



**Archives & Records  
Association**  
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## International Affairs Special Issue



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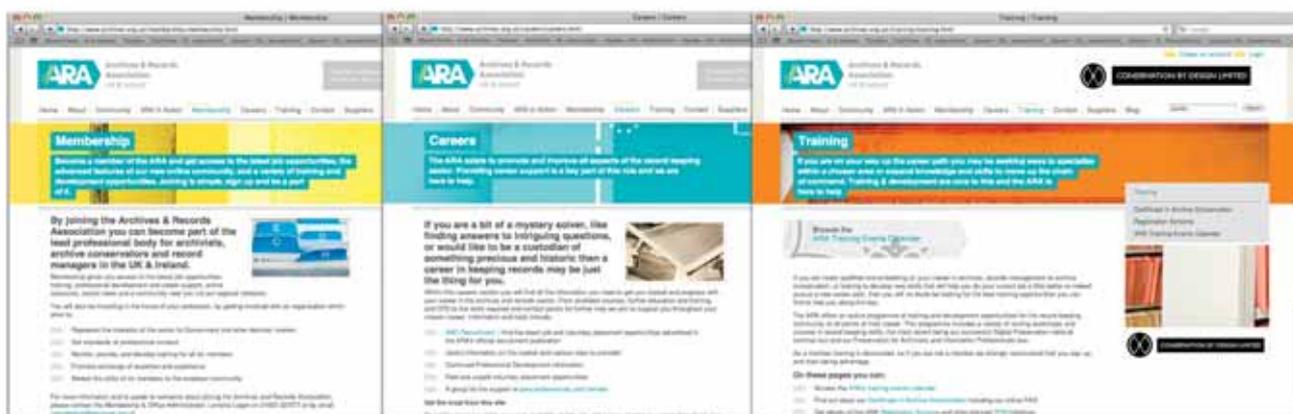
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# When did you last click on [www.archives.org.uk](http://www.archives.org.uk)?

We're working hard to improve the website and make it the one-stop-shop for everything you need to know about your Association and the archive and record-keeping world.

Read the latest news and views. And share some views of your own on the community pages. Forgotten your password? Send an email to [membership@archives.org.uk](mailto:membership@archives.org.uk) – and you're ready to join in!



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WELCOME **ARC**

## EDITORIAL

Welcome to February's issue of *ARC*, this month it's the turn of 'International Affairs' to take centre stage.

It's one of the quirks of the *ARC* schedule that the editorial page for February is written at the beginning of January. At the time of writing, in that post-festive lull, the sky is overcast and the ground damp. In truth, and at the risk of committing a 'Michael Fish moment', February's weather may not prove to be any more pleasant and it's hoped that some of the exotic photographs in this month's issue will brighten our readers' day. Look past these snaps, though, and it will be seen that the Country's archivists, conservators and records managers are travelling near and far with good purpose.

This month we have a number of conference reports from ARA bursary recipients who have been able to travel overseas to attend international events. We also have two reports from overseas members who were able to come to Brighton last year for our own annual conference. The bursaries enabled much more than an opportunity for sight-seeing. International gatherings are a chance for professionals to come together, share experiences and learn from one another. It is to our profession's credit that we don't take an insular approach to our work and instead embrace the opportunity to engage, collaborate, and reflect on an international scale.

Elsewhere in the issue we have articles that reveal some of the exciting projects in which our overseas colleagues are engaged as well as important work originating in this country. News of ARA and ICA activities keep us up-to-date and offer the encouragement to get involved. Thank you to everybody who has contributed to the issue.

Finally, we welcome Ellie Pridgeon to the editorial team whilst Gary Collins has stepped down. Gary's has been a calm and sensible voice within the team and we thank him for his hard work.

**Richard Wragg, Ceri Forster, Sarah Norman, Ellie Pridgeon and Rose Roberto**

### DISCLAIMER

The Archives & Records Association (UK and Ireland) cannot accept responsibility for views expressed by individual contributors to *ARC* Magazine. It is a medium for informing members of news, information and ideas relevant to the profession, including archive conservation. It is not an official guide to procedures, concepts, materials or products.



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Main: Brisbane near the Sister of Mercy Convent, School and Museum.

Top: Noah's Ark, Girona Cathedral.

Middle: Conducting an oral history interview in Ecuador

Bottom: Norsk Arkivrad Group enjoy a tour

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# Opening Lines



There has never been a more exciting time to be involved in ICA than today. Last August we held a highly successful Congress in Brisbane which, in spite of the continuing global recession, attracted 1,000 delegates, offered a rich and stimulating programme with distinguished key note speakers, and also made a respectable profit. At our AGM on 24 August members voted into existence a new ICA constitution giving all institutional members the right to vote, which was formerly the prerogative of the national archives and professional associations only. In future all members, including individuals, will be able to attend our new style Annual Conferences, the first of which will take place in Brussels from 20 to 24 November 2013 on the theme of access to information by the citizen. At the same time a special Forum of National Archivists has been created within ICA, which will enable those in the profession with national responsibilities to refine and share their strategic thinking on common

## ICA is on the move - don't be left behind!

challenges. Since Brisbane we have put together an ambitious business plan which has the recruitment of many more individual members as one of its main objectives. In particular, we want to offer members of national associations the opportunity to become individual members of ICA as well, simply by paying a modest supplement to their basic membership fee. The days when ICA was the preserve of an élite and closed group are well and truly over.

Many records and archive professionals across the globe continue to appreciate the relevance of ICA in their daily work. For example, ICA has produced the international descriptive standards which provide the framework for cataloguing in many institutions and has issued guidelines for the management of electronic records across cultural and jurisdictional boundaries (which have now been adopted by ISO). Our professional journal, *Comma*, contains high quality articles on important themes and is now produced by a leading university press in the UK. Our newsletter, *Flash*, now includes more thought-provoking feature articles, while current news is published on our website. In short, we are offering a greater range of membership benefits than ever before.

Although I am quite confident that our drive to recruit new members will pay handsome dividends in many parts of the world, I must confess that I have my doubts about whether this initiative will succeed in the United Kingdom. In spite of continuing support for ICA from the various national institutions and the unstinting efforts of ARA in the international arena, the sad fact is that overall UK interest and participation in ICA has been declining for some time, and that there is no sign whatsoever that this trend is being reversed. Fewer than twenty UK

colleagues attended the Brisbane Congress, in spite of our close historical connections with Australia and the important role played by the Australian archival community in influencing contemporary archival practice at the international level. This paltry attendance contrasts with a forty strong delegation from France. By early January 2013 fewer than ten UK colleagues have signed the online register in support of the Universal Declaration of Archives, which has been endorsed at a UNESCO General Conference and has been posted on the ICA website for several months <http://www.ica.org/13343/universal-declaration-on-archives/universal-declaration-on-archives.html>

So, for reasons which I have been unable to fathom, the International Council on Archives has not sold itself successfully to the UK archival community, which nevertheless applies on a wide scale ISAD (G) and the related standards developed by ICA. Possibly the present generation of archivists feels that international involvement is less relevant than their predecessors did - why is this?

Needless to say I should be delighted to have my pessimism proved wrong by a significant influx of new members from the UK over the next couple of years. You can find out more about our many activities from our website. If you would like to know how you can join ICA and/or become more involved in our organization, please do not hesitate to contact me direct ([leitch@ica.org](mailto:leitch@ica.org))

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**David A. Leitch**

Secretary General, ICA  
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# Collecting Matters

Did you respond to The National Archives' questionnaire about our annual *Accessions to Repositories* survey? Last October we asked for views on how we conduct the survey and really appreciated the feedback we received.

You should have noticed that we incorporated some of your ideas into the way we've been delivering things this year - not least in our style of communication and being more transparent about the steps we follow in processing and publishing your information.

We also improved the template to make things easier and to encourage you to send in everything you accessioned to ensure as comprehensive coverage of collecting activity as possible.

So if you haven't already sent in your return for 2012, we would encourage you to use the template. It's not really about making our job easier; it's about ensuring that we don't miss significant entries. We want to select the right records and we want users to find them - and you.

This time we are hoping to see collections relating to the momentous events of last year. Do you have anything showing how your institution or your local communities contributed to the Olympic and Paralympic Games, or took part in the Cultural Olympiad? Perhaps the focus in your area was on the Queen's Diamond Jubilee?

Looking forward to hearing from you, if we haven't already and remember, the 5 April deadline isn't far away!

.....  
**Cathy Williams**

The National Archives  
 .....

asd@nationalarchives.gsi.gov.uk

nationalarchives.gov.uk/information-management/policies/  
 collection-strategies.htm

# Registration Scheme News

## Newly Registered Members of the Archives and Records Association:

Following the most recent assessments of portfolios submitted to the Assessors, the successful candidates are as follows:

**Jim Ranahan**

Photographic Archivist, Birmingham Archives & Heritage

**Penny Hutchins**

Archivist and Assistant Records Manager, Royal College of Obstetricians and Gynaecologists)

The Committee would like to congratulate the newly registered members on their success.

## New Enrolments:

We welcome the following new candidates to the Registration Scheme and wish them good luck with their progress:

**Alison Kay**

Assistant Archivist, The National Railway Museum

**Helen Kerr**

Archivist, Royal College of Paediatrics and Child Health

## Registration Sub-committee Meetings:

Dates for the Sub-committee's meetings in 2013 have now been confirmed as 25 February, 3 June, 19 August and 25 November. If you are thinking of applying for a bursary it is important to take a note of these dates as applications must be received a minimum of two weeks before the meeting takes place. Further information is available on the website at <http://www.archives.org.uk/registration-scheme/bursary-support.html>.

## CONTACTS:

**General Registration Scheme Enquiries:**

<registrar@archives.org.uk>

**Registration Scheme Events Enquiries:**

<regschemeevents@archives.org.uk>

**Registration Scheme Admin and Bursaries:**

<regschemeadmin@archives.org.uk>

**Registration Scheme Communications Officer:**

<regschemecomms@archives.org.uk>

**Registration Scheme Mentor Queries and Advice:**

<regschemementors@archives.org.uk>

.....  
**Richard Wragg**

Communications Officer, Registration Sub-committee  
 .....

## Registration Scheme Workshop at University College Dublin, Wednesday 10 April 2013, 1.00 to 4.30pm

This FREE half-day workshop is suitable for candidates, referees, mentors and anyone interested in enrolling on the scheme or becoming a mentor.

It will provide the opportunity to:

- Find out about the Registration Scheme: Why do it? Personal and professional benefits? What does it involve?
- Work through the four development areas: Formal training courses; Study and research; Work achievements; Contributions to the profession
- Work through Learning Outcome Forms: Motivation; Achievement; Evidence
- View successful portfolios
- Ask questions

### Programme Structure:

13:00-13:10 - Arrival & registration

13:10-13:50 - Overview of the ARA Registration Scheme; Role of the candidate & mentor; Personal Development Planning

13:50-15:15 - Getting to grips with the four areas of development; Learning Outcome Forms

15:15-15:45 - Tea/coffee; View binders from some of the successful candidates; individual queries

15:45-16:30 - Support; Frequently asked questions; Discussion and round-up

The workshop is hosted by the School of History and Archives, University College Dublin and will take place in the Teaching Room, UCD Archives, University College Dublin, Belfield Campus.

Maximum attendance: 24. Book early to avoid disappointment (no later than one week prior to the date of the workshop)

To register for the workshop, please contact Kate Jarman, Events Co-ordinator, Registration Sub-Committee, at [regschemeevents@archives.org.uk](mailto:regschemeevents@archives.org.uk)

# Welcome to the International Affairs issue

Here is a taster of the Archives and Records Association's international activities. The Association has been most heavily involved internationally over the last ten years through providing the secretariat to the International Council on Archives (ICA) Section for Professional Associations (SPA). We have supported SPA as it has developed as a section and become more active and effective. But after ten years we took a joint decision with the Australian Society of Archivists early in 2012 to step back and allow other organisations to take a lead. We felt this would be best for SPA and were pleased to see that other organisations took the opportunity and SPA has new leadership.

This does not mean that we are walking away from involvement in SPA, the ICA or international matters. We are supporting SPA with the development of policies to support smaller professional bodies including how to edit and publish a magazine. We also have representation on other sections within the ICA. In 2013 we are planning for a big event across the UK and Ireland to promote the Universal Declaration on Archives which was a SPA initiative that we were closely involved in.

