

Stamps ... Who Needs Them?

Lessons Learned on the Development of Typologies and Cataloguing

Collecting the Non-Stamped Postal History of Botswana

Why do I collect this stuff

I Currently live in Nova Scotia Canada.

I Lived in Botswana from 1994 to 2002, where I ran and eventually owned a landscape architecture, environmental consulting, and land use planning company.

My Interest in stamp collecting re-ignited in Botswana by receipt of nicely stamped mail from Canada.

I joined local club and started collecting Botswana stamps.

I quickly developed good collection of stamps and material that I didn't have was getting expensive because I was having to move into errors, freaks and oddities.

I started looking for other topics.



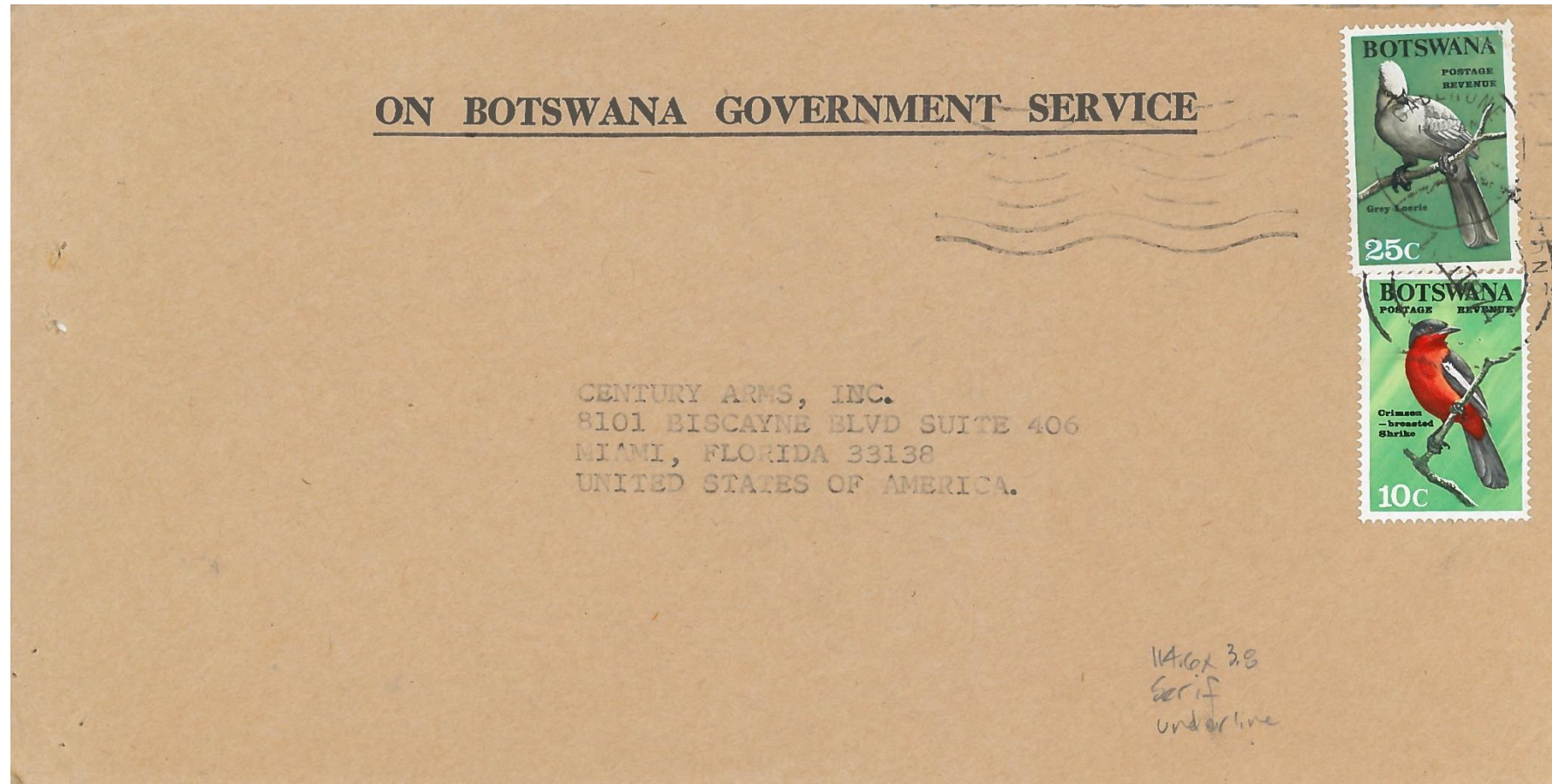
My Collecting Interests – Meter Marks



My Collecting Interests – Official Frees



My Collecting Interests – Government Printed Envelopes



My Collecting Interests – Permit Mail



My Collecting Interests – Registration Labels



Cataloging

I currently have over 3,000 covers of non-stamped postal history from Botswana.

Even in the early days, I was having trouble keeping track of what I owned and was often buying duplicates, so I needed some system to record what I had.

So I started fooling around with Excel, but it wasn't very powerful in allowing me to sort information in different ways depending on questions I had.

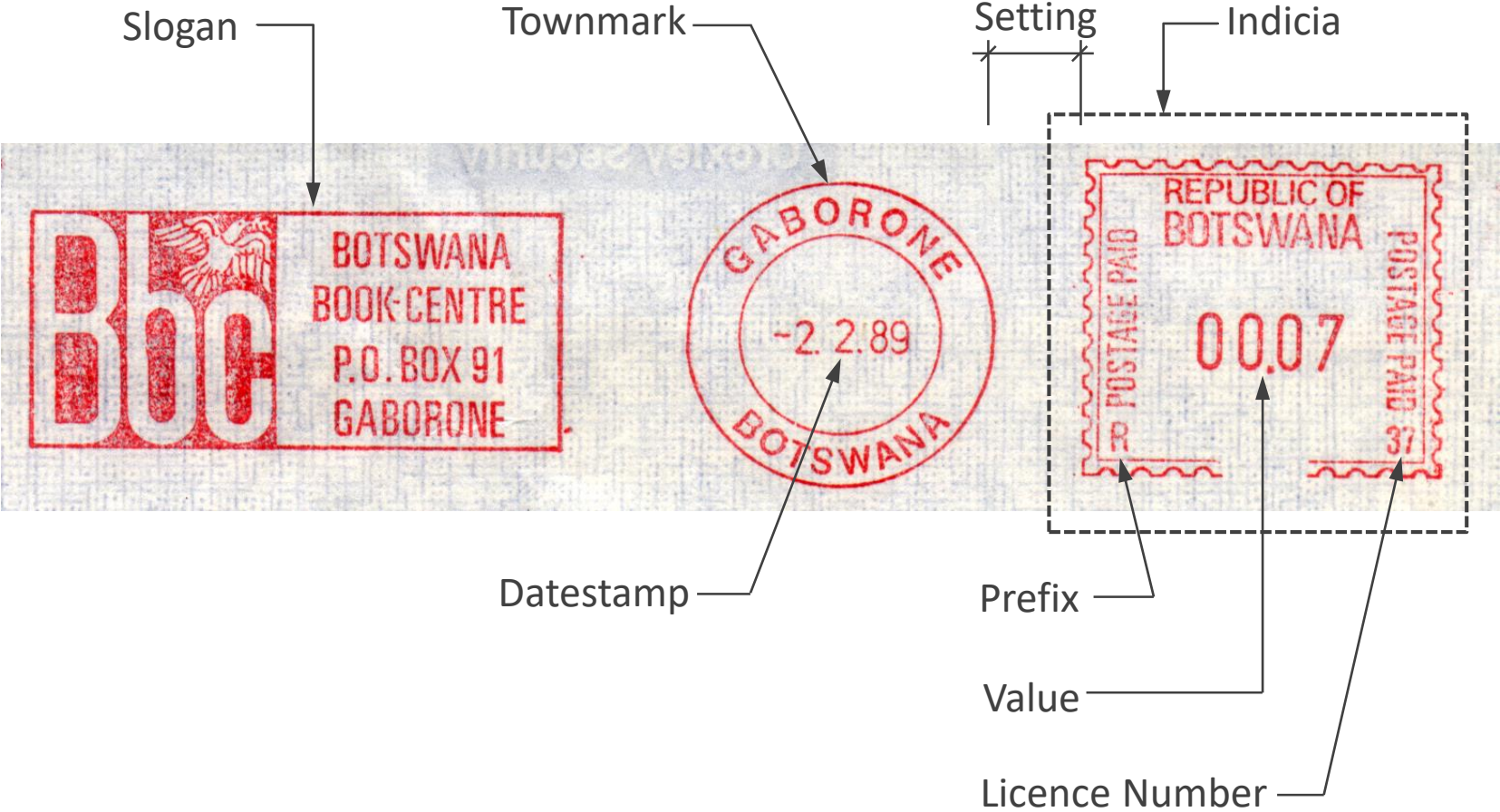
I then looked at FileMaker Pro in the early 2000's, an Apple product, but technical support and updates were dwindling.

