



CARBICA News



Dec. 2012

Volume 2, Issue 2

NEW SERIES

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From our President

Dear CARBICA members,

On the eve of a new year, let's have a look back on our achievements of 2012!

Our new website was launched in September, thanks to the commitment of the Communication committee. Congratulations to Cherri-Ann Beckles who steered this project, with the valuable contribution of Max Scriwanek and Stanley Griffin! This tool is for all of us. We need to make regular contributions to it as well as the newsletter. You are all welcome to contribute to it, as well as to the newsletter which started its revival two years ago!

The MIGAN project was the other highlight of the year : we have continued our

training plan on descriptive standards of ICA and on ICAAtM, to produce proper archival descriptions for fonds and records, and the preparation of the final website is underway, with the call for technical assistance.

2012 is also marked by the retirement of our estimated colleague, Nolda Römer-Kenepa, who served as a President of CARBICA from 2000 till 2006, and managed

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About CARBICA:

The mission of the International Council on Archives (ICA) is to promote the preservation and use of archives around the world. In pursuing this mission, ICA works for the protection and enhancement of the memory of the world and to improve communication while respecting cultural diversity. The Caribbean Regional Branch (CARBICA) is responsible for carrying out the policy and programmes of ICA in its region, where these are relevant to CARBICA members.

The 2010-2014 Officers:

- President:** Dominique Taffin, (National Archivist Martinique)
- Vice President:** Rita Tijen Fohoh (Director National Archives Surinam)
- Secretary:** Cheryl Sylvester (Technical Services Librarian, St. George's University Grenada)
- Treasurer:** Karla Hayward (Director Bermuda Archives)

Upcoming Events:

- Atom English training session in Trinidad and Tobago, January 22-24, 2013.
- Atom Steering Committee, Trinidad and Tobago, January 25, 2013.
- The ICA-SUV Conference, hosted by the West Indies Federal Archives Centre of The University of the West Indies, Cave Hill Campus, Barbados, June 26-29, 2013.
- Joint Training Initiative between the West Indies Federal Archives Centre of The University of the West Indies and the Centre for Archive and Information Studies of the University of Dundee, 23-25 June, 2013



the National Archives of Curaçao since 1991. I truly want to thank Nolda for her relentless commitment to the development of Caribbean archives and for her contribution to tighten the relations between ICA and the Caribbean archival institutions.

In 2013 we will definitely follow these main goals, by reinforcing the activities of MIGAN (trainings, new website) since this project enters its last year. Our region will also host in June the ICA-SUV conference, locally organized by the Archives of the University of the West Indies.

- The new constitution of ICA

At the General Assembly of ICA, a new constitution was voted for ICA. The new constitution introduces the right of vote for category C members (that is territorial, municipal and local archives), so that a larger representation of the archival profession is ensured. The counterpart of this opening to the membership is that a weighing system will be set up, according to the different categories of members.

CARBICA played a major role during the consultation for amendments of the new text : we proposed no less than 14 amendments, some of which are important for the organization, because they ensure that decisions about the governance of ICA will still be submitted to the General Assembly.

Some features of this text have a direct impact on the organization of the branches. Thus, CARBICA will have to review its own constitution in accordance to the mother organization. This process had already been initiated by the Executive Council, and will be continued through 2013, so as to submit to the vote of the General Assembly of CARBICA an updated constitution.

- The ICA principles of access

The members of ICA approved the principles of access to archives which aim to be a universal backbone for any public or private archival institutions to set up and implement their policy on access. The text is available.

CARBICA will pay a particular attention to this text, as it may help some of our members draft the principles of access in their own country and build a gov-

ernment legislation on this issue, which we know as crucial to democratic government and to the preservation of privacy and of freedom of information.

- News from the MIGAN project

See also the special page on the training in Martinique (A. Chatelier).

The agreement between CARBICA and the European Union was officially signed on November 16th. Thus we will be able to pursue the most costly investments we have to make to reach the final stages of the project : ensuring a technical assistance to set up the future webportal and to allow the partners use the best practices to feed the portal.

The steering committee met in St Martin in February, and the training plan was set up. Next steering committee will gather in Trinidad, on January 25, 2013.

A new set of training sessions is underway : a session in French was held in Martinique on Nov., 27-29, attended by Haitian, Guadeloupean and Martinican colleagues. The English session is to occur in Trinidad, on January 22-24.

- A call for proposals

There is a Call for Proposals for the ICA-SUV Conference hosted by the West Indies Federal Archives Centre of The University of the West Indies, Cave Hill Campus, Barbados, June 26-29, on the theme : *The New Age Archivist: Managing Records and Archives in a Digital World*. This Conference will provide a forum for archivists and other information professionals to investigate and discuss new trends in digitisation, electronic records and the Web. Speakers will assess the impact of the digital age on the appraisal, acquisition, storage, arrangement and description and the provision of access to the archives of universities and research institutions, through the use of the "cloud," social media and other online communities.

