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of Diplomatic Documents

**2013**

**Project Progressions  
and Editorial Practices  
2011–2013**

**Editors of Diplomatic  
Documents**

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Editor: Sacha Zala

Editorial Assistant: Christiane Sibille

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Diplomatische Dokumente der Schweiz  
Documents Diplomatiques Suisses  
Documenti Diplomatici Svizzeri  
Diplomatic Documents of Switzerland



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## A Short Overview

As of 22 September, we received 21 replies to the questionnaire from Australia, Belgium, Canada, France, Germany, Greece, Ireland, Israel, Italy, Japan, Latvia, Mexico, Montenegro, Netherlands, Poland, Portugal, Romania, Russian Federation, Switzerland, United Kingdom, United States of America.

### General trends

The trends which began to show at the last conferences also continued during the last two years. The average production is still about two or three volumes in two years (with a print run of 250–1500) with no remarkable changes regarding the selection and presentation of documents. However, compared with the last two conferences there are fewer differences in the number of published volumes. Only the published FRUS volumes noticeably exceed the average production. In some cases budgetary constraints have slowed down the production process.

### Digital Turn

The question of digital forms of publishing remains important. While the absolute number of projects, using the possibilities of the web, has grown only slightly (2011: 13, 2013: 14), the portfolio has been diversified.

Besides the presentation of documents on the web, the production of e-books is becoming increasingly important. Since the last conference, seven projects (France, Germany, Ireland, Israel, Romania, Switzerland, USA) expanded their activities in this field, with two projects introducing print on demand (Netherlands, Switzerland). Social Media activities on Twitter and Facebook were expanded by some projects (Ireland, Switzerland, USA) and two projects (Mexico and the Netherlands) presented some of their activities as videos on Youtube. Eight projects plan to expand their online activities in the nearer future. Even in the production of new volumes, new digital solutions were introduced. The Irish and US projects use specific project management software (MS Project or Basecamp), the Swiss project relies on its own database Dodis and the Japanese project shares its bibliography via a shared software.

### Problems and Improvements

When we asked the projects about problems encountered in the process of web publishing, various issues were mentioned. It is possible to divide these problems into two categories. While the first category deals with actual difficulties, such as lack of web space, copyright issues or search functionalities, the second category shows typical early adopter problems including out-dated software and intricacies related to software migration. Corresponding to the problems the projects faced, the demand for improvement in this area was repeatedly mentioned. The workload of projects to publish traditional volumes, maintain and develop online projects, as well as monitor newest developments increased considerably. Additionally, there is a general requirement for an improvement of the budgetary and personnel situation.

## Declassification and Freedom of Information

The management of declassification requests seems to occupy an increasing number of projects. In Israel more declassification staff are needed due to shortened declassification processes and the FRUS are working on a declassification database to enhance management of the complex and multi-tiered interagency declassification process, which poses the greatest threat of delay because so much of this process is outside their control.

In Switzerland the law requires that the Government publish a list of files under extended retention. This ensures that researchers have access to complete archival catalogues. In analogy to the Federal Act on Archiving, the research centre of the “Diplomatic Documents of Switzerland” has decided to publish a list of the files to which access requests were declined by the responsible authority in the appendix of each volume: see [dodis.ch/dds/ArchA](http://dodis.ch/dds/ArchA).

## Target Audience and Promotion

Most of the projects produce their volumes for scholarly readers and students and in some cases journalists and diplomats. Experiences with online publications freely accessible have shown that the general public uses the opportunity to access free accessible information to learn more about the diplomatic history of their country. Most of the volumes are available via bookstores or the publishing house, but also via the project or the archive. Marketing is not only done by the publishing houses but increasingly by the projects themselves on their websites and via mailing lists, as, for example, H-Diplo. Other projects, among them Ireland, Latvia, Montenegro or Switzerland issue press releases and try to attract the interest of journalists and the general audience with selected major topics or interesting documents.

## New website

As part of the preparations for the 12<sup>th</sup> International Conference of Editors of Diplomatic Documents, the team of the Diplomatic Documents of Switzerland launched the website [www.diplomatic-documents.org](http://www.diplomatic-documents.org) to foster the visibility of the participating projects. The website collects information on previous conferences and delegates as well as information on scholarly editions and contact persons. The most important aspect is the “News” section, where information about the release of new volumes of editions of diplomatic documents can be posted. Since it officially went online, 18 new volumes were announced on this website, which amounts to more than one new volume per month. Continuing on this path, the website will become an important information resource for scholars of diplomatic history and foreign relations throughout the World.



## Contact

Dr. David Lee  
Director

Dr. Matthew Jordan  
Executive Officer

Department of Foreign Affairs and Trade  
RG Casey Building  
John McEwen Crescent  
Barton ACT 0221

## Activities since the last conference

- ⑨ Could you provide a brief progress report on your project and its activities since the 2011 conference of editors?

Since the last conference of editors in 2011, the Department of Foreign Affairs and Trade has published a narrative history of Australia and the United Nations (Sydney: Longueville Media, 2012) and Documents on Australian Foreign Policy: Australia and the Nuclear Non-Proliferation Treaty, 1945–1974 (Canberra: Department of Foreign Affairs and Trade, 2013).

- ⑨ Have you made changes in the number of volumes printed?

Yes; because we are moving to have all DAFP available online in the next couple of years, we have reduced the printed run from about 1,500 to 600 volumes. We will continue to publish small runs of between 600 and 1,000 volumes for public relations purposes.

- ⑨ Have you introduced new publication formats?

No.

- ⑨ Do you have any other scientific activities?

No.

- ⑨ Could you identify aspects in which the running of your project could be enhanced in any way?

Our current priority is increasing the number of volumes digitised and available on the web. This will improve accessibility and reduce the need for large print runs. We are currently preparing three volumes for digitisation, namely, Australia and the Indonesian Incorporation of Portuguese Timor, 1974–1976; The Negotiation of the Australia New Zealand Closer Economic Relations Trade Agreement 1983; and Australia and the Nuclear Non-Proliferation Treaty, 1945–1974. These volumes will be available online by the end of 2013.

## Editorial Aspects

- ④ What kind of documents do you publish?

The Documents on Australian Foreign Policy project publishes a range of official documents, including cablegrams, minutes, letters, briefing papers, records of conversation, memoranda and Cabinet submissions, decisions and agenda.

- ④ Are documents published in their entirety? If not, what factors influence document editing?

Documents are generally published in full but editors occasionally omit material that is repetitive or does not contribute to the narrative and central themes of specific volumes.

- ④ What type of annotation do you use? Do you use different annotation for web-based publications?

In both hard copy and web-based formats, the Documents on Australian Foreign Policy project uses footnotes at the bottom of each document. These are sometimes brief, such as clarifying the names of important people, government departments or organisations, and sometimes very detailed to explain aspects of the story that are not readily identifiable in the documents.

- ④ Do you include maps or illustrations, links to other publications or websites such as Wikipedia?

Hard copies of the Documents on Australian Foreign Policy volumes generally contain photographs of people and events pertinent to the subject matter. Where appropriate, maps are also used in hard copy volumes. Documents published in the web-based format only contain text at this stage.

- ④ Do you include an index or search engine?

Both hard copy and web-based Documents on Australian Foreign Policy volumes contain an index of subjects and persons. The web-based format is fully searchable.

- ④ What are the criteria for selection of documents?

Documents are selected according to historical and editorial considerations, i.e. documents are included which contribute to the factual record or particular themes. The omission of documents is determined on the same basis.

- ④ How is the final selection of documents for a volume made and who is responsible for it?

Final selection of documents is entirely at the discretion of the volume editor, although the general editor may offer advice and make suggestions on historical or editorial grounds.

- ④ Do current affairs influence document selection?

No.

- ☉ Are publications prepared in response to demands from the Foreign Ministry or other public bodies?

Sometimes the Department of Foreign Affairs commissions a specific volume to commemorate an anniversary or significant event (such as Australia and Recognition of the People's Republic of China, 1949–1972, which was published in 2002 to mark the 30th anniversary of Australia's recognition of the PRC, or Australia and the Indonesian Incorporation of Portuguese Timor, 1974–1976, which was published in 2001 with the specific objective of giving context to Australia's role in the liberation of East Timor during the 1990s), but these must first be approved by an Editorial Advisory Board comprised of an independent panel of professional historians. Any decision to commission a volume by the Department of Foreign Affairs and Trade has no bearing on the selection or editing of documents.

- ☉ To what extent has declassification of restricted material influenced your selection and publication process?

The declassification of restricted government documents has had no discernible impact on our publication processes. There is such an enormous amount of government archival material that much of it remains closed to the public (including material in the 'open' period, which is presently being reduced from thirty to twenty years) and is still new and unreleased when published in a documents volume. Even if this changes, there will be a continuing value in producing documents volumes that cover a discrete relationship/period/subject in Australian foreign relations and which provides a departure point for further research.

- ☉ Has Freedom of Information legislation had an impact on your project at all?

No

- ☉ Do you use, or have you developed any specific project management structures to assist in the publication of your volumes?

No.

- ☉ If you publish on the web, in what form do you make documents available: through a database, as e-books, using optical scanning, as collections of scanned documents, or yet another way? Documents are available on the web via a database which is organised according to the format of the print volumes.

- ☉ Do you charge for web access, or do you provide material free of charge?

Free of charge.

- ☉ Would you consider a solely web-based project?

Not at present. As noted below, our print run has halved in the last few years, but we plan to keep publishing a number of hard copies (between 600–1,000) for public relations exercises, such as commemorating important anniversaries or as gifts for foreign dignitaries with an interest in the subject of a particular volume.



☎ Are you planning new online activities?

We are not planning any new online activities as such, but we are looking at digitising a further two volumes next year (probably Australia and the Colombo Plan, 1949–1957 and Australia and Papua New Guinea, 1966–1969). All future volumes (from the NPT volume) will be available online after a short period.

☎ What problems have you encountered in the process of web publishing?

None to date.

☎ What is your print run?

The print run for our most recent volume, Australia and the Nuclear Non-Proliferation Treaty, 1945–1974, was 600 volumes. Our anticipated print run will be between 600–1,000 volumes.

☎ Who do you produce your volumes for?

In general, the Documents on Australian Foreign Policy volumes are produced for the Australian public to give it an appreciation of the historical and ideological foundations of the foreign policymaking process in Australia. The volumes are used extensively by academic historians.

☎ Where is your volume available from?

Hard copies of the volumes are available from the Historical Publications and Information Section of the Department of Foreign Affairs and Trade.

☎ How do you promote and market your edition?

Generally, we promote the release of a volume by organising a book launch. The official honours generally fall to the Minister for Foreign Affairs or the Secretary of the Department of Foreign Affairs and Trade. (For details of the public launch of the NPT the volume, see <https://crawford.anu.edu.au/events/2526/launch-australia-and-nuclear-non-proliferation-treaty-1945-1974>). The documentary volumes have a very specific market (i.e. libraries, universities, and academic historians) and these are targeted by way of publicity, word of mouth and the distribution of complimentary copies. Sales are not unimportant, but they are a secondary consideration in the documents program.



## Contact

Jean Luc de Paepe

Secrétaire de la Commission Royale d'Histoire et attaché scientifique honoraire de l'Académie royale de Belgique

Palais des Académies

1, Rue Ducale

B-1000 Bruxelles

Belgique

## Activities since the last conference

- ⑨ Could you provide a brief progress report on your project and its activities since the 2011 conference of editors?  
The last manuscript (Belgium and the UN) is ready to be printed. Actual lack of funding (1000 pages).
- ⑨ Do you have any other scientific activities?  
Other themes under selection.

## Editorial Aspects

- ⑨ What kind of documents do you publish?  
Unpublished ones, coming directly from various archives.
- ⑨ Are documents published in their entirety? If not, what factors influence document editing?  
Yes. Except not in the case of long documents with various themes.
- ⑨ What type of annotation do you use? Do you use different annotation for web based publications?  
Standard scientific notes.
- ⑨ What are the criteria for the selection of documents?  
Relevance for the selected topic.
- ⑨ How is the final selection of documents for a volume made and who is responsible for it?  
Manuscript is submitted to another expert and then agreement of the commission is obtained.
- ⑨ To what extent has declassification of restricted material influenced your selection and publication process?  
No intervention by ministry or institutional or private owners.
- ⑨ Where is your volume available from?  
Seat of the Academies or Royal Commission for History.



## Contact

Greg Donaghy  
Head, Historical Section  
greg.donaghy@international.gc.ca  
Foreign Affairs, Trade and Development Canada  
125 Sussex Drive, Ottawa, Ontario K1A 0G2  
Tel. (613) 992-6288  
Fax (613) 944-0687

## Activities since the last conference

- Could you provide a brief progress report on your project and its activities since the 2011 conference of editors?

We have completed work on Volume 29, and have reviewed the scope of the series with local academics.

- Have you made changes in the number of volumes printed?

No.

- Have you introduced new publication formats?

The Government of Canada has recently decided to phase out all its print publications. In keeping with this policy, Volume 29 will be the last paper edition to appear.

- Do you have any other scientific activities?

The Historical Section offers a balanced and mutually-reinforcing series of outreach programs to promote the study of Canadian foreign policy and Canada's diplomatic history. In addition to the Documents series, the Section is at work on the third volume of the official history of the Department of External Affairs, covering the period 1968–1984, and is slated to begin work on a history of Canada's Trade Commission Service. Its research is made available in print and through its web page, which includes a documentary database and the Heads of Post List.

The Section also administers an "Informal Access Program", which facilitates innovative research on Canadian foreign policy, and provides research assistance on request to departmental researchers, academics, students, and journalists. Through lectures, conferences, and occasional publications it is actively involved in reinforcing links between the Department and the academic community.

