
EASTICA



NEWSLETTER

<http://ihome.ust.hk/~hongkong/eastica/index.html>

Winter 2002 No.1

ANNOUNCEMENT

Post Graduate Certificate in Archival Studies In Hong Kong University

6 January – 28 January 2003

EASTICA organized this program jointly with the School of Professional and Continuing Education (SPACE) of the University of Hong Kong. ICA will also provide professional assistance.

The Program

The program prepares serving archivists in the region to exercise leadership in planning, implementing and promoting the preservation, organization, effective dissemination and use of society's documentary heritage. The program is custom-made for archivists and records managers who wish to update their professional knowledge and skills, widen their international exposure and obtain a recognized academic qualification for the archival profession. This is a 4-week full time program comprising 80 hours of lecturing, seminar, and workshop.

The Curriculum

The Curriculum includes the nature of archival materials, Archival systems and the profession: History of Archival Concepts: Records in Office Systems: Selection and Acquisition of Archival Documents: Arrangement and Description of Archival Materials: Archival Public Access: Management of Electronic Records: Archives Conservation and Preservation: Conservation Workshop: Visits of Archives: and Examination. The language of instruction will be English.

The Duration of the program is from 6 January to 28 January 2003 & **Tuition Fees** is HK\$11,700 or US\$ 1,500. If you have any inquiry on the program or want to get application forms, please contact:

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INTERNATIONAL

■ ICA/SAE Conference on Archival Education to be Held in Beijing

From 23rd to 23th October 2003, the ICA/SAE will hold a conference on archival education at the Archives College in Renmin University of China in Beijing. The theme is: Communication, cooperation and cross-developing archival education in Asia and Pacific region in 21 century. Major contents of the conference will be: Archival education and training in information age; The interaction of teaching, research and application; International cooperation on archival education and training; Case study (curriculum development, teaching art, methodology and computer aided teaching etc.) There will be also exhibitions of teaching software, teaching materials for teachers, and Archival education in Asia and Pacific area. Archival educators and Archivists in Asia and Pacific area as well as other regions who interested in the theme will be welcomed.

■ EASTICA members participated in CITRA 2002 in Marseille

Some members of EASTICA participated in CITRA 2002 held in Marseille, France from 13th to 15th November. The theme of this year's CITRA was "How Does Society Perceive Archives?"

Mr HUA Dan, Deputy Director, Administrative Office, SAAC, Ms Maria Fatima LAU, Director, Arquivo Historico De Macao, Mr Simon CHU, Director General, PRO OF Hong Kong, Mr Dai-Hyun YOON, Director, Division of Preservation, GARS of Korea, Mr Mitsuoki KIKUCHI, President, NAJ, Mr Zhengle SHEN, President, Chinese Archives Society, and Mr Tomoaki SHIBATA, Japan Society of Archives Institutions participated in the CITRA conference.

As members of Commission for the Evaluation of the Programme (ICA/CEP), Ms Trudy Huskamp Peterson who spoke at the 5th General Conference of EASTICA held in Seoul in 2001, and Mr SHU Guoxiong, Director General, Shenzhen City Archives participated in the conference. Also as a member of COMIMA Editorial Board Mrs DU Mei, Division Chief, Foreign Affairs Office, SAAC participated in the conference. The extensive participation in CITRA by EASTICA members are very encouraging and we all look forward to reap some achievements from their experience and contribution. Ms. Chiyoko OGAWA of JSAI reported her survey results on archives.

To take a quick glance at the topics of the conference, please visit CITRA website.

The URL is : http://www.ica.org/citra/english/citra_eng_2001.html

■ CITRA 2003 to be held in South Africa

Theme: Archives at the service of society as a whole.

Following is an extract of the introduction of CITRA 2003 program. Archival services for the Human Rights and Democracy is the main topic in the program. See http://www.ica.org/citra/english/general_eng_2003.html. The theme is very useful and timely when we think about our roles in a society which is going through great social changes.

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"Over the last two centuries, archives have successively moved from being at the exclusive service of the sovereign's interests, then the State's, then historians', until today when they are at the service of the whole of society. Archives have a real political dimension and are one of the foundations of governance. Archives are among the guardians of the integrity of the collective memory and one of the important conditions under which citizens exercise their individual and collective rights. They play a particularly important role during political transitions, in times of change from totalitarian regimes to democracy (or vice versa); they are indispensable in restoring the rights of the oppressed and effecting reparations.

