

EAST ASIAN ARCHIVES

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Resolution

2nd General Conference of EASTICA

Macao December 05-07, 1995

The 2nd General Conference of the East Asian Regional Branch of the International Council on Archives was, at the invitation of the Cultural Institute of Macao, held from December 05-07, 1995 in Macao. Present at the Conference were 48 participants from the People's Republic of China, Hong Kong, Japan, Democratic People's Republic of Korea, the Republic of Korea, Macao and Mongolia. The following resolutions were adopted after the discussion by participants :

1. Tenure of the members of the Executive Board of EASTICA shall be extended to the 3rd General Conference of EASTICA, in Autumn, 1997. The meeting elected Mr Simon Chu, Archivist, Public Records Office of Hong Kong, Mr Inahashi Kazumasa, Director General of the National Archives of Japan and Mr Soo-Kee Lee, Director General, Government Archives and Records Service of the Republic of Korea as members of the Executive Board of EASTICA;
2. To mobilize various archives institutions, libraries and individuals to become members of EASTICA, so that the role of EASTICA will be brought into full play in the East Asian Region;
3. In order to make EASTICA known in East Asia a brochure on the activities of EASTICA with a member application form shall be prepared and distributed by the secretariat of EASTICA at the earliest date;
4. A workshop on the archives description standard shall be held in Spring, 1997, in Hong Kong. It is hoped that ICA will fund two resource persons for the workshop, one from Asia and the other recommended by ICA;
5. During the XIIIth International Congress on Archives in Beijing in 1996, the Executive Board Meeting and the Interim General Conference of EASTICA shall be held in the morning of September 2nd (Monday). The contents of the meeting shall be preparations of the workshop and the 3rd General Conference of EASTICA, the discussion of the strategy plan put forward by ICA, and awarding of honorary memberships of EASTICA;

6. The 3rd General Conference of EASTICA shall be held in Autumn, 1997 in Japan. All participants of the meeting expressed their sincere thanks for the kind invitation by the National Archives of Japan,
7. The 2nd General Conference of EASTICA encourages its member countries/ territories to promote bilateral and multilateral professional exchanges in order to strengthen and develop archives administration and records management of the region;
8. The XIIIth International Congress on Archives, the first of its kind, will be held in China and Asia in 1996. The meeting requests member countries/territories of EASTICA to persuade more archivists, librarians and other concerned individuals to attend the congress;
9. The meeting expressed sincere thanks to the Cultural Institute of Macao, Mrs Maria Helena Evora and her colleagues to the Macao Historical Archives for their warm hospitality and fine arrangement for the 2nd General Conference of EASTICA.

ADDRESS BY MARIA HELENA EVORA, DIRECTOR OF MACAO HISTORICAL ARCHIVES AND TREASURER OF EASTICA AT THE OPENING CEREMONY OF THE SECOND GENERAL CONFERENCE OF EASTICA

Ladies and Gentlemen :

On behalf of Macao Historical Archives and as Treasurer of EASTICA, I am very happy to extend our warm welcome to the participants of the Second General Conference of EASTICA.

EASTICA, the East Asian Regional Branch of the International Council on Archives, was founded by an Inaugural Conference held in Beijing in 1993 with the following purposes : to promote relations and collaboration among archives and archivists of this region, to define policies in archival field, as well as, to take all measures for the management, preservation and protection of the archival heritage of the region.

Sincere the Inaugural Conference of EASTICA in Beijing, in July 1993, the following activities have been carried out :

- the Executive Board Meeting of EASTICA was held in June 1994, in Ulaanbaatar, Mongolia;
- the Workshop on “Automation of Archives Management” was held from October 24th to November 5th, 1994, in Beijing, China;
- the membership dues for the years of 1994 and 1995 were collected;
- the first issue of “East Asian Archives” was edited and distributed;
- contacts between State Archives Bureau of China and Macao Historical Archives were kept for the organization of the Second General Conference of EASTICA and also the symposium on “Modernizing Archives Management” that will be concurrently held with the conference.

I believe that this conference will lead to a more active cooperation of archival work and a deeper friendship among archives and archivists.

I would like to thank the State Archives Bureau of China, the Under-Secretariat for Communication, Tourism and Culture and also Macao Cultural Institute for making possible the organization of the Second General Conference in Macao.

Thank you for your kind consideration.

ADDRESS BY GABRIELA CABELO, PRESIDENT OF MACAO CULTURAL INSTITUTE AT THE OPENING CEREMONY OF THE SECOND GENERAL CONFERENCE OF EASTICA

Ladies and Gentlemen :

First of all I would like to express, on behalf of the Macao Cultural Institute and myself, sincere gratitude to you for giving us the opportunity to hold in Macao the Second General Conference of EASTICA, an internationally recognized organization of ICA.

Today, I feel very happy to extend our warm welcome to all participants of this conference, which is organized by the State Archives Bureau of China and Macao Historical Archives.

We all know the important role that Archives play in the development of our societies. Archives are indispensable for the single reason that they are the witness of

history. It is so of great importance the preservation of archival materials, we well as to make them available to the investigators.

The aims of EASTICA are essentially : to strengthen relations and professional training among archives and archivists of this region; to help archives and archivists to establish measurers for the management, preservation, protection and defence of archival heritage of this region.

Therefore, organizations like EASTICA and events like the present one are significant since they help archives and archivists to promote archival cooperation and increase their knowledge in the field of archival science.

I hope that that conference should advance mutual understanding and help the progress of collaboration, exchange of ideas and experiences among the participants.

Lastly, I wish every success of this conference and everyone of you a happy stay in Macao.

Thank you.

