

Findaid 1/2/27

LWA

Magistrate Walvis Bay

1881-1982

2nd edition, Windhoek, 2018

National Archives of Namibia
Findaid 1/2/27: Magistrate Walvis Bay 1881-1982
2nd edition, July 2018
Compiled by Clive Kirkwood, July 1983
Accrual added by L.Plessis, September 1996
New introduction by Werner Hillebrecht, July 2018
Windhoek, July 2018

© National Archives of Namibia



Attribution-NonCommercial-ShareAlike CC BY-NC-SA

Republic of Namibia
Ministry of Education, Arts and Culture
National Archives of Namibia
P/Bag 13250
Windhoek
Namibia

Tel. +264–61–2935211 (switchboard), 2935210 or 2935208 (reading room)
Fax +264–61–2935207
national.archives@nlas.gov.na



Walvis Bay Magistrate John James Cleverly (sitting in wicker chair) and his family

LWA

Walvis Bay Magistrate 1881-1982

Introduction

Notes on the restitution these records in 2007

The files in the fonds LWA had been transferred from Walvis Bay to South Africa after the Republic of South Africa claimed Walvis Bay as part of its territory in 1977, and were kept in the Cape Provincial Archives, Cape Town. Some of the oldest files had already been in the National Archives of Namibia before they were transferred to Cape Town.

They now complement those more recent records of the Walvis Bay Magistrate, which had been transferred by the Magistrate after the re-integration of Walvis Bay to the National Archives of Namibia as fonds LWB.

After the re-integration of Walvis Bay into Namibian territory in 1994, the LWA records were earmarked for restitution to Namibia in 1997, upon a decision by the South African Cabinet. A symbolic hand-over by the South African Minister of Arts, Culture and Technology, the Hon. Pallo Jordan, took place in Windhoek on 17 August 2005.

After microfilming of the files had been finalised, they were actually restituted to the National Archives of Namibia in July 2007. A microfilm is being retained in South Africa.

In view of the history of these records, it was decided upon their return to keep them apart as a separate archival fonds and to name it LWA. They had previously been organised at the Cape Archives Depot with the group code 1/WLB.

Administrative history of Walvis Bay

Walvis Bay was not included in the area which was declared German South West Africa in 1884. The bay and surrounding areas had been annexed by the British Crown on 12 March 1878 by Commander R.C. Dyer.¹

The annexation was confirmed, and transferred to the Cape Colony, by the “Port and settlement of Walvis Bay and St.John’s River Territories Annexation Act, 1884” (Act no.35 of 1884), by virtue of the Royal Letters Patent of 14 December 1878. The boundaries of the area were defined by P. Wrey in 1885. As the wording of the delimitation was deemed unclear, the boundary was settled between Britain and German by an international arbitrator, Joaquin Fernandez Prida, in 1911.²

In 1910 Walvis Bay became part of the Union of South Africa.³

¹ *Imperial Blue Book on South African Affairs*, August 1878, C.2144, p.6

² *Deutsches Kolonialblatt*, vol.22(1911), p.927-965

³ *Union of South Africa Government Gazette*, No.1266, 15 Sep.1922

The “South West Africa Affairs Act, 1922” (Act no.24 of 1922) provided that the port and settlement of Walvis Bay came under the Administration for South West Africa in Windhoek. The Act came into operation on 1 October 1922 in terms of Proclamation no.145 of 1922.

In anticipation of a possible independence of Namibia, and in order to deny an independent Namibia its only deep-water port, Act no.24 of 1922 was repealed by Proclamation no.R.202 of 1977,⁴ which provided that Walvis Bay again be administered as part of the Cape Province. This annexation was not recognised by the international community.

From 15 January 1993, Walvis Bay was under a joint administrative authority agreed between Namibia and South Africa.⁵

As agreed in the Kempton Park negotiations for the democratic transition of South Africa, the territory of Walvis Bay and the offshore islands was finally returned to Namibia on 1 March 1994.⁶

History of the Magistrate’s Office Walvis Bay

List of Magistrates⁷

Dates	Magistrate
1.6.1878-1880	D. Erskine
1879-Jan.1880	W.E. Manning (acting for Erskine)
1880-Nov.1880	William Coates Palgrave
Nov.1880-1882	Benhamin d’Urban Musgrave
Aug,1882-13.6.1883	E.J. Whindus
13.5.1883-7.8.1884	J.S. Simpson
7.8.1884-1885	J.S. Simpson
1885-1889	Emile S. Rolland
1889-1901	John James Cleverly
1902-1903	Frank H. Guthrie ⁸
1903-Aug.1905	John James Cleverly (2 nd time)
Aug.1905-1909?	David Eadie
1909-1915	J.M. Richards

After the conquest of German South West Africa in 1915, the Magistrate’s office was in September 1915 transferred to Swakopmund, from where the Magistrate held a weekly periodical court at Walvis Bay.⁹ This is confirmed by the weekly entries in 1/2/1/1 Criminal Record Book, 1909 Jul.-1925 Apr. The frequency of hearings later increased.

