

CONFIDENTIAL.

MAI/STA/4#1

SECRETARIAT

1212 / 11

(Formerly)

276 / 23

1212 / 11

INSTRUCTIONS GOVERNING NEW ISSUE OF POSTAGE STAMPS.

CONNECTED FILES.

NUMBER

276/23

Restriction of new issues of Colonial Stamps

~~0283/F 1212/A~~

Commemorative Issue. - \$1 Battle.

0283/A

Suggest design for new issue

B

Re-introduction of 2½d and 6d denomination for Air Letters.

C

Statement of sales of

D

1962 Commemorative Issue (Radio)

E

Commemorative Red Cross Issue 1963

F

Commemorative Shakespeare Stamps.

H

U.P.U. Commemorative Issue

185/37

Period of validity of postage & revenue stamps

I

Int. Co-operation Year Commemorative Issue

J

Commemorative Issue - Sir Winston Churchill.



FROM THE SECRETARY OF STATE FOR THE COLONIES

C.O. Ref: CM. 269/01

CIRCULAR 46/62



18th January, 1962.

Sir,

Postage and Revenue Stamps

12
I have the honour to inform you that I have thought it desirable to arrange for a complete review of the policy and procedure on postage and revenue stamps, in order to ascertain what changes should be made in the light of modern trends; and that over the past few months there have been consultations with the United Kingdom Post Office, the Crown Agents, representatives of the stamp trade, philatelists and others. In addition a careful study has been made of comments about what are known to collectors as "British Colonial" stamps in correspondence addressed to the Colonial Office and in the philatelic press. Some of the guidance on stamps policy, although still applicable, was given in circulars issued over 60 years ago, and this present despatch and its enclosures embody not only information on changes in policy and procedure but the advice contained in previously issued circulars which remains relevant. This despatch may therefore be regarded as a self-contained document and all previous circular despatches and savingsrams on this subject are superseded.

2. It should not be necessary to stress that the primary purpose of a stamp is for prepayment of postage or, in some cases, to provide a means for making revenue payments. Stamps are not produced for collectors, but it must however be recognised that stamp collecting as a hobby appeals to a considerable body of people all over the world, and that sales of stamps to collectors and dealers make available to Governments important contributions to their revenues. Certain administrations (not amongst British Overseas Territories) have attempted to "cash in" on this source by producing frequent new issues (the number of new stamps issued in 1960 throughout the world was about 3,000 compared with about 1,500 in 1940). Most collectors, however, have only limited sums to spend on the purchase of new stamps, and it is known that the policy advised by my predecessors, although regarded by some people as unduly restrictive, has had the effect of creating a considerable body of collectors who specialise in "British Colonial" issues. I hope that it will be agreed that if the goodwill of collectors is to be retained, it would not be right to relax that policy to any substantial degree but some modifications would not be inconsistent with it and details will be found in the enclosure to this circular.

/3.

The Officer Administering
the Government of
the Falkland Islands.

3. There is ample support for the view that the attractiveness of a design increases the appeal to the collector, particularly if there is one theme common to all the values in a complete set. So many stamps are issued that it is difficult to find a new theme, or a new design, but I would urge that very careful thought be given to this aspect of stamp production. Your attention is invited to the comments on design in paragraph 10 of the enclosure.

4. For ease of reference paragraphs in the enclosure introducing modifications or changes of procedure are sidelined.

5. This Circular has been sent to the Governors of Aden, the Bahamas, Barbados, Bermuda, British Guiana, British Honduras, the Falkland Islands, Fiji, Gambia, Gibraltar, Hong Kong, Jamaica, Kenya, Malta, Mauritius, North Borneo, St. Helena, Sarawak, Seychelles, Trinidad and Uganda; the Administrators of Antigua, Montserrat, St. Kitts, the Virgin Islands, Dominica, Grenada, St. Lucia, and St. Vincent; the High Commissioner for the Western Pacific; the Resident Commissioners in the Gilbert and Ellice Islands, the New Hebrides, Basutoland, Bechuanaland and Swaziland, and the Secretary-General, East Africa Common Services Organisation. Copies have been sent under cover of separate despatches to the U.K. Commissioner, Singapore for transmission to the Government of the State of Singapore, the British Commissioner for Brunei for transmission to the Government of Brunei, the British Commissioner and Consul, Tonga, and the British Resident, Zanzibar, for the information of the Governments of Tonga and Zanzibar, respectively. The Circular has been repeated to the Governor-General of The West Indies.

I have the honour to be,
Sir,
Your most obedient,
humble servant,

Paul

(For the Secretary of State)

Memorandum on StampsEnclosure to Circular Despatch No. 46Summary of procedure on a new issue

- (a) Obtain approval in principle from the Secretary of State.
- (b) Place order with Crown Agents for Oversea Governments and Administrations and let them know of any particular preference as to printing process;
- (c) Crown Agents send to the territory concerned, for approval, trial drawings, essays, etc., submitted by the successful tenderer;
- (d) After amendment, if necessary, to meet any local requirements, the Secretary of State submits them to Her Majesty the Queen;
- (e) Subject to the modifications, if any, resulting from submission to Her Majesty, the stamps are printed and the quantity ordered despatched to the territory by the Crown Agents, who retain other stocks for the Stamp Bureau and distribution to dealers.

This procedure is explained in greater detail in the following paragraphs.

2. Application for approval

Application for approval in principle, save in very exceptional circumstances, should be sent to the Secretary of State in good time i.e., at least eighteen months in the case of a definitive issue and six months in the case of a commemorative issue before the issue is to be placed on sale. It should be accompanied by a brief statement giving the reason for the proposed issue, a short description of the proposed design and the values of the stamps, and should be copied to the Crown Agents. It is important that the introduction of new issues shall be carefully phased so that they appear with reasonable regularity (see paragraph 14 about programming). The appearance of several new issues from different territories within a short period can have an adverse effect on sales. The procedure for submission to the Secretary of State will prevent such clashes and will assist the Crown Agents and the security printers in regulating the production process, so that they will not suffer from congestion of orders at certain times.

3. Placing of order

It has become the rule rather than the exception for orders to be placed at very short notice. This is sometimes due to a delay in submitting the application for approval in principle and sometimes because there has been a delay of many months after approval has been given. This results in the production process being rushed, insufficient time being available for the perfecting of designs, and difficulties arising about giving appropriate publicity at the right time. All orders for stamps should be placed with the Crown Agents as soon as possible after

/approval

approval, in principle, has been given and information about the stamps and their designs should be sent to the Crown Agents for publicity purposes at least three months before date of issue.

The information should include:

- (a) Name and country of the artist responsible for each design.
- (b) Names of any photographers whose prints have been used for a design.
- (c) The titles of any books or other publications containing illustrations or other material which may have been used in the designs.
- (d) Full descriptive matter.

4. Local approval of designs

The Crown Agents will normally forward the designs prepared by the printers or an independent artist (see paragraph 11 (c)) for approval locally. Their early return will expedite production and delivery.

5. Submission to the Sovereign

The Secretary of State has it in command from Her Majesty that no new designs are to be introduced and no existing designs altered without Royal approval. A submission is not merely a formality, for Her Majesty not infrequently comments on designs and reproduction. Public announcements about the details of design before Her Majesty's approval has been signified are to be deprecated.

6. Frequency of issues

- (a) Definitive sets. A new definitive set will normally be approved for issue when at least six years have elapsed since the date of issue of the complete current set. Other occasions on which a new definitive set may be required are the death of the Sovereign, or the request of the Sovereign for a change in the Royal Portrait.
- (b) Commemorative issues. It is proposed that there should be not more than one issue for any territory in a two-year period save in very exceptional circumstances. Suitable occasions for such a commemoration are important local historical anniversaries and other local events of importance, such as changes in constitutions or visits by the Sovereign. Stamp and postal centenaries are also appropriate occasions for commemorative issues. It is suggested that commemorative issues should be planned well in advance.
- (c) The reason for the limitations on the number of issues is that "British Colonial" stamps are collected by many people who specialise in these issues and wish to maintain complete collections. If issues are introduced too often these collections are likely to drop out of the market and Governments could no longer be sure of recovering the initial costs of a new issue, nor could they continue to count on the considerable profits which

/they

they have enjoyed from this source. It is hoped that these limitations will be accepted by those territories which have in the past indulged in more frequent commemorative issues so that no territory enjoys an advantage in the matter of stamp sales over another territory. Some Governments have been introducing more than one commemorative set every year whilst others have issued none over many years, and it is reasonable that these differences should be diminished, so that the revenues available from collectors may be shared equally.

7. The range of values in a set

- (a) Definitive issues. The number and the values of the stamps in a definitive issue should be confined to those strictly necessary for postal and revenue purposes. The Secretary of State is not prepared to approve more than fifteen values in a set unless there is convincing evidence that more values are needed for postal purposes.
- (b) Commemorative sets. It is suggested that the number of values in a commemorative set should normally be four, comprising the normal inland, overseas surface, overseas airmail, and one other rate, to a total value of about 4/-. It is thought that some commemorative sets have in the past been of too low a total value to create the maximum interest among dealers who have only been able to make small profits on each set.

8. Period of sale of Commemorative Issues

The Crown Agents have found from experience that most sales are made in the first two months of an issue and that dealers appear to be more interested in sets when it is known that they will be on sale for a short period only. There appears to be no reason for commemorative issues to remain on sale for long periods and it is suggested that such stamps should be withdrawn from sale three months after the date of issue or when supplies are exhausted, whichever is earlier.

9. Sales of commemoratives concurrently with definitives of the same value.

There is no objection to such sales.

10. Design

As stated in the covering despatch, the design of a stamp is of the utmost importance in ensuring its attractiveness to collectors. The following comments are offered as guidance:

(a) The Royal Portrait, the Crown and the Royal Cypher.

All portraits chosen for inclusion in stamp designs (and the stock engraving of them made by each security printer) are submitted to Her Majesty the Queen for her approval before being used for the first time. The

/Royal

Royal Portrait and the Crown (which should be the St. Edward's Crown) should be included wherever possible in all designs. If the portrait in the design shows the Queen wearing the Diadem of Maltese crosses and national flowers it is not necessary to include the Crown as well. It is realised that there are occasions when it is difficult to include the Royal Portrait without upsetting the balance of the design (in which case the Royal Cypher should be included if possible) but the Secretary of State is not prepared to submit to Her Majesty designs for a definitive set in which the Royal Portrait is omitted from more than one or two of the individual stamps. The Royal Cypher, as stated above, should be included in the design where the Royal Portrait is omitted. It should be reproduced from the designs (one in black and one in colour) enclosed with the Secretary of State's circular despatch No. 764/52 of 29th July, 1952. It should be noted that the designs incorporate the St. Edward's Crown.

- (b) Themes. Many sets consist of a mixture of designs produced from an unrelated batch of odd photographs or sketches which have been reproduced in an equally mixed number of styles. Experience has shown that it is important for a set of stamps to have a unifying theme and style. Some attention should also be paid to the appearance of the set when it is affixed in an album; for example, where some stamps are of vertical and others of horizontal format, or the stamps differ greatly in size, it is difficult to mount them attractively. The number of "thematic collectors", people who collect all the stamps illustrating one particular theme, is increasing. Themes which suggest themselves are the peoples, birds, fishes, animals, wild flowers, buildings, industries, or modes of transport of the territory. The Crown Agents should be provided with raw material in the form of sketches, photographs or colour transparencies. The security printers may be asked to produce a set in a unified style or the Crown Agents may be authorised to engage the services of a good freelance artist to undertake the designs for the whole set. The latter course would probably be expensive but would be most likely to produce an attractive and original set of designs. For reasons of copyright, it is generally advisable to use official photographs as the basis of designs, or if this is not possible, to make appropriate arrangements with persons claiming rights in photographs submitted.
- (c) Competitions. It has been contended that world-wide competitions afforded the best means of getting fresh ideas and good designs. This has not been confirmed in practice. The prizes offered appear to have been too low to attract top-ranking artists and although one or two countries have been fortunate, most have found themselves obliged to pay relatively large sums for worthless or almost worthless material which frequently results in the kind of unsatisfactory sets referred to in (b) above. It is therefore suggested that competitions should not be organised except possibly where it is

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considered more desirable to stimulate local interest in the stamps by a local competition than to aim at the best possible design from the point of view of sales and prestige. It must be remembered that stamp design is a highly specialised form of art and amateurs are rarely competent in this field.

- (d) Type of reproduction. The three main printing processes are recess engraving, photogravure and lithography. All type of printing possess advantages and disadvantages of their own depending on the subject to be reproduced and the colouring required. It is therefore difficult to generalise, but the Crown Agents will be happy to advise in specific cases.

11. Quantities

- (a) Of the total quantity of stamps produced the Crown Agents
- (i) send to the territory concerned the quantities ordered for local use;
 - (ii) retain some for the Stamp Bureau;
 - (iii) provide the British General Post Office with copies of each stamp. The G.P.O. retain three copies and distribute the remainder to member-countries of the Universal Postal Union in accordance with Article 107 of the Detailed Regulations for the Implementation of the Universal Postal Convention (1957). At present the number required by the G.P.O. is 414;
 - (iv) send one corner block of four stamps to the Royal collection (see also paragraph 16 in this connection);
 - (v) send three copies of each stamp to the Colonial Office for the official collection and for the display frames and special window displays (see paragraph 22).

The Crown Agents ultimately send the trial drawings etc. to the Royal collection.

- (b) The Crown Agents are authorised to order from the printers such quantities of stamps as they need for the Stamp Bureau. Should they order supplies at a time when the territory concerned is not in need of additional supplies, they nevertheless send some to the Government concerned so that it cannot be said that they are selling dealers a variety of stamps which are unobtainable in the territory concerned. (The reason for this is that a fresh printing may introduce some slight variation in colour, etc.) It is desirable that stamps from the new printing should be placed on sale in Post Offices as soon after their receipt as can conveniently be arranged.