When I moved back to Canada, I moved from an Apple world to a PC world and MS Access became available to me.

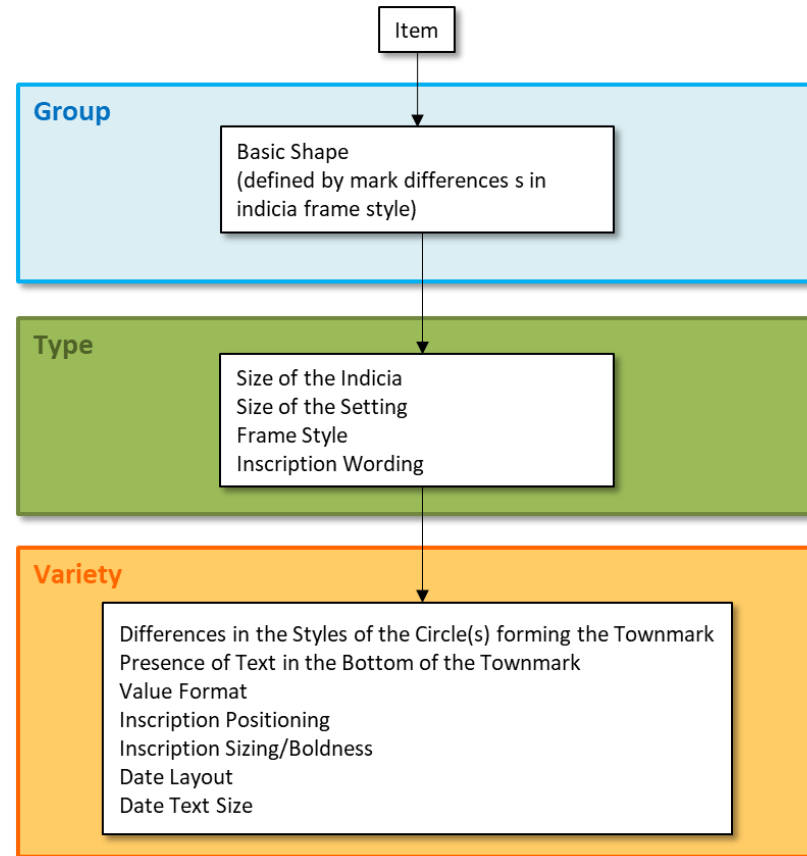
Botswana Meter Marks



Parts of a Meter Mark



Meters – Basis of Cataloging

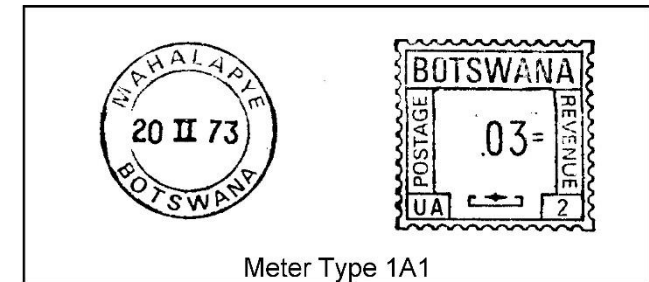


Meters - Typology

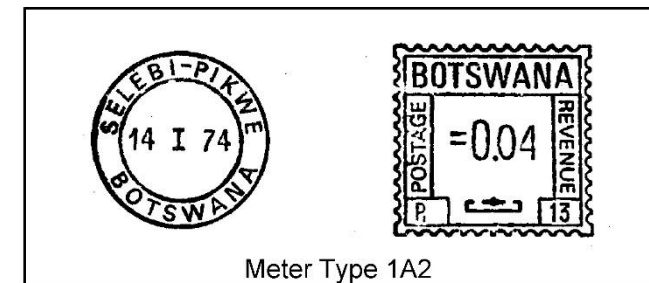
Aspects that determine type

Aspects that determine variety

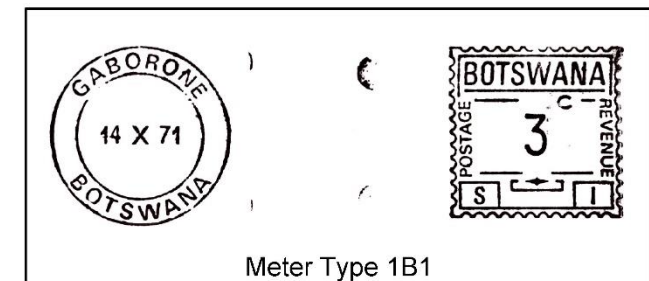
Meter Type Number	Aspects that determine type				Aspects that determine variety							Machine Type
	Size of Indicia	Size of Setting	Frame Style	Inscription Wording	Townmark Circles	Text in Bottom of Townmark	Value Format	Inscription Positioning	Inscription Sizing/Boldness	Date Layout	Date Text Size	
1A1	27 x 27 mm	16 mm	1	1	Double	Yes	.00=	1	1	1	1	Universal/Pitney Bowes "Automax" (MV)
1A2	27 x 27 mm	16 mm	1	1	Double	Yes	=0.00	1	1	1	1	
1B1	22 x 23 mm	29 mm	2	1	Double	Yes	3, 4, 5, 10c(vals. seen)	1	2	1	2	



