

# Flash

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Dear colleague,

As you read this introduction in the week of 21 July, I will have welcomed congress participants to the 16<sup>th</sup> International Congress on Archives, hosted by the National Archives of Malaysia. We wish you were here to experience the flavour of Malaysia ; our hospitality, our climate, and our unique culture ; KL being the centre of the archival world for a week. We will miss you.



I hope you will visit the ICA congress website and have a look at the daily report that our flying reporters are preparing. This report will bring you the gist of the conference and will hopefully encourage you to discuss congress content with colleagues in your organisation. Don't hesitate to give you feed back – now – in real time. I hope you will get a full insight of what transpired at the Congress when you are able to access the Congress proceedings online in due time.

The National Archives of Malaysia is moving with the times ; the organisation and realisation of this Congress towards **Mapping Future Society** is evidence of this. All sectors have worked extremely hard towards making the Congress a success, in order to create an atmosphere conducive to sharing knowledge and harmonious networking among delegates.

Our open hands and warm smiles will await your visit to Malaysia as your preferred holiday destination or as you attend future professional programmes. I wish you all much success. Thank you.

**Sidek Jamil**  
ICA Senior Vice-President  
Host ICA Kuala Lumpur 2008  
Director General  
National Archives of Malaysia



# ICA Executive Board 2004-2008



The Executive Board 2004-2008 held its last meeting in Malmö (Sweden) on April 14-16, 2008, at the joint invitation of the Municipal Archives of Malmö and the National Archives of Sweden. At the invitation of the President several newly elected officers, who will assume their position in Kuala Lumpur, also attended the meeting.

The EB addressed, apart from the usual routine matters, issues related to the medium-term development of the organization in the light of the forthcoming leadership changes. The President informed the EB that he, with the support of the current Secretary General, would preside over the first day of the Annual General Meeting on 25 July, and that the incoming President, with the support of the incoming Secretary General, would preside over the second day on 26 July. The Secretary General and the Secretary General Designate informed the EB that they would jointly prepare upcoming meetings and activities. The Secretary General would concentrate on the Congress as such and on the preparation of reports to the AGM, while his successor would focus on the development of ICA after the Congress.

The EB discussed in depth a number of issues of mid/long term concern. These all related to the strategic direction to be taken by a multi-cultural association serving professionals from nearly all countries of the world representing many administrative traditions and walks of life. ICA members are both potentially united by ICT (better communications) but also divided (great differences in access). A major concern was the necessity of improving ICA's performance as a service delivery organisation that would focus on agreed professional priorities without losing sight of the realities of an ever changing world. The financial situation, although basically healthy, would need ongoing attention, as the major contributors in category A are facing increasing difficulties in keeping up the current level of support. While it was accepted in principle that the organization's income needed to be drawn from a larger base, finding a solution that was generally acceptable proved to be elusive once again.

Communications, both inside and outside the ICA, should get more attention and be better developed. It was agreed that the three websites of ICA would need significant enhancements, especially the main website [www.ica.org](http://www.ica.org).

The EB unanimously approved the appointment of Didier Grange as Deputy Secretary-General, to take effect at the end of the Congress. While acknowledging that there was no room for complacency, the Executive Board 2004-2008 concluded that ICA had made significant advances over the past four years.

## 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 *COMM*.

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## Translation of Flash

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# Newly Elected Officers



**Ian Wilson (Canada)** has been elected **President 2008-2010**.

Ian was appointed National Archivist in 1999 and has been Librarian and Archivist of Canada since 2004. In ICA he was Vice-President for the CITRA 2000-2004. He has mapped 'an ambitious but critical agenda' for his term and would like to be part of an effective leadership team 'prepared to devoted time and energy to helping ICA represent the interests of archives and the profession internationally'.



