How Normal is Normalisation

by

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What will pass.

• Reasons for a new norm in the Netherlands
• Relation with existing norms and standards
• Specifications for RM-software vs RM-functionality
• Background of ReMANO and Core model
• Dutch initiatives vs MoReq
• Dutch norm NEN 2082 on RM-functionality
A new norm in the Netherlands

• Need for a norm on RM-functionality
• No need for a norm on RM-software \( \text{(RMA / RMS)} \)

• Due to incorporation of RM-functionality in business applications
Relation with existing norms and standards

• Specifications for Records management functionality within software based on:
  - Software specifications for RMA for Dutch public administration (ReMANO)
  - Specifications for DM, RM, WfM-system (Core Model).

• ReMANO / Core Model based on MoReq/
Specifications for RM-software vs RM-functionality

Specs for software
- Demands how software works
- Incl. non-RM-function.
- Dedicated application

Specs for functionality
- Demands how functionality is inc.
- Excl. non-RM-function.
- Dedicated application
- Embedded functionality in business-applications
NEN 2082 compatible with ISO

• ISO 15489 on design and implement systems so they meet the operational needs of the organization and accord with the regulatory environment.

• Draft international standard ISO/DIS 22310 “requirements for records/documents management in standards”.
Background of ReMANO and the Core Model

- Initiated by Ministry of the Interior and Kingdom Relations
- After Dutch translation of ISO-15489-1
- Relation with Functional Requirements for records and archives management
- Scope: RMA
- Initiated by Ministry of the Interior and Kingdom Relations
- After release of ReMANO
- Relation with ReMANO, Moreq
- For choosing the right DMS, RMS, WfMS

Need for an answer on DoD 5015.2-STD, Adoption and incorporation MoReq while being the best alternative
ReMANO and existing norms

ISO 15489-2  \rightarrow  ISO 15489-1  \rightarrow  ISO 9000, etc.

Dutch legislation
Best practice

Functional Req for RM

Metadata model

MoReq  \rightarrow  ReMANO

Pittsburgh
British Columbia
Dublin Core
ISAD ISAAR
INTER PARES


DOMEA Konzept

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Core Model and existing norms

Dutch legislation
Best practice
MoReq
User demands and Req.

ISO 15489-2 → ISO 15489-1 → ISO 9000, etc.

Functional Req for RM

Metadata model

ReMANO

Core model

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ReMANO & Core Model vs MoReq

- Electronic management of records
- Focuses on Electronic and Non-electronic records
- Dutch legal and best practice context

- Management of electronic records
- Focuses on Electronic records mainly
- European or no specific legal or best practice context
Dutch norm NEN 2082 on RM-functionality

– Bring together RMA-users and RMA-developers;
– Develop a tool for exchange of data between different RMA’s of different users;
– Standardise specifications for RM functionalities in Business-applications and RMA’s;
– Map RM-functionalities for Dutch organisations
NEN 2082 and existing norms

ISO 15489-2 → ISO 15489-1 → ISO 9000, etc.

Dutch legislation
Best practice
MoReq
User demands and Req.

Functional Req for RM

Metadata model

ReMANO → Core model


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ISO 9000, etc.

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How Normal then, is Normalisation

• It is a wise thing to do
  – if you designate specific goals
  – If non existing norm meets these goals

• ISO-lation is no problem *(draft ISO 22310 req. for records/documents in standards)*
  – even if it cross-reflects with other initiatives