



11

JANUARY
2007

Flash

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ICA FACES THE FUTURE: THE CURAÇAO CONSENSUS 2006

The International Council on Archives is strongly committed to providing a wide range of products and services at the lowest possible cost to its members. As is the case for all organisations that wish to have a long-term future, ICA needs to ask itself regularly whether it has the right structures and systems in place to provide good value for money to all its members. Governance and financial management have recently been identified as key areas for improvement. ICA has, therefore, set in motion over the last few months a series of major management reforms which should ensure that decisions made about the allocation of scarce resources are fully transparent, and that these resources are efficiently used to meet the needs of members, with explicit financial reports. These changes include a well-established best accounting practice, the appointment of a new auditor and the setting up of an Audit Commission.

The imperative to complete ICA's reform programme as quickly and thoroughly as possible was one of the main talking points at this year's CITRA conference in Curaçao. Shortly before the conference a group of national archivists presented their proposals for strengthening ICA. Their ideas promptly received an enthusiastic response from the most senior office-bearers in ICA because they largely supported actions that were either planned or were already well underway. The CITRA conference provided an excellent opportunity to bring all these actions more closely together in a coherent whole, and to set out a precise timetable in one clear and concise document. As well as the governance changes described above, the report of the Revenue Task Force and the Secretariat's work on developing a Strategic Plan helped to point the way forward. Close collaborative working over several days resulted in the timely production of the document entitled 'ICA Faces the Future: The Curaçao Consensus 2006', which was unanimously approved at the Annual General Meeting on 24 November.

The Curaçao Consensus identifies eleven actions in the areas of management planning, governance, finance and communications. With one exception, all of them have to be completed by the time of CITRA to be held at Québec in November 2007. Implementation of the action plan represents a formidable challenge for ICA, but one which we are determined to meet. We know that everyone who believes in international co-operation in the area of archives will want us to succeed. We will keep all members regularly informed about progress on the ICA website and it is quite likely that we will ask some of you to help.

The first item on the list is the publication of a Strategic Plan. The Secretariat is beginning work on this straightaway, and will post the first draft version on the website by the end of January. We will need your input to write a plan that is genuinely responsive to your needs and the environments in which you operate – so look out for it and be prepared to offer your comments!

Lorenz Mikoletzky

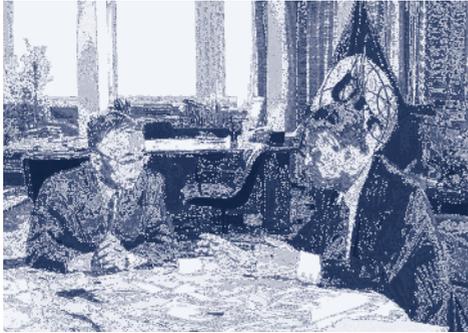
President of the International Council on Archives

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Mr Utsumi
and Mr Kikuchi

Vice-President Kikuchi met Mr. Utsumi, Secretary General of ITU
Mitsuoki Kikuchi, the Vice-President of ICA visited the headquarters of ITU (International Telecommunication Union) to make a courtesy call on Yoshio Utsumi, the Secretary-General of ITU, on July 13, 2006. Mr. Utsumi served as the coordinator of the World Summit on the Information Society (WSIS) in 2003 and 2005, and still devotes himself to WSIS implementation and follow-up activities.

Mr. Kikuchi gave an explanation of the role of ICA and the significance of archives in the global age to Mr. Utsumi. Mr. Kikuchi also told him that ICA tried to make active participation to WSIS by sending a written opinion and position paper to the WSIS Preparation Committee, which was not fully reflected in the final statement. In response, Mr. Utsumi told that he was aware of the importance of archives and that he would positively cooperate with ICA in the future.

Also, Mr. Utsumi expressed his hope of establishing the digital archives for ITU's archival records as a commemorative project to celebrate the 150th anniversary of this organization in 2015. As the ITU is the oldest international organization in the world, reviewing the history of ITU will be an occasion to reflect the whole progress of the international bodies located in Geneva. Mr. Utsumi stated that as yet it was still an idea with no prospect of funds or technological expertise, asked Mr. Kikuchi for professional advice from ICA, to which Mr. Kikuchi responded with a promise that ICA would cooperate as much as possible.

People

New national Archivists have been appointed in:

Brunei Darussalam

AWANG BANTONG

BIN ANTARAN

China – YANG DONGQUAN

China, Macao – MARIE

IMELDA MACLEOD

FYROM (Former Yugoslav Republic of Macedonia)

ZORAN TODOROVSKI

Norway – IVAR FONNES

Pakistan - PRINCE ABBAS

KHAN

Poland – SLAWOMIR RADON

Ukraine – OLHA GINZBURG

ICA THANKS ALL WHO PROVIDED CONTRIBUTIONS, TRANSLATIONS AND OTHER ASSISTANCE.

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In Memoriam:

MR PAUL ALSBERG

(1919-2006)

Israel's State Archivist from 1971 to 1990

He served on several ICA

committees

Member of the Executive

Committee 1972-74

Honorary member of ICA.

MR JEFFERY EDE

(1918-2006)

Former Keeper of Public

Records, United Kingdom

Former President of the

Society of Archivists,

United Kingdom

Former Member of the

Executive Committee of ICA

Former Vice-President of ICA

Honorary Member of ICA

MR BJORN LINDH

(1939-2006)

Head of Department at the

National Archives of Sweden

Director of the ICA Project

Group on Terminology

Secretary, then Vice-

President of the ICA

Commission on Archival

Development

Member of ICA Programme

Management Commission

as Portfolio Holder

responsible for Advocacy,

Communication and Fund

Raising

Member of the Joint IFLA/

ICA Committee for Preserva-

tion in Africa (JICPA)

The International Council on Archives (ICA)

is dedicated to the advancement of archives through international collaboration. Archives, by providing evidence of human activities and transactions, underlie the rights of individuals and states, and are fundamental to democracy and good governance. In pursuing the advancement of archives, ICA works for the protection and enhancement of the memory of the world.

Flash

communicates news on ICA activities and highlights current issues in archives. It is the complement to the in-depth professional reflection, reports and debate in **Comma**.

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CLOSURE OF THE NATIONAL LIBRARY AND ARCHIVES IN IRAQ

All of ICA's members throughout the world will be immensely saddened by the news that the Iraqi National Library and Archives (INLA) was closed on 22 November. Dr Saad Eskander, the Director-General, took this decision in the light of the deteriorating security situation in Baghdad. In recent weeks INLA has been subjected to bombing and to snipers' bullets, and explosions in the vicinity of the building are now commonplace. There have been significant risks to staff every time they go to work and several of them, including most recently a web designer, have been murdered.

Dr Eskander and his staff have earned the highest respect and admiration from the international archival community for the way in which they have striven to uphold professional standards since the damage done to INLA in April 2003. Travel to and from Baghdad airport has become highly dangerous, but Dr Eskander has been a tireless and effective campaigner in his efforts to get more resources and support outside Iraq for his organisation. He has maintained close contacts with ICA, which earlier this year resulted in the donation of four microfilm cameras and two years' supply of film and processing chemicals from the Genealogical Society of Utah (GSU).

