (Anonymous) - The private papers of Sir Ugo Mifsud.	2 linear metres
2019-19	The Notarial Archives - Government reports and other historical publications. (1901-1965)	23 items
2019-20	Ministry for Health - Department of Nursing Services - Staff Nurses and Midwives self-assessment portfolios. (2016-2018)	3 linear metres
2019-21	Malta Tourism Authority - Video footage on Malta filmed and produced by the World Life Video Productions.	23 PAL SPBeta tapes
2019-22	Office of the President of the Republic - San Anton Palace Visitors' Books. (1993-2003)	1 linear metre
2019-23	Private Deposit by Max Farrugia - Records and ephemera related to Mgr. Enrico Dandria. (ca.1920s-1930s)	0.2 linear metres
2019-24	Ministry for Tourism - Appraised HR Records	10 files
2019-25	Private Deposit by Bernard Schembri - Digital copies of Photographs re Religious events, Imtarfa Hospital and public transport. (ca. 1940s - 1990s)	76 digital images. Total 91.6 MBs
2019-26	MEDE - Gudja Primary School Records (1882-1997)	ca. 1 linear metre
2019-27	Private Deposit by Mikelina Vella (MEMORJA - WWII experiences) - Interview(s), notes and photographs. (1927-1945)	Total 996.77 MBs
2019-28	Private Deposit by Albert Ganado (MEMORJA - WWII experiences) - Interview(s), notes and photographs. (1924-1945)	Total 1.063 GB
2019-29	Private deposit by Henry Louis Gatt - (MEMORJA - WWII experiences) - Interview(s) and photographs. (1924-1945)	Total 4.10 GBs
2019-30	Electoral Office - General Files. (1976-1990)	ca. 9 linear metres
2019-31	Private deposit by Vincent 'Censinu' Caruana - (MEMORJA - WWII experiences) - Interview(s), notes and photographs. Including one wartime Royal Corps of Signals workbook. (1922-1945)	Total 5.35 GBs + physical ephemera

Accession Ref.	Source and description	Extent
2019-32	Private Deposit (Anonymous) - Giulia Barnett Photographic Album. ca.1950s-1970s	1 photo album
2019-33	Private Deposit by Alessandro Bajada - Digitised video footage of Maltese locations. (ca. 1950s)	19 digital files. Total 7.62 GB
2019-34	Private Deposit by Robert A. Stains - Digitised video footage of Maltese locations filmed by Susan Farrugia. (ca. 1960s)	19 digital files. Total 4.67 GB
2019-35	Private deposit by Theresa Muscat-Fenech - (MEMORJA - WWII experiences) - Interview(s), notes and photographs. (1928-1945)	Total 651.31 MBs
2019-36	Private deposit by Laurence Mizzi - (MEMORJA - WWII experiences) - Interview(s), notes and photographs.	Total 1.13 GB
2019-37	Private Deposit by John Zammit - Luqa Parish Church Altar Designs. (1930)	2 A0 designs
2019-38	Private deposit by Alfred Guillaumier - (MEMORJA - WWII experiences) - Interview(s), notes and photographs. (1927-1945)	Total 421.72 MBs
2019-39	Private deposit by Loulou Mifsud Bonnici - (MEMORJA - WWII experiences) - Interview(s), notes and photographs. (1900s-1970s)	Total 2.08 GBs
2019-40	Private Deposit by Michel Attard - (MEMORJA - WWII experiences) - Interview(s), notes and photographs. (1926-1945)	Total 1.56 GBs
2019-41	MEDE - Sliema Primary School - School Records. (1874-2011)	ca. 1 linear metre
2019-42	MEDE - Gharghur Primary School - School Records. (1900-1984)	ca. 1 linear metre
2019-43	Ministry for Foreign Affairs and Trade Promotion (MFTP) - Correspondence files. (1965-1968)	4 files
2019-44	Private Deposit by Max Farrugia - Funeral and memory cards	ca. 10,000 cards (2 linear metres)
2019-45	Private deposit by Consiglio 'Konsu' Mamo - (Memorja - Malta Bus Archive) - Interview(s), notes and photographs. (1936-1970s)	Total 5.27 GBs
2019-46	Private Deposit by Joseph "Boq Boq" Ellul - (Memorja - Malta Bus Archive) - Interview(s), notes, photographs and ephemera. (1946-2018)	Total: 3.78 GBs + physical ephemera
2019-47	Private Deposit by Oscar Attard - Digitised images of the Doris Scerri Collection.	1,453 digital files. Total 35.2 GBs
2019-48	Private deposit by Charlie 'Kalatru' Borg - - (Memorja - Malta Bus Archive) - Interview(s), notes and photographs. (1953-2018)	Total 8.06 GBs
2019-50	MFH - Health Care Standards Directorate - Sample of Inspection Records. (2003-2019)	9 items
2019-51	Ministry for Health - General Files. (1946-1955)	ca. 50 linear metres
2019-52	Private deposit by John E. Zammit Pace - Classical guitar 'Marmela' music composition (digital). (2019)	12 digital files. Total 2.08 MBs
2019-53	Private Deposit by Mark Xerri - Copy of Theatre Script - "Il-Gaħan ta' Bingemma". (1985)	1 script



PERSPECTIVE VIEW OF PROPOSED INTENSIVE THERAPY UNIT SHOWING ST LUKES HOSPITAL IN BACKGROUND

*Perspective of proposed plan for the Intensive Care Unit at St Lukes Hospital. Part of Accession 2019-15*

Accession Ref.	Source and description	Extent
2019-54	Malta Tourism Authority - Malta Tourism promotional videos and documentaries.	33 VHS Tapes + Digital Copy Total 26.2 GBs
2019-55	Office of the President of the Republic - Events and State Visits Programmes. (1970s-1990s)	3 boxes (0.5 linear metres)
2019-56	Office of the President of the Republic - Original designs of Republic Day awards - Ġieħ ir-Repubblika, Qadi tar-Repubblika and Qlubija.	15 drawings
2019-57	MEDE - Qrendi Primary School - School Records (1956-1998)	0.5 linear metres
2019-59	Private deposit by the K.O.M.R. - Photos of the Royal Malta Regiment of Militia and the King's Own Malta Regiment of Militia. (1890s - 1920)	36 large format photographs
2019-60	Private Deposit by Patrick J. Micallef - Autographed Italian Tri-Colour Sash. (1932)	1 textile sash
2019-61	Private Deposit by Miriam Bonsfield - Digital images of the Joseph "Zeppi" Farrugia Photographic Collection. (1960s)	203 images. Total 4.08 GBs

### Mgr Enrico Dandria Papers

On 9 May 2019 Dr Simon Paris and his family donated a collection of records belonging to Mons. Enrico Dandria (1892-1932) to the National Archives. Mons. Dandria was a very influential figure in both the religious and political spheres of early twentieth century Malta. He was a member of the National Assembly, played a role in the Sette Giugno riots and served as a minister of education between 1923 and 1927 and in 1932.

Four weeks later Max Farrugia donated records related to Mgr Dandria, complementing the collection donated by family Paris. (Accession 2019-23)

### Jervis Read Collection

In June, Diana Isabel Jervis-Read, Robin Conway Jervis-Read and John Lancelot Jervis-Read donated a collection of photos in memory of their parents who were married in Malta in 1937 and lived here before WW2. They also donated their grandfather Arthur George Jameson's collection of photos while serving on the HMS Theseus in the Mediterranean (1900-1).

### Alessandro and Simone Bajada Collection

Alessandro and Simone Bajada donated on 12 August a digital copy of footage shot in Malta in the 1950s and 1960s on 8mm film. This generous donation strengthens the national collection, particularly the Memorja project.

## 2.6 The Records Officers Forum

In 2016 five Records Officers were appointed in five different Ministries, implementing one of the provisions stipulated in the National Archives Act. Last year, there were a total of 12 Assistant Manager Records/Records Officers present in 12 different Ministries.

Ministry	Assistant Manager Records/Records Officer
Ministry for European Affairs and Equality (MEAE)	Jessica Farrugia
Minister For The Economy, Investment And Small Businesses (MEIB)	Melanie Bezzina
Ministry for Education & Employment (MEDE)	Mary Anne Farrugia
Ministry of Energy and Water Management (MEW)	Mariella Grima
Ministry for the Family, Children's Rights and Social Solidarity (MFCS)	Ethel Delia
Ministry for Health (MFH)	Simone Camilleri
Ministry for Gozo (MGOZ)	Joseph Grima
Ministry for Finance (MFIN)	Nathanael Zammit
Ministry for Foreign Affairs and Trade Promotion (MFTP)	Mariella Galea
Ministry for Transport & Infrastructure and Capital Projects (MTIP)	Anne Farrugia
Ministry for Justice, Culture and Local Government (MJCL)	Josephine Camilleri
Office of the Prime Minister (OPM)	Norella Darmanin

Entity/Department	Assistant Manager Records/Records Officer
Armed Forces of Malta	Neville Zammit
Central Bank of Malta	Emmanuel Cachia
Environment & Resources Authority	Carmen Debattista
Heritage Malta	Maria Micallef
House of Representatives	Eric Frendo
Mater Dei Hospital	Margaret Baldacchino Cefai
Planning Authority	Ray Cremona
Public Works Department	Mary Anne Debono

For the third year running, the National Archives of Malta held meetings for the Assistant Managers Records/Record Officers. The aim for these sessions is to create a space for the Records Officers to share their initiatives and experiences related to records management.

Records Officers Forum - Sessions - 2019			
Date	Participants	Entities represented	Presentations
22 February	16	AFM, Electoral Office, Environment and Resources Authority, Heritage Malta, House of Representatives, MEDE, MEIB, MESDC, MFCS, MFH, MFTP, MGOZ, MHA, MJCL, MTIP, OPM, Planning Authority.	<p>Presentation 1: Records Management issues within the Ministry for Transport and Infrastructure by Anna Farrugia – Assistant Manager (Records).</p> <p>Presentation 2: Maltapost Records Management Services by Robert Cassar - Head Business Relations, Sales Department</p>
23 April	12	Environment and Resources Authority, Heritage Malta, House of Representatives, MEDE, MESDC, MFCS, MFH, MFTP, MHA, MJCL, MTIP, Planning Authority.	<p>Presentation 1: The Central Travel Management System by Sean Barbara from the Public Sector Performance and Evaluation Directorate within the Ministry for Finance.</p> <p>Presentation 2: Standard Operating Procedures for Records Officers &amp; Assistant Manager (Records) by Mary Anne Farrugia, Assistant Manager (Records) within the Ministry for Education and Employment.</p> <p>Presentation 3: Transferring of Hospitals' Drawings to NAM. By Simone Camilleri, Assistant Manager (Records) within the Ministry for Health.</p>
11 December	10	Environment and Resources Authority, Heritage Malta, House of Representatives, MEDE, MFCS, MFH, MFTP, MJCL, MTIP.	<p>Presentation 1: The ERA Experience Archive &amp; Record Management by Carmen Debattista – Senior Officer (Records) within the Environment and Resources Authority.</p> <p>Presentation 2: Consistency through Policies and Procedures – Retention Policy Procedures – The Record Management Team at the National Archives. (Horace Vella and Ivan Ellul)</p>

Private Deposit - The papers of Mons. Enrico Dandria. Accession 2019-04





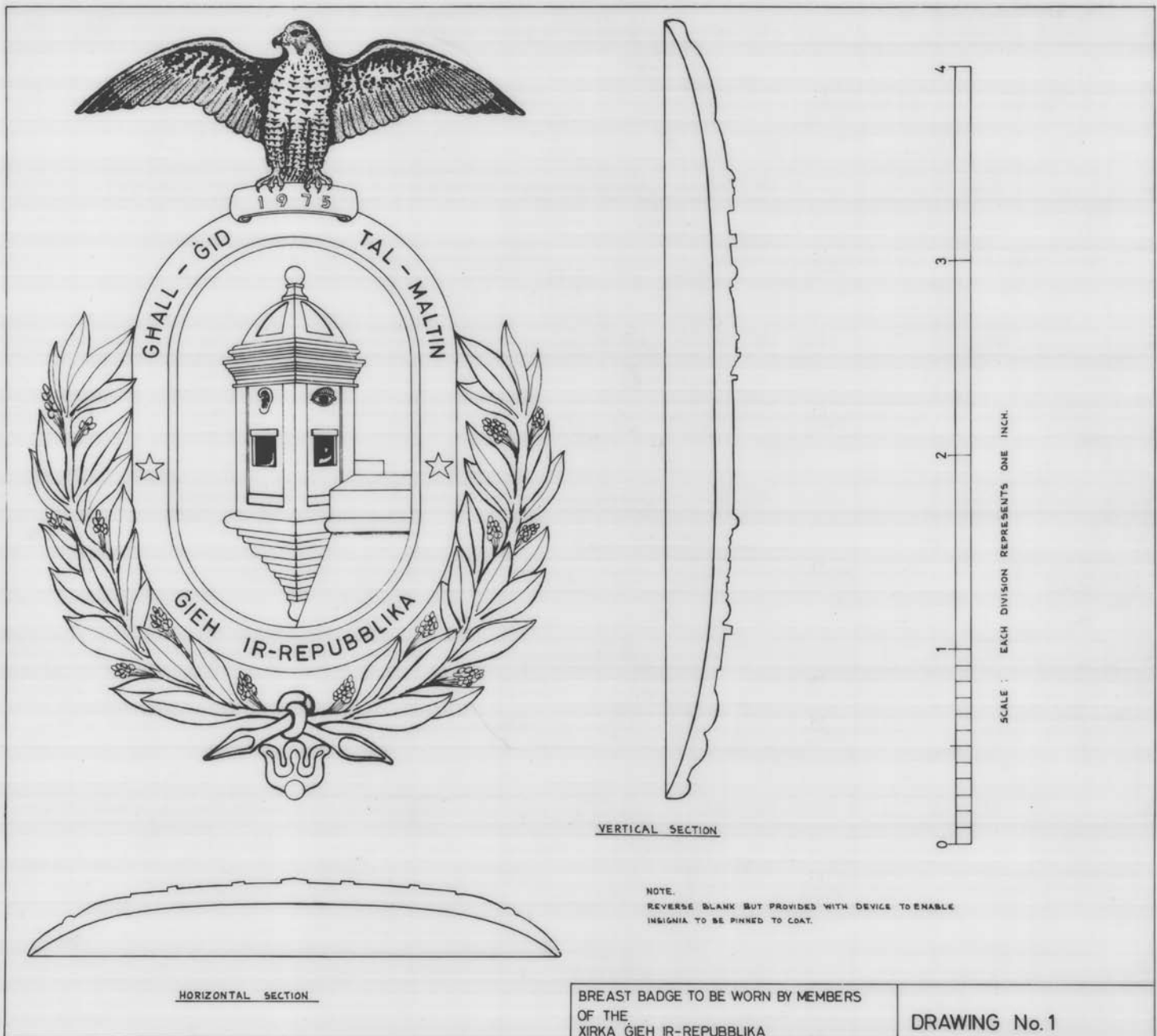
## Highlights of the Records' Officers' Activities during 2019

Ministry	Intra-ministerial meetings held	Development of Retention Policies	Appraisal Exercises	Transfer of Records to the Nations Archives
Ministry for Education and Employment	23	<p>8 finalised</p> <ul style="list-style-type: none"> <li>• Stores MEDE</li> <li>• Exemptions Board (updated)</li> <li>• Director General Office – Curriculum, Life Long Learning &amp; Employability</li> <li>• Directorate for Research, Life Long Learning &amp; Employability (Curriculum, Life Long Learning &amp; Employability)</li> <li>• Travel Section</li> <li>• Gem 16+</li> <li>• Examinations Dept. (updated)</li> <li>• Inventory Section</li> </ul> <p>6 being drafted</p> <ul style="list-style-type: none"> <li>• Learning &amp; Assessment Programmes – Curriculum, Life Long Learning &amp; Employability</li> <li>• 6th Form (Malta)</li> <li>• 6th Form (Gozo)</li> <li>• Primary/Middle/Secondary Schools</li> <li>• College Principal Offices</li> </ul>	7	<p>3 transferred</p> <ul style="list-style-type: none"> <li>• Għargħur Primary</li> <li>• Sliema Primary</li> <li>• Gudja Primary</li> </ul> <p>5 prepared for transfer</p> <ul style="list-style-type: none"> <li>• Marsa Primary</li> <li>• Paola Primary</li> <li>• MEDE Registry (General files)</li> <li>• MEDE Registry (Dead Personal files)</li> <li>• B'Kara Primary</li> </ul>
Ministry for Justice, Culture and Local Government	8	<p>2 being drafted</p> <ul style="list-style-type: none"> <li>• Regjun Tribunal Xlokk</li> <li>• Arts Council/ Funds Strategy Section</li> </ul>	-	-
Ministry for Transport, Infrastructure and Capital Projects	3	-	1	-
			<ul style="list-style-type: none"> <li>• Watchmen and Security Attendance Sheets 2016</li> </ul>	

Ministry	Intra-ministerial meetings held	Development of Retention Policies	Appraisal Exercises	Transfer of Records to the Nations Archives
Ministry for Health	19	7 finalised <ul style="list-style-type: none"> <li>Health Care Standards</li> <li>Permanent Secretary</li> <li>Nursing Services Directorate</li> <li>Finance and Administration</li> <li>Dar Kenn Għal Saħħtek</li> <li>Treatment abroad</li> <li>Directorate for Pharmaceutical Affairs</li> </ul>	2 <ul style="list-style-type: none"> <li>Nursing Services Directorate</li> <li>Foundation for Medical Services-Finance Section</li> </ul>	1 transferred <ul style="list-style-type: none"> <li>Engineering Office St' Luke's Hospital-Drawings</li> </ul> 2 prepared for transfer <ul style="list-style-type: none"> <li>Departmental Health Files (1946 to 1950)</li> <li>Departmental Health files (1951 to 1955)</li> </ul>
Ministry of Finance	-	3 finalised <ul style="list-style-type: none"> <li>Department of Contracts</li> <li>Inland Revenue Department</li> <li>Value Added Tax Department</li> </ul>	11 <ul style="list-style-type: none"> <li>Insurance Reports</li> <li>Inter vivos and Architect's Reports</li> <li>IRS File</li> <li>IV Architect Report Values</li> <li>Old Cash Cards</li> <li>Receipt Registers Monte Di Pietà</li> <li>Registers Cash Office</li> <li>Share Transfer Causa Mortis</li> <li>Share Transfer Inter vivos</li> <li>Share Transfer IV Cont.</li> <li>Duplicate Copies of Denunzji Records (Capital Transfer Duty)</li> </ul>	-
Ministry for the Family, Children's Rights and Social Solidarity	8	4 being drafted <ul style="list-style-type: none"> <li>Benefits Compliance Directorate</li> <li>Directorate Corporate Services</li> <li>Office of the Umpire</li> <li>International Affairs Unit</li> </ul>	-	-

Ministry	Intra-ministerial meetings held	Development of Retention Policies	Appraisal Exercises	Transfer of Records to the Nations Archives
Ministry for Foreign Affairs and Trade Promotion	39	1 being drafted <ul style="list-style-type: none"> <li>Ministry Accounts</li> </ul>	1 <ul style="list-style-type: none"> <li>Pension files</li> </ul>	4 transferred <ul style="list-style-type: none"> <li>Secretary's personal Correspondence (January 1966)</li> <li>Mr Pullicino Correspondence (October to December 1966)</li> <li>Secretary, Correspondence (1965)</li> <li>Papers retained in special custody for File Amato Gauci</li> </ul>

Drawings of the Ġieħ ir-Repubblika and Qadi tar-Repubblika medals, badges and sashes. Accession 2019-56.



Maltese Alphabet issued by the  
"Għaqda tal Kittieba tal-Malti"

Letter types	Sound value	Examples				
1. A, a	a (Alef)	Arda, sâr	15.	L, l.	Elle (Lam)	Lejla
2. B, b	Be (Ba)	Bejt, bejeb	16.	M, m	Emme (Min)	Mejda
3. Ċ, ċ	Ċe (Ċim)	Ċajta, ċempel	17.	N, n	Enne (Nun)	Ngħas
4. D, d	De (Dal, djal } dhal (ħaża) }	Dahan Dâr dardan	18.	O, o	O (Alef & Voc)	Morri
5. E, <del>Ħ</del> e	{ <del>Effe (Fa)</del> E, Alef and va }	<del>Felfel</del> Elf, xêna	19.	P, p	Pe	Patris
6. F, f	Effe (Fa)	Felfel	20.	Q, q	Qn (Qaf)	Qadin
7. Ġ, ġ	Ġe (Ġim)	Ġellewż	21.	R, r	Ene (Ra)	Râs
8. G, g	Ga (Gam ghimel) }	giddieħ gandoffle	22.	S, s	Esse (Tsa sin, sâd) }	Silġ sûġ
9. Ħ, ħ	ħhaj	ħhaj, taħħna	23.	T, t	Te (Tha, ħa ta) }	Tul Tauru
10. H, h	He (Ha)	Deħer, fiħa	24.	U, u,	Wa and Voc	Sûfa
11. Ħ, ħ	Etħe (ħa)	ħobż, ħafer	25.	V, v	Ve	Vemleħ
12. I, i	I. i. î (Alef and Voc)	Ixti bîr	26.	W, w	Wq (Waw)	Wattħur
13.	Ja	Bjan	27.	X, x	Exxe (Xin)	Xêna
14.	Ka (kaf)	Kelħ	28.	Ż, ž	Zeta (żod)	Zokħ
			29.	Ž, ž	Žeta (żoj)	Žunġan

Above:

The Maltese alphabet as approved by the L-Għaqda tal-Kittieba tal-Malti on 18 December 1921 and sent to Prime Minister Ġużè Howard.

Photo: The National Archives of Malta

Opposite:

Franġisk Saver Caruana's Certificate of Conduct submitted with his application to serve as editor of *Il-Malti*, the journal of L-Għaqda tal-Kittieba tal-Malti.

Photo: The National Archives of Malta

# L-GĦAQDA TAL-KITTIEBA TAL-MALTI SET UP IN 1920

This year happens to be the 100th anniversary since the setting up of the *Akkademja tal-Malti*, the regulatory body responsible for the Maltese language between the early 20th century up to 2005, when the Maltese Language Act was enacted.

Initially known as *L-Għaqda tal-Kittieba tal-Malti* (Association of Writers of Maltese), it was set up on 14 November 1920 when 36 writers met and tasked a commission to develop a standard Maltese alphabet.

In September 1920, someone using the pseudonym X.C. published several letters in the newspaper *Il-Habib* (The Friend), calling for the setting up of an association to define a standard Maltese orthography and to promote Maltese literature.

A call was issued on 9 November inviting all authors to a meeting to be held five days later at the headquarters of the Unione Cattolica San Giuseppe, the owner and publisher of *Il-Habib*, at St Paul Street Valletta.

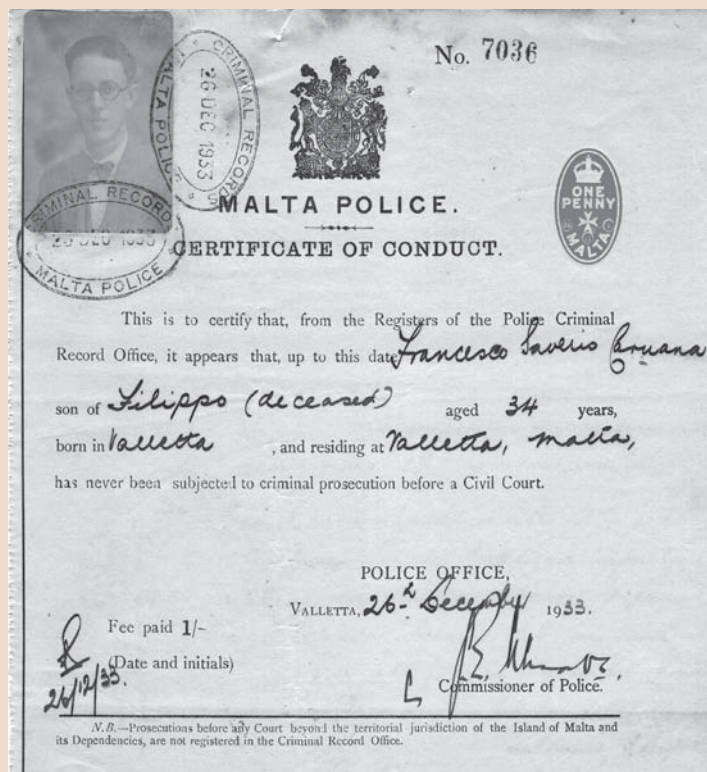
During this meeting, Ġużè Muscat Azzopardi and Franġisk Saver Caruana were chosen as President and Secretary of the newly-formed *L-Għaqda tal-Kittieba tal-Malti*. Incidentally, Franġisk Saver Caruana was the X.C. who wrote the anonymous letters on *Il-Habib*, that called for the setting up of such association two months earlier.

During the same meeting a commission was set up to draw up a report with a proposal for a standard Maltese orthography. The commission included Ġużè Muscat Azzopardi, Paolo Francesco Bellanti, Mons. Paolo Galea, Ninu Cremona, Dun Karm Psaila, Ġann Vassallo and Mons. Paolo Cauchi, the last two representing Gozo.

Their report was concluded after 17 meetings of the commission and was printed by Tipografia Giovanni Muscat as *Rapport fuk l-Alfabêġ Malti magħżul mill-Cummissjoni tal-Għakda tal-Chittieba tal-Malti* (Report on Maltese Alphabet) in 1921.

The standard alphabet was approved by the association on 18 December 1921: it was a phonetic alphabet with 29 letters. There were two amendments to the commission's report where the ġ and ū were changed into g and w.

Malta had just had its first self-Government according the 1921 Constitution and following the general elections held in 18-19 October.



Immediately the proposals were sent to the Prime Minister (then called Head of Ministry), asking Government to "provide any of the new types of letters which are wanting in the Government Printing Press and adopt the proposed Alphabet". (letter by Franġisk Saver Caruana, Secretary of the *Għaqda tal-Kittieba tal-Malti* Secretary F.S. to Head of Ministry Joseph Howard, 22 December 1921, NAM/EDU/26/1921).

The first statute of *L-Għaqda tal-Kittieba tal-Malti* was approved on 7 May 1922 and a committee was approved according to its provisions.