OPENING SPEECH BY WANG GANG, CHAIRMAN OF EASTICA

Dear colleagues,

First of all, please allow me, in name of Chairman of EASTICA, to extend welcome to the archivists and historians present here. I am very happy to see so many participants at this meeting, which in one way or another symbolizes the prosperity of archival work in East Asia. Here I would like to express thanks to the Cultural Institute of Macao, and to Maria Helena Lima Evora, Director of Macao Historical Archives and her staff, for their hospitality and very delicate arrangement of this meeting.

As the 10th Regional Branch of the International Council on Archives, EASTICA was inaugurated in Beijing in July, 1993, which makes the network of Regional Branches-representative organs of ICA, become complete. This is of great significance to the development of archival profession the world over.

As one of the birthplaces of world civilization, East Asia boasts a great quantity of historical materials which are the memory of our mankind and true witness of our history. The importance of archives is being increasingly recognized by the public and society. EASTICA has become a forum of cooperation and exchange on various archival issues in East Asia. Up to now, we have carried out the following activities.

The XIIIth International Congress on Archives is the first ICA Congress ever to be held in a developing country in Asia. The Organizing Committee of the Congress feels obliged to the support and help from the archivists and historians in East Asia. I am happy to tell you that the preparation of the congress is going on very well. Up to now, we have received more than 1,200 preliminary foreign registrations forms, and 600 Chinese registration forms. I hope there will be more people from East Asia to attend this last grand gathering of archivists of this century.

Desirous to help East Asian archivists know more about the application of computer in archives, the “Workshop on Automation of Archives Management” was held in Beijing in October 1994. 27 participants from Japan, Mongolia, Macao, Saudi Arabia, Pakistan, Malaysia, Vietnam, Kyrgyzstan and China attended the workshop.

Four Chinese computer experts gave lectures and each participant was issued a certificate.

In June 1994, the Executive Board Meeting of EASTICA was held in Ulaanbaatar, capital of Mongolia, which provided a good opportunity for exchange among the leaders of archival institutions in East Asia.

At the invitation of Maria Helena Lima Evora, Director of Macao Historical Archives, we gather together here to attend the Second General Conference of EASTICA and the Seminar on Modernization of Archives Management. This meeting will definitely bring new perspective to the development of archival profession of East Asia.

I wish every success of the Second General Conference.

Thank you.

SECOND GENERAL CONFERENCE OF EASTICA

Address by Dr Charles KECSKEMETI Secretary General of ICA

Dear colleagues

Ladies and Gentlemen :

EASTICA was born a little more than 2 years ago. The establishment of EASTICA was a great moment in the history of the International Council on Archives. With this 10th Branch, created 25 years after the inauguration of the first Branch in Southeast Asia, ICA's regional network has been completed.

In two years, EASTICA carried out an impressive programmes, thanks to the dedication and dynamism of its leadership. On behalf of ICA, I should like to extend our appreciation to the Chairman and Executive Board of EASTICA for the results achieved.

I should like to add our special gratitude to the Chinese archival authorities and community for the paramount decisive role they played in organizing EASTICA and in implementing its professional programme.

From 1996 onwards, with the XIIIth International Congress on Archives to be held in Beijing in some 9 months, Asia will become the centre of archival life.

In this new situation, EASTICA may and should dare to undertake ambitious projects to serve its constituency.

Three tasks seem to me particularly important for the future of archives in this part of the world.

This first task seems trivial, but it is essential. It would consist in carrying out a survey on the situation of the archives in the EASTICA countries. The report which will be drawn up, will show how contrasted archival situations may exist within one geographical region and thus will serve as the basis for developing an EASTICA strategy and for selecting EASTICA priorities.

The second task more difficult, it perhaps the most appealing and the most significant from an international point of view. It would consist in investigation the history of archives in East Asia. The archival profession, whose main daily duty is to

serve historical research should use more intensively its scholarly skill to look into its own history.

I was authorised by Mr Zheng Hang-Sheng, Vice President of Renmin University of China to tell you, that, should the 2nd General Conference of EASTICA approve this research project, it may count on the active cooperation of the Archives College of this University.

Finally the third task is to address in a systematic way the issue of basic and continued archival training in the region, and to unite efforts for achieving rapid progress in this field.

With the successful implementation of these three tasks, the survey, the archival history research programme and the systematic planning of training for the archives of the 21st century, EASTICA will become a major instrument for building up archival modernity in East Asia.

The International Council on Archives would be proud to participate in these efforts. East Asia, the oldest world is suddenly becoming the newest world. Archives in East Asia should progress at the same pace as industry and banking, education and health. The challenge sounds frightening, but it must be met. The East Asian nations must keep the memory of their past and the memory of the present for the generations to come.

On behalf of ICA, I should like to address our heartfelt thanks to the government authorities, the Cultural Institute and the Historical Archives of Macao for extending hospitality to the 2nd General Conference of EASTICA and for securing such a splendid organisation for the world.

Here I have to add my personal thanks to my friend (for some 20 years now) Mr Isau Santos, a great archivist and a distinguished servant of his country. I am glad, Isau, that we could at last meet in Macao.

I feel privileged to convey to the Macao authorities to EASTICA and to all from China, Hong Kong, Japan, the DPR of Korea, the R of Korea, Macao and Mongolia its members the greetings of M Jean Pierre Wallot, President of the International Council on Archives, and his best wishes for the success of this conference.

Country Report Inahashi Kasumasa

Director General of the National Archives of Japan

Chairman (Chairperson),
Colleagues,

I would like to express my sincere thanks for Mrs Maria Helena Lima Evora, Director of the Macao Historical Archives who has willingly accepted to hold this General Conference and for kind hospitality of her staffs who have made excellent arrangements for us, the attendants.

Here I explain the archival administration of Japan.

