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Cameroon had the honour and privilege of hosting, from 24 to 30 November 2018 in Yaoundé, the very first annual Conference of the International Council of Archives to be organized in Africa. Having as its theme “Archives: Governance, Memory and Heritage”, the conference was attended by about 500 delegates from five continents. This meeting in Yaoundé coincided at the international level with the mid-term review of the ICA’s 2016-2020 strategy for Africa and the implementation of the National Archives rescue plan for Cameroon.

The Yaoundé meeting focused more specifically on the one hand, on the problems of ensuring that archives are seen as an essential lever of governance and, secondly, on those aspects of archives covering memory and heritage and their fundamental role in a State of law, especially in Africa. Related issues covering litigation, the place of archives in conflict resolution, pan-African issues of documentary governance, and the role of archives in achieving the Sustainable Development Goals (SDG 16), and more specifically the African Union Agenda 2063 for responsible and inclusive institutions were also discussed. At the national level, the swearing-in of those involved in the archival system within public administrations was linked in a related way to the programme of the Conference. This value-added activity was carried out pursuant to the relevant provisions of Law No. 2000/010 of 19 December 2000 governing archives in Cameroon. This action reaffirmed the Government’s commitment to positioning the archival function at the heart of the administration’s performance.

The results of the work are praiseworthy in more than one respect:

- A record number of participants from African countries and the presence of the Prime Minister, Head of the Government of Cameroon, personal representative of the President of the Republic, Head of State
- An abundant intellectual and professional programme which debated taboo issues and preoccupations, particularly in Africa, covering the useful interaction between archives, governance, the rule of law, memory and heritage.
- Positive perspectives on collaboration and international solidarity, to enable the creation of means and methods to protect and conserve the documentary heritage of Africa
- Realistic and pragmatic resolutions on finding solutions to defend and promote archival programmes and policies to be implemented by finding appropriate resources to do so.
- A memorandum of declaration on Cameroon’s position on the international governance of archives and African heritage with a priority focus on the issue of repatriation of archives, international archival cooperation and capacity building in the archival profession. All in all, great prospects for a more energetic involvement of African governments on the issue of archives!

Derivative works: The full text of this issue of Flash is dedicated to the advancement of archives through international cooperation. 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.

**Editorial**

**Flash**

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The International Council on Archives (ICA) is dedicated to the advancement of archives through international cooperation. 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 Flash. The ICA publishes Flash twice a year as a membership benefit. 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 on 8 March 2018.

**Esther Olembe**

Director of the National Archives of Cameroon
The ICA Africa programme was approved by PCOM in 2015 and will be concluding in 2020. To mark the final year 2019-2020, PCOM has designated this year (2019) the Year of Africa. The programme has achieved much over five years to support archives and ICA members on the continent through capacity building and advocacy initiatives.

Background
Following requests for concerted support from ICA members across Africa, PCOM endorsed an ICA strategy for Africa that sought to reinforce ICA's presence and relationship with colleagues in sub-Saharan Africa. To get a high-level overview of the needs of colleagues an Africa Strategy Working Group developed a five questions survey and an open consultation session at ICA's East and South Africa Regional Branch conference (ESARBICA), along with feedback from members from other branches such as Central African Regional Branch (CENARBICA) and the West African Regional Branch (WARBICA) which revealed:

- There is not enough support, including budgetary support, for archives and records management or enough investment in the workforce to deliver effective record-keeping;
- Advocacy work is needed in order for policymakers to better understand the significance of archives and records;
- Workforce training is an urgent requirement;
- Archival education is under-developed and needs support and strengthening;
- African colleagues recognise existing ICA tools as valuable resources in supporting the development of archives and records management in their learning and working environments.

This survey along with conversations with colleagues from across the various regions formed the basis of the Africa Strategy and the Africa Workplan, which are the foundation documents for the ICA Africa Programme.

Africa Programme - Goals and Achievements
The Africa Programme has two key strands Advocacy and Training and Education. The goal for the advocacy stream is to help decision-makers and funders understand the importance of archives for development, transparency and accountability, as well as reinforce professional networks in the ICA regional branches. For the training and education stream the main driver was to build capacity and strengthen archival education programmes in universities across the continent.

Over the last four (4) years the Programme, through PCOM, has supported many initiatives in sub-Saharan Africa, funding various projects including capacity development for records managers and archivists in Kenya (delivered by the national professional association, KARMA) and a capacity building project in Burundi led by the Association des Bibliothécaires, Archivistes et Documentalistes du Burundi. A key milestone for the programme was last year's annual conference in Yaoundé, Cameroon. Since the creation of the annual conferences, under the auspices of the 2012 Constitution, this was the first one held on the African continent. The Yaoundé conference on 'Archives: Governance, Memory and Heritage' was an opportunity not only for meaningful and fruitful exchanges between African and international colleagues but enabled African colleagues from across the different ICA regions to gather, discuss and develop a pan-African strategy on archives. Further the conference, enabled the Africa Programme to begin work on one of its key aims, to revive the Central African Regional Branch (CENARBICA) and the West African Regional Branch (WARBICA), to better support the profession across the continent. Moreover, the conference allowed ICA and the Africa Programme, through interviews and media coverage, to advocate and promote the significance of archives as cultural and accountability institutions.

Not only was Yaoundé a success for advocacy on the importance of archives as vital institutions for accountability and transparency, but also for capacity building. A two-day French and English training course was offered on digital record-keeping and preservation, which was very well attended and counted approximately 90 participants from across ESARBICA, WARBICA and CENARBICA.

Looking ahead to the year of Africa 2019
In this final year of the Africa Programme, the focus continues to be capacity building and advocacy.
networks and cultural heritage networks must exist to protect, promote and make accessible cultural and documentary heritage”. However, archives are some of the most poorly funded cultural heritage institutions and archivists are not always recognised as a profession within public and private sectors or, if it is a recognised profession, it is often one that is poorly remunerated, with little or no institutional support. Ostensibly, all these factors affect the achievability of goals like Aspiration 5 in the 2063 Agenda and other economic or development initiatives.

The advocacy goal for the Year of Africa is to try and meet as many key international, regional and national decision-makers as possible to sensitise them on the role played by archivists and information managers in ensuring the preservation of historical records, but also how that information contributes to ensuring greater accountability, transparency and equality. The Secretary General and Africa Programme Coordinator are working now on contacting decision-makers and will be carrying out an intense four to six week campaign later this year.

**Capacity building**

A notable event during the 2018 Yaoundé annual conference was a hands-on training workshop on digital record-keeping and digital preservation offered to up to 90 attendees in French and in English. There are few professional development opportunities of this kind in sub-Saharan Africa. In the ICA’s 2015 survey of African members’ needs, professional development and training were subjects of concern, with respondents requesting more support as well as opportunities to develop. This is something that echoes many academic papers and articles coming from experts on the ground and information management organisations working in the region.

In response, the Africa Programme this year will be offering two on the ground training sessions; one in a French-speaking country and another in an English-speaking country. These will be aimed at archival educators, who will be introduced to new digital record-keeping teaching resources developed by the Africa Programme. To qualify for the workshops, participants must present a plan for how they will use the resources to share digital record-keeping knowledge in their own countries. Moreover, ICA will be launching its online learning management system in 2019, which will offer to colleagues in Africa and around the world access to high quality training modules on topics like records management, disaster recovery and emergency management, and digital records management and digital preservation.

As we begin to find more long lasting and sustainable ways to continue working with and engaging with the archival community in sub-Saharan Africa, the African Programme has brought us a long way from where we were. This year will help us concretise even further the work begun by the Africa Programme Coordinator, the Africa Programme Board and PCOM, who have expressed gratitude for the support and participation of ICA members from around the world in achieving the goals of the ICA’s Africa strategy.

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(1) At the African Union Commission the development plan is entitled Agenda 2063 for more information see. This plan influences the plans developed at the regional economic unit level at the EAC such as Vision 2030 (see) or at ECOWAS Vision 2020 (see).
Archives in the Service of Democracy in Africa: Peace as a Prerequisite

The ICA aims to promote archives around the world with the goal of empowering them to play a role in today’s conflicts and challenges. Africa occupies an important place in the projects and programmes of this international organization. With this in mind, the 5th annual conference of the ICA was held in Africa, in the Cameroonian capital of Yaoundé, under the theme, “Archives: Governance, Memory, and Heritage,” but with a particular focus on Pan-African issues in archives.

One of the sessions touching on this intersectional theme was on the subject, “Archives: for democracy; building accountable institutions.” Institutions, as former US president Barack Obama said during his visit to Ghana, are what African needs for its development. This session, chaired by Professor Alice Nga Minkala, assistant director of studies at the École Superior des Sciences et Techniques de l’Information et de la Communication (ESSTIC – Higher School of Information and Communication Science and Techniques) at the University of Yaoundé, featured two presentations.