12. Crown Agents Stamp Bureau

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The Crown Agents, with the concurrence of the Secretary of State, have revised their sales and publicity arrangements which are described in the Crown Agents circular No.G10/1000 of the 14th July, 1960. These arrangements have been agreed by nearly all the overseas territories with which the Colonial Office is concerned and Governments which have not yet agreed to participate in the scheme are urged to reconsider the matter.

13. Philatelic Services

In the Secretary of State's circular savingram No.303/53 of the 1st April, 1953, it was laid down that while it was the duty of the Postmaster to comply with postal applications for the purchase of stamps, provided they were covered by adequate remittance in proper form, he should not carry out any services which are solely of interest to philatelists and stamp dealers. The services of this type specifically mentioned in the circular are the affixing of stamps to letters and the cancellation of stamps on items not entrusted to the post in the normal manner, the acceptance of standing orders for new issues, and the sale of postage due labels over the counter. (There has never been any objection to the sale of postage due labels in response to orders received by post.)

The chief objections, which are important, to the provision of services of this kind are that they occupy the time of postal workers whose primary task is to ensure an efficient postal service, and that they expose officers to the temptation of accepting inducements. However, such services have become so common in many parts of the world that there is some danger that countries which refuse to provide them may lose the goodwill of stamp dealers and philatelists, particularly when requests are made in a proper manner and accompanied by a remittance in proper form.

(a) Administrations should consider whether these services should be provided, but in doing this the cost of any additional staff likely to be required must be weighed against the additional revenue expected. If it is felt that the advantages outweigh the disadvantages, there would be no objection to the introduction of the services described below.

(i) Philatelic Bureau. If the Government of a territory feels that it would not impose heavy demands on postal staff, with consequent impairment of the postal service, or that disproportionate expenditure would not be incurred, it may be found convenient to set up a special department in the Post office to deal with philatelic sales and services (other than normal counter sales). It would permit closer supervision of the services described if they are entrusted exclusively to a central department of this kind. The utmost care should be taken to prevent abuses and the provision of services to collectors other than those described.

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- (ii) First Day Cover Services. There would be no objection to the provision by the postal administration of envelopes specially produced for the first day of issue of a new set, particularly for commemorative issues, to which have been affixed all, or a selection of the stamps in the new issue, specially cancelled with neat light postmarks. A small charge over and above the cost of envelope and stamps could legitimately be made for this service.

In consequence of advice given by the Stamp Trade, the Crown Agents prefer not to sell First Day covers from their Stamp Bureau but would be pleased to announce in their Stamp Bulletin that they are available from local sources.

The collection of First Day Covers in the United States has become a serious rival to the collection of the stamps themselves and the United States Post Office Department now expects to service between 500,000 and one million first day covers of every stamp issue. The procedure is as follows:

Addressed envelopes are sent to the designated post office with an indication as to whether single stamps or blocks of four are required. They are accompanied by a remittance for the face-value of the stamps to be affixed to the envelopes. A staff of specially engaged clerks affixes the stamps to the envelopes, applies the first day of issue postmark and despatches the envelopes to the destination through the normal mail on the official date.

An alternative to this procedure has been adopted by most other governments, including Canada and Australia. Arrangements are made for the advance preparation of special "First Day" envelopes stamped with the new stamps. When the date of the release is published, a public announcement is made about the method of applying for covers. Applicants are advised to send to the prescribed address a clearly specified amount, designed to cover the cost of the envelope and the stamps affixed to it. Applicants are recommended to include self-addressed labels for attachment to the envelopes which are sent on the day of issue through the normal channels.

Where remittances are expected from overseas the second method has many advantages since applicants, if left to make their own calculations in foreign currencies, frequently send incorrect remittances. Notice of forthcoming "First Days" must be given well in advance to allow for transportation of orders by sea mail. Many American collectors reside in small towns where international money orders, bank drafts, etc., are not readily available.

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On the only occasion on which the United Kingdom provided a first day cover service, as an experiment, a charge of 2/- was made for affixing stamps with a face value of 1/9½d. to customers own fully addressed envelopes which, after cancellation, were sent through the post in the usual way for delivery as addressed. Envelopes were not supplied by the postal authorities. In order not to compete with small traders only quantities of sixty or more were accepted from any one applicant.

It is considered that provision of a First Day cover service in which stamps are fixed to envelopes, dated and posted, could increase the income from stamp sales. Envelopes to be stamped should be provided either by the customers or by the postal administration.

(iii) Cancellation of stamped envelopes.

There is no objection to the cancellation of stamped fully addressed envelopes sent to the Postmaster for cancellation and return in the proper manner through the post. It is understood that these envelopes are usually requested by collectors of postmarks. In no circumstances should stamps which are not affixed to letters be cancelled.

(iv) Postage due labels

There is no objection to the sale of postage due labels through a philatelic bureau, or from the Head Office of the Postal Administration.

(b) The following are comments on certain other related matters:

(i) Special selection of stamps.

It is not considered that postal officials should be authorised to take stamps at request from some special portion of a sheet.

(ii) New issues

It is not considered necessary to permit postmasters to accept standing orders for new issues.

(iii) Packing

Parcels of stamps sent through the post should be carefully packed, as philatelists naturally prefer to receive them in the best possible condition. A copy of a memorandum describing the method of packing used in the Crown Agents Bureau is attached. (Annex A).

(iv) Remittances

It is important not to create conditions in which staff may be subject to temptations. There is no change in the view that remittances accompanying orders received by post should only be accepted if they take the form of banker's drafts (where appropriate), money orders, or British postal orders /made

made payable to the officer concerned by his official designation. All other remittances should be returned to the senders with an explanatory note.

(v) Recommendation of Agents

It is undesirable for any member of a postal administration to take the responsibility of recommending any private person or firm to act as an agent for dealers and collectors.

(vi) Return of stamped envelopes to collectors

Where it is not desired to service stamped envelopes sent to the postmaster for cancellation and posting or return in some other manner, they should be sent back unserviced. Where arrangements are in force with the country of the sender's residence for delivery without surcharge of correspondence bearing the "paid" or "official paid" impression of the Post Office of the originating country, the envelopes can be sent under such an officially franked cover. In the case of countries where such an arrangement is not in force the envelopes may be enclosed in official covers addressed to the postal administration of the country concerned accompanied by a brief indication of receipt and their return. Such covers would be regarded as correspondence of the postal service exempt from postal charges.

(vii) Souvenir packages

Some territories have found that specially printed wallets or transparent envelopes containing sets of all the values up to about 1/- and wallets or transparent envelopes containing complete sets find a ready sale at seaports, airports, railway stations and tourist offices. These packages can be exhibited so that even passengers in transit may be attracted to buy them as souvenirs.

14. Programming of issues

Reference was made in paragraph 2 above to the desirability of regulating issues. In the latter half of 1960 there was a flood of issues from Colonial Office territories after a relatively slack period of about 2½ years. One dealer estimated that at the rate issues were being made in the last few months of 1960, it would cost a collector about £10 per month to keep a collection of Commonwealth stamps up to date. Annex B gives a list showing the approximate date of issue of the next definitive sets of those territories which have already initiated action thereon and the approximate dates of issue suggested by the Crown Agents as suitable for the next issues of the remaining territories. These dates have been suggested with the object of spreading the issues evenly over the years until 1966, but changes may of course be

/necessary

necessary when a territory is approaching independence and a new issue to celebrate that event is contemplated. The programme is not intended to be rigid, but it would be of very great assistance to all concerned if it could be adhered to as closely as possible.

15. Surcharging

Issues of surcharge stamps, i.e. those which have to be over-printed with a different value for temporary use when supplies run out, should be unnecessary, if proper care is taken to maintain a sufficient supply of stamps. It is suggested that it would be advisable to maintain large stocks of the two or three lowest values on hand so that combinations of them could be used in lieu of higher values which may run out of stock.

16. Should it nevertheless be necessary to resort to over-printing the order should preferably be placed with the Crown Agents, not with local printers. It is technically difficult to ensure that over-printing is completely uniform on all stamps, but the degree of variation is likely to be minimised if the order is placed with the security printers in this country. The objection to variations in the printing is of course that stamps which show such variations are much sought after by some philatelists and consequently are more likely to stimulate fraud and malpractice than other stamps. The greatest care should therefore be exercised if, owing to special circumstances, a local over-printing has to be issued and the advice of the Secretary of State should always be sought as to the quantities likely to be required to satisfy the dealers' demands. As a safeguard against forgery the over-printed value should always be equal to or less than the basic value of the stamp, never more. As the Crown Agents will be unable to supply the usual corner block of four stamps for the Royal collection, the issuing territory should send a block to the Crown Agents for submission to the Palace.

17. Withdrawal of stamps

- (a) No new definitive postage stamp of a particular denomination should be brought into use until all the stocks of the previous issue of that denomination in the definitive set have been withdrawn from sale. The stocks should be destroyed immediately under the supervision of a responsible officer. As stated in paragraph 9 above, there is no objection to the concurrent sale of commemoratives and definitives of the same denomination. In some cases there may be difficulty about the simultaneous introduction of new patterns of embossed stationery, postcards, etc., and also stamps in roll or book form. There would be no objection to continuing the sale of old patterns of such items for a limited period.
- (b) The Crown Agents should be advised preferably not less than one month beforehand, of the date on which any obsolescent stamps will cease to be sold in the post offices of the territory so that the sale of those stamps to dealers may be discontinued from the same date.

18. Invalidation

It is advisable to invalidate any stamps which have ceased to be on sale for a period longer than five years. The customary notice of invalidation should be given in the Official Gazette. The notice should not take effect until at least six months after the date of its publication and the notice should also provide for a period of grace of not less than six months during which holders of invalidated stamps may exchange them for equivalent stamps in the current series. The Secretary of State should be informed of any invalidations so that the Crown Agents can publish a suitable notification in their Stamp Bulletin.

19. U.P.U. Specimens

- (a) In paragraph 11 (a) (iii) reference was made to the specimens of each stamp which are sent to the U.P.U. in accordance with Article 107 of the Detailed Regulations for the Implementation of the Universal Postal Convention (1957). The stamps are sent via the United Kingdom Postal Administration to Berne for transmission to all the U.P.U. member-countries. Most of the countries of the United Kingdom Overseas Ensemble have intimated that they do not require these specimens and those received for these territories are retained by the International Bureau at Berne.
- (b) Specimen stamps distributed by the International Bureau are intended for purposes of reference and record. In the few territories which continue to receive them it is desirable that these should be gummed into a reference book immediately on receipt, and that the book should be kept in safe custody. The sale of these specimens should be prohibited. If any administration finds that the recording and custody of the specimen stamps takes up an inordinate amount of time, arrangements can be made, on request to the Secretary of State, for the distribution to be discontinued.

20. Official Stamps

Experience has shown that the introduction of "official" stamps raises a number of difficulties and can lead to malpractices. It is recommended therefore that such issues should not be made.

21. Exhibitions

It was laid down many years ago that overseas Governments should not participate in private (trade or other) exhibitions. Authority was, however, given for the Crown Agents to participate in the "Stampex" Exhibition held in London in March 1961. There exhibits aroused considerable interest and if any government wishes to participate in any future exhibition the advice of the Secretary of State may be sought.

22. Stamp Displays in London

- (a) As a permanent exhibit, complete sets of the current postage stamps of all the territories with which the Colonial Office is concerned are displayed in the reception room of the Colonial Office. The sets are shown in a separate frame for each territory, made to a standard pattern by the Forest Products Research Laboratory. Each frame bears a small tablet indicating the name of the territory, and the name and origin of the timber of which the frame is made.
- (b) Frames have also been provided in the Sanctuary Buildings display window facing Great Smith Street, in which are exhibited on the day of release and for a few weeks after, any new issues (commemorative and definitive) with suitable captions. Stamps for both displays are provided by the Crown Agents and written off from their stocks. Reports about stamps used in this manner will be submitted with the annual statement of sales.

23. Writing off stamp losses

In all cases of losses of stamps, whether due to accidents, fraud or negligence, other than losses caused by the destruction of stamp stocks not held for sale once the required authority has been obtained, losses should be recorded in the accounts for the information of the Legislative Council, by charging a losses sub-head and crediting revenue with the face value of the stamps lost.

24. Discount on sales

The Post Office Bill (9 and 10 ELIZ.II) clause 25 introduces certain amendments to the Stamp Duties Management Act, 1891. Power has been retained to grant discount on purchases of postage stamps but at the present time the United Kingdom Post Office has no intention of exercising it and it is suggested that, unless there are exceptional circumstances, overseas territories should follow the United Kingdom practice.

25. Stamp books

Stamp books are sought by some collectors and if a territory operates a philatelic bureau, it would probably be useful for these books to be placed on sale. The Crown Agents would be willing to make stamp books available for sale to dealers through their Stamp Bureau but for a period of three months only. The stocks remaining at the end of this period would be available to the overseas administrations concerned.

26. Crown Agents Bulletin

The Crown Agents Bulletin is a valuable means of publicity, and it is desirable that the first announcement of any forthcoming issue should appear in the Bulletin (see in this connection paragraph 3).

27. Postal Franking Machines

It has been suggested that as postage stamps on envelopes sent overseas provide an alternative means of publicising the territory the use of franking machines for overseas mail should be discouraged. Administrations, particularly in territories in which a tourist industry is being developed, may wish to consider this suggestion.

28. Enquiries about stamp issues

The Communications Department of the Department of Technical Cooperation is responsible for advising the Colonial Office on stamp policy and there is no objection to enquiries being addressed to the Secretary for Technical Cooperation about any stamp matters.

