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Foundation

Director's Office

Essential Oil and Spice Ltd. Records, 1953-1970

Box 1:

Formerly operated under the names Darley Associates Limited, and Essential Oil & Spice Ltd. Mr. G. L. D. Thomson was the managing director, in St. Margaret's Bay, and was in charge of plantation operations during most of the company's life.

Mr. Julius C. Walenta managed most of the company's affairs from Kingston, and most of the correspondence in these files involves him. For more information, see the folder labeled General "C", and also those labeled Management.

The company was partly owned by Fritzsche Brothers of New York, was supported by them, and existed primarily for supplying them with essential oils and spices.

Most of these documents cover the period 1957-1969, and include correspondence, business operations files, journals, samples of chick stub books and routine financial documents and samples of labor records.

It was acquired from Professor Sinclair on June 3, 1970.

Accounts. File. 1958.

From J. C. Walenta to Mr. R. L. Golding. "Directives for audit of the new company called Essential Oil & Spices Limited."

Accounts. Peat, Marwick, Mitchell & Co., accountants.

Correspondence 1966-1968.

Accounts. Statements of Accounts.

December 1963 and year to date.--31st March 1964.--31st March 1967.--

31st October 1967.

Accounts. Petty Cash. (ledger) Bills paid by cheque. 1964. (ledger)

1961-1964. Also, petty cash vouchers, copies of various telegraphs sent from Essential Oils & Spices, about shipments, orders, and conditions.

Accounts. Inventories. (2 ledgers)

1965 and 1960-1967. Tools and equipment at Whydah factory and store rooms. Tools, office furniture, transport and accessories, fertilizers, etc., furnace, electrical equipment, pipe fittings--at Darley, at the distillery, in the machine shop.

Accounts. Receipts book. 1963-1968.

List of expenses.

Agricultural Development, Application for Programme. 1961.

Agricultural Development. Valentine Farm. Development Officer, Pt. Antonio. 1958-1962.

Correspondence with Mr. C. H. Valentine, about Farm Development Scheme (grants and loans), forms, data; with Ministry of Agriculture and Lands; and with Wild Life Protection Committee, about possible water pollution.

Agricultural Development. Land Utilization Commission.

Correspondence, 1968, with Fritzsche and Essential Oil, about idle land.

Banking. Royal Bank of Canada (Kingston).

Correspondence 1957-1961.

Banking. Royal Bank of Canada. to 31st March 1965.

- Bank statements, letters, and other documents relative to banking affairs.
1964-1965.
- Banking. Royal Bank of Canada 1965-1966.
Letters, bank statements, cancelled cheques, cheque stubs.
- Banking. Royal Bank of Canada 1965-1966.
Letters and bank statements.
- Banking. Decimal Currency in Jamaica.
Government booklets about currency system conversion.
- Boiler, Correspondence Re.
1961-1964. About buying a still; boiler examination and test; recommendations
- Boiler Specifications. New Boiler, Whydah.
- Boiler Testing. Feed water.
Procedure for Water Hardness Test.
- C, 1960-1963.
Correspondence with the Commissioner of Valuation; the Control Board (Exchange); Colgate-Palmolive Ltd; the Collector General's Office (Customs); and Mr. Radcliffe. About lime oil, ginger, coconuts, insurance of coconut trees, equipment, pepper plant posts, and Canadian snake root (plant). Also, Chamber of commerce meeting agenda, 23 Aug. 1963; information on shareholders of the company; relationship with Fritzsche Bros.
- Factory. Fairbanks-Morse Scale Plan.
- Factory Operations. (see also Boiler)
Distillery. 1965.
Records 1964-1965 for stills; hours run and oil made; expenses for stills, haul mulch, water service, watchmen.
- Factory Operations. Drying pepper.
Weekly distillery reports. July 1964.
- Factory Operations. Ellen Street P.L.O. Factory. (Pimento Leaf Oil), 1958. Correspondence with the factory; and with the Factory Inspector, Ministry of Labour, Kingston.
- Factory Operations. Equipment and supplies.
Includes fuel oil invoices, letters, telegrams about juicer; homogenizer; hand tractor.
- Factory Operations. Distillery Book 1964 & 1965. (ledger)
Records on Ginger peel oil 1963; Pimento Leaf oil 1963-1964. Daily purchases Pimento Leaves 1964-1965. One page - Black pepper oil; Lime Oil.
- Factory Operations. Distillery Pimento Leaves 1966. (ledger)
Records on Pimento Leaf Oil 1965-1967.
- Factory Operations. Pimento Book #1. (ledger)
1959-1960. Names, weight, transportation, price.
Pimento Leaf Purchases 1966-1967. Record of purchases by Darley.
By date, name of seller, pounds of leaves
- Factory Operations. Eugenol.
Paper on method of determination of Eugenol.

