Proposal for general reconciliation

The current record sequence contains contradictory office instructions and unassigned custodial consequences. The Working Group proposes a controlled register that would reduce duplicate descriptions to one current account, while preserving a citation to the retired version.

The proposed authority is administrative: where an account has no acknowledgement or recognized independent retention, the controlling register may mark it superseded. The draft treats absence of an entered return as absence of a continuing outside account.

Condition in proposal	Proposed treatment
Acknowledged office copy	Carry into the controlling register
Outside account with recognized retention	Preserve separately and cite its disposition
Account without acknowledgement or recognized independent retention	Eligible for supersession by the controlling register

RELEASED FOR REFERENCE
RR/26/121 - 27 SEP 2026

Proposal only. The clause concerning an outside account is repeated precisely in the later review.

Reconciliation Working Group / 15 September 2026

Scope, objections and decision sought

This draft is offered for records policy review. It does not authorize the operation of an object or apparatus. A records rehearsal will show what the proposed condensation removes from existing descriptions.

The Working Group asks Records & Access and Collections & Custody to determine whether an unreturned copy can ever be treated as surrendered solely because the office cannot locate an acknowledgement. The 1944 undertaking requires separately attributable disposition of an outside account; its clause must be reconciled with the proposed rule before any adoption.

No existing personnel correction is to be reversed by circulation of this draft. The proposed rule has no operative effect until a signed determination is entered.

I. Marlow · Convenor, Reconciliation Working Group · 15 September 2026

RELEASED FOR REFERENCE
RR/26/121 - 27 SEP 2026

Draft proposal; no operative authority granted.

Reconciliation Working Group / 18 September 2026

Before and after · North Reading Room sample

Records rehearsal; no operative apparatus used. The Working Group transcribed source descriptions into a proposed consolidated register and compared the output to the released records. No tray, volume or service procedure was operated in this exercise.

Source description before	Condensed draft after
12 and 19 October service entries kept separately	One combined service discrepancy
Witnessed procedure and ordinary desk comparison both retained	Observed irregular order retained; ordinary comparison omitted
Certified personnel duplicate requested; insertion unacknowledged	Matter marked closed against equipment receipt 43

The draft preserves that the unusual order was observed. It removes the control needed to distinguish a timed irregularity from ordinary desk movement.

Working copy; proposed fields, not an adopted register.

Reconciliation Working Group / 18 September 2026

Textual difference list and method

Difference 1: the ordinary desk comparison is absent from the proposed public description. Difference 2: the certified duplicate's insertion status changes from unacknowledged to closed. Difference 3: receipt 43 is used as a common closure key although its signature covers equipment transfer.

Method: transcribe each source field; merge by shared reference number; label any matter without a separate receiving entry as resolved under the controlling register; compare result to the source file. The method produces a shortened description. It does not establish that any historical event has changed.

The Working Group retained this rehearsal so a reviewer can see exactly what the rule would remove.

I. Marlow · Reconciliation Working Group · 18 September 2026

Records rehearsal; no operative apparatus used.

Acknowledgement exceptions

The proposed controlling register is incomplete at three points. Equipment receipt 43 acknowledges a brass tray, not insertion of a personnel correction. The dispatch request for that correction has a destination but no receiving entry. The 1944 undertaking requires separately attributable evidence before an outside account is treated as returned or replaced.

These are different transactions. A shared file number does not make one signature discharge them all. The 1961 counterfoil and witnessed comparison should remain available with their ordinary comparator.

Claim of completion	Evidence in hand	Audit result
Equipment transfer	Signed receipt 43	Established for equipment
Personnel insertion	Dispatch request; no receiving entry	Not established
Outside-copy surrender	No separately attributable return	Not established

Audit as of 22 September 2026. Later personnel review is not part of this original.

Records & Access / 22 September 2026

Source schedule and recommendation

Reviewed source references: RA-IR-1961-042-R02, R03 and R04 for the timing and comparison; RA-IR-1961-044-R01 to R03 for equipment and correspondence; RA-IR-1944-017-R01 to R03 for the named subject and outside-copy term. The 1944 schedule and acceptance were read as an agreement, without adopting a theory of their physical operation.