The deadline for submitting proposals for individual papers or panel sessions is 15 January 2013 and proposers will receive a decision on the acceptance of their paper by 15 February 2013. Proposals should be submitted to the ICA SUV 2013 Conference Programme Committee Chair via e-mail at: szary@email.unc.edu.





MOW CONFERENCE VANCOUVER

Memory of the World in the Digital Age: Digitisation and Preservation
Vancouver, 26-28 Sept 2012

ST. KITTS-NEVIS

St. Kitts-Nevis - By: Viki Borg-O'Flaherty

As part of the events celebrating 20 years of the Memory of the World Project, UNESCO organised a conference in Vancouver, Canada on Digitisation and Preservation of Digital assets. Over 500 delegates from 110 countries were present. The Caribbean was represented by Elizabeth Watson, of UWI Barbados; Winsome Hudson of the National Library, Jamaica; John Aarons of the UWI Archives; Maureen Webster-Prince of the Government Information Service, Trinidad and Tobago and Victoria O'Flaherty of the National Archives, St. Kitts. Among those making presentations were Vinton Cerf, Vice President of Google and man considered to be the father of the Internet and Jeanne Sheldon, Vice President of Microsoft.

The conference started with the premise that digital information has economic value as a cultural product and as a source of knowledge and that the disappearance of this heritage will engender economic and cultural impoverishment and hamper the advancement of knowledge. Because the digital environment is such a changeable one, it was recognised that digital items cannot be treated as paper records and cultural items.

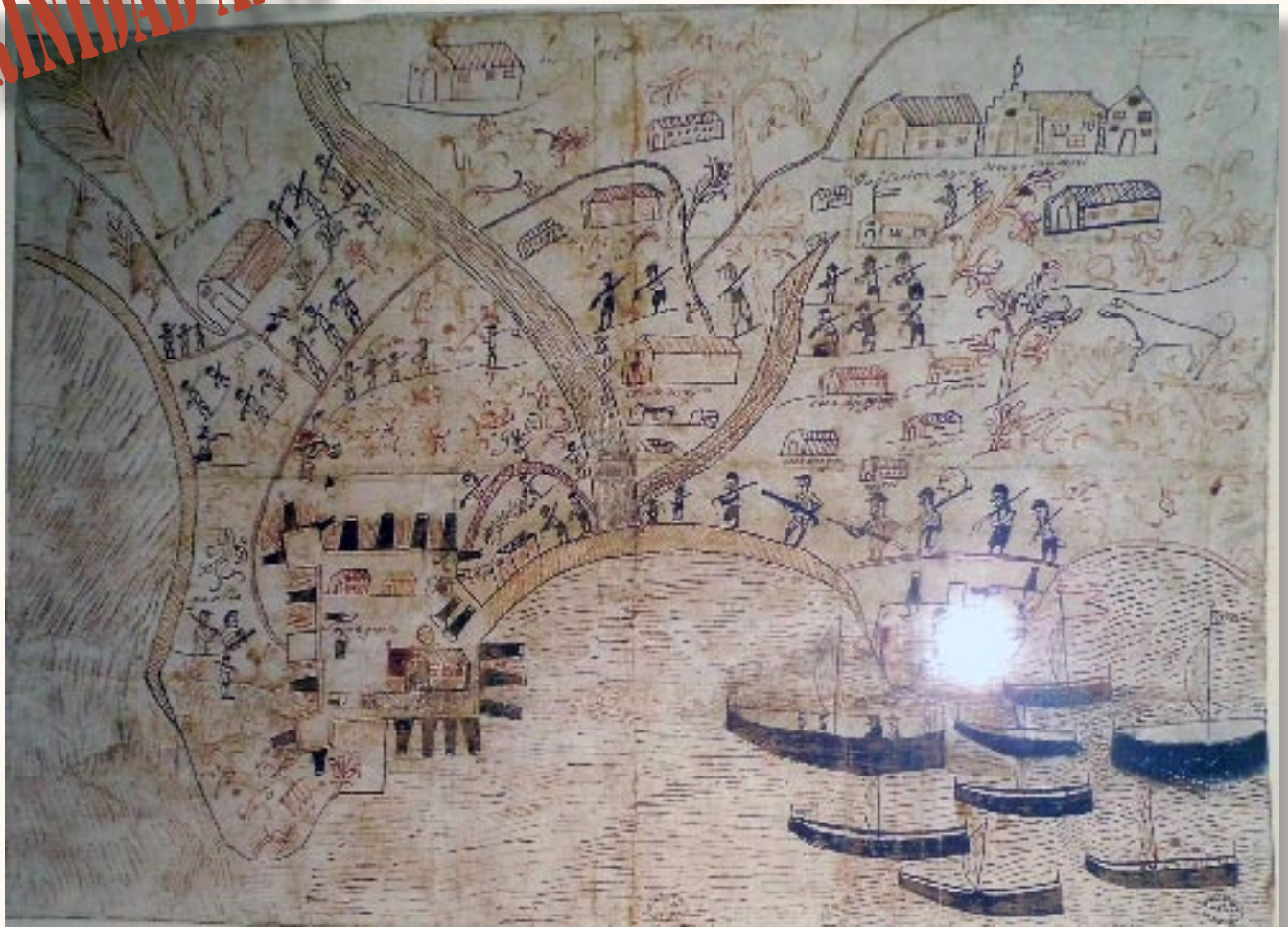
Discussion centred on the need for legal frame-

