InterPARES 3 Project

International Research on Permanent Authentic Records in Electronic Systems

TEAM Canada

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Background and Rationale

In the context of helping small and medium-sized institutions with their digital records preservation one key factor is the ability of archivists and records managers to presume digital records are authentic. In part, this presumption of authenticity is predicated on the recording of information that reports on the identity and integrity of a record over the course of its life. This is a basic and foundational finding from InterPARES 1 (Benchmark and Baseline requirements),[1] and is useful to us in all of the contexts examined to date (in InterPARES 2 and 3). So, although it may not be sufficient, it is necessary to record identity and integrity metadata in systems to aid in the presumption of authenticity.

Accompanying this stated need is the fact that extant metadata schemas (or as they are increasingly being called, metadata vocabularies) do not explicitly account for the identity and integrity of records by capturing the attributes required by InterPARES research. And although we may be able to repurpose some aspects of metadata schemas to capture identity and integrity metadata, it is incomplete, and risks being confused with the original purpose of the metadata schema. This would violate the requirement for interoperability established within the context of InterPARES 2 and codified in InterPARES 3 (Tennis, 2010 and Tennis et al., 2010). Therefore, we can say that we do not currently have schemas with the essential ingredients necessary to create authenticity metadata (metadata that account for identity and integrity of a record over the course of its life). Therefore we must construct a metadata schema that satisfies the requirements set out by InterPARES theory.

In this general study, we established the social and technological context of metadata in relation to InterPARES. In the context of InterPARES, metadata are *assertions about documents, records and groups of records that we make for the sake of authenticity, preservation and retrieval*.

Researchers

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Objective of Research

This research identifies the problems of creating metadata that are locally relevant, linked to archival theory, and reusable, especially to other organizations, and creates an application profile for authenticity metadata.

[1] See Authenticity Task Force (2002), "Appendix 2: Requirements for Assessing and Maintaining the Authenticity of Electronic Records" in *The Long-term Preservation of Authentic Electronic Records: Findings of the InterPARES Project*, Luciana Duranti, ed. (San Miniato, Italy: Archilab, 2005), 204–219. Online reprint available at http://www.interpares.org/book/interpares_book_k_app02.pdf.

Methodology of Research

This is design research. As design research, the methodology followed a course of knowledge acquisition: (1) establish the desired outcome for metadata schema for the cases in InterPARES 3; (2) follow the Singapore Framework (the DCMI's methodology for creating application profiles); (3) develop functional requirements and model those through entity relationship diagrams in order to then construct an IP3 application profile; and (4) vet this with stakeholders, researchers, and the DCMI community.

The research was undertaken through the lens of archival theory, applied in relation to the Guidelines for Application Profiles and the Singapore Framework, both issued by the DCMI. We were guided by literature on the creation of application profiles (Heery and Patel, 2000), and examples of application profiles (Collections and Scholarly Works Application Profiles).

This research was undertaken in concert with findings from InterPARES 1 and 2, and in alignment with international standards like those promulgated by the DCMI and PREMIS. We started with the Chain of Preservation (COP) Model to map all the metadata elements generated from that model. When these were identified, we compared, or cross-walked, our work to elements in several other schemas.

Social and Technological Context of Authenticity Metadata

The mixing and matching of metadata schemas to meet a particular domain requirement results in what we call an *application profile*. For authenticity metadata, for example, there may be a component of PREMIS that we decide to use, which we would extend by adding InterPARES metadata elements. This would then be part of an application profile. Currently, the Dublin Core Metadata Initiative (DCMI) is approving application profiles, based on Dublin Core, for wider international use. It is precisely because the work we do is valuable to the wider international community that we make available not only our findings, but also tools like the application profiles that we generate.

However, if we want to add InterPARES metadata elements to the PREMIS schema we would need to align the purpose of InterPARES metadata with PREMIS metadata and make explicit (through documentation) how we intend the combined metadata schema to function. Stating the intention of a metadata schema allows for what is called *intentional interoperability* (Tennis, 2010; Tennis et al., 2010).

To clarify the purpose of metadata schemas and, even more specifically, the different elements in a metadata schema (often acting in concert with one another), we established what the domain and functional requirements were for the metadata schemas under consideration and the potential application profile.

Functional requirements

We established six functional requirements for our metadata: 1) presumption of authenticity, 2) interoperability between systems and across time, 3) parsimony, 4) adequacy for archival description, 5) retrieval, and 6) meaningful display.

We can make clear what we want from our metadata by translating this set of functional requirements into a sentence. It reads, *these metadata should be necessary and sufficient to support the presumption of authenticity of records, interoperate between systems and across time, be adequate for archival description, and be useful for both retrieval and meaningful display of records.*

To implement the first two functional requirements, we adopted the expressions of record attributes and linkages identified in the Benchmark Requirements Supporting the Presumption of Authenticity of Electronic Records (Duranti, 2008). These establish the core information for the record's identity, and the foundation for demonstrating its integrity, including conditions of access, protection from loss, corruption and obsolescence, form and means of authentication. The last three functional requirements are realized in the application of Baseline Requirements Supporting the Production of Authentic Copies of Electronic Records (Duranti, 2008). These are the minimum elements necessary to enable the production of authentic copies of the records, expressed through expression of controls, documentation, and contextual information. While not all creators or preservers of electronic records may require all elements, taken as a whole they represent the necessary and sufficient – in other words, the parsimonious set of metadata elements that will satisfy the most rigorous requirements for authenticity and international standards for archival description.

Domain models

The domain model, in the context of metadata application profiles, describes in both words and in entity-relationship diagrams, what is to be described and how those things to be described relate to one another. See Appendix I. In our case, we have constructed three levels of the domain. The middle layer is the *record*. The layer above the record is the *aggregation of records* and the layer below the record is *record attributes*.

The record *consists* of attributes, *links* to or from policies and procedures, and *acquires* controls as it moves from document to individual record to part of an aggregation of records. Attributes *comprise* both intellectual and digital components. These are tightly related attributes linked to both the identity and integrity of the record in a digital system. And both statements about the identity and integrity of a record and its carrier (respectively) are required to assert, on behalf of the preserver, whether the record can be presumed to be authentic. Thus, any metadata that takes as its purpose the presumption of authenticity must document the identity and integrity of the record (or record aggregations) by recording the intellectual and digital components. The intellectual and digital components document the record's identity, whereas the policies and procedures and controls primarily (though not exclusively) document the integrity of the record or record aggregations.

Development of Metadata Elements

Once the functional requirements were established and the domain models created, we developed the specific metadata elements for the application profile. These elements corresponded to the metadata elements identified from the COP model (Preston, 2009 – see Appendix II).

Metadata elements were coded by function and then numbered according to their appearance in the COP model. Functions were identified according to principles of archival and diplomatic theory as expressed by previous InterPARES research (see Appendix III):

- AT – attachments
- AU – authentication
- B – archival bond
- D – date
- DO – external documentation
- F – form

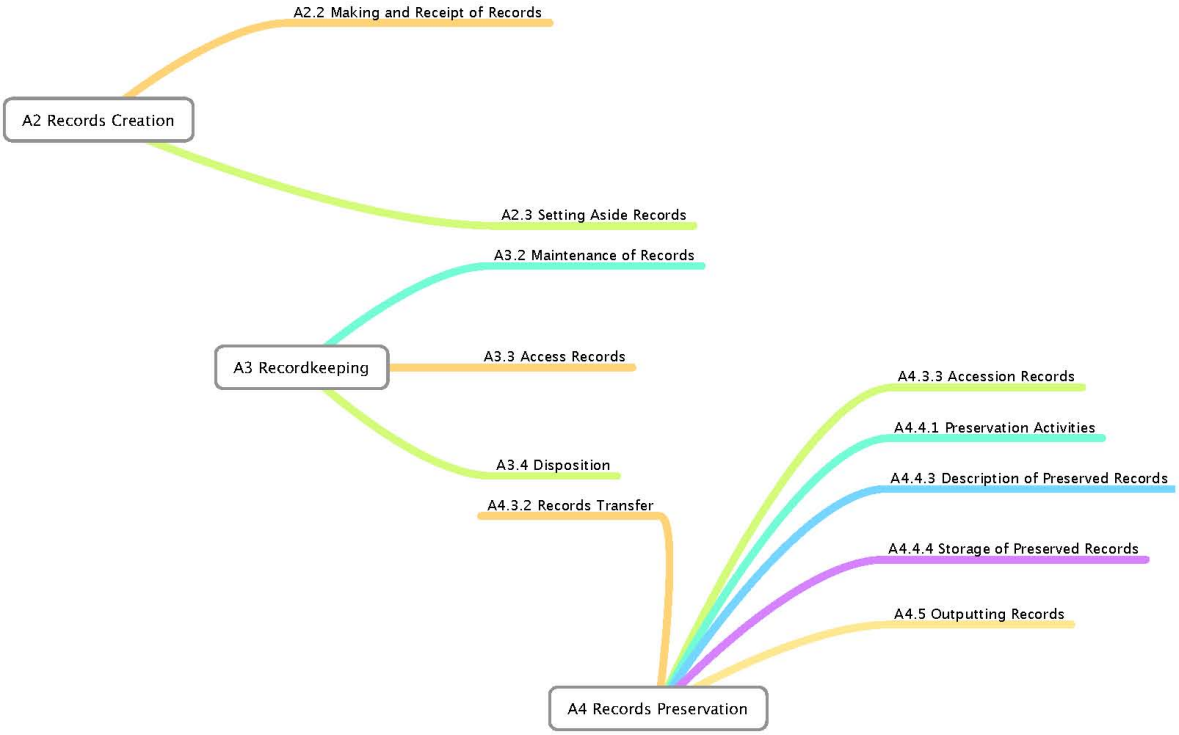
- H – handling
- L – location
- R – rights and access
- S – subject
- T – technology

Once the metadata elements were enumerated to match the COP model and grouped according to function, we cross-walked our elements with MoReq 2010, Dublin Core, and PREMIS (see Appendix IV).

The next step was to interpret the metadata elements in an RDF framework for eventual publication and review in the wider community (see Appendix V). RDF stands for Resource Description Framework and is a World Wide Web Consortium (W3C) standard. The purpose of encoding metadata in this form is so that it is usable by information systems, but also human readable.

Appendix I: Domain Models

Metadata Visualization



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Metadata Application Profiles - Domain Models
Entity Relationship Diagrams

Key:

Entity

Product

The entity has been referred to from another location in the diagram

..... The entity is expanded on another page of the diagram and in the narrative text

These metadata application profiles assume the following **functional requirements**:

1. Presumption of authenticity
2. Interoperability between systems and across time
3. Parsimony
4. Adequacy for archival description
5. Retrieval and
6. Meaningful display

These functional requirements are satisfied upon fullfilment of the Benchmark Requirements to support a presumption of authenticity and Baseline Requierments supporting the production of authentic copies of electronic records (1).

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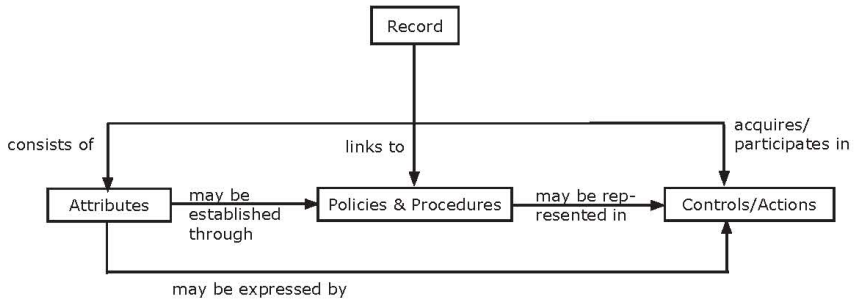
Diagram 1
Overview



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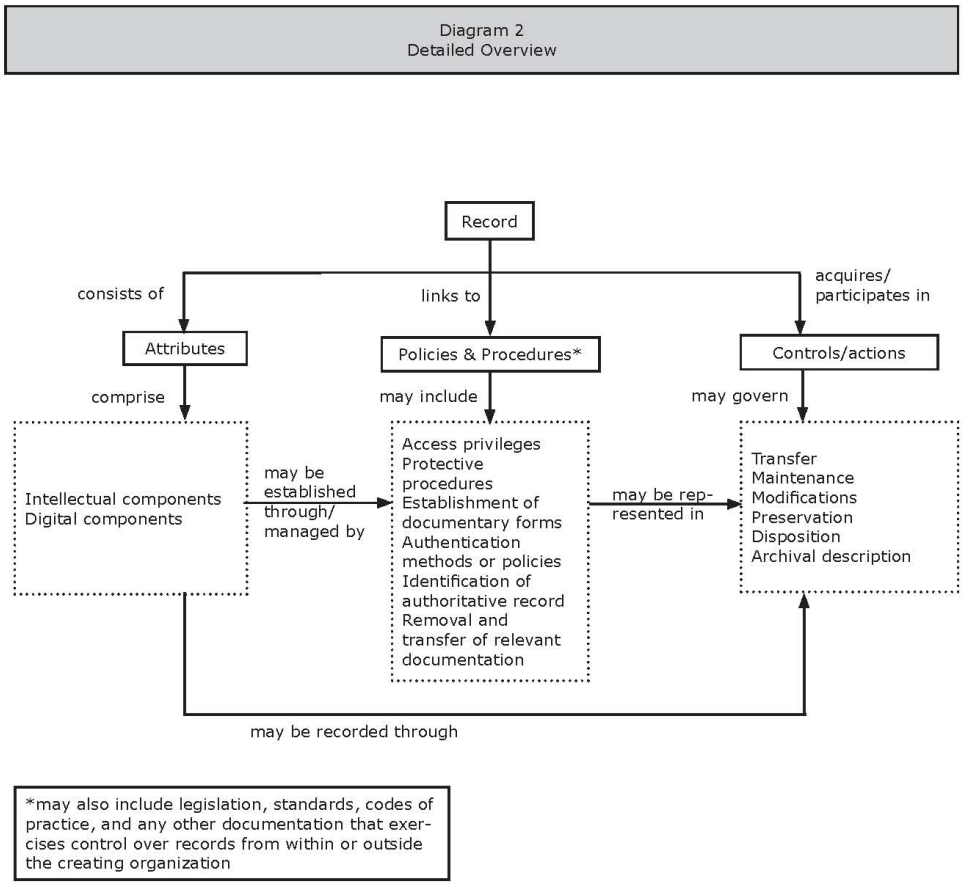
Diagram 2
Detailed Overview
Record
consists of
links to
acquires/
participates in
Attributes
Policies & Procedures*
Controls/actions
comprise
may include
may govern
Intellectual components
Digital components
may be
established
through/
managed by
Access privileges
Protective
procedures
Establishment of
documentary forms
Authentication
methods or policies
Identification of
authoritative record
Removal and
transfer of relevant
documentation
may be rep-
resented in
Transfer
Maintenance
Modifications
Preservation
Disposition
Archival description
may be recorded through
*may also include legislation, standards, codes of practice, and any other documentation that exercises control over records from within or outside the creating organization

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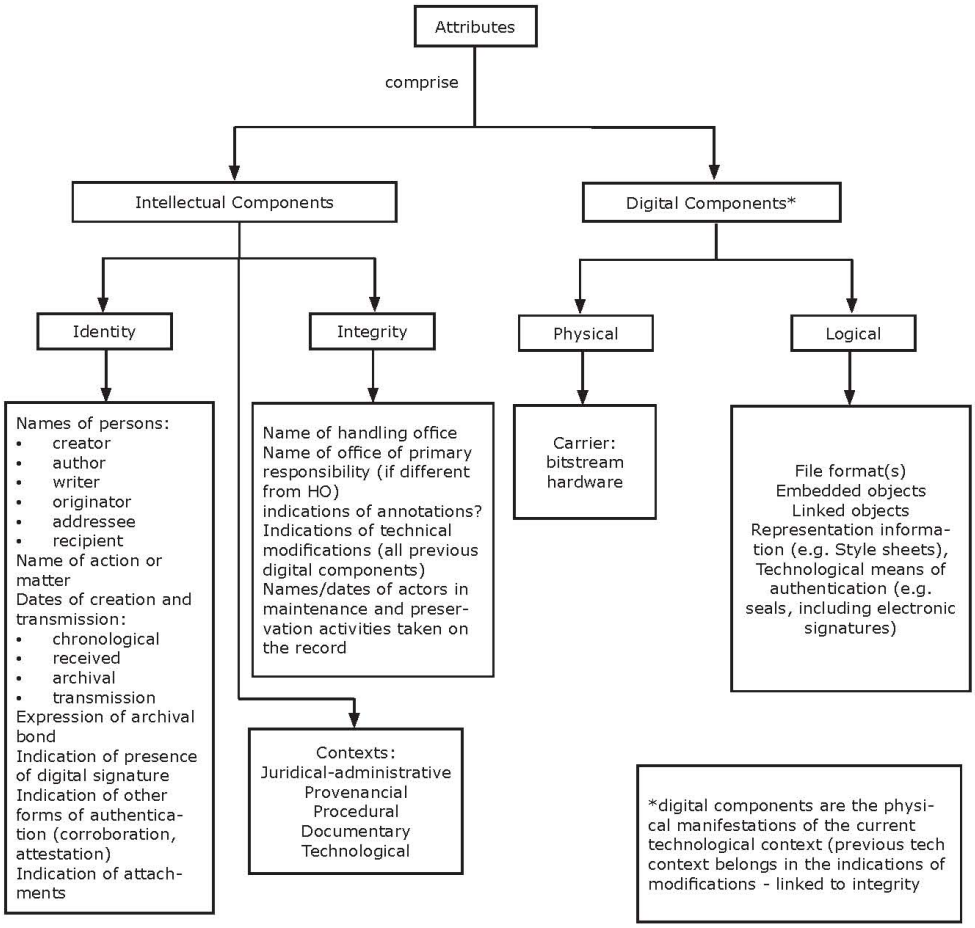
Diagram 3
Attributes: The "Comprise" Relationship - Perspective 1 (IP Ontology A)



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Appendix II: COP Model Metadata Elements

Following the November 2009 InterPARES Plenary, Randy Preston, Project Coordinator, extracted all potential metadata from the COP model. The text of his draft document, used as the basis for this general study, is presented below (Preston, 2009).

Managing Records in a Record-making System (A2)

Managing the Making and Receipt of Records (A2.2)

Capturing Documents Made or Received By the Creator (A2.2.2)

Identity metadata captured for this activity could include:

For captured made documents

- chronological date (and possibly time) of compilation and capture;
- documentary form—that is, whether the document is a report, a letter, a contract, etc.; and
- digital presentation—that is, file format, wrapper, encoding, etc.

For captured received documents

- chronological date (and possibly time) of transmission from the originator;
- chronological date (and possibly time) of receipt and capture;
- documentary form—that is, whether the document is a report, a letter, a contract, etc.; and
- digital presentation—that is, file format, wrapper, encoding, etc.

Identifying Captured Documents (A2.2.3)

Identity metadata captured for this activity could include:

- names of the persons involved in the creation of the document, including:
  - *author(s)*—that is, the physical or juridical person(s) responsible for issuing the document;
  - *writer(s)*—that is, the physical person(s) or position(s) responsible for articulating the content of the document;
  - *addressee(s)*—that is, the physical or juridical person(s) for whom the document is intended;
  - *originator(s)* (if different from the author or writer)—that is, the physical person(s), position(s) or office(s) responsible for the electronic account or technical environment where the document is generated and/or from which the document is transmitted;[2] and
  - *receiver(s) or recipient(s)*—that is, the physical or juridical person(s) to whom the document may be copied or blind copied for information purposes;
- name of the action or matter—that is, the subject line(s) and/or the title at the top of the document;
- indication of the presence of a digital signature;
- indication of other forms of authentication, including:
  - *corroboration*—that is, an explicit mention of the means used to validate the document;

[2] Identification of the originator is only important in cases where the person, position or office responsible for physically creating and/or transmitting the document is neither the author nor the writer, and when the presence of the originator's name appearing on, or in association with, the document calls into question the actual author and/or writer of the document. This is most commonly associated with e-mails in instances where the name of the originator appears in the header of an e-mail and/or its attachments that were in fact authored and/or written by another person, but physically manifested and/or transmitted on behalf of that person by the originator.

  - *attestation*—that is, the validation of the document by those who took part in the issuing of it, and by witnesses to the action or to the 'signing' of the document;
  - *subscription*—that is, the name of the author or writer appearing at the bottom of the document; and
  - *qualification of signature*—that is, the mention of the title, capacity and/or address of the person or persons signing the document;
- indication of any attachments—that is, mention of autonomous digital objects linked inextricably to the document.

Declaring Captured and Identified Documents as Records (A2.2.4)

Identity metadata captured for this activity could include:

New metadata

- classification code; and
- registration number.

Inherited metadata (i.e., identity metadata inherited from the current classification level and from all higher levels in the classification system, as applicable)

- name of creator;
- indication of copyright or other intellectual rights;
- name of handling office (if not evident in the classification code);
- name of office of primary responsibility (if not evident in the classification code and records retention schedule);
- access restriction code (if not evident in the classification code);
- access privileges code (if not evident in the classification code);
- vital record code (if not evident in the classification code); and
- planned disposition (if not evident in the classification code).

Executing Records (A2.2.5)

Metadata captured for this activity could include:

- priority of transmission;
- transmission date, time and/or place;
- actions taken;
- dates and times of further action or transmission; and
- information on any attachments—that is, mention of autonomous items that were linked inextricably to the document prior to its transmission for the document to accomplish its purpose.

Managing the Setting Aside of Completed Records (A2.3)

Preparing Completed Records for Transfer to the Recordkeeping System (A2.3.2)

Metadata captured for this activity could include:

- archival or filing date—that is, the date on which a record is officially incorporated into the creator's records;
- draft or version number;
- expression of archival bond (e.g., via classification code, file identifier, record item identifier, dossier identifier, etc.);

- name of the creator—that is, the name of the physical or juridical person in whose archival fonds the record exists;
- indication of copyright or other intellectual rights (if applicable);[3]
- indication, as applicable, of the existence and location of duplicate records, whether inside or outside the record-making or recordkeeping systems and, in instances where duplicate records exist, which is the *authoritative copy*—that is, the instantiation of a record that is considered by the creator to be its official record and is usually subject to procedural controls that are not required for other instantiations;[4]
- name of the handling office (if not evident in the classification code)—that is, the person or office using the record to carry out business;
- name of the office of primary responsibility (if not evident in the classification code or the records retention schedule)—that is, the office given the formal competence for maintaining the authoritative version or copy of records belonging to a given class within a classification scheme;[5]
- indication of any technical changes to the records—for example, change of encoding, wrapper or format, upgrading from one version to another of an application, or conversion of several linked digital components to one component only—by embedding directly in the record digital components that were previously only linked to the record, such as audio, video, graphic or text elements like fonts;
- indication of any annotations[6] or new attachments (e.g., records profiles);
- access restriction code (if applicable and if not evident in the classification code)—that is, indication of the person, position or office authorized to read the record;
- access privileges code (if applicable and if not evident in the classification code)—that is, indication of the person, position or office authorized to annotate the record, delete it, or remove it from the system;
- vital record code (if applicable and if not evident in the classification code)—that is, indication of the degree of importance of the record to continue the activity for which it was created or the business of the person/office that created it;[7] and
- planned disposition (if not evident in the classification code)—for example, removal from the live system to storage outside the system, transfer to the care of a trusted custodian, or scheduled deletion.

Transferring Completed Records to the Recordkeeping System (A2.3.3)

Metadata captured for this activity could include:

- indication of the record(s) transferred;

[3] If a record comprises material copyrighted by different authors, indication of copyright clearance (or lack thereof) with related dates is necessary.
[4] InterPARES 2 Terminology Database, available at http://www.interpares.org/ip2/ip2_terminology_db.cfm. In cases where a record is certified by the author or creator as an "approved reproduction" of a work (for example, a digital work of art), indication of the existence of such certification is required.
[5] This may be the same as the handling person/office.
[6] Annotations are additions made to a record after it has been completed or executed. Therefore, annotations are not considered elements of the record's documentary form.
[7] The vital record code only pertains to specific communities of practices, such as legal and medical offices, who must identify the records that are vital to the continuance of their business in case of disaster and who would therefore exercise special protection measures on those records.

- name of the person effecting the transfer;
- name of the entity to whom the records are transferred (if different than the office of primary responsibility); and
- date/time of the transfer.

Managing Records in a Recordkeeping System (A3)

Managing the Maintenance of Kept Records (A3.2)

Managing the Storage of Kept Records (A3.2.3)

Placing Kept Records in Storage (A3.2.3.2)

Integrity metadata captured for this activity could include:

- indication of the original state (e.g., file format) of the record(s) prior to storage;
- indication of any modification(s) made to the record(s) in preparation for storage;
- indication of the state of the record(s) after the modification(s) (e.g., impact on form, format, authenticity, etc.);
- reason/authorization for the modification(s) (e.g., through reference to the relevant section of the recordkeeping storage system strategy);
- date/time of any modification(s);
- name of the person responsible for the modification(s);
- name of person responsible for placing the record(s) in storage;
- date/time the record(s) was/were placed in storage; and
- location of the record(s) in storage.

Maintaining Records in the Recordkeeping Storage System (A3.2.3.3)

Backing-Up the Recordkeeping Storage System (A3.2.3.3.2)

Integrity metadata about these back-up activities, captured in activity reports, could include:[8]

- indication of the reason/authorization for the backup (e.g., through reference to the relevant section of the recordkeeping storage system strategy);
- indication of the type of backup (e.g., incremental, differential, full) ;
- indication of the extent or content of the backup (e.g., full system, selected groups of records, etc.);
- name of the person creating the backup;
- date/time of the backup;
- indication of the software application (including version number) used to create the backup;
- location of the backup; and
- backup identification number.

[8] As per InterPARES 1 Benchmark Requirement A.3 - Protective Procedures: Loss and Corruption of Records (Authenticity Task Force, "Appendix 2," op. cit., 211).

Correcting Problems with Kept Records in Storage (A3.2.3.3.3)

Integrity metadata about this activity, captured either as metadata attached to the records or in activity reports, could include:[9]

- indication of the original state (e.g., file format) of the record(s) prior to correction;
- indication of the correction process(es) used;
- indication of the state of the record(s) after correction (e.g., impact on form, format, authenticity, etc.);
- indication of the reason/authorization for the correction(s) (e.g., through reference to the relevant section of the recordkeeping storage system strategy);
- name of the person responsible for the correction(s);
- date/time of the correction(s);
- location of the corrected record(s); and
- correction identification number.

Updating Kept Records in Storage (A3.2.3.3.3)

Integrity metadata related to this activity would be similar to those noted above for correction activities;[10]

Refreshing the Media for Kept Records in Storage (A3.2.3.3.5)

Integrity metadata related to this activity would be similar to those noted above for correction activities.[11]

Managing Requests for Kept Records and/or Information (A3.3.3)

Processing Requests for Kept Records and/or Information (A3.3.3.1)

Registering Recordkeeping Access Requests (A3.3.3.1.1)

Integrity metadata captured for this activity could include:

- name of the person requesting the record(s) and/or information;
- name of the person for whom the request is being made (if different than the above);
- date/time of the request;
- indication of the records and/or information requested;
- access privileges of the requester;
- name of the person registering the request;
- request registration number;
- indication of notification of receipt sent (including indication of any additional information needed to register the request, if any);
- name of person to whom the notification of receipt was sent;

[9] Ibid.
[10] As per InterPARES 1 Benchmark Requirement A.4 - Protective Procedures: Media and Technology (Authenticity Task Force, "Appendix 2," op. cit.).
[11] Ibid.

- name of the person issuing the notification of receipt; and
- date/time the notification of receipt was sent.

Verifying Retrieved Kept Records and/or Information (A3.3.3.3)

Integrity metadata captured for this activity could include:

- request registration number;
- indication of the measures used to verify the retrieved digital components and/or information;
- name of the person verifying the retrieved digital components and/or information;
- indication of the determination of verification (i.e., verified, rejected);
- reason(s) for rejection (as appropriate);
- indication of required maintenance action(s) (as appropriate); and
- date of verification/rejection.

Providing Access to Retrieved Kept Records and/or Information (A3.3.3.4)

Reconstituting Kept Records and/or Information (A3.3.3.4.1)

Integrity metadata captured for this activity could include:

- indication of any problems encountered in reconstituting the records and/or information in authentic form;
- indication of required maintenance action(s);
- indication of any redaction for privacy or copyright reasons;
- indication of the reason/authorization for the redaction;
- date of the redaction;
- name of the person responsible for handling/executing the redaction; and
- registration number of the record copy of the redacted record issued to the user.

