
EAP1119 SURVEY REPORT

“Salvaging the Historical Heritage of Land Registration

Documents of the Archives of Land Registration Division and

Lands Commission of Ghana”

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1.0 INTRODUCTION

In 2018 the British Library Endangered Archives Programmes granted EAP1119 on the subject, “Salvaging the Historical Heritage of Land Registration Documents of the Archives of Land Registration Division and Lands Commission of Ghana.” The project was focused mainly on the huge volume of deed instruments housed at the deeds registry under the Land Registration Division of the Lands Commission. As the grant had been awarded the project team proceeded to assess and examine the volumes of the deed instruments. This was not only to learn about the archives but to have the opportunity with the provided resources to improve it. The team realized that, for lack of insight, the cultural and historic significance of land heritage had been left to gradually “rot out.”

What informed this project was the demand for land documents, from individual homes, to traditional councils, to court rooms, to academics. Interested parties across a variety of disciplines required and searched for land and land documents. The Deeds Registry, though isolated, holds ancient documents from the 1840s. The demand and the discovery of these historical heritage materials informed the broad subject of the pilot project in order to introduce the intrinsic material to the world through the British Library Endangered Archives Programme. The materials are important historical heritage resource and valuable asset to Colonial Ghana. Their vulnerability to damage is a demerit to Colonial Ghana heritage. But with the timely intervention of the EAP1119 the rate of deterioration has reduced.

This survey report is important because it provides certainty about the way forward in terms of preservation of the material, access improvement and training.

1.1 AIM AND SCOPE

This was a piloted project to salvage deeds heritage dated between 1840s and 1909 in the Archive of the Deed Registry with the prime focus to enhance service delivery to the archives. The project was intended to meet research and capacity building needs of the staff assigned with the responsibilities to manage the deeds office.

The subject for the project was intended for the broader picture of looking at the entire collection of the Land registration documents. But as the pilot assessed and examined the possibilities to start a major project, a snapshot of the documented land memory vital for EAP1119 was catalogued and digitized.

1.1.1 OBJECTIVES

In order to provide a new perspective to the business activity and enhance access inherent in preservation practices and physical condition of archives; the EAP1119 project critically examined challenges and worked towards the project objectives. The project outcome is solid evidence of what has been achieved.

SPECIFIC OUTCOMES were:

- Restructured the volumes most endangered
- Prepared Archival Reference Codes to aid Retrieval
- Digitized Archives classified
- Electronic Copies made accessible
- Trained Staff on archives handling techniques
- And finally the Survey Report in submission.

1.2 BACKGROUND

The Governor of the Gold Coast colony enacted an ordinance for the registration of instruments dated 24th March, 1883 and cited as Registration Ordinance number 8 of 1883. The Registry Office was established in Victoriaborg - Accra and Cape Coast, to execute instruments recorded or submitted for registration under the administration and management of the Registrar. The office recorded information on will, power of an attorney, grant affecting land registration etc.

In 1895, the Land Registry ordinance was promulgated, with better provisions for the registration of instruments affecting land. The Land Registry Ordinance 1895 (Section 6) replaced the Registration Ordinance No. 8 of 1883 (Section 15). The replaced section stated that with exception of a will or probate, no instrument could be registered unless it contained a statement describing the boundaries, extent and situation of the land affected.

Except, material signed by the Governor of the Gold Coast, Acting Colonial Secretary, Judicial Assessor, Secretary, Acting Lieut. Governor etc., most of the registrations affecting land were handled in the custody of the Chief Registrar/the Registrar. The volumes have since not been moved or relocated, even though management kept adding new registered deeds at the same allocated storage space.

The office holds volumes of substantial deed instruments, which were created internally for related land administration.

1.2.1 LEGAL FRAMEWORK

The material catalogued and digitized for the pilot project were created, recorded and registered in accordance with two main legislations, namely, the Registration Ordinance (No. 8 of 1883) and The Land Registry Ordinance 1895. These were the main legislations for the operations and functions of the Deed Registry on subjects pertaining to land and other related matters.

1.2.2 COPYRIGHT

Copyright legal requirement for EAP1119 on access was granted for research purposes only.

The Lands Commission Act 2008 (Act 767) stipulates that the Land Registration Division of the Lands Commission should publish all registered land related materials.

The archival materials of the Lands Commission (Deeds Registry) were published and gazetted at the time of registration. These materials have however, become research materials, and as such can be accessed online. In compliance with Grant for Permission paragraph 3.2, the Head, hereby

- a) declared that the deed instruments to be digitized have been produced by an institutional body in the exercise of its duties, and therefore no one can claim the authorship or the intellectual property of them but the institution itself (Lands Commission);

And allowed the British Library to use the archival materials to be digitised under the auspices of the Endangered Archives Programme (EAP1119) for the purposes stated in the Grant for Permission.

2.0 METHODOLOGY

The report used EAP1119 to determine the feasibility of cataloguing, digitizing and enhancing access to the historic heritage housed at the Deeds Registry.

Using this the project assessed the state of the deed instruments that Deeds Registry holds.

The exercise involved salvaging the Archives through cataloguing and digitizing, by means of using the right tool and resources to enhance and transfer knowledge.

The results from 150 proposed volumes were assessed and examined. Out of the 150 bound volumes, 101 were selected and the extent of the damage and causes were recorded.

In this project we employed meticulous practices in accordance with international standards and British Library Endangered Archives Programme standards and guidelines. The work plan was implemented systematically, except where the challenges were beyond the project team. The key areas which were explored in this project to manage and reduce document endangerment, as well as meeting client needs were as follows:

- Housekeeping, included fumigation
- Assessed Physical Damage of document
- Selected endangered archives
- Classification of the archives
- Boxed and labelled appropriately
- Digitized and catalogued.

These activities were intensified to get the best of required results.

3.0 PRESERVATION MATTERS

Before, during and after the project, housekeeping exercises were effectively carried out. The storage facility also served the purpose of office space for the staff. The team managed not to interfere with their work in order to allow us to obtain the answer we sought. The team discharged their duties professionally and won the trust of the staff. The complaints that were brought before the project team explained why there are a number of issues in the administration of land.

3.1 ACCESS

The Deeds Registry volumes were not catalogued. Therefore, they were not accessible via finding aid or accessible online. It is the EAP1119 pilot project that first provided appropriate catalogue and online access.

3.2 CHALLENGES

The successful story of EAP1119 will not be complete without describing the countless number of challenges that confronts the administration of lands in Ghana. Some of these challenging issues, the project hopes to address in the major project. with focus mainly on matters affecting land documents retrieval, cataloguing, digitizing, and “access.” The issues that limit efficiency in the land administration that pertained to the deed instruments are:

3.2.1 LACK OF EVIDENCE

The pressure on land is dependent on the area the property is situated. Likewise, the purpose for the acquisition of the land. For instance, in farming communities the demand for land is high, as

well as land for commercial activities. The individuals or groups known to be landowners tend to intensify the process for acquiring land, especially in areas with high population growth. When the value of land increases, there is an exponential rise in land dispute. And the disputed lands in these areas mostly are catalyzed by lack of appropriate land documents. Even though some of these proclaimed land owners don't have adequate documents, they are known by 'word-of-mouth.' And, in some cases, allodial or customary land owners have their lands registered by parties who have no claim to the property. Some of these individuals or groups find it difficult to locate the right office in search of a particular land document.

As the enhanced commercial value alienation of land has recently arisen, land has become a "boom" commodity. And, the result has been a rush for land and the many land dispute cases in court.

3.2.2 LIMITED ACCESS

The stewards of these land documents lack the required expertise to demystify archives management challenges. Since, these custodians are bereft in the governing principles and skillsets, access remains limited.

The materials from the Deeds Registry are retrieved per experience, which is not a good practice. The office is managed by one substantive head and assisted by the former head, with one service personnel and two other non-staff. The Archive did not have the appropriate finding aid describing the bound volumes to facilitate retrieval into the deed instruments. In the absence of the two experienced persons with the responsibility to attend to visitors, the office will not

operate effectively. And without them nothing substantial goes on at the Deeds Registry. This is because the bound volumes containing the deed instruments were not referenced, well-arranged and labelled.

3.2.3 AUTHENTICITY AND USEABILITY

The content of the document are the original materials registered under authority and kept as evidence for the registrations. Some of the documents were damaged and unusable. The team encountered several occasions where documents that the staff required were totally damaged and unusable. The damages were mostly chemical damage. The materials they used in recording the information catalyzed by the unconducive environmental factors and mishandling. But with the assistance of the conservation staff the project team were able to obtain the objective of the project. And ensured the continuous availability of damage volumes. The project team recorded the extent of damage on each volume. This was done to indicate the state of the document useability.

3.3 CONSERVATION MATTERS

The team provided training on handling and physical protection of the volumes and advised the staff to avoid the use of unprofessional methods used to repair damaged documents. And admonished them to kindly exercise routine housekeeping. Because in doing so they will be able to maintain what EAP1119 had completed. By their adherence, vulnerable documents will be protected from further harm.

Though we cannot mitigate the environmental factors because of the current location of the storage space, the volumes were boxed in acid-free archival boxes. It is acknowledged that the storage space is inappropriate. But the project team provided the needed knowledge transfer to safeguard the documents.

