The Trusted Digital Repositories Checklist

Government Records and Archives Aspects

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The Archival Context: Digital Records Currently Held By the NAA

Three current sources of digital record transfers:

- Royal Commissions,
- Personal Records,
- Agencies.
The Archival Context: Key Stakeholders

- Parliament
- Government
- Agencies
- The Legal System
- Australian Citizens
- National Collecting Institutions
- Archival Institutions
- Researchers
- Software vendors
The Archival Context: Key Stakeholder Expectations

These have been challenging to identify for two reasons:

- The diverse range of stakeholders who have very different business requirements, and
- The general lack of experience in dealing with born digital records in the Archival Context.
The Archival Context: Meeting Stakeholder Expectations

• NAA aims for Digital Records that must be ‘Retained as national archives’:

  1. Preservation for future access
  2. Maintenance of archival integrity
  3. Retention of appropriate ‘essence’ of the record during the preservation / archiving process.
The Archival Context: Special Considerations that Influence Digital Preservation

• Legislative and policy frameworks.

• Stakeholder / customer requirements.

• Public sector issues.
The Archival Context: Status – How Digital Records Are Currently Managed

• 2005 – NAA Digital Archive ‘Concessionally Operational’.

• 2006 – Processing of RNA Personal Records and Agency Transfers into the Digital Archive commenced on selected records.

• 2006 – Arrangement and Description work about to commence on Royal Commission digital records.

• 2006 – Digital Archive certification process to commence.
Certification: NAA Three Step Process

2. Formal security certification to Highly Protected.
3. Certification against the Trusted Digital Repository Checklist.
Certification: Key Checklist
Issues for the NAA

• B5 – Access management.

• C2 – Descriptive metadata.

• D3 – Security.
Certification: Issues for compliance

• Certifying authority.

• Appropriate tailoring of the checklist.

• Certification frequency.
Certification: Possible Checklist Enhancements

• Capacity planning,
• Quality management,
• Maintainability / supportability.