Factory Operations. Process Lime Oil & Juice. Ext. Lemon Lime Juice.

Description of methods of processing, extraction. Also, 1961 specifications of equipment.

Factory Operations. Pimento Leaf Machine.

Correspondence with Kingston Industrial Works Ltd. about a Pimento Cutting Machine.

Factory Operations. Vanilla, 1964-1965.

Letters, notes, other information about processing vanilla. Also, reprint from Economic Botany, v. 7, no. 4. October - December 1953, pp. 291-358. "Vanilla--its Botany, History, Cultivation and Economic Import."

Fertilizer. Mr. R. E. Keogh, 1963-1964.

Letters to and from R. E. Keogh, Agricultural Consultant, Kingston. About fertilizer, especially poultry manure.

Fertilizer. Poultry Fertilizer.

Correspondence with Richard E. Keogh, ("specialist in organic methods of cultivation; supplier of natural organic manures and composts; poultry house cleaning service.") Also, his paper on the Value of Organic Fertilizers, Manures and Composts. Analyses.

Fertilizer. R. E. Keogh.

Bills, statements about supplying poultry manure.

Field Diary. Whydah & Darley Black Pepper Plantation. St. Margaret's Bay, 1959. Cord wood sales. Tools delivery (dates, names, tools used).

Posts received. Squatters List - names and area.

Field Operations. (ledger) Black Pepper Record.

1960-1961. Potted (?), purchased, total, planted, supplied, total on hand. 1960-61.

Also, inventory 1965, factory and office.

Reaping Pepper 1965. (ledger)

1962-1967. By section. Also, number of workers and expenditure.

Field Operations. Record Book. Whydah and Darley.

1961-1963. Purchases of Hardwood posts, Glyricidia stakes, pimento plants, cassarena plants, cinnamon plants, chinese cassia, canadian snake root, coconuts, plantains, timber plants, lime plants.

Field Operations. Records.

Rainfall Record Book, Darley. May 1961 - October 1966. Rainfall Reports-1963-1967 monthly; yearly 1961-1967. Nurseries (record book). Date, propagating (number), total deaths, harden no., and date.

Box 2:

Forest Department.

Correspondence with the Forest Department about afforestation and a Private Planting Subsidy scheme. With the Department of Agriculture, on importation of Canadian Snakeroot. 1959-1962.

Fritzsche Brothers - Mallory, John H.

- Correspondence with the Director of Purchases in New York. 1960-1961.
About shipments of various spice commodities, and qualities and characteristics thereof.
For example, ginger, pimento leaf oil, eugenol content, tumeric root, bitter orange oil.
- Fritzsche Brothers - A. J. Hemminger. Vice President & Secretary.
1962-1963. Correspondence about possible employment of a Mr. Planker, of New Jersey, in Jamaica.
- Fritzsche Brothers Inc. (misc.), 1963.
Correspondence about machinery and funds.
- Fritzsche Brother Managing Director Report. Jamaica Report, by William Rosenberger, July 1964
- Fritzsche Brothers 1962-1965
Correspondence with William D. Rosenberger.
- Fritzsche Brothers. Monthly Estimate W. D. R., 1962-1965.
Some information about tree chippers. Mostly, 1964-1965, correspondence between W. D. R. and G. L. D. Thomson, about company operations, finances, quality of products, and equipment.
- Fritzsche Brothers - Darley. Portland. Copy letters, May 1966.
Copies of letters about proposed subdivision of Darley Estate. To Mr. Rosenberger from Stuart O. Heming.
- Fritzsche Brothers - W. D. R., 1967-1968.
Correspondence about payments; about discontinuing operations.
- G, Correspondence, with the Government Electrical Inspector, agricultural suppliers, machinery and equipment suppliers, and shippers, 1961-1964
- Income Tax. Collector of Taxes.
1959-1962 correspondence with the Collector of Taxes.
- Income Tax. 1963
- Income Tax. 1965. Remittance cards, notices.
- Income Tax. 1966.
Payments and Deductions; letters about income tax; income tax receipt.
- Income Tax. 1967
- Income Tax. 1968.
Cash statements, receipts, booklet "income Tax. The Employer's Guide to Pay as you Earn". (Government Printer, Kingston, 1952). Certificates of pay and tax deducted, return from, notice to employers.
- Industrial Development. Jamaica Industrial Development Corp., 1962-1963. Correspondence relative to the Industrial Incentives Law, 1956; application forms about same.
- Insurance. Alliance Assurance Co. Ltd. (Kingston)
1960-1964. Correspondence insurance of properties, wages and money in transit, and boiler.
- Insurance. Alliance Assurance Co. Ltd.
Fritzsche Brothers Policy on cash in transit. (poor condition)
- Insurance. 1966.
1965, 1966. Workmen's Compensation claims, settlements; renewal notices, insurance on