Over the last two years ICA has been working with UNESCO to organise a short training course in archival management for selected INLA staff, to take place outside Iraq. We earnestly hope that it will not be too long before the security situation in Iraq improves and this proposal can be revived.



A NEW WEBSITE FOR ICA

The long awaited opportunity for a comprehensive redesign of ICA's website has now arrived. After in-depth discussions, Development Seed, a US company based in Washington DC, was commissioned to carry out this work in October 2006. The company was carefully selected on the basis of its proven track record in developing websites for other organisations active in the areas of international development and advocacy.

The new website will have a fresh 'look and feel', conveying the image of an organisation that is confident, dynamic, and committed to sharing information. It will include all content from the existing website but will have a superior search capability. In addition, through Really Simple Syndication (RSS), news items and events notices will be automatically 'pulled' from the branches, sections and partner organisations directly on the home page. When the website is operational, members will have the opportunity, via an authorised access system, to load content directly onto parts of the website. It is hoped that new language groups will be created and take advantage of the new website in order to provide large amounts of up to date content in a steadily increasing number of languages. Once it is in place, the new website will enable ICA to fulfil its aim of acting as the information hub of the archival community worldwide.

The lead developer from Development Seed attended the CITRA conference in Curacao, when he obtained invaluable feedback about the requirements of the sections and branches in particular. The new website is now being developed as quickly as possible and, after a trial period, it will be made generally available at in the first half of 2007. The next issue of Flash will include more details on innovate facilities offered by the new website.

ICA Faces the future

The Curaçao Consensus 2006

1. INTRODUCTION

1.1. Today ICA is at a crucial point in its history. It has achieved a great deal since its foundation in 1948. With a network of members in 190 countries across the world it has made a major contribution to the development of standards and the advancement of archives. However, major political, economic and technological changes mean that ICA must reform itself quite radically if it wishes to be a key player on the international stage and continue to meet the needs of its members.

1.2. The Curaçao Consensus is intended to accelerate the many reforms which ICA is already carrying out and outline other issues which need to be tackled urgently.

To achieve all this will require considerable effort, involving not only the office bearers and staff but particularly the members of ICA.

2. VISION

2.1. ICA will be an organization with a strong leadership team, which listens to, and learns from, its members and stakeholders. Using its network to the full, it will respond flexibly to challenges. Working in partnership with a range of other organizations, it will be much more visible across both public and private sectors. It will act as the information hub of choice for the global archival community. It will commission 'must have' products and endorse others to produce a set of indispensable tools for records and archive professionals throughout the world,

3. MANAGEMENT PLANNING

3.1. The introduction of long term strategic planning needs to be a top priority and will provide the framework for all ICA activity. If ICA fails to plan, it plans to fail. The strategic plan must be accompanied by a more detailed business plan for the next two years, with clear objectives and priorities, together with specific, measurable and realistic targets for achieving them.

3.2. The plans need to be owned and supported by ICA's membership as a whole, with responsibilities for projects clearly established from the outset. The results of ICA's projects and other initiatives need to be regularly evaluated.

Actions

- 1. Draft Strategic Plan by January 2007 with final approval by Executive Board end March 2007.**
- 2. Draft Business Plans for next two years in full consultation with ICA's branches, sections and working groups, by May 2007.**

4. GOVERNANCE

4.1. It is essential that ICA should have governance structures which provide clear accountability and greater transparency. It should appoint portfolio holders for key organizational issues worldwide such as marketing and promotion. ICA should constantly review its structures so that they continue to be relevant to the ambitions of its members.

4.2. More specifically, the four year cycle for the election of central office-holders is too long, and needs to be reduced. Executive Board and other governance meetings bring with them significant travel and staff costs. Meetings must be more effective, with good preparation, timely distribution of key papers, clear decisions and actions. The audit function needs to remain independent and be strengthened, so that members are assured that ICA's resources are being efficiently managed. Good business practices, including the compilation of a comprehensive annual report of activities and achievements, need to be followed.

Actions

- 3. Produce draft of the first Annual Report, including contributions from the office bearers and audited accounts, by March 2007.**
- 4. Ensure that there are firm plans to shorten the governance cycle by July 2008 (Kuala Lumpur Congress).**

5. FINANCE

5.1. The following general principles need to be firmly established:

- Revenue should be maximized and costs carefully controlled
 - ICA needs to expand its revenue base, both by increasing its membership and finding other sources of revenue (grants, sponsorship, product sales and direct appeals to the private sector)
- The ICA programme must match available funds.

5.2. The current fee structure is out of date, placing in some cases a disproportionate burden on the national archive service, and is being overhauled, in co-operation with its members. Confidence has to be built on the basis of transparent accounting and efficient use of resources.

Actions

5. Provide transparent, audited accounts for 2006 by end March 2007.

6. Draft a new dues structure based on principles of fairness, transparency and ability to pay, and clearly justified by achievements by March 2007.

7. Activate a recruitment drive to attract new members by July 2007

8. Develop a fund-raising strategy by November 2007.

6. COMMUNICATIONS

• The implementation of a comprehensive communications strategy should have a high priority, aimed at the following targets:

- Membership: good communication should be part of a service quality guarantee to members – this will help ICA to develop the products/services that members really want
- Governments: get across key messages
- Public and other organizations: raise awareness of the importance of archives and ICA's role

6.1. In this communications strategy the ICA website will be a key tool, and continuous investment will be required to ensure that the website remains on a par with those of major national archives.

6.2. Not all ICA members currently have easy access to ICA's website. ICA must, at the earliest opportunity, increase member access to the Internet in areas where this is difficult. It should also have a targeted programme of publications to ensure that those members trying to cross the 'digital divide' can keep up to date with the main developments.

6.3. There must be a pro-active function of 'horizon scanning' of developments relevant to the profession, based on ICA's worldwide network and delivered in a variety of ways: website, list serve, e-mail contact, etc.

6.4. A communications strategy based on online services will not be enough – at all times the personal touch will remain important. Key messages about ICA need to be conveyed by specially trained ICA ambassadors, particularly to government and funding organizations.