**Nolda Römer-Kenepa (Netherlands Antilles)** has been elected **Vice-President (CITRA) 2008-2012**.

She has been Director of the National Archives since 1991. Nolda was president of CARBICA (and as such a member of Executive Board) 2001-2006 and a member of the Programme Commission 2004-2008 with responsibility for Education and Training. She believes that 'CITRA is an opportunity to foster world- wide commitment for achieving goals that will truly benefit all ICA members'.



**Abdulla El-Reyes (United Arab Emirates)** has been elected **Vice-President (Marketing and Promotion) 2008-2010**. He has been Director-General of the Center for Documentation and Research since 2000.

In ICA he has been chair of the provisional section on Sports Archives (2003-2006), President of ARBICA (2002-2006) and Vice-President for Marketing and Promotion since 2005. Abdulla is 'confident that the future is bright for ICA and the marketing and promotion efforts will witness nothing but success'.



**Lewis Bellardo (United States)** has been elected **Vice-President (Programme) 2008-2010**. Lew was Deputy Archivist of the United States from 1995 to 2007. He was a member of ICA's Preservation Committee (1992-96) and has served on the ISO Standards Committee

TC46/SC11 since 2000. Lew sees ICA as providing 'the mechanism for sharing expertise among archivists worldwide at a time when the global economy increasingly demands effective recordkeeping and authentic documentation'.



**David Leitch**, at present **Deputy Secretary General**, will take up his duties as the new Secretary General on 1 August 2008. A Scot, David served on the Management Board of The National Archives of the United Kingdom for six years before joining the ICA Secretariat in 2006.

He is strongly committed to pursuing organizational reforms in ICA while upholding the principle of linguistic and cultural diversity.



**Didier Grange** will take up his new duties as **Deputy Secretary General** at the end of the Congress. Didier is presently City Archivist of Geneva and has given papers at professional conferences throughout the world. He has served as Vice-President of ICA and President of SPA from 2004 to 2008. In his new role he will act as CITRA Secretary and develop ICA's links with professional associations.

# Congress Programme

At last your long wait for the **2008 ICA Congress in Kuala Lumpur** is over. This is an exciting moment for the international archival community. Throughout the week dozens of sessions, workshops, and meetings will allow professionals from across the globe to come together and discuss issues surrounding archives, governance and development.

Each day is divided into five slots, allowing participants to choose five sessions from the eighty sessions offered and thus tailor a program to their interests. Within each slot participants will find a dozen sessions offered in English, with at least one offered (or accessible through simultaneous translation) in Russian, Spanish, and Bahasa Melayu. Some four sessions during each slot will be accessible in French.

Participants can also visit a Trade Fair displaying the latest technology and equipment for the records and archives profession. They may take advantage of the internet café and library, which will be open in Hall 2 throughout the Congress, or may relax in the cinema which will screen documentaries and movies related to Malaysia. Each day the Congress hosts will propose cultural events, including presentations on traditional dance, music and theatre, in order to help participants become acquainted with Malaysia's unique heritage. Every morning and afternoon a programme of professionally guided visits and cultural tours will be offered as well.

**The full program of sessions, workshops and other activities will be available on site at Kuala Lumpur, as well as on the ICA website.** The following is a sample of the professional expertise that will be shared at Congress :

## JULY 21:

**On the first day participants will have the opportunity to take part in a number of practical workshops.**

- For those who are new to the profession, the "Archival basics : principles and practice" workshop will provide an introduction to archives, records, and the skills necessary for managing them.
- "Applying the training the trainers resource pack," a workshop devoted to explaining the innovative "Training the Trainers" program for archival education, will be offered in English and French, with sessions throughout the Congress.
- Throughout the day, "Planning and Implementing Electronic Records Management" will examine the underlying theory and practice of records management and the necessary skills for implementing an electronic system.

