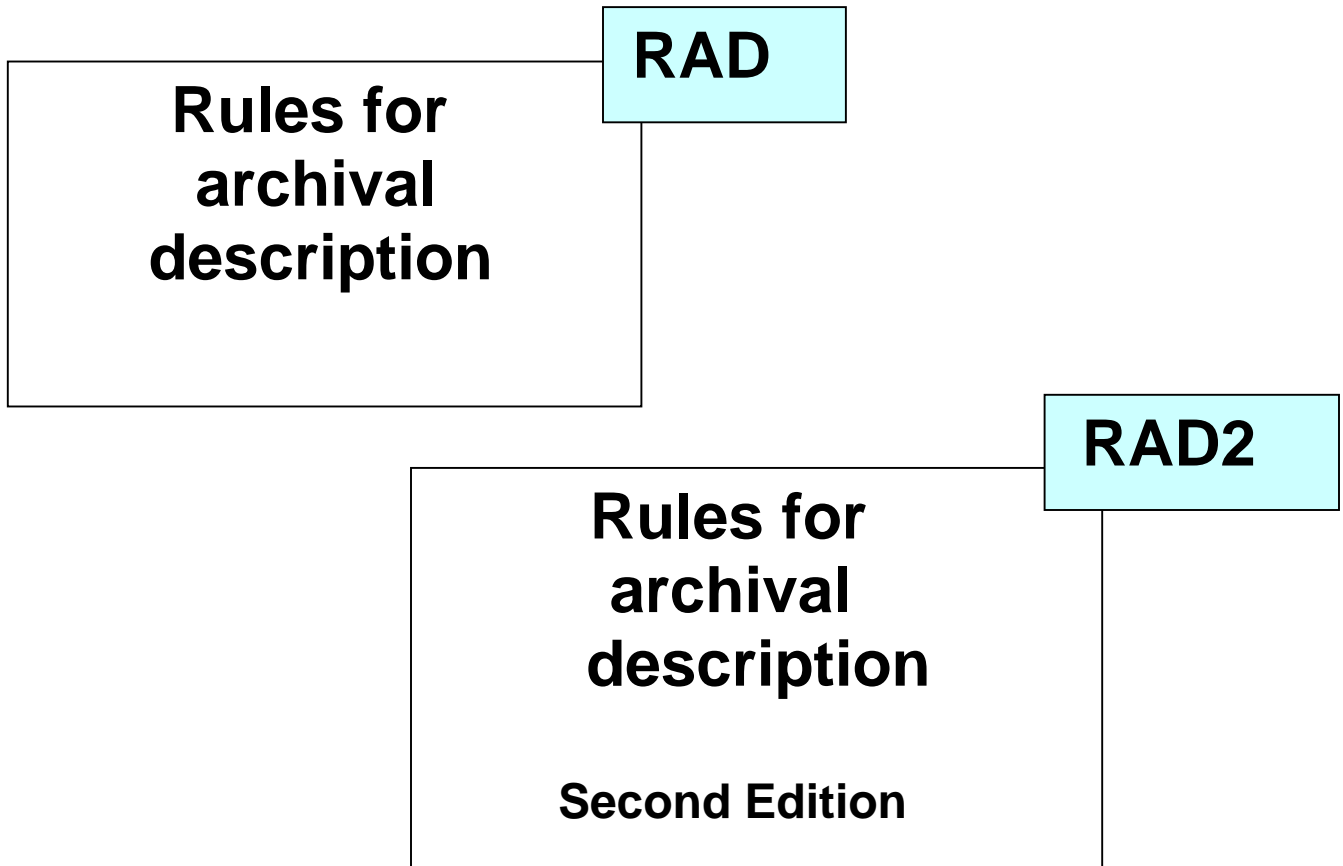


Report to the Canadian archival community



Canadian Committee on Archival Description
Canadian Council of Archives

2004

RAD2 Backgrounder

1.0 Introduction

The *Rules for Archival Description (RAD)* is one of the great accomplishments of the Canadian archival community. Since its publication in 1990, it has been widely used all over Canada¹. New chapters were added throughout the 1990's, like the ones on graphic materials and sound recordings. *RAD* can now be considered a complete standard with the inclusion of a more detailed chapter on records in electronic form, two new chapters on objects and philatelic records, and also an index. In this context, it is time to look towards the future: a new edition of *RAD*.

