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Canada

Canada

Governance and Recordkeeping Around the World, an online newsletter published regularly by Library and Archives Canada (LAC), highlights issues pertaining to government and recordkeeping practices in the public and private sectors.

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Section 1—General News

Canada

Federal Government

[Government of Canada’s Cloud Adoption Strategy is published](#)

The strategy allows the federal government to select a cloud solution, as needed, while providing departments with new and flexible alternatives to make more efficient use of information technology.

Government of Ontario

[Digital transformation of government continues](#)

The Ontario Minister Responsible for Digital Government has been tasked with continuing the digital transformation of government and the modernization of public service delivery.

See also: [“Search is on for Ontario’s First Chief Digital Officer”](#)

[Personal emails and instant messages subject to freedom of information requests](#)

The [Information and Privacy Commissioner of Ontario](#) has issued [guidelines](#) advising that information about government records or business contained in the personal email accounts or instant messaging tools of public sector employees is subject to freedom of information requests.

See also: [“Information and Privacy Commissioner Calls for Modernization of Access and Privacy Legislation”](#)

Australia

[New Digital Transformation Agency \(DTA\) is launched](#)

The DTA has been created to expand the Australian government’s digital agenda across its agencies while overseeing the rollout of improved capabilities to users of federal services.

See also: [Australians want more online services](#)

[Messages sent on mobile devices are subject to the FOI Act](#)

The [Australian Information Commissioner](#) has stated that messages sent by federal ministers on mobile phone applications are subject to the Freedom of Information Act (FOI).

France

[Future plans for Archives nationales de France](#) (French only)

The French Minister of Culture and Communication has outlined future plans for the [Archives nationales de France](#).

Ireland

[Upgrades to National Archives building linked to earlier release of records](#)

Beginning in September 2016, the facilities of [The National Archives of Ireland](#) will be upgraded to facilitate a reduction in the rule for the release of State papers, from [30 years](#) to [20 years](#).

Jordan

[E-signatures to be used in government transactions](#)

E-signatures are now being used in all government transactions, improving public sector efficiency.

Kenya

[Access to Information law now in force](#)

The [Access to Information Bill 2015](#) gives citizens the right to access government information.

New Zealand

[Majority of transactions with government now electronic](#)

The New Zealand government reports it is on track to exceed its 2017 target to have 70 percent of New Zealanders' most common transactions with government occur online.

Russia

[National Digital Library is created](#)

A new "federal state information system named the National Electronic Library" has been created, providing access to electronic copies of documents preserved in libraries, museums, archives, and other state and municipal institutions.

Sénégal

[Modernization of National Archives](#) (French only)

A working group has been established to study the modernization of the [Archives nationales du Sénégal](#).

Slovakia

[Electronic mailboxes now mandatory for legal entities](#)

Legal entities in Slovakia must now use electronic mailboxes for communication with public authorities.

United Kingdom

[Court ruling emphasizes the role of technology in the discovery process](#)

Citing the unreasonable costs of human resources in the manual review of documents, a United Kingdom Court has ruled that technology, specifically predictive coding software, should be used instead.

See also: [Technology assisted review \(TAR\)](#)

[British Library launches Living Knowledge Network](#)

The British Library has launched the Living Knowledge Network, which will share knowledge, resources and activities with 21 major libraries across the country.

United States

Federal Government

[Updated guidelines for the management of federal information resources has been released](#)

Released by the [Office of Management and Budget](#), the [guidelines](#) establish general policy for topics such as privacy, records management and open government.

[New U.S. Data Federation to promote open digital government](#)

The [U.S. Data Federation's](#) goals include highlighting common data formats and metadata vocabularies, permitting all levels of government to pursue an interconnected data strategy.

See also: [U.S. Data Federation profile](#); [U.S. Digital Service](#); [Update on White House's third Open Government National Action Plan](#)

[ARMA International: More is needed to meet email records management requirements](#)

[ARMA International](#), an association representing records management and information governance professionals, has asked the federal government to provide federal records managers with the tools, resources, and authorities necessary to meet email records management requirements.