## JULY 22:

**After the opening ceremony, the Congress will jump into full swing with a rich and varied program of presentations, workshops, discussion sessions and cultural offerings. The day's sessions will explore a wide range of subjects, from archival education to social memory to developing professional programmes, for instance :**

- A round table entitled "Revisiting Theory in Archival Practice and Education" will encourage participants to share ideas and experience in the area of archival research and education.
- "Archives, Libraries and Museums as a Whole in the Process of Preservation" will focus on the role of cultural heritage institutions in the age of globalization.
- For those interested in project management in the framework of the ICA, "From a Good Idea to a Successful Project: how to be an active partner in the ICA's new professional program" will provide participants with concrete advice and encouragement for their own projects.
- A number of workshops will explore the digital dimension of archives and records management. "Data Stewardship" will focus on developing a critical framework for managing digital assets, and "Archiving Websites" will examine the daunting but important area of internet archiving.

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## JULY 23:

On the third day of the congress you will be able to choose from another rich offering including the following sessions :

- The ever pertinent topic of disasters and disaster planning are the subject of a round table discussion, “Disaster Plans : textbook vs. reality” and a presentation “Katrina and Archives” which will present lessons learned from the aftermath of Hurricane Katrina. A full day program called “Disasters and Disaster mitigation” will look at a number of case studies and models for contingency planning and conclude with a round table discussion.
- An ICA Electronic Records project will be presented over the course of two sessions entitled “Principles and Functional Requirements for Records in Electronic Office Environments.”
- The issue of archival education will again be explored in “Education, Archives and Cultural Diversity,” “Practice and Research,” and “Evolution or Extinction: new directions for archival research.”
- “Archives and Communities: Where are the Boundaries” will attempt to define the core activities of archivists in the information age.



## JULY 24:

You will want to stay alert for another day of stimulating programmes, including the following presentations :

- “Archives and their Allies: Record Keeping for Good Governance” will focus on the relationship between archives and governance
- Throughout the day, participants will have the chance to take part in a number of round tables, including a look at education with the “Round Table on Training at the International Level;” an examination of the complexities of archival terminology in “ICA and Linguistic Understanding” and a discussion of appraisal with “Appraising and Selecting Documents : a round table based on the ICA manual.”
- “A New Approach to Appraisal” will explore the issue in the digital context, drawing on experience from the Netherlands.
- For those interested in Records Management, “Records Management: questions and answers” will provide a practical introduction to the field and “Bridging the Gap between Data Protection and Record Keeping” will outline the regulations and requirements that shape it.
- “Archives and the UNESCO Memory of the World Program” will discuss the outcomes of the third Memory of the World conference in Canberra, signalling areas where archivists and archival institutions can become involved with the program.
- Finally, a session will be held to discuss the situation in China after the Sichuan Earthquake, with translation available in English, French, Chinese, and Bahasa Melayu.

# Congress Programme Kuala Lumpur 2008

## JULY 25:

The final day of programming will offer a mixture of presentations and ICA section business meetings:

- “A New Endeavor for the French National Archives- the Pierrefitte project” will look at the ambitious building project underway in France.
- The final instalment of the “Applying the Training the Trainers Resource Pack” workshop will be offered.
- A round table on “The Role of Professional Organizations in the ICA” will provide a forum for participants to explore and discuss this topic, focusing on the concerns and possible contributions of professional associations to international collaborative efforts.
- In addition, you will have the opportunity to participate in a session dedicated to discussing possibilities for new ICA projects. The Vice President for programme and other ICA officers will welcome your suggestions, ideas, and views in determining the direction of the ICA programme in the coming years.
- Finally, various ICA sections will hold open business meetings, and the day will conclude with the first session of the Annual General Meeting.

## JULY 26 :

The Congress will conclude with a full day devoted to the Annual General Meeting. Following the AGM, participants are invited to join together for the Closing Ceremony which will be accessible in French, English and Bahasa Melayu. Both events will take place in the Plenary Theatre.