ANNEX AEXTRACT FROM MEMORANDUM PREPARED IN THE CROWN AGENTS'
OFFICE

Stamps despatched to dealers by the Crown Agents are usually packed between two stout mill-boards at least 1/16th inch thick and of the same size as the full sheet of stamps so that no folding is necessary. In cases where the sheets of stamps of a particular territory are of several sizes and only a few sheets are ordered of each value, boards are used which will take all the stamps although it may mean that some of the larger sheets have to be folded. Such sheets would be folded separately, once, only, at the perforation to make the folded sheet slightly smaller than the board which is used. The perforated edge of the folded sheet should be free of the edge of the board.

Sheets of stamps are only folded in this way in exceptional circumstances as it is important that stamps should be packed quite flat to avoid creasing. Where smaller sheets of stamps are included, they are spaced out in quantities of five sheets spread to cover the larger sheets evenly. This enables the packet to be kept flat and prevents damage to the other sheets. High value stamps should be placed in the middle of the package for extra protection.

The stamps between the two boards are put into a large stout envelope and the envelope is folded to the size of the boards to prevent any movement of the stamps during transit. The edges of the envelope are then reinforced with gummed strip paper to prevent splitting.

Orders for stamps are usually made up into packets up to 3lb. and sent by registered letter post.

Orders exceeding this weight are packed between millboards, strengthened with a wrapping of corrugated paper and enclosed in strong brown paper and string and sealed for despatch by parcel post if necessary.

ANNEX BDEFINITIVE SETS

	<u>Date suggested by Crown Agents for issue</u>
*Seychelles	January - March 1962
*Singapore	"
*British Honduras	April - June 1962
*Swaziland	"
*Aden Q'atia	"
*Bermuda	July - September 1962
*Hong Kong	"
*Caymans	October - December 1962
*Falkland Islands Dependencies	"
*Dominica	"
*Fiji (part)	"
*Ascension	"
*Grenada	"
*British Guiana	January - March 1963
*Aden Amirates	"
Aden Colony	April - June 1963
Antigua	July - September 1963
*Gambia	"
*Pitcairn	October - December 1963
*Sarawak	"
Bahamas	January - March 1964
Aden Kathiri	"
Mauritius	April - June 1964
Virgin Islands	"
St. Lucia	July - September 1964
St. Kitts	"
St. Vincent	October - December 1964
Barbados	"
Montserrat	January - March 1965
British Solomon Islands Protectorate	"
Gilbert and Ellice Islands	April - June 1965
Malta	"
New Hebrides	July - September 1965
Turks and Caicos	"
Falklands	10th July, 1966
Trinidad	24th September, 1966
Kenya and Uganda	1st October, 1966
Gibraltar	29th October, 1966
North Borneo	1st February, 1967
Bechuanaland	2nd October, 1961
St. Helena	17th December, 1961.

*Production already initiated.

to SPT. with

Please consider the report. Should go with your report to the E on return. I think some of the instructions may need modification. We do not I think want to set up a "Philatelist Bureau" but perhaps we can now relax some of the restrictions

S
12/2/62 -

28

Being studied - file now required in connection with correspondence on 0288/D.

9.3.62.
S

SPT
File returned

29

12.3.62

H.C.S.

My comments on the enclosure to folio 10 are given below:-

Paras. 1-5. Noted - no comment called for.

Para. 6(a)-(b). We should keep in mind:-

- (i) 'a new definitive issue in 1966 or thereabouts.
- (ii) the possibility of a further commemorative issue 1965.

Para. 7(b). The suggested range of values for our 1963 commemorative issue is a little at variance here, i.e.,

- (i) we suggested 3 stamps - S/S says "normally ... four".
- (ii) our suggestion is for denominations covering overseas airmail rates only - S/S says one inland, one overseas surface, one overseas airmail and one other rate.
- (iii) the total value of our issue (3s. 6d.) compares favourably with S/S's "about 4s. 0d."

Para. 8. We should adopt this? i.e., our commemorative issue should be withdrawn from sale three months after the date of issue or when supplies are exhausted, whichever is earlier.

Para. 9. We should also adopt this? i.e., sell our definitives concurrently with the commemoratives of the same value.

Para. 10(b). We are all right regarding theme and can only hope that our theme will appeal to the "thematic collectors".

Para. 11(b). This is the present practice.

Para. 12. Crown Agents' stamp publicity campaign. We agreed to participate in this scheme at folio 11 in 2051 attached. S.F.C. accepted our participation on trial for one year only but judging from the expensive publicity F.I. stamps are being given at philatelic exhibitions (sec 42 in 2051), together with publicity given in Crown Agents Stamp Bulletins, we would, I think, be well advised to continue participating in the scheme.

Para. 13(a) (i) I don't think we can set up a Philatelic Bureau beyond what we do now when a tourist vessel arrives, and that is open up a money exchange on one counter and put extra clerks on stamp counter duties to cope with the rush. This works well and appears to be appreciated by tourists.

- (ii) A First Day Cover Service is also beyond our resources.
- (iii) This is present practice.
- (iv) We are not concerned - no postage due labels.

Para. 13(b) (i)-(v). All current practice.

- (vi) We do service stamped envelopes and are, therefore, not concerned.
- (vii) Souvenir packages - hardly applicable here, although we do something similar for tourists.

Para. 14. Programming of issues. I have commented on this under Para. 6(a) and (b) above.

Para. 15 & 16. Surcharging. This should not be necessary here.

Para. 17. Current practice.

Para. 18. Invalidation. We were asked to consider invalidating any stamps which have ceased to be on sale for a period longer than five years as far back as 1951 but stuck to ten years. Please see folios 30-34 in 185/37 attached. If we are now to adopt five years a new Order in Council will be necessary to replace the current Order at folio 29a in 185/37.

Para. 19. U.P.U. specimens. No information held in P. & B.

Para. 20. Official stamps. We have no such issue and are, therefore, not concerned.

Para. 21 & 22. Stamp exhibitions and displays. The Crown Agents look after our affairs in this direction.

Para. 23. Noted.

Para. 24. We do not grant discount on purchases of postage stamps.

Para. 25. Not worth pursuing here.

Para. 26. We should keep this in view in connection with the commemorative issue.

Para. 27. Postal Franking Machines. Ours has been in cold storage for years.

Para. 28. Noted.

31.

pe neni
1. fia ve kotuwa commemorative issue his year
2. any paper we have 19 922. 20.3.62.

or
30/3/62-

32.

S/c P. submit 2015

19.4.62

A.C.S.,

- f.31. 1. Files attached, pl.
 2. There are no papers regarding para. 19 of 22, but a copy of the Regulations mentioned in that paragraph is held at the Post Office.
- f.32. I think the file required is 2051 - known Agents Stamp Bureau? This file is at present with S.P.T.

27.4.62.

34.

HCS

This is very interesting.

2. We shd. K.I.V. Commemorative 50^R anniversary Battle of The Falklands - 1964.

There may be political objections.

3. Next definitive 1966. Showing plants of The F.I.'s wd. be a possibility. Vallentin's book in my office has illustrations.

7.5.62.

Noted in
 BU register

1/15/62

Extracted
 to
 0283/K.

1212

34

FALKLAND ISLANDS A

MVF



FROM THE SECRETARY FOR TECHNICAL CO-OPERATION

No. CM 269/272/01

6th April, 1962

C I R C U L A R S A V I N G R A M

Colonial Office circular despatch Reference CM 269/01 of the 18th January.

POSTAGE AND REVENUE STAMPS

In paragraph 12 of the memorandum enclosed with the circular despatch under reference it was stated that the Crown Agents had revised their sales and publicity arrangements. As part of this revision they have carried out improvements to their Bulletin, a monthly publication for stamp dealers. They have asked for permission to reproduce occasionally in this magazine stamps in colour. The British Post Office have now agreed on their part to colour reproductions of stamps provided that the reproductions are sufficiently different in size from the original stamps as to avoid any likelihood of comparison with them and appear to be cancelled.

2. It may be that legislation in some overseas territories forbids reproduction in colour of stamps of the territory concerned either in the territory or elsewhere. I should be grateful if you would inform the Crown Agents by the 30th June whether reproduction in colour of the stamps of your territory is objectionable in any way. If they do not hear by the 30th June they will take it that there are no objections.

3. The Crown Agents wish to stress that only occasional reproduction in colour is intended, as the process is too expensive to be used regularly.

SETEC.

Copy in 0283/F.

See 38

LIST OF ADDRESSEES

(Governor, unless otherwise shown)

Resident Commissioner
 " "
 High Commissioner for

Administrator
 "
 "
 "

Resident Commissioner

High Commissioner
 Brit. Resident Commissioner
 Administrator
 "
 "
 "

ADEN
 BAHAMAS
 BARBADOS
 BASUTOLAND
 BECHUANALAND
 B.B. and S. PRETORIA
 BERMUDA
 BRITISH GUIANA
 BRITISH HONDURAS
 FALKLAND ISLANDS
 FIJI
 THE GAMBIA
 GIBRALTAR
 HONG KONG
 JAMAICA
 KENYA
 ANTIGUA
 MONTSERRAT
 ST. KITTS-NEVIS
 VIRGIN ISLANDS
 MALTA
 MAURITIUS
 NORTH BORNEO
 NORTHERN RHODESIA
 NYASALAND
 ST. HELENA
 SARAWAK
 SEYCHELLES
 SWAZILAND
 TRINIDAD
 UGANDA PROTECTORATE
 WESTERN PACIFIC
 NEW HEBRIDES — E. E. I. C.
 DOMINICA
 GRENADA
 ST. LUCIA
 ST. VINCENT

36

SP7

Please note 34.

34 A

any objection?

8/3/62

37.

~~See~~

No objections

8/5/62.

1212/II.

36

9th May, 62.

Gentlemen,

34A

I am directed to refer to a circular savingram issued from the Department of Technical Co-operation at the Colonial Office under reference CM 269/272/01 of the 6th April, 1962 explaining the proposed reproduction in colour of postage stamps in your monthly Stamp Bulletin.

2. There is no objection to this Colony's stamps being reproduced in colour provided the same conditions as imposed by the British Post Office are adhered to.

I am,
Gentlemen,
Your obedient servant,

(Sgd.) H. L. Bound
for COLONIAL SECRETARY

Crown Agents for Oversea Governments and Administrations,
4, Millbank,
LONDON. S.W.1.

Pa

HLB/IM.

Copies to: SETEC
SPT

KIV - 24

Withdrawn for B.A.T. file, as back of
copy of Savingram intended for the
British Antarctic Territory has been
used for minuting.



40

FROM THE SECRETARY OF STATE FOR THE COLONIES

C.O. Ref: CM. 270/06

SAVINGRAM

CIRCULAR 502/63

14th October, 1963

POSTAGE STAMPS

Commemorative Issues

There are three occasions in the next two years which it is considered would be celebrated by commemorative issues. They are:-

- (a) The Olympic Games, October, 1964;
- (b) the Universal Postal Union Congress, August 1964; and
- (c) the centenary of the International Telecommunication Union, 17th May, 1965.

2. It is considered

- (a) that issues to commemorate the Olympic Games should be made only by those territories participating in the Games, and that those making issues should specify their own designs; but
- (b) that the V. P. U. and I. T. U. issues should be participated in by all the overseas territories, and, as for the Red Cross and Freedom From Hunger issues, one common design for each should be produced by an artist to be commissioned by the Crown Agents.

3. I should be glad to know as soon as possible whether you agree to the common U. P. U. and I. T. U. issues, and if your territory is taking part in the Olympic Games and wishes to make a commemorative issue, to receive the usual application for approval.

4. This circular has been addressed to all Governors (except Governor Kenya); High Commissioners; H. M. 's Commissioners; Resident Commissioners; and Administrators. Copies have also been sent to the U. K. Commissioner Malta for transmission to the Government of the State of Malta. It has been repeated to the High Commissioner Brunei and the British Commissioner and Consul Tonga under cover of a separate communication.

SECER.

~~BR ANTARCTIC TERRITORY~~

Governor,

Falkland Islands

mail from 39 - bolony

40 - BAT

41

P.M.

for comments please.

L.E.

29.10.63

42

H.C.S.

We should, I think, participate in the common UPU and ITU Issues. Both issues are to be released during the winter months - B.A.T. cannot therefore participate. South Georgia could possibly take part in the ITU issue, providing there is a mid-winter voyage to South Georgia during 1965.

2. Falkland Islands will not be taking part in the Olympic Games!!

PM 30.x.63.

43

J.E.,

These proposed issues (not Olympic Games) will not clash with others and the cost of production is small. All colonies have same design and share the cost of making the die. Draft reply at b.c.

L.E.

1.11.63

44

39 withdrawn for B.A.T file 438.
E.R. 2.11.63.

F. I. ref: 1212/II
C. O. ref: CM. 270/06

45

SAVING TELEGRAM.

From: The Officer Administering the Government of the Falkland Islands.

To: The Secretary of State for the Colonies.

Date: 2nd November, 1963.

No. 161 SAVING. COLONY

40

Your Circular savingram 502/63 of 14th October, 1963.

POSTAGE STAMPS

Commemorative Issues

Agree to common U.P.U. and I.T.U. issues.

GOVERNOR

[Signature]
Thank you.
2/11/63.

SPT
for m/jp.

Copy in 0283/H.

BW 15.2.64

6/11/63

42

MAJINGO TRIBUNAL

The Public Administration of the Falkland Islands

The Secretary of State for the Colonies

46

Further action taken in 0282/H.

41

21/11/63

Bu 15.264(45)

P.A.

42

Folios 47 - 56 transferred

to 0283/K - Proposed New

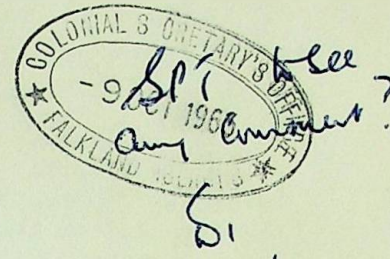
Definitive Issue of Postage

Stamps 1968.

JA 10.6.66

CONFIDENTIAL

4751



C.O. Ref: CM 269/01

DESPATCH

CIRCULAR 377/65

THE CHURCH HOUSE,
LONDON, S.W.1.