Sub-theme 1: By serving all social groups, archives are one of the foundations of democracy.

Session 1 : Their mission is to facilitate access to administrative information. To accomplish this they must make known their resources and distribute them. The new technologies can democratize decision making as well

as forge new relationships between citizens and public servants. . . Session 2: The archives are at the service of educating citizens in promoting social harmony and cohesion, national and international awareness. . . Session 3 : The archives exist to serve the causes of human rights and democracy, justice and truth. In different countries they help defend the victims of former repressive regimes and support the reconciliation of citizens. Cases will be presented and discussed. . . Sub-theme 2: Session 3: Scanning technologies and the internet are powerful means for the communication of archives. They are excellent tools for counteracting the isolation and dispersal of populations and for the revitalization of communities. . . .”

CHINA

■ SAAC Presented a Report on Archival Promotion in China at the 34th CITRA 2002 on 14 November 2002

Extract of the presentation that the State Archives Administration of China reported at Marseille, France

Editing archival materials is direct way to introduce archival information to the public. Guides to archival repositories are compiled to help the public know how to gain access to materials in archives. Books related to archives are published to enable the public to understand archives from different perspectives.

Another strategy is initiating a newsletter at the national level on the archival profession. China Archives News, with its supplement entitled Archival Panorama, is designed to inform and educate the general public about archives as sources for historical events, stories, figures, and anecdotes. The supplement strives to disseminate knowledge in an interesting and entertaining manner, and it is indeed attracting a growing readership.

A series of archival journals, with China Archives as a leading example, aim to satisfy the demand of the general public while highlighting the particular archival attributes of archives’ content.

Advocating archives via the media

Strategies include inviting the media to major archival events or providing special newspaper columns authored by archivists. Others include the promotion of archives and archival work through news media such as People’ s Daily, Guangming Daily, and China Central Television.

Archival resources can be used to produce television documentaries or as elements in television entertainment, which make a vivid and attractive impression about archives. Television and broadcasting stations may also serve as useful partners in communicating to their audiences about archives and archival matters.

Promoting archives through the Internet

The National Spirit website, organized jointly by the State Archives Administration of China and other relevant agencies, is an online “memorial to the people’ s heroes.” It serves as a permanent accessible site for the public’ s patriotic education.

More and more archives are creating websites to introduce archival laws, regulations, and policies and to provide information about the availability of archival records.

Constructing archival buildings with style and symbolic features

Archival institutions at various levels are encouraged to build facilities with both good functionality as well as a fine cultural taste with distinctive local features. These archival buildings can attract more and more people to come naturally into the archives not only for access but also for enjoying their leisure time. . . .

■ Shanghai Municipal Archives Began to Provide Access to Current Records

Recently Shanghai Municipal Archives began to provide access to their current records to people. Approximately 200,000 records items are opened to public from this decision. Based on the Communist Party’s policy direction expressed in the policy paper “Some Opinions on Strengthening Archives Business of This City,” Shanghai Municipal Archives opened the current records in certain parts of the city business. They are the records of real estate transactions, labor laws and social security, management of family registers, consumers protection, management of education, protection of environment, and supervision of medicines. At the same time, the city archives also provide a CD database of Chinese laws, both national and local. In most

of western countries and Korea, most of current records are open to public if they are not the records belong to exemption categories through the Freedom of Information Act or the Information Open Access Act.

■ **Killing White Ants Using a Allurement Pole**

On July 28, the SAAC and a professional evaluation team from several cities evaluated positively a research project "A Study on Killing White Ants Using a Allurement Pole" submitted by the Hubei Provincial Office. White ants are very dangerous insects which threaten the paper records in offices and archives. The evaluation was very favorable to the research project. The allurement pole can kill white ants effectively and prevent deterioration of paper records caused by various ants. The baits used in the allurement pole is safe for the man and environment-friendly. The evaluation committee recommended to develop the research further and to commercialize the methods.

■ Mr. Wang Gang, former EASTICA Chairman and the president of ICA was promoted recently at the National Delegation Meeting of the Chinese Communist Party. Mr. Wang became the candidate member of the Political Bureau of the Chinese Communist Party.

■ **National Archival Policies on Information Service and Digital Archives of Urban Development**

The Archives Division of the Ministry of Construction of China is now undertaking two research projects for making national archival policies related to two issues : (1) integrated management of information service of records and archives from urban development underground utilities in a city; (2) the building of digital archives for urban development information needs of a city. The department is planning to organize two separate delegations to have investigations and professional visits to experienced organizations or institutions outside China.