The damaging effects that characterized the volumes of the deed instruments were due to the following factors: Backlog, Mishandling, Material used, Location and Space. To wit endangerment of the volumes of the deed instrument were mechanical damage (physical damage, shelving volumes on top of each other), biological due to unfavorable environmental factors, Chemical damage (due to the type of paper, ink use in writing or recording the instruments, fluctuation of temperature and humidity of the storage area), etc.

4.0 CATELOGUING AND DIGITISING

The team set-up the digital laboratory at PRAAD with the intention of carrying the deed volumes from the Ministries to PRAAD. But that didn't go as planned because of security reasons. Based on that, a room next to the Deed Registry storage area, which used to be a courtroom to settle land disputes cases, was allocated to us. The different Set-ups between the two locations PRAAD and the Deeds Registry.



Figure 1: Practical Set-up at PRAAD

The set-up at PRAAD was then used to sharpen skills in digitization. The team noticed that the environment determines the set-up for digitization exercise. At the Deeds Registry, the team created a digitization cubicle for the exercise.



Figure 2: Digitization Set-up at the Deeds Registry, Ministries - Accra

4.1 IMAGE CAPTURING

Using a simple technology (hardware and software combined), copied the analogue deed instrument in bound volumes. And generated Raw image files in CR2. Surrogates were created in place of the original deed instruments compiled into a volume document. This was executed sequentially on a platen of about 42'*42' in size. In the process, the volumes were placed on the platen beneath the mounted Canon Professional camera. And the pages of the volumes were photographed from the cover page to the back page. It was a continuous sequence and each

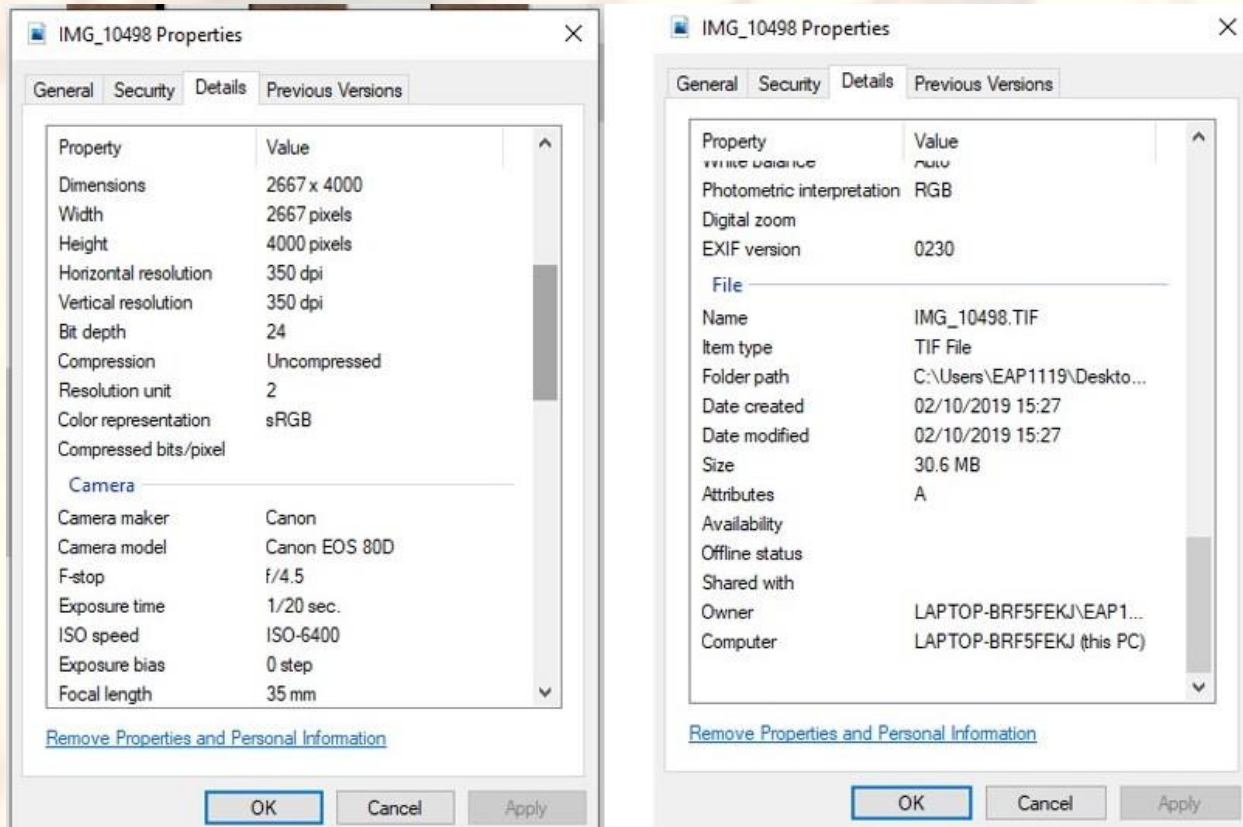


Figure 4: Metadata of TIFF File

The process below was how the Raw file formats were converted into TIFF file formats

- The Digital Photo Professional 4 (DPP4) was launched and the appropriate CR2 file folder for the required bound volume was opened
- The **Edit** menu button was clicked and **Select All** was selected from the dialog box. All required images under the folder containing the CR2 file were selected
- The **File** menu button on DPP4 was clicked open and **Batch Process** was run. **NB:** the project team ensured that the destination folder was selected; and created a storage subfolder for the TIFF file format. The digital files were Resized in accordance with EAP requirements.

1. **Batch Process** provided the option to **Execute**, we executed the conversion process as shown below:

