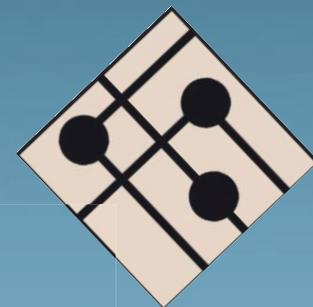


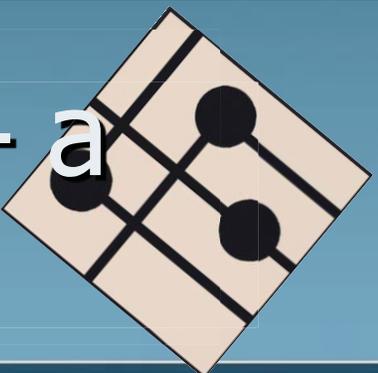
RECORDKEEPING METADATA STANDARDS: THE INTERNATIONAL CONTEXT

**Barbara Reed, Director, Recordkeeping
Innovation**





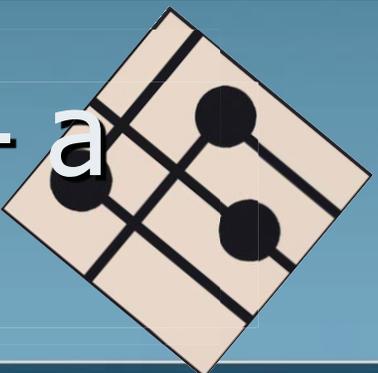
Recordkeeping metadata – a quick overview (1)



- Began with Dublin Core and information resource discovery
- 'rediscovery' of metadata in the e-transaction, internet space
- Understanding that the recordkeeping requirements are different
- SPIRT research project (influential, but research/academic – not implementation)
- Jurisdictional sets in Australia:
 - NAA (flattened, single entity)
 - NSW (complex, 3 entity) for EDRMS
 - SA (complex, 3 entity) for EDRMS and extended slightly to archival transfer



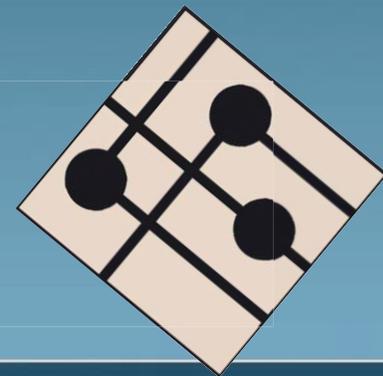
Recordkeeping metadata – a quick overview (2)



- Not implemented!
- Was it in advance of what was being asked for?
- What use is it?
 - EDRMS configuration
 - Compliance with specifications
 - **Transfer of records across system boundaries**
 - **Constructing records in business systems**
- Vendors alleged confusion
- Claims of compliance via 'user definable fields'
- Lack of xml schemas
- People's eyes glaze over!



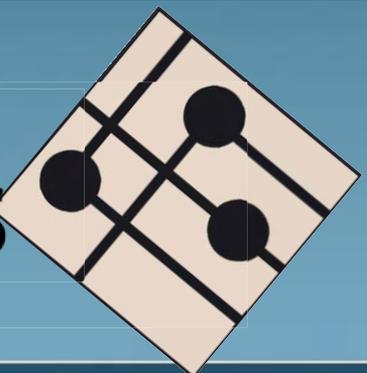
ISO 23081 - family



- Multiple part standard intended:
- Principles
- Implementation issues
- Compliance
- checklists



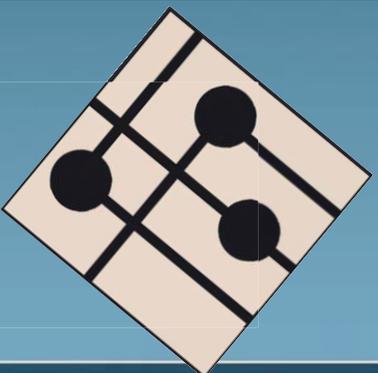
ISO 23081-1 Principles



- Adopts the SPIRT models of multiple entities
- Based on requirements from ISO 15489 (Records Mgt)
- Introduce the notion of 'point of capture' and 'process' metadata
- Expressed as records management metadata, but actually wider
- High level statements about the type of metadata required to support recordkeeping characteristics/functions – eg accessibility, security, and entities – eg agents, business, records
- Published 2006



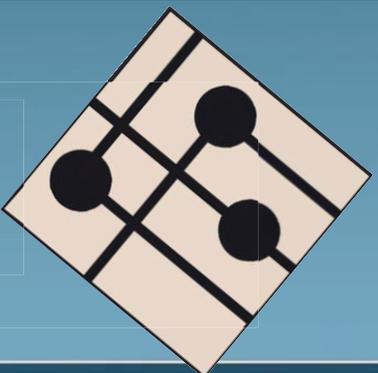
ISO 23081-2



- Conceptual and implementation issues
- Hard work!
- Long time to develop
- People involved:
 - Hans Hofman, Netherlands
 - Lew Bellardo, NARA
 - Malcolm Todd, UK TNA
 - Adrian Cunningham, NAA
 - Me
- Incorporated Australian work happening contemporaneously – model and high level elements
- To Geneva for publishing December, still not available!

