

Prepared for

The West Indies Federal Conference
on Preservation of Monuments and Places
of Historic Interest in the West Indies

SURVEY OF THE ARCHIVES OF TRINIDAD AND TOBAGO

(being extracts from notes for the
Schellenberg-Black Inventory of the
Archives of Trinidad and Tobago, 1958.)

edited by

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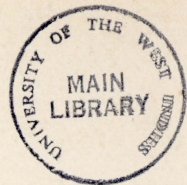
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16th September, 1961.

To Dr. Philip Sherlock

*In appreciation
of Enos Sewlal*



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PART I.

INTRODUCTION

This paper on Trinidad and Tobago Archives has been prepared for purposes of the forthcoming Federal Conference on Preservation of Monuments and places of historic interest in the West Indies.

1. Inadequacy of information on Trinidad and Tobago Archives.

Information on the territory's archive holdings, it must be pointed out, has not been organised and it is not possible to submit a proper inventory for the use of the Conference. There is no central repository; official archives are all dispersed in government offices and private archives have generally remained in the custody of their owners, unexplored by outside agencies.

2. The Schellenberg-Black Inventory.

In the absence of other information these notes have had to rely almost wholly on data on record holdings supplied by departments during the Archive Survey of the territory, in January and February, 1958, by Dr. T.R. Schellenberg, Assistant Archivist of the United States of America and Mr. C.V. Black, Government Archivist, Jamaica. It was the intention of Dr. Schellenberg and Mr. Black to utilize this information as the foundation for compiling an archive inventory, the purpose of which as stated in their Report (1) was

"to call attention to the great body of research materials existing in Trinidad and Tobago, to facilitate the scholarly use of these materials and to point out the value and need for making proper provision for their better care and administration."

However, the information gathered was inadequate for the purpose, mainly because departments were unable in the short space of time allowed them to prepare proper lists of their archives. The Schellenberg-Black Inventory of the Archives of Trinidad and Tobago which has only been completed in parts, from notes taken by Dr. Schellenberg and Mr. Black themselves during their visit, remains one of the important archive projects of the future.

3. Limits of present paper

The present contribution, therefore, does not hope to fill the place of an inventory: it is nothing but a collection of odd bits selected here and there, much of it unrevised for want of time by the compiler, from the material referred to above which

(1) Dr. T.R. Schellenberg and Clinton V. Black, Report on the Archives of Trinidad and Tobago. (1958).

it is hoped, together with this introductory section, will help the Conference to form an idea of the extent and diversity of our records. (Unhappily, these notes have had to be put together without any special order.) The inclusion here of certain single documents, whether they are transcripts or originals, may convey the false impression that they are the only ones that we have in the way of isolated historical manuscripts as distinguishable from pure archives; the fact is that there are thousands of such papers that might have been listed; the Historical Society of Trinidad and Tobago, for instance, has a collection of over one thousand such documents although they are mostly transcripts from United Kingdom and European archives; various private collectors (Mr. T.C. Cambridge, Chairman of the Government Archives Committee, being one of them) are known to hold many valuable documents, both originals and copies.

It is likely also that the inclusion of certain detailed lists will create another false impression that departmental archive resources are rather scant - an impression which will be corrected in a while when we study the definition of the term "Archives". Detailed indexing of Archives is a mammoth job: for instance, the indexes which are available of only 14 volumes of the Secretary of State Duplicate Despatches, 1814-1845, would spread over, perhaps, five hundred of these pages and one does not like to think how many would be taken up by the Tobago despatches, 116 volumes of them, which have also been indexed (both series by Mrs. G. Carmichael).

4. Relationship between Archives and other historic monuments.

Since the subject of Archives is being discussed together with our other historical monuments it may not be out of place to remark, for the sake of greater emphasis on our West Indies Archive studies, that archives will help much in the appreciation of the significance of all other monuments: the story behind our parks and our historic buildings, our old churches and cemeteries, our military fortifications, our fountains and statues, etc., will all be told in the Archives; Archives will help in the elucidation of many of our archaeological problems especially those pertaining to the post-Columbian period. Dr. Schellenberg and Mr. Black in their Report (op.cit.) have stressed the cultural value of archives by borrowing the following lines from the eminent American historian Charles M. Andrews which we may well consider:

"The more it is realised that the true history of a State and a people lies not in episodes and surface events, but in the substantial features of its constitutional and social organization, the more will archives be valued and preserved. No people can be deemed masters of their own history until their public records, gathered, cared for, and rendered accessible to the investigator, have been systematically studied and the importance of their contents determined It has been well said that "the care which a nation devotes to the preservation of the monuments
/of its

(1) Charles M. Andrews, "Archives", American Historical Association, Annual Report, 1 (1913) 264-265, (quoted in Schellenberg-Black Report; Op.cit.)

"of its past may serve as a true measure of the degree of civilisation to which it has attained." Among such monuments, and holding first place in value and importance, are public archives, national and local.

5. The Meaning of Archives.

Before we can appreciate what constitutes the Archives of Trinidad and Tobago, it will be necessary to understand the meaning of the term "Archives". A definition is being presented because there seems to be a prevailing belief in many quarters that the "Archives" of a country are the few selected, spectacular pieces of documents connected with some important personage, or historic event or possessing a purely antiquarian value and for these reasons treasured: such documents, most of them having survived fortuitously, are not true archives but alienated specimens and may be considered as museum pieces or classified technically as "isolated historical manuscripts". It is essential to define the term and from many definitions submitted by various authorities, all similar in substance we shall consider two of them. The first by Sir Hilary Jenkinson puts it thus:

"Summarising in a few words the ideas expressed at more length in definitions put forward at various times in many places - Belgium, France, Holland, Italy, this country (Great Britain) and the United States - we may say that Archives are the documents accumulated by a natural process in the course of the Conduct of Affairs of any kind, Public or Private, at any date; and preserved for reference in their own Custody, by the persons responsible for the Affairs in question or their successors (1)".

The second is by the Dutch archivists, Muller, Feith and Fruin which reads as follows:

"An Archival collection is the WHOLE of the written documents, drawings and printed matter, officially received or produced by an administrative body or one of its officials, in so far as these documents were intended to remain in the custody of that body or of that official (2)".

The Archives of Government may, therefore, be briefly defined as the orderly accumulation of its valuable non-current records.

6. Unity of the Archives.

All classes of records, ancient and modern, official and private, must be seen as a whole it is important to bear this in mind

(1) Sir Hilary Jenkinson, The English Archivist: A New Profession (London) 1948; pp. 1-2.

(2) A.H. Leavitt (trans), Muller, Feith and Fruin, Manual for the arrangement and description of Archives (New York) 1940. p.13.

mind so that there may be no attempt at any time to break up the archives of the country. This point has been emphasised by Jenkinson in his Report on the Archives of Jamaica thus:

"There is no real division in the Archives of a nation between the Ancient and Modern, Public and Private. In any given Country all Classes and Groups of Archives, and Archives of all periods, are potentially related and form a single and continuous body of evidence - the evidence of the activities of the men of that Country at all levels and in all periods (1)".

7. The Problem of quantities in Archive work

The problem of Modern Archives is the problem of Quantities. The estimated accumulation of non-current records in government departments today runs into many millions of pieces of documents. To realize what the question of Quantities means in our archive work, we have only to consider the number of new records received or created each day in each government office of the country which will one day become a non-current record. Leaving out such types of bulky records as statistical questionnaires and censuses, income tax returns, lands and buildings assessment returns, the regular financial records which are the largest class of bulky records, returns and forms of various kinds, applications for aid and employment, and so on, which must all be considered in studying the question of quantities, and allowing for the opening of, say on the average, five new "files" each day for each large office, we shall have produced, assuming that there are only one hundred and fifty (150) such offices working for three hundred (300) days in the year, $5 \times 150 \times 300 = 225,000$ new "files" per year, and in ten years, 2,225,000; and we have not yet considered such records as court proceedings including the voluminous notes taken by clerks, magistrates and judges of their cases, accounting ledgers, correspondence and other types of registers, minutes of committees, Legislative Council debates, land survey and architectural and other plans and drawings, and so on, which all add considerably to the total quantity.

In terms of quantity, the material, after it has been appraised and purged of ephemeral papers, will yet run into several millions of pieces of documents. When it is considered that the Archive institution will have to provide for the widest possible demands of Government research, both federal and territorial, and for the needs of a wide variety of users - Historians, Sociologists, Economists, Demographers, Educationists; the Politicians, Lawyers, Trades-Unionists; the Journalists and the great family of Writers; perhaps even the Genealogists and Biographers; and Students preparing their theses on any imaginable subject - the material to be preserved will obviously constitute a large proportion of the non-current records in government offices not to mention private records.

/8.

(1) Sir Hilary Jenkinson, A Report on the Archives of Jamaica, (Jamaica) 1950; p.2.

8. COMPOSITION OF THE ARCHIVES.

8.1. Inventorying the Archives.

An Archive Inventory is intended to reflect the arrangement of the records in the repository under the various agencies that produced them with their particular "Archive Groups" and "Classes". Each Archive Group and Class will be introduced by an administrative history of the depart^{ment} that created the records and will include explanatory notes, where necessary.

8.2. Divisions of the Archives.

The main headings under which our Archives may be divided are:

- (1) Public Central - the Archives of the Central Government;
- (2) Public Local - the old records of the City, Borough and County Councils which may be transferred to the Archives;
- (3) Semi-Public - the records of trade, industrial and professional organisations, public utility companies, etc.;
- (4) Private - family papers, plantation records, etc.;
- (5) Ecclesiastical - the archives of Christian and non-Christian denominations.
- (6) Artificial collections

Some brief comments on these categories of our Archives may be useful.

8.2.1. Public Central Archives

There have been notable survivals locally of the official records for the earlier period of our British history, 1797 to say 1903, the year of the Red House fire, in the old Tobago archives, the Secretary of State despatches, Immigration and Customs records, the Registrar General's archives, the records of the Wardens' departments and of many of the older offices. From 1904 the rate of survival of non-current records increases and the present accumulation now constitutes a major storage problem. These are the millions of pieces of records that will have to be appraised by the Archive department.

Besides the manuscript material, the official archives will include all printed government publications - Royal Gazettes, Laws, Hansards, Council Papers, "Blue Books", "Estimates", Civil Lists, Colony and Departmental Administration Reports, and reports of inquiries, projects, surveys, etc.

/8.2.2.

8.2.2. United Kingdom Collections: Official Archives.

The official archives of Trinidad and Tobago which exist in the United Kingdom and which in terms of bulk occupy hundreds of feet of shelving in their repositories are a mine of research material which will have to receive the highest priority in any copying programme of our oversea archives. The main repositories of our official records in the United Kingdom are the Public Record Office, the Colonial Office, the British Museum and the House of Lords Record Office, all in London. There are also some valuable government records in the Bodleian Library and Rhodes House, Oxford.

8.2.3. Spanish Archives (Official) 1498-1797

The main sources of government records of the Spanish period of our history are the archives of Seville, Madrid and Simancas and the Venezuelan archives.

The Archive General de Indias of Seville holds the most valuable collection of the records of the Americas during the period of Spanish rule in the West. The documents are well preserved in the dry air of Seville. Much material exists especially of Trinidad which is to be found imbedded in various "Archive groups" most relating to the Audencias of Santo Domingo, Caracas and Santa Fé; there are a few distinct Trinidad "classes".

In Madrid, the Archivo Historico Nacional, the Biblioteca Nacional, and the Museo Naval and some other repositories hold many valuable Trinidad documents.

The Archivo General de Simancas in Simancas, a village outside Valladolid, which has not been exploited very much by Western scholars are also another important repository of our Spanish records.

8.2.4. Dutch Archives

The main sources of our Dutch Archives, which especially relate to Tobago, are to be found at the Algemeen Rijksarchief at The Hague, the Municipal Archives of Amsterdam and of Rotterdam, and the Zeeland Archives at Middelburg.

8.2.5. French Archives

Although Trinidad was never French there is an enormous quantity of records of this island in the French Archives. Tobago, of course, is well represented here, and there are entire "Archive Groups" devoted to this island. The principal French repositories are those of the Archives Nationales, Bibliothèque Nationales, the Service historique de la Marine, the Administration Generale des anciens services de la France d'Outre-mer, and the Ministere des affaires etrangers.

8.3. Unofficial and Deposited Archives

Under the heading "Unofficial and Deposited Archives" we shall

shall consider the other categories of archives mentioned, viz: (a) Public Local, (b) Semi-Public, (c) Private, (d) Ecclesiastical, and (e) Artificial collections.

8.3.1. Public Local Archives

some of the Cabildo and/later records of the Port of Spain Municipality, which luckily survived the 1948 Town Hall fire are one of the most important local sources for the study of our early British history; these will have to be relied upon a good deal since much of the earlier records of the Central Government have disappeared through official neglect and indiscriminate destruction. The Minutes of the Port of Spain Council are available from the year 1813.

The San Fernando and Arima Borough Councils also hold valuable records including maps and plans.

The County Councils, although new, have vast quantities of non-current records which will in time be valuable for research purposes

8.3.2. Semi-Public Archives

The Archives under the category, Semi-Public, may pertain to holdings of charitable bodies, educational institutions, trade, industrial and professional organisations, public utility companies and so on.

8.3.3. Private Archives

Private Archives form the largest class other than our Public Central Archives. It is important to study this category of archives more closely because of its importance especially to scholars. Besides family papers we can think of the records of political bodies, trade councils and trade unions; rate-payers and property owners associations; chambers of commerce and commercial corporations; friendly societies; social and sports clubs; community centres and village councils; literary, historical and scientific societies; photographers; newspapers, existing and defunct; solicitors collections; etc.

Private archives are especially valuable because of the diversity of types which they constitute. Moreover, with the loss of much of our official records we shall have to fill the gaps in our history from whatever can be had from non-governmental sources. Some of the material that are to be found in private possession, much of which may be classed as trivia but are important nevertheless to scholars, include such items as letters, diaries and autographs; pictures, portraits, paintings and photographs; maps and plans of local areas; newspaper clippings and scrap books; political pamphlets squibs, manifestos; trade catalogues and directories; programmes of special concerts, ceremonial occasions, visits of illustrious personages; souvenirs of the official openings of buildings, streets, parks and public utilities; poll books; government publications (which may no longer be available even in government offices); literary manuscripts and copies of speeches delivered to local organisations

organisations and sermons; guide books and brochures of all sorts; almanacs and year books; estate ledgers and crop books; commercial pamphlets; playbills; copies of defunct newspapers and periodicals; works of local artists, musicians and outstanding personages; reports, rules, proceedings and manifestos of voluntary associations; and we may go on and on - and all this material may be valuable in different fields of research.

8.3.4. Ecclesiastical archives

Our Ecclesiastical records go back to the Spanish period of our history. There is valuable material on the early missions to Trinidad in the Vatican Archives and at Barcelona and of course in the archives of Seville, Madrid and Simancas. Some of these records were recently utilized by the Venezuelan scholar Professor (Hermano) Nectario Maria for his work on the Capuchin missions in Trinidad and Guayana.

There are also valuable records in the archives of the London Missionary Society and of the Church Missionary Society in Great Britain. The Mother churches of our local institutions will have records pertaining to the work in this territory from the early days.

Trinidad and Tobago as a land of many religions will present an interesting study in its ecclesiastical archives. Fortunately some of the denominations publish periodicals which may be utilized by Students to advantage if it is not possible for them to gain access to manuscript material.

8.3.5. Artificial Collections

Many local private collectors hold valuable historical documents, including maps, paintings, etc., which it is hoped will be deposited with the Archives, perhaps, on loan.

9. HISTORY OF THE ARCHIVES - TRINIDAD

9.1. The Spanish Period 1498-1797.

The records of Spanish Trinidad are mostly to be found in the Archives of Spain. During all the years of Spanish rule there flowed a voluminous correspondence between the Trinidad administration and the metropolitan country. It is not impossible that existing material in these Archives can provide an almost complete documentation of Spanish Trinidad.

There are documents describing the discovery of the island and early attempts to colonise it, (1). There is some correspondence

(1) e.g. Descubrimientos, descripciones y poblaciones de varias islas en provincias Indias, 1515-1607; Simancas-Islas, Patronato, legajo 18. Archivo General de Indias, Seville.

about

1510 / Trinidad between the King of Spain and Diego Colon, son of the Discoverer, who was Governor of the Indies.

Seden's governorship from 1530 has yielded many valuable documents on the early history of the island. There are accounts of strife between the somewhat peaceful Arawaks and raiding Caribs about 1550. In 1570 Fray Miguel Diosdado, a Franciscan, gives the King an account of the settlement of the island and of the visits of the French. Late in 1590 there are contacts with English pirates.

The first real settlement in Trinidad was at San Jose de Oruna (St. Joseph) in 1592, where the Spaniards built their Capital; here, on a hill to the north of an open square, Government House, where the Archives were kept, was built; nearby, stood the church and public buildings, all of them being constructed of tapia with thatched roofs. There is an interesting document on the subject of the founding of San Jose dated the 19th May 1592 which is a "notarial record of the proceedings of Domingo de Vera y Vargoyen, Royal Maestre de Campo General, for Antonio de Verrio (Berrio), Governor, at the formal settlement of the Island of La Trenydad, 'frontera y entrada para el rrio Orinoco de las muy rricas provincias de Guayana, Dorado, y Manoa' and of the City of Oruna [St. Joseph]" (1)

There are innumerable documents of Raleigh's adventures in these parts, his capture of the Trinidad Governor, Antonio de Berrio, and the sacking of San Jose, which was burnt to the ground. Trinidad became the hub of activity for adventurers in search of El Dorado.

All this time there appears to have been a flourishing trade in tobacco which was being cultivated extensively. Trinidad tobacco was well known in Europe and Ben Johnson brought it into one of his plays - "'Tis your right Trinidado, I warrant you." (Every Man in his Humour, Act III, Scene 2; first acted in 1598).

In a document dated 12th April 1596, we learn of the existence of gold in the island, chiefly in a river named, at the time, Santiago. (2).

French and English corsairs were threatening the peace of the island about 1597.

In 1606 San Jose was rebuilt and with it Government House where public business was transacted and the archives kept.

(1) British Museum. Add. Mss. MDCCCC-MDCCCV; 36316/2-4.

(2) Licenciado Pedro de Liano to the King: "Es tierra fertil y toda de provecho para frutos y ganados; ay en ella algun horo /old spelling for oro = gold /principalmente en el Rio que llaman de Santiago". 12.4.1596.

Tobacco seems to have been flourishing all the time and there is a London dated document of 28th March 1611 which speaks of illicit trading in this commodity with the English and Dutch. There are many tobacco accounts in the Seville Archives.

In 1618 Raleigh appears again on the scene.

Fernando de Berrio y Oruna writes to the King in 1619 about the importance of San Jose.

There are attempts at the establishment of English and Dutch settlements; Sir Henry Colt has one at Punta de Galera, 1630, and we have a document from Juan de Eulate, Governor of Margarita to the King dated 1633 on its destruction and Colt's capture. The Dutch settlement also at Punta de Galera is completely destroyed in 1635 on the orders of the same Governor.

The Warwick settlement of the English belongs to these times. Their Galera colony which was established in 1640 lasted till about 1650; the settlers were permitted to elect their own Governor and Council!

On 29th April 1687 a Royal decree is issued instituting a new mission of Capuchins in Trinidad and Guayana composed of twelve Catalans. In 1689 Governor Sebastian de Roteta reports to the King on the progress of the missions and the need for augmenting the Catalans who were being well received by the natives.

The Arena Massacre document of 1699 is well known locally.

In 1733 the Council of the Indies complains to the King of the paucity of Capuchin missionaries in Trinidad and Guayana and of their ignorance of the native language, and recommends the despatching of twelve priests and a teacher of the language.

The town of Buena Vista is founded in 1732, adjacent to San Jose de Oruna for the settlement of Indians rescued from the English and Dutch.

There is a failure of the cacao crop and an epidemic among the natives, reported in 1737.

Some interest in the care of the Archives was shown in 1757, when the Governor of the period (Pedro de la Moneda) directed the Cabildo to arrange and put in order its papers which were in "a confused state, to take an inventory of the same and to order a press to be made with two keys to keep the papers safely, to buy a decent book properly bound to enter the minutes of the Board," but nothing appears to have come of this laudable suggestion. Government buildings were destroyed in an earthquake of the 21st October 1766 and many records perished.

The Illustrious Cabildo abandons the capital, San Jose, and holds its first meeting in Port of Spain on 21st August 1783 and it is believed that the archives are transferred to Port of Spain at the same time.

/In ...

In 1797 on learning that an attack by the British is expected the Governor, Chacon, orders the archives to be taken back to San Jose for safe keeping. It is believed that they were secreted in an estate house owned by the Teniente de Justicia Mayor who administered San Jose, which was still a place of importance. In this house also, according to local tradition the capitulation of Trinidad was signed. Very little has survived of these records in the island. There are some papers classified as "Spanish Protocols" covering the years 1787-1797 and extending into the British period up to 1813.

9.2. The British Period 1797 to the Union of Tobago with Trinidad, 1888.

One of the Articles of the capitulation (Article No.9) required that all public records were to be preserved in their respective courts and offices; it further stated that "all contracts and purchases between individuals which have been done according to the law of Spain are to be held valid and binding by the British Government."

In a report made in August 1803, Colonel Rutherford, the Surveyor General, drew the attention of the Cabildo to the bad condition of the records in his office (the title deeds of the Colony's land-owners) describing them as "mere scraps of paper tacked together and liable to be lost". He pointed out the need for preservation, especially as the business of granting Royal lands was soon to be considered and, as a result, a sum of money was voted for the better keeping of these records.

The arrival on the 7th June 1805 of a large number of vessels off the coast threw Port of Spain into a state of panic because it was thought that they were the French fleet. The Government Archives and Merchants' Books were despatched to Fort George and preparations made to resist the invader, before it became known that the fleet was a British one under the command of Lord Nelson.

In a despatch to the Secretary of State for the Colonies of the 10th November 1816, the Governor, Sir Ralph Woodford, reported that the archives had been handed over to Mr. James Chapman, Registrar and Clerk of the island, who had seen to their orderly arrangement.

In 1829 the archives were being kept in a dilapidated wooden house in Port of Spain, doubtless to their detriment, for two years later there is reference to a suggestion being made that authentic records still available should be copied and a proper place for the care and storage of all public documents provided.

Nothing appears to have been done, however, and at a meeting of the Legislative Council held on the 12th January 1830, the Governor, Sir George Hill, called attention to the bad state of the old Spanish Registry which he described as a disgrace to the Colony. "The damp, and vermin of various kinds, had quite destroyed some of the Records, and others were in parts illegible
/from

from the same causes". Efforts to obtain a sum of £3,000 for the copying of the Registry failed. The Governor did not press the matter it dropped for the moment, "and the work of destruction was allowed to proceed".

Little further specific information concerning the public records as a whole has been found, but, obviously, the consolidation and expansion of the government services, especially from around the middle of the nineteenth century, - the establishment of local administration, the introduction of a system of apprenticeship labour, the development of education, of public health, postal, custom and other services - had marked effects on the production and evolution of the archives.

On the 23rd March, 1903, the government building (the Red House) in Port of Spain was, unfortunately, destroyed by fire. In that disaster almost all court, legislative and survey office records, and nearly all administrative records were lost. There were, however, notable survivals: the records of the Registrar General's office, for example, which were housed in a fireproof vault and consequently suffered little damage.

It is interesting to note that a most valuable collection of documents - the Secretary of State duplicate despatches 1814-1845, (14 volumes) escaped loss for at the time of the Red House fire, they were at Government House.