The first, which dealt with “Congo memories, from yesterday to today,” was presented by Mr. Brice Owabira, Director of the National Archives of Congo-Brazzaville. His talk was an opportunity to take stock of the archives of French Equatorial Africa. It allowed a good number of participants from central Africa to discover that their government houses a number of these French colonial archives in Brazzaville, Congo, that can be consulted in person, precluding the need for a researcher to travel to the former colonial metropolis.

Participants were particularly excited to learn that many of these documents are available online. In a time when the talk is only about the repatriation of colonial archives, this is a great boon to African researchers.

In my capacity as curator of archives in the Burkino Faso civil service, I presented the second talk of this session, entitled, “Pan-African challenges facing archives to ensure the sustainable development of Africa.” Drawing on studies and specific examples, my presentation highlighted the contribution of archives to peace and social cohesion in Africa. The talk also mentioned the creation of the “Journée africaine des frontières” (African Border Day) by the African Union in 2010, which is held each year on June 7th. The spirit that prevailed in the establishment of this day is one of working towards the elimination of sources of border tension between member states through the establishment of a climate of peace and security, which is an essential precondition to economic and social progress on the continent. To this end, the African Union promotes the use of archives in the prevention and management of border conflicts, where appropriate. For the AU, the prerequisite for strong institutions for the emergence of the black continent is a question of peace and cooperation between the states that constitute it. All of which are illusory without a faithful use of the past.

For my first time participating in an international conference, I was given the opportunity to deliver two presentations, the one on November 27th described above as well as the presentation given by all the ICA New Professionals. I was delighted to be there and to have the opportunity to present the fruits of my studies to so many professionals from all over the world. My happiness was only matched by my nervousness at sharing the stage with so many more experienced practitioners. Speaking after the Director Mr. Owabira and with the encouragement of the president, my confidence grew word by word. The theme of my presentation attracted an engaged audience, who, at the end of the talk, -sought many points of clarification, offered reflections, and signalled their wish for an even deeper and -wider study of my subject. At the end of the presentation, I was touched by the applause, congratulations, and encouraging words from the many audience members, and particularly by the connections made that made it possible to create a group for networking and information exchange between professionals.

This conference was entirely beneficial for me. It allowed me to learn more about my work, meet specialists in my field, and benefit from the solidarity of more experienced practitioners. The conference gave me tools to do better. These benefits go beyond me to enrich the professionals of Burkina Faso with whom I’ve shared my knowledge.

My participation in this conference was made possible by the ICA New Professionals Programme. I would like to thank the ICA and its administrative team. I wish long life to this programme.

Korotimi Samandoulougou
New Professional, 2018-2019
Curator of archives, Burkina Faso civil service
Archives and Human Rights

Archives construct a representation of the past that can help us understand the evolution of a nation. As Monique Rocourt (1) shared in her poignant keynote, they are essential for a nation to strengthen identity and build pride. Archives can also provide key evidence in the assertion of rights. The remnants of colonialism and its implications were present throughout the discussions of this year’s annual conference, and included in many presentations was the role of human rights in archives.

The ICA Programme Commission endorsed the Basic Principles for Archivists and Records Managers in Support of Human Rights in 2016, and this year presented the opportunity to reflect on the Principles in African contexts. For developing countries, records documenting the actions of those in power during colonization may not physically be in the country of creation. Archivists are responsible for facilitating access to information, and Principle 10 encourages advocacy and support for access. Also highlighted was the importance of discretion with regard to Principle 23, explaining archivists’ freedom of expression and association. The guideline cautions against publicly discussing confidential information, which could result in archival malpractice and a violation of human rights. Another highlight was how important it is to maintain non-discriminatory policies when hiring archivists and acquiring new archives. This discussion underlined that the responsibility of archivists extends to protecting documentation that enforces rights and fundamental freedoms.

Before the discussion on Principles was a session on the last fifteen years of the HRWG (Human Rights Working Group), chaired and moderated by President Giulia Barrera. Although I missed this in part, I heard Adama Aly Pam (2) speak on issues of transitional justice and the role of archives in Togo. The process of reconciliation can be problematic when records are used to serve a repressive function. If a commission is established it should work to build trust with the state, create laws to govern the responsibility of archivists, and utilize archivists to train managers. Archives can help to heal wounds of past corruption through transparency and reparations to victims, but good recordkeeping governance is needed to prevent the perpetuation of repression.

Throughout the conference were examples of shared archival heritage and frameworks for repatriation and justice. During a Forum for National Archivists, James Lowry (3) gave historical context for displaced archives—records removed from their country of creation—that led to the formation of an Expert Group for Shared Archival Heritage (EGSAH), for which Njóður Sigurðsson (4) outlined updates and goals. In a panel on shared heritage in city archives, Villy Magero of the Nairobi City Archives and Richard Wiltshire of London Metropolitan Archives (LMA) gave overviews of their experiences connecting with local communities. One example is how the LMA recently built on a robust African Caribbean collection by acquiring the archives of the Africa Centre, a London community hub for African arts, literature, events, and projects. We also saw audiovisual clips of how the Amsterdam City Archives are capturing modern society through different population groups in their multicultural city.

Through her work on the Refugee Rights in Records Project, Anne Gilliland presented the impact of records in protecting the rights of refugees by identifying potential individual rights within international declarations and conventions. A sample of these included the right to: know about the location and availability of extant records; request expertise; respond and annotate (rectify); and access, reproduce and disseminate one’s own record, especially in time-sensitive instances.

I applied for the New Professionals Programme interested in how archival work can support human rights, and participating in such an immersive way affirmed my commitment to cultural heritage. I am energized by the passionate colleagues I met and am, as a result, excited by the direction our field is headed. It is clear that access to preserved memory of communities through archives can help develop national identity and provide necessary evidence in support of human rights causes.

Rachel L. Mihalko
New Professional 2018-2019
Archives Assistant in the Manuscripts and Archives at Yale University Library

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(1) Special counsel on Patrimony to the Minister of Culture of Haiti and the Tourism Association of Haiti.

(2) Chief Archivist, UNESCO.

(3) Secretary of the ICA Africa Programme, Lecturer, Liverpool University Centre for Archive Studies.

(4) Chair of EGSAY, Director of Acquisition & Access, National Archives of Iceland.
Lessons and best practices from Yaoundé

Professional conferences offer unique exposure to best practices—how they develop, how they are measured, and how they further the profession—even when not all discussions will apply to one’s own work. Teasing out lessons from the experiences of others has immense value to refocus and inspire, especially for new professionals. The ICA’s 2018 conference in Yaoundé, Cameroon, provided ample source material for creative reflection, gaining perspective on responsibilities, and broadening views on what constitutes best practice in archives and recordkeeping. Promoting good records management is an essential part of the work of archivists and records managers. Abiola Abioye’s (University of Ibadan, Nigeria) paper “Records management and good governance in Nigeria”, co-authored with Ifeyinwa Angela Okafor, exemplified this practice. By surveying stakeholders and communicating their results, D’ Abioye and M’ Okafor gathered evidence to support the idea that recordkeeping is a strategic resource in society. Their evidence showed a range of benefits arising out of accountable information management, including the improvement of efficient business operations and the defence of citizens’ rights. Their work demonstrated how validation practices strengthen the positions of archivists and records managers to support civil society and, when needed, challenge corruption. Leveraging citizens’ interest and participation in archives was explored by Pamela Wright’s (National Archives and Records Administration, United States) paper “Sustainable Digital Reference for the Future: The History Hub”. M’ Wright started with a live tour of the National Archives’ History Hub—one platform where citizens, researchers, historians and archivists all contribute questions, answers and interpretations to make the archives’ holdings more accessible. Seeing the platform in action was a striking example of an institution embracing distributed community trust and learning from information seeking behaviour to expand reference and access practices. The takeaway being that archival practices and service models must value sustainability in order to be sustainable—and, as M’ Wright imparted, this takes dedicated time to adapt workflows, collaboratively partner with external and internal experts, and to know and play to one’s strengths.

