

Parallel Sessions - Tuesday 24 August

1.1 Archives and Memory –
Concepts of Memory

Writing on Archives: The Power of
Knowledge and Memory
Papers and Comment
10:00 - 11:15, Hall A

Nancy BARTLETT, Chair
Rosana DE ANDRES DIAZ
DU Mei
HU Hongjie
Candace LOEWEN
Tom NESMITH

The power of knowledge and memory in archives permeates, and comes together in, the archival literature. Words convey meaning and impart knowledge and, over time, the unforgettable layers of meaning and knowledge create memory - memory laden with power. Writing in archives has been and continues to be profound, reaching across nations and languages and time, bringing the profession together to reflect, and to debate and discuss with written words, where other modes of communication would be temporary. What and where are the grand themes in the archival literature of the past decade that speak to value-added knowledge, and that linger in our collective memory? This session features past and present editors of renowned archival journals, who will each review and analyse the greatest contributions to world archivistique from archival thought and writing, from the perspective of their particular journals.

Arabic / Chinese / English / French /
German / Russian / Spanish

A-CAN 01E

Evidence, Memory, and Knowledge:
The Process of Archival Reasoning
and the Extension of Social Thought
Papers and Comment
11:45 - 13:00, Hall E1

Myriam BAHIA LOPES
Laura MILLAR

This session ponders the underpinnings of fundamental concepts in the process of archival reasoning. Millar will examine the concept of individual and collective memory, and particularly the processes involved with creating, capturing, storing, and retrieving memories. She will relate understanding of memory to the creation, preservation, and use of records and archives, demonstrating that personal and collective memories represent only a fragment of life events, and that records and archives are not in themselves

"memories" but only touchstones upon which memories may be retrieved. In contrast, Lopez will explore how the 'memory places' and chronological and subject series constructed for archives in the 19th century now face a paradox, as the past does no longer exists and memory is constructed between the act of remembering and forgetting. Lopez's analysis starts with the interpretation of the words "collection" and "collector", drawing on Walter Benjamin. She will consider the fluid and fragmented presentation of archives on the internet, in relation to the image of a collector organizing his or her collection by taking the objects away from their functional context.

English / French / German / Russian
Z-MILL 01

The Archives: Centre and Transmitter
of Memory
Papers and Comment
14:30 - 15:45, Hall L

Tim ERICSON
Brian M. OWENS

This session explores the role archives serve in the preservation and utilisation of memory. It demonstrates that the archives are facilities of societal memory and that the archives and the archival staff are essential transmitters and the effective voices of that memory. The world's archives provide an extensive body of recorded data which serves as a foundation of memory and hence archivists must be recognised as persuasive and active agents contributing to the preservation and enhancement of memory and in the development of knowledge.

English
Z-OWE 01E

1.2 Archives and Memory –
Risk, Loss and Recovery

The Aftermath of Disaster: Floods,
Earthquakes, and the Fires of September 11
Papers and Comment
10:00 - 11:15, Hall B

Valerie KOMOR
Jürgen WOLF
Yuka YAMAMURA
Katsuya YAMORI

This session examines how the loss of archival records can serve to stimulate memory, recovery, and commemoration. We examine two episodes of natural disaster and one episode of terrorism: in Japan, the Great Kobe or Hanshin-Awaji Earth-

quake (1994); in Germany, the August 2002 floods along the Elbe River, one of the major waterways of central Europe; and the attacks in New York on September 11, which resulted in such enormous archival losses that they are only now being fully described.

English
B-USA SAA 01

Disaster Preparedness
Round Table
11:45 - 13:00, Hall B

ICA COMMITTEE ON PRESERVATION IN
TEMPERATE CLIMATES

Marie-Claude DELMAS
Michal DUROVIC
Anna MICHAS
Jürgen WOLF
Ted STEEMERS

Some of the most pressing questions for archives faced with the threat of natural disasters are brought into focus in this session: How to draw up a disaster preparedness plan? What are the material, and also financial and psychological problems for the archival institutions? How to organise a disaster salvage procedures after an event has occurred? This round table is an opportunity to share and discuss concrete experiences.

English
C-PTÉ 01

Archives and Cultural Memory under
Fire in the Balkan Wars of the 1990s:
Destruction and Preservation
Papers and Comment
14:30 - 15:45, Hall B

Kemal BAKARSIC
Robert DONIA
William A. HUNT
András J. RIEDLMAYER

The Balkan wars of the 1990s resulted in massive destruction of archives and other repositories of cultural memory. This session explores the circumstances of such destruction in Bosnia-Herzegovina and Kosovo, efforts to preserve what survived and recover what was lost, and lessons for the future. We will examine the extent and causes of destruction; efforts during and after the war to salvage endangered collections and to recover copies of lost originals; and discuss means of preventing and preparing for such assaults on cultural memory, and issues of accountability and restitution.

English
Z-RIE 01E

The Blue Shield 2004
Round Table
 16:15 - 17:30, Hall B

Joan VAN ALBADA, *Chair*
 Yvonne BOS-ROPS
 Tony CARAVELLA

In the first part of the session, Joan van Albada will briefly introduce the International Committee of the Blue Shield (ICBS) as a means to arrive at better disaster preparedness and, hopefully, response. Tony Caravella and Yvonne Bos-Rops will share experiences with setting up national committees of the Blue Shield in Australia and the Netherlands. The audience will then be invited to reflect on options for setting up meaningful disaster response networks, including Blue Shield national committees, in their countries.

English

ICBS 01

1.3 Archives and Memory – Preserving Virtual Memory

Managing Microfilm Collections in the Age of Digital Imaging Technology

Papers and Comment

10:00 - 11:15, Room J 241/1 – English
 11:45 - 13:00, Room J 241/1 – French
 16:15 - 17:30, Room J 241/1 – Spanish

Wayne J. METCALFE
 Elizabeth HALLAM SMITH

This presentation will provide archivists with information that will be helpful in creating access to microfilm collections by digital means. Information will be provided that explains the positives and negatives of microfilm conversion to digital vs. digital recapture of the original documents. Information will be included on the conversion of microfilmed images by scanning technology, the equipment involved, the costs and the quality of scanned images. Metadata considerations, usage rights, access and distribution of digital images created from microfilm will also be addressed. Papers will be presented by the Genealogical Society of Utah and the National Archives, England.

English / French / Spanish

C-USA/GSU 01

Electronic Preservation: Appraisal and Preservation of Websites
Papers and Comment
 11:45 - 13:00, Hall F1

ICA COMMITTEE ON INFORMATION TECHNOLOGY

Adrian BROWN
 David THOMAS

Two brief presentations on the United Kingdom (UK) National Archives' programmes to select and preserve UK government web sites will start the session. They will be followed by a round table discussion, which will give colleagues an opportunity to share views and experiences.

English

CIT 06E

1.4 Archives and Memory – Case Studies

Music in Spanish American Colonial Religious Institutions: An Unknown Cultural Resource
Papers and Comment
 10:00 - 11:15, Hall F2

Alfred E. LEMMON

This session is designed to introduce the musical legacy of 16th and 18th century Europe preserved in the cathedrals and monasteries of Spanish America. Largely uncataloged, it is a major source of Spanish New World cultural heritage. The surviving music manuscripts are a major source for the study of cultural transplantation, as music was composed not only by and for Europeans in the Americas, but also by and for indigenous peoples in their native languages. The presentation is designed to demonstrate the need for the archival community to be aware of this as a critical source for the study of world music and to encourage actions that will preserve and make this heritage accessible.

English

D-LEM 01E

Preserving the Private Archives of the Second World War
Work-in-Progress
 10:00 - 11:15, Hall P

Patricia GILLET

As the ranks of survivors of the 1939-1945 war are thinning, an ambitious campaign is currently underway in France to preserve private archives of the resistance and deportations. The publication of a practical guide in 2001, as the first step, was followed by dramatised presentations at local level and the development of a touring exhibition. The argument presented focuses on the wealth and diversity of documents, the threats to them, and the flexibility

and simplicity of decentralised practices. This aims to raise the awareness of the public, who may have a natural mistrust of government initiatives, and above all to preserve an essential heritage for the memory and history of the Second World War.

French

A-FRA 06F

Appraisal of Faculty Papers: Building a Framework from the Traditional to the Digital

Papers and Comment

11:45 - 13:00, Hall F2

Juliane MIKOLETZKY, *Chair*
 Nancy M. DEROMEDI
 Tom HYRY
 Christine WEIDEMAN

Two archivists from Yale University will discuss the appraisal principles and methodologies that govern the selection of records of members of the university's faculty. The authors will describe a policy that draws heavily on the historical manuscript tradition of American archival theory as well as contemporary theories. A second paper will present the research findings from an appraisal analysis of faculty created websites at the University of Michigan. The paper will highlight the types of records created and disseminated on the World Wide Web as well as, discuss related issues involved with web-based documentation.

English

C-USA BEN 01E

Project on the Records of the Soviet Military Administration in Germany
Work-in-Progress
 16:15 - 17:30, Hall F1

Vladimir A. KOZLOV
 Hans-Dieter KREIKAMP
 Sergey MIROZENKO
 David PIKE
 Kai VON JENA

The digital listing of the Soviet Military Administration in Germany (SMAD) archives that are kept in the State Archives of the Russian Federation is being created within the program of research and publishing of SMAD documents, a cooperation between the State Archives of the Russian Federation (GARF), the German Bundesarchiv, the Modern History Research Centre (Potsdam, Germany), North Carolina University (Chapel Hill, USA), and other Russian and foreign archival and research institutions. Currently, the Digital Archive includes some 9700 descriptions of declassified documents, over 26000 headings of the included documents, and about 56000 digitized images. There is no doubt that by the opening of Vienna Congress the Digital Archives of SMAD will

increase considerably, the technical and software base will be updated, and the experience in creation of digital archives in general will grow. This session is a demonstration of experiences with creating, introducing and maintaining a digital archive, which it should be of interest to archives and records professionals involved in similar projects.

English

A-RUS 02

2.1 Archives and Knowledge – Professional Development

Archival Education and Training Programmes: Planning and Evaluation

Work-in-Progress

10:00 - 11:15, Hall N

ICA COMMITTEE ON PROFESSIONAL TRAINING

Jozo IVANOVIC
Christine MARTINEZ

To develop effective professional training programmes, it is necessary to strengthen the dialogue between educational agencies (including universities, schools and associations) and the archives services that are the employers in the public or private sector. In this way, the latter should be able to define their needs and then develop professional training plans, which they should likewise be able to evaluate. The ICA Committee for Professional Training has decided to think more about this area, by preparing a study that puts forward a methodology for establishment of training plans and their evaluation. The results of this work-in-progress will be presented by Jozo Ivanovic, who undertook the study, and then discussed in this session.

English

CPT 02

Learning and Development for a Competent Workforce

Papers and Comment

11:45 - 13:00, Hall N

ICA SECTION FOR EDUCATION AND TRAINING

Marian HOY
David ROBERTS

This session contains two papers on education and training in archives and records. The first paper examines the contribution of competency frameworks or standards to archival institutions. Different interpretations of competency frameworks are unravelled and suggestions for enriching the design of professional development are presented. The second paper is a case study on the role of education and training of practitioners in the implementation of a new recordkeeping regime in one jurisdic-

tion, including setting standards for a skilled workforce and finding practical ways to meet those standards. Key issues and remaining challenges are identified and discussed.

English

SAE 04

Online Training and the French-Speaking International Archives Portal: Experiences and Lessons Learned

Papers and Comment

11:45 - 13:00, Hall C

ICA COMMITTEE ON PROFESSIONAL TRAINING

Marie-Edith BREJON DE LAVERGNEE
Moncef FAKHFAKH
Christine MARTINEZ

In the first part of this session, Moncef Fakhfakh, President of the International Association of French-Speaking Archivists (AIAF), will present PIAF, the International French-Speaking Archives Portal. This portal, which includes a professional training programme of 10 modules in French, has been developed by a team of professionals from various countries in the French-speaking community. On the basis of their experiences, Marie-Edith Brejon de Lavergnée, coordinator of the training modules, and Christine Martinez, one of the authors, will then discuss the intellectual problems that arose in implementation of this project, which reflect the diversity of cultures and practices that lie beyond the shared language.

English / French / German / Spanish

CPT 04

Towards Successful and Relevant Training: The Competency Model

Avant Garde Session

14:30 - 15:45, Hall N

ICA COMMITTEE ON PROFESSIONAL TRAINING

Didier BONDUE
Henri ZUBER

Managing an archives service, recruiting staff and developing a training plan that continues to respond to needs at specialist or team level, require sound knowledge and definitions of the different activities that make up each job profile. Currently, it is becoming more and more common for the public services of various countries to rationalise human resource management and establish 'maps' of all of the occupations that exist in the public service. The private sector has understood for some time the stakes represented for the effective functioning of a business by a 'competency framework', and the business archivists' section of the French Archivists Association has developed its own competency framework. They will present this in

this session, in partnership with the ICA Committee on Professional Training, which has engaged itself in the study of a methodology for the development of this type of tool.

English

CPT 01E

Building New Knowledge for Archivists: Evolving Archival and Recordkeeping Education into the Digital Age

Round Table

16:15 - 17:30, Hall A

ICA SECTION FOR EDUCATION AND TRAINING

Caroline WILLIAMS, Chair
H. Lawrence EIRING
Karsten UHDE

The advent of the 21st century demands significant changes in the approach to archival and recordkeeping education. Electronic and digital media, new standards for preservation and organization along with ever-changing political climates requires a departure from traditional methods of education. Larry Eiring, CRM will detail the challenges involved in the development and delivery of education and training for records management on a global scale. Dr. Uhde will compare the development of a new approach to archival education in Austria, the Czech Republic, Germany, the Netherlands, Poland and Switzerland against traditional means. Both will address the professional and societal benefits and consequences that evolving archival and recordkeeping education can bring.

Arabic / Chinese / English / French / German / Russian / Spanish

SAE 01(1)

2.2 Archives and Knowledge – Standards and Best Practices

Archives of Science: An International Perspective and Comparison on Best Practices for Handling of Scientific Records

Work-in-Progress

10:00 - 11:15, Hall E1

ICA SECTION ON UNIVERSITY AND RESEARCH INSTITUTIONS ARCHIVES

Renata AROVELIUS
Juliane MIKOLETZKY

The session will present results from the survey on records of science. The main focus is on different external and internal archival rules applied to scientific records in various countries and on current initiatives for digital preservation. Starting from management traditions and preservation strategies in Sweden and Austria, followed by the situation in twelve other countries, the session will discuss a model of best practices for

handling of records of science. Transparency of the background and different conditions make it possible to draw up such a model. The importance of science for society and the right to share scientific progress and its benefits must be placed on a par with the urgent need for a concerted approach for saving relevant scientific material for the future. From this point of view, the whole cycle of records will be touched on: from creation, to long term preservation and future access.

English / French / German / Russian
SUV 01

The Nexus and Praxis of Records Management and Archives: Is There a Difference?

Round Table

10:00 - 11:15, Hall C

Sharon ALEXANDER-GOODING

Sonia BLACK

Ineke DESERNO

Mike MARSH

Sue MYBURGH

This round table session presents an international view of records and information management (RIM) and its nexus with archives. It begins by exploring the changing role of RIM in the internationalised and globalized environment. The next presentation examines the contemporary issues and protocols that affect the work of the records manager, and how RIM can be integrated into the work processes of an organisation. The necessity for international standards in RIM to take into account cultural practices and resources follows, with special reference to archival heritage. An interesting account will be given of a comparison between the development of archives and records management programs in the Caribbean, followed by suggestions on how an inclusive, integrated program of RIM and archives might be developed within an organisation. Lastly, the question is asked: is there really such a difference between RIM and archives?

English / French / German / Spanish
B-ARMA 01

Trends in Digital Imaging

Papers and Comment

10:00 - 11:15, Hall F1

ICA COMMITTEE ON INFORMATION TECHNOLOGY

Rob MILDREN

Maggie SHAPLEY

The Scottish Archive Network project has completed an ambitious programme of creating colour digital images of over 500,000 testaments of Scots from 1500 to 1901. This paper demonstrates that large scale digital imaging projects from original

documents are manageable and can be conducted with due regard to preservation concerns.

English

CIT 01E

ISO, ICA, and Archives Standards

Papers and Comment

11:45 - 13:00, Hall A

Wolf BUCHMANN

Jan DAHLIN

Trudy HUSKAMP PETERSON

Björn LINDH

The roots of archival practice reach back centuries; the international standards for archival practice are a phenomenon of the 1990s. Archival teachers argue that the basics of archives are constant, irrespective of media or of the institution that produced them, but the advent of electronic media - in particular the functionality of the Internet - coincided with the development of standards. Why standards? Why now? What is the role of the International Standards Organization (ISO) and the International Council on Archives in the development of the standards? And why are some parts of professional practice covered by standards and some not? The session will first look at ISO and the process of setting standards through a general international process, then discuss the development of the international standards for description as a process inside the archival profession. Thirdly, it will present the current state of the profession and its standards and suggest areas of professional practice currently not covered by standards but in which they might be useful.

Arabic / Chinese / English / French / German / Russian / Spanish

D-HUS 01

Old Fashioned or Innovative? Typological Research of Early Modern Archival Sources

Papers and Comment

11:45 - 13:00, Hall O

Gustaaf JANSSENS

Eddy PUT

Sophisticated finding aids and powerful search engines create the illusion that researchers can have their sources immediately at hand. However, many researchers do not succeed in translating their research questions into 'archival questions' and do not pay attention to formally described types of records. Archivists, on the other hand, are often confronted with the limits of accessibility when they describe items in a merely formal way (accounts, sentence books, pastoral visit reports etc.). Traditional finding aids do not highlight the high-quality 'backbone'

series, which need a qualitative, typological approach, in which institutional context, structure and form are covered. Archivists have a long tradition of typological research, which has been one of their core tasks since the 19th century, yet no survey of archival sources in the early modern period exists. Typological research, with special attention for national differences, could be a significant added value for traditional finding aids. A global typological survey would improve our knowledge and understanding of the huge archival production of the early modern period.