First, the preservation of old documents in Japan is secured by the central government and local governments independently, and these archives are established and managed independently. The establishment of archives by local governments goes well year by year. After 1993 six archives have newly opened and it's total number comes to thirty one in this year.

Secondly, the official documents and records which we receive annually from ministries amount to approximately twenty to thirty thousand. We have received thirty thousand volumes in 1993, and twenty thousand volumes in 1994. Up to now it comes to around six hundred and thirty thousand volumes which have been accumulated in our archives.

Thirdly, it has passed twenty four years since our institution opened, and our stacks area is almost full with the official documents and records. So that we are planning to construct a second storage. This new building will be completed in the near future.

Fourthly, in order to establish a retrieval system which enables researchers to find out easily and effectively their searching data, we newly set up the Committee for Data Base of Catalogs and are going to consider on this matter.

Fifthly, we have been discussing about the training system for professional staff.

In conclusion, I really believe that our further cooperation between the national archives and regional archival institutions in Eastern Asia through the activities of EASTICA is most significant. I sincerely hope this General Conference will be a great

success.

Thank you very much for your kind attention.

MODERNIZATION OF ARCHIVES MANAGEMENT
GYUNG-YUL CHOE, assistant director of the Government Archives and
Records Service, the Republic of Korea

Honorable Chairman, Members, Ladies and Gentlemen :

I am GYUNG-YUL CHOE, assistant director of the Government Archives and Records Service, the Republic of Korea.

I am very pleased to be here with you, and have a great pleasure in expressing on “the Modernization of Archives Management”.

Generally speaking, the meaning of the term “modernization” is that an object is adapted itself to the modern circumstances and environments.

Therefore, I think that “the Modernization of Archives Management” means adapting archives management to the modern circumstances and environments to improve its method.

So, I would like to think about “the modern circumstances and environments” which symbolize the characteristic of modern times in which we live.

What should we do to manage the archives in modern circumstances and environments?

And then I am going to introduce the modernization of archives management in case of the Republic of Korea.

As you know, we can explain “the Modernization of Archives Management” from the various viewpoints.

But, I want to express four major points which are the automation of archives

management, the protection of privacy, the maximum permission for access to government holding archives and the alternative tendency of appraisal standard for archives.

First, I'd like to talk to you about the necessity for the automation of archives management.

In addition to, the archives such as official documents, books, photos, audio-visual records are on the increase as geometric progression series, those are being produced, circulated and used by the up-to-date electronic technics and information media.

Therefore, it is necessary to convert hand-work into automation for production, acquisition, classification, arrangement, conservation, information- retrieval and use of archives to manage it efficiently and systematically, because the hand-work management for a huge sum of archives is inefficient and insystematic.

In case of the Republic of Korea, the essential records, like presidential records holding in the Government Archives and Records Service, are being computerized for retrieval index since 1990.

And we have equipped the Document Image Management System to input even the image data as the contents of papers on June this year.

Second, I'd like to talk to you about the necessity for the protection of privacy.

As you know, personal computer has come into world wide use as the necessities of life and the related technics are being developed day by day as well.

Many people of global village today are coming into contact with "on-line multimedia system" in their life, and they would often use "INTERNET" which is the largest computer network system in the world now.

Today, general idea on time and space is quite different from the ancient to obtain the information. It is possible to obtain prompt information by computer system today.

But, it is also possible to intrude upon a person's privacy, because his private information is being opened by computer system and it is difficult to control it.

So, many people would frequently raise the necessity for protecting provision of a

person's privacy against the intrusion which may arise by computer system.

In case of the Republic of Korea, "the Privacy Act" is already enacted, and it is in force since January this year.

Third, I am going to talk about the necessity for the maximum permission for access to government holding archives.

According to raising democratic senses of citizen, the needs for extension of the right to know are growing day by day, and the cultural desires are strengthening in accordance with the elevation of the standard of living.

Accordingly, the demand for materials concerning above is growing also.

Therefore, I think that the government holding information are to be opened to the public with the maximum except the intrusion upon another's privacy, the public order and the national interests as national security, etc.

In case of the Republic of Korea, "the Access to Information Act" is being prepared for enact in order to fulfil the right to know for citizen.

And we have to voluntarily make the circumstances as archives exhibition for easy access to archives.

Archives exhibitions is the most efficient educational way for citizen to increase their archives cultural sense, as you know.

At the Government Archives and Records Service of the Republic of Korea, we have held the archives exhibition at two or three years intervals, and we have held it this year also.

Forth, I'd like to talk to you about the alternative tendency of appraisal standard for archives.

Comparing today with the before, the appraisal standards for various kind of things show a tendency to alter.

For example, it is told by many scholars the values of a localism, a sectionalism

and nationalism show a tendency to descend : on the other hand, the values toward the human race as humanism and internationalism show a tendency to ascend.

Accordingly, the appraisal standards for records which are worth while to preserve, show a tendency to alter also.

The globe is the only roost in which we, all human being, live.

However, one of the most serious problems on the globe is the greenhouse effect, the destruction of the ozonosphere and the exterminatory crisis of a stock by the environmental disruption and pollution which are caused by mankind and use of fossil fuels I think.

But, about one hundred years ago, the recognitions and viewpoints on global environment problems were different from nowadays.

As the Government Archives and Records Service of Korea, we are interested in the archives on environmental integrity like ecological adaptation research, as to appraisal of records.

Finally, I want to thank you for the privilege and the opportunity of talking to you about this subject and express my sincere hope that this meeting will produce mutually helpful results for all participants.

Thank you for listening.

ADDRESS BY MR HAN RYUL MO, DPR OF KOREA

Dear colleagues

I would like, first of all, to express my sincere thanks to the staff of the EASTICA Secretariat and the Historical Archives of Macao for their successful efforts to prepare this General Conference.

