

A Dynamic Solution for Electronic Records:

The National Archives & Records Administration's Electronic Records Archives

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NARA Mission Needs for Electronic Records

- Preserve any type of electronic record,
 - ✓ Created using any type of application,
 - ✓ On any computing platform
 - ✓ From any entity in the Federal Government,
 - ✓ Provide discovery and delivery
 - ✓ Obey laws and regulations restricting access
 - ✓ Now and for the life of the Republic
- Guide all other agencies in lifecycle management of their e-government records



The ERA System Will Support:

- Workflow and collaboration tools for lifecycle management of all types of records, temporary and permanent
 - within NARA
 - between NARA and other agencies
- Ingestion, preservation, management, and access to electronic records
 - In the National Archives,
 - Federal Records Centers, and
 - Presidential Libraries



Facets of the Challenge of Preserving Electronic Records

- **Obsolescence** – constantly changing technology
- **Variety** – different types of records
- **Complexity** – records in complex formats and with demanding behaviors
- **Volume** – enormous numbers of records
- **Scope** – the entire U.S. Federal Government, plus
- **Time Frame** – from x years to forever
- **Authenticity** – assuring the record remains as reliable as when first created
- **Accessibility** – the public has a right of access to the records of its government



The Challenge: Growing Volumes

- State Department: 25,000,000 electronic diplomatic messages, 1972 – 2000.
- Clinton EOP: 32,000,000 email messages
- Bush EOP: 150,000,000 – 200,000,000 email messages
- 2000 Decennial Census: 600 to 800,000,000 image files
- Department of Defense: 1,000,000,000 images of Official Military Personnel Files