## Editorial Aspects

- ⑨ What kind of documents do you publish?  
All types of official and unofficial documents, from letters and telegrams, to memoranda and official minutes. As a general rule, we do not publish material that has been published elsewhere.
- ⑨ Are documents published in their entirety? If not, what factors influence document editing?  
Most documents are published in their entirety, although longer documents may be abridged for reasons of space and relevance.
- ⑨ What type of annotation do you use? Do you use different annotation for web-based publications?  
We only lightly annotate the documents.
- ⑨ Do you include maps or illustrations, links to other publications or websites such as Wikipedia?  
No.
- ⑨ Do you include an index or search engine?  
We include an index in the printed versions, but will reconsider this as we go on-line.
- ⑨ What are the criteria for selection of documents?  
Over time, DCER has undergone a steady transformation in response to the evolving expectations of the historical community and the changing nature of foreign policy in the late-20<sup>th</sup>-century. Initially conceived as a permanent record of Canadian achievement, the early volumes tended to focus almost exclusively on documenting final government decisions, discreetly excluding the political and bureaucratic pressures that gave rise to those policies. In the mid-1970s, severely criticized by Canadian academics for its secretive approach, the series reviewed its terms of reference, becoming “a comprehensive, self-contained record of the major foreign policy decisions taken by the Government of Canada, and the reasons for taking them”. Increasingly, the series reflected the full range of views of officials and politicians, ensuring that the making of Canadian foreign policy would be more readily understood as well as more transparent.
- ⑨ How is the final selection of documents for a volume made and who is responsible for it?  
The editor and general editor are responsible for the final selection of documents.
- ⑨ Do current affairs influence document selection?  
Not usually, though naturally, if interest in an issues or region rises, an editor may decided to respond with extra coverage.

- ☉ Are publications prepared in response to demands from the Foreign Ministry or other public bodies?  
No.
- ☉ To what extent has declassification of restricted material influenced your selection and publication process?  
A minor inconvenience: most concern has focussed on issues of personal privacy.
- ☉ Has Freedom of Information legislation had an impact on your project at all?  
No.
- ☉ Do you use, or have you developed any specific project management structures to assist in the publication of your volumes?  
No.
- ☉ If you publish on the web, in what form do you make documents available: through a database, as e-books, using optical scanning, as collections of scanned documents, or yet another way?  
Government of Canada regulations regarding accessibility have determined the appearance of our documents, which will be published in html with set formats for headings, sub-headings.
- ☉ Do you charge for web access, or do you provide material free of charge?  
Free of charge.
- ☉ Would you consider a solely web-based project?  
See above.
- ☉ Are you planning new online activities?  
No.
- ☉ What is your print run?  
Volume 29 has a print run of 700.
- ☉ Who do you produce your volumes for?  
The DCER is intended primarily for senior undergraduate and graduate students, academic researchers, and journalists. Under the government's depository library program, 125 books are distributed gratis to major research libraries across Canada. The Department gives away another 125 volumes to senior scholars in Canada and sends 500 copies to its missions abroad, where they are made available to Canadian Studies centres. The remaining 125 copies, a small but respectable figure in Canadian terms, are sold through the government's publishing arm.

🗨 Where is your volume available from?

See above.

🗨 How do you promote and market your edition?

A single mutli-volume brochure that is displayed at conferences and events.



## Contact

Valerie Bohn  
Secretary of the Commissions of publications  
valerie.bohn@diplomatie.gouv.fr  
Ministère des Affaires étrangères  
Direction des Archives  
3, rue Suzanne Masson  
93126 La Courneuve Cedex

<http://www.diplomatie.gouv.fr/fr/photos-videos-et-publications/archives-et-patrimoine/publications-des-archives/article/documents-diplomatiques-francais-63592>  
[www.facebook.com/Archives.diplomatiques](http://www.facebook.com/Archives.diplomatiques)

## Activities since the last conference

- ⦿ Could you provide a brief progress report on your project and its activities since the 2011 conference of editors?  
Five volumes were published since September 2011:  
1948-I, 2011.  
1969-I, 2011.  
1969-II, 2012.  
1923-II, 2013.  
1948-II, 2013.  
And two volumes are going to be published : 1916 and 1970-I.
- ⦿ Have you made changes in the number of volumes printed?  
No.
- ⦿ Have you introduced new publication formats?  
Electronic publishing (1969-II; 1948-II).
- ⦿ Do you have any other scientific activities?  
Directors of the different series of publications of Documents Diplomatiques are university professors and, as such, fulfil other responsibilities.  
Diplomatic Archives have other scientific activities.
- ⦿ Could you identify aspects in which the running of your project could be enhanced in any way?  
A website belonging inherently to the direction of Archives should be an asset to the publication effort.

## Editorial Aspects

- ④ What kind of documents do you publish?  
Mainly telegrams, diplomatic notes and dispatches, up to 90%.
- ④ Are documents published in their entirety? If not, what factors influence document editing?  
Documents are not always published in their entirety.  
We have to take into account the volume of the publication.
- ④ What type of annotation do you use? Do you use different annotation for web based publications?  
We use a classic system of annotation.
- ④ Do you use maps or illustrations, links to other publications or websites such as Wikipedia?  
Maps are included in publications.
- ④ Do you include an index or search engine?  
The DDF publications contain an index and a “table méthodique”.
- ④ What are the criteria for the selection of documents?  
The main criteria for selecting documents are their representativeness of French foreign policy for the concerned period. Meanwhile, we try to highlight the interconnections among documents also to display unknown series of archives in order to feed the research work with new material.
- ④ How is the final selection of documents for a volume made and who is responsible for it?  
The final selection of documents for a volume is made by agreement. It is a consulted choice of directors of publication.
- ④ Do current affairs influence document selection?  
No.
- ④ Are publications prepared in response to demands from the Foreign Ministry or other public bodies?  
No, but the 1917–1919 commission was created on the request of the French Presidency for the Great War commemoration.
- ④ To what extent has declassification of restricted material influenced your selection and publication process?  
It has no influence.
- ④ Has Freedom of Information legislation had an impact on your project at all?  
No.



- ☉ Do you use or have you developed any specific project management structures to assist in the publication of your volumes?  
No.
- ☉ If you publish on the web, in what form do you make documents available: through a database, as e-books, using optical scanning, as collections of scanned documents, or yet another way?  
E-books (pdf and epub) will soon be available and downloadable on the editor's site.
- ☉ Do you charge for web access or do you provide material free of charge?  
The pdf and epub volumes are being sold on the editor's website.
- ☉ Would you consider a solely web based project?  
A paper version shall be kept.
- ☉ Are you planning new online activities?  
Yes.
- ☉ Who do you produce your volumes for?  
Mainly university libraries.
- ☉ Where is your volume available from?  
Our work is available from the Belgian editor PIE-Peter Lang in Brussels.
- ☉ How do you promote and market your edition?  
The DDF volumes are presented and sold to the public through special events, like the "Salon du livre" at Blois and the "Journées du Patrimoine" in September, and during organised visits of the Archives of the French foreign relations ministry.  
The editor addresses us a pack of subscribing forms, which are sent to a list of contacts owned by the Direction. The DDF volumes can be sold by Internet, on the publisher's website.  
Finally, the new publications are reported in the website of the ministry as soon as it comes out.



## Contact

Dr. Ilse Dorothee Pautsch  
Senior Editor  
117-lfz-1@auswaertiges-amt.de  
Institut für Zeitgeschichte  
c/o Auswärtiges Amt, Ref. 117-lfz  
11013 Berlin

[www.ifz-muenchen.de/aktenedition\\_auswaertige\\_politik.html](http://www.ifz-muenchen.de/aktenedition_auswaertige_politik.html).

## Activities since the last conference

- ⊗ Could you provide a brief progress report on your project and its activities since the 2011 conference of editors?  
Since 2011, the volumes on 1981 and 1982 have been published. Currently, the volumes covering 1983, 1984 and 1985 are under preparation. Unfortunately, due to budgetary limitations, the work on the volumes on 1961 had to be postponed. (Publication of the volumes on 1954–1961 is not part of the contract between the German Foreign Office and the Institut für Zeitgeschichte).
- ⊗ Have you made changes in the number of volumes printed?  
No, we haven't. As a rule, we publish two to three volumes per year.
- ⊗ Have you introduced new publication formats?  
The AAPD will be available shortly as e-books on the web.
- ⊗ Do you have any other scientific activities?  
No, we haven't. The exclusive task of the editors is the publication of the AAPD.

## Editorial Aspects

- ⊗ What kind of documents do you publish?  
Almost all published documents are culled from the Political Archives of the Federal Foreign Office. The only other documents considered for inclusion come from the Federal Chancellery (diplomatic conversations of the chancellor) and from the collections of top political figures (such as foreign ministers or high ranking members of the Federal Foreign Office). We publish official documents only (no private memos, letters, etc.) and with very few exceptions we select documents that have not been published before.
- ⊗ Are documents published in their entirety? If not, what factors influence document editing?  
Documents are published without omissions. Sometimes, annexes to documents are omitted. All omissions are marked as such.

- ⑨ What type of annotation do you use? Do you use different annotation for web based publications?

Our footnotes inform on the drafting, the distribution and the readers of the document within the Foreign Office. They also inform on the markings on the documents such as question marks, exclamation marks, underlinings and handwritten remarks. Furthermore, they summarize other pertinent documents, often with quotations. Additionally, we provide the sources of legal texts, treaties, press reports etc. mentioned in the document.

Since the AAPD will be put on the web as e-books, the annotations will not differ from those in the printed version.

- ⑨ Do you use maps or illustrations, links to other publications or websites such as Wikipedia?

We don't include maps or illustrations. In rare cases, we include links to websites which we consider serious and reliable, f.e. the Cold War History Project, but not to Wikipedia.

- ⑨ Do you include an index or search engine?

We include a subject index and an index to names.

- ⑨ What are the criteria for the selection of documents?

We select documents for publication which inform reliably about foreign policy actions taken by the government of the Federal Republic of Germany and provide background information on underlying decisions.

- ⑨ How is the final selection of documents for a volume made and who is responsible for it?

The final selection of documents is made by the supervising board of university teachers ("Herausgeber") in cooperation with the editors. The Federal Foreign Office does not in any way influence the selection of the documents or their presentation.

- ⑨ Do current affairs influence document selection?

Current affairs do not influence document selection.

- ⑨ Are publications prepared in response to demands from the Foreign Ministry or other public bodies?

The series "Akten zur Auswärtigen Politik der Bundesrepublik Deutschland" is not published in response to demands from the German Foreign Office.

- ⑨ To what extent has declassification of restricted material influenced your selection and publication process?

The overwhelming majority of the documents published in the AAPD were classified confidential or secret prior to their release. The editing staff have the necessary security clearance to be granted unrestricted access to all files in the Political Archives of the Federal Foreign Office. The Head of the Political Archives decides on the release of classified documents. With very few exceptions, all declassification requests on behalf of the editorial team are granted by the Political Archives.

☉ Has Freedom of Information legislation had an impact on your project at all?  
No, it hasn't.

☉ Do you use or have you developed any specific project management structures to assist in the publication of your volumes?  
We structure the publication process by holding meetings on a regular basis where the entire team discusses the progress of our work.

☉ If you publish on the web, in what form do you make documents available: through a database, as e-books, using optical scanning, as collections of scanned documents, or yet another way?  
After negotiations between the Institute of Contemporary History, the German Foreign Office and Oldenbourg Publishers, an agreement was signed in December 2012 regarding the provision of online access to the AAPD by the publisher. Accordingly already during the first half of 2013, all hitherto published volumes will become accessible as e-books on the platform [www.oldenbourg-link.de](http://www.oldenbourg-link.de) within three months of their printed publication. Also, all future volumes of the edition will be made accessible over the Internet within three month of their printed publication.

☉ Do you charge for web access or do you provide material free of charge?  
The volumes published up to 2002 will be published under "open access", i.e. free of charge. The volumes published between 2003 and 2013 are to become accessible under "open access" four years after their online publication. This "moving wall" of four years will also apply to all future volumes of the edition.

☉ Would you consider a solely web based project?  
No.

☉ Are you planning new online activities?  
No.

☉ What problems have you encountered in the process of web publishing?  
None so far.

☉ What is your print run?  
650.

☉ Who do you produce your volumes for?  
We produce our volumes for scholars, students and the interested public. The majority of our volumes are purchased by libraries.

🕒 Where is your volume available from?

The AAPD can be ordered at any bookstore or directly from our publisher, Oldenbourg Wissenschaftsverlag in Munich ([www.oldenbourg.de](http://www.oldenbourg.de)).

🕒 How do you promote and market your edition?

Promotion and marketing is done by the publisher.



## Contact

Photini Tomai-Constantopoulou  
Expert Minister A'  
Director of the Service of Diplomatic and Historical Archives  
Hellenic Ministry of Foreign Affairs  
Zalokosta 3  
GR-10671 Athens  
Tel. +302103683351  
Fax. +302103683215

archive1@mfa.gr

## Activities since the last conference

- ⌚ Could you provide a brief progress report on your project and its activities since the 2011 conference of editors?  
No volume published since 2011.
- ⌚ Have you made changes in the number of volumes printed?  
No.
- ⌚ Have you introduced new publication formats?  
No.
- ⌚ Do you have any other scientific activities?  
Exhibitions are being organized very often. Articles in the press and scientific books/journals are being published. The director and the scientific staff of the Service very often participate in scientific history conferences and seminars, delivering presentations based on the archival material of the Ministry of Foreign Affairs.
- ⌚ Could you identify aspects in which the running of your project could be enhanced in any way?  
More personnel and budget would enhance the number of volumes produced per year and the scope of the publications.

## Editorial Aspects

- ⌚ What kind of documents do you publish?  
Any kind of documents found in the archives of the Greek Ministry of Foreign Affairs (diplomatic, press, pamphlets, official or private letters etc), selected according to their importance and relevance to the main subject of the publication.
- ⌚ Are documents published in their entirety? If not, what factors influence document editing?  
Most of the documents are published in their entirety. More seldomly, especially in cases of big reports, the most interesting/relevant parts are selected, as far as the main essence of the docu-

ment is not altered. In publications where the documents are used as the basis of the historical text, parts of the documents are usually used.

- ☞ What type of annotation do you use? Do you use different annotation for web based publications?

In publications comprised entirely of diplomatic documents, annotations are short and explanatory. An extended historical review, always at the beginning of the volume, introduces the reader to the historical frame of the period, while biographical notes of personalities mentioned in the documents, bibliography and index of names are also included.

- ☞ Do you use maps or illustrations, links to other publications or websites such as Wikipedia? Yes.

- ☞ Do you include an index or search engine?  
An index is always included in our publications.

- ☞ What are the criteria for the selection of documents?

The selection of the documents to be published is based on the following main criteria:

1. Relevance with the subject of the publication and special interest.
2. Originality.
3. Clarity in the expression of meanings.
4. Personality of the author of the document.
5. Political considerations.

