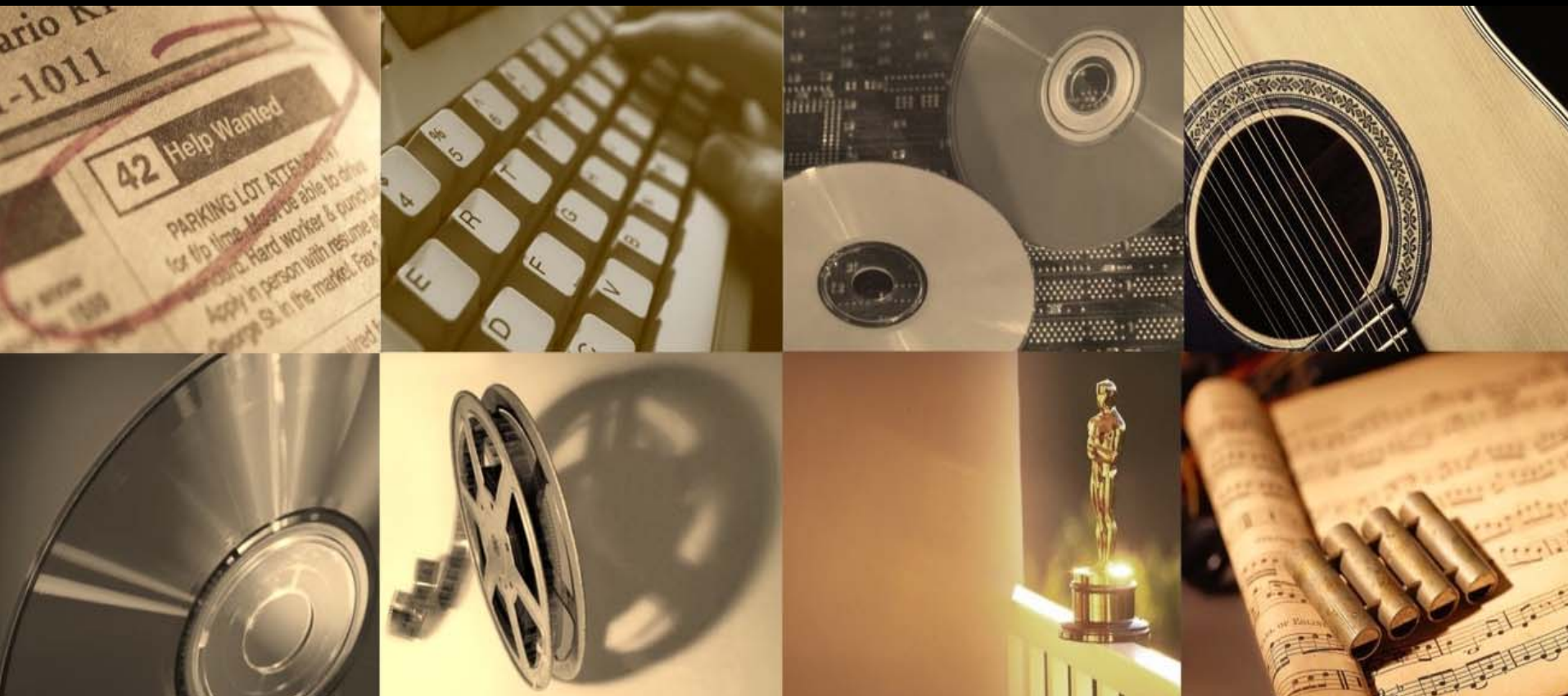


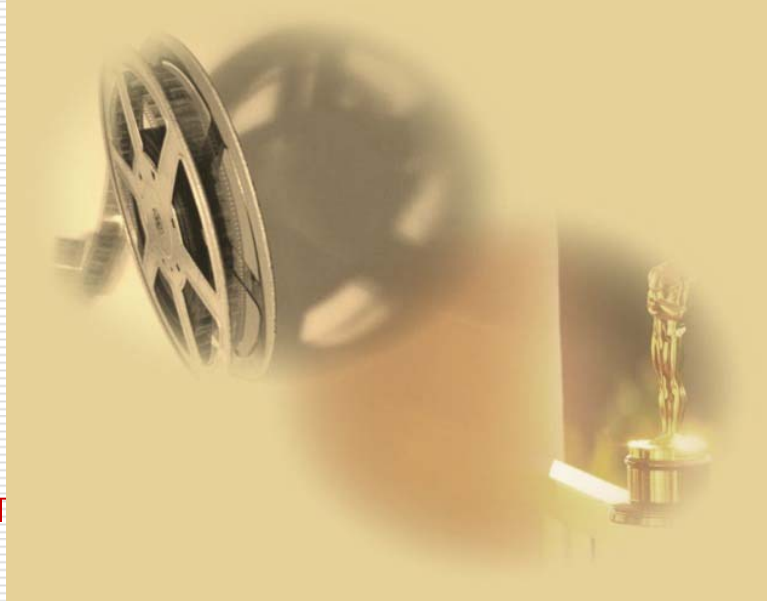
# Records Management in the Future



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FOR ARCHIVAL RESEARCH IN AMSTERDAM



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**Or: is there a future for  
records management**

# Reflection on the Subject

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Que sara sara

# Recordkeeping in the Paper World

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This is a functioning office, all things are in order,  
Or in that better disorder born of long usage  
I alone can command it

I alone know the secret thoughts in these cabinets,  
And how the letters relate to the pamphlets in boxes  
I alone know the significance of underlinings  
On the pages read closely

F.R.Scott  
On Saying Goodbye to my Room in  
Chancellor Day Hall

23-Nov-2007

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VOOR ARCHIEFDEORNIAMENT EN -ONROEREND