13/10

14th September, 1965.

Sir,

POSTAGE AND REVENUE STAMPS

I have the honour to inform you that for some time I have been considering policy with regard to the frequency of stamp issues and have been trying to estimate what policy is likely to bring most benefit to the dependent territories. My conclusion following this review is that it is desirable to amend the policy laid down in the memorandum attached to my predecessor's circular despatch No. 46/62 of 18th January 1962.

2. As stated in the previous despatch the primary purpose of stamps is for the pre-payment of postage, but in recent years many countries have decided that other and secondary purposes can be served by stamp issues. In consequence there has been an enormous increase in the number of issues throughout the world, which in 1964 amounted to 4,676 as compared with 3,000 in 1960. The United Kingdom itself, which at one time was probably the most conservative issuer of stamps in the world, has of late altered its policy. The Postmaster-General announced in the House of Commons last December that it was intended to issue new commemorative stamps to celebrate important national events and anniversaries and to reflect the British contribution to world affairs including the arts and sciences. He stated that there would not be more than eight new issues within the succeeding twelve months and that each issue would not normally consist of more than two different stamps.

3. It has been suggested to me that, in view of current world trends and in view of recent changes in policy in the United Kingdom, the policy in regard to stamp issues in the overseas dependent territories should also be revised to permit substantial increases both in the number and in the value of commemorative issues. At first sight this seems an unobjectionable policy and one which is in line with global trends. Unfortunately, however, there is a serious objection to it. I remarked earlier in this despatch that though the primary purpose of stamps is the pre-payment of postage, other purposes can be served by stamp issues. It is well known that in many of the dependent territories one of the most important purposes of stamp issues is to raise revenue which is essential to the development of those territories. For many years now there have been significant revenue receipts from judicious exploitation of the stamp market and territories have benefited correspondingly thereby. Over the years 'Colonial' issues have become very popular with collectors generally and I am advised that revenues have been sustained by the fact that Colonial issues have been carefully controlled and have not flooded the market, to the despair of the individual collector, as has been the case in certain other countries. To my mind it remains of paramount importance to continue this policy of restraint in regard to Colonial issues whatever the rest of the world may be doing, so that the market should not be over-exploited and so that the revenue benefits to the overseas territories should be continuing and not occasional.

4. It is a matter of judgement to decide how many issues may safely be made annually without debasing the currency and losing the interest and support of collectors, but I am advised that prevailing opinion is that stamp issues can be handled on more of an ad hoc basis than hitherto with

The Officer Administering
the Government of

/room

the Falkland Islands. **CONFIDENTIAL**

CONFIDENTIAL

room for discreet experiment rather than within the confines of a rigid formula. I propose, therefore, as a first step, that whereas previous policy limited each territory to one commemorative issue in each two year period we should now normally allow an average of two commemorative issues annually for each territory. These issues would be in addition to the omnibus issues in which all overseas territories from time to time take part. This represents a considerable relaxation in the hitherto permitted frequency of commemorative issues and should enable overseas territories to widen the scope of their commemorative issues and increase resultant revenue. I would stress, however, that this policy will be closely watched in consultation with the Crown Agents and I will not hesitate to suggest alterations to it if necessary.

a 5. The memorandum on stamps has therefore been reviewed and I now enclose for your information and guidance a copy of the revised memorandum. The most noteworthy change is that dealing with the policy in regard to commemorative stamps, but other portions of the previous memorandum, e.g. the references to First Day Cover Services and Exhibitions, have also been brought up to date. It may be noted in particular that it is now the policy of the British Postal Administration to provide First Day Cover Services for all future commemorative issues. The Post Office normally make a charge of 2/6d. to 3/- per envelope for providing this service and even at this rate find it difficult to cover the administrative costs. This consideration will no doubt be borne in mind if your Government should decide to provide a similar service.

6. I trust that it will be agreed that this policy of restrained relaxation is acceptable. I freely admit the difficulty of commending it to you against the background of greater relaxations which have taken place in this country, but I do so for the simple reason that development in this country is not dependent upon stamp revenues from the collectors market, but is paid for from other forms of taxation. In other words, in the United Kingdom the primary purpose of stamps remains the pre-payment of postage and the secondary purposes are minor ones. As explained above, a secondary, but very significant purpose of stamps in the overseas dependent territories is to raise revenue and any changes in the policy of issues must be gradual and cautious.

7. This circular has been addressed to the Governors of the Bahamas, Barbados, Bermuda, British Guiana, British Honduras, the Falkland Islands, Fiji, Fiji (SOPAC), Gibraltar, Hong Kong, Mauritius, St. Helena and Seychelles; the Administrators of the Cayman Islands, Antigua, Montserrat, St. Kitts-Nevis-Anguilla, the Virgin Islands, the Turks and Caicos Islands, Dominica, Grenada, St. Lucia and St. Vincent; the High Commissioner for Aden and the Protectorate of South Arabia; the High Commissioners, Western Pacific and British Antarctic Territory; the British Government Representative in Basutoland, and Resident Commissioner of the Gilbert and Ellice Islands and New Hebrides; Her Majesty's Commissioners in Bechuanaland Protectorate and Swaziland. It has been repeated to H.M. Ambassador, Pretoria and the Interim Commissioner for the West Indies.

I have the honour to be,

Sir,

Your most obedient,
humble servant,

Anthony Freeman

CONFIDENTIAL

CONFIDENTIAL

CONFIDENTIAL

This refers
to the points
13/10

ANNEX AEXTRACTS FROM MEMORANDUM PREPARED IN THE CROWN AGENTS' OFFICE

Stamps despatched to dealers by the Crown Agents are usually packed between two stout mill-boards at least 1/16th inch thick and of the same size as the full sheet of stamps so that no folding is necessary. In cases where the sheets of stamps of a particular territory are of several sizes and only a few sheets are ordered of each value, boards are used which will take all the stamps although it may mean that some of the larger sheets have to be folded. Such sheets would be folded separately, once, only, at the perforation to make the folded sheet slightly smaller than the board which is used. The perforated edge of the folded sheet should be free of the edge of the board.

Sheets of stamps are only folded in this way in exceptional circumstances as it is important that stamps should be packed quite flat to avoid creasing. Where smaller sheets of stamps are included, they are spaced out in quantities of five sheets spread to cover the larger sheets evenly. This enables the packet to be kept flat and prevents damage to the other sheets. High value stamps should be placed in the middle of the package for extra protection.

The stamps between the two boards are put into a large stout envelope and the envelope is folded to the size of the boards to prevent any movement of the stamps during transit. The edges of the envelope are then reinforced with gummed strip paper to prevent splitting.

Orders for stamps are usually made up into packets up to 3lb. and sent by registered letter post.

Orders exceeding this weight are packed between millboards, strengthened with a wrapping of corrugated paper and enclosed in strong brown paper and string and sealed for despatch by parcel post if necessary.

Memorandum on StampsEnclosure to Circular Despatch No. 377/65Summary of procedure on a new issue

- (a) Obtain approval in principle from the Secretary of State.
- (b) Place order with Crown Agents for Oversea Governments and Administrations and let them know of any particular preference as to printing process;
- (c) Crown Agents send to the territory concerned, for approval, trial drawings, essays, etc., submitted by the successful tenderer;
- (d) After amendment, if necessary, to meet any local requirements, the Secretary of State submits them to Her Majesty the Queen;
- (e) Subject to the modifications, if any, resulting from submission to Her Majesty, the stamps are printed and the quantity ordered despatched to the territory by the Crown Agents, who retain other stocks for the Stamp Bureau and distribution to dealers.

This procedure is explained in greater detail in the following paragraphs.

2. Application for approval

Application for approval in principle, save in very exceptional circumstances, should be sent to the Secretary of State in good time i.e. at least eighteen months in the case of a definitive issue and nine months in the case of a commemorative issue before the issue is to be placed on sale. It should be accompanied by a brief statement giving the reason for the proposed issue, a short description of the proposed design and the values of the stamps, and should be copied to the Crown Agents. It is important that the introduction of new issues shall be carefully phased so that they appear with reasonable regularity (see paragraph 14 about programming). The appearance of several new issues from different territories within a short period can have an adverse effect on sales. The procedure for submission to the Secretary of State will prevent such clashes and will assist the Crown Agents and the security printers in regulating the production process, so that they will not suffer from congestion of orders at certain times.

3. Placing of order

It has become the rule rather than the exception for orders to be placed at very short notice. This is sometimes due to a delay in submitting the application for approval in principle and sometimes because there has been a delay of many months after approval has been given. This results in the production process being rushed, insufficient time being available for the

/perfecting

perfecting of designs, and difficulties arising about giving appropriate publicity at the right time. All orders for stamps should be placed with the Crown Agents as soon as possible after approval in principle has been given and information about the stamps and their designs should be sent to the Crown Agents for publicity purposes at least three months before date of issue.

The information should include:

- (a) Name and country of the artist responsible for each design.
- (b) Names of any photographers whose prints have been used for a design.
- (c) The titles of any books or other publications containing illustrations or other material which may have been used in the designs.
- (d) Full descriptive matter.

4. Local approval of designs

The Crown Agents will normally forward the designs prepared by the printers or an independent artist (see paragraph 11 (c)) for approval locally. Their early return will expedite production and delivery.

5. Submission to the Sovereign

The Secretary of State has it in command from Her Majesty that no new designs are to be introduced and no existing designs altered without Royal approval. A submission is not merely a formality, for Her Majesty not infrequently comments on designs and reproduction. Public announcements about the details of design before Her Majesty's approval has been signified are to be deprecated.

6. Frequency of issues

- (a) Definitive sets. A new definitive set will normally be approved for issue when about six years have elapsed since the date of issue of the complete current set. Other occasions on which a new definitive set may be required are the death of the Sovereign, or the request of the Sovereign for a change in the Royal Portrait.
- (b) Commemorative Issues. In most countries there has been a considerable change in recent years in the policy regarding the frequency of issues. Many more issues are made and provided that they are not made too frequently, the countries concerned benefit financially from them. It is only proper that "British Colonial" territories, especially those that depend for a significant part of their revenue on stamp sales, should take advantage of this new policy and should seek their fair share of the money spent by collectors on stamps. On the other hand it would be unwise to adopt a policy of unrestricted issues, or even to go so far as the UK has gone in increasing the number of commemorative issues since it is essential to retain the lasting

/patronage

patronage of the collectors market, not to 'cash in' rapidly and for a short time. If Colonial issues are introduced too often, collectors are likely to drop out of the market and governments could not be sure of recovering the initial costs of new issues nor could they continue to count on the considerable profits which they have enjoyed from these sales. Current practice would seem to indicate that an annual average of two commemorative issues of local flavour, in addition to omnibus issues, would be favourably received by philatelists. In exceptional circumstances the number might be increased. Suitable occasions for such a commemoration are important local historical anniversaries and other local events of importance such as changes in constitutions or visits by The Sovereign. Stamp and postal centenaries are also appropriate occasions for commemorative issues. It is suggested that commemorative issues should be planned well in advance.

7. The range of values in a set

- (a) Definitive issues. The number and the values of the stamps in a definitive issue should be confined to those necessary for postal and revenue purposes. The Secretary of State is not prepared to approve more than fifteen values in a set unless there is convincing evidence that more values are needed for postal purposes.
- (b) Commemorative sets. It is suggested that the number of values in a commemorative set should normally be four, comprising the normal inland, overseas surface, overseas airmail, and one other rate, to a total value not exceeding 6/-.

8. Period of sale of Commemorative Issues.

The Crown Agents have found from experience that most sales are made in the first two months of an issue and that dealers appear to be more interested in sets when it is known that they will be on sale for a short period only. There appears to be no reason for commemorative issues to remain on sale for long periods and it is suggested that such stamps should be withdrawn from sale three months after the date of issue or when supplies are exhausted, whichever is earlier.

9. Sales of commemoratives concurrently with definitives of the same value.

There is no objection to such sales.

10. Design

As stated in the covering despatch, the design of a stamp is of the utmost importance in ensuring its attractiveness to collectors. The following comments are offered as guidance:

- (a) The Royal Portrait, the Crown and the Royal Cypher.

All portraits chosen for inclusion in stamp designs (and the stock engraving of them made by each security printer) are submitted to Her Majesty the Queen for her approval before being used for the first time.

/The

The Royal Portrait and the Crown (which should be the St. Edward's Crown) should be included wherever possible in all designs. If the portrait in the design shows the Queen wearing the Diadem of Maltese crosses and national flowers it is not necessary to include the Crown as well. It is realised that there are occasions when it is difficult to include the Royal Portrait without upsetting the balance of the design (in which case the Royal Cypher should be included if possible) but the Secretary of State is not prepared to submit to Her Majesty designs for a definitive set in which the Royal Portrait is omitted from more than one or two of the individual stamps. The Royal Cypher, as stated above, should be included in the design where the Royal Portrait is omitted. It should be reproduced from the designs (one in black and one in colour) enclosed with the Secretary of State's circular despatch No. 764/52 of 29th July 1952. It should be noted that the designs incorporate the St. Edward's Crown.

