

## International Standard for Archival Description

- 1.1 Reference code** UNHCR 25
- 1.2 Title** Records of the Office in Singapore
- 1.3 Dates of creation** 1987-1994
- 1.4 Level** Fonds
- 1.5 Extent (quantity)** 4.70 m
- 2.2 Administrative/Biographical history** The UNHCR Office in Singapore was closed in June 1996. At that time, some records containing correspondence and documents relating to general matters, policy and operations were retained in Singapore under the care of UNHCR implementing partner, Catholic Welfare Services (CWS).
- 2.4 Immediate source of acquisition** The records were transferred to UNHCR Archives in Geneva in September 1996 following the closure of UNHCR LO Singapore.
- 3.1 Scope and content** The records consist of correspondence and documents relating to implementing agencies, program files and, predominantly, individual case files.
- 4.1 Conditions governing access** Records are subject to the Archives Access Policy of the UNHCR Archives
- 4.2 Conditions governing reproduction** Records are subject to the Copyright Policy of UNHCR
- 7.2 Rules or conventions** Internal UNHCR rules
- 7.3 Date of description** 7 February 2006