10. HISTORY OF THE ARCHIVES - TOBAGO, up to 1888.

Tobago which was finally ceded in perpetuity to the British Crown in 1814, had many changes of government between the Spaniards, the Dutch, the French and the English so that its old records are to be found in the Archives of these nations mainly, although there have been migrations to such odd places as Latvia, Denmark and Germany.

10.1. The early Spanish and Dutch periods

One of the oldest references to Tobago is a document dated 31st December 1591 from Madrid which is a "Report by the Council of the Indies on the exploration of Cumana, La Trinidad, Granada, and Tabaco, and recommending Francisco de Vides as leader, with the Royal decision thereon (1)"

In 1614 Johannes Roderigo sails from Spain to try to establish trade with the natives of Tobago.

There is an interesting document in the British Museum on the Dutch connection with Tobago, "Clauses from the Constitution of the Dutch Company of the West Indies which militate against peace with Spain, 1621; followed by the Constitution of the Dutch settlement of Tobago, New Walcheon, showing the "Franquezos y exenpciones para todos los colonos y pobladores de la Isla, 1633 (2)"

(1) British Museum, Add. Mss. 36315;23. MDCCCC-MDCCCV.
(2) id. 36321;15.

In 1629, the Council of the Indies in Madrid informs the King of news from Luis de Monsalve (Monsalves), Governor of Trinidad and Guayana, reporting that the Dutch have taken possession of Tobago; measures for the defence of Trinidad are being urged.

The Dutch material is dispersed mainly in the Archives of the First and Second West India Companies (1621-1795) which are kept at the Hague. The period that is rather rich in the Dutch history of Tobago centres around the years 1620-1700. One remembers Captain Jacob Maerz (Maertz) who was appointed by Jan de Moor, the Burgomaster of Flushing, to look after his first settlement in Tobago 1628-1629. In 1632, Jan de Moor sends 200 Zealanders from Walcheren to colonise Tobago; indeed, for a long time Tobago is known as New Walcheren. Cornelis de Moor, Jan's son followed to Tobago and in 1634 he was captured by Spaniards and Caribs who came from Trinidad.

There is a Spanish document of 27th May 1637 from Diego Lopez de Escobar, Governor of Trinidad and Guayana on the destruction of the Dutch settlement in Tobago by the Spaniards.

The Dukes of Courland are irrepressible figures in early Tobago history who had connections with the Dutch as well. Other important names in the annals of Dutch Tobago are Hubert de Beveren (1656), Peter Constant in the 1670's, Colonel Monck (1681). There were clashes between the English under Sir Tobias Bridges and the Dutch Governor, Constant (1672) and later (1677) between the French under Estrees and the Dutch Admiral, Binckes.

On the 21st February, ¹⁶⁶⁰ the King of Spain writes to Pedro de Biedma (Viedma), Governor of Trinidad and Guayana asking for particulars of the reported occupation of Tobago by the French.

In 1666 we have the English under Poyntz securing a foothold in the island later to be evicted by the French.

It is a most unsettled period of Tobago's history and its being declared a neutral island by the Treaty of Aix-la-Chapelle in 1684 is no damper on the ambitions of the contesting powers to own it once more.

It is possible that there is some Tobago material among the Notarial records in the Amsterdam Archives.

In Rotterdam the present writer saw documents that W.R. Menkman, an authority on the history of the Dutch West India Companies, had used for his works on Tobago; some of these records deal with transactions between the Duke of Courland and the West India Company, 1664. In the same year, 1664, on the 17th November, Charles II of England ceded the island to the Duke of Courland, Jacobus. There is a 75-page document concerning the Duke's negotiations with Rotterdam merchants for the foundation of a Company to develop Tobago.

In the Zeeland Archives at Middelburg there are some interesting papers: one of them, dated 1662 is a document of Louis XIV giving the title of Baron of Tobago to Cornelis Lampsins. There

are descriptions of Tobago in the records of the Middelburg Commercial Company, circa 1772.

Sweedish connection with Tobago.

There is even a Sweedish connection with Tobago referred to in a Spanish document dated 22nd December 1732 in which the Council of the Indies reports the existence of Sweedish (and French) settlements on the island.

10.2. The French Period - Tobago.

The French contacts with Tobago begin very early. We find them on the island in 1660 and we see them circling the small English settlement in 1666. But Tobago's French history concerns mainly the period 1781-1793 and 1802-1803.

The present writer's inventory of Tobago records prepared during the survey of French Archives runs into scores of pages. No attempt can be made here to describe the material.

At the Archives Nationales the series "Colonies", C 10 E 1 to C 10 E 49 contains the records of the French Administration 1781-1793 and 1802-1803 and some older material going as far back as 1645. In the Collection Moreau-de-Saint Mery, the series F3/63 and F2/64 are exclusively devoted to Tobago. In Series "B" "Colonies", will be found several despatches from the French Government to their Administrators on the Island. The records of the Depot des Fortifications des Colonies under the former Ministere de la France d'Outre-mer are also a valuable source for the island's records which include maps, plans, accounts, memorials, etc. The Archives of the Ministere de la Marine also is another prolific source. Much valuable material appears in the Archives of the Ministere des Affaires Etrangères in the Series, Memoires et Documents "Amerique" and in the Correspondance Politique Series under England, France and Holland.

In the Bibliotheque Nationale there are valuable maps, plans and drawings of the island. The d'Anville collection here is especially important to us.

- Tobago

10.3. The British Period, //mainly 1762-1781; 1794-1802; 1803-1899.

Sir William Young, the British Governor of Tobago between 1807 and 1816, states in his personal diary "that the Island's Records were destroyed by a fire in 1660". The Tobago records in London were also destroyed by fire a few years later, in 1668. Microfilm copies of records from 1614 to 1740 (mainly 1626-90) in German and Dutch archival institutions were made by Dr. Edgar Anderson of Lake Forest University, and were later purchased by the Government of Trinidad and Tobago. When Tobago became a Ward of Trinidad in January 1899 certain of its records for the period under review were transferred to Port of Spain.

/Among ...

Among the records in the Warden's Office in the Administrative Building in Scarborough is to be found a packet entitled "Correspondence relating to Tobago Records". This packet contains one of the earliest reports made of a survey of records in Tobago. The survey report, which was made in response to an enquiry authorized on April 13, 1866, is chiefly valuable for comparison with later survey reports.

The Warden's Office also contains two volumes, one entitled "Index Tobago Records, 1769-1916", and the other "Detailed Index, Tobago Records, 1776". These indexes were compiled by P. Lechmere Guppy, a member of the Historical Society of Trinidad and Tobago. They are dated 1930.

The first of the two volumes, i.e. the "Index, Tobago Records, 1769-1916", was copied by Miss M. Hart, Librarian, Trinidad Public Library, and made available to Arthur E. Gropp, Librarian, Middle American Research Institute, Tulane University, New Orleans, Louisiana. Gropp published Miss Hart's list in his Guide to Libraries and Archives in Central America and the West Indies, Panama, Bermuda, and British Guiana (New Orleans, 1941). "Preliminary Survey of the Archives of Tobago" by David K. Easton was also published in the Publications of the Historical Society of Trinidad and Tobago.

Tobago records in the Public Record Office, London, are not being dealt with here.

11. Trinidad and Tobago Archives 1899 - present day

11.1. Secretary of State despatches on Archives.

In 1905, the Secretary of State, Lord Elgin, having been informed of the sad state of the Archives of the West Indian Colonies called upon the local governments to consider instituting proper measures for their preservation.

In 1914, Lord Harcourt, Secretary of State, in a Circular Despatch drew the attention of the Governor to the need of proper housing for the public records and commented on our insect and climate problems in record preservation. A brief report was sent but no serious steps were taken to safeguard the records.

L.S. Amery, Secretary of State, returned to the same theme in 1929 and offered to secure accommodation at the Public Record Office, London for our important records if there was any risk of their deterioration in our climate.

In 1936 W. Ormsby Gore, Secretary of State, dwelt at length on the subject of elimination of ephemeral papers and drew attention to destruction procedures employed by the Ceylon and Mauritius governments; he also emphasised the need for the proper housing of the Archives.

11.2. Standing Committee for Preservation of Records

On the 30th November, 1936, directly arising from Gore's /despatch

despatch a Standing Committee comprising the Surveyor General, to the Registrar General and the Government Printer was appointed/arrange "subject to His Excellency's approval, for the elimination of out-of-date records in all Government departments for the renovation of those in a bad state of repair and for the suitable housing and preservation of all historical and permanent documents".

On 15th June, 1937 the Committee submitted a progress Report in which it advised that it was "desirable that the Colony should possess a central record office for the storage of historical and other records of a permanent nature, which are not frequently referred to. ... This would relieve congestion in the departmental vaults, and in such case the existing vault accommodation, so far as the Warden's Departments, and the Public Works Department ... would suffice for several years".

11.2.1. Establishment of a Public Records Office.

On 4th May, 1938 the Standing Records Committee informed the Colonial Secretary of its recommendations for the establishment of a Public Record Office. It is regretted that the report was not immediately implemented because, for one thing, the archives of three institutions (1) which subsequently perished by fire might have been saved if they had been transferred to a public record office. The main recommendation of the Committee dealt with the following points:

(1) The establishment of a Public Record Office, among other things, to "enable all important old Government records to be housed in a central building and properly preserved" and to "provide facilities for the proper housing and preservation of all other records of historical importance".

(2) The location of the Public Record Office which it was felt should occupy a central position in Port of Spain, preferably in the vicinity of the "Red House", the building to be fire proof with all steel fittings.

The Committee felt that it would be "preferable that a new building be erected, and should this be done, particular care should be taken to ensure that it is a building of a type which could conveniently be enlarged without violence being done to its architectural beauty, as it is almost certain that the necessity for enlargement will arise at some future date, however remote".

(3) The nature of the records to be housed; the list suggested was quite valuable and besides government records it included the following categories:

"(i) Municipal and local public administration:

All important old records of Municipal and Borough Councils and of local Road Boards and other public bodies of a similar nature.

(1) Fire destroyed the following records: those of the Port of Spain Municipality in 1948, the Agricultural Society's in 1946 and Medical Council' in 1945.

(j) Records of semi-public bodies:

All important old records of such bodies as the Chamber of Commerce, the Agricultural Society, the Medical Board, the Law Society, etc.

(k) Ecclesiastical records

Records such as old Baptismal and Marriage Registers which are at present kept in the respective parish churches.

(1) "all other documents of historical importance."

The Committee also expressed its views on the subject of archive legislation, staffing and so on.

11.3. Sir Hilary Jenkinson's Memorandum on Colonial Archives (1948)

Professional advice on archives was at length received by Government in Colonial Office Circular No.7020/47, dated 11th March, 1948, in the form of a memorandum on Archives prepared by no less an authority than the Deputy Keeper of the Records, (of Great Britain) Sir Hilary Jenkinson, in which every phase of the subject was dealt with in Sir Hilary's expert manner (1).

11.4. Historical Records Committee

The period after 1948 witnessed the activities of a Historical Records Committee which was sponsored by the Historical Society of Trinidad and Tobago at Government's request.

11.5. Dr. Eric Williams's letter as President of the Historical Society to the Colonial Secretary (1950)

In 1950 the President of the Historical Society of Trinidad and Tobago, Dr. Eric Williams, directed an all-embracing letter (2) on Archives to the Colonial Secretary pointing out the need for the preservation and organisation of the archives and their availability to students. He also indicated possible avenues of receiving technical assistance from oversea agencies and suggested that this assistance might "initially take the form of a survey by a responsible official of the National Archives in Washington of the archives of the British West Indian territories to determine their extent, location and condition, and to indicate measures necessary to preserve them and make them accessible."

/11.6.

(1) Sir Hilary Jenkinson is the author of several textbooks on Archive Science and was Deputy Keeper of the Records at the Public Record Office, London.

(2) M.P. 39381. Dr. Eric Williams to Colonial Secretary, 26th April, 1960.

11.6. Government's study of Sir Hilary Jenkinson's Report on the Archives of Jamaica (1)

In 1953 Government obtained a copy of Sir Hilary Jenkinson's Report on the Archives of Jamaica for the purpose of studying the Jamaican experience in this field. The Report although written for Jamaica, constituted in effect a general exposition on the subject of the organisation of a national archives and would have proved serviceable to any new country embarking on an archive programme.

11.7. Colonial Office Committee on West Indies archives

In 1953 the Colonial Office returned once more to the old theme and informed Government about its plans to set up a committee consisting of archivists, administrators and historians of the highest calibre to advise on the vexed question of West Indies archives. Membership to this committee on the Colonial Office side included the following persons: Prof. H.E. Bellot, Vice-Chancellor of London University; Sir Thomas Taylor, U.C.W.I.; Sir Hilary Jenkinson of the Public Record Office; Prof. Vincent Harlow, Beit Professor of Colonial History at Oxford and Sir Alan Burns, ex-Colonial Governor and author of a West Indies history.

For Trinidad and Tobago the names of Dr. Eric Williams, Mr. T.C. Cambridge and Mr. J. O'Connor were suggested by the Governor as the best local consultants on Archives.

11.8. The United Kingdom Grigg Report (2)

In 1954 Government received a copy of that most valuable document, the Report of the United Kingdom Government Committee on Departmental Records (familarly known as the "Grigg Report") which described the archive policy of the Public Record Office, London and went into great details on the subject of modern Records Management in government offices.

11.9. Dr. John F. Harrison's views

In 1956 an important meeting was held at "Whitehall", arranged by the Colonial Secretary, to enable government officials and persons interested in Archives to meet a visiting expert, Dr. John P. Harrison, Latin-American Specialist in the National Archives Service of the United States to discuss archive matters.

11.10. The views of the Honourable Dr. Patrick Solomon, Minister of Education and Culture (1957)

In early 1957 the Honourable, The Minister of Education and Culture, Dr. Patrick Solomon, in a speech delivered at the Trinidad Public

/Library

Library whilst introducing a visiting lecturer (Historian, Dr. E. Anderson) described the essential meaning and purpose of a National Archives and disclosed that the country was at last going to have such an institution which would fulfil its rightful role in the cultural and intellectual life of the people. It was the beginning of the end of one hundred and fifty years of governmental indecision on the subject of Archives.

12. The visit of Dr. Schellenberg and Mr. Black

The especial interest of the present Government in the establishment of a National Archives is told in the files of the Ministry of Education and Culture during the years 1956 - 1959. Government's efforts to secure expert advice on the setting up of the institution was answered in the manner foreshadowed eight years earlier in Dr. Eric Williams's letter as Chairman of the Historical Society of Trinidad and Tobago to the Colonial Secretary - see para. 11.5 above - in obtaining the services of an expert from the National Archives of the United States of America, Dr. T. R. Schellenberg; but to double our good fortune there was to be united the experience of a British-trained expert in Mr. Clinton V. Black, Government Archivist, Jamaica.

12.1. The Schellenberg-Black Archives Report
Dr. Schellenberg and Mr. Black presented their Report (op. cit) to Government, a 15-page document which dealt with every phase of archive work for a new country. The Report which was accepted by Government contained the following recommendations among many others:

- (a) that a Government Archives Committee be appointed as an advisory body on Archive work;
- (b) that the destruction of all documents should cease until an archive policy for handling non-current records was formulated;
- (c) that an Archivist be appointed;
- (d) that a record centre be provided immediately as a temporary facility to be replaced later by a proper archive repository;
- (e) that Archive legislation be enacted;
- (f) that a survey of official and private records existing locally be made; and
- (g) that the Archivist should prepare a programme for microfilming the territory's records in repositories in the United Kingdom, Europe and elsewhere.

(1) Sir Hilary Jenkinson, A Report on the Archives of Jamaica. G.P., Jamaica, 1950.

(2) H.M.S.O. Cmd.9163, Committee on Departmental Records - Report; London, 1954.

13. Appointment of Government Archives Committee

A Government Archives Committee was appointed in 1958 as an advisory body for Archive work in the territory. The present members of the Committee are as follows:

Mr. T.C. Cambridge, Permanent Secretary to the Ministry of Works and Transport who is Chairman; Mr. K.F.S. Sealey, Permanent Secretary to the Premier; Mr. O. Mathurin, Public Relations Officer; Mr. Eric Murray, Permanent Secretary, Tobago (now at the territory's London Office); Mrs. G. Carmichael; Miss K. Archibald; Mr. C. Comma, Librarian, Trinidad Public Library; Dr. J.A. Waterman; Dr. C.V. Gocking of the Department of Education; Mr. Enos Sewlal, Archivist-Secretary.

14. Appointment of an Archivist

A local Government Officer, Mr. Enos Sewlal, who was awarded a Scholarship to London University in 1959 to study Archive Administration and who also received training at the Colonial Office and at the Public Record Office, London, assumed duties as Archivist in November 1960. He also carried out a survey of the territory's older records in the main repositories of the United Kingdom, the Netherlands, France and Spain for the purpose of selecting material for copying and for the preparation of an inventory.

15. Survey of non-current records in Government departments.

As the first step in implementing the Archive programme outlined in the Schellenberg-Black Report, a survey is now being conducted of the non-current records in Government departments the purpose of which is to ascertain the nature and extent and the condition of present holdings. The provision of an Archive repository is now under consideration, but in the meantime, certain first-aid measures are being adopted for the preservation and organisation of the records.

16. Survey of Government publications

A survey of government publications relating to the territory is also being carried out. The Archives hopes to be able to gather a complete set of these publications for its Reference Library as well as for the use of government officers.

17. University of Florida Microfilming project

Permission was granted to the University of Florida in 1960 to microfilm our old newspapers in return for a free copy of the films. The work has been completed and thirty prints have been received covering the Trinidad Gazette 1820-1822 and the Port of Spain Gazette, 1825-1899.

18. Chart showing Composition and Organisation of the Archives
A chart showing composition of the archives and possible future Organisation of the department is enclosed at Appendix I.

/ PART II

PART IIExtract from notes for the Schellenberg-Black
Inventory of the Archives of Trinidad and Tobago.1. THE ARCHIVES, "Whitehall", Port of Spain.

As pointed out earlier, there is no archive repository as yet. The records under the immediate care of the Archivist comprise the following:

- (a) The Old Secretary of State Despatches which are now housed temporarily in the vault of the Ministry of Works and Transport and are described at Section 8 - Records of the Former Colonial Secretary's Office, as they were in 1958 when the original notes for the Schellenberg-Black inventory were prepared.
 - (b) Microfilms obtained from Dr. Edgar Anderson.
 - (c) Microfilms presented by Dr. T.R. Schellenberg.
 - (d) Manuscripts donated by the British Records Association.
 - (e) Rare Maps ordered by the Ministry of Education and Culture in 1958 for the Archives.
 - (f) University of Florida microfilms of local newspapers - see para.17/above.
- (1) MICROFILMS OF DOCUMENTS AND RARE BOOKS CONCERNING HISTORY OF TOBAGO: 1614-1749 OBTAINED FROM DR. EDGAR ANDERSON OF LAKE FOREST COLLEGE, ILLINOIS, U.S.A.

Couronian Material:

224 frames

Le Sieur Charles de Rochefort - Le Tableau de 'Isle de Tabago (1665) - book;
Briefve Deduction par laquelle il est clairement monstre que l'isle de Tabago sise en l'Amérique appartient a Monseigneur le Duc en Livonie de Courlande & Semgalle (1668);
Beschreibung von Tobago (1717);
Johann Christoph Praetorius - Tobago Insulae Caraibicae in America Sitae Fatum Croningae (1727); - a report and a collection of sources on Tobago, done in Latin, French and English by a diplomat.
Karl Wilhelm Cruse - Curland unter den Herzogen (1833)
Heinrich Diederichs - Herzog Jakobs von Kurland Kolonien (1890)

British Material:

480 frames

The British Museum (Additional MSS. 8880; Egerton MSS. 2395; Sloane MSS. 3662;
Public Record Office (State Papers, Domestic Series - S.P. Nos. 16/174; 44/14; State Papers, Colonial Series, different documents.

N.B. These are reports of early governors, and descriptions of Trinidad and Tobago by early travellers.

German Material:

285 frames

Deutsches Zentralarchiv - Zweigstelle Merseburg
 Geheimes Preussische Staatsarchiv Berlin-Dahlen
 Acta des Konigl. Geheimen Staats-Archiv
 Rep. 69 No. 27 (1788 - 4 frames)
 Rep. 9 No. 7 E1 - Insel Tobago 1664 - 1721 (42 frames)
 Rep. 9 No. 7 E2 - Allg. Kurland See - und Schiffshotssaden
 1658 - 1666 (239 frames).

German archives, the originals of which were destroyed
 in World War II.

Dutch Material:

498 frames

Algemeen Rijksarchief (Archiefen van de Staten-General - registers
 van de ordinarijs & secrete resolutien, van commission, liassen -
 West Indie, Loket Kas - Particuliere Stukken, Collection Fagel,
 Vervolg No. 79; Archiefen van Holland (Register van Resolutien);
 Archief Oude West Indijsche Compagnie (Secrete Kas, Kamer van
 Zeland, etc.); Archief Nieuwe West Indische Compagnie (resolutien
 Heeren, Kamar van Amsterdam). Rotterdamsche Gemeente-Archief -E.
 154.

Various reports on the islands by Dutch administrators,
 gleaned from the important Dutch archives.

J.H.T. Hamelberg - Tobago een vergeten Nederlandsche Kolonie (1900);
 Mulert, Baron, Rekesten brief uit het eiland Tobago in 1670 (1919);
 Menkman - Stukken betreffende het Eiland Tobago 1664-1684-1698)
 (1939) W.R. Menkman - Tobago, een bijdrage tot de geschiedenis der)
 Nederlandsche* Kolonisatie in tropisch Amerika (1939-40).)

* Menkman - These are articles on Tobago in two journals.

(2) Microfilms presented by Dr. T.R. Schellenberg of the
 National Archives, U.S.A., to the Ministry of Education
 and Culture on 30th January 1958 during his lecture at
 the Trinidad Public Library, Port of Spain.

A complete set of microfilm copies of Despatches from
 United States Consuls in Trinidad 1824 - 1906.

(3) Manuscripts donated by the British Records Association,
 London, to the Trinidad and Tobago Archives in 1960.

A collection of deeds of the 19th Century relating
 to estates in Trinidad.

Maps kept in the Archives:

1. Venezuela cum parte Auftrali Novae ~~Auftrali Novae~~ Andalvsiae
 including the country of Trinidad - Coloured - with elaborate
 cartouche and showing boats in harbour - 1630.
2. Canibales Insvlae including the country Trinidad - Coloured -
 with small cartouche - Blaeu - 1665.
3. Trinidad - Coloured - New General Atlas - 1817 - By Thompson.
4. Trinidad - George Philip & Son 1852 - Coloured with small
 motif.
5. The British Islands in the West Indies including the country
 of Trinidad - Coloured - Baldwin & Gradock - 1823 - Drawn by
 F. Lucas.
6. Geographical, Statistical and Historical Map of the Windward
 Islands including the Country of Trinidad - Coloured - 1823 -
 Drawn by F. Lucas.
7. British Possessions on the North West Coast of South America
 including the Country of Trinidad - Coloured showing the Red
 and Blue Macaw and the Superb Humming Bird - Ca. 1862.
8. Carte Des Provinces De Caracas, Comana, et Paria etc. including
 the Country of Trinidad - Black and White-Prevost - with
 small cartouche 1754.
9. A New Map of Caribbee Islands in America including the Country
 of Trinidad - Black and White - 1761.
10. Carte Des Provinces De Caracas, Comana, 1764 et Paria including
 the country of Trinidad - Coloured with small cartouche.
11. The Coast of Caracas, Cuman, Paria and the mouths of Rio
 Orinoco, with the islands of Trinidad - Thos. Jefferys -
 Black and White - 1775.
12. A Correct Chart of the Caribbee Island (Sold by Mount & Page
 on ~~Flower~~ Hill London) including the Country of Trinidad - with
 small cartouche - 1789.
13. Amer. Merid Partie De La Colombie No.5 - Coloured - Including
 the Country of Trinidad - Vandezmeallan - 1827.
14. Trinidad - Coloured with small motif - Published by Lucas.