English

Z-PUT 01

Smart Metadata and the Archives of the Future

Papers and Comment

11:45 - 13:00, Hall M

Joanne EVANS

Anne GILLILAND-SWETLAND

Hans HOFMAN

Richard MARCIANO

Sue McKEMMISH

Nadav ROUCHE

This session reports on the progress and findings of several inter-related research collaborations (the Monash Clever Recordkeeping Metadata Project, the InterPARES 2 Description Research Team and the San Diego Supercomputing Center's Persistent Archives Technology-based projects), and their links to work on the draft ISO Metadata for Records Standard. The papers will address building a registry of recordkeeping metadata schema and archival descriptive standards; automated tools for the creation, extraction, capture and packaging of metadata; and the clever use and re-use of metadata for multiple archival purposes.

English

Z-McK 01E

Fontes Documentais: A Digitization Programme for Conservation and Access
Avant Garde Session
 14:30 - 15:45, Hall F1

ICA SECTION ON ARCHITECTURAL RECORDS

Manuel BLANCO
 Maria Luisa CONDE
 Pierre FREY
 Joao VIEIRA

This session provides an overview of "Fontes Documentais", the records and archives programme of the Direcção-Geral dos Edifícios e Monumentos Nacionais (DGEMN), Portugal's department for National Buildings and Monuments. DGEMN's experience is an example of a medium size non-archival government agency, where a records and archives programme plays an essential role within its information policy. The conservation, digitization and dissemination of authentic architectural records, created both inside and outside the organizational context, have become business goals with strategic relevance in order to directly and indirectly fulfil the organisation's mandate.

English

SAR 01

Harmonizing Standards for Archival Description
Papers and Comment
 14:30 - 15:45, Hall M

Jean DRYDEN
 Kris KIESLING

The CUSTARD project aimed to produce a content standard for archival description by harmonizing two North American descriptive standards within the framework of ISAD(G) and ISAAR(CPF). The new standard was also intended to complement the structure standard EAD, and a related standard currently being developed, Encoded Archival Context (EAC). The project resulted in two standards, each reflecting its national origins. The session discusses the process of standards development, contrasts the development of high level international standards with the development of national standards and notes the need for coordination of standards development and maintenance in a networked world.

English

Z-DRY 01

The International Records Management Standard (ISO 15489): Early Indications and Developments
Round Table
 14:30 - 15:45, Hall E1

Diane CARLISLE
 Hans HOFMAN
 Julie McLEOD

Initial results of a longitudinal research project to monitor the impact of the International Standard on Records Management (ISO 15489) in the United Kingdom will be shared in this session. Participants' comments both on the methodology and issues and implications for the records and archival management communities will be welcomed. The impact of ISO 15489 in the USA will also be presented. As a follow-up to the standard, the ISO committee responsible for its development (ISO/TC46/SC11) is now working on other guides and studies that explain and extend the standard more explicitly. A presentation will introduce the current work-in-progress, including the committee's work, related to the standard, on records management metadata, access issues, self assessment of compliance with the standard, and relationships of records management with related domains.

English / French / German / Russian

ISO TC46 01E

Completing Correspondence Series in Archives with Secondary Materials: Yes or No?
Round Table
 16:15 - 17:30, Hall P

ICA COMMITTEE ON LITERATURE ARCHIVES

Olivier CORPET
 Franziska KOLP

In the discussions of the ICA Committee on Literature Archives, two opposite positions have become apparent. The first, represented by the Institut mémoires de l'édition contemporaine (IMEC), tends to collect as many items of correspondences as possible in order to complete a correspondence series, irrespective of the form - including, for example, photocopied reproductions of autographed originals. The other position, represented by the German Literature Archive, the Swiss Literary Archives and others, avoids collecting secondary forms, such as non-autographed or autotyped materials, mainly because of the difficulties in abiding by the rules and conditions promised to the partners of the acquisition contracts. Another series of problems results from researchers building up their own secondary research archives about individual authors. Will they observe

the privacy and copyright regulations and use rules, which are part of the acquisition contracts? Where are the borders between being restrictive or liberal in response to requests from researchers and other archives, whether they declare their aim of collecting secondary materials openly or not? The two positions will be presented by two opponents: Olivier Corpet (IMEC) and Franziska Kolp (Schweizerisches Literaturarchiv Bern).

French

CLA 03F

The International Records Management Standard (ISO 15489) and Follow-Up Activities: Records Management Metadata, Access and Self-Assessment
Round Table
 16:15 - 17:30, Hall E1

Veiko BERENDSEN
 Rosine CLEYET-MICHAUD
 Henning MORGEN

In various countries, work in the records management field is increasingly based on the International Standard on Records Management (ISO 15489). This session will provide some examples of how ISO 15489 has been implemented, and also discuss the issue of dissemination of the standard. The examples will relate to access to information and records management tools, such as classification schemes.

English / French / German / Russian

ISO TC46 02E

2.3 Archives and Knowledge – Research

Knowledge, Science and the History of Science: Insights from the Central History Archives of the Max-Planck-Society in Berlin
Papers and Comment
 11:45 - 13:00, Room J 565/1

Eckart HENNING

The changing relationships between the history of science and science theory on the one hand and history on the other hand will be discussed in this session. Specific questions discussed in relation to this topic include: that it is not only the history of the natural sciences, nor that of academic progress - failures, methodological dead-ends and changes in research methods are also highly significant; the ghetto situation of science history as a specialist discipline versus integration into general history; and the focus on the political-social context versus relevant developments in physics, medicine, jurisprudence etc. The impact of these and other problems on science archives and their users, on

'losses of memory' and on the descriptive and reference practices of archivists, their education and training, will be highlighted through the example of the Berlin Central Archives of the privately organised Max-Planck-Society for Promotion of Science (previously the Kaiser-Wilhelm-Society, currently 80 institutes, including some outside Germany).

German

Z-HEN 01G

Transforming Historic Sacramental Registers into Databases to Support Genetic Research

Papers and Comment

14:30 - 15:45, Hall O

ICA SECTION FOR ARCHIVES OF CHURCHES AND RELIGIOUS DENOMINATIONS

Samir MUSA

Herbert W. WURSTER

The Catholic Archives of Passau has maintained a population database since 1997. The database covers almost the entire population of the district of the diocese of Passau (an area in Lower and Upper Bavaria of Germany) from the late 16th century up to 1900. It provides a powerful research tool for many kinds of historical research. Since 2001, the Archives has been in cooperation with a genetic research project trying to find a special gene of Alzheimer's disease of an especially aggressive kind, which is endemic in the Passau district. The project tries to locate people who seem to have had the disease in the past, i.e. before 1900. The identification of families where the disease appears to have been hereditary allows genetic researchers to try and find living members from the same genealogical background and start genetic analysis with them.

English

SKR 03

Archives as Centres of Knowledge in a Changing Society: Evidence of Evolving Treatment of Disadvantaged Groups from the Zurich City Archives

Papers and Comment

16:15 - 17:30, Room J 565/1

Anna Pia MAISSEN

The City Archives of Zurich traditionally keep a multitude of social records. They stem from the city's social institutions such as the welfare service, social security, the wardship bureau, orphanages and children's homes. Use of these records for research demonstrates the evidence of an important part of the town's social history and permits thought-provoking general conclusions to be drawn. A multitude of publications

have emerged from these records, including scientific studies, dissertations and popular research. The session will present examples from the archives' holdings and from publications based on these records. It will stress the importance of such records from the archivist's point of view and emphasize not only their role as keepers and intermediaries regarding social history, but also their substantial contribution to a democratic society able to face its past - and present - mistakes.

German

C-SWI ZUR 01G

Presentation of the International Bibliography on Municipal Archives

Papers and Comment

14:30 - 15:45, Room J 565/1

ICA SECTION OF PROFESSIONAL ARCHIVAL ASSOCIATIONS

Ramon ALBERCHI FUGUERAS

Ma. Assumpció COLOMER I ARCAS

The primary objective of the International Bibliography of Municipal Archives is to provide archivists and archives managers with information on the basic and most representative theoretical and practical texts on municipal archives, published in each country up to the present day, so that they can be consulted and used worldwide. It has been published in CD-ROM format, and contains three indexes: by author, subject and country. It can also be consulted on the web page of ICA/SMA, and it is hoped that this will enable the work to become widely known, and enable future updates and additions to be easily made.

Spanish

SMA 02S

2.4 Archives and Knowledge – Case Studies

Digitisation of the Austrian Press Association's Paper Archives from 1955 Onwards

Papers and Comment

10:00 - 11:15, Room D 441

Rüdiger BAUMBERGER

Wolfgang MAYR

Waltraud WIEDERMANN

The digitalisation and OCR-conversion of the paper archives of the Austrian Press Agency (APA), dating from 1955 to 1985, is currently being carried out by the company "Business Imaging Services Solutions" (BISS). These documents are scheduled to be available on an electronic platform of APA from summer 2004. Press reports dating from 1985 to the present are also available on this platform. It will include both a PDF of the original text,

and also the related OCR-converted full text. It is also planned to indicate significant events covered in the time period of the paper archives (e.g. official treaties and conventions), where the APA documents include information on the event. Through this, access to the historical documents will be easier and they will be more useful for educational and other purposes. Once the project is complete, the documents will be available on the AOM-APA online manager platform, as well as for sponsored presentations and events.

German

Z-APA 01

The Use of Webstatistics

Avant Garde Session

10:00 - 11:15, Hall M

Ellen FLEURBAAY

Your website can offer you excellent management information in the form of statistics. Unfortunately, many of us don't know how to read them or what to do with them. They confuse hits and page views, wonder how unique those unique visitors really are, and are afraid the use of cookies will threaten privacy. In this session questions like these – and others you want to ask – are answered. You will learn the basics of website statistics and how to use them to improve your website. The Amsterdam City Archives publish their statistics and give a full explanation on how the information is gathered. See for yourself on:

www.gemeentearchiefamsterdam.nl/support/statistics

English

C-NET AMS 03E

Appraisal Thought and Practice: The USA and New Zealand

Papers and Comment

16:15 - 17:30, Hall F2

Frank BOLES

Susan SKUDDER

This presentation highlights current issues in appraisal theory and practice in New Zealand and the USA. Appraisal in the USA is an area of considerable theoretical and administrative development. Boles has over twenty years of experience in conducting research and authoring publications on appraisal. On the basis of her experiences with one particular case, Skudder will present questions raised in appraising a significant, large database and the approach and methodology used in its appraisal, as well as making some general observations

on the appraisal and retention of information in databases.

English

C-USA BEN 07

Unifying Digitally the Divided Architectural Archives of William Muschenheim

Papers and Comment

16:15 - 17:30, Hall N

Maygene DANIELS, Chair

Greg KINNEY

Kent KLEINMAN

The William Muschenheim Architectural Archives Project (WMAAP) of University of Michigan and Columbia University exemplifies pioneering research and development to unite, both digitally and conceptually, the physically dispersed archives of a single provenance. The project has successfully integrated within one EAD finding aid the physically dispersed archives of a highly significant American architect, whose archives are held by the University of Michigan and Columbia University. The Muschenheim archives include not only administrative records and correspondence but also photographs and architectural drawings. The finding aid includes links to digitized images of photographs and drawings from both repositories. In addition, the WMAAP has developed an integrated website featuring images, EAD description, and analysis of the Muschenheim oeuvre. This session will address the technical issues of the WMAAP, the benefits to academic scholars of architectural modernism of such a project, and the overall significance of the project to archivists who curate architectural archives and other archives of mixed media from the modern era.

English

C-USA BEN 05

3.1 Archives and Society – Service to Society

Immigrant Archives and the Ethnic Memory

Round Table

10:00 - 11:15, Hall O

Kathlyn SZALASZNYJ

Joel WURL

Canada is a land of immigrants. Archives in our midst (in Saskatchewan, the heart of Canada) strongly represent the ethnic memory of the many diverse cultural groups that settled here during the peak years of railroad building and settlement, from the 1890s to the 1920s. Exploring the historiography of the ethnic memory, this session examines the Saskatchewan experience, drawing on the examples of various

European settlers (Doukhobor, Hungarian, French and German) as represented in both government and private manuscript sectors of records. Insight into the missing records, key documentation that would complement and perhaps complete the existing archives will also be discussed.

English

B-CAN 01

Information and Good Governance: Concepts of International Cooperation Between Archives Professionals

Papers and Comment

11:45 - 13:00, Hall E2

EUROPEAN REGIONAL BRANCH OF ICA

Christoph GRAF

Andreas KELLERHALS

The speakers will introduce the issue of "information and good governance" and illustrate this theme with one or two practical case studies of archival cooperation developed by the Swiss Federal Archives. It is a fact that the principle of good governance has many consequences for beneficiary countries of western aid. How do the countries of the South perceive the principle of good governance? How can we convince the donor countries of the connection between records and good governance? Can this principle improve the position of archival institutions and contribute to promoting recordkeeping? Is it legitimate to link aid for development to the condition that the principles of good governance are supported?

English / French

R-EURBICA 01F

African Agenda: Setting ICA's Priorities for Africa

Round Table

11:45 - 13:00, Hall P

AFRICAN REGIONAL BRANCHES OF ICA

Drawing on the momentum of the meetings of government leaders and archives directors held during the 2003 CITRA in Cape Town, African archival leaders will hold a series of meetings at the Congress to draft ICA's agenda of goals and actions for archives in Africa. This will be a framework for archivists from all parts of the continent to define their priorities on the basis of their own contexts, needs and potential.

Please note: this meeting is by invitation only.

English

R-ESARBICA 01

Preservation of Notarial Records: Institutional and Legal Frameworks

Round Table

16:15 - 17:30, Hall C

ICA PROVISIONAL SECTION ON NOTARIAL RECORDS

Mohamed BOUNAAMA

Maria-Teresa DIES DE LOS RIOS

Maria-Teresa DORANTES

Marie-Françoise LIMON-BONNET

Michel OOSTERBOSCH

Marie-Louise QUEINNEC

In a significant portion of the world, the activity of modern notaries is intrinsically linked to the authentication of records. The authenticity of the record goes hand in hand with the need for their preservation over the very long term for evidential purposes, firstly in the notary's practice, and then in an institution that is more specialised in this role – very often a government archives. Notarised archival holdings constitute a remarkable historical heritage. How does their preservation support current historical research? Despite their shared roots, the current status and preservation of notarial records around the world varies greatly in regard to how the records are captured, preserved as archives and made available to the public. This round table presents an opportunity for those responsible for notarial records in countries representative of these different situations to speak about their experiences.

English / French / German / Spanish

SAN 01

3.2 Archives and Society – Advocacy, Outreach and Access

Archives Days around the World

Round Table

14:30 - 15:45, Hall A

ICA COMMITTEE ON OUTREACH AND USER SERVICES

Christer BOGEFELDT

Moncef FAKHFAKH

MAO Fumin

In 2002, the International Round Table Conference on Archives (CITRA) explored the theme: How does society perceive archives? It found that, despite archivists' efforts, it was clear that we have not really been successful in informing citizens about how to access their memory. Archives are respected and honoured but the use of archives remains a mystery for all but a very few. As a result, the CITRA delegates recommended that ICA develop an international archives day, to promote the image of archives and their services in public opinion. Archives days, weeks and months already exist in many countries and regions. This session will present experiences in

Tunisia, China and the Nordic countries, and then invite participants to discuss the feasibility, benefits and challenges of establishing a shared international archives day.

Arabic / Chinese / English / French / German / Russian / Spanish

COU 03

Internet Projects for Archives in Spain and Latin America: AER, CARMEN, ADAI and the Register Guide
Papers and Comment
14:30 - 15:45, Hall C

Elisa Carolina DE SANTOS CANALEJO
Maria Luisa CONDE VILLAVERDE
Blanca DESANTES FERNANDEZ

This round table will present a number of major archives projects from the Spanish-speaking world. AER (Archivos Españoles en Red) aims principally to make the contents of the Spanish archives available via the Internet; by going to this archives portal, archival databases can be consulted free of charge and digitised images of the documents copied. The 'Register Guide to Archives' (Censo Guía de Archivos de España e Iberoamérica) is a management tool designed for the protection of documental heritage, but, above all, to assist the public, researchers and administrative bodies in finding their way around the archives by providing information on more than 40,000 Spanish and Latin American archival institutions and the holdings and collections that can be found there. ADAI is a programme that aims to support archival development and the preservation and dissemination of the documentary heritage of Latin America. CARMEN has the objective of developing guidelines on the management of electronic documents; its goal is the archival control of electronic memory.

English / French / German / Spanish

A-ESP 04

Access - Archival Description, Search and Presentation Methodology in a Digital Environment
Work-in-Progress
16:15 - 17:30, Hall M

Leon JESPERSEN
Anders SODE-PEDERSEN

All archival institutions today are faced with the challenges involved in making descriptions of their archival holdings available in digital form. Many are also wrestling with the choice of an appropriate search and presentation methodology and tools. In 2003, the Danish State Archives received a two year grant from The Danish Research Council to develop search methods and tools in

order to make the descriptions of the archival holdings in the newly developed archival database accessible to the public. The papers present the ideas and strategies behind the Danish digital access project and the experiences and results gained so far in the on-going project. A new method of digital archival description, that closely resembles methods used in Australia, forms the basis of this project.

English

A-DEN 03E

Diverse Memories: Effective Engagement with the Many Stakeholders of the Public Archives
Papers and Comment
16:15 - 17:30, Hall L

Michael HOYLE
John ROBERTS

Effective engagement and consultation with a range of stakeholders including researchers, government agencies, indigenous peoples and the public at large is essential for maintaining relevance and achieving the mission of the national archives. This session explores the issues and tensions surrounding meaningful consultation with archives' diverse stakeholders. It draws on experiences in the areas of legislation, policy development, standard setting and service delivery. Collective memory is shaped by the contributions of a range of groups whose interests are often at odds with those of the archives as well as with one another. The session will examine the value of theoretical frameworks and outline some practical experiences in managing conflicting views. While engagement is frequently challenging, it provides opportunity for the archives to more effectively connect with society. The session will discuss how to best integrate consultation with professional practice, in order to enhance the range and quality of the archives' contribution to society's memory of its past and knowledge of its present.

