



Abou Dhabi
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Agency (WAM)

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a message from the president

TURNING AROUND A DIRE FINANCIAL SITUATION

The first elected Executive Board of ICA met in April in Washington, D.C., to address the organization's dire financial situation. The budgetary forecast for 2005 shows a deficit of €180,000, or twice the total of ICA's reserves. The chief reason for this predicament is the depreciation of the dollar against the euro, which has deprived ICA of 30% of its operating resources. This loss, unfortunately, was not offset by voluntary contributions from members.

In order to balance the budget for 2006, the Bureau which met on 7–8 July in Paris, has decided on the following measures to reduce operating expenses:

1. Workforce reduction. The communications officer post in the secretariat will be discontinued, effective 30 November 2005.
2. Print publication reduction. The journal, *Comma*, will convert from print to electronic publication beginning with the 2005 issues and will be available only in PDF format on the ICA website.

Further, Mr. Mitsuoki Kikuchi, President of the National Archives of Japan, who was elected a vice-president of ICA by the Executive Board, has kindly agreed to be responsible for preparing the CITRA meetings for the next three years. I have also set up a Presidential Committee that Mr. Moncef Fakhfakh of Director General of the National Archives of Tunisia agreed to chair, to ensure preparation for the second phase of the World Summit on the Information Society in Tunis this November.

The Bureau will submit a proposal at the November 2005 Annual General Meeting to balance the budget, but it will be many months before any effect is felt.

I thank Saskia Brown for the good work she has done as ICA's communications officer, and I am very aware of the extra work which will now fall to the Paris secretariat as a subsequence of her departure.

Please be assured that your leadership will do everything in its power to turn this situation around and restore fiscal health to ICA. Your assistance, input, and support are needed now and always. I ask you all to consider what course should be taken in November to overcome this crisis.

Lorenz Mikoletzky
President of the International Council on Archives



IN BRIEF

Another First!

Following the first elections held by ICA and the first meeting of its newly enlarged Executive Board, Abu Dhabi will host the first ICA Annual General Meeting (formerly Delegates Meeting) from 29-30 November 2005. The mandate of the AGM includes deciding on the strategic orientations of ICA, considering the management and activities of the organisation, and it will also consider the draft resolutions and recommendations issued from ICA's CITRA 2005 which takes place in the same period. The publication of *Flash* 8 will be timed to accommodate news of these events. It will be published in January 2006.

Read more about CITRA - page 3

ICA-L list serv

ICA-L has moved to new software which gives more choice to users. Please use this ideal tool for receiving and disseminating archival information! Consult your subscription, or subscribe, on: <http://www.mailman.srv.ualberta.ca/mailman/listinfo/ica-l> Or by Email ica-l-request@mailman.srv.ualberta.ca

NEW! ICA web forum

<http://forums.ica.org/forums>

Contribute to the new ICA web forum! You can exchange ideas, receive notification of postings and create usergroups, with more or less restricted access according to your needs.

ICA working with the National Archives of Iraq

ICA participated in the 2nd Plenary Session of the International Coordination Committee for the Safeguarding of the Cultural Heritage of Iraq (ICC) at

UNESCO Headquarters in Paris, 22-23 June 2005. The meeting followed up on recommendations made in May. ICA is now actively assisting the National Archives of Iraq, together with UNESCO and the National Archives of the U.K., in the preparation of a two week seminar for Iraqi archivists to be held in Spring 2006 in Amman. A full report on the June meeting will appear in the next issue of *Flash*. For further information, see the section "Crisis in Iraq", <http://portal.unesco.org/culture/en>

7th European Conference on Archives

A major European conference, attracting high-profile international speakers, will be held from 16-20 May 2006 in the outstanding historical setting of Warsaw.

Read about the European Conference - page 7

ICA's work programme enriched by new projects

Participants in the International Technical Training Course on Archives (STIA), which was held in Paris from 6 April to 15 June 2005, proposed four projects to be carried out in the framework of ICA's professional programme. These projects, which are made possible by the new approach of ICA's professional programme, will be proposed to the Programme Commission.