The Chair of the Association now has direct responsibility for international initiatives. We will continue to attend and vote at the annual meetings of both SPA and the ICA.

We support and promote the UNESCO Memory of the World Register which is a hugely important project for record keeping across the world. In typical fashion the UK government has withdrawn financial support for the UK project but it will continue. We promote and help develop international standards through sending representatives to various organisations such as the British Standards Institute.

The Association also has overseas members, many of whom do not have a domestic professional body to offer support.

.....  
**John Chambers**

Archives and Records Association  
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Noah's Ark, Girona Cathedral.

# International Council on Archives Update

As Deputy Secretary General, Conferences for ICA I am chiefly responsible for managing the organisation of the Annual Conferences and the Quadrennial Congress. 2012 has been a busy year, particularly so as we had the Congress in Brisbane in August. Other ARA members will be reporting on their experiences down under, so suffice it to say, it is the largest international archival event during the four year cycle and it was a huge success with around one thousand participants from 78 countries.

However, even before the Brisbane Congress, we had begun work on the conferences and annual meetings we need to plan for the coming cycle. The National Archives of Korea was selected as Congress Host for a Congress in Seoul in 2016 at the end of 2011 and the theme will be 'Archives, Harmony and Friendship'. The Programme Committee will convene in January 2013 and will develop the overall theme into more precise subject descriptions but it is anticipated that the professional programme will feature the cutting edge technology for which South Korea is so famous. My role will be to facilitate and support the Congress Programme Committee which focuses on the professional content as well as being very active on the logistics side, working with colleagues

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The current economic climate has also encouraged ICA to move towards a more self-financing model than was the case in the past  
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in the ICA Secretariat and Korea to ensure we have the facilities and services needed for the event. I also liaise closely with PCOM, the ICA body responsible for development and delivery of ICA's policy and programme for professional issues.

But before 2016 are three Annual Conferences. ARC readers may remember from last year's international edition that ICA made a significant change to its annual professional and governance event by establishing an annual conference open to all members. The current economic climate has also encouraged ICA to move towards a more self-financing model than was the case in the past when the host country usually financed most of it. We are looking at a model where it is clear to participants what their registration fee is buying them - and still enable ICA to have a small discretionary fund

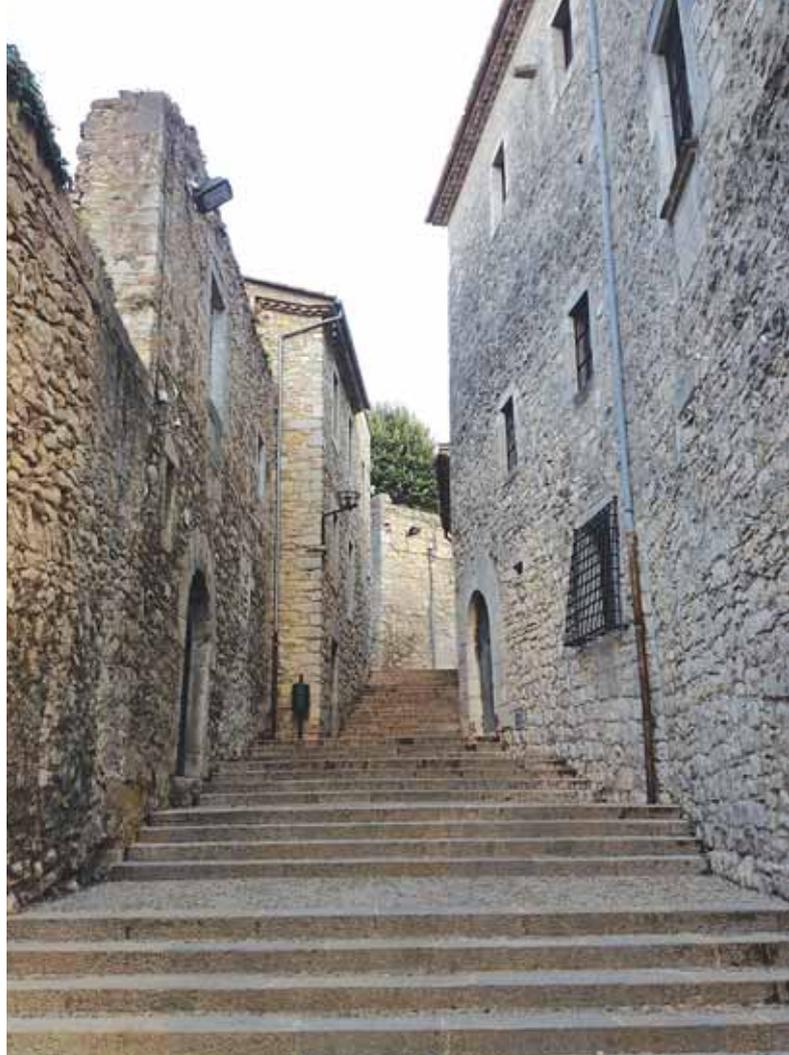
“ ICA has committed itself to holding its Annual Conference in Africa in 2015. ”

to support participants working in low-resource environments.

The 2013 Annual Conference will be in Brussels - dates and theme to be decided, but avoiding clashes with the DLM Forum and EBNA meetings in Riga at the beginning of October. The 2014 Annual Conference planning is already well underway. It will be in Girona, Spain from 13 to 15 October and will be a joint event with the 9th European Conference on Archives and the 13th Image and Research International Conference. The title is 'Archives and the Cultural Industries' and it is hoped the subject matter will attract speakers and participants from the key industries with which archivists and records managers need to forge lasting financial and collaborative relationships.

ICA has committed itself to holding its Annual Conference in Africa in 2015. It's my job to manage this process and I will be sending out the call for proposals early in the New Year. After that I will work with prospective applicants to ensure their submission is as complete and strong as possible and then, after the deadline, I assess the submissions against the published criteria. I will need to have a recommendation for the Executive Board meeting at the time of the Annual Conference in the autumn.

My other major task for ICA is to develop a training policy so that ICA has a clear and focused position - what it can do itself and how, as well as a view on other opportunities. Members regularly ask for more training from ICA, even though various parts of the ICA network deliver not only training but also continuing professional development. It is in this task, more than any other I do for ICA, that my experience in ARA plays such a valuable role. The Registration Scheme, for example, has given me a solid practical understanding of what CPD is and how to encourage



A street in Girona.

it and my work with the ARA Qualifications Accreditation Team gives me an awareness of current competencies requirements in our field.

Which leads me to my final point, do get involved in ICA! Individual membership is not expensive and ICA is looking at ways to have different scales of membership to make it more affordable. ARA members have a lot to offer - as well as opportunities to learn and develop their own skills. It is no longer essential to travel to meet face-to-face (although that is an experience that cannot be replicated by technology) so it need not be a drain on your travel budget or take up travel time. There are a lot of changes going on in ICA, as in the international archives and records management field generally; it is a very exciting time to be involved.

.....  
**Margaret Crockett**

International Council on Archives  
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# Universal Declaration on Archives: an update

Kim Eberhard and Colleen McEwen explain how you can support the UDA.

In a momentous event for the archives profession, the *Universal Declaration on Archives* was officially adopted by the 36th Session of the General Conference of UNESCO on 10 November 2011. For the first time ever, a statement specifically about archives - the importance of archives and the role of archivists in caring for them - has been included amongst the standard-setting instruments issued by UNESCO in its role as global guardian of culture and heritage.

In adopting the UDA, UNESCO sited it amongst some powerful statements concerning knowledge and information. UNESCO's own constitution, which stresses in Article 1 the desire of Member States to help "maintain, increase and diffuse knowledge" was quoted alongside Article 19 of the Universal Declaration of Human Rights, which provides that "everyone has the right to seek, receive and impart information and ideas through any media regardless of frontiers". Together with the principles expressed in the Charter on the Preservation of Digital Heritage and the Memory of the World Programme, the UDA strives to ensure the preservation and universal accessibility of the world's documentary heritage. UNESCO endorsement enhances the UDA's purpose as a powerful advocacy and promotion statement for informing a world-wide audience about the importance of archives.

## On-Line Register: Show your support

Since July 2012 it has been possible to show your personal or institutional support for the UDA and what it represents by signing the virtual register of support. This is available at

<https://icarchives.wufoo.com/forms/register-your-support-for-the-uda/>. To date, the UDA has gathered support from individuals and organisations in the USA, Italy, Canada, France, Mexico, Spain, Switzerland, Australia, China, Austria and 152 other nations. As an indicator of global awareness of the UDA, the goal of 1,000,000 signatories by 2016 has been set. Archivists and allied professionals are encouraged to spread the word about the UDA amongst their local professional community and beyond, ideally to reach people who have only a vague understanding about what archives are and what archivists do.

## How can I use the UDA?

A promotions strategy has been developed for the UDA, which includes a range of activities that use the UDA to advocate for your archives or for the profession. Holding signing ceremonies, developing seminars to discuss different aspects of the UDA or developing a campaign featuring the UDA graphic are just some of the ideas. A poster of the text of the UDA has been developed and was recently updated to incorporate the UNESCO logo. This is available for download from the ICA website in English, French, Spanish and Chinese. The UDA has been officially translated into 25 languages with scope to produce more as volunteers offer their services. A template with the UNESCO and ICA logos is also available from the ICA office for producing posters in other languages. These translations are available from the ICA website: <http://www.ica.org/13343/universal-declaration-on-archives/universal-declaration-on-archives.html>

UDA graphic in English, now incorporating the UNESCO logo.



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 The UDA has been officially translated into 25 languages with scope to produce more as volunteers offer their services.  
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**What next?**

A working group has been established to continue the work of raising awareness of the UDA. Over the past 18 months, workshops have been presented that aim to stimulate thinking about the use of the UDA. Some of the resulting ideas have been astounding: lobbying for a global ‘Year of Archives’, the development of localised campaigns using professional Public Relations expertise, incorporation of the UDA into archival teaching programmes, or the introduction of mandatory commitment to the principles expressed in the UDA by all newly-sworn public officials are just a few examples.

In order to gauge the reach and effectiveness of the UDA, the working group is maintaining a list of where the UDA has been promoted (such as on the ARA website). A suite of case studies is being collated which detail how and where the UDA has been used to advocate on behalf of archives, either those under threat of closure, amalgamation or facing budget or staffing cuts. On a more positive note, we are also seeking ‘good news’ stories, where the UDA has been used successfully to enhance the reputation or standing of an existing archives facility.

The working group can only do so much to inspire and promote. It is up to individual archivists, a group in a workplace or an entire organisation to embrace what the UDA represents and make their own contribution. Always envisaged as a product that would work well at a ‘grass roots’ level, the UDA has the potential to engage and excite the profession, creating a groundswell of enthusiasm that is irresistible to those as yet unaware of the joy of working with and using archives. That’s the dream; together, perhaps, we can make it happen. We encourage you to read the text, and think about the connection between archives and democracy, accountability, cultures and communities.

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**Kim Eberhard and Colleen McEwen**  
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International Council on Archives  
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# Archives and Records Challenges in the Digital Information Society (ARCHIDIS): A European Archive Summer School

Patricia Whatley shows how teachers and students alike have benefited from a series of international events.

**D**uring the past two summers archival masters’ and doctoral students from over seven European countries, representing 13 universities and an archive school, have met to examine and discuss aspects of appraisal and social memory. Organised by the Network of North-Western European Archival Educators (NAET), an informal group of institutions providing archival education, a successful proposal was submitted for a European Erasmus Intensive Programme (IP) Summer School, on the theme of ‘Archives and Records Challenges in the Digital Information Society’ (ARCHIDIS). The funding provided for three annual Summer Schools from 2011-2013 on that theme.

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 Students and staff will have to test their appraisal techniques on whisky and haggis.  
 ”

The first ARCHIDIS summer school was hosted by the Archivschule during the first two weeks of August 2011 in the beautiful university town of Marburg, in Germany. Over 30 students, supported by teaching staff from each institution, examined issues surrounding appraisal and gained academic credits towards their masters’ degrees. They did some pre-summer school reading, which they discussed online; worked together at the Archivschule resulting in group presentations; prepared for reflective interviews and produced written assignments. Themes studied included appraisal and public archives; the role of



Student Presentation, ARCHIDIS, Marburg, 2011

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Over 30 students examined issues surrounding appraisal and gained academic credits towards their masters’ degrees.  
”

the archivist in appraisal; the role of archives in social memory; the history of appraisal and appraisal theories and appraisal practice in Europe.