- (b) Themes. Many sets consist of a mixture of designs produced from an unrelated batch of odd photographs or sketches which have been reproduced in an equally mixed number of styles. Experience has shown that it is important for a set of stamps to have a unifying theme and style. Some attention should also be paid to the appearance of the set when it is affixed in an album; for example, where some stamps are of vertical and others of horizontal format, or the stamps differ greatly in size, it is difficult to mount them attractively. The number of "thematic collectors", people who collect all the stamps illustrating one particular theme, is increasing. Themes which suggest themselves are the people, birds, fishes, animals, wild flowers, buildings, industries, or modes of transport of the territory. The Crown Agents should be provided with raw material in the form of sketches, photographs or colour transparencies. The security printers may be asked to produce a set in a unified style or the Crown Agents may be authorised to engage the services of a good freelance artist to undertake the designs for the whole set. The latter course would probably be expensive but would be most likely to produce an attractive and original set of designs. For reasons of copyright, it is generally advisable to use official photographs as the basis of designs, or if this is not possible, to make appropriate arrangements with persons claiming rights in photographs submitted.
- (c) Competitions. It has been contended that world-wide competitions afforded the best means of getting fresh ideas and good designs. This has not been confirmed in practice. The prizes offered appear to have been too low to attract top-ranking artists and although one or two countries have been fortunate, most have found themselves obliged to pay relatively large sums for worthless or almost worthless material which frequently results in the kind of unsatisfactory sets referred to in (b) above. It is therefore suggested that competitions should not be organised except possibly where it is considered more desirable to stimulate local interest in the stamps by a local competition than to aim at the best possible design from the point of view of sales and prestige. It must be remembered that stamp design is a highly specialised form of art and amateurs are rarely competent in this field.

- (d) Type of reproduction. The three main printing processes are recess engraving, photogravure and lithography. All types of printing possess advantages and disadvantages of their own depending on the subject to be reproduced and the colouring required. It is therefore difficult to generalise, but the Crown Agents will be happy to advise in specific cases.

11. Quantities

- (a) Of the total quantity of stamps produced the Crown Agents
- (i) send to the territory concerned the quantities ordered for local use;
 - (ii) retain some for the Stamp Bureau;
 - (iii) provide the British General Post Office with copies of each stamp. The G.P.O. retain three copies and distribute the remainder to member-countries of the Universal Postal Union in accordance with Article 107 of the Detailed Regulations for the Implementation of the Universal Postal Convention (1957). At present the number required by the G.P.O. is 414;
 - (iv) send one corner block of four stamps to the Royal collection (see also paragraph 15 in this connection);
 - (v) send three copies of each stamp to the Colonial Office for the official collection.

The Crown Agents ultimately send the trial drawings etc. to the Royal collection.

- (b) The Crown Agents are authorised to order from the printers such quantities of stamps as they need for the Stamp Bureau. Should they order supplies at a time when the territory concerned is not in need of additional supplies, they nevertheless send some to the Government concerned so that it cannot be said that they are selling dealers a variety of stamps which are unobtainable in the territory concerned. (The reason for this is that a fresh printing may introduce some slight variation in colour, etc.) It is desirable that stamps from the new printing should be placed on sale in Post Offices as soon after their receipt as can conveniently be arranged.

12. Crown Agents Stamp Bureau

The Crown Agents, with the concurrence of the Secretary of State, have revised their sales and publicity arrangements which are described in the Crown Agents circular No. G10/1000 of the 14th July 1960. These arrangements have been agreed by all the overseas territories with which the Colonial Office is concerned. These arrangements now include participation in selected exhibitions all over the world.

13. Philatelic Services

In the Secretary of State's circular savingram No.303/53 of the 1st April 1953, it was laid down that while it was the duty

/of

of the Postmaster to comply with postal applications for the purchase of stamps, provided they were covered by adequate remittance in proper form, he should not carry out any services which are solely of interest to philatelists and stamp dealers. The services of this type specifically mentioned in the circular are the affixing of stamps to letters and the cancellation of stamps on items not entrusted to the post in the normal manner, the acceptance of standing orders for new issues, and the sale of postage due labels over the counter. (There has never been any objection to the sale of postage due labels in response to orders received by post.)

The chief objections, which are important, to the provision of services of this kind are that they occupy the time of postal workers whose primary task is to ensure an efficient postal service, and that they expose officers to the temptation of accepting inducements. However, such services have become so common in many parts of the world that there is some danger that countries which refuse to provide them may lose the goodwill of stamp dealers and philatelists, particularly when requests are made in a proper manner and accompanied by a remittance in proper form.

- (a) Administrations should consider whether these services should be provided, but in doing this the cost of any additional staff likely to be required must be weighed against the additional revenue expected. If it is felt that the advantages outweigh the disadvantages, there would be no objection to the introduction of the services described below.
 - (i) Philatelic Bureau. If the Government of a territory feels that it would not impose heavy demands on postal staff, with consequent impairment of the postal service, or that disproportionate expenditure would not be incurred, it may be found convenient to set up a special department in the Post Office to deal with philatelic sales and services (other than normal counter sales). It would permit closer supervision of the services described if they are entrusted exclusively to a central department of this kind. The utmost care should be taken to prevent abuses and the provision of services to collectors other than those described.
 - (ii) First Day Cover Services. There would be no objection to the provision by the postal administration of envelopes specially produced for the first day of issue of a new set, particularly for commemorative issues, to which have been affixed all, or a selection of the stamps in the new issue, specially cancelled with neat light postmarks. A small charge over and above the cost of envelope and stamps could legitimately be made for this service.

A recognised procedure for First Day Cover Service is as follows:-

Arrangements are made for the advance preparation of special "First Day" envelopes stamped with the new stamps. When the date of the release is

/published

published, a public announcement is made about the method of applying for covers. Applicants are advised to send to the prescribed address a clearly specified amount, designed to cover the cost of the envelope and the stamps affixed to it. Applicants are recommended to include self-addressed labels for attachment to the envelopes which are sent on the day of issue through the normal channels.

Notice of forthcoming "First Days" must be given well in advance to allow for transportation of orders by sea mail. Many collectors reside in small towns where international money orders, bank drafts, etc., are not readily available.

It is considered that provision of a First Day cover service in which stamps are fixed to envelopes, dated and posted, could increase the income from stamp sales. Envelopes to be stamped should be provided either by the customers or by the postal administration.

- (iii) Cancellation of stamped envelopes. There is no objection to the cancellation of stamped fully addressed envelopes sent to the Postmaster for cancellation and return in the proper manner through the post. It is understood that these envelopes are usually requested by collectors of postmarks. In no circumstances should stamps which are not affixed to letters be cancelled.
- (iv) Postage due Labels. There is no objection to the sale of postage due labels through a philatelic bureau, or from the Head Office of the Postal Administration.

(b) The following are comments on certain other related matters:-

(i) Special selection of stamps

It is not considered that postal officials should be authorised to take stamps at request from some special portion of a sheet.

(ii) New Issues

It is not considered necessary to permit postmasters to accept standing orders for new issues.

(iii) Packing

Parcels of stamps sent through the post should be carefully packed, as philatelists naturally prefer to receive them in the best possible condition. A copy of a memorandum describing

/the

the method of packing used in the Crown Agents Bureau is attached. (Annex A).

(iv) Remittances

It is important not to create conditions in which staff may be subject to temptations. There is no change in the view that remittances accompanying orders received by post should only be accepted if they take the form of banker's drafts, (where appropriate), money orders, or British postal orders made payable to the officer concerned by his official designation. All other remittances should be returned to the senders with an explanatory note.

(v) Recommendation of Agents

It is undesirable for any member of a postal administration to take the responsibility of recommending any private person or firm to act as an agent for dealers and collectors.

(vi) Return of stamped envelopes to collectors

Where it is not desired to service stamped envelopes sent to the postmaster for cancellation and posting or return in some other manner, they should be sent back unserviced. Where arrangements are in force with the country of the sender's residence for delivery without surcharge of correspondence bearing the "paid" or "official paid" impression of the Post Office of the originating country, the envelope can be sent under such an officially franked cover. In the case of countries where such an arrangement is not in force the envelopes may be enclosed in official covers addressed to the postal administration of the country concerned accompanied by a brief indication of receipt and their return. Such covers would be regarded as correspondence of the postal service exempt from postal charges.

(vii) Souvenir packages

Some territories have found that specially printed wallets or transparent envelopes containing sets of all the values up to about 1/- and wallets or transparent envelopes containing complete sets find a ready sale at seaports, airports, railway stations and tourist offices. These packages can be exhibited so that even passengers in transit may be attracted to buy them as souvenirs.

14. Surcharging

Issues of surcharge stamps, i.e. those which have to be over-printed with a different value for temporary use when supplies run out, should be unnecessary, if proper care is taken to maintain a sufficient supply of stamps. It is suggested that it would be advisable to maintain large stocks of the two or three

/lowest

lowest values on hand so that combinations of them could be used in lieu of higher values which may run out of stock.

15. Should it nevertheless be necessary to resort to over-printing the order should be placed with the Crown Agents, not with local printers. It is technically difficult to ensure that over-printing is completely uniform on all stamps, but the degree of variation is likely to be minimised if the order is placed with the security printers in this country. The objection to variations in the printing is of course that stamps which show such variations are much sought after by some philatelists and consequently are more likely to stimulate fraud and malpractice than other stamps. The greatest care should therefore be exercised if, owing to special circumstances, a local over-printing has to be issued and the advice of the Secretary of State should always be sought as to the quantities likely to be required to satisfy the dealers' demands. As a safeguard against forgery the over-printed value should always be equal to or less than the basic value of the stamp, never more. As the Crown Agents will be unable to supply the usual corner block of four stamps for the Royal collection, the issuing territory should send a block to the Crown Agents for submission to the Palace.

16. Withdrawal of stamps

- (a) No new definitive postage stamp of a particular denomination should be brought into use until all the stocks of the previous issue of that denomination in the definitive set have been withdrawn from sale. The stocks should be destroyed immediately under the supervision of a responsible officer. As stated in paragraph 9 above, there is no objection to the concurrent sale of commemoratives and definitives of the same denomination. In some cases there may be difficulty about the simultaneous introduction of new patterns of embossed stationery, postcards, etc., and also stamps in roll or book form. There would be no objection to continuing the sale of old patterns of such items for a limited period.
- (b) The Crown Agents should be advised preferably not less than one month beforehand, of the date on which any obsolescent stamps will cease to be sold in the post offices of the territory so that the sale of those stamps to dealers may be discontinued from the same date.

17. Invalidation

It is advisable to invalidate any stamps which have ceased to be on sale for a period longer than five years. The customary notice of invalidation should be given in the official Gazette. The notice should not take effect until at least six months after the date of its publication and the notice should also provide for a period of grace of not less than six months during which holders of invalidated stamps may exchange them for equivalent stamps in the current series. The Secretary of State should be informed of any invalidations so that the Crown Agents can publish a suitable notification in their Stamp Bulletin.

18. U.P.U. Specimens

- (a) In paragraph 11 (a)(iii) reference was made to the
/specimens

specimens of each stamp which are sent to the U.P.U. in accordance with Article 107 of the Detailed Regulations for the Implementation of the Universal Postal Convention (1957). The stamps are sent via the United Kingdom Postal Administration to Berne for transmission to all the U.P.U. member-countries. Most of the countries of the United Kingdom Overseas Ensemble have intimated that they do not require these specimens and those received for these territories are retained by the International Bureau at Berne.

- (b) Specimen stamps distributed by the International Bureau are intended for purposes of reference and record. In the few territories which continue to receive them it is desirable that these should be gummed into a reference book immediately on receipt, and that the book should be kept in safe custody. The sale of these specimens should be prohibited. If any administration finds that the recording and custody of the specimen stamps takes up an inordinate amount of time, arrangements can be made, on request to the Secretary of State, for the distribution to be discontinued.

19. Official Stamps

Experience has shown that the introduction of "official" stamps raises a number of difficulties and can lead to malpractices. It is recommended therefore that such issues should not be made.

20. Writing off stamp losses

In all cases of losses of stamps, whether due to accidents, fraud or negligence, other than losses caused by the destruction of stamp stocks not held for sale once the required authority has been obtained, losses should be recorded in the accounts for the information of the Legislative Council, by charging a losses sub-head and crediting revenue with the face value of the stamps lost.

21. Discount on sales

The Post Office Bill (9 and 10 ELIZ.II) clause 25 introduces certain amendments to the Stamp Duties Management Act, 1891. Power has been retained to grant discount on purchases of postage stamps but at the present time the United Kingdom Post Office has no intention of exercising it and it is suggested that, unless there are exceptional circumstances, overseas territories should follow the United Kingdom practice.

22. Stamp Books

Stamp books are sought by some collectors and if a territory operates a philatelic bureau, it would probably be useful for these books to be placed on sale. The Crown Agents would be willing to make stamp books available for sale to dealers through their Stamp Bureau but for a period of three months only. The stocks remaining at the end of this period would be available to the overseas administrations concerned.

23. Crown Agents Bulletin

The Crown Agents Bulletin is a valuable means of publicity,

/and

and it is desirable that the first announcement of any forthcoming issue should appear in the Bulletin (see in this connection paragraph 3).

24. Postal Franking Machines

It has been suggested that as postage stamps on envelopes sent overseas provide an alternative means of publicising the territory the use of franking machines for overseas mail should be discouraged. Administrations, particularly in territories in which a tourist industry is being developed, may wish to consider this suggestion.

25. Enquiries About Stamp Issues

As is made clear in the above paragraphs, responsibility for stamp policy rests with the Secretary of State whose approval is required for new issues and who is the channel of communication with The Sovereign for the Royal approval of new designs. Owing to administrative changes in London, the Communications Department in the Ministry of Overseas Development is responsible for advising the Secretary of State on stamp policy, consulting the Crown Agents for Overseas Governments and Administrations on the production and sales sides as necessary. Enquiries about stamp issues may therefore be addressed either to the Secretary of State or to the Ministry of Overseas Development.

158.

CS.

When we have a bill in affairs
I should like to know whether SPT is
satisfied that we are complying with all
requirements of Colonial Office ~~the~~ circular
dispatch 377/65 of 14/9/65.

SPT. Are you?

W. 29/10

W

29/10

all. re. all. the
dispatch
P.S.

C.S.

Before answering H.E's. query at folio 58 I would like to go the Despatch in detail with the Postmaster when he settles in - he just returned from leave. In the meantime may I have written authority for accounting purposes, to write off 4 stamps @ 1/- and 4 @ 1d. of International Co-operation Year issue in order to comply with X on E of the enclosure to folio 57. At the same time it would be appreciated if you would authorise the write off of one of each denomination of this for display purposes.