Read about PCOM Projects - page 5

Congress presentations 2004

The presentations from the Vienna Congress which the ICA secretariat has received are now all online. See <http://www.wien2004.ica.org/fo/index.php>

An ICA project approved for funding from IFAP

The ICA will receive funds for a project submitted by its Programme Commission to UNESCO's Information for All Programme (IFAP). The project title is *Preservation of, and Access to Archives and Records Providing Evidence of Human Rights Violations* (IFAP 2005/332). The IFAP money will contribute towards the creation of an online database of sources of human rights violations worldwide.

The list of projects approved by the IFAP Board is available on <http://portal.unesco.org/ci/en>

People

New national Archivists have been appointed in: BELGIUM - Karel Velle BURKINA FASO - Hippolyte Tapsoba; DOMINICAN REPUBLIC - Magdalene Robin; SLOVENIA - Matevž Kosir (Acting Director); SPAIN - José Ramón Cruz Mundet (Subdirector General); VIETNAM - Tran Hoang (Acting Director) UNITED STATES - Allen Weinstein

In Memoriam

Mrs. SOEMARTINI 1930-2005 INDONESIA SARBICA Vice-chair 1973-1975 and 1984-1987, SARBICA Chair 1975-1978 and 1987-1990, Executive Board 1978-1980, ICA Vice-President, 1980-1984, Honorary Member of ICA.

Translation of $\beta\lambda\alpha\theta$

Many thanks to those people who kindly gave their time and skills to translate articles in this issue of *Flash*, namely DAVID LEITCH. Translation is assured by volunteers alone: please think of offering your help for just one hour every four months!

The International Council on Archives (ICA)

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

Flash

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

Flash is published three times a year as a membership benefit by ICA. Contents may be reproduced and translated in part or in whole, provided that credit is given. Information in this issue of *Flash* was current at the closing date for production, 1 July 2005.

Flash is looking for contributions!

If you have a newsflash for the archives world, send it to ICA. The closing date for the next issue is 15 December 2005.

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CITRA: 38TH INTERNATIONAL CONFERENCE OF THE ROUND TABLE ON ARCHIVES

A favourable international context for the CITRA debates on "Archives in a Global Age"



The venue of CITRA 2005: Center for Documentation and Research at Abu Dhabi, United Arab Emirates

Globalization has accelerated over the last few years and will continue to do so. Archival institutions, which have developed within the framework of the nation state, need to adapt the way they operate to this trend and redefine their objectives. Over the next three years, the CITRA will develop strategies to make the most of the opportunities and tools that globalization provides, while also examining the challenges it poses to the archival community.

From 27-29 November 2005, CITRA members will meet in Abu Dhabi under the theme of "Records and Archives in a Global Age". We, archivists, know the benefits to be gained from good records management, in terms of efficiency and transparency. However, there are few leaders outside the archival world who are really aware of these. Prior to the CITRA, several major international events will draw attention to this most topical theme, providing us with the opportunity to make these benefits known and hence break out of our professional isolation. In September, the world's political leaders will assess the social development achieved since the UN Millennium Declaration of 2000. These leaders recognized that the achievement of the Millennium Objectives presupposed good governance, in individual countries and at the international level, and they committed themselves to promoting it. It is now for us to communicate the message that archives play an essential role in realizing good governance and must be positioned to do so.

In November, ICA will be present in Tunis for the second phase of the World Summit on the Information Society. ICA hopes to make a substantial contribution to the debate (see page 4).

Lastly, the UN initiative, the Global Compact, provides another opportunity to remind the leaders of multi-national corporations of their civic responsibility in preserving archives and records of their activities.

Through its cooperation with these international movements on good governance, ICA intends to increase the visibility of archives and records management globally.



I am convinced that the forthcoming CITRA in Abu Dhabi will be informative and beneficial for us all and I look forward to your participation.

Mitsuoki Kikuchi

Vice-President of ICA delegated to the preparation of CITRA

CITRA 2005

Abu Dhabi (United Arab Emirates)
27 November-1st December 2005
Records and Archives in a Global Age

The programme is structured around three themes which will be examined in three sessions of three hours.