Section 2—Events

Annual Meetings and Conferences

National

April 2017

[2017 Archives Association of Ontario Conference](#)

26–28 April 2017
Toronto, Ontario, Canada

May 2017

[Colloque Cossi 2017—Méthodes et stratégies de gestion de l’information par les organisations : des “big data” aux “thick data”](#) (French only)

11–12 May 2017
Montreal, Quebec, Canada

[ARMA Canada 2017 Conference](#)

28–31 May 2017
Toronto, Ontario, Canada

[46^e Congrès de l’Association des archivistes du Québec](#) (French only)

31 May to 2 June 2017
Montreal, Quebec, Canada

June 2017

[2017 Association of Canadian Archivists Conference](#)

7–10 June 2017
Ottawa, Ontario, Canada

[Canadian Open Data Summit 2017](#)

12–14 June 2017
Edmonton, Alberta, Canada

International

May 2017

[Association for Recorded Sound Collections 51st Annual Conference](#)

10–13 May 2017
San Antonio, Texas, United States

June 2017

[dg.o 2017: 18th Annual International Conference on Digital Government Research](#)

7–9 June 2017
Staten Island, New York, United States

[Joint Conference on Digital Libraries](#)

19–23 June 2017
Toronto, Ontario, Canada

[Open Repositories 2017 Conference](#)

26–30 June 2017
Brisbane, Australia

July 2017

[Annual Meeting of the Society of American Archivists 2017](#)

23–29 July 2017
Portland, Oregon, United States

[4th Annual International Conference on Library and Information Science](#)

24–27 July 2017
Athens, Greece

[8th International Conference on Social Media & Society](#)

28–30 July 2017
Toronto, Ontario, Canada

Section 3—Current Trends and Products

Recordkeeping: Current Developments, Projects and Future Initiatives

Canada

[Library and Archives Canada—“Proactive Opening of Government Records Under Block Review”](#)

In 2010, Library and Archives Canada initiated a “block review” process to proactively open more archived federal government records. As of July 2016, more than 23 million pages of Canadian government records have been opened and are now available to the public.

[Memorial University of Newfoundland—Digital Archives Initiative \(DAI\)](#) (portal)

The [DAI](#) preserves materials with historical and cultural value.

Australia

[Federal Government—Transformation of open data portal](#)

The Australian open data portal, [data.gov.au](#), is being revamped to give the portal new functionality, improving usability and data publishing.

See also: [Public Data Policy home page](#)

Europe

[Promoting and Enhancing Reuse of Information throughout the Content Lifecycle taking account of Evolving Semantics \(PERICLES\)](#)

The PERICLES project addresses the challenge of ensuring that digital content remains accessible in an environment that is continually changing.

See also: [Deliverables](#)

[Launch of European Data Portal](#)

Promoting the reuse of publicly held data, the Portal contains more than 400,000 data sets available in six languages.

France

[“Programme de Développement concerté de l’Administration Numérique Territoriale \(2015-2017\)”](#)

(French only) [PDF]

The program will create the conditions necessary for the development of innovative integrated online public services, enhancing economic efficiency and the quality of services provided to individuals and businesses.

See also: [Report](#)

[National Archives—“Politique et cartographie des actions menées par les Archives de France en matière d’archivage numérique”](#) French (only) [PDF]

An overview of digital archiving at the [Archives de France](#) is provided.

See also: [“Circulaire relative au cadre stratégique commun de modernisation des archives”](#)

Ireland

[Mass Storage of Digital Data](#)

Researchers at the [AMBER Centre](#) at [Trinity College Dublin](#) are developing a device capable of transferring data 100 times faster and storing more of it in a smaller space.

The Netherlands

[Digital Government 2017 project](#)

The goal of this project is to have the public conduct all of its business with the government online by 2017.

United Kingdom

[British Library—3D Scanning of Collection](#)

The [British Library](#) has been working with 3D scanning and printing to scan its collection of historical texts and artifacts.

[Universities of Hull and York—Filling the Digital Preservation Gap project](#)

Completed in September 2016, the [project](#) explored the potential of the digital preservation solution [Archivematica](#) to help manage research data. Three reports have been published.

United States

[Government of California—California State Innovation Lab](#)

The lab is a digital space for state workers and the public to develop government applications using open source technology.

See also: [First state data portal built on open source](#)

[Various Organizations—“Documenting the Now: Supporting Scholarly Use and Preservation of Social Media Content”](#)

This project will develop a tool, DocNow, to be used for collecting tweets and their associated metadata and Web content.

See also: [Building a Social Media Archive](#); [Presentation](#)

Products and Tools from Around the World

Canada

[Bibliothèque et Archives nationales du Québec \(BAnQ\)—“Recueil des règles de conservation des documents communs des ministères et des organismes gouvernementaux”](#) [PDF] (French only)

This document was updated in 2016.

[Open Text—OpenText Release 16](#)

[OpenText Release 16](#) is a set of four suites representing Enterprise Content Management, Business Process Management, Customer Experience Management, and Analytics.

Australia

[State Library of New South Wales—Digital Preservation Guide](#)

This guide provides strategies and practices to digitally preserve a library’s collection.