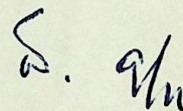


1.11.65

60

SPT. Write off as above, plus write-off of one of each denomination for display purposes approved.

This ties up with my previous instruction to maintain a set of each issue for historical purposes - the display set can be the historical set. I hope that since the Battle issue this has been done.



61.50


C.S.

57.

58. I am satisfied that we are conforming with the requirements of C.O. circular despatch 377/65 insofar as it is applicable here.

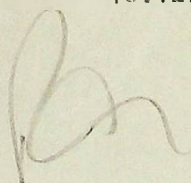
59 (x on). I regret that I misinterpreted para. 15 of the enclosure to 57 which only applies to stamps surcharged (overprinted) locally.

60, para 2. Since the Battle issue, this has been done.



10.12.65.

✓ hand. wfa.
W. 11/12



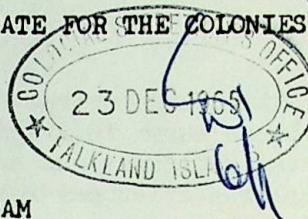
296 b2
11



PRIORITY

FROM THE SECRETARY OF STATE FOR THE COLONIES

C.O. Ref: CM 270/06



SAVINGRAM

CIRCULAR 463/65

10th November, 1965.

Postage Stamps:

World Cup Football Championship

The World Cup Final Series is being played in this country for the first time in July 1966 and a special United Kingdom stamp issue is to be made on 1st June, 1966. The World Cup Organization has suggested that there might be an "omnibus" issue for the overseas territories to commemorate this occasion since interest in the competition is world wide; The Federation of International Football Associations comprises a total of 126 countries. It is likely that such an issue would be popular with collectors.

2. If this idea is generally acceptable it is suggested that for each territory there should be two values and that the issue should be released on 1st July 1966. In view of the limited time available for the production of these stamps it is proposed that they should all be of common design and that the high and low values for each territory should be the same colour. The issue would be printed in uniform 50-stamp sheets.

3. I should be glad to learn at your earliest convenience and in any case not later than 15th December, 1965, whether the Government of your territory wishes to participate in such an issue, and, if so, the two values required and the quantity of each which will be required for local use.

4. [To Governor FIJI only]

I should be glad to receive similar information in respect of Pitcairn.

4. [to TONGA (Commissioner and Consul only)]

I should be glad to know whether Tonga wishes to take part in the issue and, if so, whether they would wish a portrait of Queen Salote to take the place of Queen Elizabeth's portrait.

4. [To Governor ST. HELENA only]

I should be glad to receive similar information in respect of Ascension Island and Tristan da Cunha.

4. [To High Commissioner ADEN only]

If the Federation of South Arabia wish to take part I should be glad to know whether they would wish the crest of the Federation to take the /place

See 04

The Officer Administering
the Government of
the Falkland Islands.

place of Queen Elizabeth's portrait and whether they would wish the name and values to be shown in Arabic script as well as English. Assuming that these modifications are practicable within the common design, their implementation may result in some extra cost to the Federation.

5. [To ALL]

This savingram has been addressed to the Governors of Bahamas, Barbados, Bermuda, British Guiana, British Honduras, Falkland Islands, Fiji, Fiji (SOPAC), Gibraltar, Hong Kong, Mauritius, St. Helena and the Seychelles; the High Commissioners of Aden and the Protectorate of South Arabia, British Antarctic Territory and the Western Pacific; the Administrators of Antigua, the Cayman Islands, Dominica, Grenada, Montserrat, St. Christopher-Nevis-Anguilla, St. Lucia, St. Vincent, Turks and Caicos Islands and the Virgin Islands; the Resident Commissioners of the Gilbert and Ellice Islands Colony and New Hebrides; H.M. Commissioners of Swaziland and Bechuanaland; and the British Commissioner and Consul, Tonga. A copy has been sent (under cover of a separate despatch) to the British Government Representative for transmission to the Government of Basutoland.

SECER.



1212/111
PRIORITY

FROM THE SECRETARY OF STATE FOR THE COLONIES

C.O. Ref: CM 270/06

SAVINGRAM

CIRCULAR 533/65

21st December, 1965.

POSTAGE STAMPS:
COMPLETION OF NEW HEADQUARTERS BUILDING OF
WORLD HEALTH ORGANISATION

In 1966, the World Health Organisation will open its new Headquarters and Member States have been invited to issue postage stamps commemorating the completion of the new Building. The Inaugural ceremony of the new building is expected to take place about 3rd May, 1966, when the Nineteenth World Health Assembly will open. A design for a commemorative stamp has been suggested by W.H.O. and circulated by the International Bureau of the Universal Postal Union with their Circular 147 of 1st October, 1965.

2. I suggest that there should be an "omnibus" issue for the territories of the overseas ensemble, many of which will have benefitted from the work of the Organisation and will wish to mark this occasion; and that there should be two values for each territory, the issue being printed in uniform 50-stamp sheets.

62
1019/iv
3. The date of this issue would depend on the general programme of commemorative issues during the year. Other issues planned for 1966 (excluding the special stamp to commemorate the life of the late Sir Winston Churchill which was originally due to be released in September, 1965, but was postponed to 24th January, 1966) are the World Cup Football Championship stamp on 1st July (my circular No. 463/65), and the U.N.E.S.C.O. Twentieth Anniversary stamp (my circular No. 412/65). It was intended that the latter should be released in November, but it is now considered that it should be deferred until December, thus permitting the release of the W.H.O. Commemorative issue in September/October.

/4.

Reply at 69

The Officer Administering
the Government of
the Falkland Islands.

4. I should be glad to be informed at your earliest convenience whether the Government of your territory wishes to participate in the issue now suggested and, if so, which two stamp values will be required and the quantity of each value which will be needed for local use.

5. [To Governor, FIJI only]

I should be glad to receive similar information in respect of Pitcairn.

5. [To TONGA (Commissioner and Consul) only]

I should be glad to know whether Tonga wishes to take part in this issue and, if so, whether it is desired that a portrait other than that of Queen Elizabeth's should be incorporated in the design.

5. [To Governor, ST. HELENA only]

I should be glad to receive similar information in respect of Ascension Island.

5. [To High Commissioner, ADEN only]

If the Federation of South Arabia wish to take part I should be glad to know whether they would wish the crest of the Federation to take the place of Queen Elizabeth's portrait and whether they would wish the name and values to be shown in Arabic script as well as English. Assuming that these modifications are practicable within the common design, their implementation may result in some extra cost to the Federation.

6. [To ALL]

This savingram has been addressed to the Governors of Bahamas, Barbados, Bermuda, British Guiana, British Honduras, Falkland Islands, Fiji, Fiji (SOPAC), Gibraltar, Hong Kong, Mauritius, St. Helena and the Seychelles; the High Commissioners of Aden and the Protectorate of South Arabia, British Antarctic Territory and the Western Pacific; the Administrators of Antigua, the Cayman Islands, Dominica, Grenada, Montserrat, St. Christopher-Nevis-Anguilla St. Lucia, St. Vincent, Turks and Caicos Islands and the Virgin Islands; the Resident Commissioners of the Gilbert and Ellice Islands Colony and New Hebrides; H.M. Commissioners of Swaziland and Bechuanaland; and the British Commissioner and Consul, Tonga. A copy has been sent (under cover of a separate despatch) to the British Government Representative for transmission to the Government of Basutoland. A copy has been sent for information to the Administrator, Tristan da Cunha.

SECER

F. I. ref: 1212/II
C. O. ref: CM 270/06

634

SAVING TELEGRAM.

From: The Officer Administering the Government of the Falkland Islands.

To: The Secretary of State for the Colonies.

Date: 7th January, 1966.

No. 8. SAVING. COLONY

62 Your Circular Savingram No. 463 of the 10th November, 1965.

Postage Stamps: World Cup Football Championship.

Your circular arrived here on the 23rd December, 1965.

This territory does not wish to participate.

GOVERNOR.

CS for return on
lt 7/11

~~65~~
65

7 January 1966

Thank you for your letter AS/170 of 29th December regarding a proposed stamp issue to commemorate the World Health Organisation's new building.

I agree with you that this is unsuitable for B.A.T. and perhaps you would be good enough to inform Sugg accordingly.

We here have so far not heard about this proposed new stamp but no doubt we shall receive a savingram in due course. Meanwhile, I am sending you a signal to say that I think that we would not wish to participate.

For future reference, since it seems likely that we shall receive further such requests, I think you can take it that my view will continue to be against these special issues except in those cases where the British Antarctic Territory can clearly be shown to be likely to benefit thereby.

W

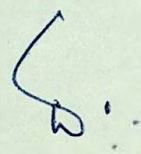
Sir Vivian Fuchs.

~~36~~
66

S.P.T.,

Folio 63.

For or against and why?



C.S.

7th January, 1966.

TB

07567

C.S.

65 refers.

Perhaps you have had news from London about this new stamp issue? My views for the Colony would be the same as those expressed for the Territory.

CK

7/1/66

61.

hll. nfa.

61.

SPT
66

10.1.66

Kiv 66.

68

63 with 66.

I am against too many ~~omnibus~~ omnibus issues - particularly those which have no significance here.

6

13.1.66.

F. I. ref: 1212/II

C. O. ref: CM 270/06

39

SAVING TELEGRAM.

From: The Officer Administering the Government of the Falkland Islands.

To: The Secretary of State for the Colonies.

Date: 14th January, 1966.

No. 12. SAVING. COLONY

68

Your Circular No. 533/65 of the 21st December, 1965.

Postage Stamps: Completion of New Headquarters Building of World Health Organisation.

This territory does not wish to participate.

GOVERNOR

Pa

1212

70

6th February

67.

To: The Superintendent,

From: Colonial Secretary,

Posts & Tels. Dept.,

STANLEY.

Commemorative Stamp Issues.

Her Majesty's License for the first Bishop of the Falkland Islands Diocese was issued on 19th June 1869, the Bishop (Sterling) being consecrated in December of the same year.

The Reverend Millam has further details.

A one hundredth anniversary.

(W.H. THOMPSON)
COLONIAL SECRETARY.

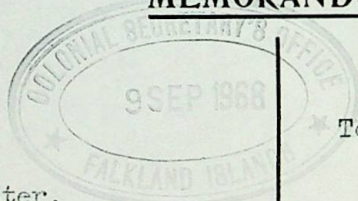
lg

No. 8.

MEMORANDUM

71

It is requested that, in any reference to this memorandum the above number and date could be quoted.



4th September, 19 68

To: Superintendent,

From: Postmaster,

Posts & Telecommunications Dept.

Stanley.

Stanley, Falkland Islands.

SUBJECT :-

Cancelling stamps to order.

CSO 12/2/II

The Colonial Office instructions dated September 1965 state "In no circumstances should stamps which are not affixed to letters be cancelled" and I am wondering if this policy can be changed in the light of present day requirements both from collectors and dealers and from a revenue point of view.

Now that we have moved away from the policy that a stamp is only for postal usage and have entered the "restrained relaxation" era it would save time in the Post Office and be of benefit to overseas customers if stamps could be cancelled without going through the post. From the numerous requests we receive for such a service it would appear to be the practice elsewhere. A recent example of the saving of time in the Post Office if such a policy were adopted was in dealing with a request for 25 sets of Human Rights stamps which had to be carefully placed on envelopes and addressed and then cancelled.

The cancelling of stamps on First Day covers sent out by the Crown Agents, which do not have an address and therefore do not go through the normal postal channels is in fact cancelling to order, so I suggest that if it can be done in one form then why not in another?

c.s.
Perhaps this could be taken up with the C.O.?

D. Munison
Postmaster.

J.
7.68.

See 72

F. I. ref: 1212/II

C. O. ref:

72

Copies: S.P.T., &
Postmaster.

SAVING TELEGRAM DESPATCH

From: The Officer Administering the Government of the Falkland Islands.

To: The Secretary for ~~Technical Co-operation~~ of State for Commonwealth Affairs

Date: 10th September 1968.

No. 95 SAVING. COLONY

Philatelic Services.

57.

I refer to the final sentence of paragraph 13 (a) (iii) of the enclosure to your predecessor's Circular Despatch No. 377/65. The sentence reads "In no circumstances should stamps which are not affixed to letters be cancelled".

Many postal administrations provide such a service and advertise stamps "cancelled-to-order". Dealers from all over the world are constantly asking that we should do the same.

The restriction imposed by your circular is undoubtedly causing a considerable loss of much needed revenue and, after such consideration, we cannot see that its removal would be damaging.

The Crown Agents Stamp Bureau already handles first day covers sent out in bulk for franking and it cannot be said that these go through 'normal' postal channels. The lines of distinction have become somewhat blurred over the last few years of intensive stamp dealing.

Permission is therefore requested to disregard the instruction referred to above thus to allow the commencement of a "cancellation-to-order" service.

GOVERNOR

1-5

73

C.T.

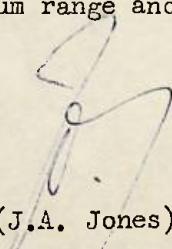
Definitive Stamp Issue

As you know there is a view that, due to the equation of the Colony with S. Georgia and B.A.T. in the average philatelists mind the number of special, new and proposed definitive issues is likely to prove counter productive and spoil the market. Dwindling revenue from the Colony Special Issues supports this view.

2. As one step towards rationalisation of the matter the Governor, who is also High Commissioner of the B.A.T., has begun to exercise a co-ordinating administrative function. But this won't iron out all the wrinkles nor avoid clashes of interest. Consequently it occurred to me that another step in the rationalisation exercise might be to establish a common revenue-earning and revenue-sharing system for the Colony, S. Georgia and B.A.T. so far as stamps are concerned, on some reasoned proportional basis. I can see that the suggestion bristles with difficulties: on the other hand I feel the idea itself, if it could be made to work, would greatly benefit all three stamp issuing authorities.