Moreover, since the volumes published by the Service of Diplomatic and Historical Archives of the Hellenic Ministry of Foreign Affairs are thematic, the motive for selecting a subject is connected with major national issues or other challenges Greece's foreign policy faces constantly with its neighbors or a celebration of an important historical event.

- ☞ How is the final selection of documents for a volume made and who is responsible for it?  
The Service of Diplomatic and Historical Archives personnel, in collaboration with the other directorates and services of the Ministry, make the selection of the documents. The Service of Diplomatic and Historical Archives and its director are responsible for the final result.

- ☞ Do current affairs influence document selection?  
The motive for selecting a subject is connected with major national issues or other challenges Greece's foreign policy faces constantly with its neighbors or a celebration of an important historical event.

- ☞ Are publications prepared in response to demands from the Foreign Ministry or other public bodies?  
The Service of Diplomatic and Historical Archives is an integral part of the Hellenic Ministry of Foreign Affairs. The topics are always proposed and discussed upon their conclusion with the Minister's or the Secretary General's bureau.

- ☉ To what extent has declassification of restricted material influenced your selection and publication process?

Declassification process has not influenced our publication efforts, but constitutes a sine qua non criterion so far.
- ☉ Has Freedom of Information legislation had an impact on your project at all?

No.
- ☉ Do you use or have you developed any specific project management structures to assist in the publication of your volumes?

No.
- ☉ If you publish on the web, in what form do you make documents available: through a database, as e-books, using optical scanning, as collections of scanned documents, or yet another way?

No web publishing has been introduced so far.
- ☉ Do you charge for web access or do you provide material free of charge?

No.
- ☉ Would you consider a solely web based project?

Perhaps in the future.
- ☉ Are you planning new online activities?

Yes.
- ☉ What problems have you encountered in the process of web publishing?

The main problem until now has been the limited web-space provided by the Ministry's website. This problem has now been resolved.
- ☉ What is your print run?

Usually, the first edition of each volume is printed in 1,000 copies. The subsequent number of editions and their print runs defer, depending on the needs.
- ☉ Who do you produce your volumes for?

Historians, academics, journalists.
- ☉ Where is your volume available from?

Mainly from bookstores.
- ☉ How do you promote and market your edition?

The publishing house with which the Service collaborates is responsible for promoting the volumes. Moreover, the Ministry presents the publication on its website and through special ceremonies at home and abroad.





## Contact

Dr. Michael Kennedy  
Executive Editor

Dr. Kate O'Malley  
Assistant Editor (on maternity leave 2013)

Dr. Conor Mulvagh  
Editorial Assistant (temporarily replacing Dr O'Malley 2013)

DIFP  
Academy House  
19 Dawson St  
Dublin 2  
Ireland

[www.difp.ie](http://www.difp.ie)  
<http://www.ria.ie/research/difp/news.aspx>  
[difp@ria.ie](mailto:difp@ria.ie)  
Twitter: @DIFP\_RIA  
[www.facebook.com/freddie.boland](https://www.facebook.com/freddie.boland)

## Activities since the last conference

- 🕒 Could you provide a brief progress report on your project and its activities since the 2011 conference of editors?  
Since 2011 DIFP published DIFP VIII (1945–48) in 2012, placed online DIFP VI (1939–41) at [www.difp.ie](http://www.difp.ie), giving complete free online coverage to the DIFP series from 1919 to 1941. We have continued to expand the project's national and international outreach programme of media appearances (radio and television), lectures, seminars and workshops on Irish foreign policy and associated topics. We are continually developing our outreach presence by promoting the use of DIFP documents at secondary school level in the history curriculum. Our most important developments have been the creation of an e-pub on the 1921 Anglo-Irish Treaty Negotiations and the continued development of DIFP's presence on Twitter (@DIFP\_RIA). From the publication of DIFP VIII in November 2012 until its formal launch in February 2013 the project was involved in a considerable publicity campaign to promote the volume. DIFP VIII covers a relatively unknown period of the history of Irish foreign policy and the volume sparked great media and public interest. We are now researching DIFP IX (1948–51).
- 🕒 Have you made changes in the number of volumes printed?  
In 2012 we published DIFP VIII (1945–48).

- ☞ Have you introduced new publication formats?

In May 2012 we published an e-pub covering the 1921 Anglo-Irish Treaty negotiations which is made up of reformatted material from DIFP I (1919–22).

- ☞ Do you have any other scientific activities?

DIFP project staff are each active academic researchers and writers in their own right and contribute in their fields of academic expertise at national and international level. Kate is a Research Fellow at the Centre for Contemporary Irish History at Trinity College Dublin (CCIH) and regularly lectures on her specialist field of Irish-Indian relations. Michael is also a Research Fellow of the CCIH and is a member of the Irish Manuscripts Commission (IMC) and an Adjunct Professor of History at University College Dublin. Michael's "The Irish Defence Forces 1940–1949" (co-edited with Commandant Victor Laing) was published by the IMC in 2011.

- ☞ Could you identify aspects in which the running of your project could be enhanced in any way?

Within the parameters within which Irish academia and public bodies must currently operate what we require more than anything else is effective technology to capture, save, organise and add metadata to the documents we publish in DIFP. What would be ideal would be to have an adviser who can keep us up to date with the technological developments in the fields we operate in. Our engagement with social media and other new forms of promotion is critical to improving and maintaining our public image and profile so keeping abreast of new platforms and possibilities is essential. In addition it is always helpful to keep learning from our 'end users' what it is they like and/or use in DIFP volumes so we can adapt to their requirements as appropriate.

## Editorial Aspects

- ☞ What kind of documents do you publish?

DIFP publishes a mixture of official documents from the archives of the Department of Foreign Affairs and Trade and the Department of the Taoiseach together with material held in the archives of the personal papers of significant Irish diplomatic and political figures. These range from decrypted telegrams, confidential reports and the usual array of diplomatic traffic across to personal letters from ministers and officials to close family members.

- ☞ Are documents published in their entirety? If not, what factors influence document editing?

Documents are generally published in their entirety, but material is often edited out to remove extraneous matter. Edits are indicated in the text by the insertion of '[matter omitted]' and if need be a footnote is inserted explaining the omission and giving details of the length of the omission. However at no times are texts edited to remove facts which were of major importance in reaching a decision or to conceal or gloss over what might be regarded as a defect in policy. Editing is also subject to the terms of the National Archives Act (1986) and

the Freedom of Information Act (1997) and subsequent amendments to that Act. As we wish to keep the physical size of DIFP volumes relatively similar we do in recent years tend to edit texts much more closely to remove extraneous matter and repetition. In recent volumes we have tended to refer in footnotes to documents which did not make the volume but which contained relevant material.

- ⑨ What type of annotation do you use? Do you use different annotation for web based publications?

Except for an historical introduction DIFP does not engage in commentary on the material it publishes. DIFP follows a minimal style of footnoting which seeks simply to explain unfamiliar terms, episodes and events and identify figures of importance referred to in documents. However the number of footnotes to the text has increased volume by volume as the scope of Irish foreign policy widens in the inter-war years. DIFP volumes also include an extensive system of cross-referencing.

- ⑨ Do you use maps or illustrations, links to other publications or websites such as Wikipedia?

Not to date, but we would include maps if they were necessary. The stock of photographs and illustrations of Irish diplomats is not extensive prior to the 1960s. We follow the policy of keeping DIFP one step removed from secondary source publications. The documents must generally speak for themselves without analytical commentary. However we regularly use photographs of various kinds on our social media feeds, particularly if the material in question is unlikely to make it in to DIFP but has a definite public interest.

- ⑨ Do you include an index or search engine?

The index to each hard copy DIFP volume is very detailed and is of great importance as the primary search tool to that volume. A minimum of two months of the production schedule for each volume is set aside to produce and check a quality detailed index for the volume under publication. For online volumes the DIFP website is underpinned by a specially designed search engine that searches the complete text of each DIFP volume online.

- ⑨ What are the criteria for the selection of documents?

Documents are chosen by their ability to explain the development and execution of foreign policy. The editors are impartial and independent experts with complete academic freedom.

- ⑨ How is the final selection of documents for a volume made and who is responsible for it?

The final selection is made by the executive editor, the assistant editor and the editors meeting to discuss a batch of about 800–1000 documents from which a final selection of approximately 600 documents is made. This selection becomes the core text of a volume, but it is further edited down by the assistant editor and executive editor as they prepare the volume for publication. The final selection as published constitutes approximately 90%–95% of the final selection as selected by the editorial team.

☎ Do current affairs influence document selection?

Current affairs have no impact on the selection of documents in DIFP volumes, however current affairs do influence DIFP outreach and our engagement with social media as we try to respond to current events with engaging historical material.

☎ Are publications prepared in response to demands from the Foreign Ministry or other public bodies?

The DIFP series and project was established out of a 1996 government White Paper on Irish Foreign Policy ("Challenges and Opportunities Abroad"), but publications are not prepared in response to specific Department of Foreign Affairs and Trade demands. DIFP has been involved in the preparation of specific volumes on historical topics at the request of DFAT such as Obligations and Responsibilities: Ireland and the United Nations 1955 to 2005, but these are not specific DIFP volumes or part of the DIFP series.

☎ To what extent has declassification of restricted material influenced your selection and publication process?

Very little at this point as DIFP is still working well behind the 30-year rule. Most Irish diplomatic documents from 1919 to 1959 were declassified in 1990 on the coming into operation of the National Archives Act. What remains classified is material of a personal rather than a policy-related nature and so is of little relevance to DIFP as the project is concerned with the design, execution and development of foreign policy. Should we require it, there is a declassification procedure in place to deal with restricted documents.

☎ Has Freedom of Information legislation had an impact on your project at all?

Freedom of Information has impacted DIFP not in terms of the availability of material, but insofar as The Royal Irish Academy is a prescribed body under the terms of the Freedom of Information Act 1997 and the Freedom of Information Act (Amendment) 2003, on 31 May 2006. The project was the subject of one Freedom of Information Act Request in the summer of 2012.

☎ Do you use or have you developed any specific project management structures to assist in the publication of your volumes?

DIFP works over a 2-year research and publication schedule. During the research year we develop a strategic breakdown of the collections and files we wish to consult. In production year the process of getting a new volume into print is broken down into 83 distinct inter-related steps and the process is managed via MS Project. We have also developed minor protocols concerning document capture and the addition of metadata to images.

☎ If you publish on the web, in what form do you make documents available: through a database, as e-books, using optical scanning, as collections of scanned documents, or yet another way?

We make DIFP documents available on a purpose-built website [www.difp.ie](http://www.difp.ie).

- ☎ Do you charge for web access or do you provide material free of charge?  
Free of charge and with no future plans to charge.
- ☎ Would you consider a solely web based project?  
Yes.
- ☎ Are you planning new online activities?  
Yes, we plan to place all volumes of DIFP online on a rolling schedule of a volume every year to eighteen months and we plan to develop new thematic e-pubs.
- ☎ What problems have you encountered in the process of web publishing?  
Some of the earliest software packages we used are now completely obsolete and it was difficult getting data from these packages (such as Pagemaker) and turning it into web-compatible formats. It could be done, but it required long hours of work. We had to modify our format to suit the web and found that not all the aspects of our hard copy format could be replicated easily online – footnotes were a particular problem. It seems that the best way to overcome these and other problems is to restructure our processes around TEI or an equivalent form of markup.
- ☎ What is your print run?  
We vary our print run by volume, depending on our perception of the demand for the volume and the interest in the historical period covered. Print runs have varied from 2,000 for DIFP I (of which to date we have sold ca. 1,500) to 750 for DIFP VIII. We have found that online availability makes no difference to hard copy sales. It is most likely that future print runs will be in the region of 750 or less.
- ☎ Who do you produce your volumes for?  
While the aim of the DIFP series is to make the contents of the DFAT archive available to a wide public audience we have found that the main audience for DIFP is amongst academics (historians and political scientists), graduate students, undergraduate students of history, politics and international relations, journalists, diplomats, secondary school teachers and lawyers. In addition there is a surprisingly large 'general public' market for the series – this may be because of the nature of the content of the volumes and because there is a large market for history in Ireland. Our main markets are Ireland, Britain, the United States, Canada, Australia, New Zealand – generally English-speaking components of the Irish diaspora where 'Irish Studies' and/or Irish history may be taught at university level.
- ☎ Where is your volume available from?  
DIFP volumes are available from major booksellers and online from [www.ria.ie](http://www.ria.ie).
- ☎ How do you promote and market your edition?  
In the two months before the publication of a new volume we pick key documents and themes in the new volume that might interest print and broadcast media. We then draw up

a list of individual journalists, specific shows and key newspapers and academic journals that we can target. The plan is to have a rolling series of stories, sometimes exclusives, pitched at and published by different outlets in the period of and immediately after publication with the publicity culminating in the official launch of the volume by the Minister for Foreign Affairs and Trade. We also try to get reviews in the main Irish papers. The RIA places advertisements, prints posters and postcards, and promotes the volume on social media platforms and on its website and project staff give lectures on the new volume. Each article, review and media appearance is blogged on our news page and we tweet about them.



## Contact

Dr. Hagai Tsoref  
General Editor  
hagai@archives.gov.il

Louise Fischer  
Senior Editor  
louise@archives.gov.il

Project URL: [http://www.archives.gov.il/ArchiveGov\\_Eng/Publications/Documents/Archives'](http://www.archives.gov.il/ArchiveGov_Eng/Publications/Documents/Archives/) URL: [http://www.archives.gov.il/ArchiveGov\\_eng](http://www.archives.gov.il/ArchiveGov_eng)  
Facebook page of the Archives <http://www.facebook.com/israelarchives>

## Activities since the last conference

- ☎ Could you provide a brief progress report on your project and its activities since the 2011 conference of editors?

The project has published two online publications in the "Documents on the Foreign Policy of Israel" series: Israel-Turkey Relations, 1961–1967; Israel's Relations with the Federal Republic of Germany, 1961–1967 (in final stages of editing, should be online by October). Editors from the project have published a large number of short online publications on subjects connected with foreign relations, such as the Munich massacre in 1972, Martin Luther King and Israel, etc.