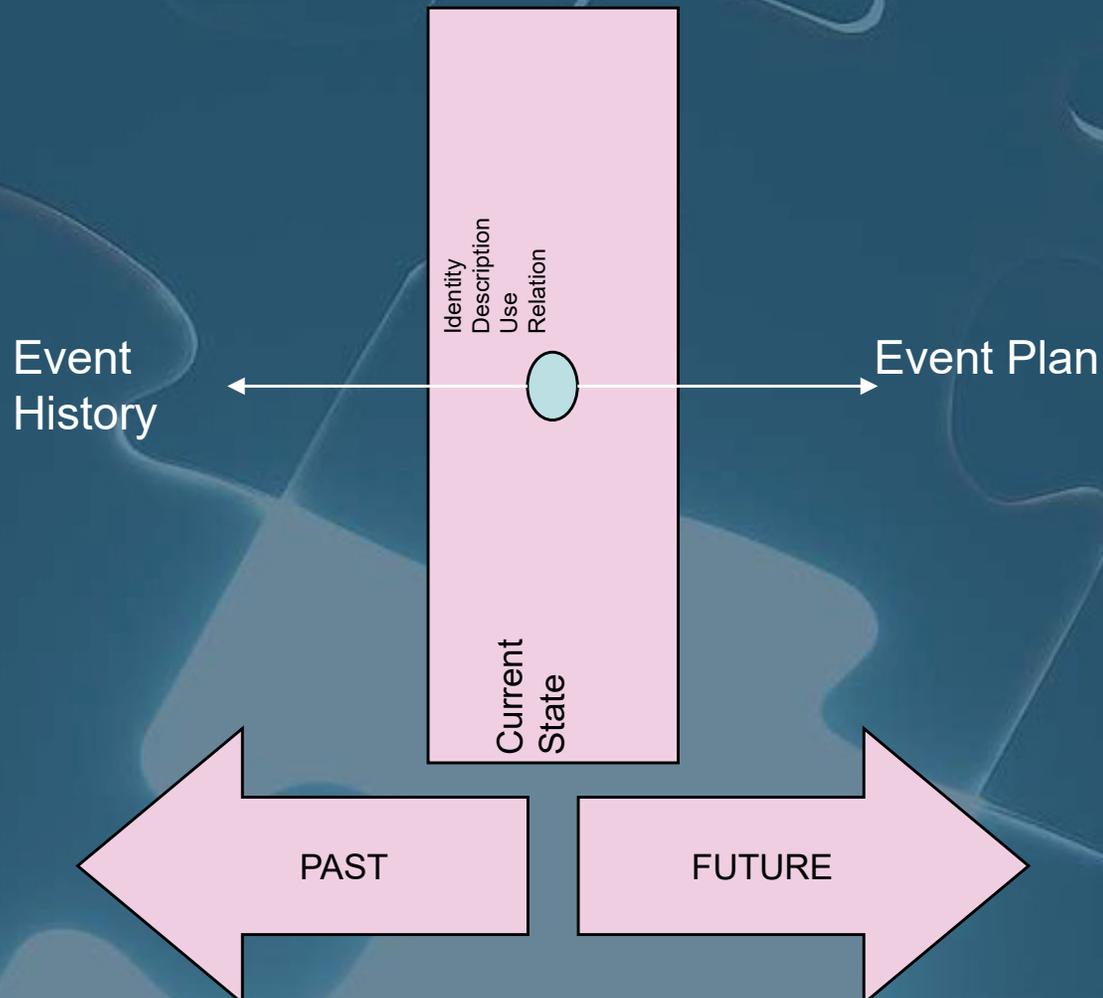
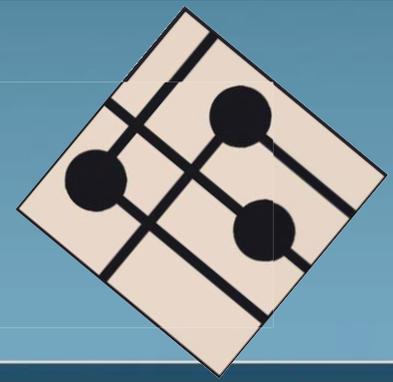


