The International Records Management Standard (ISO 15489): Early Indications and Developments

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What next?
Other Activities of ISO TC46/SC11

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Scope of TC46/SC11

- Records and archives management
- Scope statement: '*standardisation of principles for the creation and management of documents, records and archives as evidence of transactions and covering all media including digital multimedia and paper*'

Standardisation work

- Participants: *National Member Bodies*
- Deliverables: *different types of documents*
- Organisation: technical committees, subcommittees, joint working groups, procedures, and so on….

Why standards work important?

- Express and explain what we mean
- Achieving consensus
- Provide framework and authority
- Focus point / medium to agree for different interested parties (e.g. end-users, managers, records managers, archivists, vendors, IT)

ISO 15489: work items

- Records Management Metadata

- Access

- Review of ISO 15489

- Relationships with other domains, such as document management, information management, … (positioning)

- Archival Requirements for long term preservation

Records Management Metadata

- ISO 23081, three parts:
  - Principles
  - Implementation issues
  - Assessment against ISO 15489 + ISO 23081-1
- Collaboration with Inter Pares work
- Not developing new metadata set
- Co-ordination with other standards work

Access

- What is it? Definition
- Understanding of what this entails
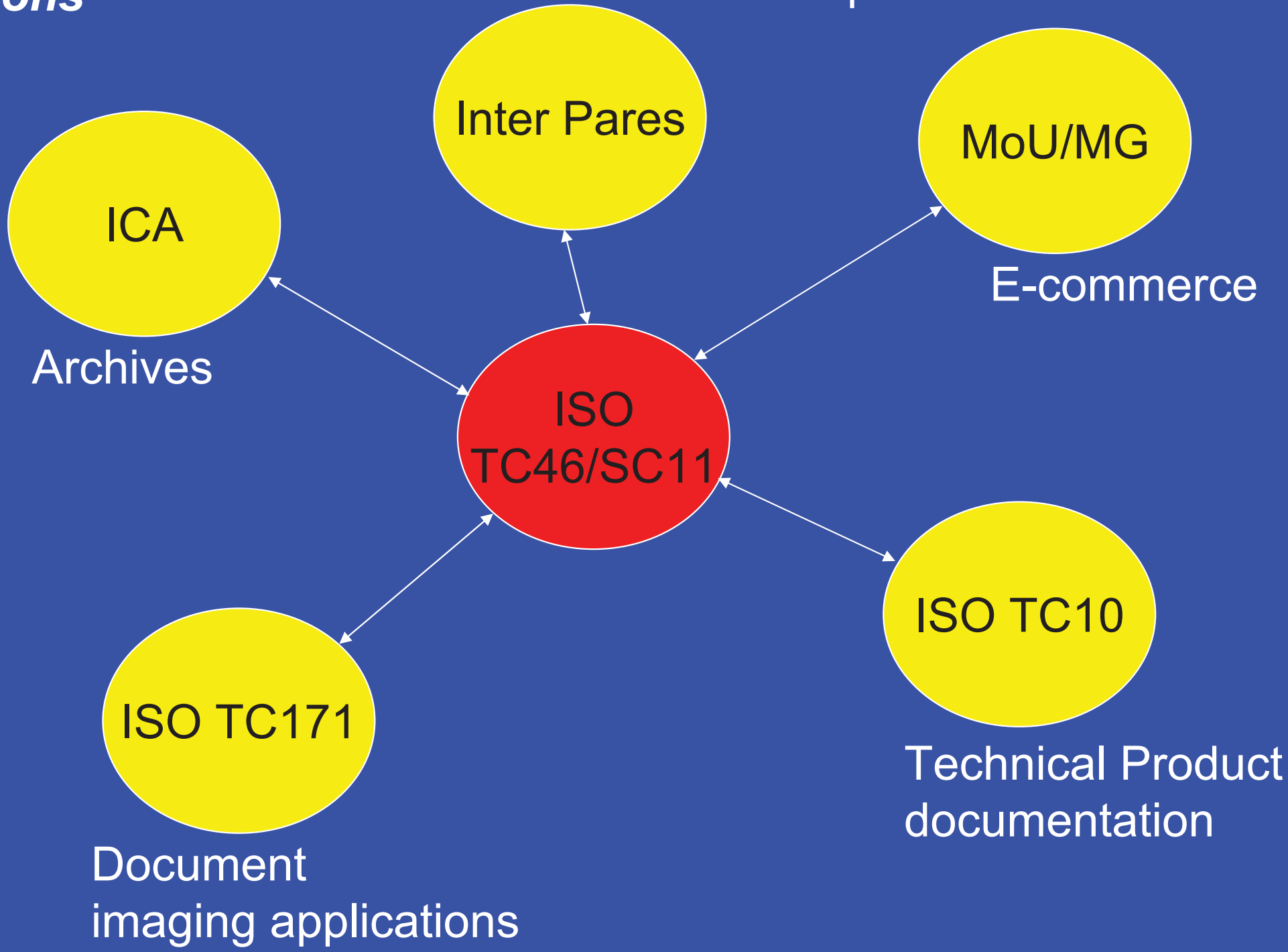- Discussion of the issues
- Develop scenario's

Review of ISO 15489

- Every 3-5 years, this is an early revision
- Collecting comments from users and non-users (finished Fall 2004)
- Analyse them
- Draft proposals for improvement (new version published probably in 2008)

Liaisons

Research/ Description

Inter Pares

MoU/MG

E-commerce

ICA

Archives

ISO TC46/SC11

ISO TC171

Document imaging applications

ISO TC10

Technical Product documentation

Requirements for archival formats

- PDF/A, new standard (proposed by TC171)
- Comments by TC46/SC11
- *BUT.....*
- General set of requirements for any format better manageable

Summary

- Much work in progress, still growing
- Includes archives as well (both in scope and participants)
- More and more interconnected to what is happening in other domains
- Records management has established its own place (recognition)
- Still, more work to do ….