UNITED NATIONS EDUCATIONAL, SCIENTIFIC AND CULTURAL ORGANIZATION

"Memory of the World" Programme

Fourth Meeting of the International Advisory Committee of the "Memory of the World" Programme

Vienna, 10-12 June 1999

FINAL REPORT

Information and Informatics Division
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The Fourth Meeting of the International Advisory Committee (IAC) for the UNESCO Memory of the World Programme was held from 10 to 12 June 1999 in Vienna (Austria).

The three previous meetings were held in Putuslk (Poland) in 1993, in Paris (France) in 1995 (being of an interim International Advisory Committee) and Tashkent, Uzbekistan in 1998. The Statutes creating the International Advisory Committee as a standing committee were agreed by the Executive Board of UNESCO in May 1996.

Eleven members of the IAC, including two ex-officio members, took part in the meeting, which was also attended by thirteen observers and representatives of international governmental and non-governmental organizations.

The purpose of the meeting was to review the progress of the Programme to date, to refine its activities in the light of experience, to assess the nominations for inclusion on the Memory of the World Register against the criteria agreed at the Second Meeting of the IAC held in Paris in 1995, to recommend the granting of the Memory of the World label to selected projects and to suggest ways of raising extra-budgetary funding to support the aims of the programme.

A list of the participants and the Agenda of the meeting are attached as Annexes A and B respectively.

1. **Welcoming address**

   The Vice-President of the Austrian Academy of Sciences, Professor Karl Schlögl, delivered the welcoming address. He declared that the Memory of the World programme exemplifies the essence of human endeavour – without proper recognition of the world memory, the planet's accumulated achievements, we are just like inanimate grains of sand. He provided a historical background on the 150-year old Academy itself – the second largest scientific research body in Austria. Historically an innovator, it is host to 20 institutes, including the 100-year-old Phonogrammarchiv, the world’s first institutional sound archive. He expressed his best wishes for a fruitful meeting of the IAC.

2. **Opening Session**

   The delegates were welcomed to Vienna by Harald Gardos, Secretary-General of the National Commission of Austria for UNESCO. He affirmed the Commission’s strong support for the Memory of the World programme and announced that the Government had decided to fund the post of Associate Expert to strengthen the Memory of the World Secretariat for a fixed term. He noted that Austria has been a member of UNESCO for 50 years.

   Abdelaziz Abid replied on behalf of the Director-General of UNESCO. He welcomed members and observers and the strong representation of NGOs who share the vision of the programme. He thanked the Austrian Government and the National Commission of Austria for UNESCO for their invitation to hold the meeting in Vienna - and particularly Mr Gardos and Mr Schüller for their hard work in making all the arrangements – and recalled Austria’s long-standing support for the programme. He added that the Memory of the World programme has been widely welcomed – a very important UNESCO initiative.

   Mr Schüller recorded thanks to Ms Gabriele Eschig of the Ministry for Education and Cultural Affairs in achieving the creation and funding of the position of Associate Expert.
3. **Election of the Bureau**

The retiring Chairperson, Mr Jean-Pierre Wallot, presided over the election of the incoming Chairperson and called for nominations. Dietrich Schüller nominated Mr Bendik Rugaas, whose election was accepted by acclamation. Mr Rugaas took the chair, and before proceeding, proposed a vote of thanks to Mr Wallot for his wise leadership of the Committee since its first meeting in Putulsk. He particularly noted Mr Wallot’s friendly style and his capacity to bring people from different countries and backgrounds to work together in harmony. Participants confirmed this tribute to Mr Wallot by acclamation. Likewise, thanks were expressed to the retiring Rapporteur, Mr George Boston, for his informed and diligent discharge of his role.

Mr Rugaas then called for nominations for the positions of Rapporteur and one Vice-Chairperson. Dato’ Habibah proposed Ray Edmondson as Rapporteur, and Edwina Peters proposed Mr Musila Musembi as Vice-Chairperson. There being no other nominations, they were declared elected. It was noted that Dato’ Habibah and Edwina Peters continue in their present roles as Vice-Chairpersons of the IAC.

The Chairperson, the three Vice-Chairpersons and the Rapporteur will form the Bureau for the Memory of the World Programme International Advisory Committee.

4. **Progress report of the Programme**

**General**

Abdelaziz Abid gave a presentation of the objectives and scope of the Memory of the World programme and reviewed progress made. His background paper is in Annex C.

**External evaluation of the programme**

Mr Guy Petherbridge, who led the evaluation team, presented the Report and commented on the findings of the evaluation exercise. The executive summary of the report is in Annex D.

5. **Report of the First Asia/Pacific Regional Committee Meeting**

Dato’ Habibah presented the Report of the inaugural meeting of the Memory of the World Regional Committee for Asia/Pacific (MoWCAP) in Beijing in November 1998. The MoWCAP Bureau met in Kuala Lumpur in April 1999, formulated its working procedures and established a work programme.

MoWCAP is the first regional committee and is therefore pioneering the concept: its experience will be a model for other regional committees as they are formed.

The basis of the Committee’s membership is that each national Memory of the World Committee in the region should field one member. In some cases a pragmatic adjustment to this formula may be necessary – for example, where some countries do not have formal Memory of the World committees but have other mechanisms for achieving the same practical outcomes. It was suggested that MoWCAP examine the membership basis of the IAC, which comprises individual
experts appointed in a personal capacity, rather than representatives of organizations or committees. It was noted that it is important to appoint productive people, rather than be constricted by a legalistic formula.

6. **Report of the Technology Sub-Committee**

Mr Schüller delivered the report of the Sub-Committee and distributed a briefing paper (Annex E). The paper sets out the current status of the Sub-Committee’s projects.

As context, he described a recent survey, conducted by the Technical Committee of IASA with the support of UNESCO, concerning the intentions of manufacturers to maintain production of analogue audio-tape machines. The sobering lesson is that, although manufacturers have agreed to give archives some notice before deciding to cease production of analogue machines, by any estimate there is an available window of no more than a few decades to copy all known analogue tapes presently held by archives on to another format (about 30 million hours playing time, equivalent to 90 million hours labour time for transfer) which is a problem given the estimated life span and capacity of the current equipment inventory. It is true that automated digital systems, such as computer-based mass storage systems, can reduce transfer costs while maintaining the integrity of audio content, but only after the material has been transferred from the analogue format.

It was noted that an estimated 300,000 two-inch quad video tapes are held in collections worldwide, and there are no longer enough surviving machines to play all these tapes and transfer content to other formats. Heading in the same direction is the world’s stock of Umatic, one inch and various analogue audio formats.

In discussion it was noted that there will need to be selection from this analogue stock – deliberately or by default – in the transfer to digital formats. This raises the question of selection criteria and motivation: commercial criteria (asset management against future revenue generation) are not necessarily the same as cultural criteria (preserving material of permanent value regardless of commercial potential). As format change continues, digitization assumptions change: for example, the CD-ROM is only a transitional format.

7. **Memory of the World Register**

Review of the selection criteria

Ray Edmondson introduced the debate on this topic by summarizing discussion papers prepared by, himself, Dato’ Habibah Zon, Edwina Peters and Ingunn Kvisteroy. Ray Edmondson’s paper had been considered, and generally supported, by the Bureau at its September 1998 meeting.

There was extended discussion on the papers and the topic generally, during which the points listed below were raised:

- The three levels of Memory of the World registers – international, regional and national – do not denote levels of “importance” but rather the geographic sphere of the value and importance of the heritage concerned. In a fundamental sense all are equally important, which is why they merit inclusion. Decisions on acceptance or rejection of all nominations should take into account this three-level structure regardless of whether the relevant national
or regional register has yet been formally established.

- The stance on archival fonds (Minutes of the Bureau meeting of September 1998) is of fundamental importance, although it is better to use the formula “public and private” rather than “state and municipal”. This change was accepted by the IAC, so the amended text becomes:

The IAC recognizes that all archival fonds are generated organically by state administrations, corporate bodies and individuals in the course of their normal activities. The IAC considers, however, that the World Register of the Memory of the World Programme cannot include all the records in public and private archives, no matter how important those bodies or individuals may be. A large proportion of the records are concerned with local, national and, sometimes, regional issues.

Repositories should nominate for inclusion on the World Register only those documents that are clearly of world significance. The nomination may consist of a complete fonds, a sous-fonds, series or groups of records or even a single document within a collection.

- How should the Memory of the World funds be used strategically in the light of revised criteria? To secure the integrity of documents already on the Register? For awareness raising? To invite and assist nominations from under-represented quarters? To organize meetings of experts?

- There cannot be “open-ended” nominations: all proposals must relate to fixed and finite documents or groups of documents. Once added to the Register, the document group cannot be varied or redefined over time. Having accepted this principle, however, the fugitive nature of some materials – such as audio-visual carriers – has to be recognized: sometimes, what survives over time may be the content rather than the decaying original carrier. There may need to be format change within a group of documents after it is included on the Register.

- Memory of the World is an open and inclusive programme: it is important to allow individuals, as well as organizations within and outside the UNESCO umbrella, to nominate items for the Register. We have so far tended to use a “top down” approach: perhaps we now need a wider approach. We could involve UNESCO national commissions and national Memory of the World committees in offering comment on revised criteria. This also matters as national Memory of the World registers are established: criteria for all registers at national, regional and international levels need to be mutually consistent in their definition and operation.

- We should avoid political correctness, which is not a criterion for evaluating a nomination, but rather deal objectively with the merits of each proposal for nomination, in its own right. We receive and respond: we may stimulate, too, but should not distort (a specific example of stimulating activity in Central Asia was quoted.)

