

F.No. IDS/43019//TRADOC/T&P/WH(PC-I) / 1803/D (GS-II)
Ministry of Defence
D (GS-II)

Room No.112, Sena Bhawan,
New Delhi-110011.

Dated 17th June, 2021

OFFICE MEMORANDUM

Subject : Policy on Archiving, Declassification & Compilation of War/Operations Histories-reg.

The undersigned is directed to convey the approval of Hon'ble Raksha Mantri on the policy of archiving, declassification and compilation/publication of war/operations histories by the Ministry of Defence. The approved policy containing details such as Archiving, Declassification, Compilation/Publication of War/Operation Histories, Coordination, Composition of Committee, Timeline for Compilation/Publication of War/Operations Histories is enclosed herewith.

2. The responsibility for declassification of records rests with the respective organisations as specified in the Public Record Act 1993 and Public Record Rules 1997, as amended from time to time. According to the policy, records should ordinarily be declassified in 25 years. Records older than 25 years should be appraised by archival experts and transferred to the National Archives of India once the war/operations histories have been compiled.

3. The History Division will be responsible for coordination with various departments while compiling, seeking approval and publishing of war/operations histories. The policy mandates constitution of a committee headed by Joint Secretary, MoD and comprising of representatives of the Services, MEA, MHA and other organisations and prominent military historians (if required), for compilation of war/ operations histories.