Meter Type 1A1



Meter Type 1A2



Meter Type 1B1

Meters – Database

Microsoft Access

Table Tools: Fields, Table

File Home Create External Data Database Tools Fields Table

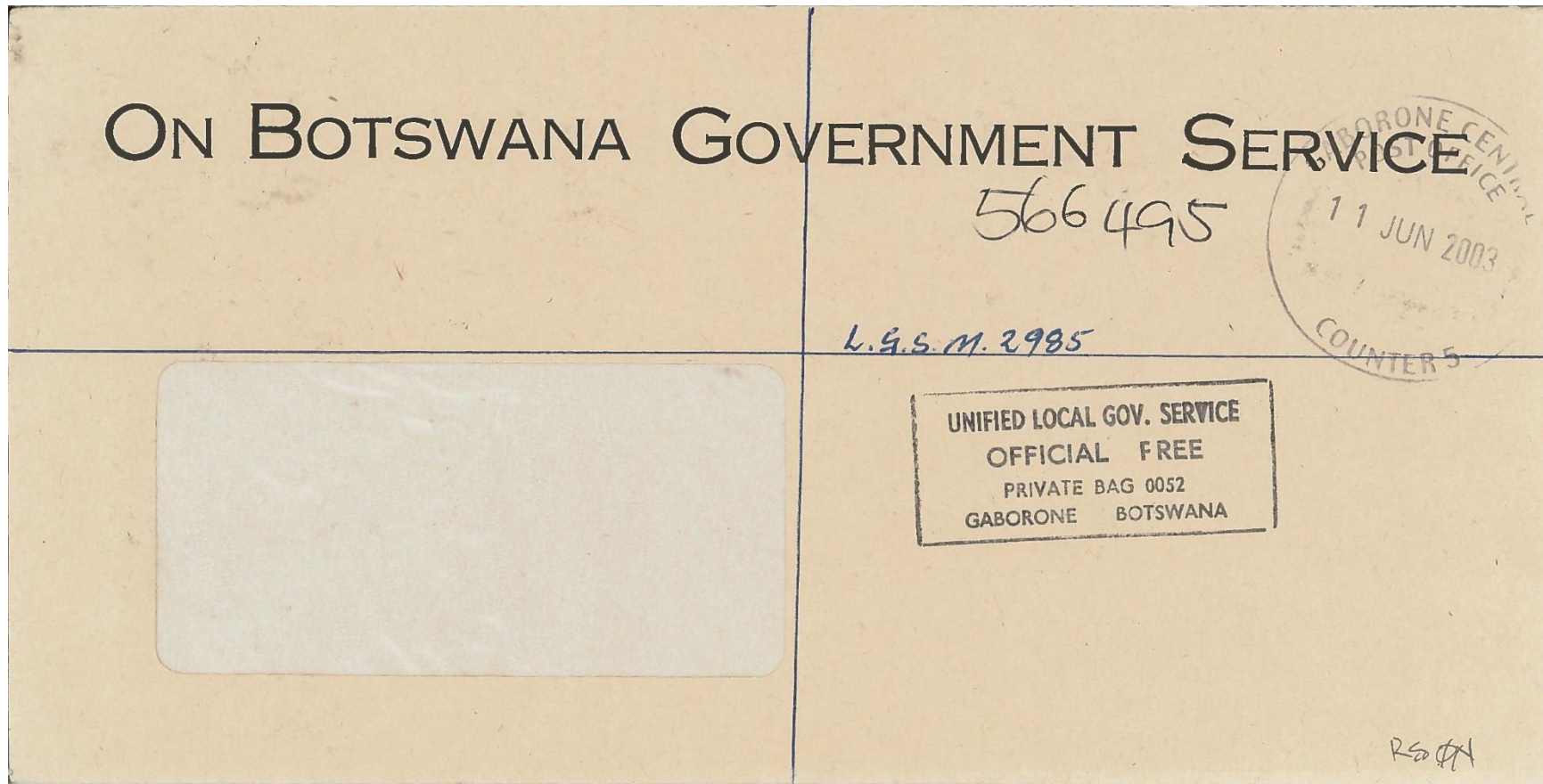
View Paste Copy Format Painter Filter Sort & Filter (Ascending, Descending, Advanced, Remove Sort, Toggle Filter) Records (New, Save, Spelling, Refresh All, Delete, More) Find (Replace, Go To, Select) Window (Size to Fit Form, Switch Windows) Text Formatting (Calibri, 11, Bold, Italic, Underline, Text Color, Paragraph, Styles)

All Tables: Issue Status, Item Type, Items, Licences, Licences ExportErrors, Machine Types, Old database original, Old Item data, Old Licence data, Paste Errors, Quality of Item, Typology, Unrelated Objects

Pref	Lice	Licencee	Community	Date Issued	Issue Status	Address	Contact Nam	Phone Num	General Comments
R	1	Botswana Housing Corporation	Gaborone	07-Jul-99	Expired	P.O. Box 1197	K.Khimbele	352-431	Machine type (Francotyp Postalia "MS5") determined by phone call in Dec. 20
S	1	Botswana Book (?) Centre	Gaborone		Expired				Machine type (Pitney Bowes "Simplex") determined from list in Meter Stamp B
Typolog	Date of Item	Type of Item	Quality of Itc	Holder of Itc	Value	Machine Type	Item Comments		
1B1	14 Oct 1971	Cover	Excellent	GS	\$0.03	Pitney Bowes "Simplex"			
1B1	19 Jan 1972	Photocopy	Excellent	see item comm	\$0.03	Pitney Bowes "Simplex"	In article by Inglefield-Watson in the Runner Post issue 24 September 1991.		
1B1	27 Jan 1972	On Piece	Excellent	GS	\$0.10	Pitney Bowes "Simplex"	Denominated in cents. Contains 2 overlapped impressions.		
1B1	22 Apr 1972	Photocopy	Excellent	see item comm	\$0.03	Pitney Bowes "Simplex"	In article by Peetoom in the Runner Post issue 90 August 2015.		
1B1	14 Dec 1973	On Cover	Good	GS	\$0.10	Pitney Bowes "Simplex"	Indicia contains 'c' indicating cents as in rands and cents. No logo.		
*				GS	\$0.00				
UA	1	Standard Bank	Gaborone		Expired	P.O. Box 21			Copy from Case in Meter Stamp Bulletin June 1971, no. 95 (vol XI no 7) show
R	2	Botswana Meat Commission	Lobatse		Expired				Company name supplied by Roy Setterfield via JIW.
R	2	Central District Council	Serowe	07-Jun-99	Expired	Private Bag 001	B. B. Matlapeng	430-857	Re-issue as letter in BP file 34BPS/FM/5 dated ?/?/99 states that CDC do not I
R	2	?? Machinery	Francistown		Expired	P.O. Box 137			
S	2	Matamela Master	Serowe		Expired				Pitney Bowes "Simplex" described by Roy Setterfield via Inglefield -Watson le
S?	2	Central District Council	Unsure		Expired				Letter in BP file 34BPS/FM/4 dated 26/7/95 from Serowe Post Office states CI
UA	2	Standard Bank	Mahalapye		Expired	P.O. Box 82			Machine type (Pitney Bowes "Automax") determined from list in Meter Stamp E
R	3	Serowe/Palapye Sub District	Palapye	27-Aug-99	Expired	Private Bag 0072	Botho Baruti	421-092/421-14	Machine type (Francotyp Postalia "MS5") determined by phone call in Deceml
R	3	Botswana Business Machines	Francistown		Expired				No response to P.O. enquiry letter in BP file 34BPS/FM/5 dated 14/7/92 or 19.
R	4	Standard Bank	Maun	05-Oct-87	Expired				Letter in BP file 34BPS/FM/4 dated 12/4/96 states branch machine no longer i
R	4	Tati Land Board	Masunga	20-Nov-03	Expired	PrivateBag 009	P.O. Jeremia	248-9267	
R	5	KPMG	Gaborone		Ever Used ?				Licencee determined through typex on original list.