works that would facilitate long-term digital preservation and protect the rights of creators of digital items, the development of standards of preservation, the need to find resource to allow for the continuous migration necessitated when technology and software became obsolete. Consideration was also given to the rights of indigenous people to control access to material which has formed part of their culture.

The conference ended with a declaration which recognised that under the Universal Declaration of Human Rights, each individual should be guaranteed access to information including that in digital format and recommended that, among other things, UNESCO should consider creating an emergency digitization programme for the preservation of documentary collections endangered by natural disasters or armed conflicts, as well as an emergency forensic programme for digital heritage that has become inaccessible. It was also recommended that member states develop policies enabling preservation of digital heritage and cooperate with libraries, archives, museums in the creation of legal frameworks that support preservation of, and access to, digitized cultural heritage as well as develop strategies for open government to create and maintain the basis of trust and reliance in governmental records.



TRINIDAD AND TOBAGO



Spanish Tobago

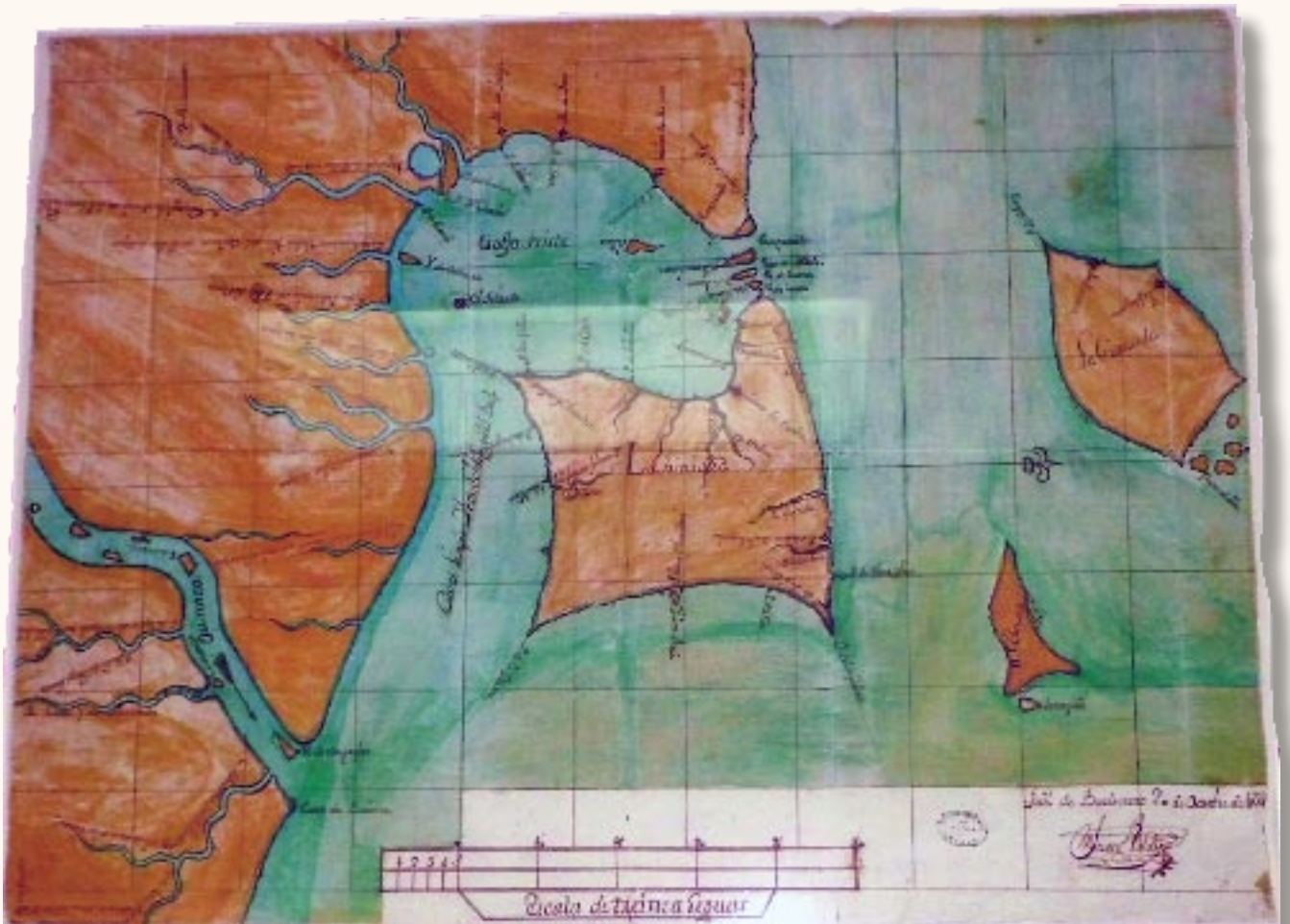
A Gift of Archival Records to Mark Trinidad and Tobago's 50th Anniversary of Independence