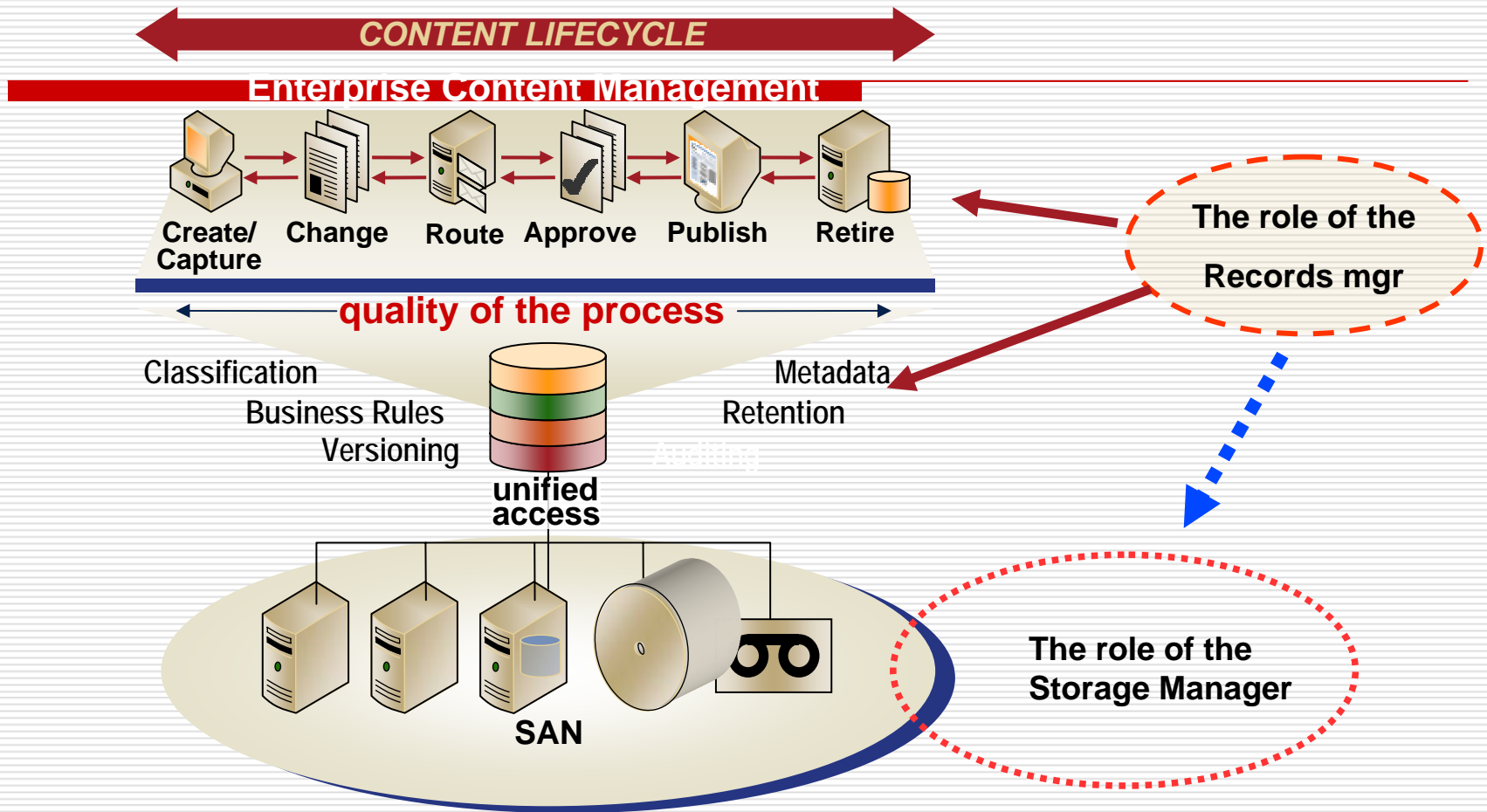
# The digital world is different

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- Different records
- Different users
- Different methods
- Same people?



# A different world looks like this?



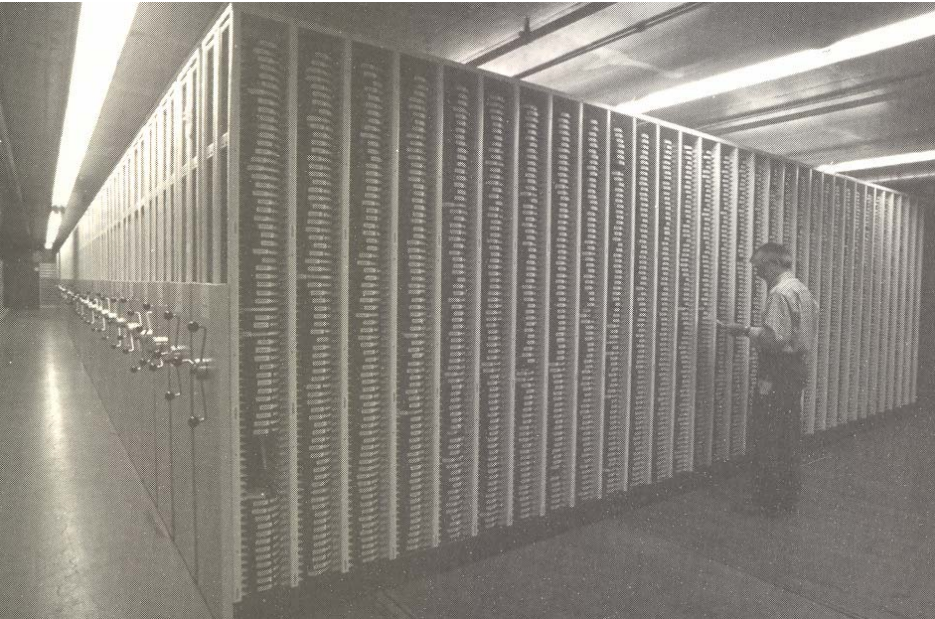
# Ongoing research

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- Authenticity, reliability of electronic records
- Recordkeeping requirements
- Metadata
- Preservation strategies
- RM software requirements

# Challenges: Records Management in a different world

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Postmodernist ideas

- Why classification?
- Why metadata?
- Why appraisal
- Why disposition
- Why recordkeeping?