Actions

9. Make new website generally available by April 2007.

10. Implement communications strategy by August 2007.

11. Set up network of correspondents for 'horizon scanning' by May 2007.

Unanimously approved by the Annual General Meeting of the ICA,

Curacao, 24 November 2006

Summary of Actions in Date Order

Draft Strategic Plan with final approval by Executive Board March 2007 (1)

Actors : Executive Board, Secretariat

Delivery : January 2007

Draft a new dues structure based on principles of fairness, transparency and ability to pay(6)

Actors : Executive Board, Treasurer, Revenue Task Force

Delivery : March 2007

Produce draft of first Annual Report to stakeholders, including contributions from the office bearers and audited accounts (3)

Actors : Office Bearers, Auditor, Secretariat

Delivery : March 2007

Provide transparent, audited accounts for 2006 (5)

Actors : Treasurer, Auditor

Delivery : March 2007

Make new website generally available (9)

Actors : Secretariat, Contractor

Delivery : April 2007

Set up network of correspondents for "horizon scanning" (11)

Delivery : May 2007

Draft Business Plans for next two years in full consultation with ICA's branches, sections and working groups (2)

Actors : PCOM, Branches, Sections, Secretariat

Delivery : May 2007

Activate a recruitment drive to attract new members (7)

Actors : Branches, Sections

Delivery : July 2007

Implement communications strategy (10)

Actors : Management Commission, Secretariat

Delivery : August 2007

Develop a fund-raising strategy(8)

Actors : Management Commission, Vice President Promotion & Marketing

Delivery: November 2007

Ensure that there are firm plans to shorten the governance cycle(4)

Actor : Executive Board

Delivery : July 2008

(Kuala Lumpur Congress)

Summary of Actions in Date Order

Draft Strategic Plan with final approval by Executive Board end March 2007 (1)

Actors : Executive Board, Secretariat

Delivery : January 2007

CITRA

SHARING MEMORY THROUGH GLOBALISATION

39th International Conference
of the Round Table on Archives
(CITRA)
Curacao, Netherlands Antilles,
21-23 November 2006

No man is an island entire of itself; each is a piece of the Continent, a part of the main'. This phrase of John Donne, the 17th century English poet, quoted by Sir Shridath Ramphal, the former Secretary General of the Commonwealth, in his keynote introductory speech at the 39th CITRA, was especially relevant this year, because of the location and the theme of the conference: Curacao, this multicultural island in the Netherlands Antilles, where more than 200 participants from 77 countries, members of the CITRA and CARBICA (ICA's Caribbean branch), came together and exchanged their thoughts on the stimulating theme of *Sharing Memory through Globalisation*.

One of the main objectives of the conference was to define strategies and projects to obtain maximum benefit from the opportunities and facilities which globalisation provides.

The presentations in the plenary sessions centred on three subjects: migration, slavery and decolonisation. These three subjects were chosen because they have particularly affected the Caribbean region and because most countries also have experience of them, actively or passively. All three phenomena have left traces in the archives and their history cannot be written objectively without consulting multiple sources – national and international, public and private.



Celebrate Curaçao
Diversity
Bakkeput mei mei,
AN, 2006

Each plenary session was prefaced by general reflections on each of these phenomena and followed by examples of successful collaborations: finding aids, such as the *French Guide to Sources for the History of Slavery*, and programmes for the sharing of sources and resources, such as the Dutch project *The Atlantic World and the Dutch* (AWAD), or those developed between Latin American countries and nations of Portuguese-speaking Africa (Resgate, Reencontro and Aluka). The success of these initiatives indicates that the interest of a country's archives extends far beyond national boundaries and that the enlightened use of new technologies can help to overcome divisions and to fill gaps.

The Curacao CITRA was also memorable because of the new format of the conference. Based on alternate plenary sessions and about fifteen parallel discussion groups, it allowed participants for the first time to continue their reflections by leaving them free to form groups about subjects that they identified as important and to propose draft resolutions and cooperative projects. This was an experiment but, from the first evaluation forms received, this new formula seems to have worked. The CITRA Bureau will make recommendations for next CITRA in Quebec 2007 when a more complete assessment of Curacao is available.

Thirteen resolutions arising from the discussion groups were adopted at the end of the Conference. The

CITRA members have been invited by Mr Mitsuoki Kikuchi, Vice President in charge of CITRA, to convey the general resolutions to all organizations concerned. He also asked them to inform him of the progress in implementing these resolutions in their country, so that a first overall assessment of their implementation can be presented at the next CITRA in Québec 2007.

Let us wish that the dynamic created at Curacao does not die down and that these resolutions are put into effect quickly. It is very encouraging that the Archivist of the United States has already announced his personal support for projects that will facilitate the pooling of sources.

While, in our societies, there are still tense debates about these often painful periods of our common past, the participants proved that it was possible to treat this question in a dispassionate and professional manner. By deciding to combine their efforts to put archives at the service of their contemporaries, they have demonstrated their will to advance historical knowledge and to promote a culture of sharing.

The resolutions adopted by the 2006 Annual General Meeting are available on the CITRA Website through the ICA one (www.ica.org)

Contact: Perrine Canavaggio
CITRA Secretary
canavaggio@ica.org

Resolutions of the Annual General Meeting of ICA Curacao 24 November 2006

The national archivists, the presidents of national professional associations and the elected and professional officers of the International Council on Archives (ICA), meeting in Curacao on the occasion of the 39th International Conference of the Round Table on Archives (CITRA)

GENERAL RESOLUTIONS

1. Resolution on the Protection of Archivists

Considering the fundamental role of archivists in collecting and disseminating elements which enable the documentation and elaboration of history and of collective memory,

Considering that the construction of history and collective memory implies the use of sources which are as diversified as possible,

Aware that archive professionals are sometimes subject to political and economic pressures which prevent them from applying ethical principles,

Ask for the revision of the ICA Code of Ethics as a fundamental reference for the guidance of individual archivists,

Seek the development of a strategic tool which will both promote the role of archivist and protect archivists under political or economic pressure,

Call upon the United Nations and other relevant organizations to promote the implementation of the Code of ethics and the new strategic tool.



National Archives
of the Netherlands Antilles

2. Resolution on the role of the archivist in the preservation of memory

Considering the specific skills and expertise of archivists in the preservation of elements enabling society to build its memory

Because through their role in records management and in the areas of appraisal, acquisition, preservation and access to archives, they guarantee their integrity,

Considering the important role archives play in preserving memory and the fragmentation posed by the multiplication of non archival institutions which focus on subject specific memory

Demand that States create or maintain real professional archival services.

3. Resolution on the protection of archival heritage under threat in cases of armed conflict.

Profoundly concerned by the pillage and destruction which occurred during recent conflicts,

Recommend

•that governments, which have not already ratified the Convention for the Protection of Cultural Property adopted in The Hague in 1954 and its 2nd Protocol of 1999, should do so at the earliest opportunity,

•that the members of ICA Should establish a National Committee for the Blue Shield in their countries in order to protect the cultural heritage in case of armed conflict or natural disaster, if one has not been established.

4. Resolution on the UNESCO Slave Trade Archives project

Ask UNESCO

•To continue its support to countries involved in the first phase of the project

•To extend the project to other countries concerned, taking into account the system of slavery in its totality

•To co-ordinate the network which has already been developed

•To promote the digitisation projects initiated by the participating countries.

Encourage participating countries

- To launch programmes for the description of archives concerning the slave trade
- To promote co-operation among themselves in all areas
- To continue actively the project.

Ask ICA

- to explore actively opportunities for resource mobilization for participating countries to sustain the projects
- to encourage former colonial powers to take measures to preserve colonial records
- to promote closer cooperation among regional branches in sharing resources and experience.