EASTICA has scored not a few successes in the implementation of its constitution and the work programme in the last 2 years since its foundation.

The State Archives Bureau of the DPR of Korea has made every effort to contribute to the strengthening of the friendly ties between the members and the developing of the EASTICA work through its active participation in the EASTICA activatis.

As you all know, the respected leader Comrade Kim II Sung, father of our nation passed away last year, which was the greatest mishap.

A great number of mourning ceremonies took place not only in our country but also in many other countries on the occasion of the passing away of our respected leader.

The DPRK State Archives Bureau assumed as its sacred historical mission and creditably carried out the collection and reposition of the national and international archives associated with the mourning ceremonies and the measures taken by Comrade Kim Jong II the great leader of our people.

In our country, we have fixed by law the collection, categorization, edition, preservation and management of archives, realized the unified national leadership over the work and stocked a lot of archives that have national significance and can remarkably contribute to the cultural development of mankind.

We also paid attention to educating the archivists with up-to-date knowledge of archival science and technology.

We organized short training courses for archivists and made efforts to modernize and rationalize archival management further more. And in order to enhance the attention for EASTICA work, we printed and disseminated the translation of the EASTICA Constitution and work programme.

For the consolidation of the friendship and cooperation between the members of EASTICA, we dispatched to China a working-level delegation in July this year and exchanged our experiences and successes.

Dear colleagues, EASTICA has just begun its work, but the experience of the last 2 years convinces us that if we cooperate closely enough we can expect greater successes in our work.

The DPR archivists will continue to actively contribute to the work of EASTICA and the development of the friendly ties between the members in the future too, as in the

past. Next year the 13th International Congress on Archives will be held in our region.

I am sure that this congress will be an important event in redressing the work not only of ICA but also of EASTICA.

We shall not reserve our efforts for the success of the congress and strengthen our cooperation with other members of EASTICA.

Thank you.

REPORT ON THE PUBLIC RECORDS OFFICE OF HONG KONG

Simon F K CHU
Archivist, Hong Kong Government Records Service

History and Background

The greater part of the Hong Kong Government's records was lost during the battle for Hong Kong and the Japanese occupation. The event, disastrous in itself, served also to delay the development later on of archival services in Hong Kong. In the absence of the very large masses of records created before 1941, the pressures to acquire archival services here were inevitably felt later in the post-war years than would otherwise have been the case.

Though archival services developed rapidly among colonial and ex-colonial territories in the first two decades after the war, they were not finally established in Hong Kong until 1972.

Organisation and Functions

The Public Records Office of Hong Kong (PRO Hong Kong), headed by an Archivist, is one of the two constituent parts of the Government Records Service (GRS), the other part being the Records Management Office (RMO). The Government Records Service Director is responsible to the Director of Administration of the Chief Secretary's Office.

Like other government archives, PRO Hong Kong is responsible for the appraisal, selection, custody, preservation and specialised reference of the historical records of the Government of Hong Kong.

Accommodation and Removal

Since its establishment in 1972, PRO and its main archives had been accommodated at a multi-storey carpark building in the central district of Hong Kong. The premises, though unsatisfactory as it was, had to be vacated in July this year to make space for the urgent operational requirements of the Independent Commission Against Corruption in the same building. The office of the Hong Kong archives was then reprovisioned to its present address at the notorious Tuen Mun in the New Territories, a new town described by some sociologists as the “dumping ground” of Hong Kong.

The relocation of PRO to Tuen Mun has instantly drawn strong criticism from the public, especially from the local academic circle. As a result, the Panel on Information Policy of the Legislative Council conducted several hearings on the issue, which eventually led to a recommendation by the Inhouse Committee of the Council that Government should find a permanent home for the PRO that would not only honour and preserve the local archival heritage, but would be readily accessible to users.

PRO’s New House

The recommendation was accepted by the Administration, and subsequently a site at Kwun Tong (in the Kowloon Peninsula) was identified for the construction of the new home of the local archives.

The Kwun Tong site is in fact far from satisfactory from the archives preservation point of view, however, it is the best we could get. The site measures some 730 square metres. Situated in a residential neighbourhood, it is within easy reach of the Kwun Tong MTR station (our local underground train system).

A project team comprising staff of the Architectural Services Department and PRO has been set up and tasked with the planning and design of the building. Following a study tour of a series of archival buildings and facilities in the United Kingdom and Sweden, the project team has now finalised the design for Hong Kong’s first purpose-built archives.

The building itself will comprise eleven floors, yielding a total net floor area of some 3,200 square metres. The lowest three floors will house PRO'S reference library and the public services areas featuring segregated search/reference facilities to cater to different categories of users with different interests, plus a lecture hall and an exhibition gallery.

The latter facilities have been specially added to tie in with PRO's plan to launch a cultural and educational programme to invoke the interest of the public in our local history, and also to promote awareness among those administrators of institutions which help shape the history of Hong Kong, the importance of their institutional archives, their preservation and uses.

The next two floors are to be fitted out as offices, whilst the 5th floor will house our conservation units. The repositories will be located on 6th to 10th floors of the building, with segregated facilities for the storage of different formats of records. Each repository will be compartmentalised to create the most ideal environment appropriate to the type of records it holds, and complete with acclimatisation facilities.

The top floor houses the fumigation chamber. Worth particular mentioning is that, unlike most of the fumigation processes which use toxic gas as the fumigation agent, ours will be non-toxic, nitrogen-based.

The building will be designed to meet the latest known international standards for archival repository. To accord maximum protection to the records, the entire building will be insulated from the external environment by way of a complex air conditioning and filtering system. A modern gas-based fire prevention system will also be installed.

The total project cost is estimated to be in the neighbourhood of 86 million Hong Kong dollars. By current planning, the building will be completed in mid 1997.