Recommendation: do not confer consolidation authority until each class of acknowledgement is identified, and retain the ordinary comparator in any public account. A determination on personnel conduct is pending at the date of this audit.

Publication annotation, 27 September 2026: the personnel determination entered on 24 September is now available as RA-IR-1961-042-R05. That later finding is cited here for the reader and was not a source available to the 22 September audit.

M. Avery · Records & Access · 22 September 2026

The publication annotation is dated separately from the signed audit.

Executed determination

The General Reconciliation proposal of 15 September 2026 is held. Its consolidation authority is not established by the acknowledgements it relies upon. The 18 September rehearsal demonstrates that the proposed register would omit the ordinary comparison and treat an unacknowledged personnel insertion as closed.

Under the custodial undertaking accepted on 20 June 1944, an outside account cannot be deemed returned or superseded merely by changing the office register. Unreturned independent reference copies are not deemed surrendered. A personnel exoneration entered after source review may not be automatically superseded by this process.

Records & Access will retain the 1961 ordinary comparison, the equipment and correspondence distinction, and the reviewed personnel finding as separately citable descriptions. This determination takes effect on signature; the proposal has no standing as a replacement register.

M. Avery · Head of Records & Access · signed and entered 27 September 2026

Executed institutional hold. No reader action is required for it to take effect.

Records & Access / 27 September 2026

Grounds and limits of the hold

Ground	Cited attachment
Proposed supersession clause	RA-IR-2026-002-R01
Omitted comparison in rehearsal	RA-IR-2026-002-R02
Acknowledgement exceptions	RA-IR-2026-002-R03
Independent-copy obligation	RA-IR-1944-017-R03
Personnel correction retained	RA-IR-1961-042-R05

The hold is a records and custody decision. The office has not established a general causal explanation for the recorded 1961 service order or for the effect of every arrangement held by the institution. No broader claim is required to reject an incomplete account.

Further correction would require source-specific evidence and a separately signed decision. An unlocated outside copy remains unlocated; it is not silently converted to a surrendered copy.

Reservation on the proposed register

The ordinary comparison should accompany any description of the North Reading Room entry. Receipt 43 records the withdrawal of a brass tray; it cannot fill a blank acknowledgement for a personnel enclosure or dispose of a separately held copy.

A copy may remain in service after the equipment has been withdrawn. Our section has seen descriptions acquire further references after transfer between offices. I reserve the possibility that a sufficiently full description reproduces a relationship beyond its originating office. That is an operational concern offered for review, not a demonstrated rule in every collection.

The proposal should therefore be held until outside accounts, office custody and personnel corrections have separate dispositions. A shorter register may be easier to administer; ease does not make its missing fields true.

L. Carden · Collections & Custody · 23 September 2026

RELEASED FOR REFERENCE
RR/26/121 - 27 SEP 2026

Retained departmental carbon. The author's operational theory is not an institutional finding.

Disposition ledger

Matter	Entered disposition	Authority
General Reconciliation proposal	Held; no controlling-register substitution	RA/DET/26/21
External reference accounts	Retained as independently attributable; no deemed surrender	TS/44/20
Personnel correction	Preserved; no automatic supersession	RA/PR/2026-09
Enclosure IX	Retained in administrative use; not in public packet	REC/61/IX-S

Return of an independent reference copy is not a condition of this finding. The signed hold was entered before preparation of this public schedule. An unreturned copy remains an outstanding account, not a consent to the proposed register.

N. Greer · Records & Access · entry checked by M. Avery · 27 September 2026

Records & Access / 27 September 2026

Release schedule and scope

Attachment	Source	Released folios
R01	General Reconciliation proposal	01–02
R02	Records rehearsal	03–04
R03	Exceptions audit	05–06
R04	Executed determination	07–08
R05	Departmental reservation	09
R06	Disposition and schedule	10–11

Eleven folios are released. The 22 September audit's citation to the 24 September personnel finding is expressly a 27 September publication annotation. The retained instruction leaf, Enclosure IX, is outside this release.

The public selection documents the conflict, the rehearsal, the audit and the executed hold. It does not authorize operation of the withdrawn North Reading Room equipment or establish a theory of every custodial arrangement.

Reference release 01 · RR/26/121.