The large hiatuses in this group are thus explained, and may be supplemented by the Archives of the Magistrate of Swakopmund (Archival group LSW, findaid 1/2/21).

⁴ Republic of South Africa Government Gazette no.5731, 31 Aug 1977

⁵ Namibia-South Africa Agreement on the Joint Administration of Walvis Bay and the offshore islands. Exchange of notes, October 30, 1992 and November 9,1992. *International Legal Materials*, vol.32, no.4 (1993), p.1152-1158

⁶ Walvis Bay and Offshore Islands Act, Act 1 of 1994 (*Namibia Government Gazette* 805) put into force by Proclamation 6 of 1994 (*Namibia Government Gazette* 806)

⁷ Wikipedia, *List of colonial governors of Walvis Bay*, accessed 1.7.2018

⁸ Guthrie left an autobiographical account *Frontier Magistrate*, (Cape Town, undated, ca.1940s). NAN: L.0150

⁹ J.J.J. Wilken and G.J. Fox, *The history of the port and settlement of Walvis Bay*, Johannesburg 1978, p.104. NAN: BB/2453

In September 1952, an office of a Detached Assistant Magistrate was established at Walvis Bay and in Nov.1952 a full-time Assistant Magistrate was appointed. In August 1958 Walvis Bay became an independent magisterial district.¹⁰

Practical hints for use of this fonds

The fonds LWA covers the years 1881-1982, with large gaps for the time when magisterial duties were administered by the Magistrate of Swakopmund (see above). Many early records were destroyed by a fire in 1907 or 1909 (see below footnote).

After transfer to Windhoek, the shelf numbering with very long hierarchical numbers such as 1/WLB 4/4/4/2/1 (column 2 of the list) that had been given by the Cape Town Archives Depot was amended by a new storage unit numbering from 1-289 (column 1). The old numbering was not deleted to allow cross-referencing with older citations in the literature. This can, however, lead to confusion in retrieval. Please cite both the new storage unit number and the older reference number when ordering from this fonds.

The fonds LWA is currently (2018) not yet reflected in the COURT and NAN databases.

This finding aid needs further detail listing of the sections 1/1 Criminal cases, 3/1 Inquests, C7 Native Estates. An item listing of important items in 4/1 (Letters received) and possibly 5 (Papers dispatched) would probably also be useful.

Werner Hillebrecht, July 2018

Under use of information by Clive Kirkwood, July 1983

¹⁰ Ibid., p.105

Contents

No.	Description	Pages
1/1	Criminal cases. Records of proceedings	7
1/2	Criminal record books	7-11
1/3	Warrants	12
2	Civil cases	12
3	Inquests	12
4	Papers received	12-13
5	Papers despatched	13-14
6	Journals	14
7	Authority books	14
8	Marriage papers	14
9	Licence registers	14
10	Liquor permit books	14
11	Contracts etc	14
12	Miscellaneous	14-15
A	Deputy Registrar of Births and Deaths	15
B	Port Health Officer	15
C	Chief Constable	15-16
D	Assistant Provost Marshal	16
E	Postmaster	16
F	Immigration Officer	16-17
G	Liquor Licensing Court	17
Add	Addenda	17

Listing

1/1 Criminal cases. Records of proceedings¹¹

St. unit	File / volume	Description	Period
001	1/1/01	Criminal cases. Records of proceedings	1883-1896
002	1/1/02	Criminal cases. Records of proceedings	1897-1909
003	1/1/03	Criminal cases. Records of proceedings	1971-1972
003	1/1/04	Criminal cases. Records of proceedings	1973-1973
004	1/1/05	Criminal cases. Records of proceedings	1974-1975

