

DAVID project bimonthly Newsletter, No. 17. April 2003

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## **DAVID WORKSHOP AND CONFERENCE**

The DAVID workshop “Electronic recordmanagement in practice”, will take place on June, 25th. It is organised in co-operation with the section archive and contemporary documentmanagement of the VVBAD, and the logistic support of the University of Antwerp. The complete program and the registration conditions can be consulted on our website. This workshop will be held in Dutch.

The conference “E-archiving for posterity. Electronic recordkeeping and long-term preservation of digital data.” is being organised in collaboration with the Technological Institute. The DAVID website provides ample information and the full conference program. For registration, please contact the technological institute at [david@ti.kviv.be](mailto:david@ti.kviv.be)

## **XML-ARCHIVING OF DATABASES: THE POPULATION REGISTER**

A complete snapshot of the population register of the city of Antwerp was archived in the beginning of 2003. The unload of the hierarchical database in which the XML-tags were added, takes up several gigabytes. Subsequently, this file was divided into small files so that the population register could be archived on CD-ROM and can be accessed with the prevailing computer configurations. However, these files still contain some invalid XML-characters. To filter out the non-accepted control characters and the preserved XML-characters, a stand alone tool was written. This tool can be downloaded free of charge from the DAVID website. The installation files are wrapped in a zip-file.

## **ELECTRONIC RECORDKEEPING IS GAINING IN IMPORTANCE**

Digital archives are headed for a bright future now that more and more transactions are made available through an electronic process. Guideline 2001/115 regulates the digital invoice and points out that the authenticity, integrity and readability of these invoices have to be guaranteed during the whole storage period. The member states have until the first of January 2004 to research how they will put this into practice.

The digital autograph has already been addressed, the laws concerning the digital trade, dated March 11th 2003, should eliminate all the remaining impediments for digital contracts. Nothing is said about the digital contracts, but the device is that digital contracts should have the same functional qualities as their paper equivalents.

The government has to keep up with the increasing informatisation. The government was given the green light to draw up electronic alternatives for all administrative procedures in the law of December 24th, 2002. It goes without saying that sufficient attention needs to be given to ensure the recordkeeping of these transactions with the government.

The following quote from the guideline 2002/65 on the sale at distance of financial services to consumers, shows that not all administrations have an equally clear view on electronic recordkeeping: "Durable carrier is understood to mean a diskette, CD-Rom's, DVD's and the hard disk of the consumers computer on which the electronic mail is stored,...". The durable carrier has to enable the production of an unchanged reproduction of the stored information, during a period of time according to the objective for which the information is intended. The notion "durable" is obviously relative, but how many consumers will be able to hand over this document to the judge? CD-Rom's and DVD's are known as durable carriers, but this is only true when they are written with the necessary competence, meet certain quality requirements, and are kept under the right circumstances. Diskettes are technologically superseded and storage on hard disks for long time preservation is dissuaded. The durability problem is but the first problem that the consumer has to overcome. Next, he will have to convince the judge of the authenticity and integrity of his document.

### **<XML> AND ELECTRONIC RECORDKEEPING, VERSION 1.1**

The DAVID article *<XML> and electronic recordkeeping* has been updated: new practice and implementation examples have been added, a more detailed review of some XML-characteristics and the relation between XML and databases are addressed extensively. This article is available on the DAVID-website ( "standards").

### **WEBSITE**

*website adjustments;*

The DAVID website is undergoing some changes. A number of webpages have been brought up to date. The DAVID publications will be made available from the webserver. In doing so, the publications should be faster accessible. If you keep encountering problems accessing large PDF-files, mail to [david@stad.antwerpen.be](mailto:david@stad.antwerpen.be) so we can send you the requested documents through mail.

*DAVID presentations;*

During the upcoming months, the DAVID co-workers will be giving several presentations at home as well as abroad. A complete overview of these presentations is available on the website. The slides are made available on the website after each presentation.

### **WEBSITE: STATISTICS**

The webstatistics speak for themselves: there is a broad interest for the DAVID guidelines and reports. The DAVID texts were downloaded over 18.000 times over the past year. This is another indication of

the real need that exists for clear guidelines about electronic recordkeeping. The DAVID solutions are also popular outside Dutch-speaking regions. The English report on e-mailarchiving for instance, was downloaded more than 2600 times.

### **ICRI WORKSHOP**

ICRI organizes the workshop “ What needs to be preserved on paper” on May 19th. This workshop will be held in Dutch. More information can be found at [www.icri.be](http://www.icri.be)