- property, cash in transit.
- Insurance of Goods 1966. Insurance certificate on a Coleman heater.
- Insurance. Buildings, etc. 1967
Policies, notices, receipts, letters. Motor vehicles. (poor condition)
- Insurance. Policies and notices. 1965-1968.
- Insurance 1968.
Vehicle insurance notices; invoices from Jamaica Oxygen & Acetylene Ltd.; buildings insurance.
- Insurance. Coconuts.
Automatic insurance records - Coconut Industry Board. 1961-1963.
- J, 1960-1964.
Correspondence with Jamaica Cordage Co.; Jamaica Oxygen & Acetylene Ltd.; Messrs. Johnston & Co., about purchases of supplies.
- Jamaica. Map.
- The Jamaica Public Service Co. Ltd.
1961-1963. Correspondence about provision of electrical service; easements; blueprints.
- Jamaica Public Service Co.
Blue print, letters, about extension of electric service. 1965.
- L, 1959-1964.
Correspondence with Jack Lindsay (I.C.I.) about plant disease; Jack Lewis about purchase, bill owed on a trailer; to Lascelles, de Marcado (Transport) Ltd. about various shipments; about rental of property; about loss of part of a still by a repairer; about workmen's compensation claims; about buying Pimento Leaf Oil.
- Labour Relations No. 1.
1958 description of worker's fringe benefits, detailed. 1964-1965 correspondence with Bustamente Industrial Labour Union; with Ministry of Labour, Kingston. Disputes and controversy, over working conditions, wages, and fringe benefits, etc., and over representation of the workers. Blank letter head paper. Red poppy (?)
- Land. Evaluation of part of Darley Estate, Portland, Jamaica for Fritzsche Brothers, Inc. New York. By J.M. Living, Kingston.
- Land Valuation File, 1960-1963.
Documents about property title; Lands valuation; Correspondence with Ministry of Agriculture and Lands, about land valuation.
- Lawyers. F. V. Grosset & Co., 1961-1967.
"Solicitors & Notaries Public, Port Antonio. Correspondence about surveys, management affairs of the company, mortgage, shares, shareholders, directors; Water agreement between Darley Associates Ltd. and Essential Oil & Spice Ltd.; death of Mr. Cassullo (one of the major contributors to development of the company).
- Lawyers. Legal. Robinson, Phillips & Whithorn. Solicitors and Notaries Public. 1965-1966. Letters about Ministry of Labour and National Insurance; about Labour dispute.
- Management. Agendas and Minutes - Essential Oil & Spice LTD. 1960-1962.
Notes and minutes for discussion between various parties - officers of the company. (see

- also Lawyers and General "C")
- Management. Minutes--of meetings, 1958-1962.
Report to shareholders; minutes of shareholders meetings; of director's meetings' director's reports, other discussions; Resolution of directors regarding banking account.
- Management. Annual General Meeting.
Minutes 1963; Minutes 1964.
- Management. Matters to be taken up at meeting 1964, in New York.
- Management. Deputy Keeper of the Records, 1960-1964.
About shareholders of Essential Oil & Spice Ltd.
- Ministry of Labour (Factories Law). 1963-1964.
Forms, notes, reports relative to the Factories Law (boiler inspection, etc.) Letter and form, 1963, requesting permission to bring a technical assistant from the U.S. Registration certificates.
- Ministry of Labour & National Insurance. 1965-1967. Announcement of beginning of a National Insurance Scheme by the Government for people of Jamaica; forms, receipts. Accident report book.
- Mortgage. W. Harper Wateon. 1964.
Correspondence about a mortgage.
- Motor Vehicle. 1959 -
Certificates, of insurance, fitness for licensing of motor vehicles; brochure about Ferguson tractor; estimates of expenditures of the company; other notes about expenditures.
- Motor Vehicle Insurance.
Policies 1959-1968. Motor vehicle registration books. Certificates of fitness.
- Passley Garden Estate.
1963 correspondence, about bill for lime juice.
- Patterson, V. E., 1957-1960
Correspondence with Patterson (Whydah) about plantation operation -- payroll and employment, planting, equipment, financial dealings, supplies.
- Pimenta, Oil of. (booklet) A survey of production and processing in Jamaica, by Dr. Ernest Guenther. Fritzsche. Reprinted from The Spice Mill, September, 1940.
- Planting. Correspondence Re Plant Material. Pepper (black) 1953-1960. Correspondence with the Department of Agriculture; the Forest Department (about pepper plant posts); John Ward Esq., Ipswich, Suffolk, England; Fritzsche.
- Planting. Creech, Dr. John L., U.S. Department of Agriculture, Agricultural Research Service, U.S. Plant Introduction Garden, Glenn Dale, Md. (J. P. Haun). (Chamurgic Crop Investigations. New Crops Research Branch).
Correspondence 1958-1963. About pepper propagation, cassia, various plants.
- Planting. United States Operations Missions, 1963-1964
Correspondence about operation and problems. Also, with United Motors Ltd., about money owed; with the University of the West Indies, Kingston, requesting booklets.
- Planting. Miscellaneous. 1963-1964.
Correspondence with John C. Staton, vice president, Coca Cola; with F.L.S. O'Rourke,

Horticulturist, Michigan State University, about propagation of cassia; with University of Hawaii, about macadamia seeds, pepper, and vanilla. Also included is some printed information.