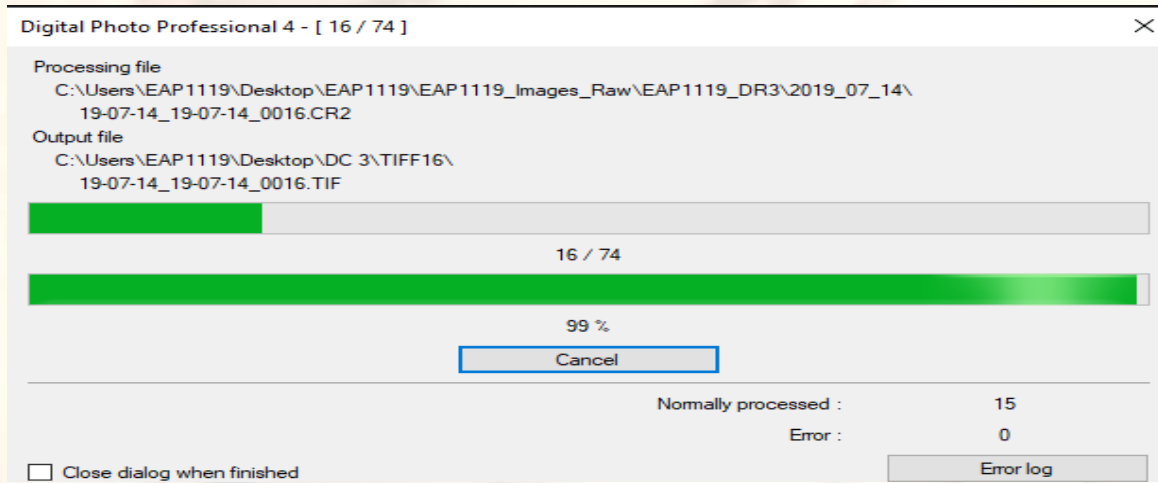


Figure 5: Conversion of Raw file to TIFF file

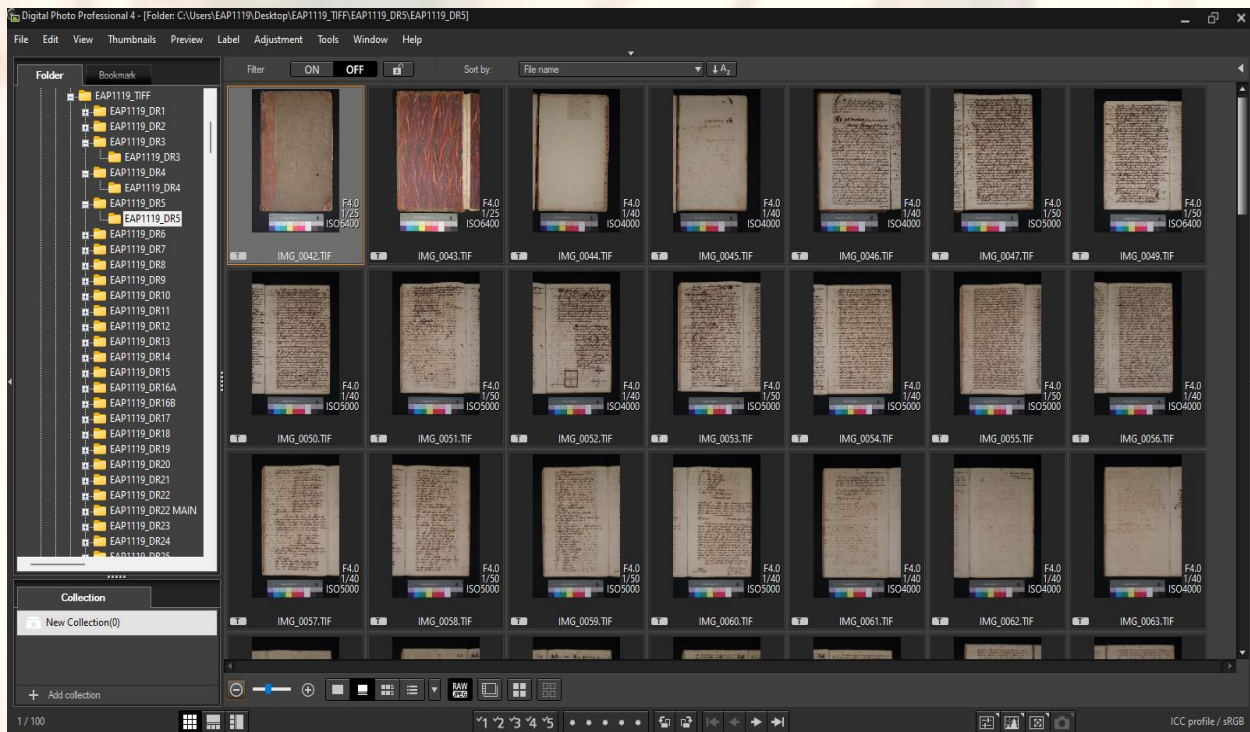


Figure 6: Converted TIFF format - EAP1119_DR5

4.2 CATALOGUE

The catalogue for the endangered archives that were sampled for the EAP1119 pilot project used the template that was designed by the British Library Endangered Archives Programme team. Detailed descriptions of the deed instrument volumes were recorded and entered into the template. Accounts on each collection was captured, including information on the surrogates.

The screenshot shows an Excel spreadsheet with the following columns and data:

Identification		Copyright Information				Data Protection		Digital Copies			Location of Original Material				
Level	Original Reference	Title (in English)	Reason for Restriction	Is the Material Still in Copyright?	Have you obtained written consent for the material to be included?	Have you sent all written permission to the appropriate authority?	Does the Material Contain Sensitive Personal Data About Personal Data?	The Nature of Sensitive Personal Data	Digital Folder Name	Digital File Name	Creation Date of Digital	Format of Digital	Number of Digital	Location of Digital Copies	Location of Original Material
1	1														
2	2														
3	3														
4	4														
5	5														
6	6														
7	7														
8	8														
9	9														
10	10														

Figure 7: A section of EAP1119 Listing Template.

In one of our meetings with the Director, Land Registration Division, and head, Deeds Registry, it was agreed that the project must identify individual transactions in each volume as shown in the table below. This was time consuming but it is hoped to be completed as part of the major project cataloguing activities.

It was found that every bound volume contained different numbers of individual subjects. Therefore, a finding aid was prepared for the bound volumes of the digital images for use at the Deeds Registry. See data obtained from EAP1119_DR2.

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IMAGE REF.	DOCUMENT DESCRIPTION	COVERING DATES	CONTENT/ITEM DESCRIPTION	ITEM DATE	ITEM REF.	ITEM PAGE	PHYSICAL CONDITION OF ARCHIVES	ITEM IMAGES
DR2	Deed Registry Document	18/6/1845-30/6/1866	Last Will and Testament of William Spinks	18/6/1845		1-2	Book is useable (moderate ink corrosion)	EAP1119_DR2_007-8
DR2	Deed Registry Document	18/6/1845-30/6/1866	A house and premises sold absolutely and forever to William Mackintosh Hutton and Robert Hutton (trading under the firm of W. B. Hutton & Sons) house was built by John T. Williams	3/7/1845		3	Book is useable (moderate ink corrosion)	EAP1119_DR2_009
DR2	Deed Registry Document	18/6/1845-30/6/1866	The last will and testament of James Topp, merchant of British Accra	5/8/1845		4	Book is useable (moderate ink corrosion)	EAP1119_DR2_0010
DR2	Deed Registry Document	18/6/1845-30/6/1866	James Bannerman Esquires (Merchant & Justice of Peace at British Accra), Brodie Cruickshank Esquire Merchant of Anomabog and Mr. Charles Clouston appointed trustees of the Estate of James Topp	12/7/1845		5-6	Book is useable (moderate ink corrosion)	EAP1119_DR2_0011-12
DR2	Deed Registry Document	18/6/1845-30/6/1866	A letter date 31 st May 1847 required to receive on board the vessel for the conveyance to England distressed Seamen	1/06/1847		7	Book is useable (moderate ink corrosion)	EAP1119_DR2_0013

Figure 8: List subjects in EAP1119_DR2

IMAGE REF.	DOCUMENT DESCRIPTION	COVERING DATES	CONTENT/ITEM DESCRIPTION	ITEM DATE	ITEM REF.	ITEM PAGE	PHYSICAL CONDITION OF ARCHIVES	ITEM IMAGES
DR2	Deed Registry Document	18/6/1845-30/6/1866	The last will and testament of George Maclean (Judicial assessor of her Majesty's forts and settlement on the Gold Coast of Africa).	4/6/1847		8-9	Book is useable (moderate ink corrosion)	EAP1119_DR2_0014-15
DR2	Deed Registry Document	18/6/1845-30/6/1866	A letter required to receive on board the vessel for the conveyance to England distressed Seamen	16/6/1847		10	Book is useable (moderate ink corrosion)	EAP1119_DR2_0016
DR2	Deed Registry Document	18/6/1845-30/6/1866	A letter dated on 27 th August 1847 required to receive on board the vessel for the conveyance to England distressed Seamen	27/08/1847		11	Book is useable (moderate ink corrosion)	EAP1119_DR2_0017
DR2	Deed Registry Document	18/6/1845-30/6/1866	Isaac Rühle (Merchant in Elmina) granted sell transfers unto Francis Swanzy (Merchant of Discover & Cape Coast) and Catherine Spinks	13/7/1847		13-15	Book is useable (moderate ink corrosion)	EAP1119_DR2_0018-21
DR2	Deed Registry Document	18/6/1845-30/6/1866	Letter required to receive on board the vessel for the conveyance to England distressed Seamen	20/9/1847		16	Book is useable (moderate ink corrosion)	EAP1119_DR2_0022
DR2	Deed Registry Document	18/6/1845-30/6/1866	Letter required to receive on board the vessel for the conveyance to England distressed Seamen to England	14/1/1848		17	Book is useable (moderate ink corrosion)	EAP1119_DR2_0023

IMAGE REF.	DOCUMENT DESCRIPTION	COVERING DATES	CONTENT/ITEM DESCRIPTION	ITEM DATE	ITEM REF.	ITEM PAGE	PHYSICAL CONDITION OF ARCHIVES	ITEM IMAGES
DR2	Deed Registry Document	18/6/1845-30/6/1866	The last will and testament of Mary Jackson, widow of John Jackson Esquire merchant of Cape Coast (deceased)	11/7/1848		18-21	Book is useable (moderate ink corrosion)	EAP1119_DR2_0024-27
DR2	Deed Registry Document	18/6/1845-30/6/1866	Mutual agreement dated 27 th October, 1841 between Samuel Brew of Anomabog and Samuel Bannerman	23/1/1849		22-25	Book is useable (moderate ink corrosion)	EAP1119_DR2_0028-31
DR2	Deed Registry Document	18/6/1845-30/6/1866	Letter required to receive on board the vessel for the conveyance to England distressed Seamen	26/12/1849		26	Book is useable (moderate ink corrosion)	EAP1119_DR2_0032
DR2	Deed Registry Document	18/6/1845-30/6/1866	A letter required to receive on board the vessel for the conveyance to England distressed Seamen	18/2/1850		27	Book is useable (moderate ink corrosion)	EAP1119_DR2_0033
DR2	Deed Registry Document	18/6/1845-30/6/1866	Letter required to receive on board the vessel for the conveyance to England distressed British Seamen	10/6/1850		28	Book is useable (moderate ink corrosion)	EAP1119_DR2_0034
DR2	Deed Registry Document	18/6/1845-30/6/1866	Letter required to receive on board the vessel for the conveyance to England distressed Seamen			29	Book is useable (moderate ink corrosion)	EAP1119_DR2_0035
DR2	Deed Registry Document	18/6/1845-30/6/1866	Letter required to receive on board the vessel for the	14/9/1850		30	Book is useable	EAP1119_DR2_0036