Trinidad and Tobago - by Avril Belfon

The Honourable Prime Minister of the Republic of Trinidad and Tobago, Mrs. Kamla Persad-Bissessar received a collection of reproductions of historical documents from the Ambassador of Spain, on behalf of the Government of the Kingdom of Spain, in commemoration of the 50th Anniversary of Independence of Trinidad and Tobago. The occasion was marked by a gala luncheon at the Prime Minister's resi-

dence on October 11, 2012.

After the official ceremony the documents were handed over to The National Archives of Trinidad and Tobago which has been designated as the official repository for these records. The documents originated from the Archives of the Indies of Seville and consist of fourteen (14) pieces including:



Trinidad Orinoco

- 1498, September, Santo Domingo
Letter from the third journey of discovery and exploration to South America
Document VI of Christopher Columbus's Libro Copiador, [1530-1560]
- 1530, July 12th. Madrid
Royal Provision to Antonio Sedeño, granting him the authority to govern the island of Trinidad in accordance with the land settlement concession awarded by His Majesty,
- [1637]
Map of the Island and Fort of Tobaca (Tobago)
- 20 October 1776, Trinidad.
Trinidad Island, Mainland, from the Orinoco River to

Paria

Also gifted was the historical publication "Spanish Trinidad" / La Trinidad Española" authored by Professor Morales Padrón and edited and translated by Professor Armando García de la Torre. Copies of both the Spanish and English translations were handed over.

The National Archives of Trinidad and Tobago was quite pleased with this donation as very few records of the Spanish period exist in the repository. It is hoped that this gesture will open the door to further collaboration with Spanish Archives to supplement the local records and therefore provide easier access to information on this era of our history.



MIGAN MARTINIQUE



Getting ready for online publication: Implementing archival standards and exchange formats training

French session, Martinique, November 27-30, 2012

Martinique - by: Armelle Chatelier

At the end of November the Archives départementales de la Martinique did host a workshop as part of the MIGAN project. The objective of the project is to create a Web portal with standardized access to collections of the MIGAN partners. The portal needs the input of finding aids by each contributing archives, in order to do so training, technical assistance and material are provided to the participating members of the project.

In August 2011, the training provided in Curaçao by CARBICA on the ICA tool – AtoM - revealed that archives staff members needed more practice to implement the descriptive ICA standards in their daily environment. The present training in Martinique is designed as a follow-up session focussing on Archival standards

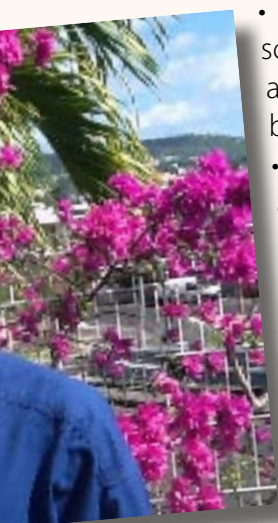
and exchange formats. This French session is facilitated by Mr. Danis Habib, sent by the National French Archives and a trained AtoM specialist (see portrait attached).

The ten participants in this French session are MIGAN members coming from Haiti, Guadeloupe and Martinique. All of them are good computer users familiar with their database. During three days, they will explore in two modules the different standards and software tools and they will practice on hands exercise on their own material using the ICA AtoM open source solution.

This training is dedicated to the preparation and conversion of the existing finding aids of the members for online publication, although it assists in the analysis of the practices in each institution.

At the end of the workshop, attendants are able to:

- Understand the needs for standardization to contribute to online project, and the key concepts underlying
- Identify the different elements that compose a minimal standardized description (fields of ISADG or ISAAR, tags of EAD and EAC);



Danis Habib - AtoM trainer

- Apply the rules to formulate the description of a group of records, of an authority record and the relationship between them
- Manage name and subject authorities and link them to collection descriptions
- Use ICA AtoM to fulfill a standardized archival description.

The training reinforces capacity to create standards-compliant archival descriptions for online public access, particularly for the MIGAN portal. The English version is coming soon in January in Trinidad and Tobago, get your database ready!

This workshop is funded by the European Union, the International Council on Archives, the Department of Culture of Guadeloupe and Martinique, the General Councils of Guadeloupe and Martinique and the National French Archives.