Manifesting Kept Records and/or Information (A3.3.3.4.2)

This activity results in the production or compilation of two sets of metadata: one set of integrity metadata for the creator to document the activity and one set of identity and integrity metadata for the user. Metadata captured for this activity could include:

Records Creator (integrity metadata)

For requests that are fulfilled (in part or in whole)

- indication of the record(s) and/or information presented;
- indication of any redaction for privacy or copyright reasons (as appropriate);
- indication of a Certificate of Authenticity, if issued;
- indication of the means by which the records were authenticated[12]
- name of the person to whom the record(s) and/or information were presented;

[12] As per InterPARES 1 Benchmark Requirement A.6 - Authentication of Records (Authenticity Task Force, "Appendix 2," op. cit., 212).

- date when the record(s) and/or information were presented;
- name of the person responsible for handling/effecting the access request;
- indication of the state or condition of the record(s) and/or information at time the request was fulfilled (including, especially, an indication of instances where a copy of a presented record is known not to fully and faithfully reproduce the elements expressing its identity and integrity);[13] and
- indication of any problems encountered in manifesting the records and/or information in authentic form.

For requests that cannot be fulfilled (in part or in whole)

- indication of why the request cannot be fulfilled;
- name of the person responsible for determining that the request cannot be fulfilled;
- indication that a notification of rejection was sent;
- name of the person to whom the rejection notification was sent;
- name of the person responsible for issuing the rejection notification; and
- date/time the rejection notification was sent.

Records User

Identity metadata[14]

- name(s) of the person(s) concurring in formation of the record(s);
- name(s) of action or matter;
- date(s) of creation and transmission of the record(s);
- expression of archival bond; and
- indication of any attachments.

Integrity metadata (as necessary)

- indication of access privileges used to control creation and maintenance of the presented record(s);[15]
- indication of protective procedures used to prevent corruption of the presented record(s);[16]
- indication of protective procedures used to guarantee the continuing identity and integrity of the presented records against media deterioration and across technological change;[17]
- indication of the means by which the presented record(s) was/were authenticated;
- indication of instances where a copy of a presented record is known not to fully and faithfully reproduce the elements expressing its identity and integrity;
- indication of any redaction for privacy or copyright reasons;
- indication of the reason/authorization for the redaction;
- date of the redaction;

[13] In reference to InterPARES 1 Baseline Requirement B.2.d. (Ibid., 213.).
[14] As per InterPARES 1 Benchmark Requirement A.1 - Expression of Record Attributes and Linkage to Record (Ibid., 210.).
[15] As per InterPARES 1 Benchmark Requirement A.2 - Access Privileges (Ibid., 211.).
[16] As per InterPARES 1 Benchmark Requirement A.4 - Protective Procedures: Media and Technology (Ibid.).
[17] Ibid.

- name of the person responsible for handling/executing the redaction;
- date when the requested record(s) and/or information were presented; and
- name of the person responsible for handling/executing the access request.

Packaging Kept Records and/or Information for Output (A3.3.3.4.3)

This activity results in the production of the same two sets of metadata outlined above, with the exception of the indication of a Certificate of Authenticity.

Managing the Disposition of Kept Records (A3.4)

Destroying Kept Records (A3.4.3)

Metadata captured for this activity could include:[18]

- indication of the records and related information (e.g., records profiles, index references, etc.) destroyed;
- indication of the reason/authorization for the destruction (e.g., reference to the relevant retention schedule, including the version number of the retention schedule, as applicable);
- name of the person responsible for handling/executing the destruction; and
- date/time of the destruction.

Preparing Kept Records for Transfer to the Designated Preserver (A3.4.4)

Integrity metadata captured for this activity could include:[19]

- indication of any technical changes applied to the records in preparation for the transfer (e.g., conversion to a new format), including the results/consequences of the actions (especially with regard to authenticity);
- indication of the reason/authorization for the actions (e.g., reference to the relevant terms and conditions of transfer);
- name of the person responsible for handling/executing the transfer preparation actions; and
- date/time when the actions were carried out.

Transferring Kept Records to the Designated Preserver (A3.4.5)

Integrity metadata captured for this activity could include:[20]

- indication of the records transferred;
- indication of the reason/authorization for the transfer (e.g., reference to the relevant terms and conditions of transfer);
- creator's transfer registration number;
- name of the person responsible for handling/executing the transfer;
- name of the entity to whom the records were transferred; and

[18] As per InterPARES 1 Benchmark Requirement A.8 - Removal and Transfer of Relevant Documentation (Authenticity Task Force, "Appendix 2," op. cit., 212.).
[19] Ibid.
[20] Ibid.

- date/time of the transfer.

Managing Records in a Permanent Preservation System (A4)

Acquiring Selected Records (A4.3)

Processing Records Transfers (A4.3.2)

Registering the Transfer (A4.3.2.1)

Metadata captured for this activity could include:[21]

- name of the person responsible for effecting the transfer;
- transfer registration number assigned by the transferring agent;
- date and time the transfer was received;
- name of the person registering the transfer;
- transfer registration number assigned by the person registering the transfer;
- indication of the reason/authorization for the transfer (e.g., reference to the relevant terms and conditions of transfer);
- indication of records and other transfer documentation received;
- name of person(s) to whom a notification of receipt of transfer was issued;
- name of the person who issued the notification; and
- date and time the notification was sent.

Confirming the Authorization for the Transfer (A4.3.2.2)

If the transfer is accepted as being authorized, the following information is recorded as metadata in the register of transfers:[22]

- date/time the transfer was accepted as authorized;
- name of the person confirming the authorization of transfer;
- transfer authorization number (as assigned by the preserver); and
- terms and conditions of transfer number.

If the transfer is rejected, the following information is recorded in the register:

- date/time the transfer was rejected as unauthorized;
- name of the person rejecting the transfer;
- name of person(s) to whom a notification of rejection of transfer was issued;
- name of the person who issued the rejection notification;
- date and time the rejection notification was sent;
- indication of the reason for the rejection;
- transfer authorization rejection number (as assigned by the preserver); and
- terms and conditions of transfer number.

[21] As per InterPARES 1 Baseline Requirement B.1 - Controls over Records Transfer, Maintenance, and Reproduction (Authenticity Task Force, "Appendix 2," op. cit., 213).
[22] Ibid.

Verifying the Content of the Transfer (A4.3.2.3)

If the content of the transfer is accepted as being correct, the following information is recorded as metadata in the register of transfers:[23]

- date/time the transfer was accepted as verified;
- indication of the measures used to verify the transfer;
- name of the person verifying the transfer;
- transfer content verification number (assigned by the preserver); and
- terms and conditions of transfer number.

If the transfer is rejected, the following information is recorded in the register:

- date/time the transfer was rejected as containing incorrect or corrupted content;
- name of the person rejecting the transfer;
- name of the person(s) to whom a notification of rejection of transfer was issued;
- name of the person who issued the rejection notification;
- date and time the rejection notification was sent;
- indication of the measures used to assess the content of the transfer;
- indication of the reason(s) for the rejection;
- transfer content rejection number (as assigned by the preserver); and
- terms and conditions of transfer number.

Confirming the Authenticity of the Records in the Transfer (A4.3.2.4)

If the authenticity of the records confirmed, the following information is recorded as metadata in the register of transfers:[24]

- date/time the transfer was accepted as containing authentic records;
- indication of the measures used to confirm authenticity;
- name of the person confirming the authenticity;
- authenticity assessment report number (assigned by the preserver);
- transfer authenticity verification number (assigned by the preserver); and
- terms and conditions of transfer number.

If the authenticity of the records is not confirmed, the following information is recorded as metadata in the register:

- date/time the transfer was rejected as containing records that could not be authenticated;
- name of the person rejecting the transfer;
- name of the person(s) to whom a notification of rejection of transfer was issued;
- name of the person who issued the rejection notification;
- date and time the rejection notification was sent;
- indication of the measures used to assess the authenticity of the records in the transfer;
- indication of the reason(s) for the rejection;

[23] Ibid.
[24] Ibid.

- transfer authenticity rejection number (as assigned by the preserver);
- authenticity assessment report number (assigned by the preserver); and
- terms and conditions of transfer number.

Confirming the Feasibility of Preserving the Transfer (A4.3.2.5)

If it proves feasible to preserve the records, the following information is recorded as metadata in the register of transfers:[25]

- date/time the feasibility of preservation was confirmed;
- name of the person confirming the feasibility;
- feasibility report number (assigned by the preserver);
- feasibility verification number (assigned by the preserver); and
- terms and conditions of transfer number.

If it proves not feasible to preserve the records, the following information is recorded as metadata in the register of transfers:

- date/time the transfer was rejected as containing records that cannot be preserved;
- name of the person rejecting the transfer;
- name of the person(s) to whom a notification of rejection of transfer was issued;
- name of the person who issued the rejection notification;
- date and time the rejection notification was sent;
- indication of the measures used to confirm the feasibility of preservation;
- indication of the reason(s) for the rejection;
- feasibility report number (assigned by the preserver);
- feasibility rejection number (assigned by the preserver); and
- terms and conditions of transfer number.

Accessioning Records (A4.3.3)

The process of accessioning generates the following information to be recorded as metadata in the register of accessions:[26]

Identity metadata

- the records accessioned, including:
  - name of the juridical or physical person that created the records;
  - name of the juridical or physical person that transferred, donated or sold the records; and
  - quantity and characteristics of the records;
- transfer registration number;
- accession registration number;
- accrual registration number (as appropriate);
- date the records are accessioned;
- indication of the digital rights that apply to the records accessioned, including:
  - name of the person(s) holding the rights;

[25] Ibid.
[26] Ibid.

  - terms and condition of the rights, including jurisdiction, duration, pertaining to which records, etc.; and
  - rights document number (e.g., deed of gift, contract, etc.);
- name of the person responsible for effecting the accession; and
- location of the accession.

Integrity metadata

- original state of the records in the transfer when received;
- indication of the security and control procedures used for the transfer;
- indication of any modifications made to the records since their receipt
- indication of the post-modification state of the records (especially in relation to the impact of the modifications on the records' form, format, authenticity, etc.) (as appropriate);
- reason/authorization for the modifications (as appropriate);
- date of the modifications (as appropriate); and
- name of the person responsible for the modifications (as appropriate).

Preserving Accessioned Records (A4.4)

Managing Information about Preserved Records (A4.4.1)

Updating Information on Preservation Activities (A4.4.1.2)

Metadata associated with records aggregations or individual records, as appropriate, could include:

- maintenance activity identification number(s) (i.e., backup, correction, update or refreshment identification number(s), as a mechanism for location of the record(s) and for linking to the relevant maintenance activity report(s)/metadata); and
- accession number(s).

Managing the Description of Preserved Records (A4.4.3)

Describing the Preserved Records (A4.4.3.2)

Metadata for this activity could include:

Identity metadata (may be inherited from higher description levels, as appropriate)

- transfer registration number (Note that the record(s) being described inherit the identity/integrity metadata recorded in the transfer registration register.)
- accession number (Note that the record(s) being described inherit the identity/integrity metadata recorded in the accessions register.)
- accrual number (as appropriate) (Note that the record(s) being described inherit the identity/integrity metadata recorded in the accruals register.)
- parent unit number (as appropriate) (Note that the record(s) being described inherit the identity/integrity metadata recorded for the parent unit.)

Integrity metadata (if not evident in the metadata inherited from the transfer, accessions and/or accruals registers or from the parent unit)

- indication of the original state of the record(s) when received (Note that state in this context is characterized in relation to the information for preservation carried forward from the appraisal process.);
- indication of the security and control procedures used for records transfer, maintenance and reproduction activities;
- indication of the current state of the records (Note that state in this context is characterized in relation to the updated information for preservation issuing from the processes of correcting, updating and/or refreshing digital components or storage.);
- maintenance activity identification number(s) (as appropriate)—provides a link to information about any maintenance actions applied to the record(s) (e.g., correcting, updating, refreshing), and the impact of these actions on the form, format, authenticity, etc., of the record(s);
- indication of any access restriction(s) related to copyright, privacy, etc.;
- indication of the digital rights that apply to the record(s) being described, including:
  - name of the person(s) holding the rights;
  - terms and condition of the rights, including jurisdiction, duration, pertaining to which records, etc.; and
  - rights document number (e.g., deed of gift, contract, etc.);
- location of the record(s) in storage;
- date of the description;
- name of the person responsible for the description; and
- indication of the description rules used.

Managing the Storage of Preserved Records (A4.4.4)

Placing Preserved Records in Storage (A4.4.4.2)

Integrity metadata captured for this activity could include:

- indication of the original state (e.g., file format) of the record(s) prior to storage;
- indication of any modification(s) made to the record(s) in preparation for storage;
- indication of the state of the record(s) after the modification(s) (e.g., impact on form, format, authenticity, etc.);
- indication of the reason/authorization for the modification(s) (e.g., through reference to the relevant section of the preservation storage system strategy);
- date/time of any modification(s);
- name of the person responsible for the modification(s);
- name of person responsible for placing the record(s) in storage;
- date/time the record(s) was/were placed in storage; and
- location of the record(s) in storage.

Maintaining the Records in the Permanent Preservation Storage System (A4.4.4.3)

Backing-Up the Permanent Preservation System (A4.4.4.3.2)

Integrity metadata about these back-up activities, captured in activity reports could include:[27]

- indication of the reason/authorization for the backup (e.g., through reference to the relevant section of the preservation storage system strategy);
- indication of the type of backup (e.g., incremental, differential, full) ;
- indication of the extent or content of the backup (e.g., full system, selected groups of records, etc.);
- name of the person creating the backup;
- date/time of the backup;
- indication of the software application (including version number) used to create the backup;
- location of the backup; and
- backup identification number.

Correcting Problems with Preserved Records in Storage (A4.4.4.3.3)

Integrity metadata about this activity, captured either as metadata attached to the records or in activity reports, could include:[28]

- indication of the original state (e.g., file format) of the record(s) prior to correction;
- indication of the correction process(es) used;
- indication of the state of the record(s) after correction (e.g., impact on form, format, authenticity, etc.);
- indication of the reason/authorization for the correction (e.g., through reference to the relevant section of the preservation storage system strategy);
- name of the person responsible for the correction;
- date/time of the correction; and
- correction identification number, as a mechanism for location of the record(s) and linked to an accession number(s).

Updating Preserved Records in Storage (A4.4.4.3.4)

Integrity metadata related to this activity would be similar to those noted above for correction activities;[29]

Refreshing Storage Media for Preserved Records in Storage (A4.4.4.3.5)

[27] As per InterPARES 1 Baseline Requirement B.1 - Controls over Records Transfer, Maintenance, and Reproduction (Authenticity Task Force, "Appendix 2," op. cit., 213).
[28] Ibid.
[29] Ibid.

Integrity metadata related to this activity would be similar to those noted above for correction activities.[30]

Outputting Records (A4.5)

Managing Requests for Preserved Records and/or Information (A4.5.3)

Processing Requests for Preserved Records and/or Information (A4.5.3.1)

Registering Preservation Access Requests (A4.5.3.1.1)

This activity involves capturing some or all of the following metadata in an access register or similar instrument:

- name of the person requesting the records/information;
- name of the person for whom the request is being made (if different than the requestor);
- access privileges of the requestor (as appropriate);
- indication of the records and/or information requested;
- date and time the request was received/registered;
- name of the person registering the request;
- access request registration number (as assigned by the preserver);
- name of the person to whom a notification of receipt of request was issued;
- indication of additional information required to register request (if necessary)
- name of the person who issued the receipt notification; and
- date and time the receipt notification was sent.

Verifying Retrieved Records and/or Information (A4.5.3.3)

If the completeness, accuracy and ability to process the retrieved components and information is verified, the following information is recorded as metadata in a retrieval register or similar instrument:

- date/time the retrieval was accepted as verified;
- indication of the measures used to verify the retrieval;
- name of the person verifying the retrieval;
- retrieval verification registration number; and
- retrieval request registration number.

If the retrieval cannot be verified, the following information is recorded as metadata in the retrieval register:

- date/time the retrieval was rejected;
- name of the person rejecting the retrieval;
- name of the person to whom an order to rectify the retrieval was issued;
- name of the person who issued the order;

[30] Ibid.

- date and time the order was sent;
- indication of the measures used to assess the retrieval;
- indication of the reason(s) for the rejection;
- retrieval rejection registration number; and
- retrieval request registration number.

Providing Access to Retrieved Preserved Records and/or Information (A4.5.3.4)

Reconstituting Preserved Records and/or Information (A4.5.3.4.1)

Integrity metadata captured for this activity could include:

- indication of any problems encountered in reconstituting the records and/or information in authentic form;
- indication of required maintenance action(s);
- indication of any redaction for privacy or copyright reasons;
- indication of the reason/authorization for the redaction;
- date of the redaction;
- name of the person responsible for handling/executing the redaction; and
- registration number of the record copy of the redacted record issued to the user.

Manifesting Preserved Records and/or Information (A4.5.3.4.2)

This activity results in the production of two sets: one set of integrity metadata for the preserver to document the activity and one set of identity and integrity metadata for the user. Metadata captured for this activity could include:

Designated Preserver (integrity metadata)

For requests that are fulfilled (in part or in whole)

- indication of the record(s) and/or information presented;
- indication of any redaction for privacy or copyright reasons (as appropriate);
- indication of a Certificate of Authenticity, if issued;
- indication of the means by which the records were authenticated
- name of the person to whom the record(s) and/or information were presented;
- date when the record(s) and/or information were presented;
- name of the person responsible for handling/effecting the access request;
- indication of the state or condition of the record(s) and/or information at time the request was fulfilled (including, especially, an indication of instances where a copy of a presented record is known not to fully and faithfully reproduce the elements expressing its identity and integrity);[31] and
- indication of any problems encountered in manifesting the records and/or information in authentic form.

For requests that cannot be fulfilled (in part or in whole)

[31] As per InterPARES 1 Baseline Requirement B.2.d (Authenticity Task Force, "Appendix 2," op. cit., 213.).

- indication of why the request cannot be fulfilled;
- name of the person responsible for determining that the request cannot be fulfilled;
- indication that a notification of rejection was sent;
- name of the person to whom the rejection notification was sent;
- name of the person responsible for issuing the rejection notification; and
- date/time the rejection notification was sent.

Records User

Identity metadata

- name(s) of the person(s) concurring in formation of the record(s);
- name(s) of action or matter;
- date(s) of creation and transmission of the record(s);
- expression of archival bond; and
- indication of any attachments.

Integrity metadata (as necessary)

- indication of access privileges used to control preservation of the presented record(s);[32]
- indication of protective procedures used to prevent corruption of the presented record(s);[33]
- indication of protective procedures used to guarantee the continuing identity and integrity of the presented records against media deterioration and across technological change;[34]
- indication of the means by which the presented record(s) was/were authenticated;
- indication of instances where a copy of a presented record is known not to fully and faithfully reproduce the elements expressing its identity and integrity;
- indication of any redaction for privacy or copyright reasons;
- indication of the reason/authorization for the redaction;
- date of the redaction;
- name of the person responsible for handling/executing the redaction;
- date when the requested record(s) and/or information were presented; and
- name of the person responsible for handling/executing the access request.

Packaging Preserved Records and/or Information for Output (A4.5.3.4.3)

This activity results in the production of the same two sets of metadata outlined above, with the exception of the indication of a Certificate of Authenticity.

[32] As per InterPARES 1 Baseline Requirement B.1.b (Ibid.).
[33] As per InterPARES 1 Baseline Requirements B.1 - Controls over Records Transfer, Maintenance, and Reproduction and B.2 - Documentation of Reproduction Process and its Effects (Ibid.).
[34] Ibid.

Appendix III: Metadata Elements

Metadata Application Profiles GS15
March 20, 2012

GS15 metadata elements:

Code	Description	Definition	GS15 term
AT	attachment(s)	Signals those items attached to the record – indication of attachments is necessary for the integrity of the record	attachments01, 02, 03
AU	authentication (including digital signature, attestation, etc.)	Those elements that indicate the identity of the persons involved in the creation of the record	attestation; subscription; qualSig; digDig
B	archival bond	Those elements that illuminate the connection of the record to other records to which it relates, and its context, whether it is preserved or destroyed	classCode; regNumber; vitRegCode; planDispose; duplicates; backupCode; correctionCode; updateCode; refreshCode; destructionCode; presTransferCode; acquisitionCode; registrationCode; acquisitionAuthorizationCode; acquisitionRejectionCode; acquisitionContentVerificationCode; authenticationCode; authenticationReportCode; authenticationRejectionCode; etc.
D	date(s)	Points in time in the life cycle of the record(s) that need to be documented	chronDate; transDate; activityDate; trasferDate; modDate; storageDate; backupDate; correctionDate; updateDate; refreshDate; destructionDate; presPrepDate; presTransferDate; acquisitionDate; acquisitionNotificationDate; acquisitionAuthorizationDate; acquisitionRejectionDate; acquisitionRejectionNotificationDate; acquisitionContentVerificationDate; acquisitionContentRejectionDate; acquisitionContentRejectionNotificationDate; acquisitionAuthenticationDate;

			acquisitionAuthenticationRejectionDate; etc.
DO	external documentation and system metadata (policy, context, appraisal, transfer, audits of system activity, requests on the records – but also rights information – deed of gift)	These meatada are links to information that governs preservation, transfer, and access to the record(s) over time	transferInfo; modInfo; backupInfo; backupExtent; correctionInfo; updateInfo; refreshInfo; etc.
F	form	Metadata that document the rules of representation that determine the appearance of an entity and convey its meaning	docFormOriginal; docForm; docVersion
H	handling	Representation of the office or officer formally competent and/or responsible for carrying out the action to which the record(s) relates or for the matter to which the record(s) pertains	handOffice; primOffice; actionsTaken; transPriority
L	location	Metadata that indicate where the record(s) may be found	storageLocation; backupLocation;correctedRecordsLocation; refreshedRecordsLocation
P	persons	Metadata that identify the individuals or legally defined entities who are the subject of rights and duties and are recognized by the juridical system as capable of or having the potential for acting legally with regard to the record(s)	creator; author; writer; addressee; originator; recipient, etc.

R	rights and access	Metadata that identify any restrictions or privileges that apply to the record(s)	rights; accessRestrictCode; accessPrivCode
S	subject (action or matter)	Metadata that identify the action or matter to which the record(s) pertain	subject
T	technology	Metadata that identify the carrier(s) of the form and content of the record(s)	digPresOriginal; digPres; techChange; digPresCurrent; modType; backupType; backupSoftware; correctionType; updateType; digPresType

Appendix IV: Crosswalks

			AP numbers (based on COP)				AP numbers (based on function)	COP model 2008/2009 (diagrams/RP)	
			COP Model				See Appendix III	Text from COP model diagrams and Preston list	Notes
Function	**MoReq 2010**	**Dublin Core**	**COP**	**IP Terms**	**COP-Xie**	**PREMIS**	**Metadata**	**Description**	**Next**
		dateCreated		chronDate00			D00	the date of document creation;	
creation	M14.4.9	dateCreated	A2.2.2.1	chronDate02			D01	chronological date (and possibly time) of compilation and capture;	
creation		format, isPartOf	A2.2.2.2	docFormOriginal			F01	documentary form—that is, whether the document is a report, a letter, a contract, etc.;	
creation		format, isPartOf	A2.2.2.3	digPresOriginal			T01	digital presentation—that is, file format, wrapper, encoding, etc;	
creation	M14.4.61		A2.2.2.4	chronDate02			D02	chronological date (and possibly time) of transmission from the originator;	
creation	M14.4.9		A2.2.2.5	chronDate03			D03	chronological date (and possibly time) of receipt and capture;	
creation		format, isPartOf	A2.2.2.6	docForm			F01	documentary form—that is, whether the document is a report, a letter, a contract, etc.;	
creation		format, isPartOf	A2.2.2.7	digPres			T01	digital presentation—that is, file format, wrapper, encoding, etc.	
creation		contributor	A2.2.3.1	author			P02	author(s)—that is, the physical or juridical person(s) responsible for issuing the document;	

creation		contributor	A2.2.3.2	writer			P03	writer(s)—that is, the physical person(s) or position(s) responsible for articulating the content of the document;	
creation		audience	A2.2.3.3	addressee			P04	addressee(s)—that is, the physical or juridical person(s) for whom the document is intended;	
creation		contributor	A2.2.3.4	originator			P05	originator(s) (if different from the author or writer)—that is, the physical person(s), position(s) or office(s) responsible for the electronic account or technical environment where the document is generated and/or from which the document is transmitted;[1]	[1] Identification of the originator is only important in cases where the person, position or office responsible for physically creating and/or transmitting the document is neither the author nor the writer, and when the presence of the originator's name appearing on, or in association with, the document calls into question the actual author and/or writer of the document. This is most commonly associated with e-mails in instances where the name of the originator appears in the header of an e-mail and/or its attachments that were in fact authored and/or written by another person, but physically manifested and/or transmitted on behalf of that person by the originator.
creation		audience	A2.2.3.5	recipient			P06	receiver(s) or recipient(s)—that is, the physical or juridical person(s) to whom the document may be copied or blind copied for information purposes;	
creation		subject	A2.2.3.6	subject			S01	name of the action or matter—that is, the subject line(s) and/or the title at the top of the document;	
creation		hasPart	A2.2.3.7	digSig			AU01	indication of the presence of a digital signature;	
creation		relation	A2.2.3.8	corroboration			AU02	corroboration—that is, an explicit mention of the means used to	

								validate the document;	
creation		relation	A2.2.3.9	attestation			AU03	attestation—that is, the validation of the document by those who took part in the issuing of it, and by witnesses to the action or to the 'signing' of the document;	
creation		contributor	A2.2.3.10	subscription			AU04	subscription—that is, the name of the author or writer appearing at the bottom of the document;	
creation		relation	A2.2.3.11	qualSig			AU05	qualification of signature—that is, the mention of the title, capacity and/or address of the person or persons signing the document; and	
creation		hasPart	A2.2.3.12	attachments01			AT01	indication of any attachments—that is, mention of autonomous digital objects linked inextricably to the document.	
creation		identifier	A2.2.4.1	classCode			B01	classification code;	
creation		identifier	A2.2.4.2	regNumber			B02	registration number;	
creation		provenance	A2.2.4.3	creator			P01	name of creator;	
creation		rights	A2.2.4.4	rights			R01	indication of copyright or other intellectual rights;	
creation		provenance	A2.2.4.5	handOffice			H01	name of handling office (if not evident in the classification code);	
creation		provenance	A2.2.4.6	primOffice			H02	name of office of primary responsibility (if not evident in the classification code and records retention schedule);	
creation		relation	A2.2.4.7	accessRestrictCode			R02	access restriction code (if not evident in the classification code);	
creation		rights	A2.2.4.8	accessPrivCode			R03	access privileges code (if not evident in the classification code);	
creation		relation	A2.2.4.9	vitRecCode			B03	vital record code (if not evident in the classification code); and	
creation	M14.4.11	relation	A2.2.4.10	planDispose			B04	planned disposition (if not evident in the classification code).	

creation		relation	A2.2.5.1	transPriority			AN01	priority of transmission; (urgent, etc.);	
creation		date	A2.2.5.2	transDate			D04	transmission date, time and/or place;	
creation		relation	A2.2.5.3	actionsTaken			SS01	actions taken;	Or annotation
creation		date	A2.2.5.4	activityDate			D05	dates and times of further action or transmission; and	activityDate is a compromise - repeatable
creation		relation	A2.2.5.5	attachments02			AT02	information on any attachments—that is, mention of autonomous items that were linked inextricably to the document prior to its transmission for the document to accomplish its purpose.	repeatable
creation		relation	A2.3.2	docVersion			F02	draft or version number;	
creation	M14.4.1 (M14.4.32)	dateAccepted	A2.3.2.1	archivalDate			D06	archival or filing date—that is, the date on which a record is officially incorporated into the creator's records;	
creation		identifier	A2.3.2.3	classCode			B01	expression of archival bond (e.g., via classification code, file identifier, record item identifier, dossier identifier, etc.);	
creation		provenance	A2.3.2.4	creator			P01	name of the creator—that is, the name of the physical or juridical person in whose archival fonds the record exists;	
creation		rights	A2.3.2.5	rights			R01	indication of copyright or other intellectual rights (if applicable);[2]	[2] If a record comprises material copyrighted by different authors, indication of copyright clearance (or lack thereof) with related dates is necessary.

