

Home Guard Pilot Digitisation Project – Identification of County Durham

Project:

To digitise and accession digital images of a subset of Home Guards records to act as a pilot for the full Home Guard collation of 4.6 million records. By identifying and digitally accessioning a small subset we intend to establish and test practices to be used when digitally accessioning the full collation.

Assumptions:

The full collation is approximately 4.6 million records contained in 5270 boxes – approximately 873 records per box.

The collation is arranged by county battalion.

In order to test procedures a large enough sample is required so as to be worth piloting but small enough that alternate approaches can be trialled and processes tested rigorously in the time available.

Pilot subset:

Records relating to Home Guards County Durham have been identified as a suitable subset for this pilot. County Durham records are contained in 102 boxes – approximately 85,000 records. This represents a small subset (approx 2% of the full collation). This subset is a complete county – to take a percentage of records from *each* county would lead to many more problems in identifying which individuals should or should not have been listed.

County Durham has been identified for the following reasons:

- 1) The records will contain details of servicemen serving in rural areas
- 2) The records will contain details of servicemen serving in industrial areas
- 3) The records will contain details of servicemen serving in metropolitan areas
- 4) The records will contain details of servicemen serving in ports
- 5) The records will have been subjected to atmospheric conditions associated with all of the above areas
- 6) The records should contain a representative sample of 'closed' records ie individuals' who DoB is less than 100 years
- 7) The records should contain a representative sample of 'medically sensitive' records, if such exist in this collection
- 8) The records should be representative of the full collation