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Folder Title: World Bank Group Historian - Terms of Reference, Organization, and Budget

Folder ID: 30190066

Series: Administrative files

Dates: 11/26/1992 - 01/21/1993

Fonds: Records of the Office of the Historian

ISAD Reference Code: WB IBRD/IDA HIST-02

Digitized: 02/18/2022

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THE WORLD BANK

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World Bank Group Historian - Terms of Reference, Organization, and Budget

OFFICE MEMORANDUM

DATE: January 21, 1993

TO: Mr. Jochen Kraske

FROM: Bilsel Alisbah

EXTENSION: 80161

SUBJECT: World Bank Group Historian: Terms of Reference

1. With effect from January 1, 1993, you will be assigned the official historian of the World Bank Group in charge of the World Bank Group Historical Office which you will set up.

2. In your assignment you will be responsible to the Vice-President of Personnel and Administration (PAAVP).

3. As the Bank Group Historian, you will have the following responsibilities:

- develop and maintain an authoritative record of events, policies and the activities of, and major developments related to the World Bank Group, and maintain a running narrative of them;
- prepare such background papers on events, policies and developments as may be required;
- as may be required, prepare ad hoc histories of particular episodes, trends or policies in the evolution of the Bank Group that may be of significance to the understanding of its work;
- advise the Archivist on the collection and preservation of records considered of lasting significance;
- manage an oral history program; and
- select and prepare records for publication.

4. The initial 12 months in your assignment should be devoted principally to the following tasks:

- orientation, including reading and studies under the guidance of a professional historian with specific experience in the field of "institutional historiography";
- investigation and analysis of comparable work performed in other organizations, principally other international organizations belonging to the U.N. family;
- start-up of an authoritative record referred to in the previous paragraph;
- revival of the oral history program of the World Bank Group; and
- liaison with the 50-year history project, such as may still be necessary.

January 21, 1993

5. In carrying out your assignment, you will have the support of a Program Assistant and a Research Assistant. You will prepare an annual work program and budget for the Historical Office setting out the reasonable requirement of consultant services and the cost of travel.

6. In performing the responsibilities as the World Bank Group's official historian, you will have full and unrestricted access to all Bank files, records and personnel, including inter alia the verbatim transcript of Board meetings, confidential operational records, and, when appropriate, through the Vice-President, Personnel and Administration, to personnel records (excluding records relating to health and ethics issues).

7. The assignment will be for a three-year period. After the completion of two years in the assignment, a comprehensive evaluation of the work of the Historical Office will be carried out to determine more precisely the role of the office, its relationship with other parts of the Bank, the kind of support it will require from the Bank to perform its various functions effectively, and its cost.

cc: Messrs.: Karaosmanoglu
Thahane
de Capitani
Ms.: San Jose



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Document Date 26 November 1992	Document Type Memorandum
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Correspondents / Participants
Pilar J. San Jose to Bilsel Alisbah

Subject / Title
The Historian's Office

Exception No(s).

1 2 3 4 5 6 7 8 9 10 A-C 10 D Prerogative to Restrict

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Withdrawn by A. Miller	Date Jul 11, 2013
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