In 1924, the association published the first guidelines on Maltese orthography entitled *Tagħrif fuq il-Kitba Maltija* (Notes on Writing in Maltese), including orthography rules and a short grammar. This was printed in the Government Printing Press.

Ten years later, in 1934, the association proposals were endorsed by Government as the official Maltese orthography.

Letter by the *Għaqda Kittieba tal-Malti* to the Prime Minister about the proposed standard Maltese alphabet. Photo: The National Archives of Malta

19- Sda Reale,  
Valletta, 22nd. December 1921.

Honourable Sir,

I have the honour to inform you that at a general meeting of the members of the Union of Writers in Maltese (*Għaqda tal-Kittieba tal-Malti*) held on the 18th. inst., a draft of the Maltese Alphabet as proposed by the Commission appointed by the same Society on the 14th. Nov. 1920, was discussed and approved with a view to its being adopted in the Maltese Orthography.

The Commission's aims in devising a phonetic alphabet as advocated by the best scholars in Oriental Studies, were simply to place the actual scripture of our vernacular on a fixed standard of its sounds which so far have been vaguely represented by capricious transcription borrowed from foreign orthoepy which is practically embarrassing and scientifically incorrect.

It is therefore to be expected that if this Alphabet is favourably accepted by people who are anxious to promote the literary progress of our vernacular such as it is evidenced by the publications wide-spread of the Maltese Press, the Society will make it a duty to publish the full report on the orthographical rules which have already been set and compiled for the purpose of establishing a uniformity in Maltese writing amongst all writers and editors.

I beg hereby to attach a specimen of the Alphabet as issued by the Society.

The Society shall deem it an essential service of cooperation if the Government might provide any of the new types of letters which are wanting in the Government Press and adopt the proposed Alphabet in all vernacular publications.

I have the honour to be,

Sir,

Your most obedient servant,

*F. Saver*  
Secretary.  
*Għaqda tal-Kittieba tal-Malti*

To His Honour,  
The Head of the Ministry,  
The Palace.

# 3 ARCHIVAL PROCESSING

## 3.1 Introduction

The Archives Processing Unit's task is to ensure that records of national significance and enduring historical value are secured, described and preserved and made accessible to all those who seek to use them in their research.

All records transferred to the National Archives during 2019, as indicated in the previous chapter, will be sorted and eventually catalogued.

## 3.2 Cataloguing

Work on cataloguing projects, aided by students and volunteers, is a core business function of the Archives Processing Unit that has been ongoing for several years. Last year, the catalogues of the Office of the Prime Minister fonds (OPM), covering the period 1948-1979 and POL 9 (Mosta Police district, 1863-1970)) were concluded. Work was also carried out on Office of the President (OPR) photos, Malta Tourism Authority (MTA) photos, Education Department (EDU), Public Works Department (PW), the General Miscellaneous Reports fonds and other fonds as indicated in the following tables.

Cataloguing	
Fonds	No. of entries
Office of the Prime Minister (OPM) 1947-1950 / 1958-1979	25,013
Police 9 (POL 9) Mosta	111 boxes
General Miscellanea Reports (GMR)	1804
Commandant Internment Camp (Correspondences/Visiting & Advisory Committee) - 1940-1943	252
Malta Foreign Affairs (MFA01) - 1947	129
Department of Education (EDU02) - 1945-1946	1403
School Records - Paola B Primary	1704 photos

Reorganisation and Relocation of Documents	
Fonds	No of units/ boxes / plans / files/ vols
Police 6 (POL6) Sliema	110 boxes
Department of Museum - 1911-1980	1 Unit

Sorting, Cleaning and Reboxing of Documents	
Fonds	No of boxes / bundles / units / vols
Malta Tourism Authority (MTA) - ca 1980 - ca 1990	790 photos/281 negatives in sleeves
Office of the President (OPR) - ca 1990	146 photos in sleeves
President Eddie Fenech Adami -1987-2008	123 boxes
Passage Assistance Records (Manifest of ships & aircraft) - 1948-1975 / 1954-1984	1 unit
S. Vincent de Paul Hospital (SVDP)	122 vols
Department of Treasury (TREAS) - 1924-1945	555 boxes
Department of Emigration & Social Welfare - 1973-1980s	168 boxes
School Records - Gudja Primary	21 vols
School Records - Sliema Primary	43 vols
School Records - Paola B Primary	1704 photos
School Records - Lyceum	15 vols
School Records - Valletta Primary	10 Vols
School Records - Marsa Primary	41 vols

Digitisation	
Fonds	No of images
Documents (GOV, CSG, ARP, Army, etc.)	788
Passport applications (MFA01) 1920/1947	6,609
Architectural Drawings	2,750
PDE Sciortino Glass plates	928
OPR Guido De Marco	461
Customs (CUS IA)	1,616
Building Notices Indexes	9,000

### 3.3 Internships

This year we experienced a considerable increase in requests by students from local and foreign educational institutions for an internship or work experience at the National Archives. In all, we accommodated 26 students, with 12 of them being foreigners originating from France, Germany, Italy, Romania, Slovenia and Spain.

Most of these students applied for an internship ranging between 3 weeks to 3 months. We also had 5 students who worked on their Systems of Knowledge project by contributing to 20 hours of voluntary work. Another 4 students from the Giovanni Curmi Higher Secondary participated in a Career Exposure exercise, whereby students would discover the challenges and satisfactions faced on a job at the Archives. Finally, we had 5 students from the University of Malta, working on their Practicum as part for their fulfilment for their respective course.



*"My name is Georgiana and in these three wonderful months I have spent here, I can say that they have led to an important achievement in my life.*

*As far as the practical part is concerned, I was excited to learn so many things, such as document scanning, photo processing (OPR and MTA), archiving practices and cataloguing in different programs.*

*Another important aspect of my internship was the teamwork with other international students.*

*Of course, I could not have accomplished these aspects without the attention and help of such valuable, calm and patient people who always knew that no matter what the situation, there will be a solution.*

*Thank you to the Team National Archives!"*

*Georgiana Diana Irimus  
University Centre of North,  
Cluj Napoca, Baia Mare,  
Romania*



These students, after receiving an initial presentation on the safe handling of documents, were assigned various tasks, which included sorting, cleaning and re-boxing of documents, cataloguing and digitisation.

<b>Internship</b>				
Blaz Vogrin	Slovenia	High School Ekonomska, Brezice, Slovenia	March – April 2019	Cataloguing
Tjasa Zagar	Slovenia	High School Ekonomska, Brezice, Slovenia	March – April 2019	Digitisation
Elea Diskordia	Germany	Hans-Litten Schule, Germany	May – June 2019	Cleaning and labelling
Hatice Nur Mafratoglu	Germany	Hans-Litten Schule, Germany	May – June 2019	Cleaning, labelling and digitisation
Dominik Gundogdu	Germany		May – July 2019	Sorting, cataloguing and digitisation
Giorgiana Diana Irimus	Romania	University Centre of North Cluj Napora, Baia Mare	July – September 2019	Sorting, re-boxing, cataloguing and digitisation
Florianne Henry	France		August – October 2019	Conservation
Iago Molina Varela	Spain	University of Santiago de Compostela	September - November 2019	Sorting, Re-boxing , cataloguing and digitisation
Georgia Hardcastle	Germany	University of Disburg-Essen	September 2019	Cataloguing and digitisation
Lucilla Politi	Italy	La Sapienza, Rome	September - November 2019	Sorting, labelling, re-boxing, cataloguing and digitisation
Enya Fischer	Germany	Vocational School, Soest	September - October 2019	Sorting, labelling, re-boxing, cataloguing and digitisation
Frederick Norris	Germany	Vocational School, Soest	September - October 2019	Sorting, labelling, re-boxing, cataloguing and digitisation

<b>Systems of Knowledge</b>				
Terence Vassallo	Malta	Sixth Form	January – March 2019	Sorting and cataloguing
Marsha Laci	Malta	Sixth Form	July – August 2019	Pagination, cataloguing and digitisation
Alexia Spiteri	Malta	Sixth Form	July – August 2019	Pagination, cataloguing and digitisation
Nigel Camilleri	Malta	Sixth Form	July – August 2019	Pagination, cataloguing and digitisation
Raisa Zammit				

"During my three-week internship in September I was enabled to get a glance into the different working fields of an archive. Specialising on the digitalization process I not only learned about the technical tasks, but furthermore had an insight into various issues since I have worked on different collections. A short introduction on the building and the storage of documents in the beginning, caught my interest as it greatly differs from German Archives. Furthermore, the range regarding time and content was very astonishing.

An introduction to the work in the Conservatory Lab also was very informative. A presentation on conserving methods illustrated the importance of caution that is needed when handling old documents. Furthermore, the introduction to modern techniques used for treatment of damaged documents was very interesting.

I can recommend an internship at the National Archives of Malta. In particular, when you come from a Northern or Middle European country as I do. The very fact that climate conditions differ so greatly from, for example German ones, and the different architecture of the buildings reflect the way archives are run.

Finally, I want to thank everyone for being so welcoming, helpful and for introducing me to their work. I really enjoyed my time. Thank you."

Georgia Hardcastle,  
University of Duisburg  
Essen, Germany



**Career Exposure**

Aisha Altriki	Malta	Giovanni Curmi Higher Sec	July 2019	Cataloguing and re-boxing
Sherise Mangion	Malta	Giovanni Curmi Higher Sec	July 2019	Cataloguing and re-boxing
Kluivert Galea	Malta	Giovanni Curmi Higher Sec	July 2019	Sorting and cataloguing maps/ plans
Greg Gauci	Malta	Giovanni Curmi Higher Sec	July 2019	Sorting and cataloguing maps/ plans

**Practicum**

Rona Briffa	Malta	UoM History of Art	April – May	Sorting and digitisation of maps/ plans
Cherise Caruana	Malta	UoM History of Art	April – May	Sorting and digitisation of maps/ plans.
Simon Ciantar	Malta	UoM Dip Archives	August 2019	Sorting, re-boxing and cataloguing
Lianne Rapinett	Malta	UoM Dip Archives	August 2019	Digitisation
Michael Buhagiar	Malta	UoM Dip Archives	August 2019	Cataloguing and re-boxing

**3.4 The Map Room**

During 2019 the Map Room's main projects included in the digitisation of both the Record Plans from the Ordnance Department, and the Santa Maria Addolorata Cemetery Collection (1870-1939).

Beside these collections, items from several other fonds or private collections were digitised, including posters from the Rabat Wignacourt Museum, Cemeteries managed by the Commonwealth War Graves Commission, Memorja Project, OPM, CSG, PWD, Police Files and LGO.

Plans scanned and inputted into Database (PDM) 2019	1822
Other non PDM scanned images (OPM, CSG, Police, PWD, LGO and scans for National Archives Staff)	442
High Resolution scans for Memorja Project	361
High Resolution scans from private collections (copies of these digitized images were donated to the National Archives)	125
Minor repairs	470

One hundred and twenty-eight research sessions were held at the Map Room, during which a digital scan of 536 records was requested.

The Map Room was also responsible for the digitisation of 1443 records requested by Heritage Malta and provided for in terms of a collaboration understanding between the two agencies. These included records related to forts Saint Angelo, Saint Elmo and Ricasoli as well as Addolorata Cemetery.

# 4

## CONSERVATION LABORATORY

### 4.1 Conservation Work

Forty-seven conservation jobs were carried out during 2019. These involved material from sixteen different fonds held at the National Archives, namely: MCC, CSG01, CSG 02, GOV 01, POL 5, POL 9, OPM, TOU, MFA 01, MDP, PWD, GMR, EDU, ARP, Pious Foundations and Building Notices.

The main project was the conservation of documents from the Magna Curia Castellania (MCC); 154 bundles were processed, and conservation work was carried out on 3401 folios.

Two major conservation jobs originated from the Gozo Section: an original plan of the Ta' Pinu Sanctuary by architect Edwin A. Vassallo dated 1919 and two volumes 'Herbarium Melitense' by Ninu Cremona. The latter volumes consist of samples of dried wild plants collected between 1908 and 1920.

Material from our Legal Section in Mdina involved work on two volumes 'Reg. Act. Off. Syndicaus' and 'Inventaria Actorum Originalum.'

As in other years, first line of conservation was performed on architectural plans before digitisation; these included plans from Addolorata Cemetery, Railway and Tramway folders. Preservation works also included material from the Memorja Project.

Chief Conservator Mario V. Gauci



Three initiatives involving conservation work on records from private collections were undertaken, including work on an original copy of the *Ktyb yl Klym Malti* by Mikiel Anton Vassalli. The National Archives' conservators published a paper on this work in issue 8 of Heritage Malta bulletin 'Tesserae'.

Thirty Damage Notification Forms were handled following a request by the Reading Room staff to carry out the required interventions on items requested by researchers.

We collaborated with Heritage Malta Restoration Unit with regards to the collection of 930 glass plate negatives by photographer Emmanuele Sciortino. Conservator Lindsay Galea visited the Conservation Laboratory at the National Archives and shared her know-how on the best practices for the cleaning, consolidation and housing of the collection. This work was then carried out by our conservators in preparation for the digitization of the plates. Exchanges were also held about the scanning facilities used by Heritage Malta at the Fototeca within the Archeology Museum in Valletta and the quality of the digital images being obtained through the scanning methodology used by Heritage Malta and the digital photographic imaging technique being used at the National Archives.

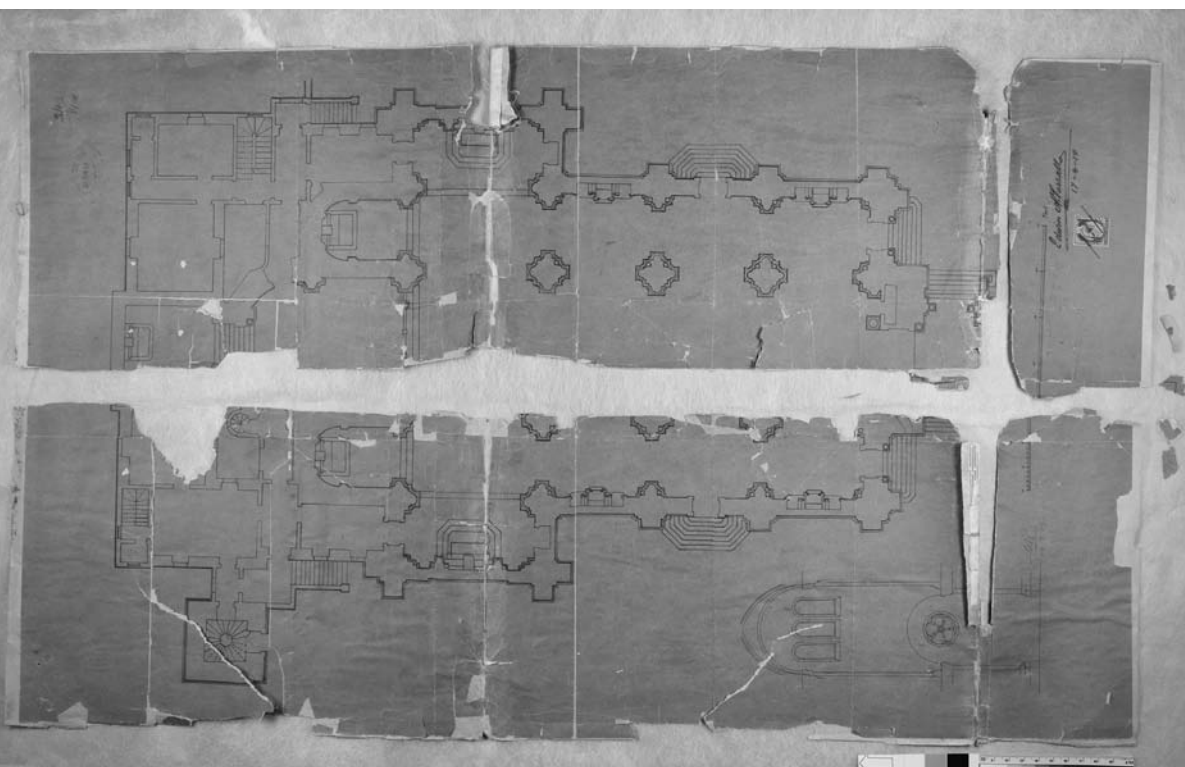
Following a request by Heritage Malta's Restoration Unit a visit at their book and paper conservation laboratories in Bighi was carried out in order to setup and demonstrate to the conservators how to use and maintain their new leaf-casting machine.

An induction program to three new National Archives employees included the power point presentation 'Safe Handling of Archival Materials' and a tour of the facilities at the conservation laboratory. This power point is also presented to all students having a placement within the Archives.

## 4.2 Inspections and Condition Reports

External inspections were held at the archives of Transport Malta in Pembroke, the archives of the Franciscan community in Valletta and the archives of the Health Department in Attard. These were held with the aim to assess and report on the condition of archival holdings.

A further visit was held as a follow up to the report on the Archives of the Confraternity of Charity in Valletta. A meeting was also held at the Public Registry in Gozo following a request by the Director to discuss on the best way forward for the conservation of registers held within this unit.



Ta' Pinu Church  
(Gozo) plan  
before restoration.



Signing of MOU with the Malta Association of Professional Conservator-Restorers, October 2019.

In-house visits to acquire information on the best practises in preservation were organised for Dr. Sonia Consiglio, Head of Unit at the Public Registry in Valletta and a private person who had contacted the archives for such advice.

### **4.3 MOU with the Malta Association of Professional Conservator-Restorers**

On 10th October the National Archives and the Malta Association of Professional Conservator-Restorers (MAPCo-Re) concluded and signed a memorandum of understanding acknowledging the importance of historical research within conservation-restoration projects and the ethical choice of selecting professional conservators to preserve such important historical documents. MAPCo-Re is reaching out to various stakeholders in the cultural heritage field and proposing memoranda of understanding for further collaboration. The MOU signed with the National Archives of Malta was the first one.

### **4.4 Internship**

Henry Florianne a Master of Conservation student from L'École de Condé in Paris (Restoration of Cultural Heritage Unit) spent a two-month internship at the Conservation Laboratory between mid-July to mid-September.

### **4.5 Laboratory Tours**

Throughout 2019 we hosted 42 visits, including around 670 participants. This was a record number when compared to previous years. They came from various local and foreign institutions, including the University of Malta (various faculties), foreign universities, voluntary organisations, Local Councils, the Junior College, the Higher Secondary and Secondary Schools.

### **4.6 Voluntary Work**

As in previous years Francesca del Rio offered her time to carry out voluntary work in the Conservation laboratory amassing a total of over 116 hours.

Il-Kumitat u l-Kummissjoni  
 ta' "L-Ghaqda tal-Kittieba tal-Malti"  
 (1922)



Ġużê Micallef Kumitat	Rog. Cachia Kumitat	A. M. Borg Kumitat	F. S. Caruana Segretarju	Ġużê Micallef Goggi P.P. Kumitat
Ġużê Darmanin Demajo P.L. Kaxxier	Mons. Prof. Dun Karm Psaila Kumitat u Kummissjoni	Kav. Ġużê Muscat-Azzopardi B.M., P.E.P., P.L. President tal-Kumitat u l-Kummissjoni	Ġanni Vassallo Kummissjoni Ghawdex	Ninu Cremona Kumitat u Kummissjoni

The Committee of the *L-Ghaqda tal-Kittieba tal-Malti* and the members of the Commission set up to propose a standard Maltese alphabet.  
 Photo: *Akkademja tal-Malti*



# 5 PUBLIC SERVICES

## Introduction

Our Reading Rooms and the public services we offer at Rabat, Mdina and Victoria are at the heart of our institution. As in previous years, the Public Services Unit at the National Archives of Malta has been committed to give an excellent service to all our customers. Our commitment is not only to give the best possible service assisting our clients in all their needs and requests but we also committed to improve the existing databases and finding aids at our Reading Room.

## 5.1 Customer Care

Throughout 2019 we have worked and completed the cataloguing of the Office of the Prime Minister collection (OPM), with over 20,000 entries. Now researchers can have full access to this database which is one of our largest collections covering the period between 1948 and 1979.

Another measure directed at improving the customer's experience which has been launched last year is the process of issuing a researcher card to our regular customers. The main aim of this measure is to facilitate the registration process when clients visit our Reading Room. Up till now we have 180 regular researchers registered with us and issued with a card.

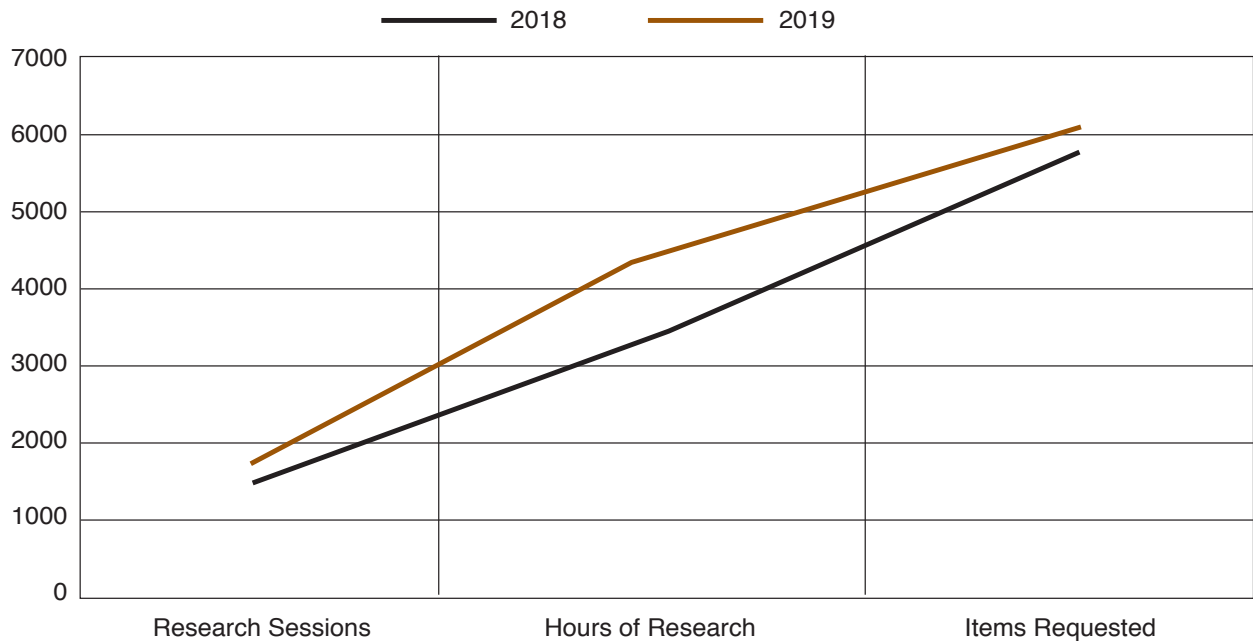
### Reading Room Statistics, 2019

	Research Sessions	Research Sessions during extended hours (Thurs and Sat)	Total % for out of hours services	Hours	Items Consulted
January	126	52	41.28%	281	706
February	92	38	41.32%	131	358
March	126	47	34.55%	266	364
April	145	49	33.80%	393	422
May	140	35	25.00%	332	406
June	119	37	31.10%	319	342
July	143	44	30.78%	373	470
August	178	58	32.58%	500	593
September	140	52	37.15%	342	542
October	182	63	34.62%	504	551
November	172	56	32.56%	519	836
December	124	28	22%	381	475
<b>Total</b>	<b>1653</b>	<b>559</b>	<b>33.14%</b>	<b>4341</b>	<b>6077</b>

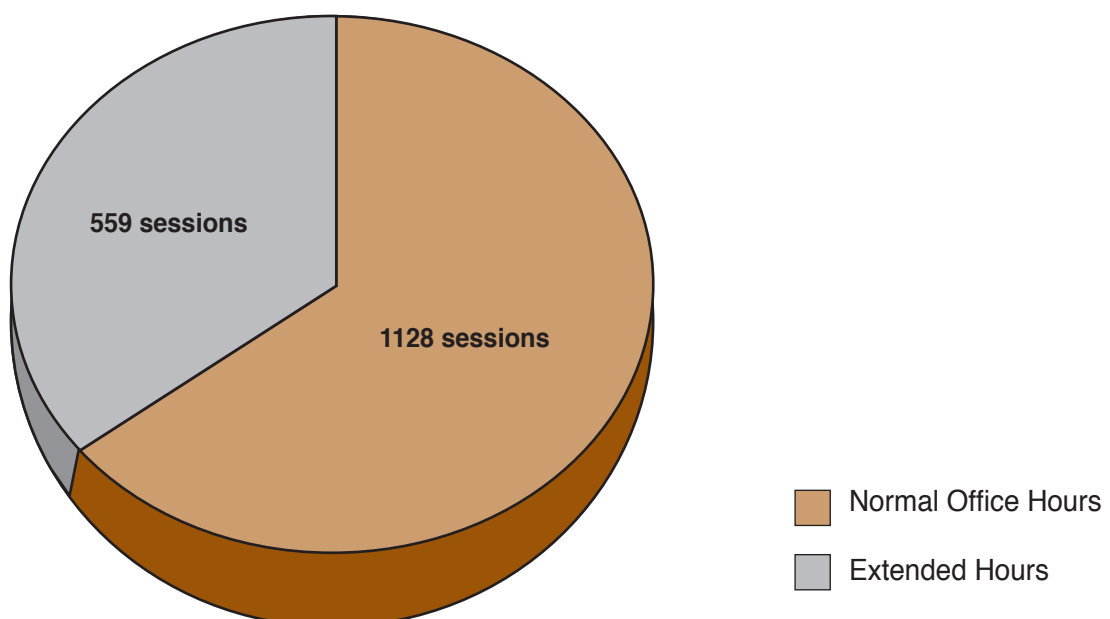
Comparing the above statistical data with the previous year, one may notice an increase in activities for our unit. As regards the research sessions there was an increase of 164 over the previous year leading to an increase in the amount of hours of research and in the items requested.

It is interesting to note the amount of research sessions conducted during our extended hours, namely Thursdays afternoon between 1500 and 1930 and on Saturdays. The total number of sessions during these hours reached 559, which correspond to around 33% of all the sessions carried out throughout the current year.