A keynote address was given by Erik Ketelaar, Emeritus Professor at the University of Amsterdam, on ‘Archival appraisal and its relationship to social memory’, which started the event, and provided a first opportunity for discussion. During the two weeks the social calendar included a barbeque and visits to the Records Management Unit of the European Central Bank and to the Bundesarchiv (National Archives of Germany) in Koblenz, where the archivists showed their visitors a wide variety of fascinating and historically-important documents including one of the original versions of Schindler’s List, which was certainly a high point of my time there. Leaving the Bundesarchiv the bus drove through the Rhine Valley with its stunning castles, stopping at the Lorelei Rock with magnificent views over the river.

The second summer school took place during early August of this year and was hosted by Mid-Sweden University, in Härnösand, a scenic town 230 miles north of Stockholm, Sweden. The programme was amended in detail, though the theme remained the same. A notable early ice-breaker was a chocolate appraisal,

where a very impressive selection of chocolate sourced from throughout Europe was appraised by the students, staff and keynote speaker, Jeannette Bastian, from Simmons University, Boston. Professor Bastian’s opening presentation was on the theme of ‘Cultural heritage, digital convergence and the archival perspective’ and much of the discussion was on comparative aspects of appraisal in different regions and countries of Europe. Visits to the Murberget open-air museum, which explained much of mid-Sweden’s development over preceding centuries, a day trip to Ulvön Island and a dinner cruise from Härnösand to High Coast Bridge were as important in providing opportunities for students to get to know each other, as they were to see something of Mid-Sweden.

Accommodation was in the Folkhögskola Campus and was shared by students and staff, resulting in group meals cooked by various participants - students and teachers.

Next August the Summer School will be hosted by the Centre for Archives and Information Studies (CAIS) in Dundee. The programme is currently being developed and the two weeks will include, as well as the study programme, visits to Glencoe, the Edinburgh Festival, and Glamis Castle and Archives. As well as a chocolate appraisal students and staff will also have to test their appraisal techniques on whisky and haggis and the summer school will end with a ceilidh, hopefully led by Caerketton Ceilidh Band, featuring Norman Reid, Head of Special Collections at St Andrews University.

The 2013 Summer School will end the current Erasmus programme, which will have provided over 90 European archival students with a unique international and in-depth perspective on one of the key issues in archival science. Publications have already been produced and it is hoped that the programme will stimulate more research at doctoral level and beyond. A new programme proposal is currently being discussed which will address a new theme for the three years following the final ARCHIDIS in August.

More information is available at [www.archidis-naet.eu/](http://www.archidis-naet.eu/)

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**Patricia Whatley**

Centre for Archives and Information Studies, Dundee  
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# Norwegian Society of Records Managers and Archivists (Norsk Arkivrad)

Vilde Ronge looks back on a stimulating visit to London.

The Norwegian Society of Records Managers and Archivists (NA) is the largest archival interest group in Norway, with more than 1200 members nationwide. Members come from all sectors and levels of organizations; both private and public, state ministries and local authorities, small consultancies and multinational companies. We aim at strengthening the professional and public attitudes towards document management, information management and records management. The main issues in our current strategic plan are visibility and education.

We comment on relevant consultation documents from public authorities and agencies, and try to be active when it comes

to lobbying among stakeholders, and get our opinions and relevant issues across through the press. Furthermore, we have a comprehensive line of training courses and continuously strive to develop new courses to meet new challenges facing the profession. Each year we also arrange several general and specialist seminars.

Last year we established the Records Management Team of the Year award, and we awarded the prize for 2012 to Hafslund, one of the largest utility companies in the Nordic countries. Hafslund got the award for their management of old records and the creation of a new common platform for electronic document management. They've had a strong focus on increasing data collection and facilitating the use of metadata.

NA is in the final stages of translating UDA into Norwegian and is in dialog with our partners on how to promote it. Our partners include the three other organizations within our field of interest, in addition to the National Archive and Arts Council Norway.

We have approximately 30 volunteers across the country and they're elected at the general assembly every two years. The board consists of nine people, the chair and co-chair, the heads of our five regional boards, the head of our educational programmes group and the person in charge of following up on advocacy. In addition, the editor of our quarterly publication may be present, but has no voting rights. NA also has a secretariat located in Oslo where two people work



Visiting the Great Court of the British Museum.



The group enjoying a tour.

full-time and our society is mainly financed through our educational programmes.

The board gets together approximately six times a year and usually in Oslo. Every fall, however, we gather all volunteers for a grand meeting. NA views this as essential to create the joint feeling that we are all part of the same mission, making sure everyone is working in the same direction so that our goals are met. We usually meet in the Oslo area, but this year we were fortunate enough to be in the financial position of bringing the whole group to London for four days!

We chose London for many reasons. The obvious: language and reasonable flights. More importantly: a short distance to travel but still a very different

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**The high standard and tradition for archival education in the UK is to be admired.**  
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tradition when it comes to our profession and therefore a golden opportunity to learn and be inspired, and see things from a different perspective.

Our first whole day was spent listening and learning. We started out with some introductory lectures on records management and archives in the UK by Jenny Bunn from University College London, retired Chief Executive of the National Archives Sarah Tyacke and Laurence Ward from London Metropolitan Archives.

We continued on with ARA and IRMS who both gave us talks about their organizations. We visited the archivist at the British

Museum. Finally, we had the pleasure of learning about the British FOI Act from Graham Smith, Deputy Information Commissioner. All in all, it was a very interesting day. We found that we are somewhat more fortunate in Norway than in the UK because we have a mandatory standard for records management and archive systems for all public institutions. On the other hand, we have a long ways to go when it comes to FOI and the way we handle complaints on requests that have been denied. Also the high standard and tradition for archival education in the UK is to be admired.



Visiting the British Museum.



Exploring Westminster.

NA is itself in the process of looking at the way we are organized and therefore it was especially valuable to hear how the British organizations are run - thinking about regional groups and interest groups. We discussed many issues like these on our third day in London, and the information from our first day gave us a nice backdrop. So thank you, ARA!

Our second day was spent visiting actual organizations. Since our volunteers all come from different sectors, we split up into smaller groups. Some visited at state level, some at municipality level and others again, to private corporations.

In addition to all of the above, we of course enjoyed all that London has to offer: restaurants, theatres, shopping and yes, even nightlife. These offerings were also contributing to creating the 'we-feeling' for NA that we were seeking!

### Vilde Ronge

Norwegian Society of Records Managers and Archivists

## Brighton 2012: Part 1

In a return to the ARA's 2012 Annual Conference, two overseas bursary recipients reflect on the experience. First, Thomas Aning gives his thoughts.

As an Overseas Members Conference Bursary award recipient, I made sure I arrived at the Grand Hotel on time, registered and fully participated in all activities of the Conference - from the beginning to the end - to justify the award.

The themes of our conference were progression, innovation and new landscapes. The Chair of ARA, Martin Taylor, welcomed us to the conference. He urged us to be progressive and innovative as archives and records professionals and enjoy our time in Brighton.

Many speakers at the conference developed the theme of 'Progression, Innovation and New Landscapes' in their chosen topics. The two keynote speakers offered us chance to reflect on the challenges and opportunities that new technologies can bring to our profession.

I really enjoyed all the programmes which were put together for the conference. They were informative, interesting and inspiring. I have learnt a lot from them which will be very helpful to use in my archives and records career. Colleagues vividly described how they approached such challenges as documenting the London Olympics and better engaging with the communities they serve. The quality of the papers throughout the conference was extremely high.

Another interesting part of the conference was the information market place. The trade fair was a valuable opportunity to meet suppliers and find out about available products and services. University of Ghana Archives is embarking on a digitisation programme, I was therefore very happy to meet Genius and Adem whose products on digitisation and book scanning will be required for our project. I was equally happy to meet Link 51 and Bruynzeel who provide archives and records storage solutions.

The accommodation at the Grand Hotel was good and we were very well fed and watered. The drinks reception in Horatio's Bar at the end of the historic Brighton Pier was very enjoyable and I had an opportunity to have a souvenir picture with the mayor of Brighton and Hove taken (however, I have not yet got my copy of the picture!). The buffet-style dinner in the King's Restaurant at the Grand Hotel was appetizing and enjoyable. The organizers of the conference deserve our commendation for the professional manner with which they organized the conference.

One of the most positive aspects of the conference was informal discussions with fellow professionals between sessions. This has

enabled me to establish contacts. The conference has also updated my knowledge of current professional developments.

I am very grateful to ARA for the bursary awarded to me to attend the conference, which I would not otherwise have been able to do. I am equally grateful to John Chambers, Chief Executive, ARA, and Lorraine Logan, Secretary of ARA, for their personal support which made my award possible.

I have come away from Brighton with renewed enthusiasm and bursting with new ideas to apply to my work at the University of Ghana Archives justifying, I hope, the award. Long live the Archives and Records Association.

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**Thomas Aning**

University of Ghana Archives  
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## Brighton 2012: Part 2

In our second report, Ilona Miller gives a conservator's point of view.

**B**righton - the bustling city with its tranquil areas and breathtaking sea views - was literally a new landscape to me when I went there to attend the ARA Annual Conference. I felt so excited, happy and most of all grateful, to the ARA whose generosity in providing a bursary for overseas members allowed me to take part in this professional meeting. Thus it happened: step by step, to approach this new landscape with its major aspects - progression and innovation.

Three busy days from 29 to 31 August, packed with presentations prepared by high quality speakers taking into account a wide range of problems, providing a lot of ideas and thoughts. The Grand Hotel interiors completed the splendour of this important meeting.

The opportunity to meet in a circle of enthusiastic professionals is always very fruitful and broadens minds. Sometimes it gives the necessary reassurance that ways of dealing with problems are correct; sometimes it casts entirely new light upon the daily routine and helps to cope with unsolved tasks. Most of all the conference gives an irreplaceable chance to talk face to face, exchange views and experiences and simply chat informally about anything, thus building and strengthening bonds: and so it happened during the ARA conference this year.

As a conservator I could compare different methods of hands-on treatments with those we apply to objects and see many similarities, as well as differences, which was very constructive.

I was glad to hear a lot about long term preservation including environmental conditions of collection storage and digitisation which is my special interest. The problem of proper conditions was given a wide scientific, theoretical and practical approach reminding me how important and complex it is; especially that the diversity and fragility of stored traditional archive and library materials has recently been extended by even more diverse and fragile audio formats. My awareness of the need for special storage was refreshed and a very useful synthesis of the materials was given. Modern technologies give the possibility to prolong the life of the historical objects but on the other hand the number of materials to take care of has increased and become a separate problem for conservators. Another aspect of digitisation taken up at the conference was risk assessment before the process and a presentation showed that appropriate management of any project always guarantees the utmost care for the objects involved.

I was also impressed by how important a role in huge conservation undertakings volunteers play, thanks to the thorough training and encouragement they receive from professionals. This is not very common in Poland but seems very helpful, although not easy to carry out.

It was priceless to hear the latest news from the Leather Conservation Centre in Northampton about a new formula the Centre is about to prepare. This could solve the problem of acidified leathers we come across in many collections. It will efficiently prolong the life of leather artefacts that are condemned to degradation.

The presentations at the conference were complemented by the information marketplace with the possibilities to see progression and innovations gathered in one spacious interior of the Grand Hotel. Once again it was possible to notice how contemporary conservation and preservation is strictly and inseparably related to modern technologies.

For me it was an unforgettable, fascinating and informative time. The new landscapes I visited provided a lot for ideas of progression and innovation in the field of conservation, and let me experience the hospitality and kindness of the people I met there. I cannot find enough proper words to express my gratitude to all that enabled me to be there.

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**Ilona Miller**

Preservation and Restoration Department, Nicolaus Copernicus University Library, Toruń, Poland  
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# International Conference on the History of Records and Archives (I-CHORA) 6: Austin, Texas 2-4 August 2012

An ARA International Bursary recipient report by Sarah R. Demb.