English

A-NEW 01E

Family History, Migration and Reading Room Tools
Papers and Comment
16:15 - 17:30, Hall O

ICA COMMITTEE ON OUTREACH AND USER SERVICES

Antonio LECHASSEUR
Daniela FERRARI
Susan TUCKER

Genealogical researchers are the primary research population at many archival repositories. Yet, perhaps because so much of the founding of the archival profession rested upon

the work of historians, archivists have seen these researchers as problematic users who often strain archival programs. In addition, genealogical researchers have been little considered in our professional literature. Session presenters, Susan Tucker and Daniela Ferrari, address these problems in different cultural and national settings. They consider different approaches to family history across different culture, and also look at how archivists and family historians have worked together in the past and how they might work together in the future. Their papers build upon the work of the Committee on Outreach and User Services (COU) to consider family historians as important users in times of budget cutbacks, and as advocates for open records and other policies.

French

COU 01

3.3 Archives and Society – Legal Issues

International Perspectives on Archival Copyright
Round Table
10:00 - 11:15, Hall L

Jean DRYDEN
William J. MAHER
David SUTTON

New information technologies give all archives an international reach, but national laws and international copyright treaties limit how the knowledge in archives can contribute to global memory. Recent developments in the World Intellectual Property Organization and the European Union have come to dictate the laws to which archivists of all nations must adhere. At the same time, the Internet's instantaneous international reach requires archivists to consider how the digital delivery of documents relates to the laws of other nations. This session examines recent developments and suggests a copyright policy agenda for archivists, both nationally and internationally.

English

C-USA ILL 01

Correspondence Series and Problems of Privacy and Copyright
Round Table
11:45 - 13:00, Hall L

ICA COMMITTEE ON LITERATURE ARCHIVES

Raija MAJAMAA
Ulrich OTT
Gary M. PETERSON
Wendelin SCHMIDT-DENGLER

Copyright and privacy or data protection pose significant problems in archives. On the one hand, archivists must protect the rights of authors and their privacy as far as possible; on the other hand, they should serve the interests of researchers and archives users fairly. Every archive has its own way to sail between Scylla and Charybdis. The resulting problems will be examined in a round table with a number of experts, including a lawyer and representatives of the Spanish, Finnish, German, Swiss and Austrian archival traditions.

English

CLA 02E

Access to Records and Historical Archives
Papers and Comment
14:30 - 15:45, Room J 241/1

ICA COMMITTEE ON ARCHIVAL LEGAL MATTERS

Rolande DEPOORTERE
Laurent VEYSSIERE

The issues surrounding the question of access to records that contain information about individuals will be presented in this session, which highlights the results of recent discussions of the ICA Committee on Archival Legal Matters. Specific problems will be discussed and possible solutions shared. Special focus will be placed on the challenges presented by electronic records. Included in the discussion will be data protection legislation and practice as well as archival practice, in connection with appraisal, transfer and access to personal data.

French

CLM 07F

3.4 Archives and Society – Case Studies

The Dutch Approach: Collecting Migrants' Cultural Heritage
Work-in-Progress
14:30 - 15:45, Hall F2

Alice van DIEPEN AMM
Charles JEURGENS
Janny STEENHUIS

'City archives belong to all the citizens'. To pursue this policy, several city archives have started programmes to collect migrants' cultural

heritage proactively in recent years, in order to make the holdings reflect the composition of the local population more faithfully. The Amsterdam, Dordrecht and Rotterdam city archives will present their distinct approaches and different experiences. The aim of this round table is to involve the audience in the discussion by putting forward several opinions, for example about communicating methods and the influence of this type of project on the archival profession.

English

C-NET AMS 02

Parallel Sessions - Wednesday 25 August

1.1 Archives and Memory –
Concepts of Memory

Appraisal of Audiovisual Records in the Documentation of Popular Culture, Collective Memory and National Identity

Papers and Comment

10:00 - 11:15, Hall N

Sam KULA

The appraisal of non-fiction audiovisual records in terms of historical significance has been widely accepted as part of acquisition strategy in national archives. Less well established is the need to appraise and acquire audiovisual records that document popular culture and collective memory in art and entertainment. Traditional appraisal theory does not provide much in the way of guidance for archivists faced with audiovisual records but there is a growing body of acquisition policies and programs that may be useful reference points. This paper will examine appraisal criteria that may be applied to this vast area of production from the film and television industries and how this relates to the archives' historic mandate to document societal change.

English

Z-AMIA 01

Documenting Nations, Documenting the Individual: Military Archives of the Twentieth Century

Papers and Comment

16:15 - 17:30, Hall O

Göran LARSSON
Eliot WILCZEK

The speakers present findings to substantiate the hypothesis that, rather than the traditional Positivist view that records are merely neutral by-products of activities, all records are instead shaped and influenced by the records creators' mandate, orientation, and standards and procedures that are adopted for generating records. While most organizations and institutions operate in less confusing and chaotic circumstances than the trenches of military warfare, their records are nevertheless shaped by circumstances, regulations, and motivations of the people at the time of creation. One presentation will highlight the results of a research project to examine what records creation procedures were employed during the First World War by the American Expeditionary Forces. The second examines the high relevance of the creation and

preservation of archives of the French Ministry of the Defence for historical research in general of twentieth century France.

English

C-USA BEN 02

UNESCO's Memory of the World Programme

Papers and Comment

11:45-13:00, Hall E2

Joie SPRINGER

This session introduces UNESCO's Memory of the World Programme, a global, long-term project to ensure the safeguard of the world's documentary heritage, through complementary twin goals of preservation and access. Memory of the World ultimately seeks to change the way the world thinks about documentary heritage by promoting actions needed to safeguard the millions of textual and print items, as well as photographs, films, audio and video tapes and discs, that are likely to fade away and disappear for eternity. These documents represent the memory of humanity. Their loss would be an impoverishment of the heritage of the global community.

English / French

UNESCO 01

1.2 Archives and Memory –
Risk, Loss and Recovery

ICCROM and CARBICA: Archival Cooperation in the Tropics

Round Table

11:45 - 13:00, Hall O

CARIBBEAN REGIONAL BRANCH OF ICA

Magdalena FUENZALIDA
Nolda RÖMER-KENEP
Victoria O'FLAHERTY
Marvin Pook
Katriina SIMILA

This session is inspired by the first ICCROM/CARBICA course on "Preservation of Photographic Collections in Archival Holdings in the Tropics", which took place in the Caribbean, in November 2003. The aim is to give information about collaboration between the International Centre for the Study of the Preservation and Restoration of Cultural Heritage (ICCROM), ICA and IFLA for the preservation of the world heritage by undertaking joint activities, for example, organizing training courses on preservation in collaboration with ICA regional branches. The "Hansundi Katuna" (cotton gloves) group named after the gloves used during the training, will present their experi-

ence. The session develop proposals for concrete follow up activities to take place within all ICA regions for participants to these types of training courses.

English

R-CARBICA 03

1.3 Archives and Memory –
Preserving Virtual Memory

Preservation of Electronic Records: Experiences from Denmark

Papers and Comment

10:00 - 11:15, Hall F1

ICA COMMITTEE ON INFORMATION TECHNOLOGY

Anders Bo NIELSON
Adrian BROWN
Markus MERENMIES

To ensure long term preservation of electronic archives it is important to have a technology independent strategy for preservation. At the Danish State Archives, this is based on the well-established theory of migration, which to be feasible demands a precise and consistent set of requirements and regulations to be followed by all state authorities. Only by regulating the input at the Danish State Archives and by using automatic test tools, in combination with methods of quality assurance and IT security, is it possible to guarantee preservation over time. The paper presents an innovative holistic view of long term preservation of the digital cultural heritage focusing on the entire life cycle of electronic records. It presents all the steps, procedures and controls necessary to ensure the preservation of electronic archives over time as well as the experiences gained over the more than 30 years of handling and storing electronic archives. Special attention is given to essential issues concerning media conversion and conversion of old hierarchical databases to modern metadata and formats.

English

A-DEN 01E

Managing Microfilm Collections in the Age of Digital Imaging Technology

Papers and Comment

14:30 - 15:45, Room J 565/1 – German

Wayne J. METCALFE
Elizabeth HALLAM SMITH

This presentation will provide archivists with information that will be helpful in creating access to microfilm collections by digital means.

Information will be provided that explains the positives and negatives of microfilm conversion to digital vs. digital recapture of the original documents. Information will be included on the conversion of microfilmed images by scanning technology, the equipment involved, the costs and the quality of scanned images. Metadata considerations, usage rights, access and distribution of digital images created from microfilm will also be addressed. Presentations will be presented by the Genealogical Society of Utah and the National Archives of England.

German

C-USA/GSU 01

Progressing in Digital Time and Space: Planning Capture and Preservation of Electronically Created Heritage in Archival Institutions
Round Table

14:30 - 15:45, Hall F1

*Filip BOUDREZ**Carolien SCHÖNFELD*

In this session, archivists from archives in three different parts of Europe (Amsterdam, Flanders and Switzerland) will try to set overall perspectives and benchmarks for archivists and recordkeepers about how to proceed in planning the capture and short- and long-term maintenance of electronic records. Discussion and comparison of practices in different countries will help to rough out our plan. What are and have been the different approaches, priorities, and lessons learned in these three locations? In what way do we experience different circumstances and cultural backgrounds in the way we approach records and record-creators, and in the way we position ourselves as archival institutions?

English

C-NET AMS 01E

1.4 Archives and Memory – Case Studies

Archives of the Former Communist Parties: Destiny and Current Status
Round Table

10:00 - 11:15, Room J 241/1

EURASIA REGIONAL BRANCH OF ICA

*Vladimir P. KOZLOV**Daria NAŁĘCZ**Rysty SARIEVA*

The integration of archives of the former communist parties into the state archives systems of the former socialist countries is a unique phenomenon in the history of archives. At the end of the 1980s and beginning of the 1990s, basic rules for such

integration were developed in order to transform these closed institutions into public archives. A significant role in this process was played by political goals, as well as by the massive public demand for access to the former party archives. Numerous users tried to understand the history of the 20th century, and the role of the communist parties within it, using the party archives as sources. To accomplish the task of integration of former party archives into the state archives system, archivists have had to solve various problems, such as: creating a unified methodology for registration, use and preservation of records; publication of finding aids; and declassification of records.

Russian

R-EURASICA.01

Collecting, Organizing, Analyzing and Preserving the Holocaust Experience
Papers and Comment

14:30 - 15:45, Hall F2

*François ROCHAT**Richard SZARY*

Academics and archivists have undertaken large-scale and intensive projects to collect, organize, analyze, and preserve the Holocaust experience through testimony and oral history programs. The Fortunoff Video Archive for Holocaust Testimonies, which has been recording and preserving testimonies for over 20 years, is collaborating with the Survivors of the Shoah Visual History Foundation and two USA universities, with funding from the Andrew W. Mellon Foundation, to make the 50,000 testimonies recorded by the Shoah Foundation available to the scholarly community for teaching and research. Archivist Richard Szary, Director of Yale University Manuscripts and Archives one of three USA partner repositories to the Shoah Foundation, will provide an overview of the aims and accomplishments of this collaboration and discuss the intellectual and technical issues which it faced, including technical advances in archival description. Francois Rochat, Professor of Psychology at the University of Lausanne, will deliberate over the particular challenges for archivists and academics in securing individuals' memories of the Holocaust and in establishing a rigorous academic framework for analysis within an archival setting.

English

C-USA BEN 04

The Preservation of Scientific Archives and their Use for the Reinforcement of the Memory of Science

Work-in-Progress

16:15 - 17:30, Hall F2

Antionietta AGUIAR NUNES

Actions for the preservation and dissemination of historical archives improve the dynamics of research in the history of sciences and technologies. Universities are considered fundamental to the implementation of the Brazilian national policy on the memory of science. This work-in-progress session presents a pilot study about the importance of the management of documents for the preservation of scientific memory at the Federal University of Bahia, specifically in the context of the education faculty. It shows also how we can use administrative and academic records to recuperate and preserve the memory of a specific institution and to provide sources for further research on the history of education.

English

Z-BRA BAH 01E

2.1 Archives and Knowledge – Professional Development

Issues in Leadership of Professional Associations

Round Table

10:00 - 11:15, Room A 353

*Bryan CORBETT**Kathryn DAN**Randall C. JIMERSON**Chiyoko OGAWA*

This round table will discuss major issues facing professional archival associations in Australia, Canada, Japan, South Africa and the USA. Based on their past and present personal experiences as executive members in their respective professional organizations, speakers will discuss issues and roles of professional archival associations in such areas as public awareness; advocacy; graduate and continuing education; publishing of professional literature; and the development and the use of professional standards. The audience will be expected to bring their own experiences to the discussion.

English

Z-COR 01

Professional Archival Training around the World: The Results of an ICA Survey

Work-in-Progress

10:00 - 11:15, Hall B

ICA COMMITTEE ON PROFESSIONAL TRAINING

Sharon ALEXANDER-GOODING

In 2001 and 2002, the ICA Committee on Professional Training carried out a survey to determine needs and demands in the area of professional training around the world. The results of this survey, which will be presented in this session, have enabled the committee to develop its action plan and to give priority to the development of tools and studies that are useful to the largest number of members. The session will also outline, as part of the survey, the directions taken for international cooperation in the field of professional training.

English

CPT 03E

Building New Knowledge for Archivists: Evolving Towards a Common Core Curriculum

Round Table

11:45 - 13:00, Hall B

ICA SECTION FOR EDUCATION AND TRAINING

Jeannette BASTIAN

Jose Ramón CRUZ MUNDET

Caroline WILLIAMS

Elisabeth YAKEL

This session focuses on the evolution towards, and influence of, a core knowledge base in archives education. Drs. Bastian and Yakel will report on a study of archival education in the USA and Canada, addressing both content and contributions to the evolution of Archives as a profession. Hans Scheurkogel will report on efforts concerning archival education in Western European countries, comparing various masters programs for archival study. Jose Ramon Cruz Mundet will detail efforts to develop a common curriculum at the university level across the European Union, noting both challenges and successes encountered to date.

English

SAE 01(2)

Towards Successful and Relevant Training: The Competency Model

Avant Garde Session

14:30 - 15:45, Hall P

ICA COMMITTEE ON PROFESSIONAL TRAINING

Didier BONDUE

Managing an archives service, recruiting staff and developing a training plan that continues to respond to needs at specialist or team level, require sound knowledge and definitions of the different activities that make up each job profile. Currently, it is becoming more and more common for the public services of various countries to rationalise human resource management and establish 'maps' of all of the occupations that exist in the public service. The private sector has understood for some time the stakes represented for the effective functioning of a business by a 'competency framework', and the business archivists' section of the French Archivists Association has developed its own competency framework. They will present this in this session, in partnership with the ICA Committee on Professional Training, which has engaged itself in the study of a methodology for the development of this type of tool.

French

CPT 01F

Distance Education: Flexible Access to Professional Education

Papers and Comment, Round Table

14:30 - 15:45, Hall A - part one

16:15 - 17:30, Hall B - part two

ICA SECTION FOR EDUCATION AND TRAINING

Part One

Karen ANDERSON

Roberto GUARASCI

Caroline WILLIAMS

Part Two

Karen ANDERSON

Alicia CASAS DE BARRAN

Michael HOYLE

Laura MILLAR

The SAE survey on distance education as a means of delivery of professional education for archivists and information managers was prompted by a perceived need amongst educators and potential students for easily accessible information on current distance education programs. An assessment of different models and types of delivery currently used is provided in part one of this session, highlighting innovative practices; and an analysis of the advantages and challenges this method of learning brings. The next speaker provides a case study on information competencies for a web-based distance education

program in archives and records at the University of Calabria.

Distance education aims to overcome the disadvantage of isolation and provide flexible access to education for those who cannot attend regular classes. Part two of the session begins with presentation of case studies of two approaches to course delivery in Australia and South America. Educational challenges faced by public sector record keepers in the Pacific and a strategic approach to education for the region is outlined in a second paper. The hundreds of islands in the Pacific are geographically disparate, with scattered populations and a multitude of languages and cultures. Distance education poses numerous challenges in this region.

Part One: Arabic / Chinese / English / French / German / Russian / Spanish

Part Two: English

SAE 02

2.2 Archives and Knowledge – Standards and Best Practices

Archival Collection Management Systems

Avant Garde Session

10:00 - 11:15, Hall M

James EASON

Rachel ONUF

In response to growing backlogs of paper-based collections, archivists have created local control mechanisms to handle the intellectual and physical attributes of such materials. This session will focus on the reasons why such tools have been created, how these tools have been used in collections surveys, what common factors exist in their development, and the problem with establishing standardized tools for such description. Specific databases developed at two large-sized historical repositories will be reviewed and compared.

English

Z-USA BERK

The ICA Code of Ethics for Archivists in Practice

Round Table

10:00 - 11:15, Hall E2

Yvonne BOS-ROPS

Rolf HAGE

Janny STEENHUIS

In 1996, the archival world adopted an international code of ethics. In many countries, this text had been translated and adopted by associations and institutions. In several countries, national texts have been prepared. The interesting questions, however, are: Does the code really work or is it just a paper tiger? When

and how do you use it? In this session we will try to illustrate the possibilities for use of the ICA Code of Ethics in situations that every archivist, sooner or later, will come across. The audience is invited to comment and participate actively in the discussions.

English

B-NET KVAN 01

Digital Imaging Processes and Technology

Papers and Comment

10:00 - 11:15, Hall L – English

11:45 - 13:00, Room J 241/1 –

German

Hans FIEDLER

Olaf ZANDER

These presentations will provide archivists with information helpful in making imaging decisions, and in implementing imaging projects. The session will consist of two presentations and the opportunity for questions and comment. First, a high-level digital imaging process flow will be presented. The process flow describes image capture, quality process, metadata, indexing and cataloging, storage and access. The second paper will give an introduction to digital camera systems, their costs and the software for managing a project and its associated metadata. The Genealogical Society of Utah (GSU) system will be available for inspection in the exhibit hall.

English / German

C-USA/GSU 03E

Harnessing the Power of Provenance in Archival Description: The Second Edition of the International Standard Archival Authority Record (ISAAR-CPF)

Papers and Comment

10:00 - 11:15, Hall C

ICA COMMITTEE ON DESCRIPTIVE STANDARDS

Nils BRÜBACH

Adrian CUNNINGHAM

Stefano VITALI

There is a growing recognition within the archival profession that the documentation of provenance is necessary to achieve adequate intellectual control over records and to assist understandings of the context of records creation. The documentation of provenance in archival control systems can also greatly improve access to dispersed records via online networks and databases. The 1996 first edition of the International Standard Archival Authority Record (ISAAR-CPF) introduced archivists to the notion of standardized descriptions of archival provenance entities. The second 2004 edition of ISAAR (CPF) provides an

improved and expanded version of the standard. This session explains the purpose and use of ISAAR (CPF) and describes the changes and enhancements that have been incorporated into the second edition. The session will also explore the relevance and application of this standard in various international projects.

