

## International Standard for Archival Description

- 1.1 Reference code** UNHCR 82
- 1.2 Title** Records of the Offices in Ukraine
- 1.3 Dates of creation** 2003
- 1.4 Level** Fonds
- 1.5 Extent (quantity)** 17 e-mail
- 2.4 Immediate source of acquisition** Upon closure of the Field Office in Kharkiv the records were held by the Operations and Technical Services Unit in the Division of Information Systems and Telecommunications in Headquarters. In February 2006 the records were transferred to UNHCR Archives.
- 3.1 Scope and content** The records consist of email from the Field Office in Kharkiv with regard to protection and individual case issues.
- 3.4 Arrangement** The records are arranged in two series:  
Series 1 Records of the Branch Office in Kiev  
Series 2 Records of the Field Office in Kharkiv
- 4.1 Conditions governing access** Records are subject to the General Restriction 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** 17 February 2006