Two sections of the project on the Israel-Egypt peace process were published online: President Sadat's visit to Jerusalem in November 1977 and President Carter's visit to Jerusalem in March 1979. All of these are based on scanned documents with minimal or no footnotes and extensive introductions. Work continues on Israel-Africa, Israel-France and Israel-Iran in the 1961–1967 series and on the Israel-Egypt project. Three volumes from our previous series have been scanned and are available online from an educational publishing company: the preliminary volume (December 1947–May 1948); Vol. 3 (the Armistice negotiations); Vol. 12 (the Sinai Campaign).

- ☎ Have you made changes in the number of volumes printed?

No volumes have been printed during this period, all publications are electronic.

- ☎ Have you introduced new publication formats?

Scanning of previous volumes. The blog (Hebrew and English) of the Israel State Archives, includes material on our project and selected documents as well as material on other activities of the Archives.

- ☎ Do you have any other scientific activities?

Editors from the project have spoken at conferences such as the Association of Israel Studies

conference in Haifa (June 2012), the Tel Dan conference on information technology (May 2012, May 2013) and others. They have also presented the project to visiting groups of students at the Archives.

- ⌚ Could you identify aspects in which the running of your project could be enhanced in any way?

More staff, particularly in view of the demands of the Archives management for online publications on other subject. Improved technology (the website is out of date and unreliable). More declassification staff. Because of shortened periods of classification there is pressure to release material from more recent periods, with difficult declassification problems.

### Editorial Aspects

- ⌚ What type of annotation do you use? Do you use different annotation for web based publications?

In the first series the documents were fully annotated, providing further information and cross-references to other documents in the volume or in the files. In the second electronic series, annotations have been cut to the minimum necessary to understand the document and links used for cross references. Appendices including documents which were not included in the selection etc are also attached.

In the scanned documents, only publications we are prevented from adding annotations by technological limitations. At the moment, since the publications are short, we are using expanded editorial notes and introductions.

- ⌚ Do you use maps or illustrations, links to other publications or websites such as Wikipedia? We include maps and illustrations, and have expanded our use of links to other publications and Wikipedia.

- ⌚ Do you include an index or search engine?

In the published books we include an index of persons and an index of subjects and topics. In the internet version we would like to replace these with a search engine.

- ⌚ What are the criteria for the selection of documents?

We select documents from the Israel State Archives and other relevant archives such as the Israel Defence Forces and Military Establishment Archives, personal archives of ministers, party archives etc.

- ⌚ How is the final selection of documents for a volume made and who is responsible for it?

In general we select documents according to interest and importance. In our printed volumes we intend to try to focus on more recent material of greater relevance and public interest. Documents are selected by the editor and approved by the General Editor.



- ☎ Do current affairs influence document selection?  
Our special internet publications are influenced by current affairs.
- ☎ Are publications prepared in response to demands from the Foreign Ministry or other public bodies?  
We have not received demands from any public bodies to prepare specific publications.
- ☎ To what extent has declassification of restricted material influenced your selection and publication process?  
In the spirit of the Freedom of Information legislation, the Israel State Archives has shortened the declassification period to 15 years for routine declassification and 25 years for more sensitive material, which includes most Foreign Ministry and Prime Minister's Office material. Cabinet meetings are now classified for 30 years. This gives our project access to more material, subject to the usual restrictions (excluding material likely to cause damage to security, foreign relations or individual privacy). On the other hand, we continue to encounter difficulties with obtaining permission for declassification of documents from some of the depositing institutions and there is greater caution in publishing some material online.
- ☎ Has Freedom of Information legislation had an impact on your project at all?  
The Archives is exempt from Freedom of Information legislation, but it has a policy of making as much material as possible accessible to the public.
- ☎ Do you use or have you developed any specific project management structures to assist in the publication of your volumes?  
As part of the Israel State Archives, the project uses a system of bonuses and incentives to track the work of staff members and ensure that targets are met.
- ☎ If you publish on the web, in what form do you make documents available: through a database, as e-books, using optical scanning, as collections of scanned documents, or yet another way?  
Both e-books and collections of scanned documents.  
Three volumes from the previous series have been scanned and are available to subscribers (mostly schools) through an educational publishing website.
- ☎ Do you charge for web access or do you provide material free of charge?  
Material is free of charge. The scanned books are available through a subscription service.
- ☎ Would you consider a solely web based project?  
Most of our current projects are web based only.
- ☎ Are you planning new online activities?  
We are planning a major publication of scanned documents on the Yom Kippur war, which will not be part of the series, but will touch on foreign relations (mostly exchanges with the U.S.).

- ④ What problems have you encountered in the process of web publishing?  
The failure to update the website, which is based on HTML, makes it difficult to adopt modern platforms for e-books etc. The process of scanning and uploading material to the web is slow and takes up the time of editors. We still have no search engine.
- ④ What is your print run?  
250–300 copies.
- ④ Who do you produce your volumes for?  
Academics, students. The short online publications are intended for the general public as well.
- ④ Where is your volume available from?  
The Israel State Archives markets its own publications.
- ④ How do you promote and market your edition?  
Advertisements in the press and on the website of the Archives, notices to subscribers, notice to fellow editors and to the H-Diplo network.



## Contact

Ministero degli Affari Esteri

Segreteria Generale

Unità di Analisi, Programmazione e Documentazione Storico-Diplomatica

Pubblicazione Documenti Diplomatici

Piazzale della Farnesina, 1

00194 Roma

Tel. 06.36913277

Fax 06.36913273

[http://www.esteri.it/MAE/IT/Sala\\_Stampa/Pubblicazioni/Documenti\\_diplomatici.htm](http://www.esteri.it/MAE/IT/Sala_Stampa/Pubblicazioni/Documenti_diplomatici.htm)  
[doc.diplomatici@esteri.it](mailto:doc.diplomatici@esteri.it)

## Activities since the last conference

- ⊗ Could you provide a brief progress report on your project and its activities since the 2011 conference of editors?

Series XI, volume V has been published.

Research and editing have been completed on Series III, volume IX, which is now being printed and will be distributed in September.

Research has been completed for Series III, volume X, which is now being edited and will be published in 2014.

Research has been made on Series XI, volume VI.

Research has progressed on Series VI, volumes III and IV.

On July 7 2012, as a consequence of Decree n. 95/2012, the “Commissione per il riordinamento e la pubblicazione dei documenti diplomatici italiani” was suppressed within a broader reorganization of all boards of the same type. Coordination of the continuation of the publication of the volumes has thus been attributed to the Segreteria Generale (General Secretariat of the Ministry of Foreign Affairs) – Unità di Analisi, Programmazione e Documentazione Storico-Diplomatica, which appoints university professors to assist in the editorial activities.

- ⊗ Have you made changes in the number of volumes printed?

See above.

- ⊗ Have you introduced new publication formats?













No.

- ⊗ Do you have any other scientific activities?

No.

## Editorial Aspects

- ④ What kind of documents do you publish?  
All relevant documents that may bear interest for the understanding of Italian foreign policy. Particularly, telegrams to and from the Italian Ministry of Foreign Affairs, despatches from the Minister to ambassadors and other diplomatic representatives, reports, letters and other documents from representatives abroad to the Minister, notes of conversations and of meetings, notes and official documents from foreign governments to the Italian government.
- ④ Are documents published in their entirety? If not, what factors influence document editing?  
All documents are published in their entirety and with no editing, exactly as they appear in the original preserved in the Foreign Ministry's archives. No abridgement or summary is made, no parts are omitted.
- ④ What type of annotation do you use? Do you use different annotation for web based publications?  
No special notation is used.
- ④ Do you use maps or illustrations, links to other publications or websites such as Wikipedia?  
Occasionally, maps are included when they are found in the archives and are relevant to understanding a particular document or group of documents. Occasionally, the original document is reproduced when it is particularly important.
- ④ Do you include an index or search engine?  
Indexes are provided at the end of each volume and a summary of all the documents is published at the beginning of the volumes.
- ④ What are the criteria for the selection of documents?  
The criteria used for the selection of documents are based on the historical relevance of the documents to document and understand the foreign policy of the Italian government and, more generally, important issues in international politics.
- ④ How is the final selection of documents for a volume made and who is responsible for it?  
First a larger selection is prepared of all documents that may be of interest found in the various sections of the Italian Ministry of Foreign Affairs' Historic-diplomatic Archives, as well as from other public and private archives. Subsequently, a selection is made of the most relevant documents that illustrate Italy's foreign policy and important issues in international affairs. This selection is the responsibility of the editor, who is generally an academic senior professor of history of international relations.
- ④ Do current affairs influence document selection?  
There is no influence of current affairs on the document selection.

-  Are publications prepared in response to demands from the Foreign Ministry or other public bodies?  
No publication in the series is prepared in response to demands from the Foreign Ministry or of any other public body. The sole responsibility of the selection is with the editor and there is no direction from political or governmental bodies.
-  To what extent has declassification of restricted material influenced your selection and publication process?  
There has been no influence from declassification, because the volumes published have regarded periods not classified.
-  Has Freedom of Information legislation had an impact on your project at all?  
No.
-  Do you use or have you developed any specific project management structures to assist in the publication of your volumes?  
No.
-  If you publish on the web, in what form do you make documents available: through a database, as e-books, using optical scanning, as collections of scanned documents, or yet another way?  
As a single pdf.
-  Do you charge for web access or do you provide material free of charge?  
No.
-  Would you consider a solely web based project?  
No.
-  Are you planning new online activities?  
No.
-  What is your print run?  
Generally two volumes per year.
-  Who do you produce your volumes for?  
The Italian Ministry of Foreign Affairs.
-  Where is your volume available from?  
The Libreria dello Stato.
-  How do you promote and market your edition?  
Through the Libreria dello Stato and on the Ministry's web site.



## Contact

Kazuhiko Tomizuka  
Editor in Chief  
Editorial Division for the Document on Japanese Foreign Policy  
Diplomatic Archives  
Ministry of Foreign Affairs  
1-5-3, Azabudai, Minato-ku  
Tokyo 106-0041  
Japan

Tel: +81-3-3585-4511  
Fax: +81-3-3585-4514

<http://www.mofa.go.jp/mofaj/annai/honsho/shiryo/bunsho/index.html>

## Activities since the last conference

- ① Could you provide a brief progress report on your project and its activities since the 2011 conference of editors?  
Since the last meeting, we have issued 3 volumes of DJFP.  
DJFP, The Second World War in Europe, 1939-1941, Volume 1, Conclusion of the Tripartite Pact and Japanese-Soviet Neutrality Pact  
DJFP, The Second World War in Europe, 1939-1941, Volume 2, Japan's policy towards the European War and the advance into Southeast Asia, Part 1  
DJFP, The Second World War in Europe, 1939-1941, Volume 2, Japan's policy towards the European War and the advance into Southeast Asia, Part 2.
- ② Have you made changes in the number of volumes printed?  
No.
- ③ Have you introduced new publication formats?  
No.
- ④ Do you have any other scientific activities?  
Lectures, seminars and special exhibitions were held on various themes.  
(1) Lectures  
Reversion of Okinawa and Japanese Diplomacy (Mar. 2012); Asia-Pacific War and Southeast Asia: Japan's advance into the Southeast Asia (Mar. 2013)  
(2) Seminar  
International Politics over Reparations Problems in the Postwar Years (Oct. 2012)  
(3) Special Exhibitions  
Japanese Diplomacy during Sino-Japanese War (Jul.-Oct. 2011); The Great Earthquakes and

Japanese Diplomacy (Nov. 2011–Jun. 2012); Road to the Peace Treaty with Japan (Jul.–Oct. 2012).

- ⑨ Could you identify aspects in which the running of your project could be enhanced in any way?

We are considering the improvement of our website by introducing a new search system to increase the usage of our material.

## Editorial Aspects

- ⑨ What kind of documents do you publish?

Published documents are official documents of the Ministry of Foreign Affairs (archival materials).

- ⑨ Are documents published in their entirety? If not, what factors influence document editing?
- They are published in their entirety unless only a portion of the document is relevant.

- ⑨ What type of annotation do you use? Do you use different annotation for web based publications?

The system of annotation includes correction of significant errors or missing parts, margin notes or signs on the original documents, and explanatory notes of key persons covered. We also use the same annotation for web based publications.

- ⑨ Do you use maps or illustrations, links to other publications or websites such as Wikipedia?
- We do not use maps or illustrations, or links to other publications or websites.

- ⑨ Do you include an index or search engine?
- We normally include a chronological index.

- ⑨ What are the criteria for the selection of documents?

Document selection criteria include the historical significance, role in the decision-making process, as well as balance and comprehensiveness of reporting. Also, our Advisory Commission on Diplomatic Documents regularly render useful advice in the selection.

- ⑨ How is the final selection of documents for a volume made and who is responsible for it?

The editors team in the Diplomatic Archives makes the final selection for a volume after consultation with the Advisory Commission. And the Diplomatic Archives is responsible for that decision.

- ⑨ Do current affairs influence document selection?

Current affairs do not influence selection of documents.

- ☉ Are publications prepared in response to demands from the Foreign Ministry or other public bodies?

Our publication project was inaugurated by the formal decision of the Foreign Ministry with budget provision in 1935, resulting in the first issue in 1936. This was partly as a result of the strong recommendation from scholars well versed in the diplomatic document project after WWI. Since then, publications have been prepared in accordance with a plan established by the editors team in the Foreign Ministry.
- ☉ To what extent has declassification of restricted material influenced your selection and publication process?

Although this question does not arise in respect of the prewar period as the decision to declassify all the records had already been taken, it has given influence in our planning for the postwar period, including the possible areas for editing and publication as it is more realistic to select such areas as have included greater number of declassified documents.
- ☉ Has Freedom of Information legislation had an impact on your project at all?

Our Freedom of information legislation naturally stimulated researchers' interest to gain information concerning postwar diplomatic records, thereby giving pressure to accelerate our postwar program and to take into consideration of the areas of stronger public interest.
- ☉ Do you use or have you developed any specific project management structures to assist in the publication of your volumes?

We developed a database for each volume so the editorial staff could share the bibliographic information of the documents under consideration for selection.
- ☉ If you publish on the web, in what form do you make documents available: through a database, as e-books, using optical scanning, as collections of scanned documents, or yet another way?

They are electronic versions of our books.
- ☉ Do you charge for web access or do you provide material free of charge?

There is no charge involved.
- ☉ Would you consider a solely web based project?

We do not at this stage.
- ☉ Are you planning new online activities?

Not yet.
- ☉ What is your print run?

500.



⑨ Who do you produce your volumes for?