creation	M14.4.23	relation	A2.3.2.6	duplicates			B05	indication, as applicable, of the existence and location of duplicate records, whether inside or outside the record-making or recordkeeping systems and, in instances where duplicate records exist, which is the authoritative copy—that is, the instantiation of a record that is considered by the creator to be its official record and is usually subject to procedural controls that are not required for other instantiations;[3]	[3] InterPARES 2 Terminology Database, available at http://www.interpares.org/ip2/ip2_terminology_db.cfm. In cases where a record is certified by the author or creator as an “approved reproduction” of a work (for example, a digital work of art), indication of the existence of such certification is required.
creation		provenance	A2.3.2.7	handOffice			H01	name of the handling office (if not evident in the classification code)—that is, the person or office using the record to carry out business;	
creation		provenance	A2.3.2.8	primOffice			H02	name of the office of primary responsibility (if not evident in the classification code or the records retention schedule)—that is, the office given the formal competence for maintaining the authoritative version or copy of records belonging to a given class within a classification scheme;[4]	[4] This may be the same as the handling person/office.
creation		hasVersion	A2.3.2.9	techChange			T02	indication of any technical changes to the records—for example, change of encoding, wrapper or format, upgrading from one version to another of an application, or conversion of several linked digital components to one component only—by embedding directly in the record digital components that were previously only linked to the record, such as audio, video, graphic or text elements like fonts;	This generates digPresCurrent and docFormCurrent
creation		relation	A2.3.2.10	attachments03			AT03	indication of any annotations[5] or new attachments (e.g., records profiles);	[5] Annotations are additions made to a record after it has been completed or executed. Therefore, annotations are not considered elements of the record’s documentary form.

creation		relation	A2.3.2.11	accessRestrictCode			R02	access restriction code (if applicable and if not evident in the classification code)—that is, indication of the person, position or office authorized to read the record;	
creation		relation	A2.3.2.12	accessPrivCode			R03	access privileges code (if applicable and if not evident in the classification code)—that is, indication of the person, position or office authorized to annotate the record, delete it, or remove it from the system;	
creation		relation	A2.3.2.13	vitRecCode			B03	vital record code (if applicable and if not evident in the classification code)—that is, indication of the degree of importance of the record to continue the activity for which it was created or the business of the person/office that created it;[6] and	[6] The vital record code only pertains to specific communities of practices, such as legal and medical offices, who must identify the records that are vital to the continuance of their business in case of disaster and who would therefore exercise special protection measures on those records.
creation	M14.4.11	relation	A2.3.2.14	planDispose			B04	planned disposition (if not evident in the classification code)—for example, removal from the live system to storage outside the system, transfer to the care of a trusted custodian, or scheduled deletion.	
creation		isReferenced By	A2.3.3.1	transferInfo			DO00	indication of the record(s) transferred;	
creation		contributor	A2.3.3.2	transferPerson			P07	name of the person effecting the transfer;	
creation		provenance	A2.3.3.3	transferRecipient			P08	name of the entity to whom the records are transferred (if different than the office of primary responsibility); and	
creation	M14.4.28	date	A2.3.3.4	transferDate			D07	date/time of the transfer.	

management		medium	A3.2.3.2.1	digPresCurrent AND docFormCurrent			T03	indication of the original state (e.g., file format) of the record(s) prior to storage;	
management		isVersionOf	A3.2.3.2.2	modType			T04	indication of any modification(s) made to the record(s) in preparation for storage;	
management		medium	A3.2.3.2.3	digPresCurrent AND docFormCurrent			T05	indication of the state of the record(s) after the modification(s) (e.g., impact on form, format, authenticity, etc.);	
management		relation	A3.2.3.2.4	modInfo			DO01	reason/authorization for the modification(s) (e.g., through reference to the relevant section of the recordkeeping storage system strategy);	
management		modified	A3.2.3.2.5	modDate			D08	date/time of any modification(s);	
management		contributer	A3.2.3.2.6	modPerson			P09	name of the person responsible for the modification(s);	
management		contributer	A3.2.3.2.7	storagePerson			P10	name of person responsible for placing the record(s) in storage;	
management	M14.4.28	date	A3.2.3.2.8	storageDate			D09	date/time the record(s) was/were placed in storage; and	
management		relation	A3.2.3.2.9	storageLocation			L00	location of the record(s) in storage.	
management			A3.2.3.3.2.1	backupInfo			DO02	indication of the reason/authorization for the backup (e.g., through reference to the relevant section of the recordkeeping storage system strategy);	
management			A3.2.3.3.2.2	backupType			T06	indication of the type of backup (e.g., incremental, differential, full) ;	
management			A3.2.3.3.2.3	backupExtent			DO03	indication of the extent or content of the backup (e.g., full system, selected groups of records, etc.);	
management			A3.2.3.3.2.4	backupPerson			P11	name of the person creating the backup;	
management			A3.2.3.3.2.5	backupDate			D10	date/time of the backup;	
management			A3.2.3.3.2.6	backupSoftware			T07	indication of the software application (including version number)	

								used to create the backup;	
management			A3.2.3.3.2.7	backupLocation			L01	location of the backup; and	
management		identifier?	A3.2.3.3.2.8	backupCode			B06	backup identification number.	
management		medium	A3.2.3.3.3.1	digPresCurrent AND docFormCurrent			T08	indication of the original state (e.g., file format) of the record(s) prior to correction;	digPres & docForm rep most current version in the system
management			A3.2.3.3.3.2	correctionType			T09	indication of the correction process(es) used;	
management		medium	A3.2.3.3.3.3	digPresCurrent AND docFormCurrent			T10	indication of the state of the record(s) after correction (e.g., impact on form, format, authenticity, etc.);	
management			A3.2.3.3.3.4	correctionInfo			DO04	indication of the reason/authorization for the correction(s) (e.g., through reference to the relevant section of the recordkeeping storage system strategy);	
management			A3.2.3.3.3.5	correctionPerson			P12	name of the person responsible for the correction(s);	
management		modified	A3.2.3.3.3.6	correctionDate			D11	date/time of the correction(s);	
management			A3.2.3.3.3.7	correctedRecordsLocation			L02	location of the corrected record(s); and	
management		identifier?	A3.2.3.3.3.8	correctionCode			B07	correction identification number.	
management		medium	A3.2.3.3.4.1	digPresCurrent AND docFormCurrent			T11	indication of the original state (e.g., file format) of the record(s) prior to update;	
management			A3.2.3.3.4.2	updateType			T12	indication of the update process(es) used;	
management		medium	A3.2.3.3.4.3	digPresCurrent AND docFormCurrent			T13	indication of the state of the record(s) after update (e.g., impact on form, format, authenticity, etc.);	

management			A3.2.3.3.4.4	updateInfo			DO05	indication of the reason/authorization for the update(s) (e.g., through reference to the relevant section of the recordkeeping storage system strategy);	
management			A3.2.3.3.4.5	updatePerson			P13	name of the person responsible for the update(s);	
management		modified	A3.2.3.3.4.6	updateDate			D12	date/time of the update(s);	
management			A3.2.3.3.4.7	updatedRecordsLocation			L03	location of the updated record(s); and	
management		identifier?	A3.2.3.3.4.8	updateCode			B08	update identification number.	
management		medium	A3.2.3.3.5.1	digPresCurrent AND docFormCurrent			T14	indication of the original state (e.g., file format) of the record(s) prior to refreshing;	
management			A3.2.3.3.5.2	refreshType			T15	indication of the refreshing process(es) used;	
management		medium	A3.2.3.3.5.3	digPresCurrent AND docFormCurrent			T16	indication of the state of the record(s) after refreshing (e.g., impact on form, format, authenticity, etc.);	
management			A3.2.3.3.5.4	refreshInfo			DO06	indication of the reason/authorization for the refreshing(s) (e.g., through reference to the relevant section of the recordkeeping storage system strategy);	
management			A3.2.3.3.5.5	refreshPerson			P14	name of the person responsible for the refreshing(s);	
management		modified	A3.2.3.3.5.6	refreshDate			D13	date/time of the refreshing(s);	
management			A3.2.3.3.5.7	refreshedRecordsLocation			L04	location of the refreshed record(s); and	
management		identifier?	A3.2.3.3.5.8	refreshCode			B09	refreshing identification number.	

access (rk)			**A3.3**	**see note**			DO07	**Manage Access to Kept Records**	Note: access requests are part of the COP but not part of authenticity, so these elements are not named
access (rk)			A3.3.3				DO07	**Managing Requests for Kept Records and/or Information**	
access (rk)			A3.3.3.1				DO07	**Processing Requests for Kept Records and/or Information**	
access (rk)			A3.3.3.1.1				DO07	**Registering Recordkeeping Access Requests**	
access (rk)			A3.3.3.1.1.1				DO07	name of the person requesting the record(s) and/or information;	
access (rk)			A3.3.3.1.1.2				DO07	name of the person for whom the request is being made (if different than the above);	
access (rk)			A3.3.3.1.1.3				DO07	date/time of the request;	
access (rk)			A3.3.3.1.1.4				DO07	indication of the records and/or information requested;	
access (rk)			A3.3.3.1.1.5				DO07	access privileges of the requester;	
access (rk)			A3.3.3.1.1.6				DO07	name of the person registering the request;	
access (rk)			A3.3.3.1.1.7				DO07	request registration number;	
access (rk)			A3.3.3.1.1.8				DO07	indication of notification of receipt sent (including indication of any additional information needed to register the request, if any);	
access (rk)			A3.3.3.1.1.9				DO07	name of person to whom the notification of receipt was sent;	
access (rk)			A3.3.3.1.1.10				DO07	name of the person issuing the notification of receipt; and	
access (rk)			A3.3.3.1.1.11				DO07	date/time the notification of receipt was sent.	

access (rk)			**A3.3.3.3**	**see note**			DO07	**Verifying Retrieved Kept Records and/or Information**	Although these activities are about verifying the authenticity of the record(s) retrieved for access, these elements are not of themselves part of the authenticity of the kept record(s).
access (rk)			A3.3.3.3.1				DO07	request registration number;	
access (rk)			A3.3.3.3.2				DO07	indication of the measures used to verify the retrieved digital components and/or information;	
access (rk)			A3.3.3.3.3				DO07	name of the person verifying the retrieved digital components and/or information;	
access (rk)			A3.3.3.3.4				DO07	indication of the determination of verification (i.e., verified, rejected);	
access (rk)			A3.3.3.3.5				DO07	reason(s) for rejection (as appropriate);	
access (rk)			A3.3.3.3.6				DO07	indication of required maintenance action(s) (as appropriate); and	
access (rk)			A3.3.3.3.7				DO07	date of verification/rejection.	
access (rk)			**A3.3.3.4**	**see note above**			DO08	**Providing Access to Retrieved Kept Records and/or Information**	
access (rk)			**A3.3.3.4.1**				DO08	**Reconstituting Kept Records and/or Information**	
access (rk)			A3.3.3.4.1.1				DO08	indication of any problems encountered in reconstituting the records and/or information in authentic form;	
access (rk)			A3.3.3.4.1.2				DO08	indication of required maintenance action(s);	
access (rk)			A3.3.3.4.1.3				DO08	indication of any redaction for privacy or copyright reasons;	
access (rk)			A3.3.3.4.1.4				DO08	indication of the reason/authorization for the redaction;	

access (rk)			A3.3.3.4.1.5				DO08	date of the redaction;	
access (rk)			A3.3.3.4.1.6				DO08	name of the person responsible for handling/executing the redaction; and	
access (rk)			A3.3.3.4.1.7				DO08	registration number of the record copy of the redacted record issued to the user.	
access (rk)			**A3.3.3.4.2**	**see note above**			DO09	**Manifesting Kept Records and/or Information**	
								This activity results in the production or compilation of two sets of metadata: one set of integrity metadata for the creator to document the activity and one set of identity and integrity metadata for the user. Metadata captured for this activity could include:	
access (rk)			A3.3.3.4.2.1				DO09	indication of the record(s) and/or information presented;	
access (rk)			A3.3.3.4.2.2				DO09	indication of any redaction for privacy or copyright reasons (as appropriate);	
access (rk)			A3.3.3.4.2.3				DO09	indication of a Certificate of Authenticity, if issued;	
access (rk)			A3.3.3.4.2.4				DO09	indication of the means by which the records were authenticated;	
access (rk)			A3.3.3.4.2.5				DO09	name of the person to whom the record(s) and/or information were presented;	
access (rk)			A3.3.3.4.2.6				DO09	date when the record(s) and/or information were presented;	
access (rk)			A3.3.3.4.2.7				DO09	name of the person responsible for handling/effecting the access request;	
access (rk)			A3.3.3.4.2.8				DO09	indication of the state or condition of the record(s) and/or information at time the request was fulfilled (including, especially, an indication of instances where a copy of a presented record is known not to fully and faithfully reproduce the elements expressing its identity and integrity);	

access (rk)			A3.3.3.4.2.9				DO09	indication of any problems encountered in manifesting the records and/or information in authentic form.	
access (rk)			A3.3.3.4.2.10				DO09	indication of why the request cannot be fulfilled;	
access (rk)			A3.3.3.4.2.11				DO09	name of the person responsible for determining that the request cannot be fulfilled;	
access (rk)			A3.3.3.4.2.12				DO09	indication that a notification of rejection was sent;	
access (rk)			A3.3.3.4.2.13				DO09	name of the person to whom the rejection notification was sent;	
access (rk)			A3.3.3.4.2.14				DO09	name of the person responsible for issuing the rejection notification;	
access (rk)			A3.3.3.4.2.15				DO09	date/time the rejection notification was sent;	
access (rk)			A3.3.3.4.2.16				DO09	name(s) of the person(s) concurring in formation of the record(s);	
access (rk)			A3.3.3.4.2.17				DO09	name(s) of action or matter;	
access (rk)			A3.3.3.4.2.18				DO09	date(s) of creation and transmission of the record(s);	
access (rk)			A3.3.3.4.2.19				DO09	expression of archival bond;	
access (rk)			A3.3.3.4.2.20				DO09	indication of any attachments;	
access (rk)			A3.3.3.4.2.21				DO09	indication of access privileges used to control creation and maintenance of the presented record(s);[4]	
access (rk)			A3.3.3.4.2.22				DO09	indication of protective procedures used to prevent corruption of the presented record(s);[5]	
access (rk)			A3.3.3.4.2.23				DO09	indication of protective procedures used to guarantee the continuing identity and integrity of the presented records against media deterioration and across technological change;[6]	
access (rk)			A3.3.3.4.2.24				DO09	indication of the means by which the presented record(s) was/were authenticated;	

access (rk)			A3.3.3.4.2.25				DO09	indication of instances where a copy of a presented record is known not to fully and faithfully reproduce the elements expressing its identity and integrity;	
access (rk)			A3.3.3.4.2.26				DO09	indication of any redaction for privacy or copyright reasons;	
access (rk)			A3.3.3.4.2.27				DO09	indication of the reason/authorization for the redaction;	
access (rk)			A3.3.3.4.2.28				DO09	date of the redaction;	
access (rk)			A3.3.3.4.2.29				DO09	name of the person responsible for handling/executing the redaction;	
access (rk)			A3.3.3.4.2.30				DO09	date when the requested record(s) and/or information were presented; and	
access (rk)			A3.3.3.4.2.31				DO09	name of the person responsible for handling/executing the access request.	
access (rk)			**A3.3.3.4.3**	**see note above**			DO11 (DO09 + Cert of Auth)	**Packaging Kept Records and/or Information for Output**	This activity results in the production of the same two sets of metadata outlined above, with the exception of the indication of a Certificate of Authenticity.
disposition			A3.4.3.1	destructionCode			B10	indication of the records and related information (e.g., records profiles, index references, etc.) destroyed;	
disposition	M14.4.49, M14.4.50, M14.4.51		A3.4.3.2	destuctionInfo			DO12	indication of the reason/authorization for the destruction (e.g., reference to the relevant retention schedule, including the version number of the retention schedule, as applicable);	
disposition			A3.4.3.3	destructionPerson			P18	name of the person responsible for handling/executing the destruction; and	
disposition	M14.4.17		A3.4.3.4	destructionDate			D14	date/time of the destruction.	

disposition			A3.4.4.1	presPrepType			T17	indication of any technical changes applied to the records in preparation for the transfer (e.g., conversion to a new format), including the results/consequences of the actions (especially with regard to authenticity);	
disposition			A3.4.4.2	presPrepInfo			DO13	indication of the reason/authorization for the actions (e.g., reference to the relevant terms and conditions of transfer);	
disposition			A3.4.4.3	presPrepPerson			P19	name of the person responsible for handling/executing the transfer preparation actions; and	
disposition		modified	A3.4.4.4	presPrepDate			D15	date/time when the actions were carried out.	
disposition			A3.4.5.1	presTransferType			DO14 (note: need checksum)	indication of the records transferred;	
disposition			A3.4.5.2	presTransferInfo			DO15	indication of the reason/authorization for the transfer (e.g., reference to the relevant terms and conditions of transfer);	
disposition	M14.4.30	identifier	A3.4.5.3	presTransferCode			B11	creator's transfer registration number;	
disposition			A3.4.5.4	presTransferPerson			P20	name of the person responsible for handling/executing the transfer;	
disposition		provenance	A3.4.5.5	presTransferRecipient			P21	name of the entity to whom the records were transferred; and	
disposition	M14.4.28		A3.4.5.6	presTransferDate			D16	date/time of the transfer.	
acquisition			A4.3.2.1.1	acquisitionPerson	1.2	3.2, 2.6, 2.6.1, 2.6.2, 2.6.3	P22	name of the person responsible for effecting the transfer;	

acquisition	M14.4.30	identifier	A4.3.2.1.2	acquisitionCode	1.3	2.4 (or no match)	B12	transfer registration number assigned by the transferring agent;	
acquisition	M14.4.29		A4.3.2.1.3	acquisitionDate	1.4	2.3	D17	date and time the transfer was received;	
acquisition			A4.3.2.1.4	registrationPerson	1.5	3.2, 2.6, 2.6.1, 2.6.2, 2.6.3	P23	name of the person registering the transfer;	
acquisition		identifier	A4.3.2.1.5	registrationCode	1.1	2.1, 2.1.1, 2.1.2	B13	transfer registration number assigned by the person registering the transfer;	
acquisition			A4.3.2.1.6	acquisitionInfo	1.6	2.4 (or no match)	DO16	indication of the reason/authorization for the transfer (e.g., reference to the relevant terms and conditions of transfer);	
acquisition			A4.3.2.1.7	acquisitionInventory	1.7	2.5, 2.5.1	DO17	indication of records and other transfer documentation received;	
acquisition			A4.3.2.1.8	notificationOfReceiptRecipient	1.8	3.2, 2.6, 2.6.1, 2.6.2, 2.6.3	P24	name of person(s) to whom a notification of receipt of transfer was issued;	
acquisition			A4.3.2.1.9	notificationOfReceiptPerson	1.9	3.2, 2.6, 2.6.1, 2.6.2, 2.6.3	P25	name of the person who issued the notification; and	
acquisition			A4.3.2.1.10	acquisitionNotificationDate	1.10	2.3	D18	date and time the notification was sent.	
acquisition			A4.3.2.2.1	acquisitionAuthorizationDate	2.2	2.3	D19	date/time the transfer was accepted as authorized;	
acquisition			A4.3.2.2.2	acquisitionAuthorizationPerson	2.3	3.2, 2.6, 2.6.1, 2.6.2, 2.6.3	P26	name of the person confirming the authorization of transfer;	

acquisition		identifier	A4.3.2.2.3	acquisitionAuthorizationCode	2.1	2.1, 2.1.1, 2.1.2	B14	transfer authorization number (as assigned by the preserver);	
acquisition			A4.3.2.2.4	acquisitionAuthorizationInfo	3.8	2.4 (or no match)	DO18	terms and conditions of transfer number;	
acquisition			A4.3.2.2.5	acquisitionRejectionDate	3.2	2.3	D20	date/time the transfer was rejected as unauthorized;	
acquisition			A4.3.2.2.6	acquisitionRejectionPerson	3.3	3.2, 2.6, 2.6.1, 2.6.2, 2.6.3	P27	name of the person rejecting the transfer;	
acquisition			A4.3.2.2.7	acquisitionRejectionNotificationRecipient	3.4	3.2, 2.6, 2.6.1, 2.6.2, 2.6.3	P28	name of person(s) to whom a notification of rejection of transfer was issued;	
acquisition			A4.3.2.2.8	acquisitionRejectionNotificationPerson	3.5	3.2, 2.6, 2.6.1, 2.6.2, 2.6.3	P29	name of the person who issued the rejection notification;	
acquisition			A4.3.2.2.9	acquisitionRejectionNotificationDate	3.6	2.3	D21	date and time the rejection notification was sent;	
acquisition			A4.3.2.2.10	acquisitionRejectionInfo	3.7	2.4 (or no match)	DO19	indication of the reason for the rejection;	
acquisition		identifier	A4.3.2.2.11	acquisitionRejectionCode	3.1	2.1, 2.1.1, 2.1.2	B15	transfer authorization rejection number (as assigned by the preserver); and	
acquisition			A4.3.2.2.12	acquisitionRejectionInfo	2.4	2.4 (or no match)	DO20	terms and conditions of transfer number.	

acquisition			A4.3.2.3.1	acquisitionContentVerificationDate	4.2	2.3	D22	date/time the transfer was accepted as verified;	
acquisition			A4.3.2.3.2	acquisitionContentVerificationType	4.3	1.5.2, 1.5.2.1, 1.5.2.2, 1.5.2.3	DO21 (checksum)	indication of the measures used to verify the transfer;	
acquisition			A4.3.2.3.3	acquisitionContentVerificationPerson	4.4	3.2, 2.6, 2.6.1, 2.6.2, 2.6.3	P30	name of the person verifying the transfer;	
acquisition		identifier	A4.3.2.3.4	acquisitionContentVerificationCode	4.1	2.1, 2.1.1, 2.1.2	B16	transfer content verification number (assigned by the preserver);	
acquisition			A4.3.2.3.5	acquisitionContentVerificationInfo	4.5	2.4 (or no match)	DO22	terms and conditions of transfer number;	
acquisition			A4.3.2.3.6	acquisitionContentRejectionDate	5.2	2.3	D23	date/time the transfer was rejected as containing incorrect or corrupted content;	
acquisition			A4.3.2.3.7	acquisitionContentRejectionPerson	5.3	3.2, 2.6, 2.6.1, 2.6.2, 2.6.3	P31	name of the person rejecting the transfer;	
acquisition			A4.3.2.3.8	acquisitionContentRejectionNotificationRecipient	5.4	3.2, 2.6, 2.6.1, 2.6.2, 2.6.3	P32	name of the person(s) to whom a notification of rejection of transfer was issued;	
acquisition			A4.3.2.3.9	acquisitionContentRejectionNotificationPerson	5.5	3.2, 2.6, 2.6.1, 2.6.2, 2.6.3	P33	name of the person who issued the rejection notification;	
acquisition			A4.3.2.3.10	acquisitionContentRejectionNotificationDate	5.6	2.3	D24	date and time the rejection notification was sent;	

acquisition			A4.3.2.3.11	acquisitionContentAssessmentInfo	5.7	2.4 (or no match)	DO23	indication of the measures used to assess the content of the transfer;	
acquisition			A4.3.2.3.12	acquisitionContentRejectionInfo	5.8	2.4 (or no match)	DO24	indication of the reason(s) for the rejection;	
acquisition		identifier	A4.3.2.3.13	acquisitionContentRejectionCode	5.1	2.1, 2.1.1, 2.1.2	B17	transfer content rejection number (as assigned by the preserver); and	
acquisition			A4.3.2.3.14	acquisitionContentRejectionInfo	5.9	2.4 (or no match)	DO25	terms and conditions of transfer number.	
acquisition			A4.3.2.4.1	acquisitionAuthenticationDate	6.2	2.3	D25	date/time the transfer was accepted as containing authentic records;	[Can we equate "confirming the authenticity of the record in the transfer" with "authenticating the records in the transfer" here? Because A4.2.2.2, which is not in Randy's list, is "Assess Authenticity of Records"] Randy's response: I'm not quite sure I understand the question, specifically in relation to the reference to A4.2.2.2.2 (not A4.2.2.2, btw). A4.2.2.2.2 involves assessing the authenticity of the records within the record creator's own record-making/keeping system during a records appraisal conducted prior to any records transfer to the archives, based on the IP1 Benchmark Requirements Supporting the Presumption of Authenticity of Electronic Records. This authentication activity is in contrast to, and separate from, the

									authentication activity performed during the records transfer and acquisition processes. Given all that, however, “confirming the authenticity of the record in the transfer" and "authenticating the records in the transfer" seem to me to be synonymous.
acquisition			A4.3.2.4.2	acquisitionAuthenticationInfo	7.7	2.4 (or no match)	DO26	indication of the measures used to confirm authenticity;	
acquisition			A4.3.2.4.3	acquisitionAuthenticationPerson	6.4	3.2, 2.6, 2.6.1, 2.6.2, 2.6.3	P34	name of the person confirming the authenticity;	
acquisition			A4.3.2.4.4	acquisitionAuthenticationReportCode	6.5	2.4 (or no match)	B18	authenticity assessment report number (assigned by the preserver);	
acquisition			A4.3.2.4.5	acquisitionAuthenticationCode	6.1	2.1, 2.1.1, 2.1.2	B19	transfer authenticity verification number (assigned by the preserver);	
acquisition			A4.3.2.4.6	acquisitionAuthenticationInfo	6.6	2.4 (or no match)	DO27	terms and conditions of transfer number;	
acquisition			A4.3.2.4.7	acquisitionAuthenticationRejectionDate	7.2	2.3	D26	date/time the transfer was rejected as containing records that could not be authenticated;	
acquisition			A4.3.2.4.8	acquisitionAuthenticationRejectionPerson	7.3	3.2, 2.6, 2.6.1, 2.6.2,	P35	name of the person rejecting the transfer;	

						2.6.3			
acquisition			A4.3.2.4.9	acquisitionAuthenticationRejectionNotificationRecipient	7.4	3.2, 2.6, 2.6.1, 2.6.2, 2.6.3	P36	name of the person(s) to whom a notification of rejection of transfer was issued;	
acquisition			A4.3.2.4.10	acquisitionAuthenticationRejectionNotificationPerson	7.5	3.2, 2.6, 2.6.1, 2.6.2, 2.6.3	P37	name of the person who issued the rejection notification;	
acquisition			A4.3.2.4.11	acquisitionAuthenticationRejectionNotificationDate	7.6	2.3	D27	date and time the rejection notification was sent;	
acquisition			A4.3.2.4.12	acquisitionAuthenticationInfo	6.3	2.4 (or no match)	DO28	indication of the measures used to assess the authenticity of the records in the transfer;	
acquisition			A4.3.2.4.13	acquisitionAuthenticationRejectionInfo	7.8	2.4 (or no match)	DO29	indication of the reason(s) for the rejection;	
acquisition			A4.3.2.4.14	acquisitionAuthenticationRejectionCode	7.1	2.1, 2.1.1, 2.1.2	B20	transfer authenticity rejection number (as assigned by the preserver);	
acquisition			A4.3.2.4.15	acquisitionAuthenticationReportCode	7.9	2.4 (or no match)	B21	authenticity assessment report number (assigned by the preserver); and	
acquisition			A4.3.2.4.16	acquisitionAuthenticationInfo	7.10	2.4 (or no match)	DO30	terms and conditions of transfer number.	
acquisition			A4.3.2.5.1	dateFeasPres	8.2	2.3	D28	date/time the feasibility of preservation was confirmed;	
acquisition			A4.3.2.5.2	feasPerson	8.3	3.2, 2.6, 2.6.1, 2.6.2,	P38	name of the person confirming the feasibility;	