Ozege Calafato’s (Akkasah NYU Abu Dhabi, United Arab Emirates) paper “Akkasah: A new model for preserving photographic heritage in the Middle East and North Africa” provided a valuable example of archival practices being designed with sustainability and access as core features. One of several practices described by Ms Calafato was the integration of the post-custodial scan and return model when gifted donations were not possible. This practice has enabled Akkasah to grow and make accessible its collection of rare and unique photographs drawn from the Arab world, while also building relationships with clients. It is not always possible to exercise such flexibility in archival acquisitions—M’ Calafato stressed doing so requires clear processes and a strong mandate, as well as resources and institutional support. Challenging best practices through a reconsideration of risk and context was a call to action made by John Sheridan (The National Archives, United Kingdom) in his paper “Future prospects: distributed digital archives”. M’ Sheridan implored that without disrupting taken-for-granted models of digital preservation, archival practices risk being swallowed by the increasingly quick pace at which digital contexts, technologies and cultures are moving. Disruption cannot be feared, M’ Sheridan advised. Rather, it demands that archivists return to several fundamentals of our work: to appraise and preserve records and their contexts, to codify and develop systems for sharing knowledge, to build and contribute to innovative tools, and to distribute trust within practice.
Cultural archives are an inherent part of today’s record keeping tradition. It is especially important in places, like Africa and the Caribbean region, where culture is still evidently oral and visual in nature. During the ICA 2018 Conference in Yaoundé, Cameroon, the issue of preserving culture through strategic archiving was raised at the session entitled “Preserving heritage through Cultural Archives.” It was an informative and enlightening session which concentrated on a range of areas focused on cultural heritage. From documenting sports to music to interpreting and finding literary works, the presentations were a direct indication of the intricacies that exist in the creation of cultural records which are dynamic and, in some cases, intangible in nature.

The first two presenters showed parallels between cultural expressions through sport and archiving. Makake’s journey into viewing the jerseys of the Cameroonian National Football Team as an alternative archive has lain a handle on the different avenues archivists could take when working to capture collective memory and cultural identity. Similarly, in a technological world, Garaba emphasized that audio-visual materials in the area of sporting archives will help to create the complete story that could be studied and interpreted by future generations of researchers.

David Sutton’s presentation highlighted the need for showcasing memory through literary archives. These works are not only limited to writers who have documented the African experience through novels but also politicians who have written historical works, orators, poets, songwriters and recordings of ordinary folk and their memories of the past. Sutton alludes to the fact that African culture is still very raw and rich in oral tradition. Hence, avenues must be created to capture these elements so that it would not be totally lost in the mass of information that comprises a nation’s collective memory and identity. A ready parallel was the work done in places such as Brazil and Trinidad and Tobago where the culture is also steeped in oral expressions. Unconventional methods of acquisition and preservation of literary works were applied.

The presentation put forward by the Netherlands demonstrated the power of expression through music. Presented in a documentary format, it shows the work done to preserve the music and legacy of Morabeza Records. The music preserved is indicative of the diasporic influences that arrived in Rotterdam during the mid-1950s and has continued to play a role in cultural diversification and oral tradition. This is a stark parallel to calypso music in the Caribbean region which is used as a tool of oral documentation. The thrust toward preservation and accessibility is not as far-reaching as the efforts of the Rotterdam City Archives but the film is certainly an example the regions with similar cultures can emulate.

These presentations allowed the audience to remove themselves from the traditional written archives that form such an integral part of the archival profession to consider that oral and visual forms of expression also have a distinct bearing on national memory and cultural identity. It beckoned the participants to find new and interesting ways to ensure that these memories are captured for longevity so that it could be dissected and researched by individuals for years to come.

Janelle Duke
ICA New Professional 2018-2019
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TO KNOW MORE:
Read the issue 2017-1 of Comma, directed by David Sutton, Chair of ICA Section on Literary Archives (SLA).

Current Issues in Archives: Preserving Archives at Risk

My name is Abilyn Pua’ara Hou. I am one of the New Professionals for 2018, and I work as a senior digitization officer at the National Archives of Solomon Islands. My experiences and reflections are based on Brandon Oswald’s presentation at the ICA Yaoundé Conference: “Combating Climate Change the Traditional Way: Pacific Island Archives and the Fight to Protect Their Cultural Heritage”.

Oswald discussed how archives in the Pacific region protect their cultural heritage from adverse effects from climate change, and intentionally mentioned that other archives worldwide can also utilize some of the ideas brought in his presentation.

Solomon Islands is one of the countries in the Pacific where climate is not consistent. Being in a tropical area, it is usually hot and humid all year round. This means archival documents and archive building are always at risk during wet weather and also during hot seasons.

The National Archives of Solomon Islands building is situated near a stream and located facing a dusty road. So, during the rainy season the stream rises up and cause flooding in the area and sometimes reaches the floor of the building. During the hot season, there is dust coming into the building including into repository as well. There are other contributing risk factors such as electricity and water. In my country utilities are very expensive; government has been spending millions of dollars on these for its ministries and departments. Having an unreliable source of electricity means our records are at risk for mold (the repository depends entirely on air conditioners to keep the environment suitable to preserve the documents). Water rationing also causes risk; when tap water has been turned off and then on, it can cause damage to records. We experienced this in 2009.

Brandon strongly stated that of the many concerns that pose a threat to the culture of Pacific Islanders, climate change especially (in the form of rising sea levels) has been currently sitting at the top of the list.

My reflection on the presentation as a Pacific Islander is that we must become more proactive to deal with climate change threats. Our lessons learned could provide inspiration for others who are affected by the same threats around the globe. What inspires me most was the interim and long-term protection that Brandon mentioned in his presentation on the climate change and Pacific Islands Archives. He stated it takes a while for archival professionals in the region to acquire an understanding and the interest in addressing the threats of climate changes on their archives.

In my experience, our government has been supportive towards our archives department to address issues that affect the building and to secure the archive from water threat and other hazards (cf illustration).

The National Archives of Solomon Islands has done many basic things like boxing and shelving records as part of their assessment towards climate change, to preserve the records in their repository. There were international helpers from outside institutions and individuals who came in with great ideas and developed the National Archives of Solomon Islands to a next standard in this century.

A digitization project has also been implemented to digitize records that are fragile and at high risk. But we are still learning about digital archiving.

We are prioritizing the records that are most at risk. But, we plan to records while they are still in good condition as well; before they are at risk of environmental hazards.

Being part of the ICA New Professionals meant I was one of the first ever participants from the National Archives of Solomon Islands and indeed I am filled with great honor and privilege to experience the opportunity of sharing and being part of the international archives communities and people who have heart for our profession. I have attended many sessions during the conference in Yaoundé, Cameroon, and listened to great presentations from archivists and professionals who have been in the field for years. I got to know these professionals, and grew more in knowledge of archiving and managing of archives. Hearing their stories of how well they developed an understanding of archive since manual based archiving to digital archiving developed has challenged me to decide which system is the best to manage records in this technological world and to determine which system will be the best to combat the risk of climate change in the region.

Lastly, I would like to thank Brandon Oswald for the great presentation that really challenges other archives to be more active in combating climate change and fight to protect their archives from climate change risk, while also showing how the Pacific Islanders utilize traditional knowledge and practices in the safekeeping of their collections.

Abilyn Pua’ara Hou
ICA New Professional 2018-2019
Senior digitization officer, National Archives of Solomon Islands
In 2018, after the devastating hurricanes, tsunamis, earthquakes, fires and floods that wreaked havoc on many archives and cultural heritage institutions, the Expert Group on Emergency Management and Disaster Preparedness proposed to ICA the creation of an International Disaster Relief Fund for Archives. Using the Society of American Archivists’ Disaster Relief Fund model, ICA took its first steps towards this endeavor in 2017 by assisting CARBICA in its establishment of a regional fund to aid institutions that suffered during Hurricanes Irma, Jose and Maria. Along the way, the expert group on Emergency Management and Disaster Preparedness provided advice, assistance, and training to CARBICA. EMDP remains focused in its efforts to assist all archival institutions that suffer during disasters both natural and human-made.

The ICA Disaster Relief Fund is established to aid in the stabilization and recovery needs of archival institutions affected by catastrophic events. The fund will:

- Provide small grant monies to any repository that holds archival records or special collections.

Monies may be used for the direct recovery of damaged or at-risk materials; such services as freeze drying, storage, transportation of materials, and rental facilities; supplies, including acid-free boxes and folders, storage cartons, cleaning materials, plastic crates, and protective gear; and to defray the costs for volunteers or other laborers who assist with the recovery.

- Provide advice and assistance, via consultation with experts, to archive repositories seeking information about response and recovery; such as setting up triage areas, drying wet material, conservation and preservation of damaged material.

- Provide monies to support the deployment (when the disaster region is deemed safe to enter) of a group or team of archival experts to provide hands-on guidance in response and recovery.

A review committee comprised of at least three representatives from ICA (Chair of PCOM, Chair of Expert Group on Emergency Management and Disaster Preparedness, Chair of Expert Group on Archives Buildings and Environments or their designates) will review applications and select grant recipients. The committee will score applications based on pre-defined criteria and monies available. Within three months of receiving aid (monies or services), the recipient must submit a report detailing how the aid was used.

