

# PARBICA 1984-1985

## Lindsay Cleland

*Significant events in the development of PARBICA from the early part of 1984 include: the attendance of the President at the International Congress on Archives in Bonn, together with other members of PARBICA; contacts made in the United States, Canada and the United Kingdom immediately prior to the Congress; a Fact Finding Advisory Mission examining the archival situation in six of the member countries of PARBICA; and the Second Pacific Archives Training Seminar — Records Management, held in Sydney, 21-31 January 1985, and followed by the General Conference of PARBICA, 1-2 February.*

### **Attendance of the President at the International Congress on Archives in Bonn**

Setareki Tuinaceva, Chief Archivist of the National Archives of Fiji, and President of PARBICA, left Suva on 5 September and arrived in Bonn to attend, first, the pre-Congress Seminar on the Management of Archives from 10-14 September. Designed for archivists from developing countries, the training team for the Seminar were Frank Evans, Eric Ketelaar, Michael Roper and Eckardt Franz.

This Seminar was followed by the International Congress on Archives from 17-21 September, and the General Assembly at which Setareki represented Fiji. As President of PARBICA he was also eligible to attend meetings of the Executive of ICA and the Commission on Archival Development (CAD), both before and after the Congress, including the major meeting of the Executive in Priem near Munich from 23-26 September.

Leaving Frankfurt on 27 September, Setareki broke his journey in Sydney, meeting members of the Australian Society of Archivists, including Council members, before flying on to Suva on 2 October, arriving there twenty nine days after leaving.

Apart from the experience gained and the contacts made, the visit was important for PARBICA in other ways also. With George Paniani, Judith Hornabrook and Lindsay Cleland present, the whole of the PARBICA executive was in Bonn and able to meet together for the first time since Rarotonga in 1982. Also present were Willie Toa, Archivist from Vanuatu; Bruce Burne, convener of one of the PARBICA committees; and Alan Ives, editor. On 16 September, PARBICA members attended the inaugural meeting of the Commonwealth Archivists Association, and with

CARBICA members also present, and others, made some amendments to a draft constitution for the Association adopted by the meeting. On 17 September, as part of the scheduled program of the Congress allowing for meetings of Regional Branches of ICA, a general meeting was held at which the activities of PARBICA were reported on and reviewed. Contacts were made with officials from the Foreign and Commonwealth Office on the Western Pacific High Commission records; and in the General Assembly PARBICA was formally approved as a Regional Branch — having come into existence after the last International Congress, in London in 1980 — and its Quadriennial Report accepted. The PARBICA Bureau was also able to meet Ray Grover, head of the National Archives of New Zealand, and representatives of the Australian Archives.

George Paniani and Willie Toa also attended the pre-Congress Seminar on the Management of Archives and Willie went on to a further training seminar at the Hague, after the Congress. George was the PARBICA selection for the free place to Bonn offered by the West German Government to each Regional Branch of ICA; and the Vanuatu Government funded Willie.

For the President of PARBICA to attend the Congress in Bonn, funds had to be raised to cover living and accommodation expenses, the International Council on Archives being prepared to cover travel. The Council of the Australian Society of Archivists made a donation of \$450 and contributions from Society members raised this to \$1030. This initiative was backed by \$1350 from the Department of Foreign Affairs and necessary funding was achieved. Just before departure, the Government of Fiji granted a travel allowance for part of the time away. Appreciation is expressed to all funding sources, noting that this was the first PARBICA project to be substantially funded from within the PARBICA region.

### **Contacts in the United States, Canada and the United Kingdom**

Although plans were made for the President to be present at the 48th Annual Conference of the Society of American Archivists, August 30—September 3, 1984, in Washington, funding did not allow for this addition to the itinerary. The Secretary General and Editor both attended and subsequently visited the Public Archives of Canada. The Secretary General also visited the Public Record Office, London, and made contact with the Secretary of the Commonwealth Archivists Association.