This year I was the grateful recipient of an ARA international bursary to attend I-CHORA 6, which allowed me to present a paper there to colleagues from the UK, Europe and the United States. I-CHORA is intended to explore the shared heritage of archives and libraries, information science/documentation, preservation/conservation and museums; the theme of the sixth conference was to contextualise the different purposes and rivalries historically engendered among the disciplines' shared practices. The conference was held at the University of Texas at Austin (UT Austin), in the auditorium of its famed Harry Ransom Center for Humanities Research.

Dr David B Gracy III, Professor Emeritus at UT Austin's iSchool, co-organiser of the conference and my former adviser on my MLIS degree, gave a

rousing welcome to delegates, in which he described the deep history of archives in Austin which he linked to the importance of the history of the discipline itself and the meaning of the archival enterprise. Founding member of I-CHORA Dr Phil Eppard (SUNY-Albany) was the conference's keynote speaker. Dr Eppard asked us to reflect on the history of archives and emphasised that much of what we bring to this exploration is due to the establishment of I-CHORA itself. He made a call to us to write our history not only as an effective outreach tool to other disciplines and the general public, but to develop syntheses with archival theories and models as well as educational programmes.

The three days provided a rich variety of topics that comprised: an examination of an object (a prisoner of war camp suitcase) as a personal

archive with relation to textual genetics, performativity and the discontinuity that occurs when a memory carrier (person or group) no longer exists; the ethics of using archives created for specific ideological purposes and the impact of digitisation; containment and construction in documentation; research methods of early investigative reporting; the founding of the Schomburg Division of the New York Public Library; the website as archival item, the surrogate as archival item and the concept of remediation; the recent history of the records continuum concept as evidenced by museum accession files (my own paper); indigenous Australian Aboriginal and Torres Strait Islander perspectives on knowledge and information management collaboration across disciplines; the State Paper Office (under King Henry VIII) as archive and library; stakeholders and discourses on 1895-1930 film libraries/film exchanges; archival professionalization in the Soviet Union; attitudes towards librarianship and their role in defining the UK museum profession; the French Casa de Velazquez of Madrid during the Spanish Civil War and WWII; the creation of the Jewish General Historical Archives in Israel; the history of American archaeological records keeping practices and the influence of technology on the archaeological record; the landscape and built environment as archival artefact; the history of the World Soundscape Archive; and the shared heritage of digital collections across archives and museums.



The I-CHORA 6 reception, hosted by the Briscoe Center, from left to right: Patricia Galloway, Laura Helton, Sarah Demb, and Dawn Schmitz. Image courtesy of the Briscoe Center, The University of Texas at Austin.

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It was a pleasure and a privilege to share this time with so many thoughtful and talented colleagues from so many diverse places.

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As the above paragraph shows, it is quite difficult to summarize what were sophisticated and fascinating analyses of myriad concepts, institutions and histories. Unfortunately, the papers will not be published as a matter of course in one particular journal and it is up to each speaker to further disseminate the work produced for the conference.

The collegial environment that the papers were presented in was bolstered by the warm (40 degrees C weather!) hospitality - which Texas is rightly proud of - that included informal outings to burrito stands, the famous Sixth Street bars, a reception at the iSchool (much improved in a new building since my time there in the mid-'90s), a tour of the Dolph Briscoe Centre for American History and a grand dinner on the penultimate evening. It was a pleasure and a privilege to share this time with so many thoughtful and talented colleagues from so many diverse places, and it is clear that a lot of good work is being done in the field which will continue to contribute to the intellectual development of the heritage sector at large.

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**Sarah R. Demb**

Museum of London  
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Ian Wakeling and Heather Edwards-Hedley outside the Convention Centre.

## International Council on Archives Congress: Part 1

In August 2012 two ARA bursary recipients were able to attend the ICA Congress in Australia. Here, Ian Wakeling discusses the importance of archives and good record keeping.

Society depends on written and visual records to maintain human rights and democracy. The UNESCO Universal Declaration on Archives recognises this unique quality in one of its principles, “the vital necessity of archives for supporting business efficiency, accountability and transparency, for protecting citizens’ rights, for establishing individual and collective memory, for understanding the past, and for documenting the present to guide future actions”. We can and we should make every effort to learn from past actions to understand abuses or misplaced use of governmental, corporate and individual power. Why and how did they occur? Archives often hold the key to understanding the reasons why. Once we have this understanding then processes, checks and balances can be put in place to help prevent further abuses and protect human rights and citizenship.

The strength of this reality shone brightly as one of the dominant themes at the 17th International Council on Archives (ICA) Congress in Brisbane, Australia, held over five days in August 2012. The fundamental importance of archives and archivists to the concept of democratic society in a climate of change and fast moving technology has never been clearer. The profession has a key role to play in society, government and the everyday lives of people - a challenge archivists must continue to embrace in the 21st century where digital technologies have the potential to break down political power structures - as in the Arab Spring - and the bureaucracy often used to support these structures and regimes. Several conference sessions were devoted to the UNESCO/ICA Universal Declaration on Archives (UDA), that stands as an international charter and touchstone for the profession by highlighting the unique qualities,



Brisbane near the Sister of Mercy Convent, School and Museum.

diversity and multiplicity of formats of archives as sources of information, and the role of archivists “serving their societies by supporting the creation of records and by selecting, maintaining and making these records available for use”. Endorsed by the 36th Session of the General Conference of UNESCO in November 2011, the Declaration has six principles designed to encourage governments, organisations and individuals to work together to protect, adequately resource and ensure archives are “used to contribute to the promotion of responsible citizenship”.

Yet this needs to be a living charter, as suggested by delegates from around the world at a conference workshop focussing on the UDA, offering a strong message that can be used effectively by organisations and archivists alike. Private organisations - for example companies, charities, universities, schools - can use it to explain archives and their relevance to senior management and obtain director-level endorsement of the Declaration. Similarly, in the public sector, national and local government archives could also come alongside and adopt the UDA. National and local politicians should be invited to sign up in support of their local services - imagine the Prime Minister or the

Secretary of State for Culture, Media and Sport signing the Declaration and the impact that would have for the archive profession.

A direct line of descent from the principles and aspirations of the UDA is the value of archives in extreme situations. Baltasar Garzón Real, former Jurist and Judge Magistrate of Spain’s central criminal court, discussed the evidential role of archives in bringing the perpetrators of genocide and crimes against humanity to justice. These cases are fraught with record destruction, poor or censored record keeping by authorities, and reliance on state archives influenced by political faction. Without unbiased archives it is difficult to bring the powerful to account. Despite this, he noted that countries like Burkina Faso, one of the poorest West African nations that experienced military coups during the 1980s, human rights abuses and an absence of social peace for decades, have begun discussing the creation of national archives for use as evidence to promote social justice.

Prof Anna Szlejcher (ICA/SAE) charted the movement and tensions in Argentina for more open access to information in a post-dictatorship

“ Without unbiased archives it is difficult to bring the powerful to account. ”

society, where the ‘democratic transition process’ fashioned links between the concept of inalienable human rights and the state, which would then act as guarantor of these. Coupled with this was the growth of archives, other agencies and information repositories in Argentina to act as “the bearers of memories” that created historiographies with the capacity to document and understand abuses of human rights to support judicial processes for justice. Underpinning this was a call for a law on Access to Information and the clear recognition that new information technologies have the power to dissolve the former restraints on access to information traditionally housed and accessible only in repositories.

The action of archives ‘in extremis’ can take different forms - the conference discussed the National Archives of Norway’s truly moving role in the process of healing and reconciliation after the attacks in July 2011 that left 77 people dead and 242 badly injured.



Inside the Convention Centre as the head of the South Korean delegation accepts the 2016 ICA Congress to be held in Seoul.



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We can and we should make every effort to learn from past actions to understand abuses or misplaced use of power.  
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Brisbane.

These killings created a mass popular response leading to the spontaneous laying of tributes of flowers, words of condolence, children's drawings, teddy bears and other tokens of remembrance at sites in Oslo. The National Archives acknowledged early on the importance of collecting and preserving these memorial tributes as a healing touchstone for the nation, communities and individuals alike.

Then there is the power of archives to bring people together - to act as a force for truth, reconciliation and emotional healing. George MacKenzie (former Registrar General and Keeper of Public Records, National Records of Scotland), assessed the work of the 2007 Shaw Committee which investigated child abuse in residential children's homes in Scotland, in turn looking at the value of records to people formerly in care, as well as abuse survivors, and recognising there had been multiple failures in record keeping in the child care system. It found poor record keeping created difficulties for former residents of residential schools and children's homes, when they attempted in adulthood to trace their records for identity, family or medical reasons. The committee recognised the incontrovertible value of archive information in these processes

and argued for a review of public records in Scotland to ensure the robust management of care records for future generations of young people in the care system.

This power of archives was also shown vividly in presentations at the conference depicting the role archives play in revealing and documenting the situation in Australasia, which former Australian Prime Minister, John Howard, described as affecting "indigenous peoples who suffered under the injustices of policies advocating the forced removal of children from families pursued by past generations" - the Aborigines, Torres Strait Islanders and Maoris - from the late 19th century to the 1960s. Known as the 'stolen generations', successive Australian governments investigated the issue through national commissions, such as the groundbreaking 1997 *National Enquiry into the separation of Aboriginal and Torres Strait Islander children from their families* and its report *Bringing Them Home*. The report led to the establishment of Indigenous Archive Repositories, family information, family tracing and reunion services. This work was highlighted by a presentation about the Australian Institute of Aboriginal and Torres Strait Islander

Studies Family History Unit, that offered nuanced insights into the difficult issues, emotions and frustrations experienced by adults trying to trace relatives, where records are sometimes the only clue a person has to their identity - although sometimes those records have not survived or were never created.

Which brings us to the great crossing point of the 21st century. In a world where information technology develops ever more rapidly; social media replaces conventional written information; digital permanence is an unresolved issue; and access to digital information transcends geographical and institutional boundaries, do archivists have the skills and authority to capture and maintain the future evidential record for the protection of memory and the search for truth, justice and human rights? The UDA will help make this task easier.

#### Ian Wakeling

The Children's Society Records and Archives Centre

# International Council on Archives Congress: Part 2

The International Council on Archives (ICA) Congress is held every four years. The next is scheduled to take place in 2016 and will be hosted by the National Archives of Korea. I was fortunate to receive a £1,000 bursary from ARA which assisted me in attending the 2012 Congress. The title for this year was 'A Climate for Change' and the three main themes were Trust, Identity and Sustainability. Ninety two countries were represented. The event was held at the Brisbane Convention and Exhibition Centre which is positioned in a lovely area by the Brisbane River on the South Bank Parklands.

A second bursary holder, Ian Wakeling, was also attending and it was helpful to have another ARA member to liaise with during the week.

I attended many lectures relating to the preservation of photographic materials; archive buildings; relocation of archives; new deposits and digital imaging to name a few. I intend to deliver a fuller presentation in due course so I will highlight just two in this instance.

'Engaging Communities' was a morning session put together to provide participants with case studies and real life experience of how cultural institutions can actively engage with communities for mutual assistance and support. Speakers included John Petersen who is Manager of the New South Wales Migration Heritage Centre. John discussed the creation of a virtual museum which includes shared exhibitions. The Centre has researched the heritage legacy of migration to Australia and settlement in New South Wales as a series of chapters in Australian history written in regions across the State. These waves of migration reflect major world events as push factors and in turn Colonial or Federal

Government migration polices as entry or restriction points and settlement patterns which change over time. The Centre's website can be found at: [www.migrationheritage.nsw.gov.au](http://www.migrationheritage.nsw.gov.au)

Ariana Tikao is the Research Librarian at the Alexander Turnbull Library of the National Library of New Zealand in Wellington which was set up in 1920. Ariana works with the library's extensive Maori collections. Ariana is well known as a Maori musician and opened her lecture with a mellow interpretation of a recently discovered song. Ariana is one of seven Maori specialists working to describe and help communities connect with them, see her recent blog at <http://beta.natlib.govt.nz/blog/posts/arohatia-te-reo-2012>

Kirsten Thorpe works as the Project Officer at the Aboriginal and Torres Strait Islander Data Archive (ATSIDA) based at the University of Technology Sydney (UTS) Library. Her work there has included a touring exhibition and catalogue with the title 'In Living Memory'. The exhibition featured one thousand images dating from 1919 to 1966 and travelled to seventeen venues in New South Wales. ATSIDA have developed a range of Protocols to guide the work of the data archive. These are available at <http://www.atsida.edu.au/protocols/atsida>

Lauren Bourke is Co-ordinator of Community Archives at the Public Record Office of Victoria (PROV). Lauren manages a range of programmes which are focussed on supporting community based collecting groups across the State of Victoria. These are set up to care for and provide access to their local collections including: the Local History Grants Programme; Victorian Community History Awards and Archival Support Training Programme. There are over 720 community collecting groups active within the State of

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The initiatives are opening up new avenues for engagement, improving access to the State's archive collections.