## Signing up for workshops

Please pre-register as soon as possible for all workshops taking place on July 21. A registration form is available on the website at <http://www.kualalumpur2008.ica.org/>. You will be able to register for all workshops offered between 23 and 25 July

on site at the conference centre central desk.  
For more information, and to download a daily schedule of the workshops, please see <http://www.kualalumpur2008.ica.org/>.

# Annual General Meeting at Kuala Lumpur, 25-26 July

For many years the General Assembly took place every four years at the Congress and served as the ICA's parliament and supreme decision-making body. Since 2004 we have held Annual General Meetings at the time of the CITRA conference, enabling the organization to take important decisions more quickly and in an inclusive, transparent way. This Annual General Meeting in Kuala Lumpur takes place at a crossroads in ICA's history. Major governance and financial reforms are now in place, providing a solid platform on which the new leadership team can build.

## **There are two main parts to the agenda:**

- a review of the ICA's achievements from 2004 to 2008, and
- a look forward to the challenges of the next two years.

After an overview from the President, there will be a chance to hear reports from the Chair of the Programme Commission, the Vice-President in charge of CITRA, and the Vice-President for Finance. The Chair of the Audit Commission will describe the work that is underway to improve ICA's organizational performance.

Two provisional Sections – those on Notarial Archives (SAN) and Sports Archives (SPO) - have, in the view of the Executive Board, satisfied the conditions that enable them both to be recognized as full Sections. The AGM will be asked to give its final approval for the establishment of these two new Sections.

At the half way point of the meeting, current President, Lorenz Mikoletzky (Austria) will hand over to his successor, Ian Wilson (Canada), who will chair the second, forward-looking portion of the meeting. The AGM will be asked to comment on and, if appropriate, to approve the final version of ICA's Strategic Direction (see article on page 8) for the next ten years.

It is proposed that the Vice-Presidents responsible for the Programme, Marketing and Promotion, and the CITRA will set out their ideas for future development in these key areas. Members will be asked to approve the budget and membership dues for 2009. The AGM will be asked to approve the venues for CITRA 2009 (Malta) and 2010 (Norway), as well as for the next Congress in 2012 (Brisbane, Australia).

We hope that there will be a full turn-out of voting members at the AGM. Non-voting members are most welcome to attend part or all of the meeting as observers.

# Programme

## A NEW STRATEGIC DIRECTION

One of the most important actions of the Curaçao Consensus, approved at the AGM 2006, was to craft a new strategy for the organization's actions over the next ten years. A draft Strategic Direction was debated at length by the Executive Board in April. As a result, a sharper and more concise version of the document was made available on the website in early June.

The AGM will be asked to approve the final version of the Strategic Direction 2008-2018. The new Direction will include the following elements:-

### Vision

this will state what ICA aspires to achieve in ten years' time.

### Mission

this will indicate what ICA is doing to meet the challenges of the 21st century.

### Objectives

- 1) Raising Awareness of Archives with Decision-Makers and the Wider Public
- 2) Harnessing New Technologies
- 3) Building Capacity in the Archival Profession
- 4) Strengthening the ICA network
- 5) Improving the Performance and Accountability of ICA
- 6) Building Partnerships

The Strategic Direction will also include a statement of planned outcomes for ICA's activities. It will be implemented through a business plan which will set performance targets for each ICA body (leadership team, secretariat, sections, branches and project groups).

## PROGRAMME DEVELOPMENT

The Congress provides an opportunity to start building the new professional programme for the next two years. Sections, branches and other bodies will be invited to make proposals to the new Programme Commission (PCOM) that are in line with ICA's Strategic Objectives. Lew Bellardo, Vice president for the Programme and Chair of PCOM, will also hold a session wherein participants can share their views and ideas directly with him.

In addition, the team of young reporters, who have a roving commission to record all noteworthy developments at the Congress, will have a daily meeting with Lew after the last sessions have concluded. At this meeting the reporters will tell Lew about the most exciting ideas they have heard for future ICA projects.