For more on the standards:

-International Standard Archival Authority Record for Corporate Bodies, Persons and Families (ISAAR/CPF). Second Edition (2004) Available at:

<http://www.ica.org/7114/public-resources/isaar-cpf-international-standard-archival-authority-record-for-corporate-bodies-persons-and-families-2nd-edition.html>

- International Standard For Description of Functions (ISDF). First edition (May 2007) Available at:

<http://www.ica.org/7105/public-resources/isdf-international-standard-for-describing-functions.html>

- International Standard For Describing Institutions with Archival Holdings (ISDIAH). First edition (March 2008) Available at:

<http://www.ica.org/7109/public-resources/isdiah-international-standard-for-describing-institutions-with-archival-holdings.html>

- General International Standard Archival Description (ISAD(G)). Second Edition (2000). Available at: <http://www.icacds.org.uk/eng/standards.htm> ; <http://www.ica.org/7102/public-resources/isadg-general-international-standard-archival-description-second-edition.html>

And for ICA-AtoM:

<http://ica-atom.org/>

Danis Habib

Mr. Danis Habib is a documentalist who did a Master in Archival Studies. He has worked at the French National Archives in Paris for 20 years, in conservation, valorization and exhibition. Recently, he organized an exhibition on Criminality during the French Revolution.

Even though it is his first visit in Martinique, he is familiar with the Caribbean, as a repeat visitor to Cuba during his holidays. He is no stranger to island life having spent his nomad childhood in Madagascar and La Réunion in Indian Ocean and still enjoys a Martiniquan Golden Apple Juice – remembering the flavors of his younger days.

Since 2002, Mr. Habib is a passionate trainer in the Archives field. After being trained himself in AtoM software, he tirelessly travel in France to convert and train archivist colleagues.

His passion is to share, in different languages, format, content and ensure that archives seek to standardize their services using ICA tools. From 1990, with the creation of ISADG for the content of Archives, 1996 with ISAAR/CPF for description of collections, persons and families, the 2008 ISDF standard to describe the functions, to the latest ISDIAH has given conservation institutions the opportunity to standardize descriptions themselves. Mr. Habib teaches all aspects of this integration path.

Mr. Habib is most passionate for the electronic exchange format because there is no need to redo the work! Do you have a database in any format? Mr. Habib will show you how to generate a file under EAD/XML format with AtoM! All you need to do is just to ensure that your database is following the ICA standards...

Mr. Habib knows that MIGAN is a very important project and he insists on the flexibility of the tool, you can upload fonds description, file, or items, even digital archival objects. Whatever you bring in MIGAN, all of us will share...



CURAÇAO



Nolda Retires. A Tribute to the former President of CARBICA

Curaçao - by: Max Scriwanek

Nolda Römer-Kenepa, national archivist of Curaçao and former president of CARBICA will retire at the end of this month, december 2012. As a tribute for her work for the region, CARBICA's mission and her work to promote the use of archives in general, a contribution with this article.

Nolda was appointed as Head of the National Archives (formerly the Central Historical Archives on Curacao) in 1990. Before her stint at the National Archives, she worked as a Research Assistant at the Central Historical Archives from 1989-1990. She took charge of the Institute, succeeding Dr. A.F. Paula.

Nolda has exceptional talent in organisation and management. For over two decades, she has put this talent to good use in the areas of preservation, development and dissemination of culture. She has been particularly effective in the management, conservation and exploration



of the historical archives of Curacao. This talent has not gone unnoticed internationally. Nolda also contributed to the mission of CARBICA and was asked to serve on the Executive Council of the International Council on Archives (ICA). She acted as Vice President of this prestigious organisation, as well as the Presidency of the CITRA – the Annual International Round Table Conference of National Archivists.

It is to her merit that the Institute was professionalised. An effort not to be underestimated, taking in consideration all the struggles for recognition of the many disciplines and skills required in the management of national historical information. The new building for the National Archives in Curacao is also a great achievement for which she deserves credit. Storing conditions and public viewing have been elevated to international standards as a result of her work. The adoption of the archival legislation, the Archives Ordinance is a milestone for the country as a whole. It gives the public the right to view 20 year old sources of government information and regulates the lifecycle and continuous transmission to the National Archives. It gives the country access to its memory. It promotes a transparent administration.

In the international archival community she is known as “the General”. It is precisely these qualities that she had to use in order to oversee the field and the actors, define the strategy and to motivate her staff and employees for the many battles to overcome ignorance and misunderstanding about the archives and the archival profession.

While the above mentioned activities were carried out in her capacity as Head of Department, she conducted many activities “beyond the call of duty” and spent a lot of her free time in her quest to promote archives.

Notably, Nolda is responsible for an impressive list of historical publications, which brought Curaçao’s history in general to the public. An effort that was mostly done in the “after-business-hours”.