Num Lock

Botswana Official Free Marks

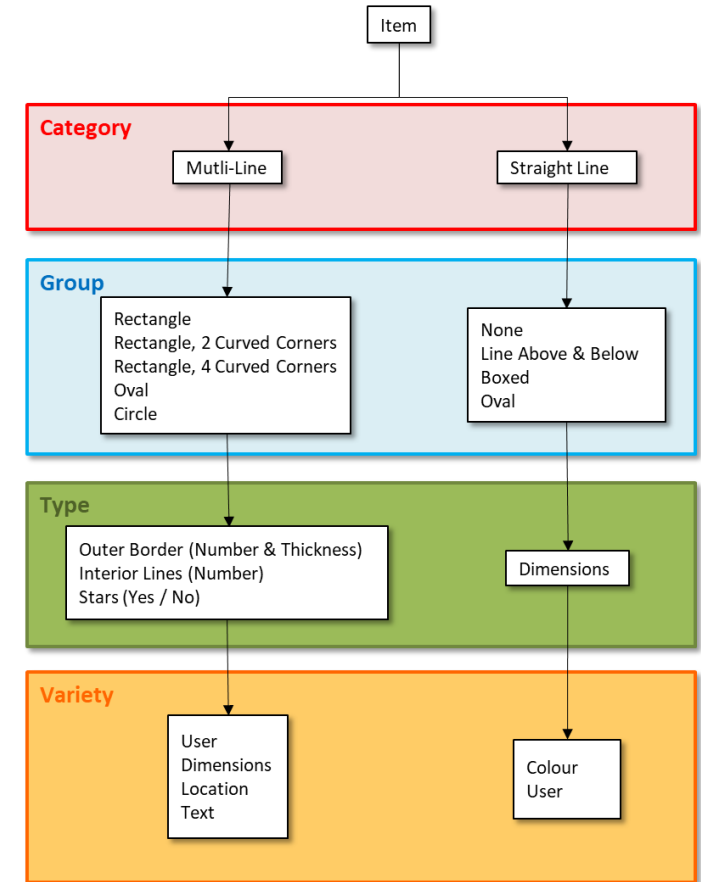


Official Frees – Basis of Cataloging

After years of looking, I recently came across website offering copies of legislation of Botswana and got a copy of Postal Act where requirements for use of “Official Free” are listed.

Very basic, just indicating text that needs to be included; nothing on shapes or other information regarding mark.

Therefore, wide variation in types of marks.



Official Frees - Typology

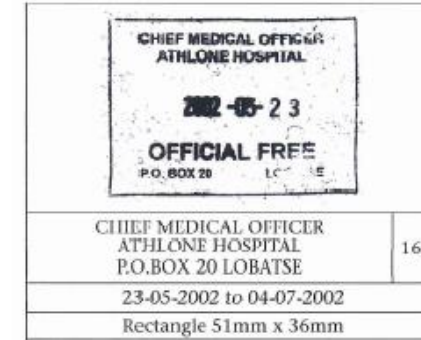
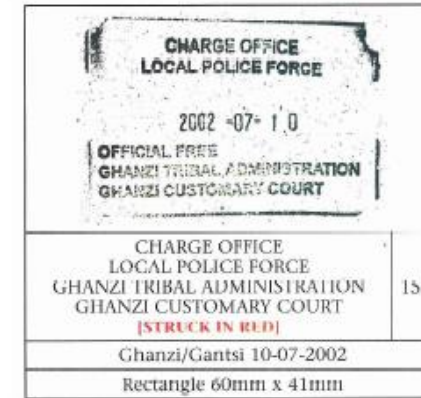
Only goes to type level, since almost every official free mark is its own variety.

Given this complication, it will remain important that the user of the typology looks at visual examples to determine if they have an exact match or not.

A verbal or shorthand description of a mark can be given using the coding with the information on variety given in long-hand.

Category	Group	Type			Code
		Outer Borders	Interior Lines	Stars	
Multi-Line	Rectangle	None	0	No	RNON
		Single	0	No	RSON
				Yes	RSOY
			1	No	RS1N
			1 partial	No	RS1pN
			2	No	RS2N
			2 both doubled	No	RS2bdN
	3	No	RS3N		
	Rectangle, 2 Curved Corners	Single	0	No	RS2ccSON
	Rectangle, 4 Curved Corners	Single	0	No	RS4ccSON
2			No	RS4ccS2N	
Oval	Single	0	No	OSON	
			Yes	OSOY	
		1	No	OS1N	
			Yes	OS1Y	
		Double, both equal	0	No	ODbeON
			Yes	ODbeOY	
	Double, outer thicker	1	No	ODbe1N	
			Yes	ODbe1Y	
		0	No	ODotON	
			Yes	ODotOY	
Triple	1	No	ODot1N		
		Yes	ODot1Y		
0	No	OTON			
Circle	Single	0	No	CSON	
		1	No	CS1N	
	Single winged	1	No	CSw1N	
	Double, both equal	1	No	CDbe1N	
			Yes	CDbe1Y	
	Double, outer thicker	0	Yes	CDotOY	
Straight Line	No Border	Dimensions ("#" in code)			N#x#
	Line Over & Under	Dimensions ("#" in code)			L#x#
	Boxed	Dimensions ("#" in code)			B#x#
	Oval	Dimensions ("#" in code)			SO#x#

BOFM - Samples



Official Frees – Database

Microsoft Access

Table Tools

File Home Create External Data Database Tools Fields Table

View Paste Copy Format Painter Filter Sort & Filter Records Find Window Text Formatting

All Access Objects

Search...

Tables

- Colour
- Data\$_ImportErrors
- Holdings
- Interior Lines
- Location
- Outer Borders
- Quality
- Shape
- Stars
- State
- Type
- Typology