The idea of a second edition of *RAD* is not new. In 1998, the Canadian Committee on Archival Description (CCAD) proposed a round table to address the future of our descriptive standard. This project was superseded by an invitation from our American colleagues to share with them our experience and knowledge of the establishment of rules of description and also to assist them with a grant proposal to make *Archives, Personal Papers and Manuscripts (APPM)*² compatible with *Encoded Archival Description (EAD)*³. The American archivists, with CCAD members included, submitted a grant proposal with a new objective: reconcile the two North American standards (*APPM* and *RAD*) with the international standards (*General International Standard Archival Description (ISAD(G))* and *International Standard Archival Authority Record for Corporate Bodies, Persons and Families (ISAAR(CPF))*).⁴ Funding was obtained and the first meeting of the Canada-U.S. Task Force on Archival Description (CUSTARD) was held in Toronto in July 2001.⁵

The CUSTARD group first agreed to a statement of principles guiding the standard development. This was shared with the Canadian community in early 2002. CUSTARD met four times in two years, most recently in Toronto in April 2003. A preliminary version of the new standard, entitled *Describing Archives: A Content Standard (DA:CS)* and edited by project manager Jean Dryden, was completed in January 2003. After its revision by members of CUSTARD and two external reviewers, divergences appeared and discussions were held until July 2003 to try to resolve matters. At this point, CCAD acknowledged that CUSTARD had done a lot of good work since the beginning of the project, that U.S. and Canadian archivists are closer now than we were two years ago on the description of archives, and that the draft of *DA:CS* did not meet the needs of U.S. archivists. CCAD members unanimously agreed that we

¹ For a history of the standard, see Kent M. Haworth, "Preface", *Rules for Archival Description*, 1990, pages xi-xiii.

² Steven L. Hensen, *Archives, Personal Papers and Manuscripts: A Cataloguing Manual for Archival Repositories, Historical Societies, and Manuscript Libraries*, 2nd ed. (Society of American Archivists, 1989).

³ *Encoded Archival Description Document Type Definition*, maintained by the Network Development and MARC Standards Office of the Library of Congress in partnership with the Society of American Archivists.

⁴ *ISAD (G): General International Standard Archival Description: Adopted by the Committee on Descriptive Standards, Stockholm, Sweden, 19-22 September 1999* (International Council on Archives, 2000). International Council on Archives, Ad Hoc Commission on Descriptive Standards, *ISAAR (CPF): International Standard Archival Authority Record for Corporate Bodies, Persons and Families: Final ICA Approved Version* (Secretariat of the ICA Ad Hoc Commission on Descriptive Standards, 1996).

⁵ The Task Force consisted of the members of CCAD, including Robert Krawczyk, Tim Hutchinson, Mario Robert, Lucie Pagé, Marlene van Ballegooie, and Gerald Stone; Wendy Duff; and U.S. representatives Kris Kiesling, Michael J. Fox, William Landis, Roslyn Holdzkom, Lydia Reid, and Margit Kerwin. Jean Dryden served as project manager.

should use the final draft of *DA:CS* (with some changes) as the basis for a comprehensive revision of *RAD* that could lead us to *RAD2*, a detailed, multimedia, multilevel archival descriptive standard with greater structural and substantive compatibility with *ISAD(G)* and *ISAAR(CPF)*.

CCAD is still interested in working bilaterally with American colleagues, engaging in future dialogue on the development of the U.S. standard and the renewal of *RAD* in Canada.

2.0 Summary of Changes

This section discusses similarities and differences between RAD2 and RAD.

Based on principles similar to RAD, but drawing from archival rather than bibliographic descriptive models, RAD2 is backwards compatible. This means that RAD-compliant descriptions are automatically RAD2-compliant. RAD2, like ISAD(G), is organized by elements and the types of descriptive content that they contain, but with media-specific rules provided at the element level. The elimination of media chapters reduces the bulk and redundancy of the standard. Commentaries, and specific rules for describing collections and discrete items, provide guidance and clarification throughout the standard. An emphasis on the use of separate authority records supports greater flexibility in representing provenance. The adoption of RAD2, an ISAD- and ISAAR-compliant standard, would bring Canadian archival theory and practice in line with the international community, facilitating further international interchange, cooperation, and data-sharing.

2.1 Principles

RAD2 and RAD are based on common underlying principles. These include the following:

- Archival description is based on the principle of respect des fonds
- Description reflects arrangement
- Levels of description correspond to levels of arrangement
- Description occurs after arrangement is complete
- Description proceeds from the general to the specific
- Arrangement is hierarchical
- Relationships between levels of description must be indicated clearly
- It is possible to describe materials in any form or medium, created by any creator
- Creators, in addition to archival material, must be described

2.2 Structure and Scope

RAD, like AACR2, the library community's descriptive standard, is based on ISBD(G), the General International Standard Bibliographic Description.

RAD2 is based on ISAD(G), the General International Standard Archival Description. ISAD(G) presents twenty-six elements that may be combined to produce an archival description. The rules support consistent description of archival materials, based on traditional archival principles, and apply to records in all media. Output formats for archival descriptions are not prescribed.

In RAD2, as with RAD, Part I contains rules for describing archival materials, while Part II includes rules for describing the creators of archival materials.

Each RAD2 chapter contains the rules for a particular element of description, or set of related elements. Media-specific rules are included in the chapter for the element(s) to which they pertain. Commentaries are provided to explain or clarify certain rules.

