



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:

KZ-Gedenkstätte Mittelbau-Dora
Kohnsteinweg 20
99734 Nordhausen

Internet address of web site, if applicable:

<http://www.dora.de/>

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

- files of war-crime trials against the staff of Mittelbau-Dora Concentration Camp (Dora-trial of Dachau, Bergen-Belsen trial, Dora trial in Essen)
- reports of former inmates
- files of Mittelbau-Dora Concentration Camp's administration
- documents concerning the SS-staff of Mittelbau-Dora Concentration Camp
- documents concerning the DP-Camp in Nordhausen
- files of the NS-administration in general (RSHA, WVHA and so forth) concerning Mittelbau-Dora Concentration Camp

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):

15 meters

Estimated number of pages of original records:

500 pages

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

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

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

25.000 pages

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

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

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:

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:

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.):

Systematic acquisition only starts in 2002. Annually Mittelbau-Dora Concentration Camp Memorial per average acquires 500-1000 pages in the value of 6000 Euro (photo-copies and other reproductions). The most important sources for our acquisitions are other repositories (Berlin Document Center, National Archives Washington). In most cases private donors are of minor importance.

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

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?

In 2004 the following projects are planned:

- acquisition of 35 photographs (duplicated negatives, liberation of Mittelbau-Dora Concentration Camp) in the value of 900 \$
- acquisition of 15 movies (liberation of Mittelbau-Dora Concentration Camp) in the value of \$5000 These acquisitions are meant for the planned new exhibition of the Mittelbau-Dora Concentration Camp Memorial, which will be opened in 2006.

Cataloging

Briefly describe your current cataloging practices:

In the past files were cataloged by the program FAUST without a controlled vocabulary. In 2003 a change in our cataloging practices took place: Since October 2003 we are cataloging our files by a data-base, which is programmed corresponding to the special needs of our document center. The Buchenwald Memorial also makes use of this system, so that the cooperation between the document centers of Buchenwald and Mittelbau-Dora became much more easier.

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

In the past our work was concentrated on the electronical registration of former inmates' personal data. 40.000 of 60.000 former inmates are registered in a data-base. Cataloging documents is in its infancy: only 10 % of our collection are adequately cataloged.

Has your archive developed a controlled vocabulary for the cataloging of its collections? If so, please describe briefly. If not, please explain: Our archive has developed a controlled alphabetic vocabulary in 2003, which encloses

250 words.

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)?

Personal data isn't accessible to the public. The electronic catalog of the collection isn't accessible to the public yet, because there is no computer terminal for the visitors of our document center. This situation will be changed after the removal to the new building in 2005.

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?

Accessibility

Briefly describe your current policies regarding access to your collections.

Access to our collection is possible by appointment (telephonic, e-mail, written). Inquiries of former inmates and their relatives are answered by letter after personal identification.

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