3. I would be grateful if you would consider this matter and see whether you can devise a fair and reasonable scheme which we might have a chance of selling to BAS/NERC.

4. There is no urgency about this. If there is anything at all in the basic idea it is bound to take time to work up and I see it as a medium range and not as an immediate possibility.


(J.A. Jones)

25th September 1970

FA

B. U.
~~12/12/70~~
30/6/71

74

CROWN AGENTS
FOR OVERSEA GOVERNMENTS AND ADMINISTRATIONS

01-643 3311

'H' Department,
ST. NICHOLAS HOUSE,
ST. NICHOLAS ROAD,
SUTTON,
SURREY.

H1/1618

18th December, 1970.

Dear Mr. Lewis,

Falkland Islands Postage Stamp Issue
Programme 1971 to 1972

Prior to your departure for Falkland Islands I feel that I ought to drop you a line about the position of the Colony's postage stamp issue programme which is causing us some concern. I apologise for adding to the many problems which you must have at this time but no doubt you would wish to be advised of developments in this respect.

... I enclose a copy of our most recent letter dated the 18th November to the Colonial Secretary which summarises our proposals for subjects to be used on issues in 1971 and 1972. I am afraid that unless we are given the go-ahead to make an early start with some of these issues there will be insufficient time for production and consequently the number of releases will be restricted resulting in a loss of philatelic revenue.

It is usual for us to send rough designs for proposed issues to Government for approval and if time permits we would similarly send out the finished designs. If this procedure is to be followed for proposed issues in 1971 it would seem unlikely that more than one special issue could be completed. Perhaps a way of overcoming the difficulty of communication would be to allow the Foreign and Commonwealth Office to approve any rough artwork designs on Government's behalf.

I do hope that we will shortly receive the go-ahead for some of the issues suggested. If you would like any further information before leaving on your journey to Port Stanley please let me know. If it would help for me to call on you to discuss this matter I should be very pleased to do so.

Yours sincerely
T. A. Oldry

T. A. OLDRY

E. G. Lewis, Esq., O.B.E.

75

Distribution: H1 1
File 1

2
X 1010/20

18th November 1970.

Dear Sir,

Stamp Programme 1971 - 1972

We are becoming increasingly concerned about the position of your postage stamp programme for the years 1971 and 1972. At present the only issue planned and under way is the decimal overprint for 15th February 1971.

As the printers schedules are filling rapidly for 1971 and your issues, due to the difficulty of communication, are required for printing well in advance of the release date, we suggest that this matter is given your urgent attention.

One issue which you may consider suitable for 1971 at such short notice is the Tourism and Industry issue which was initiated last year, and for which you are holding the artwork. This issue could be given to a printer for possible release in October 1971.

We would also like to reiterate the suggestions contained in Mr. Oldry's report of the 11th August, 1969, to Sir Cosmo Maskard, K.C.M.G., M.B.E., plus other suggestions and our full list for your perusal is as follows:-

The Colonial Secretary,
Colonial Secretary's Office,
Stanley,
FAIKLAND ISLANDS.

SU/LC/17

Cont/.....

● The Colonial Secretary

1) 1971

How Many?
Centenary of the visit of the First Duke of Edinburgh. It occurs to us that there may even be a painting connected with this visit hanging in Port Stanley which could be used for the issue.

- 2) Bicentenary of the Surrender of Port Edgmont.
- 3) 120th Anniversary of the Falkland Islands Company.
- 4) Bicentenary of the Birth of Sir Walter Scott.

1972

- 1) The 25th Anniversary of the Stanley Radio Research Station.
- 2) Centenary of the first mail service between Stanley and West Falkland.

General Issues

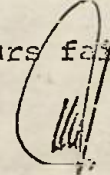
- 1) Nature Reserves
- 2) Coastal Vessels
- 3) A Sky at Night

In respect of this ^{last} suggestion, we are hopeful that we can persuade Patrick Moore, the well known astronomer, writer, and television personality, to provide background material for a 'Sky at Night' issue. Mr. Moore was recently very helpful in providing information for the Ascension Islands new definitive issue which is devoted entirely to 'Space', and we feel the 'Sky at Night' theme viewed from the Southern Hemisphere would make an attractive issue of stamps.

We look forward to hearing your comments on these proposals at the earliest opportunity. If you require further explanation or clarification of any of the proposals, we will certainly supply it as well as rough designs for your perusal.

However, we cannot stress too much the urgency of a decision regarding those issues for release in 1971.

Yours faithfully,


M. A. HIRMAN

(Marketing Development Officer)

Notes on Falkland Islands, British Antarctic Territory and South Georgia stamp issuing policy.

77

Falkland Islands:

The Falkland Islands have a good name in the postage stamp world largely because they have been conservative in their stamp issuing policy.

Governor Haskard was in favour of this policy but was unfortunately faced with a financial crisis in the latter part of the 1960's and reluctantly had to relax a little in an effort to enhance much needed revenue. In this, as far as stamp sales were concerned, he was reasonably successful. However last year there was a marked drop off in revenue from stamps and it became obvious that we should ease up on commemorative issues as was done between 1966 and 1968. This rest period, although against the advice of the Crown Agents, was appreciated by philatelists and our reputation remained of the highest order. From 1968 onwards we produced two issues a year and with the drop off of interest which was further aggravated by a spate of issues in B.A.T. (2 in 1969) and South Georgia (1 in 1969) and forthcoming issues in both territories (see notes below) it was decided that the Falkland Islands would not issue a commemorative set during 1971.

British Antarctic Territory and South Georgia:

Between them B.A.T. and South Georgia have no fewer than four issues on the stocks for 1971 and 1972 with new definitives planned possibly for 1972.

Outside observers tend to equate Falklands, British Antarctic Territory and South Georgia and the Falklands may well lose the good will of the philatelic trade if issues are not phased to avoid saturating the market.

If B.A.T. and South Georgia are to pursue the present liberal stamp issuing policy and gain prestige in the stamp world something will have to be done to improve facilities on the Bases. Overseas these Bases are regarded as legitimate Post Offices (they are so listed by the Universal Postal Union) but in practice they do not function as such. One often hears complaints from frustrated Base Leaders about the volume of philatelic mail and the work involved, which in some cases, has had to be shelved until the following season. His principal duties do not permit otherwise. As a result the Stanley Post Office is inundated with enquiries from philatelists regarding their orders, etc. This is not written as a criticism of Base personnel (the majority do their best under what must be very trying circumstances) but as a matter which should be brought to light with a view to remedying the situation. The answer would be for one person to travel around the Bases during the season with no other duties but attend to philatelic mail, cancellations, etc. He should carry mint stamps with him for sale on shipboard and thus relieve the Base Leader from this work when the ships call.

The Postmaster has produced some notes on the subject and these are attached.

Finally with a view to co-ordinating a stamp issuing policy in the three territories (F.I., B.A.T. and S.G.) to the mutual benefit of all, Executive Council has recommended :

- (i) that the Governor/High Commissioner should exercise co-ordination over issues of postage stamps for the Colony, the Dependencies and the British Antarctic Territory;
- (ii) that consideration should be given to the possibility of some form of sharing between the three territories of the revenue derived from their stamp issues.

The Crown Agents:

The Crown Agents commission stamp designing artists, arrange the printing and publicity of our stamp issues. They are also commission agents and sell our stamps in London at a commission of 10% of sales - that was until 31st December, 1970. With effect from 1st January this year they have increased their sales commission to 15%.

They persistently regail us with advice that we should be more liberal with our issuing policy. On a long term policy the Colony prefers to remain reasonably conservative on the matter and thus maintain our good name with the philatelic fraternity. I am convinced that this is the correct policy to pursue. Other territories have gone the whole hog to their detriment and bring upon themselves adverse press comments such as the following :

....."No wonder

"No wonder the number of new issue subscribers drops rapidly, and regularly. The poor collector cannot keep up, and rather than fragment a collection, he gives up. Maybe one or two favourites are maintained, but otherwise they retreat to earlier issues, or give up altogether and collect old masters or Georgian silver. Prices maybe are high but the market is not swamped with new material every year."

After all the Crown Agents are commission agents and it is a matter of conjecture whether they worry too much about the welfare of the territory they represent.



Superintendent,
Posts and Telecommunications Dept.

STANLEY,
23rd January, 1971.

NOTES BY POSTMASTER

B.A.T. Stamps

The main stock of stamps is held in the Treasury Vault.

A working stock is kept in the Post Office which has limited space for such stocks.

Supplies from Bases are requisitioned for as need arises.

Payment for sales of stamps on Bases is made through monthly stamp accounts direct to B.A.S. Office, Stanley.

Sale of B.A.T. stamps in Stanley is credited to a Deposit account which is cleared periodically to B.A.T. Treasury.

Difficulties have been experienced in the past by the Deputy Postmaster at the Bases being unable to cope with the handling of philatelic mail e.g. the last B.A.T. commemorative issue released in February 1969 and withdrawn in May of that year. A considerable amount of this mail was dealt with in the winter months and consequently not returned to Stanley until the following season.

Similar difficulties may arise when the current definitive is withdrawn and overprints issued. It is appreciated that the Base Commander who is the Deputy Postmaster has a busy time but a Territory issuing stamps and thereby deriving revenue has an obligation to deal with mail quickly. Failing this there should be a curtailment of issues until proper facilities can be provided.

The non return of covers etc to philatelists results in queries to me as to why covers have not been returned.

Similar conditions apply to South Georgia stamp issues.

None of the Bases have a resident "population" and are merely manned by scientists as is the case with South Georgia now. In the opinion of many, such territories hardly justify separate issues which swell the ever increasing number of issues and which in turn helps to reduce the attraction of countries who need stamps postally as well as financially.

Ideally, South Georgia being a dependency of the Falklands should just have Falkland Islands stamps. It is unlikely that there will ever be a resident population again of families, whalers etc.

The words of the critic which appeared in the Philatelic Magazine of 31st July 1970 are pertinent -

"Must we bow to the penguins and the few resident scientists, who are so tired of the British Antarctic and South Georgian £1 values that a new design has to be found."

General Post Office,
Stanley,
23rd January, 1971.

80
~~372~~ / ~~15~~

Stamp Issues

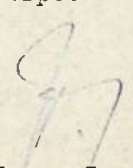
It may be worth while my recording in brief form one idea which I mentioned during our recent discussion on stamp policy with Sir Vivian Fuchs and Gipps. This is for a pooling and fixed division of revenue from/between the Colony, S. Georgia, and B.A.T.

2. While I would not minimise the difficulties in the way of such a proposal it does seem to me to be the best method for achieving our aim which is the dual one of co-ordinating stamp issues between the territories without ruining our market.

3. As an illustration of current difficulties, while we (the Colony) have decided to have no special issue this year, though we are obliged, because of decimalisation, to have an overprinted definitive issue, the B.A.T. is having an overprint definitive and a special issue to mark the 10th Anniversary of the Antarctic Treaty and S. Georgia is having an overprint definitive and a special Shackleton Commemorative. In other words the Colony is foregoing the possibility of some extra revenue this year from a special issue of its own in order not to spoil the market for the other two territories: the Dependency and B.A.T. will benefit at our expense. But as they are in fact both grant-aided it is the British taxpayer who is benefitting at our expense. I consider we ought to take a pretty careful look at this situation.

4. It is arguable that, even philatelically, the S.G. and B.A.T. postal operations are a fraud, since the amount of genuine postal traffic is infinitesimal. This is not the case with the Colony which has a considerable and genuine postal traffic. A case could therefore be made, in these circumstances and that referred to in the last sentence of the preceding paragraph, for all revenue from stamp sales, however achieved, to be divided, after pooling, proportionately between Colony, S.G. and B.A.T. on the basis of the quantities sold by each for genuine postal use.

5. I emphasise that this is still nothing much more than the germ of an idea, but I believe it holds out the best prospect for a rational solution to the stamp policy problem.


 (J. A. Jones)
 Colonial Secretary
 8.2.71

1212/II

3/2/62/II

0283/III

81

12/2/11
~~1765/11~~

FROM THE SECRETARY OF STATE FOR FOREIGN AND COMMONWEALTH AFFAIRS

SAVING DESPATCH

SECRETARY'S OFFICE
18 MAY 1971
FALKLAND ISLANDS
15 April 1971

CIRCULAR No. 21/71

MUT 4/3

RESTRICTED

J/18/5

POSTAGE STAMPS

82-84

1. The boom in sales of new postage stamps is tapering off and revenue from this source may well decline. In this situation the revenue of countries which continue to follow a sensible stamp issuing policy will be more secure than that of countries which try to exploit the market without regard to the effect on their reputation. Postage stamp policy has been reviewed against this background, and the Memorandum enclosed with this Saving Despatch lays down the policy and procedure which should now be followed. There is no significant departure from the policy set out in the Memorandum which accompanied Circular Despatch No 377/65 of 14 September 1965. Changes are of emphasis rather than substance.

2. Your attention is directed to the outline of policy at the beginning of the Memorandum and to the sections on choice of themes, frequency of issues, designs and use of The Queen's portrait. Great importance is attached to observance of the time-table in paragraphs 9 and 10: in the long term the correct timing of issues, the right choice of themes and the production of high quality stamps can only be assured if issues are planned well ahead and sufficient time is allowed for each stage of design and production.

3. This Saving Despatch is addressed to the Governors of Bahamas, Bermuda, British Honduras, Falkland Islands, Gibraltar, Hong Kong, Pitcairn, Seychelles and St Helena; the High Commissioners in British Antarctic Territory and the Western Pacific High Commission; the Resident Commissioners in Gilbert and Ellice Islands and New Hebrides; and the Administrators of British Indian Ocean Territory, Cayman Islands, Montserrat and Turks and Caicos Islands.

~~Reply at 85~~

S.P.T.

To be.

2 The paper to be circulated under a distribution slip to members of the Stamp Issues Committee, beginning with the chairman.

J/18/5

POSTAGE STAMPS

(Enclosure to Circular Saving Despatch No. 21/71 dated 15 April 1971).