RAD2 is broken down into the following large areas:

<u>Part I</u>	Identity
	Content and Structure
	Conditions of Access and Use
	Acquisition and Appraisal
	Related Materials
	Specialized Elements
	Notes
	Description Control
<u>Part II</u>	Choice of Access Points
	Administrative/Biographical History
	Relationships
	Form of Access Points (Corporate Bodies, Persons, and Families)
	Authority Record Control

RAD2 does not include rules on objects or philatelic records. RAD chapters focusing on objects and philatelic records were only recently completed, and were not included in the original discussions that produced RAD2. Rules for these classes of material can be incorporated into RAD2 in the future.

RAD2 applies to archival materials at all levels of description and in any form or medium, as well as to collections and discrete items.

Specific changes at the element level are discussed in Appendix A. Examples of RAD and RAD2 compliant descriptions may be found in Appendix B.

2.3 A Permissive Standard

With its basis on ISAD(G) structure and the elimination of the general material designation element, RAD2 is less bibliocentric than its predecessor.

RAD2 asserts that the use of *International Standard Bibliographic Description* punctuation is optional, and that it is up to the repository how descriptions are presented to the end-user. For optional use, a list of prescribed punctuation is included as an appendix.

Either the fonds or the series can serve as the highest level of description in RAD2. This accommodates varied perspectives on theory and practice held by different repositories.

Some RAD2 rules apply specifically to collections or discrete items. RAD2 accepts that fonds, collections and discrete items may each be important holdings of archival repositories.

RAD directs archivists to the chief source or other prescribed source of information, whereas most RAD2 rules accept information from “any reliable source.” Specific instructions for title, date(s), edition, and publisher’s series elements are provided in an appendix to RAD2.

RAD2 provides rules for recording a number of different types of dates pertinent to the unit being described. The range of date types is wider than that accepted in RAD.

RAD2 includes subject in scope and content at all levels of description, including the fonds level. In RAD, subject is included in scope and content only at the series level and below.

Definitions of hierarchical levels of description found in RAD2 are also more permissive. RAD2 avoids associating a descriptive unit with a specific level of description.

In RAD2, a file is no longer defined as “usually part of a series”. It is understood that the materials in a file might be grouped by the creator, or may have been grouped through the process of archival arrangement.

The RAD2 definition of item as the “smallest intellectual archival unit” is simpler than the RAD definition, which specifies that an item is an entity “within a fonds”.

The use of abbreviations is optional, and institutions may choose to apply all, some, or none of the rules in Appendix B: Abbreviations.

2.4 Relationships

RAD2 identifies relationships between entities, archival materials, and non-archival materials. As in RAD, reference types include “see,” “see also,” and explanatory references. However, name-title references are not treated specifically in RAD2. If a work is associated with a name other than the authorized heading for a particular entity, the relationship between the work and the authorized heading can be identified through reciprocal references between the description and authority record.

The relationship elements enable archivists to identify:

- Authorized headings for both creating and non-creating entities associated with archival materials
- Other authorized headings related to creating entities
- Relationships between archival materials and both creating and non-creating entities
- Materials not housed in the repository that provide information about creating entities

2.5 Access, Use, and Administration

Both RAD and RAD2 allow information about the creator (biographical sketch/administrative history) to be included in the archival description, or maintained in a separate authority record. RAD2, however, encourages the creation of separate authority records. In addition, RAD2 provides the option of establishing authority files for non-provenance name access points.

Information on access and use of archival materials, receiving only cursory treatment in the Notes section of RAD, is represented with entire chapters (Chapters 6 and 8) and individual elements in RAD2.

RAD2 supports the creation of administrative metadata along with other descriptive information about a fonds or series. A chapter in each of the two parts of RAD2 provides rules for administrative metadata about archival descriptions and archival authority records.

3.0 Questions to Consider and Next Steps

This section suggests areas for the archival community to consider when thinking about the impact of a revised descriptive standard.

- Training and education

- Systems and software
- Funding
- Policy development
- Planning
- Research

This section does not attempt to answer the question of impact in these areas – each archivist and/or institution will have to assess the impact based on their own situation.

The process and timeline for review of RAD2 by the Canadian archival community is outlined below.

January 2004	RAD2 discussion draft document made available for review
March 2004	Deadline for community feedback on RAD2 discussion draft
Spring 2004	Compendium of comments reviewed by CCAD
Spring 2004	Interim findings reported to the community at national and/or provincial archival association conferences
Autumn 2004	RAD2 Report, with recommendations for next steps

APPENDICES

Appendix A – Specific changes at the element level

New elements/rules

The following is a list of RAD2 elements or rules for which there was no provision in RAD.