IMAGE REF.	DOCUMENT DESCRIPTION	COVERING DATES	CONTENT/ITEM DESCRIPTION	ITEM DATE	ITEM REF.	ITEM PAGE	PHYSICAL CONDITION OF ARCHIVES	ITEM IMAGES
			conveyance to England distressed Seamen				(moderate ink corrosion)	
DR2	Deed Registry Document	18/6/1845-30/6/1866	John Emmanuel Richter and Robert William Richter sons of the late Henry Richter Esquire of Christiansburg (deceased) in a mutual agreement with reference to the division of certain properties, buildings etc. belonging to the estate of the deceased	1/5/1851		31-32	Book is useable (moderate ink corrosion)	EAP1119_DR2_0037-38
DR2	Deed Registry Document	18/6/1845-30/6/1866	Deed or covenant conjointly entered into by John Emmanuel Richter and Robert William Richter sons of the late Henry Richter Esquire of Christiansburg (deceased) concerning the division of various properties, buildings, etc.	1/5/1851		33	Book is useable (moderate ink corrosion)	EAP1119_DR2_0039
DR2	Deed Registry Document	18/6/1845-30/6/1866	Letter dated 16 th July required to receive on board the vessel for the conveyance to England distressed Seamen	16/7/1851		34	Book is useable (moderate ink corrosion)	EAP1119_DR2_0040
DR2	Deed Registry Document	18/6/1845-30/6/1866	Letter dated 26 th August, 1851 required to receive on board the vessel for the conveyance	26/08/1851		35	Book is useable	EAP1119_DR2_0041

IMAGE REF.	DOCUMENT DESCRIPTION	COVERING DATES	CONTENT/ITEM DESCRIPTION	ITEM DATE	ITEM REF.	ITEM PAGE	PHYSICAL CONDITION OF ARCHIVES	ITEM IMAGES
			to Sierra Leone distressed Seamen				(moderate ink corrosion)	
DR2	Deed Registry Document	18/6/1845-30/6/1866	The last will and testament of George Smith of Accra dated 20 th October 1852	20/10/1852		36	Book is useable (moderate ink corrosion)	EAP1119_DR2_0042
DR2	Deed Registry Document	18/6/1845-30/6/1866	The last wish and instructions of A. <u>Doke</u> M.D dated 7 th February 1852	7/2/1852		37	Book is useable (moderate ink corrosion)	EAP1119_DR2_0043
DR2	Deed Registry Document	18/6/1845-30/6/1866	Letter dated 20 th January 1853 required to receive on board the vessel for the conveyance to Sierra Leone distressed seamen	20/1/1853		38	Book is useable (moderate ink corrosion)	EAP1119_DR2_0044
DR2	Deed Registry Document	18/6/1845-30/6/1866	The last will and codicils of William Hutchison of Cape Coast Dated 31 st January 1853	31/1/1853		39-41	Book is useable (ink corrosion)	EAP1119_DR1845_20045-47
DR2	Deed Registry Document	18/6/1845-30/6/1866	Last will and Testament of Frank <u>Dwanny</u> dated 27 th October, 1851	28/2/1853		42-43	Book is useable (moderate ink corrosion)	EAP1119_DR2_0048-49
DR2	Deed Registry Document	18/6/1845-30/6/1866	The last will and testament of Charles <u>Clouston</u> , merchant in Cape Coast dated 1 st June, 1849	13/04/1853		44	Book is useable (moderate ink corrosion)	EAP1119_DR2_0050

IMAGE REF.	DOCUMENT DESCRIPTION	COVERING DATES	CONTENT/ITEM DESCRIPTION	ITEM DATE	ITEM REF.	ITEM PAGE	PHYSICAL CONDITION OF ARCHIVES	ITEM IMAGES
DR2	Deed Registry Document	18/6/1845-30/6/1866	Letter dated 20 th May 1853 required to receive on board the vessel for the conveyance to England distressed British Seamen.	20/5/1853		45	Book is useable (moderate ink corrosion)	EAP1119_DR2_0051
DR2	Deed Registry Document	18/6/1845-30/6/1866	<u>Marman</u> vs. Bannerman on house and premises sold to Jacob Bartels Esquire.	28/7/1853		46	Book is useable (moderate ink corrosion)	EAP1119_DR2_0052
DR2	Deed Registry Document	18/6/1845-30/6/1866	Indenture dated 31 st August 1850 between John <u>D'graft</u> as senior heir in the absence of Joseph <u>D'graft</u> of Cape Coast and Henry Barnes of Cape Coast.	15/11/1853		47-48	Book is useable (moderate ink corrosion)	EAP1119_DR2_0053-54
DR2	Deed Registry Document	18/6/1845-30/6/1866	Testament gift of Edward Hill	25/4/1854		49	Book is useable (serious ink corrosion)	EAP1119_DR2_0055
DR2	Deed Registry Document	18/6/1845-30/6/1866	The last will and testament of Robert Jones	28/4/1854		50	Book is useable (moderately serious ink corrosion)	EAP1119_DR2_0056
DR2	Deed Registry Document	18/6/1845-30/6/1866	Transfer of life assurance policy by Richard Bray to his mother	4/6/1854		51	Book is useable	EAP1119_DR2_0057

IMAGE REF.	DOCUMENT DESCRIPTION	COVERING DATES	CONTENT/ITEM DESCRIPTION	ITEM DATE	ITEM REF.	ITEM PAGE	PHYSICAL CONDITION OF ARCHIVES	ITEM IMAGES
							(moderate ink corrosion)	
DR2	Deed Registry Document	18/6/1845-30/6/1866	Letter dated 22 nd July, 1854 required to receive on board the vessel for the conveyance to England distressed British Seamen	22/7/1854		52-53	Book is useable (moderate ink corrosion)	EAP1119_DR2-0058-59
DR2	Deed Registry Document	18/6/1845-30/6/1866	Letter dated August 1854 required to receive on board the vessel for the conveyance to England distressed British Seamen.	August 1854		54	Book is useable (moderate ink corrosion)	EAP1119_DR2_0060
DR2	Deed Registry Document	18/6/1845-30/6/1866	The letter required to receive on board the vessel a distressed Seaman (natives of West Indies)	19/4/1855		55	Book is useable (moderate ink corrosion)	EAP1119_DR2_0061
DR2	Deed Registry Document	18/6/1845-30/6/1866	The last will and testament of James Sinclair a native of the town <u>Harray</u> in Orkney at present residing in Cape Coast	12/10/1855		56-57	Book is useable (moderate ink corrosion)	EAP1119_DR2_0062-63
DR2	Deed Registry Document	18/6/1845-30/6/1866	The last will and testament of Francis Hunter	March 1856		59-60	Book is useable (slight ink corrosion)	EAP1119_DR2-0065-66
DR2	Deed Registry Document	18/6/1845-30/6/1866	The last will and testament of Robert Edwin Ferguson of <u>Anamaboe</u>	8/8/1857		61-62	Book is useable (slight ink corrosion)	EAP1119_DR2_0067-68

IMAGE REF.	DOCUMENT DESCRIPTION	COVERING DATES	CONTENT/ITEM DESCRIPTION	ITEM DATE	ITEM REF.	ITEM PAGE	PHYSICAL CONDITION OF ARCHIVES	ITEM IMAGES
DR2	Deed Registry Document	18/6/1845-30/6/1866	Last will and testament of Thomas Hutton	8/8/1857		63-78	Book is useable (moderate ink corrosion)	EAP1119_DR2_0069-84
DR2	Deed Registry Document	18/6/1845-30/6/1866	Letters Testimonial by the registrar of wills on the Last will and testament of Thomas Hutton	13/10/1857		79-81	Book is useable (moderate ink corrosion)	EAP1119_DR2_0085-87
DR2	Deed Registry Document	18/6/1845-30/6/1866	Indenture dated on 21 st July 1857 between James Marmaduke <u>Rosseter</u> and John Banner	22/7/1857		82-83	Book is useable (moderate ink corrosion)	EAP1119_DR2_0088-89
DR2	Deed Registry Document	18/6/1845-30/6/1866	Indenture dated 22 nd July between James Marmaduke <u>Rosseter</u> and John Banner	22/7/1857		84-98	Book is useable (moderate ink corrosion)	EAP1119_DR2_0090-104
DR2	Deed Registry Document	18/6/1845-30/6/1866	Certify order of a declaration George Cox as a Notary Public and <u>Tabellion</u> by James Hawes	24/8/1857		99-101	Book is useable (moderate ink corrosion)	EAP1119_DR2_0105-107
DR2	Deed Registry Document	18/6/1845-30/6/1866	Power of Attorney marked 'A' Edward Gregson Banner of No. 57 Grace Church Street London (merchant) Executor and trustee named and appointed by the last will and testament of Thomas Hutton	24/8/57		102-106	Book is useable (slight ink corrosion)	EAP1119_DR2_0108-112

IMAGE REF.	DOCUMENT DESCRIPTION	COVERING DATES	CONTENT/ITEM DESCRIPTION	ITEM DATE	ITEM REF.	ITEM PAGE	PHYSICAL CONDITION OF ARCHIVES	ITEM IMAGES
DR2	Deed Registry Document	18/6/1845-30/6/1866	Certify order of William Grain as a Notary and <u>Tabellion Public</u>	24/8/1857	5	106	Book is useable (moderate ink corrosion)	EAP1119_DR2_0112
DR2	Deed Registry Document	18/6/1845-30/6/1866	The confirmation of the detailed last will and testament Thomas Hutton to James Banner by Attorney	23/8/1857	6	107-109	Book is useable (moderate ink corrosion)	EAP1119_DR2_0113-115
DR2	Deed Registry Document	18/6/1845-30/6/1866	The instrument certifies the acceptance of William Grain as a Notary Public	24/8/1857	7	109-110	Book is useable (moderate ink corrosion)	EAP1119_DR2_0115-116
DR2	Deed Registry Document	18/6/1845-30/6/1866	The last will, testament and codicil of Henry Sago(deceased of Cape Coast)	16/6/1857		111-113	Book is useable (moderate ink corrosion)	EAP1119_DR2_0117-119
DR2	Deed Registry Document	18/6/1845-30/6/1866	Deed dated 9 th December <u>Quardaddy king of Aquapim Attah Bofo, Kwakwadio, Beddiakong, Cabboccers of Aquapim</u> of the town of <u>Akropong</u> of the first of John George Widman resident, minister of the General Conference of Basel Mission Society stationed at <u>Akropong</u>	9/12/1857		114-115	Book is useable (moderate ink corrosion)	EAP1119_DR2_0120-121