Sunday 27 November

Records and Archives: a core asset for Good Governance and hence for Development

Many political and economic benefits can be expected from good records management in governmental, intergovernmental and private sectors: for example, gains in productivity, cost-efficiency, protection of State and citizens rights, accountability and the fight against corruption. How can we make representatives from fields other than archives aware of the crucial assets which archives represent?

Monday 28 November

Responsibilising Key Players in Globalization: Multinationals and International Organizations

Multinationals are an important feature of our societies. Their records and archives are, however, at risk due to changing economic conditions, creating mergers, restructurings and relocations. The destruction or dispersal of records results in loss of collective memory which is detrimental to companies and local communities alike. Can legal provisions be put in place? The United Nations initiative called the Global Compact may be an opportunity to encourage companies to be socially responsible by committing them to preserving their records and making them accessible. Supranational institutions and NGOs have an impact on the activities of developing countries and thus on their collective memory. How can archival institutions ensure that these records – for example, of the IMF or the UNDP programmes – will be preserved and remain accessible to interested users in the various countries concerned? How can these organisations be persuaded to apply standards for records/archives management and access?

Tuesday 29 November

A Challenge for the Future: Keeping a Trace of Transnational Movements and Events with Global Impact

Anti-globalization movements are predominantly transnational and there is an ever-increasing number of forums on major social issues. Their records are often digital. Who should be responsible for them? How keep a record of the Web in general? Lessons can be learnt from major disasters, which can help preventive action in the future. Case studies in this domain could help define guidelines for transferring knowledge useful to authorities and victims.

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Executive Board

The ICA Executive Board, accompanied by their host, Mr Allen Weinstein, National Archivist of the U.S.A., on the steps of the NARA building, Washington, in April 2005 © ICA



Selected highlights from the ICA Executive Board in Washington

The Executive Board 2004-2008 met from 27 to 30 April 2005 in Washington, at the invitation of Allen Weinstein, National Archivist of the U.S. National Archives and Records Administration (NARA).

A report on the first ICA elections, held in March 2005, was heard. Although these were the first elections to be held and therefore subject to some teething problems, the overall process and results were very encouraging.

Mr. Mitsuoki Kikuchi was elected unanimously at the proposal of the Branch chairs as vice-president of ICA.

Mr. Didier Grange was elected unanimously at the proposal of the Section chairs as the other vice-president of ICA.

The three vice-presidents of ICA for the term 2004-2008 are therefore Ms. Hajjah Rahani Jamil, Mr. Mitsuoki Kikuchi and Mr. Didier Grange.

Mr. Mitsuoki Kikuchi was delegated by the President to chair over the preparations for CITRA, from 2005 to 2008. Much of the meeting was devoted to a discussion of ICA Finances. The financial situation of ICA is at present critical. The profound problems created by longstanding underfunding were highlighted when the euro-dollar exchange rate changed drastically, to ICA's disadvantage. Consequently, branch and section activities will receive no funds beyond amounts already committed. The few funds available will be allocated as a priority to PCOM projects, in order to retain the momentum of the new ICA work programme launched at the ICA International Congress in 2004. The expenditure forecast was reviewed by the Board in order to reduce the deficit. Other measures are also being taken to tackle these financial problems, one of which is the establishment of a Task Force on the ICA Revenue Structure to study the means by which the revenues of ICA

may be increased.

ICA's Professional Programme was discussed. Convergence of the projects of PCOM and of the sections and branches was also discussed in order to fashion a more coherent ICA professional programme.

The theme for the 2008 International Congress on Archives was fixed as "Archives and Development".

The Board addressed ICA's involvement in the World Summit on the Information Society (WSIS), how best to gain visibility and how to carry on the momentum afterwards. The participants signed a Position Paper on ICA and the WSIS for the PrepCom3 of the Summit.

National Archivists from every country are urged to attend the Summit if they possibly can, as members of their country's delegation.