5. Resolution on the archives of colonisation and on the sharing of the archival heritage common to several countries

Considering that the concept of the archives of colonised countries must be brought closer to that of displaced archives

Considering the difficulties of applying the international recommendations on the question of displaced archives and the complexity of the problem

Recognizing the work done by the nine countries of the former French West Africa and the Caribbean in pooling their archival heritage, and noting that other countries of the world have similar needs to share the documents concerning their common heritage,

Propose a plan for multi-lateral co-operation which is intended

- To develop the flow of information concerning sources that document the phenomena of colonisation and decolonisation
- To provide the equipment, training and resources that are necessary
- To improve access to archives kept outside the territories concerned, particularly by the provision of detailed finding aids and sharing of records through copying and dissemination.

Ask UNESCO, organisations and States concerned to encourage and to support financially this plan and all projects intended to facilitate the access to the documents related to the common memory of countries which have the same past.



Logo CITRA 2006

6. Resolution on international sources

Considering that national States and individual societies are interconnected and this is reflected in the fact that archival institutions hold records relating to other societies

Invite all archival institutions:

•to recognize that there is a moral obligation to overcome financial constraints that inhibit sharing information about and access to the archives and in consequence that they should work together to secure the necessary funding

- to facilitate access to these records in particular by:
- developing finding aids such as the UNESCO/ICA Guide to the Archives of International Organizations;
- providing access to these international records;
- working with archival institutions to provide copies of these records;

Invite UNESCO to support this initiative financially.

7. Resolution on archives relating to the judiciary, incarceration and intelligence services

Extremely preoccupied by the menaces that threaten archives relating to the judiciary, incarceration, and intelligence services, and by the misuses of these documents

Considering the fundamental importance of these archives as a constituent element of collective memory, as an instrument for the determination of responsibilities, for reconciliation and the promotion of a universal justice, and as a means of defending individual and collective rights

Ask ICA and UNESCO

- To bring up to date the 1995 study on the archives of security services in the former repressive regimes
- To co-ordinate at the international level a programme to locate, describe and exchange information about archives relating to the judiciary, incarceration and intelligence services.

8. Resolution on the oral tradition

Considering the importance of the oral tradition for the safe-keeping of the memory of the world, and referring to the UNESCO Convention on the intangible heritage

Urge UNESCO to support programmes for collecting, preserving and making available the oral heritage

Ask ICA to collaborate with other relevant international organizations to lead strategic thinking in this area and to promote the implementation of good practices.

RESOLUTIONS ADDRESSED TO ICA

1. Resolution on the creation of an International Archives Day

Understanding that the creation of new international days is highly unlikely in the United Nations system

Recommend that

- ICA organize on its own an international archives day the date of which could change from one year to another depending on the international calendar.
- ICA encourage member countries to organize with their own National Archives Days or Weeks.

2. Resolution concerning putting archival documents online

Considering programmes intended to put online archival documents are instrumental in taking archives to the world

Convinced that the sharing of experience acquired during the implementation of these programmes helps in solving the problems encountered and to promote best practices

Propose that ICA should make widely known existing projects or those underway and should support the development of models for presentation and for search functions which facilitate access to archives online

- By establishing an ICA award to recognize projects that make archives available online
- By making known to its members the proposals received for this award
- By facilitating a professional dialogue on the legal and technical issues linked to the presentation of archives online.

3. Resolution on private archives

Noting that private archives and public archives are essential elements in the memory of a society in its totality, and that these archives should therefore be preserved, Considering archivists have a role to develop and pursue strategies which actively support the creation, capture and preservation of records of private persons and organizations with the aim of building a balanced and comprehensive memory of a whole society.

Ask ICA to promote general awareness about the importance and value of these total archives.

4. Resolution on audio visual heritage

Considering the challenges faced by developing nations in preserving audio visual heritage and concerned by the accelerated loss of such heritage

Call upon ICA to work with relevant partners to develop and implement a sustainable integrated preservation approach for the protection of the world's audio visual heritage.

VOTES OF THANKS

Thank Sir Shridath Ramphal and Ian Wilson for the quality of their presentations, and all the speakers and participants whose contributions resulted in stimulating professional discussions.

Express their profound gratitude to the Authorities of the Netherlands Antilles, to the Director of the National Archives of the Netherlands Antilles and all her staff and volunteers, for the warmth of their welcome, the generosity of their hospitality and the excellent organization of the meeting.

ELECTIONS

The Annual General Meeting of Curaçao (November 2006) elected:

Mr Christopher Kitching,
United Kingdom,
Ms Dianne Macaskill,
Chief Executive and Chief Archivist,
Archives of New Zealand
Ms Margarita Vazquez de Parga,
ICA Honorary Member, Spain,

**members of the Audit
Commission**

**Congratulations
to these new officers!**

Programme

ICA's programme moves into top gear!

For the last two and a half years, the main focus of ICA's professional programme has been on projects falling into one of the four priority areas agreed at the Vienna Congress. The Programme Commission (PCOM), of which Olafur Asgeirsson (olafura@archives.is) is the chair and Bryan Corbett (bryan.corbett@ualberta.ca) is the secretary, has the responsibility of ensuring that endorsed projects in these all areas are given encouragement, advice and support. Since August 2004 Olafur, Bryan and other members of PCOM have introduced new ways of working which are now delivering concrete results. A good number of projects are making steady progress and promise to provide high quality presentations for the next Congress in Kuala Lumpur in July 2008.

It is emphasised that this report is only a snapshot, providing a brief summary about some projects. Some information about other ICA initiatives relevant to the priority areas has been combined with PCOM-approved projects and inserted here.

I. Advocacy and Promotion

Leader : Andreas Kellerhals
andreas.kellerhals@bar.admin.ch

In this area the objective is to raise the profile of archives among decision-makers, the media, and the public at large so that societies will have an enhanced appreciation of the importance of archives. Many activities in this area are flourishing, and there is space to mention only four of them here.

Archival Statistics

This project has as its basis a CITRA resolution of 2002. A steering group which met at the 2005 CITRA decided that the focus of the statistical survey should be archives and good governance. Wherever possible the information collected should be consistent with the "Survey on archival development – the present state of archival development world-wide" which was undertaken by Michael Roper in preparation for the Tunis conference in 1996.

Good progress has been made and a questionnaire has been developed in English. It covers many of the same topics that featured in the 1996 survey but has been updated to include questions on the management of electronic records. Topics covered by the questionnaire include:

- archival legislation
- management of records (paper and electronic) still in use by government organisations

- management of records of long-term value (paper and electronic)
- capacity to manage different types of records (e.g. electronic, moving image, photographs etc.)
- access to records that have long-term value
- availability of training and education programmes
- storage conditions for records

The survey was run in the PARBICA region by Archives New Zealand in September-October 2006. Once the results have been compiled, the questionnaire and survey methodology will be made available for use in other ICA regions.