She has organized conferences, workshops and training sessions on a high (international) level, for the entire field of Information Management, preservation and historical research. These include the large-scale conferences to celebrate the 25th and

30th anniversary of the National Archives (respectively 1994 and 1999), in which professionals from all the islands of the former Netherlands Antilles and a multitude of the Caribbean region, participated in training sessions. After 1994, the number of visitors to the National Archives substantially and permanently increased. These promotional activities have put the National Archives on the map as a scientific and independent research institute.

In 2003, Nolda managed to host the Second International Conference on “Preservation of Archives in Tropical Climates (PATC II)” on Curaçao. The first PATC was held in Jakarta, Indonesia. Experts from all over the world came to Curaçao to showcase the latest developments in the field of conservation and restoration and organised workshops on these topics. The “Hanskun di Katuna” workshop has become famous. This was an intensive workshop on “Preservation of Photographic Material”. It was given by experts from the ICCROM (International Centre for the Study of the Preservation and Restoration of Cultural Property - headquarters in Rome) for participants from the Caribbean region.



“Hanskun di Katuna” Group



The PATC conference was a stepping stone towards the much larger organized Round Table Conference CITRA 2006 in Curaçao. (CITRA - Conference internationale de la Table ronde des Archives / the International Conference of the Round Table on Archives). It was the first time in the history of the ICA that a CITRA was held on such a small Caribbean Island and according to many - also one of the best organized CITRA's.



Caribbean Representatives at the CITRA 2006.

Nolda had actively lobbied for the "Caribbean CITRA". The CITRA 2006 Curaçao was organised without an organization bureau. Nolda herself was responsible for the entire organisation and the staff and employees of the National Archives assisted with all aspects of the conference. Nolda was host of more than 200 participants from 77 different countries. A very complex organisation, in which 110 hours of meetings, parallel sessions and workshops were conducted in 10 different rooms of the World Trade Center, simultaneous translation for the plenary sessions in 3 languages, 17 hours of social activities, transport and logistics. The CITRA had a challenging theme: "Shared Memory", a theme that triggered many follow-up initiatives and is very suitable for the insular region of the Caribbean, where sources are scattered around the islands and former mother countries.

In 2012, Nolda was responsible for organising the annual conference of the Association of Caribbean Historians in Curaçao. Nolda acted as Chairman of the Local Organising Committee. She has ensured that the whole event could be financed from private funds and by that guaranteed that the event took place. This conference too, was a great success. With about 90 international speakers the largest ACH conference in its history. It was held from May 14 to 19, 2012 in the conference room of the Renaissance Hotel.

Another great achievement for Nolda was that a new repository was completed for her own institution. A modern repository with an adequate climate management for paper, photographs, audiovisual and digital material. It did require a lot of persuasion to convince various ministers to spend that amount of the budget for a professional management of our heritage. The new repository was entirely funded from internal resources (no external "development funds").

Indeed, Nolda deserves recognition as an outstanding Caribbean archivist and her achievements in the regional and international archival community should be celebrated.



Nolda as ICA representative at the International Archival Culture Exhibition 2010 in Korea

JAMAICA

"A Great Day": 1st Joint UWI Archives & Museum Exhibition Held

Jamaica - by Stanley H. Griffin

The University Archives and the University Museum collaborated to mount a multi-media exhibition on academic dress and ceremonial celebrations at The University of the West Indies. This effort was to celebrate the success of The UWI's Class of 2012 and to promote the rich heritage of our regional university.

In February 1950, the first ceremonial event of the University College of the West Indies was held. At this event, the installation of HRH Princess Alice Countess of Athlone as Chancellor, Principal Dr Thomas Taylor, described the significance of academic ceremony and celebration as "a great day for all". On this occasion, the first official robe of the UCWI, the Chancellor's gold-embellished robe was first worn. Since then, academic dress was always a feature of university life and celebration at The UWI.

This exhibition captures the ceremonial unity of the UWI. Records, sketches, gowns from, as early as the 1950s, are on display. Although locations vary, the university is consistent in its ceremonial recognition of our culture of excellence. University Ceremonies are held at all four Campuses: Mona, Jamaica; Cave Hill, Barbados; St. Augustine Trinidad, and in the territories of the Open Campus. The colourful vibrancy of Caribbean people is reflected in the bright colours of the gowns and hoods of the faculties.

Numerous persons visited the University Museum and University Archives and experienced Matriculation, Graduations, Convocations and Award Ceremonies~UWI-style. The exhibition ran from 21 October - December 2012.