1/2 Criminal record books¹²

St. unit	File / volume	Description	Period
005	1/2/1/01	Criminal record book	1909-1925
006	1/2/1/02	Criminal record book	1925-1927
007	1/2/1/03	Criminal record book	1927-1929
008	1/2/1/04	Criminal record book	1929-1932
009	1/2/1/05	Criminal record book	1932-1935
010	1/2/1/06	Criminal record book	1935-1937
011	1/2/1/07	Criminal record book	1937-1939
012	1/2/1/08	Criminal record book	1939-1941
013	1/2/1/09	Criminal record book	1941-1943
014	1/2/1/10	Criminal record book	1943-1945
015	1/2/1/11	Criminal record book	1945-1948
016	1/2/1/12	Criminal record book	1948-1950
017	1/2/1/13	Criminal record book	1950-1952
018	1/2/1/14	Criminal record book ¹³	1952-1953
019	1/2/1/15	Criminal record book	1952-1953
020	1/2/1/16	Criminal record book	1955-1953
021	1/2/1/17	Criminal record book	1954-1954
022	1/2/1/18	Criminal record book	1954-1954
023	1/2/1/19	Criminal record book	1954-1955
024	1/2/1/20	Criminal record book	1955-1955
025	1/2/1/21	Criminal record book	1955-1955
026	1/2/1/22	Criminal record book	1955-1956
027	1/2/1/23	Criminal record book	1956-1956
028	1/2/1/24	Criminal record book	1956-1956

¹¹ The criminal cases from 1902 onwards have been weeded and are consequently incomplete.

¹² Criminal record books for the period before July 1909 were presumably destroyed by fire in that year. (See file 4/1/1/1, Letter from the Magistrate of Swakopmund, dated 11.11.1953. J.H. Esterhuysen in South West Africa 1880-1894, p.x, gives 1907 as the date of the fire).

¹³ A system of alternate days was practiced inconsistently between July 1952 and June 1953.

St. unit	File / volume	Description	Period
029	1/2/1/25	Criminal record book	1956-1957
030	1/2/1/26	Criminal record book	1957-1957
031	1/2/1/27	Criminal record book	1957-1957
032	1/2/1/28	Criminal record book	1957-1957
033	1/2/1/29	Criminal record book	1957-1958
034	1/2/1/30	Criminal record book	1958-1958
035	1/2/1/31	Criminal record book	1958-1958
036	1/2/1/32	Criminal record book	1958-1958
037	1/2/1/33	Criminal record book	1958-1958
038	1/2/1/34	Criminal record book	1958-1959
039	1/2/1/35	Criminal record book	1959-1959
040	1/2/1/36	Criminal record book	1959-1959
041	1/2/1/37	Criminal record book	1959-1959
042	1/2/1/38	Criminal record book	1959-1959
043	1/2/1/39	Criminal record book	1959-1960
044	1/2/1/40	Criminal record book	1960-1960
045	1/2/1/41	Criminal record book	1960-1960
046	1/2/1/42	Criminal record book	1960-1960
047	1/2/1/43	Criminal record book	1960-1960
048	1/2/1/44	Criminal record book	1960-1961
049	1/2/1/45	Criminal record book	1961-1961
050	1/2/1/46	Criminal record book	1961-1961
051	1/2/1/47	Criminal record book	1961-1961
052	1/2/1/48	Criminal record book	1961-1961
053	1/2/1/49	Criminal record book	1962-1962
054	1/2/1/50	Criminal record book	1962-1962
055	1/2/1/51	Criminal record book	1962-1962
056	1/2/1/52	Criminal record book	1962-1963
057	1/2/1/53	Criminal record book	1963-1963
058	1/2/1/54	Criminal record book	1963-1963
059	1/2/1/55	Criminal record book	1963-1963
060	1/2/1/56	Criminal record book	1963-1963
061	1/2/1/57	Criminal record book	1963-1964
062	1/2/1/58	Criminal record book	1964-1964
063	1/2/1/59	Criminal record book	1964-1964
064	1/2/1/60	Criminal record book	1964-1964
065	1/2/1/61	Criminal record book	1964-1964
066	1/2/1/61	Criminal record book	1964-1965
067	1/2/1/63	Criminal record book	1965-1965
068	1/2/1/64	Criminal record book	1965-1965
069	1/2/1/65	Criminal record book	1965-1965
070	1/2/1/66	Criminal record book	1965-1965
071	1/2/1/67	Criminal record book	1965-1965
072	1/2/1/68	Criminal record book	1965-1966
073	1/2/1/69	Criminal record book	1966-1966
074	1/2/1/70	Criminal record book	1966-1966