Emilie Gagnet Leumas
Chair, Expert Group - Emergency Management and Disaster Preparedness (EG-EMDP)

The ICA Disaster Relief Fund is supported by monies from ICA and its members. If you wish to donate to this worthy endeavor, click here.
The Caribbean Branch of the International Council on Archives (CARBICA) organized a Working Conference called "Regional approaches to Disaster Recovery and Heritage Preservation" on St. Maarten from July 30 - August 2, 2018. At this Conference it was agreed upon to protect documents, artifacts, built and intangible heritage against natural disasters. The cultural heritage, unique and irreplaceable, has also been hit hard. Precisely because this is unique and authentic material, which forms the memory of the islands, it is important to protect them well, and in case of damage - to restore professionally. After the hurricanes of 2017, CARBICA provided first aid in the form of financial support and organized a fact-finding mission in which a professional paper curator from Curaçao was sent to the island to draft a report and to organize basic conservation training for the documentary heritage institutions on the islands.

There appeared to be a great need for a more permanent network of professionals who could help the affected areas. The network of professionals should also be able to prepare the islands with Disaster Preparedness training. To this end, CARBICA has taken the initiative to establish a Caribbean Heritage Emergency Network (CHEN). The Network will fall under the responsibility of CARBICA and will consist of a database of professionals who are willing to provide training and carry out response missions in affected areas. CARBICA will install a CHEN Board consisting of representatives coming from documentary heritage, built- and intangible heritage. Since CHEN falls under the responsibility of CARBICA at all times a CARBICA Executive committee representative will sit on the CHEN Board. A Resolution was adopted by the participants of the Working Conference to form this network. As a result CARBICA installed a Working Group to carry out preparatory work to actually launch the CHEN. Since then the Working Group has carried out preparatory work to actually launch the CHEN in March 2019 at the General Assembly of CARBICA ("CARBICA XI").

The CARBICA XI Conference will be held in Paramaribo, Suriname (25-28 March, 2019) on the theme of "Archives at Risk: Preserving Caribbean Heritage" (see preliminary programme). The theme not only reflects on the actual physical threats caused by natural disasters on archives, but also on the access of migrated archives. The panel on migrated archives will address the effects of colonialism on the preservation, access and use of Caribbean records that have been removed from territories in the region to various parts of the world. Other sections of the Conference will examine concerns such as the availability of archival training in the Caribbean. From institutional efforts, to regional workshops, to tertiary programmes, this panel will consider the successes, challenges, gaps, and next steps for continuing the professional development and educating the next generation of archivists, records managers and conservators.

The CARBICA Conference forms part of the quadrennial General Assembly of CARBICA and in Paramaribo, Suriname a new CARBICA Executive Committee (EC) will be elected by the members. See for more information about the CARBICA XI Conference.

Max Scriwanek
Director of the Curaçao National Archives, CARBICA

Rita Tjien Fooh
Director of the Suriname National Archives, CARBICA

CARBICA creates a Caribbean Heritage Emergency Network

The CARBICA XI Conference will be held in Paramaribo, Suriname (25-28 March, 2019) on the theme of “Archives at Risk: Preserving Caribbean Heritage” (see preliminary programme). The theme not only reflects on the actual physical threats caused by natural disasters on archives, but also on the access of migrated archives. The panel on migrated archives will address the effects of colonialism on the preservation, access and use of Caribbean records that have been removed from territories in the region to various parts of the world. Other sections of the Conference will examine concerns such as the availability of archival training in the Caribbean. From institutional efforts, to regional workshops, to tertiary programmes, this panel will consider the successes, challenges, gaps, and next steps for continuing the professional development and educating the next generation of archivists, records managers and conservators.

The CARBICA Conference forms part of the quadrennial General Assembly of CARBICA and in Paramaribo, Suriname a new CARBICA Executive Committee (EC) will be elected by the members. See for more information about the CARBICA XI Conference.

Max Scriwanek
Director of the Curaçao National Archives, CARBICA

Rita Tjien Fooh
Director of the Suriname National Archives, CARBICA
The most recent forums that have brought together the archival community from different parts of the world have addressed a variety of issues, amongst which the conservation and protection of documentary heritage and its vulnerability to illicit trafficking stand out.

Therefore it is necessary to describe the efforts made to draw the international community's attention to this issue, as well as to set out the following lines of action that will be implemented to combat this type of crime that threatens the memory of countries. It is clear that governments around the world have acknowledged the problem that faces historical documents, at some point of their administration. However, the issue came to international light around 2015, during the First Regional Seminar on Illicit Trafficking in Documentary Heritage in Ibero-America, which took place in Bogotá, Colombia, and was organized by the government of Colombia, the Latin American Association of Archives (ALA) and the United Nations Educational, Scientific and Cultural Organization (UNESCO).

This forum pointed out to the Mexican authorities that the documentary heritage of Latin America, including that of Mexico, had for many years been exposed to organized crime appropriating it without hindrance, because of the limitations and shortcomings within which the archives of this region of the world have to work.

That same year, Mexico - as a member of the Subsidiary Committee of the Meeting of States which are parties to the UNESCO 1970 Convention, which took place from September 26 to 28, 2016, at UNESCO headquarters; and having been discussed by committee members and observers, it was adopted as Decision 4.SC.12.

Likewise, it included within its main agreements a request to the Secretariat, in cooperation with the Subsidiary Committee and the Mexican Government, that they organize a meeting on the illicit traffic of documentary heritage, within the framework of the Conference of the International Council of Archives ALA-ICA 2017, but this was cancelled months later due to difficulties with the budget. However, this did not...

In order to strengthen ICA’s hand in the fight against theft, trafficking and falsification of documents, PCOM has decided to create a group of experts specifically dedicated to these issues. Named EGATTT, it will become operational in the spring of 2019.

In recent years, the Asociación Latinoamericana de Archivos (ALA) has led the way by launching many initiatives, which Flash has reported on in its most recent issues. It is worth recalling the signing of the Mexico Declaration (November 2017) which establishes basic principles recognized and shared by ALA members in the fight against theft and trafficking of cultural property, in denouncing any suspicious activity. As long as we do not know the real situation in which the archives are to be found, we will hardly be able to counteract the illegal activities that damage our patrimony.

The work done so far has positioned the problem at one level, however it is essential that governments disseminate information to all their citizens, with the aim of ensuring that the population is aware of the consequences of illicit trafficking in documentary heritage, and that it is the same citizens who cooperate with the national authorities, in denouncing any suspicious activity. As long as we do not know the real situation in which the archives are to be found, we will hardly be able to counteract the illegal activities that damage our patrimony.

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EGATTT, in a resolutely global approach, will extend the action to other regions of the world while collaborating with ALA.

EGATTT will undertake projects to:

- Publish prevention and safety recommendations;
- Organize training sessions;
- Raise awareness among the public, institutions and professionals;
- Cooperate with professional organisations facing the same problems;
- Cooperate with Interpol and the World Customs Organization (WCO);
- Work on the creation and maintenance of a “black list” for reporting stolen documents;
- Contribute to improving legislation and regulations on the subject;
- Contribute to the fight against document forgery.

Given the nature of the subject, cooperation with IFLA, ICOM and UNESCO will be fundamental. The group should be able to count on the participation of representatives of these organisations. EGATTT will also need to approach partners with experience in the fight against theft and trafficking of cultural property, such as Interpol and the World Customs Organisation (WCO). Within ICA, EGATTT will not only have to cooperate with ALA, but also coordinate its action with groups of experts, such as EGLM and EGSAH.

The group of experts is in the process of being set up and a provisional action plan will soon be submitted to its members. Initial work to be undertaken by EGATTT includes adapting the content of the Mexico Declaration to a global environment, creating a black list of stolen documents, providing training for both ICA members and external partners, and raising awareness among partner organisations and the public.
Safe Havens for endangered Archives

In October 2018, the Executive Board of the International Council on Archives (ICA) unanimously endorsed the Guiding Principles for Safe Havens for Archives at Risk (1). The principles provide guidance to everyone concerned with the protection of archives at risk and with interest in establishing safe haven solutions, either as sending or as hosting institution (2). The document gives guidance on archival and ethical principles to be taken into account when planning the transfer of either physical (analogue) or digital (electronic) archival materials or copies thereof from one institution to another for safekeeping. The Principles stress the importance of implementing safe haven solutions if archives/records that contribute to dealing with the past are at risk of destruction or alteration (3).

The endorsement of the Guiding Principles marked an important success of a process that started three years back. The “Archives and Dealing with the Past Project” (4), a mandate that swisspeace, a practice-oriented peace research institute, carries out on behalf of the Swiss Federal Department of Foreign Affairs (FDFA) in partnership with the Swiss Federal Archives, initiated and coordinated the process. As archives which contain relevant information for ongoing or future dealing with the past processes are often at risk, swisspeace organized a public conference on “Securing archives at risk” in October 2015 in order to gather good practices and lessons learnt. The event convened more than 100 persons from a dozen different countries (5). A year later, an international expert working meeting on the specific topic of “Safe Havens for Archives at Risk” took place, bringing together important stakeholders, including representatives of sending institutions and hosting institutions, both governmental and non-governmental, representatives of the UNESCO, ICA and the International Committee of the Red Cross, as well as experts on the subject matter. During that expert meeting, a number of ethical and practical challenges around safe haven solutions for archives at risk were identified. As an example, the bilateral agreements governing such safe haven solutions often fail to adequately address fundamental questions, such as data protection, access, succession solutions and obligations to return. The agreements tend not to take into account the asymmetrical relationship between the sending institution (as the creator and owner of the archives who is usually under a certain pressure to find a safe repository) and the hosting institution, which is often well-resourced and with a clear interest to make their holdings accessible to the public. Further, questions related to confidentiality of personal information are not thoroughly addressed. As a result, archives which would potentially be relevant for dealing with the past processes in their country of origin, are often not accessible there or can only be accessed with difficulty.

