

**JENKINSON, HILARY, SIR**  
**(1882, LONDON, ENGLAND – 1961, HORSHAM, ENGLAND)**  
**NATIONALITY: BRITISH**  
**COUNTRY OF RESIDENCE: ENGLAND**



### **EDUCATION**

- Dulwich College: London, England
- Pembroke College, Cambridge University: Classics, Cambridge, England, 1904

### **AREAS OF ARCHIVAL SPECIALIZATION**

Archival principles public records; medieval records.

### **ACHIEVEMENTS IN ARCHIVAL FIELD**

Jenkinson was an influential British archival theorist who helped to define archival principles in his 1922 *Manual of Archive Administration*.

### **CAREER HISTORY**

- Staff, Public Record Office, 1906 - 1938
- Maitland Lecturer, Cambridge University, 1911 - 1935, 1938 - 1949
- Lecturer and Reader in Diplomatic and English Archives, University of London, 1920 - 1947
- Assistant Keeper and Secretary, Public Record Office, 1938 - 1947
- Archives Advisor, War Office, 1943 - ca. 1945
- Deputy Keeper, Public Record Office, 1947 - 1954
- Commissioner, Royal Commission on Historical Manuscripts, 1947 - 1961

### **HISTORICAL BIOGRAPHY**

Charles Hilary Jenkinson was born in London in 1882. After studying Classics at Cambridge, he passed the entrance exam for Home Civil Service and was hired at the Public Record Office (PRO) in 1906. At the PRO he was initially involved in processing medieval records, and it was this work that influenced the principals expounded in his work, *Manual of Archive Administration*. In 1912 he also took charge of the PRO's Literary Search Room ("Round Room"). During World War I, Jenkinson served as an Artillery Officer from 1916 to 1920. Upon returning to the PRO he continued direction of the Round Room, and in 1922 he became head of Repairs and Binding. In 1922 he also published his *Manual of Archive Administration*, which was influential in defining archival principals in England. In 1929 he left his Round Room duties to take charge of the PRO's Repository. He was a founder of the British Records Association (BRA) in 1932, and at various times served as the Association's Honorary Secretary, Vice President, and Chairman of its Records Preservation Section. As a prominent

member of the BRA he led the initiative to establish the National Register of Archives. In 1938 Jenkinson was appointed Secretary of the PRO. In this position he directed the program of Air Raid Precautions (ARP), which relocated records to repositories in the countryside for safekeeping for the duration of World War II. In 1943 he was appointed Archives Advisor to the War Office. In this capacity he planned and directed the rescue and preservation of archives in Italy and Germany. After the war, Jenkinson was appointed Deputy Keeper of the PRO. In this position he established the “intermediary repository” at Hayes, which laid the groundwork for the Records Administration Division. In 1947 Jenkinson became Deputy Keeper of the PRO and joined the Royal Commission on Historical Manuscripts. He died in Horsham, Sussex in 1961.

### **PARTIAL BIBLIOGRAPHY LISTING BOOKS AND THEN ARTICLES**

- (with H. E. Bell) Italian Archives During the War and at Its Close. London: H.M. Stationary Office, 1947
- Paleography and the Practical Study of Court Hand. Cambridge University Press, 1915
- A Manual of Archive Administration Including the Problems of War Archives and Archive Making. Oxford: Clarendon Press, 1922
- A Guide to Seals in the Public Record Office. London: H.M. Stationary Office, 1954
- Robert Ellis and Peter Walne (editors). Selected Writings of Sir Hilary Jenkinson. Society of American Archivists, 2003
- “The First Parliament of Edward I” in The English Historical Review, vol. 25, no. 98, April 1910
- “William Cade, a Financier of the Twelfth Century” in The English Historical Review, vol. 2, no. 110, April 1913
- “Plea Rolls of the Medieval County Courts” in Cambridge Historical Journal, vol. 1, no. 1, 1923

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### **AUTHOR OF BIOGRAPHICAL ENTRY/DATE OF SUBMISSION**

Molly Bruce, September 2013

### **SECONDARY SOURCES FOR BIOGRAPHY**

- James Conway Davies (editor), Studies Presented to Sir Hilary Jenkinson. Oxford University Press, 1957
- Roger H. Ellis, “Recollections of Sir Hilary Jenkinson” in Journal of the Society of Archivists, vol. 4, no. 4, 1971
- Albert E. J. Hollaender (editor), Essays in Memory of Sir Hilary Jenkinson. Society of Archivists, 1962
- Richard Stapleton, “Jenkinson and Schellenberg: A Comparison” in Archivaria, no. 17, Winter 1983/84

- Robert Wedgeworth (editor), “Jenkinson, Sir Hilary” in World Encyclopedia of Library and Information Services. American Library Association. 1993

**EDITOR/EDITING DATE**

Susanne Belovari, October 2013

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