

INTERNATIONAL NOTES

Edited by Margaret J. Jennings

PARBICA REGION

PARBICA

Correspondent: Dagmar Parer

Because of a shortfall in fundraising, the Executive Bureau of the Pacific Regional Branch International Council on Archives, has chosen to postpone PARBICA 6 (its biennial conference and seminar) due to be held in Guam in November this year. The conference has been rescheduled for 4-9 July 1994.

Additional sponsors are being sought and ways of reducing the cost of the conference are being explored.

The theme of the five-day seminar will be Records Management — the training of departmental personnel in the handling of records.

The goal for the seminar is the presentation of a records management training package for Pacific archivists to use as a resource/guide to educate records officers in government and private organisations in records management as a prerequisite to archival selection and management.

The theme was suggested by Pacific country representatives in response to a lack of formal training opportunities in records management in the Pacific and to fulfil their desire to have more effective records management practices in place within Pacific government departments.

The seminar will train participants in the implementation of this records management package by departmental personnel in their countries. A follow-up survey will be conducted at a later date to check on the implementation of records management training in participant countries.

Provisional registration forms have been sent to all members to establish the numbers planning to attend.

Archives and Records Association of New Zealand

Correspondent: Mark Stoddart

ARANZ's application for Cooperating Body status has been approved by the National Commission for UNESCO.

A new Waikato/Bay of Plenty Branch was officially formed at a function on 14 November 1992. Organiser of the meeting Coral Hair, Records Manager with the Rotorua District Council was elected Chairperson.

Anna Blackman, Archivist for the Dunedin City Council and ARANZ member, is the recipient of the Dame Catherine Tizard Award from the New Zealand Local Government Association for 1993. The award is to enable women to undertake tertiary study in a discipline which is of value to local government.

The ARANZ 1993 Conference was held in Wellington on 20-21 August with a professional day on 19 August. Topics included access and privacy, standards, technology, education, acquisition and archives management.

Dr F. Gerald Ham visited New Zealand in June and July to undertake on the Association's behalf a review of education and training needs of New Zealand archivists and records managers. A Review Steering Committee and three working parties were set up to gather background information. The objective of the review was the securing of a report suggesting appropriate qualification standards for the New Zealand situation, together with an appropriate delivery structure.

The Association is working with the New Zealand Qualification Authority in identifying the specific skills and knowledge needed in a national information management qualification. The aim is to establish key curriculum elements or 'unit standards' for the content of future training courses. While separate from the review of future education and training needs being independently sponsored by the Association, it is expected the two exercises will be complementary.

In December 1992 the Honourable Graeme Lee, Minister of Internal Affairs announced that the construction of an Archives building in Dunedin was to proceed. It is expected that the building of the new accommodation in George Street will take four months to complete.

The passing of the *Privacy Act 1993* is likely to affect archives and archivists but the impact of this has yet to be gauged.

Commonwealth of the Northern Marianas Islands

Correspondent: Herbert Del Rosario

The CNMI Archives received a grant of \$25 000 to undertake video projects on the 50th anniversary of World War II in the Marianas.

The Archives legislation is still being deliberated by our CNMI Legislature.

The organisation of PIALA (Pacific Islands Association of Librarians and Archivists) held a meeting in Saipan from 15-18 October 1993.

National Archives of New Zealand, Dunedin Regional Office

Correspondent: Peter Miller

My confident prediction in the November 1992 issue of this Journal that construction of the new Dunedin Regional Office building for the National Archives would be underway at that time proved to be slightly premature. However, on 22 December the Minister of Internal Affairs, the Hon. Graeme Lee, gave the region an early Christmas present with his very welcome announcement that a tender had been let for erection of the 1350 m² single storey building. Your correspondent was appointed Regional Archivist and the Office, located at 556 George Street, was opened for public business in September this year.

The transfer of some 1500 m of government archives to these premises from the Hocken Library has afforded some relief to that institution, at least for the next couple of years. The critical space situation necessitated a reduced intake of archives and manuscripts and a number of sizeable deposits had to be temporarily deferred until late this year.