St. unit	File / volume	Description	Period
075	1/2/1/71	Criminal record book	1966-1966
076	1/2/1/72	Criminal record book	1966-1966
077	1/2/1/73	Criminal record book	1966-1966
078	1/2/1/74	Criminal record book	1966-1966
079	1/2/1/75	Criminal record book	1966-1967
080	1/2/1/76	Criminal record book	1967-1967
081	1/2/1/77	Criminal record book	1967-1967
082	1/2/1/78	Criminal record book	1967-1967
083	1/2/1/79	Criminal record book	1967-1967
084	1/2/1/80	Criminal record book	1967-1967
085	1/2/1/81	Criminal record book	1967-1967
086	1/2/1/82	Criminal record book	1967-1968
087	1/2/1/83	Criminal record book	1968-1968
088	1/2/1/84	Criminal record book	1968-1968
089	1/2/1/85	Criminal record book ¹⁴	1968-1968
090	1/2/1/86	Criminal record book	1974-1974
091	1/2/1/87	Criminal record book	1974-1974
092	1/2/1/88	Criminal record book	1974-1974
093	1/2/1/89	Criminal record book	1974-1974
094	1/2/1/90	Criminal record book	1974-1974
095	1/2/1/91	Criminal record book	1974-1974
096	1/2/1/92	Criminal record book	1974-1974
097	1/2/1/93	Criminal record book	1974-1974
098	1/2/1/94	Criminal record book	1974-1974
099	1/2/1/95	Criminal record book	1974-1975
100	1/2/1/96	Criminal record book	1975-1975
101	1/2/1/97	Criminal record book	1975-1975
102	1/2/1/98	Criminal record book	1975-1975
103	1/2/1/99	Criminal record book	1975-1975
104	1/2/1/100	Criminal record book	1975-1975
105	1/2/1/106	Criminal record book	1975-1975
106	1/2/1/102	Criminal record book	1975-1975
107	1/2/1/103	Criminal record book ¹⁵	1975-1975
108	1/2/1/104	Criminal record book	1975-1975
109	1/2/1/105	Criminal record book	1976-1976
110	1/2/1/106	Criminal record book	1976-1976
111	1/2/1/107	Criminal record book	1976-1976
112	1/2/1/108	Criminal record book	1976-1976
113	1/2/1/109	Criminal record book	1976-1976
114	1/2/1/110	Criminal record book	1976-1976
115	1/2/1/111	Criminal record book	1976-1976
116	1/2/1/112	Criminal record book	1976-1976

¹⁴ During the period April 1968-Jan. 1974 separate criminal record books for alternate days were kept. See vols. LWA 1/2/2/1-

¹⁵ Separate criminal record books were kept by the T-Court between Oct.1975 and Dec.1976. See cols. 1/2/3/1-1/2/3/4

St. unit	File / volume	Description	Period
117	1/2/1/113	Criminal record book	1976-1977
118	1/2/1/114	Criminal record book	1977-1977
119	1/2/1/115	Criminal record book	1977-1977
120	1/2/1/116	Criminal record book	1977-1977
121	1/2/1/117	Criminal record book	1977-1977
122	1/2/1/118	Criminal record book	1977-1977
123	1/2/1/119	Criminal record book	1977-1977
124	1/2/1/120	Criminal record book	1977-1978
125	1/2/1/121	Criminal record book	1978-1978
126	1/2/1/122	Criminal record book	1978-1978
127	1/2/1/123	Criminal record book	1978-1978
128	1/2/1/124	Criminal record book	1978-1978
129	1/2/1/125	Criminal record book	1978-1978
130	1/2/1/126	Criminal record book	1978-1979
131	1/2/1/127	Criminal record book	1979-1979
132	1/2/1/128	Criminal record book	1979-1979
133	1/2/1/129	Criminal record book	1979-1979
134	1/2/1/130	Criminal record book	1979-1979
135	1/2/1/131	Criminal record book	1979-1980
136	1/2/1/132	Criminal record book	1980-1980
137	1/2/1/133	Criminal record book	1980-1980
138	1/2/1/134	Criminal record book	1980-1980
139	1/2/1/135	Criminal record book	1981-1981
140	1/2/1/136	Criminal record book	1981-1981
141	1/2/1/137	Criminal record book	1981-1981
142	1/2/1/138	Criminal record book	1982-1982
143	1/2/1/139	Criminal record book	1982-1982
144	1/2/1/140	Criminal record book	1982-1982
145	1/2/1/141	Criminal record book	1982-1982
146	1/2/1/142	Criminal record book	1982-1982
147	1/2/1/143	Criminal record book	1982-1982
148	1/2/2/01	Alternate days criminal record book	1968-1968
149	1/2/2/02	Alternate days criminal record book	1968-1968
150	1/2/2/03	Alternate days criminal record book	1968-1968
151	1/2/2/04	Alternate days criminal record book	1968-1968
152	1/2/2/05	Alternate days criminal record book	1968-1968
153	1/2/2/06	Alternate days criminal record book	1968-1969
154	1/2/2/07	Alternate days criminal record book	1968-1969
155	1/2/2/08	Alternate days criminal record book	1969-1969
156	1/2/2/09	Alternate days criminal record book	1969-1969
157	1/2/2/10	Alternate days criminal record book	1969-1969
158	1/2/2/11	Alternate days criminal record book	1969-1969
159	1/2/2/12	Alternate days criminal record book	1969-1969
160	1/2/2/13	Alternate days criminal record book	1969-1969
161	1/2/2/14	Alternate days criminal record book	1969-1970
162	1/2/2/15	Alternate days criminal record book	1969-1970

