

Foreign Ministry archives services of the European Union MEMBER STATES

ESTONIA

1. Full title of Foreign Ministry and of archives service

Ministry of Foreign Affairs of Estonia

Archives of the Ministry of Foreign Affairs of Estonia

2. Full contact details

Islandi väljak 1, Tallinn, Estonia

Acting Head of Archives: Triin Mulla; Senior Archivist: Tiiu Stumber

3. Summary of historical background of the archive service:

The Archives of the MFA have physically always been attached to the Ministry. In 1991 they were located at Toompea in the building of the Riigikogu (parliament), in 1992 they were moved to the present premises – the former Communist Party house, where the archives were initially located in two rooms of the tenth floor. Later they moved down to the main floor, where the archives, again, had two small rooms at their disposal. Soon enough it was impossible to work in such a limited space, and it became clear that for the foreign ministry of a country these premises are inadequate. The new rooms were finished on 2 May 2002. As of now we have the very best storage to be found in state institutions.

4. Physical access

In the Archives of the Ministry of Foreign Affairs we have to do with institutional archives, not public archives. The Ministry's own employees have the right to freely use all records. Other institutions and individuals may pay a visit to the archives with a permit to be obtained through prior application to the permanent under-secretary, who will decide upon the person's possibility of using the records of restricted access.

5. Practical facilities

Archival documents may be studied in a special room for researchers. The archives have an area of some 400 square metres and there are separate depositories designed for films, sound recordings and photos, as well as for digital documents.

6. Reproduction of documents

7. Access regulations

see 4. above.

8. Concise description of the principal record groups and collections

MFA Archives are commissioned to function as a depository for foreign treaties, which means that all foreign treaties of the Republic of Estonia are kept in the Archives of the Ministry of Foreign Affairs.

9. Reference works and articles

From time to time the archives organize expositions where archival documents of greater interest are exhibited
