

International Standard for Archival Description

1.1 Reference code	UNHCR 31/11
1.2 Title	Records of the Office in Daruvar
1.3 Dates of creation	1992-1995
1.4 Level	Sub-fonds
1.5 Extent (quantity)	13.50 m
2.4 Immediate source of acquisition	The files were sent to UNHCR in Geneva in September 1997.
3.3 Accruals	Accruals are expected for operations after December 1995.
3.4 Arrangement	The records are arranged in seven series: <ol style="list-style-type: none">1. Faxes, incoming2. Faxes, outgoing3. Letters, incoming4. Letters, outgoing5. Numerical subject files6. Project files7. Working files
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
4.3 Language/scripts	English, Serbian, Croatian, Bosnian and French
7.2 Rules or conventions	Internal UNHCR rules
7.3 Date of description	20 November 2000