						2.6.3			
acquisition			A4.3.2.5.3	feasReportCode	8.4	2.4	B22	feasibility report number (assigned by the preserver);	
acquisition			A4.3.2.5.4	feasVerificationCode	8.1	2.1, 2.1.1, 2.1.2	B23	feasibility verification number (assigned by the preserver);	
acquisition			A4.3.2.5.5	termsTransferCode-1	8.5	2.4 (or no match)	DO31	terms and conditions of transfer number;	
acquisition			A4.3.2.5.6	dateFeasPresReject	9.2	2.3	D29	date/time the transfer was rejected as containing records that cannot be preserved;	
acquisition			A4.3.2.5.7	rejectTransferPerson	9.3	3.2, 2.6, 2.6.1, 2.6.2, 2.6.3	P39	name of the person rejecting the transfer;	
acquisition			A4.3.2.5.8	rejectNotificationRecipient	9.4	3.2, 2.6, 2.6.1, 2.6.2, 2.6.3	P40	name of the person(s) to whom a notification of rejection of transfer was issued;	
acquisition			A4.3.2.5.9	rejectNotificationPerson	9.5	3.2, 2.6, 2.6.1, 2.6.2, 2.6.3	P41	name of the person who issued the rejection notification;	
acquisition			A4.3.2.5.10	dateFeasReject	9.6	2.3	D30	date and time the rejection notification was sent;	
acquisition			A4.3.2.5.11	meansFeasPres	9.7	2.4 (or no match)	DO32	indication of the measures used to confirm the feasibility of preservation;	
acquisition			A4.3.2.5.12	feasRejectReason	9.8	2.4 (or no match)	DO33	indication of the reason(s) for the rejection;	
acquisition			A4.3.2.5.13	feasRejectReportCode	9.9	2.4 (or no match)	B24	feasibility report number (assigned by the preserver);	

acquisition			A4.3.2.5.14	feasRejectCode	9.1	2.1, 2.1.1, 2.1.2	B25	feasibility rejection number (assigned by the preserver); and	
acquisition			A4.3.2.5.16	termsTransferCode-2	9.10	2.4 (or no match)	DO34	terms and conditions of transfer number.	
acquisition		provenance	A4.3.3.1	creator	10.3.1	3.2, 2.6, 2.6.1, 2.6.2, 2.6.3	P01	name of the juridical or physical person that created the records;	
acquisition		provenance	A4.3.3.2	donor	10.3.2	3.2, 2.6, 2.6.1, 2.6.2, 2.6.3	P07	name of the juridical or physical person that transferred, donated or sold the records;	
acquisition			A4.3.3.3	accessionScope	10.3.3	no match (see Xie)	DO35	quantity and characteristics of the records;	
acquisition		identifier	A4.3.3.4	accessionTransfereCode	10.4	2.1, 2.1.1, 2.1.2	B13	transfer registration number;	
acquisition			A4.3.3.5	accessionRegistrationCode	10.1	2.1, 2.1.1, 2.1.2	B26	accession registration number;	
acquisition			A4.3.3.6	accrualRegistrationCode	10.2	2.1, 2.1.1, 2.1.2	B27	accrual registration number (as appropriate);	
acquisition			A4.3.3.7	accessionDate	10.5	2.3	D31	date the records are accessioned;	
acquisition			A4.3.3.8	rightsPerson	10.6.1	4.1.8	P41.5	name of the person(s) holding the rights;	

acquisition		license	A4.3.3.9	rightsTerms	10.6.2	4.1, 4.1.1, 4.1.1.1, 4.1.2, 4.1.2, 4.1.3, 4.1.3.1, 4.1.3.2, 4.1.3.3, 4.1.3.4, 4.1.4, 4.1.4.1, 4.1.4.1.1, 4.1.4.1.2, 4.1.4.2, 4.1.4.3, 4.1.5, 4.1.5.1, 4.1.5.2, 4.1.5.3, 4.1.5.4, 4.1.6, 4.1.6.1, 4.1.6.2, 4.1.6.3, 4.1.6.3.1, 4.1.6.3.2, 4.1.6.4, 4.1.7, 4.1.7.1, 4.1.7.2, 1.13, 1.13.1, 1.13.2	DO36.5	terms and condition of the rights, including jurisdiction, duration, pertaining to which records, etc.;	
acquisition		license	A4.3.3.10	rightsDeed (see note)	10.6.3	no match	DO35.5	rights document number (e.g., deed of gift, contract, etc.);	[Change this from DO to R?]
acquisition			A4.3.3.11	accessionPerson	10.7	3.2, 2.6, 2.6.1, 2.6.2, 2.6.3	P42	name of the person responsible for effecting the accession;	
acquisition			A4.3.3.12	accessionLocation	10.8	no match	L05	location of the accession;	

acquisition		medium	A4.3.3.13	accessionCondition	11.1	1.6	T18	original state of the records in the transfer when received;	[Should this be digPresCurrent AND docFormCurrent?]
acquisition			A4.3.3.14	accessionControl (see note)	11.2	no match	DO36	indication of the security and control procedures used for the transfer;	[Change this to T?]
acquisition			A4.3.3.15	accessionModification	11.3	2.1, 2.1.1, 2.1.2	T19	indication of any modifications made to the records since their receipt;	
acquisition			A4.3.3.16	accessionModification Condition	11.4	2.5, 2.5.1, 2.52, 2.5.2.1, 2.5.2.2 (or no match)	T20	indication of the post-modification state of the records (especially in relation to the impact of the modifications on the records' form, format, authenticity, etc.) (as appropriate);	
acquisition			A4.3.3.17	accessionModification Reason	11.5	2.4 (or no match)	DO37	reason/authorization for the modifications (as appropriate);	
acquisition		modified	A4.3.3.18	accessionModification Date	11.6	2.3 (or no match)	D32	date of the modifications (as appropriate); and	
acquisition			A4.3.3.19	accessionModification Person	11.7	3.2, 2.6, 2.6.1, 2.6.2, 2.6.3 (or no match)	P43	name of the person responsible for the modifications (as appropriate).	
preservation			A4.4.1.2.1	maintenanceActivityCode	12.1	1.11, 1.11.1, 1.11.2	B28	maintenance activity identification number(s) (i.e., backup, correction, update or refreshment identification number(s), as a mechanism for location of the record(s) and for linking to the relevant maintenance activity report(s)/metadata); and	
preservation			A4.4.1.2.2	accessionCode	12.2	2.1, 2.1.1,	B26	accession number(s).	

						2.1.2			
preservation		identifier	A4.4.3.2.1	transferRegistrationCode	13.1	2.1, 2.1.1, 2.1.2	B13	transfer registration number (Note that the record(s) being described inherit the identity/integrity metadata recorded in the transfer registration register.);	
preservation			A4.4.3.2.2	accessionCode	13.2	2.1, 2.1.1, 2.1.2	B26	accession number (Note that the record(s) being described inherit the identity/integrity metadata recorded in the accessions register.);	
preservation			A4.4.3.2.3	accrualCode	13.3	2.1, 2.1.1, 2.1.2	B27	accrual number (as appropriate) (Note that the record(s) being described inherit the identity/integrity metadata recorded in the accruals register.);	
preservation			A4.4.3.2.4	parentCode	13.4	no match	B29	parent unit number (as appropriate) (Note that the record(s) being described inherit the identity/integrity metadata recorded for the parent unit.);	
preservation		medium	A4.4.3.2.5	digPresCurrent AND docFormCurrent	14.1	1.6	T18	indication of the original state of the record(s) when received (Note that state in this context is characterized in relation to the information for preservation carried forward from the appraisal process.);	
preservation			A4.4.3.2.6	???	14.2	no match	DO36	indication of the security and control procedures used for records transfer, maintenance and reproduction activities;	[Change to T?]
preservation		medium	A4.4.3.2.7	digPresCurrent AND docFormCurrent	14.3	2.5, 2.5.1, 2.52, 2.5.2.1, 2.5.2.2	T19	indication of the current state of the records (Note that state in this context is characterized in relation to the updated information for preservation issuing from the processes of correcting, updating and/or refreshing digital components or storage.);	
preservation			A4.4.3.2.8	maintenanceActivityCode	14.4	1.11, 1.11.1, 1.11.2	B28	maintenance activity identification number(s) (as appropriate)—provides a link to information about any maintenance actions applied to the record(s) (e.g., correcting, updating, refreshing), and the impact of these actions on the form, format, authenticity, etc., of the record(s);	
preservation		accessRights	A4.4.3.2.9	rightsRestrictions	14.5	4.1, 4.1.1,	R01	indication of any access restriction(s) related to copyright,	

						4.1.1.1, 4.1.2, 4.1.2, 4.1.3, 4.1.3.1, 4.1.3.2, 4.1.3.3, 4.1.3.4, 4.1.4, 4.1.4.1, 4.1.4.1.1, 4.1.4.1.2, 4.1.4.2, 4.1.4.3, 4.1.5, 4.1.5.1, 4.1.5.2, 4.1.5.3, 4.1.5.4, 4.1.6, 4.1.6.1, 4.1.6.2, 4.1.6.3, 4.1.6.3.1, 4.1.6.3.2, 4.1.6.4, 4.1.7, 4.1.7.1, 4.1.7.2, 1.13, 1.13.1, 1.13.2, 4.1.8		privacy, etc.;	

preservation		rightsHolder	A4.4.3.2.11	rightsPerson	14.6	4.1, 4.1.1, 4.1.1.1, 4.1.2, 4.1.2, 4.1.3, 4.1.3.1, 4.1.3.2, 4.1.3.3, 4.1.3.4, 4.1.4, 4.1.4.1, 4.1.4.1.1, 4.1.4.1.2, 4.1.4.2, 4.1.4.3, 4.1.5, 4.1.5.1, 4.1.5.2, 4.1.5.3, 4.1.5.4, 4.1.6, 4.1.6.1, 4.1.6.2, 4.1.6.3, 4.1.6.3.1, 4.1.6.3.2, 4.1.6.4, 4.1.7, 4.1.7.1, 4.1.7.2, 1.13, 1.13.1, 1.13.2, 4.1.8	P46.5	name of the person(s) holding the rights; (indication of rights that apply to record(s) being described)	
preservation		license	A4.4.3.2.12	rightsTerms	14.6	4.1, 4.1.1, 4.1.1.1, 4.1.2, 4.1.2, 4.1.3, 4.1.3.1, 4.1.3.2,	DO36.5	terms and condition of the rights, including jurisdiction, duration, pertaining to which records, etc.; (indication of rights that apply to record(s) being described)	

						4.1.3.3, 4.1.3.4, 4.1.4, 4.1.4.1, 4.1.4.1.1, 4.1.4.1.2, 4.1.4.2, 4.1.4.3, 4.1.5, 4.1.5.1, 4.1.5.2, 4.1.5.3, 4.1.5.4, 4.1.6, 4.1.6.1, 4.1.6.2, 4.1.6.3, 4.1.6.3.1, 4.1.6.3.2, 4.1.6.4, 4.1.7, 4.1.7.1, 4.1.7.2, 1.13, 1.13.1, 1.13.2, 4.1.8			
preservation		license	A4.4.3.2.13	rightsDeed	14.6	4.1, 4.1.1, 4.1.1.1, 4.1.2, 4.1.2, 4.1.3, 4.1.3.1, 4.1.3.2, 4.1.3.3, 4.1.3.4, 4.1.4, 4.1.4.1, 4.1.4.1.1, 4.1.4.1.2, 4.1.4.2, 4.1.4.3,	DO35.5	rights document number (e.g., deed of gift, contract, etc.); (indication of rights that apply to record(s) being described)	

						4.1.5, 4.1.5.1, 4.1.5.2, 4.1.5.3, 4.1.5.4, 4.1.6, 4.1.6.1, 4.1.6.2, 4.1.6.3, 4.1.6.3.1, 4.1.6.3.2, 4.1.6.4, 4.1.7, 4.1.7.1, 4.1.7.2, 1.13, 1.13.1, 1.13.2, 4.1.8			
preservation			A4.4.3.2.14	rightsLocation			L06	location of the record(s) in storage;	
preservation			A4.4.3.2.15	descriptionDate			D33	date of the description;	
preservation			A4.4.3.2.16	descriptionPerson			P44	name of the person responsible for the description; and	
preservation			A4.4.3.2.17	descriptionRules			DO38	indication of the description rules used.	
preservation		medium	A4.4.4.2.1	digPresCurrent AND docFormCurrent			T18	indication of the original state (e.g., file format) of the record(s) prior to storage;	
preservation			A4.4.4.2.2	preservationModification			T19	indication of any modification(s) made to the record(s) in preparation for storage;	
preservation		medium	A4.4.4.2.3	preservationModificationCondition			T20	indication of the state of the record(s) after the modification(s) (e.g., impact on form, format, authenticity, etc.);	
preservation			A4.4.4.2.4	preservationModificationReason			DO37	indication of the reason/authorization for the modification(s) (e.g., through reference to the relevant section of the preservation	["reason" or "info"?]

								storage system strategy);	
preservation		modified	A4.4.4.2.5	preservationModificationDate			D32	date/time of any modification(s);	
preservation			A4.4.4.2.6	preservationModificationPerson			P43	name of the person responsible for the modification(s);	
preservation			A4.4.4.2.7	storagePerson			P45	name of person responsible for placing the record(s) in storage;	
preservation	M14.4.28		A4.4.4.2.8	storageDate			D34	date/time the record(s) was/were placed in storage; and	
preservation			A4.4.4.2.9	storageLocation			L07	location of the record(s) in storage.	
preservation			A4.4.4.3.2.1	backupInfo			DO39	indication of the reason/authorization for the backup (e.g., through reference to the relevant section of the preservation storage system strategy);	
preservation			A4.4.4.3.2.2	backupType			T21	indication of the type of backup indication of the type of backup (e.g., incremental, differential, full);	
preservation			A4.4.4.3.2.3	backupExtent			DO40	indication of the extent or content of the backup (e.g., full system, selected groups of records, etc.);	
preservation			A4.4.4.3.2.4	backupPerson			P46	name of the person creating the backup;	
preservation			A4.4.4.3.2.5	backupDate			D35	date/time of the backup;	
preservation			A4.4.4.3.2.6	backupSoftware			T22	indication of the software application (including version number) used to create the backup;	
preservation			A4.4.4.3.2.7	backupLocation			L08	location of the backup; and	
preservation			A4.4.4.3.2.8	backupCode			B29	backup identification number.	

preservation		medium	A4.4.4.3.3.1	digPresCurrent AND docFormCurrent			T20	indication of the original state (e.g., file format) of the record(s) prior to correction;	
preservation			A4.4.4.3.3.2	correctionProcess			T23	indication of the correction process(es) used;	
preservation		medium	A4.4.4.3.3.3	correctionCondition			T24	indication of the state of the record(s) after correction (e.g., impact on form, format, authenticity, etc.);	
preservation			A4.4.4.3.3.4	correctionReason			DO41	indication of the reason/authorization for the correction (e.g., through reference to the relevant section of the preservation storage system strategy);	
preservation			A4.4.4.3.3.5	correctionName			P47	name of the person responsible for the correction;	
preservation		modified	A4.4.4.3.3.6	correctionDate			D36	date/time of the correction; and	
preservation			A4.4.4.3.3.7	correctionCode			B30	correction identification number, as a mechanism for location of the record(s) and linked to an accession number(s).	
output			**A4.5.3.1**				**DO42**	**Processing Requests for Preserved Records and/or Information (A4.5.3.1)**	See note above, re: access
output			**A4.5.3.1.1**				**DO42**	**Registering Preservation Access Requests**	
								This activity involves capturing some or all of the following metadata in an access register or similar instrument:	
output			A4.5.3.1.1.1				DO42	name of the person requesting the records/information;	
output			A4.5.3.1.1.2				DO42	name of the person for whom the request is being made (if different than the requestor);	
output			A4.5.3.1.1.3				DO42	access privileges of the requestor (as appropriate);	
output			A4.5.3.1.1.4				DO42	indication of the records and/or information requested;	
output			A4.5.3.1.1.5				DO42	date and time the request was received/registered;	

output			A4.5.3.1.1.6				DO42	name of the person registering the request;	
output			A4.5.3.1.1.7				DO42	access request registration number (as assigned by the preserver);	
output			A4.5.3.1.1.8				DO42	name of the person to whom a notification of receipt of request was issued;	
output			A4.5.3.1.1.9				DO42	indication of additional information required to register request (if necessary)	
output			A4.5.3.1.1.10				DO42	name of the person who issued the receipt notification;	
output			A4.5.3.1.1.11				DO42	date and time the receipt notification was sent;	
output			**A4.5.3.3**				**DO43**	**Verifying Retrieved Records and/or Information**	
								If the completeness, accuracy and ability to process the retrieved components and information is verified, the following information is recorded as metadata in a retrieval register or similar instrument:	
output			A4.5.3.3.1				DO43	date/time the retrieval was accepted as verified;	
output			A4.5.3.3.2				DO43	indication of the measures used to verify the retrieval;	
output			A4.5.3.3.3				DO43	name of the person verifying the retrieval;	
output			A4.5.3.3.4				DO43	retrieval verification registration number; and	
output			A4.5.3.3.5				DO43	retrieval request registration number.	
								If the retrieval cannot be verified, the following information is recorded as metadata in the retrieval register:	
output			A4.5.3.3.6				DO43	date/time the retrieval was rejected;	
output			A4.5.3.3.7				DO43	name of the person rejecting the retrieval;	
output			A4.5.3.3.8				DO43	name of the person to whom an order to rectify the retrieval was	

								issued;	
output			A4.5.3.3.9				DO43	name of the person who issued the order;	
output			A4.5.3.3.10				DO43	date and time the order was sent;	
output			A4.5.3.3.11				DO43	indication of the measures used to assess the retrieval;	
output			A4.5.3.3.12				DO43	indication of the reason(s) for the rejection;	
output			A4.5.3.3.13				DO43	retrieval rejection registration number; and	
output			A4.5.3.3.14				DO43	retrieval request registration number.	
output			**A4.5.3.4.1**				**DO44**	**Reconstituting Preserved Records and/or Information**	
								Integrity metadata captured for this activity could include:	
output			A4.5.3.4.1.1				DO44	indication of any problems encountered in reconstituting the records and/or information in authentic form;	
output			A4.5.3.4.1.2				DO44	indication of required maintenance action(s);	
output			A4.5.3.4.1.3				DO44	indication of any redaction for privacy or copyright reasons;	
output			A4.5.3.4.1.4				DO44	indication of the reason/authorization for the redaction;	
output			A4.5.3.4.1.5				DO44	date of the redaction;	
output			A4.5.3.4.1.6				DO44	name of the person responsible for handling/executing the redaction; and	
output			A4.5.3.4.1.7				DO44	registration number of the record copy of the redacted record issued to the user.	
output			**A4.5.3.4.2**				**DO45**	**Manifesting Preserved Records and/or Information (A4.5.3.4.2)**	

								This activity results in the production of two sets: one set of integrity metadata for the preserver to document the activity and one set of identity and integrity metadata for the user. Metadata captured for this activity could include:	
								Designated Preserver (integrity metadata)	
								For requests that are fulfilled (in part or in whole)	
								For requests that cannot be fulfilled (in part or in whole)	
								Records User	
								Identity metadata	
								Integrity metadata (as necessary)	
output			A4.5.3.4.2.1				DO45	indication of the record(s) and/or information presented;	
output			A4.5.3.4.2.2				DO45	indication of any redaction for privacy or copyright reasons (as appropriate);	
output			A4.5.3.4.2.4				DO45	indication of the means by which the records were authenticated	
output			A4.5.3.4.2.5				DO45	name of the person to whom the record(s) and/or information were presented;	
output			A4.5.3.4.2.6				DO45	date when the record(s) and/or information were presented;	
output			A4.5.3.4.2.7				DO45	name of the person responsible for handling/effecting the access request;	
output			A4.5.3.4.2.8				DO45	indication of the state or condition of the record(s) and/or information at time the request was fulfilled (including, especially, an indication of instances where a copy of a presented record is known not to fully and faithfully reproduce the elements expressing its identity and integrity);[20]	
output			A4.5.3.4.2.9				DO45	indication of any problems encountered in manifesting the records and/or information in authentic form;	

output			A4.5.3.4.2.10				DO45	indication of why the request cannot be fulfilled;	
output			A4.5.3.4.2.11				DO45	name of the person responsible for determining that the request cannot be fulfilled;	
output			A4.5.3.4.2.12				DO45	indication that a notification of rejection was sent;	
output			A4.5.3.4.2.13				DO45	name of the person to whom the rejection notification was sent;	
output			A4.5.3.4.2.14				DO45	name of the person responsible for issuing the rejection notification;	
output			A4.5.3.4.2.15				DO45	date/time the rejection notification was sent;	
output			A4.5.3.4.2.16				DO45	name(s) of the person(s) concurring in formation of the record(s);	
output			A4.5.3.4.2.17				DO45	name(s) of action or matter;	
output			A4.5.3.4.2.18				DO45	date(s) of creation and transmission of the record(s);	
output			A4.5.3.4.2.19				DO45	expression of archival bond;	
output			A4.5.3.4.2.20				DO45	indication of any attachments;	
output			A4.5.3.4.2.21				DO45	indication of access privileges used to control preservation of the presented record(s);[21]	
output			A4.5.3.4.2.22				DO45	indication of protective procedures used to prevent corruption of the presented record(s);[22]	
output			A4.5.3.4.2.23				DO45	indication of protective procedures used to guarantee the continuing identity and integrity of the presented records against media deterioration and across technological change;[23]	
output			A4.5.3.4.2.24				DO45	indication of the means by which the presented record(s) was/were authenticated;	
output			A4.5.3.4.2.25				DO45	indication of instances where a copy of a presented record is known not to fully and faithfully reproduce the elements expressing its identity and integrity;	

output			A4.5.3.4.2.26				DO45	indication of any redaction for privacy or copyright reasons;	
output			A4.5.3.4.2.27				DO45	indication of the reason/authorization for the redaction;	
output			A4.5.3.4.2.28				DO45	date of the redaction;	
output			A4.5.3.4.2.29				DO45	name of the person responsible for handling/executing the redaction;	
output			A4.5.3.4.2.3				DO45	indication of a Certificate of Authenticity, if issued;	
output			A4.5.3.4.2.30				DO45	date when the requested record(s) and/or information were presented; and	
output			A4.5.3.4.2.31				DO45	name of the person responsible for handling/executing the access request.	
output			**A4.5.3.4.3**				**DO46**	**Packaging Preserved Records and/or Information for Output**	
								This activity results in the production of the same two sets of metadata outlined above, with the exception of the indication of a Certificate of Authenticity.	
	M14.4.2								
	M14.4.3								
	M14.4.4								
	M14.4.5								
	M14.4.6								
	M14.4.7								
	M14.4.8								
	M14.4.10							NA	

	M14.4.12								
	M14.4.13								
	M14.4.14								
	M14.4.15								
	M14.4.16							this is the catch-all for description in MoReq (required and non-repeatable) but could be mapped to any of our elements that indicate identity and integrity	
	M14.4.18								
	M14.4.19								
	M14.4.20								
	M14.4.21								
	M14.4.22								
	M14.4.24								
	M14.4.25								
	M14.4.26								
	M14.4.27							this is the catch-all for "event time" in MoReq (required and non-repeatable) but could be mapped to any of our elements that indicate the time/date something happens to the record(s)	
	M14.4.31								
	M14.4.33								
	M14.4.34								
	M14.4.35								

	M14.4.36								
	M14.4.37								
	M14.4.38								
	M14.4.39								
	M14.4.40								
	M14.4.41								
	M14.4.42								
	M14.4.43								
	M14.4.44								
	M14.4.45								
	M14.4.46								
	M14.4.47								
	M14.4.48							our model doesn't look at aggregation as an entity; this info is available through archival date	
	M14.4.52								
	M14.4.53								
	M14.4.54								
	M14.4.55								
	M14.4.56								
	M14.4.57								

	M14.4.58								
	M14.4.59								
	M14.4.60								
	M14.4								
		abstract							
		accrualMethod							
		accrualPeriodicity							
		accrualPolicy							
		alternative							
		available						this should be refined - we have many "availables"	
		bibliographicCitation							
		conformsTo						this might be related to verification of authenticity of reproductions of the record(s)	
		contributor						these are all the persons who create/modify/track the record(s)	
		coverage						part of description	
		date							
		dateCopyrighted							
		dateSubmitted							

		description						if this relates to archival description, it is also linked to coverage	
		educationalLevel							
		extent						also related to description	
		hasFormat						like indication of original format but a different model	
		hasVersion							
		instructionalMethod							
		isFormatOf						inverse of hasFormat, but not relevant in the archival context for authenticity	
		references						this relates to some of the Dos	
		isReferencedBy						this relates to some of the Dos	
		isReplacedBy						ideally this should not be necessary, but in practice might be necessary if actual resources are kept after they are superseded, instead of keeping a trail of activity and one record moving forward	
		replaces						this is a bond, that does not have an element in our list - we may need to add one because of updates, corrections etc that need to be tracked in some fashion related to content/subject/name etc (as opposed to indications of technical mods or persons who corrected/changed etc)	
		isRequiredBy							
		requires						this might be a DO to tell us what technological context is required to read/reproduce the record	
		dateIssued							

		isVersionOf							
		language							
		mediator						in Dos - people who mediate access	
		publisher							
		relations						too broad	
		source							
		spatial						refines coverage; part of description	
		tableOfContents							
		temporal						refines coverage; part of description	
		title							
		type							
		valid							
								[7] As per InterPARES 1 Benchmark Requirement A.3 - Protective Procedures: Loss and Corruption of Records (Authenticity Task Force, “Appendix 2,” op. cit., 211).	
								[8] Ibid.	
								[9] As per InterPARES 1 Benchmark Requirement A.4 - Protective Procedures: Media and Technology (Authenticity Task Force, “Appendix 2,” op. cit.).	
								[10] Ibid.	

								[1] As per InterPARES 1 Benchmark Requirement A.6 - Authentication of Records (Authenticity Task Force, “Appendix 2,” op. cit.).	
								[2] In reference to InterPARES 1 Baseline Requirement B.2.d. (Ibid., 213.).	
								[3] As per InterPARES 1 Benchmark Requirement A.1 - Expression of Record Attributes and Linkage to Record (Ibid., 210.).	
								[4] As per InterPARES 1 Benchmark Requirement A.2 - Access Privileges (Ibid., 211.).	
								[5] As per InterPARES 1 Benchmark Requirement A.4 - Protective Procedures: Media and Technology (Ibid.).	
								[6] Ibid.	
								[7] As per InterPARES 1 Benchmark Requirement A.8 - Removal and Transfer of Relevant Documentation (Authenticity Task Force, “Appendix 2,” op. cit., 212.).	
								[8] Ibid.	
								[9] Ibid.	
								[10] As per InterPARES 1 Baseline Requirement B.1 - Controls over Records Transfer, Maintenance, and Reproduction (Authenticity Task Force, “Appendix 2,” op. cit., 213).	
								[11] Ibid.	
								[12] Ibid.	
								[13] Ibid.	
								[14] Ibid.	
								[15] Ibid.	

								[16] As per InterPARES 1 Baseline Requirement B.1 - Controls over Records Transfer, Maintenance, and Reproduction (Authenticity Task Force, “Appendix 2,” op. cit., 213).	
								[17] Ibid.	
								[18] Ibid.	
								[19] Ibid.	
								[20] As per InterPARES 1 Baseline Requirement B.2.d (Authenticity Task Force, “Appendix 2,” op. cit., 213.).	
								[21] As per InterPARES 1 Baseline Requirement B.1.b (Ibid.).	
								[22] As per InterPARES 1 Baseline Requirements B.1 - Controls over Records Transfer, Maintenance, and Reproduction and B.2 - Documentation of Reproduction Process and its Effects (Ibid.).	
								[23] Ibid.	