State Records Commission of Western Australia—Recordkeeping Guidance Documents [PDF]

The [State Records Commission of Western Australia](#) has published the following: [Managing Digital Information](#); [State Archives Retained by Government Organizations](#); [Archival Storage Specification](#); [Directions for Keeping State Archives Awaiting Transfer to the State Archives Collection](#); [General Disposal Authority for Source Records](#).

Europe

[“Data Archives and Digital Preservation”](#) [PDF]

The Consortium of European Social Science Data Archives has produced information on data archives and digital preservation.

France

[National Archives—“Note d’information relative à la publication de la version 2.0 du Standard d’échange de données pour l’archivage”](#) (French only) [PDF]

The [Archives de France](#) has published an updated exchange standard regarding data archiving.

New Zealand

[iWorkplace Records Manager 365](#)

This tool makes compliance to the [Public Records Act](#) easier and more cost-effective for New Zealand government agencies.

[National Archives—“Information and Records Management Standard”](#) [PDF]

Published in July 2016, this updated [standard](#) builds on the principles and requirements of the previous standard but has been simplified to have more impact and usability.

Switzerland

[“Catalogue des formats de données d’archivage”](#) (French only)

The [Centre de coordination pour l’archivage à long terme de documents électroniques](#) has produced a catalogue of 37 data archiving formats analyzing their digital archiving capability.

United Kingdom

[The National Archives—“Digital Transfer Steps”](#)

This document outlines the steps that must be followed before digital records can be transferred to The National Archives, including doing a test transfer.

See also: [“Guidance and forms for digital transfer”](#)

[University of London Computer Centre—“Assessing Organisational Readiness toolkit”](#) (Download is free)

Organizations can use this toolkit to measure their organizational readiness for managing digital content.

United States

[ASG Technologies—ASG Mobius 6.0](#)

This system assists organizations in managing their business information through improved access to corporate content.

[National Archives Records Administration \(NARA\)—“Controlled Unclassified Information Rule”](#)

The [National Archives and Records Administration](#) has issued the Controlled Unclassified Information (CUI) Rule to establish policy for agencies on designating, safeguarding, disseminating, marking, decontrolling, and disposing of CUI.

[Preservica’s software, hosted on AWS GovCloud \(U.S.\)](#) (Case Study)

The [Texas State Library and Archives Commission](#) faced the challenge of not having a suitable electronic system in place to digitally preserve and make its electronic records accessible. To address this the Commission selected [Preservica’s](#) software hosted on [AWS GovCloud](#) (U.S.).

Studies and Surveys

Global

[“Web Archiving at National Libraries: Findings of Stakeholders’ Consultation by the Internet Archive”](#)

Published by the [Internet Archive](#) and conducted by Helen Hockx-Yu, Director of Global Web Services, March 20, 2016.

Between November 2015 and March 2016, the Internet Archive conducted a stakeholders’ consultation exercise. Thirty organizations and individuals were consulted, representing national libraries, archives, researchers, independent consultants and Web-archiving service providers.

Their activities and interests in the areas of collecting born-digital materials were surveyed with the goal of proposing adjustments to current services or developing new services that are sustainable for all participants. This exercise also helped achieve their goals in building digital collections and access services. The main findings give an overview of the current practices, and the general impressions of the progress in Web archiving at national libraries.

Survey: [“The Governance of Long-Term Digital Information: IGI 2016 Benchmark”](#) [PDF]

Published by the [Information Governance Initiative \(IGI\)](#)

The survey, carried out in the spring of 2016, was distributed to information governance professionals in North America and Europe. Nearly 400 completed the survey in whole or in part. The survey provides insight into current attitudes and activities regarding long-term protection of, and access to, digital information.

The main goal of the survey is to provide information that will assist organizations in protecting and providing access to their most critical digital information over the long term.

Survey: [“The One Email You Can’t Ignore: The Risks and Business Impact of Failing to Treat Emails as Records”](#) [PDF] Published May 2016.

[harmon.ie](#), in partnership with [Gimmel](#), conducted a survey in March 2016 and received responses from more than 100 information governance leaders representing various industries primarily in the United States and Canada with a small sampling from other countries around the world.

The survey assesses the [current state of managing emails](#) for information governance purposes. Key challenges, obstacles and risks that organizations must deal with in managing their email records are discussed.

Section 4—Selected Readings and Recordings

Articles, White Papers, Presentations, Reports, Videos and Podcasts

Canada

Speech: [“Saving the world: one record at a time”](#)

Delivered by Librarian and Archivist of Canada, Guy Berthiaume, May 30, 2016.

Dr. Berthiaume speaks about Library and Archives Canada’s mandate, roles and responsibilities, services, programs and collections. The reorganization of the operations sector is also discussed along with the institution’s three-year plan and its four commitments.

