InterPARES Project

International Research on Permanent Authentic Records in Electronic Systems



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Object of Inquiry: Digital Records

Records are the means for carrying out our activities, their by-product, and their residue.

We create and maintain records in order to act, to refer to them, and to provide evidence of our actions and endeavours. The research we have heard today rely on records and produce records.

We preserve records over the long term for reasons of administrative and historical accountability to the next generations, and as sources for research of any kind, for cultural, business and personal purposes.

Some Digital Records Challenges

- They do not exist as physical entities, but are constituted of linked digital components (the "manifested" record differs from the "stored" record, and only one of the two might exist)
- The original disappears as the record is saved: we cannot keep digital records, but only maintain the ability to re-produce or re-create them
- The facility of reproduction and manipulation makes it difficult to identify the final, official, reliable or accurate version
- Increasingly, they do not have fixed form and stable content but change constantly
- Technological obsolescence makes digital records inaccessible in a very short time span

Some Digital Records Issues

- Protection of **Privacy** (Internet, lack of procedures)
- Protection of **Copyright** and **Moral Rights** (ongoing reproduction)
- Identification and Retrieval (lack of proper systems)
- Accountability (lack of trust, use of multiple technologies)
- **E-discovery** (abundance of disorganized information)
- **Cost** of systems (lack of policy frameworks and infrastructure)

Records Qualities We Must Protect

- Reliability: the trustworthiness of a record as a statement of fact.
- Accuracy: the exactness and correctness of a record content,
- Authenticity: the trustworthiness of a record as a record: its identity and its integrity
- Interrelatedness: the relationship among the records related to same matter, regardless of medium

InterPARES Project Goal and Products

To develop:

- Theory and methods for creating accurate and reliable digital records and preserve them in authentic form regardless of technology obsolescence and media fragility
- Model policies and procedures that ensure the records are identifiable, retrievable, accessible only to those who have a right to see them, and trustworthy
- **Policies, strategies and action plans** for small and/or low resource organizations (especially in BC: e.g. VPD, CTC, BCIT, ICBC, Cities)
- Guidelines and education modules for in-house training, training by professional associations, and by educational bodies
- **Standards**, through the Canadian Standards Board and the International Standards Organization
- White papers for policy setting and auditing bodies; comments on draft legislation and policy (UBC)

Products Usability and Effectiveness

- **Produced by more than 100 co-investigators from 25 countries** in 5 continents, including civil law and common law countries, public and private sectors, academia and the professions, creators and preservers
- More then 100 case studies in existing organizations
- 189 graduate students to date have taken part in research and development.
- 15 books, more than 100 refereed articles and about 60 non-refereed, offered more than 100 lectures and workshops, given many interviews
- Formal partnerships with several international research projects related to digital records

Spin-offs:

Digital Records Forensics Project: to develop methods and procedures for the long term preservation of authentic digital records either generated or collected by the law enforcement profession as evidence of a crime

Intellectual Rights and Long-term Preservation Project: to develop concepts, principles, methods and procedures for the protection of the copyright and moral rights of authors throughout the process of digital preservation

Findings and Products

All findings and products are available on the InterPARES Web site:

www.interpares.org

The Digital Records Forensics project website is:

www.digitalrecordsforensics.ca