### Reading Room Statistics, 2019 compared to 2018

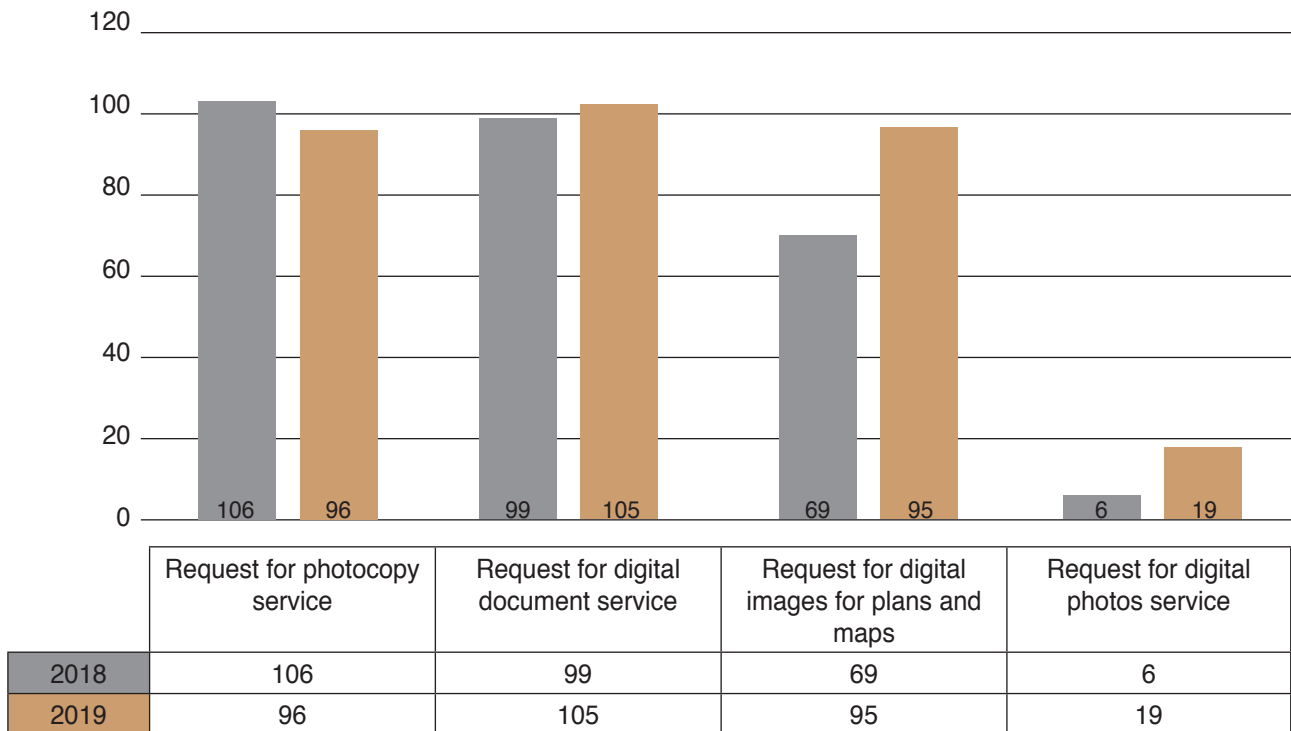


### Research Sessions, 2019



An increase in most copying services has been registered during 2019 while slight negative trend has been noted with regards to requests for photocopies. The latter trend was similar to 2018; most probably this is the result of the 2017 policy allowing researchers to use their own digital cameras.

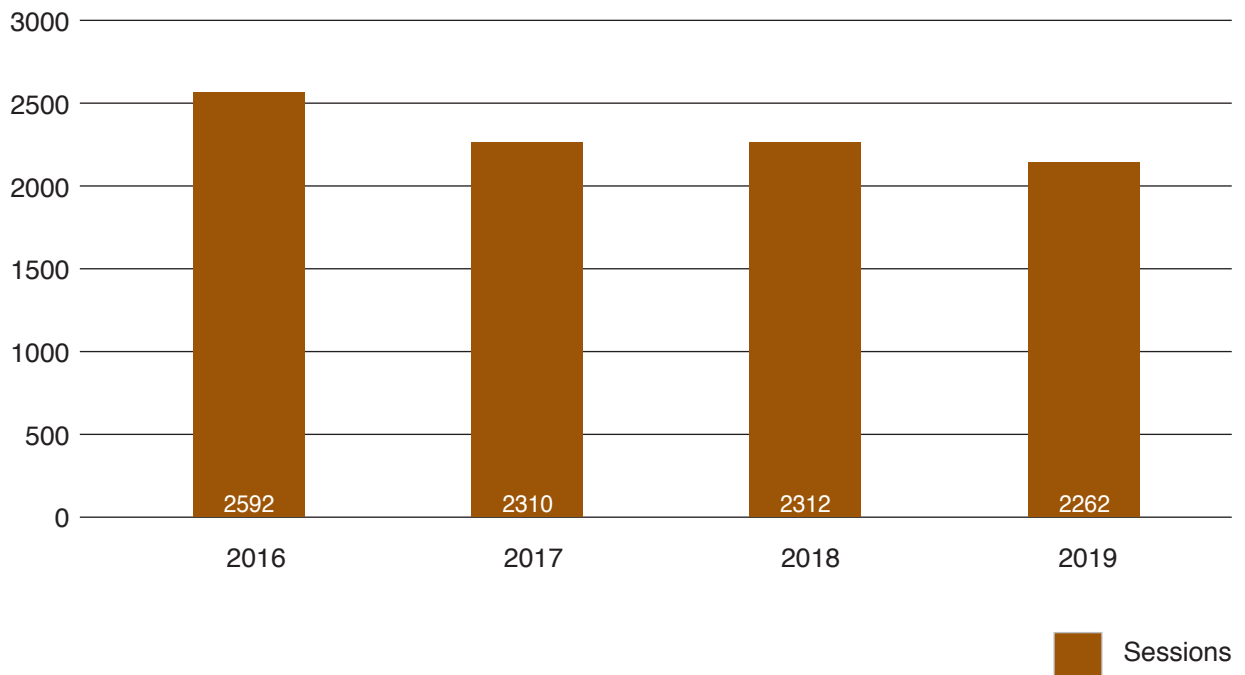
### Copying Services, 2019



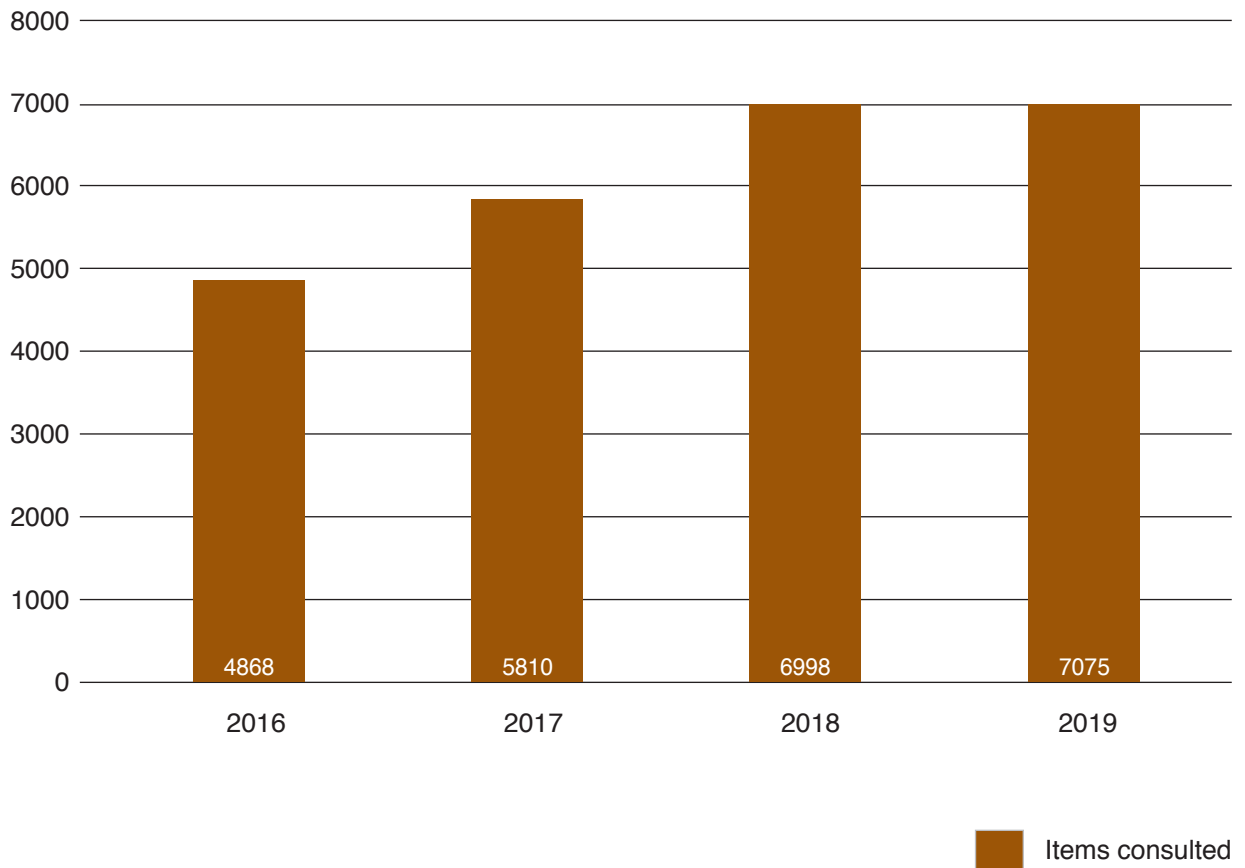
The CSG (Chief Secretary to Government), the MFA 01 (Passport Applications) and the BN (Building Notices) remained the most-consulted collections. However, this year saw also a significant increase in the requests for the POL (Police Occurrence Reports). This collection provides in terms of research, among other things, an opportunity to tap into the social aspects of the town or village life.

Items requested by fonds, 2019															
	BN	CIN	CSG	CUS	GMR	GOV	MIL	MFA	NA 92-04	OPM	OPU	POL	PWD	Misc	Total
January	56	3	359	30	2	24	21	44		6	38	65	18	39	705
February	45	2	101	5	1	14	1	13		25	85	29	4	33	358
March	28	10	38	12	32	10	4	61	3	4	12	76	57	19	366
April	20	11	118	38	7	21	4	66	7	19	15	41	23	38	428
May	59	6	57	28	15	17	11	53	8	25	30	38	21	37	405
June	25	12	54	3	15	20	6	59	4	10	50	42	12	30	342
July	60	2	55	12	15	24	13	97	3	24	47	81	5	32	470
August	40	15	104	31	2	40	15	95	7	19	76	99	23	27	593
September	73	6	84	12	49	3	23	69	3	34	30	53	45	58	542
October	74	12	88	49	16	29	5	66	7	20	29	70	45	46	556
November	37	3	342	5	38	17	19	95	22	14	44	83	69	49	837
December	46	18	118	3	11	25	12	53	9	23	15	33	83	26	475
<b>Total</b>	<b>563</b>	<b>100</b>	<b>1518</b>	<b>228</b>	<b>203</b>	<b>244</b>	<b>134</b>	<b>771</b>	<b>73</b>	<b>223</b>	<b>471</b>	<b>710</b>	<b>405</b>	<b>434</b>	<b>6077</b>

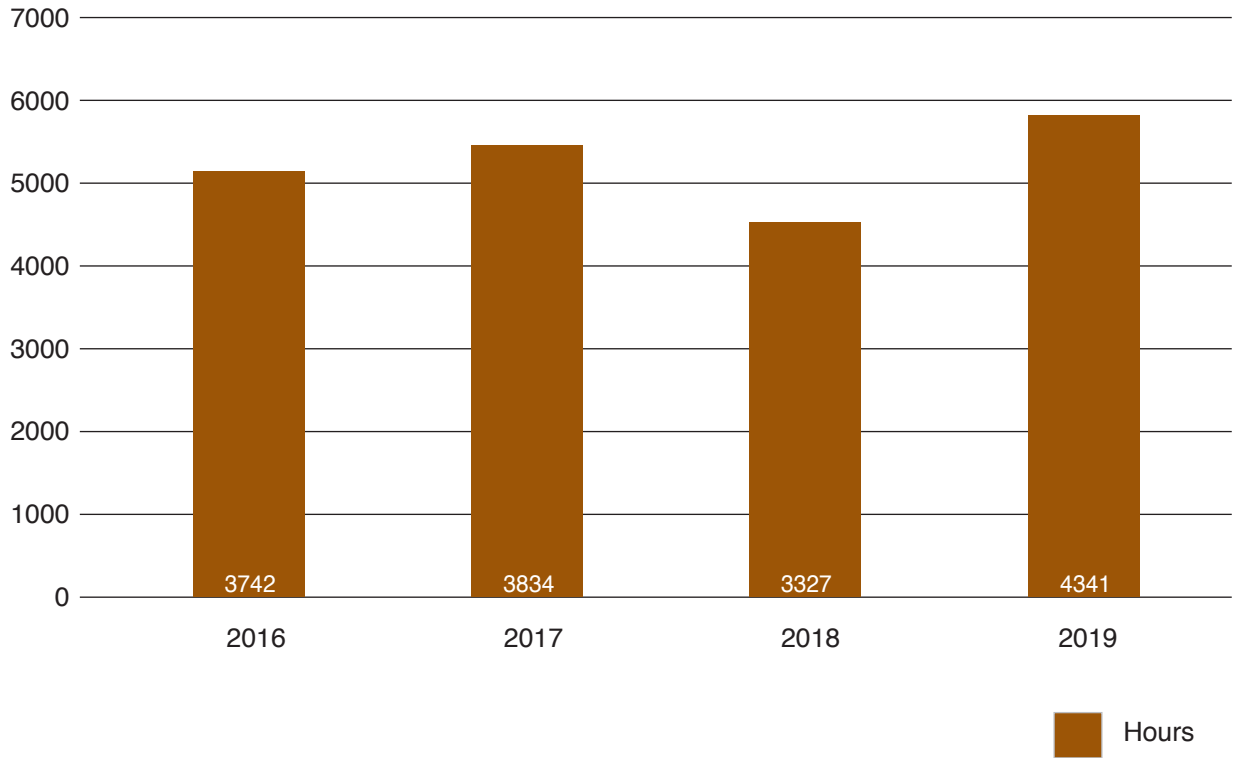
## Research Sessions 2016 -2019



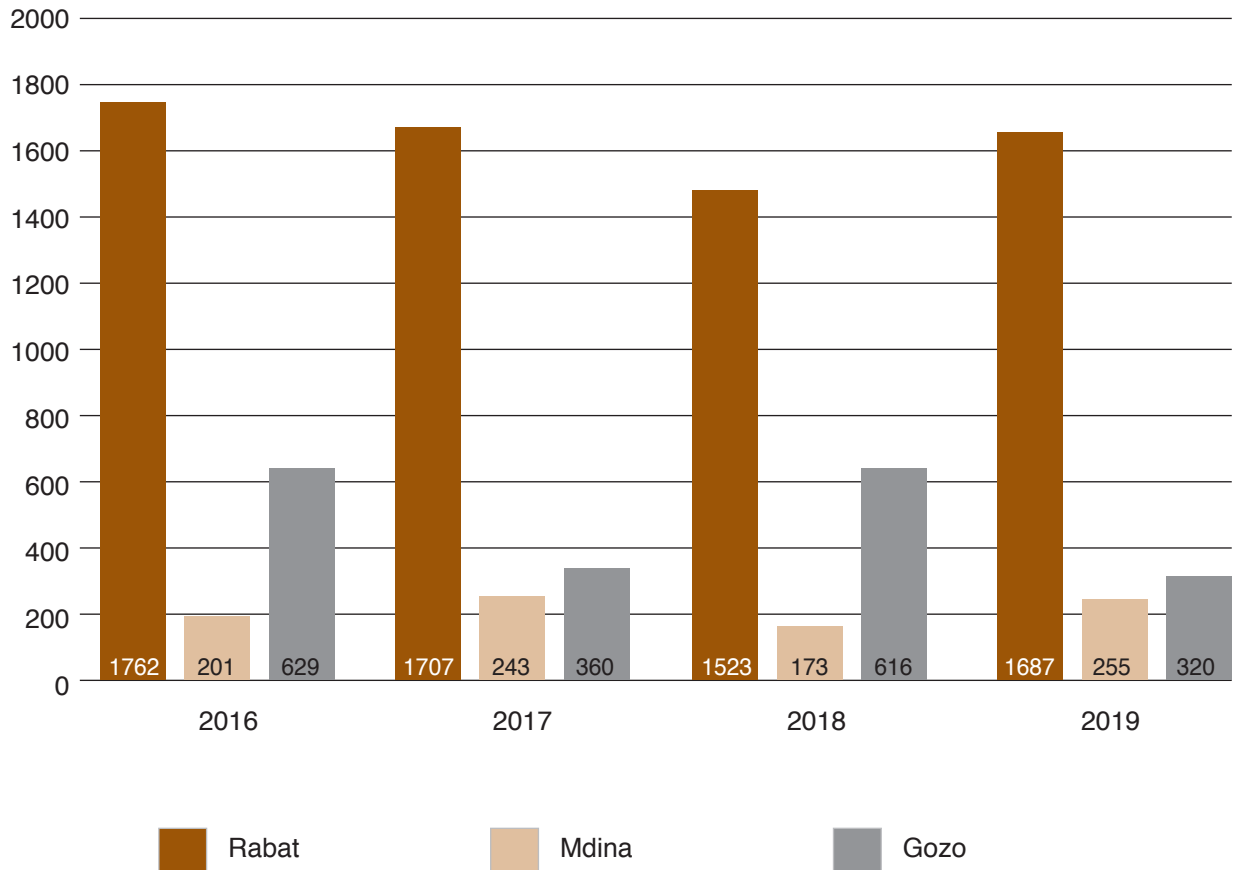
## Items consulted 2016 - 2019



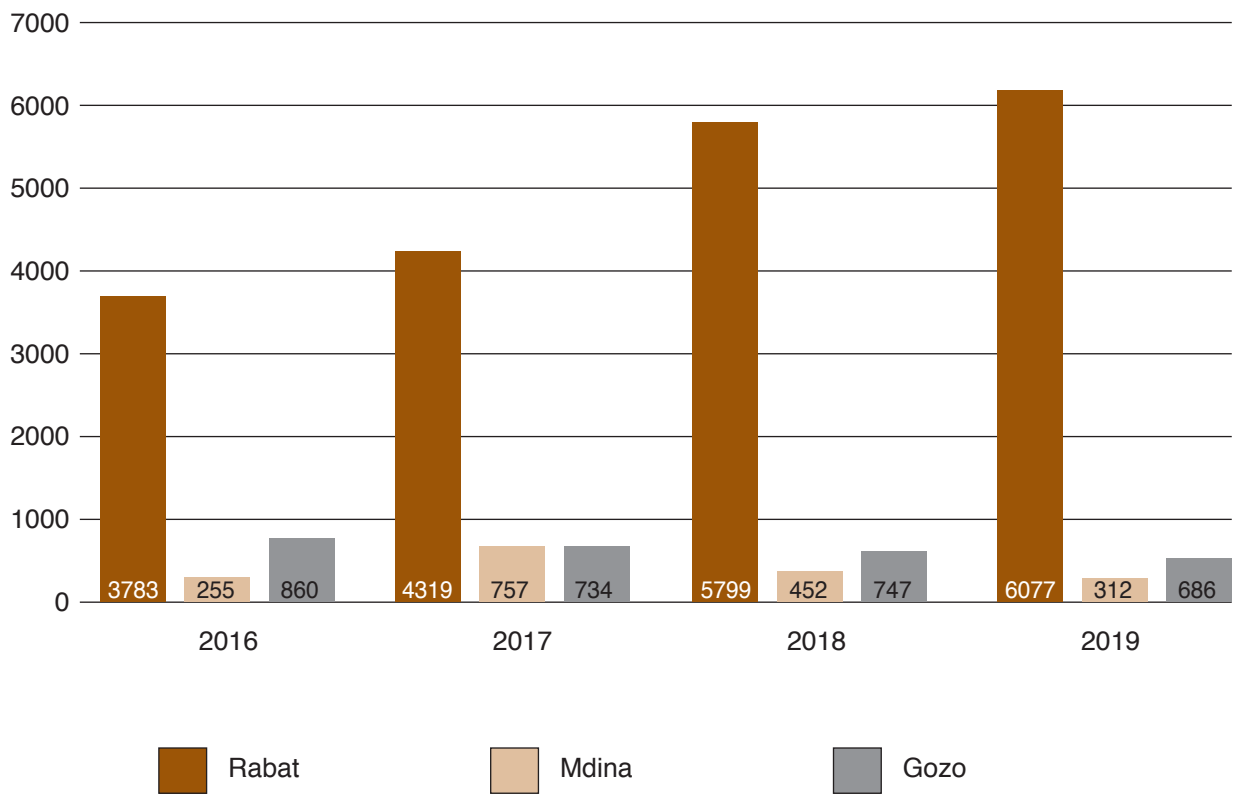
### Research hours in our Reading Rooms 2016 - 2019



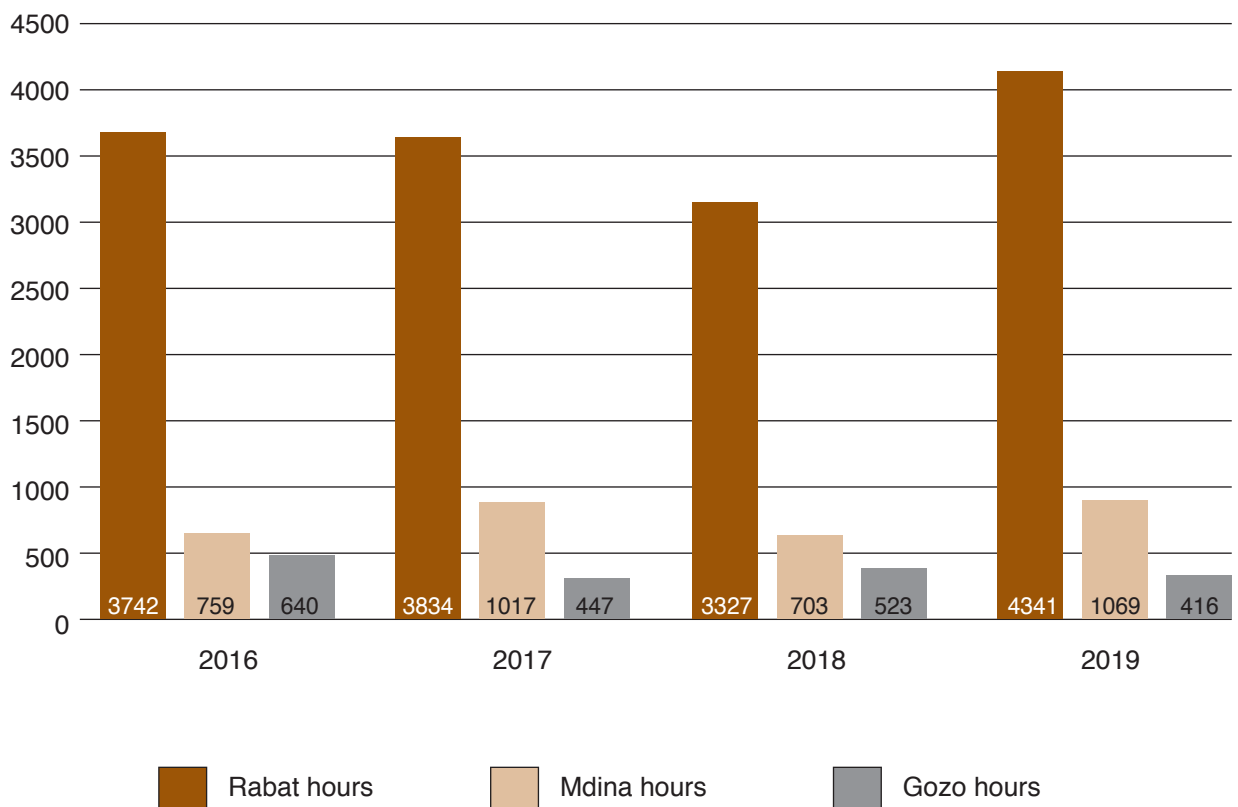
### Research Session 2016 - 2019



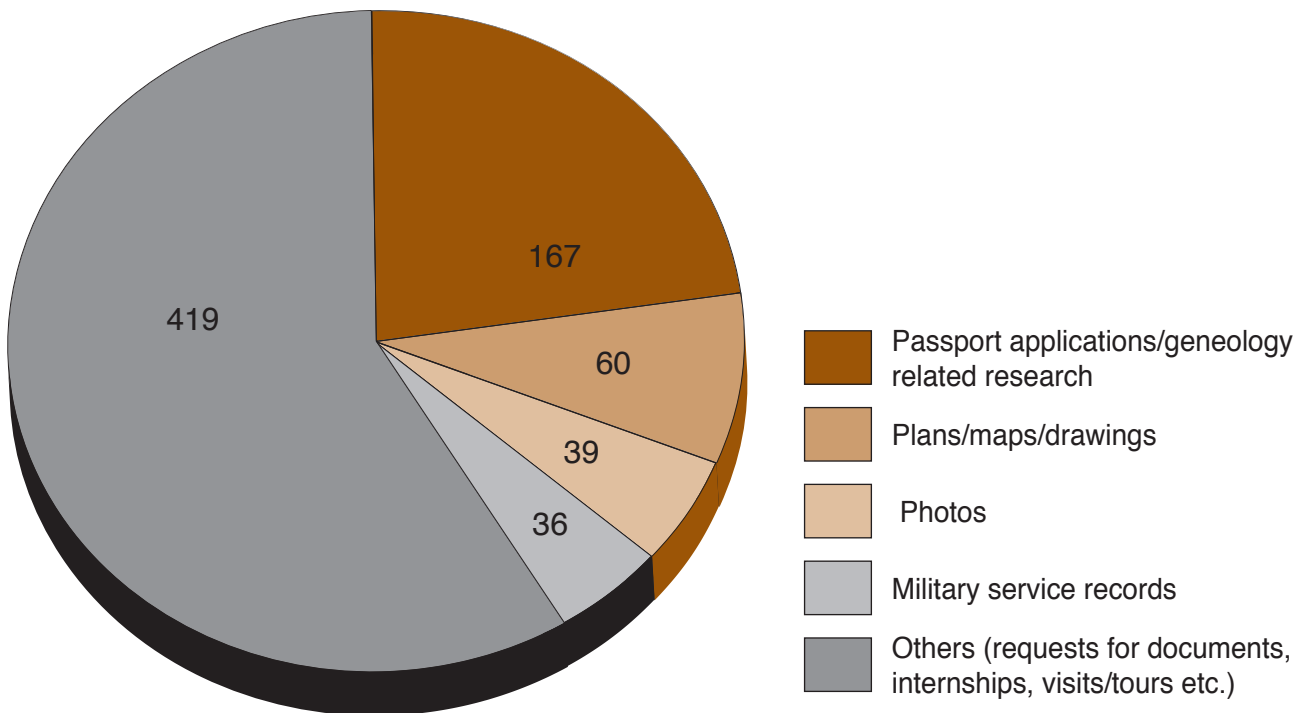
## Items consulted 2016 - 2019



## Research hours 2016 - 2019



## Customer Care requests 2019



Our data does not include the documents accessed in a digital format, both on site and from home through the Archives Portal Europe website. Some of the collections that may be accessed digitally are the Passport Application Collection (MFA 01), the Photographic Collection which can be accessed online, whilst others (eg Cabinet and Customs collections) may be accessed digitally at our Reading Room. No record is kept on the amount of research activity carried out from these sources.