Planting. I. C. I. (Imperial Chemical Industries Ltd.), 1961-1964. Correspondence with International Cooperation Adm., U.S. Operations Missions to Jamaica, about information and education about pepper growing for Guatemala, and cuttings; with the Science Museum, The Institute of Jamaica, about plant species; with Plant Protection Limited, (subsidiary company of I.C.I.), Surrey England, about Gramoxone; with I.C.I. in Kingston, about pepper plant disease.

Planting. Soil Tests.

April 1964 soil analyses by Agricultural Chemistry Division, Ministry of Agriculture and Lands, Kingston.

Planting. Ministry of Agriculture and Lands, 1964-1965

Correspondence about crops.

Planting. F.L.S. O'Rourke's Report 1965.

Report on Pepper and Vanilla in Jamaica, April 19, for Fritzsche; related letters.

Planting. Dr. Willson re Black Pepper and Cassia.

Correspondence to Rosenberger from A. E. Willson, vice president, Research and Technical Services, Minute Maid Groves Corp., Orlando, Florida, about spraying and fertilizing black pepper and cassia.

Planting. Report on Plant-Parasitic Nematodes on the University of Illinois' Darley and Whydah Properties, Jamaica, by Donald P. Taylor and Dale I. Edwards. March 29 - April 11, 1970.

Portland Parish Council and Chamber of Commerce. 1958-1963.

About payments and membership, to and of the Chamber of Commerce, meetings of it; correspondence with the Parish Council about Construction, and provision of power and water.

Rapid Results College.

Booklets on: The English Language; Geography of Africa; May Reading and Statistical Geography; and Spanish. Also, by another publisher; The Sensible Spelling Book.

Box 3:

Sales. P. T. Petley Co. Ltd. (Flavouring & Perfumery Raw Materials), London.

Correspondence about their purchase of Pimento Leaf Oil. September, 1966.

Shipping. Bills of Lading. Invoices.

To 8 December 1964. Bills of lading, invoices, receipts, debit notes, letters, shipping bills, export licenses. Shipments to and from Kingston.

Shipping. 1964-1966.

Bills of lading, invoices and declarations of value, insurance certificates, Custom forms, wharfage receipts, debit notes.

Shipping. Bill of Lading 1st April 1966 - 31st March 1966.

Debit notes, invoices, bills of lading, shipping notices, wharfage receipts. 1966-1967.

- Shipping. L.A. Carvallo. (customs-broker). 1967.
Debit notes, wharfage receipts, bills of lading, invoices, shipping bills, 1966-1968.
Equipment and produce, to and from Kingston.
- Staff. Letters, 1963-1964.
To Mr. Morrise, Golden Grove, P.O., about widening employment on the plantation. From
Victor E. Paterson, on his resignation.
- Staff. 1961-1964.
Letters of resignation and letters of dismissal.
- Staff Correspondence, 1967
Letters between Mr. Thomson and employees about discontinuing their employment upon
acquisition of Essential Oil and Spice by Fritzsche Brothers.
- Staff. Vacations and sick leave records. Also, list of employees eligible for Christmas, 1961.
- Statistics. 1966. Forms and Guides.
- Statistics. Peat, Marwick & Mitchell, Accountants.
1964-1967. Correspondence about accounts, management affairs, finance, and income tax.
- Statistical Returns. Ministry of Labour.
1964-1967. Questionnaires, schedules, forms about employment, wages, hours.
- Statistics. Peat, Marwick, Mitchell. Statistics for Government, on a form.
- Statistical Reports 1967.
Questionnaires, etc. -- on employment, earnings, wages and hours.
- Surveying. 1966. Scale of fees and bill, plans.
- Tax. Land Tax Receipt. 1964-1968. (Whydah)
- Tax. Licenses for Stills. 1965-1970
- Tenants - Darley. 1959. Payments of tenants.
- Tenant-Landlord agreements.
- Thomson, L., Whydah Plantation. 1961.
Correspondence between Walenta and Thomson. About the distillery, production,
equipment, supplies, boiler problems.
- Mr. L. Thomson. 1962-1964.
Correspondence about plantation operation -- planting, equipment, supplies, personnel.