The Challenge: Complexity & Reliability

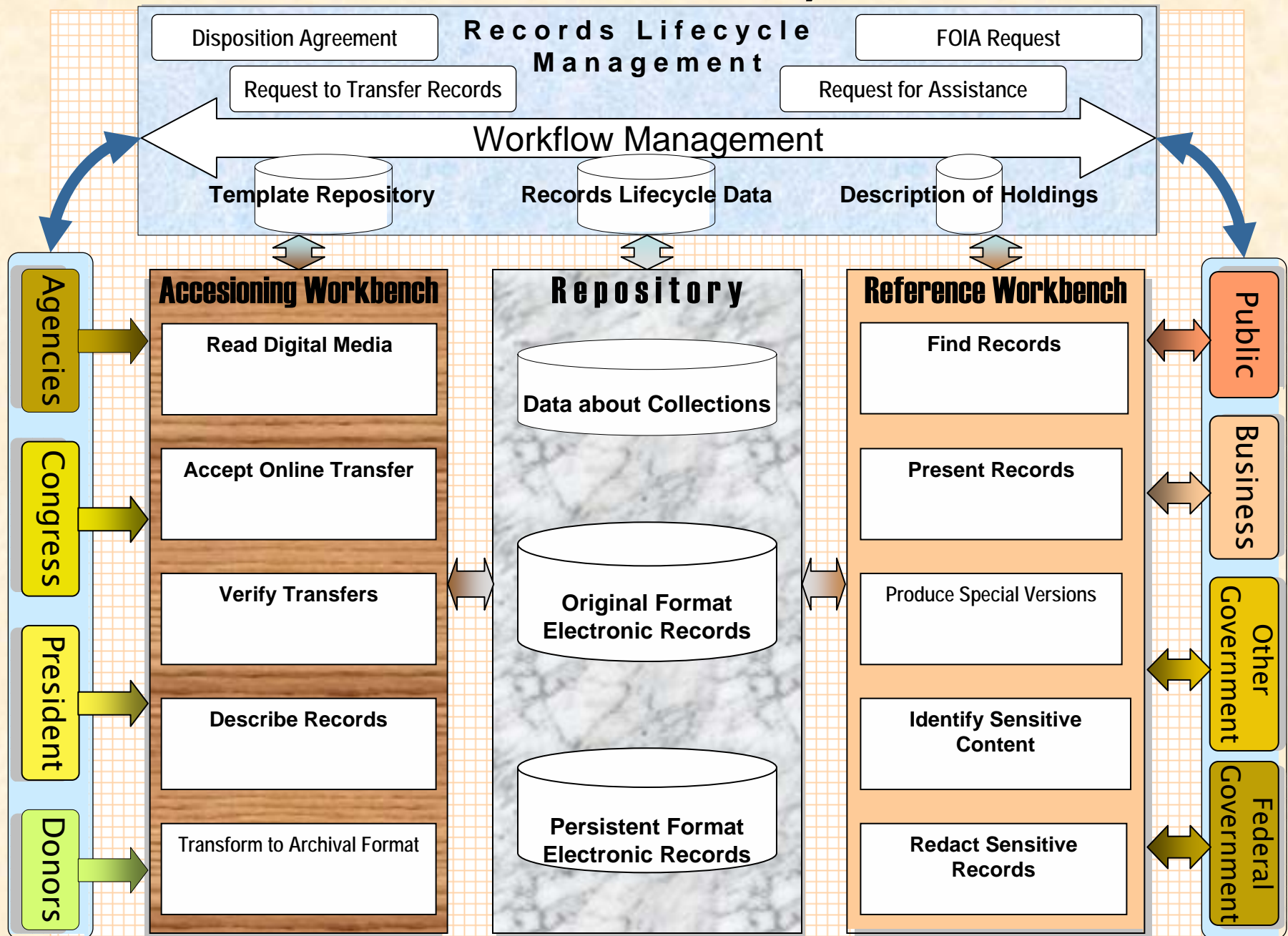


NARA's Strategy

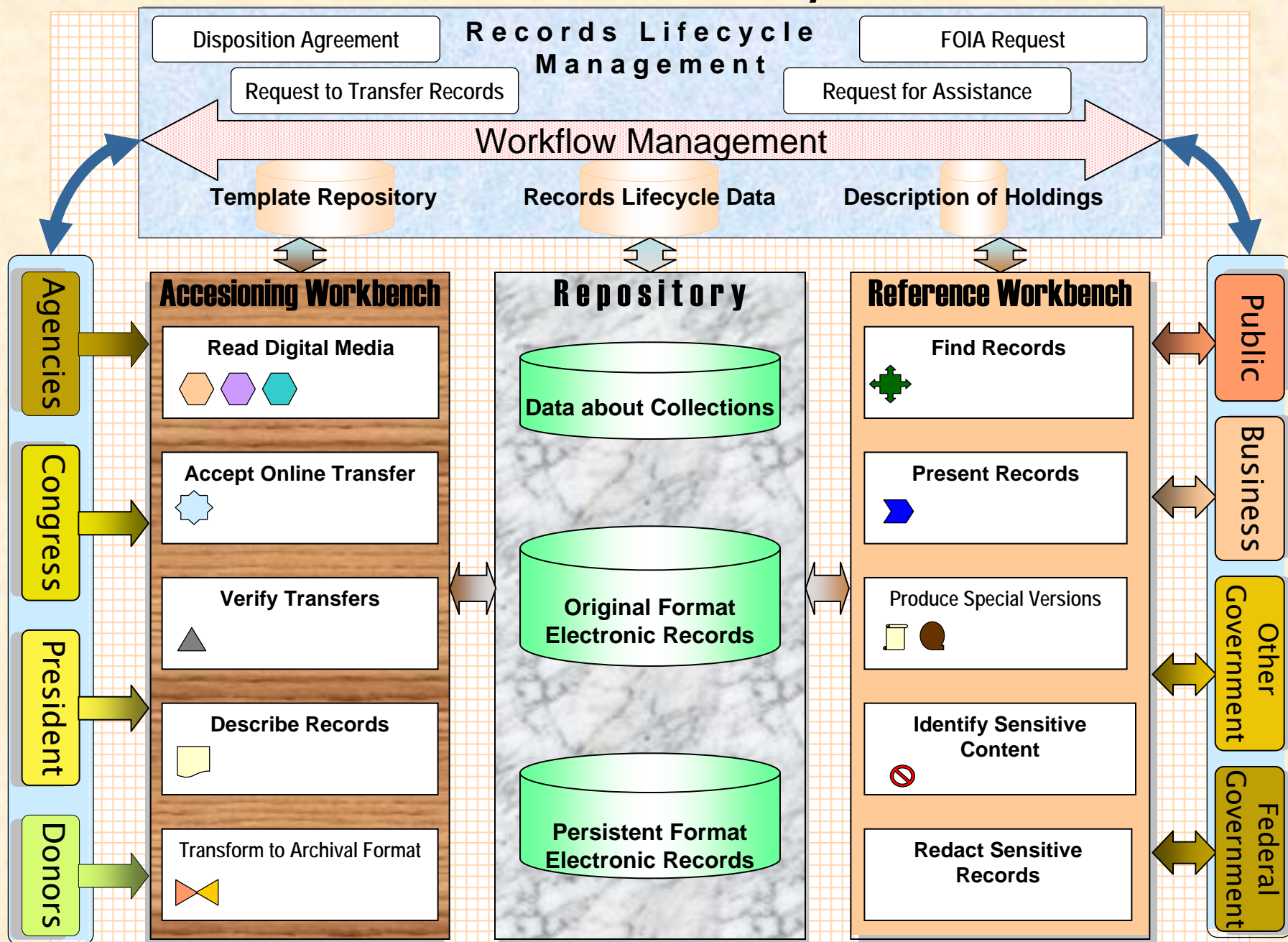
1. Attack the critical preservation problem
2. Define the requirements in terms of the lifecycle management of records
3. Align with overall direction of Information Technology in the U.S. Government
4. Find solutions in commercially viable, mainstream technologies being developed to support e-commerce,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



