



INTERNATIONAL SEMINAR, 22nd GENERAL CONFERENCE,
AND 23rd EXECUTIVE BOARD MEETING, 23 – 25 NOVEMBER 2021

“SAFEGUARDING THE ARCHIVES”

MEMORY, PANDEMIC AND TECHNOLOGY



NATIONAL ARCHIVES OF THE REPUBLIC OF INDONESIA
2021

I. BACKGROUND

In regards of the 21st Southeast Asia Regional Branch of International Council on Archives (SARBICA) meeting on 24 October 2018 in Putrajaya, Malaysia and the minutes of the 21st General Conference of SARBICA on item no. 9.1 state that:

“The 22nd General Conference SARBICA would be held in 2020 by Indonesia. In addition, the National Archives of the Republic of Indonesia (ANRI) also proposed and expressed their willingness to hold a seminar on this activity.”

The SARBICA International Seminar, the 22nd General Conference, and 23rd Executive Board Meeting took the theme “SAFEGUARDING THE ARCHIVES” with 3 (three) subthemes, namely Memory, Pandemic, and Technology. The theme “Safeguarding the Archives” has a philosophy and meaning that fits to the spirit of the current records and archives administrations.

The word "safeguarding" itself means "to protect from the harm or damage with an appropriate measure". “Safeguarding the Archives” in this contemporary context can be seen from 3 (three) perspectives, namely related to the increasing role of the archives as the world documentary heritage, as the act of responding to the pandemics situation, and the use of technology.

II. OBJECTIVE AND PURPOSE

The objective is to hold the 21st General Conference, the 23rd Executive Board Meeting, and International Seminar for the archivists and archives in the member countries of SARBICA.

The purpose is to improve the quality of the implementation of the national archives and strengthen Indonesia's role in the world of international archives, especially through the SARBICA forum, and at the same time increase the role of archives as an important part of the cultural diplomacy.

III. TIME AND PLACE

Time : 23–25 November 2021

Venue : Noerhadi Magetsari hall at ANRI, Mini Studio of Building C 3rd floor,
and Zoom Webinar Room (Hybrid).

IV. DETAILS

ANRI, as the host, would like to hold two agendas in this 2021 event are as follow:

a. *International Seminar*

International Seminar is an event organized by the host with the participants coming from the internal and external Indonesia. It would be a three-day conference which would last for half of a day in each day (half day conference for three days).

The theme of the webinar: “*SAFEGUARDING THE ARCHIVES*”:

1) *Webinar Day 1: Archives, Memory and World Documentary Heritage*

In 2021, UNESCO re-opens the nominations for the documentary heritage on the UNESCO Memory of the World (MOW) international register. This is a momentum for all archival institutions to re-register their archives as the world's memory.

This webinar will discuss the relationship between archives, documentary heritage, and culture, which are fundamental in nominating the archives in the UNESCO's MOW. In addition, Southeast Asia has been well known for its varieties of archives which are potential to be submitted jointly as the UNESCO's MOW. The historical slices and archives which might be nominated as the documentary heritage between nations in Southeast Asia will be presented in this webinar. Furthermore, this forum will discuss the archives that record the relationship between the nations in Southeast Asia, which have significant points to be nominated in

UNESCO's International Memory of the World register, namely, the archives of ASEAN organizations.

Speakers	Topics
Keynote Speech	
Misako Ito, Adviser and Chief Communication and Information at UNESCO Bangkok	The Genesis and Recent Development of Memory of the World Programme UNESCO
Panelists	
Prof. dr. Charles Jeurgens, Professor of Archival Studies, University of Amsterdam	Archives, Documentary Heritage and Culture
Prof. Antony Reid, National Australian University	Shared History and Documentary Heritage in Southeast Asia
Secretary General of ASEAN	ASEAN Archives as World Documentary Heritage
Mukhlis PaEni, Indonesian National MOW Committee	Southeast Asian Archives as Memory of the World
Moderator	Multi Siswati/Eli Ruliawati, ANRI

2) *Webinar Day 2: Archives and Pandemic Response*

The COVID-19 pandemic has spread to almost every country in the world and affected numerous aspects of life in various sectors, such as government, privates, and communities, including the archives sector. This situation creates great challenges and encourages people to create enormous innovative breakthroughs and adopt creative methods in their daily activities. Furthermore, the COVID-19 pandemic has become a milestone in the history of disaster for mankind.

The webinar will discuss the archives that record the handling process and treatment of the COVID-19 pandemics. These archives are invaluable source of knowledge for the present and future generations, especially in dealing with pandemics that might re-occur in the future. Thus, the archival institutions and archive creators, both from government and non-government circles, must actively involve in preserving the archives of the COVID-19 pandemic. One of the Indonesian government's efforts to make the COVID-19 pandemic archives a source of knowledge is through disseminating the information on the archives to the public. The West Java Provincial Government and ANRI have established the Study Center and the COVID-19 Pandemic Archives Gallery.