4.1	Reference code
4.2	Level of description
6.3	Technical access
7.3	Appraisal/scheduling/destruction
8.4	Publication note
11	Description control area
13.B23-25	Access points for collections
15.2	Relationships between entities and archival materials
15.3	Relationships between entities and materials not housed in an archival repository
19	Authority record control area

Omitted elements

The following is a list of RAD elements that do not appear in RAD2.

1.1C	General material designation
1.5E	Accompanying material
1.8B9c	Accompanying material

Expanded elements

The following elements represent expanded treatment or broadened scope.

RAD2	Description	RAD	Description
4.4	Dates	1.4B	Dates of creation
5.2	System of arrangement	1.7D 1.8B13	Scope and content Arrangement note
6.4	Conditions governing reproduction	1.8B16c 1.8B16d	Terms governing use and reproduction Terms governing publication
8.2	Existence/location of copies	1.8B15b	Availability of other formats

Compressed elements

The following RAD2 elements bring together separate RAD elements.

RAD2	Description	RAD	Description
8.3	Related units of description	1.8B18 1.8B20/a	Associated material Related groups of records
9.3	Mathematical data	1.3 x.3	Class of materials specific details

RAD2 elements that were RAD notes

The following RAD2 elements were treated as notes in RAD.

RAD2	Description	RAD	Description
5.2	System of arrangement	1.8B13	Arrangement
6.1	Conditions governing access	1.8B16a	Restrictions on access
6.2	Physical access	1.8B9a	Physical condition
6.4	Conditions governing reproduction and use	1.8B16c	Terms governing use and reproduction
6.5	Language/scripts of the material	1.8B14	Language
6.6	Finding aids	1.8B17	Finding aids
7.2	Immediate source of acquisition	1.8B12	Immediate source of acquisition
7.4	Accruals	1.8B19	Accruals
8.1	Existence and location of originals	1.8B15a	Location of originals
8.2	Existence and location of copies	1.8B15b	Availability of other formats
8.3	Related material in the same institution	1.8B20	Related groups of records in different fonds

Required/discretionary elements

The following elements are mandatory at one or more levels of RAD2 or RAD. The table indicates that RAD2 is more permissive about required vs. discretionary elements.

Element Name	RAD2 [RAD]	Fonds		Series		File		Item	
		R2	R	R2	R	R2	R	R2	R
Reference code		M	--	M	--	M	--	M	--
Level of description		M	--	M	--	M	--	M	--
Title [Title proper]		M	M	M	M	M	M	M	M
Date(s) [Dates of creation]		M	M	M	M	M	M	M	M
Extent		M	M	M	M	O	M	O	M
Scope and Content		M	M	M	M	O	(M)	O	(M)
Custodial history		(M)	M	(M)	M	(M)	M	(M)	M
Mathematical data [Class of material specific details]		O	M	O	M	O	M	O	M
Admin/bio history [Admin history/bio sketch]		M	M	M	M	N	N	N	N
Relationships between Entities (References)		(M)	(M)	(M)	(M)	(M)	(M)	(M)	(M)
Relationships between Entities and Archival Materials		M	--	M	--	M	--	M	--

M = mandatory (M) = mandatory when applicable O = optional N = not applicable

Appendix B – Sample descriptions

Example 1

RAD Description

Fonds level

MG H 124

Citizens' Bridge Committee (Fredericton, N.B.) fonds. -- 1968-1977; predominant 1972-1977. -- 51.5 cm of textual records; 96 photographs: b&w and col.; 1 audio reel

Administrative History: The Citizens' Bridge Committee was formed in May 1974 to urge the provincial government of New Brunswick to find an alternative to the proposed highway bridge at the Westmorland Street site. Its primary objection to this site was the location and the size and cost of the project. The committee felt that there were other alternatives, such as other bridge sites and less costly design features. The Citizens' Bridge Committee was supported initially by the Fredericton chapter of the New Brunswick Conservation Council and Fredericton Heritage Trust. Although the committee operated independently, they sought other established organizations to endorse their goals.

The principal officers of the Citizens' Bridge Committee included Anthony Pugh (Co-Chairman), Marguerite Haywood (Co-Chairman), and Sabine Campbell (Secretary-Treasurer). The eligibility requirement for membership was anyone who shared the committee's objectives. The objectives of the Citizens' Bridge Committee included the following: to acquire citizen participation in the decisions relating to bridge and highway construction in the city of Fredericton, to develop public awareness of the problem, to coordinate public input, and to articulate community concerns. The committee sought expert opinions on bridge and highway matters, released news items, provided speakers to groups and information to the general public, and represented public concerns before governments and government agencies. The Citizens' Bridge Committee dissolved in September 1975 because it was felt the anti-bridge case had been presented to the public and there were many people who agreed with the committee's position. However, the committee did continue to present its views when public hearings were held on the bridge issue. In January 1977, a new committee was created, called Save Our City. This committee included representatives from the York-Sunbury Historical Society, the New Brunswick Conservation Council, the University Women's Club, Fredericton Heritage Trust, Community Planning Association of Canada, various neighbourhood associations, and some members from the Citizen's Bridge Committee. The aim of this new committee was to "open the eyes and ears of civil servants and politicians who have persisted in ignoring the substantial opposition to the Westmorland Street bridge proposal."