Modules

- Module1

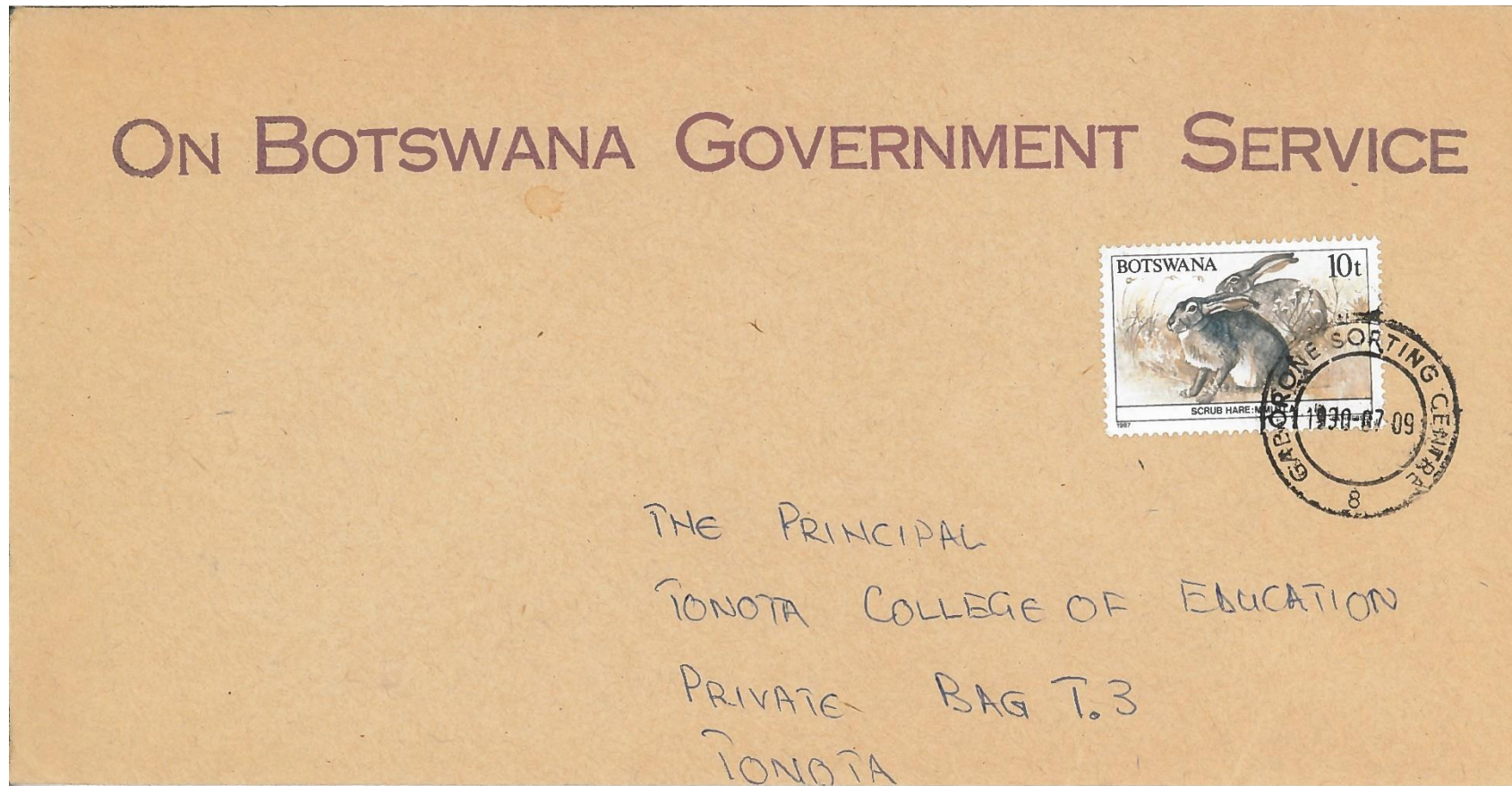
Typology

ID	Type	Department	Location in Mark	Dims	ERD	LRD	Firth No	Comments	Shape	Outer Borders	Interior Lines	Stars
340	B80.5x13.5	BOTSWANA CUSTOMS & EXCISE VAT AUDIT UNIT No 1 HEADQUARTERS GABORONE	Gaborone	80.5mm x 13.5mm								
	Accession No	Date Marked	Comment	Quality	Colour	Postmark	Item_ID_No	Click to Add				
	BOFM0090	2005-08-05		Good	Red	n/a	645					
	BOFM0091	2005-08-05		Good	Red	n/a	646					
	BOFM0512	2005-08-05		Good	Red	n/a	661					
* BOFM0							(New)					
297	B50.0x8.0, T2	BOTSWANA CUSTOMS AND EXCISE MANAGER VAT DEFERRAL UNIT P/BAG 106 GABORONE		50mm x 8mm			676					
310	B52.0x8.0	BOTSWANA CUSTOMS AND EXCISE MANAGER VAT OPERATIONS UNIT P/BAG 106 GABORONE		52mm x 8mm			689					
230	N49.5x6.5	BOTSWANA CUSTOMS AND EXCISE SOUTH CENTRAL COLLECTION, REGISTRY GABORONE		49.5mm x 6.5mm			633					

Datasheet View

Num Lock

Botswana Government Printed Envelopes

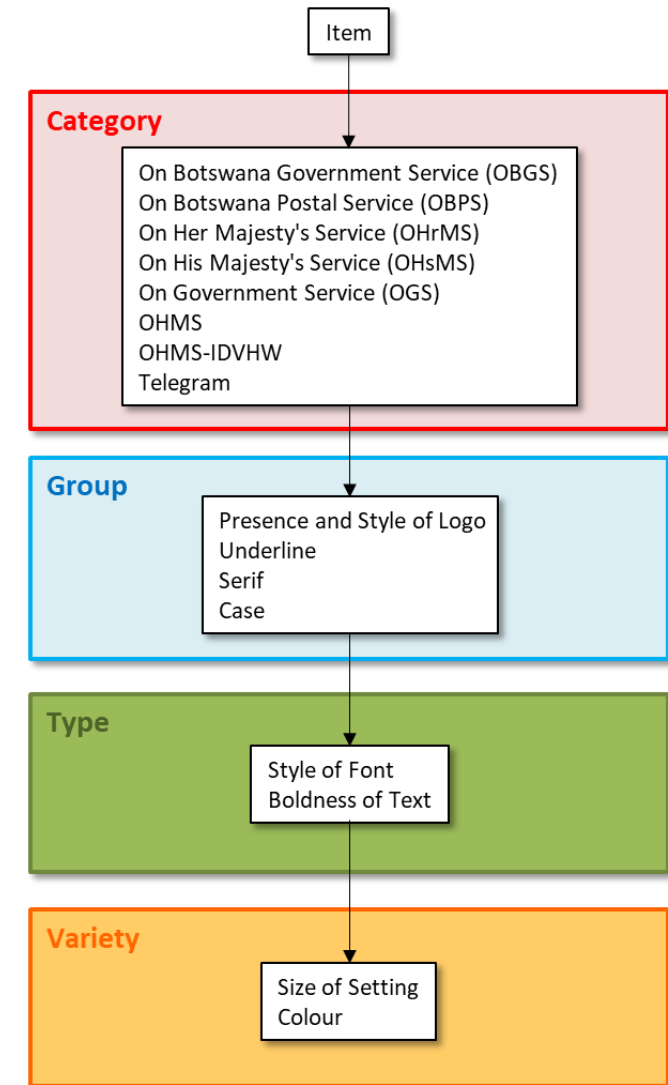


Government Printed Envelopes – Basis of Cataloging

Figure describes the basis for establishing a typology of Botswana Government Printed Envelopes.

I was not looking at this printing until Peter Thy, co-author of *The Postal Stationery of the Bechuanalands and Botswana* and current editor of *PSGSA Journal* pointed out that it might be an interesting topic about which to write an article.

Challenge is that printing is not “official”, so there is a huge variety of type faces and styles.




OBGS Covers – Typology Organization

1. Assign prefix (OBGS, OBPS, OHrMS, OHsMS, OGS, OHMS, OHMS-IDVHW, Tele) depending on category.
2. Assign Group based on following table, adding presence of logo as primary criterium in groups that have them.

1. Underline	U – underlined		N – not underlined
2. Serif	s – serif		ss – sans serif
3. Case (capitalization)	U – all upper case	L – lower and upper case	S – small caps

