



Claims Conference ועידת התביעות  
The Conference on Jewish Material Claims Against Germany

## International Shoah Archivists Working Forum

### ***Participant Information***

#### ***General Information***

##### *Name and address of institution/archive:*

Anlaufstelle, Holocaust Victim's Information and Support Center

Desider Friedmannplatz 1, 1010 Vienna, Austria, Europe

##### *Internet address of web site, if applicable:*

[www.restitution.or.at](http://www.restitution.or.at)

##### *Brief description of archival collecting scope in regard to the Holocaust (please indicate any focus on specific geographic areas, topics, or time periods):*

The Jewish Community of Vienna (IKG Vienna) is currently in the process of reconstructing its historical archives. For the last 22 months, the task to process the recently located documents has been the responsibility of Susanne Belovari (PhD, MS, MA), a historian at the Anlaufstelle, the Holocaust Victim's Information and Support Center. Due to the Holocaust, the rediscovered records are of a more varied origin and scope than is usual for an institutional archives. Still, the overall focus of the future archives will be the organizational records of the *Jewish Community of Vienna*.

The Jewish Community of Vienna until March 1938: as a *rather decentralized, relatively small organization* (most holdings are deposited at the Central Archives of the History of the Jewish People, CAHJP)

The Jewish Community of Vienna from March 1938 – April 1945: as a *centralized NS approved large organization* whose task was to liquidate the wealth of Jewish organizations in Vienna as well as of Jewish communities elsewhere in Austria and to organize emigration, social welfare and deportation of Austria's Jewish population. Documents were rediscovered about 3 years ago. Together with the material at the CAHJP, this material probably represents the most comprehensive record of a Jewish community under NS rule still available today.

The Jewish Community of Vienna since the end of World War II: as a *small centralized religious organization* also responsible for returning and newly settled members, for holocaust survivors abroad as well as for restitution issues (restitution of assets by former Jewish organizations, individual claims, and its own assets). A portion of the holocaust related post-war material such as e.g. survivor lists and card indexes as well as material related to restitution claims from the 1940s

and 1950s have been processed and are currently being microfilmed at the Anlaufstelle. The ongoing administrative records of the Jewish community are stored at a depot.

### ***Microfilming and Digitization***

***Total estimated number of pages of Holocaust-relevant archival records (for purposes of estimating, please assume that 1 meter=10,000 pages and 1 foot=3,000 pages):***

\* NS related records in Vienna: an estimated 350.000 pages (30 boxes of as of yet unidentified material was deposited at the Anlaufstelle in February 2004. It is of yet unknown if they contain any material from the NS period.)

\* NS related records deposited in Jerusalem, Central Archives of the History of Jewish People: a very rough estimate of about 530.000 pages

\* Registry records from the Jewish Community in Vienna and Jewish communities from Austria: a very rough estimate of about 250.000 pages. These records are for the most part not from the NS period. They are however NS related in the sense that they allow people to trace ancestors and provide evidence of their Jewish ancestry for restitution claims.

***Estimated number of pages of original records:***

***Estimated number of pages of these original records that have been microfilmed:***

About 250.000 pages of NS related records in Vienna

***Estimated number of pages of these original records that have been digitized:***

0

***Estimated number of pages of records microfilmed and/or duplicated from elsewhere:***

20.000 pages

***Estimated number of pages of these records microfilmed and/or duplicated from elsewhere that are on microfilm:***

0

***Estimated number of pages of these records microfilmed and/or duplicated from elsewhere that have been digitized:***

0

## ***Conservation of Individual Items of Particular Significance***

***If there are specific original archival materials in your collection that are of major historical significance and of exceptional intrinsic value that are in urgent need of conservation, please list them:***

Over 100 historical organizational charts and tables and maps either from the NS period (e.g. of the emigration process after March 1938) or from before 1938 (e.g. building blue prints and drawings of synagogues and cemeteries) are in bad or disastrous condition. The pre-war records are unique precisely because these buildings and cemeteries were generally destroyed during the NS period.