English / French / German / Spanish

CDS 03

Records, Archives and Memory in the Pacific: An Introduction to the Challenges of Managing Archives in the Pacific Islands

Round Table

10:00 - 11:15, Hall O

PACIFIC REGIONAL BRANCH OF ICA

Jacob HEVELAWA

Michael HOYLE

Setareki TALE

The Pacific region is one of the most diverse branches within the ICA stretching from Australia and New Zealand in the south to Hawaii and the Northern Mariana's in the north, East Timor in the west and French Polynesia in the east. Archival institutions range from large well maintained facilities in larger countries or states to virtually no archival infrastructure at all on some islands. Drawing on specific experiences of PARBICA island members, this session explores specific issues faced by many Pacific Island nations or states and considers how an archival institution can best manage with limited resources. Consideration is given to capability building and the need to develop infrastructure as well as the possible role of technology. In addition, attention will be given to the significance of land records in the islands as well as oral traditions in forming collective memory.

English

R-PARBICA 01E

Trends in Digital Imaging

Papers and Comment

10:00 - 11:15, Room J 565/1

ICA COMMITTEE ON INFORMATION TECHNOLOGY

Hazel ANDERSON

Paolo BUONORA

The Scottish Archive Network project has completed an ambitious programme of creating colour digital images of over 500,000 testaments of Scots from 1500 to 1901. This paper demonstrates that large scale digital imaging projects from original documents are manageable and can be conducted with due regard to preservation concerns.

French

CIT 01F

A Unified Model of the Life Cycle of Records: Bringing Together Different Perspectives

Work-in-Progress

10:00 - 11:15, Hall F2

Hans HOFMAN

The session will present a first version of a unified model on the life cycle of records that takes the organisation and its business (or activities) as its starting point and expresses its relationship with both records and archives management. This model, which is used in both the current InterPares project and in the ISO sub-committee on records and archives management (ISO/TC46/SC11), is based on recent concepts such as the records continuum. The model shows a breakdown of activities that have to be carried out in order to establish the management of the records life cycle and the records management itself. It includes issues like capacity assessment and gap analysis that should guide implementation of proper records management in an organisation. Finally, the model could also provide a framework for archival/archives management and the requirement to maintain archival records authentic and reliable through time.

English

ISO TC46 03E

Implementing International Descriptive Standards in Archival Descriptive Systems: Experiences and Perspectives

Avant Garde Session

11:45 - 13:00, Hall C

ICA COMMITTEE ON DESCRIPTIVE STANDARDS

Blanca DESANTES FERNANDEZ

Vitor Manoel MARQUES DA FONSECA

Maurizio SAVOJA

While international descriptive standards are becoming more familiar to archivists all over the world, it is not always clear how they can be implemented in real-life archival practice to enhance the quality of descriptions and thereby improve access to archival records. The session will describe computerized archival systems based on ISAD (G) and ISAAR (CPF) that recently have been developed in Brazil, Italy and Spain. The presentations will show how the basic principles of ISAD (G) and ISAAR (CPF), such as multilevel description and use of separate but linked descriptions of archival material and creators, can work in practical applications. These systems illustrate how the implementation of archival descriptive standards can enhance the user's understanding of

the content of an archival fond and the process of records creation.

English / French / German / Spanish
CDS 04

The ICA Appraisal Manual: Basic Principles

Papers and Comment

11:45 - 13:00, Hall F2 – English

16:15 - 17:30, Hall P – French

ICA COMMITTEE ON APPRAISAL

Rosine CLEYET-MICHAUD – French

Tom MILLS – English

Appraisal determines our choices concerning the selection of records to be archived. It is a fundamental activity, which places serious responsibility on archivists. The appraisal manual, currently being prepared by ICA's Committee on Appraisal, is intended to be used as a tool by the international archival community. It introduces theory and practice, defines criteria of selection and sampling, identifies the main actors of appraisal and proposes a process. In this session, the committee will outline the content of the future manual and the different approaches of appraisal identified in the committee's discussions.

English / French

CAP 02E

Trends and Challenges in Managing E-Records

Papers and Comments

11:45 - 13:00, Hall M

ARMA INTERNATIONAL

Cheryl L. PEDERSON

ARMA International commissioned Forrester Research to conduct a study on the trends of the electronic records industry in March 2004. This ground breaking study compares and contrasts the perspectives of business managers, information technology professionals and records professionals. ARMA International's President-Elect will present the results, identify key trends and discuss the challenges to the records management and archival community.

English

B-ARMA 05

Describing Archives Online: Tools for Authoring Online Finding Aids

Work-in-Progress

14:30 - 15:45, Hall C

Werner ENGEL

Angelika MENNE-HARITZ

Anne VAN CAMP

Hubert WAJS

The underpinning for this session is the professional purpose of archival

description: to open archives for access. Information on context, structure and processing, the holding's history and the reasons for its physical reduction can improve its accessibility, thus helping the user to understand what the archives have to tell. The author of finding aids can assist in compiling comprehensive finding aids in a structured way, by using the flexibility of XML and the consistency that may be assured by databases. Archivists can work as they want to, or are accustomed to, on the basis of their professional competencies and experiences, using methods and presenting the results in the way they find best suited to users' needs. The PARSIFAL consortium is trying to develop useful tools for daily practical work, rather than applications with pre-programmed, built-in methodological constraints. These tools are designed for the qualified, professional archivist and should allow them to improve their work, without prescribing how to do it.

English / French / German / Spanish

A-GER 01

Selecting and Implementing Archival and Records Management Software

Round Table

14:30 - 15:45, Hall M

ICA COMMITTEE ON INFORMATION TECHNOLOGY

Helen MORGAN, chair

Christopher BURCSIK

Bryan CORBETT

Malcolm HOWITT

Peter ROWE

This session will provide archivists with the opportunity to learn about the various processes to follow and pitfalls to avoid when selecting and implementing archival and records management products firsthand. It will feature representatives from a variety of archival and records management software manufacturers.

English

CIT 07E

Being Counted: Archives and Statistics

Papers and Comment

16:15 - 17:30, Room A 353

Dianne MACASKILL

Johanne PELLETIER

Do you think that it is important to obtain an international view of archives? For example is it important to know the extent of comprehensive archives legislation in place around the world? Which sectors are covered by public archival systems? What can be counted, and what cannot? What relationships exist between national archives and other

media / information institutions? Is training and continuous education available for the archives profession? What are the main concerns for national archives policy? Without sound and reliable, comparable international statistics, the world picture is not available and countries cannot compare themselves with others. These questions remain impossible to answer. This round table session is an opportunity to consider how ICA might establish a shared system of archival statistics, which would provide internationally comparable measures, enable needs assessment and support advocacy and promotion of archives.

English

A-NEW 02E

Implementing ISAAR(CPF): LEAF, the NRA and EAC

Avant Garde Session

16:15 - 17:30, Hall C

ICA COMMITTEE ON DESCRIPTIVE STANDARDS

Per-Gunnar OTTOSSON

Dick SARGENT

Members of the ICA's Committee on Descriptive Standards have revised the International Standard Archival Authority Record for Corporate Bodies, Persons and Families (ISAAR-CPF)). In parallel with this, some members have also assisted with the development of Encoded Archival Context (EAC), an XML DTD for authority records. Encoded Archival Context has been tested and implemented by the European Project LEAF (Linking and Exploring Authority Files). This session will illustrate the processes involved in starting from a general data structure and format standard, and moving to applications providing user services at both national and international levels.

English / French / German / Spanish

CDS 01

2.3 Archives and Knowledge – Research

Archives and Historical Research: A Connection to Redefine?

Round Table

11:45 - 13:00, Hall E1

Marco CARASSI

Bruno GALLAND

Christopher KITCHING

Hermann RUMSCHÖTTEL

Eugen STAROSTINE

Hubert WAJS

For more than two centuries, the activity of the archivist was aimed primarily at facilitating academic historical research. The situation has changed progressively, for numerous reasons: recognising new aspects of the occupation, the changing pub-

lic, increased specialisation of historical research, etc. The recurrent debate on the relationship of the archivist to history is often passionate, sometimes polemic. Direct participation in the writing of history is generally refuted, and the archivist likewise accused of neglecting his or her duty of service to the public. A policy too much oriented to 'professional' historians may be called into question, in the name of the principal of equality of access to archives. Meanwhile, some accuse the archivist of having lost sight of the initial – or principal – purpose of the profession. This debate deserves to be re-examined in order to facilitate an international discussion. The session will firstly present the situation in various countries (France, Germany, Italy, Poland, Russia, United Kingdom), then analyse the factors of change, and finally consider the place that should be accorded to the archivist in historical research today.

English / French / German / Russian
A-FRACHAN 01

Socio-Cultural Factors in the Historical Development of Archival Science
Avant Garde Session
16:15 - 17:30, Room J 565/1

Agustín Vivas MORENO

The objective of the session is to analyze the socio-cultural factors which have contributed to the historical development of the archival discipline. By socio cultural factors, we mean those which have remained constant during a long period of time and which have resulted in a long lasting archival tradition. These include: a written culture, an ecclesiastical system, a secure and independent judicial system, a bureaucracy and a vision of archives as a political instrument, an historical memory and an information role. In considering all this, we draw two principal conclusions: firstly, that these factors are basic for an understanding of the cultural history of the archival discipline, an innovative concept; and secondly, that this discipline has an interdisciplinary character.

Spanish

Z-MOREN 015

2.4 Archives and Knowledge – Case Studies

A Demonstration of New Electronic Systems for Access to Collections of Autographs
Avant Garde Session
14:30 - 15:45, Hall O

ICA COMMITTEE ON LITERATURE ARCHIVES

Arnd GROSSMANN

Heinz Werner KRAMSKI

Since 1999, the catalogues of the German Literature Archive in Marbach have been maintained in an IT system, designed especially for Marbach, but also usable in other institutions. KALLIAS can administer records of archival material as well as of library materials, media collections, collections of authors' personal objects, and photographs and pictures in all formats. This system was adopted for the central data file of autographs in German institutions under the name of KALLIOPE. MALVINE and LEAF are inter-institutional and international search engines mainly developed on behalf of the European Union by a group of libraries and archives.

English

CLA 04E

Automation in Cataloguing Seals
Work-in-Progress
14:30 - 15:45, Room A 353

ICA COMMITTEE ON SIGILLOGRAPHY

P.D.A. HARVEY

The session will briefly introduce two or more differing systems that have been developed to catalogue western seals with computer, showing also how these may be combined with digitised images. We shall look at the particular advantages of each, both material and intellectual. This will open a discussion on the cataloguing of seals in the wider archival framework and on the work of the Committee on Sigillography in establishing agreed international conventions, the basis for an ISAD for seals. The Committee hopes that comments and criticisms from colleagues, whether or not they have particular knowledge of seals, will significantly help the Committee in this work.

English

CSG 01

A Process-Oriented Business Knowledge Model for the Public Administration of BASEL-STADT – and its Archival Implications
Work-in-Progress
14:30 - 15:45, Room A 450

René KILCHER

Thomas SCHÄRLI

The purpose of this session is to outline how record capturing and retrieval can be integrated in a methodology of process-oriented knowledge management. Within the scope of a case study, a generic model, aimed at event-driven, self-describing records, is being designed. Starting up from pragmatic principles, a triggering factor is the need to know what must be or has

been done in the course of business activities with a minimum of additional work. The benefits of this approach are discussed from managerial, operational and archival perspectives and illustrated with practical examples.

English

Z-SCHAE 01

Literature Archives: A Comparison between the Marbach Model and IMEC Models
Papers and Comment
16:15 - 17:30, Hall E1

ICA COMMITTEE ON LITERATURE ARCHIVES

Olivier CORPET

Ulrich OTT

This session will compare the German model (German Literature Archives) with the recently developed French model (Institut Mémoires de l'Édition Contemporaine – IMEC) and the traditional form for archiving of authors' papers, as it exists in national and regional libraries and archives.

English / French / German / Russian
CLA 01

Sharing Knowledge around a Software Tool: The scopeArchiv User Group
Work-in-Progress
16:15 - 17:30, Room A 450

Bärbel FÖRSTER

Lambert KANSY

Several clients using an archival automation product have joined together in order to share professional knowledge and to improve best practices in a "virtual learning organisation". A survey of the scopeArchiv User Group's objectives, procedures and deliverables will be given, and, as one practical example, a transfer of metadata about parliamentary and governmental records into descriptive units of the archive system, using a corporately specified interface, will be demonstrated in this session.

English

Z-SCHAE 02

3.1 Archives and Society – Service to Society

Archives, Corruption and Development
Papers and Comment
10:00 - 11:15, Hall P

Victor KAMTO KENMEGNE

The third millennium is an information age. The developed countries have understood this and are continuously multiplying their information systems by means of records and documentation. The situation is completely

different in the countries of Sub-Saharan Africa. Governments have not yet realized the importance of records and archives, as inexhaustible sources of information. Information management is a crucial problem in all African countries.

French

Z-CAM 01

Truth and Reconciliation: Archiving and Access to the Records of Former Repressive Regimes
Papers and Comment
10:00 - 11:15, Hall E1

INTERNATIONAL CONFERENCE OF THE ROUND TABLE ON ARCHIVES

Graham DOMINY
Hartmut WEBER

This session will focus on the sensitive professional, political and ethical issues raised by management of and access to records concerning violations of human rights by former repressive regimes. These records are used to identify those responsible for crimes, in order to support both prosecutions and removals from office. They also support victims' claims for compensation and rehabilitation. The balance between the right to truth and the right to privacy is a difficult one, requiring adequate legislation and means. As an illustration of these issues, the experiences of South Africa and Germany will be presented and debated.

English / French / German / Russian
CITRA

African Agenda: Setting ICA's Priorities for Africa
Round Table
14:30-15:45, Room J 241/1

AFRICAN REGIONAL BRANCHES OF ICA

Drawing on the momentum of the meetings of government leaders and archives directors held during the 2003 CITRA in Cape Town, African archival leaders will hold a series of meetings at the Congress to draft ICA's agenda of goals and actions for archives in Africa. This will be a framework for archivists from all parts of the continent to define their priorities on the basis of their own contexts, needs and potential. Please note: this meeting is by invitation only.

French

R-ESARBICA 02

Business Archives Symposium
Round Table
11:45 - 13:00, Hall L - part one
14:30 - 15:45, Hall L - part two

ICA SECTION FOR BUSINESS AND LABOUR ARCHIVES

Part One
Jørgen FINK
Silvia SCHENKOLOWSKI-KROLL

Part Two
Karl-Peter ELLERBROCK
Magne REGE
Torkel THIME

Over the past four years, the steering committee of ICA's Section for Business and Labour Archives has prepared a world report on business archives and legislation. In the first part of this symposium, the section's report, entitled 'Business Archives in International Comparison' will be presented, with the purpose of informing the audience about the status for historical business archives and the challenges for archivists working to preserve them for future use. This shall be followed by a discussion on best practices for the handling of business archives by the businesses themselves and by the business archives repositories. The section hopes to gain from the experiences of the audience, so that it can take the ideas, comments and suggestions articulated in Vienna into account in its work in years to come, when giving advice to businesses and also when planning for seminars and conferences.

In the second part of the symposium, four lectures will familiarise the audience with efforts to save corporate archives in Norway and Germany. Special attention will be given to projects through which multinational corporation subsidiary archives have been preserved for future use in the country where the subsidiary is located. The session will demonstrate the variety of cultures, attitudes and solutions in endeavours undertaken in order to save corporate archives for the future.

English

SBL 02/03E

Political Pressure and the Archival Record: Liverpool Conference Revisited
Papers and Comment
11:45 - 13:00, Room A 353

Michael COOK
Thomas CONNORS
Chris HURLEY

In July 2003, the Liverpool University Centre for Archive Studies (LUCAS) sponsored a conference on "Political Pressure and the Archival Record", attended by some 60 archivists from 15 countries. Papers presented examined a wide range of topics pertaining to how government openness or secrecy affect archival practice. Speakers explored the increasing politicization of archives citing examples of this from Australia and New Zealand, Africa, Central

and Western Europe, Britain, North America and the Asia-Pacific region. Many attendees felt that a discussion important to the archival profession was begun at the Liverpool conference and agreed to carry the topic forward. To this end, several conference participants will reprise their papers in updated form with a contextual introduction provided by one of the conference's organizers.

English

Z-CON 01

The Municipal Archives of Latin America: Strategies for the Modernization of Public Administration
Papers and Comment
11:45 - 13:00, Room J 565/1

Daise Aparecida OLIVEIRA

Municipal archives in Latin America aim to meet the demand for information, as a result of the strengthening of the democratic process, while occupying a low position in the governmental hierarchy, and lacking infrastructure, human and material resources. ICA's Section for Municipal Archives has provided support in implementing the Systemic Administration of Documentation and Municipal Information (GSDIM), to integrate standardized recordkeeping procedures, based on technological solutions, with the overall aim to modernize public administration. Technical agreements among the cities of Porto (Portugal), Barcelona and Alcobendas (Spain) along with Campinas, Viamao, and Recife (Brazil) envision the transformation of their archives into centers of dissemination of the principles of GSDIM.

Spanish

C-BRA SAO 01S

Human Rights and the Archives of International Organizations
Round Table
14:30 - 15:45, Hall E2

ICA SECTION FOR ARCHIVISTS OF INTERNATIONAL ORGANIZATIONS

Blandine BLUKACZ-LOUISFERT
Lee McDONALD
Bridget SISK
Anna SVENSON
Georges WILLEMIN

The aim of this round table is to highlight the relevance of international organisations' archives for research on human rights. Topics that will be discussed in this context include: privacy issues, retention policies, public access, information policies, relations between archival services of international organizations and the general public.

