

**CODE OF ETHICS OF  
SOUTHEAST ASIA-PACIFIC AUDIOVISUAL ARCHIVE ASSOCIATION  
(SEAPAVAA)**



**Preamble**

SEAPAVAA exists to provide a voice for addressing the issues facing audiovisual archives in the Southeast Asia and Pacific regions. In this role, SEAPAVAA works to promote and strengthen the profession at an organisational, national, regional, and global level. Crucial to this role is to provide a set of ethical benchmarks for members to build their policies and practices upon.

The following guiding principles are statements regarding the basic ethical principles for audiovisual archives. The Code of Ethics shall act as an aspirational code for all members of SEAPAVAA.

**Basic Guiding Principles**

1. Maintain the highest feasible duty of care for the collection as a whole and individual documents.
2. Preserve the security and integrity of the content/essence and metadata of an audiovisual document.
3. Employ preservation file formats that are either uncompressed or lossless compression wherever possible.
4. Honour the rights of the owner/s in respect to:
  - legal rights such as copyright,
  - confidentiality,
  - specific contractual arrangements, such as embargoes, and
  - asserted spiritual and moral rights that may not be covered by legal rights.
5. Eschew from exploitation of the collection for personal gain.
6. Provide access without favouritism.
7. Be transparent in decision making.
8. Show professionalism and respect for colleagues.
9. Promote and engage in interpersonal relations and interactions among members.
10. Freely share knowledge where this does not contravene owner's rights, commercial in confidence or security regulations.

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**References**

- i. *AMIA Code of Ethics*, 2010, Association of Moving Image Archivists
- ii. Edmondson R., 2016, *Audiovisual Archiving: Philosophy and Principles 3<sup>rd</sup> Edition*, UNESCO
- iii. *Code of Ethics*, 1996, International Council on Archives
- iv. *Code of Ethics Third Edition*, 2008, Fédération Internationale des Archives du Film
- v. *IASA-TC 03 The Safeguarding of the Audio Heritage: Ethics, Principles and Preservation Strategy*, 2005, International Association of Sound and Audiovisual Archives
- vi. *PIMA Code of Ethics for Pacific Museums and Cultural Centres*, 2006, Pacific Islands Museums Association
- vii. SEAPAVAA Constitution