Scope and Content: This fonds documents the role of the Citizens' Bridge Committee in opposition to the proposed Westmorland Street Bridge, from 1968 to 1977. Contents include newspaper clippings, news releases, brochures, petitions, reports, circulars, and correspondence. This fonds also includes a log book from 1974-1975, which contains a detailed daily record of communications among committee members; and a name index of members, supporters, and contacts. There is also an assortment of slides and photographs that were probably used for demonstration purposes.

This fonds is divided into three series:

Series 1. Office Files. -- 1968-1977; predominant 1971-1977

Series 2. Correspondence. -- 1972-1977

Series 3. Audio-visual materials. -- 1972-1974

Notes:

Title: Title based on name of creator.

Extent: Of the 96 photographs, 66 are slides.

Immediate Source of Acquisition: Material deposited by Janet Phillipps in 1979 and 1980.

Access: Unrestricted.

Access points: Citizens' Bridge Committee (Fredericton, N.B.)
Pugh, Anthony
Haywood, Marguerite
Campbell, Sabine

Series level

Series 3. Audio-visual materials. -- 1972-1974. -- 96 photographs: b&w and col., 8.5 x 8.5 cm or smaller; 1 audio reel

Scope and Content: This series consists of 66 slides and 30 photographs. The slides appear, for the most part, to have been prepared by the Citizens' Bridge Committee to be used for demonstrations. These slides contain pictures, diagrams, and caption/text. The slides are not identified and are not in any specific order. This series also contains 30 photographs of physical features to be affected by the Bridge construction. Finally, this series also includes a sound recording of a public meeting that was held on September 30, n.d.

Notes:

Title: Title based on content of series.

Other: File 3 containing sound recording of a public meeting was transferred from Series 1 - Office Files.

Example 1**RAD2 Description****Descriptive Records****Fonds level****Reference code:** CA NBFU MG H 124**Level of description:** Fonds**Title:** Citizens' Bridge Committee (Fredericton, N.B.) fonds**Dates of creation:** 1968-1977, predominant 1972-1977**Extent and material:** 51.5 centimetres of textual material
96 photographs : b&w and col., 8.5 x 8.5 cm or smaller
1 audio reel**Scope and content:** This fonds documents the role of the Citizens' Bridge Committee in opposition to the proposed Westmorland Street Bridge, from 1968 to 1977. Contents include newspaper clippings, news releases, brochures, petitions, reports, circulars, and correspondence. This fonds also includes a log book from 1974-1975, which contains a detailed daily record of communications among committee members; and a name index of members, supporters, and contacts. There is also an assortment of slides and photographs that were probably used for demonstration purposes.**System of arrangement:** This fonds is divided into three series:

Series 1. Office Files. -- 1968-1977; predominant 1971-1977

Series 2. Correspondence. -- 1972-1977

Series 3. Audio-visual materials. -- 1972-1974

Conditions governing access: access unrestricted**Immediate source of acquisition:** Material deposited by Janet Phillipps in 1979 and 1980.**General note:** Of the 96 photographs, 66 are slides.**Rules or conventions:** Fonds and series descriptions based on RAD2.**Date of description:** Last update: 2001/07/11**Access points:** Citizens' Bridge Committee (Fredericton, N.B.), provenance
Pugh, Anthony, provenance
Haywood, Marguerite, provenance
Campbell, Sabine, provenance

Series Level**Reference code:** CA NBFU MG H 124 Series 3**Level of description:** Series. Part of Citizens' Bridge Committee (Fredericton, N.B.) fonds.**Title:** Audio-visual materials.**Dates of creation:** 1972-1974.**Extent and material:** 96 photographs : b&w and col., 8.5 x 8.5 cm or smaller
1 audio reel**Scope and content:** This series consists of 66 slides and 30 photographs. The slides appear, for the most part, to have been prepared by the Citizens' Bridge Committee to be used for demonstrations. These slides contain pictures, diagrams, and caption/text. The slides are not identified and are not in any specific order. This series also contains 30 photographs of physical features to be affected by the Bridge construction. Finally, this series also includes a sound recording of a public meeting that was held on September 30, n.d.**Source of descriptive information:** Title based on content of series.**General note:** File 3 containing sound recording of a public meeting was transferred from Series 1 - Office Files.**Date of description:** Last update: 2001/07/11*Authority Record***Authorized name:** Citizens' Bridge Committee (Fredericton, N.B.)**Administrative/Biographical History:**

The Citizens' Bridge Committee was formed in May 1974 to urge the provincial government of New Brunswick to find an alternative to the proposed highway bridge at the Westmorland Street site. Its primary objection to this site was the location and the size and cost of the project. The committee felt that there were other alternatives, such as other bridge sites and less costly design features. The Citizens' Bridge Committee was supported initially by the Fredericton chapter of the New Brunswick Conservation Council and Fredericton Heritage Trust. Although the committee operated independently, they sought other established organizations to endorse their goals.