For further information please contact Dianne Macaskill Dianne.Macaskill@archives.govt.nz

Archives and Human Rights

The theme of the CITRA in 2003 continues to supply material for discussions between professionals in different parts of the world, including the seminar organised by the National Archives of Uruguay in Montevideo in 2004, the day devoted to the question in Lisbon (Portugal) during the IVth International Seminar of Archives of the Iberian tradition in October 2005, and a session at the 15th seminar of the national archival system in Bogota (Colombia) in October 2006. Political figures were present at Montevideo, and representatives of Non Governmental Organisations and of the judiciary participated in the programmes at Lisbon and Bogota.

The theme was taken up in Lyon on 11 December 2006 at an international and inter-professional colloquium Archives, Justice and Human Rights, organised jointly by two associations of archivists – the Association of French Archivists and ICA – and an association of lawyers, the French Association for the History of Justice. http://www.archivistes.org/article.php?id_article=350

It is envisaged that a second event treating the same subject will take place in 2007, on the occasion of the 4th session of the Council on Human Rights at Geneva. Organised in collaboration with the Swiss Federal Archives, the Swiss Ministry for Foreign Affairs and ICA, the event will aim to increase the new United Nations authority's awareness of the question of archives. In parallel, a round table discussion group will be organised at the University of Geneva in order to open the debate to a wider public.

In addition, the prototype for a virtual exhibition illustrating the relevance of archives to the protection of human rights is at an advanced stage of development, and should become available later this year.

For further information please contact

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canavaggio@ica.org

Programme

Access to Memory (A to M)

This project focuses on the development of a multi-lingual, open-source software system for managing archival collections, including the process of transfer and accessioning selected records. It has been led by the Archives School in the Netherlands and its associates. The first module was originally developed to handle descriptions of archive collections relevant to the subject of human rights. It is intended that the software, once developed, will be made available free of charge to the archival community worldwide. Although this project is still at an early stage, it promises to give additional impetus to archival automation in developing countries in particular. It has already received some development funding from UNESCO and support from the World Bank. Ultimately it should enable archive services to accession quantities of born digital records and to introduce appropriate ICT into the later stages of the records life cycle.

For further information please contact

Peter Horsman
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Database on archival and information legislation

This project is being conducted by the European Branch of ICA (EURBICA), led by France and with participation by Switzerland, Finland and others. The database will include the latest details on information legislation and directives, as well as archival legislation defining the remit of the national archives and other archive institutions. Ultimately, the legislative texts will be available in English, French and the official language of the country concerned. The texts, together with an introductory commentary, will be searchable using broad concepts in English and French and a free text search facility will also be provided. This project implements one of the five main recommendations of *Report on Archives in the European Union*, which was approved by the Council of Ministers in November 2005. Officials from the European Commission have recently agreed to participate in the project working group and their participation will help enormously in populating the database with the relevant EU directives. The project is now at the stage where it needs significant external funding if it is to achieve its full potential, and in this connection Commission officials have provided helpful advice about relevant EU programmes. Once the project is further advanced, it should be possible to use the same model for information legislation in countries in other parts of the world.

For further information please contact

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Jari Lybeck jari.lybeck@narc.fi
or David Leitch leitch@ica.org

2. Electronic Records and Automation

Leader : George Mackenzie
george.mackenzie@nas.gov.uk

In this area of rapid change the objective is to enable archivists throughout the world to deal with the challenges of managing and preserving electronic records and of exploiting new technologies so that many more people can enjoy easier access to archival material. In addition to other initiatives, two major projects are now moving forward in the field of electronic records.

Principles and Functional Requirements for Records in Electronic Office Environments

The countries involved in this project are the United Kingdom, Australia, New Zealand, South Africa, USA, Sweden, Malaysia, the Netherlands, Germany and the Cayman Islands. Australia and New Zealand will also coordinate input into the project by the Australasian Digital Recordkeeping Initiative (<http://www.adri.gov.au>) The project team met for the first time in Edinburgh in late September 2006.

The aim is to produce globally harmonised principles and functional requirements for software used to create and manage digital records in office environments. There currently exist a number of jurisdiction-specific sets of functional requirements and software specifications, so the aim is to synthesise this existing work into requirements and guidelines that meet the needs of the international archival community and that will enable that community to speak with one voice to the global software industry.

The meeting agreed on the scope, modules, work plan and timelines for the project between now and the 2008 International Congress on Archives.

Programme

The six agreed modules are:

1. Develop overview document with principles, concepts, etc
2. Work with the European Union MoReq2 Project to develop detailed core and optional functional requirements for EDRMS (Electronic Document and Records Management System), with supporting rationales and test scripts
3. Develop global high-level statement of core and optional requirements, including application guidelines and compliance checklist
4. Identify reference recordkeeping metadata element sets based on ISO 23081, part 2 (Metadata for Records: Concepts and Implementation Issues) and mappings of other recordkeeping metadata element sets
5. Develop guidelines and generic core and optional functional requirements for records in business information systems
6. Explore options for an international software testing regime based on a model of reciprocal recognitions.

It is intended that a draft version of the documents will be available for comment on the ICA website between November 2007 and the end of March 2008, allowing the team to finalise the products in time for the Kuala Lumpur Congress in July 2008. Two further modules may be developed after the Congress.

For further information please contact
the project co-ordinator, Adrian Cunningham
Adrian.cunningham@naa.gov.au

e-Archiving Digital Record Exchange Standard

This project, led by France and with strong participation from Australia, on behalf of the Australasian Digital Recordkeeping Initiative (ASDI), and several European countries, is intended to create business process models for the exchange of archival data. It focuses on the transfer of archives (documents and metadata) from the creating agency to an archive service for permanent preservation. The project will produce a *Business Requirements Specification* (BRS) to describe stakeholder business needs and *Requirements Specification Mapping* (RMS) to identify data requirements. In October 2006 the project was approved by UN/CEFACT (Centre for Trade Facilitation and Electronic Business). At a meeting in Brussels on 22 November it was decided to issue a questionnaire to determine the scope of the future standard, which closed on 15 January 2007.

For further information please contact
Olivier de Solan
olivier.de-solan@culture.gouv.fr

3. Preservation and Disaster Preparedness

The long-term preservation of archives is a fundamental challenge for all archivists worldwide, in the face of a lack of resources and external threats, including natural disasters, civil unrest and armed conflicts. The objective in this area is to enable archivists to meet this challenge by providing clear advice and practical solutions that can be easily and relatively cheaply implemented. At the present time the Secretariat is making considerable efforts to strengthen the Blue Shield network, and several practical projects are progressing well.

Extending and Reinforcing the Blue Shield Network

The Secretary-General is currently Chair of the International Committee of the Blue Shield (ICBS), which brings together ICA and four other organisations concerned with the cultural heritage at the international level. ICA wishes to promote the establishment of national blue shield committees enabling archival professionals to co-operate with other cultural professionals and in this way to protect their holdings during armed conflicts and natural disasters, as well developing close relationships with key-decision makers in military and civilian administrations.