In Washington, formal approaches on behalf of PARBICA were made to both the Council of the Society of American Archivists, and to the Archivist of the United States. During the Society of American Archivists Conference contacts were made particularly through attendance at a meeting of the International Archival Affairs Committee and through its Secretary, Maygene Daniels. An important matter discussed at the meeting was United States aid funding after its withdrawal from UNESCO. Archivists and manuscript personnel from the Pacific were also met

including representatives from Hawaii and Guam; a meeting of the Goals and Priorities Committee was also attended, covering the Committee's recent report on archival planning for the Society; and an awareness gained of the activities and funding operations of the National Historical Publications and Records Commission (NHPRC).

In Ottawa an excellent coverage of the Public Archives of Canada was given with visits to nine divisions including Federal Archives, Manuscripts, Machine Readable Archives and Records Management. Learning of the PARBICA Records Management Training Seminar being planned for Sydney in January 1985, Mr John Dumont, Director of the Records Management Division, provided the greatest possible assistance, including information and documentation on the forthcoming Public Archives of Canada Records Management Course No. 41.

While in Ottawa, the Secretary General visited the headquarters of the Canadian International Development Agency and provided information on the developed itinerary for the PARBICA Fact Finding Advisory Mission in the South Pacific, for which the Agency had provided the funding, through the International Council on Archives.

In London, contact was made with Prof. Geoffrey Martin, Keeper of the Public Record Office, and discussions with John Walford during a visit to the Kew building of the Public Record Office provided valuable information on a recent archival training exercise in Zanzibar which not only provided archival and conservation training to local personnel but at the same time completed the preservation and description of a group of historically important records. A visit was also made to the India Office Library and Records to meet Mr Tony Farrington, Secretary of the Commonwealth Archivists Association, and during the visit the Conservation Department was seen, personnel from which have provided extensive conservation training expertise in India and elsewhere.

### **Fact Finding Advisory Mission in the South Pacific by Bruce Burne**

Through the International Council on Archives, the Canadian International Development Agency made available US \$5000 for a fact finding advisory mission in the South Pacific, and this was carried out by Bruce Burne, formerly Archivist of the Western Pacific High Commission Archives.

Part of one of the projects of the PARBICA Project Program 1983-1987, and included in the ICA 2nd Medium Term Plan, the following six countries were visited: Kiribati, Solomon Islands, Tonga, Tuvalu, Vanuatu and Western Samoa. The twenty-seven day mission between 18 November and 14 December 1984 examined the situation in each country with regard to accommodation and buildings; current staffing and training needs; the existing administrative or legal basis of archival operations and the need for legislation; association with other institutions such as libraries and

museums; the position on current records management, including retention and disposal scheduling of records and the degree of involvement of the archival agency in records management programs; the nature and extent of material held in custody; local use of the archives by both Government and public; any question of transfer of archives by former governing or treaty powers; availability of basic archival texts and literature including both monographs and serials; the situation with regard to conservation requirements and facilities; the need for an individual report and recommendations to Government on the provision of archival services; the extent and coverage of available finding aids and provision for public access to the records; the situation with regard to overseas research enquiries; reprographic facilities, microfilm holdings and requirements; and the extent to which needs could be met by regional centre facilities e.g. for microfilming, training, or conservation.

### **The Second Pacific Archives Training Seminar — Records Management**

The Second Pacific Archives Training Seminar was held in Sydney from 21-31 January 1985; and was followed by a General Conference of PARBICA, 1-2 February 1985.

Country participants were: REPUBLIC OF BELAU — Tina Rehuher; COOK ISLANDS — George Paniani; FIJI — Setareki Tuinaceva, Fane Baravilala; GUAM — Magdalena Taitano; KIRIBATI — Richard Overy, Kunei Etekiera; REPUBLIC OF THE MARSHALL ISLANDS — Tamar Jordan; FEDERATED STATES OF MICRONESIA, *Ponape State* — Dakio Syne, *Kosrae State* — Teddy John; COMMONWEALTH OF THE NORTHERN MARIANAS — Herbert Del Rosario; NEW CALEDONIA, *Territorial Archives* — Bruno Corre, *South Pacific Commission* — Dominique Honnorat, Ann Burns; PAPUA NEW GUINEA — Judith Hornabrook, Vaburi Dairi; SOLOMON ISLANDS — Edward Iamae; KINGDOM OF TONGA — Ami Latu; TUVALU — Kataloto Lopati; VANUATU — Willie Toa; WESTERN SAMOA — Siavata Gale.