OUTLINE OF POLICY

1. Although postage stamps are primarily intended for the pre-payment of postage, their sale to collectors constitutes a direct source of revenue important to many countries and to almost all British dependent territories. Most developing countries also expect their stamp issues to enhance their international standing and their tourist trade.
2. Responsibility for postage stamp policy in the dependent territories and for approval of individual issues and designs rests with H.M.G. except where it has been transferred to the Governments of certain territories in the course of constitutional development. Authority to use The Queen's portrait or the Royal Cypher on postage stamps has in no case been so transferred.
3. Policy in the case of dependent territories is:-
 - (a) to protect The Queen's image overseas;
 - (b) to protect the reputation of governments and postal administrations;
 - (c) to prevent the use of postage stamps for political purposes; and
 - (d) subject to (a) above, to contribute to the revenue of dependent territories by attracting the interest of dealers and collectors.

In the case of territories to whom the power to issue postage stamps has been transferred, Her Majesty's Government nevertheless retain responsibility for ensuring that any proposals by such territories to use the Royal portrait or cypher on a postage stamp are first approved by Her Majesty. Implementation of the policy set out at (a) to (d) above (for dependent territories) involves restraint in the number and face value of stamp issues and care over the choice of designs. The quality of both design and production must be high, marketing arrangements must be effective and the temptation to lower standards for short term financial gain must be eschewed. The world-wide reputation of Commonwealth issues for "respectable" philatelic practices is an incalculable asset that must not be allowed to decay.

CHOICE OF THEMES, AND FREQUENCY AND FACE VALUE OF ISSUES

4. The following guide lines in respect of dependent territories have long been established and are generally understood.

DEFINITIVE ISSUES

5. (a) A new definitive issue should not normally be made until the current definitive issue has been on sale for 5 years.
- (b) Themes should relate to the issuing territory.
- (c) The number and values should be determined by genuine postal requirements. There should never be any need to exceed 15 denominations (already excessive in most cases).

COMMEMORATIVE ISSUES

6. The term "commemorative" is loosely used to describe all postage stamp issues other than definitive issues. Revenue depends above all on the nature and frequency of these issues but only to the extent that the practice is not abused. Ideally, a commemorative issue should mark an event or achievement with which the issuing territory is closely associated, but it has become accepted practice to commemorate somewhat remote anniversaries (i.e. the birth of Dickens, the foundation of the Red Cross etc.). There will always be a temptation to use commemoratives to illustrate a general theme likely to attract "thematic" collectors who might have no interest in the territory's stamps as such. Such subjects must not be too blatantly chosen, however, for the sole purpose of attracting collectors. To a large extent maintenance of revenue depends, in the long term, upon retaining the interest of the ordinary collector in territorial, as distinct from thematic, stamps. Experience has shown that too frequent, and too costly, issues are counter productive and lead to a falling-off in interest in that territory's stamps as a whole.

7. As a general rule, therefore, the face value of a single issue should not exceed the equivalent of 30p. and the total face value of commemorative sets issued in a year should not exceed the equivalent of £1 (or less when a definitive issue appears in the same year). Similarly, in normal circumstances not more than three issues (including any definitive issue) should be planned for one year. This is the upper limit and a commemorative issue should not be proposed if its only justification is to fulfil the "quota" or to maintain philatelic revenue in that year. The practice of the United Kingdom Post Office is no argument for increasing the frequency of issues in dependent territories since the circumstances are very different and the Post Office, far from seeking excuses to print commemorative stamps, rejects many proposals which would be fully justified if the policy were not to limit the number of issues.

8. Commemorative stamps should normally be withdrawn from sale three months after the date of issue or when stocks are exhausted, whichever may be the sooner.

QUALITY OF DESIGN AND PRODUCTION

9. In order to maintain respect for the Monarchy and to uphold the reputation of the issuing territory, the quality of design and production must be as high as possible. To achieve this it is not always enough to commission a competent designer.

Time must be allowed to complete each stage properly and without haste. Modifications to designs may be necessary before or after submission to The Queen. Unless there are exceptional circumstances, approval in principle for a year's programme of new issues should be sought eighteen months before 1 January of the year in which the issues are to be made. The application should specify the proposed face values of the issues and the subject matter of the designs. The designs (artwork) for each issue should be ready for submission to The Queen not less than six months before the proposed date of release. In cases where there is a possibility that foreign countries might take offence at the design, extra time must be allowed for the necessary enquiries.

ROYAL APPROVAL AND RELATED MATTERS

10. With certain exceptions the postage stamps of dependent territories must bear The Queen's portrait or the Royal Cypher, and must be approved by Her Majesty. Other territories which control their own postage stamp policy but wish to mark their residual links with the United Kingdom, may also use The Queen's portrait or the Royal Cypher on their stamps provided they have first obtained the specific approval of Her Majesty. In this case applications for Royal approval should be submitted at least six months in advance of the proposed release date.

11. The Queen cannot be advised to approve a design which in itself, or because of the circumstances in which the stamp would be issued, could be held to exploit the Monarchy for commercial purposes or otherwise to bring the Monarchy into disrepute. Nor can a design be submitted which in the opinion of the Foreign and Commonwealth Secretary falls below a reasonable standard of excellence or fails in some other way to conform with the policy set out above. Public announcement of the details of a proposed issue should accordingly not be permitted until Her Majesty has signified her approval. This approval should never be taken for granted.

12. The Queen's portrait, or the Royal Cypher may not be associated in any design carrying a reproduction of another living person. The portrait should normally be crowned with the St Edward's Crown or the Diadem of Maltese crosses. When use of The Queen's portrait might be considered incompatible with the balance of the proposed design the Royal Cypher may be substituted, but in the case of dependent territories the Secretary of State is not prepared to submit designs for a definitive issue in which The Queen's portrait is omitted from more than a few of the stamps. Only portraits and silhouettes which Her Majesty has specifically approved may be used for postage stamp purposes. (For example, Her Majesty has not yet approved the use of the new Annigoni portrait). Certain other restrictions exist on representing The Queen or Royal Family in postage stamp designs and the advice of Aviation and Telecommunications Department in the Foreign and Commonwealth Office should be obtained in cases of doubt.

13. The final artwork for each stamp, together with a stamp-size "bromide", is required for submission to The Queen.

EMPLOYMENT OF AGENTS

14. Dependent territories which do not have the resources necessary to arrange and supervise the design and production of postage stamps and their sale in overseas philatelic markets may find it necessary to appoint an agent. For most dependent territories such an agent may not be appointed without the approval of the Foreign and Commonwealth Office. In the experience of Her Majesty's Government the interests of dependent territories are best served by appointing the Crown Agents and approval will not normally be given for the appointment of any other agent.

15. The governments of dependent territories to whom the responsibility for issuing their own postage stamps has been transferred do not require Her Majesty's Government's approval for the appointment of agents. Nevertheless, these governments are strongly advised to use the services of the Crown Agents and to avoid entering into any commitment with agents who promise an immediate and substantial increase in revenue from philatelic sales. Such increases are rarely attainable other than at the expense of the issuing territory's reputation and future revenue. The F.C.O. keeps the activities of agents under review and is in a position to give advice and information to the governments of dependent territories.

MARKETING

16. It is the responsibility of the Crown Agents, acting for the government of the issuing territory, and in consultation with the F.C.O. as necessary, to organise sales outside the territory in such a manner as to produce the optimum revenue consistent with securing and retaining the goodwill of collectors and dealers.

17. In many territories there may be advantage in setting up a Stamp Bureau to stimulate local philatelic sales and provide services for overseas collectors. The Bureau should be staffed and managed by the postal administration and in its simplest form may only require the part-time attendance of a postal clerk. The Crown Agents are prepared to offer advice on the operation of such a Bureau.

18. Internal sales can be increased by expanding the market among local residents, although this is a long process. Quicker results can be obtained by interesting tourists in stamps as souvenirs. For this purpose attractive packaging and presentation are necessary and stamps must be placed on sale at key points. The Crown Agents are prepared to advise on methods of presentation.

SERVICES TO COLLECTORS AND DEALERS

Accounts and Credit Facilities.

19. Provided that the accounting arrangements are adequate, there will be no objection to acceptance of deposits from collectors or dealers to cover the cost of future purchases or of standing orders. In no circumstances should stamps be supplied on credit.

20. Arrangements for handling remittances received by post must be secure. Forms issued to the public for ordering stamps by post

should stipulate that remittances should take the form of banker's drafts, money orders or crossed postal orders. Cash remittances should not be rejected, but the senders should be informed of the stipulation.

Credit for Returned Mint Stamps

21. The conditions under which postage stamps may be exchanged for current postage stamps at Post Offices are laid down in territorial legislations. In order to support the market it may sometimes be necessary to authorise the Crown Agents to give credit (for the purchase of subsequent issues of the territory's stamps) against the return by dealers of bulk quantities of stamps. In that case a percentage of the face value should be deducted to cover administrative costs and the commission paid to the Crown Agents on the original sale. A deduction of 15% would be reasonable.

First Day Covers

22. First day covers are used to mark the day of issue of new postage stamps. They must be postmarked with great care. A small charge may be made to cover the cost of the extra work involved. The value of the stamps used, however, is often much higher than the postage rate so that the service can be profitable in itself, in which case the imposition of a handling charge is best dispensed with.

23. Advance orders for first day covers to be made up at Post Offices should be encouraged, and it is permissible to fix a cut-off date for such orders if the volume of work makes it necessary.

24. All first day covers must be addressed but there is no objection to "peel-off" labels being used by dealers for this purpose. They should pass through the post in the ordinary way. However, if the originator so wishes, a quantity of covers for a single addressee may be enclosed in one outer cover to protect them from damage and simplify handling. The individual covers should, of course, be addressed and date-stamped.

Cancellation of Stamped Envelopes

25. Some collectors send stamped and addressed covers in bulk to Post Offices for cancellation and return through the post. There is no objection to this practice.

Cancellation of Stamps to Order

26. It has been normal policy to reject requests for the supply of sheets of date-stamped mint stamps on the grounds that the reputation of the administration assisting in a deception of this sort would suffer. Governments which are under pressure to introduce the service and consider that it would provide a worthwhile addition to revenue should seek the advice of the Foreign and Commonwealth Office. In no circumstances should sheets of mint stamps be date-stamped for sale at less than face value.

Recommendations of Agents to Dealers or Collectors

27. Members of postal administrations should not undertake the responsibility of recommending private persons or firms to act as agents for dealers and collectors.

S.P.T.

I don't think that
you and P.M. (remaining
members of the Stamp
Issues Co-ord. Committee) have
yet seen 81 Levin?

§

Now seen there you.

§
S.S.P.

C.S.

No further action on this pt? Other than
matter to be borne in mind by the Stamp
Advisory Committee

§

8.9.71

✓ M/13/9

~~11.9.71
24.9.71 (KIV)~~

Pa.



Foreign and Commonwealth Office
London SW1 A 2AH

Telephone 01-

RESTRICTED

J A Jones Esq
The Colonial Secretary's Office
Stanley
Falkland Islands

Your reference
Our reference MUT 4/563/1
Date 30 July 1971

Dear Mr. Jones,

POSTAGE STAMP POLICY IN THE FALKLAND ISLANDS AND DEPENDENCIES

- A|| 1. I am replying to your letter ⁵⁷¹⁻² (0283/III) of 30 March 1971, addressed to Southorn in the Atlantic and Indian Ocean Department, since postage stamp matters are dealt with in this department.
- B|| 2. You will by now have had a chance to study the Memorandum on stamp policy which accompanied Circular No. 21/71 of 15 April 1971. We welcome the suggestion (which is in line with the policy) that stamp proposals for the Falkland Islands, South Georgia and the British Antarctic Territory should be co-ordinated and studied together in order to preserve the interests of the territory as a whole. As to the revenue from postage stamps it looks to us to be rather difficult to organise a pooling arrangement but we are happy to be guided by the Governor.
- C|| 3. Perhaps you would be good enough to let me know at an early date your firm programme for the 1972/73 period, in order that we may approve in principle.

1972
bol. Decimal Tables 1.6.72
 Silver Wedding Nov.
SC. Shakerley
 Silver Wedding Nov
BAT. Silver Wedding Nov

Yours sincerely,
 Nina Farrell
 for W G Moore (A.O.C.)
 Aviation and Telecommunications
 Department
 1973

RESTRICTED

S.P.T.

§
 to S.P.T. for favour of a draft reply. J 12/71
 14.9.71.

S.P.T.

Thank you for draft at b.o.f.

2 The para 2 refers to a decision not yet taken by the Coordinating Committee. (Presumably you X, though I do not see any X in the draft).

In principle I follow the argument in the note at foot of draft: but reasonable spacing is just what we haven't got — to our detriment, & this was the reason for the revenue pooling suggestion.

The current situation in fact means that the colony is subsidising the British taxpayer.

I am loath to abandon as yet the proposal for revenue sharing & request you do an exercise to find out what the respective shares of revenue would be if revenue for a selected year, say, 1969/70, was taken & shared on the basis of each administration's proportion which each administration postally used stamps bears to the whole.

3 We can let p. 85 have an answer to his page 3 & by revenue aspect still under consideration. 1/9

c.s. The unincised above - stamps are sold over the counter in Stanley, S. Georgia & BAS Bases for both postal & philatelic purposes & I request that it is not possible to arrive at a figure for postally used stamps.

S.P.T. Then make the calculation on the basis of the number of each of the three. 1/27/69

c.s.

Draft letter at G.C. amended as suggested.

2. The pooling of revenue aspect - do you wish local sales only to be taken into consideration or include London sales, pl?

⓪
29.9.51

The new issue correspondence
should now be transferred to a
new file called

" Proposed new definitive issue
of postage stamps 1968 "

Relevant folios are 34 para 3
47
48
49
50
51-56
70
70 a
71

J. G. M.

0283/K