The Blue Shield structure is currently being strengthened by the creation of an association of national committees, with a secretariat that will be based in The Hague. Once it is operational, the association will be able to provide archivists and other cultural professionals engaged in setting a new national committee with detailed advice and guidance. It will act as an information clearing-house in relation to natural disasters or armed conflicts and will foster co-operation among the national committees. This will free ICBS up to concentrate on high-level political and advocacy work with UNESCO and other relevant international organisations.

The main international agreement which gives protection to cultural heritage during armed conflict is the Hague Convention of 1954. In accordance with the 2nd Protocol of 1999, UNESCO has recently established a Committee to monitor the implementation of the Hague Convention. ICBS is pressing strongly for the adoption of realistic guidelines of practical value which would provide a degree of genuine protection for cultural property and could be used by military personnel during armed conflicts.

For further information please contact
Joan van Albada vanalbada@ica.org
or David Leitch leitch@ica.org

Programme

Practical Preservation Projects

A number of practical projects are at different stages of development. The guidelines for the exhibition of archival materials, including advice on environmental storage conditions, transportation arrangements, the design of showcases and frames, and the handling of photographs, have now been completed. Work on three other projects - guidelines and tools for assessing damage to archival material, guidelines for making preservation strategies, and a project relating to the digitisation of photographic material - has also been organised. For further information please contact Ted Steemers (ted.steemers@nationaalarchief.nl)

Graham Dominy of South Africa recently stepped down as priority team leader and has been succeeded by Ivan Murambiwa of Zimbabwe (imurambiwa@yahoo.com)

4. Education and Training

Leader: Nolda Römer-Kenepa
nrom@cura.net

The wide-ranging nature of the challenges facing archivists today requires them to be equipped with many skills and to undergo continuous training. Success in this field crucially depends on close co-operation between training institutions and employers. In 2006 ICA provided funding for training seminars to support colleagues in Asia and the Caribbean who lack access to archival education in their areas. A number of other projects are now coming to life, including the competencies model and training the trainers in records management.

Competencies Model for Archivists in the 21st century

The final resolution of the 7th European Conference on Archives in Warsaw (18-20 May 2006) called on ICA to carry out a feasibility study for a project to develop a European competency framework for the archival profession, as part of a drive to modernise archival education in an era of rapid social and technological change. The European experience might then be used as the basis for a more general model. The framework will provide an opportunity for archive professionals to state their training requirements very clearly to educators in the archive schools. Since the Warsaw conference a report on existing frameworks has been compiled, and significant differences in certification and accreditation criteria in different countries have emerged. Representatives from SPA, EURBICA and SAE are taking this project further forward, and a meeting in Madrid in October 2007 will provide an opportunity to review progress.

For further information, please contact
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Workshop CARBICA

Training the Trainers in Records Management

As demonstrated by many CITRA resolutions, one of ICA's main concerns is to raise the profile of records management at the international level. This advocacy work has to be accompanied by practical projects to improve the quality of records management on the ground. The 'training the trainers' project recognises that experienced records management expertise is scarce and often very expensive. The project aims to develop a tool that will spread this scarce expertise among a larger proportion of the archives profession and will also help to train this group as effective records management trainers. The project is targeted at archival educators and organisations of all kinds that aim to improve the quality of their internal records management, but without overwhelming their records management experts. The project is at the advanced planning stage and will be developed in 2007 in partnership with IRMT, ARMA, and interested archival training schools.

For further formation, please contact
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5. Standards and Best Practices

Without firmly grounded standards covering all major professional practice, archivists are likely to have their professionalism constantly questioned by their employers and society at large. Standards cannot be developed in national isolation but require a high degree of international co-operation. The development of standards underpins progress made in the other four priority areas.

Draft ICA-ISAF Standard now Available

In January 2007 the Committee of Best Practices and Professional Standards (CBPS) issued a consultation draft of a new international standard, which provides guidance for preparing descriptions of functions and activities of corporate bodies associated with the creation and maintenance of archives (ISAF: International Standard on Activities/Functions of Corporate Bodies). Brazil, Spain, France, United Kingdom, Sweden and Switzerland are currently involved in this project.

Like ISAD(G) and ISAAR(CPF), the future standard will be available in English and in French, and it will include about twenty descriptive elements, organised into information areas. The draft of standard comprises also two chapters giving recommendations for establishing links between descriptions of functions/activities and archival descriptions compliant with ISAD(G) or with authority records compliant with ISAAR(CPF).

Programme

The appendix contains examples of applications in different languages. The full draft is available on the ICA website and comments can be sent to Claire Sibille (claire.sibille@culture.gouv.fr) before 31 March 2007

ICA-ISIAH

Another CBPS group is developing a new standard for archival institutions including a reference code element (ISIAH: International Standard on Institutions with Archival Holdings). This future standard should contain guidance on how to link information about archival institutions to archival descriptions and authority records. When finalized, this standard could be applied to other cultural institutions as well as archives.

A New Website for Standards

A website is being planned which will be linked to the standards database that is hosted by the Canadian Council on Archives (CCA) website. The CCA as a partner of ICA has engaged a company to revise the existing database of standards. The data will be in French, English, German and Spanish. The 800 standards that are currently in the database will be reviewed by CCA and will be accessible by the archival function to which they pertain. Information on the date the standard was developed and by whom, its current status, where it is available, and a resume of its contents will be provided.

For further information about these and other CBPS projects, please contact

Marion Beyea, chair

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John Martinez

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or Claire Sibille, secretaries

claire.sibille@culture.gouv.fr

Improving the Flow of Information

More information about these projects and many others will be made available on the new website in the course of 2007. Project leaders will be able to load their own progress reports directly onto the website for the benefit of all members. Future reports in Flash will also include a much fuller treatment of the many related activities being led by the branches and sections.

This report is the fruit of numerous contributions which have been sent to the ICA Secretariat. Your comments on the report, updates on the projects highlighted here, and news of other ICA projects would be welcome.

David Leitch

Senior Programme Manager

Kuala Lumpur 2008 Call for Papers

July 2008 is rapidly approaching, and so is the **2008 Congress** on the theme of **Archives, Governance & Development: Mapping Future Society**. It will take place on 21-28 July 2008, so reserve these dates in your diary now. We will circulate a formal call for papers shortly, together with the launch of the new website, effectively in May 2007.

You cannot wait that long? Please go the ICA website, click 'international congress' and you will find forms you can complete and return to the ICA Secretariat. However, at a later stage you will be asked to enter the same information into an interactive system linked to the Congress 2008 database. This will facilitate processing of the information by the Congress organisers. You may, therefore, prefer to express your intentions more informally at this time by notifying the ICA Secretariat (ica@ica.org).



News from Regional Branches

CARBICA 2006
Executive Committee
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CARBICA

CARBICA VIII formed part of the pre-conference activities of CITRA 2006, a series of meetings that took place from 17 to 20 November. A seminar and workshop was organized on November 17 and 18. The General Assembly of CARBICA met on November 19 and 24. A meeting of Ministers took place on Monday November 20 to create more awareness and involvement of the authorities responsible for the preservation of records and archives of the region.