St. unit	File / volume	Description	Period
163	1/2/2/16	Alternate days criminal record book	1970-1970
164	1/2/2/17	Alternate days criminal record book	1970-1970
165	1/2/2/18	Alternate days criminal record book	1970-1970
166	1/2/2/19	Alternate days criminal record book	1970-1970
167	1/2/2/20	Alternate days criminal record book	1970-1970
168	1/2/2/21	Alternate days criminal record book	1970-1970
169	1/2/2/22	Alternate days criminal record book	1970-1970
170	1/2/2/23	Alternate days criminal record book	1970-1970
171	1/2/2/24	Alternate days criminal record book	1970-1970
172	1/2/2/25	Alternate days criminal record book	1971-1971
173	1/2/2/26	Alternate days criminal record book	1971-1971
174	1/2/2/27	Alternate days criminal record book	1971-1971
175	1/2/2/28	Alternate days criminal record book	1971-1971
176	1/2/2/29	Alternate days criminal record book	1971-1971
177	1/2/2/30	Alternate days criminal record book	1971-1971
178	1/2/2/31	Alternate days criminal record book	1971-1971
179	1/2/2/32	Alternate days criminal record book	1971-1971
180	1/2/2/33	Alternate days criminal record book	1971-1971
181	1/2/2/34	Alternate days criminal record book	1971-1971
182	1/2/2/35	Alternate days criminal record book	1971-1971
183	1/2/2/36	Alternate days criminal record book	1971-1971
184	1/2/2/37	Alternate days criminal record book	1972-1972
185	1/2/2/38	Alternate days criminal record book	1972-1972
186	1/2/2/39	Alternate days criminal record book	1972-1972
187	1/2/2/40	Alternate days criminal record book	1972-1972
188	1/2/2/41	Alternate days criminal record book	1972-1972
189	1/2/2/42	Alternate days criminal record book	1972-1972
190	1/2/2/43	Alternate days criminal record book	1972-1972
191	1/2/2/44	Alternate days criminal record book	1972-1972
192	1/2/2/45	Alternate days criminal record book	1972-1973
193	1/2/2/46	Alternate days criminal record book	1972-1973
194	1/2/2/47	Alternate days criminal record book	1973-1973
195	1/2/2/48	Alternate days criminal record book	1973-1973
196	1/2/2/49	Alternate days criminal record book	1973-1973
197	1/2/2/50	Alternate days criminal record book	1973-1973
198	1/2/2/51	Alternate days criminal record book	1973-1973
199	1/2/2/52	Alternate days criminal record book	1973-1973
200	1/2/2/53	Alternate days criminal record book	1973-1974
201	1/2/2/54	Alternate days criminal record book	1973-1973
202	1/2/2/55	Alternate days criminal record book	1973-1974
203	1/2/3/1	T-Court. Criminal record book	1975-1975
204	1/2/3/2	T-Court. Criminal record book	1976-1976
205	1/2/3/3	T-Court. Criminal record book	1976-1976
206	1/2/3/4	T-Court. Criminal record book	1976-1976
207	1/2/4/1	Regional Court. Criminal record book	1974-1980