Additional participants present throughout the Seminar were: Dr Peter Orlovich of the School of Librarianship and Information Science, University of New South Wales, who was the Director of Studies for the Seminar; Dr Frank Evans, from the United States National Archives, Washington, who was also keynote speaker; Margaret Jennings of the University of Melbourne Records Management Office and Anne-Marie Schwirtlich of the Australian Archives, New South Wales Regional Office, who also lectured; Alan Ives of the Riverina College of Advanced Education Archives; John Wright of the Wright Consultants, Honolulu; and Lindsay Cleland, Secretary-General. Additional lectures were given by David Roberts of Australian Archives, NSW; Janet Howse of the City of Sydney Archives; Susan Wright and Dennis Comber of the Archives Office of New South Wales; and Judith Hornabrook. Those attending were

pleased to have present from 30 January, Dr Charles Kecskemeti, Executive Secretary of the International Council on Archives.

The Seminar was made possible by funding from UNESCO and the Australian Department of Foreign Affairs; the former through the Executive Secretary of ICA, and the latter through the Advisory Committee of the South Pacific Cultures Fund.

Co-operation by the Principal of the International Training Institute Mr L.R. Heron, made it possible for the Seminar to be held at the Institute, at Middle Head, Mosman, overlooking Sydney Harbour, and use of the facilities and advice and assistance from the staff of the International Training Institute were an important factor in the success of the Seminar. Linked with the International Training Institute was residential accommodation at Hereford Lodge, Glebe, which provided appropriate facilities for all participants.

Assistance from the Archives Office of New South Wales through Mr John Cross, the Principal Archivist, and from the Australian Archives, through the Director General, Mr Brian Cox, were also important factors in the success of the Seminar. Negotiation by Dr Orlovich with Mr Peter Scott and Mr Stephen Stuckey of the New South Wales Regional Office of Australian Archives, and with staff of the Archives Office of New South Wales including the Records Management Office, provided not only lecturing support but access to archival material on which to base the practical sessions of the Seminar, and contacts which allowed for visits to be made to Commonwealth and State Government departments. Support for the Secretary General in the organisation of the Seminar was also provided by Mr Paul Mullins of the ACT Regional Office of the Australian Archives.

The Seminar also depended very much on the voluntary efforts of the individuals involved, almost all of whom shared a common background as members of the Australian Society of Archivists. The Sydney Branch of the Society also provided hospitality to participants and through a group including Sigrid McCausland, Gunnell Bellviken and Tim Robinson, working with Dr Orlovich, organised a dinner with members of the Society, a tour through Sydney and a picnic lunch; made available informational brochures on Sydney activities, and arranged some visits to archival institutions immediately after the Seminar. A meeting of the Society was also held, attended by all participants, at which Dr Evans and Dr Kecskemeti spoke, and greetings from PARBICA and appreciation of the support of PARBICA by the Society was given by the President, Setareki Tuinaceva. One other function was a reception for members of the PARBICA Executive Board by the Deputy Lord Mayor of Sydney, Councillor Stan Ashmore-Smith; and an opening barbecue was held at the International Training Institute on the first day of the Seminar, at which participants were joined by the overseas personnel currently attending

courses at the International Training Institute.

The training provided in the Seminar was based on a program prepared by Dr Peter Orlovich, which the Executive Secretary of ICA, Dr Kecskemeti, later requested be made available for examination and use by the Education Committee of the International Council on Archives.

Records Management was interpreted broadly to include all archival activities relating to agencies and records; from control of records in departmental Registries, through records survey work, including inventorying and analysis of records held in agencies; criteria and techniques of records appraisal and vital records protection; principles and procedures of disposal scheduling; to techniques of disposal sentencing and the use of inactive records centres and repositories.