When it comes to creating possibilities for professional training for CARBICA, which consists of island countries, this regional branch has many challenges to overcome. That is why CARBICA VIII offered its members the possibility to acquire new skills and also discuss the training needs of the region. The seminar focused on records and information management in an electronic environment and standards that promote best practices for records in all media. The workshop participants discussed with experts possible solutions for preservation problems in the tropical climate and also the need for specific training on preservation on various levels.

The outcome of both workshop and seminar was the cry for help for better infrastructure and archive regulation in some countries. The need for a continuing regional based education and training program for both records managers and preservation staff was also agreed to be one of the priorities.

A working group was established to study the various possibilities for organizing training in the region on a regular basis, with the assistance of the already established organizations and using already existing programs. A training program especially tailored for CARBICA will be presented to the Programme Commission (PCOM) to be endorsed as an ICA Education and Training Project. The progress of this working group will also be presented at the ICA Congress of 2008.

Resolutions and outcomes of both seminar and workshop were presented at the meeting with the Ministers of Information and Archives. CARBICAVIII was organized in collaboration with ICA PCOM, ARMA International, the National Archives of the Netherlands and the ISO technical Committee on records management. CARBICA VIII counted 120 participants, 25 of whom also participated at the CITRA 2006 program.

The General Assembly discussed the way forward and the implementation of the outcome of the meetings. CARBICA VIII marked also the end of term of the CARBICA Executive Committee 2001-2006 with the election of the new executive board.

Nolda Römer-Kenepa
CARBICA Former President
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SARBICA

A seminar on Archives and Education was held in Brunei Darussalam on 9-11 May 2006. The seminar was organized by the Southeast Asian Regional Branch of ICA (SARBICA) with a view to exploring the various possibilities for establishing a mutually beneficial relationship between archival and educational institutions throughout the countries in Southeast Asia. The seminar discussed the various levels of a potentially symbiotic relationship, and explored the mutual adjustments that are needed in the larger interest of creating a more enlightened and progressive society in the region as a whole.



Sarbica 2006 Seminar

The objectives of the seminar were:

1. To instill awareness of the important role that Archives can play in the development of sound educational curricula at all levels of the education system in the countries of Southeast Asia
2. To establish a mutually beneficial symbiosis in the relationship between archival and educational institutions in the region
3. To propose the means through which archival institutions can play a positive role in molding the character of citizens through an effective system of education in the region
4. To address contemporary issues relating to the role of archival institutions in the development of a cogent educational curricula in the countries of the region.

The seminar focused on the themes of Capacity Building and Awareness Programme, Use of Archival Resources and Curriculum Development. About 250 participants from the member countries attended the Seminar. Invited guest speakers included Ms Margaret Kenna (National Archives of Australia), Mr Koh Boon Long (Singapore), Dr. Sivachandralingam (Malaysia), Dr. Iik Ariffin Mansumoor and Dayang Apsah Hj Abdul Majid (Brunei Darussalam). The two days seminar concluded with the highlighting of the role of archives in providing quality services to the society at large, mainly in education.

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News from Sections

2nd Asian-Pacific Conference for Archival Educators and Trainers, Tokyo 17th -19th October 2006

The “2nd Asian-Pacific Conference for Archival Educators and Trainers” organized by ICA’s Section for Archival Education and Training (ICA-SAE) and the Japanese Executive Committee of APCAE took place in Tokyo, following the annual meeting of ICA-SAE on 16th and 17th October 2006.

The Conference opened on October 17th with several welcome speeches and a short introduction about the role of records managers and archivists in a democratic society by Larry Eiring (San Francisco), to an audience of more than 80 participants.

The next morning the first session, “Archival Education: Past, Present and Future”, started with a keynote by Caroline Williams (Liverpool), who considered “The Archival Educator: Role, Attributes, Preoccupations and Perceptions in a Changing World”. The rest of the day comprised nine more lectures (see the full programme under: <http://www.nijl.ac.jp/apcae2nd/topE.htm>). During this session it became clear that in most South East Asian and Pacific countries archival education is not yet fully developed to meet the needs of the professions which have emerged in these countries in recent decades.

On Thursday the second session addressed “Harmonisation of Education in Historical Archives and Contemporary Archives”. After the keynote speech by Luciana Duranti (UBC) about “Models of Archival Education : One, Two or a Thousand?” there were several lectures and a long discussion about the different ways to educate archivists and records managers.

In the afternoon the third session about “Archival Education in a Post-Custodial Environment”, with a keynote by Karen Anderson (Perth) “Looking Forward. Preparing Future Professionals for the Known and Unknown” and five other papers, led to a discussion about different possibilities for international collaboration in archival education and training in the Asian-Pacific region. In this discussion it became obvious that regional networks such as FARMER in the UK (<http://www.digicult.info/farmer/>) can be very helpful and the Asian and Pacific participants decided to try to build up similar networks in their region. ICA-SAE was also asked to continue the cooperation especially by organizing conferences such as the two Asian-Pacific conferences.

Finally on Friday afternoon, there were three open lectures with more than 170 participants at the Gakushuin-University. Caroline Williams, Luciana Duranti and Karen Anderson gave short spotlights about their research activities. At the Closing dinner, Japanese colleagues pointed out the importance of this conference and of the whole week.

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Elizabeth Shepherd
ICA/SAE Bureau Member
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Conférence Asie-Pacifique de SAE

In memoriam :

Hans Scheurkogel (1953-2006)
Member of the Executive Board (2004-2008)

It is with great sadness that ICA Secretariat informs you of the sudden death on 9 December 2006 of our good friend and colleague Hans Scheurkogel in Paramaribo (Surinam).

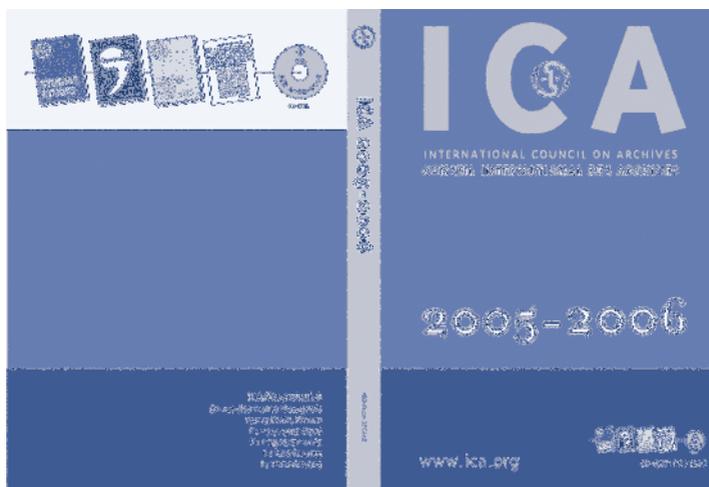
Hans was born on 4 July 1953 in Panagururan, Sumatra (Indonesia). After studying history at the University of Leiden (1971-77), Hans was a Research Fellow and Lecturer in Medieval History at the Universities of Leiden and Rotterdam. In 1989 Hans joined the management team of the Archiefschool, the national institute for archival research and education in the Netherlands. In this capacity he played a major role in the modernisation of Dutch archival education.