One country that can serve as an example in preserving the archives of the COVID-19 pandemic is the People's Republic of China. As the center of the initial epicenter of the pandemic, China has extraordinary experience, especially in documenting the archives of the handling COVID-19 pandemics and it was under coordination of the National Archives Administration of China (NAAC).

More efforts were made in order to save the archives of the COVID-19 pandemic, including at the regional level, such as the implementation of the ASEAN Pandemic Response Archives (APARA) which was driven through the SARBICA forum. This initiative was inspired by the Indian Ocean Tsunami Archives that has succeeded in creating a forum that inspires the countries in Southeast Asia, especially in documenting the COVID-19 archives in each country as well as the roles and activities carried out by the National Archives during the pandemic both as a archives or government agencies.

The COVID-19 pandemic has also affected the archival communities, the audiovisual archival institutions are the one that have been affected. Through the SEAPAVAA forum, we would like

to share and get the knowledge regarding the roles and responses of these archival institutions, especially for the acts of preservation and management of their audio-visual archives during the pandemic situation.

Speakers	Topics
Keynote Speaker	
Ridwan Kamil, Governor of West Java	Pandemic Archives in the Knowledge Society: Towards the Establishment of Pandemic COVID-19 Archives Study Center
Panelists	
Wang Shaozhong, Deputy Director General, National Archives Administration of China	Documenting Pandemic Response in China
Executive Director of the National Archives of the Philippines, Victorino M. Manalo	ASEAN Pandemic Response Archives Initiative
Karen Chan, President of SEAPAVAA	Preservation and Access on Audiovisual Archives in the midst of Pandemic
Deputy for Archival Capacity Development, ANRI	Documenting a Variety of Government Activities in Response to the COVID-19 Outbreak in Indonesia
Moderator	Desi Pratiwi, ANRI

3) *Webinar Day 3: Digital Transformation for Records and Archives Management*

The pandemic has also forced the archival institutions to carry out the digital transformations in the administration of the records and archives. All activities carried out conventionally and classically have been turned into online. This is the most effective and efficient

method during the implementation of the social and face-to-face restrictions including the Work From Home and Work From Office activities.

This webinar will discuss the digital transformation in the records and archives fields that have been carried out through various methods, one of which is through the artificial intelligence. In addition, various open source software such as ICA Atom (web-based archive description software for archive access) and Archivematica (digital preservation system), also has an important role in the digital transformation, specifically, in the records and archives field.

One of the countries that can be used as a reference in implementing the digital transformation in the records and archives sectors is South Korea. They have the Records and Archives Management System for their records and archives.

Speakers	Topics
Keynote Speaker	
Dr Anthea Seles (UK), Secretary General ICA	Artificial Intelligence and Archives
Panelists	
Yudho Giri Sucahyo, M.Kom, Ph.D, Universitas Indonesia	E-Government in Indonesia: Transformation for the Digital Age
Justin Simpson (Canada), Managing Director, <i>Artefactual Systems</i>	ICA Atom as Open Source Software Application and Archivematica as Free and Open Source Digital Preservation System
Digital Records Innovation Division, National Archives of Korea	Technology on Records and Archives Management in Republic of Korea
National Archives of Australia	Digitization and Preservation of the National Archives' at-Risk Collection
Moderator	M. Imam Mulyantono/M. Rustam,

	ANRI
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The International Seminar is targeted to have 3000 Participants, including:

1) International Participants

- a. Members of the International Organizations of Archives: SARBICA, ICA, and SEAPAVAA;
- b. Bilateral Partner Countries of the National Archives of the Republic of Indonesia.

2) Indonesian Participants

- a. Ministries/Agencies' Records Units;
- b. State-Owned Enterprises' Records Units;
- c. University archives;
- d. Provincial Archives in Indonesia;
- e. Municipalities/Cities' Archives in Indonesia;
- f. Non-Governmental Organizations
- g. Communities in the Archives Sector (including students of the Archives Study Program)/Historians/Librarians/Computer Administration;
- h. gGneral public.

The languages used in the webinar are English and Indonesian with the interpreter features.

- b. 23rd *Executive Board Meeting* dan 22nd *General Conference* SARBICA
Executive Board Meeting is an annual meeting of the leaders of the archives institutions in the Southeast Asia. The meeting discusses the development of the archives administrations in the region as well as the archival programs organized by SARBICA including its membership.

General Conference is a forum that determines the policies and procedures of the SARBICA activities. The SARBICA General Conference also determines decisions regarding the programs proposed by the Executive Board. The General Assembly of SARBICA will accept and consider the reports made periodically by the members as requested by the Executive Council.