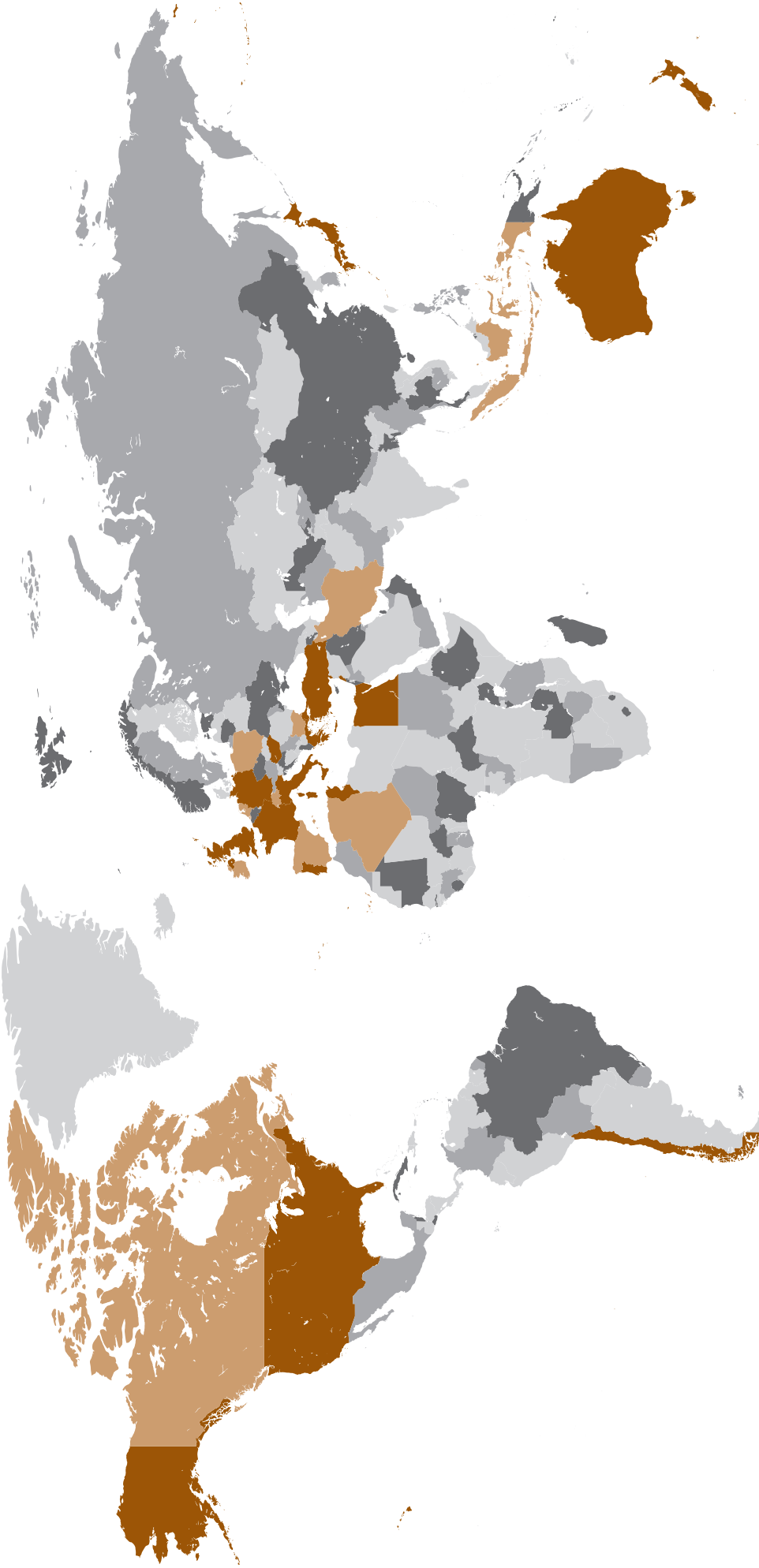
During 2019 we received 764 e-mail requests, an increase of 178 over 2018 requests; the majority were received during April, while the least requests were received in December.

More than half of the requests were received from Maltese residents (523 requests) while 241 were submitted by persons residing out of Malta.

Online Customer Care requests 2019													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Total requests
	67	64	74	84	63	63	51	62	69	58	69	40	764
Maltese requests	51	43	52	64	38	38	36	47	50	36	42	26	523
Foreign requests	16	52	22	20	25	25	15	15	19	22	27	14	241

E-mail requests from foreign countries originated mainly from Australia (64 requests), followed by the United Kingdom with 44 requests, and France and Italy at a par with 20 requests each.

Online requests by country of origin, 2019.



Foreign customer care requests (in descending order)	
Australia	65
United Kingdom	44
France	20
Italy	20
United States of America	6
Canada	5
Switzerland	4

Germany	3
Tunisia	3
Poland	2
Greece	2
Egypt	2
New Zealand	2
Sicily	1
Lebanon	1

Hungary	1
Ireland	1
Netherlands	1
Bulgaria	1
Turkey	1
Algeria	1
Spain	1
Portugal	1

Indonesia	1
Chile	1
Japan	1
Iran	1
Others (country not indicated)	49
<b>Total</b>	<b>241</b>

Map courtesy of Vecteezy.com



Similarly to previous years, requests for passport application records were the most popular. In fact, 23% of requests received this year were for passport applications or genealogy-related research, followed by requests for plans/maps/drawings (8%), requests for photos (6%) and military service records (5%).

## 5.2 Educational and Cultural Visits

Educational and Cultural visits requested by schools and other entities are becoming more popular. These visits are an important component of our outreach programme as through them we are increasing the awareness about the National Archives and about the material that we hold. It is not uncommon that a participant in these visits eventually becomes a researcher.

Last year we organised 45 visits and hosted 717 visitors, an increase of 50% over the previous year. Twenty six of these visits were requested by various educational institutions ranging from Secondary, post-Secondary and University institutions.

As in previous years, the National Archives worked closely with the Department of Education in coordinating visits by students studying History at secondary level, to have a hands-on experience of research from the sources. In fact, 10 visits were requested by various secondary schools in which 126 students took part in this exercise.

Requests by groups and non-governmental organisations to visit the National Archives increased significantly over the previous years. Below is the list of all the visits conducted at the National Archives during 2019.

Date	Name of Organisation/Persons	Number of Attendees	Location Visited	Purpose of Visit
03/01/2019	Group from Mosta.	6	Head office	Cultural
09/01/2019	Memorja project participant - Dave Muston	3	Head office	Cultural
15/01/2019	PN section, Birkirkara	31	Head office / Pharmacy	Cultural
23/01/2019	St Thomas More College, Zejtun - Year 8	28	Head office	Educational
06/02/2019	St Thomas More College, Zejtun - Year 8	25	Head office	Educational
06/02/2019	St Thomas More College, Zejtun - Year 8	27	Head office	Educational
07/02/2019	St Thomas More College, Zejtun - Year 8	25	Head office	Educational
21/02/2019	Dip. ARM, University of Malta	9	Head Office	Educational
04/03/2019	École Nationale Supérieure de la Photographie	12	Head office	Educational
07/03/2019	Air Malta former and current employees	14	Head office	Cultural
14/03/2019	Vittoriosa Historical and Cultural Society	50	Head office / Pharmacy	Cultural
27/03/2019	Department of Art and History of Art, University of Malta	7	Head office	Educational
02/04/2019	Luther College	14	Head office	Educational
08/04/2019	St Gorg Preca Sec, Hamrun & St Thomas More St Lucia -History Option	15	Head office	Educational
09/04/2019	St Claire's College - History Option	15	Head office	Educational
10/04/2019	St Thomas More College, Zejtun - History Option	16	Head office	Educational
12/04/2019	Dep of Art and History of Art, UoM	7	Head office	Educational

Date	Name of Organisation/Persons	Number of Attendees	Location Visited	Purpose of Visit
29/04/2019	St Ignatius College, Handaq - History Option	16	Head office	Educational
02/05/2019	BSc Home Economics - UoM	10	Head Office	Educational
06/05/2019	Gozo Sec School, History Option Year 10	5	Head Office	Educational
07/05/2019	Giovanni Curmi Higher Secondary	20	Head Office Banca Giuratale	Educational
08/05/2019	St Benedict College, Kirkop - History Option	10	Head Office	Educational
13/05/2109	St Theresa Sec, Mriehel and Maria Regina Sec, Mosta - History Option	10	Head Office	Educational
15/05/2019	St Ignatius College, Handaq - History Option	12	Head Office	Educational
16/05/2019	Sacro Cuor Parish	22	Pharmacy/ Head Office	Cultural
17/05/2019	St Theresa Sec Mriehel - History Option	12	Head Office	Educational
20/05/2019	St Albert College, Valletta - Form 4	22	Head Office	Educational
21/05/2019	St Edwards College, History Option	15	Head Office	Educational
27/05/2019	BSc Home Economics - UoM - Fieldwork and research ONLY	9	Reading Room	Educational
30/05/2019	Special needs students - Archbishop Seminary School	6	Head Office	Educational
14/06/2019	Erasmus - Librarians, Information Professionals and Conservators from Universities of Cadiz and Split.	8	Head Office	Educational
24/06/2019	US and Canada expats	11	Head Office	Cultural
04/07/2019	SOS Malta - VolServ group	13	Head Office	Cultural
10/07/2019	Byelorussian Delegation	7	Head Office	Cultural
14/09/2019	Memory of the world workshop - UNESCO	17	Head Office	Cultural
26/09/2019	Doctors and Students from Barts Medical School	15	Head Office/ Pharmacy	Cultural
01/10/2019	Balzan Old Boys	50	Head Office/ Pharmacy	Cultural
03/10/2019	Doctors and Students from Barts Medical School	10	Head Office/ Pharmacy	Cultural
14/10/2019	Alliance Group - Germany	19	Head Office	Cultural
11/11/2019	SOS Malta - VolServ	18	Head Office	Cultural
12/12/2019	Photography Students - Giola Cassar	7	Head Office	Educational
15/11/2019	MA Cultural Heritage Management and MA Archaeological practices	17	Head Office	Educational
26/11/2019	Migration study unit - UoM	25	Head Office	Educational
06/12/2019	History of Art (1st Year) UoM	14	Head Office	Educational
17/12/2019	Pensioner - former teachers	10	Head Office	Cultural

### 5.3 Outreach Services

Our outreach efforts seek to increase the public awareness of our services, to highlight the significance of archival records and to foster public interest in national memory. These efforts include organised public lectures, seminars, exhibitions and a strong presence in the media.

#### ***Il-Mixja tal-Mara fil-Politika***

We assisted the Parliamentary Secretariat for Reforms, Citizenship and Simplification of Administrative Processes within the Office of the Prime Minister in organising this exhibition on Maltese women's progress in politics. Inaugurated on March 7 at the Parliament building, the exhibition included the findings of research into efforts by both female and male activists who, since the time of British colonialism, wanted women to be given the right to vote. A record related to Leopoldo Vizzari de Sannazaro, who had proposed to the 1919 National Assembly in 1919 that women should be given the right to vote, a proposal which had been ignored until 1947, has been exhibited for the first time.

#### **Sette Giugno Centenary Celebrations**

The National Archives was heavily involved in the commemoration of the 100th anniversary of the June 1919 riots. Our involvement led also to the discovery and publication of hitherto unknown records.

The main project was the partnership with the Public Broadcasting Services in the scripting and production of the four-part series *Culhatt al Belt* that analysed the background, genesis, events, experiences and aftermath of these seminal events. The series was broadcasted between the 3 and 6 June. *Fondazzjoni Ċelebrazzjonijiet Nazzjonali* and Heritage Malta participated also in this production.

We also participated in an exhibition commemorating these events that was held at the Parliament Building and later on at the Museum of Archeology. The organisers of the exhibition, entitled *Culhatt al Belt Sette Giugno 1919-2019*, included also Heritage Malta and the *Fondazzjoni Ċelebrazzjonijiet Nazzjonali*.

#### **Tessie by Giola**

Between 24 October and 7 November we hosted TESSIE, an exhibition and a book by Giola Cassar. TESSIE was inspired by the personal stories of Tessie Scerri, a 102 year-old former teacher. Delicate portraits dialogued with composites from old family albums in over 100 pages of carefully-constructed sequences of imagery and created a biographical collage spanning over a century. In this photographic narrative accompanied by textual fragments, Tessie has been both the storyteller and the embodiment of all the places, objects and people she spoke about.

#### **Quest for the Maltese Żaqq: A Lost Piping Tradition**

The National Archives published *Quest for the Maltese Żaqq: A Lost Piping Tradition* by Karl Partridge. This book tells the story of how, in the 1970s, Karl tracked down elderly men who played the Maltese żaqq and rescued Maltese pipe music for posterity. Drawing on his own diaries and photographs, that he donated to the National Archives in 2013, he paints a vivid picture of what life was like for impoverished rural folk and villagers in Malta at that time. At the core of the book are mini-biographies of the last generation of now deceased żaqq players, compiled from personal recollections and interviews with their family members in Malta. This well-illustrated book is packed with information, not only about the żaqq and how to make one, but also about other aspects of rural Maltese culture, as it was. It includes other traditional instruments, folk singing, small-scale farming, horse transport on Gozo, and crafts. Also covered is his family's life as part of the British Services community in Malta during the final years prior to the closure of Britain's military bases in 1979.

## The National Archives Annual Public Lecture, Beware the fate of the Templars: Violence and the Order of Malta

On 28 November Dr Emanuel Buttigieg delivered the National Archives Annual Public lecture, Beware the fate of the Templars: Violence and the Order of Malta. Taking the cue from a the threat by some knights to to break into the palace of the Bishop of Malta in 1699, Dr Buttigieg analysed instances of of Hospitaller violence in relation to Inquisition officials, to women, to Muslim slaves as well as to other Knights, while trying to discern meanings underlying such interactions.

### Maltese Archives, My Choice

The National Archives staff supported the National Archivist in his work *Maltese Archives, My Choice*. Celebrating his thirtieth year working in public archives, the National Archivist visited over sixty archives in Malta and Gozo and chose a selection of records from Malta's archival repositories. This personal narrative highlights sources, connections and different archival typologies and media while shedding new light on a number of previously unknown archival treasures and drawing attention to audio-visual content on an on-line platform. The book was launched by HE The President of Malta on 23 November 2019.

## 5.4 Social Media

Facebook	
2019 Posts	Total Followers
427	10,250

Flickr					
Total Photos	2019 Uploads	Total Views	Albums	Following	Followers
585	124	528,471	28	67	176

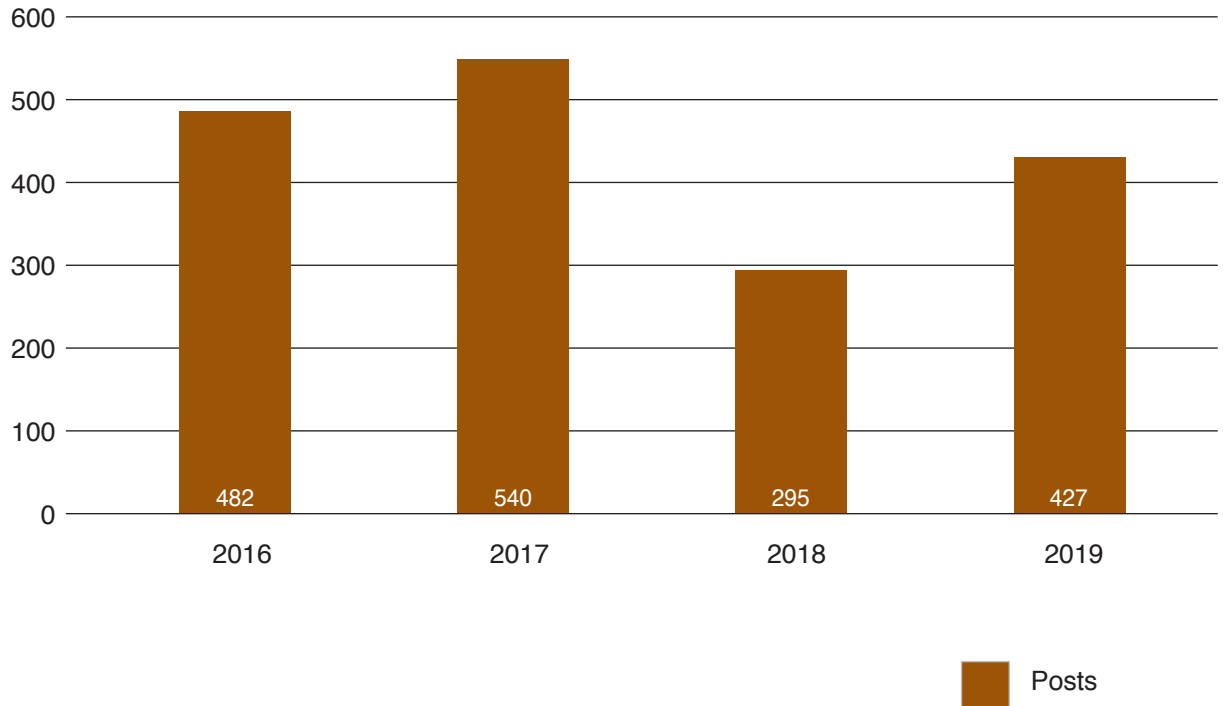
Instagram	
2019 Posts	Total Followers
143	529

Twitter			
Total Tweets	2019 Tweets	Following	Followers
108	26	110	117

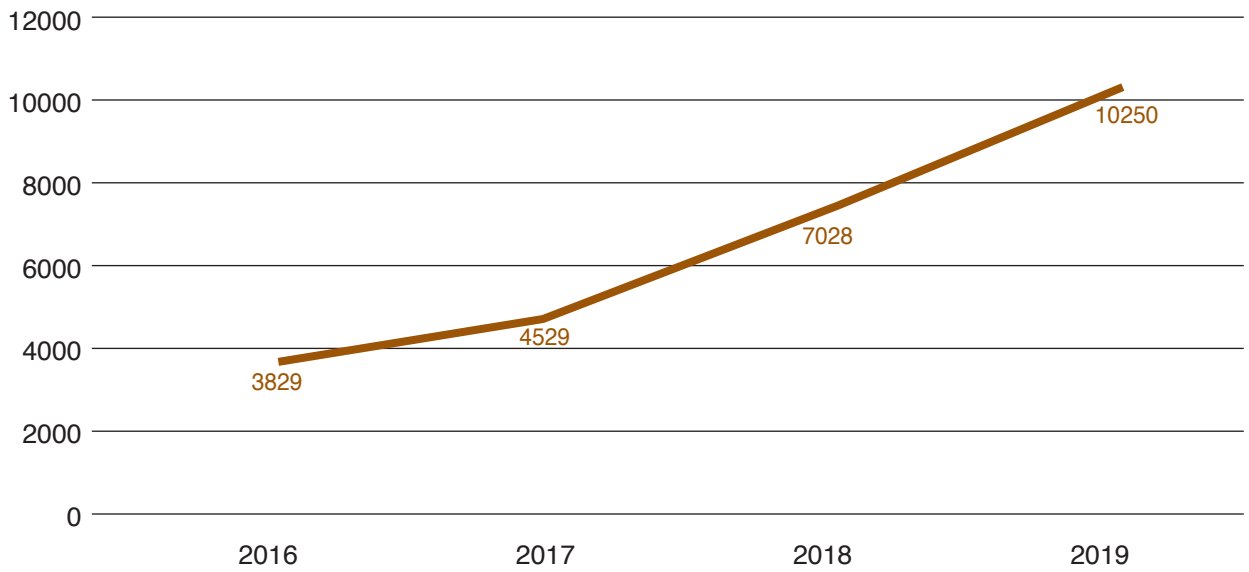
Issuu Online Library				
Total Publications	2019 Uploads	Followers	Impressions	Reads
17	1	38	98,013	15,654

YouTube			
Total Videos	2019 Uploads	Subscribers	Total views
34	1	77	14,078

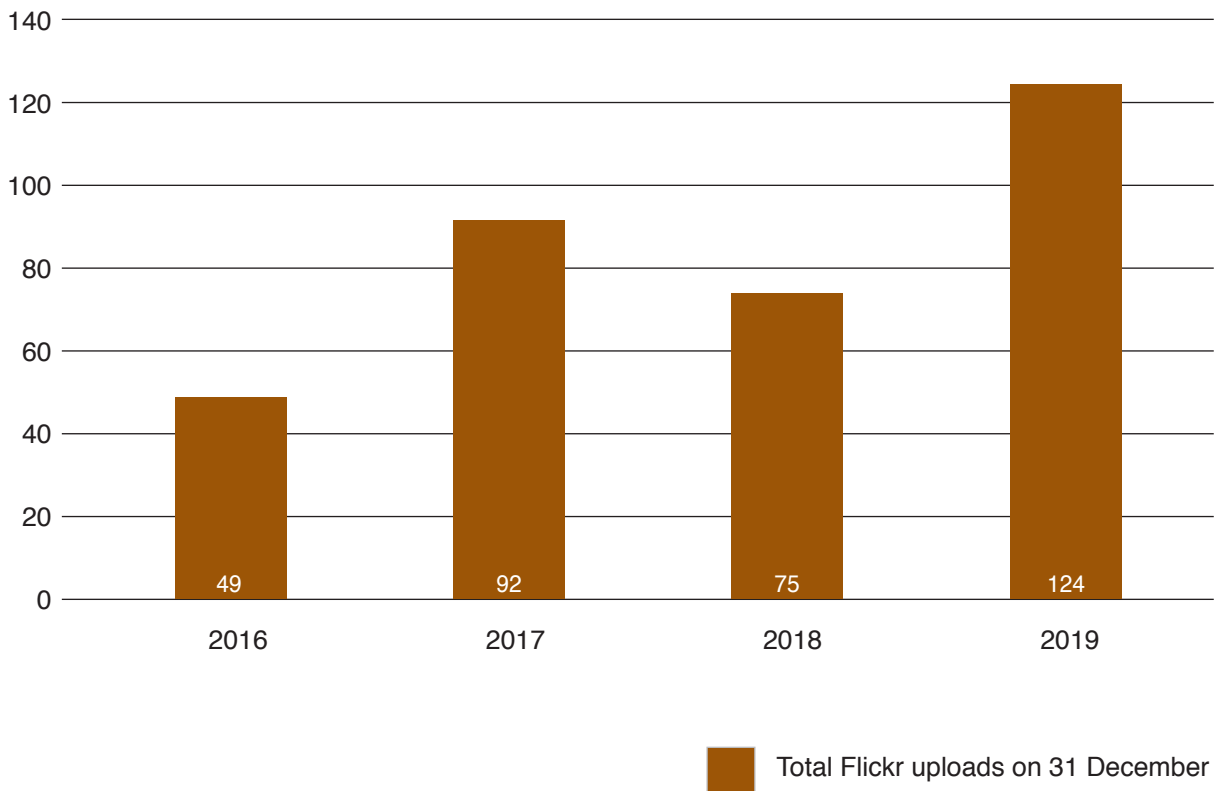
### Total Facebook Posts 2016 - 2019



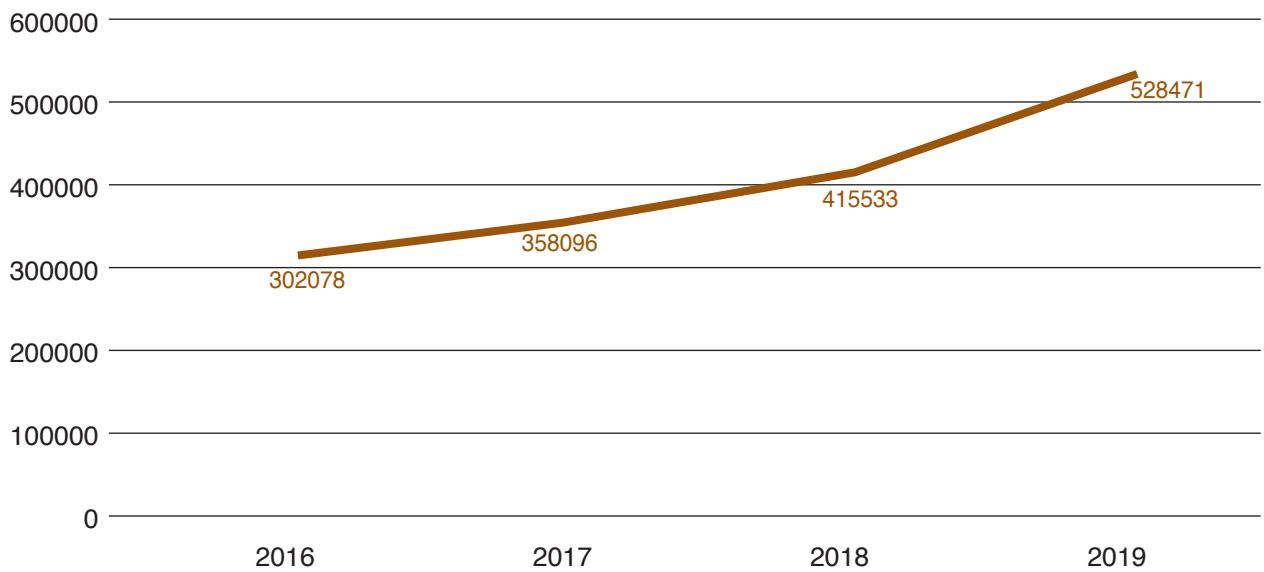
### Total Facebook followers on 31 December 2016 - 2019



## Total Flickr uploads 2016 - 2019



## Total Flickr views on 31 December 2016 - 2019



# 6 COURTS AND TRIBUNALS SECTION

## 6.1 Research

Two hundred and fifty five research sessions were held at our Reading Room at the Courts and Tribunals Section in Mdina during 2019. They consulted 312 volumes (and/or boxes), spending around 1069 hours of research, a significant increase in research time over the previous years. The most-in-demand fonds were the *Consolato del Mare* and the *Processi Appelli Civili* of the 19th century, followed by the series of the 18<sup>th</sup> century *Supplici* which were presented to the Court of Appeal.

