

RESOLUTIONS

Japan–U.S. Archives Seminar, Tokyo

May 9–11, 2007

The Japan-U.S. Archives Seminar, held from May 9 to May 11, 2007, at Sanjo Conference Hall, University of Tokyo in Tokyo, Japan, with more than 150 participants, discussed the public nature of archives and the principles of access to archives, and adopted the following resolutions:

RESOLUTION 1: ACCESS

Recognizing that both Japan and the United States have rules and customs for access to archives, that the rules of access are determined by the organizations creating the records, and that the rules reflect the culture of the locality and of the organization, and
Further recognizing that archives have an obligation to respect and protect personal privacy as understood in the culture,

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Urges archival institutions to provide researchers with the maximum access to archives, to promote accountability in the institution creating the records, and to make possible historical research on all of national history.

RESOLUTION 2: ESTABLISHMENT OF ARCHIVES

Considering that each type of archival organization must pursue an archival strategy appropriate to its parent body,

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1. Calls upon national governments to establish and sustain legal frameworks to control the entire processes of record keeping and documentation throughout the government,
2. Recommends that all local and municipal governments establish archives,
3. Expresses the wish that colleges and universities establish or enhance their archives and manuscript collections and make them accessible for research use, thereby making them common intellectual assets for all researchers,
4. Invites companies and business organizations to promote the awareness of the value of preserving business records and supporting archival programs.

RESOLUTION 3: DESCRIPTION AND DUPLICATION

Reaffirming that the history of the 20th century is global, that only information resources that are preserved can be inherited by future generations, and that research demonstrates the increasing significance of our shared archival heritage,

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Recommends that archives, professional organizations, and relevant institutions and organizations that administer archives create and publish appropriate finding aids meeting the international standard for archival description and encourage the reproduction of and access to the archival heritage of the 20th century by employing technology of the 21st century.

RESOLUTION 4: PRESERVATION

Concerned that the records of institutions and individuals be preserved for future generations,

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1. Encourages archivists to consider the wide variety of possible users when they appraise records for permanent retention and when they solicit donations of historical materials,
2. Recommends that institutions preparing official histories preserve the materials used in the research and writing to ensure that future researcher have access to the compiled record,
3. Urges institutions holding archives to provide adequate funds to preserve and protect historical materials.