English / French

SIO 02EF

Regional History Centres: New Perspectives from the Netherlands and Norway

Round Table

14:30 - 15:45, Hall N

Vigdis BERGSTAD

Maarten van BOVEN

Bert LOOPER

Harrie Jan METSELAARS

New challenges for archives require new solutions. By close cooperation between different cultural institutions, like libraries, museums and archives services, historical information from archives and other sources can more easily be made known to a wider public. In The Netherlands a further step has been taken. All state archives are going through a process of change. By merging with other institutions, regional history centres come into being. These are larger institutions, with more resources for public programmes. Also in Norway, there is an ongoing process towards more cooperation between institutions that provide archival material from several levels of government. The topics in this session will be the policy behind the establishment of these centres, the solutions found for managing institutions from different backgrounds and the way it all works out in practice.

English

A-NET 01E

Archives and Human Rights Violations

Work-in-Progress

16:15 - 17:30, Hall E2

ICA SECTION FOR ARCHIVISTS OF INTERNATIONAL ORGANIZATIONS AND ICA WORKING GROUP ON ARCHIVES AND HUMAN RIGHTS

Perrine CANAVAGGIO, Chair

Jens BOEL

Antonio GONZÁLEZ QUINTANA

Armelle LE GOFF

Christine MARTINEZ

Anna SVENSON

Throughout the world, human rights are violated every day. And yet records and archives play an essential role in providing evidence of the atrocities committed, permitting victims to obtain justice and compensation, and facilitating the process of reconciliation among citizens. As a result of CITRA Cape Town, various projects are underway regarding archives that document human rights violations. These include: information for the general public, an international guide on archival sources, an archival exhibition, and establishment of an "Archives and Human Rights" prize. Further, a resolution of CITRA in Reykjavik in 2001 invited ICA to endeavour to strengthen the preser-

vation and accessibility of archives of international non-governmental organisations (NGOs). The completed ICA practical guide for NGO archives will be presented in this session. The ICA Archives and Human Rights Working Group expects comments and suggestions from all participants in order to facilitate the coordination and implementation of various projects.

English / French

SIO 01EF

3.2 Archives and Society – Advocacy, Outreach and Access

Commemorations and Celebrations of Major Anniversaries: Shared Memory and Archives

Papers and Comment

11:45 - 13:00, Hall P

Martine CORNEDE

Alfred E. LEMMON

Raymonde LITALIEN

Danièle NEIRINCK

The Ministry of Culture of France has been involved for several years in the development of a digital space that ensures a significant presence of French culture and language on the internet. The Directorate of Archives of France, for its part, has created an electronic collection, which has its own portal, dedicated to the celebration of events and great figures. An imaginary museum of national history, a look at the past, each volume represents a journey richly illustrated by numerous archival documents. In 2004, to commemorate the 400th anniversary of the French presence in Canada the Archives of France, the Library and Archives of Canada and the Embassy of Canada in Paris brought together significant resources to develop a virtual exhibition and a database containing more than one million images

(www.archives.canadafrance.org).

French

A-FRA 02F

Promoting Archives in the Public Mind: Raising Awareness and Advocacy

Round Table

11:45 - 13:00, Hall N

ICA COMMITTEE ON OUTREACH AND USER SERVICES

Christer BOGEFELDT

Bente JENSEN

Katie NORGROVE

Helen WOOD

The session will address the relationship between archives and our increasingly diverse public. The first focus is on perceptions of archives and archivists in the media and among the general public including minority groups. The second focus is on how archives could go about challenging these perceptions and move towards being better known and more used - being archives for everybody. There is plenty of quantitative and qualitative data specific to projects in the UK (Archives Awareness and Moving Here evaluations) and Denmark which show how people's negative ideas of 'heritage' can be overcome.

English

COU 05

Archives Portals

Round Table

16:15 - 17:30, Hall M

ICA COMMITTEE ON INFORMATION TECHNOLOGY

Jean-Marc COMMENT

Michael HOLLMANN

Borje JUSTRELL

Archival portals open up a lot of new challenges and opportunities to improve archival work. The combination and structuring of information will grant better access to archives for users. Moreover, the context of a portal guarantees the authenticity of archival information. For archives the division of labor and rationalization related with archival portals will relieve workloads considerably. And finally, portals require standardization and permanent quality control for presentation of archival documents. This round table session provides a opportunity to get an insight into portal projects which are either in preparation or in process.

English

CIT 08

Aspects of a Changing Image of Municipal Archivists and Archives
Papers and Comment
16:15 - 17:30, Hall N

Peter BLUM
Peer BOSELIE

The conventional image of the archivist often influences the latter's standing in the eyes of local administrations and reduces the chances of obtaining more modern equipment to do his or her job. The old image, based on prejudices, limits the success of the work done in archives. The session will allow participants to learn about experiments and experiences in the pursuit of propagating a more up-to-date concept of archive work, undertaken by the Heidelberg and Sittard-Geleen Municipal Archives. Unconventional offerings increase cultural participation in an innovative way. For that reason, we present, for example, an illustrated book for children, a science fiction novel (honoured with the "Alien Award" of a widely-read magazine), a publication for younger readers in the style of a comic paper, a CD-ROM and digital 3-dimensional building-history of Sittard. All those activities, although not in the line of conventional archive work, were readily welcomed and contributed to a new way of looking at archives. Furthermore, stress is laid on additional training of archivists, not aimed exclusively at their classical instruction, so they can cope with the approaching new situations.

English

C-GER HEI 01

3.3 Archives and Society – Legal Issues

Principles for Archives and Records Legislation
Papers and Comment
10:00 - 11:15, Hall A

ICA COMMITTEE ON ARCHIVAL LEGAL MATTERS

Sarah CHOY

The paper will discuss the importance and role of archives legislation and the need to respect the diverse legal traditions and administrative cultures of different countries in preparing such law. To achieve the shared mission of an archives, some fundamental principles are recommended for such laws, to ensure that: there are clear and consistent legal provisions for the proper management of records and archives throughout their life cycle; those of enduring value will be systematically identified and preserved regardless of format and the technology applied; and

citizens will have the right to access and use records and archives without discrimination. The principles, illustrated by examples, will cover: the organizational structure of a national archives; its placement within the government hierarchy; its power, functions and duties; its relations with related government agencies and other archival institutions at different administrative level; issues on access and use, preservation, privacy and copyright; and implementation of the legislation.

Arabic / Chinese / English / French / German / Russian / Spanish

CLM 01

Legal and Political Aspects of the Problem of Displaced Archives
Papers and Comment
11:45 - 13:00, Hall A – part one
16:15 - 17:30, Hall A – part two

Elena S. DANIELSON
Patricia Kennedy GRIMSTED
Jaap KLOOSTERMAN
Vladimir P. KOZLOV
Daria NAŁĘCZ
Władysław STEPNIAK

Since the invention of writing, political turmoil has resulted in the displacement of documents. Modern warfare and globalization have made the problem more acute as well as more complex. Beginning with World War I and accelerating with World War II, the modern era has seen vast amounts of written cultural heritage displaced by war, revolution, political upheaval, looting, emigration, occupation armies, and changing national borders. Restitution and compensation have been handled in inconsistent and sometimes chaotic ways. Preservation and access have not always been taken into consideration. There seem to be few guidelines for reconciling competing claims of private property rights and the mandate of preserving national cultural heritage. By looking at these issues from three different national perspectives, Russian, Polish, and American, a comparative approach will help identify areas of agreement and suggest paths for international cooperation.

Arabic / Chinese / English / French / German / Russian / Spanish

C-USA HOO 01

Public Regulations for Electronic Records
Papers and Comment
11:45 - 13:00, Hall F1

Anders Bo NIELSON
Hennadi BORIAK

The first paper will focus on the regulations and requirements the Danish

state authorities must meet when introducing new electronic document management systems and electronic filing systems and when transferring electronic records to the State Archive. Special emphasis is placed on the technical requirements which are necessary in order to ensure long term preservation of electronic records. The second paper will provide a view of current archival regulations in the Ukraine, with a special section of the paper discussing the problems of legal regulations for electronic records and records keeping, including recently implemented laws on electronic records and electronic signature. The paper also discusses the implementation of legal regulations in practice, where there are serious gaps between E-legislation and real practice in a non E-society.

English

A-DEN 02E

Challenging Times: Archives, Accountability and the Law
Papers and Comment
14:30 - 15:45, Hall B

Christoph GRAF, Chair
Heather BRISTON
Jac TREANOR

The problems within the Roman Catholic Church in dealing with aberrant behaviour of some members of its clergy are now well known. While the international press has examined many aspects of this story, there has been no examination of the role of archives in informing discussion on accountability. This is a hugely complex question in this context. It encompasses the right to privacy vs. the right to know, the constitutional separation of church and state (in the USA), Canon Law vs. the laws of nations. One speaker has had direct experience in working with the records of a specific diocese in the USA. The other is an attorney and an archivist who will discuss larger issues of accountability, archives, and the law.

English

C-USA BEN 06

International Cooperation for Protection against the Theft and Illicit Trade of Archives
Round Table
14:30 - 15:45, Hall E1

Pascal EVEN

For some years, public archives have faced increasing numbers of thefts of archival documents. Several factors explain this phenomenon: on the one hand, a noticeable expansion and change in composition in the user community in recent decades,

on the other hand, the monetary value of certain archival documents due to their character as autographs or collectors objects in ever higher demand. Archival documents are thus under more threat from malevolent acts today than in the past. The study of measures to combat trade in archival documents should enable better cooperation at an international level for the preservation of the integrity of public archival heritage.

English / French / German / Russian

A-FRA 01

3.4 Archives and Society – Case Studies

Exploring the Frontiers of Japanese Archives

Work-in-Progress

10:00 - 11:15, Room A 450 – part one

11:45 - 13:00, Room A 450 – part two

Mitsuoki KIKUCHI, Chair

Hirooki HOSAKA

Kiyoshi KOINUMA

Hideki SHIMOJIMA

Yukihiko SHINMI

Yasushi UMEHARA

This session consists of five presentations prepared by representatives from the National Archives of Japan, the Diplomatic Records Office of the Ministry of Foreign Affairs, the Japan Society for Archival Science, and the Japan Image and Information Management Association. Each topic of the presentation's subject represents the frontiers of the development of Japanese archives in various aspects, including controversial issues regarding access to personal information; the latest progress of the national digital archive project; use of Japanese diplomatic records; establishment of the first academic organization for archival science in Japan; and the hybrid use of microfilming and digitizing technology for preservation of records in business archives. This session will include a wealth of information on the present situation of Japanese archives, a subject never previously introduced at ICA meetings, and it will provide participants with an overview of what Japanese archives have attained and what we aim to be.

English / Japanese

A-JAP 01

Setting the Record Straight: Holocaust Era Archival Research
Papers and Comment
16:15 - 17:30 Hall L

ICA SECTION FOR BUSINESS AND LABOUR ARCHIVES

Elizabeth W. ADKINS

James HASTINGS

Within the last decade, archivists have had to respond to extraordinary demands of access to and research in records from the Holocaust era. Examples include investigations into Jewish accounts held by Swiss bank accounts, Jewish-owned artwork, and the use of forced labor in German industry (including German subsidiaries of U.S. multinationals). How have archivists risen to the challenge and responded to the pressures, demands and expectations? This session will present two case studies and an analysis and commentary.

English

SBL 01E

The Genealogical Society of Utah: Its History and Activities
Papers and Comment
16:15 - 17:30, Hall F1

Wayne J. METCALFE

This session will provide an overview of the work of the Society, past, present and future. It will provide a brief history and describe the scope of the Society's work. The Society's participation with the ICA will be explained. The presentation will also provide perspective regarding the activities of the Society as it has worked with thousands of archives in all parts of the world to preserve and provide access to important family records. A question and answer session will follow the presentation.

German

C-USA/GSU 02

Parallel Sessions - Thursday 26 August

1.1 Archives and Memory –
Concepts of Memory

Archives, Authority and Memory in
Historical Understanding
Papers and Comment
10:00 - 11:15, Hall E1

Eric KETELAAR, Chair
Francis X. BLOUIN
William G. ROSENBERG

This session explores "the Archival Divide." This is an examination by the session speakers of the differences between how historians and archivists deal with the past. The session explores new constructs and understandings of historical study as it shapes and is shaped by modern archival practices. The speakers suggest a widening gap between archival practice and historical study, resulting in divergent understandings of the nature of the past and the role of archives as an authority for that understanding.

English / French / German / Russian
C-USA BEN 03E

Current Developments in Audiovisual
Archives
Papers and Comment
10:00 - 11:15, Hall M

Chris CLARK
Kurt DEGGELER
Peter DUSEK
Crispin JEWITT

Further information on this session will
be available later.

English IASA 03

Mutual Memory - Different Perspectives:
On Trading Companies and Colonial Archives
Work-in-Progress
11:45 - 13:00, Hall B

Lennart BES
Gerrit DE BRUIN
Pieter KOENDERS

TANAP is a programme concerning the archives of the Dutch East India Company (VOC). The records of this trading company contain data on political, economic, cultural, religious, and social issues in 17th and 18th century Asia and Africa. That is why this rich source has been included in UNESCO's Memory of the World Register. About 25 million pages survived in India, Indonesia, South Africa, Sri Lanka and the Netherlands. Unfortunately, the ravages of time threaten the documents.

TANAP intends to save the contents and to improve the accessibility and the physical condition. However, sharing a cultural heritage does not imply sharing the same objectives and opportunities. Who is responsible?

English A-NET 02E

Oral Traditions
Round Table
11:45 - 13:00, Hall M

ICA COMMITTEE ON ORAL TRADITIONS

Mandy GILDER, Chair
Henry BREDEKAMP
Patricia JACKSON
Hans-Günther KESSLER
Amy STARECHESKI

Further information on this session will be
available later.

English COT 01

Networking - Shared Memory
Round Table
14:30 - 15:45, Hall B – part one
16:15 - 17:30, Hall B – part two

CARIBBEAN REGIONAL BRANCH OF ICA

Nolda RÖMER-KENEP, chair
Part One
Makeda COASTON
Erwin GIBBES
Victoria O'FLAHERTY

Part Two
Dominique TAFFIN
Margot THOMAS
Elizabeth WILLIAMS

This session will attempt to define what ICA members understand by the concept of shared memory. Participants will present examples and sources that can fit the concept. It is hoped that the session will stimulate collaboration between members, regions, institutions and international organizations to promote the development and preservation of archives, in whatever media, worldwide. ICA members will be made aware that their country's archives are not only important sources of information for their nation, but also for others, and that cooperation and collaboration will help to preserve them and make them accessible.

English R-CARBICA 01-02

Oral History and the Silence of the
Archives

Papers and Comment
14:30 - 15:45, Hall M

Mandy GILDER & Anna SVENSON,
Chairs
Ben ALEXANDER
Marijana TOMA
Ulla-Majja PELTONEN

This session addresses the challenge of supplementing the written record with oral testimony. How does oral testimony complement the extant record of the archives? How does oral history compensate for the silences in the archives? To what extent can oral history countervail existing historical frameworks? Speakers at this session have all had first hand experience in shaping oral history programs in a variety of settings.

English C-USA BEN 08

1.2 Archives and Memory –
Risk, Loss and Recovery

Archives Buildings and References
Services
Work-in-Progress
10:00 - 11:15, Hall L

ICA COMMITTEE ON ARCHIVAL BUILDINGS IN
TEMPERATE CLIMATES

Peter ANDERSON
Ted LING

The paper focuses on two reference sources dealing with archives buildings – a bibliography of printed materials, and a listing of newly constructed buildings. During the period 1996–2000, ICA's Buildings Committee compiled a bibliography of printed sources on archive buildings. That bibliography has since undergone a substantial revision. The paper will talk about the bibliography – the reasons for its compilation, and the classification system used – and will highlight some recent sources on archive buildings. Following a number of requests for information about new buildings, the Buildings Committee has addressed the issue by compiling a list of such buildings – those completed within the last three years, those currently under construction, and those in the advanced planning stage. The list is now available on ICA's website. Reference will be made to the list, highlighting some recent activities in the construction of archive buildings.

English CBTE 01E

Preservation - Fire Fighting
Work-in-Progress
11:45 - 13:00, Hall L

ICA COMMITTEE ON ARCHIVAL BUILDINGS IN
TEMPERATE CLIMATES

Pat ALEXANDER
Barbara BERTINI
Rick BLONDO

The survey of national specifications shows that in each nation the regulations for archives building are tied up with the national fire regulations relative to any kind of public buildings; as a consequence the archive documents frequently refer to details on technical requirements to other documents. The general tendency makes national specifications more compatible through multilateral agreements. This is true in particular for Europe, where national technical regulations are being progressively substituted by European ones. The National Archives in the USA has used a variety of means over time and has investigated alternatives to the most popular format. The material presented in this session includes summaries of applicable fire regulations in eight national archives and a comparative study attempted on specific topics, particularly fire prevention, detection and suppression.

English

CBTE 02

Damage Assessment: An Instrument
Round Table
14:30 - 15:45, Hall L

ICA COMMITTEE ON PRESERVATION IN
TEMPERATE CLIMATES

Gabriella ALBRECHT-KUNSZERI
Hans BUDDÉ
Anna MICHAS
Ted STEEMERS
WANG Liancheng

This session introduces the "Universal Procedure Archive Assessment". This management information tool has been developed to scan the physical condition of archival holdings in a short time. The total amount of archives to be assessed is therefore no longer significant. Based on a random sampling method the survey only takes a week to complete. The main focus is on accessibility. Where information is lost, it is no longer accessible. In all other cases, the assessment will indicate either a conservation need or that there are no problems.

English

CPTE 03

Buildings for the Future
Work-in-Progress
16:15 - 17:30, Hall C

ICA COMMITTEE ON ARCHIVAL BUILDING IN
TEMPERATE CLIMATES

Tim HARRIS
Hans-Peter JOST
Ted LING

This session will bring to the attention of the wider archive community the work in progress of the ICA Committee on Buildings in Temperate Climates (ICA/CBTE). The committee meets on a regular basis to discuss the latest issues for archives buildings, including the latest research on environmental conditions, new materials and systems of buildings management. The committee is developing a frequently asked questions section on its pages of the ICA website and is keen to ensure that its work is relevant to the needs of the international archival community. The session will allow time for questions and discussion with members of the committee and a chance to exchange expertise and make new discoveries about archive building developments.