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Victoria and many more community based organisations like schools and sporting clubs engaged in the preservation of Victoria's history. The vast majority of these groups are made up of a volunteer based workforce. Lauren discussed the strategies that PROV has used to engage and support these communities through networks like the Ballarat Collections Network and Places of Deposit Network. Their initiatives, such as the Community Digitisation Programme, are opening up new avenues for engagement and in turn improving access to the State's archive collections.

'Digital Record Keeping on a Limited or No Budget' was a fully subscribed afternoon session led by Cassie Findlay, Project Manager of Digital Archives at the State Records Authority of New South Wales. Cassie leads a team that is delivering the digital archives infrastructure and processes for accepting, preserving and making available digital state archives of the New South Wales Government. Cassie worked through the common scenarios that organizations are currently facing. Participants were guided through a series of real questions and then their suggested interim strategies. These included putting controls around digitisation; standardizing formats; creating structure in network drives; monitoring the purchase of new equipment and its vulnerability; establishing a relationship with IT; monitoring software for documents and establishing an archive server with secure firewall. It was recommended to limit the number of storage formats and identify a core set, also to introduce a structure to network drives with good file titling conventions. See: <http://www.naa.gov.au/records-management/systems/shared-folders.aspx>

There is a general ICA blog available on the ARA website at: <http://www.archives.org.uk/latest-news/news-from-the-ica-congress-in-brisbane.html>

Attending this congress was a great opportunity to gain up to date knowledge, discuss current issues with colleagues and create new working friendships to assist in my work at Haileybury.

**Heather Edwards-Hedley**

Haileybury and Imperial Service College

## Beyond Borders: Reflections on the SAA Conference in San Diego.

Paul V. Dudman explains how an invitation to speak at the SAA Conference led to a rewarding experience.

Last August I had the opportunity to attend and present a paper at the Society of American Archivists (SAA) 76th Annual Meeting, held in San Diego, California. I had been very fortunate to receive a bursary from the Archives and Records Association Section for International Engagement in addition to later match funding from my employer, the University of East London, which enabled me to attend the Conference.

The 2012 SAA Annual meeting was given the moniker 'Beyond Borders' to reflect a conference theme focusing on the concepts of cooperation and collaboration. It was with this conceptualization in mind that I had been originally approached in the Autumn of 2011 to see if I would be interested in forming a panel session to explore the concept of 'Beyond Borders' in relation to refugee archives, given my current remit as the Archivist responsible for the British Refugee Council Archive, located on the Docklands Campus of the University of East London (UEL). The excitement at the opportunity to experience the SAA Conference and the chance to network and discuss important issues relating to my own professional work soon outweighed the initial apprehension at the thought of presenting at an international conference for the first time.

Date /Time	Session Title	Session No.
<b>August 9, Thursday</b>		
10:00 AM	Listening In to Conversations Across Borders	109
1:30 PM	Gulliver's Travels: Collaboration Among Different Worlds Within Archival Institutions	209
<b>August 10, Friday</b>		
8:30 AM	Rules of Engagement: The Politics and Pleasures of "Living Archives"	309
10:00 AM	Asian and Pacific Islanders (API) Creating Diverse and Collaborative Community Archival Methods	409
<b>August 11, Saturday</b>		
8:00 AM	Beyond Resettlement: Overcoming Hurdles to Document the Experiences and Contributions of Refugees	509
12:30 PM	Creating an International Consortium: The Atomic Bomb Casualty Commission	609
2:00 PM	Mining Our Own Archives: The Ethics of Archivists Publishing About Collections They Oversee	709

Conference programme. Photograph by Paul Dudman, taken during the 76th SAA Annual Conference in San Diego.

Our proposal for a panel session was in due course accepted and became session number 509, entitled 'Beyond Borders: Overcoming Hurdles to Document the Experiences and Contributions of Refugees'. It was agreed that the aim of the session would be to provide an opportunity to discuss our own experiences of reaching out and conducting outreach work with refugee groups within our respective local communities. The speakers for our panel session included Anna Marie Mallett, Vietnamese American Heritage Archivist at The Vietnam Centre and Archive, Texas Tech University; Christina Woo, Research Librarian

for Chicano/Latino Studies, Linguistics, Women's Studies, Athletics, and the Southeast Asian Archive in University of California, Irvine (UCI) Libraries; and Thúy Võ Đàng, a postdoctoral fellow in the Department of Asian American Studies at UCI.

On the actual day of the panel session, my presentation was first. I had tried to develop a paper which would look at both the work being done at my own institution in relation to the Refugee Council Archive and to also consider a UK perspective on refugee archives more generally. For the record, my paper was

entitled, 'Rescuing Refugee Archives: Preserving the history of the refugee experience, a UK perspective'. In the preparation for this paper, I had attempted to explore the concept of the refugee as being a traditionally under-documented and under-represented group within the broad remit of the archival record. Indeed, I kept being reminded of the 2007 article by Philip Marfleet entitled 'Why we must address the past' in which the author argues, "Why have historians ignored most refugee movements and 'silenced' those involved? Can refugees be re-installed on the historical record?". The idea of refugees being 'silenced' within the archival record was to be a recurring theme throughout all of the papers within our panel. My paper discussed issues surrounding outreach and also touched upon broader issues in relation to the role of community archiving, with a focus on refugee-related projects, and the work now being done by voluntary sector archives.

My presentation was followed by Thúy Võ Đàng, whose paper focused on the collection of oral histories from the local Vietnamese American Community, which has provided the basis for the Vietnamese Oral History Project at UCI. This project began in 2011 with aim of assembling, preserving, digitising, and disseminating the life stories of Vietnamese Americans in Southern California. Once completed, the oral histories will be preserved at the Southeast Asian Archive at UC Irvine Libraries. Christina Woo's presentation investigated the work being undertaken by staff

A Californian sunset. Photograph by Paul Dudman, taken during the 76th SAA Annual Conference in San Diego.

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The Conference included a broad and diverse mix of engaging workshops and presentations.  
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at the Southeast Asian Archive in attempting to use material from the Archive in their outreach work with local communities. Lastly, Anna Marie Mallett, focused her presentation on her work as the Vietnamese American Heritage Archivist at The Vietnam Centre and Archive, in a paper entitled, ‘Saving the Voices of Au Lac’.

How best to reflect upon this experience? The SAA Conference provided a unique opportunity to both engage with and experience a stimulating and informative international conference, whilst also providing a rare opportunity to discuss and share ideas with colleagues in relation to best practice in archiving refugee collections. To see at first hand the successful and stimulating work that is being undertaken to help preserve the records and testimonies of refugee and ethnic groups within the Southeast Asian Archive at UCI and the Vietnam Centre and Archive at Texas Tech

University was an inspiration and has given me much to consider and learn from in regard to my own professional work. It has also reinforced the belief that there is still much work to be done in order to understand how archival institutions can best work with refugee and other communities to record and document their voices for posterity.

The Conference included a broad and diverse mix of engaging workshops and presentations. In hindsight I only wish I could have attended more of the sessions that were on offer. In the all too short time I was in San Diego, I was able to attend sessions which discussed a range of topics incorporating the importance of archivists developing holdings to help bring out the previously hidden histories of Latina communities; the use of social media tools allied to outreach to both safeguard heritage and empower local communities to

share their histories; the pleasures and difficulties of managing ‘living’ archives; and the numerous issues surrounding both contesting history within the archives and the relationship between social justice and archives, to name but a few.

The opportunity to attend the SAA conference in San Diego was therefore a very rewarding experience for me, both professionally and personally. It has enabled me to develop a deeper understanding of the needs and requirements of refugee archives. It has also highlighted the need for greater awareness and vigilance in terms of helping to preserve the records and testimony of all of our communities, both in terms of the communities themselves and also the organisations that support them, as many of these collections run the risk of being lost for posterity. It is perhaps good timing therefore, that we have just witnessed the launch of the Campaign for Voluntary Sector Archives which is dedicated to the preservation of our voluntary sector archives. With my experience of our work with the Refugee Council Archive, this is sure to be a very timely and productive campaign.

<sup>1</sup> Marfleet, Phillip. (2007). Refugees and History: Why We Must Address the Past. *Refugee Survey Quarterly*, Vol. 26, Issue 3, pp. 136-148.

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**Paul V. Dudman**  
University of East London  
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# SNCF and World War II: A Huge Digitisation Enterprise in 2011-2012

The work is now done and will offer the necessary proof of SNCF's transparency in all the challenges the company will have to face.

The Archives service of SNCF has been at the forefront of the company's efforts to present to the public, and to the world, its operations during the Second World War, with an emphasis on presenting its role in transporting extermination camp deportees. The context over the past 15 years has been of regular attacks on SNCF from survivors in France and the United States and efforts by the company's top management to have a very open attitude on all dimensions of SNCF's operations during the period, as exemplified in President Guillaume Pepy's speech at Bobigny in January 2011.

SNCF Archives have been in existence since the late 1980's when the company decided to organize its historical documents as well as to manage its operational memory. The focus on the 1939-1945 period was already very present. Nowadays, we run three archives centres, totalling nearly 100 kilometres of archives, of which 30 make up the historical archives held in Le Mans.

In order to facilitate access to our World War Two documents, a first guide was drawn up in 2002. In 2011, we developed this as the *Guide de recherches sur la Seconde guerre mondiale*, which was aimed at gathering all the information kept by SNCF on the period. This finding aid is divided into 18 sections, each section giving a history of the service, a presentation and a list of the fonds. Additionally, it gives direct access, via a click, to the actual digitised documents.

Indeed, at the same time, we started digitizing all our collections relating to the War. The reason for this was very clear: one of SNCF's subsidiaries was planning to bid for the running of the local mass transit transport system in Maryland. Upon discovering the link between SNCF and this company, the Maryland state legislature under a certain pressure voted a law compelling all bidders to be fully transparent on their operations during World War Two. This meant digitizing all documents and putting them online.

SNCF did as it was told. We digitised, partly internally but mainly through a contractor, 1.3 million documents or about 600 linear metres over an eight month period from March to December 2011. We had the process examined and validated by a historian and an archivist, as required by the Maryland law. Once these copies were ready, we officially delivered them to three institutions in charge of dealing with the history of the Shoah: the Shoah Memorial in Paris, Yad Vashem in Jerusalem and the Holocaust Memorial Museum in Washington. A final step was the official uploading online of this material which was completed by March 31st 2012.

The work behind putting these documents online meant that we had to keep the hypertext links between the inventories contained in the guide, but we had to isolate part of our archives software in order to index our online documents. This process required a continued commitment between all parties, our IT people, the software editors, and the archivists - but we met the deadline of March 31st.

The last step required by the Maryland legislature was to receive the certification from the State archivist that the process had been done according to American and international archival good practices. I have yet to hear of another example of a local government in a given country deciding on the professional level of another archival service. Nevertheless, SNCF received this certification at the end of June 2012.

The SNCF subsidiary did not receive the contract. The reason given was that the Maryland transport authority found another offer to have more merit.