IMAGE REF.	DOCUMENT DESCRIPTION	COVERING DATES	CONTENT/ITEM DESCRIPTION	ITEM DATE	ITEM REF.	ITEM PAGE	PHYSICAL CONDITION OF ARCHIVES	ITEM IMAGES
DR2	Deed Registry Document	18/6/1845-30/6/1866	Deed dated 7 th December between (<u>Quardaddy king of Aquapim</u> of the first part, John Rochester an emigrant from the island of Jamaica and now of <u>Akropong</u> of the second part) and Edward Bullock, Andrews the Britannic Majesty's colonial secretary of her settlement in the Gold Coast of the third part	7/12/1857		116-117	Book is useable (moderate ink corrosion)	EAP1119_DR2_0122-123
DR2	Deed Registry Document	18/6/1845-30/6/1866	Letter dated 23 rd March 1858 required to receive on board the vessel of Seamen who proceeds to Accra	22/3/1858		118	Book is useable (moderate ink corrosion)	EAP1119_DR2_0124
DR2	Deed Registry Document	18/6/1845-30/6/1866	The last will and testament of James Samuel Bannerman of Accra dated 23/12/1857	13/5/1858		119-120	Book is useable (moderate ink corrosion)	EAP1119_DR2_125-126
DR2	Deed Registry Document	18/6/1845-30/6/1866	<u>Ammonoo king of Anomaboe</u> certifies the testimony of his will dated 4/11/1857	8/9/1858		121	Book is useable (moderate ink corrosion)	EAP1119_DR2_0127
DR2	Deed Registry Document	18/6/1845-30/6/1866	The last will and testament of <u>Eccoah Ahinibah</u> of Cape Coast dated 19/10/1853	8/10/1858		122-123	Book is useable (moderate ink corrosion)	EAP1119_DR2_0128-129

IMAGE REF.	DOCUMENT DESCRIPTION	COVERING DATES	CONTENT/ITEM DESCRIPTION	ITEM DATE	ITEM REF.	ITEM PAGE	PHYSICAL CONDITION OF ARCHIVES	ITEM IMAGES
DR2	Deed Registry Document	18/6/1845-30/6/1866	The last will and testament and codicil of James <u>Swanzy</u> (chief interpreter of Cape Coast castle dated 9 th March 1858	8/1/1859		124-125	Book is useable (moderate ink corrosion)	EAP1119_DR2_0130-131
DR2	Deed Registry Document	18/6/1845-30/6/1866	Letters of Administration of <u>Quashie Duadoo of Saltpond</u> near <u>Anomabog</u> who died on 1/12/1857	28/2/1859		126	Book is useable (moderate ink corrosion)	EAP1119_DR2_0132
DR2	Deed Registry Document	18/6/1845-30/6/1866	Instrument dated 15 th March 1859 by Frederick <u>Dwomoh</u> of <u>christianborg</u> and William <u>Addo</u> of Jamestown Accra(merchant) dated 20/11/1858	15/3/1859		127-128	Book is useable (moderate ink corrosion)	EAP1119_DR2_0133-134
DR2	Deed Registry Document	18/6/1845-30/6/1866	Instrument entered by William <u>Addo</u> , merchant of James Town Accra, and <u>Odonkor Assu</u> chief or <u>Cabbocer</u> of the district of <u>Croboe</u> dated 20/11/1858	15/3/1859		129-131	Book is useable (moderate ink corrosion)	EAP1119_DR2_0135-137
DR2	Deed Registry Document	18/6/1845-30/6/1866	Instruments entered by Robert Hutchison Esquire Mayor of Cape Coast and <u>Ologo Patoo</u> late chief or <u>caboccer</u> defector of the district of <u>Croboe</u> .	15/3/1859		132-133	Book is useable (moderate ink corrosion)	EAP1119_DR2_0138-139
DR2	Deed Registry Document	18/6/1845-30/6/1866	Instrument entered by Robert Hutchison, mayor of Cape Coast and <u>Odonkor Assu</u> chief	15/3/1859		134-135	Book is useable	EAP1119_DR2_0140-141

4.2.1 INVENTORY OF EAP1119 SELECTED ARCHIVES

The project listed the endangered archives sampled and examined, to aid retrieval. This list of the collection is shown in Appendix 1. The column headings are: Project Reference Number, Document Title, Covering Date, and the Number of pages.

5.0 COLLECTION AND RESULT

The census of the deed instruments is an enabler to strategically understand the population of the collection. In this project the following results were obtained as well as synoptic description of the content of digital files:

The collections contain approximately 11250 digitised images dated from 4 Mar 1843 – 26 Aug 1909, and referenced EAP1119_DR. In this collection the EAP1119_DR1 volume recorded act of parliament made and passed in the session of Parliament Holden in the sixth and seventh year of Her Majesty's Reign intituled "An Act to enable Her Majesty to provide for the Government of her Settlements on the coast of Africa and in the Falkland Island." It is amongst other things enacted. Additional instructions; oath of allegiance; oath of abjuration; license; Governor and acting Governor oath; 'list of heirs to the stools of the Assin chiefs and captains delivered by them as hostages to the Government on the 6th November 1852'; oath of justice of peace etc. The materials digitised from EAP1119_DR2 mostly are last wills and testaments and some with codicils; memorandum of agreement; indentures, and letters that communicated distressed seamen involved in shipwreck [1847 – 1855]. A deed made December 1857 between the King of Aquapim, the Cabboceers of the town of Akropong of the first part and the Minister of the General Conference of the Basle Mission Society stationed in Akropong. And also, one made in the same year with John Rochester an emigrant from the Island of Jamaica and now of Akropong. EAP1119_DR3 is a unique volume containing plots petitioned for, by natives, and surveyed by J. De Graft. These petitions are approved and granted by the Governor to the natives and their heirs forever [9 Sep 1847 – 1865]. EAP1119_DR6 is in 3 parts: Dissolution of marriages [20 Jan 1860 – 22 Nov 1865], Indentures, and some deeds on Gothic House [1880]. Description of deed

in EAP1119_DR7 recorded agreement; letters of Administration; Bond; Power of Attorney; certificates; conveyances; debts; assignment of property; authority; oath apprenticeship; declaration; land; deed of gift; wills; leases; judgments; indictment; contracts; mortgages; auctions; manumission [1868]; promissory notes; and sales. EAP1119_DR8 entered description of deed on executors including those of EAP1119_DR7. EAP1119_DR9 recorded wills; letters of Administration; and letters relating to the deeds. EAP1119_DR10 – EAP1119_DR25 recorded specific transactions on the nature of instruments affecting lands. EAP1119_DR11 recorded conveyances and leases [1882 – 1887], EAP1119_DR16A and EAP1119_DR16B are mortgages only. Finally, digitalised materials from EAP1119_DR95 which also recorded certificates of title on Gold Coast Government Railways with claims paid on lands taken for the railway [1908 – 1909].

The above shared in summary the analogue deed instruments in bound volumes captured in Raw file format and exported into high quality digital files in TIFF format and referenced appropriately. These volumes helped to determine evenly the various sizes and dimensions relevant to informs future project.

5.1 WHAT WAS SALVAGED

EAP1119 salvaged, safeguarded and improved service delivery into the first created/recorded volumes held by the Deeds Registry. The deed instruments and the other relevant information it contains represent the authentic and unique document preserved. Unique and significant heritage material organized, catalogued and digitized.

5.2 WHO MAY NEED THE EAP1119 COLLECTION?

The quantity of materials salvaged and digitized will serve a number of purposes and meet research needs.

5.2.1 TARGET GROUP

The social value of these documented land heritage is of utmost importance. Because, researchers can find information pertaining to commercial activities in a particular community.

Since the commencement of the project, litigants and some lawyers frequently visited the Deeds Registry to search into their holdings. Because of the limited access, the general public have difficulties locating the whereabouts of registered deeds. The few who are aware of the deed instruments patronize the deed archived at the Deeds Registry.

As stated, the Objects of the piloted project in summary were: preservation, enhanced access and knowledge transfer. But critical of these is access and availability of the archival collection to the audiences. The project team noticed that the significance of the collections could be access by a wide variety of audiences, namely,

- Litigants
- Lawyers
- Historians
- Businessman
- Researchers

This group of people have their unique interest in the deed collections. It is important to note here that all the collections were unique and represent specific transactions. And the

transactions were executed by either an individual, a family, tribe or clan, stool or skin, company, state etc.

