

Record transfer report: Autumn 2014

The National Archives is required to monitor and report to the Lord Chancellor on compliance with the 20-year rule. This provides public transparency by department, of volumes of records awaiting processing or transfer each year.

Please respond on behalf of your organisation to this record transfer report **on or before 21 November 2014**. Data is to be collected and published twice a year, in the spring and the autumn.

Reported record holdings and transfer plans are published on The National Archives' website: <http://nationalarchives.gov.uk/about/record-transfer-report.htm>.

Please be aware that, as the data is published, your response may attract public interest. You may therefore choose to link this report to your own website and offer a more detailed explanation as you see necessary.

Questions marked with an asterisk (*) are mandatory.

Please discuss this return with your information management consultant at The National Archives or email information.management@nationalarchives.gsi.gov.uk.

Your department

Which department are you reporting for? (please spell out in full) *

Ministry of Defence

Do you have a parent department? If so, which one?

Not applicable

Departments/organisations covered by this report (please list all, using commas to separate multiple entries):

Defence Science and Technology Laboratory, Defence Support Group, Service Children's Education, Independent Medical Expert Group, Advisory Committee on Conscientious Objectors, Advisory Group on Military Medicine, Armed Forces Pay Review Body, Central Advisory Committee on Pensions and Compensation, Defence Nuclear Safety Committee, Defence Scientific Advisory Council, National Employer Advisory Board, Nuclear Research Advisory Council, Review Board for Government Contracts, Queen's Harbour Master, The Oil and Pipelines Agency, Scientific Advisory Committee on the Medical Implications of Less-Lethal Weapons, Veterans Advisory and Pensions Committees, Defence Academy of the United Kingdom, Defence Sixth Form College, Defence Press and Broadcasting Advisory Committee, Service Complaints Commissioner, Service Prosecuting Authority, Fleet Air Arm Museum, Royal Marines Museum, Royal Navy Submarine Museum, Reserve Forces' and Cadets' Associations, Veterans UK.

Web address (either homepage for department or for relevant page within department's website - this will be used in the published results) *

<https://www.gov.uk/government/publications/mods-records-transfer-report-and-explanation>

Paper records due for review, transfer or destruction

Please provide figures on the next three screens in number of files.

If your records include maps, please include these in the figures on the next three screens. **One map should be treated as one file.**

Legacy

The number of records up to and including 1984 that are overdue for review, transfer or destruction

Total records held for this period *

32,596

This total does not include records subject to a Lord Chancellor's Instrument

Records selected for transfer *

13,596

This is the number of records already selected (at the time of reporting) for transfer to The National Archives

Records still to be reviewed*

19,000

This excludes records already selected or awaiting disposal.

Records planned for transfer *

466

This is a forecast of how many records, of the total in this period, will be transferred to The National Archives by 31 December 2014

In-year (2014)

Number of records from 1985/1986 due for review, transfer or destruction by end of 2014

Total records held for this period *

25,590

This total does not include records subject to a Lord Chancellor's Instrument

Records selected for transfer *

3,757

This is the number of records already selected (at the time of reporting) for transfer to The National Archives

Records still to be reviewed*

0

This excludes records already selected or awaiting disposal.

Records planned for transfer *

3,757

This is a forecast of how many records, of the total in this period, will be transferred to The National Archives by 31 December 2014

Next year (2015)

Number of records from 1987/1988 due for review, transfer or destruction by end of 2015

Total records held for this period *

30,700

This total does not include records subject to a Lord Chancellor's Instrument

Records selected for transfer *

3,000

This is the number of records already selected (at the time of reporting) for transfer to The National Archives

Records still to be reviewed*

27,700

This excludes records already selected or awaiting disposal.

Records planned for transfer *

3,000

This is a forecast of how many records, of the total in this period, will be transferred to The National Archives by 31 December 2015

Explanatory comments

The data you provide in this report will be published.

Please use this box to add any explanatory comments to accompany the data, limiting your response to 50 words.

Please also include an explanation of any records retained under a Lord Chancellor's Instrument.

If you do not wish to add any, enter 'n/a' *

Return excludes reporting from Atomic Weapons Establishment, UK Hydrographic Office and Defence Geographic Centre who have submitted their own reports