Appendix V: Metadata Elelments Prepared for RDF

COP	IP Terms	Metadata	Description	domain	bag	container	note
A2.2.2.0	chronDate00	D00	the date of document creation	Record		date of document creation	
A2.2.2.1	chronDate02	D01	chronological date (and possibly time) of compilation and capture	Record	chronDate02		
A2.2.2.2	docFormOriginal	F01	documentary form—that is, whether the document is a report, a letter, a contract, etc.	Record			
A2.2.2.3	digPresOriginal	T01	digital presentation—that is, file format, wrapper, encoding, etc.	Record			
A2.2.2.4		D02	chronological date (and possibly time) of transmission from the originator	Record	chronDate02		
A2.2.2.5		D03	chronological date (and possibly time) of receipt and capture	Record	chronDate03		
A2.2.2.6	docForm	F01	documentary form—that is, whether the document is a report, a letter, a contract, etc., and	Record			
A2.2.2.7	digPres	T01	digital presentation—that is, file format, wrapper, encoding, etc.	Record			
A2.2.3.1	author	P02	author(s)—that is, the physical or juridical person(s) responsible for issuing the document	Record			
A2.2.3.2	writer	P03	writer(s)—that is, the physical person(s) or position(s) responsible for articulating the content of the document	Record			
A2.2.3.3	addressee	P04	addressee(s)—that is, the physical or juridical person(s) for whom the document is intended	Record			

A2.2.3.4	originator	P05	originator(s) (if different from the author or writer)—that is, the physical person(s), position(s) or office(s) responsible for the electronic account or technical environment where the document is generated and/or from which the document is transmitted[1]	Record			
A2.2.3.5	recipient	P06	receiver(s) or recipient(s)—that is, the physical or juridical person(s) to whom the document may be copied or blind copied for information purposes	Record			
A2.2.3.6	subject	S01	name of the action or matter—that is, the subject line(s) and/or the title at the top of the document	Record			
A2.2.3.7	digSig	AU01	indication of the presence of a digital signature	Record			
A2.2.3.8	corroboration	AU02	corroboration—that is, an explicit mention of the means used to validate the document	Record			
A2.2.3.9	attestation	AU03	attestation—that is, the validation of the document by those who took part in the issuing of it, and by witnesses to the action or to the 'signing' of the document	Record			
A2.2.3.10	subscription	AU04	subscription—that is, the name of the author or writer appearing at the bottom of the document	Record			
A2.2.3.11	qualSig	AU05	qualification of signature—that is, the mention of the title, capacity and/or address of the person or persons signing the document and	Record			
A2.2.3.12	attachments01	AT01	indication of any attachments—that is, mention of autonomous digital objects linked inextricably to the document.	Record			
A2.2.4.1	classCode	B01	classification code	Record			
A2.2.4.2	regNumber	B02	registration number	Record			
A2.2.4.3	creator	P01	name of creator	Record			
A2.2.4.4	rights	R01	indication of copyright or other intellectual rights	Record			
A2.2.4.5	handOffice	H01	name of handling office (if not evident in the classification code)	Record			

A2.2.4.6	primOffice	H02	name of office of primary responsibility (if not evident in the classification code and records retention schedule)	Record			
A2.2.4.7	accessRestrictCode	R02	access restriction code (if not evident in the classification code)	Record			
A2.2.4.8	accessPrivCode	R03	access privileges code (if not evident in the classification code)	Record			
A2.2.4.9	vitRecCode	B03	vital record code (if not evident in the classification code) and	Record			
A2.2.4.10	planDispose	B04	planned disposition (if not evident in the classification code).	Record			
A2.2.5.1	transPriority	AN01	priority of transmission (urgent, etc.)	Record			
A2.2.5.2	transDate	D04	transmission date, time and/or place	Record			
A2.2.5.3	actionsTaken	SS01	actions taken	Record			
A2.2.5.4	activityDate	D05	dates and times of further action or transmission and	Record			
A2.2.5.5	attachments02	AT02	information on any attachments—that is, mention of autonomous items that were linked inextricably to the document prior to its transmission for the document to accomplish its purpose.	Record			
A2.3.2	docVersion	F02	draft or version number	Record			
A2.3.2.1	archivalDate	D06	archival or filing date—that is, the date on which a record is officially incorporated into the creator's records	Record			
A2.3.2.3	classCode	B01	expression of archival bond (e.g., via classification code, file identifier, record item identifier, dossier identifier, etc.)	Record			
A2.3.2.4	creator	P01	name of the creator—that is, the name of the physical or juridical person in whose archival fonds the record exists	Record			

A2.3.2.5	rights	R01	indication of copyright or other intellectual rights (if applicable)	Record			
A2.3.2.6	duplicates	B05	indication, as applicable, of the existence and location of duplicate records, whether inside or outside the record-making or recordkeeping systems and, in instances where duplicate records exist, which is the authoritative copy—that is, the instantiation of a record that is considered by the creator to be its official record and is usually subject to procedural controls that are not required for other instantiations[3]	Record			
A2.3.2.7	handOffice	H01	name of the handling office (if not evident in the classification code)—that is, the person or office using the record to carry out business	Record			
A2.3.2.8	primOffice	H02	name of the office of primary responsibility (if not evident in the classification code or the records retention schedule)—that is, the office given the formal competence for maintaining the authoritative version or copy of records belonging to a given class within a classification scheme[4]	Record			
A2.3.2.9	techChange	T02	indication of any technical changes to the records—for example, change of encoding, wrapper or format, upgrading from one version to another of an application, or conversion of several linked digital components to one component only—by embedding directly in the record digital components that were previously only linked to the record, such as audio, video, graphic or text elements like fonts	Record			
A2.3.2.10	attachments03	AT03	indication of any annotations[5] or new attachments (e.g., records profiles)	Record			
A2.3.2.11	accessRestrictCode	R02	access restriction code (if applicable and if not evident in the classification code)—that is, indication of the person, position or office authorized to read the record	Record			
A2.3.2.12	accessPrivCode	R03	access privileges code (if applicable and if not evident in the classification code)—that is, indication of the person, position or office authorized to annotate the record, delete it, or remove it from the system	Record			
A2.3.2.13	vitRecCode	B03	vital record code (if applicable and if not evident in the classification code)—that is, indication of the degree of importance of the record to continue the activity for which it was created or the business of the person/office that created it[6] and	Record			
A2.3.2.14	planDispose	B04	planned disposition (if not evident in the classification code)—for example, removal from the live system to storage outside the system, transfer to the care of a trusted custodian, or scheduled deletion.	Record			

A2.3.3.1	transferInfo	DO00	indication of the record(s) transferred	Transfer Action			
A2.3.3.2	transferPerson	P07	name of the person effecting the transfer	Transfer Action			
A2.3.3.3	transferRecipient	P08	name of the entity to whom the records are transferred (if different than the office of primary responsibility) and	Transfer Action			
A2.3.3.4	transferDate	D07	date/time of the transfer.	Transfer Action			
A3.2.3.2.1a	digPresCurrent	T03a	indication of the original state (e.g., file format) of the record(s) prior to storage	Record State Report			
A3.2.3.2.1b	docFormCurrent	T03b	indication of the original state (e.g., file format) of the record(s) prior to storage	Record State Report			
A3.2.3.2.2	modType	T04	indication of any modification(s) made to the record(s) in preparation for storage	Record State Report			
A3.2.3.2.3a	digPresCurrent	T05a	indication of the state of the record(s) after the modification(s) (e.g., impact on form, format, authenticity, etc.)	Record State Report			
A3.2.3.2.3b	docFormCurrent	T05b	indication of the state of the record(s) after the modification(s) (e.g., impact on form, format, authenticity, etc.)	Record State Report			
A3.2.3.2.4	modInfo	DO01	reason/authorization for the modification(s) (e.g., through reference to the relevant section of the recordkeeping storage system strategy)	Record State Report			
A3.2.3.2.5	modDate	D08	date/time of any modification(s)	Record State Report			
A3.2.3.2.6	modPerson	P09	name of the person responsible for the modification(s)	Record State Report			
A3.2.3.2.7	storagePerson	P10	name of person responsible for placing the record(s) in storage	Record State Report			

A3.2.3.2.8	storageDate	D09	date/time the record(s) was/were placed in storage and	Record State Report			
A3.2.3.2.9	storageLocation	L00	location of the record(s) in storage.	Record State Report			
A3.2.3.3.2.1	backupInfo	DO02	indication of the reason/authorization for the backup (e.g., through reference to the relevant section of the recordkeeping storage system strategy)	Record State Report			
A3.2.3.3.2.2	backupType	T06	indication of the type of backup (e.g., incremental, differential, full)	Record State Report			
A3.2.3.3.2.3	backupExtent	DO03	indication of the extent or content of the backup (e.g., full system, selected groups of records, etc.)	Record State Report			
A3.2.3.3.2.4	backupPerson	P11	name of the person creating the backup	Record State Report			
A3.2.3.3.2.5	backupDate	D10	date/time of the backup	Record State Report			
A3.2.3.3.2.6	backupSoftware	T07	indication of the software application (including version number) used to create the backup	Record State Report			
A3.2.3.3.2.7	backupLocation	L01	location of the backup and	Record State Report			
A3.2.3.3.2.8	backupCode	B06	backup identification number.	Record State Report			
A3.2.3.3.3.1a	digPresCurrent	T08a	indication of the original state (e.g., file format) of the record(s) prior to correction	Record State Report			
A3.2.3.3.3.1b	docFormCurrent	T08b	indication of the original state (e.g., file format) of the record(s) prior to correction	Record State Report			

A3.2.3.3.3.2	correctionType	T09a	indication of the correction process(es) used	Record State Report			
A3.2.3.3.3.3a	digPresCurrent	T09b	indication of the state of the record(s) after correction (e.g., impact on form, format, authenticity, etc.)	Record State Report			
A3.2.3.3.3.3b	docFormCurrent	T10	indication of the state of the record(s) after correction (e.g., impact on form, format, authenticity, etc.)	Record State Report			
A3.2.3.3.3.4	correctionInfo	DO04	indication of the reason/authorization for the correction(s) (e.g., through reference to the relevant section of the recordkeeping storage system strategy)	Record State Report			
A3.2.3.3.3.5	correctionPerson	P12	name of the person responsible for the correction(s)	Record State Report			
A3.2.3.3.3.6	correctionDate	D11	date/time of the correction(s)	Record State Report			
A3.2.3.3.3.7	correctedRecordsLocation	L02	location of the corrected record(s) and	Record State Report			
A3.2.3.3.3.8	correctionCode	B07	correction identification number.	Record State Report			
A3.2.3.3.4.1a	digPresCurrent	T11a	indication of the original state (e.g., file format) of the record(s) prior to update	Record State Report			
A3.2.3.3.4.1b	docFormCurrent	T11b	indication of the original state (e.g., file format) of the record(s) prior to update	Record State Report			
A3.2.3.3.4.2	updateType	T12	indication of the update process(es) used	Record State Report			
A3.2.3.3.4.3a	digPresCurrent	T13a	indication of the state of the record(s) after update (e.g., impact on form, format, authenticity, etc.)	Record State Report			
A3.2.3.3.4.3b	docFormCurrent	T13b	indication of the state of the record(s) after update (e.g., impact on form, format,	Record State			

			authenticity, etc.)	Report			
A3.2.3.3.4.4	updateInfo	DO05	indication of the reason/authorization for the update(s) (e.g., through reference to the relevant section of the recordkeeping storage system strategy)	Record State Report			
A3.2.3.3.4.5	updatePerson	P13	name of the person responsible for the update(s)	Record State Report			
A3.2.3.3.4.6	updateDate	D12	date/time of the update(s)	Record State Report			
A3.2.3.3.4.7	updatedRecordsLocation	L03	location of the updated record(s) and	Record State Report			
A3.2.3.3.4.8	updateCode	B08	update identification number.	Record State Report			
A3.2.3.3.5.1a	digPresCurrent	T14a	indication of the original state (e.g., file format) of the record(s) prior to refreshing	Record State Report			
A3.2.3.3.5.1b	docFormCurrent	T14b	indication of the original state (e.g., file format) of the record(s) prior to refreshing	Record State Report			
A3.2.3.3.5.2	refreshType	T15	indication of the refreshing process(es) used	Record State Report			
A3.2.3.3.5.3a	digPresCurrent	T16a	indication of the state of the record(s) after refreshing (e.g., impact on form, format, authenticity, etc.)	Record State Report			
A3.2.3.3.5.3b	docFormCurrent	T16b	indication of the state of the record(s) after refreshing (e.g., impact on form, format, authenticity, etc.)	Record State Report			
A3.2.3.3.5.4	refreshInfo	DO06	indication of the reason/authorization for the refreshing(s) (e.g., through reference to the relevant section of the recordkeeping storage system strategy)	Record State Report			
A3.2.3.3.5.5	refreshPerson	P14	name of the person responsible for the refreshing(s)	Record State Report			

A3.2.3.3.5.6	refreshDate	D13	date/time of the refreshing(s)	Record State Report			
A3.2.3.3.5.7	refreshedRecordsLocation	L04	location of the refreshed record(s) and	Record State Report			
A3.2.3.3.5.8	refreshCode	B09	refreshing identification number.	Record State Report			
A3.4.3.1	destructionCode	B10	indication of the records and related information (e.g., records profiles, index references, etc.) destroyed	Destruction Report			
A3.4.3.2	destuctionInfo	DO12	indication of the reason/authorization for the destruction (e.g., reference to the relevant retention schedule, including the version number of the retention schedule, as applicable)	Destruction Report			
A3.4.3.3	destructionPerson	P18	name of the person responsible for handling/executing the destruction and	Destruction Report			
A3.4.3.4	destructionDate	D14	date/time of the destruction.	Destruction Report			
A3.4.4.1	presPrepType	T17	indication of any technical changes applied to the records in preparation for the transfer (e.g., conversion to a new format), including the results/consequences of the actions (especially with regard to authenticity)	Preservation Transfer Report			
A3.4.4.2	presPrepInfo	DO13	indication of the reason/authorization for the actions (e.g., reference to the relevant terms and conditions of transfer)	Preservation Transfer Report			
A3.4.4.3	presPrepPerson	P19	name of the person responsible for handling/executing the transfer preparation actions and	Preservation Transfer Report			
A3.4.4.4	presPrepDate	D15	date/time when the actions were carried out.	Preservation Transfer Report			

A3.4.5.1	presTransferType	DO14	indication of the records transferred	Preservation Transfer Report			note: need checksum
A3.4.5.2	presTransferInfo	DO15	indication of the reason/authorization for the transfer (e.g., reference to the relevant terms and conditions of transfer)	Preservation Transfer Report			
A3.4.5.3	presTransferCode	B11	creator's transfer registration number	Preservation Transfer Report			
A3.4.5.4	presTransferPerson	P20	name of the person responsible for handling/executing the transfer	Preservation Transfer Report			
A3.4.5.5	presTransferRecipient	P21	name of the entity to whom the records were transferred and	Preservation Transfer Report			
A3.4.5.6	presTransferDate	D16	date/time of the transfer.	Preservation Transfer Report			
A4.3.2.1.1	acquisitionPerson	P22	name of the person responsible for effecting the transfer	Preservation Transfer Report			
A4.3.2.1.2	acquisitionCode	B12	transfer registration number assigned by the transferring agent	Preservation Transfer Report			
A4.3.2.1.3	acquisitionDate	D17	date and time the transfer was received	Preservation Transfer Report			
A4.3.2.1.4	registrationPerson	P23	name of the person registering the transfer	Preservation Transfer Report			
A4.3.2.1.5	registrationCode	B13	transfer registration number assigned by the person registering the transfer	Preservation Transfer Report			
A4.3.2.1.6	acquisitionInfo	DO16	indication of the reason/authorization for the transfer (e.g., reference to the relevant terms and conditions of transfer)	Preservation Transfer Report			
A4.3.2.1.7	acquisitionInventory	DO17	indication of records and other transfer documentation received	Preservation			

				Transfer Report			
A4.3.2.1.8	notificationOfReceiptRecipient	P24	name of person(s) to whom a notification of receipt of transfer was issued	Preservation Transfer Report			
A4.3.2.1.9	notificationOfReceiptPerson	P25	name of the person who issued the notification and	Preservation Transfer Report			
A4.3.2.1.10	acquisitionNotificationDate	D18	date and time the notification was sent.	Preservation Transfer Report			
A4.3.2.2.1	acquisitionAuthorizationDate	D19	date/time the transfer was accepted as authorized	Preservation Transfer Report			
A4.3.2.2.2	acquisitionAuthorizationPerson	P26	name of the person confirming the authorization of transfer	Preservation Transfer Report			
A4.3.2.2.3	acquisitionAuthorizationCode	B14	transfer authorization number (as assigned by the preserver)	Preservation Transfer Report			
A4.3.2.2.4	acquisitionAuthorizationInfo	DO18	terms and conditions of transfer number.	Preservation Transfer Report			
A4.3.2.2.5	acquisitionRejectionDate	D20	date/time the transfer was rejected as unauthorized	Preservation Transfer Report			
A4.3.2.2.6	acquisitionRejectionPerson	P27	name of the person rejecting the transfer	Preservation Transfer Report			
A4.3.2.2.7	acquisitionRejectionNotificationRecipient	P28	name of person(s) to whom a notification of rejection of transfer was issued	Preservation Transfer Report			
A4.3.2.2.8	acquisitionRejectionNotificationPerson	P29	name of the person who issued the rejection notification	Preservation Transfer Report			
A4.3.2.2.9	acquisitionRejectionNotificationDate	D21	date and time the rejection notification was sent	Preservation Transfer Report			

A4.3.2.2.10	acquisitionRejectionInfo	DO19	indication of the reason for the rejection	Preservation Transfer Report			
A4.3.2.2.11	acquisitionRejectionCode	B15	transfer authorization rejection number (as assigned by the preserver) and	Preservation Transfer Report			
A4.3.2.2.12	acquisitionRejectionInfo	DO20	terms and conditions of transfer number.	Preservation Transfer Report			
A4.3.2.3.1	acquisitionContentVerificationDate	D22	date/time the transfer was accepted as verified	Preservation Transfer Report			
A4.3.2.3.2	acquisitionContentVerificationType	DO21 (checksum)	indication of the measures used to verify the transfer	Preservation Transfer Report			
A4.3.2.3.3	acquisitionContentVerificationPerson	P30	name of the person verifying the transfer	Preservation Transfer Report			
A4.3.2.3.4	acquisitionContentVerificationCode	B16	transfer content verification number (assigned by the preserver) and	Preservation Transfer Report			
A4.3.2.3.5	acquisitionContentVerificationInfo	DO22	terms and conditions of transfer number.	Preservation Transfer Report			
A4.3.2.3.6	acquisitionContentRejectionDate	D23	date/time the transfer was rejected as containing incorrect or corrupted content	Preservation Transfer Report			
A4.3.2.3.7	acquisitionContentRejectionPerson	P31	name of the person rejecting the transfer	Preservation Transfer Report			
A4.3.2.3.8	acquisitionContentRejectionNotificationRecipient	P32	name of the person(s) to whom a notification of rejection of transfer was issued	Preservation Transfer Report			
A4.3.2.3.9	acquisitionContentRejectionNotificationPerson	P33	name of the person who issued the rejection notification	Preservation Transfer Report			

A4.3.2.3.10	acquisitionContentRejectionNotificationDate	D24	date and time the rejection notification was sent	Preservation Transfer Report			
A4.3.2.3.11	acquisitionContentAssessmentInfo	DO23	indication of the measures used to assess the content of the transfer	Preservation Transfer Report			
A4.3.2.3.12	acquisitionContentRejectionInfo	DO24	indication of the reason(s) for the rejection	Preservation Transfer Report			
A4.3.2.3.13	acquisitionContentRejectionCode	B17	transfer content rejection number (as assigned by the preserver) and	Preservation Transfer Report			
A4.3.2.3.14	acquisitionContentRejectionInfo	DO25	terms and conditions of transfer number.	Preservation Transfer Report			
A4.3.2.4.1	acquisitionAuthenticationDate	D25	date/time the transfer was accepted as containing authentic records	Authenticity Report			
A4.3.2.4.2	acquisitionAuthenticationInfo	DO26	indication of the measures used to confirm authenticity	Authenticity Report			
A4.3.2.4.3	acquisitionAuthenticationPerson	P34	name of the person confirming the authenticity	Authenticity Report			
A4.3.2.4.4	acquisitionAuthenticationReportCode	B18	authenticity assessment report number (assigned by the preserver)	Authenticity Report			
A4.3.2.4.5	acquisitionAuthenticationCode	B19	transfer authenticity verification number (assigned by the preserver)	Authenticity Report			
A4.3.2.4.6	acquisitionAuthenticationInfo	DO27	terms and conditions of transfer number	Authenticity Report			
A4.3.2.4.7	acquisitionAuthenticationRejectionDate	D26	date/time the transfer was rejected as containing records that could not be authenticated	Authenticity Report			
A4.3.2.4.8	acquisitionAuthenticationRejectionPerson	P35	name of the person rejecting the transfer	Authenticity			

				Report			
A4.3.2.4.9	acquisitionAuthenticationRejectionNotificationRecipient	P36	name of the person(s) to whom a notification of rejection of transfer was issued	Authenticity Report			
A4.3.2.4.10	acquisitionAuthenticationRejectionNotificationPerson	P37	name of the person who issued the rejection notification	Authenticity Report			
A4.3.2.4.11	acquisitionAuthenticationRejectionNotificationDate	D27	date and time the rejection notification was sent	Authenticity Report			
A4.3.2.4.12	acquisitionAuthenticationInfo	DO28	indication of the measures used to assess the authenticity of the records in the transfer	Authenticity Report			
A4.3.2.4.13	acquisitionAuthenticationRejectionInfo	DO29	indication of the reason(s) for the rejection	Authenticity Report			
A4.3.2.4.14	acquisitionAuthenticationRejectionCode	B20	transfer authenticity rejection number (as assigned by the preserver)	Authenticity Report			
A4.3.2.4.15	acquisitionAuthenticationReportCode	B21	authenticity assessment report number (assigned by the preserver) and	Authenticity Report			
A4.3.2.4.16	acquisitionAuthenticationInfo	DO30	terms and conditions of transfer number.	Authenticity Report			
A4.3.2.5.1	dateFeasPres	D28	date/time the feasibility of preservation was confirmed	Preservation Feasibility Report			
A4.3.2.5.2	feasPerson	P38	name of the person confirming the feasibility	Preservation Feasibility Report			
A4.3.2.5.3	feasReportCode	B22	feasibility report number (assigned by the preserver)	Preservation Feasibility Report			
A4.3.2.5.4	feasVerificationCode	B23	feasibility verification number (assigned by the preserver)	Preservation Feasibility Report			

A4.3.2.5.5	termsTransferCode-1	DO31	terms and conditions of transfer number	Preservation Feasibility Report			
A4.3.2.5.6	dateFeasPresReject	D29	date/time the transfer was rejected as containing records that cannot be preserved	Preservation Feasibility Report			
A4.3.2.5.7	rejectTransferPerson	P39	name of the person rejecting the transfer	Preservation Feasibility Report			
A4.3.2.5.8	rejectNotificationRecipient	P40	name of the person(s) to whom a notification of rejection of transfer was issued	Preservation Feasibility Report			
A4.3.2.5.9	rejectNotificationPerson	P41	name of the person who issued the rejection notification	Preservation Feasibility Report			
A4.3.2.5.10	dateFeasReject	D30	date and time the rejection notification was sent	Preservation Feasibility Report			
A4.3.2.5.11	meansFeasPres	DO32	indication of the measures used to confirm the feasibility of preservation	Preservation Feasibility Report			
A4.3.2.5.12	feasRejectReason	DO33	indication of the reason(s) for the rejection	Preservation Feasibility Report			
A4.3.2.5.13	feasRejectReportCode	B24	feasibility report number (assigned by the preserver)	Preservation Feasibility Report			
A4.3.2.5.14	feasRejectCode	B25	feasibility rejection number (assigned by the preserver) and	Preservation Feasibility Report			
A4.3.2.5.16	termsTransferCode-2	DO34	terms and conditions of transfer number.	Preservation Feasibility Report			
A4.3.3.1	creator	P01	name of the juridical or physical person that created the records	Accession Report			
A4.3.3.2	donor	P07	name of the juridical or physical person that transferred, donated or sold the records	Accession Report			

A4.3.3.3	accessionScope	DO35	quantity and characteristics of the records	Accession Report			
A4.3.3.4	accessionTransfereCode	B13	transfer registration number	Accession Report			
A4.3.3.5	accessionRegistrationCode	B26	accession registration number	Accession Report			
A4.3.3.6	accrualRegistrationCode	B27	accrual registration number (as appropriate)	Accession Report			
A4.3.3.7	accessionDate	D31	date the records are accessioned	Accession Report			
A4.3.3.8	rightsPerson	P41.5	name of the person(s) holding the rights	Accession Report			
A4.3.3.9	rightsTerms	DO36.5	terms and condition of the rights, including jurisdiction, duration, pertaining to which records, etc.	Accession Report			
A4.3.3.10	rightsDeed (see note)	DO35.5	rights document number (e.g., deed of gift, contract, etc.)	Accession Report			
A4.3.3.11	accessionPerson	P42	name of the person responsible for effecting the accession	Accession Report			
A4.3.3.12	accessionLocation	L05	location of the accession	Accession Report			
A4.3.3.13	accessionCondition	T18	original state of the records in the transfer when received	Accession Report			
A4.3.3.14	accessionControl (see note)	DO36	indication of the security and control procedures used for the transfer	Accession Report			
A4.3.3.15	accessionModification	T19	indication of any modifications made to the records since their receipt	Accession Report			
A4.3.3.16	accessionModificationCondition	T20	indication of the post-modification state of the records (especially in relation to the impact of the modifications on the records' form, format, authenticity, etc.) (as appropriate)	Accession Report			
A4.3.3.17	accessionModificationReason	DO37	reason/authorization for the modifications (as appropriate)	Accession Report			
A4.3.3.18	accessionModificationDate	D32	date of the modifications (as appropriate) and	Accession Report			
A4.3.3.19	accessionModificationPerson	P43	name of the person responsible for the modifications (as appropriate).	Accession Report			

A4.4.1.2.1	maintenanceActivityCode	B28	maintenance activity identification number(s) (i.e., backup, correction, update or refreshment identification number(s), as a mechanism for location of the record(s) and for linking to the relevant maintenance activity report(s)/metadata) and	Preservation Activity Report			
A4.4.1.2.2	accessionCode	B26	accession number(s).	Preservation Activity Report			
A4.4.3.2.1	transferRegistrationCode	B13	transfer registration number (Note that the record(s) being described inherit the identity/integrity metadata recorded in the transfer registration register.)	Description Documentation			
A4.4.3.2.2	accessionCode	B26	accession number (Note that the record(s) being described inherit the identity/integrity metadata recorded in the accessions register.)	Description Documentation			
A4.4.3.2.3	accrualCode	B27	accrual number (as appropriate) (Note that the record(s) being described inherit the identity/integrity metadata recorded in the accruals register.)	Description Documentation			
A4.4.3.2.4	parentCode	B29	parent unit number (as appropriate) (Note that the record(s) being described inherit the identity/integrity metadata recorded for the parent unit.)	Description Documentation			
A4.4.3.2.5	digPresCurrent AND docFormCurrent	T18	indication of the original state of the record(s) when received (Note that state in this context is characterized in relation to the information for preservation carried forward from the appraisal process.)	Description Documentation			
A4.4.3.2.6	descriptionSecurity	DO36	indication of the security and control procedures used for records transfer, maintenance and reproduction activities	Description Documentation			
A4.4.3.2.7	digPresCurrent AND docFormCurrent	T19	indication of the current state of the records (Note that state in this context is characterized in relation to the updated information for preservation issuing from the processes of correcting, updating and/or refreshing digital components or storage.)	Description Documentation			
A4.4.3.2.8	maintenanceActivityCode	B28	maintenance activity identification number(s) (as appropriate)—provides a link to information about any maintenance actions applied to the record(s) (e.g., correcting, updating, refreshing), and the impact of these actions on the form, format, authenticity, etc., of the record(s)	Description Documentation			
A4.4.3.2.9	rightsRestrictions	R01	indication of any access restriction(s) related to copyright, privacy, etc.	Description Documentation			

A4.4.3.2.10	rightsPerson	P46.5	name of the person(s) holding the rights (indication of rights that apply to record(s) being described)	Description Documentation			
A4.4.3.2.11	rightsTerms	DO36.5	terms and condition of the rights, including jurisdiction, duration, pertaining to which records, etc. (indication of rights that apply to record(s) being described)	Description Documentation			
A4.4.3.2.12	rightsDeed	DO35.5	rights document number (e.g., deed of gift, contract, etc.) (indication of rights that apply to record(s) being described)	Description Documentation			
A4.4.3.2.13	rightsLocation	L06	location of the record(s) in storage	Description Documentation			
A4.4.3.2.14	descriptionDate	D33	date of the description	Description Documentation			
A4.4.3.2.15	descriptionPerson	P44	name of the person responsible for the description and	Description Documentation			
A4.4.3.2.16	descriptionRules	DO38	indication of the description rules used.	Description Documentation			
A4.4.4.2.1	digPresCurrent AND docFormCurrent	T18	indication of the original state (e.g., file format) of the record(s) prior to storage	Modifying Preserved Records Report			
A4.4.4.2.2	preservationModification	T19	indication of any modification(s) made to the record(s) in preparation for storage	Modifying Preserved Records Report			
A4.4.4.2.3	preservationModificationCondition	T20	indication of the state of the record(s) after the modification(s) (e.g., impact on form, format, authenticity, etc.)	Modifying Preserved Records Report			
A4.4.4.2.4	preservationModificationReason	DO37	indication of the reason/authorization for the modification(s) (e.g., through reference to the relevant section of the preservation storage system strategy)	Modifying Preserved Records Report			