5.3 SIGNIFICANCE

Even though access was limited, the project team were intermittently interrupted by the staff, a number of times. They requested retrievals from the volumes within the scope of the project. Because of the non-existence of detailed finding aid to aid both staff and clients, most of the clients who visited to search into the archives did so based on assumptions. The good news is that the volumes of deed instruments housed at the Deeds Registry merit permanent preservation. And the EAP1119 piloted project has salvaged endangered deed instruments in the 1800s and part of 1900s which contain vitally important information on the Acquisition of Accra-Akwapim Railway lands. In this document the certificate of titles produced the land acquired boundaries and compensation for the parties whose land had been taken.

It is our hope to install thermometers in the storage area, a workstation to aid clients to have access to the catalogue electronically in the upcoming major project with the British Library EAP to complete the good work we have started.

The storage area required massive improvement. To that effect, the project team created a space in order to make room for the archival collections EAP1119 selected. The referenced volumes were boxed and labelled appropriately. And were shelved on the top of the cabinets the team made available.

6.0 CONCLUSION

Solution on archives evolves, and every opportunity provides immediate solutions, some medium term and then in perpetuity. Even though EAP1119 piloted this project it has cemented the possibility of providing access to the permanently preserved historical heritage of the Deed Registry under the Land Registration Division of the Lands Commission. By the timely intervention of EAP1119, approximately 11250 digital images were produced out of the countless number of pages of deed instruments and other relevant matter yet to be digitized and catalogued. The digital images produced have been ingested and are now available online to meet research needs of those who wish to see them: <https://eap.bl.uk/project/EAP1119>.

6.1 CONTINUITY OF EAP1119

EAP1119 has laid the foundation for the major project. It has tested the waters and proven that it is feasible to carry on the major project. It assessed and examined preservation needs as well as training and audience engagement needs. The project has also provided the way forward to sustain and improve physical condition of the volumes and contents, and increase access to the target groups stated above.

APPENDIX 1: List of the first 101 Endangered Archives

PROJECT CODE	REF.	TITLE OF DOCUMENT	COVERING DATE	NO. OF PAGES
EAP1119_DR1		Ancient Document Book 1	4 th Mar 1843 – 13 th Apr 1858	319
EAP1119_DR2		Deeds Registry Document Book 2	18 th Jun 1845 – 30 th Jul 1866	265
EAP1119_DR3		Deeds Registry Document	9 th Sep 1847 – 26 th May 1874	67
EAP1119_DR4		Ancient Document	6 th Aug 1858 – 1 st Apr 1867	37
EAP1119_DR5		Register of Document Book 4	4 th Apr 1859 – 3 rd Mar 1885	86
EAP1119_DR6		Ancient Document	20 th Jan 1860 – 22 nd Nov 1865; 26 th Jun 1882 – 16 th May 1883	329
EAP1119_DR7		Deeds Registry Document Volume 2	28 th Jan 1867 – 27 th Feb 1875	834
EAP1119_DR8		Register of Document	12 th Apr 1875 – 30 th Apr 1880	493

PROJECT CODE	REF.	TITLE OF DOCUMENT	COVERING DATE	NO. OF PAGES
EAP1119_DR9		Register of Wills, Letters of Administration etc. and Register of Letters relating to Deeds	27 th Jan 1877 – 6 th Mar 1907	337
EAP1119_DR10		Deeds Registry Document	28 th Feb 1882 – 14 th Feb 1906	103
EAP1119_DR11		Deeds Registry Document – Conveyances and Leases Volume 1	1 st Jul 1882 – 12 th Dec 1887	454
EAP1119_DR12		Register of Mortgages Volume I	1 st Jul 1883 – 8 th Sep 1889	454
EAP1119_DR13		Register of Conveyances and Leases Volume I	2 nd Jul 1883 – 24 th Nov 1888	412
EAP1119_DR14		Register of Mortgages	24 th Jul 1883 – 14 th Sep 1891	405
EAP1119_DR15		Register of Wills	10 th May 1884 – 19 th Oct 1907	90
EAP1119_DR16A		Register of Mortgages	10 th Sep 1889 – 7 th Nov 1894	455

PROJECT CODE	REF.	TITLE OF DOCUMENT	COVERING DATE	NO. OF PAGES
EAP1119_DR16B		Register of Mortgages	24 th Sep 1891 – 7 th Mar 1896	454
EAP1119_DR17		Deeds Registry Document	24 th Jan 1890 – 16 th Aug 1892	453
EAP1119_DR18		Deeds Registry Document – Conveyances and Leases Volume III	18 th Sep 1891 – 7 th Dec 1893	454
EAP1119_DR19		Deeds Registry Document – Conveyances and Leases Volume IV	15 th Dec 1893 – 29 th Nov 1897	453
EAP1119_DR20		Deeds Registry Document Volume 5	17 th Jan 1894 – 13 th Feb 1897	450
EAP1119_DR21		Deeds Registry Document Volume 1	24 th Jul 1894 – 4 th May 1896	454
EAP1119_DR22		Deeds Registry Document Volume 3	28 th Nov 1894 – 10 th Jan 1899	454
EAP1119_DR23		Register of Mortgages	3 rd Mar 1896 – 18 th Apr 1898	454

PROJECT CODE	REF.	TITLE OF DOCUMENT	COVERING DATE	NO. OF PAGES
EAP1119_DR24		Deeds Registry Document Volume 2	22 nd Apr 1896 – 8 th Feb 1897	442
EAP1119_DR25		Deeds Registry Document Volume 3	13 th Oct 1896 – 14 th Dec 1897	438
EAP1119_DR26		Deeds Registry Document Volume 4	21 st Dec 1896 – 17 th Dec 1901	440
EAP1119_DR27		Deeds Registry Document	8 th May 1897 – 9 th Jul 1900	454
EAP1119_DR28		Deeds Registry Document	26 th Oct 1897 – 10 th Mar 1899	444
EAP1119_DR29		Deeds Registry Document – Conveyances and Leases	25 Nov 1897 – 8 th Feb 1900	448
EAP1119_DR30		Deeds Registry Document	13 th Dec 1897 – 5 th May 1903	447
EAP1119_DR31		Deeds Registry Document Volume 2	16 th Dec 1898 – 18 th Jun 1901	451
EAP1119_DR32		Deeds Registry Document Volume 16	23 rd Feb 1899 – 16 th Oct 1899	450

PROJECT CODE	REF.	TITLE OF DOCUMENT	COVERING DATE	NO. OF PAGES
EAP1119_DR33		Register of Assignment of Leases Volume 1	25 th April 1899 – 17 th Dec 1901	454
EAP1119_DR34		Deeds Registry Document Volume A	14 th Oct 1899 – 9 th Feb 1900	454
EAP1119_DR35		Deeds Registry Document	21 st Nov 1899 – 30 th Aug 1900	455
EAP1119_DR36		Deeds Registry Document	26 th Jan 1900 – 16 th Apr 1901	430
EAP1119_DR37		Deeds Registry Document	27 th Mar 1900 – 4 th Feb 1901	450
EAP1119_DR38		Deeds Registry Document Volume 8	27 th Mar 1900 – 14 th Aug 1901	452
EAP1119_DR39		Deeds Registry Book	29 th Jun 1900 – 22 nd Nov 1900	461
EAP1119_DR40		Deeds Registry Document	4 th Jul 1900 – 23 rd Dec 1901	329
EAP1119_DR41		Deeds Registry Document	27 th Oct 1900 – 11 th May 1901	452

PROJECT CODE	REF.	TITLE OF DOCUMENT	COVERING DATE	NO. OF PAGES
EAP1119_DR42		Deeds Registry Document Volume 10	8 th Nov 1900 – 21 st May 1901	450
EAP1119_DR43		Deeds Registry Document Volume 11	16 th Nov 1900 – 13 th Apr 1901	378
EAP1119_DR44		Deeds Registry Document Volume B	28 th Nov 1900 – 26 th Jul 1901	454
EAP1119_DR45		Deeds Registry Document Book LL	13 th Dec 1900 – 4 th Oct 1901	592
EAP1119_DR46		Deeds Registry Document	22 th Dec 1900 – 23 rd Jul 1901	454
EAP1119_DR47		Deeds Registry Document – Conveyances and Leases Volume VIII	12 th Feb 1901 – 2 nd Sep 1901	454
EAP1119_DR48		Deeds Registry Document Volume 12A	15 th Feb 1901 – 9 th Apr 1901	296
EAP1119_DR49		Deeds Registry Document Volume 13	22 nd Feb 1901 – 27 th Oct 1901	446
EAP1119_DR50		Deeds Registry Document Volume B	2 nd Mar 1901 – 4 th Sep 1901	451

PROJECT CODE	REF.	TITLE OF DOCUMENT	COVERING DATE	NO. OF PAGES
EAP1119_DR51		Deeds Registry Document Volume 13	7 th Mar 1901 – 20 th Sep 1901	452
EAP1119_DR52		Deeds Registry Document Volume 18	4 th Apr 1901 – 15 th Oct 1901	575
EAP1119_DR53		Deeds Registry Document Volume 24	8 th Apr 1901 – 14 th Nov 1901	368
EAP1119_DR54		Deeds Registry Document Volume 17	20 th Apr 1901 – 10 th Oct 1901	454
EAP1119_DR55		Deeds Registry Document Volume 27	10 th May 1901 – 26 th Feb 1902	571
EAP1119_DR56		Deeds Registry Document Volume Q	13 th May 1901 – 18 th Nov 1901	571
EAP1119_DR57		Deeds Registry Document Volume 25	15 th Jun 1901 – 22 nd Nov 1901	383
EAP1119_DR58		Deeds Registry Document – Conveyances and Leases Volume 10	28 th Jun 1901 – 5 th Nov 1901	454
EAP1119_DR59		Deeds Registry Document Volume 22	3 rd Jul 1901 – 25 th Apr 1902	568