Maps kept in the Archives:

- Admiralty Chart, Trinidad Island and Gulf of Paria, surveyed by Comm. W. Chimmo R.N., 2 large folding sheets mounted on linen, 1869.
- Admiralty Chart, Port of Spain and Bocas de Dragos, surveyed by Lt. G.B. Lawrence, R.N. 1849, 18½ x 24 ins., 1869.
- Colombine (Capt. E.H.) A Survey of the Island of Trinidad 1803, with additions from Capt. Mallet, 24½ x 18½ ins. Admiralty, 1816.
- Fillerton (A) Trinidad and British Guiana, together on one sheet, surrounding vignettes of local life and scenes, 12½ x 18 ins. (1860).
- Keulen (J. van) Pas Kaart Van Rio Oronoque.. die Eylanden Trinidad, Tobago, Grenada, etc., 23 x 19½ ins. coloured (1863) Sea Chart with decorative title-piece and scale of miles. Shows the Islands of Trinidad and Tobago (with large inset of the latter).
- Mallet (F) New Map of the Island of Trinidad, made by Order of His Excellency Sir Ralph Abercromby, 2 long folding sheets, scale ½ in. to one mile, coloured, Faden, 1802. Shows high, cross and royal roads, Indian footpaths, grants made by the Spanish Government, the various divisions set out in numbered plots, also the location of sugar, cotton and cocoa works, also anchorage for shipping.
- Norrie (W.J.) (Trinidad), 31 x 25 ins. coloured, 1827.
- Thomson - Trinidad, Tobago, Curacao and Grenada, together on sheet, 1816.
- Bonne (M) Isles Antilles et le Golfe Du Mexique, 12½ x 8 ins. uncoloured (1780) with inset of the Bermuda Islands.
- Tobago - Coloured, Laurie and Whittle, 1810.

2. HISTORICAL SOCIETY OF TRINIDAD AND TOBAGO.

The history of the Historical Society of Trinidad and Tobago starts on the 23rd June 1932 when a meeting was convened for discussing the formation of the Society. Dr. K.S. Wise who had previously spent many years collecting historical documents of the island was elected the first President. It may be useful to study the names of the other office holders who had all, in some way or other, shown interest in our historical records; they were: Dr. E. Prada, Town Clerk, Port of Spain, Vice President; Professor C.Y. Shephard, Honorary Secretary and Treasurer; who later held the Presidency for many years; Mrs. Wise, Miss M. Hart, Librarian, Trinidad Public Library; Dr. S.M. Lawrence, Port Health Officer; Port of Spain; Mr. J.M. Farfan of the Colonial Secretariat; Mr. J.W. Macgillivray, Surveyor General, later (in 1934) Chairman of the 1936 Standing Committee for preservation of records; Mr. Charles Reis, Barrister-at-Law, who was author of two works on local constitutional history; Mr. C.B. Franklin, Publisher of the Franklin Year Book; Mr. P. Lechmere Guppy, and Mr. T.I. Potter, both Naturalists, who had also done some inventorying work in Government archives.

Sir A.C. Hollis, K.C.M.G., C.B.E., Governor of Trinidad and Tobago, who later was to write a History of Spanish Trinidad, lent his Patronage to the Society.

The objects of the Society were:-

1. To collect, translate, if necessary, print and circulate to the members copies of letters, reports, descriptions, maps, cedula, proclamations, ordinances, statistics, documents, etc., relating to the economic, social and political development of Trinidad and Tobago and neighbouring countries;
2. To prepare and circulate brief notes or sketches explaining or based on original documents;
3. To identify and preserve historical spots in the Colony of Trinidad and Tobago;
4. To prepare a bibliography of Trinidad and Tobago;
5. To co-operate with any other organization, within or without the Colony engaged upon a similar purpose.

2.1. Publications of the Society

Among the works published by the Society the following may be mentioned:

- (1) Historical Sketches collected and arranged by Dr. K.S. Wise, President of the Society.

Volume 1. Preface

These Historical Sketches were all published
/in

HISTORICAL SOCIETY OF TRINIDAD AND TOBAGO

in the Port of Spain Gazette during 1933 except Article 2 (Conquerabia), which appeared in the Trinidad Quarterly Magazine for Easter of that year.

1. The Land of the Humming Bird.
2. Conquerabia.
3. Pirates in Tobago.
4. Ancient Port of Spain and its western environments.
5. San Fernando.
6. An Observatory at Laventille.
7. Man of War Bay, in Tobago.
8. Henry Colt in Trinidad, 1632.
9. The Dutch Settlements in Trinidad, 1636.
10. The Dutch Settlements in Tobago, 1633 - 1636.
11. The Dutch attacks on St. Joseph.
12. The relief expedition to Trinidad, 1638-1639.

Index.

Printed for the Historical Society by Charles Reis, Port of Spain.
Trinidad. B.W.I. 1934.

Volume 2. Preface.

These Historical Sketches were all published in the Port of Spain Gazette during 1933, 1934 and 1935. K.S.W.

1. Don Fernando de Berrio as Governor of Trinidad. (1597).
2. Tobacco cultivation in Trinidad (1600-1614).
3. Don Fernando de Berrio and the Residencia (1611-1614).
4. The final efforts of Don Fernando (1618-1622).
5. The first Settlement in the Island of Tobago (1627-1629)
6. The English attack on Trinidad. 1740.
7. Sir Walter Raleigh's expedition to Guayana (1594)
8. Sir Walter Raleigh at Trinidad (1595)
9. The capture of San Josef (1595)
10. Sir Walter Raleigh in Guayana (1595)
11. The recovery of Trinidad (1596)
12. The Coblentz Estate, St. Ann's. 1.
13. " " " " " " 2.

Index.

Printed for the Society by Yuille's Printerie. Port of Spain.
1936.

Volume 3. Preface

The first twelve of these Historical Sketches were all published in the Port of Spain Gazette in the months of April, May, June and July 1935; the last three are now published for the first time. K.S.W.

1. Early efforts to colonise Trinidad.
2. The arrival of Antonio Sedeno, 1531.
3. The first battle of Cumucurapo, 1532.
4. The second battle of Cumucurapo, 1533
5. The Conquistador gives up hope. 1535.
6. The Illustrious Cabildo of Trinidad. 1.

/7.

HISTORICAL SOCIETY OF TRINIDAD AND TOBAGO

Volume 3. (Continued).

7. The Illustrious Cabildo of Trinidad. 2.
8. " " " " " " 3.
9. The Loppinot Valley. 1.
10. " " " " " " 2.
11. The defence of Trinidad while under the Spanish Government. 1.
12. " " " " " " 2.
13. Raids on the Island of Tobago. 1.
14. " " " " " " 2.
15. " " " " " " 3.

Index.

Printed for the H.S. of T & T. By Baines & Scarsbrook Ltd. London.
1938.

Volume 4. Preface

These sketches are published in the hope of stimulating interest in the past history of the Colonies of Trinidad and Tobago. K.S.W.

1. The capture of Tobago by the French. 1.
2. " " " " " " 2.
3. " " " " " " 3.
4. " " " " " " 4.
5. Government House, Trinidad 1.
6. " " " " " " 2.
7. " " " " " " 3.
8. " " " " " " 4.
9. " " " " " " 5.
10. The murder of Don Nicholas Gervasio. 1.
11. " " " " " " 2.
12. The slave insurrection in Tobago. 1.
13. " " " " " " 2.
14. " " " " " " 3.

Index.

Printed for the H.S.T & T. by Baines & Scarsbrook Ltd. London.
N.W.6. 1938.

Historical Sketches

38. The defence of the Island of Trinidad. (1797-1827). 1940
39. The slave stealing Act of Grenada " "
40. The battles of Roodklyp Bay, Tobago. 1677. " "
41. The French attacks on Trinidad, 1680-1690 " "

NOTE

At the end of each article there is a list of references.

/Public

HISTORICAL SOCIETY OF TRINIDAD AND TOBAGO

Public Lectures delivered under the auspices
of the Trinidad Historical Society

Session 1935/36Printed in book formPrefaceList of contents

1. The value of History by Professor Coupland.
2. The life of a West Indian Planter one hundred years ago by Sir Norman Lamont.
3. The life and administration of Sir Thomas Picton by E.W. Daniel.
4. A Columbus Anchor by Frank Agostini.
5. Fort Abercromby by T.I. Potter.

Session 1936/37Preface and List of contentsPrinted in Book
form.

1. The Dominicans in the West Indies with special reference to Trinidad, by the Rev. Father McArdle. O.P.
2. The story of the Queen's Park, Port of Spain, with map. By T. I. Potter.
3. Reminiscences of an Octogenarian by L.O. Innis.

Session 1938/39Printed in book formList of contents

1. The Ierian Race by J.A. Bullbrook.
2. British West Indian Economic History in Imperial perspective by Professor C.Y. Shephard.
3. The history of introduction of the more important West Indian Staples by Professor E.E. Cheesman.
4. English Puritan Colonies in Trinidad by E.W. Daniel.

Discovery and exploration in the New World by Dr. C.W. Wardlaw.
Ph.D. D.Sc. F.R.S.E. no date.

Burnley of Orange Grove by Sir Norman Lamont. 1946

Miscellaneous publications

English Protestant Church of Tobago. Register of Baptisms, Marriages, Deaths from 1781 to 1817. With preface and list of Governors during this period. Copied from original register. 1936.

The Arena Massacre, Trinidad. December 1st 1699. Collected and translated by Father P.J. Buissink. P.P. San Rafael. 1938.

A brief History of Trinidad under the Spanish Crown by Sir Claud Hollis, G.C.M.G., O.B.E. 1941. Limited circulation of 200 copies.

/The Abor-

Publications of the Trinidad & Tobago Historical Society

The aboriginal remains of Trinidad and the West Indies. A Commentary on the pre-European Cultures of Trinidad and the neighbouring West Indies, in connection with the Exhibition organised by the Archaeological Section of the H.S.T & T. December 3rd to 14th, 1941. With floor plan of the Archaeological Exhibition, Royal Victoria Institute, Port of Spain.

The introduction of printing into Trinidad de Barlovento (1786) by E.W. Daniel. 1949.

List of Governors, Lieutenant Governors, Administrators and Commissioners of Tobago, with notes of contemporary interest. (1933) 1614-1899.

Papers collected by Dr. K.S. Wise numbering 1-1043.
Index for numbers 1-1000 compiled by Gertrude Carmichael.

This unique collection is made up of papers taken from Trinidad & Tobago Archives filed in British Museum, Public Record Office, London; also translations of papers from Spanish, French and Dutch Archives; in every publication the source is clearly stated. Some are extracts from books now out of print and difficult or impossible to obtain.

A complete set of these publications is at present almost unobtainable. They were supplied to the Government of Trinidad as issued.

Annual Reports were issued in which all the activities of the Society were set forth under headings, e.g., Sites, Library, Public Lectures, etc., etc.

2.2. Works published during the presidency of Dr. Eric Williams:(A) Caribbean Historical Review, edited by Eric Williams

No. , December 1950

Contents: Foreword
Eighteenth Century Puerto Rico in Diplomacy and War - Arturo Morales Carrion
The Negro Slave Trade in Anglo-Spanish Relations - Eric Williams
Cudjoe and the First Maroon War in Jamaica - Richard Hart
Barbados and British West Indian Confederation, 1871-1885 - Bruce Hamilton
Victor Schoelcher and Emancipation in the French West Indies - Andre Midas
Educational Problems in Bilingual Countries in the Caribbean - Lou Lichtveld
Preliminary Survey of the Archives of Tobago - David K. Easton

No.ii, December 1951

Contents: The Abolition of Slavery in Puerto Rico, 1868-1873 - Luis M. Diaz Soler
The British Expedition to the St. John's River and the Lake of Nicaragua, 1779-1780 - Alan S. Brown

Works published during the presidency of Dr. Eric Williams:

No.ii, December 1951 (continued).

- Barbados and British West Indian Confederation,
1871-1885 (II) - Bruce Hamilton
The Period of Prosperity in the British West Indian
Sugar Industry and the Continental Bounty System,
1865-1884 - Raymond W. Beachey
Documents on Canadian-West Indian Relations, 1833-
1885 - Alice R. Stewart
The Role of Forced Labour in Nineteenth Century Puerto
Rico - Sidney W. Mintz
The Caribbean Bookshelf: The Sugar Economy of the
Caribbean - Eric Williams

Nos. iii & iv, December 1954

- Towards a Federation of the British West Indies -
Major-General Sir Hubert Rance, G.C.M.G., G.B.E.,
C.B.
The Historical Background of British West Indian
Federation: Select Documents - Eric Williams
The Project for a Confederation of the Greater
Antilles - Thomas Mathews
Negro Slavery in Surinam - R. Van Lier
The Social and Economic Background to Sugar in Slave
Days (With Special Reference to Jamaica) - D.G. Hall
Sugar Technology in the British West Indies in the
Late Nineteenth Century - R.W. Beachey
The 1954 Commonwealth Relations Conference and Its
Significance for the British West Indies - H.O.B.
Wooding
A Bibliography of Caribbean History, A Preliminary
Essay. Part I: 1492-1898 - Eric Williams
Some Statistics of West Indian Produce, Shipping and
Revenue, 1660-1685 - A.P. Thornton

(B) Documents on British West Indian History 1807-1833

(Select documents from the Public Record Office, London,
relating to the Colonies of Barbados, British Guiana,
Jamaica and Trinidad, compiled and edited by Eric Williams.
Published by the Trinidad Publishing Company, 1952.
406 pages.

(B.1.) The British West Indies at Westminster Part I - 1789 -
1823.

(Extracts from the debates in Parliament). Selected
and edited by Eric Williams.
Published by the Government Printer, 1954. 136 pages.

PICTORIAL COLLECTION

List of Photographs of Monuments, historic
buildings, buildings of architectural
interest, etc.

Packet 1.

1. Government House Port of Spain 1873/75. Architect Ferguson.
2. " " " " from the East
3. " " " " " " " " " " " "
4. " " " " South Loggia of Ball Room,
"Admiral's Suite" above
5. " " " " " " " " " " " "
6. " " " " Detail of South Balcony
7. " " " " St. Ann's Port of Spain, South Balcony details.
8. "The Kitchens" Government House, Port of Spain.
9. Government House. Gate between stables and servants quarters.
10. "The Folly" Elevation 300' 0'. Royal Botanic Gardens, Port of Spain.

Packet 2.

11. Detention Barracks. St. James, Long Circular Road. 1824/27
 12. St. James Barracks, Port of Spain.
 13. " " " " " " " " " " " "
 14. " " " " " " " " " " " "
 15. " " " " " " " " " " " "
 16. " " " " " " " " " " " "
 17. " " " " " " " " " " " "
 18. " " " " " " " " " " " "
 19. " " " " " " " " " " " "
 20. " " " " " " " " " " " Barrack Yard.
 21. " " " " " " " " " " " Old cannon
 22. " " " " " " " " " " " Column detail
House
 23. Fort San Andres near Lighthouse Jetty, Port of Spain.
- These Nos. 11 to 23 appear to be duplicates. Originals with captions
missing.

Packet 3.

Churches with captions

24. Trinity Cathedral, viewed from Chacon Street. 1816/1818. Architect:
Philip Reinagle.
25. Tower viewed from East along Hart Street, Anglican Cathedral of
Holy Trinity. Top destroyed by earthquake 1825. Rebuilt in wood
and copper.
26. Tower, viewed from East along Hart Street. Anglican Cathedral of
Holy Trinity. 1816/1818. Top of Tower destroyed by earthquake 1825.
Rebuilt in wood and copper.
27. Trinity Cathedral. Woodford Square. Hart Street (South side)
between Frederick and Abercromby Streets.

PICTORIAL COLLECTION

(continued)

28. Trinity Cathedral. Hart Street between Frederick as seen from Abercromby Street West end. Woodford Square, South Side.
29. Anglican Cathedral of the Holy Trinity. South Entrance to Chacon Street. 1816/18.
30. Detail
31. East view of Chancel. Anglican Cathedral. Holy Trinity. Port of Spain. added circa 1893. Arch.? Original Cathedral built 1816/18.
32. St. Margaret's Church, Belmont (Anglican) Belmont Circular Road, Belmont, Port of Spain. c.1890.
33. St. Margaret's Church.
34. R.C. Cathedral of the Immaculate Conception. Marine Square at George Street, Port of Spain. Arch. Philip Reinagle. Begun 1816. Consec. 1832.
35. R.C. Cathedral of the Immaculate Conception. Tower detail.
36. Cathedral of the Immaculate Conception (R.C.)
37. R.C. Cathedral. Marine Square.
38. Holy Name Convent, Charlotte St. East side opp Memorial Park, Port of Spain.
39. St. Francis Church (R.C.) Belmont Circular Road. Opened 1902. Archt. Ashlin. Style Romanesque. Father Keenan-Ref.
40. St. Francis Church (Roman Catholic)
41. St. Patrick's Church (Roman Catholic) view showing rear (near Picton Street. elevation.) Maraval Road, near Herbert Street, Port of Spain.
42. St. Patrick's Church. Maraval Road near Herbert Street, Newton.
43. St. Patrick's Church. Detail of figure of St. Patrick on niche above doorway.
44. Sacred Heart R.C. Church. #20 Richmond Street. N.E. corner Richmond and Sackville Street. Port of Spain. Built 1882. Tower added 1894. Arch. L.A.deJ. de Labastide.
45. R.C. Church. Santa Cruz Valley, near La Pastora, Trinidad.
46. Greyfriars Church (Scotch Presbyterian. Frederick Street East side at Knox Street (Woodford Square. Port of Spain. Commenced 1837. Opened 1838.
47. Grey Friars Church. (Scotch Presbyterian).

HISTORICAL SOCIETY OF TRINIDAD AND TOBAGO
PICTORIAL COLLECTION

48. Hanover (Street) Church (Wesleyan Methodists) N.W. corner Abercromby and Duke Streets. Port of Spain. Arch. ? Begun 1826.
49. St. John's Church (Baptist) #8 Pembroke Street between Knox and Duke Streets, Port of Spain. Opened 1859. Archt. ? . Style Gothic.
50. St. Ann's Kirk (Church of Scotland) N.E. corner Charlotte and Oxford Streets. #152 Charlotte St. Port of Spain.

Duplicates of Packet 3 in separate paper. Nos. 44, 45, 46 & 47.

Packet 4.

Duplicates.

51. Lapeyrouse Cemetery. Port of Spain. Philip Street entrance.
52. " " " " " "
53. Aerstin-Landean Tomb. Lapeyrouse Cemetery. Style Greek Revival
54. " " " " " "
56. Biller Tomb " "
55. Agostini Tomb " "
57. de Verteuil Tomb " "
58. Tomb. Lapeyrouse Cemetery. Inscription: "A Memoire de H.H. Filette Elie, Decedee le 16 Octobre (1821 ?). Early type tomb. Brick Stone forum.
59. Fitt Tomb. N.W. corner Lapeyrouse Cemetery
60. " " " " " "
61. Gordon Gordon Tomb " " adjoining Ambard Tomb.
63. Herrera-Pereira Tomb " " "
64. " " " " " " Detail
65. Maingot Tomb " " "
66. Palazzi Tomb " " S.W. side
67. " " " " " "
68. Ribeiro Tomb " " "
69. " " " " " "
70. Robertson Tomb " " "
71. Masonic Memorial to Henry Stone, Lapeyrouse Cemetery
72. Tomb near Tacarigua. Trinidad.

Originals all missing.

Packet 5. (2 packets) 1 of originals, 1 Duplicates with 93 & 7 missing

73. Red House. Government Offices, view from Sackville Street, Port of Spain.
74. " " " " South (Council Chamber) end on Hart St.
75. Grey House. Treasury Building, Marine Square. Port of Spain. Archt. Public Works Dept. (Brinsley).
76. Queen's Royal College. N.W. corner Maraval Road & St. Clair Avenue.
77. " " " " Main Tower. Chimes to commemorate Reign of Edward VII.
78. St. Patrick's (Church) School and yard, Port of Spain.
79. Newtown R.C. School (St. Patrick's) Maraval Road near Herbert Street.
80. " " " " " " " " " " " "

3. Inventory of the Old Records of Tobago.

The following inventory is based on information supplied by Mrs. Gertrude Carmichael, who, between December 1952 and September 1956, compiled indexes to the more important classes of Tobago records. The index compiled by Mrs. Carmichael relates mainly to the contents of volumes containing the minutes of the Executive Council, the Executive Committee, the Legislative Council, the House of Assembly, and the Privy Council, and the despatches, letters, and journals of the Governors and Lieutenant Governors. The following indexes were made:-

- House of Assembly Minutes, 1794-1876, 1 drawer;
- Executive Committee Minutes, 1858-1876, 1 drawer;
- Executive Council Minutes, 1878-1888, 1 drawer;
- Legislative Council Minutes, 1794-1800, 1 drawer;
- H.M. Privy Council Minutes, 1799-1877, 1 drawer;
- Letters and Despatches, 1818-1835, 2 drawers; and
- Letters, 1835-1837, 1851-1880, 1 drawer.

In these drawers a key card is found for each volume in each class of records. The card entries are arranged in the alphabetical order of the subjects, and thereunder chronologically. In each volume indexed, inserted in the front is a statement of its contents, corresponding to the key card.

In addition to the indexes compiled for various classes of records, an alphabetical index of persons of historical interest was compiled, which is found in three drawers. This covers all the classes indexed.

There is also a classified subject index. Entries on various topics are typed on cards, and these are filed under guide cards indicating main headings and sub-headings. This index is contained in 18 drawers. This covers all the classes indexed.

Mrs. Carmichael also listed all records in the Warden's Office in Scarborough. The record classes and record items listed by her were rearranged for this inventory under four heads: French Occupation, Executive, Departmental, and Judicial. It is quite likely that certain classes and items fall into more than one of the heads or perhaps have been placed under the wrong head. Mrs. Carmichael should be absolved of any inaccuracies in this inventory.

Unless the location of Tobago records is indicated to be elsewhere, the records herein listed will be found in the Warden's Office in Scarborough.

French Occupation Records:

- French Petitions, 1787-1797. 4 volumes dated as follows:- 1787-1788; 1787-1789; 1789-1790; 1790-1797.
- French Documents, March 25, 1791-July 1791. Bound at the end of volume containing Minutes of House of Assembly, Tobago, 1834-1837.

3. TOBAGO

Correspondence, 1802-1803. Contains letters between the Committee of correspondence, Tobago, and John Petrie, Agent for Tobago in London before the Colony was returned to France by the Treaty of Amiens, October 7, 1802. During the French occupation of the island Petrie went to France and acted in the capacity of an agent to Tobago. 1 volume.

Commission Papers, 1793. Appointments made by General Cornelius Cuyler on taking possession of Tobago from the French. 1 packet

Executive Records.

The term "executive records" is here defined to include mainly the records of the Governors, the Lieutenant-Governors, and other administrators of Tobago, and of executive bodies attached to them. A very useful List of the Governors, Lieutenant Governors, Administrators and Commissioners of Tobago (now quite scarce) was printed and published by the Government Printer of Trinidad and Tobago in 1938. The following are the main classes of executive records, in the sense in which the term has been defined:

Governor's Despatches, 1828-1885 (with gaps). 9 volumes dated as follows:- 1828-1850; 1843-1847; 1858-1862; 1863-1869; 1869-1876; 1876-1878; 1878-1879; 1880-1882; 1882-1885.

