Electronic Records Archives:

Philadelphia Federal Executive Board

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Agenda

- National Archives and Records Administration (The Mission)

- Electronic Records Archives (The System)

- Electronic Records Archives (The Users)

- Electronic Records Archives (The Program)

The National Archives & Records Administration (The Mission)

"The National Archives …. is a public trust on which our democracy depends. It enables people to inspect for themselves the record of what government has done. It enables officials and agencies to review their actions and helps citizens hold them accountable. It ensures continuing access to essential evidence that documents:

- the rights of American citizens
- the actions of Federal officials
- the national experience"

The National Archives & Records Administration (The Mission)

A Record - Documentary material of any form

- **Made or received in the course of business or under law, and**

- **Kept because it**
    - **provides evidence of organization, functions, policies, decisions, procedures, operations, or other activities of their creators, or**
    - **contains valuable information**

The National Archives & Records Administration (The Mission)

The Challenge of Electronic Records

- Scope – The Entire Federal Government

- Variety – Different Types of Records

- Complexity – Increasingly Sophisticated Formats

- Volume – Vast Quantities of Records

- Obsolescence – Constantly Changing Technology

- User Expectations – Evolving

The National Archives & Records Administration
(The Mission)

A Tidal Wave is Coming

Clinton Administration **(6 Terabytes)**

– 40 million email messages

State Department **(.5 Terabytes)**

– 25 million electronic diplomatic messages

Department of Defense **(8 Terabytes)**

– 54 million images from electronic official military personnel files annually

Census Bureau **(44 Terabytes)**

– 600 to 800 million image files (2000 census)

ERA's Vision Statement

"ERA will ***authentically preserve and provide access to any kind of electronic record***, free from dependency on any specific hardware or software, enabling NARA to carry out its mission into the future."

John W. Carlin, Archivist of the United States

Electronic Records Archives (The System)

The goal is to create a capability that will:

- **Preserve authentically any type of electronic record,**

- **Created using any type of computer application,**

- **On any computing platform,**

- **From any entity in the Federal Government and any donor.**

- **Provide discovery and delivery to anyone with an interest and legal right of access,**

- **Now and for the life of the republic**

NARA's Current Electronic Records System

- NARA has 30 years of experience with electronic records
- Simple Files
  - Comma delimited
  - ASCII
  - Flat Fixed Length
- Does not meet the need
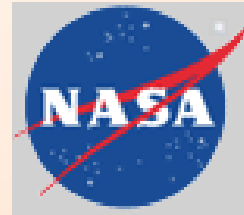
Electronic Records Archives
(The System)

Current Government and Private Sector Partners

National Science Foundation

Global Grid Forum

NASA

UNIVERSITY OF MARYLAND 1856

San Diego Super Computer Center

SDSC

InterPARES Project
International Research on Permanent Authentic Records in Electronic Systems

IEEE

NCSA

National Computational Science Alliance

Georgia Tech Research Institute

Army Research Laboratory

NIST **National Institute of Standards & Technology**

NPACI

National Partnership for Advanced Computational Infrastructure

The Library of Congress

Defense Advanced Research Projects Agency DARPA
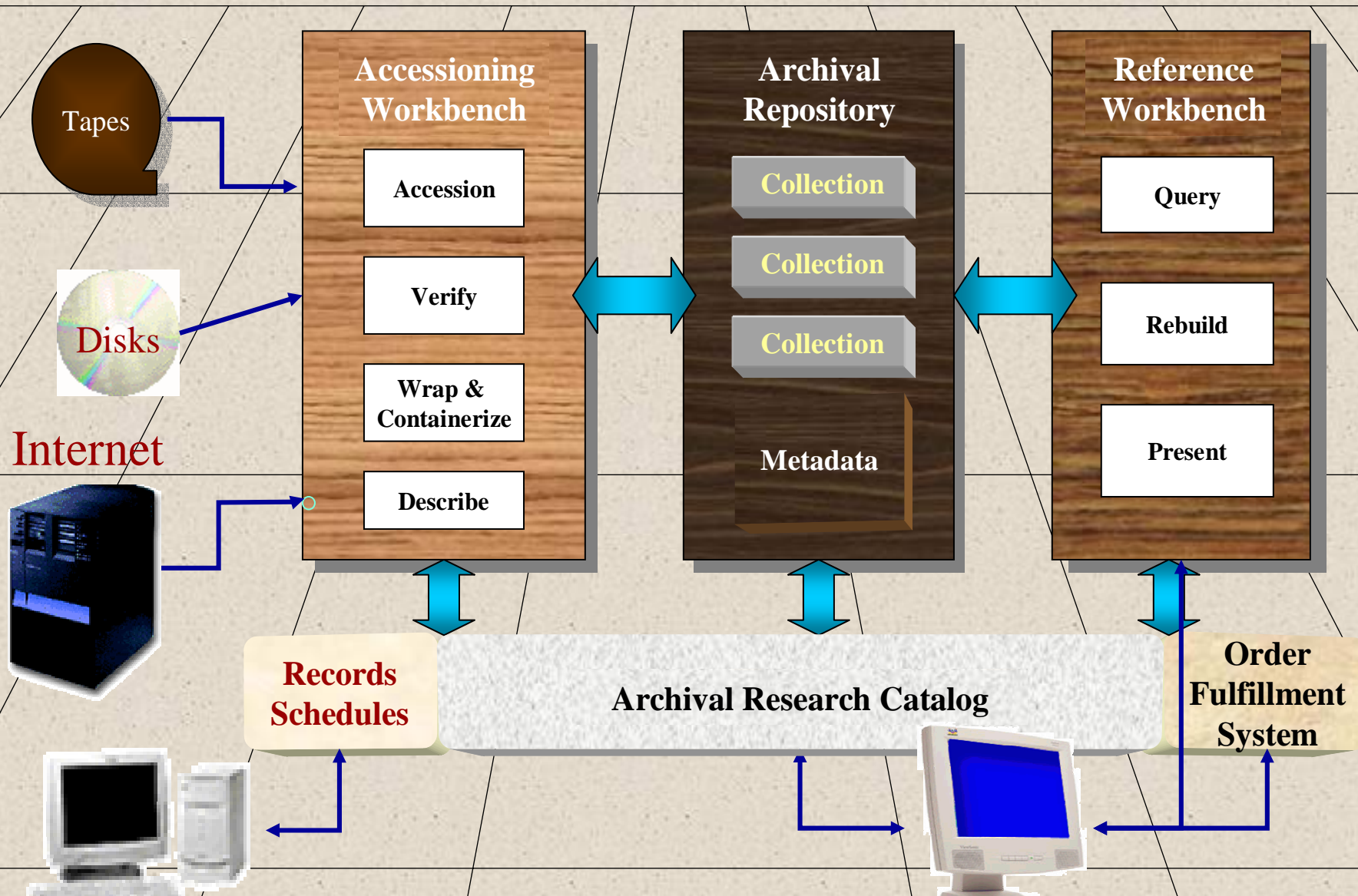
DIGITAL LIBRARY FEDERATION