PROJECT CODE	REF.	TITLE OF DOCUMENT	COVERING DATE	NO. OF PAGES
EAP1119_DR60		Deeds Registry Document	10 th Jul 1901 – 7 th Jan 1902	382
EAP1119_DR61		Deeds Registry Document	19 th Jul 1901 – 31 st Dec 1902	408
EAP1119_DR62		Deeds Registry Document Book B	22 nd Jul 1901 – 27 th Jan 1902	378
EAP1119_DR63		Deeds Registry Document Volume 23	26 th Jul 1901 – 22 nd Nov 1901	378
EAP1119_DR64		Deeds Registry Document – Mortgages	5 th Aug 1901 – 5 th Feb 1906	447
EAP1119_DR65		Deeds Registry Document – Conveyances and Leases Volume 11	16 th Aug 1901 – 19 th Nov 1901	454
EAP1119_DR66		Deeds Registry Document Volume 29	26 th Aug 1901 – 12 th Feb 1902	361
EAP1119_DR67		Deeds Registry Document	29 th Aug 1901 – 24 th Dec 1901	373
EAP1119_DR68		Deeds Registry Document	2 nd Sep 1901 – 11 th Apr 1902	450

PROJECT CODE	REF.	TITLE OF DOCUMENT	COVERING DATE	NO. OF PAGES
EAP1119_DR69		Deeds Registry Document – Conveyances and Leases Volume 12	4 th Sep 1901 – 8 th May 1902	454
EAP1119_DR70		Deeds Registry Document Volume 28	4 th Sep 1901 – 2 nd Jan 1902	384
EAP1119_DR71		Deeds Registry Document – Mortgages Book D	19 th Sep 1901 – 22 nd Jul 1903	661
EAP1119_DR72		Deeds Registry Document	13 th Oct 1901 – 10 th Aug 1903	729
EAP1119_DR73		Deeds Registry Document Volume 13	29 th Oct 1901 – 6 th Nov 1902	455
EAP1119_DR74		Deeds Registry Document Volume 33	23 rd Dec 1901 – Jan 1902	716
EAP1119_DR75		Deeds Registry Document Book R	30 th Dec 1901 – 25 th Jul 1903	713
EAP1119_DR76		Deeds Registry Document Volume 36	13 th Mar 1902 – 8 th Sep 1904	451
EAP1119_DR77		Deeds Registry Document Volume 37	17 th Mar 1902 – 20 th Mar 1905	453

PROJECT CODE	REF.	TITLE OF DOCUMENT	COVERING DATE	NO. OF PAGES
EAP1119_DR78		Deeds Registry Document	3 rd Jul 1902 – 3 rd Feb 1909	122
EAP1119_DR79		Deeds Registry Document	31 st Dec 1902 – 24 th Apr 1908	164
EAP1119_DR80		Deeds Registry Document Volume 2	15 th Jun 1903 – 18 th Oct 1906	454
EAP1119_DR81		Deeds Registry Document – Conveyances and Leases Volume 16	24 th Jun 1903 – 29 th Mar 1905	454
EAP1119_DR82		Deeds Registry Document Volume 8	25 th Jun 1903 – 8 th Oct 1903	452
EAP1119_DR83		Registry of Mortgages Volume 7	13 th Jul 1903 – 20 th Feb 1906	455
EAP1119_DR84		Deeds Registry Document Volume 38	6 th Sep 1904 – 31 st Dec 1908	86
EAP1119_DR85		Deeds Registry Document Volume 17	22 nd May 1905 – 1 st Oct 1906	453
EAP1119_DR86		Registrar of Mortgages Volume VI	31 st Jan 1906 – 5 th Mar 1909	454

PROJECT CODE	REF.	TITLE OF DOCUMENT	COVERING DATE	NO. OF PAGES
EAP1119_DR87		Deeds Registry Document Volume 12	17 th Feb 1906 – 31 st Dec 1908	81
EAP1119_DR88		Register of Mortgages Volume 9	13 th May 1906 – 3 rd June 1908	453
EAP1119_DR89		Deeds Registry Document – Concessions	6 th Nov 1906 – 10 th Nov 1908	126
EAP1119_DR90		Conveyances and Leases Volume XVIII	27 th Apr 1907 – 19 th Apr 1909	454
EAP1119_DR91		Register of Mortgages volume 10	8 th Aug 1907 – 31 st Dec 1908	91
EAP1119_DR92		Register of Mortgages	2 nd May 1908 – 17 th Feb 1910	452
EAP1119_DR93		Register of Conveyances and Leases Volume 19	18 th May 1908 – 21 st Sep 1908	81
EAP1119_DR94		Deeds Registry Document Volume 19	9 th Jul 1908 – 5 th Jul 1909	456
EAP1119_DR95		Deeds Registry Document	16 th Apr 1909 – 8 th Dec 1909	647

PROJECT CODE	REF.	TITLE OF DOCUMENT	COVERING DATE	NO. OF PAGES
EAP1119_DR96		Register of Mortgages Volume IX	19 th Sep 1909 – 3 rd Aug 1911	452
EAP1119_DR97		Register of Conveyances and Leases Volume XX1	20 th Sep 1909 – 24 th Mar 1910	455
EAP1119_DR98		Register of Mortgages Volume VIII	7 th Feb 1910 – 5 th Dec 1910	453
EAP1119_DR99		Register of Mortgages Volume XXII	9 th Feb 1910 – 28 th Jun 1910	454
EAP1119_DR100		Register of Conveyances and Leases XXIV	16 th May 1910 – 21 st Nov 1910	453
EAP1119_DR101		Registrar of Conveyances and Leases Volume XXIII	14th Jun 1910 – 10th Sep 1910	454

Appendix 2: EAP1119_DR2 Raw Images Photographed Page by Page.