English / French / German / Spanish
CBTE 03

**1.3 Archives and Memory –
Preserving Virtual Memory**

Electronic Records: An ICA Workbook for Archivists
Round Table
10:00 - 11:15, Hall C – part one
11:45 - 13:00, Hall C – part two

ICA COMMITTEE ON CURRENT RECORDS IN
ELECTRONIC ENVIRONMENTS

Kimberley BARATA
Ivar FONNES
Andrew MACDONALD

An ICA practical guide on managing, preservation and providing access to electronic records, entitled 'Electronic Records: A Workbook for Archivists', will be published by ICA in 2004 with UNESCO's support. The workbook presents tactical approaches to records management in electronic office systems, including networked environments, from an archival perspective, and covers all types of electronic records and all phases of the life cycle/records continuum. It is intended to help archival institutions that are re-orienting their policies and programmes in order to safeguard the quality and integrity of current records and to ensure that archival records in electronic office systems are identified, captured, preserved, and made available to

users. These round table sessions are an opportunity for ICA's Committee on Current Records in an Electronic Environment to introduce the workbook and discuss its central themes and implementation with participants interested in this vital area.

English / French / German / Spanish
CER 01-02

University Electronic Records Management
Papers and Comment
16:15 - 17:30, Room J 565/1

ICA SECTION ON UNIVERSITY AND RESEARCH
INSTITUTIONS ARCHIVES

Fred HONHART, Chair
Philip BANTIN
Jaana KILKKI

This session includes an analysis of relational databases as recordkeeping systems in universities by: defining the functionality a recordkeeping system must possess; reviewing how relational databases capture, store and manage records; articulating why database systems do or do not meet the requirements of a recordkeeping system, and specifying how the functionality of relational databases can be augmented to make them better recordkeeping systems.

English

SUV 03

**1.4 Archives and Memory –
Case Studies**

Archives Save a Hawaiian Palace
Papers and Comment
10:00 - 11:15, Hall O

Stuart W.H. CHING
Deborah DUNN

The session will guide the audience through the recovery of a symbol of Hawaiian nationalism, 'Iolani Palace, known as Hale o Na Ali'i, or Home of the Chiefs, built by King Kalākaua in 1882, as the residence for Hawaiian royalty in the kingdom's capital city. The 104-room Victorian mansion is a centerpiece in the historic district of Honolulu. In 1893, the Hawaiian government was overthrown by foreign businessmen and the palace contents dispersed at public auctions. The project to save the complex began in 1969 by concerned citizens who began the arduous task by collecting and researching documents and visual materials in the archives and in private collections, to rebuild the palace based on information from primary source materials. The restoration is the result of extraordinary teamwork between professionals and volunteers, who methodically transformed an abused

THURSDAY 26 AUGUST

relic into a museum, restored with the highest preservation standards intact.

English

B-ARMA 04E

Presidential Archives in the USA and France: Status, Acquisition and Access

Papers and Comment

10:00 - 11:15, Hall E2

David HORROCKS

Emanuelle FLAMENT-GUELFUCCI

Isabelle NEUSCHWANDER

The USA and France have implemented different legal and institutional solutions for preserving their presidential archives and providing public access. The USA's system of presidential libraries, administered by the National Archives and Records Administration, preserves the president's White House records and the papers of his political career and private life. Each library collects papers from participants in the events of its era. The system includes archives and museum operations, and it relies upon collaboration between the government and presidential foundations. In contrast, acquired by the archival service of the presidency of the republic, the French presidential archives are later transferred to the National Archives Historical Centre (CHAN), which provides for their arrangement, preservation and communication. CHAN collaborates with presidential associations or foundations, which may keep the records of pre- and post-presidential activities. The presidential archives are increasingly used, and their special characteristics in relation to the executive governmental archives will be discussed. Strengths and weaknesses of the two systems and difficulties encountered will be explored in this session, especially in relation to acquisition and access.

English / French

A-USA NARA 01EF

Archives, Collective Memory and Historical Knowledge in Algeria
Round Table

11:45 - 13:00, Hall P

Saddek BENKADA

Ouanassa SIARI-TENGOUR

Fouad SOUFI

As the organiser of the places of conservation of its memory in general, and of 'national' archives in particular, the state participates in the construction of knowledge. It directs the production of the academic discourses that social science researchers develop in universities or

research centres. For this reason, it is useful to recall the political character of the question of archives, given the extent to which they underlie the entire process of research. Thus it is imperative that the archives, which are not a government institution like others, stop being confined to strictly technical tasks. As the place of conservation of the written memory of the state, that which is not visible, which one does not visit, archives centres are toiling to establish themselves in the governmental environment of Algeria and in its cultural landscape. This round table is based in two complementary discourses: that of the historian in his or her quest for archives, and that of the memory of the state and society. Both participate in the construction of knowledge on their society.

Arabic / French

Z-CRA ALG 01FAR

Current Developments in Austria's City Archives: Bregenz, Dornbirn, Linz and Vienna

Work-in-Progress

11:45 - 13:00, Hall F2

ICA SECTION FOR MUNICIPAL ARCHIVES

Ferdinand OPLL, Chair

Thomas KLAGIAN

Werner MATT

Brigitte RIGELE

Walter SCHUSTER

The overall purpose of this session is to introduce work-in-progress currently in Austrian municipal archives, with a focus on strategies for outreach, access and historical research. The main question asked is: Should municipal archives attach importance to fulfilling the new requirements of their clients and, if so, how? Thomas Klagian will discuss the adaptation of an industrial building from the 1920s for the City Archives of Bregenz, including difficulties overcome. The new emphasis placed on the photographic collection as 'the memory of the people' at the Dornbirn Municipal Archive will be explained by Werner Matt. A mounting realisation of the need to deal with Austria's Nazi past since the 1980s, led the local councils to initiate a research project about National Socialism and de-Nazification in Linz. Walter Schuster will outline the process undertaken by the City Archives to plan the project, engage historians for research, and present the results, as well as the City Archives' subsequent investigation of the provenance and acquisition of paintings in the Linz New Gallery. Brigitte Riegele will explore the impact of the recent move of the Municipal and Provincial

Archives of Vienna from various locations to a state-of-the-art archives building in the Gasometer, including advantages for staff and users, improved communication and also increased user demand.

English

SMA 01

European Visual Archives (EVA):

Looking to the Future

Work-in-Progress

14:30 - 15:45, Hall O

Kevin ASHLEY

Tim HARRIS

Inge SCHOUPS

This session seeks to update the presentation on the European Visual Archive (EVA) given in Seville in 2000 and to keep the international archive community informed about the new developments taking place. The European Visual Archive (EVA) is an international consortium, partly funded by the European Commission which has produced successful results (an online searchable photographic image database at www.eva-eu.org). It has also acted as a model for investigation into the practicalities of providing consistent metadata, the functioning of a multilingual search engine, the establishment of copyright management systems and market-testing for potential development by commercial companies. The speakers will outline the ways in which the project has evolved and the new directions it will take in the future following the recent EVAMP project (see www.evamp.org). This project was set up as a market-testing exercise, with a view to expanding the number of archives involved with the project, increasing the number of photographic images available, establishing a sustainable hosting and data collection system and enhancing the online ordering of images through ecommerce. There will be opportunity to ask questions about the project and how to join the EVA consortium and to establish further contacts for future collaboration.

English

Z-EVA 01

2.1 Archives and Knowledge – Professional Development

Achievements of the ICA Section for Archival Education and Training (ICA/SAE) in 2000-2004
Round Table
 10:00 - 11:15, Room A 353 – part one
 11:45 - 13:00, Room A 353 – part two

ICA SECTION FOR EDUCATION AND TRAINING

Karsten UHDE, Moderator

Part One

Janet FOSTER
Anne GILLILAND-SWETLAND
Jian WANG
Caroline WILLIAMS

Part Two

H. Lawrence EIRING
Silvia SCHENKOLOWSKI-KROLL
Anneli SUNDQVIST
Jian WANG

The ICA Section for Archival Education and Training will introduce activities undertaken during the last four years and the outcomes of the various projects for its members. These include, in part one of the session: the 'Directory of Archival Education & Training Institutions'; train the trainer package; and study on distance education. In part two the section will present: the regional conferences for archival educators and trainers; proposals for building a research infrastructure in archival education; and new databases for archival educators and searchers. The section invites all people who are interested in education and training to discuss its projects' findings and consider ideas for new projects.

English

SAE 05

Professional Archival Training around the World: The Results of an ICA Survey
Work-in-Progress
 11:45 - 13:00, Room J 241/1

ICA COMMITTEE ON PROFESSIONAL TRAINING

Christine MARTINEZ

In 2001 and 2002, the ICA Committee on Professional Training carried out a survey to determine needs and demands in the area of professional training around the world. The results of this survey, which will be presented in this session, have enabled the committee to develop its action plan and to give priority to the development of tools and studies that are useful to the largest number of members. The session will also outline, as part of the survey, the directions

taken for international cooperation in the field of professional training.

French

CPT 03F

2.2 Archives and Knowledge – Standards and Best Practices

Implementing the ICA Code of Ethics: Experiences and Challenges
Round Table
 11:45 - 13:00, Hall A

ICA SECTION OF PROFESSIONAL ASSOCIATIONS

Karen BENEDICT
Yvonne BOS-ROPS
Diane CARLISLE
Margaret TURNER

This session will discuss the implementation of Codes of Ethics by associations. In particular, speakers will consider how archivists and records managers have become engaged with the topic of ethics, the problems of implementing codes, the positive uses of the codes in supporting the work of archivists and records managers, and using the codes.

Arabic / Chinese / English / French / German / Russian / Spanish

SPA 01

Encoded Archival Description (EAD): A Tool for the Interchange of Archival Descriptions
Avant Garde Session
 14:30 - 15:45, Hall A

ICA COMMITTEE ON DESCRIPTIVE STANDARDS

Michael J. FOX
Claire SIBILLE
William STOCKTING

Encoded Archival Description (EAD) is being adopted internationally as a tool for the electronic storage and interchange of archival descriptions. It supports ISAD (G) and a variety of national standards. This session describes its purposes, origins, the underlying technology, and its relationship to other protocols. Speakers will also describe why and how EAD is currently implemented in France and in the United Kingdom.

Arabic / Chinese / English / French / German / Russian / Spanish

CDS 05

Interoperability and Archival Networking: Towards Best Practices
Round Table
 14:30 - 15:45, Hall F1

ICA COMMITTEE ON INFORMATION TECHNOLOGY

Borje JUSTRELL

This session will focus on the need for best practice when using the Internet for public outreach or as an archival management tool. Two main themes have been chosen: accessibility and authenticity. After an introduction and a presentation of the results of an international survey, some aspects on the use of Internet will be presented. Firstly, accessibility issues will be highlighted, particularly cooperation between archives and researchers and creating networks between archival institutions. Secondly, the session will explore the question of authenticity by discussing how to find authentic sites and how to secure authenticity in digital images.

English

CIT 03E

Trends in Digital Imaging
Papers and Comment
 14:30 - 15:45, Room J 241/1

ICA COMMITTEE ON INFORMATION TECHNOLOGY

Thomas AIGNER
Hazel ANDERSON

The Scottish Archive Network project has completed an ambitious programme of creating colour digital images of over 500,000 testaments of Scots from 1500 to 1901. This paper demonstrates that large scale digital imaging projects from original documents are manageable and can be conducted with due regard to preservation concerns.

German

CIT 01G

Implementing Quality Criteria in the Archival Systems of the 21st Century
Round Table
 16:15 - 17:30, Hall L

Ana DUPLA DEL MORAL, Chair
Jose Ramón CRUZ MUNDET
Christine MARTINEZ
Belen MENENDEZ BANUELOS

This session aims to tackle the technical bases of archival systems, such as classification, description, appraisal, standardization, automation and access services. These can be applied as indicators or criteria, adjusted to the real needs of institutions and citizens. It will be proposed that organisations should implement

planning based on the pillars that should govern quality management in archives in the 21st century, that is, planning, correct system flows of records and archives (between the phases of the records life-cycle), and application of systems, positioning, operations, cost-analysis, financing and results. All this is based as much in theoretical developments, as in practical experiences.

Spanish

C-ESP 01

Records Management in Developing Countries: Challenges and Threats - Towards a Realistic Plan

Round Table

16:15 - 17:30, Hall E2

ICA COMMISSION FOR PROGRAMME MANAGEMENT

Penda BAH

Jacob HEVELAWA

Setareki TALE

This session will show what can be produced as a by-product during a 4-weeks records management course. It will discuss the resources needed and requirements when developing a records management plan for a developing country through stream-lining a project and the preparation of a records management and archives law for a fictitious model country.

English

CPM 02

Digital Imaging and Managing Microfilm in the Digital Age:

Conclusions

Round Table

16:15 - 17:30, Hall M

Hans FIEDLER

Wayne J. METCALFE

Olaf ZANDER

This session will provide a summary of the future direction that the Genealogical Society of Utah (GSU) will be taking with respect to digital and other developing technologies. Co-operative projects with archives, both present and future, will be discussed. It will be presented in a round table format with various representatives of the GSU providing insight into future direction. Attendees will be able to ask questions and seek further assistance. While the primary language of the session is English, representatives will be able to respond in Spanish, German, Russian, and French.

English

C-USA GSU 04

Towards International Standards for Archives

Round Table

16:15 - 17:30, Hall A

Marion BEYEA

Dick SARGENT

This round table will start with short presentations on the experiences of archivists in a number of countries, who have been involved in the development and approval process for archival standards and in their application. There will then be an open discussion between participants and panel members, aiming to discuss: Which standards are needed by archives and archivists? What are priorities? What may not be suited to control by standards? How does archival standards development relate to national standards organizations? How can archivists influence or participate in the often expensive undertaking of establishing technological or industry-controlled standards? The overall purpose is to consider a process for the establishment of international archival standards by ICA.

Arabic / Chinese / English / French / German / Russian / Spanish

A-CAN 02

2.4 Archives and Knowledge – Case Studies

MEMORIAL: A Digital System for Processing Type-Written Documents throughout the Records' Life-Cycle

Avant Garde Session

part one

10:00 - 11:15, Room A 441

part two

11:45 - 13:00, Room A 441

Alexander GESCHKE

A strategic goal of the European funded MEMORIAL project is to enable creation of virtual archives based on personal record documents existing in libraries, archives, museums, memorials, and public record offices. For the purpose of this project, documents from former Nazi concentration camp museums across Europe, and possibly other archives all over the world, will be used. Project partners come from Germany (Society for Applied Informatics Gfal), Israel (Moreshet memorial and software company Interage Dynamic Knowledge), Poland (Museum of Stutthof Concentration Camp and Technical University of Gdansk) and the United Kingdom (University of Liverpool). MEMORIAL will focus on computer-aided information retrieval from machine typed paper documents.

Further steps, including development of data models for the storage of retrieved information and development of distributed virtual memorial services for navigation and information search, are planned by the consortium upon successful completion of MEMORIAL.

English

Z-MEMO 01

Experiences from Implementing the Project to Digitise the COMINTERN Archives

Avant Garde Session

11:45 - 13:00, Hall E1

Kirill ANDERSON

Oleg NAUMOV

The COMINTERN, or Third International, was founded in early 1919 in Moscow in order to promote the creation and to federate the Communist parties and thus to orchestrate the revolutionary movement worldwide. The COMINTERN conducted and coordinated the legal and illegal action of some 50 Communist Parties and affiliated organisations until 1943 when it was dissolved. The COMINTERN archives constitute one of the richest information sources on world history between the two wars. It comprises 66 fonds structured in 521 smaller units, each being described in an inventory (opis). The total volume of the archives amounts to 230000 files, including 93000 personal files, corresponding to 15000 linear meters of shelving. All in all, the description of the holdings occupies 22000 inventory pages. The project, conceived and developed following the model of the General Archives of the Indies in Seville, Spain, consists of a database and of digitization components. The data-base consolidates the description of ca. 230000 files. Together with this there is a collection of 1000000 digitized images and a special reading room in the Russian State Archives of Social and Political History.

English / French / German / Russian

A-RUS 01

Compendium of Retention Schedules for University Records in Quebec

Papers and Comment

11:45 - 13:00, Room J 565/1

ICA SECTION ON UNIVERSITY AND RESEARCH INSTITUTIONS ARCHIVES

Christiane HUOT

Michel LESPERANCE

Claude MINOTTO

In 2002, Quebec's university archivists, meeting within the Conference of Rectors and Principals of Quebec

Universities (CREPUQ) published online a compendium of 300 rules for retention of records found in the university environment. This session will introduce the aims and implementation process of the compendium, as well as the characteristics and use of this tool in Quebec. The possibility of translation of the compendium into other languages will be suggested, citing as an example the English version made available on the Internet in 2004 as the result of an agreement between the Association of Universities and Colleges of Canada (AUCC) and CREPUQ.

French

SUV 05

Are We There Yet?: Developing An Integrated Archives and Records Management Program at The Getty Center

Papers and Comment
14:30 - 15:45, Hall C

David FARNETH
Barbara NYE

This case study describes the development of an integrated archives and records management program at a major international cultural institution, The Getty Center in Los Angeles, California. The Getty Center is a campus of historically distinct institutions, including an art museum, research center, educational institution, public garden, and scientific conservation laboratory with a significant international field program, all operating under the umbrella of the J. Paul Getty Trust. Organizing and managing the business records and archives of this multi-faceted, information-centric cultural institution posed unique challenges. The presenters describe their innovative methodology for developing and implementing one of the first enterprise-wide initiatives designed to serve these very different Trust Programs. The project manages traditional paper-based documents, media, and electronic records, and preserves the history of this important cultural institution from the early days of the Trust formation through the design and construction of two major cultural centers of a type now often referred to as "destination architecture."

English / French / German / Spanish
B-ARMA 03

Transfer of Information Relevant to the Safety of Radioactive Waste Disposal Facilities to Future Generations

Avant Garde Session
16:15 - 17:30, Hall O

ICA COMMITTEE ON ARCHIVES OF SCIENCE AND TECHNOLOGY

Gavan McCARTHY
Patrick VAN DEN NIEUWENHOF

A significant problem facing many nations is the long-term management of radioactive waste. The nuclear industry has put a lot of effort into finding workable containment and storage processes but has had little success in the management of archives and records (knowledge) of the waste over even relatively short periods of times. Leading western nations acknowledge they have significant problems in this area. The transfer of information from generation to generation that will enable past actions to be meaningfully interpreted has been identified as a necessary and critical outcome. A solution proposed by the science archives community to create a contextual information framework that binds and interlinks all relevant information resources (especially archives) has undergone a conceptual, theoretical analysis and testing phase. The framework has at its foundation the utilisation of both ICA descriptive standards, and extends the potential of ISAAR (CPF) to manage critical contextual information.