Contact: Annick Carteret, Office Manager, ICA Secretariat, carteret@ica.org

ICA Position Paper for the WSIS Summit: <http://www.itu.int/wsis/gfcd/docs/s/contributions/ICA.pdf>

ICA and the World Summit on the Information Society

ICA has been involved in the World Summit on the Information Society (WSIS) since its first phase in Geneva in December 2003. As the Summit of the second phase approaches, from 16-18 November 2005 in Tunis, ICA has again been concentrating on demonstrating the central place of archives in longterm information management and in responsible development.

A recent success for ICA in this regard was the introduction of modifications into the preparatory documents for the November Summit which stress the importance of promoting and preserving records and archives. ICA argues that records and archives are indeed an essential element of the Information Society, constituting a tool of good governance, a source for citizens' rights, as well as evidence

for a wide range of human activities. During the World Summit in November, ICA will be working with core stakeholders such as other NGOs, governmental organisations, especially UNESCO, and with the Summit organisers (Executive Secretariat of WSIS, International Telecommunication Union), in order to ensure that the interests of records and archives are represented at all levels. ICA will also be present as part of the platform "ict4all".

In order to ensure that the visibility gained by ICA for records and archives at the Summit is not lost subsequently, the ICA Executive Board has set up a Presidential Committee to prepare for the Summit and follow up on its outcomes. This Presidential Committee will work with ICA bodies and archives professionals to develop a strategy to promote the profession of archivist in the framework of the Information Society and the digital environment. It is essential that archivists can position themselves at the earliest stage in the system of document creation, and carry out their specific role throughout the document lifecycle. ICA strongly believes that archivists will have to work ever more closely with document creators and with specialists in information and communications technologies.

Contact: Moncef Fakhfakh, Chair of the Presidential Committee for the preparation and follow-up to WSIS, archives.nationales@email.ati.tn

Documents for the WSIS Summit, with ICA comments integrated: <http://www.itu.int/wsis/docs/pcsl/working/dt6.pdf>

ICA's work programme unfolds

Projects submitted to PCOM within the four priority areas chosen for the period 2004-2008 are now being carried out by project groups, with the assistance of the priority area team. Below you will find a brief summary of key projects being pursued in each area.

Priority Area 1: Advocacy and Promotion

More than forty project proposals were presented to the Programme Commission for the Priority Area Advocacy and Promotion. 37 were selected.

We have chosen to emphasise three ideas or themes which run through the projects submitted:

1 Projects concerning Human Rights. For example, guides to sources, educational activities and general information. These projects reinforce the ethical dimension of the archival function.

2 The project of establishing an International Archives Day. This Day would reinforce the visibility of archives and provide an opportunity for archives to illustrate the ways in which they contribute to an Information Society which promotes transparency and good governance. This International Day would also allow archival services to present themselves to their traditional or potential publics.

3 Projects which aim at a better and more comprehensive understanding of the archival world for archivists themselves. One of these projects involves gathering comparative statistics on archives internationally, which will be useful for lobbying as well as for management.

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Director, Swiss Federal Archives,
andreas.kellerhals@bar.admin.ch

Priority Area 2: Electronic Records and Automation

Priority area 2 covers issues around automation and electronic records, which are among the most important facing archives today.

One of the ways ICA can help is by using its network of experts and contacts across the world to share and disseminate technical information.

One approved project in this priority area aims to create a clearing-house of information on software that can be used in archives. It arose from a proposal of the former committee on information technology and involves team members Debra Wall from the United States and Jean-Marc Comment from Switzerland.

Another project, to be led by Adrian Brown at the National Archives in London, United Kingdom, will carry out a technology watch by establishing a discussion forum on technical developments.

Contact: **George MacKenzie**,
Keeper of the Records,
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Priority Area 3: Preservation and Disaster Preparedness

13 project proposals were selected and discussed in this ICA Priority Area. The prime project worked on at present is the *Guidelines for Disaster Prevention*, which will be co-produced with IFLA, the International Federation of Library Associations. This project is expected to be completed in February 2006.

Another important project is the *Guidelines for the Exhibition of Archival Material*. It started under the responsibility of the Committee on Preservation of Archives in Temperate Climates (CPTC). These *Guidelines* will be available in 2006.

Thirdly, the *Guidelines and Tools for Damage Assessment of Archive and Library Materials*. This was also a project of the former CPTC. The aim of the project is to standardise damage assessment as a tool for long-term conservation policy.