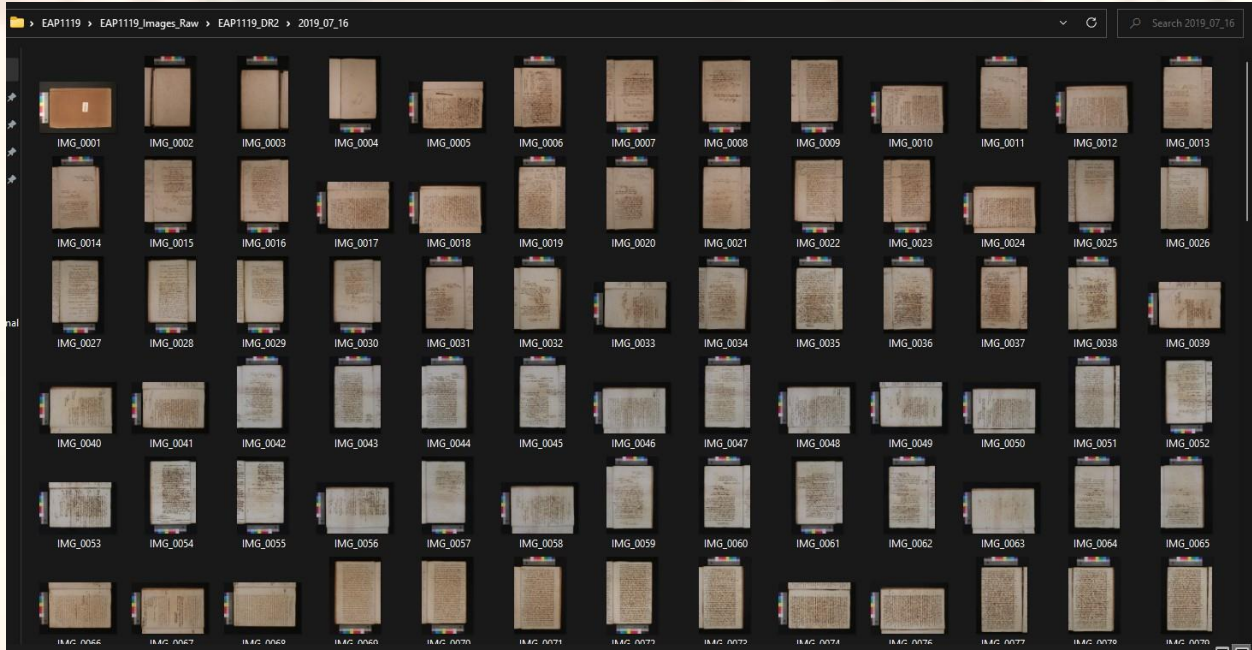


Figure 9: EAP1119_DR2_0001-0065

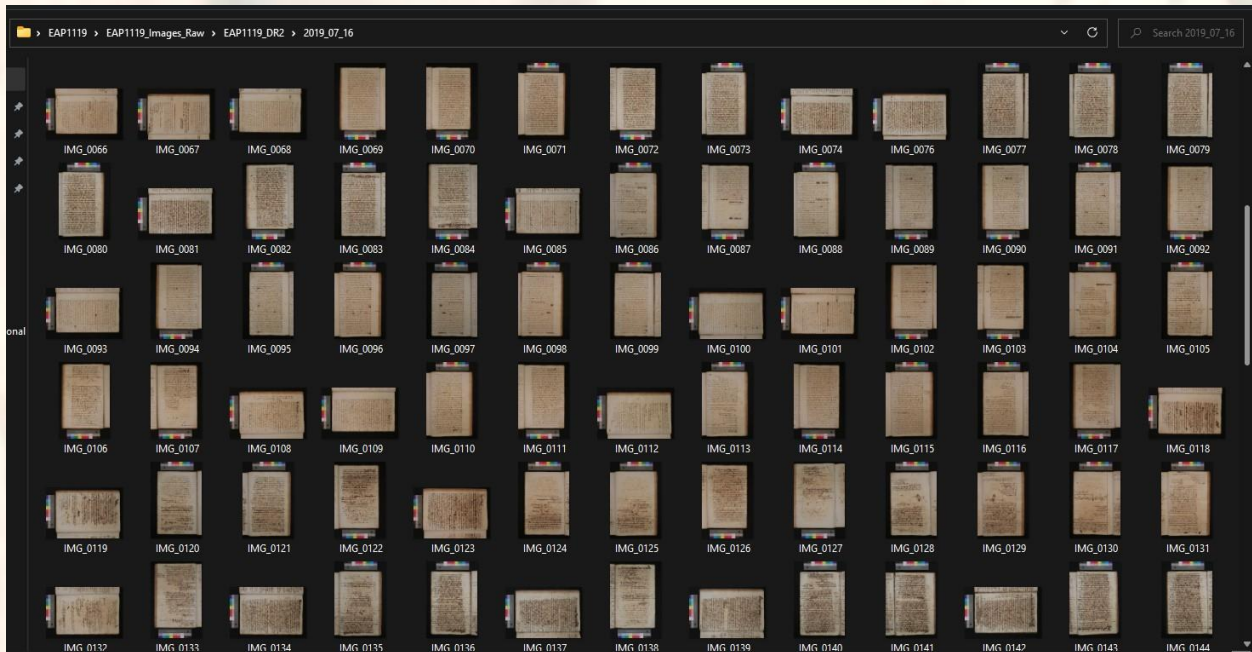


Figure 10: EAP1119_DR2_0066-0131

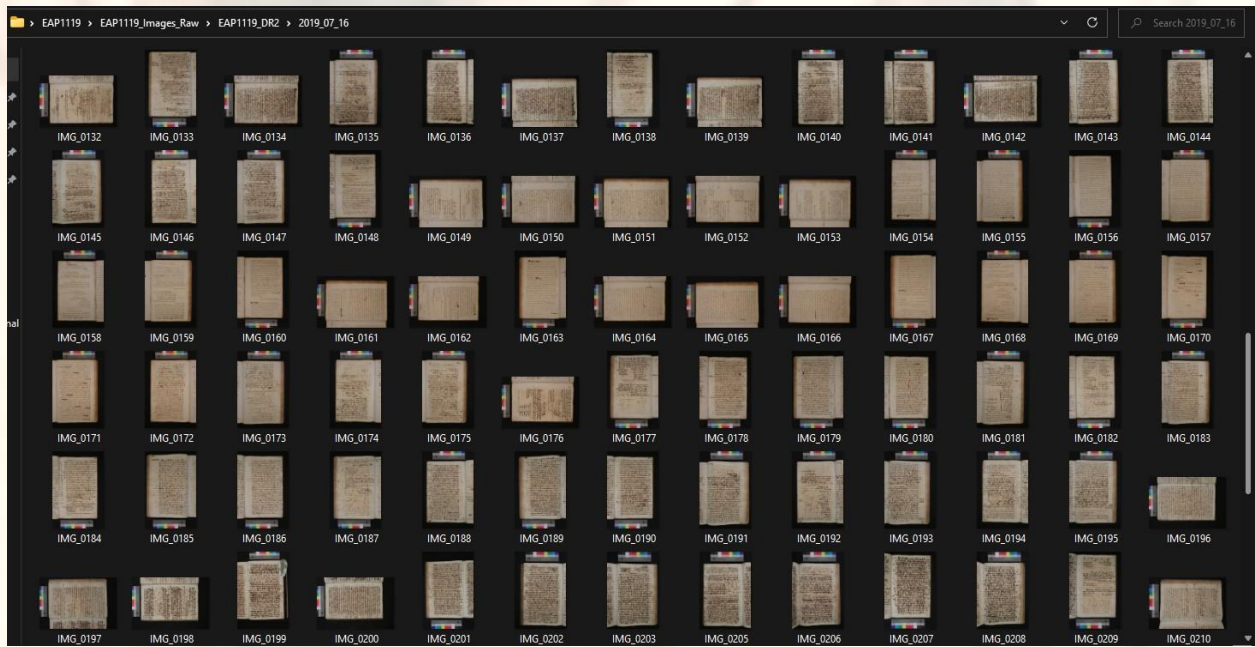


Figure 11: EAP1119_DR2_0132-0196

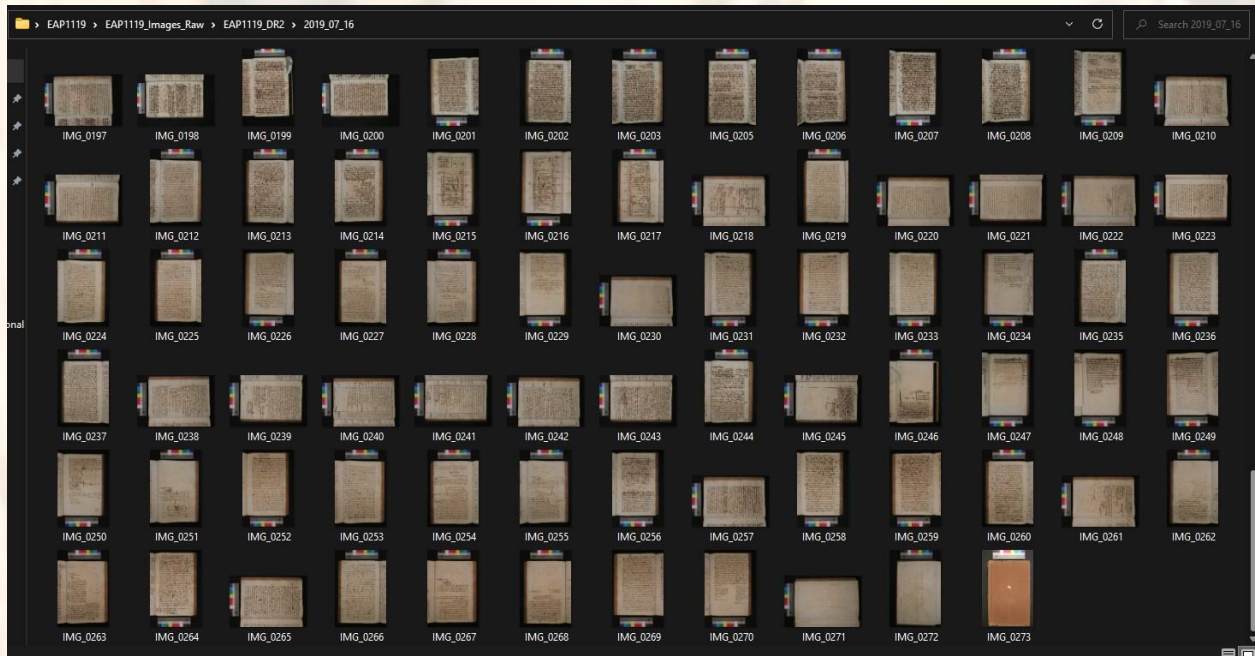


Figure 12: EAP1119_DR2_0197-0273

Appendix 3: EAP1119 Memorable Photos

How it all started





Figure 13: State of Endangered Deed Instrument



Figure 14: Conservator at work





Figure 15: Researchers at work





Figure 16: Project Researcher cross-checking the arranged and described bound volumes





Figure 17: Housed volumes in Acid Free Archival boxes

ACKNOWLEDGEMENT

By the kind courtesy of the British Library EAP staff, we had ample time beyond the project timeframe. The pandemic which froze almost every project, did not stop us from completing EAP1119. We would like to sincerely and gratefully acknowledge the British Library Endangered Archives Programme team – for the grant support. And also acknowledge Arcadia’s contribution towards the permanent preservation of archival collections for current and future generation research needs.

We are grateful to the Lands Commission – Technical Committee chairman, the former Executive Officer, the former Director of Public and Vested Land Management Division (PVLMD), and the Director of the Land Registration Division for granting the project team access to work on the Deed Registry materials.

With special thanks to the EAP1119 staff and the experts who contributed to the successful completion of EAP1119.

THE EAP1119 PROJECT TEAM, 29 Apr 2022.