English

CST 01E

3.1 Archives and Society – Service to Society

National Policies for Archives and Records Management
Avant Garde Session
10:00 - 11:15, Hall P

Abdelkrim BADJADJA

Over recent years, archival science has made considerable progress in all fields, including definition of key principles and standards for archival legislation, construction of records and archives centres, description of archives, archival education and training, introduction of information technology tools, digitization of records, development of websites, access to archives on the Internet, and so on. This progress means that, from now on, archival work can no longer make do with a culture of voluntarism, and still less with amateurism. Professional planning of archival activities and development of national policies for records and

archives management are now necessities. The organizer of this session will first introduce his personal experience in the implementation of a national policy for records and archives in Algeria, as Director General of the National Archives (1992-2001), then in the United Arab Emirates where he has been working since August 2002 as an archives and records adviser. Finally, the debate will be opened to hear others' experiences, before concluding with the adoption of a model for development of a national policy for archives and records management, likely to assist new institutions.

French

A-UAE 01F

Religious Archives and Society
Papers and Comment
10:00 - 11:15, Hall F2

ICA SECTION FOR ARCHIVES OF CHURCHES AND RELIGIOUS DENOMINATIONS

Thomas AIGNER
Hadassah ASSOULINE
Helmut BAIER
Hanna KRAJEWSKA

This session explores the challenges and different solutions for the organisation and preservation of archives of religious minorities. The current project to collect, process, preserve and render accessible the documentary heritage left by the Protestant Church in Sibiu, Siebenbürgen (Transylvania, Romania), following the mass exodus of Germans from this region, will be presented by Helmut Baier. Hanna Krajewska will describe a spectrum of archives of religious minorities in Poland (Orthodox, Protestant, Jewish, Muslims); she will also comment on problems connected with nationalization of archival resources and organisation of church archives after World War Two. The methodological, legal and ethical issues posed by the archives generated by the Jewish Diaspora over the centuries, and the more recent endeavour to reconstruct the documentary heritage of Jewish communities throughout the world in one place in Jerusalem, will be explored by Hadassah Assouline. Lastly, Thomas Aigner will highlight the role of Austrian ecclesiastical archives as information providers, giving access to cultural heritage using the tools of the third millennium.

English

SKR 01

African Agenda: Setting ICA's Priorities for Africa
Round Table
11:45 - 13:00, Hall E2

AFRICAN REGIONAL BRANCHES OF ICA

Drawing on the momentum of the meetings of government leaders and archives directors held during the 2003 CITRA in Cape Town, African archival leaders will hold a series of meetings at the Congress to draft ICA's agenda of goals and actions for archives in Africa. This will be a framework for archivists from all parts of the continent to define their priorities on the basis of their own contexts, needs and potential.
Please note: this meeting is by invitation only.

English / French

R-ESARBICA 03

International Collaboration in Preserving Church Archives
Papers and Comment
14:30 - 15:45, Hall F2

ICA SECTION FOR ARCHIVES OF CHURCHES AND RELIGIOUS DENOMINATIONS

Dennis DAILY
Godfried KWANTEN
Rosemary SETON

This session will present papers focusing on the relationship between archives of international organisations, international networking, mentoring and fundraising and church and mission archives. Of particular interest are the efforts of these institutions in preserving church archives.

English

SKR 02

New Religious Movements Collections: Development and Access Issues

Papers and Comment
16:15 - 17:30, Hall F2

David GARTRELL
Marion S. GOLDMAN
Linda J. LONG
Mary MORGANTI

Cultures throughout the world attract alternative religions that are often controversial. Documenting these groups can be a fascinating and also frustrating experience for archivists. Issues such as appropriate collection development policies, legal problems, and particularly access will be discussed. The session will examine these issues in relation to particular collections, including the Peoples Temple Collections at the California Historical Society, the New Religious Movements Collections at

the University of California, Santa Barbara, and the Rajneesh collections at the University of Oregon.

English

Z-LON 01E

Educational Learning in Archives - New Developments
Work-in-Progress
10:00 - 11:15, Hall A

Catherine HAMMOND
Alena KOZLOVA
Thomas LANGE
Joachim PIEPER
Clemens REHM

Outreach and educational work will become a growing task for archival services in the 21st century. In times of overwhelming masses of information, archives are the structured memory of a society. Concerning this topic, the right of access to archives may no longer be only theoretical. Archives today offer a wide range of projects for different groups of every age (lifelong learning): source-based modules adapted on school-curriculum, visiting-programmes and courses for reading ancient scripts. After political revolutions, questions for authentic and reliable sources are raised. Discovering contemporary history demands from the archives some arrangement of educational learning. Archives are obviously essential institutions of a democratic society.

Arabic / Chinese / English / French / German / Russian / Spanish

B-GER VDA 01

Outreach and Inreach: Who are our Users?
Papers and Comment
10:00 - 11:15, Hall N

ICA SECTION ON UNIVERSITY AND RESEARCH INSTITUTIONS ARCHIVES

Michael BOLIK
Caroline BROWN
Diane KAPLAN
Norman REID
Patricia WHATLEY

This session will discuss and define the needs of both internal and external users in academic and other archives. It will focus on national and international initiatives to meet user needs, remote access, and internal support to institutional users. The central question asked will be: What do users want?

English

SUV 02

What Is In A Name?
Papers and Comment
11:45 - 13:00, Hall N

Bill WALLACH, Chair
Ray EDMONDSON
Judy ENDELMAN

This session explores issues of perception, presentation, governance and guardianship for cultural institutions, and in particular the crucial importance of a custodial institution's name, by using the experience of the National Film and Sound Archive of Australia as a case study. This case illustrates the risks of radical renaming. It considers questions of political vulnerability, processes of change and consultation, transparency and accountability, and the significance of a public institution adopting an ostensibly commercial brand and identity.

English

Z-EDM 01E

Sports Archives: Reaching Out to Today's World
Round Table
14:30 - 15:45, Hall E1

ICA PROVISIONAL SECTION ON SPORTS ARCHIVES

Françoise BOSMAN
Alexandre KRAUSS
Kent SJOBLUM

On the basis of examples from Finland, France and Greece, among others, the participants in this round table will present the current situation of sports archives and discuss the particular challenges which they face in regard to preservation and access. They will explore possible means to raise awareness of and promote sports archives.

English / French

SPO 01

Archives and Public Relations
Papers and Comment
14:30 - 15:45, Hall N

Melanie ASPEY
Bekir Kemal ATAMAN
Alison TURTON

The session introduces firstly the tangible and intangible benefits of classical, traditional public relations (like exhibitions, publications, etc.) using material from the archives, with real life examples from the Yapi Kredi Bank, focusing particularly on the monetary benefits that can be obtained by using archives for public relations purposes. Next, the idea will be taken further by a high tech, dynamic and interactive example on the internet in the form of a research

forum based on experience from the Rothschild Archive. Finally, websites will be focused on, considering how this sits alongside all the other public relations work performed, based on examples from Royal Bank of Scotland.

English

Z-ATAM 01E

3.3 Archives and Society – Legal Issues

Transition in Archives and Archival Services
Papers and Comment
10:00 - 11:15, Room J 565/1

Peter Pavel KLASINC

The author will introduce new legislation and regulations in the area of archives, outline professional solutions for the implementation of laws and speak about practical experiences of archivists with preservation of large quantities of records, which ended up in archival repositories following the collapse of various factories and businesses. These records must be listed, arranged and sorted, requiring updated professional infrastructure.

German

D-KLA 01G

Legal Questions Surrounding Archival Claims
Papers and Comment
11:45 - 13:00, Hall F1

ICA COMMITTEE ON ARCHIVAL LEGAL MATTERS

Khalid Hafiz ABU DAYEH
Wladyslaw STEPNIAK

This session will discuss existing laws, regulations and international practice for resolving archival claims. It will then present current thinking in the national and international archival literature. Problems with the traditional ways of resolving archival claims in international relations will be discussed. The second part of the session will focus on the case of Palestinian archives, and their dissemination, collection and reconstruction. The paper will investigate the dispersal of the archival sources for the history of Palestine, and how to formulate a strategy for their re-constitution. As a case study in the Memory of the World Programme, it is proposed to investigate the locations of records relating to Palestine from 1917, their dispersal and destruction, as well as to put forward proposals for the re-constitution of the archive through bilateral and multilateral co-operation, interna-

tional assistance and copying projects.

English

CLM 04E

Problems of Authenticity in an Electronic Environment
Papers and Comment
14:30 - 15:45, Hall E1

ICA COMMITTEE ON ARCHIVAL LEGAL MATTERS

Laura MILLAR
Udo SCHÄFER
Josef ZWICKER

Issues involved in the maintenance of the authenticity of electronic records will be addressed in this session, which will discuss the problems facing electronic records and compare them with those of paper records. Several practical examples of problems already encountered will be given. The relevance of e-business and e-government will be explained. Different definitions of authenticity and reliability will be discussed and how to ensure authenticity will be explained. Finally, the session will talk about relevant laws in this area, such as those for evidence, accountancy and electronic signature.

English / French / German / Russian

CLM 05

State Legislation and University Archives: Legislation and Compliance – The Quebec Schedules
Papers and Comment
14:30 - 15:45, Room J 565/1

ICA SECTION ON UNIVERSITY AND RESEARCH INSTITUTIONS ARCHIVES

Ann JONES, chair
Johanne PELLETIER
Garron WELLS

Legislation protecting access and privacy, and the nature of electronic records is increasingly common across North America. How well an institution manages its records through the life cycle will affect its ability to achieve the compliance required by these laws, and may have positive implications for extending records management and archives activities to electronic records. This session considers the role of legislation, implications for electronic records management, and the role of RM tools such as *The Quebec Schedules* (the English translation of the *Recueil des règles de conservations des documents des établissements universitaires québécois*).

English

SUV 04

Challenges for Archives in Countries in Transition from Totalitarian Regimes to Democracy: Legal and Practical Aspects

Papers and Comment
16:15 - 17:30, Hall F1

ICA COMMITTEE ON ARCHIVAL LEGAL MATTERS

Viktoras DOMARKAS

The session raises awareness about the challenges for archives professionals in countries undergoing a political transition. In their efforts to overcome the legacies of totalitarian regimes, archivists are faced with specific sets of problems to which they must find solutions in order to meet the new demands of society and to support the general development of the state towards democracy. The session's focus is on the modernization of an existing legal framework and the enhancement of the performance of archival institutions. The experience gained during the decade since the fall of Berlin Wall in the countries of Central and Eastern Europe is diverse and could be relevant for challenges faced by developing countries in other regions of the world.

English

CLM 02E

3.4 Archives and Society – Case Studies

The Genealogical Society of Utah: Its History and Activities
Papers and Comment
10:00 - 11:15, Hall F1 – English
10:00 - 11:15, Room J 241/1 – Russian
11:45 - 13:00, Hall O – Spanish

Wayne J. METCALFE

This session will provide an overview of the work of the Society, past, present and future. It will provide a brief history and describe the scope of the Society's work. The Society's participation with the ICA will be explained. The presentation will also provide perspective regarding the activities of the Society as it has worked with thousands of archives in all parts of the world to preserve and provide access to important family records. A question and answer session will follow the presentation.

English / Russian / Spanish

C-USA GSU 02

THURSDAY 26 AUGUST

Archives and Museums
Papers and Comment
 16:15 - 17:30, Room J 241/1

Ariane JAMES –SARAZIN

Established in 1867 by the Imperial Archives, at the same time as an ambitious project was initiated to construct storage vaults, arrange archives and publish inventories, the Museum of the History of France still has as its mission to present the treasures of national memory to the widest possible audience. In order to anchor it better in its particular institutional context, a project of radical reform is currently under consideration, which would make the museum a perpetually evolving mirror of French passions and of diverse discourses on the history of the country and its identity.

French

A-FRA CHAN 02

Changing the Perception of Archives
Papers and Comment
 16:15 - 17:30, Hall N

Svanhildur BOGADOTTIR
Njordur SIGURDSSON

What is the perception of the public of archives and can we have effect on it? The session introduces an extensive survey carried out by the Reykjavik Municipal Archives to discover what the public knows about the archives. It will discuss ways to change the perception of archives; with promotional efforts, direct marketing, lectures and exhibitions, as well as awareness campaigns, making the most of the often limited funding archives have for promotional efforts. The session will also deal with the development and design of archival exhibitions aimed at the general public, pitfalls to avoid and how to market exhibitions for the mass. Finally the session will discuss whether the archives has managed to change its perception in the eyes of the public, with its marketing efforts.

English

C-ICE REY 01E

THURSDAY 26 AUGUST

WORKSHOPS AND SEMINARS

1 Archives and Memory

Appraisal: Process, Selection Criteria,
Sampling
Seminar
Tuesday 24/10:00-11:15, Hall E2

ICA COMMITTEE ON APPRAISAL

Rosine CLEYET-MICHAUD
Vincent DOOM
Cassandra FINDLAY
Markku LEPPANEN
Stephen TWIGGE

In this seminar, three key aspects of appraisal will be examined: the process of appraisal, the use of selection criteria, and the role of sampling. The work of the ICA Committee on Appraisal over recent years has concentrated on identifying the most basic steps of the appraisal process that hold true for a range of contexts. These steps have been identified as: information gathering, decision making and implementation. Each of these steps will be discussed, including a description of the specific types of information that must be gathered and analysed as part of appraisal. A set of flexible selection criteria that has been developed by the Committee will be presented, and the role of sampling in contemporary appraisal practice will be discussed.

English / French

CAP 03EF

Appraisal of Municipal Archives
Seminar
Tuesday 24/14:30-15:45, Hall P

ICA COMMITTEE ON APPRAISAL

Rosine CLEYET-MICHAUD
Rosine CLEYET-MICHAUD
Vincent DOOM
Ana Maria HERRERO
Daise A. OLIVEIRA
SHI Shanlin

This seminar organised by the ICA Committee on Appraisal and the ICA Section for Municipal Archives aims to introduce several experiences with appraisal of municipal archives and relate them to the thinking underway in the ICA Committee on Appraisal.

French

CAP 01F

Archives and the Construction of a
National Knowledge and Memory
Seminar
Thursday 26/14:30-17:30, Hall P

CENTRE NATIONAL DE RECHERCHES EN
ANTHROPOLOGIE SOCIALE ET CULTURELLE,
ORAN, ALGERIE

Soufiane BOUHARRAT
Ahmed MOUDJEB
Fouad SOUFI

The starting premise for this workshop is that in every society there is not one but many different bodies of knowledge, not one but many memories, only a portion of which are preserved in the national archives. Between them there are complementarities, but also conflicts. In the identification and acknowledgement of the actors, places, practices and modes of production of knowledge and memories, archival fonds may or may not be sought. Thus it seems essential to deconstruct the process of publication of the references that support research: written sources and material sources produced by the state, the scholar and society. The conditions of the records' creation and status of the archive should be called into question, as a trace of this creation process. Methods of processing (where? by whom?), means of public access (how? in which conditions?), language and the attitudes that the records represent should also be examined. Furthermore, these traces should be studied in the context of the functioning and culture of state and society.

Arabic / French

Z-CRA ALG 02FAR

Disaster Preparedness and Recovery:
A Practical Seminar
Seminar
Wednesday 25/14:30-17:30,
Room A 441

NATIONAL ARCHIVES OF THE NETHERLANDS

Gerrit DE BRUIN
Ted STEEMERS
Bihanne WASSINK

The aim of this seminar is to disseminate knowledge gained through experiences with floods. The most recent example in the Netherlands is the flooded storage room of a regional archive. Subjects in the seminar include: the first 24 hours after the flood, salvage and the recovery process. In the recovery process, one of the most difficult aspects is negotiations with private companies for retrieval and conservation of water damaged archives. In many cases, there is no protocol available for this part of the process. Levels of treatment are not defined and very often there is miscommunication and a difference in interpretation. Results in practice, incomparable quotations and a lot of difficulties for the archives' director will be presented. The seminar's

content will be primarily hands-on and practical.

English

A-NET 04E

Preservation in Digital Archives
Workshop
Tuesday 24/10:00-13:00, Room A
353

DELOS NETWORK OF EXCELLENCE ON
DIGITAL LIBRARIES

English

Z-DELOS 01

Treatment of Archives Suffering Ink
Corrosion
Workshop
Tuesday 24/14:30-17:30,
Room A 450

ICA COMMITTEE ON PRESERVATION IN
TEMPERATE CLIMATES, NATIONAL ARCHIVES
OF THE NETHERLANDS

Gerrit DE BRUIN
Willem HOOGDUIN
Jana KOLAR
Ted STEEMERS

The National Archives of the Netherlands holds 95 kilometres of archives, comprising a collection of very international character which documents aspects of the history of 54 different countries. Many of these archives have their origin in countries with a tropical climate. Due to the environmental conditions, in combination with the use of iron-gall ink, a significant proportion of these archives are affected by ink corrosion. Management strategies on the use of and publicity around these archives are impeded by this type of damage. In recent years, possibilities for treatment have been developed. The conservation department of the National Archives is treating ink corrosion with an aqueous method. During this workshop the treatment and the results will be shown and discussed. The scientific evaluation will also be presented. The mechanism of ink corrosion will be presented by the co-ordinator of a European funded research project on this topic. This project is searching for a non aqueous treatment. The current state of the art will also be highlighted.

English

A-NET 03E

2 Archives and Knowledge

Archival Solidarity
Seminar
Thursday 26/14:30-17:30,
Room A 441

ICA SECTION OF PROFESSIONAL ASSOCIATIONS

Ramon ALBERCH I FUGUERAS
Peter ARFANIS
Florus GERAEDTS
Nancy MARELLI
Margaret TURNER

Archival Solidarity is one of the major projects of SPA, and aims to provide advice and assistance to archivists in developing countries. The session will discuss experiences in running such projects, experiences of volunteers and those on long term placements, specific training initiatives and fund-raising initiatives. The aim of the session will be to emphasise what has been learned from the various experiences under discussion, rather than simply outline what has happened.