From the early 1990s onwards Hans became increasingly prominent in ICA. He was elected President of the Section for Education and Training (SAE) in 2004, and he also served as a member of the Executive Board from 2004.

Hans was greatly respected for the high quality of his work, which was based on a formidable combination of theoretical rigour and practical knowledge. In recent years he was in considerable demand as a speaker at international conferences on archival education. He was also one of the leading figures in the movement to establish a European Network of Archival Educators.

His loss leaves a gap that will be very difficult to fill. He will be enormously missed by all of his many friends in the international archival community.

ICA goes e-



Cover of CD-ROM

The Executive Board has decided to start an annual production of a CD-Rom as from 2007

In a few months' time ICA's new website will be accessible for all (same address, more functionality and, above all, more content). The website will be the resource base for ICA's impressive series of publications that will be progressively made available online. The general rule will be that the

most recent ones will have the highest priority, and the oldest ones the lowest. Subsequently paper publications with the imprint of ICA will diminish; however, they not disappear totally. Flash will be distributed in print (and electronically), as well as some sponsored occasional publications.

The new functionality will allow additions to website publications in

any language and in any script; as well as the printing out of any document in any quantity as desired by a reader or institution.

Most regrettably, many members do not have access to the Internet, and several of those who have access cannot afford to download or print out papers selected for reading. One may expect that it will take time for this situation to improve.

The Executive Board has, therefore, decided to start an annual production of a CD-Rom as from 2007, the ICA-CD 2006, -2007 and so forth, as a CD-Rom is still the best technology for distributing information, be it professional papers, videos, power point presentations, software or self learning materials, etc. in any language or script to any part of the world. It is a highly unfortunate fact that colleagues, who have access neither to the Internet nor to computers enabling them to read a CD-Rom, would be left in the cold. Colleagues in this position will need to be served in other ways. The regional branches concerned together with the ICA Secretariat will develop the most suitable approach when the occasion arises.

ICA-CD 2005-2006 will carry all issues of Flash, the Congress of Vienna proceedings (Comma 2005), the CITRA 2005 proceedings, Studies 8-18 and several more publications. Forthcoming versions will carry the same items but also new and older publications that remain of value. It is also hoped to add publications from relevant sister organisations.

Members and other records and archives professionals are most welcome to suggest publications for forthcoming issues, as well as to provide translations to be distributed at the same time. The translations would also be made available through the website.

ICA-CD will facilitate life-long learning, 7/7, 24 hours a day; what more can one wish for?

NEW PUBLICATIONS



ESARBICA JOURNAL
Journal of the Eastern and
Southern Africa Regional Branch
Volume 24 (2005).
ISSN 0376-4753

Contact :

Graham Dominy
ESARBICA, Treasurer,
South Africa,

Graham.Dominy@dac.gov.za

Available online at : [http://www.ajol.info/
journal_index.php?jid=207&ab=esarjo](http://www.ajol.info/journal_index.php?jid=207&ab=esarjo)



JOURNAL WARBICA
Half yearly Journal of West
African Regional Branch.
Number 3, 2006
ISSN 0850-150 X

Contact :

Papa Momar Diop, Director
of publication, Senegal,

pmarchi@primature.sn

ICA STUDY 16: ELECTRONIC RECORDS:

A WORKBOOK FOR ARCHIVISTS

is now available in French, Spanish, Slovenian
Authors: Andrew McDonald, Kimberly Barata, Michael
Wettengel, Michael Miller, Niklaus Bütikofer, Kevin Ashley,
Ivar Fønnes

Disponible en ligne : <http://www.ica.org/biblio.php>



JAPANESE VERSION OF THE GUIDE TO THE ARCHIVAL
CARE OF ARCHITECTURAL RECORDS, 19th-20th CENTURIES.
Louis Cardinal, Maygene Daniels, Robert Desaulniers, David
Peyceré, Cécile Souchon, Andrée van Nieuwenhuysen,
Section on Architectural Records.

ISBN 4- 902078 - 07 - 4 - C 3300. 294 pages. 2006

Contact :

a-noir@nifty.com



ENCODING ACROSS FRONTIERS

PROCEEDINGS OF THE EUROPEAN CONFERENCE ON ENCODED
ARCHIVAL DESCRIPTION AND CONTEXT (EAD AND EAC),
Paris, France, 7-8 October 2004
Edited by William Stocking
and Fabienne Queyroux.

286 pages. 2006

ISBN-13 : 978 - 0 - 7890 - 3027 - 6

ISBN: 0 - 7890 - 3027 - 6

Contact : orders@haworthpress.com

<http://www.haworthpress.com>



ARCHIVOS DESORGANIZADOS FUENTE DE CORRUPCIÓN ADMI-
NISTRATIVA.

In cooperation with the General Archives of the Nation,
Colombia, Cooperacion Iberoamericana, Programa ADAI,
the Asociación latinoamericana de archivos, ALA

Sara González Hernández

ISBN 958 - 8242 - 02 - 9

Contact :

Archivo General de la Nacion de Colombia,

contacto@archivo-general.gov.co

PRESERVING ARCHIVES

HELEN FORDE

Archivists in all types of organizations face questions
of how to plan a preservation strategy in less than
perfect circumstances, or deal with a sudden emergen-
cy. This book, the second in the Principles and Practice
Series, considers the causes of threats to the basic
material, outlines the preservation options available
and offers flexible solutions applicable in a variety
of situations. December 2006, 320 p.

ISBN-10: 1-85604-577-3

ISBN-13: 978-1-85604-577-3

Contact: Facet Publishing

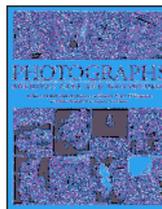
[http://www.facetpublishing.co.uk/
newthismonth.shtml](http://www.facetpublishing.co.uk/newthismonth.shtml)

SOME PUBLICATIONS FROM THE SOCIETY OF AMERICAN ARCHIVISTS

Contact

Society of American Archivists

<http://www.archivists.org>



PHOTOGRAPHS :

ARCHIVAL CARE AND MANAGEMENT

Mary Lynn Ritzenthaler, Diane
Vogt-O'Connor, Helena Zinkham,
Brett Carnell

Society of American Archivists
(2006). 550 pp.



ARCHITECTURAL RECORDS:

MANAGING DESIGN
AND CONSTRUCTION RECORDS
Waverly B. Lowell, Tawny Ryan
Nelb

Society of American Archivists
(2006), 250 pp.

UNDERSTANDING ARCHIVES AND MANUSCRIPTS

(ARCHIVAL FUNDAMENTALS SERIES II)

James M. O'Toole, Richard J. Cox

Society of American Archivists (2006). 255 pp.



ARCHIVES AND THE PUBLIC
INTEREST: SELECTED ESSAYS
OF ERNST POSNER

(ARCHIVAL CLASSICS SERIES)

Edited by Ken Munden with a
new introduction

by Angelika Menne-Haritz

Society of American
Archivists (2006). 232 pp.