3. Assign Type, which is give a number based on sequence of discovery.

OBGS Covers – Typology Sample

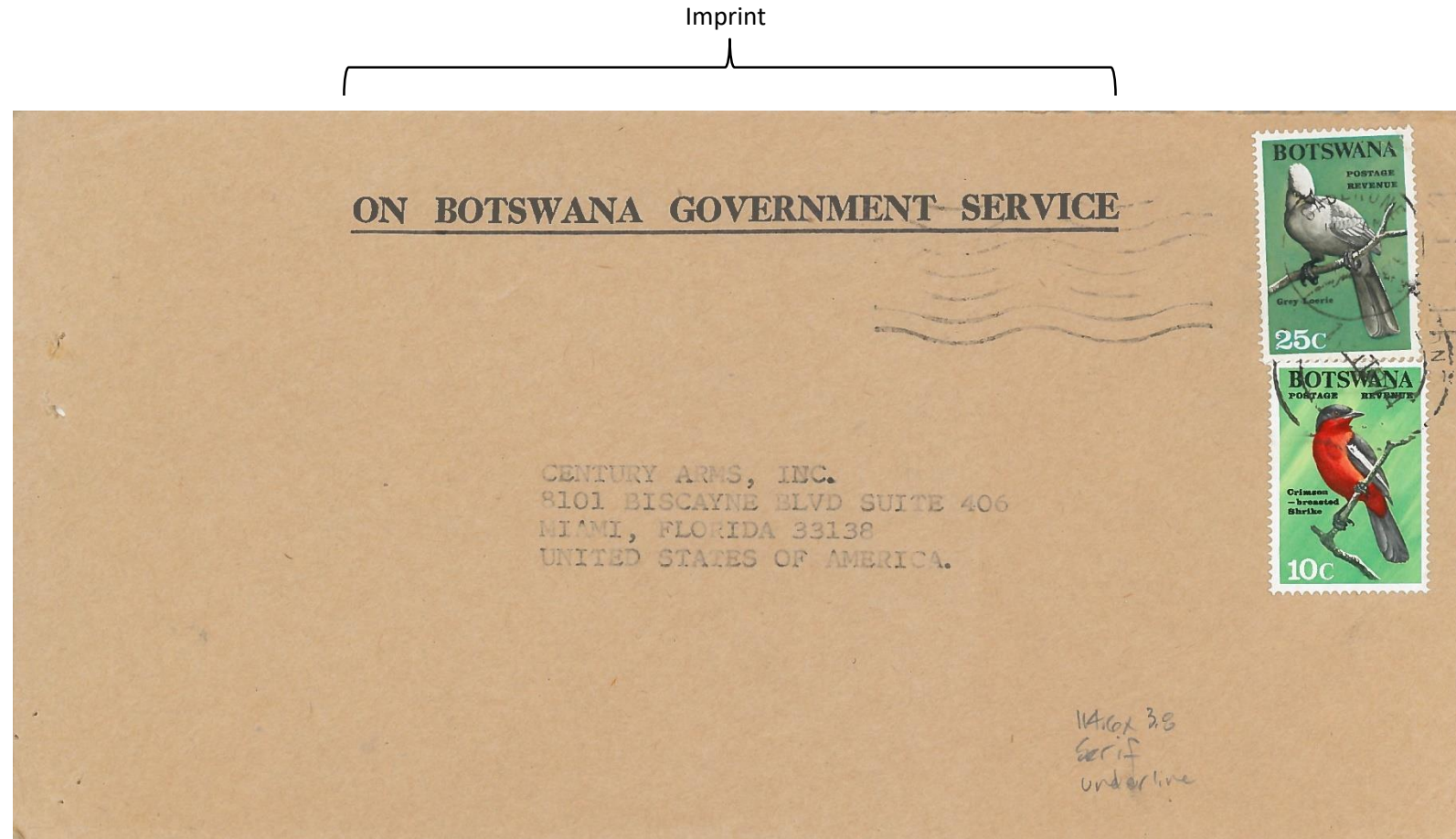
OBGS Type UsS01	
OBGS Type UsS02	
OBGS Type UsS03	

OBGS Type NssU01	
OBGS Type NssU02	
OBGS Type NssU03	
OBGS Type NssU04	

Sample of an OGBS Marking

- Imprint text is underlined
- Is a serif font
- Is all upper case

Therefore, it is denoted as UsU and as the first type discovered within the grouping, it is denoted with a 1, making it UsU1.



OBGS – Database

Microsoft Access

Table Tools

File Home Create External Data Database Tools Fields Table

View Paste Copy Cut Copy Format Painter

Filter Ascending Selection Descending Advanced Refresh Save Spelling Find Go To Select Size to Switch Fit Form Windows

Calibri (Detail) 11

B I U A -

All Access Objects

Search...

Tables

- Holdings
- Inscription Text
- Setting Types
- Backstamp
- Envelope Size
- Knife
- Paper Type
- Setting Colour