Governor's Private Secretary's Letters, 1820-1880 (with gaps) 3 volumes dated as follows:- 1820-1825; 1837-1839; 1857-1880.

Governor's and Lieutenant Governor's Letters and Letter Books. 1818-1851 (with gaps). 20 volumes, dated as follows:- Governor's letter books: 1807-1810; 1816-1823; 1818-1826; 1819-1826; 1824-1826; 1836-1838; 1851-1852.

Lieutenant Governor's letters, letter books and memoranda:- 1829-1836; 1833-1835; 1835-1839; 1832-1835; 1835-1837; 1836-1838; 1836-1847; 1838-1843; 1839-1843; 1853-1854; 1850-1851; 1856-1868; 1828-1851.

Index to Governor's and Lieutenant Governor's Despatches and Letters 1818-1885. 2 drawers. The index contains a key card for each volume, indicating its title and dates.

Colonial Secretary's Letters. 1838-1880. 10 volumes dated as follows:- 1838-1851; 1851-1853; 1853-1855; 1855-1857; 1857-1859; 1859-1867; 1867-1874; 1878; 1878-1879; 1879-

Index to Colonial Secretary's Letters. 1838-1880. 1 drawer

Index to Correspondence with Colonial Secretary, Trinidad, March 1894-1896. 1 volume.

Privy Council Minutes, 1799-1881. 10 volumes dated as follows: 1799-1802; 1803-1818; 1818-1826; 1826-1835; 1835-1844; 1844-1853; 1848-1852; 1853-1864; 1864-1875; 1876-1881.

Index to Privy Council Minutes, 1799-1881. 1 drawer.

Executive Committee Minutes, 1858-1876. 4 volumes dated as follows:
1855-1860; 1858-1876; 1860-1872; 1872-1876.

Index to Executive Committee Minutes, 1858-1876. 1 drawer.

Executive Council Minutes, 1877-1888. 2 volumes dated as follows:
1877-1881; 1882-1888.

Index to Executive Council Minutes, 1877-1888. 1 drawer.

Commission Records, as follows:

Vol. 4 September 9, 1824-1826. Indexed.

Governor in Chief's Commission, 1841-1862.

Governor's Commission, 1838. Appointment and instructions to Governor. 1 packet.

Commissions, 1862. 1 packet.

Royal Commission on Financial Conditions in the West Indies, 1884. 1 packet.

Miscellaneous Letter Books, as follows:

Unidentified Letter Books, 1850-1858; 1852; 1879-1881; 1880 - 1881.

Letter Book of Letters from Grenada, 1856-1858.

Letter Book of Semi-Official Correspondence, 1875-1877.

Colonial Secretary's Office Letter Book, April 1877-Dec. 1877.

Secretary of State's Letter Book, May 17, 1817-August 1819.

Clerk of the Council's Letter Book, June 15, 1829-August 13, 1833.

Executive Committee Letter Book, 1855-1858.

Lieutenant Governor's Speeches, 1867-1882. 4 packets dated as follows: 1867; 1872-1875; 1878; 1882.

Orders in Council, 1857-1880. 1 volume.

Secretary of State Circulars, 1844-1845. 2 volumes. Unbound.

Oaths of Allegiance, of Lieutenant Governors, February 2, 1854-October 15, 1883. 1 volume.

Packets as follows:-

Privy Council Meetings, 1826, and Miscellaneous correspondence, 1 packet.

Legislative Records:

House of Assembly Minutes, Fair Minutes, Journals, and Fair Journals, 1794-1878. 46 volumes, printed and manuscript.

Missing manuscript volume for 1805-1807 found in Library of Legislative Council, Port of Spain.

Index to House of Assembly Minutes, 1794-1876. 2 drawers.

Legislative Council Minutes, 1794-1879. 16 volumes dated as follows: 1794-1795; 1811-1820; 1820-1823; 1823-1826; 1826-1831; 1831-1838; 1838-1848; 1846-1861; 1852-1855; 1855-1856; 1855-1862; 1854-1861; 1864; 1867; 1863-1870; 1877-1879.

Index to Legislative Council Minutes, 1794-1800. 1 drawer.

Manuscript Laws; 1820-1859. 5 volumes dated as follows:
1820-1825; 1827-1832; 1833-1834; 1838-1849; 1850-1859.

Board of Legislative Council Minutes, March 1848-Sept. 1853; March 1853-August 1853. Printed. 2 volumes. Latter volume also contains House of Assembly Minutes.

Legislative Council Minutes, Jan.-June 1880. Contain correspondence relating to the annexation of Tobago to Trinidad. 1 volume.

Colonial Secretary and Clerk of the Council. Record of Acts Passed, June 20, 1854. 1 packet.

Electoral Records, as follows

Poll List of Electors, General Assembly, 1842-1845. 1 volume.

List of Persons Qualified to Vote in Election of Members for House of Assembly, November 1, 1845-1849. 1 volume.

List of Electors of Parishes, 1862-1870 (1863, 1865 missing) 1 volume.

Packets as follows:

Manuscript Laws, filled with correspondence and despatches. Undated. 1 packet.

Acts, 1844-1850. 1 packet

Acts and Service Claims. Undated. 1 packet

Amendment to Act for the Abolition of Slavery August 1840. 1 packet

House of Assembly Minutes and Petitions, Militic Act, 1824. 1 packet.

3. TOBAGO

Shipping Registers, March 1829-Jan. 1855; 1841-1846; 1846-1853; 1853-1857; 5 volumes.

Warehouse Journal, 1853. 1 volume.

Warehouse Keeper's Register, 1872-1883. 1 volume.

Education:

Free School Institution Minutes, 1827-1832. 1 volume.

Board of Education Minutes, 1882-1888. 1 volume.

Report on Schools, 1876, 1883, 1885, 1887, 1890-1891, 1892, 1894, 1895, 1896. 9 volumes.

Lands:

Crown Land Records, 1835, 1855, 1861, 1864, 1870, 1879, 1883, 1888, 1892, 1894, 1895, 1896, 1898, 1901, 1902, 1906.

Include registers of grants, surveys and plans.
Several packets.

Register of Land licenses, Jan 10, 1895-June 1898. 1 volume

Military and Militia:

Correspondence with Commander of the Forces.
Windward and Leeward Station, 1816. 1 volume.

Royal Engineers Reports and Estimates of Repairs and Works, etc.
1822-1842, 1842-1854, 1839-1843, 1848-1849, 1854-1855, 5 volumes.

Militia Commissions, 1833-1837. 1 volume.

Parliament of Great Britain. Colonial Office. Report of the Select Committee appointed to enquire into the Military Establishment and Expenditure in the Colonies and Dependencies of the Crown, together with Minutes of Evidence.
1834. 1 volume.

Religious Bodies:

Presbyterian Association, Minutes of Meetings, August 21, 1841-May 6, 1844. 1 volume. Includes a list of books received by Albert Allom, Colonial Secretary, September 12, 1853.

Returns on the State of Various Religious Bodies in the West Indies, made in response to a circular issued to Governors by the House of Commons, April 9, 1867. 1 volume.

3. TOBAGO

House of Assembly Minutes, 1846-1876; 1854; 1859; 1861-1864; 1866-1869; 1865-June 1866. 6 packets.

Ordinances, 1855-1888. 1 packet.

Order in Council, March 5, 1855, regarding the constitution of the Legislative Council for Tobago.

Draft Regulations, 1844, submitted to the Legislative Councils of Grenada, St. Vincent and Tobago.

Papers relating to the Union of Trinidad and Tobago.
1879; 1886-1898. 1 packet.

Departmental Records:

The term "departmental records" is here defined to include mainly the records produced by various governmental bodies other than judicial and executive. The records are described under subject headings rather than under titles of governmental bodies, since a proper identification of the bodies and of the records produced by them requires more research than could be done for the production of this inventory.

Census:

1838-1841. 1 volume

1844-1847. 1 volume

1891 1 volume.

Customs:

Correspondence, 1817-1818, 1818-1823, 1836-1840, 1840-1846.
3 volumes.

Cash Book Receipts. 1893. 1916-1927. 2 volumes.

Account of Seizures. 1830-1849. 1 volume.

Steamer Communications. 1876-1895. 1 volume

Shipping Outward Bound (with passenger and crew lists), 1847-1852.

Record of Goods Imported in Foreign Ships. Jan. 1-June 30, 1859.

A journal or book of payments at the Customs and Treasury. Contains a list of estates by parishes.
1 volume.

Record of Goods Imported 1848-1850, 1850, 1851-1852, 1852, 1855, 1881-1882. 6 volumes.

3. TOBAGO.

Roads:

- Road Board Commission Letters, 1858-1873. 1 volume.
Also contains Marshal's Office Letters concerning jails, prisons, and the post office, 1878-1883.
- Public Road Records, Leeward District, 1891-1894. 1 volume.
- Public Road Labour Lists. No.2 District. 1894-1896. 1 volume.
- Road Loan Expenditures. 1895-1898

Slaves:

- Registers of Un-attached Slaves, 1819-1834. 7 volumes.
- Annual Returns of Plantation Slaves, 1818-1834. 1 volume.
- Correspondence, 1834. Contains slave returns, and copy of an act for the abolition of slavery. 1 packet.

Packets, as follows:-

- Slave Returns, 1835. 1 packet.
- Census of Slaves, 1823. Also contains list of court house tenders. 1 packet.
- Bill for the Amendment of the Act of the Abolition of Slavery, August, 1840. 1 packet.

Treasury:

- Committee on Public Accounts Minutes, 1794-1800. 1 volume.
- Treasurer's Accounts Current, 1818-1819, 1828-1829, 1833-1839, 1842-1854, 1850, 1854, 1854-1857, 1858-1875. 8 volumes.
- Treasurer's Cash Accounts, 1832-1825, 1840-1841, 1849-1857. 3 volumes.
- Treasurer's Cash Day Books, 1856-1857, 1864-1866. 2 volumes.
- Treasurer's Journals, 1830-1835, 1849-1850. 2 volumes.
- Treasurer's Ledgers, 1830-1831. 1 volume.
- Treasurer's Invoices (for 5 boxes of silver and 13 barrels of copper coins) Feb. 18, 1826. Also contains cash accounts, 1826. 1 volume.

3. TOBAGO

- Treasurer's Accounts under Supply Bill, 1835-1848. 1 volume.
- Treasurer's Revenue and Expenditure, 1842-1843. 1 volume.
- Treasurer's Quarterly Abstract Account, 1843-1877. 1 volume.
- Treasurer's Letter Books, Aug. 1855-July 1865, 1866-1879. 2 volumes.
- Colonial Revenue, 1861-1872.

Packets containing records regarding the following:-

- Administrator's Salary, Reduction of, 1885
- Botanic Station, Establishments of and Reports on, 1885, 1898.
- Civil Service, controversies, complaints, appointments, 1861-1890.
- Colonial Bank, chartering of, 1847
- Edinburgh Exhibition, correspondence regarding, 1885.
- Engineer of Public Works, appointment of, 1885
- Gillespie and Company, failure of, 1884-1885
- Hurricane Relief
Records regarding loan of 50,000, and applications for relief, 1847-1849.
Correspondence regarding loan, 1849-1855.
- Immigration
Barbadian, agreements, correspondence, figures regarding, 1870.
Barbadian, proposals regarding, 1895.
Windward Islands, return of immigrants from, 1877
- Keeping of Pigs in Scarborough
Complaint against Dr. J.C. Anderson, 1883.
Newspaper article on Anderson's complaint against the Governor, 1885.
- Laborde's Return to Colony, petition against, 1885.

Little Tobago, 1885

Medical Aid, 1882

Military Cemetery, 1884.

Obeah, practice of, 1884.

Penny Bank, report regarding, 1884.

Post Office, 1885

Prisons, rules and regulations for the government of, 1859, 1874, 1886, 1896.

Public Loan. 1885

Repairs, Government House and Government Buildings, 1885, 1887, 1890.

Separation of Barbados and Windward Islands.

Settlements - estates bought by labourers and settlements made, 1881.

Sugar, correspondence, circulars, etc. regarding admission of sugar free of duty into the United States, 1884.

Tobago Mutual Benefit Society, rules and regulations of, 1883.

United States Fynamitards, destruction of property by, 1885

Letters and Despatches, various matters, 1818-1908. 45 packets.

Judicial Records:

Court of Chancery:

Minutes, 1812-1826, 1842-1845. 2 volumes.

Matters and Escheat, 1822-1846, 1844-1846. 2 volumes.

Deeds

Index to documents sent to Trinidad, Jan. 1930. 1 vol.

Court of Common Pleas:

Minutes, 1773-1778, 1797-1798, 1799-1801, 1801-1804, 1804-1807, 1817-1826, 1826-1837. 7 volumes.

Case Book, 1829-1837. 1 volume.

Court Rules, 1842-1864, 1 volume.

Actions Served, 1837-1842. Includes also actions served in Court of Complaints, 1837-1841. 1 volume.

Complaint Book. October 1847-May 14, 1843. 1 volume.

Entry of Actions and Appearances. 1842-1862. 1 volume.

Judgment Record, March 1842-1859, 1857-1862. 2 volumes.

Record Book, 1843-1853. 1 volume.

Record of Cases dealt with, July 27, 1818-July 23, 1819. 1 vol

Proceedings, April 12, 1843-May 13, 1859, January 17, 1854-June 11, 1864. 2 volumes

Judgment Book, 1842-1855. 1 volume.

Bills of Plaintiff's Costs, 1842-1855. 1 volume.

Court of Complaints:

Complaint Books, 1869-1870, 1870-1884. 2 volumes.

Record Books, 1870-1879. 1 volume.

General Rules for Regulating the Practice of the Court of Complaints and Forms of Proceedings Therein. 1871. Printed.

Colonial Secretary's Minutes. 1868-1871. 1 volume.

Court of Ordinary

Index of Wills and Probate Matters, 1872-1881. 1 volume.

Minutes, 1822-1838, 1838-1841. 2 volumes.

Registers, 1841-1845, 1849, 1865, 1865-1885. 3 volumes.

Court of Oyer and Terminer and Grand Session of the Peace:

Minutes, 1822-1828. 1 volume.

Court for the Relief of Insolvent Debtors:

Judgment Record, 1844-1852. 1 volume.

Court of King's Bench:

Minutes: Oct. 1829-Dec. 31, 1831, 1834-1837, 1837-1842. 3 volumes.

Sessions Book, 1832-1834. 1 volume.

3. TOBAGO.

Court of ^{Queen's} Women's Bench:Appeals, 1856-1863. 1 volume.Records, Oct. 1842-1847, 1848-1883, 1883. 3 volumes.Proceedings, 1843-1847, April 1852-April 1867, October 1867-May, 1882. 3 volumes.Encumbered Estates Court:Correspondence, Reports, Petitions, 1871-1879, 1800-1889. 2 volumes.Records regarding Sale of Encumbered Estates Nov. 1886-Dec. 1881. 1 volume.Correspondence, rules of proceedings, table of fees, 1856-1870. 1 packet.Vice Admiralty Court:Proceedings, 1822-1831. 1 volume.Supreme Court:Summary Jurisdiction Cause Book, with index, 1884-1898. 1 volume.Summary Jurisdiction Decree Book, with index, 1884-1889. 1 vol.Criminal Jurisdiction Record Book, with index, May 1893. 1 vol.Code of Civil Procedure, 1879. 1 volume.Marshal's Office:Execution Books, 1791-1897 (with gaps) 9 volumes dated as follows

1791-1801, June 1801-July 1807, 1808-July 1826, 1826-1837, 1837-1842, 1840, 1841, 1847-1860, 1853-1860, 1860-June 1897.

Letter Book, March 1851-Feb. 1852. 1 volume.Letters concerning the Jail, Prisons, and Post Office,

1868-1873. Contains also letters of the Road Board Commission, 1868-1873. 1 volume.

Subpoena Book, 1846-1875. Contains subpoenas to appear at the Queen's Bench Court between 1846-1875 and the Complaints Court between 1847-1860. 1 volume.Notices (posted on the Court House door or served on persons named), 1875-1884. 1 volume.Sales Book (for default of payment of taxes), 1890-1891. 1 vol.Cash Book, 1871-1878. 1 volume.Accounts, May 1776-July 1784, 1800-1808. 2 volumes.Notices of Sales, 1808-1810, June 1810-Dec. 1832, 1850-1875, Nov. 1875-Aug. 1891. 4 volumes.Warrant Book, 1871-1879. 1 volume.Ordinance No. 47 regarding the summary of conviction offences, 1895. 1 volume.Juror Records:Jurors Books, Colonial Secretary's Office, 1841-1870 (with gaps) 6 volumes dated as follows:- 1841-1842, 1843, 1845-1848, 1858-1860, 1861-1868, 1868-1870.Jurors Books, Marshal's Office, 1841. 1 volume.List of Jurors, Courts of Queen's Bench and Common Pleas, 1840-1863. 3 volumes dated as follows: 1840-1845, 1846-1849, 1848-1863.List of Jurors, Courts of Grand Sessions and Common Pleas.

April 1833-Oct. 1839. 1 volume.

List of Jurors, 1852-1860, 1883-1888. 3 volumes.

Packets relating to the following matters:

Supreme Court, 1883. 2 packets.Provost Marshal. 1874. 2 packets.Encumbered Estates, correspondence, rules of proceedings, tables of fees, 1856-1870.Attorney General, opinions of, 1866-1867, 1872-1877, 1878-1879. 3 packets.Attorney General, letters of, 1878-1879. 1 packet.Fees to Lieutenant Governor in Court of Admiralty and Supreme Court. 1 packet. Also contains Lieutenant Governor's speeches, 1867-1882.Title Records:

When Tobago became a Ward of Trinidad on January 1, 1899, title records were transferred to the Registrar General's Department, Port of Spain. In the Warden's Office in Scarborough are found records that relate to the Tobago records in Trinidad. A packet of papers contains information on the condition of the deeds in 1889-1894.

3. TOBAGO.

In his "Index, Tobago Records, 1769-1916," P. Lechmere Guppy makes note of the deeds transferred in 1899-1900. They include

Conveyances, 1770-1888.

Country Book, 1889-1898.

Protocol of Deeds, 1889-1898, and

Wills, 1775-1794, 1802-1829, 1842-1889.

In the volume entitled "Index to documents to be sent to Trinidad, Jan. 1930," also found in the Warden's Office in Scarborough reference is made to succeeding deeds and matters connected with Courts of Chancery that were sent to Trinidad in 1930. These include

Deeds of Chancery as follows:

1785-1899, 1781-1807,
1800-1802, 1806,
1808-1815
1818-1829
1849-1879.

Vital Statistics Records:

When Tobago became a Ward of Trinidad, the following records of births, deaths and marriages were sent to the Registrar General Department in Port of Spain:

Births, 1882-1889.

Births, Deaths and Marriages, 1868-1876.

Deaths, 1882-1897.

Marriages, 1840-1845, 1882-1889.

Official Records after 1899

Official records for Tobago after 1899 are found mainly in the Warden's Office and the Magistrate's Office.

The records of the Warden's Office are found in two vaults and comprise about 130 linear feet. In addition to the various printed series of official records, such as the Royal Gazettes, Council Papers, and the like, which comprise the bulk of the records, the vaults contain the following classes:-

Birth Registers, 1920 to date

Death Registers, 1920 to date

Marriage Registers, 1920 to date

3. TOBAGO.

Land Assessment Rolls, 1900-1946

Registers of Letter Books, dates not specified

Works and Hydraulics Department, Correspondence, dates not specified.

Minute Papers, dates not specified.

The Magistrate is responsible for the trial of petty offences and misdemeanours, the preliminary trial of persons accused of indictable offences, the granting of licences, the issuing of warrants and summonses, the granting of bail, and the like.

The records of the Magistrate's Office in Tobago are found in a vault in the Court House Building. In addition to the various printed series of official records, the vault contains about 50 linear feet of court proceedings and minute papers piled on the floor.

4. Ecclesiastical Records, Tobago.

The St. Andrew's Parish Church, Scarborough, holds the following records:-

St. Andrew's:

Registers of Baptisms, Marriages, and Burials as follows:-

1781-1788, 1796-1799, 1 volume, 1 volume

1788-1799, 1 volume

1801-1802, 1 volume

1807-1817, 1 volume

The contents of the volumes above are reproduced in the

Register of Baptisms, Marriages, Deaths from 1781 to 1817

which was printed by the Government Printer, Port of Spain, in 1936.

Register of Baptisms, as follows:

1873-1900, 1 volume. Contains also a register of candidates confirmed, 1879-1881.

1900-1911, 1 volume

1911-1944, 1 volume

1950 to date, 1 volume.

St. Andrews and St. George:

Register of Baptisms, 1863-1873. 1 volume.

4. TOBAGO.ECCLESIASTICAL RECORDSSt. George:

Register of Baptisms, 1873 to date. 1 volume

St. David (Plymouth):

Register of Baptisms, 1857-1920. 1 volume

St. Thomas (Les Coteaux):

Register of Baptisms, 1866-1899. 1 volume.

5. PRIVATE RECORDS - TOBAGO.R. Alefounder, Studley Park Estate, Tobago.

Plans and Drawings, 1776, including a plan of a factory, a public house, six houses, and eight houses.

Plan of Part of Tobago, 1776, including the Parish of St. George, and parts of the Parishes of St. Mary and St. Andrews.

List of Lots in George Town, Tobago, July 31, 1776.

Inventory of Studley Park Estate, May 1-July 2, 1776, containing a listing of lands, stores, utensils, etc.

Inventory of Studley Park Estate, 1778-1779, containing a listing of lands, stores, utensils, etc.

Report on Economic Situation in Tobago, manuscript, 1776, including statistics on exports and on impact of American Revolution on the economic situation.

Return of the Negroes in Tobago, Nov. 8, 1777. Taken from the Treasurer's Book.

Extract from a bill for the introduction of white people, March 31, 1778.

Articles of Agreement, undated. Presumably an agreement made by an overseer with the Studley Park Estate.

Miscellaneous undated plans and papers.

III. TRINIDAD AND TOBAGO GOVERNMENT DEPARTMENTS6. RECORDS OF THE ACCOUNTANT GENERALABSTRACT BOOKS:

Expenditure	13 books	1936 - 1948
Revenue	13 books	1936 - 1948

CASH BOOK:

156 Books in respect of the period 1936 - 1948.

CROWN AGENTS:

Abstracts of Monthly Transactions	20 volumes	1932 & 1935-1953
- do -	3 bundles	1954 - 1956
Payment Vouchers	36 bundles	1954 - 1956
Receipt Vouchers	36 bundles	1954 - 1956

PENSIONS:

Pensions Computations	16 volumes	May 1932-June 1952
Widows & Orphans Pensions Computations	3 volumes	1932-1944; 1949 - 1956
Pensions Ledgers (Public Officers Widows & Orphans etc.)	2 volumes	1920 - 1930
Provident Fund Contribution Ledgers	81 volumes	1933 - 1956
Provident Fund Dead Ledgers	7 volumes	1933 - 1940
Renewal List of Life Assurance Policies	8 volumes	1935 - 1941
Vote Books & Daily Record of Receipts	6 volumes	1935 - 1953
Widows & Orphans Fund Minutes	1 volume	7th May 1890 - 2nd Nov. 1921.
Ledger particulars of contributions to Widows & Orphans Fund	8 volumes	
Register of Members - Widows & Orphans Pensions Scheme (formerly Fund)	2 volumes	20th May, 1911- 12th July, 1933.
Ledgers - Widows & Orphans contributions	16 volumes	1st April 1908 - 31st Dec., 1943.