■ From 24 to 25 October, the SAAC and the State Central Archives held the 4th National Conference for Archival Statistics Business in Shanghai.

■ In November 2002, the Beijing Municipal Archives began to provide with the descriptive introduction of 57 fonds during the Minguo Period (1912 -1949) through internet.

■ **A Chinese Delegation Visited GARS for Training of Automation**

Under the agreement of exchange and cooperation, the Chinese delegation of SAAC visited GARS for training of archival automation from 6 to 13 August. Mr. Wang Lyang Cheng, Director of Technology, SAAC lead the group of six people. The one-week professional training was very intensive and exhaustive. The delegation was satisfied with the cooperation and assistance provided by GARS. The Exchange Program between Korea and China began in 1997. Since 1977, delegation of a country visited other country every other year. This year's exchange program, however, especially focused on professional and technological matters.

JAPAN

■ **English-language Search System of Japanese Archives is Opened to Public.**

Visit JACAR (Japan Center for Asian Historical Records), National Archives of Japan

URL: http://www.jacar.go.jp/index_e.htm

The Japan Center for Asian Historical Records (JACAR) addresses this disadvantageous situation of our country's modern historical records by utilization of the most advanced technology with the aim of providing anyone the means to peruse, print, and download image-data of records at anytime, from anywhere, at no charge. In accordance with the decision by the Japanese Cabinet, the Center is first digitalizing and providing

access through the Internet to Asia-related records dating from the early Meiji era to the end of the Pacific War in the possession of important collecting institutions of pre-war official documents, The National Archives of Japan, The Diplomatic Record Office of the Ministry of Foreign Affairs, and the Library of The National Institute for Defense Studies of the National Defense Agency. The number of image data produced from the materials these institutions possess alone is estimated to exceed 27,000,000. As of June 2002, users now have ready access to 2,300,000 pieces of image data and a catalog database of 160,000 items, which will be augmented on an ongoing basis.

The Center can be considered a full-fledged digital archive of digitalized images of historical records and database of cataloged information accessible through the Internet. Image data becomes online information upon processing by the DjVu, the most advanced image compression technology developed for making large quantities of text contents accessible through the Internet. The catalog consists of approximately the first 300 characters of each document, thus not only the title but also a portion of the text becoming subject of search.

English language search system for the historical materials in Japanese archives is now available. As search method, "Layered Search", "Keyword Search" and "Reference Code" systems are now available. You may want to try your country's name or any word of your interest on our "Keyword Search". You are likely to find a lot of materials, hopefully in your own language which you might identify through "thumbnail function"(right-side click).

Part of data (3,640 Items, 86,500 Images) from "Kobun Ruishu" of The National Archives of Japan are also newly available. In addition, items in "Category A" (Politics and Diplomacy) of early Showa -War period of the Diplomatic Record Office of the Ministry of Foreign Affairs, have been divided into smaller items and catalog data for each of the new items have been created in order to facilitate search process. Upon this improvement, the reference codes for the Foreign Ministry materials have been changed

Beginner's Guide to searching JACAR Database is newly available. For those who use the database of JACAR for the first time, this guide explains installation of DjVu plug-in, data reference, and image data display. The NAJ also presents the introduction of JACAR in Chinese and in Hangeul. The NAJ is making every possible effort to make the interface more comfortable and user-friendly, taking into consideration user's suggestions and needs.

■ Ms. Chiyoko OGAWA Reported her Survey Results on Archives at 34th CITRA 2002

Ms. Chiyoko OGAWA, Representative of the Documenting Japan International and frequent participants in EASTICA activities as delegation of the Japan Society of Archives Society conducted a survey on archives and presented her findings in the CITRA session. EASTICA appreciates to her very much for presenting this valuable findings. Here is the extract of her report.

***Archives Statistics**

It is hard to find statistical information on archives. The Japan Libraries Association undertakes an annual statistical survey on the public libraries and college and university libraries in Japan. The Ministry of Public Management, Home Affairs, Telecommunication and Post (Bureau for Statistics) is responsible for Japanese Statistics and issues Yearbooks annually. The UNESCO Institute for Statistics publishes every five years statistics on education, science, culture, communication and social science. It has been considering engaging itself in a World Survey on Archives.