English

SPA 02

Awareness of Archives in Japan
Workshop
Tuesday 24/10:00-13:00,
Room A 450

ICA SECTION OF PROFESSIONAL ASSOCIATIONS

Yoshiro KOMATSU
Chiyoko OGAWA
Tomoaki SHIBATA

This workshop includes three presentations, each of which will highlight a separate area and inform the audience about the Japanese archival community. The first speaker will present a video titled "Fire! What do you do?", which records the test-fire program for archivists and librarians by the Preservation Committee of Japan Society of Archives Institutions. This will be followed by a report on the world-wide fact-finding survey on national and federal archives. Lastly, a study on the reconstruction of the original order of archival fonds will be introduced.

English / Japanese

SPA 03EJA

Creating Teaching Resources Workshop
Workshop
Thursday 26/14:30-17:30,
Room A 353

ICA SECTION FOR EDUCATION AND TRAINING

Margaret CROCKETT
Janet FOSTER

Participants will be given an introduction to teaching resources, their purpose and use. They can then work on their own or in groups to develop a teaching resource for their own use. If you are intending to join this workshop, you may like to think of a teaching resource, or training need that you have, in preparation for this. At the end of the practical session there will be time to "show and tell" about your chosen project so the group can benefit from new and different ideas and approaches to training. It is anticipated that this workshop will be enjoyable and fun!

English

SAE 03

Experiences from Teaching Records Management to Colleagues in the Developing World
Seminar
Tuesday 24/14:30-17:30, Hall E2

ICA COMMISSION FOR PROGRAMME MANAGEMENT

Florus GERAEDTS
Borje JUSTRELL
Björn LINDH

This seminar will communicate experiences from records management courses for students from the developing world held recently in Sweden. Based on the new records management standard the courses contain all elements of the standard, though with a Swedish touch. The emphasis will be on openness, accountability, freedom of information and democratic development. We will discuss course organization, implementation, evaluation etc.

English / French

CPM 01

Good Practices in the Digitization of Cultural Data
Workshop
Tuesday 24/14:30-17:30,
Room A 353

DELOS NETWORK OF EXCELLENCE ON DIGITAL LIBRARIES

David DAWSON
Antonella FRESA
Seamus ROSS

This workshop will outline some of the developments in the establishment of best practice guidelines for digitisation. There will be the opportunity to hear about the development of the National Initiative for Networked Cultural Heritage (NINCH) guidelines in the USA, as well as the Minerva developments on technical guidelines, best practices and quality. Minerva is a European Union-funded project that is networking European Ministries of Culture, ensuring that best practice is built into the development of national initiatives. The workshop will conclude with a lively debate about the value of standards and guidelines.

English

Z-DELOS 02

Moving Images in Archives: Best Practice for Preservation and Access
Workshop
Tuesday 24/10:00-13:00,
Hall S 357 – French
Wednesday 25/10:00-13:00,
Hall S 357 – English
Thursday 26/10:00-13:00,
Hall S 357 – German

INTERNATIONAL ASSOCIATION OF SOUND AND AUDIOVISUAL ARCHIVES (IASA)

Felix RAUH

The workshop is intended for archivists in charge of moving image holdings who are not specially trained in audiovisual archiving. Our aim is to improve knowledge about different types of carriers and recording processes. Other topics of the session will be reproduction techniques, preservation, restoration and storage, conversion into new formats, and particular aspects of metadata.

English / French / German

IASA 01

Protecting the Past; Managing the Present; Preparing for the Future...

Electronically

Seminar

Thursday 26/16:15-17:30, Hall E1

ARMA INTERNATIONAL

Christine ARDERN

How much information is created electronically today? Email, e-commerce, internets and intranets, content and document management applications, enterprise software solutions, workflow and imaging are changing the way records are created, captured and stored. What does this mean for archivists and records managers? The session will look at some of the challenges in the workplace: how to identify electronic records, how they should be created, captured and stored. It will look at the electronic records infrastructure and will also discuss the challenges of inventorying electronic records, the importance of classification schemes and the role of retention schedules in electronic records.

English / French / German / Russian

B-ARMA 02

Sound Recordings in Archives: Best Practice for Preservation and Access
Workshop

Tuesday 24/14:30-17:30, Hall S 357 –

French

Wednesday 25/14:30-17:30, Hall S 357 –

English

Thursday 26/14:30-17:30, Hall S 357 –

German

INTERNATIONAL ASSOCIATION OF SOUND AND AUDIOVISUAL ARCHIVES (IASA)

Ives CIRIO

This workshop will raise awareness of the particular requirements of sound holdings for preservation and access. Subjects covered will include knowledge of different types of carriers, recording and reproduction techniques, preservation, restoration and storage, conversion into a new format, as well as particular aspects of metadata.

English / French / German

IASA 02

Systematic Approaches to Automating Archival Processes

Workshop

Thursday 26/10:00-11:15, Room A 450 – English

Thursday 26/11:45-13:00, Room A 450 – French

ICA COMMITTEE ON INFORMATION TECHNOLOGY

Jean-Marc COMMENT

During the last decade, archival managers had to decide to start

projects to automate archival processes in response to the external pressures of the evolution of the society (information society, internet). Often they undertook projects without a systematic approach or with an information technology orientation. Such projects are often driven by technology and not by archival needs. On the basis of three major automation projects (in the Swiss Federal Archives, the Comintern Archives in Moscow and the Albanian National Archives), this workshop will allow participants to develop their views on proposing solutions for automating archival processes. A systematic approach will be proposed and the solutions

of the participants will be compared with the results of the three projects

English / French

CIT 04

3 Archives and Society

Archives and the Internet

Workshop

Wednesday 25/10:00-13:00,

Room A 441

SUBDIRECCIÓN GENERAL DE LOS ARCHIVOS ESTATALES DE ESPAÑA

In this workshop, we are going to speak about the archival projects of Spain and Latin America, including the new web site of the Asociación latinoamericana de archivos (ALA). Major Spanish-speaking archives projects that focus on the internet and electronic systems also include: AER (Archivos Españoles en Red), which aims principally to make the contents of the Spanish Archives available via the Internet; the Register Guide to Archives (Censo Guía de Archivos de España e Iberoamérica), a management tool designed for the protection of documental heritage, and, above all, to assist the public, researchers and administrative bodies by providing information on more than 40,000 Spanish and Latin American archival institutions and their holdings and collections; and the CARMEN Project, which has the objective of developing guidelines on the management of electronic documents; its goal is the archival control of electronic memory.

Spanish

A-ESP 01

Copyright and New Technology: The Impact on Archives

Seminar

Tuesday 24/14:30-17:30, Room A 441

ICA COMMITTEE ON ARCHIVAL LEGAL MATTERS

Miriam M. NISBET

Gary M. PETERSON

The USA's Congress gave new protections and powers to copyright holders in passing the Digital Millennium Copyright Act in 1998. Six years later, arguments abound in business, government and academic circles about whether the law unfairly favors copyright holders and whether changes in technology require a fresh reworking of the legal copyright scheme. In the meantime, archives and libraries of all kinds are challenged to solve the daily, practical problems of serving their public by providing access to and preserving electronic information. Learn how archivists can best place themselves to take advantage of law and technology.

English

CLM 03

Speakers

A

ABU DAYEH, Khalid Hafiz, PALESTINIAN NATIONAL AUTHORITY
 ADKINS, Elizabeth W., USA
 AGUIAR NUNES, Antonietta, BRAZIL
 AIGNER, Thomas, AUSTRIA
 ALBERCH I FUGUERAS, Ramon, SPAIN
 ALBRECHT-KUNSZERI, Gabriella, HUNGARY
 ALEXANDER, Ben, USA
 ALEXANDER, Pat, USA
 ALEXANDER-GOODING, Sharon, BARBADOS
 ANDERSON, Karen, AUSTRALIA
 ANDERSON, Peter, UK
 ANDERSON, Kirill, RUSSIA
 ANDERSON, Hazel, UK
 ARDERN, Christine, CANADA
 ARFANIS, Peter, AUSTRALIA
 AROVELIUS, Renata, SWEDEN
 ASHLEY, Kevin, UK
 ASPEY, Melanie, UK
 ASSOULINE, Hadassah, ISRAEL
 ATAMAN, Bekir Kemal, TURKEY

B

BADJADJA, Abdelkrim, UNITED ARAB EMIRATES
 BAH, Penda, GAMBIA
 BAHIA LOPES, Myriam, BRAZIL
 BAIER, Helmut, GERMANY
 BAKARSIC, Kemal, BOSNIA-HERZEGOVINA
 BANTIN, Philip, USA
 BARATA, Kimberley, UK
 BARTLETT, Nancy, USA
 BASTIAN, Jeannette, USA
 BAUMBERGER, Rüdiger, AUSTRIA
 BENEDICT, Karen, USA
 BENKADA, Saddek, ALGERIA
 BERENDSEN, Veiko, ESTONIA
 BERGSTAD, Vigdis, NORWAY
 BERTINI, Barbara, ITALY
 BES, Lennart, NETHERLANDS
 BEYEA, Marion, CANADA
 BLACK, Sonia, JAMAICA
 BLANCO, Manuel, SPAIN
 BLONDO, Rick, USA
 BLOUIN, Francis X., USA
 BLUKACZ-LOUISFERT, Blandine, UN, Geneva
 BLUM, Peter, GERMANY
 BOEL, Jens, UNESCO
 BOGADOTTIR, Svanhildur, ICELAND
 BOGEFELDT, Christer, SWEDEN
 BOLES, Frank, USA
 BOLIK, Michael, UK
 BONDUE, Didier, FRANCE
 BORIAK, Hennadii, UKRAINE

BOSELIE, Peer, NETHERLANDS
 BOSMAR, Françoise, FRANCE
 BOS-ROPS, Yvonne, NETHERLANDS
 BOUDREZ, Filip, BELGIUM
 BOUHARRAT, Soufiane, ALGERIA
 BOUNAAMA, Mohamed, ALGERIA
 BRÜBACH, Nils, GERMANY
 BREDEKAMP, Henry, SOUTH AFRICA
 BREJON DE LAVERGNEE, Marie-Edith, FRANCE
 BRISTON, Heather, USA
 BROWN, Caroline, UK
 BROWN, Adrian, UK
 BUCHMANN, Wolf, GERMANY
 BUDDE, Hans, GERMANY
 BUNDSGAARD, Inge, DENMARK
 BUONORA, Paolo, ITALY
 BURCSIK, Christopher, CANADA

C

CANAVAGGIO, Perrine, ICA
 CARASSI, Marco, ITALY
 CARAVELLA, Tony, AUSTRALIA
 CARLISLE, Diane, USA
 CASAS DE BARRAN, Alicia, URUGUAY
 CAYA, Marcel, ICA
 CHING, Stuart W.H., USA
 CHOY, Sarah, CHINA
 CIRIO, Ives, SWITZERLAND
 CLARK, Chris, UK
 CLEYET-MICHAUD, Rosine, FRANCE
 COASTON, Makeda,
 COLOMER I ARCAS, Ma. Assumpció, SPAIN
 COMMENT, Jean-Marc, SWITZERLAND
 CONDE VILLAVERDE, Maria Luisa, SPAIN
 CONNORS, Thomas, USA
 COOK, Michael, UK
 CORBETT, Bryan, CANADA
 CORNEDE, Martine, FRANCE
 CORPET, Olivier, FRANCE
 CROCKETT, Margaret, UK
 CRUZ MUNDET, Jose Ramón, SPAIN
 CUNNINGHAM, Adrian, AUSTRALIA

D

DAHLIN, Jan, SWEDEN
 DAILY, Dennis, USA
 DAN, Kathryn, AUSTRALIA
 DANIELS, Maygene, USA
 DANIELSON, Elena S., USA
 DAWSON, David, UK
 DE ANDRES DIAZ, Rosana, SPAIN
 DE BRUIN, Gerrit, NETHERLANDS
 DE SANTOS CANALEJO, Elisa Carolina, SPAIN
 DEGGELLER, Kurt, IASA
 DELMAS, Marie-Claude, FRANCE
 DEPOORTERE, Rolande, BELGIUM

DEROMEDI, Nancy M., USA
 DESANTES FERNANDEZ, Blanca, SPAIN
 DESERNO, Ineke, SWITZERLAND
 DHERENT, Catherine, FRANCE
 DIES DE LOS RIOS, Maria-Teresa, SPAIN
 DOMARKAS, Viktoras, LITHUANIA
 DOMINY, Graham, SOUTH AFRICA
 DONIA, Robert, USA
 DOOM, Vincent, FRANCE
 DORANTES, Maria-Teresa, MEXICO
 DRYDEN, Jean, CANADA
 DU, Mei, CHINA
 DUNN, Deborah, USA
 DUPLA DEL MORAL, Ana, SPAIN
 DUROVIC, Michal, CZECH REPUBLIC
 DUSEK, Peter, AUSTRIA

E

EASTON, James, USA
 EDMONDSON, Ray, AUSTRALIA
 EIRING, H. Lawrence, USA
 ELLERBROCK, Karl-Peter, GERMANY
 ENDELMAN, Judy, USA
 ENGEL, Werner, GERMANY
 ERICSON, Tim, USA
 EVANS, Joanne, AUSTRALIA
 EVEN, Pascal, FRANCE

F

FAKHFAKH, Moncef, TUNISIA
 FARNETH, David, USA
 FÖRSTER, Bärbel, SWITZERLAND
 FELDENKIRCHEN, Wilfried, GERMANY
 FENG, Huiling, CHINA
 FERRARI, Daniela, ITALY
 FIEDLER, Hans, USA
 FINDLAY, Cassandra, AUSTRALIA
 FINK, Jørgen, DENMARK
 FLAMENT-GUELFUCCI, Emanuelle, FRANCE
 FLEURBAAY, Ellen, NETHERLANDS
 FONNES, Ivar, NORWAY
 FOSTER, Janet, UK
 FOX, Michael J., USA
 FRESA, Antonella, UK
 FREY, Pierre, SWITZERLAND
 FUENZALIDA, Magdalena, CHILE

G

GALLAND, Bruno, FRANCE
 GARTRELL, David, USA
 GERAEDTS, Florus, NETHERLANDS
 GESCHKE, Alexander, GERMANY
 GIBBES, Erwin, NETHERLANDS ANTILLES
 GILDER, Mandy, SOUTH AFRICA
 GILLET, Patricia, FRANCE
 GILLILAND-SWETLAND, Anne, USA
 GNÄDINGER, Beat, SWITZERLAND

GOLDMAN, Marion S., USA
 GONZÁLEZ QUINTANA, Antonio,
 SPAIN
 GRAF, Christoph, SWITZERLAND
 GRIMSTED, Patricia Kennedy, USA
 GROSSMANN, Arnd, GERMANY
 GUARASCI, Roberto, ITALY

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HAEFNER, Albrecht, GERMANY
 HAGE, Rolf, NETHERLANDS
 HALLAM SMITH, Elizabeth, UK
 HAMMOND, Catherine, UK
 HARRIS, Tim, UK
 HARVEY, P.D.A., UK
 HASTINGS, James, USA
 HENNING, Eckart, GERMANY
 HERRERO, Ana Maria, ESPAGNE
 HEVELAWA, Jacob,
 PAPUA NEW GUINEA
 HOFMAN, Hans, NETHERLANDS
 HOLLMANN, Michael, GERMANY
 HONHART, Fred, USA
 HOOGDUIN, Willem, NETHERLANDS
 HORROCKS, David, USA
 HOSAKA, Hirooki, JAPAN
 HOWITT, Malcolm, UK
 HOY, Marian, AUSTRALIA
 HOYLE, Michael, NEW ZEALAND
 HU, Hongjie, CHINA
 HUNT, William A., USA
 HUOT, Christiane, CANADA
 HURLEY, Chris, AUSTRALIA
 HUSKAMP PETERSON, Trudy, USA
 HYRY, Tom, USA

I

IVANJI, Ivan, SERBIA / AUSTRIA
 IVANOVIC, Jozo, CROATIA

J

JACKSON, Patricia, AUSTRALIA
 JAMES -SARAZIN, Ariane, FRANCE
 JANSSENS, Gustaaf, BELGIUM
 JENSEN, Bente, DENMARK
 JENSEN, Charlotte, DENMARK
 JESPERSEN, Leon, DENMARK
 JEURGENS, Charles, NETHERLANDS
 JEWITT, Crispin, UK
 JIMERSON, Randall C., USA
 JONES, Ann, UK
 JOST, Hans-Peter, SWITZERLAND
 JUSTRELL, Borje, SWEDEN

K

KAMTO KENMEGNE, Victor,
 CAMEROUN
 KANSY, Lambert, SWITZERLAND
 KAPLAN, Diane, USA
 KELLERHALS, Andreas, SWITZERLAND
 KESSLER, Hans-Günther, GERMANY
 KETELAAR, Eric, NETHERLANDS
 KIESLING, Kris, USA
 KIKUCHI, Mitsuo, JAPAN

KILCHER, René, SWITZERLAND
 KILKKI, Jaana, FINLAND
 KINNEY, Greg, USA
 KITCHING, Christopher, UK
 KLAGIAN, Thomas, AUSTRIA
 KLASINC, Peter Pavel, SLOVENIA
 KLEINMAN, Kent, USA
 KLOOSTERMAN, Jaap, NETHERLANDS
 KOENDERS, Pieter, NETHERLANDS
 KOINUMA, Kiyoshi, JAPAN
 KOLAR, Jana, SLOVENIA
 KOLP, Franziska, SWITZERLAND
 KOMATSU, Yoshiro, JAPAN
 KOMOR, Valerie, USA
 KOZLOV, Vladimir P., RUSSIA
 KOZLOV, Vladimir A., RUSSIA
 KOZLOVA, Alena, RUSSIA
 KRAJEWSKA, Hanna, POLAND
 KRAMSKI, Heinz Werner, GERMANY
 KRAUSS, Alexandre, GREECE
 KREIKAMP, Hans-Dieter, GERMANY
 KULA, Sam, CANADA
 KWANTEN, Godfried, BELGIUM

L

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 LEPPANEN, Markku, FINLAND
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