During the expert working meeting, the participants decided to create an ad-hoc Working Group of experts (6) with the mandate to move the agenda on safe havens for archives at risk forward and to draft Guiding Principles on the subject matter in order to address these issues and to provide a framework for cooperation on safe havens for archives at risk (7). Within a year, the working group drafted the Guiding Principles for Safe Havens for Archives at Risk. Following a public consultation in February 2018, the Principles were submitted to the ICA for consultation. While the endorsement of the Principles by ICA’s Executive Board last year autumn marked an important milestone, the process is not yet finalized. The Working Group is in the stage of finalizing “Commentaries to the Guiding Principles”, which provide guidance for their implementation, as well as a generic agreement to serve as orientation for sending and hosting institutions. In addition, reflections on strategies to obtain endorsements by other international institutions, including the UN and regional organizations, as well as strategies to make the principles known to a wider public are ongoing. The documents are planned to be presented during the next ICA conference in Adelaide in October 2019 as well as during other events throughout the year.

Rahel von Arx
Senior Program Officer, Dealing with the Past Program, swisspeace

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(1) See online.
(2) The term “sending institution” refers to a governmental or non-governmental organization/institution interested in or already offering a safe haven solution for archives/records at risk.
(3) Dealing with the past (also referred to as Transitional Justice) refers to the processes for addressing the rights of victims and societies as a whole as well as the obligations of States with regard to truth, justice, reparations and guarantees of non-recurrence in the aftermath of grave human rights violations, breaches of international humanitarian law and related grave forms of corruption that facilitated these crimes.
(4) See more information about the Archives & Dealing with the Past project: http://archivesproject.swisspeace.ch and about swisspeace: www.swisspeace.ch.
Jonathan Rhys-Lewis was awarded an ICA Fellowship during the ICA General Assembly in Yaounde on 26 November 2018. Emma Cummings, New Professional 2018-2019 interviewed him about his career and international involvement.

What led you to take the decision to become self-employed and how did you go about establishing yourself?

It’s a big decision to put yourself into a self-employed capacity because there aren’t any career paths that enable you to become self-employed. I was working at the London Metropolitan Archives as Buildings Preservation Manager so I had a lot of responsibilities and there came a point where I wanted to make a change. I was very lucky to have the support of my employer and family but I was unprepared as I had written so few reports and this job is totally about writing reports. I was really fortunate in my first job to work with another consultant who was really supportive and went through my report and corrected it. This whole approach to being self-employed became an obsession for me but then also became the ultimate challenge.

Tell me about your professional history before becoming self-employed.

There is a theme to my life- nothing is planned. The strength that I have is that I can see the opportunities. I worked in a record shop but didn’t know where I wanted to go from there. There was a course at my local college in the conservation of archive and library material, which I started and really enjoyed. Once I’d got the diploma I started applying for jobs in the UK and eventually got one at Glasgow University, then I got a job at Reading Record Office which started me in a career in local government archives, which brought me into the network of the Society of Archivists. The Society provided the opportunity for conservators to study archive conservation in record offices, which enabled me to build a network that became my lifeline. An interesting thing about becoming self-employed is that initially there wasn’t the support I thought there would be. However there were key people, like Dr Helen Forde, who were crucial in giving me support. My career has been defined by the support of colleagues. That very much features in the way I work now– I’m more than happy to help.

How did you first get involved with the ICA?

Helen Forde was chair of the Preservation Group. One year she had a meeting and invited me to speak. I was a member of the committee and extended my network. I kept in contact with a couple of them and when I started at LMA I was contacted to speak at the conference of the Municipal Archives Group, which was being held in Budapest. One of the members of the committee was Head of Preservation at the Hungarian National Archives and I arranged with her to do loads of visits. I’d circled around the ICA for some time and I did join while at LMA, and I was invited to various things and spoke at conferences and since then my connection with ICA has been consistent. Then I was very kindly asked to establish and run the Expert Group on Archive Buildings and Environments.

Do you think being self-employed enables you to bring a different perspective and contribution to the organisation?

I’m the first conservator and self-employed person to be a Fellow of the ICA and I’m proud of that. Generally you’re thought of as associated with something, which you’re not when you’re self-employed, but I still wanted to work with professional organisations and why should that be a bar? I’m lucky because I can see all sides - I know what it’s like to be a conservator at the bench, to be a manager. Self-employment gives you complete independence because you’re not affiliated with anything, so I can bring a range of perspectives to discussions. I don’t have any particular agenda to support as no-one is directly funding me.
You’ve undertaken work in various countries - how did you get involved in such internationally-based projects?

My work in different countries arose as a result of other people. Dr Helen Forde was key, as was Michael Roper, both very involved with the ICA. Michael came to me with the project in Vietnam. Then another one came up in Kenya and since then I’ve worked in a lot of African countries. At that time there were a number of different projects being funded by organisations like the World Bank and the case was made that you need to consider preservation if you’re going to secure records. That led me to the International Records Management Trust, who acted as an agency bringing together consultants and projects. I was in the right place at the right time and had enough expertise to be thought of as right for those kind of projects.

What role do you think the ICA plays in the international community?

The ICA plays a hugely important role, because without that focus then the international community wouldn’t know that it had a voice of any kind. As an organisation that focuses on the reason for archives, the ICA has played an immeasurable role in showing that it’s important and not something that just exists in the west, it exists everywhere. The role of a professional body is to establish standards and benchmarks and provide an integrated network of support. It’s also the training, so a lot of my international work has had a strong training element. It’s also important to build champions in those countries as typically you’d find lots of enthusiasm when the consultant is in-country but no support from higher-up or the resources to continue the work once they’ve left. So we’re getting much better at enabling rather than just telling people what to do and that’s a very important role of the ICA.

What do you think should be the biggest concern for the archival profession at this time?

I think sustainability. How are we going to keep going in a world where expertise is not trusted and where resources are being moved away from citizens and their rights? We need to be fully behind the promotion of archives as key to establishing rights. Preservation is key to that but also is a luxury and we need to make people understand they need to have records in the first place and hope that the importance and integrity of those records make people care enough to keep them.

Emma Cummings

New Professional 2018-2019, Records Manager at UK Lancashire County Council, emmacummings213@gmail.com
We were very proud to host ‘Archives and AI (Artificial Intelligence)’ at The National Archives (UK) last September, our first two-day digital symposium hosted in collaboration with the Forum of National Archivists (FAN) and the International Council on Archives (ICA). The symposium was partly the result of the keenness of FAN members to come together and discuss the almost limitless potential new technologies pose for national archives worldwide. It also signalled one of the many strategic outcomes I anticipate for FAN’s transformative programme of change throughout 2019, under our three key strands: Administration, Activity and Advocacy.

One of the symposium’s aims was to educate delegates about the radical new capabilities and possibilities machine learning technologies pose for archives. Coupled with the increasing use of online tools and preservation software that can provide greater access to archival collections, new and emerging technologies also hold great potential in addressing the challenges of appraisal, selection, sensitivity review and presentation of digital records. The first day of the symposium was specifically aimed at FAN members and peers outside of the ICA. Presentations included a unique global perspective on how AI is being adopted by governments worldwide, and on computational science and machine learning. Delegates were also taken through their paces with an interactive digital masterclass, before enjoying a behind-the-scenes tour.

The second day was open to a wider audience and addressed a varied and exciting mix of topics. Speakers shared their insights on the theories, practices and the possibilities of AI. Organisations included the UK Government Digital Service (GDS); a charity dedicated to using AI to fact check live media, and the BBC who have been experimenting with AI and historic audio and film footage. For the first time ever, we broadcast live on YouTube allowing us to share the presentations from the second day with a global audience. The link to the broadcast and the presentations are now available on the ICA FAN workspace. Feedback for both days was resoundingly positive. However, I am grateful to those FAN delegates who left us with some food for thought. While there is a greater awareness of the positive impact digital technologies have on archives, it is equally important that embracing them is meaningful, practical and relevant to our broad international archive community. The risks and constraints archives across the world face are challenging, however, the opportunities that lie ahead can be as effective as they are empowering.

