Recordkeeping metadata – a quick overview (1)

- Began with Dublin Core and information resource discovery
- ‘rediscovery’ of metadata in the e-transaction, internet space
- Understanding that the recordkeeping requirements are different
- SPIRT research project (influential, but research/academic – not implementation)
- Jurisdictional sets in Australia:
  - NAA (flattened, single entity)
  - NSW (complex, 3 entity) for EDRMS
  - SA (complex, 3 entity) for EDRMS and extended slightly to archival transfer
Recordkeeping metadata – a quick overview (2)

- Not implemented!
- Was it in advance of what was being asked for?
- What use is it?
  - EDRMS configuration
  - Compliance with specifications
  - Transfer of records across system boundaries
  - Constructing records in business systems
- Vendors alleged confusion
- Claims of compliance via ‘user definable fields’
- Lack of xml schemas
- People’s eyes glaze over!

Recordkeeping Innovation – Delivering Lasting Results
ISO 23081 - family

• Multiple part standard intended:
  • Principles
  • Implementation issues
  • Compliance
  • checklists
ISO 23081-1 Principles

- Adopts the SPIRT models of multiple entities
- Based on requirements from ISO 15489 (Records Mgt)
- Introduce the notion of ‘point of capture’ and ‘process’ metadata
- Expressed as records management metadata, but actually wider
- High level statements about the type of metadata required to support recordkeeping characteristics/functions – eg accessibility, security, and entities – eg agents, business, records
- Published 2006
ISO 23081-2

- Conceptual and implementation issues
- Hard work!
- Long time to develop
- People involved:
  - Hans Hofman, Netherlands
  - Lew Bellardo, NARA
  - Malcolm Todd, UK TNA
  - Adrian Cunningham, NAA
  - Me
- Incorporated Australian work happening contemporaneously – model and high level elements
- To Geneva for publishing December, still not available!

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Implementation issues

- Business benefits (eg risk management, business systems, interoperability, long term retention)
- How much metadata
- Introduces critical concepts:
  - Aggregation (including a ‘fixed’ layer schema)
  - Inheritance
  - Re-use of metadata values
  - Interdependence of metadata elements
  - Extensibility and modularity
  - Metadata as a record/relationship to record
  - Recordkeeping metadata as dynamic not static
Metadata Model

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Metadata areas

- Identity
- Description
- Use
- Event History
- Event Plan
- Relation
Identity metadata

- Entity type
- Aggregation
- Registration identifier
Description metadata

- Title
- Classification
- Abstract
- Place
- jurisdiction

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Entities

- Records
- Agents
- Business
- Relationships
- Mandate
How to develop local variations

- What does writing and documenting a local scheme involve
- Metadata registries
- Encoding schemes
- Defining rules
Implementing issues

- Storage and management:
  - Centralised/decentralised
  - Metadata repositories
- Capture - strategies
- Registration
- Metadata as control tools
- Linking metadata
- Appraisal
- Transferring records
- Preservation and storage formats
Part 3:

- A more timebound document which maps recordkeeping metadata requirements to existing metadata standards
- Collaborative work with Description domain working group of Interpares
- Devised a MADRAS registry of metadata schemes
- Analysis worksheets to assess individual sets against requirements of 23081-1
Part 3 progress

- Currently paused,
- Defining intellectual property, ownership and maintenance issues with ISO, Interpares
Part 4?

- Checklist coming out of Part 2
- First draft 64 pages!!
- Now smaller pieces of work being done
- Big picture mapping of different types of metadata across communities
- High level implementation steps (led by NZ)
Other stuff

- National Archives of Australia work in progress
- Archives New Zealand metadata standard
- ....world of web 2.0......