CURRENCY NOTES:

\$1	C Series	54 Books	\$1	D Series	4 Books
\$2	C Series	62 Books	\$2	D Series	3 Books
\$5	A Series	9 Books	\$10	A Series	8 Books
\$20	A Series	1 Book			

6. ACCOUNTANT GENERAL

The vault of the Treasury Department contains one of the largest accumulations of records in the Trinidad Government, which comprises about 3700 linear feet. The records consist of the following classes:

Crown Entries Accounts, 1893 - 1952

Closing Entries Payments, 1949 - date

Civil Lists, Council Papers, dates not obtained

Payments, A.G.'s, 1901 to date

Receipt, A.G.'s, 1948 to date.

7. RECORDS OF THE AUDIT DEPARTMENT

- Audit Department - Personal Files, Duty Sheets, Correspondence, Counterfoil Register, Closed Queries - 1946-1953.
- Accountant General - Secretariat's letters of appointments, Personal Emoluments, Travelling, Treasury Accounts etc. - 1948-54.
- Agricultural Credit Bank - Correspondence Statements etc. 1948-1949
- Agriculture - Secretariat's letters of appointments, Travelling etc. 1948 - 1954.
- Regie Hall Library, Fernando - 1931 - 1941 (Correspondence) (Account)
- Control Water Board - Accounts, Staff, Minute of meetings 1932-1946.
- Oil Aviation - Secretariat's letters of appointments, Personal Emoluments, Travelling etc. 1950 - 1953
- City Council - Accounts stores minutes of proceedings etc. 1931 - 1946.
- Correspondence between Secretariat & other departments - 1950 - 1954
- Colonial Development & Welfare Scheme - Accounts, Correspondence etc. 1944 - 1948
- Council Paper & Minutes - 1949 - 1952

7. AUDIT DEPARTMENT

- Customs - Secretariat's letters of appointments, Travelling etc. 1949 - 1954.
- Central Library - Secretariat's letters of appointments, Personal Emoluments, Travelling etc. 1952 - 1954.
- District Administration - Secretariat's letters of appointments, Personal Emoluments, Counterfoil Returns, Ground Rents, Audit Surveys Reports, Wireless Returns, Arrears of Revenue Returns etc. 1951 - 1953.
- Education Department - Secretariat's letters of appointments, Travelling Scholarships, etc. 1948 - 1953.
- Forest Department - Secretariat's letters of appointments, Personal Emoluments, Travelling etc. 1948 - 1954.
- Fire Services - Secretariat's letters of appointments, Personal Emoluments, Travelling etc. 1948 - 1954.
- Ground Provision Depot - Accounts - 1936 - 1937.
- Ground Provision Depot - Accounts - 1932 - 1934
- Ground Provision Depot Accounts minutes of meetings - 1937 - 1946.
- Government Chemist - Secretariat's letters of appointments, Travelling etc. 1949 - 1953.
- Government Notices - 1945 - 1952
- Health Department - Secretariat's letters of appointments, Travelling Hospitals Accounts, etc. 1948 - 1953.
- Inland Revenue - Letters of appointments, Travelling, Estate Duty etc. 1950 - 1951
- Lands and Surveys Department - Secretariat's letters of appointments, Travelling, Personal Emoluments, Agreements, Leases, Lands and Acquisition etc. - 1945 - 1953.
- Loans to Ex-Servicemen - 1946 (Accounts)
- Licensing Office - Secretariat's letters of appointments, Personal Emoluments, Travelling etc. - 1949-1953.
- Labour - Secretariat's letters of appointments, Personal Emoluments, Travelling etc. - 1948-1954
- Local Road Board - Accounts, etc. - 1949-1953.

7. AUDIT DEPARTMENT

- Accounts, etc. - 1946-1953
- Arrears of Revenue Returns, Accounts, etc. 1945-1953.
- Secretariat's letters of appointments, Personal Emoluments, Travelling, etc. - 1949-1953
- Arrears of Revenue Returns - 1948-1953
- Accounts Survey Reports - 1945-1952
- Secretariat's letters of appointments, Travelling, Personal Emoluments etc. - 1951-1953.
- Secretariat's letters of appointments, Personal Emoluments, Travelling, etc. - 1949-1953
- Accounts, Stores, Outstations, Police Ordinances 1938-1953.
- Secretariat letters of appointments, Travelling, etc. - 1949-1953.
- 1935-1942 (Accounts)
- 1948-1949
- 1945-1951 (Correspondence)
- Accounts, Stores - 1931-1940
- Accounts, Audit Inspection etc. - 1932-1936
- Secretariat's letters of appointments, Travelling etc. - 1952-1954
- Secretariat's letters of appointments, Travelling etc. - 1953.
- Secretariat's letters of appointments, Travelling etc. - 1950-1953.
- 1951-1952
- 1951-1953
- Banana Board - 1935-1945
- Trinidad Electricity Board - 1939-1946
- Hurricane Reliefs - 1953.

AUDIT DEPARTMENT

- Special Accounts - Government Employees Housing Loans Board 1944-1945
- Special Accounts - Local Road Board - Diego Martin - 1931-1945
- Special Accounts - Control Board - 1940
- Unserviceable Articles Returns - 1953
- Secretary of State Despatches - 1939
- War Measures - U.S. Bases 1943
- Works and Hydraulics Department - Secretariat's letters of appointments, Travelling etc., Contracts, General Accounts, 1947-1954.

8. RECORDS OF THE FORMER COLONIAL SECRETARY'S OFFICE.

The former Colonial Secretary's Office, an old and important Government agency, was for long the hub of almost all governmental activity

Most of the papers of this office were destroyed in the fire of 1903, although files going as far back as 1893 exist and are stored at present in the old Secretariat Vault and comprise about 3,000 linear feet. From 1893 to 1931 files were kept in year and number order; after 1931 straight numbering was employed. These files are by no means complete. They were drastically weeded at various times and four registers of destroyed files exist showing the extent of the material disposed of. The registers give the numbers of the files only; they do not indicate the nature of the files destroyed.

Other main record classes in the Vault are:

LETTER BOOKS. 1904 to the present (cut letters only) originally bound in volumes; the letters are now kept in file jackets.

The files of local newspapers have been passed to the West India Section of the Trinidad Public Library.

DESPATCHES.* 14 volumes of Duplicate Despatches from the Governor to the Secretary of State, 1814-1845 exist. "These only escaped destruction because at the time of the fire in 1903, they were at Government House". There is also a small folio volume entitled Letters Received

* The Despatches have recently been transferred to the Vault of the Ministry of Works and Transport for safe keeping.

8. FORMER FORMER COLONIAL SECRETARY'S OFFICE

From Principal Secretary of State for Colonial and War Department commencing April 30th, 1911 during the administration of Major General Monro. This volume was received from the Librarian, Colonial Office, London, 14th March 1921. The actual covering dates are 1st March 1811 - 9th November 1812.

A classified subject index cards to these 15 volumes was prepared by Mrs. Gertrude Carmichael and is available for use in the Colonial Secretary's Office. Among the main headings might be mentioned: Administration, consuls and agents of foreign countries, ecclesiastical matters, education, finance, law, medical, military, piracy, slavery, South American affairs, trade.

The other classes are:

Despatches from Secretary of State, 80 vols. 1900-1932

Circular Despatches from Secretary of State, 70 vols. 1900-1942

Despatches to Secretary of State, 85 vols. 1900-1940

Despatches to Secretary of State, 1 vol. 1949

Index to Despatches to/from Secretary of State, 1 vol. 1900-1903

Secret and Confidential Despatches from Secretary of State 38 vols. 1872-1945.

Secret and Confidential Despatches from Secretary of State, 1 vol. 1859-1945.

Secret and Confidential Despatches from Secretary of State 1 vol. 1859-1902.

Index to Secret and Confidential Despatches from Secretary of State, 1 vol. 1903-1939.

Constabulary Commission, 1919-1920, Minutes of Evidence; 2 vols.

Correspondence relating to the Oil Industry in the West Indies (Confidential) 1910-1915. 1 vol.

Legislative Council Debates (printed) 1903 to date

Tobago Despatches to Secretary of State, 1 vol. 1814-1844

(See Records of the Service Commissions Department which has inherited some of the functions of the former Colonial Secretary.)

9. RECORDS OF THE CROWN SOLICITOR, ADMINISTRATOR GENERAL AND PUBLIC TRUSTEE.

This department is an amalgamation of five separate departments; the Crown Solicitor is also Administrator General, Public Trustee, Official Receiver and Custodian of Enemy Property. It is also to be noted that this department now performs all the duties hitherto carried out by the Solicitor to the Intendant of Crown Lands.

The Crown Solicitor, Deputy Crown Solicitor and Assistant Crown Solicitor act as Solicitors and Conveyancers to all the Government Departments.

The Office of Administrator General was created by the Administrator General Ordinance 1902. From records which were kept in the department it appears that the office of Crown Solicitor was in existence previous to 1902 and it also appears from these records that the duties of Administrator General were being performed by the Crown Solicitor from before the year 1908.

The office of the Public Trustee was established by the Public Trustee Ordinance, No. 21 of 1930.

Apart from certain privileges conferred upon him by the Public Trustee Ordinance, the Public Trustee has the same powers, duties and liabilities, and is entitled to the same rights and immunities as a private trustee. Moreover, he is subject to the control and orders of the Supreme Court in precisely the same way as a private trustee.

The office of Official Receiver was created by the Bankruptcy Ordinance in the year 1918.

On the 12th September, 1939, the Administrator General was appointed as Custodian of Enemy Property. The laws governing Trading with the Enemy (Custodian) Order (No. 1 of 1939) came into force on the 21st November, 1939.

RECORDS OF THE CROWN SOLICITOR, ADMINISTRATOR GENERAL AND PUBLIC TRUSTEE.

CROWN SOLICITOR

Supreme Court Cause Book	From 1938	to date	- 2	books
Petty Civil Court Cause Book	" 1939	" "	- 2	"
Workmen's Compensation Cause Book	" 1929	" "	- 2	"
Magisterial Appeal Cause Book	" 1922	" "	- 2	"
Magistrates' Court Cause Book	" 1943	" "	- 2	"
Crown Solicitor's Cash Book	" 1934	" "	- 5	"
Official Receiver's Cash Book	" 1922	" "	- 2	"
Register of Govt. Housing Loans Board	" 1944	" "	- 1	"
Register of Contracts	" 1951	" "	- 1	"
Register of Oil Mining Leases	" 1951	" "	- 1	"
Crown Solicitor Ledgers	" 1933	" "	- 6	"
Official Receiver Ledgers	" 1929	" "	- 6	"

9a. ADMINISTRATOR GENERAL.

Register of Application for Letters of Administration	From 1929 to date	- 1 book
Register of Warrants of Transfer	" 1937 " "	- 1 book
Register of Intestate Estates - General Index of Proceedings	" 1908 " "	- 20 books
Administrator General's Cash Book	" 1935 " "	- 13 books
Administrator General's Ledgers	" 1938 " "	- 20 books

9b. PUBLIC TRUSTEE

Public Trustee Register	From 1934 to date	- 2 books
Public Trustee Journal	" 1932 " "	- 2 books
Public Trustee Mortgages Register	" 1936 " "	- 2 books
Public Trustee Cash Book	" 1936 " "	- 12 books
Public Trustee Ledgers	" 1932 " "	- 3 books

10. THE CUSTOMS AND EXCISE DEPARTMENT

Customs duties were handled by the Imperial Government until 1853 which year imperial customs duties were abolished, and a Collector of Customs was appointed by the Island Government. In 1856 the Office of the Collector of Customs was joined to that of the Receiver General. In 1875 a Commission was appointed to "enquire into the state and working of the Treasury and Customs Departments". The next year, as a result of the Commission's recommendations, the Customs Department was separated from that of the Receiver General. In 1930 the Customs Department took over the excise work formerly discharged by the Treasury Department and became the Customs and Excise Department.

Records of the Department are found in two vaults and in offices at the Wharves. The vaults contain about 1200 linear feet of records, most of it consisting of files of cargo manifests. The basic documents in such files are cargo reports made by the masters of ships and aircraft. Such reports, as contain economic data of value are duplicated in the files of the Harbour Master.

The following records are found in the old vault:

Correspondence files, 1930-1940. Letters, memoranda, statistical tables

10. CUSTOMS & EXCISE.

and tabulations, containing economic data on imports and exports.
Departmental general orders and circulars.
Passengers' currency declarations, 1956 and part of 1957.
Duplicate duty entries, other entries and shipping bills, 1955-1956, And January-February, 1957.
Triplicate transshipment shipping bills, 1956-1957.
Overtime applications, 1954-1957.
Overtime registers, 1954-1956.
Reports of ships' stores, crews' lists, 1955-1956
Schedule of duties (pay slips), 1955 to part 1957.
Wireless records.
Thru-bills of lading, 1954-1956
Specific export licenses, 1952-1954.
Manifests and duty entries ex ships, 1953-1955.
Manifests and entries for small boats and outstations, 1955-1956.
Manifests and entries ex planes, 1955-1956.
Outward contents ex planes, 1955-1956.
Outward contents ex ship for Port of Spain and outstations, 1955-1956.
Cash books, 1954-1957
Warehouse registers.
Miscellaneous customs entries, 1955-1956.
Miscellaneous customs record books, such as inward reports, contents outward, drawback, etc.

The following records are found in the new vault:

Overtime registers, 1951-1953
Cash books, 1937-1953
Salary books, 1937-1946.
San Fernando Cash books, 1941-1950
Duplicate duty entries and shipping bills, 1953-1954.
Outward contents for planes, 1952-1954.
Inward reports planes, 1950-1952
Inward reports ex ship for small vessels and outstations, 1950-1954.
Outward contents ex ship for outstations, 1952-1954.
Wireless receipt books, 1955-1956
Red books and other customs documents, 1950-1951
Passenger's baggage declarations, 1955.
Passenger's currency declarations, 1955.
Warehouse registers
Applications to amend.
Triplicate transshipment shipping bills, 1955
Permits to ships' stores, 1956-1957.
Miscellaneous account books.
Miscellaneous customs files, 1952-1953
C.D.3 Forms, 1952.
Correspondence registers.
Excise books, such as those pertaining to bulk and cased spirits, and racking registers.

11. FORMER DISTRICT ADMINISTRATION DEPARTMENT

For the purpose of local government the island of Trinidad is divided into six administrative districts (including Tobago) the head of each being a Warden. The Warden of St. George is the Senior Warden and also performs the duties of Protector of Immigrants.

District Administration, St. George, Port of Spain - Records (1958).

Assessment Rolls From 1949 to date - 160 volumes
 Returns of Alterations in Assessment Rolls - From 1849 to date
 Register of Births - 8 volumes
 Register of Deaths - 12 volumes

a. Records - Immigration Department, Warden's Office, Port of Spain.East Indian Immigrants

General Register - from 30th May, 1845 to 22nd April, 1917 - 20 vols.
 States Register - " " " " " " " " - 17 vols.
 Ships Register - " " " " " " " " - 433 vols
 Marriage Register " " " " " " " " 33 vols
 Returned Ships Register from 25th May, 1867 to 10th October 1936 -
 6 vols.

Chinese Immigrants

Indorsement Register - from 4th March, 1853 to 24th February, 1866
 vol.
 General Register - from 4th March, 1853 to 24th February, 1866
 20 vols.

Register of Creoles from St. Vincent

2nd November, 1893 - 1 volume.

12. Records of the Warden St. Andrew-St. David

Real Property Ordinance Registers 1899 - 1957
 Lands and Buildings Assessment Rolls 1899 - 1957
 Amended Returns in respect of Lands 1920 - 1957
 Death Registers 1894 - 1939
 Birth Registers 1907 - 1952
 Bound copies of Trinidad Royal Gazette 1899 - 1950
 Bound copies of Legislative Council Papers
 Survey plans for Private Properties 1897 - 1916 (19 Books)

13. Records of the Warden, St. PatrickLands and Buildings Taxes Assessment RollsWarden's Office, SipariaSIPARIA DISTRICTFYZABAD DISTRICT

Triennial period:

1921 to 1923
 1924 to 1926
 1927 to 1929
 1930 to 1932
 1933 to 1935
 1936 to 1938
 1939 to 1941
 1942 to 1944
 1945 to 1947

1936 to 1941
 1942 to 1944
 1945 to 1947

ST. MARY'S

1936 to 1938
 1939 to 1941

OILFIELDS

1936 to 1938
 1939 to 1941
 1942 to 1944

OROPOUCHE DISTRICT

Triennial period:

1912 to 1914
 1915 to 1917
 1918 to 1920

PENAL DISTRICT

1921 to 1923
 1924 to 1926
 1927 to 1929
 1930 to 1932
 1933 to 1935
 1936 to 1938
 1939 to 1941
 1939 to 1944
 1942 to 1944
 1945 to 1947
 (2 rolls)

ST. MARY'S DISTRICT

1921 to 1923

ST. MARY'S & FYZABAD DISTRICT

1924 to 1926
 1930 to 1932

ST. MARY'S, SAN FRANCISQUE & OROPOUCHE

1927 to 1929
 1942 to 1947

COORA SETTLEMENT

1935 to 1937

OROPOUCHE & FYZABAD.

1933 to 1935

Warden's Office, La Brea

LA BREA DISTRICT 1886 to 1888
1906 to 1941
1912 to 1914

OROPOUCHE, GUAPO & LA BREA

1903 to 1905
1915 to 1917

LA BREA

1918 to 1920
1919 to 1920
1921 to 1923
1924 to 1926
1927 to 1929
1933 to 1935
1936 to 1938
1939 to 1941
1942 to 1944

LA BREA & GUAPO

1889 to 1891
1897 to 1899
1945 to 1947

LA BREA & OROPOUCHE

1900 to 1905

Warden's Office, CedrosCEDROS DISTRICT

1885
1886
1881 to 1889
1892 to 1894
1900 to 1902
1903 to 1905
1906 to 1908
1915 to 1917
1918 to 1920
1921 to 1923
1921 to 1926
1924 to 1926
1927 to 1929
1930 to 1932
1933 to 1935
1936 to 1938 - 2 rolls
1939 to 1941
1942 to 1944
1945 to 1947 - 2 rolls

OROPOUCHE DISTRICT

1881 to 1884
1885
1886 to 1888
1889 to 1891
1891 to 1893
1897 to 1899
1900 to 1902
1903 to 1905
1906 to 1908
1909 to 1911 2 rolls
1912 to 1914
1918 to 1920

ERIN DISTRICT

1885 to 1892
1921 to 1923

ERIN-CEDROS DISTRICT

1902 to 1905

Most of the Assessment Rolls at all these offices are being kept in good condition.

The Assessment Rolls are records of the evidence of ownership, situation and size of the properties of private owners and the taxes payable.

14. RECORDS OF THE EDUCATION DEPARTMENT

Minutes of Meetings of the Education Board from 1900.

Annual Administration Reports of the Director of Education
1891 - 1936.

Paysheet Ledgers from 1903.

15. RECORDS OF THE GOVERNOR'S OFFICE

After Trinidad was captured from Spain in 1797 it was placed under the authority of a Governor with an Advisory Council. In 1831 the Advisory Council evolved into an Executive Council which met for the first time in 1832. At the same time a Council of Government which later became the Legislative Council was established.

The form of Government created in 1831 continued with slight changes until 1924 when the elective principle was introduced in the Legislative Council.

RECENT HISTORY.

In 1938 the Governor moved his office from the Red House, Port of Spain, to Government House, St. Ann's. The meeting place of the Executive Council was also moved from the Red House to Government House at the same time.

last
During the war 1939-45 special Cypher staff was employed to deal with telegrams at Government House. (Previously this work was carried out by clerks from the Colonial Secretariat).

In 1950 the Governor was replaced as President of the Legislative Council by a nominated Speaker. At the same time a ministerial system of Government was introduced and a Governor's Secretary and Clerk to Executive Council appointed. The Governor's Secretary and his staff and also the cypher staff occupied a new building (the Governor's Secretariat) which was built on the grounds of Government House.

Since 1950 the Governor and his personal staff and the Governor's Secretary have occupied separate offices customarily known as the Governor's Office and Governor's Secretariat respectively.

(1) Executive Council Minutes
the

The records of Executive Council from 1940 to date are stored in the vault in the Governor's Secretariat. Records for the years

1911 to 1914, 1923 to 1926, and 1928 to 1939 are stored in the vault at the Secretariat, Red House.

(2) Telegrams

Copies of all telegrams (in and out) from 1950 are held in the Governor's Secretariat. Pre-1950 telegrams were sent to the Red House.

(3) Miscellaneous classified correspondence

Some confidential and secret correspondence, e.g. Visits of Royalty, constitutional matters, dating back to 1920 are held in the Governor's Secretariat.

16. RECORDS OF THE IMMIGRATION DEPARTMENT

The Immigration (Restriction) Ordinance Ch. 20 No. 2 came into existence on the 2nd June, 1935. The Harbour Master was appointed Chief Immigration Officer and his Boarding Officers were appointed Immigration Officers for the purpose of exercising the provisions of the Ordinance.

Prior to the 2nd June, 1936, the Police Department kept a record of the names of persons leaving and entering the Colony, showing the dates and names of the vessels of embarkation or disembarkation.

In the year 1945 the Immigration (Restriction) Ordinance was amended making the Commissioner of Police the Chief Immigration Officer.

The Immigration Department continued to function as a Branch of the Police Department until the 31st December, 1957 when it became an independent Department under the control of the Chief Minister.

Records in the Department:

- (1) Passport application forms from 1927
- (2) Names of Passengers arriving from various parts by ships from 9th July, 1904.
- (3) Names of Passengers departing from Trinidad by ships from 19th September, 1905.
- (4) Names of passengers arriving and departing by Aircraft from May 1944.
Prior to 1944, these arrivals and departures by Aircraft were recorded with the ship's arrival and departure, as this mode of transport then was mainly by sea-planes.
- (5) Chinese immigration records 1930 - 1935.

16. Immigration

- (6) Among other records kept in this department are Arrival Reports of Ships from 1953, application forms for West Indian Travel Permits from 1956, and several files containing old official correspondence prior to 1952.

17. RECORDS OF THE COMMISSIONER OF INDUSTRY & COMMERCE

- | | <u>Years</u> |
|---|--------------|
| (i) <u>Food Branch</u> | |
| (a) <u>Accounting Records</u> | |
| Cash Books | 1942 to date |
| Ledgers | -do- |
| Stock Books | -do- |
| Journals | 1943 to date |
| Costing Records | -do- |
| (b) <u>Food Distribution Records</u> | |
| Registers of Licensed Retailers according to nominated Licensed wholesalers | 1946 - 1955 |
| (c) <u>Rationing Records</u> | |
| Registers of shops and consumers | 1947 - 1955 |
| Record, forms and cards | 1946 - 1955 |
| (ii) <u>Bulk Purchasing Branch (Hardware)</u> | |
| (a) <u>Sundry Records</u> | |
| Bills of Lading | 1951 - 1952 |
| All accounting records | 1943 - 1946 |
| Delivery order books | 1952 - 1953 |
| Claims | 1950 - date |
| Receipt Books | -do- |
| (b) <u>British Colonies Supply Mission</u> | |
| Advices of Shipments | 1943 - 1946 |
| Crown Agents Advices | 1943 - 1945 |
| (iii) <u>Licensing Branch</u> | |
| (a) <u>Currency Section</u> | |
| Licences and Duty entries | 1954 to date |
| Approved currency releases (Forms E) | 1953 to date |
| (b) <u>Import Licensing Section</u> | |
| Licences issued (U.S.A., Canada, U.K., and other countries) | 1951 to date |

17. INDUSTRY & COMMERCE(c) Export Licensing Section

Licenses issued 1952 to date

(d) Quota Section

Importers returns, Work Sheets and records 1945 to date

(iv) Black Market Branch

Reports and sundry records 1952 to 1954

(v) Miscellaneous subject files and records 1943 to date

The condition of these records is satisfactory.