Statistics of the Archives, by Archivists, for Archives, Archivists and All

It is odd in these days of computerization that Paola Carrucci's 1989 report is the most recent world-wide comprehensive survey on national/federal archives: nothing on developments that shocked archives in the 1990s, such as computerization of archives services themselves or the introduction of electronic records, e-government and ICT in general.

Archives should start collecting relevant data on archival institutions, archival organizations and archival legislation and training in order to allow for comparative analysis. For a start the Study Group for Analysis of Archive Materials in the Wide Range of Scholarly Fields, headed by Shizuoka University and funded by the

Japanese Ministry of Education and Science, decided to undertake a follow-up survey to the 1989 report. This initiative received support from ICA.

Design of the Questionnaire

The 2002 questionnaire is based on the 1988 questionnaire in order allow for comparison of the outcome. It is divided into eight subjects: I. Respondents(Q,1,2); II. Laws and Legislation(Q,4-7); III. Organizational Structure(Q, 8-10); IV. Buildings(Q, 12-13); V. Archive Staff Members(Q, 14-17); VI. Archive Holdings (Q, 18-22); VII. Electronic Records(Q, 24-30); VIII. Future Improvements (Q,31).

A brief summary of some of the results

(Q 8-10) Parent organizations of the archival institutions varied. Among the different types, Ministries involved in culture and education were the most popular parent organization at this moment, but there were also large numbers of Ministries of Interior, Communications, or Prime Ministers offices, in particular among the countries which were formerly under the umbrella of the Soviet Union.

(Q 11-30) Data on buildings, staff members, holdings, and electronic records should be collected as a regular ICA activity, so that people, business sectors, research institutions, and governments of all levels are able to obtain basic statistics from reliable sources (An ICA Yearbook?).

(Q 31) Few respondents think their institution is satisfactory. Publication of reliable and regularly updated archival statistics would help archives authorities to build a stronger case vis-a-vis their government. . . . "

■ JSAI Issued a Statement Urging the Japanese Government to Strengthen the Role of the National Literature Institute History Archives.

Mr. Oda, the President of JSAI (Japan Society of Archives Institutions) issued a public statement on November 28 that pointed out the importance of the History Archives in the National Literature Research Institute and urged to support and strengthen its well-established functions of archival studies and archivist education. The Japanese government is planning to integrate various public archival institutions. The archivists in Japan also plan to establish a national association of archivists in Japan in 2003. The JSAI is a coordination and liason body among archival institutions in Japan.

KOREA

■ Mr. Jae-choong Lee Was Appointed as the Director General of the GARS in April 2002

Mr. Lee Jae-choong became the director general of GARS in April. He also succeeded the chairmanship of EASTICA. As the first activity of EASTICA Chairman, Mr. Lee participated in the ICA Executive Board Meeting in Beijing in May. Mr. Lee (51) graduated from Seoul National University and majored law. He has worked as a career civil administrator in the Ministry of Home Affairs for twenty years. Mr. Lee's recent positions were the director general of Government Computer Center and Director of Administrative Service Division of the Ministry of Government Administration and Home Affairs.

■ New Archives Building Site was Determined at Southern Part of Seoul.

The GARS has pursued to build a modern archives building to be used as a repository building as well as a future national archives building. The first stage was to determine the site for the archives building. The determined site was originally the building site for the retirement resort complex chosen by the former president Chun Doo Whan which was confiscated after he was convicted of national treason. It means that the site is a very beautiful site for building without harmful elements environmentally or artificially. The place is ideal for the national archives building for in all its aspects. The building site is 45,000 m² and surrounded by the green

reserve area. The site has no record of flood in history. Most of archival functions, such as acquisition, arrangement, description, and preservation will be moved to the new repository. The building of the archives will be completed in 2007.

**■ International Archival Seminar Program held in Daejeon for Six Weeks:
Mrs. Trudy Huskamp Peterson volunteered to teach Korean Archivists.**

An archival studies seminar called "INTRODUCTION TO ARCHIVES AND RECORDS MANAGEMENT" was held from April 10 to May 15, 2002. The seminar for GARS archivists was organized to raise the professionalism and expertise of GARS archivists and to renovate the archival work procedures in GARS. The lecturer, Dr. Trudy Huskamp Peterson considered to help the Korean archivists who are mostly historians and librarians, and who lack the professional education and raining of archives studies. The seminars were held for six weeks and there were twenty one sessions. The total of 60 hours of invaluable seminars helped the participating twenty Korean students to prepare them ready for the professional service the society needs. Dr. Peterson also presented several guest lectures at the Central Official Training Institute, the Research Institute for Korean Archives & records Service.

