



ACQUISITIONING / COLLECTING COVID-19 PANDEMIC RECORDS: NATIONAL ARCHIVES OF MALAYSIA'S EXPERIENCE

ARCHIVIST
ACQUISITION OF PRIVATE ARCHIVE SECTION
NATIONAL ARCHIVE OF MALAYSIA







1 BACKGROUND & CONCEPTS

- ✓ National Archives of Malaysia
- ✓ National Archives Act [Act 629]
- ✓ Pandemic & Emergency in Malaysia

17 PROCESS OF ACQUISITION

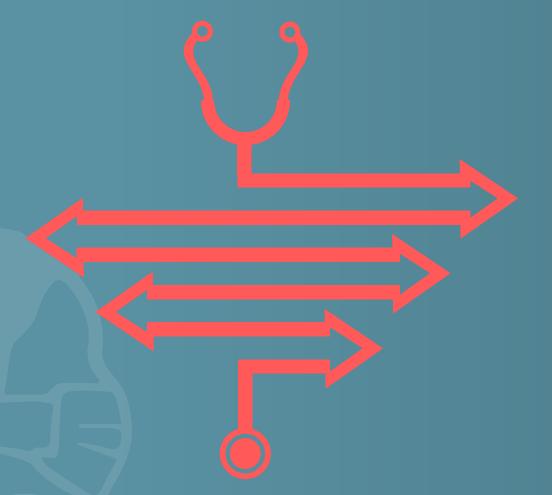
- √ Sources, figures & collection
- √ Types of records
- ✓ Appraisal & value

03 APPROACH & STRATEGIES





National Archives of Malaysia



National Archives Act 2003 [Act 629]

Pandemic & Emergency in Malaysia



NATIONAL ARCHIVES OF MALAYSIA





Public Records Office

1963

National Archives of Malaysia

1966

National Archives Act No. 44/1966

WARISAN

2003

National Archives Act 2003 [Act 629]

2022

NAM under the Ministry of National Unity



NATIONAL ARCHIVES ACT 2003 [ACT 629]





LAWS OF MALAYSIA

REPRINT

Act 629

NATIONAL ARCHIVES ACT 2003

Incorporating all amendments up to 1 January 2006

PUBLISHED BY
THE COMMISSIONER OF LAW REVISION, MALAYSIA
UNDER THE AUTHORITY OF THE REVISION OF LAWS ACT 1968
IN CICILABORATION WITH
PERCETAKAN NASIONAL MALAYSIA BHD
2016

Part II & IV Functions of the DirectorGeneral

7(c) To acquire records and materials which in the opinion of the Director General are or are likely to be permanent or enduring national or historical value or both

Acquisition of non-public records
31. The Director General may acquire any record not being public record which in his opinion are or are likely to be permanent or enduring national or historical value or both

Types of Records & Materials

Various types of records such as official personal and correspondence, diaries, memories, art and research results, newspaper clippings, scrapbooks notes, or photographs, paintings, films, audiovisual, awards, certificates, accolades, and other related







COVID-19 Malaysia's Cases





COVID-19: WHO's Action in Countries I August 2020

MALAYSIA

Strong Preparedness and Leadership for a successful COVID-19

Emergency preparedness combined with rapid and robust health security measures facilitated a systematic and informed response to COVID-19 in Malaysia.



n Sungal Buloh Infectious Disease Haspital, Selangor, self-designated plastic sheet variers were installed at patient treatment cubicles in Red Zone Emergency Exportment creating a makeshift isolated and safe treatment space. The hospital had nrolled the highest number of patients in Maloysia Photo credit: Abdul Rasik Aziz



04/02/2020 05

KUALA LUMPUR, Feb 4-A 41-year-old man is the first Malaysian who has tested positive for the novel coronavirus 2019 (2019-nCoV).

He is one of two new positive cases, bringing to 10 the number of coronavirus cases in Malaysia so far.

Health Minister Datuk Seri Dr Dzulkefly Ahmad said the other case involved a 63-year-old mai

Timeline: How the COVID-19 pandemic has unfolded in Malaysia since January 2020

After more than 18 months since Malaysia saw its first coronavirus case, the caseload has stayed high in many areas while lockdowns have been extended repeatedly. CNA looks at some of the milestones.