Article: [“Comment classer et conserver vos documents importants”](#) (French only)

Written by Nafi Alibert, *les affaires*. Published September 26, 2016.

In this article, Daniel Ducharme, an archivist at [Bibliothèque et Archives nationales du Québec](#), identifies five important reasons why documents should be retained.

Australia

Article: [“Preservation Challenges in the Digital Age”](#)

Written by Bernadette Houghton, [Deakin University](#). Featured in *D-Lib Magazine*, July/August 2016, Volume 22, Number 7/8.

This article describes the major challenges in digital preservation, covering a range of technical, administrative, legal and logistical aspects.

Belgium

[Archives de l’État en Belgique : un tutoriel vidéo](#) (French only)

Published July 5, 2016.

The [Archives de l’État](#) contains more than 315 kilometres of archives. This video addresses how to effectively search through this quantity of information.

France

Article: [“Archivage en Cloud : les points à considérer avant de se lancer”](#) (French only)

Written by Chris Evans, expert contributor to [TechTarget Storage Media Group](#), featured in *LeMagIT*, updated May 2016.

This article provides useful information for organizations thinking about storing their data in the cloud.

See also: [“Cloud computing: how to get your organisation ‘cloud ready’”](#) (United Kingdom)

The Netherlands

Presentation: [“Developing a national digital library”](#)

Presented by Johan Stapel and Enno Meijers, [National Library of the Netherlands](#), March 3, 2016.

The presentation describes the Dutch digital library infrastructure, and the challenges and issues the library faces.

United Kingdom

Policy paper: [“UK Open Government National Action Plan 2016–18”](#)

Published by the Government of the United Kingdom, May 12, 2016.

This is the third National Action Plan.

See also: [“The United Kingdom Report on the Re-use of Public Sector Information 2013–2015”](#)

Report: [“Preserving Social Media”](#) [PDF] (Download is free)

Written by Sara Day Thomson, Digital Preservation Coalition Technology Watch Report 16-01 February 2016.

This report provides an overview of strategies for the archiving of social media for long-term access, for both policy and implementation. The report discusses social networking platforms and platforms with significant amounts of user-generated content.

See also: [Presentations from “Preserving Social Media: a Briefing Day”](#) [PDF]

[“Independent Commission on Freedom of Information Report”](#) [PDF]

Published by the Government of the United Kingdom, March 2016.

This report presents the findings of the review of the Freedom of Information Act 2000 including recommendations to improve the operation of the Act, both for requestors and for institutions.

United States

Article: [“Evolving data issues challenge RM approaches”](#)

Written by Judith Lamont, Ph.D. Featured in *KM World*, May 2016, Volume 25, Issue 5.

This article discusses the impact the increasing amount of data is having on records management.

See also: [“4 Things Every CIO should be paying attention to”](#)

[“Electronic Messages White Paper”](#) [PDF]

Published by the National Archives and Records Administration (NARA), August 2016.

This white paper is intended to help federal agencies begin to address the management of electronic messages beyond email.

Books

Selected Readings

[The Facet Records Management Collection](#) (2016)

This collection features the following five books: *Managing Records: A handbook of principles and practice*; *Records Management and Information Culture: Tackling the people problem*; *Records and Information Management*; *Managing Records in Global Financial Markets: Ensuring compliance and mitigating risk*; and *Managing Electronic Records*.

Edited by Murtha Baca, [Introduction to Metadata](#) (Third Edition) (2016)

Introduction to Metadata provides an overview of metadata, including its types, roles, and characteristics; a discussion of metadata as it relates to Web resources; and a description of methods, tools, standards, and protocols for publishing and disseminating digital collections.

Aaron D. Purcell, [Digital Library Programs for Libraries and Archives: Developing, Managing, and Sustaining Unique Digital Collections](#) (2016)

This book combines theory and best practices with practical application, showing how to approach digital projects as an ongoing effort. Topics include transitioning from project-level initiatives to a sustainable program providing clear, step-by-step instructions for building a digital library program.

Jeannette A. Bastian, Megan Sniffin-Marinoff and Donna Webber, [Archives in Libraries: What Librarians and Archivists Need to Know to Work Together](#) (2015) [PDF]

The authors discuss basic archival concepts, policies, and best practices, covering such subjects as donor relations, records management, appraisal, processing and preservation.

Jean-Philippe Accart and Clotilde Vaissaire-Agard, [Les 500 mots métiers : bibliothèques, archives, documentation](#) (2016) (French only)

The authors have put together terms useful to those working in areas such as libraries, archives and museums.

Edited by Presses de l'enssib, [La recherche dans les institutions patrimoniales : sources matérielles et ressources numériques](#) (2016) (French only)

This book discusses research in heritage institutions and addresses important questions.