FAN is one of the forums best placed to galvanise national archivists into exploring the possibilities digital technologies present for archives of all kinds, especially during times of uncertainty and where resources are stretched. With that in mind, I was heartened by the spirited, forward-looking conversations that took place during the FAN meeting at ICA Yaoundé 2018, and I am looking forward to exploring more of this revitalised mind-set at the next FAN meeting in Abu Dhabi on 1 and 2 May this year.

Jeff James
President of FAN
Chief Executive and Keeper, National Archives, United Kingdom

FLASH March 2019 N° 37

The next major FAN meeting, Wednesday 1 and Thursday 2 May 2019, Abu Dhabi

FAN Abu Dhabi 2019 includes inspiring strategic talks and presentations focused on topics of pressing interest for national archivists throughout the world. The event features high-profile speakers and keynotes, interactive sessions, discussions and networking opportunities.

Both a working and gala dinner will be hosted by the National Archives of the UAE to reflect on the International Council on Archives (ICA) Strategic Review 2019 and the ICA Congress 2020.

Heads of national archives, or their immediate deputy from any national archive are welcome. Under the leadership of HE Dr Abdulla Alrais, the National Archives of the UAE has generously offered to host attendees, provide English-French translation, accommodation and ground transportation within the UAE.

The full working programme is available by following this link: www.ica.org/en/fan-next-meeting-abu-dhabi-2019.
This workshop proposed collaboration both in the dissemination of the said document and in using it as a tool in identifying such problems as evaluation, treatment, management of and/or access to archives linked to serious violations of Human Rights. Thirty-five people participated, representing various state archives, ‘Memory Spaces’ and human rights organizations.

In the course of the workshop we were able to debate in turn the potential and limits that might arise when applying the Principles in different work environments; we analyzed the role of institutions in the organization of, access to, and distribution of documentary heritage linked to serious violations of Human Rights and our role as archivists; and we reflected on the practical implications that could be identified when applying theoretical archival principles. Of special relevance was the debate over Principle 1, which relates to maintaining the integrity of documents and their value as evidence.

As a group of professionals, the main conclusions we reached were: the need to integrate ethical perspectives in our work as well as to draw up strategies for the construction of public policy; the need to improve archival training, especially in the handling of photographic and audiovisual documents. The following specific problems were identified:

- The overlap in jurisdictions dealing with documents whose custody was transferred and the resulting problems covering the responsibility of institutions for the physical space in which these documents are conserved. The need to preserve the context in which the documents were produced and to avoid disassociation, in order to sustain the integrity of these documents and to be able to present them as evidence.
- The need to create systems for the return of documents seized by the courts and to assure the means by which they can be re-used. The need to distinguish between usual and unregulated procedures in the deaccessioning of documents and in the distribution and review of the norms for appraisal of documents.
- The need to create an instruction manual for detecting and highlighting documentation linked to violations of the UDHR.
- Serious funding problems, particularly concerning projects launched under the banner of another type of public policy, and those which rely on external and/or temporary funding.
- The need to set out protocols covering access to documentation linked to serious violations of human rights and which cover more than the instrumental use of these documents.
- Protection of sensitive data related to documents linked to serious violations of Human Rights. Also mentioned was the need to work on a collective presentation on sensitive data and access to the National Agency of Information Access.
- Policies of accession and safeguarding documents of private origin.
- Guarantees to make remote access possible and thereby to avoid geographical discrimination. Specific programmes to support certain vulnerable groups/peoples.
- The need to give public access to and to distribute the archive generated by the research team that has worked in the Ministry of Defence.
- The need to identify, in the “Common Archives”, series linked to serious violations of the UDHR in order to be able strategically to plan the archival tasks which need to be developed.

Mariana Nazar
Licensed in History and Archival Science
Head of the Training Programme and Advisor of Archival Development of the General Management of the AGN of Argentina
From 2017 to 2018, there were several achievements of note that the ICA and the Programme Commission (PCOM), and the Vice President Programme, Normand Charbonneau, should be particularly proud. In 2017 PCOM accepted all but one of the applications it received for project funding. While this may not seem like a huge achievement to an outsider, in fact it points to an assertive and successful streamlining of the project process. With clearer parameters for applicants, and a much more accessible project charter process, it was possible to ensure that applications met the expectations of PCOM members, and to see the funds spent in accordance with their expectations. Some of the projects for which funds were issued during that time are now showing the fruit of volunteer labour – for example, the new PARBICA guidelines on disaster management that have been added to their Recordkeeping for Good Governance toolkit and is now available on the PARBICA page of the ICA web site. In 2017, two successful training project applicants, the Kenyan association of archivists, records managers and librarians (KARMA) and the Association of Professional Librarians, Archivists and Documentarists of Burundi (APROBAD) kicked off their projects; the KARMA project is a model for measuring success, as it embedded very strong evaluation processes, and the APROBAD project has resulted in a manual that, while mostly applicable for the region, will also be a source of information for archival associations in other regions. Following hurricanes Maria and Irma in autumn 2017, the CARBICA ‘Archives at Risk: Advocacy and Capacity Building in the Caribbean’ PCOM-sponsored project, renewed for two-years in 2017, also took a different direction, and an international conference on recovery after damage and the preservation of heritage was organised this summer in Sint Maarten, bringing together international and regional decision makers, emergency workers and cultural heritage managers. Facilitators Margaret Crockett (ICA Training Officer) and Emilie Leumas (Chair of the Expert group on Emergency Management and Disaster Preparedness) developed a handbook that will serve as a fundamental tool.

In 2018, PCOM contributed significant funding and volunteer resources to the success of the ICA’s first ever annual conference held in Africa. In part because of the work of the Africa Programme Steering Committee (and its Secretary, James Lowry) ICA Yaoundé 2018 saw a richly diverse presenter profile, with about 40% of accepted presentations from Africans, and nearly 50% of the countries represented being African. 19 African nations were represented, followed by 9 European countries. The most accepted presenters from one country come from Cameroon (15), followed by 10 each from the UK and France, and then 7 from the US and 5 each from China and from Canada. A large percentage of the chairs, moderators and introducers are from Africa. In addition, strategic sessions led by Africans and with resulting resolutions by the profession for Africa were highly successful, thanks to the able animation of Papa Momar Diop and Patrick Ngulube(1). Due to the efforts of outgoing New Professionals Programme Coordinator Cecile Fabris, two New Professionals from Africa were also present, along with five from other countries, in one of the most diverse New Professional cohorts since the beginning of the programme. PCOM is in excellent hands going forward, with the new Programme Officer, Maria Paula Garcia Mosquera, now settled in Paris (cf. page 20), Sharon Smith in place as the new coordinator of the New Professionals Programme (cf. page 20), and the 2018 re-election of Vice President Programme Normand Charbonneau. ICA members can rely on the Programme Commission to continue the professional work of the ICA and its member-led projects.

Jessica Squires
Library and Archives Canada
ICA Programme Officer 2017-2018
FIDA Secretary and FAN Coordinator

(1) Papa Momar Diop, Ambassador of Senegal at UNESCO and former National Archivist of Senegal and Patrick Ngulube, Professor of Information Science, University of South Africa - UNISA, were co-facilitators of the African Strategic Sessions during the conference.
Maria Paula Garcia Mosquera, new ICA Programme Officer

Maria Paula Garcia Mosquera joins ICA in January 2019 and works as the Programme Officer of the ICA Programme Commission. She holds a MA’18 in Public Humanities from Brown University (USA) and a BA’07 in History with a minor in Visual Arts from Universidad de Los Andes (Colombia). Her professional experience has been focused on exploring ways to create bridges between cultural heritage institutions and a broader public. This interest has led her to work in a range of non-profit organizations and government institutions, such as the Cultural Agents Harvard Initiative; Sound Archive of Colombia’s National Public Radio; Bogotá’s Office of Culture, Recreation and Sports; and the Museums of the Central Bank of Colombia.

As part of her graduate studies, she designed a project to create a digital archive based on the work of her great-grandfather, one of the first Afro-Colombians to occupy a high political position in the national government during the 1950s. Thanks to this research, she won a Digital Humanities grant from the Colombian Ministry of Culture. Maria Paula worked as the Cultural Manager of the Sound Archive of Colombia’s National Public Radio (2013-2015). During her time in this position, Maria Paula organized several events, including the Week of Sound, the National Assembly of Sound Archives, and the Radio Theatre Virtual Festival; she also worked creating a national network of sound and audiovisual archives.

From 2008-2014, she worked with the Mayor’s Office of Culture, Recreation and Sports in Bogotá (Colombia); first as the representative of the office in one of the twenty districts of the city, and later as an assistant director for their grants, awards and funding programs. With her professional experience, her academic background in History and Public Humanities, and her interest in digital projects and programs based on archives, Maria Paula is joining the ICA Programme Commission. She is looking forward to building on the work of the previous Programme Officer, Jessica Squires, including promoting professional resources and engaging PCOM members in the work of the ICA.