1/3 Warrants

St. unit	File / volume	Description	Period
208	1/3/1	Warrants	1909-1911

**2 Civil cases¹⁶
Magistrate**

208	2/1/1/1	Civil cases. Magistrate. Records of proceedings	1966-1967
-----	---------	---	-----------

Bantu Affairs Commissioner¹⁷

209	2/1/2/1	Bantu Affairs Commissioner. Records of proceedings	1956-1966
-----	---------	--	-----------

3 Inquests¹⁸

209	3/1	Inquests	1900-1902
-----	-----	----------	-----------

4 Papers Received**4/1 Letters Received¹⁹**

St. unit	File / volume	Description	Period
210	4/1/01/1	Letters received	1881-1890
211	4/1/01/1	Letters received	1891-1892
212	4/1/01/3	Letters received	1893-1895
213	4/1/01/4	Letters received	1896-1897
214	4/1/01/5	Letters received	1898-1899
215	4/1/01/6	Letters received	1900-1903
216	4/1/01/7	Letters received	1904-1908
217	4/1/02/1	Letters received. Prime Minister	1901-1910
217	4/1/03/1	Letters received. Colonial Secretary	1882-1910
217	4/1/04/1	Letters received. Secretary for Native Affairs	1882-1909
218	4/1/05/1	Letters received. Treasurer	1902-1912
218	4/1/06/1	Letters received. Attorney-General	1882-1913
218	4/1/07/1	Letters received. Commissioner of Public Works	1882-1910
218	4/1/08/1	Letters received. Secretary for Agriculture	1909-1913
218	4/1/09/1	Letters received. Surveyor-General	1906-1913
219	4/1/10/1	Letters received. Postmaster-General	1883-1912
219	4/1/11/1	Letters received. Controller of Customs ²⁰	1885-1910

¹⁶ The civil cases have been weeded and are consequently incomplete

¹⁷ Formerly known as Native Commissioner. The appointment of the Magistrate of Walvis Bay as Bantu Affairs Commissioner could not be traced.

¹⁸ Inquests subsequent to 1 Jan.1903 have been destroyed in accordance with limited authority no.10/1/2/23/1 of 29.10.1063 of the Director of Archives and par.B © of Annexure to the Justice Code

¹⁹ Certain volumes also contain telegrams received

²⁰ Also contains printed customs statistics for the years 1905-1907

St. unit	File / volume	Description	Period
219	4/1/12/1	Letters received. Department of Public Health	1905-1910
219	4/1/13/1	Letters received. Various Government offices ²¹	1885-1913
219	4/1/14/1	Letters received. Master of the Supreme Court	1882-1911
219	4/1/15/1	Letters received. Resident Magistrate, Cape Town	1882-1882
219	4/1/16/1	Letters received. Civil Commissioner, Cape	1903-1909
220	4/1/17/1	Letters received. Chief Constable, Walvis Bay	1905-1912
220	4/1/18/1	Letters received. District Surgeon, Walvis Bay	1901-1909
220	4/1/19/1	Letters received. Military authorities	1881-1913
220	4/1/20/1	Letters received. German SWA authorities	1882-1913
221	4/1/21/1	Letters received. Private individuals and miscellaneous ²²	1883-1915
222	4/1/22/1	Letters received. Department of the Interior	1910-1913
222	4/1/23/1	Letters received. Department of Justice ²³	1911-1913
222	4/1/24/1	Letters received. Department of Inland Revenue	1911-1913
223	4/1/25/1	Letters received. Department of Lands	1911-1913
223	4/1/26/1	Letters received. South African Railways	1911-1913
223	4/1/27/1	Letters received. Commissioner of Police	1912-1913
223	4/1/28/1	Letters received. Director of Prisons	1911-1913

4/2 Circulars Received

224	4/2/1/1	Circulars received. Secretary for Native Affairs	1909-1916
224	4/2/2/1/1	Circulars received. Department of Inland Revenue	1910-1916
225	4/2/2/2/1	Circulars received. Cape Province circulars	1910-1915
225	4/2/3/1	Circulars received. Provincial Secretary	1912-1916
226	4/2/4/1	Circulars received. Secretary for Department of Justice	1911-1913
226	4/2/4/2	Circulars received. Secretary for Department of Justice	1915-1916
227	4/2/5/1	Circulars received. Secretary for Department of Agriculture	1909-1916