Of the 1.3 million documents not more than two or three files pertain to the perceived responsibility of SNCF in the Shoah process. Of course, the work is now done once and for all, and will offer the necessary proof of SNCF's transparency in all the challenges the company will have to face both in the Congress and in new bids around the United States. However, without taking a stand one way or another, the archivist's position should always be to remind all parties that archives are a tool for historians, not for lawmakers and lawyers whose interest does not reside in understanding a very complex period of French history

.....  
**Henri Zuber**

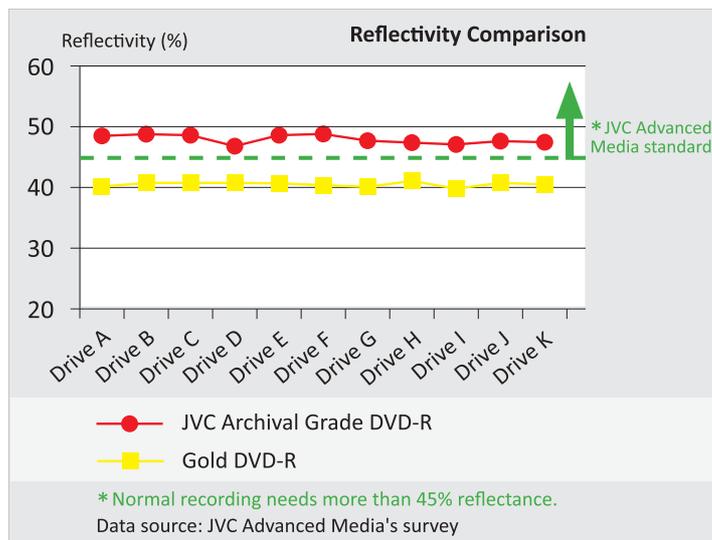
SNCF Archives  
 .....



## For Long Term Archiving, Gold DVD-R or ISO tested DVD-R?

The 'Gold Myth': optical discs containing a gold reflective layer have a higher capability of long term archiving. Is this really true?

If we are only comparing the material of the reflective layer, then this is true - gold is undeniably more resistant to oxidation than silver. Saying this, reflectivity (an important parameter for the disc writing process) of gold is lower than that of silver – simply changing the material in the reflectivity layer may alter the writing error rate, and ultimately the lifetime of recorded discs.



The successful solution for long term archiving on optical media depends not only on disc materials, but also superior mechanical characteristics and a low occurrence of initial recording error rates.

So where has the 'Gold Myth' come from? The answer lies in the previous lack of a worldwide standard that defines the test method to estimate the longevity of optical discs. In 2008, **ISO/IEC10995** standard was issued, this is the only standard and stringent test method in the world for DVD-R longevity.

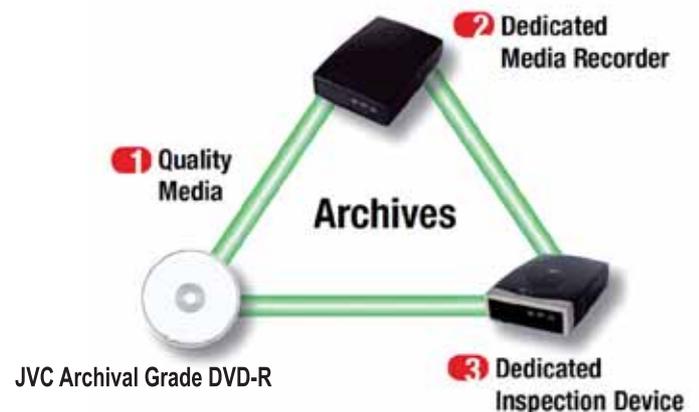
JVC Archival Grade DVD-R passed the test that complies with **ISO/IEC10995** method. It has a uniquely developed "special alloy" on the silver based reflective layer to maintain suitable reflectivity for long-term storage. In addition to this, it employs a uniquely designed organic dye which contains additives developed in-house; such dyes minimise decomposition caused by heat or during long-term storage which results in data loss.

A balance of each disc element is absolutely crucial; JVC high quality products have taken all of these important factors for long term data preservation into account. Quality control is set at the highest level and inspection frequency is approximately 10 times greater compared to standard products.

We also offer an Archival Drive which optimises recording to the Archival Grade DVD-R by minimising the occurrence of initial error rate and provides the best recording quality. As well as this, we have developed an Error Checker device which enables users to have an on-screen, numerical representation of the disc's error level, for a full understanding of the disc conditions at that given time, including information about when to next test the discs and advice on when to migrate data.

By using **JVC Archival Grade DVD-R**, the Archive Drive and the Error Checker, your operations conform to **ISO/IEC29121** which defines the safe level of error rates at the time of both writing and storage.

JVC Advanced Media provides a **SAFE** and **LONG** term archiving solution for your important digital assets by complying with the international standards.



Recorder and inspection device are manufactured by TEAC. JVC Advanced Media is the authorized agent for TEAC's media recorders and inspection devices.

# The African Textbook Project

Natasha Wakely reports on the ongoing success of a project to provide textbooks to African institutions.

Since its foundation in 1989, the International Records Management Trust ('the Trust') has worked closely with universities and national archives in Africa to build professional capacity. Through correspondence with the Trust, many African universities have expressed great concern that the lack of access to textbooks on archives and records management hampers their ability to develop successful degree programmes, particularly at postgraduate level. Furthermore, a number of national archives have expressed concern that a lack of access to new publications prevents the continued professional development of their staff. Textbooks are expensive and difficult to obtain in many parts of Africa, which limits access to newer titles and often means that there are not enough copies of older titles to go around.

The African Textbook Project is a joint initiative between the ARMA International Educational Foundation (AEIF) and the Trust. The project buys and receives donations of textbooks and distributes them to African universities and colleges that teach records and archives management and to national archives across English-speaking Africa. The aim of the project is to enable students and professionals to engage with new ideas and contribute to developments in the records and archives field. It is hoped that the African Textbook Project will help prepare records and archives management professionals throughout Africa to support their governments in managing records effectively, particularly in countries that are rapidly experiencing computerisation and the challenges presented by digital records.

We received great responses from universities and national archives that wished to participate in the project, with many sending lists of the books that would be most valuable to them. The Trust maintains registers of all books received and wish lists from participating institutions, helps to acquire books, administers the budget for buying and shipping books and prepares packages of books for shipping via special couriers to ensure safe delivery. The majority of contributions to the project are from the ARMA International Educational Foundation, which raises money for buying and shipping books, and has also collected donations of books. The Association of Records Managers and Administrators International (ARMA) and ARMA chapters in the United States and Canada have been avid supporters of the project. There have also been some donations of books and money from individuals.

Countries that are currently participating in the project include Tanzania, Namibia, Botswana, Malawi, The Gambia, Kenya, Lesotho, Liberia, Nigeria, Rwanda, Sierra Leone, Sudan, Swaziland, Uganda, Zambia, Mozambique, Ethiopia, South Africa and Zimbabwe. Through collaboration with records and archives professionals within and outside of Africa, the African Textbook Project has, to date, sent 327 books to twenty institutions, such as the National Archives of Eritrea, the University of Ghana and the Institute of Library, Information and Communication Technology in Sierra Leone. We aim to send textbooks that cover a wide range of archive and records management theory and practice, such as managing digital records, preservation, digitisation, copyright and records retention

and disposal. The second phase of the Project is underway and we are currently preparing to send a further 160 textbooks to twenty national archives and universities.

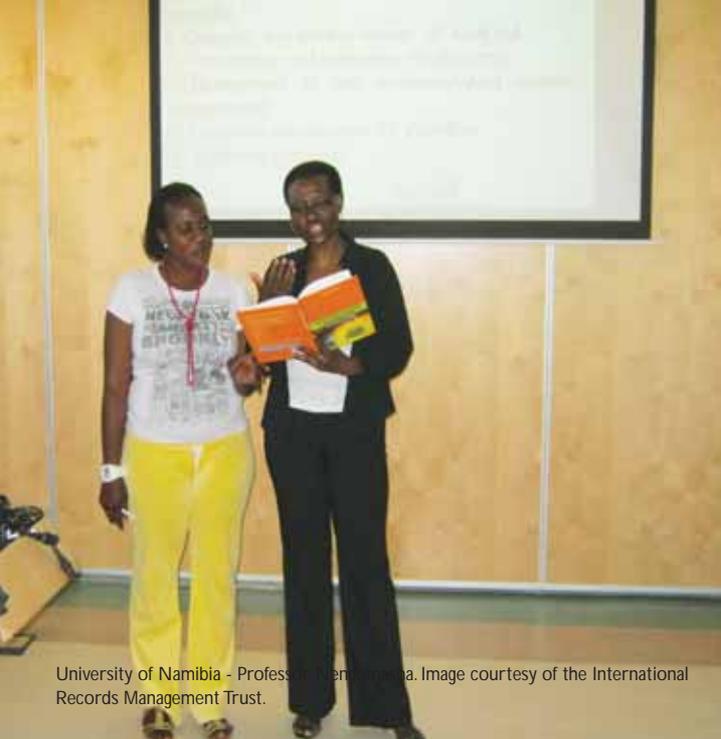
We have received many positive responses from the institutions that have received textbooks. The University Librarian at Midlands State University in Zimbabwe said "I wish to assure you that the books will be put to good use as they are a significant contribution to our resources as a young University that is struggling to build up its resource base under extremely limited budgets." The National Archives of Malawi said "We really need the books to guide us in the daily management of records as all other government departments and the public sector depend on us as far as record management training is concerned. Worse still, our director has said on several times that since we (records managers/archivists) are recruited without any formal or prior training in records management then reading about the topic is the only solution." Many institutions sent photographs of the donated books being used by their students during their studies. We hope that, through the generous support and donations received by colleagues across the world, the African Textbook Project will continue to provide educational resources to our colleagues in Africa.

For more information on the African Textbook Project and how you can help, please write to [nwakely@irmt.org](mailto:nwakely@irmt.org).

**Natasha Wakely**

International Records Management Trust

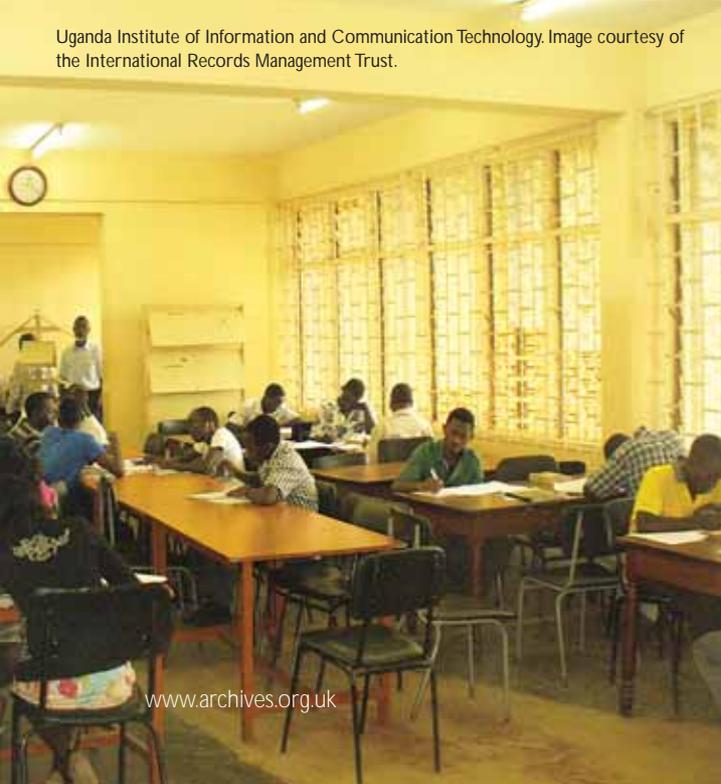




University of Namibia - Professors in a classroom. Image courtesy of the International Records Management Trust.



University of Namibia - Students with Books. Image courtesy of the International Records Management Trust.



Uganda Institute of Information and Communication Technology. Image courtesy of the International Records Management Trust.



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# Open Government, Open Data and Records

Anthea Seles discusses how effective record keeping can help to ensure government accountability.

The creation of the Open Government Partnership (OGP), in September 2011, marked the beginning of a new international movement to improve government accountability. The emphasis of the movement has been on Open Data: the proactive release of government datasets for re-use by civil society organisations and citizens. Open Data is predicated on the availability of accurate and reliable data, but are the datasets that governments disclose through online portals, such as DataGov.uk, accurate and reliable? Not always.

Take, for example, a BBC article published online on 26th September 2012, "Loss of patient data was 'serious management failure.'" The article claims that patient data was mismanaged, due to poor record-keeping and old and improperly used management software. The situation caused delays in care, which has led to a review of 25 deaths; although the NHS Trust affected by this situation states that no patients were harmed. Essentially, poor record-keeping meant the NHS service was not able to properly manage patient data to ensure timely care. This story underscores a very real problem that the UK and other OGP countries have not yet acknowledged: the presumption of data integrity.