Following in the footsteps of Gwen McLay to the archives diploma course at the University of New South Wales has been Anna Blackman, Archivist of the Dunedin City Council. It is interesting to note that in 1993 four New Zealanders are studying in Australian archives/records management courses (two at UNSW and two at Monash), the highest number ever.

In mid-July, the Otago/Southland Branch of ARANZ hosted Dr Gerald Ham, the distinguished American archivist, during his visit to New Zealand to prepare a report for ARANZ on education and training needs for archivists and records officers. Dr Ham consulted widely with such folk and their employers while in the city and also addressed a Branch meeting.

National Archives, Vanuatu

Correspondent: Keithson Wilie Toa

The *National Archives Act* was adopted by the National Parliament of the Republic on 10 August 1992.

The Archives now is no longer under the Vanuatu Cultural Centre. It has been integrated into the Public Service Department since 1 May 1993 and so we have become a separate department combining the

Culture, Religion, Women's Affairs and Archives under the Ministry of Justice, Culture and Women's Affairs. We are now responsible to the Public Service Department.

Two francophone students were sent to New Caledonia early this year for a three-month training attachment in the Territorial Archives of Noumea.

Pacific Manuscripts Bureau

Correspondent: Gillian Scott

The Bureau has just completed a major microfilming project in the Cook Islands the results of which (about sixty-one reels of 35 mm microfilm, one in colour) will be available at the end of 1993. The material copied includes the archives of the Catholic Church, shipping records, customs records and some other manuscript items.

University of Papua New Guinea, Department of Library and Information Studies

Correspondent: Sam Kaima

The first graduates in the Certificate in Archives and Records Management CIS (RM) gained their awards in March this year. Peter Orlovich and staff of the National Archives of PNG had assisted in this year-long course.

Hopefully more students will be attending the course during the coming break this year. It is hoped the program will run for some years.

A Course Handbook for the Certificate course is being planned and will be published before the end of this year. Plans also exist to develop this into an Extension version so that registry clerks and records officers will be able to do the course externally in the future. In the long run it is hoped that the region will be included, hopefully with assistance from PARBICA.

As part of the research Sam Kaima is now compiling a Directory of Government Registries and Archival Institutions in Papua New Guinea. This is being assisted by the fact that workshops on archives and records management are being conducted throughout the country. There were five more of such workshops during 1993.

SARBICA REGION

National Archives, Singapore

Correspondent: Pitt Kuan Wah

The National Archives, Singapore (NA) has automated its microfilming operation. As a productivity measure, the NA has been constantly looking for ways to speed up the filming without lowering

the standards and quality of the end product. It has, in the past two years, upgraded all manually operated 16 mm planetary cameras with document auto-feeding devices which resulted in an increase in productivity by nearly 15 per cent. For the year 1992 alone, the NA converted some twelve million documents into 16 mm, 35 mm and 105 mm microfilms.

In March 1992 the NA installed a 35 mm planetary camera with a motorised book cradle. This is believed to be the only such installation in Singapore. It makes filming of bound volume (less than 15 cm thick) archives and rare books easier and faster, without going through the tedious process of unbinding and rebinding. The NA also started moving into the two-level blip system of filming, in order to take advantage of using CAR (Computed Aided Retrieval) in documents retrieval. It is planned to convert all the existing microfilm readers to ones that are equipped with CAR by 1995. As 35 mm filming normally does not come with image blip, after two years of experimenting, we have successfully installed on all our 35 mm cameras electronic (LED) counters so that each and every image on 35 mm microfilm has a numeric code (similar to those on the 16 mm film) to allow speedy retrieval of information.

Currently, the NA is looking into the feasibility of re-filming its holdings of maps and building plans on 105 mm colour and black and white microfiche. This will enable users to have more accurate viewing and reproduction copies of the original documents.

Apart from microfilming, the NA also conducts quality control tests for the first generation microfilms (camera master) produced by other government departments and statutory boards to ensure that their microfilms can be preserved for posterity (in 1992 alone, NA conducted some 7800 such checks). Other related services include processing and duplicating microfilms of various formats and consultancy services such as training on micrographic management, drafting and evaluating tenders for micrographic equipment/supplies and microfilm service bureaus.