- “If it ain’t broke, don’t fix it…” Selection criteria should not be static. They must continually evolve in the light of experience. The nomination process needs to be thorough – it is undesirable to “deregister” material once it has been included, even though selection criteria may evolve. We have to be pragmatic in keeping the nomination process operating while accepting that criteria will continue to change.
- We must be pragmatic also in reading the political and cultural context of nominations. Adding a nomination to the Memory of the World register not only recognizes the importance of the documentary heritage involved, but may also be instrumental in obtaining the release of government funds for preservation work, or in generally raising the status of the documentary heritage in the country or locality concerned. (These are key objectives of the Memory of the World programme.) As a body concerned with cultural rather than political values, the IAC should focus on the cultural value of the material under consideration, and while being aware of relevant political or other agendas attaching to it, be primarily concerned with the timeless cultural issues.

- No set of Guidelines can be completely comprehensive. We may need to take precedents into account, as well as prescriptions.

- It is desirable, in principle, to obtain independent evaluation of nominations, for example by involving NGOs and/or recognized experts in providing evaluations. Economically, it will not always be possible: nor will it necessarily be simple. Any advice-giving body is likely to have its own strengths and limitations, and its own agenda, and we will need to be aware of the difference between “expert technical advice” as opposed to formal advice or policy stances.

- We should take advantage of the opportunities the revision process offers for increasing profile and awareness of the Memory of the World programme, especially among UNESCO bodies. We know that many UNESCO national commissions have limited awareness of Memory of the World and do not promote it. It is our duty to highlight the programme strategically. Some national Memory of the World committees are not working effectively and need to be helped.

- We might include “lost heritage” in the registers themselves, rather than as a separate list: it may send a salutary message and put the “survivors” on the register into context.

- Specific considerations will be attached to nominations for published material: such material may not be unique, and be held in a number of collections in various configurations.

- The IAC needs to be persuaded by a nomination, so the case should be well-prepared and address the ruling criteria comprehensively to allow the IAC to make an informed decision. Nominations should be as objective as possible and free from unprovable assertions, ambit claims and value judgements.

- There is a need for ongoing dialogue with the UNESCO World Heritage programme to ensure compatibility in our approaches to documentary heritage contained within a designated World Heritage site.

- There is a need for special guidelines to be developed for dealing with the organized records of major political figures, musicians and scientists: there are many hundreds (thousands?) of such collections and it would be impractical and undesirable to have such material dominate the programme. A “time test” – restricting eligibility to non-contemporary materials – may be one useful approach. Other formats or collection types may also require special guidelines – for instance, exhibitions (as opposed to collections) and databases.
To give effect to these views, and in the context of a need to update the basic “General Guidelines” document as a whole, the following action plan was agreed:

1 Ray Edmondson and Ingunn Kvisteroy will work as a team to prepare a new draft of the criteria, taking into account the above discussion and the annexed papers, as well as previous IAC and Bureau minutes. They will be free to seek expert opinion from any source in doing so.

2 They will consult members of the Bureau and, when it is prepared, email an exposure draft to IAC members for comment. The exposure draft will also be offered for comment to a small number of the relevant NGOs.

3 The feedback will be incorporated into a revised draft which will be considered at the Bureau meeting in 2000 (about 12 months from now). The Bureau will test the draft against alternative points of view.

4 The Bureau will determine any further action needed, with the intention of having a final draft available for adoption at the IAC meeting in 2001.

5 Meanwhile, the working group structure adopted at the 1997 meeting of the IAC (Tashkent), to progress the review of criteria, guidelines and procedures, will be held in abeyance and reconsidered at the next Bureau meeting.

**Assessment of nomination proposals**

The IAC reviewed 20 nominations received from 16 countries. Some of these had previously been reviewed by the Bureau at its meeting last year and the Bureau’s recommendations, along with information subsequently provided by some proponents, were taken into account. Each nomination was exhaustively debated by the IAC. The outcome was that a total of 9 nominations were recommended for addition to the International Memory of the World Register:

- **Austria** The Historical Collections (1899-1950)
  **Phonogrammarchiv, Austrian Academy of Sciences, Vienna**

- **China** Records of the Qing's Grand Secretariat, Infiltration of Western Culture in China,
  **First Historical Archives of China Xi Hua Men Nei, Palace Museum, Beijing**

  (The IAC draws attention to the fact that 35% of this collection is damaged and it is generally stored in poor conditions. It invites the Archives to make a project proposal to address this situation).

- **Germany** The oldest sound documents (Edison-cylinders) of traditional music of the world from 1893 to 1952,*
  **Berliner Phonogramm-Archiv am Museum für Völkerkunde, Staatliche Museen zu Berlin**
Pakistan    Quaid-i-Azam Papers,  
            National Archives of Pakistan, Islamabad

Philippines  Philippine Palaeographs (Hanunoo, Buid, Tagbanua and Pala'wan),  
            National Museum, Manila

Poland      Nicolaus Copernicus's masterpiece "De revolutionibus libri sex" (ca 1520),  
            Jagiellonian Library, Jagiellonian University, Cracow

Poland      Warsaw Ghetto Archives (Emanuel Ringelblum Archives – Oneg Szabat)  
            Jewish Historical Research Institute, Warsaw

Poland      The Masterpieces of Fryderyk Chopin,  
            The Fryderyk Chopin Society, Warsaw

Trinidad and Tobago  The Eric Williams Collection  
            The Main Library, University of West Indies, St. Augustine, Trinidad/  
            National Archives of Trinidad and Tobago, Port of Spain, Trinidad

* Subject to minor change in designation in consultation with the German National  
  Committee for Memory of the World.

The following nominations are deferred to the Bureau for further action:

China       The Kashag Historical Archives of Tibet,  
            Archives of the Autonomous Region of Tibet, Lhasa

Czech Republic  Sound recordings of traditional folk music from Africa, Asia and South  
            America,  
            Náprstek Museum, Prague

Luxembourg  'The Family of Man",  
            Castle of Clervaux, Clervaux

United States  The AIDS Education Global Information System HIV/AIDS Archive,  
            AIDS Education Global System (AEGIS), San Juan Capistrano, CA

The following nominations were considered more appropriate for national or regional registers as  
no sufficient evidence of world significance could be found in the nominations:

Belarus      Belarussian manuscripts and ancient books in the National Library of Belarus  
            National Library of Belarus, Minsk

Brazil      The Novacap Archives,  
            Public Archives of the Federal District (ArPDF), Brasilia
8. **Granting of the Memory of the World Label**

Abdelaziz Abid drew the attention of the IAC to the provision in the Guidelines for the Programme that permitted only documentary heritage listed on a National, Regional or the World Register to use the logo "Memory of the World". An application form has been drafted to assist applicants with the provision of the required information on project proposals for consideration by the International Advisory Committee. The IAC recommended use of the logo for the duration of the project for the preservation of the Eric Williams Collection (Trinidad and Tobago).

9. **Progress report on UNESCO/IFLA survey of digitized collections**

Marie-Thérèse Varlamoff highlighted the provisional results of the survey of digitized collections being conducted by IFLA in the context of Memory of the World. The draft report provides a snapshot picture of the state of digitization activity worldwide and gives an indication of the rapid growth in this area in recent years. A website is being developed which aims to offer comprehensive listing of all major collections of digitized materials, and ongoing digitization programmes worldwide, in order to offer a single focal point for information on digitized collections. When fully operational, the website under Memory of the World will act as a virtual library by offering direct access to those collections (where permission to link has been granted) over the Internet.

Marie-Thérèse Varlamoff also briefed the meeting on the objectives of the Blue Shield International Committee in preventing disasters for documentary heritage during armed conflicts.

10. **Setting up of “Memory of the World” network on the Internet**

Abdelaziz Abid observed that now that most of the Memory of the World stakeholders have an email address, it will be practical to eventually set up an email directory of all IAC members (past and present), all subcommittees and all national and regional committees. It will also be possible to set up a forum for information exchange – this will be done within the next few months – together with links to relevant sites, pages and frames to provide useful information.
He invited all parties to make additions to the directory of digitized collections discussed in the previous agenda item.

11. **Funding of the Programme and raising of extrabudgetary resources**

Mr Falkowski introduced the discussion on promoting and fundraising for the programme. He highlighted that promoting the programme should aim at various categories. He singled out professionals, students, schoolchildren, funding sources and governmental authorities and insisted on the need for promotion at the local level. Public funding could be more easily attracted when government authorities are made more aware of the requirements of documentary heritage preservation.

Discussion on the use of the Memory of the World logo followed. It is recalled from the General Guidelines that:

- **The purpose of the Memory of the World logo is to help promote the Programme. It will clearly identify documentary heritage, which is listed on the World Register. The logo may be used on a range of promotional products, including posters and tourist information material.**

- **The logo may be used in connection with documentary heritage registered at any level. It may also be adapted for regional and national use, so as to retain the distinctive Memory of the World identification, while narrowing the Programme and Register to the region or nation concerned, for example, Memory of the Mediterranean or Memory of Cambodia.**

- **Such adaptation must be approved by the International Advisory Committee. The Committee may withdraw approval if conditions of its approval are breached.**

12. **Adoption of Recommendations**

The International Advisory Committee of the Memory of the World Programme, at the fourth meeting held in Vienna (Austria) from 10 to 12 June 1999, recommends to the Director-General:

**Recommendation Nº1**

That the following documentary heritage be placed on the Memory of the World Register:

- **Austria** The Historical Collections (1899-1950)  
  Phonogrammarchiv, Austrian Academy of Sciences, Vienna

- **China** Records of the Qing's Grand Secretariat, Infiltration of Western Culture in China,  
  First Historical Archives of China Xi Hua Men Nei, Palace Museum, Beijing

  (The IAC draws attention to the fact that 35% of this collection is damaged and it is generally stored in poor conditions. It invites the Archives to make a project proposal to address this situation).
Germany  The oldest sound documents (Edison-cylinders) of traditional music of the world from 1893 to 1952, 
*Berliner Phonogramm-Archiv am Museum für Völkerkunde, Staatliche Museen zu Berlin*
(subject to minor editorial change in consultation with the German National Memory of the World Committee)

Pakistan  Quaid-i-Azam Papers, 
*National Archives of Pakistan, Islamabad*

Philippines  Philippine Palaeographs (Hanunoo, Buid, Tagbanua and Pala'wan), 
*National Museum, Manila*

Poland  Nicolaus Copernicus's masterpiece "De revolutionibus libri sex" (ca 1520), 
*Jagiellonian Library, Jagiellonian University, Cracow*

Poland  Warsaw Ghetto Archives (Emanuel Ringelblum Archives – Oneg Szabat) 
*Jewish Historical Research Institute, Warsaw*

Poland  The Masterpieces of Fryderyk Chopin, 
*The Fryderyk Chopin Society, Warsaw*

Trinidad and Tobago  The Eric Williams Collection 
*The Main Library, University of West Indies, St. Augustine, Trinidad/
National Archives of Trinidad and Tobago, Port of Spain, Trinidad*

**Recommendation № 2**

That the following project will be granted the use of the Memory of the World label for the duration of the project:

Preservation of the Eric Williams Memorial Collection (Trinidad and Tobago).