18. RECORDS OF THE MAGISTRACY,
St. George West, Port of Spain.

<u>Class</u>	<u>Unit</u> (Approx.)	<u>Make-up</u>	<u>Period Covered</u>
Magistrates Case Book	50	Bound volume	1920 - 1940
Time Allowed Fines	10	-do-	1920 - 1940
Notes of Evidence (Criminal)	25	-do-	1910 - 1935
Criminal Proceedings	200	-do-	1910 - 1935
Magistrates Case Book	12	-do-	1920 - 1940
Maintenance & Affiliation Cause Books	2	-do-	1916 - 1940
Petty Civil Court Proceed- ings	400	----	1912 - 1940
Petty Civil Judgments	16	Bound volume	1912 - 1940
Petty Civil Writ of Execution	4	-do-	1920 - 1940

19. San Fernando Magistracy.

1. Criminal proceedings dating back to 1925, in good condition.
2. Petty Civil Court proceedings dating back to 1930, in good condition.
3. Magistrates' Case Books dating back to 1925, in good condition, but not complete.
4. Note-takers Note Books dating back to about 1940, in fair condition, but not complete.
5. There are in addition a large number of records not forming complete series, but going back about thirty or thirty-five years such as

19. RECORDS OF THE MAGISTRACY, SAN FERNANDO.

Affiliation and Maintenance Registers, Correspondence Registers, Commitment Books, Royal Gazettes, Imprest Cash Books and Registers of Counterfoil Books.

20. RECORDS OF THE COMMISSIONER OF LABOUR

The Labour Department consisted (1958) of a Head Office, a Labour Bureau and three Inspectorates for factories, electrical installations and labour inspections.

(i) Head Office

(a) Correspondence with the Central Government, Government Departments, private employers, trades union and the general public on labour matters including industrial relations and collective bargaining;

(b) Industrial agreements concluded between employers' and workers' organisations; and

(c) Reports on labour matters, e.g. reports on the application of I.L.O. Conventions.

(ii) Factory Inspectorate

(a) Records about factories including reports on inspections and accidents;

(b) Records of licences issued for the sale and storage of petroleum and dangerous petroleum; and

(c) Records about quarries including reports and accidents and information on output.

(iii) Electrical Inspectorate.

Reports on inspection of electrical installations.

(iv) Labour Inspectorate

Records furnishing particulars regarding the enforcement of minimum wage and other labour legislation, e.g. register of shop and wages inspections and particulars of alleged under-payments.

(iv) Labour Bureau

Forms with particulars of registrants and of vacancies notified. This department came into being in 1938 and all its records prior to 1949 were destroyed by fire in that year.

68.

LANDS & SURVEYS DEPARTMENT

The Lands and Surveys Department is included in the portfolio of Minister of Agriculture, Lands and Fisheries. However, the Governor Intendant of Crown Lands has vested in him all powers and authorities previously exercised by the Court of Intendant during the Spanish rule the island in respect of the Administration and disposal of Crown Lands. Under the direction of the Governor the Sub-Intendant has, according to the, the management of all lands of the Crown.

LAND TENURE (1) GRANTS.

Lands have been alienated by Spanish grants, before the conquest of Trinidad in 1797, and thereafter by British Royal Grants. Lands alienated from the Crown, in fee, since the 9th August 1889, are subject to the provisions of the Real Property Ordinance. However, since the 5th April, 1941 (the date of publication of the land grants (Temporary Provisions) Regulations) the granting of land in fee simple is virtually at an end and only in exceptional cases Crown Grants may be issued.

LEASEHOLD:

Since 1941 the prevailing system of land tenure over Crown Lands has been leasehold but it should be noted that this form of tenure has been in operation since the last century for certain types of tenancies.

SHORT TERM AGREEMENTS:

Short term agreements with little security of tenure, are granted for certain types of holdings, mainly agricultural.

FUNCTIONS OF THE LANDS AND SURVEYS DEPARTMENT:

The main functions of the Department comprise:

- (a) the management and disposal of Crown Lands;
- (b) the collection of land rent;
- (c) the eviction of squatters;
- (d) the acquisition of private property for the Crown;
- (e) the preparation of official maps of the Colony;
- (f) Cadastral, Trigonometrical, Engineering and Topographical Surveys;
- (g) training of Surveyors, Draughtsmen and Lithographers.

THE RECORDS

Applications for grant, lease or rent of Crown Lands. The approved applications are filed in minute jackets and are well preserved.

Bound volumes of Royal Gazettes; Ordinances; Civil Lists; Laws of the Colony; miscellaneous letters despatched; survey plans; copies of Deeds and Agreements.

Survey notes.

69.

21. LANDS & SURVEYS RECORDS

4. Bound registers of correspondence.
5. Completed accounts books.
6. Aerial survey photographs.
7. Ward Maps.

Type of Record	No. of bound volumes	Years
Plan Book	874	
Lease Book	59	
Grants	4	1889 - 1957
Forfeitures	4	1891 - 1934
Letter Books	39	1904 - 1938
Blue Books	26	1905 - 1928
Royal Gazettes	136	1874 - 1953
Survey Orders	184	1883 - 1957
Council Papers	58	1904 - 1949

22. RECORDS OF THE LICENSING AUTHORITY

1. Applications for Registration from 1949
2. Notifications of change of ownership from 1949
3. Annual Licences Motor Vehicles from 1949
4. Insurance Certificates (Copies) from 1954
5. Cash Books from 1935
6. Index to Motor Vehicles Licences from 1947
7. Applications for the renewal of Driving Permits from 1954.
8. Applications for the renewal of Conductors Permits from 1954.
9. Applications for Taxi Drivers Licences from 1954.
10. Register of Licences from 1947
11. Miscellaneous Receipts.
12. Receipts for:-

Motor Vehicles Licences, Drivers Permits, Registration and Inspection Fees from 1941.

These records are in a fairly good condition.

23. RECORDS OF THE COMMISSIONER OF POLICE,
(Port of Spain)

Class	Unit approx.	Make Up	Period Covered
<u>ADMINISTRATION</u>			
Station Files	1	Folder	1945 - 1960
Attestation Sheets	23	Bound Volumes	1806 - 1924
Conduct Sheets	4	- dc -	1891 - 1960
Motor Vehicle Files	245	Folders	1941 - 1958
Departmental Orders	29	Bound Volumes	1903 - 1952

23. COMMISSIONER OF POLICE.D. & C.R.O.

	30	Bound volumes	1958 - 1959
Lost or Stolen Property Register			
Various Crime Complaints	324	- do -	1956 - 1959
Motor Crime Complaints	512	- do -	1956 - 1959
Case Books	2	- do -	1958 - 1959
Provisional Crime Register	3	- do -	1957 - 1959

COURT & PROCESS

Supreme Court Writs	2	- do -	1955 - 1959
Warrant Books Form 1	1	- do -	1958 - 1959
Warrant Books Form 2	18	- do -	1954 - 1959
Warrant Books General	9	- do -	1944 - 1956
Summons Books	40	- do -	1958 - 1960
Time Allowed Fines	1	- do -	1944 - 1945
Time Allowed Commitments			
Receipts	71	- do -	1955 - 1960
Magistrate Decision Books	115	- do -	1955 - 1959

TRAFFIC BRANCH

Production of Driving Permits Certificate of Insurance	1	- do -	1958 - 1960
Speed Check Areas	1	- do -	1940 - 1957
Case Books	5	- do -	1958 - 1960
Traffic Offences Register	256	- do -	1958 - 1959

REPORT, STABLES STATIONS IN TRINIDAD AND TOBAGO

Charges	120	- do -	1956 - 1960
Lost and/or Stolen Property	715	- do -	1956 - 1959
Found Property	65	- do -	1956 - 1959
Missing Persons	24	- do -	1954 - 1958

STORES

Clothing Ledger	14	- do -	1940 - 1958
Miscellaneous Ledger	12	- do -	1939 - 1959
Sailors Ledger	3	- do -	1942 - 1958
Badges Ledger	6	- do -	1947 - 1959
Equipment	7	- do -	1940 - 1959

MISCELLANEOUS

Station Diary	1,365	- do -	1954 - 1960
Prisoners Feeding	70	- do -	1954 - 1959
Details of Accidents R.T.	325	- do -	1957 - 1959
Bound	65	- do -	1954 - 1959
Case	265	- do -	1956 - 1959
Samples	10	- do -	1954 - 1958
Control Register	215	- do -	1957 - 1960
Minor Offences	197	- do -	1955 - 1959
Traffic Offences	780	- do -	1956 - 1959
Case	130	- do -	1955 - 1958

24. RECORDS OF THE PORT SERVICES DEPARTMENT

Established in 1939.

The records consist of cargo manifests, bills of cargoes, service dues, accounts, and correspondence. The Manifests contain ship and aircraft reports on cargoes but are duplicated in the records of the Customs and Excise Department.

About 300 feet of the above classes are found in a file room.

The records also consist of employee records needed to protect the superannuation rights of employees. In a vault two classes of such records are found:-

Paybooks - 1930 to date - 60 linear feet
Call books - 1939 to date - 20 linear feet

25. RECORDS OF THE HARBOUR ENGINEER

The Harbour Engineer's Office is attached to the Port Services Department. The office records consist mainly of current engineering drawings and plans pertaining to port facilities. Included among the plans are several showing the proposed coaling station in Chaguaramas Bay to accompany John Goode's Report dated March 24, 1890. Included also are about a dozen original contract drawings pertaining to the deep water wharfage dated 1934. Certain of the basic departments pertaining to the development of the wharfage are contained in the printed Council Paper No.111 of 1930, entitled "Copies of Despatches and other documents dealing with the Deep Water Harbour Scheme", laid before the Legislative Council on the 26th October 1933 (Trinidad 1933). The office also has a copy of a "Plan of the Isle of Trinidad", dated 1797, and other copies of old maps.

26. RECORDS OF THE PRISONS DEPARTMENT

1. Gate Occurrence Book. The name, times of arrival and departure of all persons entering and leaving the Prisons and Youth Training Centre are recorded in this Book.
2. Visit Book (a) The visit and comments by distinguished persons are recorded in this book. (b) The Inspector of Prisons Visit Book in which his comments are recorded on his monthly visits.
3. Annual Administration Reports. This covers in brief, the work of the department during the course of each year.
4. Escape Book. All persons who escape or abscond when in custody in Prison and the Youth Training Centre are recorded in this book.
5. Death Sentence Book. All persons sentenced to death and executed in Prison are recorded in this book.

26. PRISONS DEPARTMENT

6. Punishment Book. The various types of punishments awarded by Prison Authorities are recorded in this book.
7. Personal Files. Personal Files of all Prison Personnel.
- These books are kept for reference purposes in a cell at the Royal Gaol and in a special room at H.M. Prison, Golden Grove.

27. REGISTRAR OF FRIENDLY SOCIETIES

The department has a 75-year long history having come into being in 1888. Before 1888 friendly societies were mainly managed by ecclesiastical bodies, notably by the Roman Catholic Church, and seemed to have had a largely religious bias. The first Friendly Society Ordinance was enacted in 1888 as No.18 of that year. This Ordinance has been successively amended and enlarged to keep pace with changing times as happened in 1914, 1917, 1918, 1921, 1925, 1931, 1935, 1940 and 1950.

Amongst the many records of the department is an old register (circa 1889) which contains some of the earliest records of the first Friendly Societies.

28. REGISTRAR GENERAL'S DEPARTMENT

By Ordinance No.12 of 1847, provision was made for the appointment of a Registrar General. It was enacted that he should keep a registry of all births, deaths and marriages in the Colony. It was also enacted that all the documents in the custody of the Registrar of Deeds (deeds, protocols, indexes, registers of judgments, &c.) and all those in the custody of the Commissary of Population should be transferred to the charge of the Registrar General.

The following successive enactments have enlarged the duties and responsibilities of the Registrar General: Patents Ordinance 1867; Companies Ordinance 1869; Real Property Ordinance (Torrens system of registration of land titles) 1889; Patents Designs and Trade Marks Ordinance 1895; Agricultural Credit Societies 1916; Registration of Business Names Ordinance 1923; Legitimation Ordinance 1927; Newspaper Ordinance 1935; Muslim Marriage and Divorce Ordinance 1936; Oilrights Alien Control Ordinance 1942; Assurance Companies Ordinance 1943; Agricultural Credit Bank Ordinance 1945; Hindu Marriage Ordinance 1946.

The records are stored in steel shelving, in a concrete vault which withstood the fire of 1903. There is a small bindery attached to the department. A fireproof vault has been constructed on the grounds of the Red House to provide additional storage accommodation both for the Registrar General's Department and the Supreme Court Registry.

An inventory of the Registrar General's records has been compiled from which the following details are mainly taken.

28. REGISTRAR GENERAL

Births, 1848 - date (Volumes for 1855, 1860 and 1867 are missing).

Deaths, 1848 - date

Marriages, 1848 - date

Marriage Notices, 1924 - date

Banns Notices, 1924 - date

Marriages in Extremis, 1865 - date

Indian Immigration Marriages and Divorces, 1882-1918

Special Marriage Licences, 1884 - date

Deeds -

Protocol A. 1814 - 1862

Protocol B. 1818 - 1862

Protocol of Deeds 1862 - date

Index of Deeds, Parts I & II, 1895 - date. These are compiled

from the Deeds registered in the Department. The Transferors and Transferees are indexed alphabetically in separate registers known as 'Part I' and 'Part II'.

Country Book, 1810 - date. An index of Deeds according to District, i.e. country districts. The arrangement is chronological.

Town Book, 1810 - date. An index of Deeds in respect of properties in Port of Spain, arranged under names of streets.

Index of Grants, 1886 - date. An alphabetical index of grantees in respect of Crown Lands. (Since 1941 Crown Lands have seldom been disposed of in fee simple. The prevailing form of tenure is leasehold).

Protocol of Wills, 1811 - date

Spanish Protocols, 1787 - 1813. Although the British conquered the island in 1797 Spanish law continued to operate for some time. These protocols do not refer to land deeds only, but relate to such matters as wills, marriage contracts, powers of

28. REGISTRAR GENERAL

attorney, manumissions, protests, sale of houses, etc. Stored in portfolio boxes, these documents, though frail, may be used with care.

Judgments, 1846 - date

Patents, 1867 - date

Companies, 1891 - date (Revised Ordinance 31 of 1913)

Trade Marks, 1895 - date

Business Names, 1923 - date

Transfer of Lands, 1793 - 1845

Application for Crown Grants, 1889 - date

Real Property Journal, 1889 - date

Application to bring lands under Real Property Ordinance, 1889 - date

Application for Provisional Certificate of Title, 1889 - date

Requests, Real Property Ordinance, 1900 - date

Cancelled Grants, Real Property Ordinance, 1908 to date

Agricultural Contracts, 1889 - date

Agricultural Contracts Cancellations, 1908 - date

Loans Agricultural Credit Society Ordinance, Oct.-Dec. 1921 - date

Advances under Sugar Relief Ordinance, 1930 - 1945

Temporary Advances under Agricultural Bank, 1929 - date

Cocoa Relief Books, 1931 - 1944

Hurricane Relief Fund, 1934 - 1939

Register of Resumption Plans, 1902 - date

Subpoenas, 1900 - date. Summonses from the Registrar and Marshal to the Registrar General to produce documents in court.

Requests for Additional Stamp Duty, 1948 - date

Caveats, 1900 - date

Memo of Satisfaction, 1913 - date

Applications under Legitimacy Ordinance, 1927 - date

Miscellaneous Letters, 1900 - date. Miscellaneous letters received from the public, bound in volume form from time to time. No files or jackets are used by the department for such correspondence.

28. REGISTRAR GENERAL

Letter Books, 1848 - 1925; 1933 - date. Bound volumes of duplicate replies to Miscellaneous Letters.

Letters from Government House, 1913 - date. From the year 1937 the class is denominated Colonial Secretary Letters.

Correspondence Books, 1925 - date. Registers of all correspondence received and despatched.

Local and Foreign Companies Papers, 1914 - date. There is a file for each registered company. The files for Local Companies are kept separately from those for Foreign Companies doing business in Trinidad.

Memo of Lis Pendens, 1875 - date. Memoranda of pending suits, particularly those relating to land. They are listed chronologically in a register which is kept in the search room. They are withdrawn by a notice of cancellation, usually submitted by the plaintiff's solicitor.

Also in the Department are files of the Minutes and Papers of Council, Laws, Ordinances, Blue Books, Royal Gazettes, Annual Reports, Civil Lists, Census Reports for 1891, 1901, 1911, 1921, 1931, 1946, and other similar publications.

By law a copy of every printed piece must be deposited by the printer in the Registrar General's Department. A complete list of the publications, periodicals and newspapers so deposited has been compiled. The collection includes the following newspaper files:

Trinidad Gazette	-	1820 - 1822
Port of Spain Gazette, later		
Trinidad Chronicle (now defunct)	-	1829 - 1959
Trinidad Standard	-	1841 - 1847
Trinidadian	-	1849 - 1853
Trinidadian Spectator	-	1845 - 1848
San Fernando Gazette	-	1850 - 1896
Herald	-	1853
Trinidad Press	-	1859 - 1860
Sentinel	-	1856 - 1863
The Colonist	-	1861 - 1863
Trinidad Free Press	-	1851 - 1853
Star of the West	-	1862 - 1874
The Chronicle	-	1864 - 1885
New Era	-	1870 - 1891
The Echo	-	1870 - 1875
The Telegraph	-	1871 - 1873
Fair Play	-	1875 - 1884
Trinidad Palladium	-	1876 - 1878
Recorder	-	1882 - 1883
Public Opinion	-	1884 - 1896
El Venezolano	-	1886 - 1888
Petit Farceur	-	1872
Tobago Gazette	-	1890 - 1898

28. NEWSPAPERS AND MAGAZINES

Catholic News	-	1892 - date
Diario del Comercio	-	1893
Mirror	-	1898 - 1917
Trinidad Guardian	-	1917 - date

29. RECORDS OF THE CHIEF SECRETARYSERVICE COMMISSIONS

See Records of Former Colonial Secretary's Office.

CLASS	No. Of Records	Make-up	Period Covered
<u>Record Group 1: Secretary of State Mail and Telegrams</u>			
Arriving Telegrams, Despatches, Staff Despatches, Circular Despatches, 3rd Personal Notes, &c. (Open and Conf- idential) from Secretary of State.	169	Bound Vols	1938 - 1958
Telegramms from Secretary of State (En Clair and Code)	15	Bound Vols	1954 - 1959 (1960 now being bound)
<u>Division B: To Secretary of State</u>			
Arriving Telegrams, Despatches, Circular Despatches, 3rd Personal Notes, &c. (Open and Confidential) to Secretary of State	92	Bound Vols	1941 - 1958
Telegramms to Secretary of State (En Clair and Code)	6	Bound Vols	1954 - 1959 (1960 now being bound)
<u>Record Group 2: Mail Schedules</u>			
Schedules of Mail to and from Secretary of State	52	Books (Hard Covers)	1955 - 1958
Schedules of Mail From Secretary of State and Governor General	1	Folder	1960
<u>Record Group 3: 'Request for Passages' Books</u>			
Request for Passages	49	Books (Soft Covers)	(Sep. 1950 - Sep. 1953 Jun. 1955 - Jan. 1961

29. SERVICE COMMISSIONS

CLASS	No. of Records	Make-up	Period Covered
<u>Record Group 4: Circulars</u>			
Secretariat Circulars (General Staff, Financial)	22	Bound Vols.	1906-1959
Secretariat Circulars	5	Folders	1945-1948
Accountant General Circulars	1	Folders	1947-1951 (incomplete)

Record Group 5: Miscellaneous

Miscellaneous Telegrams (To & From
Crown Agents, Colonial & Chief
Secretaries, Secretary of State &c.),
Miscellaneous Savingsgrams (Governor-
General, Federal Secretary, &c., 3rd
Personal Notes, Mail Schedules, etc.)

90
(Approx.) Folders 1949-1960

30 - R A I L W A Y S

The first railway line in Trinidad, from Port of Spain to
Arima, 15½ miles was opened on Santa Rosa Day on August 31st 1876
during the governorship of Sir Henry Irving 1874-80, having been
started by an earlier Governor, James Longden (1870-74).

The following other lines were opened subsequently on the
dates shown:

- 1881 - St. Joseph to Couva, 19 miles;
- 1883 - Couva to San Fernando, 10 miles;
- 1895 - Jerningham Junction to Tabaquite, 14 miles;
Arabella to Princes Town, 10 miles;
- 1897 - Arima to Sangre Grande, 13½ miles;
- 1912 - Ciperó Tramroad taken over by Government;
- 1913 - Tabaquite to Rio Claro, 13 miles;
San Fernando to Siparia, 16 miles.

The Records

The Railway department has a rich collection of archives
going back to 1875. The subjects include Telegraph communications
(1894-); Steamer Services (Island and Coastal from 1905; Bus and
Lorry services from 1935; Mail delivery service from 1941; American
Administration (Emergency War Measure) 1943-1944; etc. The following
Reports are available: 1894-1958 - Administration Reports; 1904 -
Railway Extension Committee; 1932 - A.S. Cooper, Report on the working
of the Trinidad Government Railway; 1943-44 - Rail Co-ordination
Report; 1956 - A. Jessop, Report on the future of the Railway.

31. RECORDS OF THE CENTRAL STATISTICAL OFFICE

Creation of the Central Statistical Office:

In December 1949, Government appointed a Statistician and in July 1950, voted the necessary funds for the establishment of a Statistical Department.

Functions:

The Department operates under the Statistics Ordinance Ch. 42 No.11 which lists its functions as follows:

- (a) to take any census in the Colony;
- (b) to collect, compile, analyse, abstract and publish statistical information relating to the commercial, industrial, agricultural, mining, economic, social and general activities and conditions of the people in the Colony.
- (c) to collaborate with other Government Departments in the collection, compilation, analysis and publication of statistical records of administration;
- (d) generally to organise a coordinated scheme of economic and social statistics relating to the Colony in accordance with the provisions of this Ordinance.

Later, in 1952, the department was designated the official source of all Government Statistics.

Major Developments:

In carrying out the functions listed in the Ordinance the department has made significant advances in the development of all aspects of statistics, notably trade industrial production, labour, employment, agricultural and vital statistics. Important reports covering most of the aspects of statistics have been published regularly and in 1957 a report was published on the National Income of the country for the period 1951-1954.

Administrative Changes:

Up to 1956 the department was under the administration of the Governor in Council. In October 1956 however it was placed under the charge of the Chief Minister of the territory.

CLOSED FILES

<u>Batch No.</u>	<u>Description</u>
35	Closed files - Discontinued Returns to s/s
47	" " - Returns to s/s
48	" " - Monthly Returns from Oil Companies (Petroleum) up to 1956
49	" " - Miscellaneous Requests from Commercial Firms
50	" " - Returns on Climatic Data, some to 1954, others to 1956.