Implementation issues



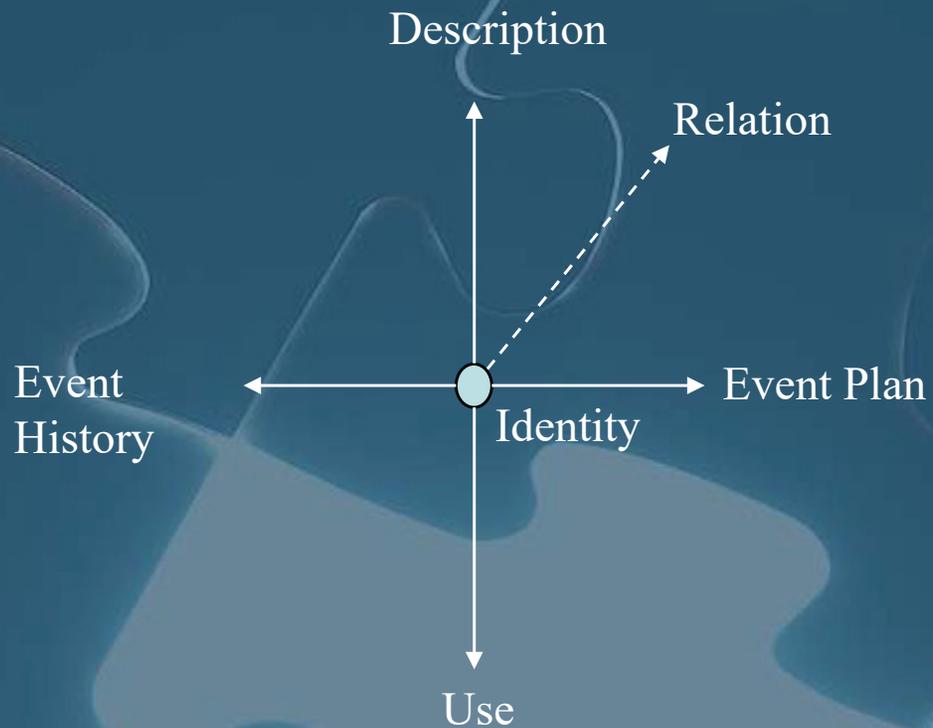
- Business benefits (eg risk management, business systems, interoperability, long term retention)
- How much metadata
- Introduces critical concepts:
 - Aggregation (including a 'fixed' layer schema)
 - Inheritance
 - Re-use of metadata values
 - Interdependence of metadata elements
 - Extensibility and modularity
 - Metadata as a record/relationship to record
 - Recordkeeping metadata as dynamic not static

Dynamic model



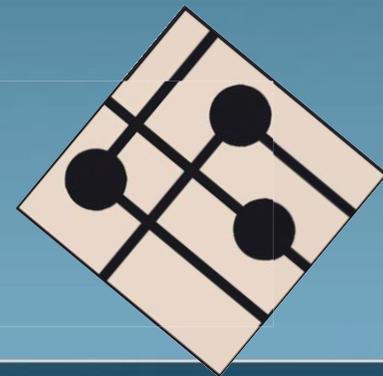
Recordkeeping Innovation – Delivering Lasting Results