Queries

- BOFM

Macros

- Requery

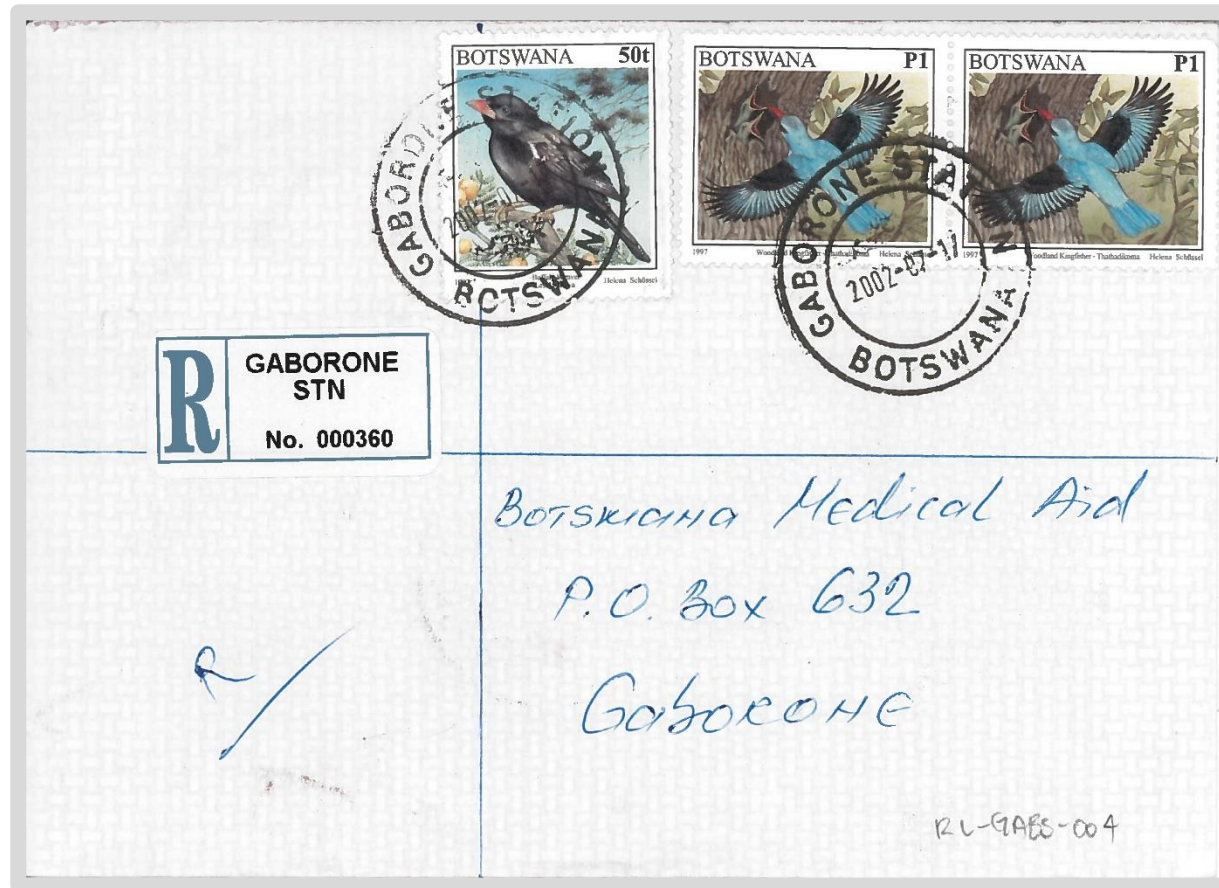
Holdings

Accession No	Inscription	Setting Type	Setting Wic	Setting Ht	Setting Colour	PaperType	Knife	Date Marked	Backstamp	Backstamp Wic	Backstamp H	Comment
BOFM0623	On Botswana Government Service	OBGS NssU08	213.5	7.5	Black	Brown Kraft-card		2013-11-01	None			
BOFM0624	On Botswana Government Service	OBGS NssU08	214.3	7.5	Black	Brown Kraft-Shiny		2012-06-19	None			
BOFM0625	On Botswana Government Service	OBGS NssU08	213.8	7.3	Black	Brown Kraft-paper		2013-10-14	None			
BOFM0626	On Botswana Government Service	OBGS NssU09	219.2	7.3	Grey	Brown Semi-Fine		2004-08-22	MERPAK	10.5	1.7	
BOFM0627	On Botswana Government Service	OBGS NssU09	218.9	7.2	Dark Mauve	Brown Semi-Fine		2001-06-18	MERPAK	10.3	1.6	
BOFM0628	On Botswana Government Service	OBGS NssU08	213.5	7.3	Black	Brown Kraft-paper		2013-11-01	None			
BOFM0629	On Botswana Government Service	OBGS NssU08	213.5	7.3	Dark Grey	Brown Kraft-paper		2013-10-14	None			
BOFM0630	On Botswana Government Service	OBGS NssU09	173.8	6.5	Dark Grey	Brown Kraft-paper		2008-12-22	None			
BOFM0631	On Botswana Government Service	OBGS NssU08	195.0	6.8	Black	Brown Kraft-paper		2009-04-03	None			
BOFM0632	On Botswana Government Service	OBGS NssU08	214.0	7.6	Black	Brown Kraft-paper		2013-10-11	None			
BOFM0633	On Botswana Government Service	OBGS NssU09	219.0	7.4	Mauve	Brown Semi-Fine		2000-09-12	MERPAK	10.5	1.7	
BOFM0634	On Botswana Government Service	OBGS UssU07	77.4	3.5	Black	Brown Semi-Fine		1992-01-28	None			
BOFM0635	On Botswana Government Service	OBGS UssU07	76.6	3.5	Black	Brown Semi-Fine		1992-01-28	None			
OBGS0006	On Botswana Government Service	OBGS NsS01	200.6	5.6	Dark Grey	Brown Semi-Fine	B5-13	1995-07-14	None			
OBGS0007	On Botswana Government Service	OBGS NsS01	199.6	8.5	Grey	Brown Semi-Fine	B5-14	1992-12-17	None			
OBGS0008	On Botswana Government Service	OBGS NsS01	192.5	6.0	Dark Mauve	Brown Semi-Fine	DL-13	1993-06-01	None			
OBGS0009	On Botswana Government Service	OBGS NsS01	192.5	6.0	Dark Grey	Brown Fine	DL-14	2002-06-08	None			
OBGS0010	On Botswana Government Service	OBGS NsS01	192.0	5.9	Mauve	Brown Semi-Fine	DL-15	1990-07-09	None			
OBGS0011	On Botswana Government Service	OBGS NsS01	135.0	7.0	Dark Mauve	Brown Semi-Fine	C6-03		None			no date
OBGS0012	On Botswana Government Service	OBGS NsS01	135.0	5.7	Mauve	Brown Semi-Fine	C6-06	1993-05-11	None			
OBGS0013	On Botswana Government Service	OBGS UsS02	82.6	2.2	Blue-Airmail-Dark	White Airmail-TR-P		2002-07-09	None			
OBGS0014	On Botswana Government Service	OBGS UsU02	205.5	6.2	Black	Brown Semi-Fine		1992-02-03	None			

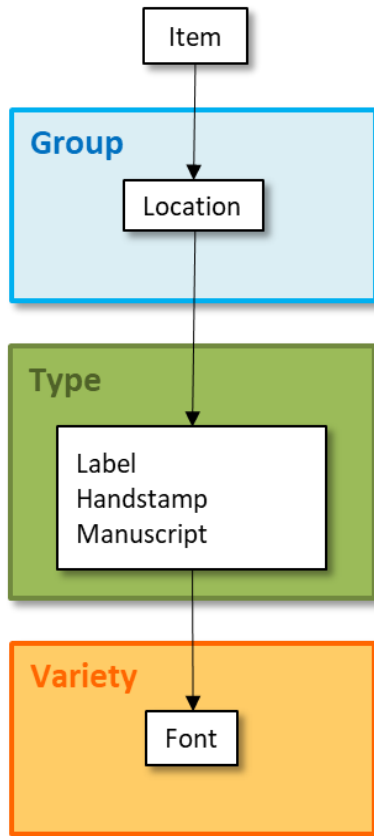
Record: 1 of 655 No Filter Search

Datasheet View Num Lock

Botswana Registration Labels



Registration Labels – Basis of Cataloging



Under Construction

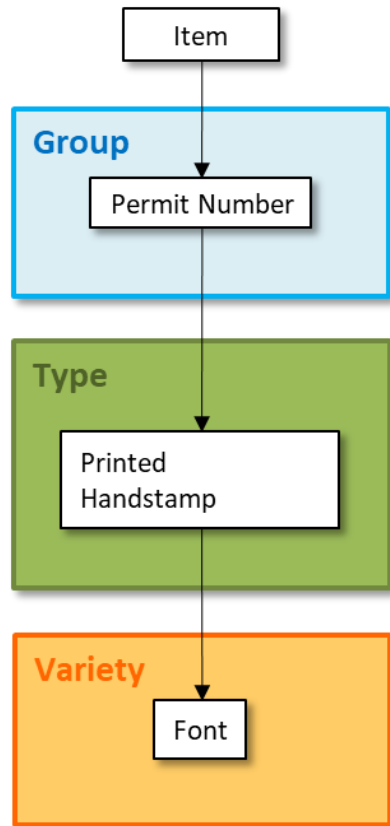
Location	Code	Type No.	Illustration	Known Dates
		002		1995/04/25
MOSU	MOSU	001		1993/05/04
Nata	NATA	001		1994/09/19
Ncojane	NCOJ	001		1994/10/27
Nkange (001 = label only)	NKAN	001		n/a
Ntshinoge	NTLH	001	manuscript	1996/06/25
Ntshinoge	NTSH	001		1995/03/24
		002		1996/08/17
ORAPA	ORAP	001		2002/12/04

Location	Code	Type No.	Illustration	Known Dates
		002		1992/08/17
		003		1988/12/21
		004		1991/02/25
OTSE	OTSE	001		1997/01/21 to 2002/09/05
Palapye	PALA	001		1996/03/01
		002		Red 2002/02/14 Black 2002/04/16 Red/black 2002/06/13
Palapye	PALA	003		n/a
		004	manuscript	2002/01/11 to 2002/03/14
Radisele	RADI	001	manuscript	1996/02/23