There are also dozens of old 'photograph blocks' that are disintegrating. As far as we know, these images were used for newspaper articles showing individual people before 1938. They might represent the only photographic evidence of holocaust victims but are in such bad condition that any identification is currently impossible.

There are numerous paper records, in particular name lists from the NS period as well as name list from the post-war period, which are disintegrating upon handling.

Dozens of registry books – which are either currently in use at the Jewish Community Registry Department or among those records rediscovered a few years ago -- need restoration. These records are essential for genealogical researches as well as for restitution claims. Among them are for instance birth and death records from the 1930s and 1940s as well as records of inter-confessional marriage announcements from the 1920s and 1930s. The latter constitute one of the few records through which to trace people defined as Jews through the Nuremberg race laws but who did not consider themselves members of that religious community. Because their marriage was not registered at the Jewish Community, they or their descendants have encountered major difficulties in proving their status as a persecuted individual – a precondition for many restitution or compensation schemes.

***If you know of specific original archival materials in collections other than your own that are of major historical significance and of exceptional intrinsic value that are in urgent need of conservation, please list them:***

Some records of the Jewish Community Vienna deposited at the Central Archives of the History of the Jewish People in Jerusalem.

## ***Acquisitions***

***If your archive is actively acquiring Holocaust-relevant archival records, please briefly describe your acquisitions program, including an estimate of the average number of pages acquired annually and the sources for such acquisitions (private donors, other repositories, etc.):***

Currently, the IKG Vienna has no acquisition program. Space as well as staff are lacking to carry out an acquisition program of any large scale and in a professional manner. We are trying to arrange for donations of private papers by individuals significant to the history of the Jewish Community of Vienna.

***If your archive has an exchange program with other archives, please briefly describe it:***

The IGK Vienna will receive a complete copy of all microfilms (of its NS related holdings in Vienna and Jerusalem) produced by the USHMM as well as of those films (of its registry records predating 1938) produced by the Genealogical Society of Utah.

***Does a list of your institution's microfilming and other acquisitions projects already completed and/or currently in progress exist? If so, in what form is it and how can it be accessed?***

Once our microfilming cooperative projects with the USHMM (2004) and the Genealogical Society of Utah are completed (2005), such a list will be available. An internal list of the microfilming in progress exists. The list can be made public as soon as an institutional archives will have been established in Vienna but I would assume that it could be published on the restricted website that will be open to all participating institutions.

## ***Cataloging***

***Briefly describe your current cataloging practices:***

The NS related records were in complete disarray (e.g. boxes were also filled with garbage, construction material, most documents laid unordered in boxes) and needed to be processed and catalogued before being microfilmed through the USHMM. The IKG Vienna developed a new archival record group system using letter codes. Due to the chaotic condition of the documents, these codes represent a compromise: they are abbreviations for the record creating office when a record creating office is known or they are abbreviations for thematic categories when a record creating office is unknown.

The archival record group number consists of: Regional Identification / Time Period / Record Group(s) / Box No. (plus file number 1 through ...)

Descriptions/cataloging are in natural language and generally at the file level. Whenever applicable, descriptions include accounting numbers, dates, and form or arrangement in the file. When records were of preeminent importance, e.g. names lists of survivors, descriptions are at the document level.

***Estimated proportion of Holocaust-related collections in your archive that are already adequately cataloged and in what language(s):***

*About 95% of NS related records in Vienna are catalogued.* Cataloguing is in German. However, we provided German – English explanations of our archival record group system as well as German – English descriptions of card indexes microfilmed by the USHMM. A database exists in the form of an excel list.