Metadata Model





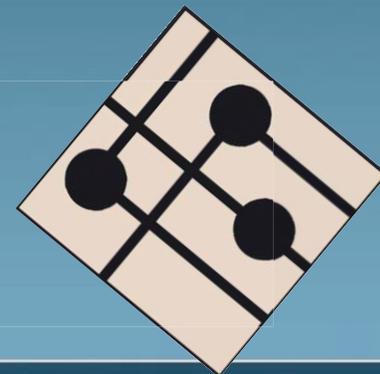
Metadata areas



- Identity
- Description
- Use
- Event History
- Event Plan
- Relation



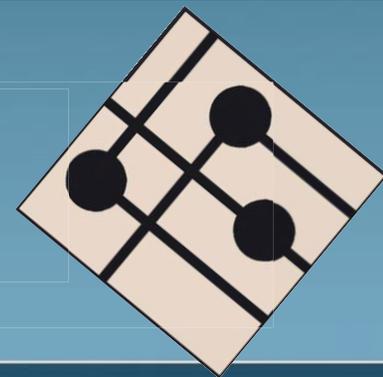
Identity metadata



- Entity type
- Aggregation
- Registration identifier



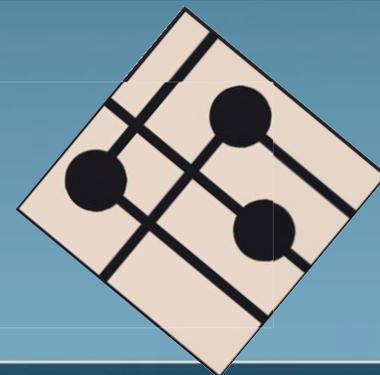
Description metadata



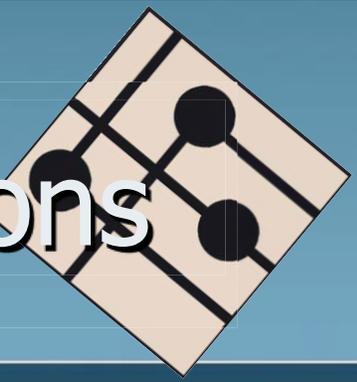
- Title
- Classification
- Abstract
- Place
- jurisdiction



Entities



- Records
- Agents
- Business
- Relationships
- Mandate

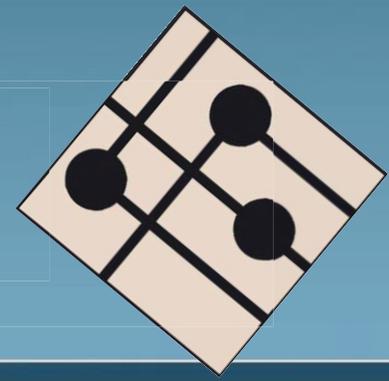


How to develop local variations

- What does writing and documenting a local scheme involve
- Metadata registries
- Encoding schemes
- Defining rules



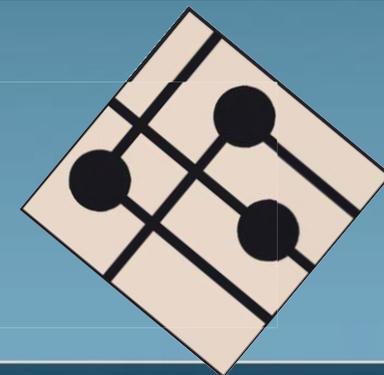
Implementing issues



- **Storage and management:**
 - Centralised/decentralised
 - Metadata repositories
- **Capture - strategies**
- **Registration**
- **Metadata as control tools**
- **Linking metadata**
- **Appraisal**
- **Transferring records**
- **Preservation and storage formats**



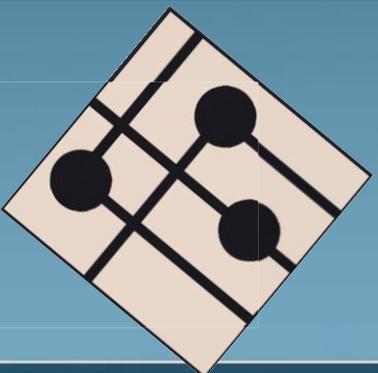
Part 3:



- a more timebound document which maps recordkeeping metadata requirements to existing metadata standards
- Collaborative work with Description domain working group of Interpares
- Devised a MADRAS registry of metadata schemes
- Analysis worksheets to assess individual sets against requirements of 23081-1



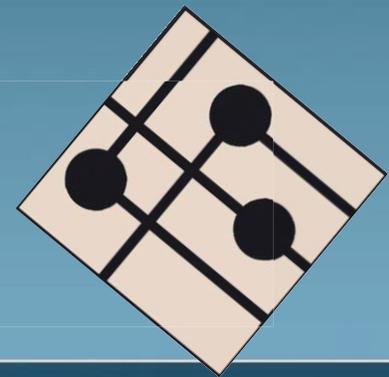
Part 3 progress



- Currently paused,
- Defining intellectual property, ownership and maintenance issues with ISO, Interpares



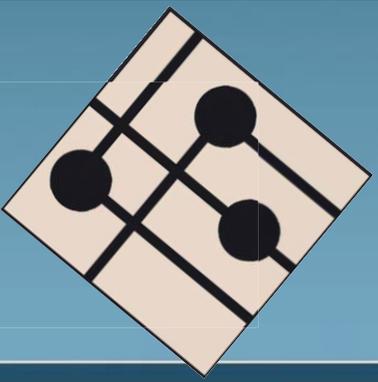
Part 4 ?



- Checklist coming out of Part 2
- First draft 64 pages!!
- Now smaller pieces of work being done
- Big picture mapping of different types of metadata across communities
- High level implementation steps (led by NZ)



Other stuff



- National Archives of Australia work in progress
- Archives New Zealand metadata standard
-world of web 2.0.....