**Recommendation № 3**

That, in view of the successful establishment of the first Regional Committee for Memory of the World, covering the Asia-Pacific region, similar committees should now be progressively established to cover the remaining UNESCO regions worldwide.

**Recommendation № 4**

That suitable funding be provided to assist the establishment and support of the Regional Memory of the World committees, to secure appropriate expert advice, and to ensure that the Memory of the World Programme can be better publicized worldwide, regionally and nationally.
13. **Closure of the meeting**

The Chairman invited the Rapporteur, Ray Edmondson, to review the draft report and main conclusions of the meeting. Following discussion, the draft report was adopted, with minor amendments, as a true record of the meeting.

The Chairman extended his thanks to the Austrian National Commission for UNESCO, and the Austrian Academy of Science, for their hard work and excellent arrangements for the meeting and associated events.
"Memory of the World" - International Advisory Committee

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1. Welcoming addresses on behalf of the Austrian Academy of Sciences and the National Commission of the Republic of Austria for UNESCO

2. Opening of the session by the representative of the Director-General of UNESCO

3. Election of the Bureau of the Committee, composed of a Chairperson, three Vice-presidents and a Rapporteur

4. Progress report of the Programme

5. Presentation of the Report of the first Asian/Pacific Regional Committee Meeting for the 'Memory of the World' Programme (Beijing, China, 17 - 21 November 1998)

6. Report of the Technology Sub-Committee

7. 'Memory of the World' Register
   a) Review of the selection criteria - Working Groups' recommendations
   b) Specifications for applying the criteria - Connection with national and regional registers, when they exist - How to ascertain the universal dimension of a documentary heritage?
   c) Assessment of the nomination proposals
   d) Registration recommendations

8. Granting of the 'Memory of the World' label

9. Progress report on the UNESCO/IFLA survey of digitized collections

10. Setting-up of a 'Memory of the World' network on the Internet, national and regional tie-ins

11. Funding of the Programme and raising of extrabudgetary resources

12. Adoption of the recommendations

13. Closure of the meeting
Documentary heritage in libraries and archives constitutes a major part of the memory of the peoples of the world and reflects the diversity of peoples, languages and cultures. But that memory is fragile.

A considerable proportion of the world's documentary heritage disappears through "natural" causes: acidified paper that crumbles to dust, leather, parchment, film and magnetic tape attacked by light, heat, humidity or dust. The cinema, for instance, is in danger of losing most of the works that have made it the art of the century. Thousands of kilometers of film could just fade away unless they are restored and preserved as soon as possible. Nitrate fires in France and Mexico, for example, have caused important losses.

In addition to insidious causes of decay, accidents regularly afflict libraries and archives. Floods, fires, hurricanes, storms, earthquakes... the list of disasters which are difficult to guard against except by taking preventive measures is very long. The recent catastrophe in Japan immediately comes to mind. One thinks also of the earthquake which caused such heavy damage in Japan in 1923, including the destruction of 700,000 volumes of the Imperial University Library in Tokyo. Among the losses were records of the Tokugawa Government and many manuscripts and old prints. Worldwide distress was also caused in 1966 in Italy when the river Arno flooded library basements in Florence. More than two million books suffered water damage and restoration is still under way.

It would take a long time to compile a list of all the libraries and archives destroyed or seriously damaged by acts of war, bombardment and fire, whether deliberate or accidental. The Library of Alexandria is probably the most famous historical example, but how many other known and unknown treasures have vanished in China, Constantinople, Warsaw, or more recently in Cambodia, Bucharest, Saint Petersburg and Sarajevo? There are many more, and sadly the list cannot be closed - not to mention holdings dispersed subsequent to the accidental or deliberate displacement of archives and libraries.

There is no escape from the destructive forces of nature: you cannot stop an earthquake or a flood, but it is a sad reflection that the most grievous losses have generally been the result of human action, whether through neglect or wilful destruction.

1 Preservation and Access

Recognizing that urgent action was required to stem the disappearance of vast parts of the world's documentary memory, in 1992 UNESCO launched the "Memory of the World" Programme to protect and promote that heritage.

The first objective of the Programme is to ensure the preservation, by the most appropriate means, of documentary heritage which has world significance and to encourage the preservation of documentary heritage which has national and regional significance. A twin objective is to make this heritage accessible to as many people as possible, using the most appropriate technology, both inside and outside the countries in which it is physically located.

Preservation of the documentary heritage and increased access to it complement one another. Access incites protection and preservation ensures access. For example, digitized materials can be accessed by many people and demand for access can stimulate preservation work.

Another element of the Programme is to raise awareness in the Member States of their documentary heritage, in particular aspects of that heritage which are significant in terms of a common world memory.

Finally, the Programme seeks to develop products based on this documentary heritage and make them available for wide distribution, while ensuring that the originals are maintained in the best possible conditions of conservation and security. High quality text, sound and image banks could be compiled and made available on local and global networks and
reproductions could be derived in many forms such as compact discs, albums, books, postcards, microfilms, etc. Any proceeds from the sale of related products will then be ploughed back into the Programme.

2 Programme scope and structure

The scope of the Programme is, therefore, vast and involves a variety of partners, ranging from students, scholars and the general public to owners, providers and producers of information and manufacturers of end products. An International Advisory Committee for the "Memory of the World" Programme was appointed by the Director-General of UNESCO to guide the planning and implementation of the Programme as a whole and make recommendations concerning fund-raising, fund allocation and the granting of the "Memory of the World" label to the projects selected, including those not receiving financial support from the Programme. The Statutes of this Committee, approved by the Executive Board of UNESCO in May 1996, provide in particular for close co-operation with competent NGOs such as IFLA and ICA and stress the need to facilitate access to endangered documentary heritage by the greatest number, using state-of-the-art technology.

The IAC consists of 14 people appointed in their personal capacity by the Director-General of UNESCO. The IAC normally meets every two years and the Bureau, consisting of the Chairman, three Vice-Chairmen and the Rapporteur, meets more frequently to advise the Director-General between the main meetings. So far the Committee has held three meetings (Pultusk, Poland, September 1993; Paris, France, May 1995 and Tashkent, Uzbekistan, September, 1997). At its first meeting it recommended that the concept of documentary heritage be extended to include, besides manuscripts and other rare and valuable documents in libraries and archives, documents in any medium: in particular, audiovisual documents, computerized recordings and oral traditions, the importance of which varies from region to region. In all these fields there is a need for protection, sometimes as a matter of urgency if we are to prevent collective amnesia and set up worldwide cultural exchange.

At the national level, it is recommended that a committee be appointed, firstly to identify the most significant documentary heritage, to select projects according to the criteria agreed upon and submit them to the International Advisory Committee and, thereafter, to follow them up. The committee should include experts capable of making an active contribution to the projects and users' representatives. Persons submitting projects must ensure that the rights of the owners of the holdings or collections are protected. In addition, each project will set up its own scientific committee of specialists to determine the general thrust of the project and to supervise its organization. "Memory of the World" National Committees have been set up in 32 countries (Albania, Austria, Belarus, Bulgaria, Canada, Cape Verde, China, Colombia, Croatia, Cuba, Denmark, Finland, Hungary, Lebanon, Lithuania, Malawi, Mauritania, Mauritius, Mexico, Nepal, Norway, Pakistan, Poland, Romania, the Russian Federation, Saudi Arabia, Slovakia, Sweden, Tanzania, Thailand, Venezuela and Zaire) and others are considering the creation of such a Committee. Jordan and Syria have indicated that national institutions are already performing the role of National Committees.

Lastly, whenever the need arises, a regional committee may select projects of a regional nature, taking local characteristics into consideration, with a view to submitting them to the International Committee.

An example of efficient regional follow-up to the establishment of the Programme is the Experts meeting held in December 1994, in Kuala Lumpur for the definition of an Asian component of the "Memory of the World" Programme. Participants from 20 countries discussed problems facing custodians of national documentary heritage materials which are generally endangered because of neglect, adverse physical and climatic conditions, political instability, etc.

The participants agreed to take steps to ensure that Member States establish a mechanism at national and regional levels to identify projects receivable under the "Memory of the World" Programme, as well as to establish individual country inventories of documentary heritage materials, prepare a programme for the preservation and conservation of such materials, and establish promotion and marketing strategies to generate resources to finance the programme. The preservation of the Tibetan manuscripts and the palm leaf collections in various countries, were given priority.