This SARBICA General Conference is going to elect members from the Executive Board and from the recommendation, then, the Council will appoint or elect the **Chairman and Vice Chairman of SARBICA for the period of 2021–2023**. In current period, the country that has a turn to be recommended as the Chairman of SARBICA is Singapore. The proposed Vice-Chairman is Thailand. In the event that the two countries declare that they are not willing to serve as the leaders of SARBICA, the leadership will be offered to the forum in alphabetical order.

The participants of the 23rd Executive Board Meeting and the 22nd General Conference SARBICA are as follows:

- 1) Chairman SARBICA, Executive Director of National Archives of Philippines
- 2) Vice Chairman SARBICA, Director General of National Archives of Myanmar
- 3) Secretary General SARBICA, Hapiza Osman
- 4) Treasurer SARBICA, Amy Ngau
- 5) Executive Board Members of SARBICA
- 6) The members of Delegation/High Official Accompanying the Executive Board Members of SARBICA
- 7) Liaison Officers of National Archives of the members of SARBICA
- 8) The members of SARBICA of the B, C and D categories (Specifically only in the General Conference).

V. SCHEDULE

Time	Activities	Person in charge
Monday, November 22, 2021		
08.00 – 24.00	Preparation for the <i>onsite</i> and virtual meetings	
13.30 – 16.00	Rehearsal for the <i>onsite</i> and virtual meetings	
Tuesday, November 23, 2021		
08.30 – 09.00	Registration	
09.00 – 09.05	Prolog	MC
09.05 – 09.10	Indonesia Raya National Anthem	
09.10 – 09.20	Cultural performances	
09.20 – 09.25	Film: “History of SARBICA”	
09.25 – 09.55	Welcoming address Head of ANRI, Imam Gunarto (<i>onsite</i>) Chairman SARBICA, V. Manalo (virtual) President of ICA, David Fricker (virtual) Director General of Multilateral Cooperation, Ministry of Foreign Affairs of Indonesia (<i>onsite</i>)	
09.25 – 09.55	Launching SARBICA Exclusive Heritage Publication	
09.55 – 10.00	Opening Speech Minister of Administrative and Bureaucratic Reform of Indonesia (<i>onsite</i>)	
10.00 – 10.05	Film: “SARBICA Indonesia 2021”	
10.05 – 10.10	Break	
10.10 – 10.15	Prolog of Webinar	by MC
10.15 – 10.35	Keynote speech: Misako Ito , Adviser and Chief Communication and Information at UNESCO Bangkok	
10.35 – 11.35	Panel Session 1) Archives, Documentary Heritage and Culture	Moderator: Multi Siswati/

Time	Activities	Person in charge
	<p>Prof. Dr. Charles Jeurgens, Professor of Archival Studies, University of Amsterdam</p> <p>2) Shared History and Documentary Heritage in Southeast Asia</p> <p>Prof. Antony Reid, National University of Singapore</p> <p>3) Southeast Asian Archives as Memory of the World</p> <p>Mukhlis PaEni, Indonesian National MOW Committee</p> <p>4) ASEAN Archives as World Documentary Heritage</p> <p>Secretariat General of ASEAN</p>	Eli Ruliawati
11.35 – 12.30	Discussion session	Moderator
12.30	End of Seminar Day 1	MC
Wednesday, November 24, 2021		
08.30 – 13.00	<p>Executive Board Meeting and General Conference SARBICA</p> <p>Participants:</p> <p>1) Chairman SARBICA, Executive Director of National Archives of Philippines</p> <p>2) Vice Chairman SARBICA, Director General of National Archives of Myanmar</p> <p>3) Executive Board Members SARBICA, Director General of National Archives of the Southeast Asian countries</p> <p>4) Delegations/ High Official Accompanying Director General of National Archives in Southeast Asia</p> <p>5) Liaison Officers National Archives of the members of SARBICA</p> <p>6) Secretary General SARBICA, Hapiza Osman (National Archives of Malaysia)</p> <p>7) Treasurer SARBICA, Amy Ngau (National Archives of Malaysia)</p> <p>8) The members of SARBICA of the B, C and D categories (Specifically only in the General Conference)</p>	<p>Host Zoom Meeting Room: SARBICA Secretariat</p> <p>Language: Full English</p>