Botswana Permit Mail



Permit Mail – Basis of Differentiation



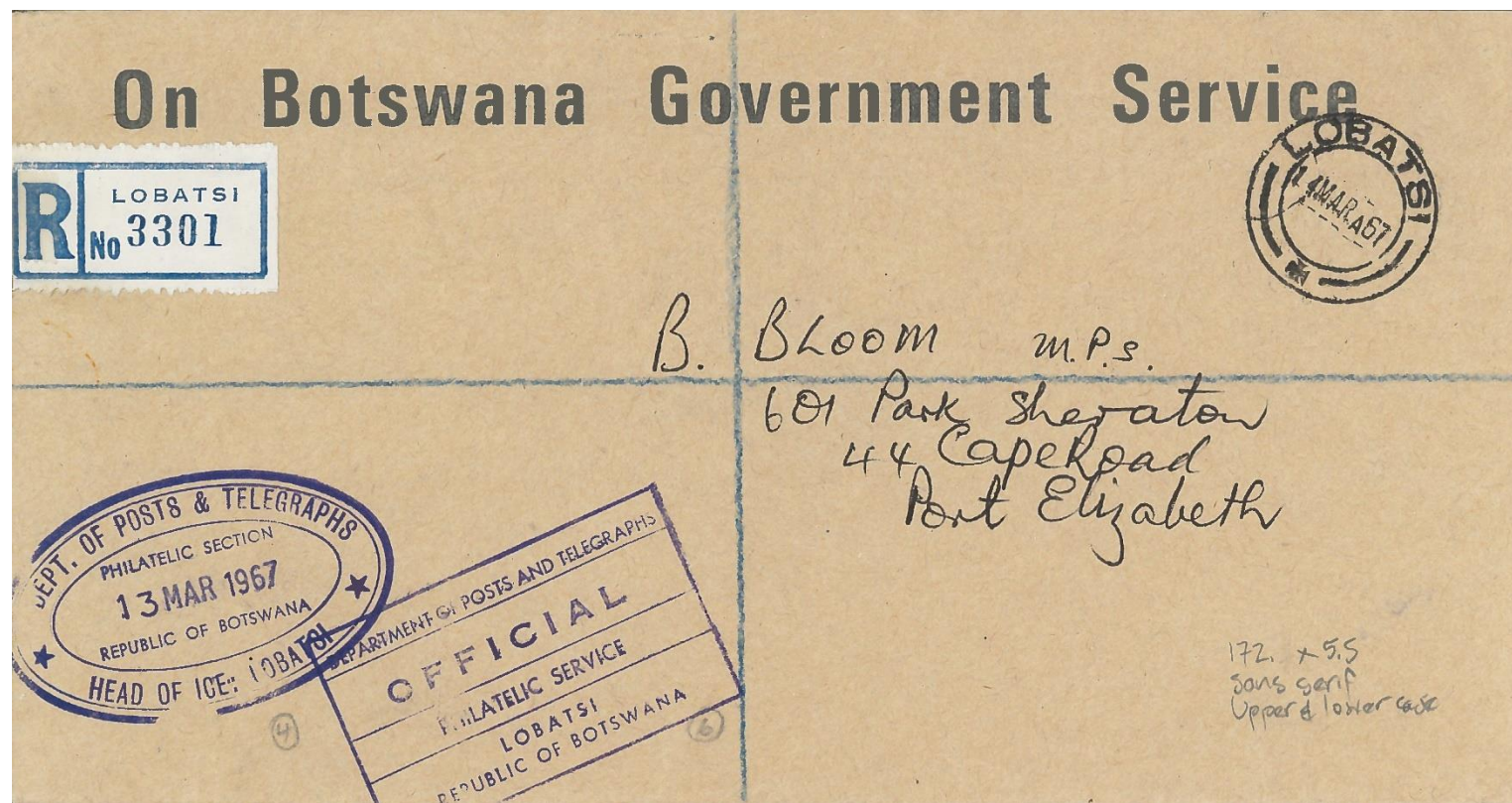
Under Construction



Conundrum – One Cover, Multiple Marks

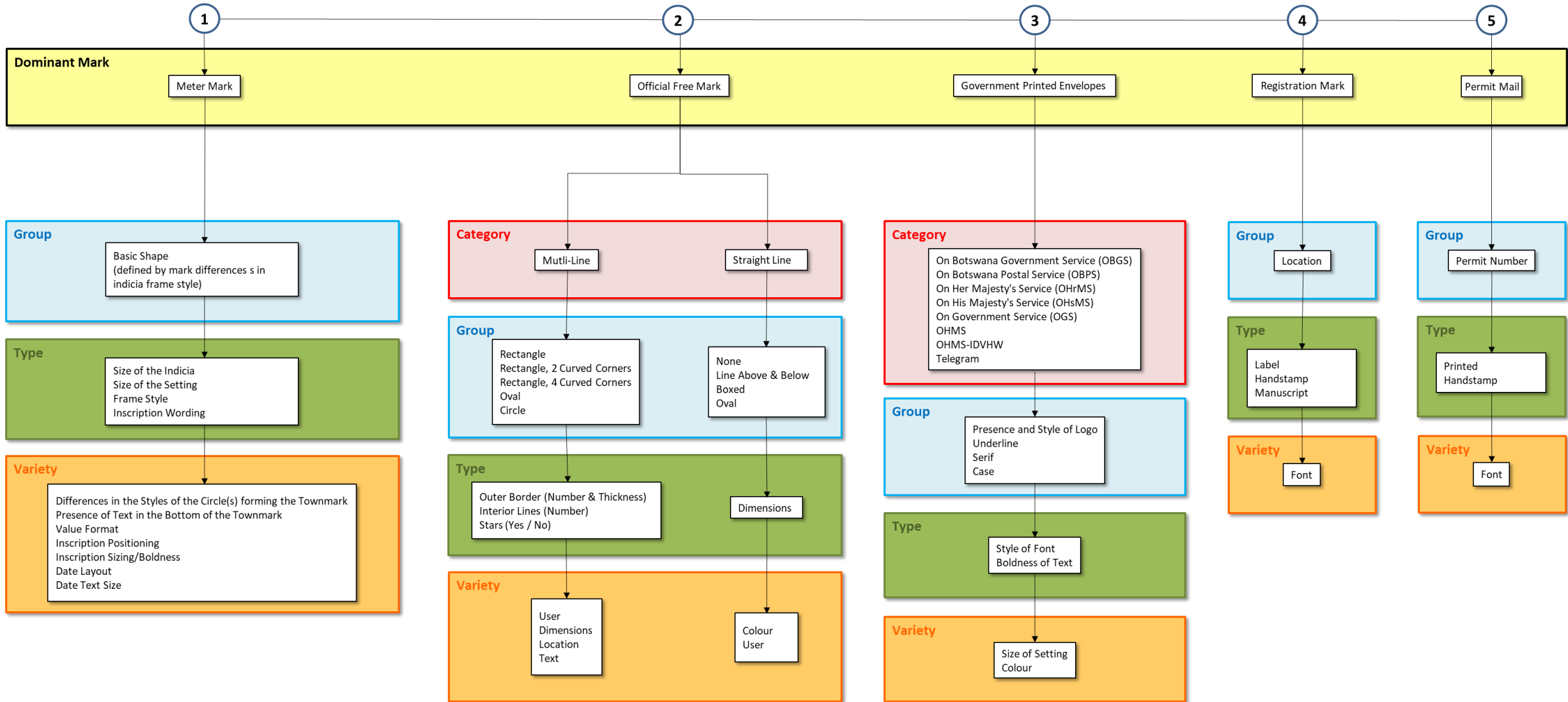
One cover may have a number of different aspects in which I am interested.

I had to figure out away to store and retrieve these covers so I could find them easily when I went looking for them.



Accession Numbering System

Overall Organization



Accession Numbering

I set priority based on previous table; priority is arbitrary, based on the evolution of my interest.

I then assign a prefix based on the “primary” cover type.

I am still trying to determine how to deal with covers only seen not acquired – I will probably put scan in digital filing system and print of scan in physical system.

Cover Type	Prefix	Accession System	Example
Meters	BMM	Licence number, prefix and date; same dates, add sequential letters	BMM-096R-091222a BMM-06526BP-050109
Official Frees	BOFM	Sequential acquisition number	BOFM0056
Government Printed Envelopes	OBGS	Sequential acquisition number	OBGS0668
Registration Labels	RL	4 letter abbreviation of name and sequential acquisition number	RL-HIBR-001
Permit Mail	PM	Permit number and sequential acquisition number	PM-10012 (30)

Lessons Learned

I built this as I went, not knowing where it was leading. I built the meter database first and have since added Official Frees and Government Printed Envelopes.

I thought about each cover type separately and created a separate database for each.

Therefore, some data like dates are input into each database creating repetition.

If I was starting from scratch, I would create one large database with different tables with a primary table based on accession numbers and some basic information like date of the cover associated with that.

Then, other database tables associated with specific cover types would call that information from the main accession table, reducing duplication of work inputting dates and minimizing data entry errors.

However, I like having the prefixes that tell me the primary interest of the cover and filing by that. Having to put in different accession number types in the same column could reduce input quality assurance.

Contact

Gordon Smith

Email: gs@postalhistory.ca

Website: postalhistory.ca (out of date, hope to renew by end 2020)