Further consultations in the region resulted in the setting up of the 'Asia/Pacific Regional Committee for the Memory of the World Programme' that held its first meeting in Beijing, China, from 17 to 21 November 1998. It was hosted by the State Archives Administration of China. 17 representatives from 8 countries were present at the meeting.

As defined by UNESCO, the Asia/Pacific region includes 43 countries, in each of which the Regional Committee should help establish an active National Committee. Because of the vast size of the Asia/Pacific region, it was
agreed that the region was to be divided into four subregions and each to be represented either by the Chairman or a Vice Chairman of the Committee. The Secretariat is based in Malaysia at the National Archives on an experimental basis.

The Asia/Pacific Regional Committee’s objective is to promote, facilitate and monitor the implementation of the Memory of the World Programme within the region, and to represent the region’s perspective at the international level. In particular, it will support and facilitate nominations and encourage adequate representation of the region’s documentary heritage in the Memory of the World Register. It will also support and complement the work of the National Committees and, where appropriate, encourage or initiate nominations.

A number of activities were proposed for this year:

- Contact and encourage the 43 countries to submit more nominations for the World Register through the Regional Committee by March 1999;

- Promote public awareness of the Memory of the World Programme and the work of the Committee through the following activities: publication of a pamphlet introducing the Committee and giving an overview of the Memory of the World Programme; compilation of detailed and comprehensive guidelines covering, inter alia, selection criteria and submission technique for the Memory of the World Register (material in these proposed guidelines will form the basis for a Workshop); staging a TV promotional programme and designing a Website for the Committee within one year.

A Sub-regional meeting on the "Memory of the World", held in Budapest from 9 to 10 March 1995 reached similar conclusions. The meeting was attended by participants from Austria, Croatia, the Czech Republic, Hungary, Romania and Slovakia. While digitization is a powerful tool to facilitate access and thereby help to preserve the originals, participants stressed that it has limits and cannot replace conventional preservation work. During the meeting, a co-operative sub-regional project was designed. It is expected that the project will enable the participating institutions to test digitization techniques and equipment and assess the related financial, legal and dissemination aspects. A training session took place in this context in the National Library in Prague in November 1996.

A Regional Consultation on the Conservation, Preservation and Promotion of the documentary Heritage of Central Asia was held in Tashkent in September 1997, immediately before the meeting of the IAC. Representatives of the five Central Asian States - Kazakhstan, Kyrgyzstan, Tajikistan, Turkmenistan and Uzbekistan - met to discuss improving their links with the Memory of the World Programme. During the meeting they also explored ways of working together for their mutual benefit. They are considering the formation of a loose co-operative regional scheme called ‘Memory of Central Asia’.

An International Conference on "Memory of the World" was held in Oslo from 3-5 June 1996. Some 150 delegates from 65 countries participated in the Conference, which highlighted the results achieved by the Programme and the need for regional and national plans for preservation and access. The Conference adopted a resolution urging all countries to establish "Memory of the World" Committees and to become active participants in the Programme. The Proceedings are available from UNESCO and can also be copied from its Web Site.

3 Memory of the World Register

The participants in the Second Meeting of the International Advisory Committee, held in Paris in May 1995, agreed that a "Memory of the World" Register be developed. This Register will list all documentary heritage which has been identified by the Committee as meeting the selection criteria for world significance, similar in some ways to UNESCO's World Heritage List. However, the nomination and registration of documents under the "Memory of the World" label will have no legal or financial implications.

The "Memory of the World" Register, a compendium of documents, manuscripts, oral traditions, audiovisual material, library and archive holdings of universal value, will be a significant document in itself, as well as an inspiration to nations and regions to identify, list and preserve their documentary heritage.

Individual countries are encouraged to set up their own documentary heritage registers in parallel to the "Memory of the World" Register. National registers identify the documentary inheritance of the nation. The national registers will
increase awareness of the importance of the national documentary heritage and the need for a co-ordinated and integrated policy to ensure that endangered documentary heritage is preserved. Groups of nations like the Scandinavian countries or the Baltic States may compile regional registers to list documentary heritage which is integral to their collective memory.

A nomination form was sent to all UNESCO's Member States and international professional associations, inviting them to identify documentary heritage nominated for the "Memory of the World" Register. In Tashkent, the IAC reviewed the first group of nominations for inclusion on the World Register. There were a total of 71 nominations from 33 countries. Of these nominations, 38 from 22 countries were considered to be of great significance and have been recommended for inclusion on the World Register. A further 18 nominations were recommended for inclusion on National or Regional Registers and the remaining 15 nominations have been referred to the Bureau for further investigation.

3.1 Selection criteria

Each register - World, Regional and National - must be based on clearly-defined criteria for assessing the cultural value of documentary heritage. Documentary heritage is of worldwide significance if it has had a major influence on the history of the world, transcending the boundaries of a national culture; if it reflects in an outstanding way a period of momentous change in world affairs or makes an outstanding contribution to our understanding of the world at a particularly important time in its history; if it contains important information about a place which made a crucial contribution to major developments in world history or culture; if it has a special association with the life or works of a person or people who have made an outstanding contribution to world history or culture; if it gives particularly valuable information on an important subject or major theme of world history or culture; if it is an important example of an outstanding form or style; if it has outstanding cultural and social or spiritual value which transcends a national culture.

In addition to these seven major criteria, two further criteria should be taken into account. These may enhance the world significance of documentary heritage, though they are not sufficient in themselves to establish its value: the significance of documentary heritage may be enhanced if it has a high degree of integrity or completeness or if it is unique or rare.

The criteria will be tested by the International Advisory Committee and weighing factors will be developed to reflect the relative importance of the criteria. In Tashkent, the question of weighing the criteria differently for different types of documents was raised. For example, the documents collected by a political figure in his/her lifetime may require more stringent assessment against Criterium 1 - Influence - than other types of collection. Similarly, documentary films may need to be tested more stringently against Criterium 5 - Subject/Theme - while Criterium 6 - Form and Style - may need to be applied more strictly for entertainment films. In many instances, the IAC may seek specific specialist advice from the appropriate NGO. Three Working Groups were set up to examine different aspects of the criteria and their application to specific circumstances.

The Bureau agreed in its first meeting in London (September 1998) that a high degree of selectivity along with a high degree of rigour adds to the credibility of the Memory of the World label.

When assessing nominations from archival institutions the Bureau agreed on the following statement:

"The International Advisory Committee recognises that all archival fonds are generated organically by state administrations, corporate bodies and individuals in the course of their normal activities. The IAC considers, however, that the World Register of the ‘Memory of the World’ Programme cannot include all the records in state and municipal archives, no matter how important those states and cities may be. A large proportion of the records are concerned with local, national and, sometimes, regional issues. Repositories should nominate for inclusion on the World Register only those documents that are clearly of world significance. The nomination may consist of complete fonds, sous-fonds, series or groups of records or even a single document within a collection."

The criteria for documentary heritage to be entered on National or Regional Registers are to be decided by the relevant National or Regional Committees. It is recommended, however, that the World Register criteria be used as a model. Restrictions on access to documentary heritage will not systematically prevent entry on a Register but may reduce the possibility of receiving support through the "Memory of the World" Programme.
Proposals for documentary heritage to receive resources through the Programme may be made by National and Regional Committees, Governments, NGOs, the International Advisory Committee or other professional bodies in the country or region. Documentary heritage proposed for support will be of World Register status. Support will require the documentary heritage to meet criteria to be set by the International Advisory Committee. The Pultusk meeting recommended that some degree of priority be given to operations affecting several countries, national projects with a regional or international dimension and projects carried out in co-operation or in partnership, while not overlooking minorities and their cultures. Particular attention will be paid to reconstructing the memory of peoples in the case of collections or holdings that have been displaced or scattered.

At its meeting in Tashkent, the Committee recommended, for the first time, that the use of the Memory of the World logo be granted to five projects for the duration of the project.

4 Pilot projects

The Programme has established several experimental pilot projects. These have resulted in a number of interesting CD-ROMs.

4.1 Prague

A digitization programme was launched by the National Library in Prague, in co-operation with a private firm, Albertina Ltd. A demonstration CD-ROM was first published in 1993, featuring some of the most precious manuscripts and other documents in the historic collections of the National Library, with annotations in Czech, English and French. In addition, a CD-ROM series has been started with the release of the first two discs in early May 1995. Digitizing the most beautiful manuscripts and old prints of the National Library will facilitate access to these treasures without exposing the originals to heavy use, thus contributing to their preservation. In addition, while colours and ink react with paper, parchment, silk and other traditional media, digital information does not fade with the passing of time and could be easily transferred from CD-ROM to future more durable media.

4.2 The Radzivill Chronicle

Written in old Russian, this monumental work reveals the history of Russia and its neighbours from the fifth to the early thirteenth century in pictorial form, representing events described in the manuscript with more than six hundred colour illustrations. Known to the scholarly community according to its ownership in the seventeenth and eighteenth centuries, the Radzivill, or Kenigsberg Chronicle, is the most ancient surviving example of the art of the Russian illuminated chronicle. It is a fifteenth century copy of a thirteenth century archetype held by the Library of the Russian Academy of Sciences in Saint Petersburg (BAN). The Radzivill Chronicle's combination of text and illustration places this manuscript in the company of such acknowledged masterpieces as the Madrid copy of the Greek Illuminated Chronicle of Ioann Scilipa, the Vatican copy of the Bulgarian Translated Chronicle of Konstantin Manassia, the Budapest copy of the Hungarian Illuminated Chronicle, and the copies of the Big French Chronicles. Among these, the Radzivill is distinguished by the richness and quantity of its illustrations.