Contact: **Graham Dominy**,
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Priority Area 4: Professional Education and Training

A major project is a *Training the Trainer Resource Pack* developed as an ICA project by members of the Section on Archival Education and Training (SAE). This pack was released earlier in the year for peer review and will be demonstrated at the forthcoming Conference for Archival Educators and Trainers in Amsterdam on August 30-31. (Details for the conference are available at:

<http://www.ica-sae.org/scaets.html>).

The *Training the Trainer Resource Pack* is a web-based tool and is also designed to be printed out as a hard copy handbook. It provides guidance on all aspects of planning, delivering and evaluating effective training.

Its sections on planning a training course cover information on how to establish the training need; developing aims, objectives and learning outcomes; profiling learners; and content design.

The pack also contains sections on the more prosaic aspects of training such as logistics, budgeting and resources. A lot of attention is given to methods of delivery. Assessment, as well as evaluation by both class and trainers, each have a section. Finally, three appendices cover training definitions, further reading and useful contacts.

The Pack is available at:
<http://www.archive-skills.com/trainerpack/index.htm>

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Please keep sending in project proposals to the ICA Secretariat, including ones you may already be working on in the context of branch or section activities.
Contact: ica@ica.org

Business and Labour Archives (ICA/SBL)

Villa Hügel in Essen, Germany, former residence of the Krupp family (German industrial magnate) and site of the Krupp archives. SBL and the German Association of Business Archivists met here

In May 2005 © Renate Köhne-Lindelaub, Die Villa Hügel in Essen, München, 1994



The Section for Business and Labour Archives (SBL) held its first bureau meeting after the Vienna Congress in Dortmund, Germany, on 3 May 2005. This meeting was planned to coincide with the celebrations of the 40th anniversary of the Association of Business Archives in Germany, held at the Villa Krupp in Dortmund, home of the Krupp industrial archives. Dr. Karl-Peter Ellerbrock, director at the Dortmund Wirtschaftsarchiv and member of the SBL bureau, enabled this cooperation.

The bureau was concerned to flesh out the strategic orientations which it had adopted in its four-year plan in August 2004. Central to its concerns is Outreach, which it will address in a several ways: it will remodel and enlarge the SBL International Report on the Situation of Business Archives, in order to feature reports from a large number - about 25 - countries. Secondly, SBL will produce a leaflet explaining the work and aims of the section, which it will translate into eight languages. Lastly, in order to help communication more generally, the SBL Web site will carry a broader range of contents, including the International Report and selected administrative documents useful to its members (calendar of events, members list, reports, etc.).

The other major item for discussion were the future events in SBL. The meeting of the Society of American Archivists in New Orleans, 13-21 August 2005, will feature a SAA Business Archives Colloquium for all business archivists, joint meetings to discuss future cooperation between business archivists in Europe and

America and a special meeting where best practices within Business Archives will be addressed. The SAA program also contains a session on "Innovative Approaches to Business Records in Europe". Later in the year, SBL will be directly involved in ICA's CITRA meeting, to be held in November in Abu Dhabi. It will contribute under the theme "Responsibilising Key Players in Globalisation: Multinationals and International Organisations".

Contact: **Hans Eyvind Næss**,
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<http://www.iisg.nl/icasbl>

ICA Meeting on Standards

The National Archives of Switzerland hosted an ICA meeting on Standards in Bern from 30 May to 2 June, 2005. Participants discussed the importance of standards for enabling archivists to effectively do their work, for facilitating communication among archivists and between archivists and their users, and for ensuring control of complex records in our increasingly digital world. They considered standards to include: legislation, codes, recommended practices and precise technical standards.

The general objectives of the group are to ensure an open and inclusive process for archival standards development. The more detailed terms of reference are: exchange of information on standards-related matters, coordination of standards development, management of a process for standards endorsement, maintenance of standards, involvement with international standards-setting bodies, and promotion of standards training and implementation.