We are producing our volumes for scholars and students who have a special knowledge of history as well as linguistic ability in Japanese.

⑨ Where is your volume available from?

The volume is available to purchase from Rokuichi Shobou (<https://www.book61.co.jp/otoiawase.php>) or other Japanese book stores.

⑨ How do you promote and market your edition?

For individual sales, we are relying on commercial concerns selected through competitive bidding.



## Contact

Iveta Skinke

Head of Political Archives of the Ministry of Foreign Affairs of Latvia

iveta.skinke@mfa.gov.lv

Dr. Valdis Rusins

Senior Editor

Political Archives of the Ministry of Foreign Affairs of Latvia

valdis.rusins@mfa.gov.lv

K. Valdemara street 3

Riga LV-1395

Latvia

<http://www.mfa.gov.lv/en/ministry/exhibitions/20-anniversary/>

## Activities since the last conference

- ☉ Could you provide a brief progress report on your project and its activities since the 2011 conference of editors?  
Thematic series “Documents on the Recognition of the Restoration of the Independence of the Republic of Latvia, and Diplomatic Relations” of which documents of the year 1991 were published are being continued. It is intended to be “open-ended” publication as the process of establishing new states is ongoing. Documents of a period of twenty years (1992–2012) are planned to be published in 2013.
- ☉ Have you made changes in the number of volumes printed?  
No.
- ☉ Have you introduced new publication formats?  
No.
- ☉ Do you have any other scientific activities?  
Several exhibitions and historical surveys that include diplomatic documents have been prepared since the 2011 conference. Document exhibitions were dedicated to distinguished Latvian diplomats of the interwar period.
- ☉ Could you identify aspects in which the running of your project could be enhanced in any way?  
To develop special structure with staff for document publication at the Ministry of Foreign Affairs. Now publications are being prepared by qualified specialists of the MFA Archives as extra tasks alongside with their regular duties.

## Editorial Aspects

- ⑨ What kind of documents do you publish?  
Diplomatic notes, letters, resolutions, decisions, agreements, memoranda, communiqués, press releases, diplomatic notes, letters and other types of documents.
- ⑨ Are documents published in their entirety? If not, what factors influence document editing?  
Usually documents are published in their entirety, exceptions are made only for exhibition purposes, if the documents are too long or on many pages. In that case, the most significant parts of documents are exhibited.
- ⑨ What type of annotation do you use? Do you use different annotation for web based publications?  
Title and date of the document, author, custody and explanation of specific characteristics of document, information about the facts, persons and events mentioned in the documents. We publish basically the same information in annotations for web based publications, exhibition annotations are generally more concise.
- ⑨ Do you use maps or illustrations, links to other publications or websites such as Wikipedia?  
Document exhibitions are supplemented by maps, illustrations, photos, as well as links to websites, if the document has been published or is available on the web.
- ⑨ Do you include an index or search engine?  
No, but we intend to include.
- ⑨ What are the criteria for the selection of documents?  
Criteria for the selection of documents are thematic and chronological frames.
- ⑨ How is the final selection of documents for a volume made and who is responsible for it?  
The ongoing published series are intended to consist of complete set of documents, allowing users to make research as in an archival series of records. The senior editor is responsible for final appearance of a publication.
- ⑨ Do current affairs influence document selection?  
No.
- ⑨ Are publications prepared in response to demands from the Foreign Ministry or other public bodies?  
Yes, the requests of the Foreign Ministry to prepare document exhibitions usually dedicated to the anniversaries of events or persons.
- ⑨ To what extent has declassification of restricted material influenced your selection and publication process?  
Documents selected for publication never have been classified.

- ☉ Has Freedom of Information legislation had an impact on your project at all?  
 No, the laws of the Republic of Latvia – Freedom of Information Law and On Official Secrets – have not influenced the selection and publishing of documents.
- ☉ Do you use or have you developed any specific project management structures to assist in the publication of your volumes?  
 No, the Ministry of Foreign Affairs uses the staff of the Political Archives for preparing publications.
- ☉ If you publish on the web, in what form do you make documents available: through a database, as e-books, using optical scanning, as collections of scanned documents, or yet another way?  
 Collections of scanned documents with annotations and references.
- ☉ Do you charge for web access or do you provide material free of charge?  
 Publications are provided free of charge.
- ☉ Would you consider a solely web based project?  
 Yes, current publications are solely web-based projects. This decision was based on publishing costs and user preferences.
- ☉ Are you planning new online activities?  
 Yes. Besides continuing publication of the ongoing series on the web, we plan to publish historical documents in co-operation with the National Archives of Latvia.
- ☉ What problems have you encountered in the process of web publishing?  
 How to make fully searchable text. How to make publication more findable. How to improve references, include search engines.
- ☉ What is your print run?  
 Publications are not printed. At the present moment only digital publications on the web are planned.
- ☉ Who do you produce your volumes for?  
 Researchers, students, diplomats.
- ☉ Where is your volume available from?  
 Online at the web-site of the MFA.
- ☉ How do you promote and market your edition?  
 web banners, information in the press releases.



## Contact

Salvador Rodríguez Carrillo  
Director de Documentación y Difusión  
srodriguez@sre.gob.mx  
Ricardo Flores Magón 2, piso 2 Ala "B"  
Col. Guerrero, Del. Cuauhtémoc  
06300, México, D.F.  
Tel. (52) 55 3686.5030

<http://www.sre.gob.mx/acervo>  
[dgahistorico@sre.gob.mx](mailto:dgahistorico@sre.gob.mx)

## Activities since the last conference

- ☉ Could you provide a brief progress report on your project and its activities since the 2011 conference of editors?

El Acervo Histórico Diplomático diseñó y desarrolló los proyectos de investigación y editoriales "Historia de las relaciones internacionales de México, 1821–2010"; "La búsqueda perpetua: lo propio y lo universal de la cultura latinoamericana"; y "Las independencias latinoamericanas y el persistente sueño de la gran patria nuestra" para la conmemoración del Bicentenario de la Independencia y el Centenario de la Revolución Mexicana. Como resultado de estas investigaciones, la Cancillería publicó, las colecciones Historia de las relaciones internacionales de México, 1821–2010, integrada por 7 volúmenes, y La búsqueda perpetua: lo propio y lo universal de la cultura latinoamericana, que consta de 6 tomos, así como el libro Las Independencias. Explorando las claves de América Latina. En 2012 se editaron en formato digital los siete volúmenes de Historia de las relaciones internacionales de México, 1821–2010, para que pueda ser consultada en línea y se publicaron cinco libros impresos.

- ☉ Have you made changes in the number of volumes printed?

Por el perfil especializado de sus publicaciones y al reducido mercado debido a que son pocos los investigadores que se dedican al estudio de historia de las relaciones internacionales, el tiraje se ha reducido a 500 ejemplares.

- ☉ Have you introduced new publication formats?

Se han rediseñado las portadas y los interiores con nueva tipografía.

- ☉ Do you have any other scientific activities?

Se han impulsado proyectos de cuidado, preservación, enriquecimiento y divulgación de varios archivos a través de la Red de Archivos Diplomáticos Iberoamericanos (RADI). En los últimos años se publicaron las obras Servicios Básicos de los Archivos Diplomáticos Iberoamericanos. Modelo Técnico, y Políticas y Sistemas de Archivos. Secretaría General Iberoamericana, para solventar la escasa producción de teorías archivísticas propias de la región,

que respondan a la realidad de los archivos iberoamericanos, en especial los diplomáticos, cuya custodia, organización y difusión está a cargo de los ministerios de relaciones exteriores.

- 🕒 Could you identify aspects in which the running of your project could be enhanced in any way?

A partir de los trabajos de investigación, cuidado y preservación de documentos de los archivos, se han impulsado proyectos de museografía de vanguardia. Como fue el caso de la exposición “Paseo en mapa. Explorando las claves de América Latina”, que en el año 2010 presentó la Secretaría de Relaciones Exteriores, a través del Acervo Histórico Diplomático.

### Editorial Aspects

- 🕒 What kind of documents do you publish?

Se publican investigaciones sobre temas de relaciones internacionales que el Acervo Histórico Diplomático propone, supervisa y coordina hasta su publicación, y también se editan guías documentales de los fondos que resguarda el archivo histórico de la Cancillería.

- 🕒 Are documents published in their entirety? If not, what factors influence document editing?

Los documentos son publicados en su totalidad.

- 🕒 What type of annotation do you use? Do you use different annotation for web based publications?

Los documentos que publica la Secretaría de Relaciones Exteriores son ediciones anotadas y son las mismas que se publican en la red.

- 🕒 Do you use maps or illustrations, links to other publications or websites such as Wikipedia?

Sí, contienen índices, mapas, gráficas e ilustraciones, pero no incluyen enlaces a otras publicaciones ni a Wikipedia.

- 🕒 Do you include an index or search engine?

Las publicaciones incluyen un índice general y un índice onomástico.

- 🕒 What are the criteria for the selection of documents?

La elección para publicar se realiza de acuerdo con la importancia de los documentos.

- 🕒 How is the final selection of documents for a volume made and who is responsible for it?

Para la selección final se toma en cuenta la importancia de cada documento y la aportación de éste para el mejor conocimiento de la historia de México. El responsable de la selección es el Acervo Histórico Diplomático.

- 🕒 Do current affairs influence document selection?

En general, la selección de documentos ha correspondido a hechos que ya no tienen una repercusión directa en los asuntos del presente.

- ☉ Are publications prepared in response to demands from the Foreign Ministry or other public bodies?  
 Las publicaciones responden a las necesidades de la Secretaría de Relaciones Exteriores.
- ☉ To what extent has declassification of restricted material influenced your selection and publication process?  
 La desclasificación de documentos no ha restringido ni influido las publicaciones del Acervo Histórico Diplomático.
- ☉ Has Freedom of Information legislation had an impact on your project at all?  
 La Ley Federal de Transparencia de Acceso a la Información Pública Gubernamental no ha impactado ningún proyecto del Acervo Histórico Diplomático.
- ☉ Do you use or have you developed any specific project management structures to assist in the publication of your volumes?  
 No, la Secretaría tiene la experiencia y capacidad para proponer proyectos de investigación, desarrollarlos y publicar los resultados en libros editados por la Cancillería.
- ☉ If you publish on the web, in what form do you make documents available: through a database, as e-books, using optical scanning, as collections of scanned documents, or yet another way?  
 En la red, el Acervo Histórico Diplomático tiene base de datos, libros en ediciones electrónicas y documentos digitalizados del Archivo Histórico.
- ☉ Do you charge for web access or do you provide material free of charge?  
 En la red todos los documentos, libros y bases de datos se proporcionan de forma gratuita.
- ☉ Would you consider a solely web based project?  
 El proyecto de digitalización del Acervo Histórico Diplomático aún no tiene previsto un proyecto de esa naturaleza.
- ☉ Are you planning new online activities?  
 El proyecto de digitalización del Acervo Histórico contempla editar en línea documentos diplomáticos, guías de archivos y libros publicados recientemente por la Secretaría y algunos más cuyas ediciones impresas se han agotado.
- ☉ What problems have you encountered in the process of web publishing?  
 Que existan formatos de archivos compatibles con todas las plataformas.
- ☉ What is your print run?  
 El tiraje de las publicaciones oscila entre 1000 y 500 ejemplares.

🌀 Who do you produce your volumes for?

Las publicaciones que produce la Cancillería están dirigidas a estudiosos de las relaciones internacionales, historiadores, politólogos y estudiantes de esas disciplinas.

🌀 Where is your volume available from?

Todas las publicaciones que edita la SRE son distribuidas y comercializadas en la sede de la Cancillería, en algunas librerías y a través de convenios de consignación.

🌀 How do you promote and market your edition?

A través de medios electrónicos, como el portal de la Secretaría de Relaciones Exteriores, por medio de carteles y asistiendo a ferias de libros en México y algunas de carácter internacional.





## Contact

Rade Raspopovich  
Director of Historical Institute of Montenegro  
Bulevar Revolucije, 5  
Podgorica, Montenegro

## Editorial Aspects

- ④ What kind of documents do you publish?  
We publish diplomatic reports, letters, telegrams from the foreign Archives.
- ④ Are documents published in their entirety? If not, what factors influence document editing?  
The documents are published in their entirety in the original language, and translated into Montenegrin language.
- ④ Do you use maps or illustrations, links to other publications or websites such as Wikipedia?  
Maps are published like illustrations, in case we have any.
- ④ What are the criteria for the selection of documents?  
We publish the document of diplomatic character, of the diplomatic representatives of foreign countries, that are usually preserved in foreign Archives.
- ④ How is the final selection of documents for a volume made and who is responsible for it?  
The final selection is based on the importance of documents, and their content. The editor of the volumes is responsible for the selection.
- ④ Are publications prepared in response to demands from the Foreign Ministry or other public bodies?  
The publication of the first volume has been supported by the U.S. embassy in Podgorica, and the second was supported by Montenegrin embassy in Moscow.
- ④ Has Freedom of Information legislation had an impact on your project at all?  
No, Freedom of Information legislation hadn't had any impact on our project.
- ④ Do you use or have you developed any specific project management structures to assist in the publication of your volumes?  
No, we do not use any specific project management structures.
- ④ What problems have you encountered in the process of web publishing?  
The books are published only in the print edition, we have not published them online.
- ④ Who do you produce your volumes for?  
Scientific researches from the fields of social science (History, Political science, International

law), students, state officials, and others interested in studying the History of Montenegro.

🗣️ Where is your volume available from?

It can be found in Historical institute of Montenegro (publisher) , and in bookstores in Montenegro.

🗣️ How do you promote and market your edition?

We promote it through the public promotions of the books, where experts in this field give the lectures about the book. We also promote it through the different ways of promotion, like journals, sometimes even through the TV talks.



## Contact

Dr. Marc Dierikx  
Project Manager  
marc.dierikx@huygens.knaw.nl  
Huygens Institute for the History of the Netherlands  
Prins Willem-Alexanderhof 5  
P.O. Box 90754  
2509 LT The Hague

[http://www.historici.nl/Onderzoek/Projecten/Europaeenwording/index\\_html\\_en/](http://www.historici.nl/Onderzoek/Projecten/Europaeenwording/index_html_en/)

## Activities since the last conference

- ⌚ Could you provide a brief progress report on your project and its activities since the 2011 conference of editors?