*About 90% of registry records are fully catalogued.* Cataloguing will be in German but we will again provide German – English explanations of the archival record group system and types of registry records to be microfilmed by the Genealogical Society of Utah. A database exists in the form of an excel list

*About 95% of the community records in Jerusalem (time period 19<sup>th</sup> and 20<sup>th</sup> century) deposited at the Central Archives of the History of the Jewish People: all A / W records from 1938 to April 1945 have been catalogued for microfilming (based on an existing catalogue by Dr. Avshalom Hodik) and three onsite visits. A database including all necessary information for the upcoming microfilming project has been prepared. About 30.000 pages related to the Holocaust but from after WWII still need to be processed and catalogued.*

***Has your archive developed a controlled vocabulary for the cataloging of its collections? If so, please describe briefly. If not, please explain:***

No. Since no formal institutional archives exists, the creation of a controlled vocabulary is planned for later on.

***Are the cataloging records accessible in an electronic format? If so, are they accessible to the public (if the electronic catalog is available on the Internet, please provide the Internet address)?***

Cataloging records exist in form of excel lists but are not yet accessible to the public. The records will be imported into an archival internet database which the Anlaufstelle of the IKG Vienna has developed together with the Austrian State archives and the commission for provenance research. A trial version of this internet database has already been launched. A date for the final launching has not been set yet.

***Is there more detailed information such as finding aids, survey notes, or other descriptive tools available for the collections in your archive? If so, please describe (if available on the Internet, please provide the Internet address; if not available on the Internet, please attach an example). Is such more detailed information available to the public?***

As explained above, additional bilingual descriptions have been added to NS relevant microfilmed card indexes so that researchers understand what information these cards contain and how they were used. These descriptions are clearly dated, i.e., they include a date representing what we knew about the card index at that point in time. As example I include a description of emigration card index.

Emigration Card Index of the Jewish Community of Vienna (IKG) – Auswanderungskartei der Israelitischen Kultusgemeinde Wien (IKG)  
(as of August 2002)

### *Description:*

The emigration card index of the IKG is one of the most extensive, self contained holdings offering personal data of Austrian Jews from the years 1938/39. This card index includes all those individuals who, being persecuted by the National Socialists, decided to leave the Deutsche Reich and registered that decision with the Emigration Department of the IKG.

At the time of microfilming this card index, we still do not know how many principal applicants and applications by relatives exist. As of August 2002, the only available numbers are based on an IKG statistics published August 1938 and an IKG report from January 1939. According to the attached statistics (which the IKG originally published August 15<sup>th</sup> 1938), the index then contained about 41,000 registration numbers. An IKG report from January 1939 reported that 43,336 principal registration numbers have been assigned (= 43,366 principal applicants and 74,643 relatives).

Each registration number represents one person (principal applicant) and in many cases several sub-numbers (relatives of principal applicant). As far as currently known, the card index is composed of a numerical card index, a personal name card index as well as an index of professions. All three are incomplete.

Numerical Card Index (filmed): This card index contains continuous registration numbers and sub-numbers (referring to relatives), first and last name, birthdate, birth place, country of birth, nationality, address, intended country of immigration, and information about relatives abroad, moreover former and possibly newly learnt professions, knowledge of foreign languages and whether the person possesses funds for emigrating.

Yellow cards denote male, pink cards female applicants. Cards without upper left corner indicate relatives.

Alphabetically Card Index (currently not filmed): These cards are ordered alphabetically by last name and contain continuous registration numbers and sub-numbers (referring to relatives) which, in turn, correspond to the numerical card index. The cards record first and last names of an individual, address, intended country of immigration as well as information about relatives abroad.

Card Index of Professions (currently not filmed): This card index is ordered by professions. However, it is presently largely unordered, in exceptionally bad archival condition, and is very incomplete. The cards record former and possibly newly learnt professions, knowledge of foreign languages, and whether the person possesses funds for emigrating.

#### Explanation of the Numbercodes of the Numerical Card Index:

Number Code for Principal Applicant: consists of registration number plus the number for the principal applicant (always 0) plus the sub-number (= number of relatives)

registration number

principal applicant is always "0"

1211 / 0 / 2

sub-number for relatives

Number Code for Relative: the relative is indicated twice through an identical sub-number following the principal registration number. For example: 1211/0/2 is the card of the principal applicant showing that there are 2 relatives. 1211/1/1 is the card for the first relative, 1211/2/2 the card for the second.

