SAFE HAVENS FOR ARCHIVES AT RISK

Principles, Guidelines and Approaches

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Abstract – The poster will report on the development of the "Guiding Principles for safe havens for archives at risk", as published and endorsed by the ICA. It will provide background to their development, and report on the continued work to develop Commentaries on the Guiding Principles, which involves the authors. The principles are format neutral; the poster will highlight specific digital considerations that have emerged in developing the Commentaries. The poster will also include details to enable institutions to declare an interest in becoming a Safe Haven. The main goal will be to raise awareness among the audience for the need for (digital) safe havens for archives at risk.

Keywords – digital safekeeping; safe haven; raising awareness; collaboration; guidelines and principles; Conference Topics – 1. Collaboration: a Necessity, an Opportunity or a Luxury?; 4. Building Capacity, Capability and Community

I.   INTRODUCTION (HEADING 1)

The International Expert Working Meeting "Safe havens for archives at risk" took place on 6-7 October 2016 in Bern, Switzerland [1]. The meeting was organized by swisspeace [2], in collaboration with the Swiss Federal Department of Foreign Affairs and the Swiss Federal Archives, and convened 37 representatives from international, governmental, and non-governmental institutions. The goal of this one and a half day meeting was to bring together sending and receiving institutions[1] as well as experts and practitioners on the subject matter to jointly discuss the needs, challenges, good practice and the way forward of safe havens for archives at risk. The participants acknowledged the importance of continuing the discussions and the process on "Safe havens for archives at risk" and decided to create a working group. The working group has subsequently developed the "Guiding Principles for safe Haven for Archives at Risk", now published and endorsed by the ICA [3].

II.   THE PRINCIPLES AND BACKGROUND

There is growing consensus among practitioners with regard to the need for a general approach to the protection of archives/records at Risk. The Guiding Principles for Safe Havens for Archives at Risk, based on a wide range of existing international experience, provide guidance for both sending and hosting institutions for situations in which the safeguarding of originals or security copies through relocation can contribute to Dealing with the Past[2] processes, or to preserving archives/records requiring immediate action to protect them from the effects of natural disasters.

There are 18 Principles divided into four groups.

A.   *General Principles*

1.   *Dealing with the Past Principle*
2.   *Last Resort Principle*
3.   *Transparency Principle.*
4.   *Legality and Agreement Principle.*
5.   *Main Goal Principle.*
6.   *Ethics Principle*
7.   *Fair Agreement Principle*
8.   *No Financial Profit Principle*

B.   *Principles On The Substance Of The Agreement*

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[1] The term "sending institution" refers to an organization/ institution that has found or is looking for a safe repository for its archives. The term "receiving institution" refers to a interested in or already offering a safe repository for archives at risk.

[2] Dealing with the Past refers to the processes addressing the rights of victims and societies as a whole to truth, justice, reparation and guarantees of non-recurrence in the aftermath of grave human rights violations, breaches of international humanitarian law and related grave forms of corruption that facilitated these crimes. Archives/records serve as irreplaceable materials for ongoing and future processes for Dealing with the Past and their preservation thus requires special efforts.

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9.   *Processes in Agreement Principle*

10.   *Ownership Principle*

11.   *Duration Principle*

12.   *Anticipating Succession Principle*

13.   *Constituent Spirit Principle*

C.   *Principles On The Characteristics Of Hosting Institutions*

14.   *Legal Environment Principle*

15.   *Control of Material Principle*

16.   *Physical Characteristics Principle*

17.   *Professional Standards Principle*

D.   *Principle on rapid response*

18.   *Rapid Response Principle*

III.   COMMENTARIES AND DIGITAL CONSIDERATIONS

<Taking each principle in turn the poster will highlight digital aspects that the emerging commentaries may need to address. We would like to share what digital considerations should be in taken into account regarding the provision of a digital safe haven. >

IV.   HOW TO ENGAGE

<The poster will inform the audience on how to engage and where to follow up as an institution with an interest in becoming a safe haven. Details on the official contact website and e-mail address have not been finalized at this time but will be in place before IPRES 2019. >

REFERENCES

[1] Expert Meeting and Outcome Paper:
    http://archivesproject.swisspeace.ch/events/expert-meetings/
[2] Swispeace Website: https://www.swisspeace.ch/
[3] ICA Publication of the principles: https://www.ica.org/en/guiding-principles-for-safe-havens-for-archives-at-risk

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