Sharon Smith, new Coordinator of the New Professionals Programme

Sharon took on the role of New Professionals Programme Coordinator in December 2018. A native of Nova Scotia, Sharon now lives in Ottawa, Ontario. She has worked at Library and Archives Canada (LAC) since 1999; currently as a Senior Project Manager focused on government recordkeeping. Prior to working in the government recordkeeping area, she was a Senior Archival Standards Officer in the private records branch of LAC.

In addition to coordinating the New Professionals Programme, Sharon is a member of the ICA Expert Group on Managing Digital and Physical Records (EG-MDPR). She Chairs the Canadian Mirror Committee for ISO TC46/SC11 (Archive and records management), and was a member of the ISO editorial that developed ISO 15489-1 2016 (Information and documentation — Records management — Part 1: Concepts and principles). Sharon has also taught courses on archival databases at Algonquin College and at LAC. She is passionate about information literacy and Open Government (and lucky enough to work on OG at LAC too).
In September 2018 I had the exciting opportunity to visit The National Archives of Sri Lanka in Colombo and assist with providing training on archives and records management in a two day seminar for those working with municipal records on the behalf of the ICA Section on Local Municipal and Territorial Archives. Sri Lanka has introduced access to information legislation and the various institutions with responsibility for national, local and parish records wanted guidance and a chance to discuss good record keeping. I was keen to volunteer for this project but also daunted as although I regularly provide guidance to readers in the public rooms I don’t often provide training in the traditional classroom/lecture theatre style environment to large numbers.

Bart Ballaux (City of Rotterdam) was the other speaker and we met before the seminar to work on the programme. Bart specialises in electronic records management and he is also very experienced in teaching theory. This was reassuring for a rookie like me and meant that I could base my presentations on the traditional paper environment. Margaret Crockett (ICA Training Officer) kindly spent time with me to run through the practical aspects of working abroad and also checking the programme was suitable for the time frame.

The topics of my presentations were the management of historical archives including how to provide a search room service (and search an online catalogue), the creation of a paper records management system including how to create a retention schedule and lastly records disposal, sensitive records and the processing of personal information.

One of the most challenging things was not knowing what the delegates themselves would expect and what level of knowledge they already had. We also knew that English was not the first language of most of the delegates. The Director General’s team had prepared a draft Glossary of Terms and Phrases in Archival Science which translated some key terms/phrases into Tamil and Sinhalese from English. This helped to overcome some of the language barriers.

We were asked to give a short introductory speech after the seminar was opened by the Minister of Higher Education and Cultural Affairs. This involved traditional dancers and drummers and also lighting of candles—it was an impressive start to the seminar. My speech drew on the work of ICA and the sharing of best practice internationally.

The lecture hall facilities and IT were good which enabled me to demonstrate searching on the London Metropolitan Archives (LMA) online catalogue and I used records relating to Ceylon/Sri Lanka in City of London collections to do this. The training on using online catalogues and the way collections are arranged hierarchically in a “tree structure” was well received and search tips generally seemed appreciated as some of the delegates were planning research trips to the UK.

It would have been nice to have more time been able to talk to the delegates more and find out about their offices in different parts of the island but this is something that could be developed in future sessions. Most of the delegates (approximately 200) filled out the feedback forms and most comment were positive.

There is an opportunity for this training on municipal archives to be delivered in a different international context and anyone interested in pursuing this should contact the Chair of ICA/SLMT, Tim Harris (tim.harris@cityoflondon.gov.uk).

We were interviewed by a reporter from the national newspaper of Sri Lanka. The article was positive and therefore definitely worth the time to further highlight the work of the National Archives.

I learnt a lot from this project and enjoyed the excellent hospitality. I hope to return sometime to see more of Sri Lanka.

Laura Taylor
Senior Archivist, London Metropolitan Archives, City of London
ICA’s new Online Learning Courses

Imagine sitting at your desk, or your kitchen table, or on your bed – even in the garden or a park – and learning more about archives and records management. No travelling, no need to be in a certain place at a certain time, just you and a series of reading assignments, video presentations, links to fun film clips or websites and quizzes to test your learning. ICA’s new Learning Management System (LMS) makes this possible with our first course expected to launch this spring.

ICA subject matter experts, individuals who have specialised knowledge of the course content as well as being experienced trainers, have been working with ICA’s Training Officer, Margaret Crockett, to specify and develop a range of courses. The first course to launch will be in records management. It will be an in-depth course with the emphasis on practical measures that can be taken to ensure records in all media are effectively handled from creation to disposal (transfer to the archives or destruction). We plan to work with a Francophone practitioner in order to develop the equivalent course for French speakers.

“Understanding and Using the Universal Declaration on Archives” is also due for early release, co-authored by Claude Roberto, Chair of ICA’s Advocacy Expert Group, Karen Anderson, former Chair of the Section for Education and Training (SAE) which originally conceived of an online course on the UDA, and Margaret Crockett. The course will include sections on the history of the UDA, detailed coverage of the text and its meaning, strategies for using the UDA for awareness raising and advocacy and how to audit existing archives and records programmes against the principles of the UDA. This will be in English and French initially with the intention to translate into Spanish as soon as possible.

Work is also progressing on a course on managing digital archives, co-authored by Nancy McGovern, former Chair of ICA’s Digital Records Expert Group, James Lowry, Secretary of the Africa Programme and leader of its Digital Recordkeeping course development project and Margaret Crockett. Basma Makhlouf will be leading on developing the French language version.

“Organising Family Archives” was our test course and is not intended for ICA members but rather as a way to help the wider public look after their personal archives. It will be available in English, French and Spanish, translations courtesy of Celine Fernandez and Roman Lescano, ICA translators. We are still developing a strategy to use this as both a training course and a way to introduce the work of ICA to a different audience.

The LMS is fully integrated with ICA’s website which means there is a single log-in for Francophone learners. It will be launched as they become available and be sure to keep your ICA membership up to date to benefit from members rates. We are also looking for subject matter experts to help develop courses to the highest possible standard, reviewers to scrutinise the content and ensure the quality of the learning experience and translators.

FOR MORE INFORMATION
Contact Margaret Crockett, ICA Training Officer: crockett@ica.org

Margaret Crockett
ICA Training Officer
ICA invites you to celebrate International Archives Week

From 3 to 9 June 2019, with the theme « Designing the Archives in the 21st Century »

Designing the Archive is about putting people at the centre of what we do. The campaign theme will focus on how in the 21st Century our profession - data and information managers, records managers and archivists - can provide opportunities for human-centered design approaches to ensure we deliver benefits to citizens, customers, stakeholders and communities. This cross cuts, not only geographical boundaries, but sectors and industries; we want to hear from archivists from all sectors: architecture to fashion, engineering to environmental management, both public and private.

Whether paper or digital, how are you designing your archives for the 21st century? Let’s challenge what people think we do! Help us tell the world what archives in the 21st Century are about!

How to plan a successful International Archives Week step by step

Share with us your vision of archives and your profession, and show us how you will celebrate archivists’ achievements from Monday 3 to Sunday 9 June 2019!

You have several options:

**Organise an event**
Prepare your project for International Archives Week 2019:
1. Starting from today, reserve the dates from Monday 3 to Sunday 9 June 2019...
2. Get inspired by what your colleagues around the world have organized in previous years and have planned on the Interactive Map 2018!
3. Under the theme “Designing your Archives in the 21st Century”, choose right now your project to participate in the event: an exhibition, a slide-show, a film screening, and open your department to the public, explain your work, raise the profile of your colleagues and explain how they can help other departments in your institution or your company.

In order to facilitate your events, ICA is making available on its website customizable communication templates (posters, bookmarks, etc.) and an instruction guide.
5. Publicise your event. Exhibition, conference, escape game, radio show, competition or workshop, celebrate International Archives Week with your colleagues or the general public. Raise awareness, toast achievements and celebrate events under « Designing the archives in the 21st Century » and please, think of taking photos of your customized posters and documents. Showcase your event here.
6. And because ICA wants to highlight your projects and the dynamism of archivists and records managers, please think of taking photos of your customized posters and documents, as well as your celebration from Monday 3 to Sunday 9 June and send them to us!

**Write an article on the ICA blog**
Write an article about your job and share your vision of your work and your role in the 21st Century!

From paper to digital, how are you designing your archives for the 21st century? Let’s challenge what people think we do! Help us tell the world what archives in the 21st Century are about!

Share with us your vision of archives and your profession, and send us without delay your text to be published on the ICA blog.

**Join #IAW2019**
Post your photos which illustrate your archives in the 21st century and specify your location. They will be highlighted on an international interactive map thanks to #IAW2019

Follow the events on the Social Medias (Facebook and Twitter) and continue to celebrate “Designing the Archive” by registering for the Conference Adelaide 2019, South Australia, 21-25 October.