Documentation brought together as resource material for the Seminar included records management texts, publications of the Records Management Office of New South Wales, General Disposal Schedules of the Australian Archives and of the Archives Office of New South Wales, records management publications of the United States National Archives made available through Dr Evans, and a complete set of the records management publications of the Public Archives of Canada kindly forwarded by Mr John Dumont of the Records Management and Micrographic Systems Division.

A continuing aim was to provide 'hands on' training, and each segment of the Seminar was accompanied by a workshop in which actual records were worked upon. After an introductory first day, participants visited four Registries: Commonwealth Government agencies — Australia Council, Australian Film Commission; State Government agencies — Department of Technical and Further Education, Department of Main Roads. Subsequent sessions sought to follow records of these agencies through the archival activities mentioned.

A day was spent visiting the Australian Archives Records Repository at Villawood, and the New South Wales State Government Record Repository at Kingswood. Consideration was also given to micrographics and records and archival management, and a visit made to W&F Pascoe Ltd, Commercial Photographers. Addresses were also given on Regional Conservation in the Pacific by Dr Colin Pearson of the Regional Conservation Centre in the Canberra College of Advanced Education; and by Robert Langdon on the work of the Pacific Manuscripts Bureau of the School of Pacific Studies of the Australian National University.

Time was also given to a session during which participants spoke of their individual archival situations using illustrative material which in the introductory documentation to the Seminar they had been asked to bring. This allowed for a valuable exchange of information. The session was added to by one which was an evaluation of the Records Management Seminar itself and an indication of future needs.

In a brief ceremony at the end of the Seminar, participants were

presented with a Certificate, in recognition of participation and satisfactory completion of the PARBICA Records Management Training Course, awarded by and with the authority of the Executive Board of the Pacific Regional Branch of the International Council on Archives, these being presented by Dr Charles Kecskemeti.

The Second Pacific Archives Training Seminar consolidated and built upon the First, held in Suva 26-27 October 1981. The First Training Seminar covered the whole range of archival theory and practice, much of which, including archival terminology, was new to participants. In the Second Training Seminar this background could be developed and consolidated and greater attention given to one aspect of archival activity, records management.

One factor which has assisted in the consolidation and extension of understanding of archives as provided by the Seminar has been the overall stability of personnel involved in archives in the PARBICA region. All 14 countries represented at Suva were also represented in Sydney — with one exception, New Zealand, where attendance by a representative of the New Zealand National Archives had to be cancelled at a late stage. Changes of personnel had occurred only in Papua New Guinea, Tonga, Western Samoa and the Solomon Islands; and, excluding local observers, of the 24 participants at the First Pacific Archives Training Seminar in Suva, 18 attended the Second Pacific Archives Training Seminar in Sydney.

The General Conference of PARBICA, 1-2 February 1985 was a business session covering past and future activities of PARBICA and election of Office Bearers. It included: Confirmation of the Minutes of Proceedings of the PARBICA Inaugural Conference, Suva, Fiji, 26-27 October 1981; Reports by the Secretary General, Deputy Secretary General/Treasurer, Editor and Committee Convenors; Admission of new members and membership of the International Council on Archives; the Manual for Pacific Archivists being prepared by Judith Hornabrook; the Fact Finding Advisory Mission South Pacific, 18 November — 14 December 1985 by Bruce Burne, visiting Vanuatu, Solomon Islands, Kiribati, Tuvalu, Western Samoa and Tonga; Report of the attendance of PARBICA members at the Tenth International Congress on Archives in Bonn, September 1984, including the inaugural meeting of the Commonwealth Archivists Association; the matter of the Western Pacific High Commission Records; attendance at meetings of other Regional Branches by Bruce Burne and Judith Hornabrook; a review of the PARBICA Project Program 1983-1987 and revision of the PARBICA component of the ICA 2nd Medium Term Plan.

Office Bearers elected were: *Bureau* — President, Setareki Tuinaceva; Vice President, George Paniani; Secretary General, Lindsay Cleland; Deputy Secretary General, Richard Overy; Treasurer, Bruce Burne. *Executive Board* — Siavata Gale, Judith Hornabrook, Edward Iamae, Tina Rehuher, Magdalena Taitano, Willie Toa.