Since 2011 the number of documents available has gone up from 5182 to 6457 with the publication of a new tranche of the research effort. Next to this, a dedicated book was also published, in collaboration with researchers from the Centre Virtuel sur la Connaissance d'Europe (CVCE) in Luxembourg on the history of monetary and financial cooperation in Europe, under the title "Common Fate, Common Future", which was presented to the former chairman of the European Commission, Jacques Santer in Luxembourg city in July 2012. Much effort has since been invested in 'internationalizing' the project to the European level. Preliminary conferences with participation from institutions from Belgium, Luxembourg, France, Germany and Italy were organized in The Hague in November 2012 and April 2013 respectively. This resulted in a decision to found an international consortium for the endeavour. Initial contacts have been made with the European Commission in Brussels to seek funding for this collaborative initiative.

- ⌚ Have you made changes in the number of volumes printed?  
Not applicable; no book volumes are published any more.
- ⌚ Have you introduced new publication formats?  
Yes, the book on monetary and financial cooperation in Europe was published in 'printing on demand' fashion, which can be ordered through a webshop, <http://www.huygens-b2c.nl>.
- ⌚ Do you have any other scientific activities?  
Occasional writing of articles, conference and media presentations.
- ⌚ Could you identify aspects in which the running of your project could be enhanced in any way?  
The running of the project would definitely benefit from being organized on a more secure financial basis. At present, funding is temporary and will expire in 2014.

## Editorial Aspects

- ⑨ What kind of documents do you publish?

We focus primarily on archival documents from the Netherlands Foreign Ministry and from the Prime Minister's Office/Council of Ministers that show the policy formulation and implication process. To be eligible for publication, documents must be from, or touch directly upon the political level.

- ⑨ Are documents published in their entirety? If not, what factors influence document editing?  
We only publish documents in their entirety.

- ⑨ What type of annotation do you use? Do you use different annotation for web based publications?

As we publish on the web, we do not currently use annotation in the classical sense of the word (footnotes in/to documents). We offer the reader a multi-layered search engine to find specific documents he/she finds of interest. For this purpose all documents are indexed for date, document type, keywords, personal names, geographical data, and directly related other documents in the online database. Color reproduction of the documents must ascertain that the reader will be able to identify individual (color coded) remarks on the documents, insertions and other changes to the text that would normally be explained in the footnotes. Since our publication is online only, we presume users to 'google' such explanatory wishes as may arise from the text.

- ⑨ Do you use maps or illustrations, links to other publications or websites such as Wikipedia?  
No.

- ⑨ Do you include an index or search engine?  
Yes, we include a multi-layered (advanced) search engine.

- ⑨ What are the criteria for the selection of documents?

Apart from the somewhat vague criterion of 'being interesting for the process of policy making', we have a more strict criterion that documents must be from, or touch directly upon, the political level.

- ⑨ How is the final selection of documents for a volume made and who is responsible for it?  
Not entirely applicable, as no book volumes are produced any more in the classical sense of document editing. For the book we produced with our Luxembourg colleagues of CVCE, we used the traditional method of funnelling to go from a broad selection of documents to a selective and annotated presentation of core sources. The process involved extensive discussions on individual documents between members of the research team.

- ☎ Do current affairs influence document selection?  
Not directly, but the origin of the present effort to document the Netherlands' policy towards European integration had its roots in current affairs (the EU referendum in Holland in 2005).
- ☎ Are publications prepared in response to demands from the Foreign Ministry or other public bodies?  
No, we publish on the basis of independent academic project identification, and according to academic standards.
- ☎ To what extent has declassification of restricted material influenced your selection and publication process?  
Declassification is becoming an issue now that our present project approaches the 1980s. In Holland this is, somewhat surprisingly, more of an issue with regard to files that have been transferred to the National Archives, than with files still kept under the wings of the Ministry of Foreign Affairs. If a file contains even a single restricted document, it will be labeled 'closed', although the rest of the file may not contain anything restricted. Obtaining declassification is a cumbersome process that involves the archive as keeper of the file or document, and the Ministry as 'maker' of the document.
- ☎ Has Freedom of Information legislation had an impact on your project at all?  
Although the current project has progressed into the late 1970s, and in part uses material from archives not yet open to the general public, the combination of a 20-year rule for archival documents in the Netherlands, together with a long-standing close relationship with the Ministry of Foreign Affairs, have thus far resulted in a relatively undisturbed publication effort. As stated, more issues have arisen from files already transferred to the National Archives.
- ☎ Do you use or have you developed any specific project management structures to assist in the publication of your volumes?  
No.
- ☎ If you publish on the web, in what form do you make documents available: through a database, as e-books, using optical scanning, as collections of scanned documents, or yet another way?  
We have an online database of documents (at the moment containing some 6.500 documents), with its own search engine. Documents are published in PDF format and are based on digital color photos that have been made word searchable by using OCR. The database also provides information on themes, keywords, geographical names, and biographical data off all persons mentioned in the documents.
- ☎ Do you charge for web access or do you provide material free of charge?  
We provide all access and material free of charge, as is standard policy of the Royal Academy of Arts and Sciences.

- ☉ Would you consider a solely web based project?

We publish the results on the web only as this greatly increases the reach of the project over the more traditional printed form.
- ☉ Are you planning new online activities?

Not within the current context. Both the Royal Academy and our institute are active on Facebook and Twitter, though not the current project itself for lack of time and funding. A filmed clip introducing the current project is available on YouTube at <http://www.youtube.com/watch?v=metTlhTRmw4>

The film clip has thus far 'harvested' 53 views since 2012, which makes continuation of efforts in this direction not likely.
- ☉ What problems have you encountered in the process of web publishing?

Choices made in the past, in 1999, to move from a paper-based working method to a digitally-born process, have necessitated a number of upgrades of the computer programming environment. This has necessitated a reduction of operating safeguards to keep the MS Access database that is at the core of the web-output operating. To ensure long-term operability of the documents presented on the website, a more durable database program and website structure is at the top of our wish-list, but beyond the financial and temporal boundaries of the current project.
- ☉ What is your print run?

Not applicable: printing-on-demand.
- ☉ Who do you produce your volumes for?

Book volumes have traditionally been geared towards an academic readership.
- ☉ Where is your volume available from?

As far as books are still produced, these are available in POD through the institute's webshop: <http://www.huygens-b2c.nl>.
- ☉ How do you promote and market your edition?

We issue a press release whenever we put the next installment of our edition project online. The results are put online in such a way that they appear in Google and other search engines. A Twitter message goes out whenever a new installment is put online. Through our institute's website, a short filmed interview with the project manager is also available. However, the most effective promotion takes place through contacts and activities in the academic world, and/or university seminars.



## Contact

Piotr Długolecki

Managing Editor and Secretary of the Editorial Committee

dlugolecki@pism.pl

[http://www.pism.pl/publikacje/Polskie\\_Dokumenty\\_Dyplomatyczne](http://www.pism.pl/publikacje/Polskie_Dokumenty_Dyplomatyczne)

## Activities since the last conference

- ⑨ Could you provide a brief progress report on your project and its activities since the 2011 conference of editors?  
Since the conference in Jerusalem, the Polish Institute of International Affairs published two new volumes of diplomatic documents:  
Polskie Dokumenty Dyplomatyczne 1958  
Polskie Dokumenty Dyplomatyczne 1937.
- ⑨ Have you made changes in the number of volumes printed?  
There have been no changes.
- ⑨ Have you introduced new publication formats?  
There have been no introductions of new publication format.
- ⑨ Do you have any other scientific activities?  
We organized a special presentation devoted to volume Polskie Dokumenty Dyplomatyczne 1937 using archival films (created in 1937).

## Editorial Aspects

- ⑨ What kind of documents do you publish?  
We publish primarily diplomatic documents (cables, reports, notes, memorandums) and also documents created by the Communist Party (1945–1989 period).
- ⑨ Are documents published in their entirety? If not, what factors influence document editing?  
Documents are usually published in their entirety. Sometimes certain portions of documents are omitted – usually information from long texts (annual reports, multi-topic conversations) not connected with Polish diplomacy.
- ⑨ What type of annotation do you use? Do you use different annotation for web based publications?  
Footnotes (ca. 500 footnotes per volume).  
Footnotes indicated by lower-case letters (to show the formal features: underlining, deletions, handwritten corrections).

- 🕒 Do you use maps or illustrations, links to other publications or websites such as Wikipedia?  
There are no maps or links to other publications or websites.
- 🕒 Do you include an index or search engine?  
Each volume includes a personal index and a very extensive subject index (countries, crucial events, organizations, media etc.).
- 🕒 What are the criteria for the selection of documents?  
Material and intellectual aspects, with importance for the history of Polish diplomacy seen as the number one criterion.
- 🕒 How is the final selection of documents for a volume made and who is responsible for it?  
Each volume is reviewed (before publication) by two independent experts and final selection is made by editor of particular volume in consultation with the editor-in-chief.
- 🕒 Do current affairs influence document selection?  
There is practically no link between the selection process and current affairs.
- 🕒 Are publications prepared in response to demands from the Foreign Ministry or other public bodies?  
No demands have been made by the MFA or other bodies.
- 🕒 To what extent has declassification of restricted material influenced your selection and publication process?  
The declassification process has exerted no impact; in Poland all documents created before 1989 (change of the political system) have been declassified and there are no restrictions on access to documents created by the Ministry of Foreign Affairs or the Polish United Workers' Party.
- 🕒 Has Freedom of Information legislation had an impact on your project at all?  
There is no impact.
- 🕒 Do you use or have you developed any specific project management structures to assist in the publication of your volumes?  
There is the Editorial Committee.
- 🕒 What is your print run?  
300 volumes.
- 🕒 Who do you produce your volumes for?  
Scientists, academics and students.
- 🕒 Where is your volume available from?  
Mailing and special presentation.





## Contact

Margarida Lages  
Chefe de Divisão  
IDI - Divisão de Arquivo e Biblioteca  
Largo do Rílvás  
1399-030 Lisboa  
Tel: +351 21 3946164

margarida.lages@mne.pt

## Activities since the last conference

- Could you provide a brief progress report on your project and its activities since the 2011 conference of editors?

Relações Diplomáticas Luso-Russas  
(Luso-Russians Diplomatic Relations)

This project is the result of an agreement between the Ministry of Foreign Affairs of Russia and the Ministry of Foreign Affairs of Portugal, signed in 1998.

The agreement establishes a joint publication of a compendium of diplomatic documents covering the period from the eighteenth century until 1918, concerning the relations between the two countries.

Chronological scope: 1722–1918

Project start: 1998

Already published the vol. 1 (1722–1815)

Published: 2004

Status: ongoing

Scheduled volume: 2014/2015

Edited volumes: 1

Relatórios e Documentos apresentados às Cortes (1836–1948)

(Reports and Documents submitted to the Courts)

Online publication of the reports by the Foreign Ministry to the Courts. Online publication of the reports by the Foreign Minister to the Courts. This publication will be available in European and the national data base of digital objects managed by National Library of Portugal.

Schedule edition: November 2013

Project start: February 2013

Status: ongoing

Volumes for digitalization: 99

URL: <http://idi.mne.pt/pt/arquivobiblioteca.html>

Spared Lives. The actions of three portuguese diplomats in World War II ( in Portuguese and English)

Production of a website from the catalog of an exhibition held in 2000 at the initiative of the Minister of Foreign Affairs, to acknowledge of the memory of Aristides de Sousa Mendes, restoring the truth concerning both his image and is diplomatic career. Two other Portuguese diplomats, Carlos Sampaio Garrido and Alberto Teixeira Branquinho, acted in a limited way along similar lines.

Project start: February 2013

Expected release: November 2013

URL: <http://vidaspoupadas.idiplomatico.pt/wp>.



## Contact

Rudolf Dinu

Senior editor of the first series

rudolf.dinu@gmail.com

Laurențiu Constantiniu

Editing team leader of the second series

lconstantiniu@yahoo.com

Mioara Anton

Editing team leader of the third series

idr@idr.ro

Romanian Diplomatic Institute

Blvd. Primăverii 17

Sector 1

Bucharest

Romania

Tel: +40 21 233.99.55

Fax: +40 21 233.99.77

<http://www.idr.ro/Editarea-Arhivelor-Diplomatice.html>

idr@idr.ro

## Activities since the last conference

- ☉ Could you provide a brief progress report on your project and its activities since the 2011 conference of editors?

Our last participation was at The Hague conference in 2009.

Documente diplomatice române, seria I, volumul 12, 1884–1885/Romanian Diplomatic Documents, series I, volume 12, 1884–1885, (eds.) Rudolf Dinu, Alin Ciupală, Antal Lukacs, associate editors Anca-Grațîela Moga, Nicolae Nicolaescu, Introduction by Rudolf Dinu, Conphys Publishing House, Râmnicu Vâlcea, 2010);

Documente Diplomatice Române, seria a II-a, volumul 18, partea II, 1 iulie–31 decembrie 1936//Romanian Diplomatic Documents, second series, volume 18, part I, July 1–December 31, 1936, (eds.) Laurențiu Constantiniu, Alin-Victor Matei, Andreși Șiperco, Conphys Publishing House, Râmnicu Vâlcea, 2010, CXII+919 pp.

- ☉ Have you made changes in the number of volumes printed?

No.

- ④ Have you introduced new publication formats?  
No.
- ④ Do you have any other scientific activities?  
No.
- ④ Could you identify aspects in which the running of your project could be enhanced in any way?  
A large specialized team of editors and redactors, and more funds for the research activities.

## Editorial Aspects

- ④ What kind of documents do you publish?  
We publish both archival material and official documents.
- ④ Are documents published in their entirety? If not, what factors influence document editing?  
The documents are published unabridged, the opening greeting and the ending formulas have been kept.
- ④ What type of annotation do you use? Do you use different annotation for web based publications?  
Any intervention from the editors in the text was placed between brackets and reported as such "[ - n.ed.]". The footnotes are limited to the absolute essentials: in order to show the existing variations between the telegram and the report texts, or between the draft and the original, to append the text of a telegram, to specify the date in the case of undated documents, to refer to documents with connected argumentation published in the book corpus, to signal the existence of some documents (reports, telegrams, etc., as well as their annexes) which are not being published, or to signal that some documents which are referred to in the published corpus of a telegram, report, dispatch, note, etc., could not be found. The additional notes, handwritten or printed, are also mentioned in the notes. The notes belonging to the authors of the documents are specially marked by asterisks, or according to the original; the notes of the editors are numbered in Arabic figures.
- ④ Do you use maps or illustrations, links to other publications or websites such as Wikipedia?  
No.
- ④ Do you include an index or search engine?  
Yes, the volumes have a combined index (persons, places, issues).