ICA BRISBANE

BARBADOS



CARBICA Members at the ICA Congress in Brisbane

ICA 2012 Congress Participant Report

Barbados - by Sharon Alexander-Gooding
- Participant

Although, I am a regular Congress attendee, the theme of the 2013 Congress, A Climate of Change held particular interest for me because I firmly believe that we archivists have been “propelled or dragged” into the future some of us “kicking and screaming” others “sailing or flying comfortably” through the changes wrought by technology. The promise of excellent sessions discussing archives in the world of social media, searching with Google, seamless integration of digital archives with source systems, archival legislation for en-

gendering trust in a digital environment, new roads to the creation of relevance to archives in a changing world and business models in the digital age inter alia whetted my appetite to be a part of these actions notwithstanding the lure of the destination beautiful Brisbane.

David Ferriero’s opening keynote reminded us that although social media is more prevalent and accessible now, organisations must embrace its use mindful of governing the medium. That brought to mind the fact that many organisations including mine are using facebook, twitter, blogs and other forms of social media with-

out ensuring that the digital content of some of the communications are trustworthy and usable into the future. So too, the risk of infringing our clients or stakeholders rights is tested in the technological world. We should therefore seek to ensure that social media policies are in place, be proactive within our various jurisdictions regarding the development of specific regulations to govern retention if none exist and being very clear which aspects of use we need to cover and control. I particularly enjoyed the feedback sessions at the end of each day as it is impossible to attend all sessions but you then have an opportunity to hear the high points about those you may have missed. I hope that this practice will be retained for future Congresses.

The Internet facility was a “master stroke”

As always, the networking and renewal of friendships is an integral part of the Congress “beat”. It was great to meet colleagues, discuss improvements or frustrations within their workspaces, and provide some solace, advice or congratulations as may be in order. The breaks and internet facility within the exposition floor of the Congress was a “master stroke” as it encouraged camaraderie and intuitive debate amongst participants and between participants and sponsors. In my case, I was able to arrange for further contact re sponsorship for an upcoming ICA meeting to be held in my country as well as distribute brochures pertaining to the above-mentioned meeting.

At this juncture, I wish to note that I attended a one day post conference workshop which provided training and instruction on audio-visual preservation. I recently rescued an extensive collection of videotapes and reel to reel cassettes from some “delinquent” departments in my university who just left the memory of our Campus lying around in cardboard boxes in hot

store rooms. At the Archives, we were trying our best to deal with these based on our training and without the assistance of a professional conservator. This workshop proved to be very instructive. We discussed issues such as obsolete formats, the problem of unknown provenance, orphan films with the attendant copyright and intellectual property issues and partnership agreements. The facilitator provided the historical background to film, magnetic tapes and discs, looked at biological deteriorants and provided us with knowledge banks for further research and assistance, preservation strategies, managing digital content as well as the participants doing a hands-on exercise. This workshop could have been a two day one considering the material covered in the short time. However, I was able to take back some handouts and do a session with staff to transfer some of the new knowledge gleaned.

“Overcome some roadblocks” ...

Overall, the Congress was beneficial to me and I guess most if not all of the participants in terms of influencing change in the thought processes about the paradigm shift that traditional archivists must adopt. This is necessary in order to overcome some of the psychological roadblocks that we succumb too when faced with the rapid evolution of technology. The sessions at this Congress laid a framework for understanding the skills needed to lead and effect change so that we can continue to do our jobs safeguarding and preserving the record in its true form regardless of medium. They also reminded us that technology is a tool and new types of tools will be borne each day. We just need to go forward with an open mind, a thirst for fresh ideas and a will to advocate for resources to implement what is necessary whilst keeping a firm grasp of our core archival principles and *raison d'être*.



DUNDEE - BARBADOS



A Joint Training Initiative: WIFAC and CAIS

Dundee - by Patricia Whatley, Director, CAIS

A joint training initiative between the West Indies Federal Archives Centre (WIFAC) of The University of the West Indies and the Centre for Archive and Information Studies (CAIS) of the University of Dundee, supported by the International Council on Archives (ICA).

Next June the West Indies Federal Archives Centre (WIFAC) of The University of the West Indies and the Centre for Archive and Information Studies (CAIS) of the Univer-

sity of Dundee will offer three days of intensive archives and records management training in Cave Hill, Barbados from 23-25 June. Supported by the International Development Fund of the ICA (FIDA) this will be an exciting opportunity for archivists throughout the region.

Before the training event participants will be encouraged to engage online with literature on the subjects to be taught, which will enhance the learning experience. Based at the beautiful campus in Cave Hill, Participants will begin with

a session on why archivists do what they do, examining the theory and context that underpins archival practice, including the life cycle and the continuum. It will move on to how we manage archives by selection, appraisal, arrangement, description and retention.

As important as managing archives is how we access and promote them to our users both within reference services and by online access. A session on information rights will provide vital information on access issues which are governed by legislation. Day three will include advocacy, outreach and inreach, how archivists sell themselves to their users and to their institutions and employers. In this time of diminishing resources this is a vital skill. The particular preservation and disaster management skills required in the Caribbean will be taught and this will include basic conservation techniques. The final part of the three-day event will be a Train the Trainer roundtable to close the training and to establish a process for the skills and knowledge learned to be cascaded throughout the region. Fees are subsidised by the ICA FIDA grant, which we are very pleased to have.