Some of these scholars published their findings in scholarly publications. Two papers entitled 'Delle Case, e Fondi: Grandmaster Vilhena's code on property, construction and the Officio delle Case in eighteenth-century Malta' written by Mevrick Spiteri and 'The Maltese perit in reconstructing the Early Modern Landscape' co-written by Mevrick Spiteri and Daniel Borg were published on the latest edition of *The Journal of Baroque Studies* by the Institute for Baroque Studies, University of Malta (issue No 13 Vol. 2, 2019).

MA Notarial Studies' students visiting the Courts and Tribunals Section.



## 6.2 Sorting, Cataloguing and the compilation of Inventory Lists

A total of 3,987 entries of *Suppliche* belonging to the fond of the *Supreme Court of Appeal* dated 1731 up to 1798 were currently catalogued, electronically data inputted and is now readily for research. The records were previously sorted chronologically, cleaned and re-boxed in 22 archival boxes.

During the past twelve months, 4 metres of the Original Acts records and other bound volumes pertaining to the *Tribunal Armamentor* were re-boxed in 35 archival boxes. The *Magistrato degli Armamenti* was founded by Grand Master Alof de Wignacourt in 1605 to hear controversies between privateers and corsairs with a second and last appeal to Rome. These documents were a key source for the book *In the name of the Prince: Maltese Corsairs 1760-1798* by Liam Gauci published in 2016, which sheds some new and interesting light on the Knights of Malta's corsairing activities.

The records of the *Officium Veneranda Sinescalia* located in 60 boxes were all meticulously examined and confirmed according its appropriate index which was originally compiled in 1860s.

The miscellaneous records of the various courts and tribunals judiciary located in hundreds of boxes archived at Santo Spirito are in process of being sorted and make it more easier for researchers. The first boxes of the early 18th century contains civil and criminal proceedings which took place at the *Magna Curia Castellania* and the *Magnia Capitanale*; the Supreme Court of Appeal, and the petitions presented to the *Officium Causarum Delegatorum*, the *Sacra Audentia*, and the *Corte Governatoriale* of Gozo.

## 6.3 Hand-on training and internships

Six local and foreign students to achieve hand-on training on various series located at the Mdina repository. Michael Buhagiar and Simon Ciantar, reading for a Bachelor's degree and a diploma respectively at the Faculty of Media Knowledge Science from the University of Malta, conducted their practical sessions on various tasks which included sorting and cleaning of various records, compiling inventory lists, data input and other daily routine work. Sheerise Mangion, and Aisha Altriki from the Junior College enjoyed their experience working on data-input.

Lucilla Politi from La Sapienza University in Rome pursued her two-months internship working on the catalogue of the 18th-century *Supplici*, and pagination of volumes in the process to be digitized. Iago Molina, a keen musician from Galicia in Spain, experienced the wealth of the Charles Camilleri music collection by going through some changes on the field titles, forms and categories in the data compilation.

## 6.4 Digitization by the Hill Museum and Manuscript Library

Metadata of around 140 items preserved on 8 metres of shelving were prepared by Ms Claudia Garradas in the process of being digitized by the Hill Museum & Manuscript Library of Saint John's University, Collegetown, MN. In order to be appropriately digitized, most of the volumes had to be paginated.

The following fonds were digitized during the past 12 months:

*Tribunal Debitorum Religiosorum*: 17 items (1776-1798)

*Tribunal Segnaturae Justitae*: 3 items (1798-1800)

*Officium Syndicatus Congregationis Munium et Belli*: 14 items (1646 – 1798)

*Officium Bullae Sanctissimae Crociatae*: 22 items (1744 – 1798)

*Curiae Episcopalis et Provicarialis Notabilis Civitatis*: 14 items (1587-1798, 1800-1824)

The metadata of 70 items belonging to the *Tribunal Armamentor*, dated 1605 up to 1798 was compiled in order to be digitized in the coming months.



## 6.5 Prof Charles Camilleri Music Collection

The year 2019 marked the tenth anniversary of the passing away of Prof Charles Camilleri (1931-2009). To pay his tribute, various works archived at the Banca Giuratale were performed locally and abroad. The *New York Tok* was performed by Clarinetist Max Mausen, the popular former principal of the Malta Philharmonic Orchestra at the 13th International Spring Orchestra Festival held between 26 April and 4 May 2019.

The sixth edition of the Malta International Organ Festival was a special one as it paid tribute to the Maltese composer. Camilleri's works *Wine of Peace*, *L'Evolution de la Joie* for organ and trumpet, *L'Amour de Dieu* for solo organ were performed in various churches around Malta and Gozo. The *Missa Mundi*, a masterpiece in a five-section composition that hasn't been heard very often in Malta since the 1960s, was interpreted by Julian Mallek, an organist from Hannover, Germany.

The *Maltese Dances* were performed at the Foundation Day Concert on the 1st of November by the Goldberg Ensemble as part of the annual event in the Malta Philharmonic Orchestra's season. The famous *Malta Suite*, based on the popular melodies of the Maltese folklore was part of the *Onġi Onġi Onġella* at the Manoel Theatre, a music event for young children.

The music of Charles Camilleri was also part of the 7th Malta International Music Festival organized by the European Foundation for Support of Culture and the Malta Philharmonic Orchestra presented between 29 April and 10 May in Valletta.

## 6.6 User Education and Public Relations

During 2019, the Banca Giuratale undertook a series of outreach activities with the aim to inform and educate the public about the nature of archival materials and archival work and to bring about interest in the archives and encourage research. University students from the Faculties of Laws, Baroque Studies, and Public Administration had the opportunity to visit the Banca Giuratale and have a close glimpse to several volumes.

For the eleventh consecutive year, the Banca Giuratale was part of the Mdina attractions during the annual Medieval Mdina Festival, organized by the Mdina Local Council and the Malta Tourism Authority and held between the 4th and 5th May 2019.

A selection of Maltese personalities photographed by Mr Tony Mangion which forms part of the permanent exhibition at the Banca Giuratale was exhibited in Toronto. The exposition was organized by Dr Raymond Xerri, Consul General Designate of the Republic of Malta to the Commonwealth of Canada.

The premises of the Banca Giuratale and its holdings were featured on *7000*, a current affairs documentary aired on the Public Broadcasting Service Ltd. (PBS), which provides an in-depth analysis of various subjects that have transformed Malta into the country it is today, including the piles of records and volumes which documented its history. A four pages article on the various collections and important documents available at the Courts and Tribunals Section was featured on one of the Sunday's local newspaper.

## 6.7 Training

Staff from this section participated in the Memory of the World Workshop which was organized by the Korean National Commission for UNESCO together with the Maltese National Commission. The Workshop was aimed to increase awareness worldwide of the existence and significance of documentary heritage, to facilitate its preservation by the most appropriate techniques, and to promote universal access to it.



Above: A Siddeley Deasy from the Cottonera Motor Car Co. Ltd. bus fleet. Photo: Facebook

Below: Cottonera Motor Car Company's stationery. Photo: National Archives of Malta

# Cottonera Motor Car Co. Ltd. 3

Market Building near Senglea Gate.

COSPICUA - MALTA.

Telegraphic Address:  
MOTONERA - Malta.

Telephone  
COTTONERA GARAGE  
Civil Exchange.

In Reply Refer  
To

MALTA, 25th. February 1920.

To His Honour  
The Lieutenant Governor and  
Chief Secretary to the Government.



# CENTENARY OF CONTINUOUS BUS SERVICES IN MALTA 1920 - 2020

Spring of 2020 is an important milestone in the history of Malta's bus industry.

Although an attempt had been made by Mr E.T.Agius and Major Joseph Muscat in 1905 to operate a bus service between Valletta, Sliema and St. Julian's, due to competition from the steam ferries and the *karozzini* (horse-drawn cabs), plus the poor state of the roads, this bus service had ceased by the end of 1906. It was not until Spring 1920 that bus services then restarted and have been running ever since.

The first new bus company was the Cottonera Motor Car Company who had a garage in the old Market Building in Cospicua, close to Senglea gate.



Dr William Soler, secretary of Cottonera Motor Car Co Ltd. Photo: National Archives of Malta

Several letters from the company are held at the National Archives of Malta. File NAM/CSG02/439/1920 lists the company's eleven buses and five cars, the vehicles' registration numbers as well as the bus routes. These included Valletta - Mosta via Birkirkara, Valletta – Sliema via Msida, Cospicua – Żabbar/Żejtun via Fgura and "all localities where festas are celebrated and to places where races, football matches and special public amusement are being held".

These first buses used chassis from surplus World War 1 military ambulances and trucks with locally built bus bodies.

Other files at the National Archives record protests from the *karozzini* drivers and the electric tramway who were against these new motor "charabancs".

By the summer of 1921 there were round 30 buses running on the island with other owners including the Military Service Bus Company, the Red Wheel Garage (owned by the Griscti Brothers of Sliema), Captain JL Muscat of the Malta Import and Export Agency (son of Major Muscat of the failed 1905/6 enterprise), the German Brothers of the British Motor Car Company, and various individuals including Vincenzo Dalmas of Pieta, Henry Church, Antonio Theuma and Rosario Vella of the Vella Brothers.

By the end of 1930 (when a freeze was placed on the issue of any more bus licences) there were over 500 buses running on Malta, and around 25 running on Gozo (which got its first bus around 1925). see *page 68*.

Richard Stedall  
Malta Bus Archive Co-ordinator

No.



28th February, 1920.

Temporary permission is hereby granted to *the*  
*William Soler, Esq. L.D., as the President of the*  
 Cottonera Motor Car Company Ltd., to run motor vehicles for

hire on the following routes:-

A. VALLETTA to SLIEMA via MISIDA and return.

No stopping en route to pick up passengers or to allow passengers to alight except at PALMAR SQUARE, MISIDA and SLIEMA. This route may be extended to ST'JULIAN'S, ST' GEORGES and ST'ANDREWS at the discretion of the Motor Car Company.

B. VALLETTA to MUSTA and return. No stopping en route.

C. COSPICUA to ZABBAR, ZBITUN, BIRZEBBUGIA or MARSASCALA and return.

2. The attention of the Motor Car Company is drawn to Chap.III of the Police Laws on "VEHICLES" and to Motor Cars Regulations 1916 and amendments.

3. Any orders from the Police as to routes, stopping places, number of passengers to be carried and any other conditions it may be necessary to impose are to be carried out.

4. The Commissioner of Police reserves the right to cancel this temporary permission at any

Permit issued by the Police to the Cottonera Motor Car Co Ltd to operate a bus service in 1920. Photo: National Archives of Malta

Fee paid one shilling.

Stamp Duty one penny.



# 7

## GOZO SECTION

The Gozo Section of the National Archives of Malta, functioning for thirty years within premises built in 1986, serves as the public record office for the documentation produced and received by Government departments and establishments of Gozo and Comino.

“Records originated by the Ministry for Gozo, Gozo sections of Government Departments, and by public bodies established for Gozo should be deposited at the Gozo Section of the National Archives.” (Circular OPM/E/82/83 issued by the Office of the Prime Minister in July 1991). The National Archives Act (2005) provides also for the Assistant National Archivist for Gozo.

### 7.1 Records Management

During 2019, the records management at the Ministry for Gozo, the Passport Office, the Social Security Department, and the Gozo Courts was assessed.

*As a result*, the applications of passports issued in Gozo during 2001 as well as the forms the *Electronic Identify Subscribers Agreements* between February 2008 and September 2018, as well as several registers of the former Government Savings Bank were transferred to the archive.

Discussions about the transfer of digital photographs related to the activities of the Gozo Ministry and the retention or disposal records generated by the Social Security Department were initiated. A sizable number of registers from the section *Registri Sentenzi, Sentenzi Superiori Civili* at the Gozo Courts were identified for transfer.

### 7.2 Accessions

The following records were added to the Gozo Section of the National Archives.

- AG National Archives Gozo
  - AG/01 - Correspondence (01 vols)
  - AG/05 - Miscellanea (02 vols)
  - AG/06 - Original Catalogues and Catalogues of other Archives (06 vols)
  
- CG Courts of Law – Gozo
  - CG/12 - Libri “Prime Note” (14 vols)
  
- CP Circulars and Posters
  - CP/03 - Miscellanea (05 vols)

- GB Government Savings Bank  
GB/01 - Depositors' Ledgers (37 vols)  
GB/03 - Journals (01 vol)  
GB/04 - Cash Books (04 vols)
- LC Local Councils  
LC/01 - Belt Victoria (01 vol)  
LC/02 - Fontana (01 vol)  
LC/03 - Għajnsielem (01 vol)  
LC/04 - Għarb (02 vols)  
LC/05 - Għasri (01 vol)  
LC/06 - Ta' Kerċem (01 vol)  
LC/07 - Munxar (01 vol)  
LC/08 - Nadur (02 vol)  
LC/09 - Qala (01 vol)  
LC/10 - San Lawrenz (01 vol)  
LC/11 - Ta' Sannat (01 vol)  
LC/12 - Xagħra (01 vol)  
LC/13 - Xewkija (02 vol)  
LC/14 - Żebbuġ (02 vol)  
LC/15 - Marsalforn (01 vol)  
LC/16 - Santa Luċija (01 vol)  
LC/17 - Xlendi (01 vol)
- MG Ministry for Gozo  
MG/01 - Reports (36 vols)  
MG/10 - Miscellanea (11 vols)
- PA Photographs and Albums  
PA/06/01 - Gozo Postcards (ten old postcards)  
PA/06/03 - Gozo original old photos (fifteen original old photos)
- PM Plans and Maps  
PM/08 - General Plans (06 vols)
- PO Passport Office  
PO/01 - Applications for Malta Passports (22 vols)  
PO/02 - Electronic Identity Subscribers Agreement (10 boxes)
- ST Statistics  
ST/07 - Telephone Directories (02 vols)  
ST/09 - Guida Generale di Malta e Gozo (18 numbers)
- ZM Miscellanea  
ZM/01 - Misc volumes

Dr George Azzopardi donated old postcards and old photos of Gozo and eighteen numbers of the Guida Generale di Malta e Gozo, some of which are over one hundred years old.

Victor Scicluna donated a file of notes, that belonged to his father Ġorġ, related to the drawing of survey sheets of Gozo in the 1950s.

## 7.4 Archival Processing

208 volumes/items were catalogued and deposited, less than those registered during the previous two years: 345 (2018) and 417 (2017). On the other hand, two new sections were created in existing fonds during the year.

The catalogue of all the niches of Gozo and Comino was a major undertaking. This exercise included the drawing of a full list of the niches in the town, villages, and hamlets, the gathering of basic information on each one, and photographing them. During the photographing process discovered some other fifty minor niches were discovered.

Up to the end of the year, the Section held fonds from twenty-eight different entities each of which is subdivided to reflect the diverse activity carried out by the entity that created the fond. The fonds, by the cataloguing code, are:

AG	- Archives Gozo (National Archives – Gozo section)
CA	- Civil Abattoir
CC	- Civic Council
CG	- Curia Gubernatorali (Courts of Law)
CI	- Charitable Institutions
CP	- Circulars and Posters
CR	- Cremona Collection
DF	- Documentaries and Films
GB	- Malta Government Savings Bank
GL	- Gurdan Lighthouse
GM	- Guljana Masini
HI	- Hospitals and other Institutions
IR	- Inland Revenue
LC	- Local Councils
MG	- Ministry for Gozo
MH	- Medical and Health Department
MP	- Monte di Pietà
PA	- Photographs. Albums
PD	- Police Department
PM	- Plans and maps
PO	- Passport Office
PW	- Public Works
SG	- Secretariat to the Government
SN	- Street naming
SS	- State Schools
ST	- Statistics
UG	- Universitas Gaudisii
ZM	- Miscellanea

The division for digital fonds, introduced in 2014, includes documents that are either available only in digital format or are digitized images of documents held at the archive, in which case the digital format carries the same code of the respective fonds. This division is temporarily divided into the following sections:

AD-CD	Archives Digital • CDs–General items of a general nature
AD-DVD	Archives Digital • DVDs–General items with film footage of a general nature
GL	Ġurdan Lighthouse Log Books and Eye observation of pressure, temperature, cloud, weather, visibility
MG	Ministry for Gozo • Chronological Photographic chronology (10 Sep 2004 to 04 Mar 2008)
PA	Photographs Gozo Historic photographs
PG	Press Gozo Printed and the online news items related to Gozo (14 Mar 2008 to 31 Jan 2013) and from 24 Aug 2017.
UG	Universitas Gaudisii The UG fond made up of 305 volumes and a total of 197,822 images.

### **Memorja Project**

The Memorja Project undertaken kicked off in Gozo as well. The staff were trained and the first pre-interviews and proceeded with the subsequent interviews. After considering all possibilities and areas of research, the Gozo Section opted for Gozitan confectioners and bakers. A list of eleven main interviewees and over sixty questions were compiled and contacts were made for the first interview. The hundred-year old tradition of the Bezzina–Portelli Confectionery legacy was recorded.

### **Digitisation**

Digitisation equipment was purchased and commissioned in September. The first fond being digitised is the MHMedical and Health01/Building plans and permits fond.

### **Universitas Gaudisii**

The restoration of the Universitas Gaudisii did not move ahead as planned. The tender for the restoration was issued three times; on the first two occasions one tenderer submitted his bid that was however non-compliant. On the third time, the submission was retracted.

## **7.5 Public Services**

Research sessions during 2019 were 320, less than in the previous two years: 616 (2018) and 360 (2017). The number of research hours amounted to 416, also less than the previous years: 523 (2018) and 447 (2017). The number of items consulted amounted to 686, slightly less than the previous two years: 747 (2018) and 734 (2017).



However, online requests for information continued to increase during 2019 and reached a peak in late November / early December with the launching of the online version of the Ġuljana Masini. Online requests rose to close to 500 during the 2019.

The following is a break-down of statistics per month (2019):

month	researchers	hours of research	number of items
January	026	035	048
February	020	026	047
March	031	034	086
April	026	032	055
May	031	035	060
June	039	048	067
July	024	035	060
August	039	060	095
September	016	019	026
October	019	025	032
November	025	033	052
December	024	034	058
total	320	416	686

The following is is a break-down of accessions from each fond per month (2019):

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	total
AG													
CA													
CC						003							003
CD													
CG		001	001			002	026	008			002	001	041
CI													
CP													
CR													
DF							001						001
GB													
GL		001										001	002
GM	018	008	031	044	026	024	008	036	003	006	004	004	212
HI	001												001
IR													
LC						002							002
MG		005											005
MH	018		012	007	014	023	014	013	004	013	009	014	141
MP											003		003
PA		019			005	002	002	003	001	005			037
PD	006	004	004	003	005	003	001	018	014		021	022	101
PM	001	002	019	001	004		001	001	004	005	009	002	049
PO					003			006			001		010
PW													
SG													
SN					003	002				001			006
SS	001	005	010								001		017
ST	003	002				003						011	019
UG			003							002	001		006
ZM			006			003	007	010			001	003	030
TOTAL	048	047	086	055	060	067	060	095	026	032	052	058	686

During the year 2019, the GM-Ġuljana Masini fond proved to be the most popular for the seventh consecutive year; followed by the MH-Medical and Health fond; and the PD-Police Department fond.

The opening hours of the Gozo Section have been extended by 4 hours every Wednesday (14:00 - 18:00).

## 7.6 Outreach

Six group visits were organised:

- on 20 February and on 13 March, colleagues from the National Archives of Malta had a familiarization visit;
- on 4 March, the five librarians of MCAST visited the Section;
- on 25 March, two groups of 34 students each attending Form III at the Sacred Heart Seminary were shown round the Section;
- on 26 March, 26 persons from *Chemins & Rencontres Group* from the Diocese de Monaco were given a lecture on the history of Gozo.

An exhibition was held on 4 May 2019 to coincide with the *Gozo Alive* weekend organised by the Ministry for Gozo with the title *Ritratti ta' Ghawdex fl-Antik – Old photographs of Gozo*. Visitors were also provided with an explanation of the holdings of the archives and a short tour around the archives.

The online version of the *Ġuljana Masini* was officially launched on, 29 November 2019. This version provides a new resource for those with relatives who were baptised or married or died in Gozo and who want to compose their family tree.

Old postcard donated by Dr George Azzopardi





# 8

# MEMORJA

## Introduction

MEMORJA is the oral, sound and visual archive of the National Archives serving as the Malta's main repository of national and public memory.

Over 2019, work on the National Archives' 'MEMORJA: Oral, Sound and Visual Archive' has been steadily gaining ground. Three new employees have been assigned to work on the project; the team now comprises five individuals based in Rabat, two based in Gozo and a select group of volunteers who have been trained in oral history by Prof John Chircop, the academic advisor of MEMORJA.

## 8.1 New thematic research groups

The project's original scope of five thematic research groups has since been superseded and its horizons have been broadened in more ways than one.

### Perceptions on the Changing Landscape of the Three Cities

During the Second World War, Cottonera suffered extensive damage since this area had held the docks used by the Royal Navy and their headquarters. The unrelenting bombings brought forced change to the historical, cultural and urban landscape of the area and to its society. This theme aims to look at the changes that took place after the war and up to the present day by asking previous and/or current inhabitants for their perceptions.

Two main age groups are being targeted: (a) those born in the 1930s and 1940s who remember the Three Cities in rubble; (b) and those born in the 1960s and 70s who remember the rebuilt cities. These oral history interviews ask interviewees about their cultural heritage, the changes they have seen happening to their landscape, and whether they think the changes have been for the better or for the worse. In the end this theme will highlight life in Vittoriosa, Cospicua and Senglea during and after the war, interactions with the British, the Royal Navy leaving Malta for good and the cities in recent and present times.

### Memories from Prajjet and Qammieħ Cliffs

The persons interviewed for this theme are all fishermen and farmers from Anchor Bay (*Ix-Xquq*), Mellieħa and Qammieħ Cliffs (*Irdum il-Qammieħ*). This study gives importance to place names of the two areas – which have been plotted on a map – including those of fields, rocks and paths leading down the cliffs and traditions or stories related to these locations. Most of the farmers and fishermen interviewed used the Mellieħa dialect, which is dying out. Through these interviews, this important linguistic aspect has also been preserved.

Another important topic discussed was the Anchor Bay/*Delli Tunnara*, of which much less has been written than about that of Mellieħa Bay. Besides the *Tunnara*, these fishermen discussed traditional fishing methods most of which are not in use today.

The same can be said about the areas' farmers, whose tilling and ploughing methods have today been replaced by the modern motorized plough. Most of the farmers had also hunted wild rabbits, and they talked about the use of ferrets and pharaoh hounds (*klieb tal-fenek*) to flush out the hares from their burrows. These recordings are complimented by several photos which the interviewees kindly allowed to be scanned.

### **Gozitan confectioners and bakeries**

MEMORJA was this year launched in Gozo, with the research theme being Gozitan confectioners and bakers. Areas of interest in this theme are the oral traditions of the bakeries around the island, the bakers' training and trade, the impact of technology and the introduction of new equipment over the decades, working conditions, popular products and family traditions. A list of eleven potential interviewees has been drawn up and the first interview was recorded in September 2019 with Ms Maria Assunta Portelli, of Portelli Confectionery, Rabat.

## **8.2 Cataloguing**

Besides the fieldwork carried out and the interviews recorded over the past year, the MEMORJA team has focused on cataloguing both an ever-increasing oral history collection and private audio-visual deposits.

In the Memorja fonds, 50 sub-fonds have been catalogued, for a total of around 1000 items. These items consist of audio and video recordings, photographic material, written accounts, interviewees' correspondence (who had settled abroad) and different types of ephemera. Apart from these tasks, the team members involved are also transcribing oral history interviews and updating metadata to reflect international archiving standards.

The Public Memory Archive (PMA) fonds, holds 175 digitised interviews which have been catalogued with a total of approximately 500 items consisting of audio recordings, transcripts, documentaries, photographs and adjoining ephemera. The topics in this collection discuss: The Second World War, salt production, bakeries, farming/agriculture, childhood, school and education, Maltese social life, Maltese theatre and opera, traditional village feasts, transport, nursing, H.M. Dockyard and shipyard workers and fishing.