### Explaining the Included Lists of Mistakes

At the beginning of each roll of film, we are listing missing cards or writing mistakes. (Some cards combine several types of errors)

Types of Errors	Registration number: e.g.	Text used in these lists of mistake:	Explanation of types of errors
1.	1211/0	Identical number, identical applicant (duplicate)	Number and applicant are identical (duplicate).
2.	1211/0	Identical number, different applicants	2 cards have identical numbers but different names.
3.	1211/0	Applicant identical with 1212/0	2 cards have identical names and dates but different numbers.
4.	1211/2	Not listed as relative, last name not identical with principal applicant	Card of relative is present but not listed on card of principal applicant. Nor are last names identical.
5.	1211/0	No relatives listed, but 1211/1-x. It is possible that further relatives exist. <sup>1</sup>	Card of principal applicant does not list any relatives, although cards for relatives exist.
6.	1211/0	double, correct number would be 1212/0	Registration numbers are repeated in a series of principal applicants, e.g. 1211/0, 1211/0, 1213/0; sub-numbers are repeated among cards for relatives of one principal applicant, e.g., 1211/0, 1211/1, 1211/1.
7.	1211/0 /3	1211/1-x listed, but 1-y exist. It is possible that further relatives exist. <sup>2</sup>	More relatives exist than listed on card of principal applicant.
8.	1011/3	Writing mistake, should be 1211/3	A mistake is made with sub-numbers (relatives) for one principal applicant, e.g. 1211/0, 1211/1, 1211/2, 1011/3, 1011/4
9.	1211/0	Is missing, 1-x exist, there are possibly further relatives	There is no card for the principal applicant, but cards for relatives exist
10	1211	Missing completely	Number gap
11	1211/x	Is missing	One relative is missing.

<sup>1</sup> NUMBER/1-x stands for instance for 1211/1-4 (x = 4). That means the principal applicant, 1211/0, has 4 relatives.

<sup>2</sup> NUMBER/1-x is always smaller than NUMBER/1-y: e.g. 1211/1-3 (x = 3) is listed, but 1211/1-5 (y = 5) exist.

12 .	1211/1 -x	Are missing	Several relatives are missing.
13 .	1211	Principal applicant card is present but lacks the number 0 <sup>3</sup>	Principal applicant card does not list the number 0.
14 .	1211	Illegible	Name/parts of name are illegible, but number is readable

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<sup>3</sup> 0 always indicates principal applicant.

## ***Accessibility***

### ***Briefly describe your current policies regarding access to your collections.***

Since the IKG Vienna is still in the process of establishing an institutional archives (building and staff), records are currently not accessible to the general public in Vienna.

While the staff is aware of the uniqueness and completeness of the material and one of my tasks has been to process the material, provide brief descriptions, and organize the microfilming projects, the Anlaufstelle who is currently responsible for the records is primarily responsible to its clear task and clients (i.e. restitution).

We regret the situation, but individual research requests can not yet be answered.

However: the material will soon be available on microfilm at the USHMM in Washington, DC, and in a few years at the Central Archives of the History of the Jewish People in Jerusalem while the registry material will be accessible at the Genealogical Society of Utah. Registry material that is relevant to the holocaust will also be available on microfilm at the USHMM in Washington, DC.

The Anlaufstelle has designed a proposal for an interdisciplinary and international research institute plus archives where NS related records from the Jewish Community of Vienna will be deposited next to material from other archives. A realization of these plans, however, will depend on municipal and federal funding.

### ***Does your archive duplicate archival collections for other repositories? If so, please explain under what circumstances:***

As part of a cooperative agreement between the IKG Vienna, the USHMM and the Central Archives of the History of the Jewish People, the community records deposited in Jerusalem will be microfilmed and a copy of these microfilms will be available in Vienna and at the USHMM in Washington, DC.