The increasing fragility of the original manuscript, together with its pre-eminence in the Russian literature, has left BAN sharing a dilemma faced by libraries around the world in charge of the care and wise use of cultural treasures. The handling of the Radzivill Chronicle, itself, must be restricted to preserve its material well-being. At the same time, the scholarly and scientific enterprise to which the Library is dedicated argues for access to this important document for serious research. This is why the Library has turned to a digital medium - to display the manuscript in full color while preserving the original. A prototype Photo CD is produced with the support of UNESCO and the Library of Congress, as a pilot project and a demonstration of the use of digital media in the service of preservation.

4.3 Saint Sophia

Devised by a group of Bulgarian and French writers, the "Saint Sophia" project is an attempt at a multimedia edition of Bulgarian manuscripts on an interactive compact disc. The disc evokes the symbolic figure of Saint
Sophia, patron saint of Sofia, the capital city of Bulgaria, in Bulgarian history, literature and civilization from the eleventh to the seventeenth centuries.

The documents selected include primarily the facsimile reproduction, in the form of digital images, of Bulgarian manuscripts, including the oldest known: the eleventh-century Book of Apostolic Epistles of Enina. They are supplemented by reproductions of illuminations, frontispieces and decorative motifs, and by photographs of various historic and archaeological sites. There are also printed transcriptions in Old Bulgarian of certain manuscripts and, where available, their translations into modern Bulgarian, English and French.

4.4 The Sana'a manuscripts

In 1972, after heavy rain, a section of the wall of the Great Mosque of Sana'a collapsed. Work on the roof brought to light manuscripts which had been concealed in the ceiling in ancient times. They are parchment and paper fragments representing approximately one thousand different volumes, the oldest of which date back to the first century of the Hegira. Most are extracts from the Koran and are of considerable interest for the linguistic, religious and paleographic study of the literature of the early centuries of the Hegira and of the Arabic language. The fortuitous and extraordinary discovery of these documents and their unique character constitute a remarkable event which will mobilize efforts and expertise on an international scale. Thanks to the active participation of Germany, a plan of work on the fragments was begun, which led to the construction of a House of Manuscripts, the restoration of some 12,000 fragments of parchment (out of 15,000), their storage, identification and classification and the training of Yemeni restorers and photographers.

Research work on illuminated fragments and on bindings was carried out with a grant from the Getty Institute. This work, together with papers read at congresses and articles in academic journals, shows just how remarkable the collection is. The Yemeni authorities concur in the view that the collection is the equivalent of a historic building of exceptional heritage quality. A UNESCO mission visited Sana'a at their request to consider including a pilot project on the Yemeni collections in the "Memory of the World" Programme.

A National Committee for the project has been set up to identify the most suitable documents. A demonstration disc based on a selection of manuscripts including some of the Koranic fragments has been published, in cooperation with the Regional Information Technology and Software Engineering Centre (RITSEC), Cairo, Egypt. This CD-ROM offers an introduction to the Arabic calligraphy illustrated by Yemenite manuscripts, especially the Koranic fragments. Descriptions and comments are provided in Arabic, English and French.

4.5 Memoria de Iberoamérica

The project, submitted to UNESCO by the "Asociación de Bibliotecas Nacionales de Iberoamérica" (ABINIA) is concerned, in its first stage, with protecting the nineteenth-century press published in Latin America and improving access to it for historians and interested members of the public.

ABINIA had previously organized a series of activities on the occasion of the Five Hundredth Anniversary of the Encounter between Two Worlds, in response to the desire to encourage appreciation of the documentary heritage of the Iberian world.

Among these activities was the compilation of a database indexing 90,000 books from the sixteenth to the eighteenth centuries, a travelling exhibition and the reissue of the most important historical works in the context of the Five Hundredth Anniversary. The national libraries of twelve countries (Brazil, Chile, Colombia, Costa Rica, Cuba, El Salvador, Mexico, Nicaragua, Puerto Rico, Peru, Portugal and Venezuela) are taking part in the project on the nineteenth-century press. It has led to the drawing up of a computerized inventory of some 6,000 newspaper titles and other press organs.

The second phase of the project is to arrange for the conservation of the listed collections and their transfer to microfilm and digital form with a view to exchanges between national libraries, the organization of exhibitions and special publications.
4.6 Manuscripts of the Kandilli Observatory

The aim of this project is the preservation of a collection of about 1300 works on astronomy in three languages (Turkish, Persian and Arabic) held in the Library of Kandilli Observatory and Earthquake Research Institute at Bogaziçi University in Istanbul.

UNESCO's contribution covered the preparation and publication of the catalogue of these manuscripts and the production of a CD-ROM consisting of the catalogue and sample pages from most of the manuscripts.

4.7 Memory of Russia

This project deals with preserving and improving access to the collection of 15th and 16th Century Slavic manuscripts held by the Russian State Library in Moscow. It also includes the archives of many of the major Russian authors such as Dostoevsky and Pushkin.

4.8 African Postcards

The old postcards chosen for this project constitute a pictorial treasure and are related to the 16 countries of the Economic Community of West African States (ECOWAS). These postcards are very rare because they are scattered in many countries, mostly in Europe. Only their presentation on a CD-ROM or a Web Site could bring them together, at least partially, under one theme or in an historical and geographical framework. The CD-ROM, prepared in collaboration with the Association Images et Mémoires and ICG-Mémoire Directe, features 3.000 postcards, which represent only a small percentage of the existing 50.000 for the same period (1890-1930) and the same countries. This first achievement should pave the way to even more sophisticated initiatives.

4.9 Treasures of Dar Al Kutub

This project, reproducing on CD-ROM a selection of precious manuscripts of the National Library in Cairo (Dar Al Kutub), offers a guided tour among the splendours of the Arab culture and its contribution to the enhancement of knowledge in numerous scientific fields.

4.10 Manuscripts of Vilnius University

This project is in many ways similar to the preceding one. It concerns collections of manuscripts, incunabula and old atlases kept at the Vilnius University Library and its aim is to illustrate, through a series of CD-ROMs and on Internet, European contributions to scientific advancement between the 15th and the 18th century.

4.11 Photographic collections in Latin America and the Caribbean

The huge number of photographic collections scattered around the world led the promoters of this project to limit its scope, in a first stage, to Latin America and the Caribbean and to public collections of the 14th century held in national archives and libraries.

Through the stock of prints often stored in inadequate preservation conditions, it is the whole life of the nations which resurges with its important moments and the portraits of those who have influenced the course of history.

The coupling of a CD-ROM containing 3.000 to 5.000 prints illustrating the main stages of the history of some ten countries of Latin America and the Caribbean and of a presentation on the Web of a representative sample of images (video quality) with comments in English, French, Portuguese and Spanish, will enhance the value of this fragile heritage, in danger of disappearing. It is hoped that this will then help libraries and archives to ensure that preservation of their photographic collections is a priority.

All these projects were funded under the UNESCO Regular Programme. A number of other projects received funding under the Participation Programme or from extrabudgetary sources. These include the safeguarding of manuscripts of Antonín Dvorák and Bedrich Smetana, held by the Museum of Czech Music in Prague; provision of equipment in Algeria, Armenia, Cuba and Poland, and of regional training courses in Caracas, at the Centre for Preservation of Paper
of the National Library of Venezuela and in Prague, at the Digitization Centre of the National Library of the Czech Republic; reproduction and repatriation in Antigua of historical records held in foreign repositories; publication of "Libro de los Pareceres de la Real Audiencia de Guatemala 1573-1655"; reproduction of the hand-written card file of the 11th-17th century Russian language to CD-ROM to promote access to this collection, etc.

5 Technical framework

From the examples mentioned above, it emerges clearly that the two basic principles which guide the "Memory of the World" Programme are the preservation of documents, holdings and collections and the democratization of access to them. The two principles are intrinsically linked, since access is conducive to protection and preservation ensures access.

The essential steps for carrying out any project in the "Memory of the World" programme are: selecting and preparing the documents, ensuring that they are placed in a suitable physical environment, photographing them where necessary, digitizing them, describing and annotating them, providing the staff to perform these tasks with appropriate ad hoc training where necessary, translating bibliographical descriptions or even the texts themselves where necessary, and ensuring that the resulting product is distributed as widely as possible.

Provision has been made for the establishment of two sub-committees, the first to make regular assessments of the technology that might be used by the Programme and the second to study methods for marketing and selling the Programme's products throughout the world. The first Committee held four meetings devoted to preservation and digitization of documents. It reviewed recent developments in digitization and prepared technical guidelines with a table showing, for each type of carrier (texts and still images on the one hand and sound and moving images on the other hand) the recommended digitization standards for access. It was suggested that a programme of digitization of documents is the best compromise between the conflicting demands for wider access to collections and for greater protection of the documents.

The Sub-Committee also considered a draft recommendation that digital copies of manuscripts and old printed material under "Memory of the World" use the Hypertext Markup Language (HTML 2.0) as the basic presentation tool in order to provide the widest possible access. Through HTML discs can be searched using any Internet search software. The technology can also be adapted for use on other carriers (sound recordings, photographs, newspapers, etc.) and, of course, for documents placed on the World Wide Web.

As to the preservation of the originals, a 'Guide to Preservation Standards' which is available both in paper edition (CII-98/WS/4) and on the Web site provides a compilation of the most relevant standards. It covers the following sections:

- Paper and other traditional materials (such as leather, parchment, palm-leaves, etc.)
- Photographic materials
- Mechanical carriers (including phonograph cylinders, microgroove discs, etc.)
- Magnetic materials (such as magnetic tapes and disks)
- Optical media (audio Cds, CD-ROMs, video discs, optical tapes, etc.)
- Electronic publications (off-line and on-line publications)
- Electronic records and virtual information (such as E-mail messages and personal computer files)

Each section introduces the general problem, draws the list of relevant standards, relating them to each other and pinpointing gaps, provides implementation guidelines and checklists and discusses Third World issues such as climatic and financial conditions, grassroot and traditional preservation techniques and minimum standards.