## **8.3 Private deposits**

At the end of 2019 the project generated 100 oral history interviews and six written accounts, besides the Public Memory Archive collection and other collections donated to the National Archives. Moreover, several persons have opted to deposit their oral history interviews at the National Archives of Malta and work was carried out on the cataloguing of several collections, including

- **Rayden Mizzi collection (PDE\_0027):** 76 sub-fonds catalogued, for a total of 1340 items consisting of audio recordings of church bells and related photographic materials;
- **May Agius collection (PDE\_0012):** 915 digital surrogates of mounted transparencies (35 mm standard slide) catalogued;
- **Oscar Attard collection (PDE\_0047):** 130 digitised glass plate negatives. These photographs consist of single and family portraits;

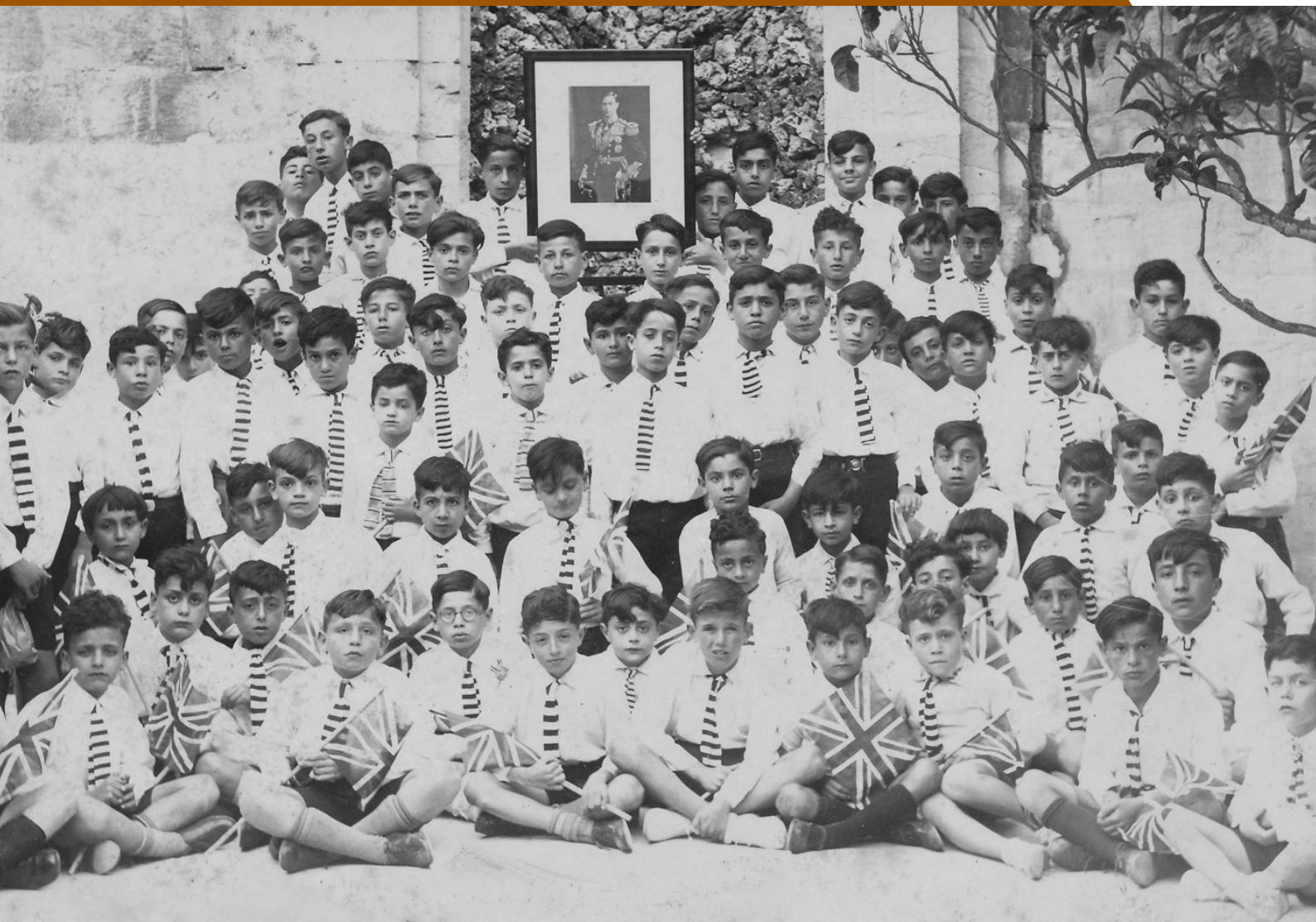
- **Sciortino collection:** Over 900 glass plate negatives from the first half of the 20<sup>th</sup> century have been digitised and are being catalogued. This collection consists of infrastructural projects, religious events, political meetings, religious statues and churches;
- **Max Farrugia donation:** Donation of over 10,500 memorial cards (*santi tal-mejtin*);
- **St Michael's Teacher Training College collection:** Over 3,000 photographs showing daily life of students and events during the scholastic year. 333 photographs have been catalogued;
- **Philip Pisani collection:** 173 negatives and 266 photographs showing garrison life in early 1950s Malta, Libya and Italy.
- A donation by Prof. John Chircop of 46 volumes of 'Oral History', journal of the Oral History Society.

## 8.4 Training

Between 27 and 29 June 2019, Memorja administrator participated in the seminar 'Sound Archives Unspooled - How to Work with Audio in your Collections' organised by the London Metropolitan Archives with speakers from the British Library, the Norfolk Record Office and the London Metropolitan Archives. The seminar's aims were the dissemination of digital curation standards, the storage of different sound formats and how sound archives can be used to support learning and engagement activities.

Lija school children at a tea party organized as part of King George VI coronation festivities, 14 May 1937.

Photo: Maurice Mifsud Bonnici Collection, National Archives of Malta.

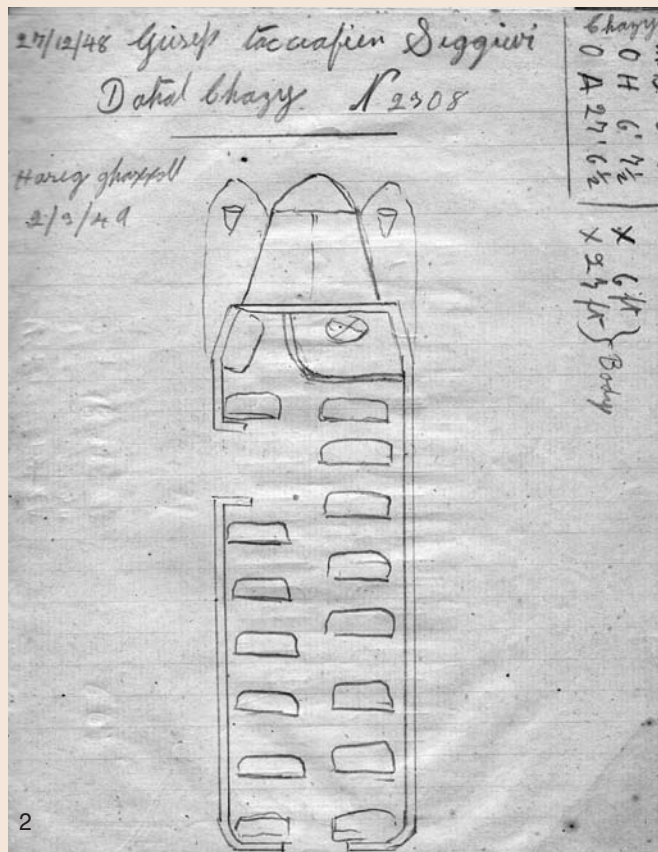


body ta karozza, fgarage li mqabba fuq  
chazy shavrolet

Il bedu kif kien li qlibt il falja  
meta kien fil bidu ta Ottubru 1931

# FROM MAKING KARETTUNI TO BUILDING BUS BODIES

In his handwritten notes, Mikiel Barbara ta' Żagrag (1906-1987) describes how in October 1931 he left his employment with Felic tal-karettuni and joined Frenç Saliba to start building buses, rather than horse-drawn carts (karettuni). He was then promised a salary of £1.10 (€1.30) a week and a lump sum of £20 (€24) once the body was ready. These memoires as well as other notes and photos were donated to the National Archives by his son Ninu from Imqabba.



1. Mikiel Barbara, Felic tal-karettuni, unknown. Photo: Ninu Barbara Collection, National Archives of Malta

2. A sketch of as bus 2308 Mikiel built in 1949 to Gużep Callus ta' Ċafien from Siggiewi. Photo: Ninu Barbara Collection, National Archives of Malta

3. ....and the real bus (2308). Photo: Geoffrey Morant via the Malta Bus Archive



# 9

# SUPPORTING ORGANISATIONS AND VOLUNTEERS

## 9.1 The National Archives Council

The National Archives Council is set up in line with Article 14 of the National Archives Act (2005), which stipulates that:

- (1) There shall be a National Archives Council, appointed by the Minister, which shall be composed as follows:
  - (a) a Chairperson;
  - (b) the Superintendent of Cultural Heritage *ex officio* or his representative;
  - (c) the Chairperson of Heritage Malta *ex officio* or his representative;
  - (d) the National Librarian *ex officio* or his representative;
  - (e) the Permanent Secretary in the Office of the Prime Minister *ex officio* or his representative;
  - (f) a person to represent the non-governmental archives or records centers;
  - (g) three other persons chosen from amongst persons known to be users of and familiar with archives, records management and information professions, or working in non-governmental organizations dedicated to information and archives, one of whom shall be appointed by the Minister responsible for Gozo.

In line with the National Archives Act, during the year under review, the Council continued to fulfil the functions assigned to it by the Archives Act, mainly:

- (a) to promote the National Archives and other record keeping entities;
- (b) to ensure and facilitate the collaboration between the different stakeholders with direct or indirect responsibility for the protection and management of the archives sector;
- (c) to advise the Minister on the management of archives in Malta;
- (d) to draw the attention of the Minister or of any organization or person responsible for archives to any urgent action that may be considered necessary for the better management of archives and records;
- (e) to advise the Minister on any matter arising from the provisions of this Act and on any other matter referred to it by the Minister.

## Council Members

The term of office of the Council members expired on 30 July 2019. Subsequently, the Minister of Education and Employment, Hon. Evarist Bartolo, reconstituted the Board for another three years as follows:

President

Professor William Zammit

Members

Dr Joan Abela, Rev. Mgr. Ġwann Azzopardi, Ms Maroma Camilleri, Dr Anthony Degiovanni, Ms Joyce Dimech, Mr Max Farrugia, Mr Joseph Magro Conti, and Dr Lillian Sciberras.

As in previous years, Dr Charles J. Farrugia, the National Archivist and CEO of the National Archives and the Rev. Mgr. Joseph Bezzina, Assistant National Archivist for Gozo attended all Council meetings and have also supported its work by regularly updating the Council on the working of the Institution. The National Archives also provides all logistical support by preparing all meeting agendas and other related office work, providing the offices for its functioning and also providing secretarial support. The latter is provided by Ms Rita Vella Brincat and Ms Monica Mallia.

During 2019, the two priorities discussed during all four Council meetings were the building of a new National Archives and exploring possible ways on how to support private archives and private collections, and how to recover collections of national significance if need be.

The Council met on 22 January, 26 March, 9 July and 8 October.

## 9.2 Friends of the National Archives

The present Executive Committee of the Friends of the National Archives (FNAM), composed of Mr Max Farrugia as President, Dr Charles Farrugia as Vice-President, Dr Evelyn Pullicino as Secretary, M'Anne Farrugia as Assistant Secretary, Dr Gerald Bugeja as Treasurer, Ivan Ellul as Membership Secretary, Prof. George Cassar as Education Officer, Marica Camilleri as Public Relations Officer and Dr Nazzareno Azzopardi and Martin Hampton as members, was elected during the Annual General Meeting held in May 2019. Doris Mangion and Leonard Callus had also served as members in the previous committee.

The 2019 Annual General Meeting was held on 16 May the National Archives Head Office lecture hall. The President, Max Farrugia, addressed the members present and emphasised the need for continual support to the National Archives in their quest for a new area to have a purposely constructed new archives to better preserve the collective memory of our nation. He explained how the FNAM had been set up to support the work of the National Archives. The organisation will be celebrating its twentieth anniversary in 2020. The Secretary, Dr Evelyn Pullicino and the Treasurer, Dr Gerald Bugeja, read their annual reports. The event ended with a lecture about the 1813 Plague by Mr Vince Peresso.

During the past year the FNAM Executive Committee together with the National Archivist and his staff focused their efforts in advocating for a suitable area for the construction of a purposely built new archive having all the necessary modern facilities. Committee members and the Archives Council had used every opportunity to emphasise the need for the new archive.



The FNAM also continued to market the vinyl records and CDs Emmanuele Cilia - The Complete Studio Recordings 1931-1932 produced the year before. Only a part of the expenses has been covered from the sale of this product. A number of these CDs have been given as gifts to foreign Archivists attending international seminars and ministries are being contacted to acquire these CDs to be distributed as significant gifts representing Maltese culture.

The National Archives participated in the annual book fair organized in October 2019 by Fondazzjoni Wirt Artna at Bieb is-Sultan in Birgu. The President of the Fondazzjoni, Mario Farrugia, expressed his appreciation at the presence of the National Archives at this event. During the annual Book Fair held at the Mediterranean Conference Centre between the 6th and 10th November 2019, FNAM members helped to man the stand. During this book fair 33 new members were recruited, Leli Cilia records and CDs were sold and as noted above the FNAM journal *Arkivju* was available to the public.

The annual FNAM journal *Arkivju*, edited by Prof George Cassar, was published in November 2019 in time for the November Book Fair. This publication provides the space for researchers to publish their articles based on documents at the National Archives. This year *Arkivju* includes seven articles of historical and archival interest. A centre spread is dedicated to Michael Bonnici who passed away a few months before the publication of the journal.

Since its inception 20 years ago, the President of the Republic has always been the patron of the FNAM. The new President, Dr George Vella who took office in April 2019, invited the members of the Executive Committee for a meeting at the Palace in Valletta. During this meeting, held on 19 July, the President of the Republic accepted the patronage of the society and spoke of his support for our efforts towards the preservation of the nation's collective memory.

During 2019, FNAM Executive Committee members attended and participated in meetings held by the Voluntary Organizations Commissioner regarding applications for EU-funded projects for NGOs. The Executive Committee together with the National Archives is evaluating projects that can possibly be financed through these funds in time for the next call of applications.

The Committee of the Friends of the National Archives, June 2019.



### 9.3 Volunteers

We are grateful to a cadre of volunteers who contribute in a significant manner to our archival curation efforts. Volunteering gives us much more than unpaid working hours to the institution. Besides the tens of students we host on placements, we have a team of dedicated volunteers. Each one has brought to us their specialisation while we provided the training required to handle the task assigned.

During last year the following volunteers gave their valuable services to the National Archives:

- Fred Bezzina (cataloguing the papers of Ġużè Cardona)
- Richard Bird (cataloguing Despatches Collection)
- Anthony Bonello (cataloguing maps and plans)
- Michael Borg (Education Division records)
- Mary Buttigieg (cataloguing the Lorenzo Gatt papers)
- Mark Caruana (cataloguing passport applications)
- Rachel Grillo (*Magna Curia Castellania*)
- Patrick J. Micallef (curating the KOMR data project)
- Francesca del Rio (supporting our Conservation Laboratory staff)

We thank these volunteers and others who contribute in ad hoc projects or events.

Thank you, your commitment is invaluable!



Mary Buttigieg



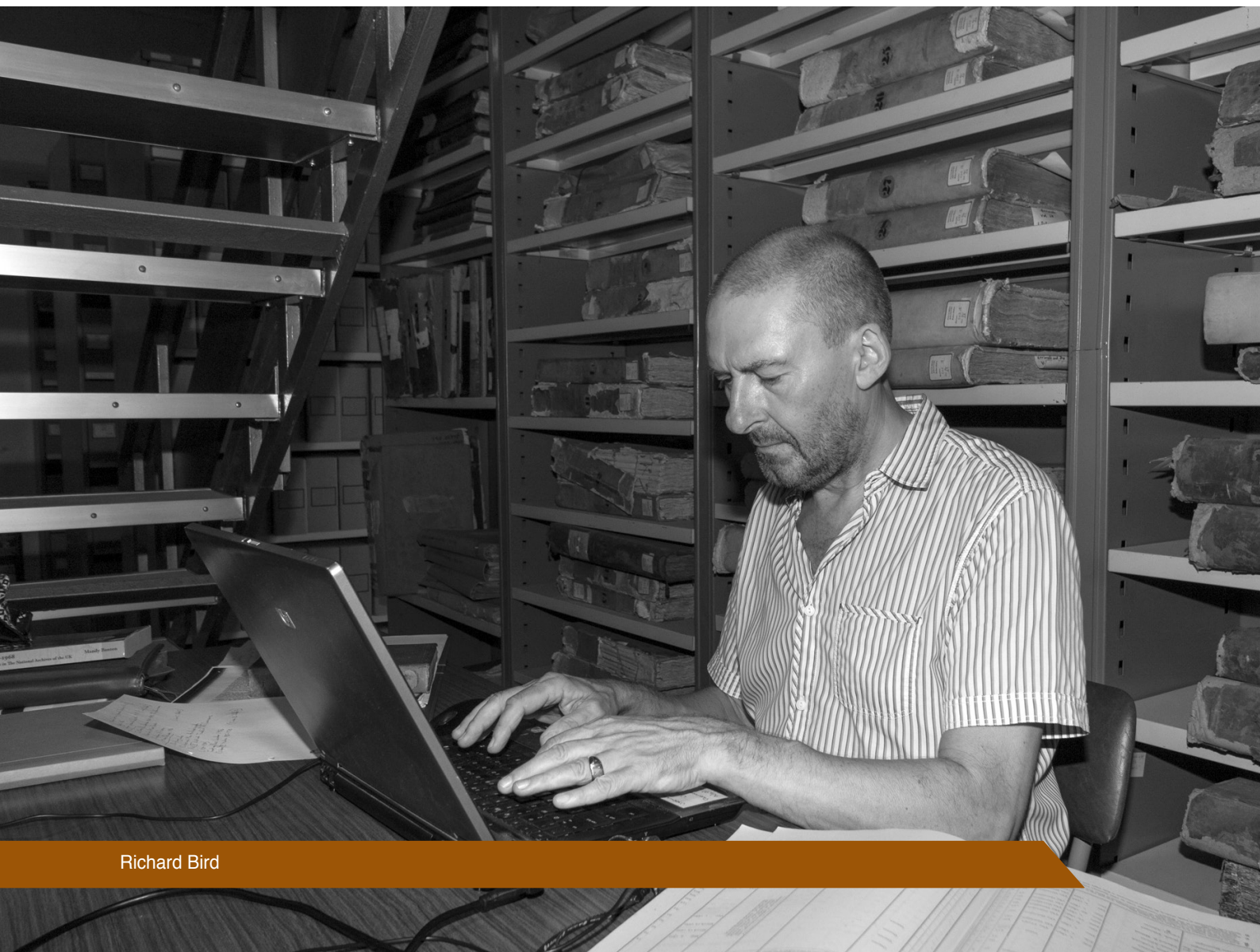
## Michael Bonnici (1944-2019)

On 29 May 2019, Michael Bonnici, one of the volunteers at the National Archives, died.

Since 2009 Michael has been responsible for the renovation and the maintenance of the pharmacy museum at the archives. Since then the exhibits, including ingredient products and pharmacy equipment have increased by over 40%. He also enriched our unique collection by donating his personal pharmacy records and paraphernalia.

We recall his memory with deep gratitude.

Thank you Michael.







# 10 INTERNATIONAL RELATIONS AND ACTIVITIES

## **10.1 Forum of National Archivists in Abu Dhabi, 28 April – 2 May**

The Forum of National Archivists (FAN) is a section within the International Council on Archives and its current President Jeff James is working hard to reinvigorate its activities and direct it in line with a strategy that is beneficial to all stakeholders. Throughout his participation in this organisation the National Archivist Dr Charles Farrugia gave input based on his thirty years working in the sector, twenty years of which working specifically as national archivist. The Forum of National Archives was held in Abu Dhabi between the 28 April and 2 May 2019.

## **10.2 Archives Portal Europe Country Managers Meeting in Madrid, 7-8 May**

This year we appointed David Sargent as our representative on the APEx Country Managers meetings. APEx – the Archives Portal Europe network of excellence – is the framework for European archives to collaborate for wider and enhanced accessibility of their content on the web. It continues the work of the APENet project (2009–2012) in which 19 European national archives and Europeana established and released the Archives Portal Europe. The meeting was held in Madrid on the 7th and 8th May 2019. New methods of outreach and challenges of metadata migration were discussed during this international encounter.

## **10.3 EBNA and EAG Meetings in Bucharest, 6-7 June**

Between 6 and 7 June 2019 the CEO and National Archivist represented Malta at the European Board of National Archivists (EBNA) and the European Archives Experts Group (EAG). Traditionally these meetings are hosted by the country holding the Presidency of the EU. Apart from discussing the main European archival challenges, the meeting also gave an opportunity to participants to discuss the main archival projects and challenges Romania has in this domain.

## **10.4 European Digital Treasures Management Meeting in Bucharest, 7 June**

The National Archives of Malta is one of the partners in the EU-funded project European Digital Treasures (see pages 79 - 81), aimed at making the treasures we hold in our archives more known and appreciated by wider communities. Leonard Callus, a member of the project's management team, participated in a meeting of the project's management held in Bucharest on 7 June.

- 1, 3. EBNA/EAG EU Presidency Meetings, Helsinki, September 2019.
2. Archives Portal Europe Country Managers Meeting, Madrid, May 2019.
4. European Digital Treasures Steering Committee, Lisbon, November 2019.

### **10.5 Sound Archives Training in London, 28 June**

As part of the efforts of the National Archives of Malta to set up a National Audio-visual Institute, the administrator of the Memorja Project attended specialised training in London. James Baldacchino attended the event 'Sound Archives Unspooled – How to work with audio in your collections'. The seminar which discussed best practice for the preservation and accessibility of sound holdings was held in London on the 28 June.

### **10.6 EBNA/EAG EU Presidency Meetings in Helsinki, 18 – 21 September**

During the Presidency meetings organised in Helsinki between 18 and 21 September 2019 the National Archives of Malta was represented by its CEO Dr Charles J. Farrugia and the Manager Public Engagement Leonard Callus. The meetings were held at the National Archives in Helsinki between 18 and 21 September 2019.

One of the items on the agenda was the new Directive on copyright in the digital single market, approved by the European Parliament on 26 March and endorsed by the Council on 15 April 2019. Member States must transpose the new rules into their national law by June 2021. It was agreed that National Archives will alert national authorities about the provisions and exemptions of these new rules with regards to archives so that the latter are incorporated into the national legislation.

Together with other member of the European Digital Treasures' management team, Leonard Callus delivered a presentation about the project to the European Board of National Archivists.

Other meetings attended to during the same days in Helsinki were the Assembly of Associates of the Archives Portal Europe and the Management Group of the European Digital Treasures project. In view of the upcoming building project in Malta ad hoc visits were organised to the newly built repositories in Mikkelä and Hämmelina.

### **10.7 National Archives of Georgia Conference, 26 – 28 September**

Dr Charles J. Farrugia was the key-note speaker at the International Conference on 'Archival Studies, Sources Studies – Trends and Challenges' that was held at the National Archives of Georgia between 26 and 28 September 2019. In his key-note as Chairperson of EURBICA, Dr Farrugia spoke about the importance of interdisciplinarity for the archival profession and praised the organisers for bringing together such a diversity of themes for discussion. He also held discussions with the management of the National Archives of Georgia to explore future collaboration mainly on the new National Archives building for Malta and the possibility of offering training opportunities for Georgian conservators.

### **10.8 Archival School and Signing of Agreement in Koper, 20-22 October**

On 20 October the National Archivist Dr Farrugia delivered a keynote speech at the opening of the Archival School within the International Institute of Archival Sciences in Koper (Slovenia) about 'Questions of Archival Sciences: Resonances of Social Changes in Archival Theory and Practice'.

The following day, Dr Farrugia signed a MoU of collaboration on behalf of EURBICA. The agreement was signed between the International Institute of Archival Science Maribor/Trieste (Prof. Peter Pavel Klasinc), EURBICA (Dr Charles Farrugia), the Alma Mater Europaea (Prof. Ludvik Toplaak) and the Historical Archives of the EU (Dr Dieter Schlenker). The agreement aims to make best use of resources held by the three partners in this agreement in order to make inroads in the research, training and dissemination of the archival profession in Europe.

### 10.9 European Digital Treasures Steering Committee, Lisbon 7-8 November

Leonard Callus participated at a Management Committee Meeting of the European Digital Treasures' Project held in Lisbon between the 7 and 8 November 2019.

### 10.10 eArchiving Event in Brussels, 3-4 December

eArchiving is becoming a key topic at European level due to the move of most government institutions to a digital economy. We as archivists have the duty to keep abreast of such developments as we cannot afford a new black hole in knowledge for future generations. The National Archives of Malta was represented through the participation of Ivan Ellul at the Connecting Europe eArchiving Event that was held in Brussels between 3 and 4 December 2019.

### 10.11 Chairpersonship of EURBICA

At the beginning of 2019 Dr Charles J. Farrugia took over the chairpersonship of the European Branch of the International Council on Archives (EURBICA).

During this first year at the helm of this organisation Farrugia worked towards strengthening the impact of EURBICA in countries that have so far not worked closely with this organisation. Amongst the collaboration this year were two keynote speeches at archival conferences that were held at the National Library of Belarus, and another at the opening of the European Archival school in Koper, Slovenia.

EURBICA also issued statements of support in cases of natural disasters such as the floodings in Florence and treats to archival holdings from bad decisions in other European countries.

*Sound Archives Unspooled - How to Work with Audio in your Collections,*  
London Metropolitan Archives, June 2019.





What we learnt

- The importance of the President's role in the process of the Presidency
- The importance of the President's role in the process of the Presidency
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EBNA/EAG EU Presidency Meetings, Helsinki, September 2019. Photo: Juho Mauri Malka



# EUROPEAN DIGITAL TREASURES: Management of Centenary Archives in the 21st Century

The National Archives of Malta is participating in this project, that is co-funded by the European Union through the Creative Europe and seeking to tackle some of the new key challenges faced by archives in Europe.

European archives are fundamental primary sources for discovering and reinforcing shared European culture and history. The project European Digital Treasures aims at bringing joint European heritage, and especially its digital versions, major visibility, outreach and use. European Digital Treasures addresses the challenges of the digital society, related to the management and transmission of European historical and documentary heritage.



## Project consortium

The project consortium is made up of 7 partners from 7 countries uniting a multi-stakeholder team. Each partner has specific qualifications that together form an effective consortium.

- Spanish State Archives (project lead)
- Cork Institute of Technology (Ireland)
- ICARUS – International Centre for Archival Research (Austria)
- National Archives of Hungary
- National Archives of Malta
- National Archives of Norway
- National Archives of Portugal

## **Mission: To unlock the past to build capacities**

- Develop new business models for European archives in the 21st century seeking to unlock the profitability and economic sustainability of digitised cultural heritage.
- Amplify the visibility of national archives in the public underlining the importance of protecting European heritage.
- Reach out to new audiences (Generation Z and Silver Generation) encouraging the use of digital products that unlock the hidden treasures of joint heritage kept in archives.
- Support transnational mobility of managers, historians, experts, graphical and industrial designers as well as archivists to activate cross-sectoral opportunities.