■ A Major Policy Report on the "Management Problems of the Public Records and Archives" is Submitted to the Policy Planning Committee for President

Mr. KIM Hakjun, the President of the Research Institute for Korean Archives & records Service and the President of Dong-A daily Newspaper presented a policy report on the "Management Problems of the Public Records and Archives in Korea " in the Policy Forum meeting organized by the Policy Planning Committee for President. Mr. HAN Sangjin, the Chairman of PPC, Mr. LEE Jae-choong, Director General of GARS, Pr. Han Sangwan, President of the Korean Association of Records Management, and other prominent leaders in promoting nation's cultural policy participate in the Forum and exchanged their views. They all agreed to establish a national archives with higher administrative status and authority.

■ Dr. Sangmin Lee, Treasurer of EASTICA, Became a Certified Archivist

Dr. Sangmin Lee became a Certified Archivist recognized by the Academy of Certified Archivists located in North America. Dr. Lee took the certification examination last August and passed the examination. The CA exam is designed to test professional knowledge of various aspects of archives management and records access issues, and to certify the professional knowledge and skills. In 2002, 58 people passed the CA exam out of 109 candidates and became CA.

■ GARS Delegations Visited the NARA and the Gatineau Preservation Center

From 19 to 28 November, Korean delegation visited major archival institutions in the United States and Canada. The delegation of 15 people was organized to provide an opportunity to GARS employees to observe advanced facilities in the region. They visited the Archives II, Library of Congress, Kennedy Presidential Library, Massachusetts State Archives, Gatineau Preservation Center in Canada, and Hoover Institute Archives in San Francisco. 1

■ Korean Archivists Visited the NAJ and Other Japanese Archives

Two Korean archivists visited the National Archives of Japan, Zukuba Branch Repository of NAJ, and Kanagawa Prefectural Archives to collect archives related to Korean history and to observe their new archives building facilities. Dr. LEE Gyung-Yong and Mr. KANG Ho-Chul visited the archives from 11 to 15

November. To share their learning and experience, they will present their findings and materials to GARS employees.

■ Taiwanese Delegation Visited GARS

On 18 September, Mr. Chang Nien Sien and his delegation from the National History Institute of Taiwan visited GARS. Recently the National History Institute of Taiwan began to assume the role of public records and archives management. The Taiwanese delegation observed GARS facilities and exchanged views.

Mongolia

■ Korea-Mongolia Exchange Agreement Was Concluded in October

Mr. Deberel Ulziibaatar, Director General of the National Archives of Mongolia, and his delegation visited GARS from 7 to 11 October conclude an agreement of mutual exchange and cooperation program. His delegation also observed the archival facilities of Daejeon Repository in Korea. The Mongolian Director will send his employees to Korea every year to learn about the automation and digitization techniques of the Korean archives. Korea promised to provide them with proper training and convenience.

MACAO

■ EASTICA Annual Seminar 2002 will be held on 2-5 December

Theme: Archival Challenges: Stock Taking and Way Forward

Mr. Simon Chu, Secretary General of EASTICA expected the seminar will be a place for a real and practical discussion the archives in the region face today. Following is his remark:

"Dear Colleague:

As you have gathered, the theme of this year's event will be on legal issues and archival problems and challenges. Apart from having Mr. Claes Granstrom and his colleagues in the Archival Legal Matters Committee to enlighten us on tricky legal issues affecting archival operation, we think that it is an excellent opportunity for EASTICA to have a "physical examination" of the archival system, practices, and operation in its various territories.

It is in this connection I am asking you to prepare a report on the problems and difficulties which have been standing in your way, as a professional and as an archives administrator, in executing and promoting your program and activities in your archives. I am sure we all have our own problems here and there; ranging from financial stringency, lack of professional support, and inadequate staff awareness and commitment to the general ignorance of the society at large of archival significance and the short-sightedness of administrators put in charge of this "peripheral" cultural enterprise.

I am hoping at the end of the day, through our collective effort and wisdom, we could find a way out of these predicaments.

To underscore these issues of grave importance to us, we have invited Mr. Joan van Albada, Secretary General of ICA, to be our keynote speaker. It is hoped that Mr. Joan van Albada will assist us in putting the issues in a better perspective. I look forward to seeing you all in Macao." Simon CHU, Secretary General

■ The 6th General Conference Will be Held in China in May or June 2003.

Venue and Theme will be determined at the executive board meeting in Macao.