The principal officers of the Citizens' Bridge Committee included Anthony Pugh (Co-Chairman), Marguerite Haywood (Co-Chairman), and Sabine Campbell (Secretary-Treasurer). The eligibility requirement for membership was anyone who shared the committee's objectives. The objectives of the Citizens' Bridge Committee included the following: to acquire citizen participation in the decisions relating to bridge and highway construction in the city of Fredericton, to develop public awareness of the problem, to coordinate public input, and to articulate community concerns. The committee sought expert opinions on bridge and highway

matters, released news items, provided speakers to groups and information to the general public, and represented public concerns before governments and government agencies.

The Citizens' Bridge Committee dissolved in September 1975 because it was felt the anti-bridge case had been presented to the public and there were many people who agreed with the committee's position. However, the committee did continue to present its views when public hearings were held on the bridge issue. In January 1977, a new committee was created, called Save Our City. This committee included representatives from the York-Sunbury Historical Society, the New Brunswick Conservation Council, the University Women's Club, Fredericton Heritage Trust, Community Planning Association of Canada, various neighbourhood associations, and some members from the Citizen's Bridge Committee. The aim of this new committee was to "open the eyes and ears of civil servants and politicians who have persisted in ignoring the substantial opposition to the Westmorland Street bridge proposal."

Related name: Save Our City

Related archival materials: Citizens' Bridge Committee (Fredericton, N.B.) fonds

Rules or conventions: Authority record based on RAD2.

Reference Record

Citizens' Bridge Committee (Fredericton, N.B.)

See also Save Our City

Example 2

RAD Description

Fonds level

CREATOR/COLLECTOR: Pacific National Exhibition

TITLE: Pacific National Exhibition fonds

INCLUSIVE DATES: 1907-1985

EXTENT: 21.81 m of textual records and other material - Includes 7,992 photographs (prints, negatives and 1 slide), 15 plans and 24 architectural drawings

SCOPE AND CONTENT NOTE: The fonds consists of records created and received by the Pacific National Exhibition (P.N.E.). Records include: minutes of various committee meetings; correspondence; financial records, contracts, and other legal records; public relations and advertising records; records regarding exhibit spaces and parking; administration records; subject files; reports, studies, and surveys; programmes, prize lists, and brochures from fairs; guest books; photographs; and other records.

ADMIN HISTORY/BIO: The Pacific National Exhibition (P.N.E.) is an organization which holds an annual agricultural, manufacturing and entertainment fair in Vancouver. The organization also manages other events held on fairground buildings throughout the year. In 1907, the P.N.E. was formed under the name the Vancouver Exhibition Association. The organization was founded by a group of businessmen with the intention of using a city fair as an opportunity to promote the development of the city, its industry and its natural resources. The first fair was held at Hastings Park in 1910. In its early years the fair was composed of three main components: agricultural judging and displays, industrial exhibits, and a carnival. In 1925, the organization began a Winter Fair, funded annually by the federal government, and held in a newly constructed livestock building until 1939. Also in the 1920s, permanent carnival grounds were established. These grounds were called Happyland and were operated by the British Columbia Amusement Company, and then by the Pacific Coast Amusement Company. In the 1930s, many new buildings were constructed by workers on relief grants. These buildings included the Forum, the Manufacturers' Building, and the Pure Foods Building. The fair continued during the 1940 and 1941 seasons, but was closed for the remainder of the war years, as the fair grounds were occupied by the Canadian military, after the Exhibition Association was forced to accept the takeover by an Order in Council. During 1942, the grounds were used as a holding area for interned Japanese and Canadians of Japanese descent. In 1946, after acquiring more land for the fair grounds (including Con Jones Park, later renamed Callister Park), the fair was renamed the Pacific National Exhibition and the grounds were renamed Exhibition Park (formerly Hastings Park). Planning during the war years led to a shift in focus for the fair. Less emphasis was placed on agriculture and industry and more was placed in entertainment. Two long running events began in 1948 with the staging of the Miss P.N.E. beauty pageant and the inclusion of the Shrine Circus during the fair. Further development of the grounds followed the awarding of the British Empire Games to Vancouver in 1952. The games required a large outdoor stadium and the P.N.E. grounds were offered as one of the possible sites. After some debate, the 35 000 seat Empire Stadium was built at Exhibition Park. This facility was then placed under the control of the P.N.E. after the British Empire Games in 1954.