A4.4.4.2.5	preservationModificationDate	D32	date/time of any modification(s)	Modifying Preserved Records Report			
A4.4.4.2.6	preservationModificationPerson	P43	name of the person responsible for the modification(s)	Modifying Preserved Records Report			
A4.4.4.2.7	storagePerson	P45	name of person responsible for placing the record(s) in storage	Modifying Preserved Records Report			
A4.4.4.2.8	storageDate	D34	date/time the record(s) was/were placed in storage and	Modifying Preserved Records Report			
A4.4.4.2.9	storageLocation	L07	location of the record(s) in storage.	Modifying Preserved Records Report			
A4.4.4.3.2.1	backupInfo	DO39	indication of the reason/authorization for the backup (e.g., through reference to the relevant section of the preservation storage system strategy)	Backup Report			
A4.4.4.3.2.2	backupType	T21	indication of the type of backup indication of the type of backup (e.g., incremental, differential, full)	Backup Report			
A4.4.4.3.2.3	backupExtent	DO40	indication of the extent or content of the backup (e.g., full system, selected groups of records, etc.)	Backup Report			
A4.4.4.3.2.4	backupPerson	P46	name of the person creating the backup	Backup Report			
A4.4.4.3.2.5	backupDate	D35	date/time of the backup	Backup Report			
A4.4.4.3.2.6	backupSoftware	T22	indication of the software application (including version number) used to create the backup	Backup Report			

A4.4.4.3.2.7	backupLocation	L08	location of the backup and	Backup Report			
A4.4.4.3.2.8	backupCode	B29	backup identification number.	Backup Report			
A4.4.4.3.3.1a	digPresCurrent	T20a	indication of the original state (e.g., file format) of the record(s) prior to correction	Correcting Preserved Records Report			
A4.4.4.3.3.1b	docFormCurrent	T20b	indication of the original state (e.g., file format) of the record(s) prior to correction	Correcting Preserved Records Report			
A4.4.4.3.3.2	correctionProcess	T23	indication of the correction process(es) used	Correcting Preserved Records Report			
A4.4.4.3.3.3	correctionCondition	T24	indication of the state of the record(s) after correction (e.g., impact on form, format, authenticity, etc.)	Correcting Preserved Records Report			
A4.4.4.3.3.4	correctionReason	DO41	indication of the reason/authorization for the correction (e.g., through reference to the relevant section of the preservation storage system strategy)	Correcting Preserved Records Report			
A4.4.4.3.3.5	correctionName	P47	name of the person responsible for the correction	Correcting Preserved Records Report			
A4.4.4.3.3.6	correctionDate	D36	date/time of the correction and	Correcting Preserved Records Report			
A4.4.4.3.3.7	correctionCode	B30	correction identification number, as a mechanism for location of the record(s) and linked to an accession number(s).	Correcting Preserved Records Report			

A4.5.3.1		DO42	Processing Requests for Preserved Records and/or Information (A4.5.3.1)				
A4.5.3.1.1		DO42	Registering Preservation Access Requests (A4.5.3.1.1)				
			This activity involves capturing some or all of the following metadata in an access register or similar instrument:				
A4.5.3.1.1.1		DO42	name of the person requesting the records/information				
A4.5.3.1.1.2		DO42	name of the person for whom the request is being made (if different than the requestor)				
A4.5.3.1.1.3		DO42	access privileges of the requestor (as appropriate)				
A4.5.3.1.1.4		DO42	indication of the records and/or information requested				
A4.5.3.1.1.5		DO42	date and time the request was received/registered				
A4.5.3.1.1.6		DO42	name of the person registering the request				
A4.5.3.1.1.7		DO42	access request registration number (as assigned by the preserver)				
A4.5.3.1.1.8		DO42	name of the person to whom a notification of receipt of request was issued				
A4.5.3.1.1.9		DO42	indication of additional information required to register request (if necessary)				
A4.5.3.1.1.10		DO42	name of the person who issued the receipt notification and				
A4.5.3.1.1.11		DO42	date and time the receipt notification was sent.				
A4.5.3.3		DO43	Verifying Retrieved Records and/or Information (A4.5.3.3)				
A4.5.3.3		DO43	If the completeness, accuracy and ability to process the retrieved components and information is verified, the following information is recorded as metadata in a retrieval				

			register or similar instrument:				
			If the retrieval cannot be verified, the following information is recorded as metadata in the retrieval register:				
A4.5.3.3.1		DO43	date/time the retrieval was accepted as verified				
A4.5.3.3.2		DO43	indication of the measures used to verify the retrieval				
A4.5.3.3.3		DO43	name of the person verifying the retrieval				
A4.5.3.3.4		DO43	retrieval verification registration number				
A4.5.3.3.5		DO43	retrieval request registration number				
A4.5.3.3.6		DO43	date/time the retrieval was rejected				
A4.5.3.3.7		DO43	name of the person rejecting the retrieval				
A4.5.3.3.8		DO43	name of the person to whom an order to rectify the retrieval was issued				
A4.5.3.3.9		DO43	name of the person who issued the order				
A4.5.3.3.10		DO43	date and time the order was sent				
A4.5.3.3.11		DO43	indication of the measures used to assess the retrieval				
A4.5.3.3.12		DO43	indication of the reason(s) for the rejection				
A4.5.3.3.13		DO43	retrieval rejection registration number and				
A4.5.3.3.14		DO43	retrieval request registration number.				
A4.5.3.4.1		DO44	Reconstituting Preserved Records and/or Information				

			Integrity metadata captured for this activity could include:				
A4.5.3.4.1.1		DO44	indication of any problems encountered in reconstituting the records and/or information in authentic form				
A4.5.3.4.1.2		DO44	indication of required maintenance action(s)				
A4.5.3.4.1.3		DO44	indication of any redaction for privacy or copyright reasons				
A4.5.3.4.1.4		DO44	indication of the reason/authorization for the redaction				
A4.5.3.4.1.5		DO44	date of the redaction				
A4.5.3.4.1.6		DO44	name of the person responsible for handling/executing the redaction and				
A4.5.3.4.1.7		DO44	registration number of the record copy of the redacted record issued to the user.				
A4.5.3.4.2		DO45	Manifesting Preserved Records and/or Information				
A4.5.3.4.2		DO45	This activity results in the production of two sets: one set of integrity metadata for the preserver to document the activity and one set of identity and integrity metadata for the user. Metadata captured for this activity could include:				
A4.5.3.4.2		DO45	Designated Preserver (integrity metadata)				
A4.5.3.4.2		DO45	For requests that are fulfilled (in part or in whole)				
A4.5.3.4.2		DO45	For requests that cannot be fulfilled (in part or in whole)				
A4.5.3.4.2		DO45	Records User				
			Identity metadata				
			Integrity metadata (as necessary)				

A4.5.3.4.2.1		DO45	indication of the record(s) and/or information presented				
A4.5.3.4.2.2		DO45	indication of any redaction for privacy or copyright reasons (as appropriate)				
A4.5.3.4.2.3		DO45	indication of a Certificate of Authenticity, if issued				
A4.5.3.4.2.4		DO45	indication of the means by which the records were authenticated				
A4.5.3.4.2.5		DO45	name of the person to whom the record(s) and/or information were presented				
A4.5.3.4.2.6		DO45	date when the record(s) and/or information were presented				
A4.5.3.4.2.7		DO45	name of the person responsible for handling/effecting the access request				
A4.5.3.4.2.8		DO45	indication of the state or condition of the record(s) and/or information at time the request was fulfilled (including, especially, an indication of instances where a copy of a presented record is known not to fully and faithfully reproduce the elements expressing its identity and integrity)[20]				
A4.5.3.4.2.9		DO45	indication of any problems encountered in manifesting the records and/or information in authentic form				
A4.5.3.4.2.10		DO45	indication of why the request cannot be fulfilled				
A4.5.3.4.2.11		DO45	name of the person responsible for determining that the request cannot be fulfilled				
A4.5.3.4.2.12		DO45	indication that a notification of rejection was sent				
A4.5.3.4.2.13		DO45	name of the person to whom the rejection notification was sent				
A4.5.3.4.2.14		DO45	name of the person responsible for issuing the rejection notification				
A4.5.3.4.2.15		DO45	date/time the rejection notification was sent				
A4.5.3.4.2.16		DO45	name(s) of the person(s) concurring in formation of the record(s)				

A4.5.3.4.2.17		DO45	name(s) of action or matter				
A4.5.3.4.2.18		DO45	date(s) of creation and transmission of the record(s)				
A4.5.3.4.2.19		DO45	expression of archival bond				
A4.5.3.4.2.20		DO45	indication of any attachments				
A4.5.3.4.2.21		DO45	indication of access privileges used to control preservation of the presented record(s)[21]				
A4.5.3.4.2.22		DO45	indication of protective procedures used to prevent corruption of the presented record(s)[22]				
A4.5.3.4.2.23		DO45	indication of protective procedures used to guarantee the continuing identity and integrity of the presented records against media deterioration and across technological change[23]				
A4.5.3.4.2.24		DO45	indication of the means by which the presented record(s) was/were authenticated				
A4.5.3.4.2.25		DO45	indication of instances where a copy of a presented record is known not to fully and faithfully reproduce the elements expressing its identity and integrity				
A4.5.3.4.2.26		DO45	indication of any redaction for privacy or copyright reasons				
A4.5.3.4.2.27		DO45	indication of the reason/authorization for the redaction				
A4.5.3.4.2.28		DO45	date of the redaction				
A4.5.3.4.2.29		DO45	name of the person responsible for handling/executing the redaction				
A4.5.3.4.2.30		DO45	date when the requested record(s) and/or information were presented and				
A4.5.3.4.2.31		DO45	name of the person responsible for handling/executing the access request.				

A4.5.3.4.3		DO46	Packaging Preserved Records and/or Information for Output (A4.5.3.4.3)				
			This activity results in the production of the same two sets of metadata outlined above, with the exception of the indication of a Certificate of Authenticity.				

Appendix VI: InterPARES Authenticity Metadata (IPAM) Final .rdf

<?xml version="1.0" encoding="UTF-8"?>

<rdf:RDF

xmlns:dc="http://purl.org/dc/elements/1.1/"

xmlns:rdfs="http://www.w3.org/2000/01/rdf-schema#"

xmlns:foaf="http://xmlns.com/foaf/0.1/"

xmlns:owl="http://www.w3.org/2002/07/owl#"

xmlns:xsd="http://www.w3.org/2001/XMLSchema#"

xmlns:rdf="http://www.w3.org/1999/02/22-rdf-syntax-ns#"

xmlns:dcterms="http://purl.org/dc/terms/">

<!-- version 0.1 Corinne Rogers, and Joseph T. Tennis authors for the InterPARES 3 Research Project interpares.org -->

<rdf:Description rdf:about="http://ipam.info#A2.2.2.0">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A2.2.2.0"/>

<rdfs:label xml:lang="en">chronDate00</rdfs:label>

<dcterms:description xml:lang="en">the date of document creation</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record"/>

<dcterms:identifier rdf:resource="http://ipam.info#D00"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A2.2.2.1">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A2.2.2.1"/>

<rdfs:label xml:lang="en">chronDate01</rdfs:label>

<dcterms:description xml:lang="en">chronological date (and possibly time) of compilation and capture</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record"/>

<dcterms:identifier rdf:resource="http://ipam.info#D01"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A2.2.2.2">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A2.2.2.2"/>

<rdfs:label xml:lang="en">docFormOriginal</rdfs:label>

<dcterms:description xml:lang="en">documentary form—that is, whether the document is a report, a letter, a contract, etc. and</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record"/>

<dcterms:identifier rdf:resource="http://ipam.info#F01"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A2.2.2.3">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A2.2.2.3"/>

<rdfs:label xml:lang="en">digPresOriginal</rdfs:label>

<dcterms:description xml:lang="en">digital presentation—that is, file format, wrapper, encoding, etc.</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record"/>

```
        <dcterms:identifier rdf:resource="http://ipam.info#T01"/>
</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A2.2.2.4">
        <rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>
        <rdfs:label rdf:resource="http://ipam.info#A2.2.2.4"/>
        <rdfs:label xml:lang="en">chronDate02</rdfs:label>
        <dcterms:description xml:lang="en">chronological date (and possibly time) of
transmission from the originator</dcterms:description>
        <rdfs:domain rdf:resource="http://ipam.info#Record"/>
        <dcterms:identifier rdf:resource="http://ipam.info#D02"/>
</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A2.2.2.5">
        <rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>
        <rdfs:label rdf:resource="http://ipam.info#A2.2.2.5"/>
        <rdfs:label xml:lang="en">chronDate03</rdfs:label>
        <dcterms:description xml:lang="en">chronological date (and possibly time) of receipt
and capture</dcterms:description>
        <rdfs:domain rdf:resource="http://ipam.info#Record"/>
        <dcterms:identifier rdf:resource="http://ipam.info#D03"/>
</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A2.2.2.6">
        <rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>
        <rdfs:label rdf:resource="http://ipam.info#A2.2.2.6"/>
```

<rdfs:label xml:lang="en">docForm</rdfs:label>

<dcterms:description xml:lang="en">documentary form—that is, whether the document is a report, a letter, a contract, etc. and</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record"/>

<dcterms:identifier rdf:resource="http://ipam.info#F01"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A2.2.2.7">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A2.2.2.7"/>

<rdfs:label xml:lang="en">digPres</rdfs:label>

<dcterms:description xml:lang="en">digital presentation—that is, file format, wrapper, encoding, etc.</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record"/>

<dcterms:identifier rdf:resource="http://ipam.info#T01"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A2.2.3.1">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A2.2.3.1"/>

<rdfs:label xml:lang="en">author</rdfs:label>

<dcterms:description xml:lang="en">author(s)—that is, the physical or juridical person(s) responsible for issuing the document</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record"/>

<dcterms:identifier rdf:resource="http://ipam.info#P02"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A2.2.3.10">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A2.2.3.10"/>

<rdfs:label xml:lang="en">subscription</rdfs:label>

<dcterms:description xml:lang="en"> subscription—that is, the name of the author or writer appearing at the bottom of the document and</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record"/>

<dcterms:identifier rdf:resource="http://ipam.info#AU04"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A2.2.3.11">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A2.2.3.11"/>

<rdfs:label xml:lang="en">qualSig</rdfs:label>

<dcterms:description xml:lang="en"> qualification of signature—that is, the mention of the title, capacity and/or address of the person or persons signing the document</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record"/>

<dcterms:identifier rdf:resource="http://ipam.info#AU05"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A2.2.3.12">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A2.2.3.12"/>

<rdfs:label xml:lang="en">attachments01</rdfs:label>

<dcterms:description xml:lang="en">indication of any attachments—that is, mention of autonomous digital objects linked inextricably to the document.</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record"/>

<dcterms:identifier rdf:resource="http://ipam.info#AT01"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A2.2.3.2">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A2.2.3.2"/>

<rdfs:label xml:lang="en">writer</rdfs:label>

<dcterms:description xml:lang="en"> writer(s)—that is, the physical person(s) or position(s) responsible for articulating the content of the document</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record"/>

<dcterms:identifier rdf:resource="http://ipam.info#P03"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A2.2.3.3">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A2.2.3.3"/>

<rdfs:label xml:lang="en">addressee</rdfs:label>

<dcterms:description xml:lang="en"> addressee(s)—that is, the physical or juridical person(s) for whom the document is intended</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record"/>

<dcterms:identifier rdf:resource="http://ipam.info#P04"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A2.2.3.4">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A2.2.3.4"/>

<rdfs:label xml:lang="en">originator</rdfs:label>

<dcterms:description xml:lang="en"> originator(s) (if different from the author or writer)—that is, the physical person(s), position(s) or office(s) responsible for the electronic account or technical environment where the document is generated and/or from which the document is transmitted[1] and</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record"/>

<dcterms:identifier rdf:resource="http://ipam.info#P05"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A2.2.3.5">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A2.2.3.5"/>

<rdfs:label xml:lang="en">recipient</rdfs:label>

<dcterms:description xml:lang="en"> receiver(s) or recipient(s)—that is, the physical or juridical person(s) to whom the document may be copied or blind copied for information purposes</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record"/>

<dcterms:identifier rdf:resource="http://ipam.info#P06"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A2.2.3.6">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A2.2.3.6"/>

<rdfs:label xml:lang="en">subject</rdfs:label>

<dcterms:description xml:lang="en">name of the action or matter—that is, the subject line(s) and/or the title at the top of the document</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record"/>

<dcterms:identifier rdf:resource="http://ipam.info#S01"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A2.2.3.7">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A2.2.3.7"/>

<rdfs:label xml:lang="en">digSig</rdfs:label>

<dcterms:description xml:lang="en">indication of the presence of a digital signature</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record"/>

<dcterms:identifier rdf:resource="http://ipam.info#AU01"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A2.2.3.8">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A2.2.3.8"/>

<rdfs:label xml:lang="en">corroboration</rdfs:label>

<dcterms:description xml:lang="en"> corroboration—that is, an explicit mention of the means used to validate the document</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record"/>

<dcterms:identifier rdf:resource="http://ipam.info#AU02"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A2.2.3.9">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A2.2.3.9"/>

<rdfs:label xml:lang="en">attestation</rdfs:label>

<dcterms:description xml:lang="en"> attestation—that is, the validation of the document by those who took part in the issuing of it, and by witnesses to the action or to the ‘signing’ of the document</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record"/>

<dcterms:identifier rdf:resource="http://ipam.info#AU03"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A2.2.4.1">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A2.2.4.1"/>

<rdfs:label xml:lang="en">classCode</rdfs:label>

<dcterms:description xml:lang="en">classification code and</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record"/>

<dcterms:identifier rdf:resource="http://ipam.info#B01"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A2.2.4.10">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A2.2.4.10"/>

<rdfs:label xml:lang="en">planDispose</rdfs:label>

<dcterms:description xml:lang="en">planned disposition (if not evident in the classification code).</dcterms:description>

```
        <rdfs:domain rdf:resource="http://ipam.info#Record"/>
        <dcterms:identifier rdf:resource="http://ipam.info#B04"/>
</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A2.2.4.2">
        <rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>
        <rdfs:label rdf:resource="http://ipam.info#A2.2.4.2"/>
        <rdfs:label xml:lang="en">regNumber</rdfs:label>
        <dcterms:description xml:lang="en">registration number.</dcterms:description>
        <rdfs:domain rdf:resource="http://ipam.info#Record"/>
        <dcterms:identifier rdf:resource="http://ipam.info#B02"/>
</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A2.2.4.3">
        <rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>
        <rdfs:label rdf:resource="http://ipam.info#A2.2.4.3"/>
        <rdfs:label xml:lang="en">creator</rdfs:label>
        <dcterms:description xml:lang="en">name of creator</dcterms:description>
        <rdfs:domain rdf:resource="http://ipam.info#Record"/>
        <dcterms:identifier rdf:resource="http://ipam.info#P01"/>
</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A2.2.4.4">
        <rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>
        <rdfs:label rdf:resource="http://ipam.info#A2.2.4.4"/>
```

<rdfs:label xml:lang="en">rights</rdfs:label>

<dcterms:description xml:lang="en">indication of copyright or other intellectual rights</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record"/>

<dcterms:identifier rdf:resource="http://ipam.info#R01"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A2.2.4.5">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A2.2.4.5"/>

<rdfs:label xml:lang="en">handOffice</rdfs:label>

<dcterms:description xml:lang="en">name of handling office (if not evident in the classification code)</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record"/>

<dcterms:identifier rdf:resource="http://ipam.info#H01"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A2.2.4.6">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A2.2.4.6"/>

<rdfs:label xml:lang="en">primOffice</rdfs:label>

<dcterms:description xml:lang="en">name of office of primary responsibility (if not evident in the classification code and records retention schedule)</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record"/>

<dcterms:identifier rdf:resource="http://ipam.info#H02"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A2.2.4.7">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A2.2.4.7"/>

<rdfs:label xml:lang="en">accessRestrictCode</rdfs:label>

<dcterms:description xml:lang="en">access restriction code (if not evident in the classification code)</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record"/>

<dcterms:identifier rdf:resource="http://ipam.info#R02"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A2.2.4.8">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A2.2.4.8"/>

<rdfs:label xml:lang="en">accessPrivCode</rdfs:label>

<dcterms:description xml:lang="en">access privileges code (if not evident in the classification code)</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record"/>

<dcterms:identifier rdf:resource="http://ipam.info#R03"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A2.2.4.9">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A2.2.4.9"/>

<rdfs:label xml:lang="en">vitRecCode</rdfs:label>

<dcterms:description xml:lang="en">vital record code (if not evident in the classification code) and</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record"/>

<dcterms:identifier rdf:resource="http://ipam.info#B03"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A2.2.5.1">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A2.2.5.1"/>

<rdfs:label xml:lang="en">transPriority</rdfs:label>

<dcterms:description xml:lang="en">priority of transmission (urgent, etc.)</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record"/>

<dcterms:identifier rdf:resource="http://ipam.info#AN01"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A2.2.5.2">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A2.2.5.2"/>

<rdfs:label xml:lang="en">transDate</rdfs:label>

<dcterms:description xml:lang="en">transmission date, time and/or place</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record"/>

<dcterms:identifier rdf:resource="http://ipam.info#D04"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A2.2.5.3">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A2.2.5.3"/>

<rdfs:label xml:lang="en">actionsTaken</rdfs:label>

<dcterms:description xml:lang="en">actions taken</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record"/>

<dcterms:identifier rdf:resource="http://ipam.info#SS01"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A2.2.5.4">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A2.2.5.4"/>

<rdfs:label xml:lang="en">activityDate</rdfs:label>

<dcterms:description xml:lang="en">dates and times of further action or transmission and</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record"/>

<dcterms:identifier rdf:resource="http://ipam.info#D05"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A2.2.5.5">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A2.2.5.5"/>

<rdfs:label xml:lang="en">attachments02</rdfs:label>

<dcterms:description xml:lang="en">information on any attachments—that is, mention of autonomous items that were linked inextricably to the document prior to its transmission for the document to accomplish its purpose.</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record"/>

<dcterms:identifier rdf:resource="http://ipam.info#AT02"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A2.3.2">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A2.3.2"/>

<rdfs:label xml:lang="en">docVersion</rdfs:label>

<dcterms:description xml:lang="en">draft or version number</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record"/>

<dcterms:identifier rdf:resource="http://ipam.info#F02"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A2.3.2.1">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A2.3.2.1"/>

<rdfs:label xml:lang="en">archivalDate</rdfs:label>

<dcterms:description xml:lang="en">archival or filing date—that is, the date on which a record is officially incorporated into the creator’s records</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record"/>

<dcterms:identifier rdf:resource="http://ipam.info#D06"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A2.3.2.10">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A2.3.2.10"/>

<rdfs:label xml:lang="en">attachments03</rdfs:label>

<dcterms:description xml:lang="en">indication of any annotations[5] or new attachments (e.g., records profiles)</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record"/>

<dcterms:identifier rdf:resource="http://ipam.info#AT03"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A2.3.2.11">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A2.3.2.11"/>

<rdfs:label xml:lang="en">accessRestrictCode</rdfs:label>

<dcterms:description xml:lang="en">access restriction code (if applicable and if not evident in the classification code)—that is, indication of the person, position or office authorized to read the record</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record"/>

<dcterms:identifier rdf:resource="http://ipam.info#R02"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A2.3.2.12">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A2.3.2.12"/>

<rdfs:label xml:lang="en">accessPrivCode</rdfs:label>

<dcterms:description xml:lang="en">access privileges code (if applicable and if not evident in the classification code)—that is, indication of the person, position or office authorized to annotate the record, delete it, or remove it from the system</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record"/>

<dcterms:identifier rdf:resource="http://ipam.info#R03"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A2.3.2.13">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A2.3.2.13"/>

<rdfs:label xml:lang="en">vitRecCode</rdfs:label>

<dcterms:description xml:lang="en">vital record code (if applicable and if not evident in the classification code)—that is, indication of the degree of importance of the record to continue the activity for which it was created or the business of the person/office that created it[6] and</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record"/>

<dcterms:identifier rdf:resource="http://ipam.info#B03"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A2.3.2.14">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A2.3.2.14"/>

<rdfs:label xml:lang="en">planDispose</rdfs:label>

<dcterms:description xml:lang="en">planned disposition (if not evident in the classification code)—for example, removal from the live system to storage outside the system, transfer to the care of a trusted custodian, or scheduled deletion.</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record"/>

<dcterms:identifier rdf:resource="http://ipam.info#B04"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A2.3.2.3">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A2.3.2.3"/>

<rdfs:label xml:lang="en">classCode</rdfs:label>

<dcterms:description xml:lang="en">expression of archival bond (e.g., via classification code, file identifier, record item identifier, dossier identifier, etc.)</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record"/>

<dcterms:identifier rdf:resource="http://ipam.info#B01"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A2.3.2.4">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A2.3.2.4"/>

<rdfs:label xml:lang="en">creator</rdfs:label>

<dcterms:description xml:lang="en">name of the creator—that is, the name of the physical or juridical person in whose archival fonds the record exists</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record"/>

<dcterms:identifier rdf:resource="http://ipam.info#P01"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A2.3.2.5">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A2.3.2.5"/>

<rdfs:label xml:lang="en">rights</rdfs:label>

<dcterms:description xml:lang="en">indication of copyright or other intellectual rights (if applicable)</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record"/>

<dcterms:identifier rdf:resource="http://ipam.info#R01"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A2.3.2.6">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A2.3.2.6"/>

<rdfs:label xml:lang="en">duplicates</rdfs:label>

<dcterms:description xml:lang="en">indication, as applicable, of the existence and location of duplicate records, whether inside or outside the record-making or recordkeeping systems and, in instances where duplicate records exist, which is the authoritative copy—that is, the instantiation of a record that is considered by the creator to be its official record and is usually subject to procedural controls that are not required for other instantiations[3]</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record"/>

<dcterms:identifier rdf:resource="http://ipam.info#B05"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A2.3.2.7">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A2.3.2.7"/>

<rdfs:label xml:lang="en">handOffice</rdfs:label>

<dcterms:description xml:lang="en">name of the handling office (if not evident in the classification code)—that is, the person or office using the record to carry out business</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record"/>

<dcterms:identifier rdf:resource="http://ipam.info#H01"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A2.3.2.8">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A2.3.2.8"/>

<rdfs:label xml:lang="en">primOffice</rdfs:label>

<dcterms:description xml:lang="en">name of the office of primary responsibility (if not evident in the classification code or the records retention schedule)—that is, the office given the formal competence for maintaining the authoritative version or copy of records belonging to a given class within a classification scheme[4]</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record"/>

<dcterms:identifier rdf:resource="http://ipam.info#H02"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A2.3.2.9">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A2.3.2.9"/>

<rdfs:label xml:lang="en">techChange</rdfs:label>

<dcterms:description xml:lang="en">indication of any technical changes to the records—for example, change of encoding, wrapper or format, upgrading from one version to another of an application, or conversion of several linked digital components to one component only—by embedding directly in the record digital components that were previously only linked to the record, such as audio, video, graphic or text elements like fonts</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record"/>

<dcterms:identifier rdf:resource="http://ipam.info#T02"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A2.3.3.1">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A2.3.3.1"/>

<rdfs:label xml:lang="en">transferInfo</rdfs:label>

<dcterms:description xml:lang="en"> indication of the record(s) transferred</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Transfer+Action"/>

<dcterms:identifier rdf:resource="http://ipam.info#DO00"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A2.3.3.2">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A2.3.3.2"/>

<rdfs:label xml:lang="en">transferPerson</rdfs:label>

<dcterms:description xml:lang="en"> name of the person effecting the transfer</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Transfer+Action"/>

<dcterms:identifier rdf:resource="http://ipam.info#P07"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A2.3.3.3">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A2.3.3.3"/>

<rdfs:label xml:lang="en">transferRecipient</rdfs:label>

<dcterms:description xml:lang="en"> name of the entity to whom the records are transferred (if different than the office of primary responsibility) and</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Transfer+Action"/>

<dcterms:identifier rdf:resource="http://ipam.info#P08"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A2.3.3.4">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A2.3.3.4"/>

<rdfs:label xml:lang="en">transferDate</rdfs:label>

<dcterms:description xml:lang="en"> date/time of the transfer.</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Transfer+Action"/>

<dcterms:identifier rdf:resource="http://ipam.info#D07"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.2.3.2.1a">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A3.2.3.2.1a"/>

<rdfs:label xml:lang="en">digPresCurrent </rdfs:label>

<dcterms:description xml:lang="en"> indication of the original state (e.g., file format) of the record(s) prior to storage</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record+State+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#T03a"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.2.3.2.1b">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A3.2.3.2.1b"/>