Priority areas for archival standards were identified as: description, appraisal, preservation and electronic records. Standards activities will result from the on-going work of former ICA Committees, standards-related proposals received in response to ICA's call for projects after Vienna, standards work underway in archival



The ICA meeting on standards, Bern, June 2005
© Beatriz Franco Espiño

associations and institutions throughout the world, and standards developed, or under development by, allied professions.

Communication is critical to this work: dedicated pages on the ICA web site for groups working on particular standards and standards-related projects will help in this. List-servs for activities at various levels are being investigated. Watch out for more news!

Contact: **Marion Beyea**,
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German Colonial Archives from a PARBICA perspective

In August and early September 2004, the German Federal Archives (*Bundesarchiv*) invited Jacob Hevelawa of PARBICA, along with other archivists, for discussions on records relating to former German colonies. Klaus Oldenhage, Vice-President of the *Bundesarchiv*, presented his guests with copies of finding aids for their National Archives, consisting of descriptive lists of records (four paper-back volumes in German) created and kept by the *Reich Kolonial Office* (RKO) in Berlin between 1884 and 1914. The records themselves are now available on microfilm thanks to a microfilming project spearheaded by ICA and the *Bundesarchiv*.

The archivists from former German colonies (including Cameroon, Namibia, Tanzania, Zanzibar, Togo, Burundi, Rwanda and Papua New Guinea) discussed, among other things, possibilities of South-South co-operation, a Tanzanian programme and Namibian projects.

The meeting agreed that archives of former German Colonies have in common:

! A heritage of German administrative files and sometimes German private accessions in their custody which constitute a significant record of their country's history.



The historic city of Warsaw, venue of the 7th European Conference on Archives in May 2006
© Archiwum Dokumentacji Machanicznej (Audiovisual Archives)

2 The technical problems of keeping these files adequately preserved and accessible, often under difficult circumstances.

3 The problems of adequately describing and indexing files which are in a language and handwriting style with which the vast majority of citizens are not familiar.

4 The need to refer back to archives of the former colonizing power in Europe.

5 The need to cross-reference between archives because of the frequent links between the colonies.

6 A common interest in research on German colonial rule.

The meeting proposed that the archives of former German Colonies, the *Bundesarchiv*, and other relevant German institutions, establish a permanent coordination with a view to assisting each other in the preservation of and research into German colonial archives.

Contact: **Jacob Hevelawa**,
Chair of PARBICA,
hevelawa@daltron.com.pg

Don't forget the IInd Biennial Workshop and Conference of PARBICA which will be held at the Sky Lodge Hotel in Nadi, Fiji, 19-23 September, 2005, at the invitation of the National Archives of Fiji. The theme of the training workshop is *Reinventing Archives - Supporting Recordkeeping for Good Governance*. All enquiries can be directed to the Secretary of PARBICA: Ms Saleasia Ikaniwai National Archives of Fiji PO Box 2125 Government Buildings Suva, Fiji Islands Phone number (679) 330 4444 Fax number (679) 330 7006 <http://www.archivenet.gov.au/archives/parbica/parbicaii.html>

18 to 20 May 2006: the date for your diary

A major European archival event is in preparation, organised by the State Archives of Poland, the Polish Association of Archivists, EURBICA and SPA. The **7th European Conference on Archives** will be held in Warsaw, from 18 to 20 May 2006. The Conference hopes to attract both European archivists and their colleagues from neighbouring countries and further afield.

The Scientific Committee of the Conference, chaired by Daria Nalecz, has chosen the title "Archivist: Profession of the Future in Europe" for the Conference, in order to survey the challenges facing archivists in Europe today and to develop recommendations which may be taken further within the European system.

The main subjects which will be treated during the conference are:

- the professional competences of archivists;
- archival education and professional training under European law, and certification of archivists;
- professional mobility in the framework of Europe;

Topics will be discussed in parallel sessions and round tables. Additionally, four workshops will be organised during the Conference:

- the European Archives Portal
- European Standards – MoReq
- Disaster and Emergency Plans
- the EURBICA Legal Database

We warmly encourage representatives of private institutions and researchers, whose impact on the development of the archival profession is growing, as well as our colleagues working for national and local archives to attend the Conference. It will provide an opportunity to consolidate an European position which can be brought to ICA's International Congress in 2008 and further elaborated there.

