Records in contexts

The use for records management and digital preservation

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Agenda

Introductory remarks
Records management
Digital preservation
Conclusions
Introductory remarks

- Terminology: record, records management, archives...
- (internal) Status of RiC
- (external) Status of RiC
- What is not RiC
2. Records management

“At every stage the information about the material remains dynamic and may be subject to amendment in the light of further knowledge of its content or the context of its creation... Computerized information systems in particular may serve to integrate or select elements of information as required, and to update or amend them. **While the focus of these rules is the description of archival materials after the point at which they have been selected for preservation, they may also be applied at earlier phases.**”
2. Records management

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ISAD(G), I.3
2. Records management
2. Records management - functions

1. identify the responsibilities for records and individualize/characterize entities involved;
2. Records management - functions

1. Identify the responsibilities for records and individualize/characterize entities involved;

2. Taking control, maintain and support use of the records (creation, classification, use);
2. Records management

Where are all the bank customers’ loan contracts from 2010?
2. Records management - functions

1. identify the responsibilities for records and individualize/characterize entities involved;

2. taking control, maintain and support use of the records (creation, classification, use)

3. prepare transfer of records or act as archivist for long term/permanent records
I wanted to transfer 120 containers and they asked: TAR or ZIP...
2. Records management - RiC

1. An agnostic model of archival world
   ◦ Record/Records set
   ◦ Process-related (functions, activities, transactions, mandate)
   ◦ Agents (corporate body, but also position)
   ◦ Supporting entities (documentary form, place, date etc.)
2. Records management - RiC

1. An agnostic model of archival world

2. A deeper analysis of the significant attributes of the entities

- Content Information
- Information about Representation
- Information about Carrier
- Information about Management and Use

- Properties of Record Set
- Properties Summarizing the Members of a Record Set
- Properties Shared by All Member Records of a Record Set

- Technical characteristics specific to delegate agent
2. Records management - RiC

1. An agnostic model of archival world
2. A deeper analysis of the significant attributes of the entities

- Identify entities of interest
- Establish metadata of interests
- Enhancing cooperation RM-AM
2. Records management - RiC

1. An agnostic model of archival world (jurisdictions, medium etc.)
2. A deeper analysis of the significant attributes of the entities
3. Better contextualisation – multidimensional reality
2. Records management

1. identify the responsibilities for records and individualize/characterize entities involved—IN TIME;

2. taking control, maintain and support use of the records (creation, classification, use)—IN TIME
2. Records management - RiC

1. An agnostic model of archival world (jurisdictions, medium etc.)
2. A deeper analysis of the significant attributes of the entities
3. Better contextualisation
4. Better compatibility with most complex RM standards
2. Records management - RiC

1. An agnostic model of archival world (jurisdictions, medium etc.)
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- easy of transfer (in/out)
- persistence of RM metadata
2. DLTP

Open Archival Information System (OAIS) reference model (ISO-STD 14721)
2. DLTP

Open Archival Information System (OAIS) reference model (ISO-STD 14721)
Figure 4-18: Archival Information Package (Detailed View)
2. DLTP
Conclusions

Though not specifically dedicated to RM,

- RiC may influence the way RM understand and structure their methods and practices

- RiC allows for a better integration between RM and AM systems and practices, aiming to a richer collect and use of metadata regarding records and their context

- RiC helps describing hybrid archives, revealing the identity of contexts and purposes for records
Thank you!