The direction of the fair continued to change throughout the 1950s. In an effort to market the fair, a central theme was chosen for each year and the advertising and publicity was focused around this theme. The physical configuration of the fairgrounds was also changed with the closing of Happyland in 1958. Its successor, Playland, was constructed at the northeast area of the grounds, while Happyland had been located in the south west area.

The reconstruction of the site continued into the next decade with the construction of the Agrodome (which was used for livestock shows and as an exhibition facility) and the Pacific Coliseum, which served as the location of various sporting, entertainment, and exhibition events, and as the home arena of the Vancouver Canucks until the construction of General Motors Place in 1994.

On April 18, 1973, the provincial government passed the Pacific National Exhibition Incorporation Act, which significantly affected the composition of the directorate of the P.N.E. The Act reduced the number of directors from sixty to sixteen, with ten directors appointed by the provincial government and six by the civic government. These appointments brought the Board of Directors into the realm of provincial politics.

ACQUISITION NOTE: The fonds has been permanently loaned to the Archives. Records were received by the Archives in 1974, 1986, and 1988.

ARRANGEMENT NOTE: Arranged into the following eleven series: 1) Minutes with accompanying reports, financial statements, and other records; 2) Correspondence; 3) Budget files and other financial records; 4) Legal services records; 5) Public Relations and Information and Advertising records; 6) Gates and Parking and Exhibit space records; 7) Administration and Attractions Department records; 8) Subject files; 9) Reports, bulletins, programmes, prize lists, and related records; 10) Guest books; and 11) Photographs (CVA 180).

RESTRICTIONS: To view records, written permission must be obtained from the donor. To obtain permission, please contact: Manager, Communications and Public Relations. Pacific National Exhibition. P.O. Box 69020. Exhibition Park, Vancouver, B.C. V5K 4W3. Telephone: 253-2311.

FINDING AID NOTE: Series descriptions, subseries descriptions, and file lists are available.

RELATED RECORDS: For related records, see: the published history of the PNE called "Vancouver's Fair . . ." by David Breen & Kenneth Coates (S 557 C22 V353 1982); the Justice, Webb and Vincent Landscape Architects Ltd. fonds (Add. MSS. 1194), the Pearl Steen fonds (Add. MSS. 272), the Charles Van Norman fonds (Add. MSS. 755), and the topical files within the Major Matthews fonds (Add. MSS. 54)

GENERAL NOTE: Add. MSS. 561 and 939 have been amalgamated into Add. MSS. 281. Therefore, all citations for these records should refer to Add. MSS. 281.

ACCESS POINTS: Pacific National Exhibition

Series level

CREATOR/COLLECTOR: Pacific National Exhibition

TITLE: Gates and Parking and Exhibit Space records

INCLUSIVE DATES: 1959-1979

EXTENT: 20 cm of textual records -- 6 plans -- 24 architectural drawings

SCOPE AND CONTENT NOTE: The series consists of records created and received by the Gates and Parking and Exhibit Space Departments. Records include reports, notes, meeting minutes, lists of exhibitors, and other records.

Series contains two subseries: 1) Gates and Parking records; and 2) Exhibit Space records.

FINDING AID NOTE: Subseries descriptions and file lists are available.

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PART OF: Pacific National Exhibition fonds

Example 2**RAD2 Description***Descriptive Records***Fonds level****Reference code:** CA BVAA Add. MSS. 281**Level of description:** fonds**Title:** Pacific National Exhibition fonds**Dates of creation:** 1907-1985

Extent and material: 21.81 metres of textual material
 7 992 photographs
 15 plans
 24 architectural drawings

Scope and content: The fonds consists of records created and received by the Pacific National Exhibition (P.N.E.). Records include: minutes of various committee meetings; correspondence; financial records, contracts, and other legal records; public relations and advertising records; records regarding exhibit spaces and parking; administration records; subject files; reports, studies, and surveys; programmes, prize lists, and brochures from fairs; guest books; photographs; and other records.

System of arrangement: Arranged into the following eleven series:

- 1) Minutes with accompanying reports, financial statements, and other records;
- 2) Correspondence;
- 3) Budget files and other financial records;
- 4) Legal services records;
- 5) Public Relations and Information and Advertising records;
- 6) Gates and Parking and Exhibit space records;
- 7) Administration and Attractions Department records;
- 8) Subject files;
- 9) Reports, bulletins, programmes, prize lists, and related records;
- 10) Guest books; and
- 11) Photographs (CVA 180).

Conditions governing access: To view records, written permission must be obtained from the donor. To obtain permission, please contact: Manager, Communications and Public Relations. Pacific National Exhibition. P.O. Box 69020. Exhibition Park, Vancouver, B.C. V5K 4W3. Telephone: 253-2311.

Finding aids: Series descriptions, subseries descriptions, and file lists are available.

Immediate source of acquisition: The fonds has been permanently loaned to the Archives. Records were received by the Archives in 1974, 1986, and 1988.