31. CENTRAL STATISTICAL OFFICE

CLOSED FILES

<u>Batch No.</u>	<u>Description</u>
51	Closed Files - Returns of Electricity to 1954
52	" " - Returns of Employment in Major Industries to 1956
53	" " - Monthly Bulletin of Statistics to 1955
57	" " - Returns for Quarterly Economic Report 1955
62	" " - Cocoa Exporters Committee 1951
<u>11 other Tabulations</u>	
27	Vital Statistics Tabulations - 1956
31	Immigration Quarterly Tabulations - 1955
32	Vital Statistics Tabulations - 1954
33	" " " - 1955
34	" " " - 1953
68	Travel Tabulations - 1955, 1956
69	Cargo Tabulations - 1956
<u>All Other Documents</u>	
1	Employment Returns - Sugar - 1950, 1955
18	Building Plans Returns - 1955
28A	Digest Worksheets - 1954
28B	" " - 1955
30	Building Plans Returns - 1956
36	Accountant General's Report (Spare Copies) 1947, 1948, 1950.
38	Monthly Trade Reports - Worksheets
39	Monthly Trade Report - Spare Copies
40	Vital Statistics Tables - 1891 - 1945
42	Miscellaneous Trade Requests - Worksheets - 1955
43	Vital Statistics Worksheets - 1951
44	" " " - 1954
46	" " " - 1955
54	Forms, etc. used by certain Government Departments
55	Draft Report of Caribbean Trade Conference 1954
58	Worksheets for Digest - 1951
59	Spare Copies, Quarterly Economic Report and Monthly Trade
61	Notes on Labour Statistics, etc.
64	Balance of Visible Trade Worksheets
67	Travel Worksheets - 1957
82	Digest Worksheets - 1956
84	Index of Retail Prices - 1951 to 1956 (Gazettes)

31. CENTRAL STATISTICAL OFFICEVital Statistics, Travel, Labour, and Prices

SUBJECT	DOCUMENTS	Approx. Annual Quantities	REMARKS
Vital Statistics	Confidential Birth Returns	32,000	Destruction 1 year data extracted
	Original Death Certificates Coded Marriage Data	7,200 200	
Travel	Arrival Forms	15,000	Collection started in 1955
	Departure Forms	13,500	
	Visitors' Progress Forms	40,000	
	Returning Residents' Forms		
Cargo	Inward and Outward Forms	10,000	Collection started in 1956
Labour	Employment Returns	3,600	Collection started in 1956 No returns destroyed.
Prices	Retail Index Forms	1,000	Collection started in 1952 No returns destroyed.

32. RECORDS OF THE WORKS & HYDRAULICS DEPARTMENT

The records in this department consist of:-

Files (works and general correspondence) dating back to the late "thirties".

Accounting Records (e.g. Cash Books, Ledgers &c.) dating back to the "twenties".

Plans (architectural), a few dating back to the middle of the Nineteenth Century.

- (b) Accounting Records
Cash Books, 1919 on
Blue Books, 1900 on
Vote Books, 1927 on
Ledgers as follows:
Roads & Bridges, 1929 on
Loans, 1921 - 30
Local Roads and Crown Traces, 1900 on.

Brief History of Department

In 1930 the Poor Relief Ordinance No.20 of 1930 was introduced primarily for the establishment of a Central Poor Relief Board. Local Poor Relief Boards were set up for the control and disbursement of grant within the eleven Local Board Districts into which the territory was divided. The Local Boards were under the chairmanship of the Wardens and Assistant Wardens and were accountable to the Central Board whose Chairman was the Director of Medical Services and Secretary, the Chief Poor Relief Inspector.

The Old Age Pensions Ordinance, No.15 of 1939 was enacted (in 1939) and the administration of old age pensions also came under the Central Poor Relief Board.

In December 1940 the Old Age Pensions and Poor Relief Department was established.

In 1943 a Social Welfare Officer was appointed and in 1946 the Department became known as the Social Welfare Department, the Social Welfare Officer taking over the Chairmanship of the Central Poor Relief Board.

In 1948 the Social Welfare Department with certain administrative changes became the Social Assistance Department, under a Chief Public Assistance Officer.

In 1951 the Central Poor Relief Board was re-named the Central Public Assistance Board with the repeal of the Poor Relief Ordinance and the enactment of the Public Assistance Ordinance No.18 of 1951. Local Boards were re-designated Local Public Assistance Boards.

In 1956 the title of the Head of Department was changed to Director of Public Assistance.

The Department also undertakes investigations required by the Adoption of Children Ordinance Chapter 29 No.7 and the secretarial duties of the Adoption Board. It is also engaged in welfare work connected with sudden disasters requiring financial and other assistance.

RECORDS OF THE SOCIAL ASSISTANCE DEPARTMENT, CENTRAL OFFICE.

C l a s s	Unit (Approx)	Period Covered
Poor Relief Applications (D)	60 Folders	1931 - 1942
<u>MINUTES</u>		
Local Board Meetings	30 Folders	1934 - 1956
Central Board Meetings	7 Folders	1934 - 1956
Correspondence (Misc.)	12 Bundles	1943 - 1956
Social Welfare (D)	8 Bundles	1946 - 1948

Class	Unit (Approx)	Period Covered
Applications for Assistance - Family Welfare	6 Bundles	1946 - 1948
Child Labour: Delinquency: Option Board	15 Folders	1943 - 1948
Voluntary Organisations	15 Folders	1945 - 1956
Institutions	25 Folders	1945 - 1956
Emergency Cases Fund Matters:	40 Folders	1952 - 1956
Secretariat Petitions	5 Folders	1952 - 1956
Circulars - General	4 Folders	1930 - 1955
Overpayments	21 Folders	1944 - 1956
Monthly Report on Pays	13 Folders	1944 - 1956
Social Welfare Training (General)	50 Folders	1942 - 1952
Reports (Miscellaneous)		
(1) Annual)		
(2) Legislation)	30 Folders	1942 - 1948
(3) Ordinances)		
(4) Publicity)		
Advanced Age Pension Matters	25 Folders	1939 - 1954
Finance Estimates	50 Folders	1940 - 1956
Witley Council Meetings	15 Folders	1944 - 1958
Local Board Matters	20 Folders	1949 - 1953
<u>ADVANCED AGE PENSIONS RECORDS</u>		
) General Register	5	1939 - 1954
i) Rejected Register	3	1939 - 1954
ii) Approved Register	35	1939 - 1954
v) Indices to Register	25	1939 - 1954
Death Returns Bundles		1945 - 1960
<u>ADVANCED AGE PENSIONS SCHEDULES</u>		
) Approved)		
) Rejected)		
) Discontinued)		
) Deaths)	25 Bundles	1950 - 1960
Advanced Age Pensions Schedule of Payments	60 Bundles	1955 - 1960
" " Dup. I.O. Cards		
(1) Dead		
(2) Discontinued	2000 Bundles	1939 - 1960
" " Booklet Receipts	Thousands	1947 - 1960
Monthly Summaries	36 Folders	1955 - 1960
Life Certificates	40 Folders	1949 - 1955
Monthly Summary of Expenditure	20 Folders	1950 - 1959

Class	Unit (Approx)	Period Covered
Public Assistance Paylists	100 Folders	1952 - 1959
Date Files	4 Bundles	1947 - 1956
Miscellaneous	8 Bundles	1942 - 1956
Poor Relief Applications	60 Folders	1931 - 1942
Social Welfare Matters	8 Bundles	1946 - 1948
Applications for assistance - Family Welfare	8 Bundles	1946 - 1948
Child Labour		
Delinquency	8 Folders	1943 - 1948

34 COMMUNITY DEVELOPMENT DEPARTMENT

Non-current Records

Record Group	Division	Approx. No.	Make-up	Period
Finance	Small Grants	15	Folders	1945-1958
	Five-year Development Programme	200	Loose	1958-1960
Voluntary Organizations:	Youth Groups	15	Folders	1950-1960
	Youth Centres	10	"	1950-1959
	Village Councils	60	"	1949-1958
	Community Centres	30	"	1949-1959
	Women's Groups	25	"	1949-1959
	Miscellaneous Groups	60	"	1949-1958
Handicrafts	Handicraft Programme	10	"	1949-1959
Arts Festival	Arts Festivals	8	"	1950-1959
Training	Training Courses	5	"	1950-1959
Committees	Community Education	10	"	1950-1956

MEDICAL SERVICES (1958)BRIEF HISTORY OF MEDICAL ADMINISTRATION

Before the capitulation of Trinidad, during Chacon's regime, (1784-1797) it was forbidden to practice medicine or surgery, without a licence from the Island's Medical Board. When the British took over, Picton (1797-1803) re-established the Board and Hislop (1803-1811) renewed its life. Later Woodford (1813-1828) finding that many persons had been practising medicine without a licence issued a proclamation on the 20th December 1814, by which the Medical Board was formally re-established for the purpose of controlling illegal practitioners. In 1846 an amending ordinance was introduced to improve the constitution of the Medical Board and to better regulate the practice of medicine and surgery as well as their ancillary services. In 1848 a General Board of Health was constituted for the sanitary inspection of specified districts of the Colony. Seven years later the 1848 Ordinance was repealed and General and Local Boards were instituted.

The Public Health Ordinance of 1869 reconstituted the General Board of Health and consolidated and amended the existing sanitary laws. Up to that time there were eight medical officers on the fixed establishment who worked independent of each other and who were responsible solely to the Governor for the proper performance of their duties.

In 1871 a Chief Medical Officer with the title of Surgeon-General was appointed to superintend government hospitals and other medical institutions, and all medical officers on the establishment came under his direction. This was the beginning of an organized medical service, as by 1875 a comprehensive scheme was formulated for the employment of whole-time government medical officers to provide better attendance on the sick poor for whom little or no provision existed. The Medical Service continued to build around the framework of this scheme until 1934 when a Medical Committee was appointed to consider the general organization of the service in the light of changed conditions.

Despite the 1869 Ordinance public health work in the Colony lagged far behind Curative Medicine. The Public Health Branch of the Medical Services was reorganized by the enactment of the Public Health Ordinance, No.15 of 1915, which brought public health procedure in line with the accepted standards of that time. In fact, the 1934 Committee, whilst suggesting small improvements to public health administration, here and there, expressed itself as being satisfied with existing legislation.

The 1934 Report recommended some far-reaching changes designed to improve the service as a whole. These were accepted in principle by the Secretary of State subject to money being available for their implementation.

In 1935 the office of Surgeon-General was redesignated Director of Medical Services, a title which it still carries.

In 1944 a Deputy Director of Sanitary Services was appointed to take control of public health activities. In the same year the Russell Committee reviewed the Colony's Medical and Health Policy and considered the re-organization of the administration of the service. Several administrative improvements resulted from the report of this Committee one of the most important being the appointment of an Administrative Secretary to the Director of Medical Services.

More recently the 1957 Julien Commission investigated hospital facilities in Trinidad and Tobago. Certain administrative features of the Medical and Health Service of the Colony fell within its purview, and were commented on by the Commissioners.

FUNCTIONS OF THE DEPARTMENT

The Minister of Health is responsible for shaping and executing the policy of the Health Department. The Minister, however, delegates to the Director of Medical Services the authority to execute policy.

The various branches of the Medical Service are united, and their work co-ordinated under a single officer, the Director of Medical Services, who with the help of two deputies, is responsible for the administration of the Service.

The Curative Service under the control of the Deputy Director of Medical Services is mainly concerned with the activities of Government Hospitals, Health Offices and the work of District Medical Officers.

Activities in respect of public health are under the direct control of the Deputy Director of Medical Services who is responsible inter alia for the working of the following Divisions and Units in the charge of Specialist Officers:

Malaria Division; Venereal Diseases Control Division; Dental Division; Leprosy Control Division; Port Health Services; Health Education Unit; County Public Health Unit (Environmental Sanitation Communicable Diseases Control, Maternal and Child Health Services, School Health Services, etc.).

R E C O R D S

Administrative Reports	1926 - 1935
D.M.S. Circulars	1945 - 1955
Subject files	1940 - 1950

Subject files are of occasional interest, and pertain to such matters as the development of the San Fernando Hospital, mcsquito investigations, the joint programme of the Rockefeller Foundation and the Trinidad Government for malaria eradication, the development of a Caribbean Medical Centre by the U.S. Army and the Trinidad Government, and the like.

File Registers	1940-1950;	Salary Sheets	1938-1951;
Vote Books	1940-1952;	Salary Books	1931-1952.

The West India Royal Commission 1938/39 recognised the need for Information Services in the area which would explain to the people reasons underlying decisions on major policy. The advent of war in 1939 delayed publication of the Commission's report and tended to retard its full implementation. The Royal Commission recommended as follows:- "as regards the attitude of public opinion, Government should adopt a more positive policy of bringing their point of view before the mass of the people, and of explaining in sufficiently simple terms the reasons which lie behind their decisions on major problems".

As regards the Information Services in Trinidad, the advent of war had the effect of accelerating its establishment. Unfortunately, however, the needs of War were primarily for a propaganda agency designed especially for maintaining public morale, counteracting enemy propaganda, reading news about War operations, maintaining loyalties and the will to win, and establishing machinery for press liaison, supervision and control of publicity, publicity materials and facilities in the territory.

Referring to the appointment of Information Officers at the outbreak of War, the Secretary of State indicated that their duties were to keep the public informed of the course of the War, to maintain public confidence in its outcome, to counter rumours and enemy propaganda and to secure the cooperation of the people in all essential War measures. In March 1946, the Secretary of State suggested the following definition of the functions of publicity services after the War:-

- "A. To consist in interpreting the policy of the Colonial Government to the people and to keep the Government informed of the views of the people, in the closest cooperation with the administration and technical departments;
- B. To provide information about Colonial affairs for publicity use in Great Britain and elsewhere;
- C. To provide the Colonial public with information about developments in Great Britain and various aspects of British life; in particular to interpret the general Colonial policy of His Majesty's Government to the Colonial public;
- D. To act as an advisory and co-ordinating agency for the planning and execution of departmental propaganda campaigns."

In 1948 the Secretary of State in his Circular despatch dated 1/7/1948 described the functions of a Colonial Information Department as follows:

- "1. to keep the public informed of the policies, actions and achievements of the Government;
- 2. to assist with the machinery for community education and mass literacy campaign;
- 3. to co-operate with external bodies, including the

INFORMATION SERVICES

Information Department in the Colonial Office, in maintaining a two-way flow of information between the people in the Colonies and the people in the United Kingdom;

- 4. to supply information about the Colony which can be used in foreign and Commonwealth countries."

In the 1957 Estimates a post of Director of Information Services was created.

LIST OF LOCAL PUBLICATIONS IN INFORMATION OFFICE LIBRARY (1958)

Abbey in the Caribbean, Mr. St. Benedict
 Local Food Production Committee - Interim Report - 1951
 Agricultural Policy Committee Report - 1943
 Journal of the Imperial College of Tropical Agriculture 1951
 Caribbean Commission - Committee on Agriculture etc. - 1947
 I.C.T.A. Reports 1949-50
 Island of Tobago 1939
 Trinidad Art Society 1951
 Road Safety Association - Report on safe driving contest 1953
 Visitors Book on Birds - 1950
 Blind Welfare Association Report 1950
 Inquiry into dispute on the Sugar Industry - 1955
 Inquiry into dispute re Trinidad Consolidated Telephones Ltd. W.T.U. - 1955 - C. Burrows
 Calypsos for 1954 - Vivian Comma - 1954
 Calypsos - Elizabeth's Coronation - 1953
 Civil Service as a Career - 1950
 My relations with the Caribbean Commission - 1943-55
 Report on the Caura Water Scheme - 1952
 Discovery Day Celebration - 1927 - A. Richards
 Census - Trinidad and Tobago - 1946
 Classification of Civil Servants and Ward Officers 1950
 Handbook for Civil Service Scholars - 1952
 Report on Training of Civil Servants - 1952
 Study Leave Rules - 1952
 Training Committee Reports 1950
 Whitley Council of Trinidad and Tobago - Reports 1950/51/52
 Cocoa Board - Subsidy Scheme 2nd Edition
 Handbook of Tobago - T. Collens
 Opening of the Microbiological Institute, Trinidad - 1948
 Guardian Guide and Classified Directory - 1945
 Opportunity for Industry, 1954
 Annual Overseas Trade Reports 1951-56
 Monthly Overseas Trade Report 1951-57
 Who, What, Why - Sydney Smith - 1950
 Report of the Commission appointed to enquire re sugar industry 1948
 New Constitution Trinidad and Tobago (Pamphlets)
 New Constitution Trinidad and Tobago
 Know Your Government - League of Women Voters, 1951
 Service to commemorate the Crowning of H.M. the Queen, 1953
 Port of Spain Gazette Coronation Supplement, 1953
 Souvenir Coronation Brochure, 1953
 Legislative Council Programme of Ceremony, 1953

Legislative Council Papers
 Laws, Statutes of the County Council
 County Council Standing Orders 1952
 County Council Ordinance 1952
 Battle of the Giants - Cricket 1951/52
 Operation Antipodes Cricket 1951/52
 Operation Rubber - record of W.I. Cricket Tour to England 1950
 Trade Union Organisation and Industrial Relations in Trinidad 1947
 Report of General Industrial Conditions and Labour relations in Trinidad
 Legislative Council - Hansard 1939 - 57
 Resettlement after the war 1945
 Report on Local Government - De Forges, 1950
 Diplomatic Privileges Order 1949
 Hearts Triumph 1944 - Robert N. Donaldson
 Count Finbar Ryan - Catholic and the Schools, 1943
 Regulations for Primary Education 1951
 Education Working Party 1954
 Electoral Districts Delimitation Committee, 1950-56
 Election Laws and Statutes 1946-50
 Supervisor of Elections Report 1946-50
 Electricity Commission - Penal Power Plant 1953
 Electricity Commission - Estimates for 1955
 Estimates - Port of Spain City Council 1950-51
 Estimates Revenue and Expenditure 1945-58
 Estimates Financial Secretary's memorandum 1945-58
 Evidence - Laws of 1940
 Finance - Blue Book - 1932
 Finance - Minutes of the Eleventh Meeting for 1954
 Finance - Financial Instructions (revised) 1954
 Tobago Legends and West Indian Lore
 Local Food Production Committee, 1951
 Commission of Enquiry into Disturbances in Trinidad and Tobago 1937
 Historical Society of Trinidad and Tobago on West Indian History, 1807-1833 - Eric Williams - 1952
 Judgements delivered in the Supreme Court of Trinidad and Tobago
 Trinidad and Tobago Jury Lists 1953
 Land Tenure - Marabella and Ne Plus Ultra Commission of Enquiry, 1951
 Land Tenure - Notices to defaulters on rates and taxes, 1953
 The Case of Afro Nationalist Political Party - I.L. Mentor
 Municipal Corporation - Silver Jubilee 1914-1939
 Port of Spain Corporation Annual Report 1942/43
 Report of the Commission appointed to enquire into the affair of the conduct of the City Corporation 1952
 You and Your Town 1951
 Trinidad, Land of Calypso etc., 1954
 Petroleum Association of Trinidad - Trinidad's Oil 1952
 Trinidad and Tobago Police Magazine 1953
 Post Office Handbook 1948
 Suggestions on Poultry Keeping - J.L. Shannon
 Index of Retail Prices, 1952
 Princess Elizabeth Home for Handicapped Children, unveiling of by the Princess Royal 1953
 Rules for the Prisons Department 1943
 Government employees Provident Fund 1948

Medical and Health Policy Committee 1944
 Medical Services Department Report 1949
 Report of Committee of three working on the Caribbean Medical Centre 1948
 Information Service in Trinidad
 Memorandum on Major Capital works of Government 1951
 Memo. re progress of Caribbean Development Schemes 1948
 Estimates of Revenue and Expenditure of the Railways 1954-58
 Rice Committee Report 1950
 Advice to Farmers on rice Production
 Commission of Enquiry into Disturbances in Trinidad and Tobago, 1937
 Seamen Guide to Trinidad 1940
 Stadium Committee Report 1947
 Annual Statistical Digest 1935-55
 Structure and Output of Industry 1953
 Report of the Commission appointed to enquire into the treatment of Chadee 1950
 Island of Trinidad - C. Alford - 1939
 Little Folks Trinidad 1937
 Guide to Trinidad 1951 - Juan Sandeson
 Civil Service List
 Five Year Economic Programme 1950-51
 Handbook for Civil Service Scholars 1952
 Memo. on major capital works - Five Year Economic Programme
 Resettlement after the War for Trinidadians serving in H.M. Forces, 1945
 Royal Gazette 1951-57
 Revised Ordinance 1950 prepared by E. Maingot 1951
 Address by Sir Hubert Rance on the Opening of the Legislative Council 1951
 Hansards 1935-1956
 Annual Population and Vital Statistics 1953
 Supreme Court Judgements 1892-1922
 Economic Reform in Trinidad and Tobago - Dr. E. Williams
 Historical Background etc. in the Caribbean - Dr. E. Williams
 Year Book - Trinidad and Tobago - 1951-57
 Trinidad Art Society 1951
 Whitley Council of Trinidad and Tobago - 1950
 Accountant General Administrative Reports 1947-1956
 Administrator General Administration Reports 1956
 Agricultural Credit Bank Administrative Reports 1948-1956
 Director of Agriculture Administrative Reports 1947-1955
 Director of Audit Administrative Reports 1947-1954
 Co-operative Development Administrative Reports 1952-1955
 Civil Aviation Administrative Reports 1948-1955
 Commissioner of Currency Administrative Reports 1948
 Cocoa Board Administrative Reports 1950
 Customs and Excise Administrative Reports 1948-1955
 District Administrator Administrative Reports 1947-1952
 Director of Education Administrative Reports 1945-1953
 Eastern Caribbean Farm Institute Administrative Reports 1952-1956
 Electricity Commission Administrative Reports 1949-1955
 Forest Department Administrative Reports 1948-1954
 Fire Services Administrative Reports 1952-1955
 Government Chemist Administrative Reports 1950-1955
 Housing Loans Board Administrative Reports 1948-1954

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Information Office Administrative Reports 1948-1951
 Inland Revenue Administrative Reports 1948-1956
 Commissioner of Labour Administrative Reports 1947-1951
 Central Library Administrative Reports 1948-1952
 Licensing Department Administrative Reports 1952-1955
 Director of Medical Services Administrative Reports 1947-1953
 Mines Department Administrative Reports 1947
 Marketing Board Administrative Reports 1954
 Planning and Housing Administrative Reports 1949-1955
 Printing and Stationery Administrative Reports 1955
 Postmaster General Administrative Reports 1948-1954
 Commissioner of Police Administrative Reports 1948-1956
 Probation Services Administrative Reports 1950-1952
 Port Services Administrative Reports 1948-1954
 Prisons Department Administrative Reports 1948-1956
 Government Employees Provident Fund Administrative Reports 1948-54
 Public Health Department Administrative Reports 1947-1956
 Petroleum Department Administrative Reports 1949-1956
 Public Assistance and Old Age Pensions Administrative Reports 1949
 Trinidad Government Railways Administrative Reports 1945-1953
 Vital Statistics Administrative Reports 1945-1954
 Surveys and Sub-Intendant of Crown Lands Administrative Reports 1948-1954
 Social Assistance Department Administrative Reports 1950-1955
 Blind Welfare Administrative Reports 1949-1950
 Works and Hydraulics Administrative Reports 1948-1955
 Quarterly Economic Reports 1950-57
 Annual Statistical Digest 1935-1955
 Travel Report (Central Statistical) 1956-1957
 Size and Structure of the Labour Force 1955-1956
 National Income 1951-1954
 The Constitution of Trinidad and Tobago, 1957 - E.M. Duke, LL.B
 Report on the Administration of the Social Services, A.V.S. Lockhead, M.A.
 Report on the Arbitration Award re S.W.W.T.U. and Chaguaramas Terminals Ltd. - C.W. Guillebaud, C.B.E.
 Report of the Commission on the Civil Service, 1954 - Sir Edward Ritsen, K.B.E., C.B.
 Report on the Transport in Trinidad - A. Jessop, M.Inst.T.
 PNM - The People's Charter, 1956
 PNM - Federation - Dr. E. Williams

Local Periodical publications (1961)

The Library keeps copies of the following government periodical publications: Royal Gazettes, Council Papers and Hansards; and the following local newspapers: Port of Spain Gazette (defunct). Trinidad Chronicle (defunct), Trinidad Guardian, P.N.M. Weekly later called "The Nation", and various local monthly magazines.