<rdfs:label xml:lang="en">docFormCurrent</rdfs:label>

<dcterms:description xml:lang="en"> indication of the original state (e.g., file format) of the record(s) prior to storage</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record+State+Report"/>

```
        <dcterms:identifier rdf:resource="http://ipam.info#T03b"/>
</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.2.3.2.2">
        <rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>
        <rdfs:label rdf:resource="http://ipam.info#A3.2.3.2.2"/>
        <rdfs:label xml:lang="en">modType</rdfs:label>
        <dcterms:description xml:lang="en"> indication of any modification(s) made to the record(s) in preparation for storage</dcterms:description>
        <rdfs:domain rdf:resource="http://ipam.info#Record+State+Report"/>
        <dcterms:identifier rdf:resource="http://ipam.info#T04"/>
</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.2.3.2.3a">
        <rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>
        <rdfs:label rdf:resource="http://ipam.info#A3.2.3.2.3a"/>
        <rdfs:label xml:lang="en">digPresCurrent</rdfs:label>
        <dcterms:description xml:lang="en"> indication of the state of the record(s) after the modification(s) (e.g., impact on form, format, authenticity, etc.)</dcterms:description>
        <rdfs:domain rdf:resource="http://ipam.info#Record+State+Report"/>
        <dcterms:identifier rdf:resource="http://ipam.info#T05a"/>
</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.2.3.2.3b">
        <rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>
        <rdfs:label rdf:resource="http://ipam.info#A3.2.3.2.3b"/>
```

<rdfs:label xml:lang="en">docFormCurrent</rdfs:label>

<dcterms:description xml:lang="en"> indication of the state of the record(s) after the modification(s) (e.g., impact on form, format, authenticity, etc.)</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record+State+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#T05b"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.2.3.2.4">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A3.2.3.2.4"/>

<rdfs:label xml:lang="en">modInfo</rdfs:label>

<dcterms:description xml:lang="en"> reason/authorization for the modification(s) (e.g., through reference to the relevant section of the recordkeeping storage system strategy)</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record+State+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#DO01"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.2.3.2.5">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A3.2.3.2.5"/>

<rdfs:label xml:lang="en">modDate</rdfs:label>

<dcterms:description xml:lang="en"> date/time of any modification(s)</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record+State+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#D08"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.2.3.2.6">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A3.2.3.2.6"/>

<rdfs:label xml:lang="en">modPerson</rdfs:label>

<dcterms:description xml:lang="en"> name of the person responsible for the modification(s)</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record+State+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#P09"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.2.3.2.7">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A3.2.3.2.7"/>

<rdfs:label xml:lang="en">storagePerson</rdfs:label>

<dcterms:description xml:lang="en"> name of person responsible for placing the record(s) in storage</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record+State+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#P10"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.2.3.2.8">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A3.2.3.2.8"/>

<rdfs:label xml:lang="en">storageDate</rdfs:label>

<dcterms:description xml:lang="en"> date/time the record(s) was/were placed in storage and</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record+State+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#D09"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.2.3.2.9">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A3.2.3.2.9"/>

<rdfs:label xml:lang="en">storageLocation</rdfs:label>

<dcterms:description xml:lang="en"> location of the record(s) in storage.</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record+State+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#L00"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.2.3.3.2.1">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A3.2.3.3.2.1"/>

<rdfs:label xml:lang="en">backupInfo</rdfs:label>

<dcterms:description xml:lang="en"> indication of the reason/authorization for the backup (e.g., through reference to the relevant section of the recordkeeping storage system strategy)</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record+State+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#DO02"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.2.3.3.2.2">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A3.2.3.3.2.2"/>

<rdfs:label xml:lang="en">backupType</rdfs:label>

<dcterms:description xml:lang="en"> indication of the type of backup (e.g., incremental, differential, full) </dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record+State+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#T06"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.2.3.3.2.3">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A3.2.3.3.2.3"/>

<rdfs:label xml:lang="en">backupExtent</rdfs:label>

<dcterms:description xml:lang="en"> indication of the extent or content of the backup (e.g., full system, selected groups of records, etc.)</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record+State+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#DO03"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.2.3.3.2.4">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A3.2.3.3.2.4"/>

<rdfs:label xml:lang="en">backupPerson</rdfs:label>

<dcterms:description xml:lang="en"> name of the person creating the backup</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record+State+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#P11"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.2.3.3.2.5">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A3.2.3.3.2.5"/>

<rdfs:label xml:lang="en">backupDate</rdfs:label>

<dcterms:description xml:lang="en"> date/time of the backup </dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record+State+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#D10"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.2.3.3.2.6">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A3.2.3.3.2.6"/>

<rdfs:label xml:lang="en">backupSoftware</rdfs:label>

<dcterms:description xml:lang="en"> indication of the software application (including version number) used to create the backup</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record+State+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#T07"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.2.3.3.2.7">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A3.2.3.3.2.7"/>

<rdfs:label xml:lang="en">backupLocation</rdfs:label>

<dcterms:description xml:lang="en"> location of the backup and </dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record+State+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#L01"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.2.3.3.2.8">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A3.2.3.3.2.8"/>

<rdfs:label xml:lang="en">backupCode</rdfs:label>

<dcterms:description xml:lang="en"> backup identification number.</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record+State+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#B06"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.2.3.3.3.1a">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A3.2.3.3.3.1a"/>

<rdfs:label xml:lang="en">digPresCurrent</rdfs:label>

<dcterms:description xml:lang="en"> indication of the original state (e.g., file format) of the record(s) prior to correction</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record+State+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#T08a"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.2.3.3.3.1b">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A3.2.3.3.3.1b"/>

<rdfs:label xml:lang="en">docFormCurrent</rdfs:label>

<dcterms:description xml:lang="en"> indication of the original state (e.g., file format) of the record(s) prior to correction</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record+State+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#T08b"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.2.3.3.3.2">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A3.2.3.3.3.2"/>

<rdfs:label xml:lang="en">correctionType</rdfs:label>

<dcterms:description xml:lang="en"> indication of the correction process(es) used</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record+State+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#T09a"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.2.3.3.3.3a">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A3.2.3.3.3.3a"/>

<rdfs:label xml:lang="en">digPresCurrent</rdfs:label>

<dcterms:description xml:lang="en"> indication of the state of the record(s) after correction (e.g., impact on form, format, authenticity, etc.)</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record+State+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#T09b"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.2.3.3.3.3b">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A3.2.3.3.3.3b"/>

<rdfs:label xml:lang="en">docFormCurrent</rdfs:label>

<dcterms:description xml:lang="en"> indication of the state of the record(s) after correction (e.g., impact on form, format, authenticity, etc.)</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record+State+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#T10"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.2.3.3.3.4">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A3.2.3.3.3.4"/>

<rdfs:label xml:lang="en">correctionInfo</rdfs:label>

<dcterms:description xml:lang="en"> indication of the reason/authorization for the correction(s) (e.g., through reference to the relevant section of the recordkeeping storage system strategy)</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record+State+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#DO04"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.2.3.3.3.5">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A3.2.3.3.3.5"/>

<rdfs:label xml:lang="en">correctionPerson</rdfs:label>

<dcterms:description xml:lang="en"> name of the person responsible for the correction(s)</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record+State+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#P12"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.2.3.3.3.6">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A3.2.3.3.3.6"/>

<rdfs:label xml:lang="en">correctionDate</rdfs:label>

<dcterms:description xml:lang="en"> date/time of the correction(s) </dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record+State+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#D11"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.2.3.3.3.7">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A3.2.3.3.3.7"/>

<rdfs:label xml:lang="en">correctedRecordsLocation</rdfs:label>

<dcterms:description xml:lang="en"> location of the corrected record(s) and</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record+State+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#L02"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.2.3.3.3.8">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A3.2.3.3.3.8"/>

<rdfs:label xml:lang="en">correctionCode</rdfs:label>

<dcterms:description xml:lang="en"> correction identification number.</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record+State+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#B07"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.2.3.3.4.1a">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A3.2.3.3.4.1a"/>

<rdfs:label xml:lang="en">digPresCurrent</rdfs:label>

<dcterms:description xml:lang="en"> indication of the original state (e.g., file format) of the record(s) prior to update</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record+State+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#T11a"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.2.3.3.4.1b">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A3.2.3.3.4.1b"/>

<rdfs:label xml:lang="en">docFormCurrent</rdfs:label>

<dcterms:description xml:lang="en"> indication of the original state (e.g., file format) of the record(s) prior to update</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record+State+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#T11b"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.2.3.3.4.2">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A3.2.3.3.4.2"/>

<rdfs:label xml:lang="en">updateType</rdfs:label>

<dcterms:description xml:lang="en"> indication of the update process(es) used</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record+State+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#T12"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.2.3.3.4.3a">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A3.2.3.3.4.3a"/>

<rdfs:label xml:lang="en">digPresCurrent </rdfs:label>

<dcterms:description xml:lang="en"> indication of the state of the record(s) after update (e.g., impact on form, format, authenticity, etc.)</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record+State+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#T13a"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.2.3.3.4.3b">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A3.2.3.3.4.3b"/>

<rdfs:label xml:lang="en">docFormCurrent</rdfs:label>

<dcterms:description xml:lang="en"> indication of the state of the record(s) after update (e.g., impact on form, format, authenticity, etc.)</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record+State+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#T13b"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.2.3.3.4.4">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A3.2.3.3.4.4"/>

<rdfs:label xml:lang="en">updateInfo</rdfs:label>

<dcterms:description xml:lang="en"> indication of the reason/authorization for the update(s) (e.g., through reference to the relevant section of the recordkeeping storage system strategy)</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record+State+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#DO05"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.2.3.3.4.5">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A3.2.3.3.4.5"/>

<rdfs:label xml:lang="en">updatePerson</rdfs:label>

<dcterms:description xml:lang="en"> name of the person responsible for the update(s)</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record+State+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#P13"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.2.3.3.4.6">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A3.2.3.3.4.6"/>

<rdfs:label xml:lang="en">updateDate</rdfs:label>

<dcterms:description xml:lang="en"> date/time of the update(s) </dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record+State+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#D12"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.2.3.3.4.7">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A3.2.3.3.4.7"/>

<rdfs:label xml:lang="en">updatedRecordsLocation</rdfs:label>

<dcterms:description xml:lang="en"> location of the updated record(s) and</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record+State+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#L03"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.2.3.3.4.8">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A3.2.3.3.4.8"/>

<rdfs:label xml:lang="en">updateCode</rdfs:label>

<dcterms:description xml:lang="en"> update identification number.</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record+State+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#B08"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.2.3.3.5.1a">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A3.2.3.3.5.1a"/>

<rdfs:label xml:lang="en">digPresCurrent</rdfs:label>

<dcterms:description xml:lang="en"> indication of the original state (e.g., file format) of the record(s) prior to refreshing</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record+State+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#T14a"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.2.3.3.5.1b">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A3.2.3.3.5.1b"/>

<rdfs:label xml:lang="en">docFormCurrent</rdfs:label>

<dcterms:description xml:lang="en"> indication of the original state (e.g., file format) of the record(s) prior to refreshing</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record+State+Report"/>

```
        <dcterms:identifier rdf:resource="http://ipam.info#T14b"/>
</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.2.3.3.5.2">
        <rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>
        <rdfs:label rdf:resource="http://ipam.info#A3.2.3.3.5.2"/>
        <rdfs:label xml:lang="en">refreshType</rdfs:label>
        <dcterms:description xml:lang="en"> indication of the refreshing process(es) used</dcterms:description>
        <rdfs:domain rdf:resource="http://ipam.info#Record+State+Report"/>
        <dcterms:identifier rdf:resource="http://ipam.info#T15"/>
</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.2.3.3.5.3a">
        <rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>
        <rdfs:label rdf:resource="http://ipam.info#A3.2.3.3.5.3a"/>
        <rdfs:label xml:lang="en">digPresCurrent</rdfs:label>
        <dcterms:description xml:lang="en"> indication of the state of the record(s) after refreshing (e.g., impact on form, format, authenticity, etc.)</dcterms:description>
        <rdfs:domain rdf:resource="http://ipam.info#Record+State+Report"/>
        <dcterms:identifier rdf:resource="http://ipam.info#T16a"/>
</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.2.3.3.5.3b">
        <rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>
        <rdfs:label rdf:resource="http://ipam.info#A3.2.3.3.5.3b"/>
```

<rdfs:label xml:lang="en">docFormCurrent</rdfs:label>

<dcterms:description xml:lang="en"> indication of the state of the record(s) after refreshing (e.g., impact on form, format, authenticity, etc.)</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record+State+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#T16b"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.2.3.3.5.4">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A3.2.3.3.5.4"/>

<rdfs:label xml:lang="en">refreshInfo</rdfs:label>

<dcterms:description xml:lang="en"> indication of the reason/authorization for the refreshing(s) (e.g., through reference to the relevant section of the recordkeeping storage system strategy)</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record+State+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#DO06"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.2.3.3.5.5">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A3.2.3.3.5.5"/>

<rdfs:label xml:lang="en">refreshPerson</rdfs:label>

<dcterms:description xml:lang="en"> name of the person responsible for the refreshing(s)</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record+State+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#P14"/>

</rdf:Description>

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<rdf:Description rdf:about="http://ipam.info#A3.2.3.3.5.6">
        <rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>
        <rdfs:label rdf:resource="http://ipam.info#A3.2.3.3.5.6"/>
        <rdfs:label xml:lang="en">refreshDate</rdfs:label>
        <dcterms:description xml:lang="en"> date/time of the refreshing(s)
</dcterms:description>
        <rdfs:domain rdf:resource="http://ipam.info#Record+State+Report"/>
        <dcterms:identifier rdf:resource="http://ipam.info#D13"/>
</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.2.3.3.5.7">
        <rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>
        <rdfs:label rdf:resource="http://ipam.info#A3.2.3.3.5.7"/>
        <rdfs:label xml:lang="en">refreshedRecordsLocation</rdfs:label>
        <dcterms:description xml:lang="en"> location of the refreshed record(s)
and</dcterms:description>
        <rdfs:domain rdf:resource="http://ipam.info#Record+State+Report"/>
        <dcterms:identifier rdf:resource="http://ipam.info#L04"/>
</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.2.3.3.5.8">
        <rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>
        <rdfs:label rdf:resource="http://ipam.info#A3.2.3.3.5.8"/>
        <rdfs:label xml:lang="en">refreshCode</rdfs:label>
```

<dcterms:description xml:lang="en"> refreshing identification number.</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Record+State+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#B09"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.4.3.1">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A3.4.3.1"/>

<rdfs:label xml:lang="en">destructionCode</rdfs:label>

<dcterms:description xml:lang="en"> indication of the records and related information (e.g., records profiles, index references, etc.) destroyed</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Destruction+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#B10"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.4.3.2">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A3.4.3.2"/>

<rdfs:label xml:lang="en">destuctionInfo</rdfs:label>

<dcterms:description xml:lang="en"> indication of the reason/authorization for the destruction (e.g., reference to the relevant retention schedule, including the version number of the retention schedule, as applicable)</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Destruction+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#DO12"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.4.3.3">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A3.4.3.3"/>

<rdfs:label xml:lang="en">destructionPerson</rdfs:label>

<dcterms:description xml:lang="en"> name of the person responsible for handling/executing the destruction and</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Destruction+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#P18"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.4.3.4">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A3.4.3.4"/>

<rdfs:label xml:lang="en">destructionDate</rdfs:label>

<dcterms:description xml:lang="en"> date/time of the destruction.</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Destruction+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#D14"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.4.4.1">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A3.4.4.1"/>

<rdfs:label xml:lang="en">presPrepType</rdfs:label>

<dcterms:description xml:lang="en"> indication of any technical changes applied to the records in preparation for the transfer (e.g., conversion to a new format), including the results/consequences of the actions (especially with regard to authenticity)</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Preservation+Transfer+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#T17"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.4.4.2">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A3.4.4.2"/>

<rdfs:label xml:lang="en">presPrepInfo</rdfs:label>

<dcterms:description xml:lang="en"> indication of the reason/authorization for the actions (e.g., reference to the relevant terms and conditions of transfer)</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Preservation+Transfer+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#DO13"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.4.4.3">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A3.4.4.3"/>

<rdfs:label xml:lang="en">presPrepPerson</rdfs:label>

<dcterms:description xml:lang="en"> name of the person responsible for handling/executing the transfer preparation actions and</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Preservation+Transfer+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#P19"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.4.4.4">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A3.4.4.4"/>

<rdfs:label xml:lang="en">presPrepDate</rdfs:label>

<dcterms:description xml:lang="en"> date/time when the actions were carried out.</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Preservation+Transfer+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#D15"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.4.5.1">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A3.4.5.1"/>

<rdfs:label xml:lang="en">presTransferType</rdfs:label>

<dcterms:description xml:lang="en"> indication of the records transferred</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Preservation+Transfer+Report"/>

<rdfs:comment xml:lang="en">note: need checksum</rdfs:comment>

<dcterms:identifier rdf:resource="http://ipam.info#DO14"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.4.5.2">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A3.4.5.2"/>

<rdfs:label xml:lang="en">presTransferInfo</rdfs:label>

<dcterms:description xml:lang="en"> indication of the reason/authorization for the transfer (e.g., reference to the relevant terms and conditions of transfer)</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Preservation+Transfer+Report"/>

```
        <dcterms:identifier rdf:resource="http://ipam.info#DO15"/>
</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.4.5.3">
        <rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>
        <rdfs:label rdf:resource="http://ipam.info#A3.4.5.3"/>
        <rdfs:label xml:lang="en">presTransferCode</rdfs:label>
        <dcterms:description xml:lang="en"> creator’s transfer registration
number</dcterms:description>
        <rdfs:domain rdf:resource="http://ipam.info#Preservation+Transfer+Report"/>
        <dcterms:identifier rdf:resource="http://ipam.info#B11"/>
</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.4.5.4">
        <rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>
        <rdfs:label rdf:resource="http://ipam.info#A3.4.5.4"/>
        <rdfs:label xml:lang="en">presTransferPerson</rdfs:label>
        <dcterms:description xml:lang="en"> name of the person responsible for
handling/executing the transfer</dcterms:description>
        <rdfs:domain rdf:resource="http://ipam.info#Preservation+Transfer+Report"/>
        <dcterms:identifier rdf:resource="http://ipam.info#P20"/>
</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.4.5.5">
        <rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>
        <rdfs:label rdf:resource="http://ipam.info#A3.4.5.5"/>
```

<rdfs:label xml:lang="en">presTransferRecipient</rdfs:label>

<dcterms:description xml:lang="en"> name of the entity to whom the records were transferred and</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Preservation+Transfer+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#P21"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A3.4.5.6">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A3.4.5.6"/>

<rdfs:label xml:lang="en">presTransferDate</rdfs:label>

<dcterms:description xml:lang="en"> date/time of the transfer.</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Preservation+Transfer+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#D16"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.1.1">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.2.1.1"/>

<rdfs:label xml:lang="en">acquisitionPerson</rdfs:label>

<dcterms:description xml:lang="en"> name of the person responsible for effecting the transfer </dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Preservation+Transfer+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#P22"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.1.10">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.2.1.10"/>

<rdfs:label xml:lang="en">acquisitionNotificationDate</rdfs:label>

<dcterms:description xml:lang="en"> date and time the notification was sent.</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Preservation+Transfer+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#D18"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.1.2">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.2.1.2"/>

<rdfs:label xml:lang="en">acquisitionCode</rdfs:label>

<dcterms:description xml:lang="en"> transfer registration number assigned by the transferring agent</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Preservation+Transfer+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#B12+"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.1.3">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.2.1.3"/>

<rdfs:label xml:lang="en">acquisitionDate</rdfs:label>

<dcterms:description xml:lang="en"> date and time the transfer was received </dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Preservation+Transfer+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#D17"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.1.4">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.2.1.4"/>

<rdfs:label xml:lang="en">registrationPerson</rdfs:label>

<dcterms:description xml:lang="en"> name of the person registering the transfer</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Preservation+Transfer+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#P23"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.1.5">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.2.1.5"/>

<rdfs:label xml:lang="en">registrationCode</rdfs:label>

<dcterms:description xml:lang="en"> transfer registration number assigned by the person registering the transfer</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Preservation+Transfer+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#B13"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.1.6">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.2.1.6"/>

<rdfs:label xml:lang="en">acquisitionInfo</rdfs:label>

<dcterms:description xml:lang="en"> indication of the reason/authorization for the transfer (e.g., reference to the relevant terms and conditions of transfer)</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Preservation+Transfer+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#DO16"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.1.7">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.2.1.7"/>

<rdfs:label xml:lang="en">acquisitionInventory</rdfs:label>

<dcterms:description xml:lang="en"> indication of records and other transfer documentation received</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Preservation+Transfer+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#DO17"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.1.8">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.2.1.8"/>

<rdfs:label xml:lang="en">notificationOfReceiptRecipient</rdfs:label>

<dcterms:description xml:lang="en"> name of person(s) to whom a notification of receipt of transfer was issued</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Preservation+Transfer+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#P24"/>

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</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.1.9">
        <rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>
        <rdfs:label rdf:resource="http://ipam.info#A4.3.2.1.9"/>
        <rdfs:label xml:lang="en">notificationOfReceiptPerson</rdfs:label>
        <dcterms:description xml:lang="en"> name of the person who issued the notification
and</dcterms:description>
        <rdfs:domain rdf:resource="http://ipam.info#Preservation+Transfer+Report"/>
        <dcterms:identifier rdf:resource="http://ipam.info#P25"/>
</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.2.1">
        <rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>
        <rdfs:label rdf:resource="http://ipam.info#A4.3.2.2.1"/>
        <rdfs:label xml:lang="en">acquisitionAuthorizationDate</rdfs:label>
        <dcterms:description xml:lang="en"> date/time the transfer was accepted as authorized
</dcterms:description>
        <rdfs:domain rdf:resource="http://ipam.info#Preservation+Transfer+Report"/>
        <dcterms:identifier rdf:resource="http://ipam.info#D19"/>
</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.2.10">
        <rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>
        <rdfs:label rdf:resource="http://ipam.info#A4.3.2.2.10"/>
        <rdfs:label xml:lang="en">acquisitionRejectionInfo</rdfs:label>
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<dcterms:description xml:lang="en"> indication of the reason for the rejection </dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Preservation+Transfer+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#DO19"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.2.11">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.2.2.11"/>

<rdfs:label xml:lang="en">acquisitionRejectionCode</rdfs:label>

<dcterms:description xml:lang="en"> transfer authorization rejection number (as assigned by the preserver) and </dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Preservation+Transfer+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#B15"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.2.12">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.2.2.12"/>

<rdfs:label xml:lang="en">acquisitionRejectionInfo</rdfs:label>

<dcterms:description xml:lang="en"> terms and conditions of transfer number.</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Preservation+Transfer+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#DO20"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.2.2">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.2.2.2"/>

<rdfs:label xml:lang="en">acquisitionAuthorizationPerson</rdfs:label>

<dcterms:description xml:lang="en"> name of the person confirming the authorization of transfer </dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Preservation+Transfer+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#P26"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.2.3">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.2.2.3"/>

<rdfs:label xml:lang="en">acquisitionAuthorizationCode</rdfs:label>

<dcterms:description xml:lang="en"> transfer authorization number (as assigned by the preserver) and </dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Preservation+Transfer+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#B14"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.2.4">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.2.2.4"/>

<rdfs:label xml:lang="en">acquisitionAuthorizationInfo</rdfs:label>

<dcterms:description xml:lang="en"> terms and conditions of transfer number.</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Preservation+Transfer+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#DO18"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.2.5">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.2.2.5"/>

<rdfs:label xml:lang="en">acquisitionRejectionDate</rdfs:label>

<dcterms:description xml:lang="en"> date/time the transfer was rejected as unauthorized
</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Preservation+Transfer+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#D20"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.2.6">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.2.2.6"/>

<rdfs:label xml:lang="en">acquisitionRejectionPerson</rdfs:label>

<dcterms:description xml:lang="en"> name of the person rejecting the transfer
</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Preservation+Transfer+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#P27"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.2.7">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.2.2.7"/>

<rdfs:label xml:lang="en">acquisitionRejectionNotificationRecipient</rdfs:label>

<dcterms:description xml:lang="en"> name of person(s) to whom a notification of rejection of transfer was issued</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Preservation+Transfer+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#P28"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.2.8">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.2.2.8"/>

<rdfs:label xml:lang="en">acquisitionRejectionNotificationPerson</rdfs:label>

<dcterms:description xml:lang="en"> name of the person who issued the rejection notification</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Preservation+Transfer+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#P29"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.2.9">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.2.2.9"/>

<rdfs:label xml:lang="en">acquisitionRejectionNotificationDate</rdfs:label>

<dcterms:description xml:lang="en"> date and time the rejection notification was sent</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Preservation+Transfer+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#D21"/>

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</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.3.1">
        <rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>
        <rdfs:label rdf:resource="http://ipam.info#A4.3.2.3.1"/>
        <rdfs:label xml:lang="en">acquisitionContentVerificationDate</rdfs:label>
        <dcterms:description xml:lang="en"> date/time the transfer was accepted as verified
</dcterms:description>
        <rdfs:domain rdf:resource="http://ipam.info#Preservation+Transfer+Report"/>
        <dcterms:identifier rdf:resource="http://ipam.info#D22"/>
</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.3.10">
        <rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>
        <rdfs:label rdf:resource="http://ipam.info#A4.3.2.3.10"/>
        <rdfs:label xml:lang="en">acquisitionContentRejectionNotificationDate</rdfs:label>
        <dcterms:description xml:lang="en"> date and time the rejection notification was
sent</dcterms:description>
        <rdfs:domain rdf:resource="http://ipam.info#Preservation+Transfer+Report"/>
        <dcterms:identifier rdf:resource="http://ipam.info#D24"/>
</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.3.11">
        <rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>
        <rdfs:label rdf:resource="http://ipam.info#A4.3.2.3.11"/>
        <rdfs:label xml:lang="en">acquisitionContentAssessmentInfo</rdfs:label>
```

<dcterms:description xml:lang="en"> indication of the measures used to assess the content of the transfer</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Preservation+Transfer+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#DO23"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.3.12">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.2.3.12"/>

<rdfs:label xml:lang="en">acquisitionContentRejectionInfo</rdfs:label>

<dcterms:description xml:lang="en"> indication of the reason(s) for the rejection </dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Preservation+Transfer+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#DO24"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.3.13">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.2.3.13"/>

<rdfs:label xml:lang="en">acquisitionContentRejectionCode</rdfs:label>

<dcterms:description xml:lang="en"> transfer content rejection number (as assigned by the preserver) and</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Preservation+Transfer+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#B17"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.3.14">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.2.3.14"/>

<rdfs:label xml:lang="en">acquisitionContentRejectionInfo</rdfs:label>

<dcterms:description xml:lang="en"> terms and conditions of transfer number.</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Preservation+Transfer+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#DO25"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.3.2">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.2.3.2"/>

<rdfs:label xml:lang="en">acquisitionContentVerificationType</rdfs:label>

<dcterms:description xml:lang="en"> indication of the measures used to verify the transfer </dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Preservation+Transfer+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#DO21+%28checksum%29"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.3.3">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.2.3.3"/>

<rdfs:label xml:lang="en">acquisitionContentVerificationPerson</rdfs:label>

<dcterms:description xml:lang="en"> name of the person verifying the transfer</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Preservation+Transfer+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#P30"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.3.4">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.2.3.4"/>

<rdfs:label xml:lang="en">acquisitionContentVerificationCode</rdfs:label>

<dcterms:description xml:lang="en"> transfer content verification number (assigned by the preserver) and</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Preservation+Transfer+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#B16"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.3.5">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.2.3.5"/>

<rdfs:label xml:lang="en">acquisitionContentVerificationInfo</rdfs:label>

<dcterms:description xml:lang="en"> terms and conditions of transfer number.</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Preservation+Transfer+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#DO22"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.3.6">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.2.3.6"/>

<rdfs:label xml:lang="en">acquisitionContentRejectionDate</rdfs:label>

<dcterms:description xml:lang="en"> date/time the transfer was rejected as containing incorrect or corrupted content </dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Preservation+Transfer+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#D23"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.3.7">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.2.3.7"/>

<rdfs:label xml:lang="en">acquisitionContentRejectionPerson</rdfs:label>

<dcterms:description xml:lang="en"> name of the person rejecting the transfer </dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Preservation+Transfer+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#P31"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.3.8">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.2.3.8"/>

<rdfs:label xml:lang="en">acquisitionContentRejectionNotificationRecipient</rdfs:label>

<dcterms:description xml:lang="en"> name of the person(s) to whom a notification of rejection of transfer was issued </dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Preservation+Transfer+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#P32"/>

