

International Standard for Archival Description

1.1 Reference code	UNHCR 31/16
1.2 Title	Records of the Office in Topusko
1.3 Dates of creation	1991-1995
1.4 Level	Sub-fonds
1.5 Extent (quantity)	5.40 m
2.4 Immediate source of acquisition	The files were sent to UNHCR in Geneva in January 1998.
3.3 Accruals	Accruals are expected for operations after July 1995.
3.4 Arrangement	<p>The records are arranged in two series and one file unit. The series are:</p> <ol style="list-style-type: none">1. Subject files2. Working files <p>The file unit is:</p> <ol style="list-style-type: none">1. Faxes, incoming, Aug 94 - Sep 94
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	30 November 2000