Time	Activities	Person in charge
13.00 – 13.30	Registration Webinar Day 2	
13.30 – 13.45	Webinar Day 2: Archives and Pandemic Response Welcoming address: Deputy for Archives Administration, ANRI	
13.45 – 14.05	Keynote Speech Pandemic Archives for Knowledge Society: Towards the Establishment of Pandemic COVID-19 Archives Gallery and Study Center Ridwan Kamil, Governor of West Java	
14.05 – 15.05	<ol style="list-style-type: none"> 1) ASEAN Pandemic Response Archives Initiative Victorino M. Manalo, Executive Director of the National Archives of the Philippines 2) Preservation and Access on Audiovisual Archives in the midst of Pandemic Karen Chan, President of SEAPAVAA 3) Documenting Pandemic Response in China Wang Shaozhong, Deputy Director General, National Archives Administration of China 4) Documenting a Variety of Government Activities in Response to the COVID-19 Outbreak in Indonesia Deputy for Archival Capacity Development, ANRI 	Moderator: Desi Pratiwi
15.05 – 16.00	Discussion	Moderator
16.00	End of Seminar Day 2	MC
Kamis, 25 November 2021		
13.00 – 13.30	Registrasi Peserta Webinar 3	
13.30 – 13.45	Webinar Day 3: Digital Transformation for Records and Archives Management Pengantar: Deputy for Information and Archival System Development, ANRI	
13.45 – 14.00	Keynote Speech Digital Transformation: Artificial Intelligence and	

Time	Activities	Person in charge
	Archives Dr. Anthea Seles (UK), Secretary General, ICA	
14.00 – 15.00	Panel Session 1) E-Government in Indonesia: Transformation for the Digital Age Prof. Yudho Giri Sucahyo, M.Kom, Ph.D, Universitas Indonesia 2) NAK Technology on Records and Archives Management Digital Records Innovation Division, National Archives of Korea 3) ICA Atom as Open Source Software Application and Archivematica as Free and Open Source Digital Preservation System Justin Simpson (Canada), Director, Artefactual Systems 4) Digitisation and Preservation of the National Archives' at-Risk Collection National Archives of Australia	Moderator: M. Imam Mulyantono/ M. Rustam
14.45 – 15.30	Discussion	Moderator
15.30 – 15.45	Host Closing Remarks: Head of ANRI	
15.45 – 16.00	Next Host of SARBICA EBM 2022	
16.00 – 16.15	Closing Remarks: Newly Elected Chairman of SARBICA	
16.15	End of Event	MC

VI. ORGANIZING COMMITTEE

Advisors	:	Imam Gunarto Head of ANRI
		Andi Kasman Deputy for Information and Archival Network System Development
		Imam Gunarto Acting Deputy for Archival Capacity Development
		Multi Siswati Acting Deputy for Archives Administration
		Rini Agustiani Acting Main Secretary of ANRI
Head of the Committee	:	Widarno Head of Bureau of Planning and Public Relations
Members of the Committee	:	Multi Siswati Director of Archives Service and Publication
		Desi Pratiwi Head of Center for Archival Training and Education
		Sarip Hidayat Head of General Affairs
Secretary/Coordinator of Sections	:	Adhie Gesit Pambudi Coordinator of International Cooperation Team
Secretariat Members	:	1. Devita Carolin 2. M. Husnul Fuadi 3. Dwi Anggraito Amirullah 4. Enik Priati 5. Putri Iswayanti
Treasurers	:	1. Ali Sugeng 2. Ridha Sari MP
Section of Webinars and Materials	:	1. Eli Ruliawati (Webinar Day I) 2. Khoerun Nisa Fadillah (Webinar Day I) 3. Hanif Aulia Rahman (Webinar Day I)

		4. Ahmad Dedi Faozi (Webinar Day I) 5. Mira Puspitarini (Webinar Day II) 6. Stella Sigrid J (Webinar Day II) 7. Taufik Nur Huda (Webinar Day II) 8. Dhani Sugiharto (Webinar Day III) 9. M. Rustam (Webinar Day III) 10. Harry Bawono (Webinar Day III) 11. Suparjo Rohman (Webinar Day III)
Section of Interpreters and Translations	:	1. Rini Rusyeni 2. Noviana Aqmarina 3. Monica Imanuela Bendatu
Section of Protocol and Security	:	1. Dipo Winarto 2. Imam Taufik Gumilar 3. Teguh Septiyadi 4. Berliantina Dianita Putranti 5. Azkiyah Mu`Allimah
Section of Public Relations	:	1. Suminarsih 2. Aria Maulana 3. Isanto
Section of Equipment, ITC and Accommodation	:	1. Agus Mawardin 2. Ferry Lesmana 3. Solihin 4. Bambang Haryanto
Section of Registrations and Participants	:	1. Dharwis W Yacob 2. Bening Tri Hanggono 3. Akhmad Nakhrowi

VII. CLOSURE

The proposal provides an overview and a reference material for the 22nd *General Conference*, 23rd *Executive Board Meeting*, and international Seminar of SARBICA 2021.

Jakarta, October 2021