SOME PROBLEMS ON REFORM IN MONGOLIAN ARCHIVES

Chuluun Dashdavaa – Director General State Archives Administration of Mongolia

Mongolia has ancient tradition of archives and there are 36 state archives in our country. Except 22 state archives there are several state archives under the direct

administration of State Archives Administration as : State historical archives, Central archive of film, audio-visual records, Central archive of scientific and technical records, Central archive of art and literature records. In respect of world standards Mongolian archives have reached the middle level of development. But in spite of this fact I'd like to point out that we are facing many problems to solve. Until today we haven't suitable conditions for preservation of archive records.

Mongolian archives also need to improve acquisition of archive records. Because of information searching system of Mongolian archives is not developed and installation of modern technology and techniques as computers isn't carried out, we are facing difficulties in the field of making archive records more accessible. All these problems showed us that we should carry out radical reforms in Mongolian archives.

We consider that the reforms in Mongolian archives began with the issue in August of 1994 of the Direction of the President of Mongolia on the problems of Archive development in Mongolia. In order to implement this Direction the Government of Mongolia in September 1994 issued the Resolution on some measures should be taken in the sphere of archives. This Resolution has much significance for promoting the archives reform.

One of main results of reform in Mongolian archives management is the elaboration of the Project of Archives Law, which was discussed by government and presented to Parliament. The main purpose of this Law is to regulate relations among state, society and citizens in the sphere of archives in the democratic society.

Much attention was given to the reforming of main laws and juridical documents concerning archives and paperwork management. Some amendments were made by Mongolian Parliament in the Administration responsibility Law, especially in respect of administrative prosecution of persons, who violated the law and rules in the archive work. Mongolian government in April 1995 adopted two important documents : "Main rules on archive work in the state government organizations and organizations with state property" and "Main rules on paperwork management". According to the resolutions of Mongolian Government in 1995 we conducted the revision of archives and paperwork management in all ministries and organizations of the country. It was the measure of great importance in respect to determine the current level of archives development in Mongolia, to define our future purposes in order to improve archive works.

It's a pleasure for me to note that the work carried out in the sphere of archive

reforms during last two years affords possibilities to coordinate the perspectives of archive activities with the strategic plans of ICA. We pay much attention to the elaboration of special policy in order to improve the activities of archive organizations in Mongolia.

I'd like to draw your attention to some problems, connected with the international collaboration of Mongolian archives.

1. We consider that without radical improvement of preservation of archive records, it's impossible to make deep progress in the archive work.

Mongolia doesn't produce archival techniques, equipment and in terms of technical supply belongs to the underdeveloped country. In connection with it it's important to carry out the following tasks :

- to supply archives with suitable equipment and techniques in order to improve preservation conditions of records, to create reliable conditions for the integrity of records;
- to elaborate jointly on the international level the problems on technological order of preservation exemplifying Mongolia as a country with dry continental climate, and implement them in practice;
- to make microfiche and microfilm copies of archive documents, restore the damaged paper and photo records, and supply the united lab ought to serve all archives in Mongolia with modern techniques;
- to carry out the automation of information exploring system by installing of computers in archives of Mongolia. We consider that it's very important to develop collaboration with ICA, EASTICA and their member countries in the sphere of supplying Mongolian archives with suitable techniques and equipment.

2. International collaboration in the field of records acquisition of archive funds has very important significance. Mongolian archives are trying to conduct activities for searching and studying the documents connected with Mongolian history, which are preserved in archives of foreign countries. During last three years Mongolian state archives administration jointly with the Archives organization of Russian Federation conducted definite works in the field of searching, studying and making copies of documents related to Mongolian history. As a result of such collaboration the preparations for publication of collected volume of documents "Communist International and Mongolia" are almost finished.

We are interested to expand our collaboration in the field of searching of archive records related to Mongolian history, which are preserved in archives of China, Japan, South Korea, DPR of Korea as well as in the field of exchanging the archive documents.

3. Before the archive specialists of Mongolia were trained mainly in Russia. But today such opportunities are limited. In this connection we hope that ICA, EASTICA and their member countries will give us assistance in the sphere of specialists training. It's a pleasure for me to note that seminars organized by ICA give much help to Mongolian archivists in the field of improving their professional skill. I'd like to express our gratitudes to the archive organization of China, who gives us much assistance in the sphere of specialists training.

We hope that ICA actively will conduct activities in the field of organizing seminars and meetings on specialists training as well as in the field of exchanging archive specialists.

Thanks for your attention.

WORKING REPORT

**by Wang Gang, Chairman of EASTICA
Second General Conference of EASTICA**

Ladies and Gentlemen,
Dear colleagues,

Thanks to the support from the International Council on Archives, and Charles KECSKEMETI, Secretary General of ICA in particular, the East Asia Regional Branch of ICA was founded in July 1993 in Beijing. Presented here is the working report of EASTICA in the last two years.

In June 1995, the Executive Board Meeting of EASTICA was held in Ulaanbaatar, Mongolia. Presented at the meeting were delegates from China, DPR Korea, Republic of Korea, Mongolia and Macao.

Japan and Hong Kong were absent for various reasons. The meeting encouraged more archival services and individuals of East Asia to join EASTICA. Presently, in China,

besides the State Archives Bureau and the Archives Society of China, Jiang Su Province Archives Society, Si Chuan Province Archives, Su Zhou City Archives Bureau, Aviation Industry Company Archives, Yangzi Petro-chemical Industry Company Archives, Yangzhou City Archives, Xin Su Silk Factory Archives office also joined EASTICA as Category C members. In Japan, the National Archives and the Japan Society of Archives Institutions are members of EASTICA. We hope there will be more archival institutions in Japan join EASTICA. In the Republic of Korea, besides the Government Archives and Records Service, the Diplomatic Archives Division also sent three delegates to this meeting. We also hope more archival services in Republic of Korea become members of EASTICA. The same hope is also addressed to DPR Korea, Mongolia and Macao.