The International Records Management Trust has, over the last eighteen months, interviewed experts in the Open Government, Open Data, space data and digital records preservation communities. During the course of our research, some archival experts have posited that up to 75% of data is based on records. However, Open Government and Open Data experts and transparency activists have not made the correlation between good records management and data integrity. There is a

presumption of authenticity, which, if we consider the BBC article for a moment, may be unfounded. In Kenya, the most recent household poverty data available was compiled in 2005-06. This data has now been released through the Kenyan Open Data portal. How useful is it? How can NGOs use it to argue for effecting changes? How can the Government develop economic policies or make resource allocations based on this data?

The problems encountered by the UK and Kenya, unfortunately, are not isolated problems. Poor record-keeping will seriously impinge upon, and even compromise, the integrity of Open Government and Open Data initiatives. Neither Open Government nor Open Data are legislated. They are based on the good will of the participating governments and, as such, the relationship between the citizen and government, in Open Data particularly, is based on the basic precept of trust. Citizens must trust that the information made available by government is accurate, reliable and authentic. If it is found that inaccurate data is made available through Open Government portals, then the entire basis for the movement is undermined. You cannot create an empowered citizenry, through the access and provision of government information, if citizens can't trust the information that governments are providing. Where reliable records cannot be accessed, openness is unachievable. When record keeping is poor, ordinary citizens are the losers. Poorly managed records tend to be incomplete, difficult to locate, and hard to authenticate; they can be easily manipulated, deleted, fragmented or lost. They undermine Open Government initiatives and result in inaccurate or incomplete data and information, which in turn can lead to the misunderstanding and

misuse of information, cover-up of fraud, skewed findings and statistics, misguided policy and misplaced funding, all with serious consequences for citizens' lives. Poor quality records can impair delivery of justice, human rights cannot be protected, government services are compromised, and civil society cannot hold governments to account.

“  
When record keeping is poor, ordinary citizens are the losers.  
”

We, as record-keeping professionals, are keenly aware of the effects poor record-keeping can have on business operations such as timely decision-making and accurate forecasting. Open Government gives the profession, and professional associations like ARA, the opportunity to strategically leverage the role and value of archivists and records managers for the creation of records with integrity, which in turn can generate accurate data. Too long our profession has been undervalued and misunderstood, we have the chance, through Open Government and Open Data, to advocate and educate on the importance of proper records management and our profession. It may seem a simplistic course of action, but it is a first step towards reaching out to non-traditional user groups and fostering a better understanding of the vital role our profession can play in the wider world.

<sup>1</sup> Jean Dreaper. "Loss of patient data was a 'serious management failure.'" British Broadcasting Corporation (online). 26 September 2012. <http://www.bbc.co.uk/news/health-19734449> [Accessed: 03 December 2012]

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**Anthea Seles**

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International Records Management Trust  
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Archives & Records  
Association  
UK & Ireland

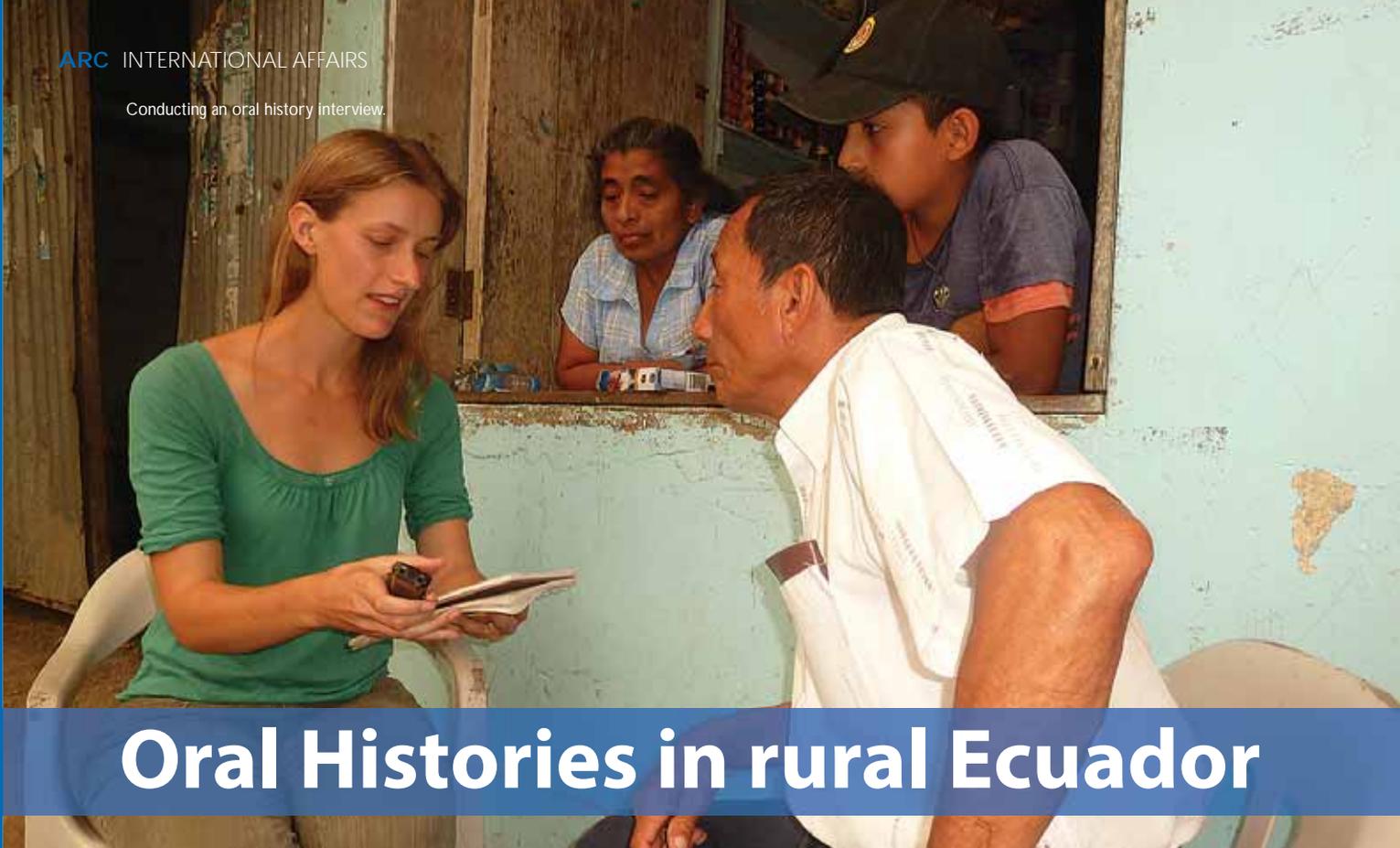


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## Oral Histories in rural Ecuador

In September 2011 I travelled to a remote community in Northwest Ecuador as a volunteer with Foundation Human Nature (FHN).

We arrived at dusk in to the hot, dusty village of 'La Y' de La Laguna, having travelled all day from Ecuador's capital city Quito. Known locally simply as La Y because of its position at the fork of the road, our new home was the largest village in the area with around fifty families, a couple of general stores and eateries, and a medical clinic.

Founded in the 1970s by the next generation of farmers from the coast looking for their own land, La Y is a relatively new community. As such, I was immediately struck by the unfamiliar feeling of living somewhere with only a very recent history, which existed mainly in people's memories and stories rather than on paper. It soon became apparent that La Y had come a long way in the thirty or so years since the first pioneering families arrived. Many of the parents and grandparents of the children I was teaching in the school had been amongst these first arrivals, and tales of the tough old days abounded. At this point, I saw the opportunity to use my experience as an archivist to try and capture some of these memories for generations to come by carrying out an oral history project.

FHN is primarily a medical charity, founded in 2001 by a German medical student following his visit to the area during a malaria outbreak. At that time, the region had no easy access to health care - the only option was a long journey by mule to the nearest town of Quinindé. Money was raised, local support harnessed and the clinic was built. Nowadays La Y boasts a

clinic fully staffed by the Ministry of Health and international volunteers. With the charity's focus on healthcare and the obvious progress made in this area, I decided to focus my oral histories on the changes in health and healthcare provision in the region.

Before travelling to South America, I was grateful to receive a bursary from the ARA to attend the Introduction to Oral Histories course at the British Library in conjunction with the Oral History Society. Thus armed with an appropriate theme and my basic training, I set about identifying potential interviewees.

I was keen to collect a range of oral histories to record local perceptions of health, both from people directly linked with the clinic and charity, as well as those on the periphery. My first interview was with the unofficial leader of La Y, a man with an encyclopaedic knowledge of the community and its people. Used to being a spokesperson, I merely needed to ask a couple of open questions and he gave me his personal version of life before the clinic and the road were built. He told me of mysterious illnesses and their herbal remedies, including *mal de ojo*, literally 'bad eye' when a malicious glance causes you to become listless and weak. An interview with a health 'vigilante' from the remote Dógola community revealed stories of improvised 'ambulances', hastily constructed from hammocks strung between bamboo poles attached to the back of a mule. The community midwife, entirely self-trained, gave a fascinating insight into how she fell into this unique and important role and her compassionate approach to her work, as well as her philosophy on life, love and teenage pregnancy.

“  
The combination of heavily accented and colloquial Spanish, with a cacophony of background noises, may have added to the recordings’ authenticity but also made them more challenging to transcribe!  
”

From the laboratory technician I recorded a first-hand account of the development of the clinic, its various health campaigns and the massive impact this has had on people’s lives. To put these into perspective, malaria is now virtually eradicated from the region, something unimaginable just twelve years ago. Finally I spoke to the modest proprietor of our favourite eating spot. Smiling and friendly, she wondered what she would be able to say about the changes in health here. As it turned out, her family was the first to supply the village with fresh fruit and vegetables, helping to combat malnutrition.

Transcribing the interviews proved even more time consuming than I had anticipated. The combination of heavily accented and colloquial Spanish, with a cacophony of background noises (dogs barking, motorbikes revving and even a gaggle of chickens clucking by...), may have added to the recordings’ authenticity but also made them more challenging to transcribe! Guido, my friend from the clinic, was a great help when it came to proof reading the transcriptions and explaining some of the weird and wonderful phrases I had certainly never come across in my Spanish classes in Edinburgh!

Now that I have returned to the UK, I hope that these recordings and transcriptions will prove to be interesting to both the people of La Y, and those involved in FHN’s charity work.

.....  
**Jo Dixon**

Standard Life, Edinburgh  
.....



The village of La Y de La Laguna.

## ENVIRONMENTAL MONITOR and LOGGER



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## A Berlin Placement

Return visit by Antje Kalcher, Archivist at University of the Arts Berlin, with Grace Pritchard-Woods, Intern for 2012-13. Photograph: Mary Allen.

Sarah C. Jane introduces Mary Allen's account of her time in Germany.

The Archive and Special Collections Service at Falmouth University and University of Exeter's Cornwall Campus has introduced a new aspect to its annual paid internship programme: international exchange. Here our Intern for 2011-12, Mary Allen, recounts her European adventure.

"My traineeship has provided me with some fantastic opportunities, but perhaps none more exciting or informative as the five day Erasmus placement I undertook with the Archive Service at the University of Arts, Berlin in July 2012.

The aim of the placement was to gain practical experience, knowledge and an appreciation of the professional approach to archive administration in a comparable HE Service in another European country. The placement also aimed to provide me with a broader range of experience in the sector before progressing on to the Archives and Records Management qualification.

An important function of the Archive at the University of Arts Berlin is to preserve the history of the University and its preceding institutions. It was established in 1975 in West Berlin following the merger of the College of Fine Arts and the Academy of Music and Performing Arts. The Archive represents

the Colleges' interests in fine arts, architecture, music, performing arts and media and design, as well as holding modern and historical administrative records.

A fundamental difference between British and German archival systems is the existence of Archive Law in Germany. Each state has its own law that applies to the State Archives and the archives of any other public body in the State, such as University Archives. The Berlin Public Records Act of November 1993 sets out legislation on the preservation and use of archives. Some clauses are particularly interesting, including those offering definitions of archives, those stipulating mandatory destruction of records and clauses offering more complex Data Protection closures than our system. There is also a separate German law on Data Protection as in this country.