A CD-ROM on preventive preservation and conservation is being prepared in co-operation with IFLA. This disk will display a comprehensive documentation both in English and French, with illustration material on degradation factors affecting library and archival materials as well as preventive measures to be taken. The disk is expected to be used in all sorts of education and training programmes. Large extracts will also be available on the 'Memory of the World' web site.

A number of training activities are being arranged in the context of the Programme. Two training workshops on preservation and conservation in Africa were held in 1999, in co-operation with the IFLA/ICA Joint Committee on Preservation in Africa (JICPA). These workshops took place in Praia, Cape Verde for Portuguese speaking specialists and in Harare, Zimbabwe for English speaking conservators. Another workshop is planned for French speaking specialists. The objectives of these workshops are:
• to provide the participants with an understanding of the nature of paper and characteristics and other media and the need for their preservation;
• to impart practical knowledge of restoration of documents to participants;
• to provide adequate time for meaningful discussion of specific problems faced by participants in their home countries.

From the discussion in Harare and Praia it appeared that the situation in many countries is quite serious where in some cases directors of libraries and archives are not very much interested in preservation and conservation and only a lower priority was given to them in the scheme of things.

Lastly, so that UNESCO can play its role to the full as co-ordinator and catalyst, three inventories in the form of regularly updated databases are being created in co-operation with IFLA, ICA and other competent professional bodies such as FID, FIAF, FIAT and IASA.

1) **Inventory of library collections and archive holdings which have suffered irreparable destruction since 1900:** This inventory, published as "Lost Memory - Libraries and archives destroyed in the twentieth century" (CII-96/WS/1), is an attempt to list major disasters that destroyed or caused irreparable damage to libraries and archives during the present century. Thousands of libraries and archives have been destroyed or badly damaged in the course of fighting during the two world wars, notably in France, Germany, Italy and Poland. War has also been the cause of untold destruction to libraries and archives more recently in former Yugoslavia and in many other countries. The document, prepared by J. van Albada (ICA) and H. van der Hoeven (IFLA) lists lost documentary heritage in more than 100 countries. This inventory is not meant to be a sort of funerary monument but is intended to alert public opinion and sensitize the professional community and local and national authorities to the disappearance of archival and library treasures and to draw attention to the urgent need to safeguard endangered documentary heritage.

2) **World list of endangered library collections and archive holdings:** To date more than 60 countries have proposed collections and holdings to be included in the list of endangered documentary heritage. The International Association of Sound Archives has conducted a survey carried out by George Boston, in the context of this exercise, that shows that the most endangered carriers are not necessarily the oldest. In the audio domain, substantial numbers of acetate discs and tapes are lost each year. All unique acetate recordings at risk need to be copied swiftly to a new format. A database called "Endangered Memory" is being constituted with answers to the questionnaire distributed since 1994. This database presently contains 128 answers from 59 countries.

3) **Inventory of ongoing operations to protect documentary heritage:** Documentary heritage has been lost in the past and will continue to disappear in the future. The aim of "Memory of the World" is to ensure that significant material is identified and saved. Today's technology enables us to identify the location of important documentary heritage and gain access to it. This inventory, prepared under contract with IFLA by Jan Lyall, lists major preservation activities currently in progress. The information in this document (CII-96/WS/7) was obtained through a questionnaire which was widely distributed in English, French, German, Japanese and Spanish, using the IFLA Preservation and Conservation (PAC) network. The survey was intended to collect information from libraries with collections of national significance in order to identify problems in various parts of the world and to obtain a snapshot of current preservation activities. More than 200 responses were received and keyed into the computer. This database, as well as the previous one, running on CDS/ISIS, will be updated regularly and the data analysis facilitated by use of IDAMS, a statistical package developed by UNESCO and featuring an interface with CDS/ISIS. The two lists will constitute the indispensable basis for the Programme along with the "Memory of the World" Register.

Furthermore, in recognition of the impact of cinema throughout the world, it was decided, as part of the centenary celebration, to compile and publish, in the context of the "Memory of the World" Programme, a list of approximately 15 films each country considers to be representative of its most significant film heritage. This list is available free of charge from PGI under the title "National Cinematographic Heritage" (CII-95/WS/7).

A worldwide survey on digital collections and their preservation is being conducted in cooperation with IFLA. There is a great deal of uncertainty regarding the preservation of digital information and professional circles have become increasingly anxious about the safeguard of these new documents. Although this concern is shared by many other organizations and initiatives such as “Bibliotheca Universalis” launched by the G7 Conference on the information society no global answer has so far been made. The aim of this IFLA/UNESCO project is two-fold. First, it intends to list the main digitization programmes that are being conducted throughout the world. This will
allow UNESCO to identify those collections which could become part of the “Memory of the World” Programme, and lead to the constitution (either through direct access to a data base or by way of links to library websites) of a global virtual library, at least for those documents belonging to the “public domain”. Secondly, it aims at identifying and assessing the various preservation policies and strategies concerning digital collections. It is obvious that this specific preservation issue is both a technical, financial and legal challenge for the entire library community.

Finally, UNESCO has published guidelines on the Programme's technical, legal and financial framework and its working structures. This text is available in all UNESCO official languages, free-of-charge, under the title "Memory of the World- General Guidelines to Safeguard Documentary Heritage" (CII-95/WS-11).

6 Legal Framework

6.1 Documentary heritage in war


These provisions will offer the international community an opportunity to take measures to counter the alarming new tide of damage and loss due to armed conflicts since 1990. The recent, and sometimes intentional, destruction of heritage in Afghanistan, Bosnia and Herzegovina, Cambodia, Croatia and Somalia, among other places, has led to calls to improve this protection. Such destruction represents an inestimable loss to the common heritage of humanity and to the cultural development and identity of local communities.

UNESCO, together with some other intergovernmental and non-governmental organizations, has conducted a review of the 1954 Convention and found several aspects in which it could be strengthened. More precise provisions could, for instance, be brought to the concept of "military necessity" and better heritage protection in situations of civil and domestic conflicts. There is also a significant demand for the adoption of an improved system of sanctions to punish perpetrators of crimes affecting cultural heritage and for the creation of a body to supervise the implementation of the Convention.

The International Council of Museums (ICOM), the International Council on Monuments and Sites (ICOMOS), the International Council on Archives (ICA) and the International Federation of Library Associations and Institutions (IFLA), which have established the International Committee of the Blue Shield as a coordinating body, provide the experts who try to protect cultural heritage under threat.

6.2 Partnership agreements and ethical issues

Working in partnership in an international context means that a legal framework is an absolute necessity if "Memory of the World" is to be managed in a properly accountable manner. The framework must nevertheless remain sufficiently flexible to guarantee the originality of each project and take account of the diversity of national legislation.

It is essential that the rights of the owners of the collections and holdings in a project are respected and that the relationship between the owners and the technical and commercial partners is clearly defined, particularly with regard to the division of rights among the various parties, the allocation of rights of ownership to the images produced and the sharing of the profits from the sales of products made from images. It also seems clear, however, that excessive protection which might limit access to the documents would run counter to one of the Programme's fundamental principles. The International Advisory Committee recommended, at its second meeting, that UNESCO pay careful attention to legal questions affecting the intellectual heritage in the new context of the increasing use of electronic storage media in libraries and archives, in particular to provide for freedom of access within the limits set by national and international legislation.

INFOethics, an International Congress on Ethical, Legal and Social aspects of Digital Information was held from 10 to 12 March 1997, in Monaco. The Congress proposed, in particular, the setting-up of an international commission on INFOethics, the launching, under the auspices of UNESCO, of a large-scale co-operative effort among all professions concerned with the archiving, preservation and conservation of digital information, an initiative that would result in the
elaboration of a professional code of conduct; it stressed the importance of authors' moral rights in the new environment of global flow of digital information. UNESCO's objective here is to develop a scale of values in cyberspace, to reinforce the free flow of information and to head off any over-reaction that might lead to excessive regulations of the communication networks. Infoethics'98, the second international Congress on Ethical, Legal and Societal Challenges of Cyberspace, was held from 1 to 3 October 1998 in Monaco. Experts in telecommunication, information, computer science, social sciences and philosophy discussed the areas of public domain, multilingualism, globalization, privacy, confidentiality and security in cyberspace. Every citizen in the world should have the right to meaningful participation in the Information Society which has become an integral part of society as we know it today, with all the rights and obligations that this entails.

7 Financial context

All projects carried out so far were funded under the UNESCO Regular Programme or its Participation Programme. More projects are awaiting funding. These include, for example the restoration and preservation of 7000 hours of audio material of Chinese folk music, preservation of Tamil palm-leaf manuscripts in India, preservation of Vietnam film heritage, preservation of Lao manuscripts, preservation of a Jewish musical collection in Kiev, safeguarding of manuscripts of ancient cities in Mauritania, etc. Extra-budgetary funding for some of these projects has been pledged. This includes Norwegian funding for the preservation of, and enhanced access to, the slave trade archives in Africa and funding from the European Union for the preservation and promotion of heritage collections in a number of Mediterranean countries. The last project is being implemented by the Centre de conservation du livre à Arles, France, in close co-operation with UNESCO.

An international fund is being set up within UNESCO to finance some of the Programme's projects. These will include, as a priority, projects with a regional or international dimension. Other projects which meet the agreed criteria could use the "Memory of the World" label without necessarily receiving aid from UNESCO or the fund. A UNESCO special account has been opened for the "Memory of the World" (Ref. 406 INT 61).

