The Order of the Chief Trustee of the Kalmyk People V. A. Bashkirov on Records Management Procedure

of governance. Accordingly, the task of the Chief Bailiffs and Chief Trustees of the Kalmyk people was to sustain effective management process in the Kalmyk steppe, which could not have been achieved without well-organized records management at all levels of the administrative apparatus. The use of general scientific research methods and of special ones has allowed the author to consider this document as a source on the history of records management in the agencies for managing the Kalmyk people of the Astrakhan gubernia in the 19th century. Historical reconstruction and analysis of imperial legislation in the specified sphere of the system of governing the inorodtsy (allogeneous people) of the Astrakhan gubernia has determined the state of office work, underscored the desire of the head of the regional administration to establish office work in the institution, where throughout the 19th century there was a lack of specialists. The biographical method has made it possible to establish that it was the personality and activities of V. A. Bashkirov as the Chief Trustee of the Kalmyk people that contributed to the reforms that improved the quality of the managerial process. The remoteness and specificity of the territory led to a shortage of personnel capable of adapting to the new conditions and of managing peoples who did not welcome changes to their centuries-old ways of life. The integration of the Kalmyk steppe as national periphery of the Russian Empire also depended on well-established management process.

Key	wo	rds
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National Archive of the Republic of Kalmykia, Bagatsokhur ulus administration, management of the Kalmyk people, Chief Trustee, V. A. Bashkirov, bureaucracy, paperwork, incrodtsy.

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