

# Foreign Ministry archives services of the European Union MEMBER STATES

## POLAND

### 1. Full title of Foreign Ministry and of archives service

The Ministry of Foreign Affairs of the Republic of Poland.  
The Archives of the Ministry of Foreign Affairs of the Republic of Poland.

### 2. Contact details

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### 3. Summary of historical background of the archives service

The Archives resumed its activity in July 1944 operating at the beginning as a separate unit within the Administrative Department of the Ministry of Foreign Affairs. On April 1, 1947 the Archives were included in the structure of the Minister's Cabinet as a separate unit of the Library and Archives Division, called the Central Archives of the Ministry of Foreign Affairs. In January 1959 the records created in the MFA before 1944 were separated from others and transferred to the Archives of New Records. On September 1, 1963 the Archives were given the status of a department, and operate as an independent department within the structure of the Ministry of Foreign Affairs. The Archives of the MFA remain beyond the range of the network of state archives.

### 4. Physical access

Free access to the archives is granted after permission is granted by the Director of Archives or the Director General of MFA. The research room is open from Monday to Thursday from 9.00am to 15.00am.

## **5. Practical facilities**

The archives are provided with a microfilm room and equipment. Photocopying is available. The use of digital equipment is permitted.

## **6. Reproduction of documents**

See 5 above. 200 metres of files from the period 1945 - 60 have been microfilmed.

## **7. Access regulations**

The archival records of the MFA are made available to the public 30 years after they were created, with the permission of the Director of Archives, for scientific purposes, on condition that the interests of the state and individuals are protected. Records created later than 30 years ago can be made available for scientific purposes, only with the permission of the Director General of the Foreign Ministry.

## **8. Concise description of the principal record groups and collections**

The complete holdings of the Foreign Ministry archives measure about 1730 metres of documents.

There are 29 record groups. Generally they comprise the records made in particular departments and, as a rule, bear the names of these departments. About a half of the record groups have a territorial character and include records of departments covering one or several countries. These records encompass documents produced by the departments themselves, as well as papers sent to Warsaw from the embassies and consulates (diplomatic and consular reports, political analyses and reviews of the international situation, diplomatic notes, secret telegraphic dispatches, etc). Of special interest are three record groups documenting the activity of the Polish Delimitation Commission, which marked out Polish frontiers with neighbouring States: Soviet Union (1948-1958), Czechoslovakia (1949-1958) and German Democratic Republic (1949-1951). Invaluable border maps are parts of each of these record groups.

Other departments dealing with specific subjects created record groups covering their activities, without territorial specialization. This category comprises records of the Consular Bureau (1945-1958) and Consular Department (1959-1960), the Repatriation Bureau (1945-1947), the Economy Department (1945-1951), the Bureau of the Congress Works (1945-1948) and several others from the later periods. Important record groups are those concerning Polish participation in international organizations such as UNO, Warsaw Pact, CSCE, and accession to NATO and EU.

The Foreign Ministry Archives keep records from the period after the Second World War. The exception constitutes the record group of the Legal Division -Treaty Section of 1919-1939, where inter-war international agreements and connected documents, which survived wartime destruction are kept. The logical continuation of this collection is the record group of the Law & Treaties Department - International Agreements 1944-1963. The current international agreements are in the Treaty Archive, which functions as separate unit in the present Legal Department.

## **9. Finding aids and computerisation**

The arrangement of the records is based on a uniform subject index. The records are classified according to the organisational units of the Ministry and then divided into groups in subject, territorial and chronological order. Finding aids consist of inventories, inventory of microfilms, lists of record groups, index of record groups.