Christine Trembleau
ICA Marketing and Communications Manager
trembleau@ica.org

JOIN US ON SOCIAL MEDIAS

#IAW2019 #DesigningYourArchives
Our annual ICA conference in Adelaide, Australia, is right around the corner and we have received some excellent submissions for presentations. This year, the conference is a joint effort brought to you by the Australian Society of Archivists (ASA), Archives and Records Association of New Zealand Te Huanga Mahara (ARANZ), International Council on Archives (ICA) and Pacific Regional Branch of the ICA (Parbica). This collaboration will create a strong conference where we can explore ideas through various lenses. The theme of this year’s conference is “Designing the Archives”. We hope that this theme will encourage conversations about how people factor into archives, recordkeeping, information, and data management. Where can we see the human element in how we design archives? The conference program aims to explore the use of empathy, creativity, innovation, experimentation, prototyping, and co-design in the development of recordkeeping systems, information governance frameworks, archival programs and services, archive buildings and spaces, or digital archives. The conference will start a conversation about how we can use human-centred design thinking approaches in archives, recordkeeping, information and data management to ensure we deliver benefits to citizens, customers, stakeholders and communities. It’s not just about ideas, but taking action and introducing new practices that have tangible results. Presentations and panels will also explore how we manage records and archives of the design process itself across a range of industries from architecture to fashion, engineering to environmental management. We would also like to highlight that 2019 is the UNESCO International Year of Indigenous Languages. This conference will feature presentations that highlight how archives and recordkeeping facilitate the preservation, revitalisation and promotion of indigenous languages. It will be a great opportunity to hear about initiatives, around the world, that are focused on preserving Indigenous languages. We will use a variety of formats at the conference to keep things interesting. Along with the usual traditional presentations and panels, we will make sure to keep people engaged through interactive discussions and workshops too. This variety should enable many different venues for dialogue between conference participants. I look forward to seeing you in October!

Normand Charbonneau
Vice-President
Programme

KEY DATES

1 May 2019: Conference Registration Opens
19-20 October 2019: ICA Governance Meetings
21 October 2019: ICA workshops, ASA SIGs and AGM
22-24 October 2019: Conference (3 days) and ICA General Assembly (22 October)
25 October 2019: ICA Summit on Indigenous Matters, workshops and cultural visits

Next issue of “Comma”

The most recent issue of Comma (with the cover date of 2017:2) is a ‘Miscellany’ issue featuring contributions from individual members, and put together under the editorship of Editorial Board member Amy Tector (Canada), assisted by fellow Board Members Amany M. Abdelaziz (Egypt) and Martin Ståhl (Sweden). Readers will find submissions in four of the ICA languages (English, French, Spanish and Arabic) with the geographical spread of authors spanning South, Central and North America, Europe, Africa and Australia. Their articles cover records management - studies of autoclassification software and archive and records management taxonomies; institutional archival concerns, ranging from the decolonization of archives to the relationship between archival theft and cultural policy; and general professional concerns - the skills requirements of positions in international organisations, and the issues around the further standardization of Arabic archival terminology.

Not only do the fourteen contributors who responded to the open call for papers for this issue write in different languages, come from different places and reflect on different topics, but they range in experience from recent students of archival science to well-established professionals. The Board believes that this mixture of perspectives, voices and ideas reflects the strength in diversity that is a characteristic of the ICA and its membership and allows for new insights to emerge. For instance, juxtaposing apparently disparate concerns such as physical accessibility to archives in Zimbabwe with the use of Wikidata in Canada might spark new ideas about the concept of ‘access’ in the reader’s own context.

While a majority of Comma issues are based explicitly on the work of Sections and Regions, or are drawn from Congress or Conference, it’s clear that the opportunity to respond to an open call for papers is popular with individual members. The Editorial Board is therefore likely to introduce a more regular cycle of ‘Miscellany’ issues into its publication schedule than has been the case in the past.

In addition, it will also consider including individuals’ papers in issues otherwise devoted to a specific group or derived from a specific conference; the call for papers aimed initially at presenters at the 2018 Yaoundé conference will, potentially, lead to one of these issues.

Margaret Procter
Comma Editor-in-Chief

Next issue of “Comma”

Did you contribute to ICA Yaoundé 2018? Write an article for Comma and reach archivists around the world!

Submissions are now invited for an open issue, to be published late in 2019. We particularly invite contributors to ICA Yaoundé 2018 to submit an article based on their conference presentations.

Comma has a global circulation, reaching professionals in more than 190 countries. It publishes primarily in English and in French with abstracts provided in the seven ICA languages (English, French, Spanish, German, Russian, Mandarin, and Arabic). Submission should be of relevance to this international readership in terms of professional practice and/or theoretical developments or their application. We also particularly welcome comparative studies, and articles relating to the activities of international organizations (case studies relating to activities within, or relevant to, one country will not usually be accepted).

Comma is not routinely peer-reviewed, but the service is available on request; articles published after peer-review will be flagged as such.

Prospective authors may wish to contact the Special Issue Editor, Dr Margaret Procter, comma@ica.org to discuss articles before submission. Authors wishing to submit in French, or any other ICA language will be able to discuss a proposal with the appropriate language member of the Editorial Board.

The deadline for submission of the final article is 30 May 2019 (23:59:59 Liverpool Time).

Guidelines for authors (French/English) can be found on this ICA page.

Articles should be submitted to comma@ica.org.
Welcome to the New Members of ICA

New Members dated 8 March 2019

Category C
The Absolut Company, Sweden
Ministère de l’Économie et des Finances et des Comptes publics, France
The Hague Municipal Archives, Netherlands
Ecole nationale des chartes, France
Qatar National Library, Qatar
Suzhou Industrial and Commercial Archives Administration, China
Archivo Histórico del Colegio de San Ignacio de Loyola, Vizcaínas, Mexico
Norwegian University of Science and Technology, Norway
Carleton University Corporate Archives, Canada
The All-Russian Scientific and Research Institute for Records and Archives Management (VNIIDAD), Russia

Category D
Argentina: Maria José Vanni
Australia: Simon Rawson, Nick Gleghorn
Austria: Jakob Wührer
Benin: Adewale Noudéke
Botswana: Gosego Ramotshabi
Brazil: Gabriel Moore Forell
Bevilacqua, Roselene Alves
Cameroon: Lamana, Estelle Carine
Prisô Moussongo
Canada: Daniel Collins, Alexander Da Costa-Furtado, Kevin Palendat, Jerome Scully, Yves A. Lapointe, Rachel Klassen, Lois Evans
China: Sophy Cui, Zhisen Liu, Tsz Kwan Lee
Colombia: Lilliana Mayorga Tovar
Costa Rica: Adonay Solís Obando
Czech Republic: Kveta Fremrová
El Salvador: Verónica Martínez
Finland: Susanna Summa, Riikka Soininen
France: Jean-Michel Sauve, Kévin Daligault, Marc Lobit, Jeanne Mallet, France
French Polynesia: Tamatoa Pomare Pommier
Ghana: Prosper Tedeiku
India: Rajendra Prasad Narla
Iran: Babak Mashhadi
Ireland: Colette O’Flaherty, Adrienne Liebenberg
Italy: Gaspar Sigaya,Op, Martorano Annantonia, Italy
Jamaica: Stanley Griffin
Japan: Anika Yamada
Mauritius: Dharmendra Mukool
Morocco: Zineb Benyahoud
Nigeria: Ese Eunice Anenene
Pakistan: Cai An
Palestinian Territory: Khalid Hafiz Abu Dayeh,
Peru: Silvia Denis Tello Olivos
Poland: Magdalena Wisniewska-Drewniak
Portugal: Ana Margarida Silva
Rwanda: Rosalie Ndjuru
Spain: Susana Castañeda Donate, Sergio Gálvez Biesca, Amna Hernández Ruiz, Isabel María Sanz Caballero
Sweden: Leif Pettersson
Switzerland: Jin-Kyung Lee, Philipp Messner
Trinidad And Tobago: Charlene Riley
United Kingdom: Lucy Brownson, Kate Doughty, Michaela Garland, Jake Deeble, Katie Gilliland, Thyesen Aya, Frank Norman, Pauline Soum-Paris, Amy Bowler, Tony Presland, Ken Craggs, Fiona Adams, Paz Bodelon, Martha Naish, Kim Taylor, Annette Mackin, Iida Saarine
United States: Esther Momand, Meredith Torre, Rosalie Lack, Kristin Parker, Daniel Lavoie, Margaret Lagerstedt, Elise Reynolds, Sakena Alalawi, Erin Grady, Dave J. Moore, Leanna Barcelona, Berlin Loa, Haian Abdirahman

Repartition by continents
- North America: 21
- Latin America: 7
- Africa: 8
- Europe: 43
- Asia: 7
- Oceania: 3
- Middle-East: 3
- Caribbean: 2