EASTICA REGION

Correspondent: Xu Yuqing

The inaugural conference of the East Asia Regional Branch of the International Council on Archives (EASTICA) was held in Beijing, China from 7-10 July, 1993 with the kind assistance of Dr C. Kecskemeti, Secretary-General of ICA. Present at the conference were 22 delegates and observers from China, Japan, the People's Democratic Republic of Korea, the Republic of Korea, Macao, and Mongolia.

The conference devoted four working sessions to discuss the

constitution, the working program for the next two years, and resolutions of EASTICA.

During the conference, all participants visited the Central Archives of China, the First Historical Archive and Chang Ping County Archives and had a tour of the Palace Museum, the Great Wall and the Ming Tombs.

The inaugural conference of EASTICA proved to be a successful one and all the participants got a very impressive result. The establishment of EASTICA will surely promote the archives program of the region.

The Executive Board of the East Asia Regional Branch (EASTICA) was elected on 9 July as:

- Chairman:** Wang Gang, Head of the State Archives Bureau, China
- Vice Chairman:** L. Mendsaikhan, Chairman of the Mongolian State Archives Office
- Treasurer:** Isau Santos, Director of the Historical Archives of Macao
- Secretary-General:** Xu Yuqing, Head of the Foreign Affairs Division of the State Archives Bureau, China
- Members:** Mariko Bando, Deputy Director-General, National Archives of Japan; Ki-Ok Kim, Director-General, Government Archives and Records Service, Republic of Korea; National Archives Administration, PDR of Korea (Vacancy); The Public Records Office of Hong Kong (Vacancy).

The Secretariat is set up at the State Archives Bureau, Beijing, China.

The budget of EASTICA for 1994 fiscal year is \$3000 and is distributed for national/territorial archives directorates as follows: \$825 for China (27.5%), \$825 for Japan (27.5%), \$450 for the Republic of Korea (15%), \$300 for PDR of Korea (10%), \$300 for Hong Kong (10%), \$150 for Macao (5%), and \$150 for Mongolia (5%).

The membership fee for national associations of archivists (having voting rights) is \$100. The membership fee for institution members is \$50. The membership fee for the individual member is \$15. The remittance charges are not included in the above-mentioned fees.

In order to actively conduct the work of EASTICA, and to promote the development of archival work in this region, the working plan for the next two years is as following:

- to complete its administrative body, expand its membership, and encourage archival, informational and documental institutions, organisations, archivists and other cultural institutions to participate in EASTICA;

- to carry out the constitution of ICA and EASTICA, and other decisions;
- to promote the development of archival work in this region through the ways of bilateral and multilateral exchanges or cultural exchanges between governments, mutual visits, professional observations, and expert consultation, etc;
- to strengthen professional archival training by organising workshops and seminars and by exchanging trainees. It was decided that a Workshop 'Automation on Archives Administration' shall be held in Beijing, China in October, 1994;
- to encourage archival institutions to exchange archival materials (including microfilms) on the basis of voluntary participation and mutual benefit so as to enrich the archival collections of this region, and to undertake joint efforts to make copies of records relating to the East Asian histories, preserved outside East Asia;
- to stimulate professional archival exchange and exchange of archival journals and literatures among archival institutions of the region;
- to make all necessary preparations for the Second Conference of EASTICA and the seminar 'On Modernizing Management of Archives', which will be held simultaneously, and to encourage more archivists to attend the seminar; and
- to publish a journal *East Asian Archives* and to strengthen the informational exchange of archivists in this region.

The journal *East Asian Archives* will be published annually and the first seven issues will be printed and distributed separately by China, Mongolia, PDR of Korea, Japan, Macao, The Republic of Korea and Hong Kong. Its editor shall be a member of the Executive Board himself or the appointed staff of his archives. The language used in the journal shall be English and the table of the contents should include Chinese, Mongolian, Korean, Japanese and English. There is no copyright problem, if any member country/territory would like to translate the English version of the journal into its own language.