- ⑨ What are the criteria for the selection of documents?  
 Ministry of Foreign Affairs Archive, State Archive, manuscripts found from the Library of the Romanian Academy, manuscripts found from the National Library; any other public or private stakeholder of Romanian diplomatic documentation.
- ⑨ How is the final selection of documents for a volume made and who is responsible for it?  
 Criteria influencing the selection: the only criterion that binds the selection of the archive material, in particular for the series II and III, is related to the size of the publication. The Romanian Diplomatic Institute's objective is to publish a large part of the existing diplomatic documentation, regardless of the topic covered.
- ⑨ Do current affairs influence document selection?  
 Logistical issues constrain most the work of editing: there is a small editing team (6 persons), which has, in equal measure, to select, transcript and edit. This aspect makes more difficult and longer the activity of editing.
- ⑨ Are publications prepared in response to demands from the Foreign Ministry or other public bodies?  
 No.
- ⑨ To what extent has declassification of restricted material influenced your selection and publication process?  
 The law 16/1996, with its subsequent amendments, represented a first progress towards the modernization on democratic principles of the work of the Romanian archives, including the regulatory status of archives from the former socialist institutions and enterprises and of access to documentary material from the communist period.
- ⑨ Has Freedom of Information legislation had an impact on your project at all?  
 Yes.
- ⑨ Do you use or have you developed any specific project management structures to assist in the publication of your volumes?  
 No.
- ⑨ If you publish on the web, in what form do you make documents available: through a database, as e-books, using optical scanning, as collections of scanned documents, or yet another way?  
 As e-books, which are posted on the website of the Romanian Diplomatic Institute.
- ⑨ Do you charge for web access or do you provide material free of charge?  
 All materials are free of charge.

☞ Would you consider a solely web based project?  
Yes.

☞ Are you planning new online activities?  
For now, no.

☞ Who do you produce your volumes for?  
For academics.

☞ Where is your volume available from?  
The libraries from Romania and from abroad.



## Contact

Nadezhda Barinova  
Deputy director of History and Records Department  
Ministry of Foreign Affairs of the Russian Federation  
119200, Smolenskaya-Sennaya sq., 32/34  
Moscow  
Russia

[www.idd.mid.ru](http://www.idd.mid.ru)  
[idd@mid.ru](mailto:idd@mid.ru)

## Activities since the last conference

- Could you provide a brief progress report on your project and its activities since the 2011 conference of editors?

Publication of archival documents of the Ministry of Foreign Affairs of the Russian Federation is an important function of the History and Records Department. The Department prepares and publishes a fundamental series Documents on the Foreign Policy of the USSR, as well as collections of documents related to the bilateral relations of our country with foreign countries and documentary collections on specific subjects in accordance with the Historical Documents Publication Plan approved by the Ministry.

Since the 11<sup>th</sup> International Conference of Editors of Diplomatic Documents, the History and Records Department has prepared and published the 4<sup>th</sup> volume of the serial collection of documents titled "The USSR and the German Issue 1941–1949", dedicated to the events from June, 1948 to October, 1949 ("Mittel-Press" Publishing House, Moscow, 2012, print run: 500 copies).

This collection of documents was prepared by the Ministry of Foreign Affairs of the Russian Federation, the Institute of World History of the Russian Academy of Sciences and Zentrum für Zeithistorische Forschung Potsdam. It is the final volume of documental series on Soviet foreign policy concerning Germany before the creation of two German independent states – the German Democratic Republic and the Federal Republic of Germany. The collection begins with the addresses by the co-chairmans of the Joint commission on research on contemporary history of Russian-German relations, which has made significant support to the project. The volume comprises two scientific introductions by Russian and German compilers stating historic conception and criteria for selection of documents. The collection contains 181 documents from Russian archives. The publication is based on the materials from the Archive of Foreign Policy of the Russian Federation. The documents from the Archive of the President of the Russian Federation, the Russian State Archive of Socio-Political History, the State Archive of the Russian Federation and the Russian State Military Archive are also represented in the book.

The documents reflect a lot of problems related to the German issue, efforts of the parties to resolve the Berlin crisis. The collection contains the materials of the foreign ministers

meeting in Warsaw, June 1948, and of the Council of Ministers of Foreign Affairs in Paris, June 1949, transcripts of conversations held by I.V.Stalin with the representatives of the Western powers in August 1948, letters and staff reports of the Supreme head and other officials of the Soviet Military Administration in Germany (SMAG), drafts and decrees of the Central Committee of the Communist Party of the Soviet Union (Bolsheviks) and the Council of Ministers of USSR, as well as encoded cables, declassified specially for this volume. Almost all documents were published for the first time.

The documents are supplemented with the great variety of reference tools: 388 scientific commentaries, annotated list of documents, included in the volume, scheme of the structure of the USSR Foreign Ministry, footnotes, name index with the brief background profile, geographical index.

This collection was also published in the German language in the Federal Republic of Germany in 2012. The both publications were represented on the plenary session of the Joint commission on research on contemporary history of Russian-German relations in Hamburg, 4–8 July.

☎ Do you have any other scientific activities?

The History and Records Department prepares researches on different aspects of history of foreign politics to be published on the Ministry's web site. In particular, we take part in carrying out an important project on the history of the Second World War under the aegis of the Ministry of Defense. The Department participates in preparation of 2 volumes, dedicated to the history of diplomacy and the Soviet foreign policy during the Second World War, as well as the relations with the Allies. We focus special attention to our participation in scientific exhibitions of archival documents. One of the last examples is the joint Russian-German project "Russia–Germany. 1000 years together", exhibited in Moscow and Berlin.

☎ Could you identify aspects in which the running of your project could be enhanced in any way?

We would consider it important to address the issue of creating electronic versions of document collections and posting them on the Internet. This would help to increase the readership significantly and at the same time cut down publishing expenses.

## Editorial Aspects

☎ What kind of documents do you publish?

The History and Records Department of the Ministry of Foreign Affairs publishes both official documents and archive documents, including the internal correspondence of departments of the Ministry, between the MFA and embassies, and between the MFA and other authorities.

☎ Are documents published in their entirety? If not, what factors influence document editing?

Documents are usually published in full. In extraordinary cases, to save space we publish



abridged versions of documents, cutting off its parts that are not relevant to the topic of the collection. In these cases, the resulting text should always contain a note that a part of document was abridged.

- ④ What type of annotation do you use? Do you use different annotation for web based publications?

The notes published in collections of documents are aimed at helping the reader to properly understand the text of the document. Oftentimes, the notes are used to describe the background information (if it is not contained in the documents of the collection) or have references to other documents of the collection relating to the same subject. In some cases, notes contain documentary materials referred to in the published documents. For instance, if a diplomatic note of a Russian embassy is published, a footnote may contain a reply to the note or any other document explaining the provisions of the principal document. Comments that impose an interpretation of the principal document are inadmissible.

- ④ Do you use maps or illustrations, links to other publications or websites such as Wikipedia? In the bilateral and thematic collections, illustrative materials, photographs or facsimiles of original documents are widely used.

- ④ Do you include an index or search engine?

The reference tools accompany all collections of documents published by the History and Records Department: they have geographical and name indexes (name indexes usually contain brief background profile), some editions contain subject index.

- ④ What are the criteria for the selection of documents?

At the first stage the editorial board (compilers) of the collection usually works on the concept of the editorial project that should reflect modern scientific approaches towards the topic of the publication. The most important documents on the topic are selected for the collection, and the compilers are guided by the intention to ensure historical objectivity.

- ④ How is the final selection of documents for a volume made and who is responsible for it?

The editorial board, selected from representatives of different departments of the Ministry of Foreign Affairs, state archives, as well as historians and scholars from scientific institutes, makes the final decision on the selection of documents.

- ④ Do current affairs influence document selection?

We believe that the existing political situation has no impact on the document selection.

- ④ Are publications prepared in response to demands from the Foreign Ministry or other public bodies?

History and Records Department (a structural unit of the Ministry of Foreign Affairs of the Russian Federation responsible among others for preparing archive diplomatic documents for publishing) is carrying out its publishing activities in accordance with the Plan for the

Publication of Historical Records and Documents approved by the Ministry, which include serial publications, publications, dedicated to the memorial historical events, editions on the basis of bilateral arrangements with our foreign partners.

- ☉ To what extent has declassification of restricted material influenced your selection and publication process?

In the past few years, History and Records Department has declassified significant number of documentary materials. The majority of these have been included in our current editions. The work is carried out on the permanent basis. Furthermore, when working on documentary collections, the staff of the Department, to make their coverage broader, usually conducts additional thematic declassification of documents that ceased to be classified.

- ☉ Has Freedom of Information legislation had an impact on your project at all?

The 2006 Federal Law of the Russian Federation "On information, information technology and protection of information" governing the exercise of the right for search, obtaining and distribution of information reads: "The procedure of storage and use of the documentary information included in archive funds shall be established by the legislation on archive-keeping in the Russian Federation".

A substantial part of materials published by the History and Records Department consists of declassified documents under the 2004 Federal Law "On archive-keeping in the Russian Federation" and the 1993 Federal Law "On state secret" that specify a 30-year period of classification for information that constitutes state secret.

- ☉ Do you use or have you developed any specific project management structures to assist in the publication of your volumes?  
No.

- ☉ If you publish on the web, in what form do you make documents available: through a database, as e-books, using optical scanning, as collections of scanned documents, or yet another way?

All the documents collections prepared by the History and Records Department, have been published only in the form of paper books. At the moment we are considering the issue of publishing an electronic version of the XXVI<sup>th</sup> volume of the serial publication "The USSR Foreign Policy Documents" at the internet site of the MFA.

- ☉ Do you charge for web access or do you provide material free of charge?

Publication of the collections of the History and Records Department on the web, as well as its legal, technical, financial and other aspects are currently being examined and worked out.

- ☉ Would you consider a solely web based project?  
No.

🕒 Are you planning new online activities?

Not yet.

🕒 What problems have you encountered in the process of web publishing?

History and Records Department has yet made no web publishing.

🕒 What is your print run?

As a rule, the number of print copies of document collections of the History and Records Department is 500. Nevertheless, sometimes we issue editions of small circulation (100–300 copies).

🕒 Who do you produce your volumes for?

We produce our documents collections for the experts and researchers in foreign politics and history of diplomacy, students and those who are interested in international relations.

🕒 Where is your volume available from?

If you are interested in acquisition of our editions, contact History and Records Department of the Ministry of Foreign Affairs.

🕒 How do you promote and market your edition?

According to the Budget code of the Russian Federation, we spread our editions (published on budgetary funds) free of charge to state libraries, universities, institutes of higher education and research institutes.



## Contact

Dr. Sacha Zala  
Director  
sacha.zala@dodis.ch  
Diplomatic Documents of Switzerland (DDS)  
Hallwylstrasse 4  
3003 Berne  
Switzerland

[www.dodis.ch](http://www.dodis.ch)  
[dds@dodis.ch](mailto:dds@dodis.ch)  
<https://twitter.com/Dodis>  
<https://www.facebook.com/DDS.Dodis>

## Activities since the last conference

- 🕒 Could you provide a brief progress report on your project and its activities since the 2011 conference of editors?  
Since the last conference, the DDS released two new volumes (23 and 24). Volume 23 reflects the years 1964–1966. Major subjects of this volume are the continued development of bilateral relations between Switzerland and its neighbouring countries and economical and technical cooperation with the so-called developing countries. From an international perspective the war in Vietnam and the European integration processes influenced the Swiss diplomatic activities. Further documents focus on economical relations, the problem of divided states, Geneva as seat of international organizations and the “Good Offices” of Switzerland. Volume 24 covers the years 1967–1969. It continues the focus of volume 23 and reflects the influences of significant events like the war in Vietnam and Biafra, the Six-Day War and the crisis in Czechoslovakia. The increasing diversification of Swiss foreign affairs in this period became noticeable through the expanding scope of Federal Councillors’ visits, not only to Western Europe and North-America, but also to Eastern Europe, Latin America, Asia and Africa. Following the “Agenda 2020”, which envisages one new volume per year until 2020, the release of volume 25 (1970–1972) is now in print.
- 🕒 Have you made changes in the number of volumes printed?  
No. We kept the schedule of our “Agenda 2020” (one volume each year until 2020).
- 🕒 Have you introduced new publication formats?  
We started a new open access e-book series “Quaderni di Dodis”, which is available for free in various formats. The “Quaderni di Dodis” are an academic series in which papers, monographs or essays as well as sources and other materials are digitally published. This series will cover research results which were in one way or another initiated or inspired by the researchers: this may cover publications of international conferences, colloquia or work-

shops for researchers. The “Quaderni di Dodis” intend to widen publication possibilities in the fields of contemporary history and foreign policy, as well as offering young academics an attractive and easy way to be published. Thanks to the permalinks of Dodis it is possible to link the footnotes directly to the historical sources in the database. In addition we launched a new iPhone app available under the name Dodis at the iTunes Store (<https://itunes.apple.com/ch/app/dodis/id576417192>).

☉ Do you have any other scientific activities?

The DDS research group was involved in the organization of various scientific conferences, primarily of course the 12<sup>th</sup> International Conference of Editors of Diplomatic Documents. See more on: <http://dodis.ch/en/activities/events>.

☉ Could you identify aspects in which the running of your project could be enhanced in any way?

One or two more senior researcher.

## Editorial Aspects

☉ What kind of documents do you publish?

We publish archival material primarily from the Swiss Federal Archives, namely official documents of the federal authorities of the Swiss Confederation (government, administration, parliament, reference files, etc.).

☉ Are documents published in their entirety? If not, what factors influence document editing?

We publish the documents in their entirety. However, in the printed book, the records are sometimes condensed by omission of non-relevant or redundant parts. The omitted content is however always accessible on Dodis, in the online version (pdf-format) of the original document.

☉ What type of annotation do you use? Do you use different annotation for web based publications?

In the printed volumes: footnotes; in the database: indices.

☉ Do you use maps or illustrations, links to other publications or websites such as Wikipedia?