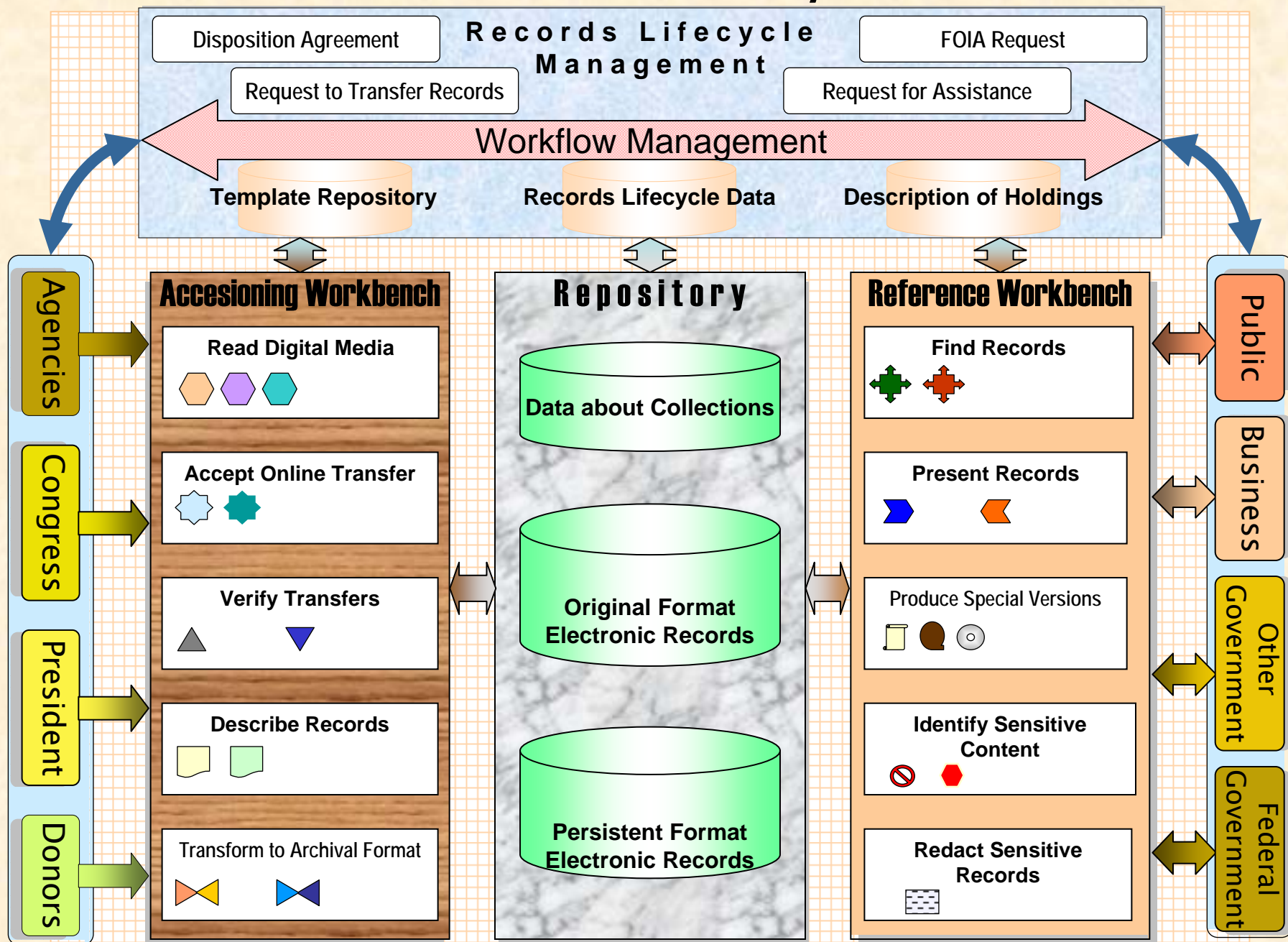
ERA Virtual Workspaces



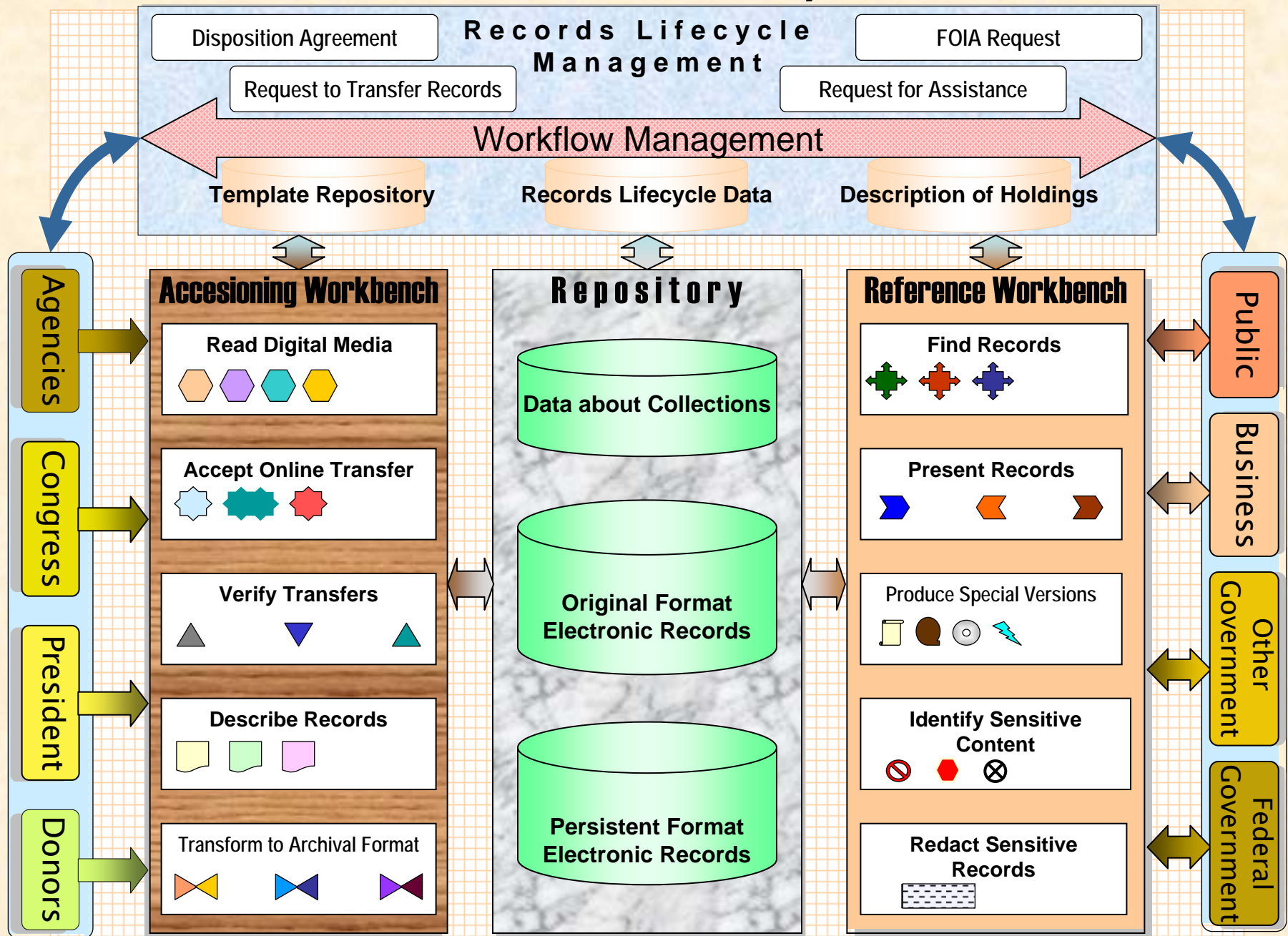
ERA Virtual Workspaces Increment 1



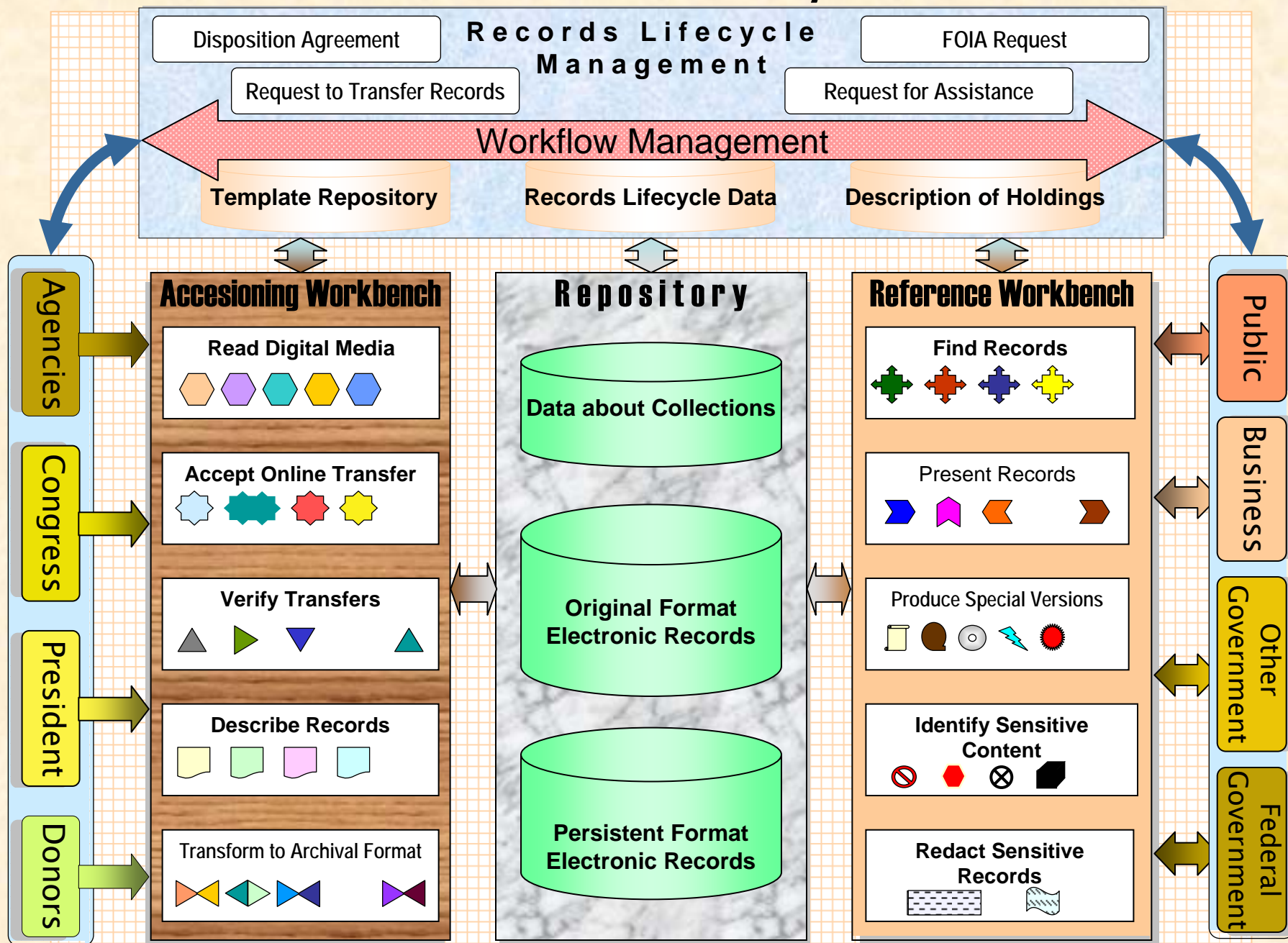
ERA Virtual Workspaces Increment 2



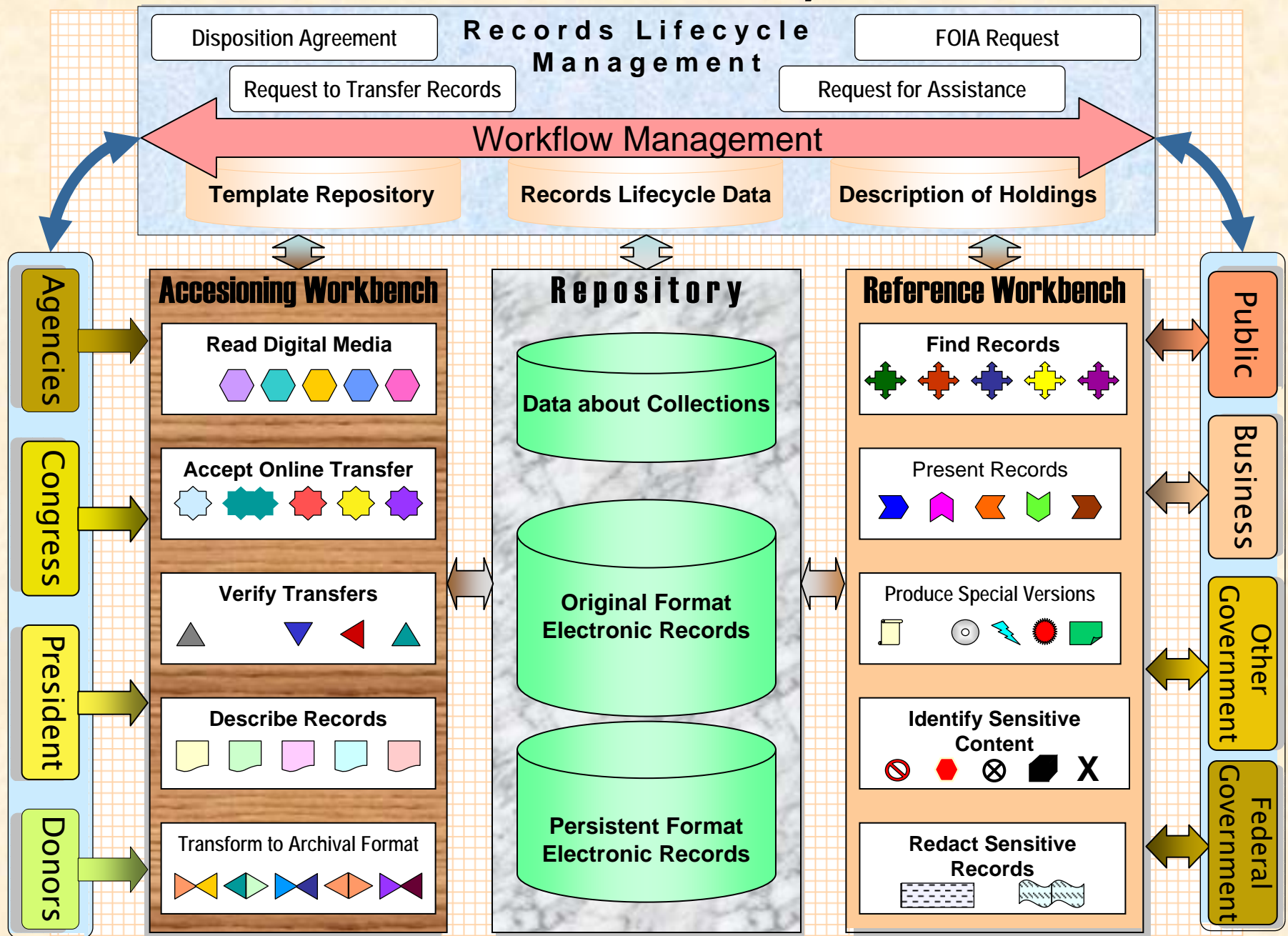