37- GOVERNMENT PRINTERY

The Government Printing Office started as a department of Government in October 1873 when it was housed in a hired building in Chacon Street, Port of Spain. It was transferred to its present quarters (in Tragarete Road, Port of Spain) in 1881.

List of Printed Publications held in the Government Printery.

Name of Publication	Year or Period Covered or Date Published
Council Papers	1902, 1911, 1912, 1921, 1932, 1934-1937; 1944-1960.
Royal Gazette	1909 to date; (except 1911 and 1922 missing).
Minutes of Council and Council Papers	1931; 1933-1936
Blue Book	1928-1935; 1938.
Hansard	1932; 1937; 1945; 1953-1959.
Supreme Court Judgments	1933-1939; 1949-1956.
Laws of Trinidad and Tobago	1950
Ordinances and Subsidiary legislation	1951 - date
Hansard Debates - Leg. Co.	1956-date
Civil Service List	1955, 1956
Report of Commission of Enquiry into the Cane Farming Industry of Trinidad by A.F. McKenzie	1960
Report of Board of Inquiry in a dispute between Union of Commercial & Industrial Workers and the Arima Bus Service Company	1955
Report of Board of Inquiry into the causes and circumstances of a dispute in the Sugar Industry of Trinidad.	1955
Report of Board of Inquiry in dispute between Trinidad Consolidated Tele-phones Limited and Communication Services Workers Trade Union	1955
Report of Board of Inquiry in dispute between All Trinidad Sugar Estates and Factories Workers Trade Union and Sugar Industry Labour Union.	1955
Report and Arbitration award in dispute between Seamen and Waterfront Workers Trade Union and Chaguaramas Terminals Ltd.	1957
Report of Commission of Enquiry on the Administration and cost of the Government Steamship Service between Trinidad and Tobago.	1957
Report of the Commission on the Civil Service of Trinidad and Tobago.	1954
Report of an Inquiry into the Works and Hydraulics Department of Trinidad and Tobago by Sir Reginald Taylor.	1959

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Name of Publication	Year or Period Covered or date Published
Report of the Commission of Enquiry into Reorganisation and cost, etc., of the Public Service of Trinidad and Tobago by G.S. King.	1957-1958
Report to the Honourable the Premier by the Honourable Ulric Lee on the Reorganisation of the Public Service	1959
W.I. Citrus Industry - Report of the Fact finding Mission	1955
Report of the Conference on movement of persons within a British Caribbean Federation	1955
General Industrial Conditions and Labour relations in Trinidad by Dolley.	1954
Report of the Government Housing Policy	1956
Report on Elections to Federal House of Representatives from Trinidad and Tobago	1959
Statement on the Government's Immigration Policy by Hon. Dr. E. Williams	1956
Report of the Legislative Council Elections, 1956	1958
Federation vs. Confederation by Dr. T.O. Elias	1960
Economic Development of Independent West Indies Federation	1960
European Integration & W.I. Trade	1960
Puerto Rico: A case study in the problems of contemporary American Federalism by Prof. Gordon Lewis.	1960
Outline of a study on Agricultural Credit by P.A. Courbois	1959
Report on Co-operatives by B.J. SurrIDGE	1948;1959
Report of Government Travelling Allowance Committee	1957
Report on the provision and allocation of Government Quarters	1959
Report on the Geology of Trinidad and Tobago by A.G.A. Sutton	1955
Report on the matters relating to Marketing and export of Cocoa.	1958
Archives of Trinidad and Tobago	1958
Report on the Printers' dispute in Trinidad 1955	1956
Report of the Regional Economic Committee of the British West Indies, British Guiana and British Honduras	1955
Report of the British Guiana Constitutional Commission, 1954	1954
Report of Board of Inquiry into a dispute in the Oil Industry of Trinidad	1955
A brief historical survey of the British West Indies - Bisley 1902-1950	1951
Report on outbreak of Poliomyelitis in Trinidad by Dr. Melville MacKenzie	1955

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Name of Publication	Year or Period covered or date published
Trinidad Rainfall: 1933-1952	1955
Port Administration and Development Trinidad and Tobago - by Walter Hedden	1960
Report of Rent Restriction Committee Council Paper No.1 of 1960	1960
Report to the Government of Trinidad and Tobago on Social Security Measures	1959
Economics of Nationhood	1959
Education Report 1959 of Committee on General Education by J.H. Maurice	1950
The Trinidad Oil Economy by Levy	1959
Cabinet Proposals on the Public Service	1959
Report of the Trinidad and Tobago Constitutional discussions held in London, November, 1959 and in Trinidad, June, 1960.	1960
Report of the Development plan for Tobago. Bulletin No.34.	1958
Report of Committee on Navet Treatment Plant and Pumping Station Construction	1961
Report on the Manpower Situation in Trinidad and Tobago (No.1)	1959
Report on the Manpower Situation in Trinidad and Tobago (No.2) - Council Paper No.12/1959.	1959
Five Year Development Programme: 1958-1962	1958
Five Year Development Programme: 1958-1962 - (1958 Report)	1960
Five Year Development Programme: 1958-1962 - (Projects 1959)	1959
Five Year Development Programme: 1958-1962 - (Projects 1960)	1960
Five Year Development Programme: 1958-1962 - (Projects 1961)	1961
Five Year Development Programme: 1958-1962 (Report Projects 1959)	1961
Report on a Reconnaissance Agricultural and Fisheries Survey of the Eastern Counties of Trinidad and East Victoria by A. de K. Frampton C.M.G. - Bulletin No.38	1958
Trinidad Consolidated Telephones Ltd. - Part I - Reports on Financial, Technological and operating aspects	1960
Trinidad Consolidated Telephones Ltd. - Part II - Negotiations between the Government of Trinidad and Tobago and the Company	1960
Development and Welfare in the West Indies - 1951-1957	1958
Trinidad Consolidated Telephones Ltd - Part III - Telephone Pay Stations	1960
Report of the System of Justice in the Colony by Sir Albert Napier	1956

GOVERNMENT PRINTERY

F E D E R A L

Hansard	1958-1959
Hansard (Senate)	1958-1959
West Indies Gazette	1958-1960
Laws of the West Indies	1958, 1959

HER MAJESTY'S STATIONERY OFFICE

Plan for a British Caribbean Federation (by the Civil Service Commission - Sir Hiliary Blood)	1955
Plan for a British Caribbean Federation (by the Judicial Commission - Sir A.C. Smith)	1955
Plan for a British Caribbean Federation (by the Fiscal Commission - Sir Sydney Caine)	1955
Report of the Chaguanas Joint Commission Colonial No.338	1958
London Airport (The Official Story of the New World Air Centre)	1956
British Caribbean Federation - Capital Commission	-
British Colonial Stamps (in current use).	1955

38. CENTRAL LIBRARY

Collection of West Indiana - 452 books and pamphlets

Collection of 250 books belonging to Historical Society of Trinidad and Tobago. Includes copies of Trinidad Royal Gazette for 1860 and miscellaneous manuscripts, newspaper cuttings and photographs.

Collection, Montano collection - 750 books, some of the West Indies, some bound copies of the Trinidad Guardian and the Port of Spain Gazette.

Unpublished notes of flora of Trinidad by Eugene Andre.

Also manuscript, and largely unpublished notes on the flora of Trinidad by a famous Horticulturist - Broadway.

39. LEGISLATIVE COUNCIL LIBRARY

Contains chiefly printed copies of reports of various government departments, the Laws of Trinidad and Tobago, the Ordinances, the Minutes of Council, the Royal Gazettes and other publications of the Trinidad Government. The Minutes of Council and Council Papers go back to 1863. The bound volumes of Laws contain one of the five sets of authenticated copies of laws. The volumes covering the following years are missing: 1907, 1911, 1915, 1916, 1919, 1921-1924, 1940-1941, 1944. Particularly important is the file of printed reports of various investigation commissions, copies of which, in some instances, are quite scarce.

Original manuscript records include the following:

Tobago, House of Assembly Minutes, 1800-1807. 1 volume

Education Commission, Minutes, Letters, and other Papers. 1916. 2 volumes.

Education Commission, Minutes, Letters, and other Papers, 1937. 1 volume (3 copies)

British Controlled Oilfields, Ltd., Malaria Report, 1921
1 volume. Entitled "Scheme for the Drainage of the Oropouche Lagoon", prepared by C.F. Lassalle.

Cipero Tramway, Minute Books. 1855-1901 (with gaps). 5 volumes
dated as follows: Dec. 1855-Dec. 1861, Jan. 1857-Oct. 1859, Nov. 1859-Aug. 1861, June 1862-Jan. 1876, June 1880-Dec. 1901.

40. TRINIDAD PUBLIC LIBRARY

Trinidad Royal Gazette 1835-1857

Trinidad Council Papers 1888-1957

Trinidad and Tobago Blue Book 1900-1937) Missing

Hansard 1900-1957)

Laws of Trinidad with indexes 1882- date.

TRINIDAD PUBLIC LIBRARYTrinidad Historical Society Publications

Nos. 1 - 99 Complete - Bound in one volume
 Nos. 100 - 108
 Nos. 109 - 199 Missing
 Nos. 200 - 234 Missing
 Nos. 235 - 299
 Nos. 300 - 399 Complete bound in one volume
 Nos. 400 - 499 Complete bound in one volume
 Nos. 500 - 599 Complete bound in one volume
 Nos. 600 - 635
 No. 636 Missing
 Nos. 637 - 654
 No. 655 Missing
 Nos. 656 - 695

Miscellaneous Papers.

Papers relating to the West Indies" ordered by the House of Commons, to be printed 12th July, 1815.

Papers presented pursuant to address relating to the Island of Trinidad. Ordered by the House of Commons, to be printed 18th February, 1823.

Further correspondence relating to the Volcanic Eruptions in St. Vincent and Martinique in 1902 and 1903 and Jamaica 14th January, 1907. Presented to both Houses of Parliament, by command of His Majesty, September, 1903.

Report on Emigration from India to British Guiana by D.W.D. Comins, 1893.

Indian Emigration Act XXI of 1883. As modified up to 5th March, 1897, and the Rules and notifications issued under its provisions, 1898.

Trinidad Review of Politics, Literature and Science in Trinidad and other West Indian Colonies. Vol. 1. August to October, 1883.

Report from the Select Committee on West Indian Colonies together with minutes of evidence, ordered by the House of Commons, 25th July, 1842.

Terms of reference were to the existing relations between employers and labourers, the rate of wages, the supply of labour, the system and expense of cultivation, and the general state of their Rural and Agricultural Economy.

Colonies visited were St. Vincent, Trinidad, Barbados, British Guiana, Grenada, Antigua, St. Kitts and Jamaica.

Papers relative to the conditions of the Colonies of Jamaica, Trinidad and Mauritius" ordered to be printed by the House of Commons, 11th May, 1848. Despatches between the Governors and the Secretary of States.

Census of Trinidad and Tobago, 1911, 1921-1931, 1946.
 Census Album 1946.

Colony of Trinidad. Report of the Asphalt Industry Commission with appendices 1902.

Miscellaneous Papers

Oil Industry of Trinidad: Report by Sir Thomas H. Holland, 1928.

Proceedings in the matter of the extension of the Pitch Lake Concession, 3rd March, 1890.

Papers relating to the Recent Disturbances at Port of Spain, Trinidad; presented to both Houses of Parliament, July, 1903.

Proclamation of Sir Ralph James Woodford, Governor - manuscript and printed, from 1813-1833. Bound in one volume. Condition good.

NEWSPAPERS

Trinidad Gazette 1821 - 1824

Port of Spain Gazette 1825 to date, (With a few omissions)

Trinidad Standard 1839 and 1840

Trinidad Guardian 1917 - 1958

Mirror 1898 - 1916

Humming Bird 1904 - 1905

Public Opinion 1892

Catholic News 1892 - 1917

Daily Mirror 1932 - 1934

YEAR BOOKS

Trinidad Official and Commercial Register and Almanac

Compiler (Guppy) 1872-1890

" (Collens) 1891-1916

" (Franklin) 1917-1957

Mirror Almanac of Trinidad and Tobago 1899-1916.

41 MUNICIPAL ARCHIVES

City of Port of Spain.

In the year 1783, "The Illustrious Board of Cabildo" which managed the affairs of Spanish Trinidad at the time transferred its headquarters from the town of St. Joseph to Port of Spain which was by then recognised as the Chief Town.

In 1840 the "Illustrious Cabildo" gave way to the "Town Council of Port of Spain", the first meeting of which, held on the 6th June 1840, was presided over by the Governor Sir H.G. MacLeod.

By Ordinance No.10 of 1853 the "Town Council" became the Borough Council of Port of Spain, its first meeting, on the 31st August 1853, being presided over by the Mayor, Louis A.A. de Verteuil, D.

By Ordinance No. 1 of 1899, a new Corporation for the administration of Port of Spain under the name "Town Commissioners" was created.

On 12th May 1907, "The Port of Spain Town Board" displaced the "Town Commissioners" and took over the functions of the "Port of Spain Water Authority and the Board of Commissioners of Sewerage" which had been functioning since 1904.

By the Port of Spain Corporation Ordinance No.24 of 1914 Port of Spain was constituted a Municipal "City".

THE ARCHIVES

In April 1948 the Port of Spain Town Hall was destroyed by fire and the greater part of its modern records perished. Fortunately some of the older records, from 1813, were kept in a fire-proof vault and these have survived. The following records are among the survivals.

City Council Minutes, 1813 - 1816; 1819 - date
Cabildo Letter Book, 1827 - 1840
Cabildo Charge Book, 1829 - 1832
City Council Minutes 1904 - date (Printed)
City Council Minutes, Appendix, 1840 - 1892.

Various Papers 1893 - 1907
Committee Books - Board of Health; Streets Committee;
Market Committee, etc, various dates from 1856 - 1882.

BOROUGH OF SAN FERNANDO

San Fernando, its early history dating from the late eighteenth century was destroyed by fire in 1818.

On October 18th, 1845, San Fernando, the second largest town on the island was given the responsibility of local government. The preamble to Ordinance No.33 of 1845 reads:

"Whereas the town of San Fernando has greatly increased

and is greatly increasing in population and extent that the same may be well and quietly governed, it is expedient that a Body Corporate should be established within the said town..."

In 1853, the form of government was changed and San Fernando was raised to the status of a Borough whose Mayor replaced the President of the old "Town Council". The Town Hall was completed the following year.

By Ordinance No.40 of 1935, San Fernando was granted a new constitution. The new Town Hall which houses the Archives was built in 1931.

THE ARCHIVES

1. Minutes - 1st Vol. 1853-6 (there is a gap from 1856-73 then 1874 to present (with possible gaps. In fact all covering dates must be regarded as tentative, until the collection has been sorted).
2. Appendixes to Minutes - series more or less complete, but not finally checked.
3. Letter Books, from c.1880.
4. Rate Books, from 1851 to the present (possible gaps).
5. Account Ledgers, from 1896 to the present:-
 - (i) The Town Clerk and Treasurer in account with the Borough Council of San Fernando;
 - (ii) Water Works Ledger.
6. Miscellaneous
 - (i) Bound Volumes of "Royal Gazette" ex 19th century;
 - (ii) Bound Volumes of "Blue Books";
 - (iii) Ordinances.
7. Returns of Ownership - from 1912 to the present.
8. Vouchers - from 1915.
9. Plans of buildings put up in San Fernando, of recent date.
10. Ordinance No.33 of 1845 (typewritten) constituting the Corporate Body within the town of San Fernando.
11. Orders in Council relating to Trinidad 1831-1847.
12. Ordinances of Trinidad from 1832.

Arima, in the distant past, an Indian Village, was elevated to the status of a Borough by Royal Charter in 1885 and is, perhaps, the only town in The West Indies Federation to hold that distinction. (Printed copies of the Royal Charter, a most interesting document, are available).

The town was connected by railway to Port of Spain in 1876, the line being opened on 31st August, Santa Rosa Day, the traditional festival day for Arima.

The old records of the Council are said to have been burnt by a former Town Clerk in reprisal for dismissal but there are important survivals. A full list of the existing records has been promised.

42. PICTORIAL COLLECTION

No survey has yet been made of local paintings - a project that belongs to the future.

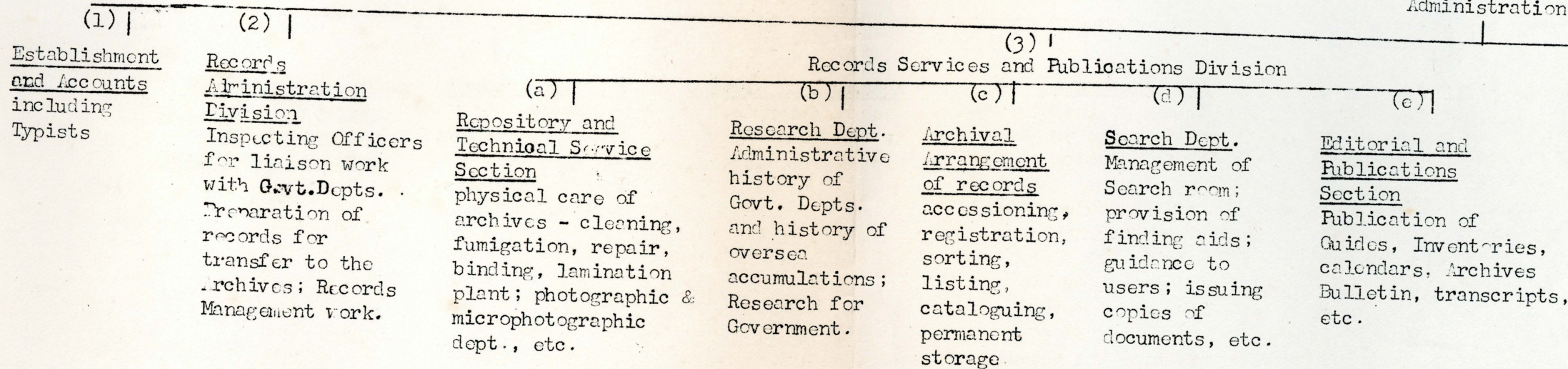
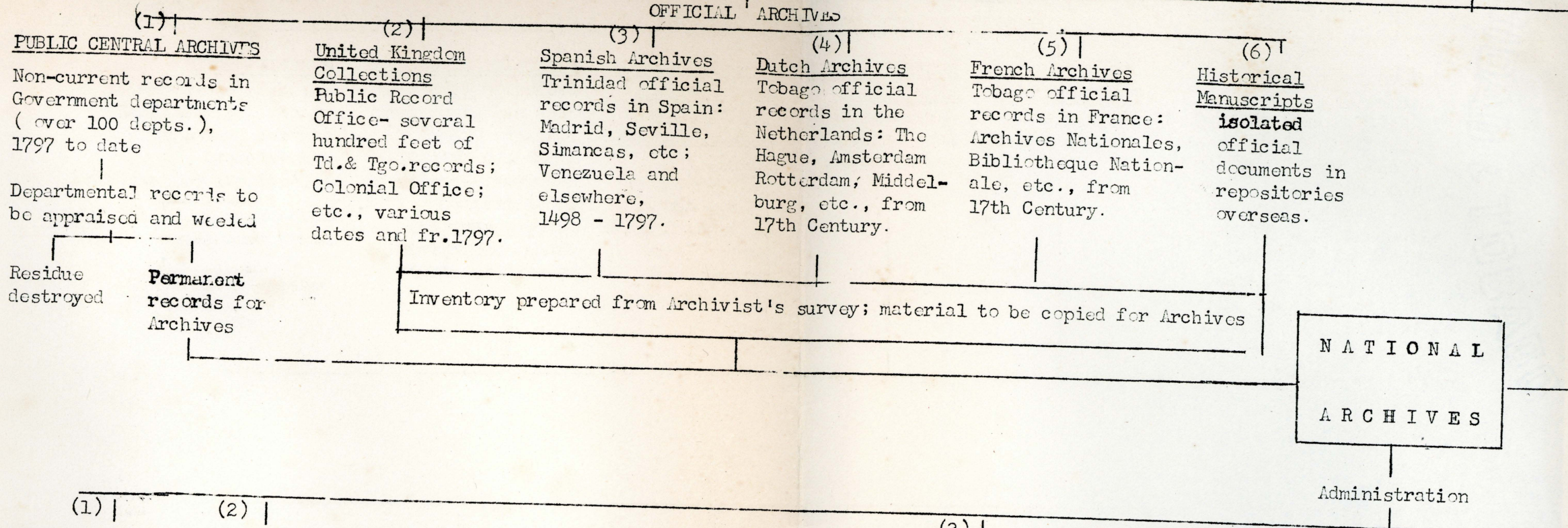
The Cazabon Paintings

The country's most famous early painter, M.J. Cazabon, published in 1851 his Views of Trinidad - a collection of some of his paintings; it is not known whether all the originals can now be located. Some excellent reproductions are on permanent exhibit at the Museum of the Royal Victoria Institute. Two original Cazabons were recently found in the Colonial Office Library, London (1959). ~~Some~~ original Cazabon, advertised by a London Antiquary, was purchased by the Ministry of Education and Culture in 1960.

Government has shown much interest in the acquisition of local and West Indian paintings. The following list shows paintings purchased by Government from the "West Indies Festival of Arts" in 1959 (?).

Title	Painter	Country of Painter
1. Pottery, Pitcher with Steep r	Baugh	Jamaica
2. Woodcarving, from the Clouds	Miller	"
3. Nons Ka Soritie Ausoir	Codallo	Trinidad
4. Symmetry from one Square	Chase	"
5. View of Scarborough	Knott	"
6. Palm Design	Alladin	"
7. Carnival Scene	Wyke	"
8. Moonlight in Trinidad	Lamming	"
9. Bel Air San Juan	Minshall	"
10. The Venezuelan Falooch	Chang	"
11. Laventille	Lewis	"
12. Street Scene	Basso	"
13. The Princess (Portrait)	Minshall	"
14. Sand Street, Speightstown	Payne	Barbados
15. Gray's Farm	Robin	Antigua
16. Gray's Farm Village	Robin	"

OFFICIAL ARCHIVES



UNOFFICIAL AND DEPOSITED ARCHIVES

(1)	(2)	(3)	(4)	(5)	(6)	(7)
<u>PUBLIC, LOCAL ARCHIVES</u> Local Government records: Municipalities: Port of Spain, San Fernando, Arima: County Councils etc.	<u>SEMI - PUBLIC ARCHIVES</u> Institutions; educational and charitable foundations; trade, industrial and professional organisations; public utility companies; scientific, cultural and other societies; libraries and educational institutions; clubs; etc.	<u>PRIVATE ARCHIVES</u> Family and Estate papers.	<u>ECCLESIASTICAL ARCHIVES</u> Christian and non-Christian denominations.	<u>Private records about Trinidad & Tobago in foreign repositories:</u> United Kingdom County Record Offices, British Museum, etc. European and other archives.	<u>PICTORIAL COLLECTION</u> including <u>MAPS</u> Maps and plans from Spanish, French, Dutch and British archives - copies and reprints; current maps and plans; photographs paintings, etc.	<u>MISCELLANEOUS</u> Business archives; records of Political parties, existing and defunct; solicitor's collections; cinematograph films; sound recordings; "museum" material etc.

(4)	(5)	(6)	(7)	(8)	(9)
<u>Translation Department</u> Translation services for users	<u>Library</u> Reference library for searchers and Technical library for Archives staff	<u>Archives Museum</u> Museum of the History of Trinidad and Tobago with a section on the West Indies: sale of archive publications and photographic reproductions of museum pieces etc. Lecture room for students groups visiting the museum. Special Exhibitions.	<u>Educational service</u> Archives service in the teaching of history to schools	<u>Private Archives Programme</u> Voluntary helpers for work in Private archives; regional bodies.	<u>Investigations of overseas sources for the records of Trinidad and Tobago</u>