
Library and Archives Canada: Digital Recordkeeping in the Government of Canada

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Library and Archives
Canada

Bibliothèque et Archives
Canada


Canada

LAC Modernization: Modernization Innovation Initiatives

- Foundation for our priorities as an institution
 - Guide the use of our resources
 - Support negotiations with potential partners
 - Concentrate on core mandate
 - Help us meet the information resource needs of Canadians
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LAC Modernization: Modernization Innovation Initiatives continued...

Some highlights...

- ❑ LAC will begin to apply a whole of government appraisal framework to guide the development of **Record Disposition Authorities**.
 - ❑ LAC will become a **trusted digital repository**, providing assurance that Canada's digital documentary heritage is being preserved for the long term.
 - ❑ LAC will develop and propose a **single metadata framework**, leveraging meta-data created by creators, donors and users.
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LAC Modernization: Digital services for Canadians

- Dec. 2010: LAC Announces suite of digital services for Canadians by 2017:
 - Easier access (digital copies, electronic theses)
 - Increased online content (digitized content)
 - **New business processes (Trusted Digital Repository and Government e-records)**
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LAC Modernization: Trusted digital repository


- By 2017, LAC will preserve digital material through a TDR that meets international standards
 - LAC will develop a suite of TDR business and technology services to establish a reliable, flexible, integrated digital preservation infrastructure.
 - Provides reliable and persistent access to, along with reliable storage and long-term preservation of the digital collections at LAC.
 - <http://www.collectionscanada.gc.ca/digital-initiatives/012018-4000.01-e.html>
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LAC Modernization: Government e-records

- By 2017, LAC will acquire and preserve all born digital federal archival records electronically
 - **What does it mean?**
 - Information resources of business value (IRBVs) with archival value (AV) originally in paper form and digitized in the course of business will be transferred digitally after 2017
 - Any paper records created after 2017 will need to be digitized in order to be transferred to LAC
 - “Legacy” materials (paper or other non-digital formats) created before 2017 and identified as archival **will continue to be accepted, in their original formats**
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Digital recordkeeping: How are we getting there?

Treasury Board Secretariat Standard - Standard for Electronic Documents and Records Management Solutions – (EDRMS implementation)

- Effective July 01, 2010
 - Supports policy on IM, IT by outlining requirements for departmental IM senior officials, CIO or equivalent
 - Expected results:
 - Increased government wide access to information to enable efficiency, effectiveness of programs and services
 - Increased use of common IT solutions, assets, services to avoid duplication, reduce costs, leverage partnerships
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Digital recordkeeping: How are we getting there?

New version of Government of Canada Records Management Application Profile – (GC RMAP)

- ❑ Context, content and structure
 - ❑ Advocates depositing all records, from the point of their creation, into an EDRMS
 - ❑ Helps institutions to meet their legislative, regulatory, policy and compliance requirements.
 - ❑ Supports the implementation of the GC's IM Policy
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Digital recordkeeping: How are we getting there?


Library and Archives Canada tools

- Digitization Multi-Institutional Disposition Authority (MIDA) and Guidelines for textual resources
 - Local Digital Format Registry (LAC website)
 - Guidelines for Physical Digital Storage Media
 - Continuing advice to GC departments
 - Audit logs, physical storage media, etc
 - Risk based assessment for legacy electronic records and internal shared drive migration
 - Shared Drive Guidelines
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Collaboration: Web 2.0 project

- Grew out of GoC's recordkeeping directive
 - Web 2.0 Thought Papers (LAC website)
 - 1) Web 2.0 and recordkeeping: context and principles
 - 2) Re-examining the foundations of information management in a Web 2.0 world
 - 3) Impacts of Web 2.0 on information models
 - 4) Managing business value in Web 2.0 environments
 - Conclusions:
 - Web 2.0 is a tipping point
 - Infrastructure planning essential
 - Requires active participation from various stakeholders; RM/IM specialists, IT, users...
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Collaboration: Digital recordkeeping initiatives

- ❑ Pursuing tangible e-records transfer projects
 - ❑ Defining *Digital Office of the Future* in a Canadian Government context
 - ❑ Exploring implications and roles of federal libraries
 - ❑ Incorporating web 2.0 tools like GCPedia
 - ❑ Engaging with other departments and stakeholders in RK Days (ex. IM + IT)
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□ Questions?

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