



# The Electronic Records Archives (ERA) Program

## Building the Archives of the Future: An Overview of The Electronic Records Archives (ERA) Program

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National Archives and Records Administration



- **NARA's History and Mission**
- **ERA History, Vision, Program Office, and Milestones**
- **Implementing ERA: *Where we are now***
- **Electronic Records Challenges & Strategies**
- **ERA Research Initiatives**



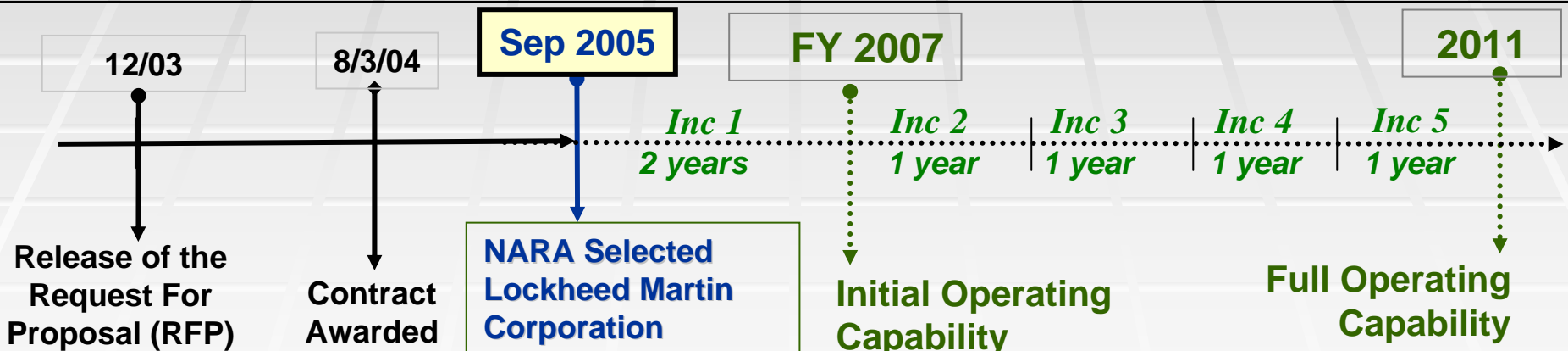
# Three main components of The ERA Program

- 1. Acquiring a System** that meets our requirements and our mission
- 2. Organizational Change Management**
- 3. Research** and Exploratory Development



# The ERA Program: Where we are now

- 12/ 03 Release of the RFP
- 8/3/04 Awarded Two Design Contracts
- 9/8/05 NARA Selects a Single Developer
- **2005 - 2011 First of five increments (Inc) with multiple releases**
- FY07 Initial Operating Capability
- 2011 Full Operating Capability





# Electronic Records NARA's Challenges

- **Scope** The entire U.S. Federal Government
- **Variety** Different/Complex Types of Records
- **Complexity** 16,000+ Records Formats
- **Obsolescence** Constantly Changing Technology
- **Access** Ability to view records over time
- **Volume** Large amounts of records arriving to NARA



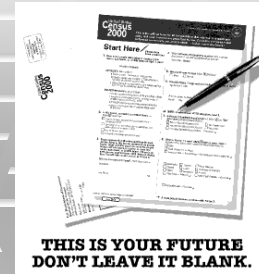
# NARA's Challenge: Volume

- **Clinton Administration**  
40 million email messages
- **State Department**  
25 million electronic diplomatic messages
- **Department of Defense**  
54 million images from electronic official military personnel files annually
- **Census Bureau (2000 Census)**  
600 - 800 million image (TIFF) files