Each "Memory of the World" project is an entity in itself, especially as far as finance is concerned. While profit can never be a prerequisite for carrying out a project, each project must strike a financial balance between, on the one hand, the investment needed for digitizing, reproducing, and distributing products and for preparing the reproduced collections and holdings for conservation and, on the other, initial contributions from local or outside funds and royalties from possible sale of products. This balance will not be achieved without the participation of sponsors and technical and financial partners. The search for partners is an important, not to say decisive, phase of all "Memory of the World" projects.

Some projects are being funded by governments with no financial implication for UNESCO. A good example is the archives of the Dutch East Indian Company (VOC). An international conference on the Dutch East Indian Company Archives project was held in The Hague and Leyden on 10 and 11 December 1998 following Resolution 28 adopted by the 29th session of the General Conference of UNESCO. This meeting was organised by the National Commission of the Netherlands and attended by participants from all concerned countries, including Permanent Delegates to UNESCO of the Netherlands, India, Sri Lanka and Indonesia. The archives of the Dutch East Indian Company (VOC) represent a unique source of information about the 17th and 18th century history of many countries and cultures of Europe, Africa, Asia and Australia. The history of the East India Company is not merely the of a large Dutch business conglomerate symbolized by many large architectural monuments such as warehouses, meeting halls or ship wharves. The records of this Company deal with its operations in Asia, and thus shed considerable light on Asian history as well. The aim of the project is safeguarding the extensive material heritage this trading company has left behind in the Netherlands and Asia, and how we can make this mutual heritage accessible and available for further use.

During the Conference it is announced that the Government of the Netherlands has decided to launch in co-operation with all concerned Member States the Dutch East Indian Company (VOC) archives project within the framework of Memory of the World.

The Sub-Committee on Marketing held its first meeting in Oslo, in July 1996. The Group outlined a fund-raising strategy for the Programme, together with a promotional and marketing plan and a legal framework. The meeting agreed that there was a possibility for "Memory of the World" to seek partnership with major companies active in creating and preserving memory and knowledge. It was also stressed that the Programme needed to be marketed first for the professions, through their associations and publications. The participants also suggested that celebrated writers and winners of literary prizes should be invited to rally the Programme and publicize its aims and achievements.
Sources:


For further information please visit UNESCO's web site: http://www.unesco.org/webworld
Recognising that urgent action was required to stem the disappearance of vast parts of the world's documentary memory, in 1992 UNESCO launched the Memory of the World Programme to protect and promote that heritage. Since then the Programme, guided by an International Advisory Committee, has undertaken a broad range of activities to advance its objectives.

An external evaluation of the Programme was carried out between June and November 1997 by the following team against specific Terms of Reference: Professor Guy Petherbridge (co-ordinator) (Australia), Mr Christopher Kitching (United Kingdom), and Mr Clemens de Wolf (The Netherlands). The evaluation methodology involved surveys of all key internal and external Programme stakeholders, a review of internal and public documents, and observation of Programme activities.

**EVALUATION OF PROGRAMME PROCESS**

The evaluation team's overall findings with regard to Programme administration are that it has been established and run in accordance with UNESCO standing orders and regular procedures, and that appropriate structures have been established for its promotion and management.

However, the Programme is critically under-staffed and under-funded. The evaluators and all survey respondents are in strong agreement that UNESCO must address this resourcing problem with some urgency if the Programme is to achieve its potential. Many survey respondents also compared the staffing (one Programme Officer only) and funding of the Memory of the World Programme with that of UNESCO's World Heritage Programme. While this comparison may not be considered entirely appropriate from UNESCO's internal organisational perspective, it is a strongly held professional perception with strong political overtones, which the evaluators recommend UNESCO take very seriously.

The evaluators fully support the International Advisory Committee's actions in revising and defining the Programme, launching specific initiatives and products to test its potential, and in assessing technical, financial and legal problems. It appears that effective action has been taken to follow up virtually all of the recommendations arising from the meetings of the IAC and its Sub-Committees, although a number of long-term issues remain unresolved. However, the evaluators consider that greater transparency is desirable in the process of appointments to the IAC and its Sub-Committees, and that the Committees' composition needs to take full account of all the media and key stakeholders represented by the Programme.

The two Programme Sub-Committees (on Technology and on Marketing) have grappled determinedly with complex technical and marketing issues and have provided an effective forum in which conflicting professional and stakeholder views can be discussed and resolved, and in which specific strategies and products are proposed to advance the Programme.

UNESCO has invited Member States to form National Memory of the World Committees and to establish their own Memory of the World Registers. The Programme also promotes the concept of Regional Memory of the
World Committees. The initial response to UNESCO's invitation, however, has been disappointing - only a minority of Member States have replied. The evaluators have been advised of a number of significant hindrances to the establishment of National Committees. Reasons vary from country to country. While progress in the formation of National and Regional Memory of the World Committees has been slow, they should continue to be promoted. Once established, it is important to nurture these committees.

The IAC is mandated to seek co-operation with competent international non-governmental organisations. However, while the Memory of the World concept was initiated with the close involvement of these NGOs, there are concerns about their effective involvement in its implementation. There are also some important differences inherent in the distinctions between the various archive and library professional groups which require harmonisation. The evaluators’ investigations indicate that the Programme participants are fully aware of the importance of these international stakeholder bodies and seek mechanisms to effectively engage them. Where this has not happened, limitations on available resources are usually the cause. Clearly, the NGOs are major stakeholders and must be a part of the process. More conscious effort should be applied to developing useful and essential relationships and co-operative mechanisms.

**EVALUATION OF PROGRAMME PRODUCT**

The evaluation team generally found the Programme's published promotional material to be informative, well-produced and well focused. It notes, however, much greater potential for the effective use of other promotional mechanisms including exhibitions, conferences and the film and broadcasting media. The IAC has formally recommended to UNESCO that suitable funding be provided to ensure the Memory of the World Programme be better publicised. The evaluators support broader promotional strategies and the funding imperative.

The Memory of the World Programme has developed a number of paper-based publications, the principal of which can also be downloaded from its web site. All are authoritative and professionally put together. Nevertheless, a greater emphasis is recommended on peer review before publication, on adequate cataloguing information, on accurate translations, and on the periodic updating and reissue of Memory of the World publications. The evaluators noticed that significant criticisms were raised by respondents with regard to the marketing, availability and distribution of Memory of the World publications and recommend more effective mechanisms to address these concerns.

A key strategy in the growth of the Programme has been the development of pilot projects involving the production of CD-ROMs of significant items or collections, and in some cases their associated conservation treatment. In studying individual CD-ROM projects, the evaluation team felt that they had served a useful purpose in demonstrating the potential of digitisation as a means of widening access to and understanding of the documentary heritage. Viewing the set as a whole the team found some inconsistency in standards of presentation, translation and access, in the provision of basic bibliographic data and in essential help data.

Nevertheless, however valuable this initiative proves for widening access, it can never (in the team's view) be a proper substitute for preservation of the original documents, nor does it seem likely to the team that sales of CD-ROMs will generate sufficient revenue to be the main answer to the Programme's funding problems. The considerable investment involved in producing CD-ROMs of documentary holdings must be balanced against the short term value of the product, the need to preserve the product itself and the need for a reliable migration strategy to a future access format. A definition of usability protocols and testing regimes and a critical review of existing products with guidelines for further projects is essential.

While CD-ROMs and newer alternative standalone technologies are likely to continue as access mechanisms for some time, there is a growing tendency for information to be accessed online from central data repositories. The rapid uptake of the Internet in the last few years is becoming a key factor for accessibility to cultural content. In keeping with current trends, the Memory of the World Programme has created its own web site. From simple beginnings it is evolving multiple functionalities serving the needs of both clients and the Memory of the World administration.

The Memory of the World web site design, structure and navigation follow most currently accepted norms. Currently the site mainly serves information gathering and client feedback with links also to related sites. The web site also is being used increasingly to add efficiency to Memory of the World Programme administration by
allowing external access to its key publications, and by allowing internal participants secure access to documents. The IAC has formally recommended that the expansion of the concept of WWW cultural heritage networks be urgently considered. The evaluators endorse this direction.

The evaluation team note that, although the site is becoming an increasingly effective tool for communications and information dissemination, it will be many years before the Internet can be considered as a means of universal access to the documentary heritage. Nevertheless, the Memory of the World web site has a good foundation and, despite the legitimate concerns of those with no or limited access to the Internet, it is an essential information tool for those who can use global communications networks. It is recommended that its potential be further explored and developed. The evaluators recommend a thorough professional review of the site in order to provide further recommendations for its development.

Notwithstanding the contribution of the Memory of the World Programme’s ‘virtual’ web presence to its objectives, it should not be viewed as the Programme itself. It should not be defined as its prime goal and it should not be overestimated as a tool.

**KEY PROGRAMME ISSUES**

Both preservation and access were promoted from the start as the two principal and complementary Memory of the World Programme objectives. Nevertheless, the evaluators note a significant and ongoing dilemma in resolving competing demands of preservation and access in the Programme’s implementation, particularly as a consequence of the emphasis on new technologies as a means of enhancing access and as a hoped-for means of creating funds through the sale of digital products.

The Programme is particularly mindful of its legal and ethical contexts. While it is apparent that Memory of the World Programme participants are mindful of their responsibility to address the fundamental issues involved, the evaluators stress the need for the practical implementation of the solutions proposed. Particular attention must be focused on the protection of rights of creators and content owners and to the perpetuation of public domain access to information in new technology environments.