A further opportunity to learn more about University Archives will be available after the FIDA event when the Section on University and Research Institution Archives of the ICA (ICA/SUV) holds its annual conference at Cave Hill on 26 to 29 June on the theme of 'The New Age Archivist: Managing Records and Archives in a Digital World'. The call for papers is available at <http://www.library.uiuc.edu/ica-suv/conferences.php> and the conference will include cultural and social visits and activities.

The Centre for Archive and Information Studies at the University of Dundee in Scotland has a proven track record in the provision of online and bespoke archival and records management education and training. Established in 2004 it offers certificates, diplomas and masters degrees

in archives and records management with information rights and digital preservation and more recently has also included family and local history degrees in its range of subjects offered. It has almost 400 students, almost half registered on postgraduate degrees and the others enrolled for shorter courses, lasting from 7-13 weeks. Subjects offered include Archive Management: Principles and Practice; Archive Services, Access and Preservation; Strategic Management for Information Professionals; Preservation and Disaster Management for Information Professionals; Management and Preservation of Digital Records; Web 2.0 for Information Professionals; Electronic Records Management; Principles and Practice of Records Management and many more. CAIS have full professional accreditation from The Archives and Records Association, UK and Ireland and The Records and Information Management (RIM) Professionals Australasia.

We are very much looking forward to coming to Barbados and meeting fellow professionals. More information about the Centre is available at <http://www.dundee.ac.uk/cais/>

More information on the application process for the FIDA training will be available on the Cave Hill and CAIS web sites in January and information will be circulated to all CARBICA members.

Photo:
'A meeting of WIFAC and CAIS staff at the University of Dundee, Centre for Archive and Information Studies (CAIS), Scotland to discuss the joint training initiative' (December, 2012)



CARBICA Strives to:

- (a) establish, maintain and strengthen relations between institutions and individuals concerned with the custody, organization and administration of archives in the Caribbean area;
- b) foster co-operation between all institutions, professional bodies and persons who are concerned with the custody, the administration, the organization or the use of archives;
- (c) promote all measures for the preservation of all material of documentary value and, to this end, to make practical recommendations to the authorities of Caribbean countries;
- (d) study problems concerned with the conservation of archives in tropical countries;
- (e) encourage the description of archival material and to facilitate the exchange of information relating to archives and to act in ways which make material in Caribbean archives more widely known;
- (f) encourage in all countries in the Caribbean the establishment of archives and to promote the professional training of archivists in the Caribbean region;
- (g) promote the more frequent use of archives and to encourage greater ease of access to archival material;
- (h) periodically hold a Caribbean Archives Conference;
- (i) contribute to a better mutual understanding among the peoples of the Caribbean;
- (j) develop or recommend professional and institutional standards to improve the quality and consistency of Caribbean archives; and
- (k) promote the implementation of records management programs regardless of media format in all Caribbean countries.

Archives Awareness Week 2012

TRINIDAD AND TOBAGO

Trinidad and Tobago - by Avril Belfon

The National Archives staged an Archives Awareness Week from November 26 to 30, 2012. This Week was the climax of our calendar of activities in commemoration of the 50th Anniversary of our Independence. Our theme, "Preserving Memories, Enriching Lives", embraces the principles outlined by the International Council on Archives (ICA) Universal Declaration On Archives, that "archives play an important role in the development of societies by safeguarding and contributing to individual and community memory".

This was our first celebration of such an event and it is intended to sensitize the public to the importance of archiving, demonstrate the work of the National Archives, inform on our mandate as a UNESCO Memory of the World heritage institution, and offer training to information professionals. Among the major events planned was an Open House with interactive sessions on Family Histories, discovering records and a Professional Day. The Week commenced with an official launch ceremony at the National Archives' Search Room on Monday November 26, 2012, at 5.00 pm. Professor Emeritus Bridget Brereton of the University of the West Indies, St. Augustine, delivered the inaugural address.

The aim was to reach a varied clientele consisting of members of the public, longstanding researchers, staff and students of primary, secondary and tertiary institutions, representatives from Government Ministries, Agencies and Departments, Non-governmental Organizations and the Tobago House of Assembly. We hope that this Week would gradually become a signature event of advocacy for the National Archives.

CARBICA News is the Newsletter of the Caribbean Regional Branch of the International Council on Archives. It is published two times a year and distributed to CARBICA members by mail. Communications Committee Editors : Cherri-Ann Beckles, Avril Belfon, Stanley Griffin, Susan Laura Lugo, Nolda Römer Kenepa, Max Scriwanek, Cheryl Sylvester, Dominique Taffin. Please submit your content to: cherri-ann.beckles@cavehill.uwi.edu Layout : Max Scriwanek.

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