A word which was mentioned a lot on my visit was *Zuständigkeit*, which literally translates as 'competence; jurisdiction; responsibility'. This is a sense of duty, written into the Archives Act of each State, and the Berlin Public Records Act. The duty of the State Archive of Berlin is to collect archival material relating to the history of the State, its institutions, and its people, and to preserve it and make it accessible. In this way, the Archive Service



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 If our terminology for articulating our own value is so limited, is it surprising that the role of archives and archivists is often misunderstood?  
 ”

University of the Arts, Berlin. Photograph: Mary Allen.

has a duty to collect, preserve and make accessible the records of the University of the Arts and its predecessor institutions.

Through talks with the archivists and tours of the store I discovered that the University uses a very simple referencing system. They use the same tree-structure as we do, but the path through the tree (fonds, sub-fonds, series, item etc.) is not reflected in their reference. Instead they use only two numbers, which reflect the collection or series (*Bestand*) and the item or file. Each *Bestand* that comes in is given the next running number, so that two sibling series might have very different *Bestand* numbers depending on when it came into the archive or when it was catalogued. The obvious benefit is reference numbers do not become overly long; however there is no reflection in the reference number of the item's provenance.

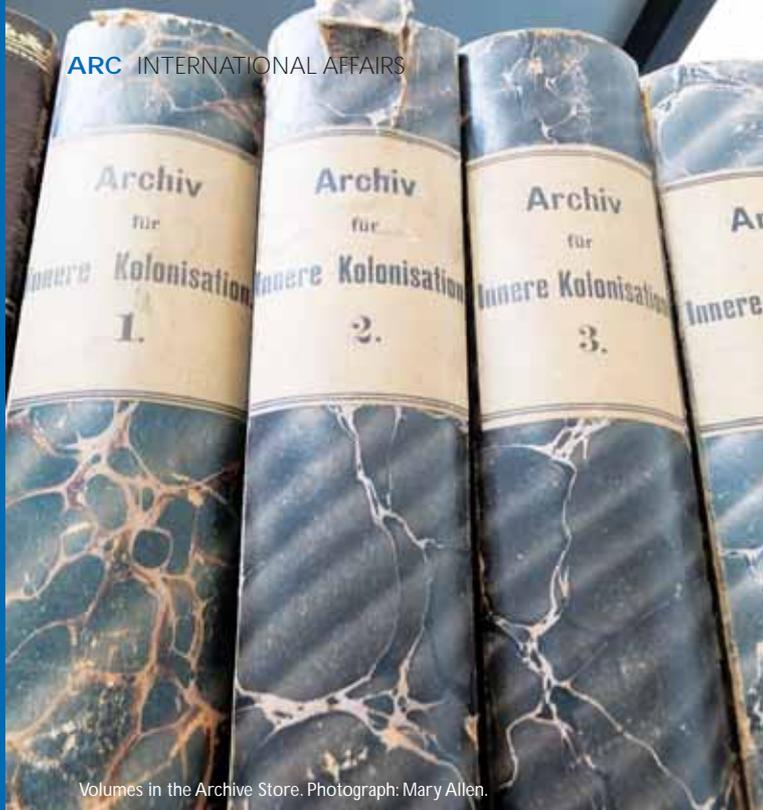
As I had expected, the core functions of the University Archive Service were the same as ours. I helped with enquiries, repackaging, cleaning and listing material, and setting up an exhibition: tasks that I have frequently engaged in back in Cornwall.

The perspectives I gained in Berlin will be of great value on the Archives and Records Management course, particularly when I look at the theory and principles of cataloguing, and has even given me a few ideas for future research topics.”

In October last year we were very happy to host a return visit from Antje Kalcher, Archivist at University of the Arts Berlin. The whole team was thus able to build on Mary's experience and extend our knowledge of European archival context. Most striking has been the understanding of the breadth of terminology within the German language for discussing archives – *archivwürdig*, meaning 'worthy of long term preservation', being just one of many

Archive store at University of the Arts, Berlin. Photograph: Mary Allen.





Volumes in the Archive Store. Photograph: Mary Allen.

examples. If our terminology for articulating our own value is so limited, is it surprising that the role of archives and archivists is often misunderstood?

The Exchange has been a great success: an incredible opportunity for our intern at such an early stage in their career and for the Service has a whole to develop relationships with European colleagues. We very much look forward to building on our experience with a further exchange in 2012-13.

Learn more about Mary's trip to Berlin in her blog <http://ascstremough.blogspot.co.uk/>.

For more information about our paid internship visit [www.falmouth.ac.uk/archives](http://www.falmouth.ac.uk/archives).

**Sarah C. Jane**

University College Falmouth

**Mary Allen**

Archive student at University College London

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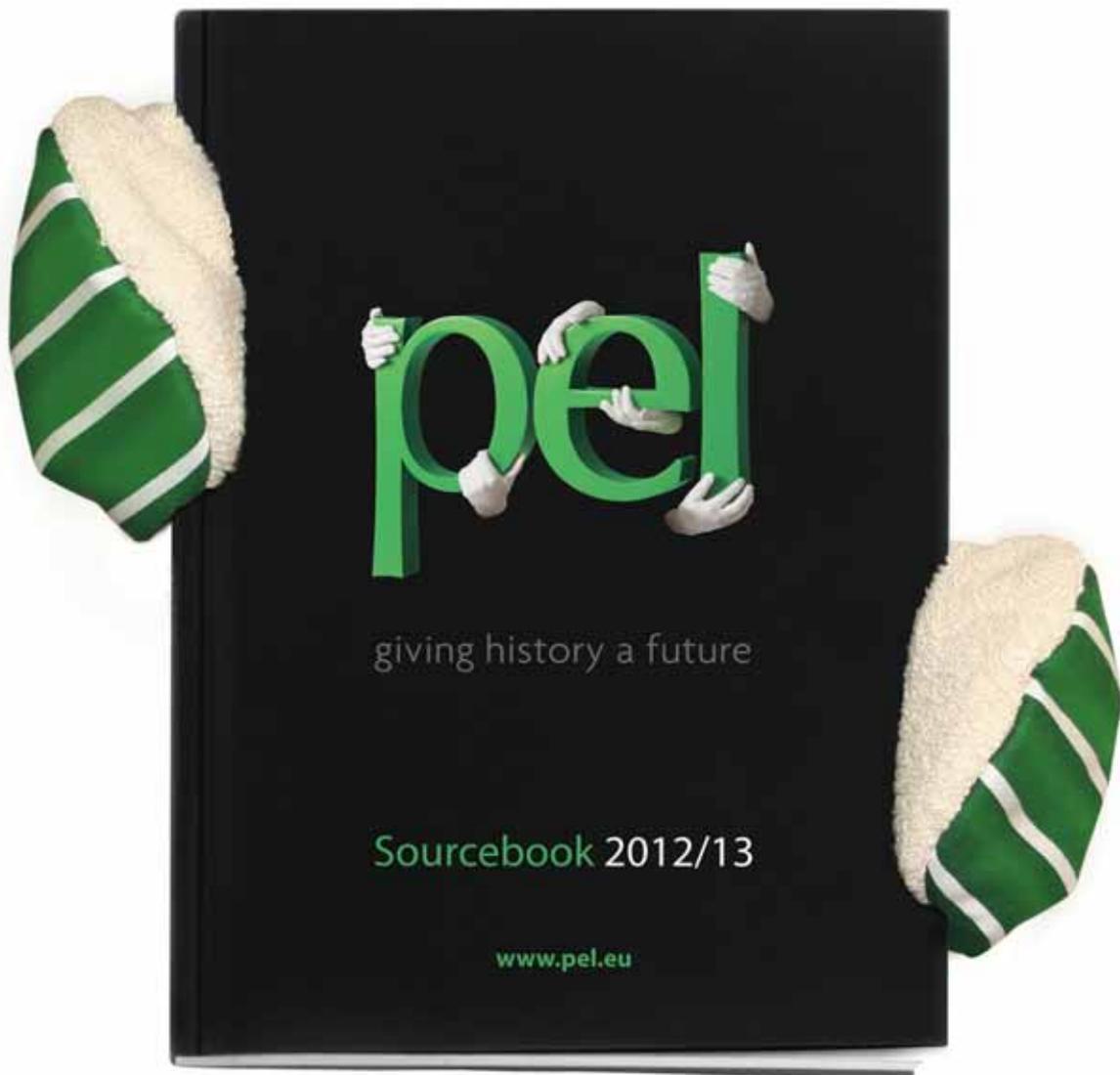
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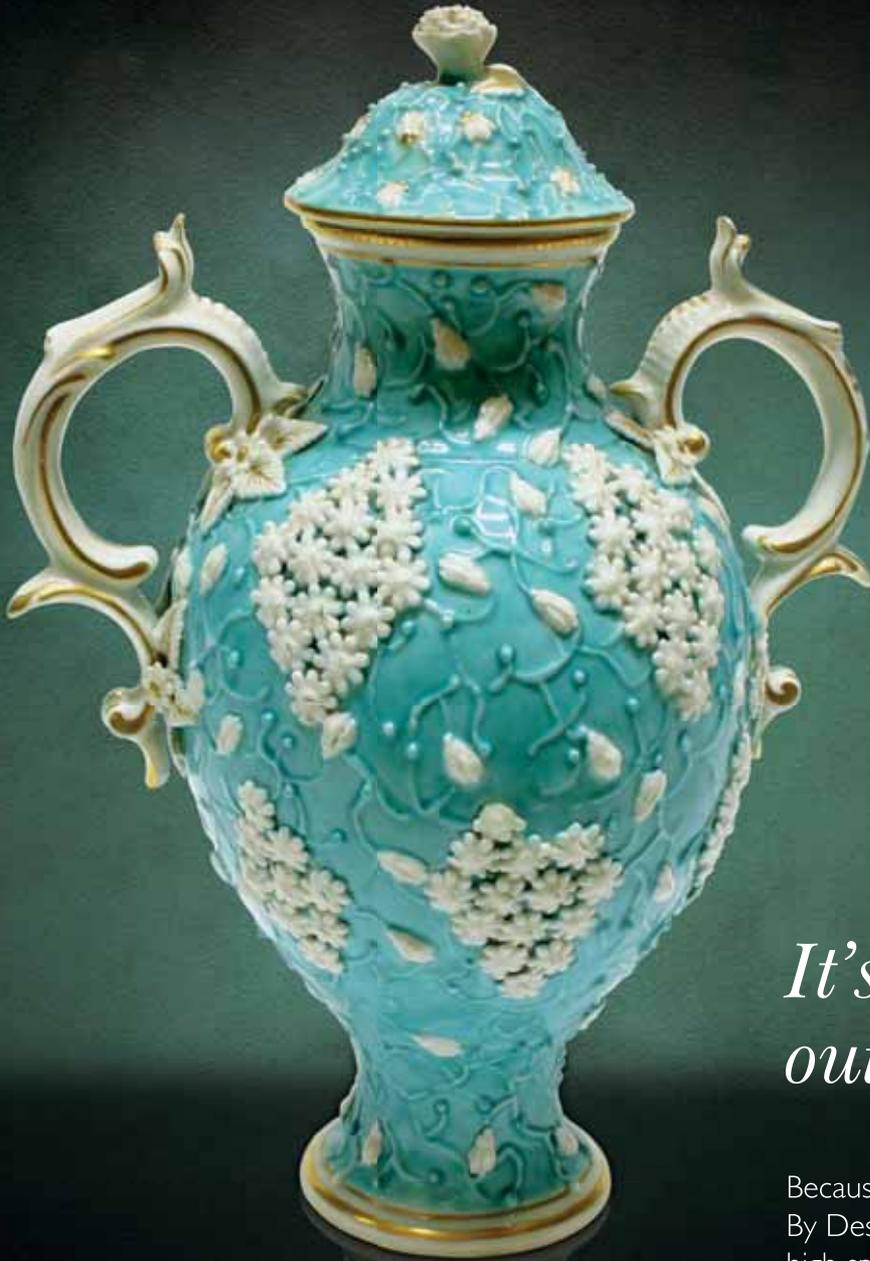
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