# U.S. Census Bureau



**1890**

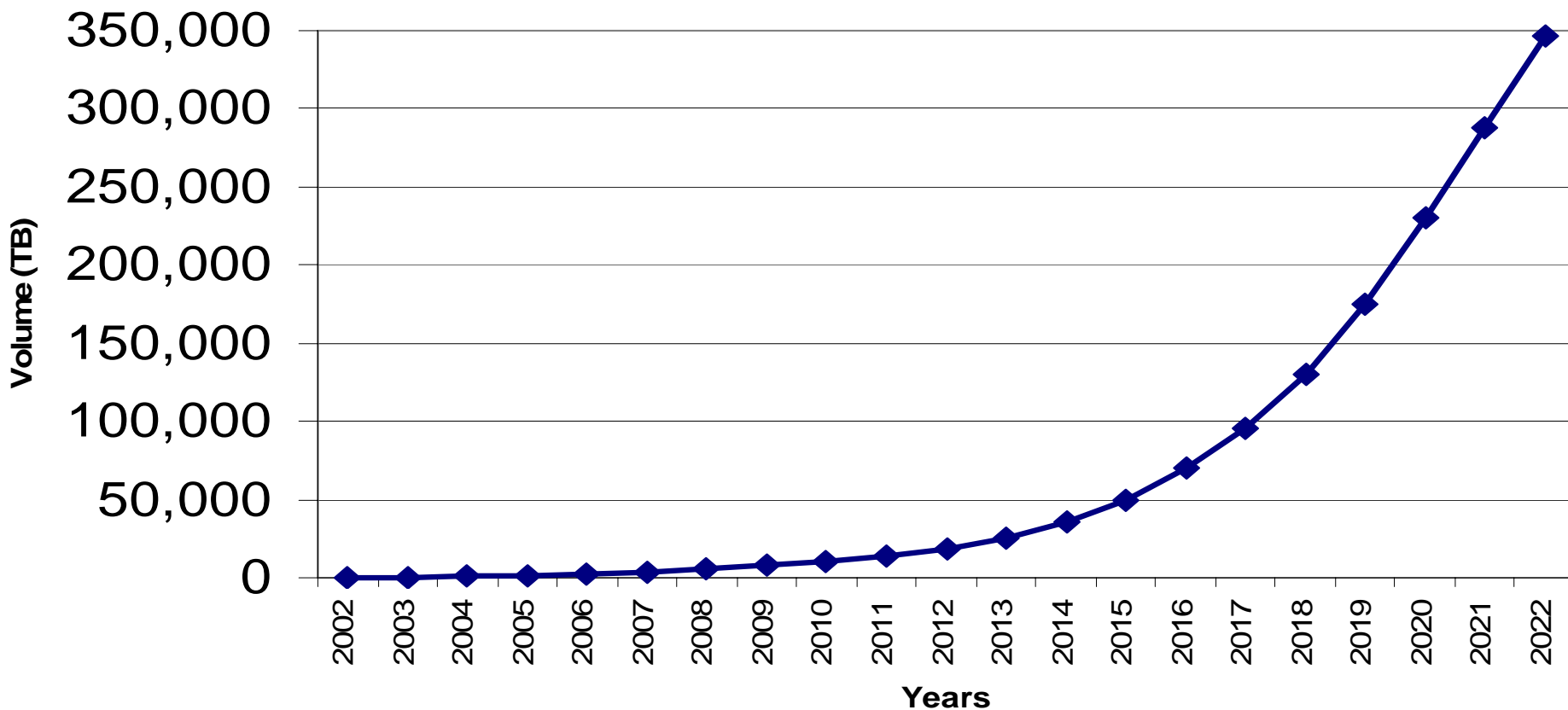


**2000**



# Projected Storage Volumes: Permanent Electronic Records

## Total Archive Volume (in Terabytes, TB)







# The Challenge

## Variety

*“Any type of electronic record”*

### ■ Office Automation Files

- Word processing documents
- Spreadsheets
- Presentations
- E-mail,
  - with attachments
- Scanned paper documents

- Digital Photography
- Satellite Imagery
- Digital audio files
- HDTV
- Web pages
- Databases
- Geographic Information Systems



# NARA's Strategy

1. Attack the critical preservation problem
2. Define the requirements in terms of the lifecycle management of records
3. Align with overall direction of Information Technology in the U.S. Government
4. Find solutions in commercially viable, mainstream technologies being developed to support e-commerce, e-government and the next generation national information infrastructure



# The ERA Vision

**ERA will be a comprehensive, systematic, and dynamic means of**

**preserving and providing continuing access to any type of electronic record**

**free from dependence**

**on any specific hardware or software, created anywhere in the U.S. Federal Government**

**enabling NARA to carry out its mission into the future.**



# The ERA System Requirements

## ■ Persistent

- To be able to manage and access records over time.

## ■ Authentic

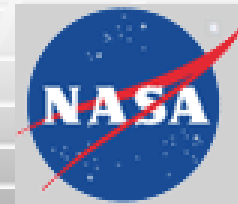
- To ensure that record **is what it purports to be,** and **has not been corrupted.**



## ■ Scalable

- To grow and adapt to increasing volumes and evolving types of electronic records.
- To serve a variety of user groups.

# Finding Solutions: Research Partnerships



National  
Science  
Foundation



Global  
Grid  
Forum

San Diego  
Supercomputer  
Center



National Computational  
Science Alliance



Research  
Institute



The Library of Congress



Army Research  
Laboratory



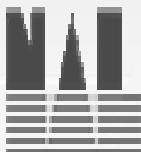
...and many other  
Federal Agencies and  
their Records Officers



InterPARES Project

International Research on Permanent Authentic Records in Electronic Systems

DIGITAL LIBRARY  
FEDERATION



National Agricultural Library



CALIFORNIA DIGITAL LIBRARY



National Partnership for Advanced Computational Infrastructure



## Some Examples of how ERA will facilitate the Records Management Process

- Track a schedule that has been submitted for approval
- Search for examples of approved records schedules
- Use existing schedules as models to develop new ones
- Use automated authoring and editing tools to draft and revise records schedules (SF-115s) and submit them to NARA
- Send samples of electronic records covered by proposed schedules to NARA





# Is the Census Bureau Ready?

[How you can prepare your workforce for ERA](#)

- Allocate resources to Records Management
- Send your staff to NARA Records Management Training Classes (See FY06 Catalog in your folder)
  - New!
    - Records Management Certification Program
    - “Advanced Managing Electronic Records” class
- Work with the Census Bureau’s Records Officer to understand the agency’s Records Schedule (SF-115)



# Your Contact in the ERA Program Management Office

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