The Executive Board meeting also discussed the venue of the Second General Conference of EASTICA in 1995, and decided to hold the meeting in Macao in December. A seminar on Modernization of Archives Management would be held with the conference. Two experts would be invited as resources persons. Here, I would like to take this opportunity to express thanks to the Cultural Institute of Macao and the Historical Archives of Macao for their kind invitation and very thoughtful arrangement which guarantee the success of this meeting.

The Executive Board Meeting also discussed the “Workshop on Automation of Archives Management” to be held in October 1994, in Beijing.

The Executive Board Meeting decided that the State Archives Administration of Mongolia and the State Bureau of Archives of DPR Korea send one participant respectively to the Precongress Seminar of the XIIIth International Congress on Archives.

The Executive Board Meeting elected Mr Chuluun Dashdavaa Director General of the State Archives Administration of Mongolia, as vice-chairman of EASTICA, replacing his predecessor, Mr Mendsaikhan. Maria Helena Lima Evora was elected as a Treasurer of EASTICA, replacing Mr Isau Santos, former Director of the Historical Archives of Macao. Mr Han Ryuel Mo, Director General of the State Bureau of Archives of DPR Korea, was elected as member of the Executive Board.

In October 1994, the “Workshop on Automation of Archives Management” was held in Beijing. 27 participants from 8 countries/territories attended the workshop. Four computer experts from China gave lectures. A small exhibition of Computer and archival equipment was presented after the workshop. The workshop was successful, and each participant was given a certificate.

The first issue of “East Asian Archives” edited by the State Archives Bureau of China has been published. The Second issue is going to be published by the State Archives Administration of Mongolia.

Here, I would like to take this opportunity to make the following suggestions on the future activities of EASTICA for you to discuss. And I hope you could propose more ideas and recommendations.

1. To give more publicity to EASTICA. Up to now, EASTICA has not been quite well known among archives and libraries in East Asia. If all of you present here could let more people know EASTICA and join EASTICA, that would contribute to the development of EASTICA.

2. To enhance language training and communication facilities. I think language barrier and difficulty in communication are two obstacles of EASTICA. The Construction of EASTICA stipulates that English shall be the working language. I hope each member country or territory give more training on English language to your staff, so as to solve the language problem as soon as possible. It is well known that we are now in the information age. Information could be exchanged within seconds through fax or E-mail. But there are still difficulties in communication in our region. The Secretariat of ICA also finds it very difficult to contact some of the archives in EAST ASIA, since fax machine is still not available in a certain country. Therefore, I hope, in the strongest term, that communication be improved in some of the archives in our region.

3. Cooperation in East Asia. Last June, at the Executive Board Meeting, Mr Dashdavaa expressed hope to cooperate among members of EASTICA on the acquisition of archives scattered abroad, so as to enrich holdings. I hereby put forward this issue to this meeting for discussion.

4. It is suggested that EASTICA shall hold a meeting during the XIIIth International Congress on Archives to be held in September 1996 in Beijing. You are kindly requested to make suggestions on what topics should be included in the meeting. And I sincerely hope that all of you could come to the XIIIth Congress.

5. Concerning the Third General Conference of EASTICA to be held in 1997, it is also hoped that we could decide its dates, place and subjects at this meeting.

Thanks for your attention.

FINANCIAL REPORT

Members that have paid the membership dues for 1994

To Treasurer of EASTICA (MACAO) :

NATIONAL /TERRITORIAL ARCHIVES DIRECTORATES

MACAO Historical Archives -----	\$150
Government Archives of Records Service of Republic of Korea -----	\$450
Public Records Office of Hong Kong -----	\$300

INSTITUTIONAL MEMBERS

Chinese Archives Society (B) -----	\$100
Japan Society of Archives Institutions (B) -----	\$100

INDIVIDUAL MEMBERS

Mr Don Brech -----	\$15
Total =	

without bank charges

Total : 1,073.40 with bank charges

Members that have not paid the membership due of 1994 :

National Archives of Japan -----	\$825
National Assembly Library of Republic of Korea -----	\$50
The Independence Hall of Korea Republic of Korea -----	\$50
Aviation Industry Archives Society of China -----	\$50

Members that have paid membership dues of 1994/1995 to State Archives Bureau of China :

NATIONAL/TERRITORIAL ARCHIVES

DIRECTORATES

	1994	1995
State Archives Bureau of China -----	\$825	\$825
State Bureau of Archives, DPR Korea -----	\$300	-
State Archives Administration of Mongolia -----	\$150	\$150

INSTITUTIONAL MEMBERS

A Jiangsu Province Archives Association of China	--	\$50	\$50
Archives of Yangtze Petro Chemical Company of China	-----	\$50	\$50
Yangzhou Archives Association	-----	\$50	\$50
Suzhou Archives Association	-----	\$50	\$50
Xin Su Silk Factory Archives Office	-----	\$50	\$50
Sichuan Province Archives, China	-----	-	\$50
	Total	\$1,375	\$1,125

Total amount kept by EASTICA Treasurer :	\$1,073.40
Total amount kept by SAB of China :	\$2,500.00
	<u>\$825.00(*)</u>
Total amount	\$1,675.00

Total : \$1,073.00 + \$1,675.00 = \$2,748.40

(*) The 1994 membership due of State Archives Bureau of China was used to subsidize the “Workshop on Automation of Archives Management” in Beijing in 1994.