# Univers of discours

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- Record
- Record Creation
- Record keeping
- Quality, Accountability, Evidence
- Responsibilities



# Authenticity and Reliability

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# A touch of discipline

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- ❑ Procedures for records creation
- ❑ ... for records receiving
- ❑ ... for records capture



# Integrity and useability

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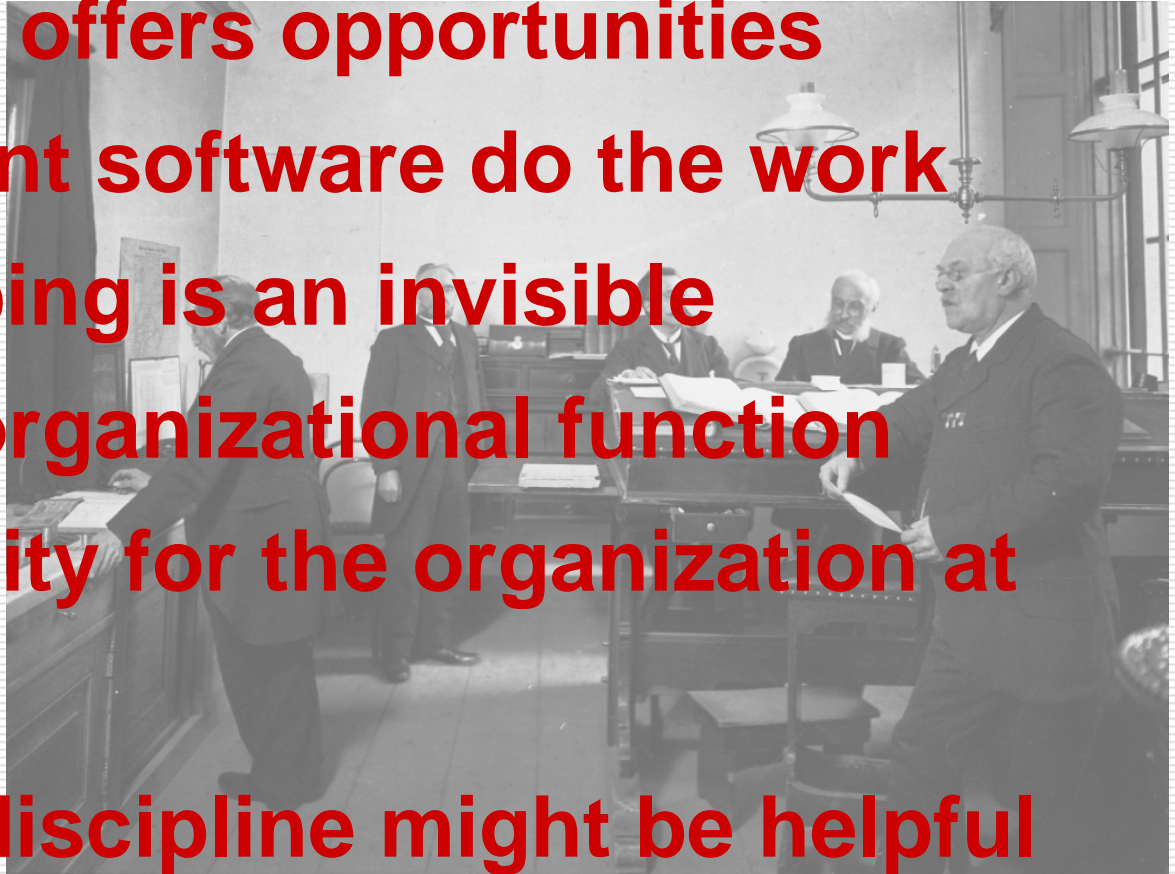
- ❑ Garbage in  
Garbage out
- ❑ Why defending  
integrity for low  
quality records?
- ❑ How will such  
records ever be  
useable?





# Future recordkeeping

- **Technology offers opportunities**
- **Let intelligent software do the work**
- **Recordkeeping is an invisible supporting organizational function**
- **Responsibility for the organization at whole**
- **A touch of discipline might be helpful**



# Archiving is not just storage

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Thank you