Contact:
sekretariat@archiwa.gov.pl
<http://www.sap.waw.pl>

A new stage in the France-Canada archives portal

www.archivescanadafrance.org

The portal is now entering its second phase. It is the result of the fruitful collaboration between the *Direction des Archives de France*, Libraries and Archives Canada, and the *Archives nationales du Québec*, which contain about 500,000 digitised documents relating to the history of French settlement in Canada.

This second phase, which will be implemented from 2005 to 2010, will focus on the celebration of the 400th anniversary of the foundation of Quebec in 1608, the Seven Years' War, and the history of French people in Canada after the 1763 Paris Treaty. Moreover, two new rubrics, one genealogical and one educational, will be developed so that the public may have easier access to this collective memory which has for so long been dispersed and is now brought together again thanks to new technologies.



Plan of a lighthouse to be built at the mouth of the port of Louisbourg, Quebec (1730). Taken from the online database of the France-Canada Archives Portal. Centre des Archives d'Outre-mer (France), 09DFC108

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NEW ICA PUBLICATIONS

STUDIES

ELECTRONIC RECORDS:
A WORKBOOK FOR ARCHIVISTS
(ICA Study 16)

This final version of the Workbook on recordkeeping in an electronic environment extends and completes the draft version presented at the 15th International Congress on Archives in August 2004. It is the work of the ICA Committee on Current Records in an Electronic Environment (CER, 2000-2004). This ICA Study no. 16 takes a practical approach to managing and preserving electronic records throughout their lifecycle, at a time when records of all sorts are increasingly produced in electronic form. Available online
www.ica.org/biblio.php

STANDARDS

NORMA DE DESCRIPCIÓ ARXIVÍSTICA DE CATALUNYA (NODAC)
Versió provisional (May, 2005)
Departament de Cultura de la Generalitat de Catalunya i l'Associació d'Arxivers de Catalunya.

This is a draft version of a translation of the ISAD(G) standard and its adaptation to correspond more closely to the realities of archives in Catalonia.

Available from the department of culture of the Generalitat of Catalonia or the Association of Archivists of Catalonia.

See
<http://cultura.gencat.net/arxius/nodac.htm>



ISAAR (CPF): SAFON RHYNGWLADOL
COFNODION AWDRODDAETH ARCHIFOL
AR CYFER CORFFORAEATHU CORFFOREDIG,
UNIGOLION A THEULLUOEDD,
AIL ARGRAFFIAD
The standard ISAAR (CPF) (2nd edition)
in Welsh translation.
Available online
www.ica.org/biblio.php

JOURNALS



ESARBICA JOURNAL VOL. 23 (2004)
This issue of the journal of the Eastern and Southern African branch of ICA, edited by Patrick Ngulube, emphasises the importance of good recordkeeping practices and Freedom of Information for fostering accountability. These are particularly critical in times of transition (political change, business mergers, evolving communication technologies). Other articles in this volume are devoted to issues around the preservation of records, both digital and non-digital. Articles in the Journal are annotated, indexed or abstracted in African Journals Online www.ajol.info (access to abstracts is free of charge)

THE VNIIDAD-EURASICA NEWSLETTER
2004 AND NO.1 2005

The four issues for 2004 of the bulletin of the All-Russian Archival Science and Records Management Research Institute (VNIIDAD), and no.1 2005, are now available online, in Russian, with table of contents in English. Available online
www.ica.org/biblio.php

What's new in COMMA ?

The forthcoming volume of Comma will be devoted to Central European Archives. The issue contains articles covering the rich archival landscape of Central Europe past and present, archival science, archival outreach (including archival pedagogy and training), information technology (XML and long-term digital preservation projects), human rights (displaced archives) and special archives (the Goethe and Schiller Archives in Germany, archives of Austrian monasteries, etc.). Another Comma issue due to appear

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The three Comma volumes devoted to the Congress papers are at present being edited: vol.1 Archives and Memory

(Comma 2005.2); vol.2 Archives and Knowledge (Comma 2005.3); vol.3 Archives and Society (Comma 2006.1).

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