THE TREASURER OF EASTICA

Maria Helena Lima Evora

Closing Speech By Wang Gang, Chairman of EASTICA at the Second General Conference of EASTICA

Ladies and Gentlemen

Dear Colleagues

Thanks to the joint efforts and contribution from all participants, the Second General Conference of EASTICA is going to be closed successfully.

In the past two days, we discussed the future activities of EASTICA, elected new members of the Executive Board, adopted the Resolution and decided the dates and place of the Third General Conference of EASTICA. We have reached agreements on all of

these issues, which will be of great significance to EASTICA and to the future archival work of East Asia. Just as Charles KECSKEMETI said in his opening speech that the old Asia is at the time of dynamic economic development. Archival work should keep pace with this new situation and to meet the challenge.

Taking this opportunity, I would like also to express thanks to William Wallach from the Bentley Historical Library of Michigan University and Qiu Xiaowei from the Central Archives of China for their excellent presentation on computer application in archives. I believe, these lectures are of great reference to computerization of archives management in East Asia.

We are happy to see that the archival work in East Asia has made great progress. The Okinawa Prefecture Archives of Japan has constructed a modern archival building. The New Archives Building of Hong Kong is going to be completed in 1997. The National Archives of Mongolia has build a new archives building. The National Archives of Japan is planning to build a new repository. In China, archives of various kinds have been set up throughout the country above county level. Presently, EASTICA has 7 country/territory members, 2 members of national associations of archivists and 7 institutional members. I believe there will be more archival institutions in East Asia join EASTICA. Mr KECSKEMETI said that he was very happy to see the rapid progress of EASTICA within this short period of two years, and he will report to Mr Jean Pierre Wallot, President of ICA about EASTICA.

Here, on behalf of the organizing Committee of the XIIIth International Congress on Archives, I would like to invite all of you to come to Beijing to attend this conference. I hope to see you all next September in Beijing. On behalf of EASTICA, once again, I would like to express our gratitude to Macao Cultural Institute, to Maria Helena Lima Evora, Director of Macao Historical Archives and her colleagues for their hospitality and very delicate arrangement of this meeting.

Now, I declare the closing of the Second General Conference of EASTICA.

Thank you.

**SECOND GENERAL CONFERENCE OF
EASTICA DECEMBER 05-07, 1995, MACAO
LIST OF PARTICIPANTS**

SECRETARY-GENERAL OF ICA

Mr Charles Kecskemeti 60 rue des Francs
LB Lourgeois
750003 Paris
France
Tel : 33 1 40 27 63 49;
Fax : 33 1 42 72 20 65

Macao

Mr Isau Santos Vice-President of Cultural Institute on
General Council on Archives
Praceta de Miramar
87-U, r/c
San On Garden
Macao
Tel : 700391/700400; Fax : 700403

Mrs Maria Helena de Director of Macao Historical Archives

Brito Lima Evora Avenida Conselheiro Ferreira de Almeide
93-93, Macau
Tel : 330913/5192919 Fax : 561495

Ms Margarida Bivar Senior Archivist of Macao
Historical Archives

P L Cunha Avenida Conselheiro Ferreira de Almeida
91-93, Macau
Tel : 330913/5192919 Fax : 56149S

Ms Fatima Lau Senior Archivist of Macao
Historical Archives Avenida
Conselheiro Ferreira de Almeida
91-93, Macau
Tel : 330913/512919 Fax : 561495

Ms Zelia Pereira
Senior Librarian of Macao
Historical Archives Avenida
Conselheiro Ferreira de Almeida
91-93, Macau
Tel : 330913/5192919 Fax : 561495

Mrs Lau Fong
Senior Technician of Macao
Historical Archives Avenida
Conselheiro Ferreira de Almeida
91-93, Macau
Tel : 330913/5192919 Fax : 561495

People's Republic of China

Wang Gang	Chairman of EASTICA and Director General of SAB	Male
Xu Yuqing	Secretary General of EASTICA	Male
Ren Zunsheng	Deputy Director, Jiangsu Province Archives	Male
Lu Zhongxing	Deputy Director, Tibetan Archives	Male
Li Shigen	Director of Si Chuan Province Archives	Male
Jiang Xianming	Deputy Director, Suzhou City Archives	Male
Du Chunhao	Director of Jinan City Construction Archives	Male
Xu Jinyuan	Division Head of SAB	Male
Jiao Weili	Foreign Affairs Office of SAB	Male
Qiu Xiaowei	Deputy Director Fen Ji Archival Equip Co	Male
Yu Xueming	Division Head, Guangdong Province Archives	Female
Li Jingxia	Assistant Director, Zhuhai City Archivess	Female
Yang Yang	Deputy Director of Fen Ji Archival Equip Co	Female
Zhang Tong	Division Head of SAB	Female
Wang Hongnin	Foreign Affairs Office of SAB	Female
Li Wendong	Foreign Affairs Office of SAB	Female
Zhao Cong	Foreign Affairs Office of SAB	Female

Yuan Jiamin Administration Office, Shanghai Archives Female

Nota : Wang Gang : Vice-Minister of China

SAB : State Archives Bureau (Direccao dos Arquivos Gerais da China)

Japan

Mr Inahashi Kazumasa Director General
National Archives of Japan
3-2 Kitanomaru Park
Chiyoda-Ku
Tokyo 102
Japan
Tel : (03)3214-0621 Fax : (03)3212-8806

Mr Sakai Tadashi Specialist for Archival Affairs
National Archives of Japan
3-2 Kitanomaru Park
Chiyoda-Ru
Tokyo 102
Japan
Tel : (03)3214-0621 Fax : (03)3212-8806

Mrs Ogawa Chiyoka Representative
Documenting Japan International
4-15, 2 Jakanawa
Minato-Ku
Tokyo 108
Japan
Tel : 813-3443-3439 Fax : same