## **Main Activities: Innovation to release the potential of archival (digital) treasures**

### **Roaming transmedia exhibitions**

Three roaming exhibitions, travelling to Spain, Portugal, Norway, Austria, Malta and Hungary, will invite the public to discover archival (digital) treasures and educate on the importance of archives for cultural heritage. 120 key documents (treasures) from these countries' archives tied into transmedia interactive products (video games, apps and storytelling) will tell the stories of a shared past to the public across the population stratum.

Each roaming exhibition will focus on a specific European topic:

- The construction of Europe, from Charlemagne to the EU Treaties. Over 1000 years of European construction
- Exiles, Migratory flows and Solidarity
- European Discoveries: From the New World to New Technologies

### **Attract silver researchers**

More and more people spend their active life in retirement and many of them wish to pursue existing or new hobbies, leisure and volunteering activities. Furthering one's own education at the same time is equally important.

There are already a lot of retirees that use the archives actively, for research on local or family history for example. Also, there are certain groups of volunteers (i.e. retired historians) that support archives in crowd sourcing activities such as the identification of certain items on pictures.

As the archives increasingly adapt to the digital age, it seems though that many of the elderly generation are faced with the challenges of new technologies. The archives clearly need to adapt to their active and potential users and explore together how to improve their cooperation with user communities and keep opening their doors for the silver researchers.

To learn more about the nature of silver researchers (60+ years old community) in archives, our project has set up an online survey to identify pan-European fields of interests and acquire more knowledge about the specific needs of this specific user community. The findings of the survey in Malta are published in this report on pages 83-91.

### European youth archives

Complementing the storytelling of the roaming transmedia exhibitions, European Digital Treasures will develop an edutainment App connecting the exhibitions to social networks, the self-evident playgrounds and communication platforms of “Generation Z”. By integrating the archival world into the natural digital habitat of younger generations, access to archives will be eased and interest in discovering cultural heritage sparked.

In the end, 100 of the most “liked” digital documents selected by the “Generation Z” will be collected in the online exhibition “European youths archives”.

### Artistic residencies – new business models

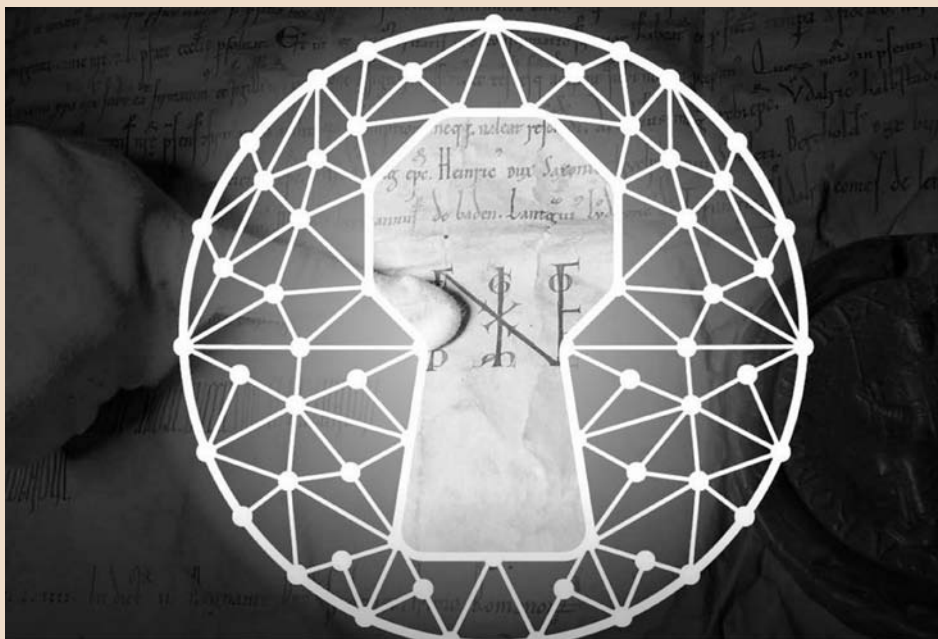
Based on the key documents of the roaming exhibitions, graphic and industrial designers will create innovative merchandising products that explore new fields of business models for archives to increase income and visibility opportunities.

We have selected 11 graphic and industrial designers from Austria, Hungary, Norway, Malta, Spain and Portugal who will wrap their creative minds around the archival gems of our participating archives and turn them into resourceful merchandising products. Each of them already started their process of learning about the archival treasures kept in the national archives of their home country. In February 2020 the group will unite at the famous contemporary art space “matadero” – a former slaughter house – in Madrid to discuss and elaborate their ideas in a one-week long artistic residencies.

The fine line our creative minds will have to balance: How can you bridge a historical context depicted by an archival document into merchandise with out-of-the-box changeovers without unhinging the relevance the archival treasure has in view of our shared European heritage?

### Archival literacy online course

With the support of the Department of Technology Enhanced Learning at the Cork Institute of Technology, the project will develop an online training course on archival literacy oriented towards teachers introducing younger generations to the potential of archives and facilitate knowledge transfer in line with the progression of digital technology.





Some of the 741 visitors we hosted during 2019



# 1 OLDER GENERATION (ACTIVE AGEING) IN THE ARCHIVES

The prospect of retirement from work gives an opportunity to many people to seek fresh directions and new challenges. Furthering one's own education at the same time is equally important. Internationally, archives seem to become an increasingly popular place to pursue such new initiatives.

As the archives increasingly adapt to the digital age, many of the elderly generation are faced with the challenges of new technologies. The archives clearly need to adapt to their active and potential users and explore together how to improve their cooperation with user communities and keep opening their doors for the silver researchers (>60 years).

The National Archives of Malta is participating in an EU-funded project called European Digital Treasures, Managing Centennial Archives in the 21<sup>st</sup> Century (see page 79-81). One of the goals of the project is to explore and co-shape these initiatives together with the silver researchers.

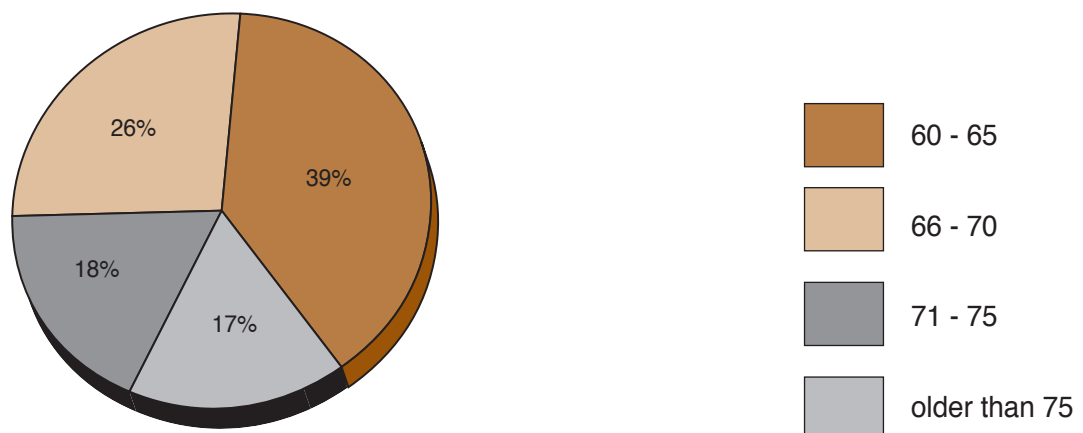
To learn more about the nature of silver researchers in archives, the project developed a survey to identify pan-European fields of interests and acquire more knowledge about the specific needs of this specific user community.

The following are the findings of the survey we have carried among 54 archive users, over 60 years of age, between September and November 2019.

## Section A. General User Data

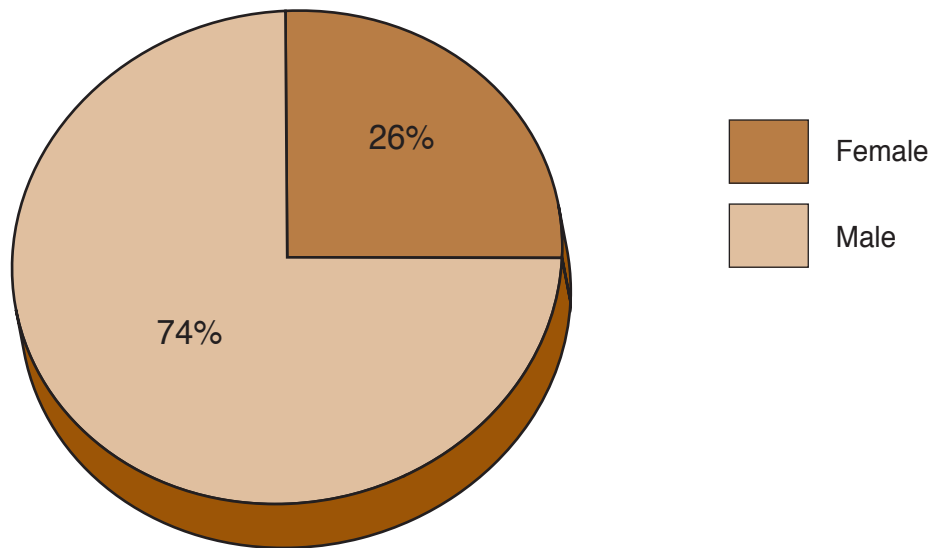
### Question 1. Age Ranges

Most respondents were between 60 and 65 years old (21), while there were 9 over 75s. Graph 1 shows all ages participating in the survey.



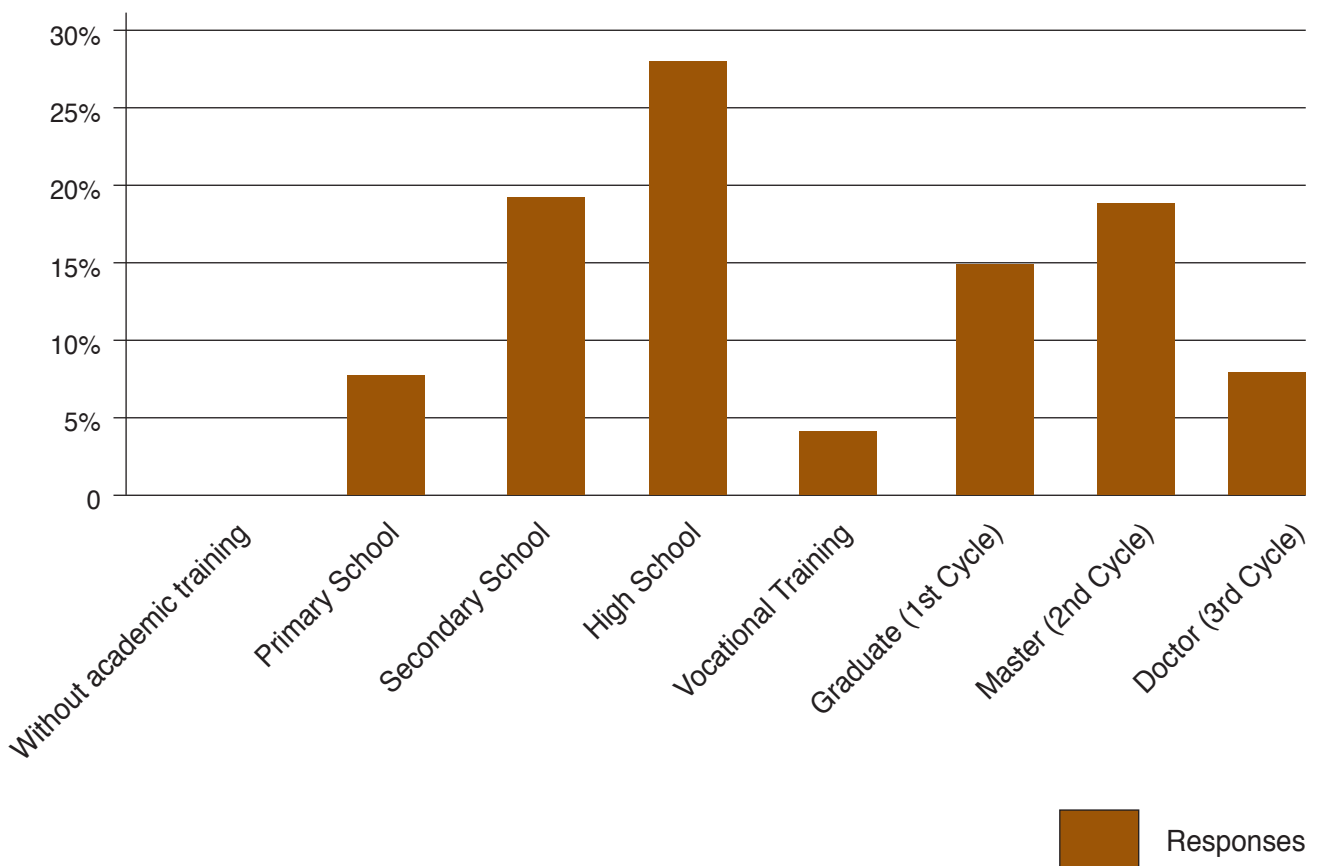
### Question 2. Gender

Graph 2 indicates a gender-based imbalance of archive use. From 54 participants, 40 were male against 14 females. These numbers show that >60 year old males using the Archives in Malta are almost threefold the number of females.



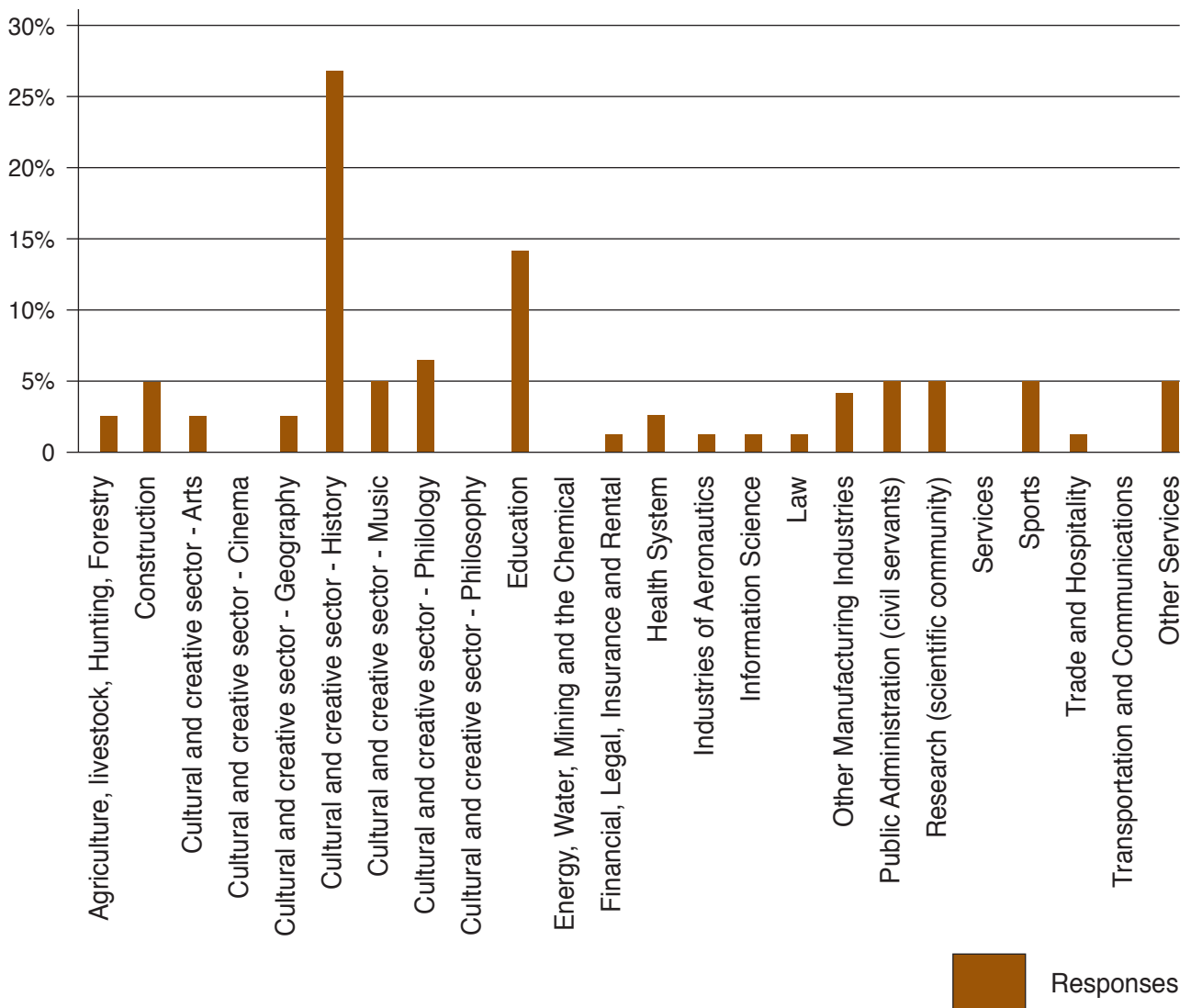
### Question 3. Academic Background

The third question was aimed to discover the academic background of >60 year olds making use of archival Institutions. In Malta, the clear majority (92.5%) have finished Secondary Education, and a considerable number (almost 19%) had read a master's degree. Graph 3 illustrates the results further.



#### Question 4. Professional Background

Question 4 required the contributors to specify their professional background. 41.5% of the answers reveal that the majority come from the cultural and creative sector. The following graph demonstrates the vast spectrum of careers behind the participants.



#### Question 5. Nationality

When it comes to Nationality, the survey indicated that most participants were Maltese (39 of 54). Other nationalities were the United Kingdom, Australia, France, and Canada. Table 1 gives an account of the nationalities of participants in this survey.

Nationality	Number
Maltese	39
Australian	4
British	5
French	3
Canadian	2

## B. Data about the Archive

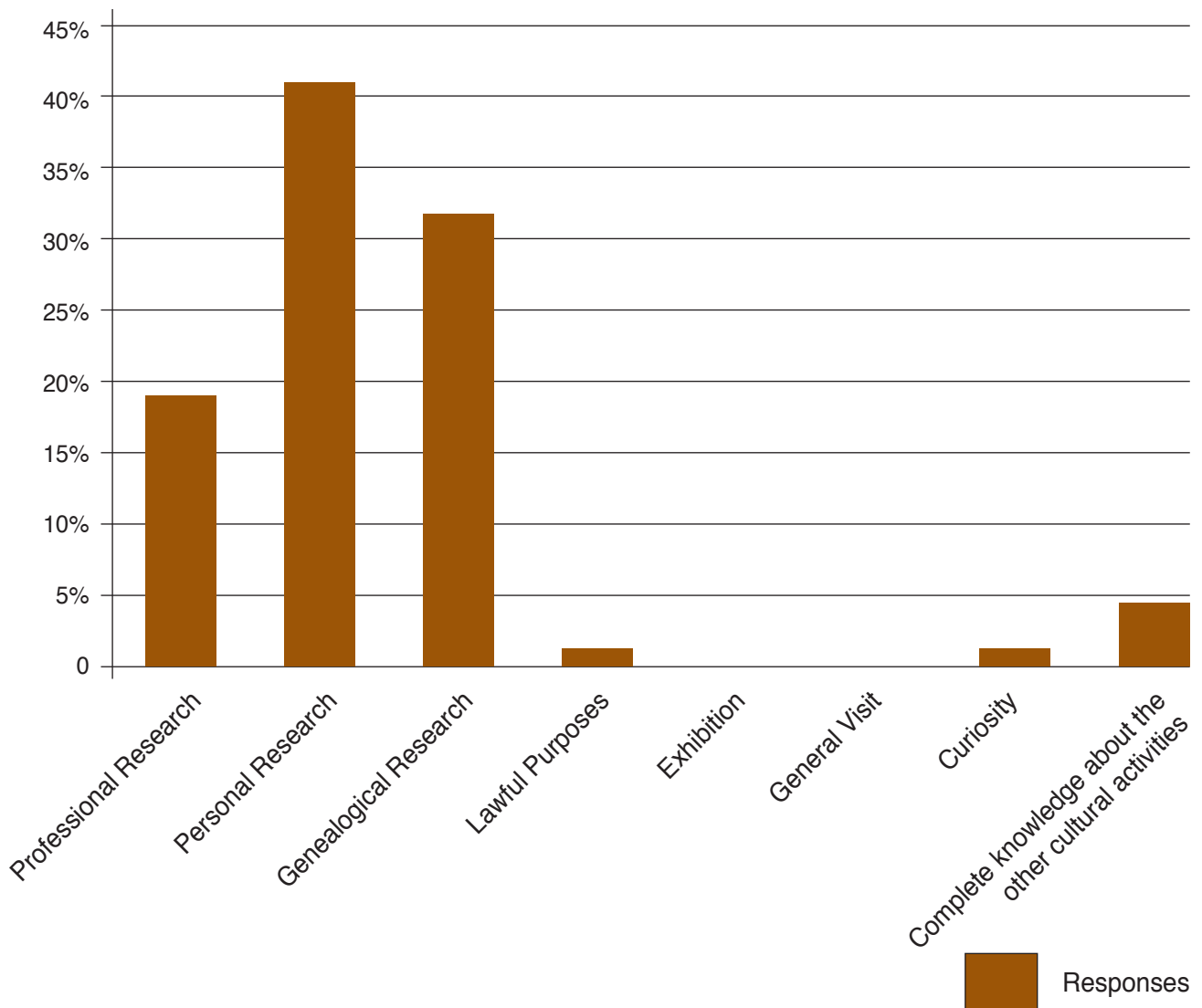
### Question 6. What archive are you in?

Table 2 indicates the archive being used by the participants.

Respondents	Responses
50	National Archives of Malta
4	Notarial Archives, Valletta

### Question 7. Reason of visit to the archive

When asked about the reason for their visit to the archive; the responses portrayed various interest and motives. The main three reasons were: professional research, genealogical research and finally personal research. Personal research was the primary motivation behind the researchers' visit to the respective archive, as seen in graph 5.





### Question 8. For how long have you been visiting this Archive?

Table 3 demonstrates how long the respondents have been visiting the archive. Most of the researchers have only started to visit the archives for less than a year.

Answer Choices	Responses	
Less than 1 year	75.61%	31
Between 1 and 3 years	12.20%	5
More than 3 years	12.20%	5

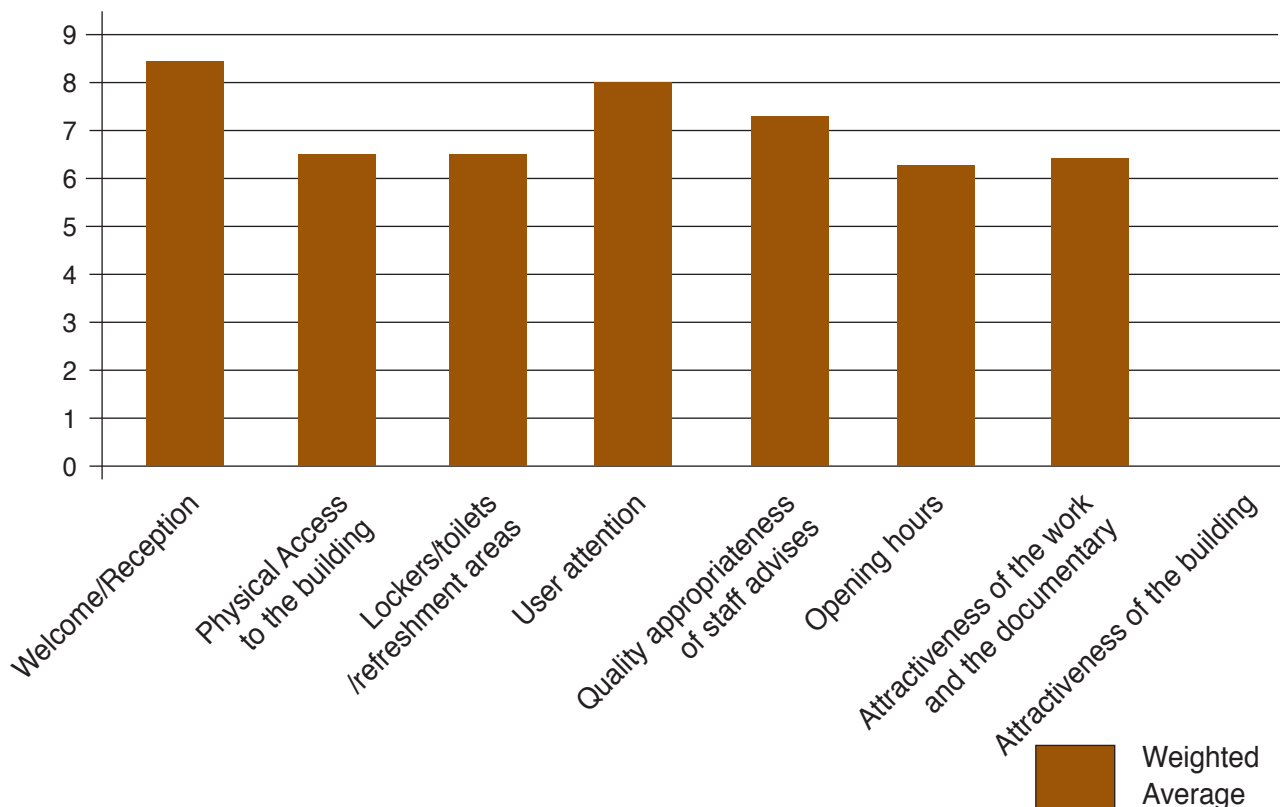
### Question 9. How often do you visit this archive?

Question 9 investigates the frequency of archive visits by the participants. Table.4 indicates that the clear majority call at the archives “very occasionally”. On the other hand, only one respondent goes to the archives daily.

Answer Choices	Responses	
everyday	2.70%	1
once a week	21.62%	8
once a month	5.41%	2
very occasionally	70.27%	26

### Question 10. What do you think about the Archive you visited?

The researchers had to rate various aspects of their experience, such as the aesthetics of the building and the customer care involved. By analysing the weighted average, it is evident that respondents to our survey were most satisfied with the Welcome/reception of the archives visited and the user attention received.