5 Papers despatched

5/1 Letters despatched

St. unit	File / volume	Description	Period
228	5/1/1/1	Letters despatched. Departments and Miscellaneous ²⁴	1882-1884
229	5/1/1/2	Letters despatched. Departments and Miscellaneous ²⁵	1884-1888
230	5/1/1/3	Letters despatched. Departments and Miscellaneous ²⁶	1889-1897
231	5/1/1/4	Letters despatched. Departments and Miscellaneous	1912-1913
232	5/1/2/1	Letters despatched. Departments	1908-1909

²¹ Contains letters from the Controller and Auditor-General, Dept. of Commerce and Industries, Govt. Mining Engineer, Mines Dept., Explosives Office and Dept. of Justice

²² Also contains letters from African chiefs and the Swedish and Norwegian Consuls

²³ For further letters received from the Dept. of Justice during 1910-1913, see 4/1/6/1

²⁴ Also contains a few entries for 1878

²⁵ Letters despatched for the period Feb.1888-Jul.1889 could not be traced

²⁶ For letters despatched Aug.1908-Dec.1912, see 5/1/2/1-5/1/2/3, 5/1/3/1 and 5/1/4/1

St. unit	File / volume	Description	Period
232	5/1/2/2	Letters despatched. Departments	1909-1910
233	5/1/2/3	Letters despatched. Departments	1911-1912
234	5/1/3/1	Letters despatched. Miscellaneous	1908-1909
234	5/1/4/1	Letters despatched. Confidential	1909-1911

5/2 Reports despatched

235	5/2/1	Reports despatched	1912-1919
-----	-------	--------------------	-----------

6 Journals

235	6/1	Journal	1885-1897
-----	-----	---------	-----------

7 Authority Books

235	7/1	Authority books	1909-1916
-----	-----	-----------------	-----------

8 Marriage Papers

236	8/1/1	Marriage papers. Notices of marriage	1913-1922
236	8/2/1	Marriage papers. Licences	1911-1912
236	8/2/2	Marriage papers. Licences	1912-1913
236	8/2/3	Marriage papers. Licences	1913-1913

9 Licence Registers

237	9/1	Licence Register	1911-1912
-----	-----	------------------	-----------

10 Liquor Permit Books

238	10/1	Liquor permit book	1915-1915
238	10/2	Liquor permit book ²⁷	1916-1916

11 Contracts etc

238	11/1	Contracts, Leases, Indentures and Security Bonds ²⁸	1904-1909
238	11/2	Contracts, Leases, Indentures and Security Bonds	1909-1913

12 Miscellaneous

St. unit	File / volume	Description	Period
239	12/1	Minutes: Special Commissioner Rev. Dr. C.H. Hahn ²⁹	1882-1882

²⁷ Permits were issued by the Military Magistrate, Swakopmuf from 25 Apr. 1916. For permit issued Oct.1916-Nov.1917 see Add.1/2/1

²⁸ Also contains liquidation accounts dated July 1903 and Feb.1905

²⁹ Also contains a letter from CH Hahn to the Magistrate, dated 25 Jan.1882

St. unit	File / volume	Description	Period
239	12/2	Proclamations, regulations and ordinances	1882-1901
239	12/3	Register of passes granted ³⁰	1914-1914
239	12/4	Unidentified diary	1917-1917
239	12/5	Unidentified diary	1919-1919

A. Deputy Registrar of Births and Deaths³¹

240	A 1/1/1	Deputy Registrar of Births and Deaths. Letters despatched	1903-1904
-----	---------	---	-----------

B. Port Health Officer

241	B 1/1	Port Health Officer. Vaccination register	1905-1908
241	B 2/1	Port Health Officer. Weekly report book	1907-1909

C. Chief Constable

St. unit	File / volume	Description	Period
241	C 1/1	Chief Constable. Docket forms of cases ³²	1913-1917
241	C 2/1/1	Chief Constable. Letters received ³³	1910-1915
242	C 2/2/1/1	Chief Constable. Circulars received	1912-1912
242	C 2/2/2/1	Criminal Investigation Department. Circulars received	1911-1912
243	C 3/1/1	Letters despatched	1909-1911
244	C 3/2/1	Telegrams despatched ³⁴	1915-1915
244	C 3/2/2	Telegrams despatched and received	1915-1916
244	C 3/2/3	Telegrams despatched and received	1916-1917
245	C 4/1/1	Correspondence file	1913-1919
246	C 4/1/2	Correspondence file	????-????
247	C 4/1/3	Correspondence file	????-????
248	C 4/2/1	Correspondence register	1915-1920
249	C 5/1/1	General orders	1913-1913
249	C 5/2/1	District orders	1913-1913
249	C 6/01	Occurrence book	1909-1913
250	C 6/02	Occurrence book	1913-1915
251	C 6/03	Occurrence book	1915-1915
252	C 6/03A	Occurrence book	1916-1916
253	C 6/04	Occurrence book	1916-1917
254	C 6/05	Occurrence book	1918-1919
255	C 6/06	Occurrence book	1919-1920
256	C 6/07	Occurrence book	1920-1920