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</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.3.9">
        <rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>
        <rdfs:label rdf:resource="http://ipam.info#A4.3.2.3.9"/>
        <rdfs:label xml:lang="en">acquisitionContentRejectionNotificationPerson</rdfs:label>
        <dcterms:description xml:lang="en"> name of the person who issued the rejection notification</dcterms:description>
        <rdfs:domain rdf:resource="http://ipam.info#Preservation+Transfer+Report"/>
        <dcterms:identifier rdf:resource="http://ipam.info#P33"/>
</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.4.1">
        <rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>
        <rdfs:label rdf:resource="http://ipam.info#A4.3.2.4.1"/>
        <rdfs:label xml:lang="en">acquisitionAuthenticationDate</rdfs:label>
        <dcterms:description xml:lang="en"> date/time the transfer was accepted as containing authentic records </dcterms:description>
        <rdfs:domain rdf:resource="http://ipam.info#Authenticity+Report"/>
        <dcterms:identifier rdf:resource="http://ipam.info#D25"/>
</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.4.10">
        <rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>
        <rdfs:label rdf:resource="http://ipam.info#A4.3.2.4.10"/>
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<rdfs:label xml:lang="en">acquisitionAuthenticationRejectionNotificationPerson</rdfs:label>

<dcterms:description xml:lang="en"> name of the person who issued the rejection notification</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Authenticity+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#P37"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.4.11">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.2.4.11"/>

<rdfs:label xml:lang="en">acquisitionAuthenticationRejectionNotificationDate</rdfs:label>

<dcterms:description xml:lang="en"> date and time the rejection notification was sent</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Authenticity+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#D27"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.4.12">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.2.4.12"/>

<rdfs:label xml:lang="en">acquisitionAuthenticationInfo</rdfs:label>

<dcterms:description xml:lang="en"> indication of the measures used to assess the authenticity of the records in the transfer</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Authenticity+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#DO28"/>

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</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.4.13">
        <rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>
        <rdfs:label rdf:resource="http://ipam.info#A4.3.2.4.13"/>
        <rdfs:label xml:lang="en">acquisitionAuthenticationRejectionInfo</rdfs:label>
        <dcterms:description xml:lang="en"> indication of the reason(s) for the
rejection</dcterms:description>
        <rdfs:domain rdf:resource="http://ipam.info#Authenticity+Report"/>
        <dcterms:identifier rdf:resource="http://ipam.info#DO29"/>
</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.4.14">
        <rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>
        <rdfs:label rdf:resource="http://ipam.info#A4.3.2.4.14"/>
        <rdfs:label xml:lang="en">acquisitionAuthenticationRejectionCode</rdfs:label>
        <dcterms:description xml:lang="en"> transfer authenticity rejection number (as assigned
by the preserver)</dcterms:description>
        <rdfs:domain rdf:resource="http://ipam.info#Authenticity+Report"/>
        <dcterms:identifier rdf:resource="http://ipam.info#B20"/>
</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.4.15">
        <rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>
        <rdfs:label rdf:resource="http://ipam.info#A4.3.2.4.15"/>
        <rdfs:label xml:lang="en">acquisitionAuthenticationReportCode</rdfs:label>
```

<dcterms:description xml:lang="en"> authenticity assessment report number (assigned by the preserver) and</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Authenticity+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#B21"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.4.16">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.2.4.16"/>

<rdfs:label xml:lang="en">acquisitionAuthenticationInfo</rdfs:label>

<dcterms:description xml:lang="en"> terms and conditions of transfer number.</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Authenticity+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#DO30"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.4.2">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.2.4.2"/>

<rdfs:label xml:lang="en">acquisitionAuthenticationInfo</rdfs:label>

<dcterms:description xml:lang="en"> indication of the measures used to confirm authenticity </dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Authenticity+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#DO26"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.4.3">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.2.4.3"/>

<rdfs:label xml:lang="en">acquisitionAuthenticationPerson</rdfs:label>

<dcterms:description xml:lang="en"> name of the person confirming the authenticity</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Authenticity+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#P34"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.4.4">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.2.4.4"/>

<rdfs:label xml:lang="en">acquisitionAuthenticationReportCode</rdfs:label>

<dcterms:description xml:lang="en"> authenticity assessment report number (assigned by the preserver)</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Authenticity+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#B18"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.4.5">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.2.4.5"/>

<rdfs:label xml:lang="en">acquisitionAuthenticationCode</rdfs:label>

<dcterms:description xml:lang="en"> transfer authenticity verification number (assigned by the preserver) and</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Authenticity+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#B19"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.4.6">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.2.4.6"/>

<rdfs:label xml:lang="en">acquisitionAuthenticationInfo</rdfs:label>

<dcterms:description xml:lang="en"> terms and conditions of transfer number.</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Authenticity+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#DO27"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.4.7">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.2.4.7"/>

<rdfs:label xml:lang="en">acquisitionAuthenticationRejectionDate</rdfs:label>

<dcterms:description xml:lang="en"> date/time the transfer was rejected as containing records that could not be authenticated</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Authenticity+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#D26"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.4.8">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.2.4.8"/>

<rdfs:label xml:lang="en">acquisitionAuthenticationRejectionPerson</rdfs:label>

<dcterms:description xml:lang="en"> name of the person rejecting the transfer</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Authenticity+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#P35"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.4.9">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.2.4.9"/>

<rdfs:label xml:lang="en">acquisitionAuthenticationRejectionNotificationRecipient</rdfs:label>

<dcterms:description xml:lang="en"> name of the person(s) to whom a notification of rejection of transfer was issued</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Authenticity+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#P36"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.5.1">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.2.5.1"/>

<rdfs:label xml:lang="en">dateFeasPres</rdfs:label>

<dcterms:description xml:lang="en"> date/time the feasibility of preservation was confirmed</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Preservation+Feasibility+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#D28"/>

```
</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.5.10">
        <rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>
        <rdfs:label rdf:resource="http://ipam.info#A4.3.2.5.10"/>
        <rdfs:label xml:lang="en">dateFeasReject</rdfs:label>
        <dcterms:description xml:lang="en"> date and time the rejection notification was sent</dcterms:description>
        <rdfs:domain rdf:resource="http://ipam.info#Preservation+Feasibility+Report"/>
        <dcterms:identifier rdf:resource="http://ipam.info#D30"/>
</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.5.11">
        <rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>
        <rdfs:label rdf:resource="http://ipam.info#A4.3.2.5.11"/>
        <rdfs:label xml:lang="en">meansFeasPres</rdfs:label>
        <dcterms:description xml:lang="en"> indication of the measures used to confirm the feasibility of preservation</dcterms:description>
        <rdfs:domain rdf:resource="http://ipam.info#Preservation+Feasibility+Report"/>
        <dcterms:identifier rdf:resource="http://ipam.info#DO32"/>
</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.5.12">
        <rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>
        <rdfs:label rdf:resource="http://ipam.info#A4.3.2.5.12"/>
        <rdfs:label xml:lang="en">feasRejectReason</rdfs:label>
```

<dcterms:description xml:lang="en"> indication of the reason(s) for the rejection </dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Preservation+Feasibility+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#DO33"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.5.13">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.2.5.13"/>

<rdfs:label xml:lang="en">feasRejectReportCode</rdfs:label>

<dcterms:description xml:lang="en"> feasibility report number (assigned by the preserver)</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Preservation+Feasibility+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#B24"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.5.14">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.2.5.14"/>

<rdfs:label xml:lang="en">feasRejectCode</rdfs:label>

<dcterms:description xml:lang="en"> feasibility rejection number (assigned by the preserver) and</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Preservation+Feasibility+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#B25"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.5.16">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.2.5.16"/>

<rdfs:label xml:lang="en">termsTransferCode-2</rdfs:label>

<dcterms:description xml:lang="en"> terms and conditions of transfer number.</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Preservation+Feasibility+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#DO34"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.5.2">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.2.5.2"/>

<rdfs:label xml:lang="en">feasPerson</rdfs:label>

<dcterms:description xml:lang="en"> name of the person confirming the feasibility</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Preservation+Feasibility+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#P38"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.5.3">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.2.5.3"/>

<rdfs:label xml:lang="en">feasReportCode</rdfs:label>

<dcterms:description xml:lang="en"> feasibility report number (assigned by the preserver)</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Preservation+Feasibility+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#B22"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.5.4">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.2.5.4"/>

<rdfs:label xml:lang="en">feasVerificationCode</rdfs:label>

<dcterms:description xml:lang="en"> feasibility verification number (assigned by the preserver) and</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Preservation+Feasibility+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#B23"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.5.5">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.2.5.5"/>

<rdfs:label xml:lang="en">termsTransferCode-1</rdfs:label>

<dcterms:description xml:lang="en"> terms and conditions of transfer number.</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Preservation+Feasibility+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#DO31"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.5.6">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.2.5.6"/>

<rdfs:label xml:lang="en">dateFeasPresReject</rdfs:label>

<dcterms:description xml:lang="en"> date/time the transfer was rejected as containing records that cannot be preserved </dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Preservation+Feasibility+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#D29"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.5.7">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.2.5.7"/>

<rdfs:label xml:lang="en">rejectTransferPerson</rdfs:label>

<dcterms:description xml:lang="en"> name of the person rejecting the transfer </dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Preservation+Feasibility+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#P39"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.5.8">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.2.5.8"/>

<rdfs:label xml:lang="en">rejectNotificationRecipient</rdfs:label>

<dcterms:description xml:lang="en"> name of the person(s) to whom a notification of rejection of transfer was issued </dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Preservation+Feasibility+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#P40"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.2.5.9">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.2.5.9"/>

<rdfs:label xml:lang="en">rejectNotificationPerson</rdfs:label>

<dcterms:description xml:lang="en"> name of the person who issued the rejection notification</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Preservation+Feasibility+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#P41"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.3.1">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.3.1"/>

<rdfs:label xml:lang="en">creator</rdfs:label>

<dcterms:description xml:lang="en">name of the juridical or physical person that created the records</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Accession+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#P01"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.3.10">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.3.10"/>

<rdfs:label xml:lang="en">rightsDeed (see note)</rdfs:label>

<dcterms:description xml:lang="en">rights document number (e.g., deed of gift, contract, etc.)</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Accession+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#DO35.5"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.3.11">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.3.11"/>

<rdfs:label xml:lang="en">accessionPerson</rdfs:label>

<dcterms:description xml:lang="en">name of the person responsible for effecting the accession and</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Accession+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#P42"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.3.12">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.3.12"/>

<rdfs:label xml:lang="en">accessionLocation</rdfs:label>

<dcterms:description xml:lang="en">location of the accession.</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Accession+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#L05"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.3.13">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.3.13"/>

<rdfs:label xml:lang="en">accessionCondition</rdfs:label>

<dcterms:description xml:lang="en">original state of the records in the transfer when received</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Accession+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#T18"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.3.14">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.3.14"/>

<rdfs:label xml:lang="en">accessionControl (see note)</rdfs:label>

<dcterms:description xml:lang="en">indication of the security and control procedures used for the transfer</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Accession+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#DO36"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.3.15">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.3.15"/>

<rdfs:label xml:lang="en">accessionModification</rdfs:label>

<dcterms:description xml:lang="en">indication of any modifications made to the records since their receipt</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Accession+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#T19"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.3.16">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.3.16"/>

<rdfs:label xml:lang="en">accessionModificationCondition</rdfs:label>

<dcterms:description xml:lang="en"> indication of the post-modification state of the records (especially in relation to the impact of the modifications on the records' form, format, authenticity, etc.) (as appropriate)</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Accession+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#T20"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.3.17">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.3.17"/>

<rdfs:label xml:lang="en">accessionModificationReason</rdfs:label>

<dcterms:description xml:lang="en"> reason/authorization for the modifications (as appropriate)</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Accession+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#DO37"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.3.18">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.3.18"/>

<rdfs:label xml:lang="en">accessionModificationDate</rdfs:label>

<dcterms:description xml:lang="en"> date of the modifications (as appropriate) and</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Accession+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#D32"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.3.19">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.3.19"/>

<rdfs:label xml:lang="en">accessionModificationPerson</rdfs:label>

<dcterms:description xml:lang="en"> name of the person responsible for the modifications (as appropriate).</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Accession+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#P43"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.3.2">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.3.2"/>

<rdfs:label xml:lang="en">donor</rdfs:label>

<dcterms:description xml:lang="en">name of the juridical or physical person that transferred, donated or sold the records and</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Accession+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#P07"/>

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</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.3.3">
        <rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>
        <rdfs:label rdf:resource="http://ipam.info#A4.3.3.3"/>
        <rdfs:label xml:lang="en">accessionScope</rdfs:label>
        <dcterms:description xml:lang="en">quantity and characteristics of the records
</dcterms:description>
        <rdfs:domain rdf:resource="http://ipam.info#Accession+Report"/>
        <dcterms:identifier rdf:resource="http://ipam.info#DO35"/>
</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.3.4">
        <rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>
        <rdfs:label rdf:resource="http://ipam.info#A4.3.3.4"/>
        <rdfs:label xml:lang="en">accessionTransfereCode</rdfs:label>
        <dcterms:description xml:lang="en"> transfer registration number</dcterms:description>
        <rdfs:domain rdf:resource="http://ipam.info#Accession+Report"/>
        <dcterms:identifier rdf:resource="http://ipam.info#B13"/>
</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.3.5">
        <rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>
        <rdfs:label rdf:resource="http://ipam.info#A4.3.3.5"/>
        <rdfs:label xml:lang="en">accessionRegistrationCode</rdfs:label>
```

<dcterms:description xml:lang="en"> accession registration number</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Accession+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#B26"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.3.6">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.3.6"/>

<rdfs:label xml:lang="en">accrualRegistrationCode</rdfs:label>

<dcterms:description xml:lang="en"> accrual registration number (as appropriate)</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Accession+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#B27"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.3.7">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.3.7"/>

<rdfs:label xml:lang="en">accessionDate</rdfs:label>

<dcterms:description xml:lang="en"> date the records are accessioned </dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Accession+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#D31"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.3.8">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.3.8"/>

<rdfs:label xml:lang="en">rightsPerson</rdfs:label>

<dcterms:description xml:lang="en"> name of the person(s) holding the rights</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Accession+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#P41.5"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.3.3.9">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.3.3.9"/>

<rdfs:label xml:lang="en">rightsTerms</rdfs:label>

<dcterms:description xml:lang="en"> terms and condition of the rights, including jurisdiction, duration, pertaining to which records, etc. and</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Accession+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#DO36.5"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.4.1.2.1">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.4.1.2.1"/>

<rdfs:label xml:lang="en">maintenanceActivityCode</rdfs:label>

<dcterms:description xml:lang="en"> maintenance activity identification number(s) (i.e., backup, correction, update or refreshment identification number(s), as a mechanism for location

of the record(s) and for linking to the relevant maintenance activity report(s)/metadata) and</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Preservation+Activity+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#B28"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.4.1.2.2">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.4.1.2.2"/>

<rdfs:label xml:lang="en">accessionCode</rdfs:label>

<dcterms:description xml:lang="en"> accession number(s).</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Preservation+Activity+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#B26"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.4.3.2.1">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.4.3.2.1"/>

<rdfs:label xml:lang="en">transferRegistrationCode</rdfs:label>

<dcterms:description xml:lang="en"> transfer registration number (Note that the record(s) being described inherit the identity/integrity metadata recorded in the transfer registration register.)</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Description+Documentation"/>

<dcterms:identifier rdf:resource="http://ipam.info#B13"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.4.3.2.11">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.4.3.2.11"/>

<rdfs:label xml:lang="en">rightsPerson</rdfs:label>

<dcterms:description xml:lang="en"> name of the person(s) holding the rights (indication of rights that apply to record(s) being descibed)</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Description+Documentation"/>

<dcterms:identifier rdf:resource="http://ipam.info#P46.5"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.4.3.2.12">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.4.3.2.12"/>

<rdfs:label xml:lang="en">rightsTerms</rdfs:label>

<dcterms:description xml:lang="en"> terms and condition of the rights, including jurisdiction, duration, pertaining to which records, etc. (indication of rights that apply to record(s) being descibed)</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Description+Documentation"/>

<dcterms:identifier rdf:resource="http://ipam.info#DO36.5"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.4.3.2.13">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.4.3.2.13"/>

<rdfs:label xml:lang="en">rightsDeed</rdfs:label>

<dcterms:description xml:lang="en"> rights document number (e.g., deed of gift, contract, etc.) (indication of rights that apply to record(s) being descibed)</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Description+Documentation"/>

<dcterms:identifier rdf:resource="http://ipam.info#DO35.5"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.4.3.2.14">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.4.3.2.14"/>

<rdfs:label xml:lang="en">rightsLocation</rdfs:label>

<dcterms:description xml:lang="en"> location of the record(s) in storage</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Description+Documentation"/>

<dcterms:identifier rdf:resource="http://ipam.info#L06"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.4.3.2.15">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.4.3.2.15"/>

<rdfs:label xml:lang="en">descriptionDate</rdfs:label>

<dcterms:description xml:lang="en"> date of the description</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Description+Documentation"/>

<dcterms:identifier rdf:resource="http://ipam.info#D33"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.4.3.2.16">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.4.3.2.16"/>

<rdfs:label xml:lang="en">descriptionPerson</rdfs:label>

<dcterms:description xml:lang="en"> name of the person responsible for the description and</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Description+Documentation"/>

<dcterms:identifier rdf:resource="http://ipam.info#P44"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.4.3.2.17">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.4.3.2.17"/>

<rdfs:label xml:lang="en">descriptionRules</rdfs:label>

<dcterms:description xml:lang="en"> indication of the description rules used.</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Description+Documentation"/>

<dcterms:identifier rdf:resource="http://ipam.info#DO38"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.4.3.2.2">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.4.3.2.2"/>

<rdfs:label xml:lang="en">accessionCode</rdfs:label>

<dcterms:description xml:lang="en"> accession number (Note that the record(s) being described inherit the identity/integrity metadata recorded in the accessions register.)</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Description+Documentation"/>

<dcterms:identifier rdf:resource="http://ipam.info#B26"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.4.3.2.3">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.4.3.2.3"/>

<rdfs:label xml:lang="en">accrualCode</rdfs:label>

<dcterms:description xml:lang="en"> accrual number (as appropriate) (Note that the record(s) being described inherit the identity/integrity metadata recorded in the accruals register.)</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Description+Documentation"/>

<dcterms:identifier rdf:resource="http://ipam.info#B27"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.4.3.2.4">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.4.3.2.4"/>

<rdfs:label xml:lang="en">parentCode</rdfs:label>

<dcterms:description xml:lang="en"> parent unit number (as appropriate) (Note that the record(s) being described inherit the identity/integrity metadata recorded for the parent unit.)</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Description+Documentation"/>

<dcterms:identifier rdf:resource="http://ipam.info#B29"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.4.3.2.5">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.4.3.2.5"/>

<rdfs:label xml:lang="en">digPresCurrent AND docFormCurrent</rdfs:label>

<dcterms:description xml:lang="en"> indication of the original state of the record(s) when received (Note that state in this context is characterized in relation to the information for preservation carried forward from the appraisal process.)</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Description+Documentation"/>

<dcterms:identifier rdf:resource="http://ipam.info#T18"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.4.3.2.6">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.4.3.2.6"/>

<rdfs:label xml:lang="en">descriptionSecurity</rdfs:label>

<dcterms:description xml:lang="en"> indication of the security and control procedures used for records transfer, maintenance and reproduction activities</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Description+Documentation"/>

<dcterms:identifier rdf:resource="http://ipam.info#DO36"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.4.3.2.7">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.4.3.2.7"/>

<rdfs:label xml:lang="en">digPresCurrent AND docFormCurrent</rdfs:label>

<dcterms:description xml:lang="en"> indication of the current state of the records (Note that state in this context is characterized in relation to the updated information for preservation issuing from the processes of correcting, updating and/or refreshing digital components or storage.)</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Description+Documentation"/>

<dcterms:identifier rdf:resource="http://ipam.info#T19"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.4.3.2.8">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.4.3.2.8"/>

<rdfs:label xml:lang="en">maintenanceActivityCode</rdfs:label>

<dcterms:description xml:lang="en"> maintenance activity identification number(s) (as appropriate)—provides a link to information about any maintenance actions applied to the record(s) (e.g., correcting, updating, refreshing), and the impact of these actions on the form, format, authenticity, etc., of the record(s)</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Description+Documentation"/>

<dcterms:identifier rdf:resource="http://ipam.info#B28"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.4.3.2.9">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.4.3.2.9"/>

<rdfs:label xml:lang="en">rightsRestrictions</rdfs:label>

<dcterms:description xml:lang="en"> indication of any access restriction(s) related to copyright, privacy, etc.</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Description+Documentation"/>

<dcterms:identifier rdf:resource="http://ipam.info#R01"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.4.4.2.1">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.4.4.2.1"/>

<rdfs:label xml:lang="en">digPresCurrent AND docFormCurrent</rdfs:label>

<dcterms:description xml:lang="en"> indication of the original state (e.g., file format) of the record(s) prior to storage</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Modifying+Preserved+Records+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#T18"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.4.4.2.2">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.4.4.2.2"/>

<rdfs:label xml:lang="en">preservationModification</rdfs:label>

<dcterms:description xml:lang="en"> indication of any modification(s) made to the record(s) in preparation for storage</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Modifying+Preserved+Records+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#T19"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.4.4.2.3">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.4.4.2.3"/>

<rdfs:label xml:lang="en">preservationModificationCondition</rdfs:label>

<dcterms:description xml:lang="en"> indication of the state of the record(s) after the modification(s) (e.g., impact on form, format, authenticity, etc.)</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Modifying+Preserved+Records+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#T20"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.4.4.2.4">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.4.4.2.4"/>

<rdfs:label xml:lang="en">preservationModificationReason</rdfs:label>

<dcterms:description xml:lang="en"> indication of the reason/authorization for the modification(s) (e.g., through reference to the relevant section of the preservation storage system strategy)</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Modifying+Preserved+Records+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#DO37"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.4.4.2.5">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.4.4.2.5"/>

<rdfs:label xml:lang="en">preservationModificationDate</rdfs:label>

<dcterms:description xml:lang="en"> date/time of any modification(s)</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Modifying+Preserved+Records+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#D32"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.4.4.2.6">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.4.4.2.6"/>

<rdfs:label xml:lang="en">preservationModificationPerson</rdfs:label>

<dcterms:description xml:lang="en"> name of the person responsible for the modification(s)</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Modifying+Preserved+Records+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#P43"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.4.4.2.7">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.4.4.2.7"/>

<rdfs:label xml:lang="en">storagePerson</rdfs:label>

<dcterms:description xml:lang="en"> name of person responsible for placing the record(s) in storage</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Modifying+Preserved+Records+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#P45"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.4.4.2.8">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.4.4.2.8"/>

<rdfs:label xml:lang="en">storageDate</rdfs:label>

<dcterms:description xml:lang="en"> date/time the record(s) was/were placed in storage and</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Modifying+Preserved+Records+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#D34"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.4.4.2.9">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.4.4.2.9"/>

<rdfs:label xml:lang="en">storageLocation</rdfs:label>

<dcterms:description xml:lang="en"> location of the record(s) in storage.</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Modifying+Preserved+Records+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#L07"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.4.4.3.2.1">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.4.4.3.2.1"/>

<rdfs:label xml:lang="en">backupInfo</rdfs:label>

<dcterms:description xml:lang="en"> indication of the reason/authorization for the backup (e.g., through reference to the relevant section of the preservation storage system strategy)</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Backup+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#DO39"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.4.4.3.2.2">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.4.4.3.2.2"/>

<rdfs:label xml:lang="en">backupType</rdfs:label>

<dcterms:description xml:lang="en"> indication of the type of backup indication of the type of backup (e.g., incremental, differential, full) </dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Backup+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#T21"/>

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</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.4.4.3.2.3">
        <rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>
        <rdfs:label rdf:resource="http://ipam.info#A4.4.4.3.2.3"/>
        <rdfs:label xml:lang="en">backupExtent</rdfs:label>
        <dcterms:description xml:lang="en"> indication of the extent or content of the backup (e.g., full system, selected groups of records, etc.)</dcterms:description>
        <rdfs:domain rdf:resource="http://ipam.info#Backup+Report"/>
        <dcterms:identifier rdf:resource="http://ipam.info#DO40"/>
</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.4.4.3.2.4">
        <rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>
        <rdfs:label rdf:resource="http://ipam.info#A4.4.4.3.2.4"/>
        <rdfs:label xml:lang="en">backupPerson</rdfs:label>
        <dcterms:description xml:lang="en"> name of the person creating the backup</dcterms:description>
        <rdfs:domain rdf:resource="http://ipam.info#Backup+Report"/>
        <dcterms:identifier rdf:resource="http://ipam.info#P46"/>
</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.4.4.3.2.5">
        <rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>
        <rdfs:label rdf:resource="http://ipam.info#A4.4.4.3.2.5"/>
        <rdfs:label xml:lang="en">backupDate</rdfs:label>
```

<dcterms:description xml:lang="en"> date/time of the backup </dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Backup+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#D35"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.4.4.3.2.6">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.4.4.3.2.6"/>

<rdfs:label xml:lang="en">backupSoftware</rdfs:label>

<dcterms:description xml:lang="en"> indication of the software application (including version number) used to create the backup </dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Backup+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#T22"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.4.4.3.2.7">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.4.4.3.2.7"/>

<rdfs:label xml:lang="en">backupLocation</rdfs:label>

<dcterms:description xml:lang="en"> location of the backup and </dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Backup+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#L08"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.4.4.3.2.8">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.4.4.3.2.8"/>

<rdfs:label xml:lang="en">backupCode</rdfs:label>

<dcterms:description xml:lang="en"> backup identification number.</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Backup+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#B29"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.4.4.3.3.1a">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.4.4.3.3.1a"/>

<rdfs:label xml:lang="en">digPresCurrent </rdfs:label>

<dcterms:description xml:lang="en"> indication of the original state (e.g., file format) of the record(s) prior to correction</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Correcting+Preserved+Records+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#T20a"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.4.4.3.3.1b">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.4.4.3.3.1b"/>

<rdfs:label xml:lang="en">docFormCurrent</rdfs:label>

<dcterms:description xml:lang="en"> indication of the original state (e.g., file format) of the record(s) prior to correction</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Correcting+Preserved+Records+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#T20b"/>

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</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.4.4.3.3.2">
        <rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>
        <rdfs:label rdf:resource="http://ipam.info#A4.4.4.3.3.2"/>
        <rdfs:label xml:lang="en">correctionProcess</rdfs:label>
        <dcterms:description xml:lang="en"> indication of the correction process(es) used</dcterms:description>
        <rdfs:domain rdf:resource="http://ipam.info#Correcting+Preserved+Records+Report"/>
        <dcterms:identifier rdf:resource="http://ipam.info#T23"/>
</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.4.4.3.3.3">
        <rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>
        <rdfs:label rdf:resource="http://ipam.info#A4.4.4.3.3.3"/>
        <rdfs:label xml:lang="en">correctionCondition</rdfs:label>
        <dcterms:description xml:lang="en"> indication of the state of the record(s) after correction (e.g., impact on form, format, authenticity, etc.)</dcterms:description>
        <rdfs:domain rdf:resource="http://ipam.info#Correcting+Preserved+Records+Report"/>
        <dcterms:identifier rdf:resource="http://ipam.info#T24"/>
</rdf:Description>
<rdf:Description rdf:about="http://ipam.info#A4.4.4.3.3.4">
        <rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>
        <rdfs:label rdf:resource="http://ipam.info#A4.4.4.3.3.4"/>
        <rdfs:label xml:lang="en">correctionReason</rdfs:label>
```

<dcterms:description xml:lang="en"> indication of the reason/authorization for the correction (e.g., through reference to the relevant section of the preservation storage system strategy)</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Correcting+Preserved+Records+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#DO41"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.4.4.3.3.5">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.4.4.3.3.5"/>

<rdfs:label xml:lang="en">correctionName</rdfs:label>

<dcterms:description xml:lang="en"> name of the person responsible for the correction</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Correcting+Preserved+Records+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#P47"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.4.4.3.3.6">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.4.4.3.3.6"/>

<rdfs:label xml:lang="en">correctionDate</rdfs:label>

<dcterms:description xml:lang="en"> date/time of the correction and</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Correcting+Preserved+Records+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#D36"/>

</rdf:Description>

<rdf:Description rdf:about="http://ipam.info#A4.4.4.3.3.7">

<rdfs:isDefinedBy rdf:resource="http://ipam.info#COPModel"/>

<rdfs:label rdf:resource="http://ipam.info#A4.4.4.3.3.7"/>

<rdfs:label xml:lang="en">correctionCode</rdfs:label>

<dcterms:description xml:lang="en"> correction identification number, as a mechanism for location of the record(s) and linked to an accession number(s).</dcterms:description>

<rdfs:domain rdf:resource="http://ipam.info#Correcting+Preserved+Records+Report"/>

<dcterms:identifier rdf:resource="http://ipam.info#B30"/>

</rdf:Description>

</rdf:RDF>

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