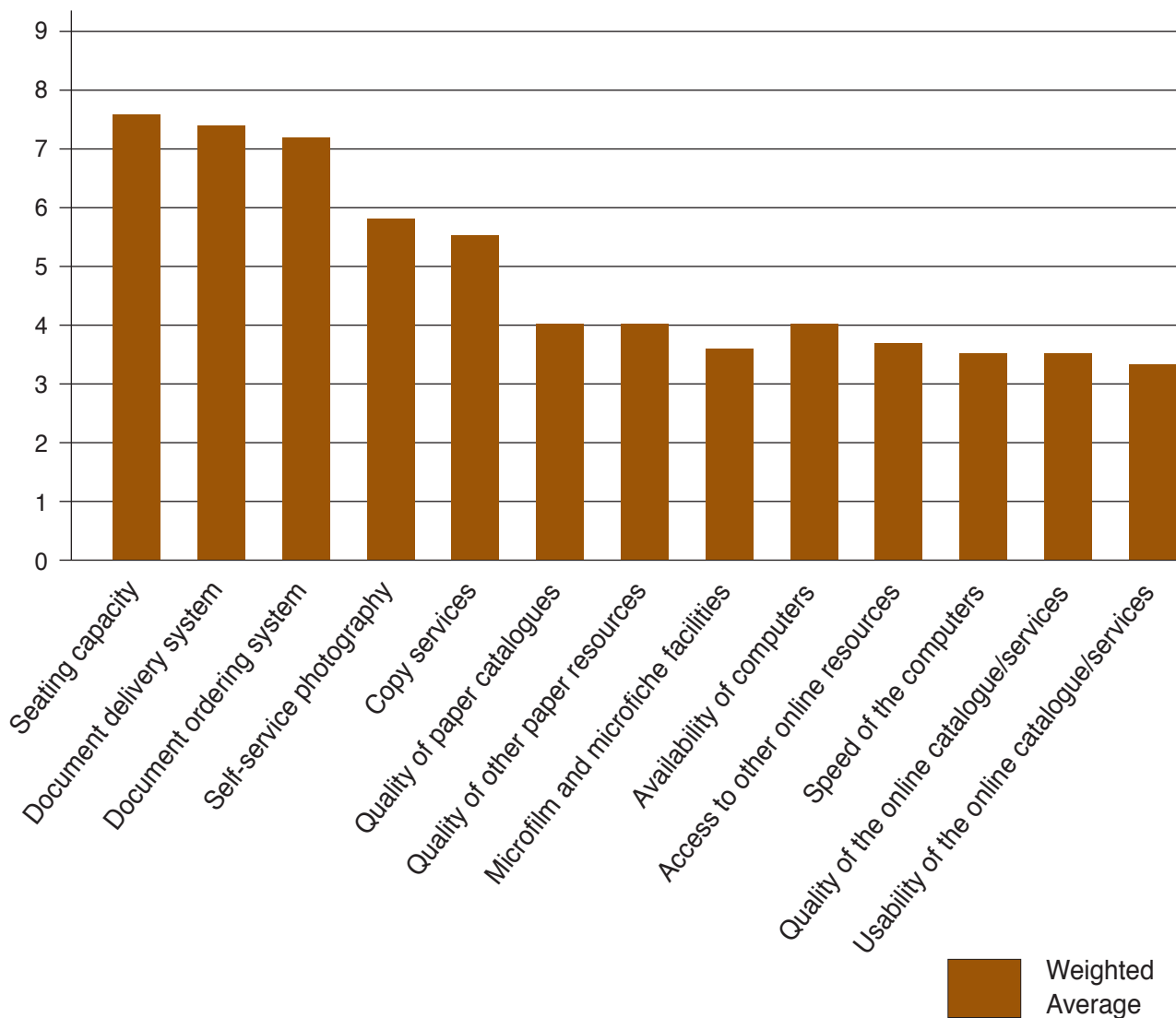
### Question 11. Are you satisfied with the results from your visit today?

Furthermore, survey participants had to rate their results following the visit on the same day, and a substantial majority of 71.7% thought that their visit was “Very Good”. Table 5 shows the whole picture and reactions.

	Very good		Good		Adequate		Poor		Very Poor		N/A		Total	Weighted Average
1	71.70%	38	15.09%	8	5.66%	3	0.00%	0	1.89%	1	5.66%	3	72	8.83

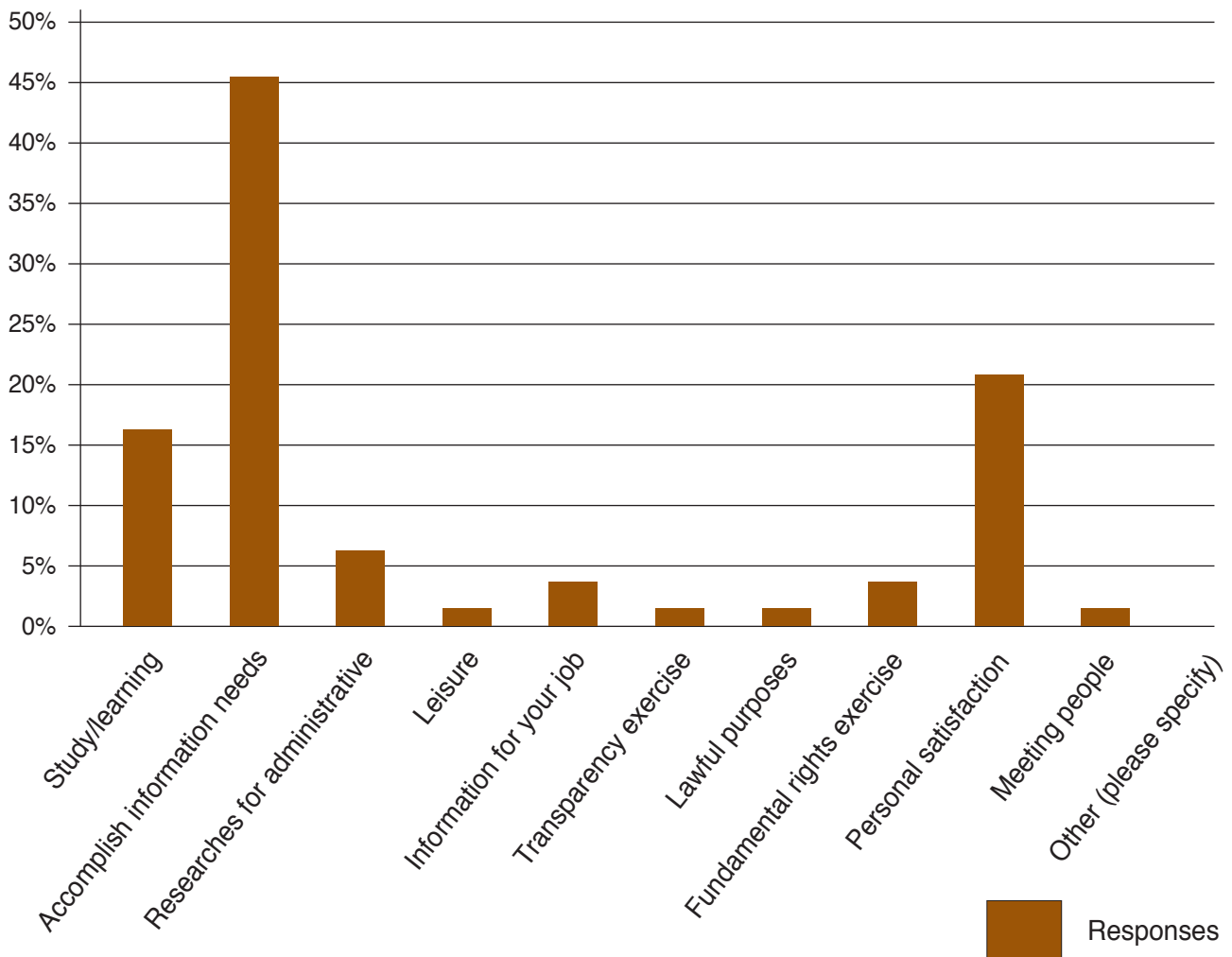
### Question 12. Value the Services related to the research

In question 12, the survey required the respondents to analyse the services on offer at their chosen archive further. Once again, the question used a rating scale varying from Very Good to Very Poor. Users at the National Archives/Notarial Archives were happy with the seating capacity, document delivery and document ordering and not satisfied with the speed of computers the online catalogue and microfilm/microfiche facilities. Graph 1.7 illustrates the weighted average of feedback received.



### Question 13. What did you get from your visit today?

In Question 13 participants were asked to state the reason for the visit to the Archives on that day when they were answering the questionnaire.



### Question 14. Did you miss on any facilities or services in the Archive?

Question 14 investigates the amenities at the Archives in use. Participants were asked if they “missed on any facilities and services in the Archive”. It stipulated a simple Yes or No answer, asking for further comments when answered negatively. 88.24% were happy with the whole experience of service at the Archives frequented (see also Table 1.6). 3 respondents gave negative feedback. Their main concerns were the following:

- “When you ask for something which is not catalogued, the answer is no, and there is no other tentative from their side.”
- “Could do with another PC.”
- “No internet connection.”

Answer Choices	Responses	
Yes	5.88%	3
No	88.24%	45
If yes, what did you miss?		3

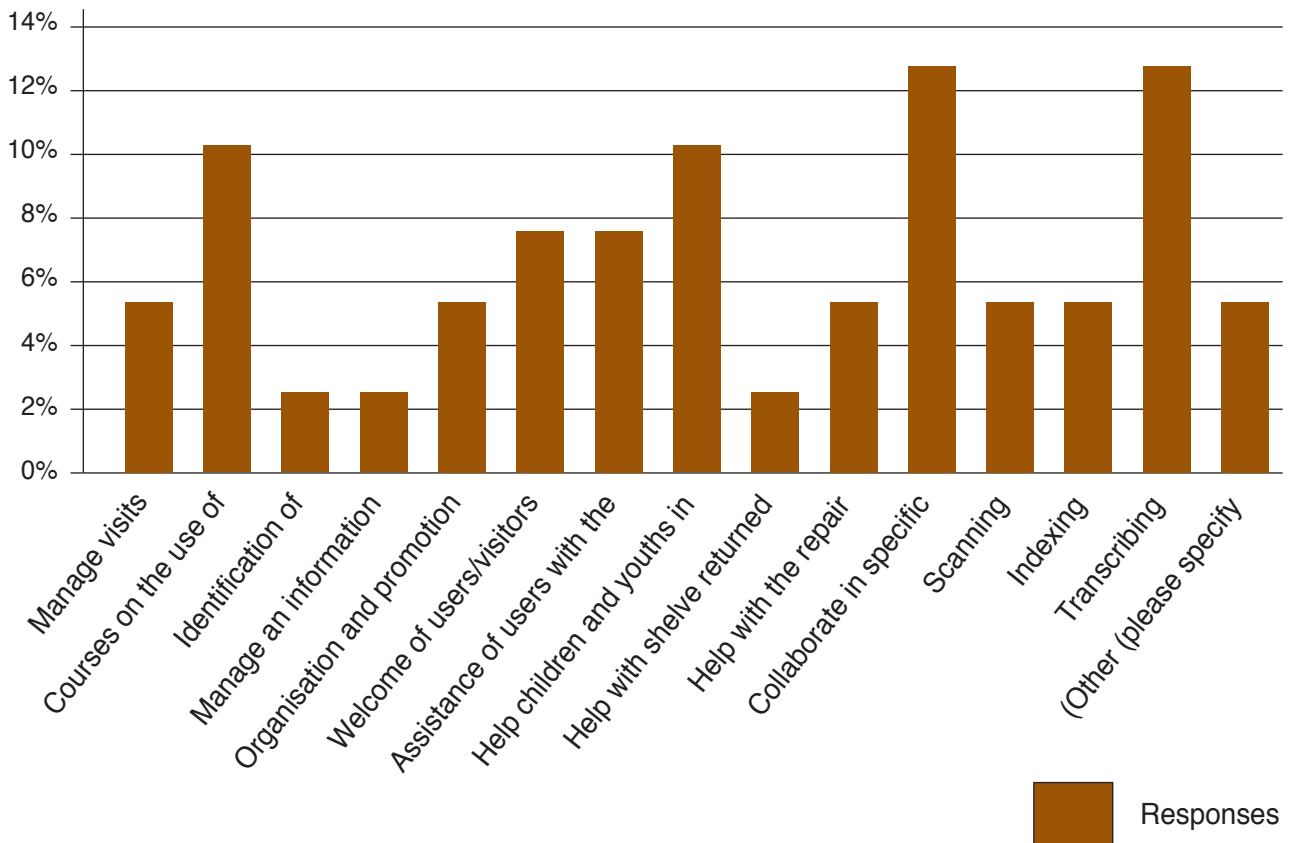
### Question 15. What did you find more interesting in the Archive?

For the next question (Number 15), the exercise was after what is that the researchers find interesting in that archive. Through an open-end answer, the Malta exercise gathered varied feedback about this cohort's interests, including "Old detailed plans" and "Dates and details of a company which date back to 1880". For all the comments, please see Table 1.7 below. It must be remarked that for this question, the Malta survey; had the most unanswered/skipping with 29 out of 54.

Passports	The discipline	Access to a wealth of information
Various contracts of the Theatre and the Plague	Documents about my family	Passports applications
Information about my ancestors	Original documents	Easy accessibility to information.
The availability of the documents easily accessible	Staff assistance	Dates and details of a company which date back to 1880
The information I found and the excellent staff	The ability/availability of passports	The register of the Secretaries and the names of outgoing passengers
The amount of historical documents available	The organisation and being well served	Information about the person I am researching about
Organisation and availability of records	Lot of information about our heritage, costumes etc.	Passports certificate of my grandfather
Old detailed plans	Very old plans, well done!	Staff assistance
The research on the Computer	As well as the relative information there was also historical information	
Staff is very helpful and very knowledgeable	The application of my ancestor when they joined the King's Own Regiment	

### Question 16. In which programmes would you participate as an unpaid volunteer for the archive?

The final question in the Silver Researchers Survey dealt with the volunteer sector. The questionnaire tries to discover the interest (if any) of elderly researchers to take part in volunteering at an Archives. For this question, there were more respondents with an answer; however, 15 out of 54 still decided to skip this question. The remaining 39, willing to volunteer, had a possibility of 15 options. Most participants (over 25%) preferred to either collaborate in specific projects of Local History or by transcribing where necessary. Graph 1.9 presents all the answer received.



## C. Conclusion

Persons over 60 years making use of two of the archival repositories in Malta are satisfied. It seems that the urge of this age cohort to experience an archive is gradually on the rise and experience their activity within an archival environment as attractive. The overall service at both the Archives frequented is highly satisfying.

These findings are encouraging; however, one must not put aside the negative responses which need attention.

Another factor is the gender imbalance. Further action is required to attract female presence to our repositories.

We should also consider ways and means to attract foreign researchers to our shores to explore our resourceful repositories.

One more possibility was put in the spotlight through this survey: volunteering. More effort may be required to encourage and facilitate the elderly in Malta to volunteer within an Archival sector.

# 12

# UNAUDITED FINANCIAL STATEMENTS, 2019

## Statement of Profit or Loss and Other Comprehensive Income

		2019	2018
	Notes	€	€
<b>Income</b>			
Government Subvention	2	800,000	750,000
Funds from the Ministry for Gozo	3	96,619	92,671
Other Income	4	32,548	43,765
<b>Total recurrent income</b>		<b>929,167</b>	<b>886,436</b>
Operational Costs	Stat I	(817,155)	(570,498)
Administrative Expenses	Stat II	(124,269)	(257,310)
<b>(Deficit) / surplus before Interest</b>		<b>(12,257)</b>	<b>58,628</b>
Interest receivable	7	-	-
<b>(Deficit) / surplus for the year</b>		<b>(12,257)</b>	<b>58,628</b>

## Statement of Financial Position As at 31 December 2019

	Notes	2019 €	2018 €
<b>ASSETS</b>			
<b>Fixed assets</b>			
Tangible assets	9	189,801	229,001
Deferred expenses		27,706	
<b>Current assets</b>			
Trade and other receivables	10	2,830	2,372
Cash at bank		220,752	207,201
		<u>223,582</u>	<u>209,573</u>
<b>Total Assets</b>		<u><u>441,089</u></u>	<u><u>438,574</u></u>
<b>RESERVES AND LIABILITIES</b>			
Accumulated fund			
- Recurrent vote and operating activities	11	151,869	164,126
		<u>151,869</u>	<u>164,126</u>
<b>Long Term Liabilities</b>			
Trade and other payables		<u>207,964</u>	<u>212,963</u>
<b>Creditors: Amounts falling due within one year</b>			
Trade and other payables	12	81,256	58,889
Bank overdraft		-	2,596
Accruals, other payables and Deferred Income	12	-	-
		<u>81,212</u>	<u>61,485</u>
<b>Total Reserves and Liabilities</b>		<u><u>441,089</u></u>	<u><u>438,574</u></u>

## Statement of Changes in Accumulated Fund

		Recurrent vote & operating activities €	Accumulated Fund €
<b>Financial period 31 December 2019</b>			
Balance at 1 January 2019	16	164,126	164,126
Deficit for the year		(12,257)	(12,257)
<b>Balance at 31 December 2019</b>		<u><u>151,869</u></u>	<u><u>151,869</u></u>

## Statement of Cash Flows

		2019	2018
	Notes	€	€
<b>Cash Flows from Operating Activities</b>			
Surplus (Deficit) for the Financial Year before transfer of depreciation.		(12,257)	58,628
Adjustments for:			
Release of Grant		(25,084)	(25,666)
Depreciation of tangible fixed assets		58,493	63,052
Interest Receivable		-	-
		<b>21,152</b>	<b>96,014</b>
Operating profit before working capital changes			
(Increase) / Decrease in Debtors		(458)	(554)
Increase / (Decrease) in Creditors		22,367	8,190
Cash generated from operations		43,061	<b>103,650</b>
Interest Received		-	-
<b>Net Cash from Operating Activities</b>		<b>43,061</b>	<b>103,650</b>
<b>Cash Flows from Investing Activities</b>			
Purchase of Tangible assets		(20,376)	(182,325)
Deferred Income Grants		5,000	100,000
<b>Net Cash from Investing Activities</b>		<b>(26,914)</b>	<b>(82,325)</b>
<b>Net movement in cash and cash equivalents</b>		16,147	21,325
<b>Cash and cash equivalents at the Beginning of the Year</b>		204,605	183,280
<b>Cash and cash equivalents at the End of the Year</b>	13	<b>220,752</b>	<b>204,605</b>



## Notes to the financial statements

### 1. Accounting policies

The principal accounting policies adopted in the preparation of these financial statements are set out below:

#### Accounting convention and basis of preparation

These financial statements are prepared in accordance with International Financial Reporting Standards and under the historical cost convention

#### Tangible Fixed Assets

Tangible fixed assets are stated at cost less accumulated depreciation.

Gains and losses on disposal of tangible fixed assets are determined by reference to their carrying amount and are taken into account in determining operating profit.

Depreciation is provided for on the straight-line method in order to write off the cost of each asset to its residual value over its estimated useful life as follows:

Improvements to Premises	15%
Passengers Lift	15%
Shelving	15%
Motor Vehicles	12.5%
Climate Control Equipment	10%
Computer Equipment	20%
Computer Software	33%
Office Equipment	10%
Furniture and Fittings	10%

#### Cash and Cash equivalents

Cash in hand and at banks and short-term deposits which are held to maturity are carried at cost.

Cash and cash equivalents are defined as cash in hand, demand deposits and short-term, highly liquid investments readily convertible to known amounts of cash and subject to insignificant risk of changes in value.

For the purpose of the Statement of Cash Flow, cash and cash equivalents consist of cash in hand and deposits at banks, net of outstanding bank overdrafts.

#### Creditors

Amounts payable are carried at cost which is the fair value of the consideration to be paid in the future for goods and services received, whether or not billed to the company.

## 2. Government Subvention

Amounts advanced by Government for recurrent expenditure are made in the form of subventions from the Consolidated Fund in accordance with Section 20 of the National Archives Act. In accordance with the selected accounting policy, these amounts are accounted for upon an accrual basis.

## 3. Funds from Ministry for Gozo

In 2007 an agreement was reached with the Ministry for Gozo to transfer monies from its vote to the National Archives of Malta to finance the Gozo branch's employment costs and contribute towards its general and administrative running costs.

## 4. Other Income

Other income is mainly generated from photocopy services and digital images, sale of own publications and advertising in the newsletter.

## 5. Payroll costs and personnel information

	2019 €	2018 €
Wages and Salaries	649,941	455,187
Social Security contributions	43,971	154,797
	<u>693,912</u>	<u>609,984</u>
<b>Number of employees as at period end:</b>		
Full time	22	21
Part time	3	0
	<u>25</u>	<u>21</u>

## 6. Surplus before interest

The surplus (deficit) before interest is stated after charging:

	2019 €	2018 €
Staff Costs (Note 5)	693,912	611,437
Depreciation of tangible assets (Note 9)	58,493	63,052
Auditors' remuneration	2,000	2,006

## 7. Interest Receivable

	2019 €	2018 €
Bank Interest	<u>-</u>	<u>-</u>

## 8. Taxation

The National Archives of Malta is exempt from any liability for the payment of income tax in accordance with Section 13 of the National Archives Act, 2005.

## 9. Tangible fixed assets

	Improvement to Premises	Passenger Lift	Shelving	Motor Vehicles	Climate Control	Computer Equipment	Computer Software	Office Equipment	Furniture and Fittings	Fire Alarm System	Collections	Total
Cost	€	€	€	€	€	€	€	€	€	€	€	€
As at 01.01.2019	74,990	6,965	95,914	49,465	28,496	153,783	31,380	38,037	82,748	25,611	18,135	605,524
Additions	4,478	-	-	-	1,305	10,026	1,704	378	2,485	-	-	20,376
As at 31.12.2019	79,468	6,965	95,914	49,465	29,801	163,809	33,084	38,415	85,233	25,611	18,135	625,889
<b>Depreciation</b>												
As at 01.01.2019	23,924	6,965	81,630	32,140	28,496	65,638	17,391	31,051	66,892	23,476	-	377,601
Charge for the year	3,974	-	3,885	2,154	657	32,762	562	3,841	8,523	2,135	-	58,493
As at 31.12.2019	27,898	6,965	85,515	34,294	29,153	98,400	17,953	34,892	75,415	25,611	-	436,095
<b>Net Book Value</b>												
As at 31.12.2019	51,569	-	10,399	15,171	647	65,408	15,131	3,523	9,818	-	18,135	189,801

## Notes to the Financial Statements - continued

### 10. Trade and Other Receivables

	2019	2018
	€	€
Trade Receivable	425	425
Prepayments	2,405	1,947
	<u>2,830</u>	<u>2,372</u>

### 11. Accumulated Funds

#### Capital Vote

The Capital Vote represents assets taken over from Government, net of depreciation.

#### Recurrent vote and operating activities

The recurrent vote and operating activities represent the accumulated deficit or surplus resulting from operations.

### 12. Trade and other payables

	2019	2018
	€	€
<b>Amounts falling due within one year:</b>		
Payables	3,371	6,888
Accruals and Deferred Income	77,885	52,001
	<u>81,256</u>	<u>58,889</u>

### 13. Cash and Cash equivalents

Cash and cash equivalents consist of cash in hand and balances with banks.

## Statement I Operational Costs

	2019 €	2018 €
Salaries and Social Security	693,912	611,437
Water and Electricity	9,288	11,102
Insurance	1,855	4,572
Telecom and Data Expenses	16,288	7,585
Cleaning Expenses	17,255	16,368
Repairs office equipment	16,311	16,916
Office Expenses	1,922	7,842
Repairs and Upkeep	1,831	-
<i>Depreciation Charge:-</i>		
Furniture and Fittings	8,523	15,377
Climate Control Equipment	657	-
Computer Equipment	32,762	41,451
Computer Software	562	-
Office equipment	3,842	-
Improvements to Premises	3,973	3,749
Fire Alarm System	2,135	-
Shelving	3,885	
Motor Vehicles	2,154	2,475
<b>Total Operational Costs</b>	<b><u>817,155</u></b>	<b><u>738,874</u></b>

## Statement II

### Administrative Expenses

	<b>2019</b>	<b>2018</b>
	€	€
Rent	49,078	24,179
Staff related expenses	2,019	5,225
Motor Vehicle Expenses	3,789	1,745
Printing, postage and stationery	5,495	6,340
Audit Fee	2,076	2,012
Professional fees	24,349	28,760
Repairs and Maintenance	-	99
Conservation Lab Expenses and Records Management	4,817	5,965
Travelling	10,213	8,247
Subscriptions and Licenses	13,128	2,849
Miscellaneous Expenses	7,558	3,019
Bank Charges	809	494
Advertising	938	-
<b>Total Administrative Expenses</b>	<b>124,269</b>	<b>88,934</b>



# ta' "L-Ghaqda

19- Sda Reale,

Valletta, 22nd. December 1921.

I have the honour to inform you that at a general meeting of the Union of Writers in Maltese (Ghaqda tal Kattolici) held on the 18th. inst., a draft of the Maltese Orthography proposed by the Commission appointed by the same Society on the 10th. Dec. 1920, was discussed and approved with a view to its being adopted as the Maltese Orthography.

The Commission's aims in devising a phonetic alphabet for the vernacular, with the best scholars in Oriental Studies, were simply to represent the scripture of our vernacular on a fixed standard of its pronunciation, which has hitherto been vaguely represented by capricious transcription in foreign orthoepy which is practically embarrassing and incorrect.

It is therefore to be expected that if this Alphabet is accepted by people who are anxious to promote the literary development of the vernacular such as it is evidenced by the publications of the Maltese Press, the Society will make it a duty to report on the orthographical rules which have already been laid down for the purpose of establishing a uniformity in the orthography amongst all writers and editors.

I beg hereby to attach a specimen of the Alphabet proposed by the Society.

The Society shall deem it an essential service if the Government might provide any of the new types of printing in the Government Press and adopt the proposed orthography in its vernacular publications.

I have the honour to be,

Sir,

most obedient servant,

The National Archives of Malta

Hospital Street, Rabat, RBT 1043

Tel: +356 2145 9863

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Secretary.



the Ministry,  
the Palace

L-Ghaqda tal Kattolici  
19. Dec. 1921