ERA Virtual Workspaces Increment 3



ERA Virtual Workspaces Increment 4

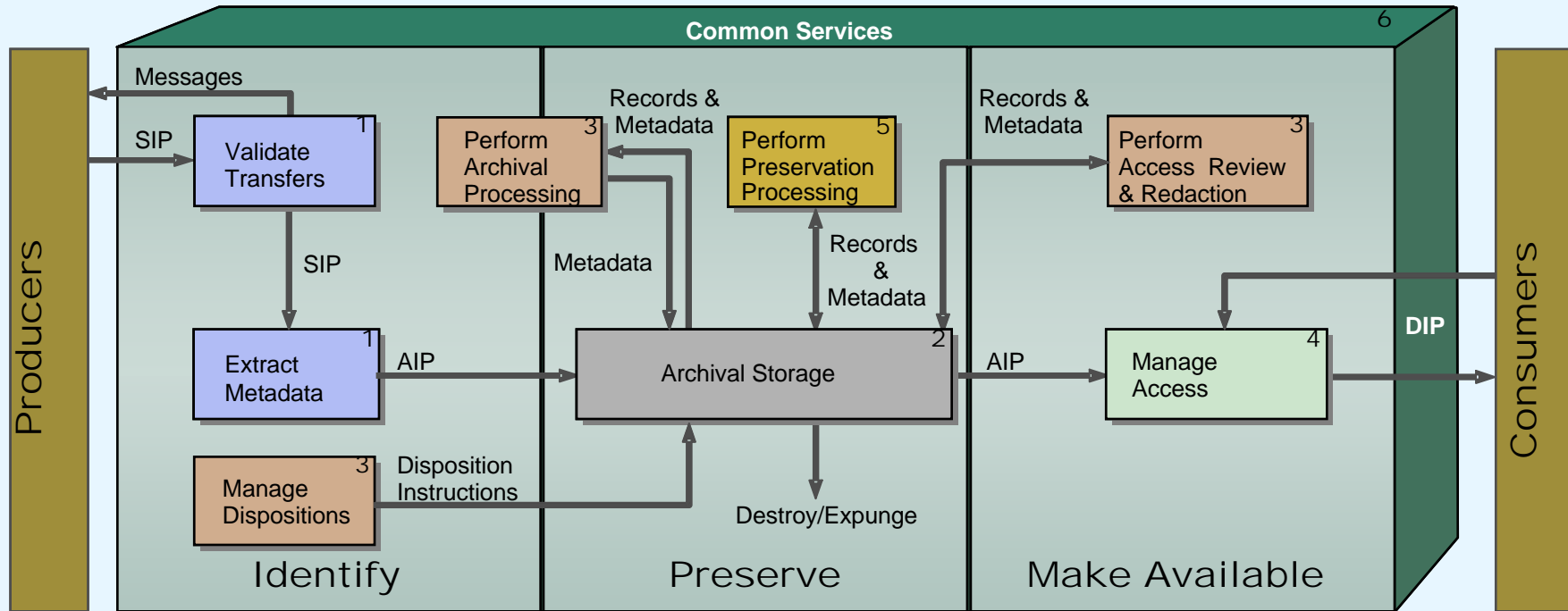


ERA Virtual Workspaces Increment 5





System Architecture



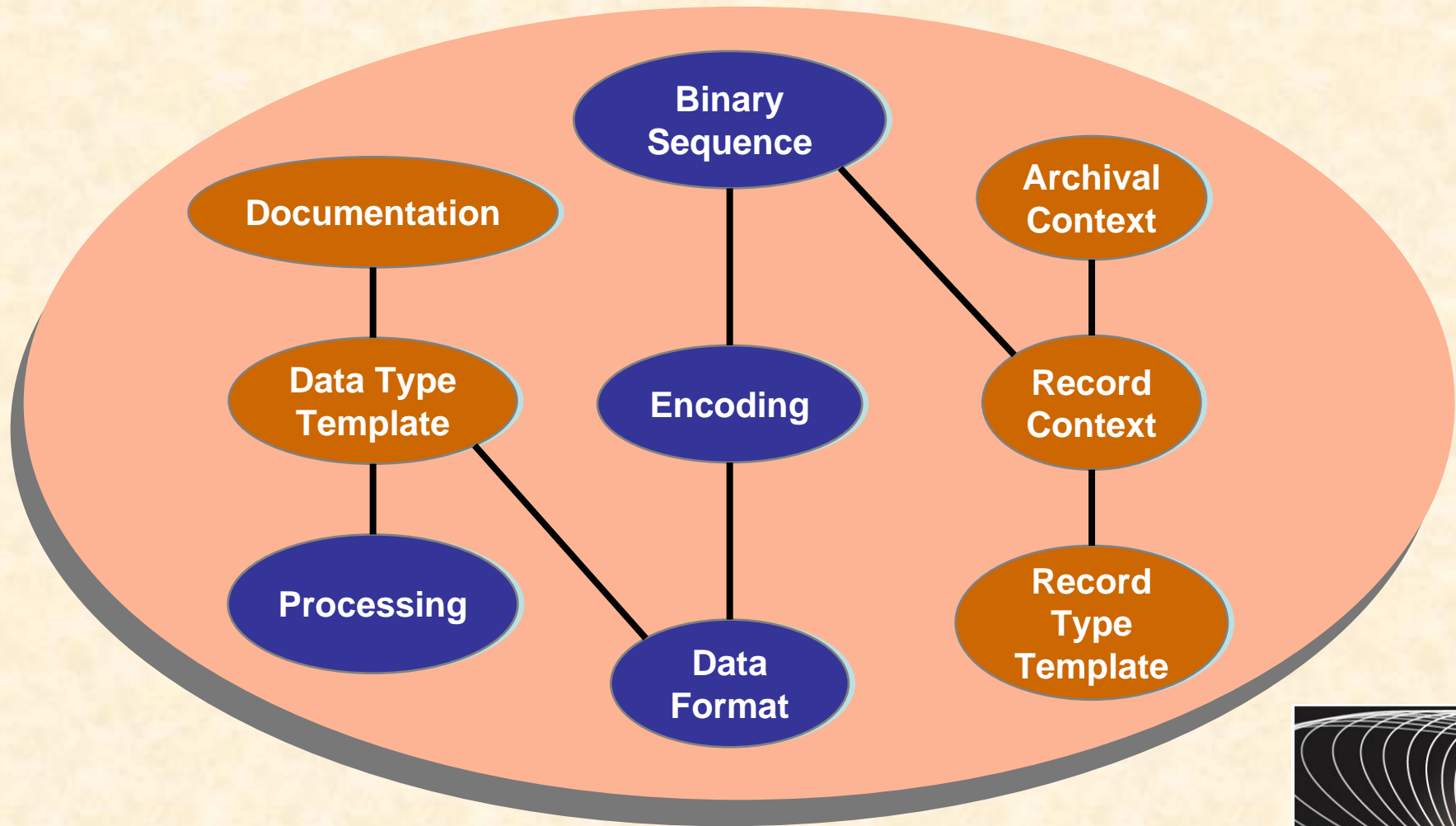
Legend:	OAIS Functions	ERA System -Level Packages	Service Oriented Architecture
	1 - Ingest	Ingest	Business Application Services
	2 - Archival Storage	Archival Storage	
	3 - Data Management	Records Management	Common Infrastructure Services
	4 - Access	Dissemination	
	5 - Preservation	Preservation	
	6 - Common Services	Local Services & Control, ERA Management	

Lifecycle Management Planning

- From the time a decision is made to transfer records to NARA, plan
 - How they will be transferred
 - How they will be preserved
 - How expected demand for access will be satisfied
 - How any legal restrictions on access will be enforced
- Execution of the Lifecycle Management Plan should be automated where possible



Preserving Authentic Electronic Records



For Additional Information:

www.archives.gov/era