Mr Miyagi Etsujiro Director
Okinawa Prefectural Archives
148-3 Arakawa Hoebaria
Okinawa 901-11
Japan
Tel : 888-3875 Fax : 888-3879

Mr Sunakawa Yasushi Advisor
Okinawa Prefectural Archives
148-3 Arakawa Hoebaria
Okinawa 901-11
Japan
Tel : 888-3875 Fax : 888-3879

DPR KOREA

Mr Han Ryuel Mo
Director General
State Bureau of Archives (SBA) of Korea
Jungsongdong Sungri Street
Central District
Pyongyang
Fax : 850 2 814068

Mr Cho Nan Ho
Program Official
SBA of Korea
Jungsongdong Sungri Street
Central District
Pyongyang
Fax : 850 2 814068

Republic of Korea

Chu Han-Cheol
Assistant Director
Efficiency Bureau
Ministry of Government Administration
117 Changsong-dong
Jongrogu
Seoul
Republic of Korea
Tel : 720-4415 Fax : 739-8944

Choe Gyung-Yul
Assistant Director of Archives Management Division
Government Archives and Records Service (GARS)
117 Changsong-dong
Jongrogu
Seoul
Republic of Korea
Tel : 720-4415 Fax : 739-8944

Mrs Lee (Koo) Jinsook
Deputy Director
Diplomatic Archives Division
Ministry of Foreign Affairs
1376 2 Socho 2 Dong
Socho-Ku
Seoul
Republic of Korea
Tel : 822-571-1096 Fax : 822-577-9213

Mrs Hong (Sung) Jungleem Diplomatic Archives Division
Ministry of Foreign Affairs
1376 2 Socho 2 Dong
Socho-Ku
Seoul
Republic of Korea
Tel : 822-571-1096 Fax : 822-577-9213

Ms Rim Hongsoon Diplomatic Archives Division
Ministry of Foreign Affairs
1376 2 Socho 2 Dong
Socho-Ku
Seoul
Republic of Korea
Tel : 822-571-1096 Fax : 822-577-9213

Mongolia

Mr Chuluun Dashdavaa Director General
State Archives Administration
Ulaanbaatar 210646
Mongolia
Tel : 324533 Fax : 976 1 324533

Hong Kong

Mr Ha Louis Archivist Hong Kong Cath Diocesan Archives
16 Caine Road
Hong Kong
Tel : 2525 8021 Fax : 2537 5650

Mr Wong Lai Kuen Postgraduate Research Student
University of Hong Kong
Room 102, Lady Hotuvq Hall
91 Pokfulam Road
Hong Kong
Tel : 110872917

Mr Wai-Kwok Wan Assistant Archivist
Government Records Service
Public Records Office of Hong Kong

Mr Simon Chu Archivist
Government Records Service
Public Records Office of Hong Kong

Ms Sarah Choy

Senior Assistant Archivist
Government Records Service
Public Records Office of Hong Kong

Mr Alan Lee

Archivist
Government Records Service
Public Records Office of Hong Kong

RESOURCE PERSON – U S A

Mr William K Wallach

Assistant Director
Bentley Historical Library
The University of Michigan
1150 Beal Avenue
U S A

RESOLUTIONS

EXECUTIVE BOARD MEETING OF EASTICA

Ulaanbaatar, June 08-10, 1994

The Executive Board Meeting of the East Asian Regional Branch of the International Council on Archives was held from June 08-10, 1994 in Ulaanbaatar, Mongolia. Present at the meeting were Mr Wang Gang, Chairman of EASTICA, Mr Ch Dashdavaa, Vice Chairman of EASTICA, Mrs Maria Helena Evora, Treasurer, Mr Xu Yuqing, Secretary General, Mr Han Ryul Mo and Mr Kim Ki-Ok, member of the Executive Board, Mr L Mendsaikhan, former Vice Chairman of EASTICA. Members from Japan and Hong Kong were absent. The following resolutions were adopted by the Executive Board during the meeting :

1. Mr Ch Dashdavaa, Director General of Mongolian Archives Administration was elected as Vice Chairman of EASTICA replacing Mr L Mendsaikhan, Mrs Maria Helena Evora was elected as Treasurer replacing Mr Isau Santos. Mr Han Ryul Mo was by elected as member of the Executive Board.
2. It was unanimously approved during the meeting that the 2nd General Conference of EASTICA will be held in Japan in June 1995. The Executive Board of EASTICA expressed sincere thanks to the Japan Society of Archives Institutions for their kind invitation and preparation of the Second General Conference of EASTICA.
3. A symposium on “Modernizing Archives Management” will be concurrently held with the 2nd General Conference of EASTICA. The Executive Board asks ICA to fund two resource persons for the symposium, one from USA and the other to be recommended by ICA. The Executive Board requests member countries/territories to present one report respectively. The ICA and other international organisations are kindly requested to make some financial grants to they symposium.
4. The meeting agreed that Mongolian Archives Administration and State Bureau of Archives of DPR of Korea will separately send one junior archivist to take part in the Pre-Congress Seminar which will be held at the end of August in 1996 in Beijing. Names of the participant should be informed to the State Archives Bureau of China in August 1994.
5. The workshop on “Automation of Archives Management: will be held from October 24 to November 5, 1994 in Beijing, China. Member countries or territories are requested to actively send archivists or technicians to attend the workshop.

6. The Executive Board Meeting of EASTICA encourages member countries/territories enthusiastically to involve in EASTICA's activities, to promote bilateral and multilateral exchanges and to persuade more archives institutions and individuals to take part in EASTICA.
7. The meeting expressed sincere thanks to Mongolian Government, Mr Ch Dashdavaa and Mongolian archives colleagues for their well organization of the Executive Board meeting of EASTICA.