In the printed volumes: no; in the database: photographs, see e.g. [dodis.ch/dds/292](http://dodis.ch/dds/292).

☉ Do you include an index or search engine?

The indices of the DDS-volumes include persons, organizations and geographical names. The database Dodis, moreover, contains a search engine, based on a thesaurus, including a simple and advanced search. Given the multilingual situation of Switzerland (documents in German, French, Italian and even in English) the indexation with a multilingual thesaurus allows for better results than full text search.

⑨ What are the criteria for the selection of documents?

The Diplomatic Documents of Switzerland are an affiliated enterprise of the Swiss Academy of Humanities and Social Sciences, and as such, are an institution of free academic research. The selection is therefore carried out exclusively on scholarly criteria, meaning that documents which are published are relevant for the understanding of the history of Swiss foreign affairs or illustrate fundamental issues in international relations in their various aspects. The scope of the project is general and not devoted to current affairs ("Grundlagenforschung").

⑨ How is the final selection of documents for a volume made and who is responsible for it?

The selection is carried out exclusively on scholarly criteria, namely documents that are relevant for the understanding of the further development of Swiss foreign affairs or illustrate fundamental issues in international relations in various aspects of politics. The director of the research project is responsible for the final selection of documents.

⑨ Do current affairs influence document selection?

As was explained above, the Diplomatic Documents of Switzerland are an institution of free academic research, purely conducted by scholarly criteria. The scope of the project is general and not devoted to current affairs. Current affairs can, of course, raise new research questions and lead to deeper research on selected topics.

⑨ Are publications prepared in response to demands from the Foreign Ministry or other public bodies?

The Diplomatic Documents of Switzerland are an affiliated enterprise of the Swiss Academy of Humanities and Social Sciences and as such a free historical project. The scope of the project is defined by federal law.

⑨ To what extent has declassification of restricted material influenced your selection and publication process?

In Switzerland the law requires that the Government publish a list of files under extended retention. This ensures that researchers have access to complete archival catalogues. In analogy to the Federal Act on Archiving, the research centre of the "Diplomatic Documents of Switzerland" has decided to publish in the annex of each volume a list of the files to which access requests were declined by the responsible authority: see [dodis.ch/dds/ArchA](http://dodis.ch/dds/ArchA).

⑨ Has Freedom of Information legislation had an impact on your project at all?

Not directly. In Switzerland the respective law is the Federal Act on Freedom of Information in the Administration (Freedom of Information Act, FoIA): <http://www.admin.ch/opc/en/classified-compilation/20022540/index.html>.

However, the access to the Federal Archives is regulated in the Federal Act on Archiving.

☎ Do you use or have you developed any specific project management structures to assist in the publication of your volumes?

Yes. The database Dodis is not only an online publication tool but also a project management tool, with a special focus on quality assurance.

☎ If you publish on the web, in what form do you make documents available: through a database, as e-books, using optical scanning, as collections of scanned documents, or yet another way? Whereas the printed version of the volumes provides the reader with a general overview of the individual subject areas and countries, the digital database Dodis puts additional information at the users' disposal on an open access basis. The transcribed documents of the printed versions are accessible online as facsimiles (pdf-format). The database contains up to 10 times more documents than the printed version, all of them digitalized facsimiles. The first series 1848–1945 has been retro-digitized and the electronic versions are accessible as pdf-files on <http://dodis.ch/en/print-edition/first-series-1848-1945>. The newest addition is an iPhone app that gives access to the database Dodis and media contents via mobile devices. Furthermore a digital release of the years 1961–1989 is planned.

☎ Do you charge for web access or do you provide material free of charge?

All our materials are free of charge and accessible on an open access basis.

☎ Would you consider a solely web based project?

No. The printed volumes are valuable, as they provide in their critical apparatus more accessibility to an understanding of the other documents in the Dodis database. The footnotes of the volumes are linked through permalinks to the digital resources in Dodis. The printed volumes are a sort of compass for the database.

☎ Are you planning new online activities?

During the last two years, we have widened our online portfolio with the release of the iPhone-App and the e-book series "Quaderni di Dodis". We plan to continue this effort in the future with a focus on the web service Metagrid, which will offer the possibility to interconnect and exchange information within different projects and databases.

☎ What problems have you encountered in the process of web publishing?

Most discussions evolved in the field of copyright, especially regarding the use of photographs and portraits.

☎ What is your print run?

600.

☎ Who do you produce your volumes for?

Researchers (historians, political scientists, international lawyers) and practitioners (diplomats, politicians, teachers) who are interested in an understanding of the history of Swiss foreign policy.

🕒 Where is your volume available from?

It's available via the publishing houses Chronos (Zurich), Casagrande (Locarno), and Zoé (Genève).

🕒 How do you promote and market your edition?

We promote it via flyer, scholarly activities and social media.





## Contact

Professor Patrick Salmon  
Chief Historian  
patrick.salmon@fco.gov.uk

Dr. Richard Smith  
Senior Historian  
richard.smith2@fco.gov.uk

Information Management Department  
WH.1.231  
Foreign and Commonwealth Office  
King Charles Street  
London  
SW1A 2AH

<http://dbpo.chadwyck.co.uk/home.do>  
[historians@fco.gov.uk](mailto:historians@fco.gov.uk)

## Activities since the last conference

- ⊗ Could you provide a brief progress report on your project and its activities since the 2011 conference of editors?  
Since 2011 we have published DBPO:  
Series III: Volume VIII: The Invasion of Afghanistan and UK-Soviet Relations, 1979–82 (2012)  
and a second volume, DBPO: Series I: The Brussels and North Atlantic Treaties, 1948–49:  
laying the foundations of post-war security will also be published this year.
- ⊗ Have you made changes in the number of volumes printed?  
No.
- ⊗ Have you introduced new publication formats?  
No.
- ⊗ Do you have any other scientific activities?  
No.
- ⊗ Could you identify aspects in which the running of your project could be enhanced in any way?  
More resource and dedicated time for staff.

## Editorial Aspects

- ⑨ What kind of documents do you publish?  
Minutes, memoranda, telegrams, briefing material, submissions, official correspondence with overseas posts, correspondence with other government departments and memoranda for the Cabinet. Material published in DBPO comes mainly from the Foreign Office archive, supplemented by papers from other relevant government departments, such as the Cabinet Office, the Prime Minister's Office, the Treasury, the Ministry of Defence and intelligence material.
- ⑨ Are documents published in their entirety? If not, what factors influence document editing?  
Documents are usually published in their entirety.
- ⑨ What type of annotation do you use? Do you use different annotation for web based publications?  
Editorial footnotes. These are retained in the online version.
- ⑨ Do you use maps or illustrations, links to other publications or websites such as Wikipedia?  
No.
- ⑨ Do you include an index or search engine?  
Yes. The paper volumes have an index and the online database has a search facility.
- ⑨ What are the criteria for the selection of documents?  
Documents must usually be high-level, final versions (not drafts) and must document the formulation of British policy rather than simply the reporting of events (though this may play some part in the selection).
- ⑨ How is the final selection of documents for a volume made and who is responsible for it?  
The editor makes the final selection of documents.
- ⑨ Do current affairs influence document selection?  
A number of factors are taken into consideration when choosing topics for a volume. The subject matter should ideally be of interest to historians now and in the future and be an issue of lasting public interest or relevance. There must also be enough documentary material in the archive to sustain a volume.
- ⑨ Are publications prepared in response to demands from the Foreign Ministry or other public bodies?  
Current affairs do not influence document selection.
- ⑨ To what extent has declassification of restricted material influenced your selection and publication process?  
Editors have always had the right to see all files, whether closed or open, held by the FCO with the exception of personnel files. With regard to selection, the decision as to what documents

to include in a volume is left entirely to the judgment of individual editors. However, there is no absolute right to publish a document, if it is still closed or retained, without first seeking clearance from the FCO.

- ④ Has Freedom of Information legislation had an impact on your project at all?  
No.
- ④ Do you use or have you developed any specific project management structures to assist in the publication of your volumes?  
No.
- ④ If you publish on the web, in what form do you make documents available: through a database, as e-books, using optical scanning, as collections of scanned documents, or yet another way?  
New DBPO volumes are published in hard copy and as e-books and then added to the Documents on British Policy Overseas online database, produced in collaboration with ProQuest: <http://dbpo.chadwyck.co.uk/home.do>.
- ④ Do you charge for web access or do you provide material free of charge?  
ProQuest charge a subscription for access.
- ④ Would you consider a solely web based project?  
No.
- ④ Are you planning new online activities?  
No.
- ④ What problems have you encountered in the process of web publishing?  
None – as an established company handles the task.
- ④ What is your print run?  
Approx. 300, followed by print on demand. One volume went into paperback.
- ④ Who do you produce your volumes for?  
They are aimed at academics and research students.
- ④ Where is your volume available from?  
Volumes can be freely purchased by anyone. In practice they are probably only purchased by libraries and other academic institutions.
- ④ How do you promote and market your edition?  
Our publisher markets the volumes in the usual way. We often hold a launch event for the academic community.



## Contact

Adam Howard  
General Editor  
howardam@state.gov  
Office of the Historian  
U.S. Department of State

<http://history.state.gov/>  
[history@state.gov](mailto:history@state.gov)  
<http://twitter.com/HistoryAtState>  
<http://HistoryAtState.tumblr.com>

## Activities since the last conference

- Could you provide a brief progress report on your project and its activities since the 2011 conference of editors?

Currently, the Office of the Historian is completing the final publication of the Lyndon B. Johnson administration, has published 50 out of a projected 64 volumes covering the Richard M. Nixon and Gerald R. Ford administrations, and has begun publishing volumes covering the Jimmy E. Carter administration.

- Have you made changes in the number of volumes printed?  
No.

- Have you introduced new publication formats?  
Since demonstrating a prototype of an e-book edition of FRUS at the 2011 conference, we have introduced two e-book publication formats: Mobi (for Amazon Kindle) and EPUB (for all other ereader devices, including iPad). Over 100 volumes are currently available as e-books, and more will be added.

- Do you have any other scientific activities?  
No.

- Could you identify aspects in which the running of your project could be enhanced in any way?  
Several new management tools have been introduced to the FRUS production process since 2011.  
We are working on a declassification database to enhance management of the complex and multi-tiered interagency declassification process, which poses the greatest threat of delay because so much of this process is outside of the Office's control.

## Editorial Aspects

- ⑨ What kind of documents do you publish?  
U.S. Government documents.
- ⑨ Are documents published in their entirety? If not, what factors influence document editing?  
Not necessarily.  
Declassification issues affect whether documents are published in their entirety or in redacted form. Additionally, space constraints influence how much of a document is published.  
Document extracts appear in the form of editorial notes, as well as extracted documents.
- ⑨ What type of annotation do you use? Do you use different annotation for web based publications?  
The annotation is used to convey provenance, original classification, and cross referencing documents.  
The Office uses the same format for both its print and web-based publications.
- ⑨ Do you use maps or illustrations, links to other publications or websites such as Wikipedia?  
We have started to include maps and illustrations and our website includes a database of links to related reference material.
- ⑨ Do you include an index or search engine?  
Our print edition contains a back-of-book index, which is reproduced in the digital forms (PDF, web, and e-book).  
In addition, our website has a site-wide search engine that can be used to search the contents of our volumes.
- ⑨ What are the criteria for the selection of documents?  
The selection is based on how the documents reflect U.S. policymaking at the highest levels of the U.S. Government.
- ⑨ How is the final selection of documents for a volume made and who is responsible for it?  
Staff historians' document selections are vetted by two reviewers before being submitted into the declassification process.
- ⑨ Do current affairs influence document selection?  
No.
- ⑨ Are publications prepared in response to demands from the Foreign Ministry or other public bodies?  
The U.S. Congress mandates the publication of the FRUS series.

- ④ To what extent has declassification of restricted material influenced your selection and publication process?  
Historians have access to the full range of classified materials and select the best documentation from that regardless of existing classification issues.
- ④ Has Freedom of Information legislation had an impact on your project at all?  
Only to the extent that selected classified documents were previously released through FOIA cases.
- ④ Do you use or have you developed any specific project management structures to assist in the publication of your volumes?  
We use Basecamp, a web-based project management service.
- ④ If you publish on the web, in what form do you make documents available: through a database, as e-books, using optical scanning, as collections of scanned documents, or yet another way?  
We make our documents available on our website, which is full-text searchable.  
When possible, we also provide print-quality PDFs and screen-resolution images of the print edition, as well as archival quality scans of original documents as PDFs and as screen-resolution images.  
For a growing number of new and back catalog volumes, we provide ebook downloads of each volume.
- ④ Do you charge for web access or do you provide material free of charge?  
All information on the Office's website is free of charge.
- ④ Would you consider a solely web based project?  
We have discussed this with our Historical Advisory Committee and thus far have decided to continue to print a portion of the volumes in addition to publishing all volumes on our website.
- ④ Are you planning new online activities?  
We are building a web service (an "API") to our catalog, so that third-party developers can easily integrate the FRUS catalog and ebooks into their applications and services. This effort is being conducted to help the Department of State fulfill its obligations under the Obama Administration's Digital Government Strategy.
- ④ What problems have you encountered in the process of web publishing?  
We have encountered numerous challenges, both technical and editorial.
- ④ What is your print run?  
Approximately 1500 volumes.

☉ Who do you produce your volumes for?

The volumes are of particular interest to academics, students, and other scholars and also journalists.

However, with the volumes now available on our website, there is increasing general interest outside of the United States from people who want to learn more about their nation's foreign relations with the United States.

☉ Where is your volume available from?

U.S. Government Printing Office Book Store; all new volumes are published on our website.

☉ How do you promote and market your edition?

Publications are announced through a Department of State Press Release that we send to scholarly organization newsletters and the H-Diplo website.



The international network of editors of diplomatic documents was founded in 1988. The group consists of institutions from about 30 countries which publish or intend to publish collections of documents on the international relations of their respective countries. Delegations from different parts of the world met for the first time in London in 1989. Since then, the reunions took place every second year: in The Hague (1992), Ottawa (1994), Rome (1996), Bonn (1998), Washington (2001), Canberra (2003), Paris (2005), Dublin (2007), The Hague (2009), and Jerusalem (2011).

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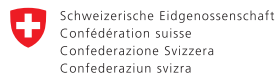
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Editor: Sacha Zala  
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