Related archival materials: For related records, see: the Justice, Webb and Vincent Landscape Architects Ltd. fonds (Add. MSS. 1194), the Pearl Steen fonds (Add. MSS. 272), the Charles Van Norman fonds (Add. MSS. 755), and the topical files within the Major Matthews fonds (Add. MSS. 54)

Publication note: For related records, see the published history of the PNE called "Vancouver's Fair: An Administrative and Political History of the Pacific National Exhibition," by David Breen & Kenneth Coates (S 557 C22 V353 1982)

General note: Add. MSS. 561 and 939 have been amalgamated into Add. MSS. 281. Therefore, all citations for these records should refer to Add. MSS. 281.

Rules or conventions: Descriptions based on RAD2.

Access points: Pacific National Exhibition, provenance

Series Level

Reference code: CA BVAA Add. MSS. 281 Series 6

Level of description: Series. Part of Pacific National Exhibition fonds.

Title: Gates and Parking and Exhibit Space records

Dates of creation: 1959-1979

Extent and material: 20 cm of textual records -- 6 plans -- 24 architectural drawings

Scope and content: The series consists of records created and received by the Gates and Parking and Exhibit Space Departments. Records include reports, notes, meeting minutes, lists of exhibitors, and other records.

Series contains two subseries: 1) Gates and Parking records; and 2) Exhibit Space records.

Finding aids: Subseries descriptions and file lists are available.

Authority Record

Authorized name: Pacific National Exhibition

Administrative/Biographical History:

The Pacific National Exhibition (P.N.E.) is an organization which holds an annual agricultural, manufacturing and entertainment fair in Vancouver. The organization also manages other events held on fairground buildings throughout the year.

In 1907, the P.N.E. was formed under the name the Vancouver Exhibition Association. The organization was founded by a group of businessmen with the intention of using a city fair as an opportunity to promote the development of the city, its industry and its natural resources.

The first fair was held at Hastings Park in 1910. In its early years the fair was composed of three main components: agricultural judging and displays, industrial exhibits, and a carnival. In 1925, the organization began a Winter Fair, funded annually by the federal government, and held in a newly constructed livestock building until 1939. Also in the 1920s, permanent carnival grounds were established. These grounds were called Happyland and were operated by the British Columbia Amusement Company, and then by the Pacific Coast Amusement Company.

In the 1930s, many new buildings were constructed by workers on relief grants. These buildings included the Forum, the Manufacturers' Building, and the Pure Foods Building.

The fair continued during the 1940 and 1941 seasons, but was closed for the remainder of the war years, as the fair grounds were occupied by the Canadian military, after the Exhibition Association was forced to accept the takeover by an Order in Council. During 1942, the grounds were used as a holding area for interned Japanese and Canadians of Japanese descent. In 1946, after acquiring more land for the fair grounds (including Con Jones Park, later renamed Callister Park), the fair was renamed the Pacific National Exhibition and the grounds were renamed Exhibition Park (formerly Hastings Park).

Planning during the war years led to a shift in focus for the fair. Less emphasis was placed on agriculture and industry and more was placed in entertainment. Two long running events began in 1948 with the staging of the Miss P.N.E. beauty pageant and the inclusion of the Shrine Circus during the fair. Further development of the grounds followed the awarding of the British Empire Games to Vancouver in 1952. The games required a large outdoor stadium and the P.N.E. grounds were offered as one of the possible sites. After some debate, the 35 000 seat Empire Stadium was built at Exhibition Park. This facility was then placed under the control of the P.N.E. after the British Empire Games in 1954.

The direction of the fair continued to change throughout the 1950s. In an effort to market the fair, a central theme was chosen for each year and the advertising and publicity was focused around this theme. The physical configuration of the fairgrounds was also changed with the closing of Happyland in 1958. Its successor, Playland, was constructed at the northeast area of the grounds, while Happyland had been located in the south west area.

The reconstruction of the site continued into the next decade with the construction of the Agrodome (which was used for livestock shows and as an exhibition facility) and the Pacific Coliseum, which served as the location of various sporting, entertainment, and exhibition events, and as the home arena of the Vancouver Canucks until the construction of General Motors Place in 1994.

On April 18, 1973, the provincial government passed the Pacific National Exhibition Incorporation Act, which significantly affected the composition of the directorate of the P.N.E. The Act reduced the number of directors from sixty to sixteen, with ten directors appointed by the provincial government and six by the civic government. These appointments brought the Board of Directors into the realm of provincial politics.

Variant names: P.N.E.
Vancouver Exhibition Association

Related archival materials: Pacific National Exhibition fonds (Add. MSS. 281)

Rules or conventions: Authority record based on RAD2.

Reference Records

P.N.E.

See Pacific National Exhibition

Vancouver Exhibition Association

See Pacific National Exhibition

Examples from University of New Brunswick Archives and Special Collections, and City of Vancouver Archives.