³⁰ Also contains evidence taken in Jan.1915

³¹ For returns of Births and Deaths during 1913, see 5/2/1

³² Also contains summonses, preparatory examinations and criminal cases

³³ Also contains copies of passes granted under Act no.22 of 1867

³⁴ Also used by Officer Commanding Police, Swakopmund during July 1915

St. unit	File / volume	Description	Period
257	C 6/08	Occurrence book	1921-1921
258	C 6/09	Occurrence book	1921-1922
259	C 6/10	Occurrence book	1922-1922

C 7 Estates

260	C 7/1/1	Native Estates	1948-1950
261	C 7/1/2	Native Estates	1950-1952
262	C 7/1/3	Native Estates	1950-1952
263	C 7/1/4	Native Estates	1953-1954
264	C 7/1/5	Native Estates	1955-1955
2265	C 7/1/6	Native Estates	1956-1957
266	C 7/1/7	Native Estates	1958-1959

C 8 Miscellaneous

267	C 8/1	Diary	1882-1883
267	C 8/2	Prisoners' property receipts	1914-1915
267	C 8/3	Daily register of administration staff	1915-1915
267	C 8/4	Receipts for bail moneys	1920-1921
268	C 8/5	Goal book	1932-1935

D. Assistant Provost Marshal

269	D 1/1/1	Assistant Provost Marshal. Letters and telegrams received	1915-1915
269	D 2/1/1	Assistant Provost Marshal. Letters despatched	1915-1915
269	D 3/1	Assistant Provost Marshal. Camp orders	1915-1915
270	D 4/1/1	Register of German prisoners of war	1915-1915
270	D 4/2/1	Lists of prisoners of war ³⁵	1915-1915

E. Postmaster

271	E 1/1	Postmaster. Cash books	1941-1947
-----	-------	------------------------	-----------

F. Immigration Officer³⁶

St. unit	File / volume	Description	Period
272	F 1/01	Immigration Officer. Letters received	1937-1939
273	F 1/02	Immigration Officer. Letters received	1937-1940
274	F 1/03	Immigration Officer. Letters received ³⁷	1945-1948

³⁵ Contains particulars of native, German and Greek prisoners of war

³⁶ The letters deal mainly with equiests for temporary permits to enter the c ounbtry and for permanent residence, passengers departing and passenger due to arrive

³⁷ Vols. F1/3 and F1/45 also contain letters regarding the personnel of Interessenskapet, the Norwegian whaling company

St. unit	File / volume	Description	Period
275	F 1/04	Immigration Officer. Letters received	1947-1950
276	F 1/05	Immigration Officer. Letters received. A-J	1948-1950
277	F 1/06	Immigration Officer. Letters received. K-W	1948-1950
278	F 1/07	Immigration Officer. Letters received	1950-1951
279	F 1/08	Immigration Officer. Letters received	1950-1953
280	F 1/09	Immigration Officer. Letters received	1951-1952
281	F 1/10	Immigration Officer. Letters received	1953-1954
282	F 1/11	Immigration Officer. Letters received	1954-1956
283	F 1/12	Immigration Officer. Letters received	1957-1958
284	F 2/1	Immigration Officer. Letters despatched ³⁸	1931-1938
285	F 3/1	Immigration Officer. Returns ³⁹	1935-1939
286	F 4/1	Immigration Officer. Clearance book for steamers	1930-1942

G. Liquor Licensing Court

287	G 1/1	Liquor Licensing Court. Minutes	1959-1966
288	G 1/2	Liquor Licensing Court. Minutes	1967-1969

Addenda

289	Add.1/1/1	Provost Marshal, Swakopmund. Letters despatched	1915-1915
289	Add.1/2/1	Liquor Permit Book	1916-1917

³⁸ Regarding landing fees, refunds and immigration deposits

³⁹ Contains returns regarding immigration, shipping, finance and staff