MINUTES

The meeting was co-chaired by Julien Guerrier (COM) and the Director of the General State Archives of Greece, Marietta Minotos.

1. Adoption of the agenda

The minutes of the previous meeting in Vilnius on 9 October 2013 were approved by written procedure on 31 January 2014 and are available on EUROPA: ec.europa.eu/archival-policy.

The agenda was adopted without change.

2. Latest developments with respect to the General Data Protection Regulation

Lucie Verachten (Council) provided an update of the latest developments. She noted that discussions in the Council are still ongoing in the working party DAPIX and are currently focussing on data portability and pseudonymisation. The amendments proposed by the National Archivists through their national delegations, including the proposed exception to the processing of personal data for archival purposes, were discussed in January and February but there is not yet an agreement.

Malcom Todd (UK) thought that the proposal to make an exception for processing for archival purposes could lead to problems in the UK because it relies on a legal statute for archives as a public service for which there is no basis in the UK common law system. Martine Berendse (NL) proposed that an EAG sub-group be created to monitor progress in the Council. Giulia Barrera (IT) said that the Italian Data Protection Authority would be invited to the next meeting in Turin.

The co-chair (COM) noted that the National Archives should stay in contact with their national representations in the Council, be prepared to react quickly and continue to coordinate their positions.

3. The e-ARK project

Zoltán Szatucsek (HU) reported that the E-ARK project that had been launched in Lisbon in February. The project seeks to promote a European standardisation of the export, transfer, ingest and preservation of, and access to archives. The first activities of the project are the development of a Best practice report and the General Model. For gathering best practices, a survey was conducted with 184 respondents, including 60 archives from Europe and overseas. Beside the quantity and quality of digital
information held in the archives the major outcome of the survey was the feedback on tools and processes used by these institutions. The general model is a first attempt to harmonize the processes in digital archiving. The project uses a human understandable solution to express the workflow and this BPMN 2.0 language can be easily interpreted by IT specialists as well. Both deliverables are due in late August.

4. **Progress reports**

*Archives Portal Europe - APEX*

Gerrit de Bruin (NL; project coordinator) reported that, following a good technical review, the work plan of APEX was revised to focus on getting more content online and improving the interoperability with Europeana. An amendment has been submitted to the EU to reschedule the funding to allow the project to continue for an additional ten months and add new partners (Archives Hub UK, National Archives of Romania, Historical Archives of Belgrade and as a content provider National Archives of the Czech Republic). The work package 8 Strategic Group is working on a business plan and governance structure for a foundation, the Stichting Archives Portal Europe Foundation (APEF), which will ensure the sustainability of the portal in the longer term.

The concrete implementation of the Foundation will be presented, and some decisions have to be made at the next meeting of the ESC during the EAG in Turin. Martin Berendse (NL) underlined that the participants in the project had committed themselves to come up with a plan for the sustainability of the portal and the creation of a Foundation.

The co-chair (COM) noted that the EU Historical Archives in Florence (HAEU) were country manager for the EU institutions in APEX and were preparing to bring the EU historical archives into the portal. The Director of the HAEU will report on progress at the next meeting in November.

*The DLM Forum*

Zoltán Szatucsek (HU) reported that that the DLM Forum will be celebrating its 20th anniversary at the members meeting in Athens on 10 and 11 June. A number of new members would be elected to the Executive Committee at that meeting. The DLM Forum was a member of the E-ARK consortium with responsibility for dissemination. It will organise its seventh triennial conference in Lisbon from 12 to 14 November.

5. **New Archival Act in Slovenia and the Slovene public referendum**

Andrej Nared (SI) reported that a draft new Archives Act had been proposed in mid-2013. Although it was adopted by the Slovenian Parliament in January 2014, politically motivated criticism emerged during the parliamentary discussions. This led to a request for referendum to overturn the act. The referendum ultimately failed but demonstrated the difficulty of explaining a specialised professional law to a larger public.

6. **Peer review of records management practice at the European Commission – results of a pilot exercise**

Jef Schram (COM) reported on the peer review of records management at the European Commission by a group of five experts from the National Archives and
the ECB that took place during the second half of 2013. The group met with a wide range of RM professionals and stakeholders in different Commission departments. Its report was validated by the Secretary General of the Commission in early December. The report confirmed that the Commission has made substantial progress on document management in the last decade and that it has a good governance structure, comprehensive rules and policies and a professional network of records managers. The report noted that there is nevertheless room for improvement, notably with respect to document capture and retrieval and the involvement of staff. The peer review group also recommended that document management is embedded in a broader information management policy.

Bruno Longmore (UK) was one of the members of the peer review group and confirmed that the review was useful also for members of the group and could serve as an example for future peer reviews and benchmarking exercises by the EAG.