Notwithstanding the tremendous effort and diligence of all those responsible for moving the Programme forward, the under-resourcing of its administrative and specialist needs is clearly of major concern. The recent General Conference of UNESCO saw a plea for an increase of resources available to the Programme both in terms of budget and human resources. The evaluation team endorses the strategic recommendations aimed at more effective funding generated through official Programme activities and strongly supports the overwhelming call from Programme stakeholders for UNESCO to budget for a stronger, larger Secretariat. At the same time, the governments of individual nations also need to be made more aware of their individual responsibilities to put their own resources into the protection of their documentary heritage. The Sub-Committee on Marketing has outlined fund-raising strategies for the Programme, which have generally been commended by all surveyed. However, they have only been implemented to a limited degree, primarily because of resource constraints. These recommendations form an invaluable pool of ideas, which the evaluators commend and endorse.

Although the issues surrounding selection criteria to the MoW Register are complex and central to the Memory of the World concept, the IAC is actively addressing them. The evaluators strongly support their initiatives. The Sub-Committee on Marketing has also noted that there were many other projects at regional and national levels seeking to achieve broadly the same objectives as the Memory of the World Programme and that steps should be taken to affiliate them or ‘label’ them selectively as Memory of the World projects. This is a recommendation which the evaluation team wholeheartedly endorses.

The International Advisory Committee has agreed that any training performed within the Programme should be project and task-orientated, and that general professional training will continue to be part of PGI activities. Notwithstanding this policy, the evaluators stress an essential need to maintain preservation and conservation capabilities globally through training and education. The Programme should develop appropriate strategies to support training.
KEY RECOMMENDATIONS

While the full evaluation report contains a range of major and minor recommendations, the following are considered as critical to the successful ongoing evolution of the Programme:

Process

It is recommended that UNESCO should provide greater resource support to the Programme and increase the permanent Programme Secretariat staff to a minimum of four persons who will be responsible for core Programme duties. It is suggested that this staffing include two senior and two support officers, and that one of the senior officers be an experienced specialist well versed in the broad spectrum and particularities of the global documentary heritage. As the Programme further develops serious consideration should be given to a Director level appointment to manage its activities.

A priority for the enlarged Secretariat should be the implementation of outstanding strategies developed by the IAC and its Sub-Committees, with a particular emphasis on those of the Sub-Committee on Marketing. A meeting of NGOs and other key stakeholders to define with greater exactitude the nature of their partnership with the Memory of the World Programme (as recommended elsewhere in this evaluation) should also be progressed by the Secretariat.

The core Programme duties should encompass the following:

1. Undertake representational, administrative, planning and reporting functions of the Memory of the World Programme within UNESCO
2. Provide support to the International Advisory Committee, its Bureau, Sub-Committees and other subsidiary bodies
3. Co-ordinate the implementation of the recommendations of the Committee and its subsidiary bodies, including liaison with the principal NGOs and other key stakeholders associated with the Programme
4. Undertake, supervise and co-ordinate surveys and research into the status of preservation of the world's documentary heritage and its access and the assessment of related needs
5. Negotiate and facilitate project development and funding with Member States, potential funding agencies and others
6. Identify, negotiate and design projects in co-operation with national/regional institutions and non-governmental organisations as well as individuals
7. Manage equitable intellectual property/copyright/moral rights arrangements in support of Programme objectives
8. Liaise with national, regional and international documentary heritage education and training initiatives and programmes in support of the Programme's objectives.

It is recommended that the strategic and technical advice already formulated within the existing Programme structure should be more systematically pursued and implemented than has hitherto proved possible with the Programme's limited resources, and that the solutions to the Programme's problems, which have already been highlighted internally should also be very largely pursued internally, drawing on the advice of the IAC and its Sub-Committees, but with appropriate input from the relevant NGOs. This is particularly the case with regard to future funding and marketing, where many entirely sensible suggestions are already on the table awaiting action.

It is recommended that those Member States which have not yet founded National Memory of the World Committees and have not passed nominations so far should be encouraged to do so via their national UNESCO representatives and the NGOs associated with the Programme.

It is recommended that the external evaluation report be communicated in full to the international NGOs working in this field and to other relevant UNESCO Programmes for comment. It is also recommended that the future of the Memory of the World Programme should then be openly discussed at a meeting which brings together the principal interested parties from both within and outside UNESCO, so that the
commitment and respective responsibilities of each partner organisation can be clearly understood, and, if possible, information be made available globally in a more centralised form.

- It is recommended that a specific marketing consultant be employed at least on a short-term basis by the Programme, and that the person so appointed should work closely with the Programme’s staff and the Sub-Committee on Marketing to see how its already clearly formulated ideas on marketing and funding strategy could most appropriately be taken forward.

- It is recommended that UNESCO should discuss with the relevant NGOs the notion of ‘badging’ or otherwise accrediting other programmes with related objectives, whether national, regional or international, recognising them as being in the spirit of its Memory of the World objectives.

**Product**

- It is recommended that UNESCO mount a greatly increased publicity campaign, by means of world wide press coverage and exhibitions.

- It is recommended that the IAC or its Sub-Committee on Technology impose uniform standards for data capture and presentation and assure best practice testing and approval of individual products before they are publicly launched.

- It is recommended that the IAC establish, in consultation with the NGOs, rigorous selection criteria for any products involving the copying of documents, to ensure that those selected do indeed conform to the Programme’s priorities, that there is no duplication of effort where copies of the original documents already exist, and that UNESCO funds are not committed unnecessarily where there is a prospect of a direct commercial operation or otherwise viable funding mechanism.

**Publications**

- It is recommended that publications which the Programme wishes to be seen as authoritative be subject to peer review and scrutiny before publication. There is scope here for involving the NGOs as partners.

- It is recommended that, as already foreseen by the IAC, publications be kept under regular review to ensure that they remain up to date and meet changing external circumstances.

- It is recommended that, as already foreseen by the Sub-Committee on Technology, the Programme promotes the development of effective indexing and search engines to keep its output readily accessible for reference.

- It is recommended that UNESCO put in place a process to maximise access to information about all Memory of the World publications and develop an efficient distribution mechanism.

- It is recommended that UNESCO accommodate the continuing need for output in non-electronic form about the Memory of the World Programme for those who have no Internet connectivity.

**Web Site/ New Technologies**

- It is recommended that an expert review of the Memory of the World web site be commissioned, to report on its information infrastructure, communications, marketing potential and archiving requirements.

- It is recommended that the IAC and its Sub-Committee on Technology keep under continuous review the most appropriate technical means for the continued advancement of the Programme, and where necessary the migration of its captured data onto new media or platforms. Programme output should be appropriately archived.

- It is recommended that an ongoing future strategy capability must be integral to the Programme so that it is prepared for new developments in technology.

- It is recommended that further work should be done on the Programme’s web site to increase its use as an information, research and marketing tool. The site should also be linked to other relevant cultural
heritage and related web sites and to that for the World Heritage Programme to increase the consciousness of the affinity in objectives.

CONCLUSIONS

There appears to be a general consensus amongst those directly involved and responsible for the documentary heritage that the Memory of the World Programme is a most relevant and timely initiative of major international significance. UNESCO is probably the only body in the world that can promote this idea so universally.

Whilst the protection of tangible cultural goods is well established through UNESCO's World Heritage Programme - the situation of documents is largely unknown. The Memory of the World Register has the potential to serve a similar and complementary function to the World Heritage list, constituting a tool to draw attention to the Programme, to its aims, to stimulate funding and to multiply endeavours towards the safeguarding of the documentary heritage.

However, the Programme has not yet achieved the impact originally hoped. Despite all that has been done, a large part of the world, including many of the professionals and professional bodies most concerned, has little or no knowledge of the Programme. A number of factors are responsible and have been identified.

As a general assessment, the Memory of the World Programme is moving to the realisation of its objectives. The evaluation team was impressed by the overwhelming commonality of opinion amongst the Programme's stakeholders as to:

- its relevance and its uniqueness
- its potential critical international role in awareness raising among public and decision makers
- the necessity to fund and create more effective mechanisms for the administrative operations of the Programme and its specialist support requirements
- the need to market the Programme more effectively
- the need to better accommodate differing regional circumstances and perspectives
- the need to reconcile concerns amongst the archival community that all archival materials have inherent "Memory of the World" status with other perspectives that accept a focus on 'standard-bearing' items and holdings as having a special or symbolic universal, regional or national significance which entitles them to the bestowal of a Memory of the World label
- the need to reassess original assumptions relating to new technologies in relation to preservation and access and the forms in which products will be marketed and disseminated, and to be in a state of informed readiness for technology changes affecting the Programme, and the need to be open to innovative new ways to shape and progress the Programme's key objectives.

In summation, it is the evaluators’ view that the single most important step that UNESCO could take to ensure that the Memory of the World Programme reaches a ‘critical mass’ to grow exponentially and be seen by potential sponsors as a truly global endeavour, would be to identify and help bring into effective partnership all key stakeholders, particularly the associated NGOs, and those national, regional and international programmes which are already contributing (officially or unofficially) to the Programme’s overall objectives. A prerequisite for this endeavour, of course, is increased Programme staffing and resourcing.
Memory of the World-Programme
International Advisory Committee
Sub-Committee on Technology

Status of current projects, June 1999:

1) Digitization

Originally published as:
*Appendix D: Technical Aspects of Preservation* as part of the General Guidelines for Memory of the World.

Currently under revision, to be published as a separate document, augmented by a section on digitization practices. Manuscript envisaged late 1999.

2) Preservation


Also published on UNESCO’s web site: <http://www.unesco.org/webworld/memory/basictexts.htm>

Revision envisaged late 1999.

**CD-ROM on Preservation**, produced by IFLA-PAC, coordinated by Astrid Brandt:

contains about 300 images with explanatory texts, provided by 13 institutions. Final checking of master under way, ready disc expected end of November 1999.

3) Harmonization of Access to Electronic Documents within the Memory of the World - Programme.


Also published on UNESCO's web site: <http://www.unesco.org/webworld/mdm/czech_digitization/index.html>