ERA Requirements

- **Persistent**
  - **To <u>manage</u> and <u>access</u> the records over time.**
- **Authentic**
  - **To ensure that these are the original records**
  - **Records that are created with attached documentary information**
- **Scalable**
  - **To grow and adapt to increasing volumes and evolving types of electronic records**
  - **To serve a variety of user groups**

How will ERA Work?

Electronic Records Archives:
(The System)

Tapes

Disks

Internet

Accessioning Workbench

- Accession
- Verify
- Wrap & Containerize
- Describe

Archival Repository

- Collection
- Collection
- Collection

Metadata

Reference Workbench

- Query
- Rebuild
- Present

Records Schedules

Archival Research Catalog

Order Fulfillment System

What will the system do?
(The System)

- **Support the collection, integration, and sharing of information about records.**

- **Support the workflow associated with business processes.**

- **Interoperate with other systems.**

- **Maintain a complete audit trail.**

- **Accommodate substantial growth in volume & variety.**

- **Protect the system and the records with state-of-the-art security.**

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Who are the ERA Users?

- Researchers
- Historians
- Genealogists
- Citizens
- Archivists
- Librarians
- Chief Information Officers
- Federal Records Officers
- Information Resource Managers

- NARA staff
- Donors
- Attorneys
- Sociologists
- Economists
- Geographers
- Federal Program Officials
- Businesses
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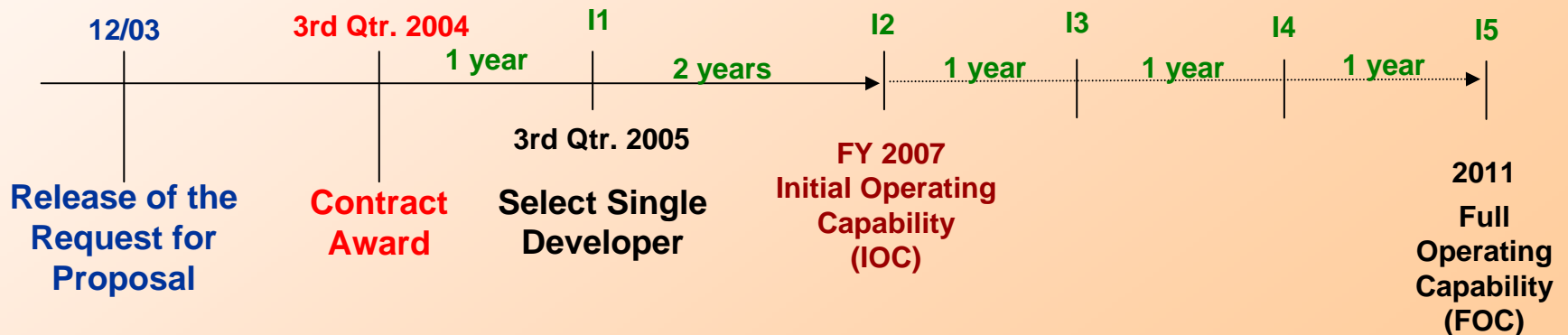# The Electronic Records Archives (The Program)

- The Archivist established the ERA Program as an official division of NARA

- Research partnerships are formed to find solutions to the electronics archiving challenge

- Contractor Team hired to assist with program management

- Request for Proposal issued

- Bids received (11 Feb 04)

The ERA Program
(The Program)

Electronic Records Archives

Where are we now?

- Release of RFP – 12/03
- Award Two Design Contracts – 3rd Qtr. FY04
- Select a Single Developer – 3rd Qtr. FY05
- Initial Operating Capability – FY 2007
- Five Increments w/ Multiple Releases
- Full Operating Capability - 2011

Timeline:

12/03 — Release of the Request for Proposal

3rd Qtr. 2004 — Contract Award — *1 year*

I1 — 3rd Qtr. 2005 — Select Single Developer — *2 years*

I2 — FY 2007 Initial Operating Capability (IOC) — *1 year*

I3 — *1 year*

I4 — *1 year*

I5 — 2011 Full Operating Capability (FOC)

Electronic Records Archives
(The Program)

- Test online public access in the Virtual Archives Laboratory

- Official Military Personnel Files

- Continue Research and Development

- Census 2006 (Mountain of Information is coming)

Electronic Records Archives
(Contact Information)

Program Management Information

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