PRESS STATEMENT MINISTRY OF HEALTH MALAYSIA

UPDATES ON THE CORONAVIRUS DISEASE 2019 (COVID-19) SITUATION IN MALAYSIA

Current Situation of COVID-19 in Malaysia

13 March 2020, 12 pm – A total of **39 additional confirmed COVID-19 cases** were reported to the National Crisis Preparedness and Response Centre (CPRC) Ministry of Health (MOH) today. These cases have all been identified and placed in isolation for further management.

With these additional 39 cases, cumulatively there are now **197 confirmed COVID-19 cases** in Malaysia. Of these additional confirmed cases:

- 38 cases are amongst Patients Under Investigation (PUI); and
- . One (1) case amongst close contacts.

Currently, four (4) cases are reported to be in the intensive care units requiring ventilation support. They have all received anti-viral medications.

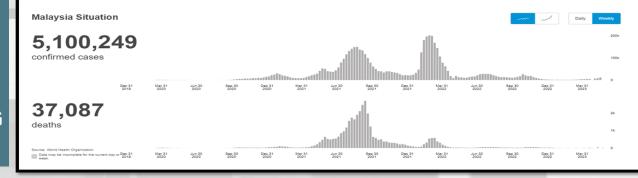
The first wave of COVID-19 infection in Malaysia involved 22 confirmed COVID-19 cases (Cases 1 to 22). Of these, 12 cases were amongst PUI, 8 cases amongst close contacts and 2 cases amongst the Humanitarian Assistance mission evacuees from Hubei, China. All cases from the first wave have fully recovered and discharged well.

For the second wave of COVID-19 infection (Cases 23 to 197): of these 52

"Our response today is our preparation and preparedness for the future"

Tan Sri Dr. Noor Hisham, Health DG

In Malaysia, from 3 January 2020 to 6:07pm CEST, 31 May 2023, there have been 5,100,249 confirmed cases of COVID-19 with 37,087 deaths, reported to WHO. As of 13 May 2023, a total of 72,622,256 vaccine doses have been administered.





PROCESS OF ACQUISITION

Documents / archival materials related to COVID-19 Pandemic



Categories
Personal Letters
Personal Collections
Organizations
Official records



Primer values
National / Historical values
Legal values
Research values



Collections

Holdings
Records
Materials
Access to public







Negara hadapi pelbagai ancaman

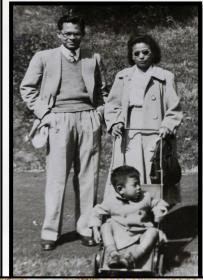
Malaysia PUTRAJAYA

I have the honour to inform you that the Government of Malaysia has designated His Excellency Ambassador Dato' MUHAMMAD SHAHRUL IKRAM bin YAAKOB, as Ambassador Extraordinary & Plenipotentiary and Permanent Representative of Malaysia to the United Nations, New York in succession to His Excellency Ambassador Dato' RAMLAN bin IBRAHIM.

YAAKOB is instructed to represent the Government of Malaysia in all organs of the United Nations. He is also authorized to designate a substitute to act temporarily on is behalf, whenever this become necessary, after due notice to you.



I cannot tell you how happy Tan you are back home in percept be sutified











STATEMENT BY

H.E. AMBASSADOR MUHAMMAD SHAHRUL IKRAM YAAKOB PERMANENT REPRESENTATIVE OF MALAYSIA TO THE UNITED NATIONS ON BEHALF OF THE ASSOCIATION OF SOUTHEAST ASIAN NATIONS (ASEAN)

AT THE INTERNATIONAL DAY OF LIVING TOGETHER IN PEACE

Madame President.

- 1. I have the honor to speak on behalf of the ten (10) Member States of Association of Southeast Asian Nations (ASEAN) namely: Brunei Darussalam, Cambodia, Indonesia, Lao PDR, Myanmar, the Philippines, Singapore, Thailand, Viet Nam and my own country Malaysia on the International Day of
- 2. ASEAN aligns itself with the statements delivered earlier by Samoa on behalf of the Asia-Pacific Group (APG) and Venezuela on behalf of the Non-Aligned Movement (NAM) before us.





Personal Letters

Personal Collections Organizational Archives

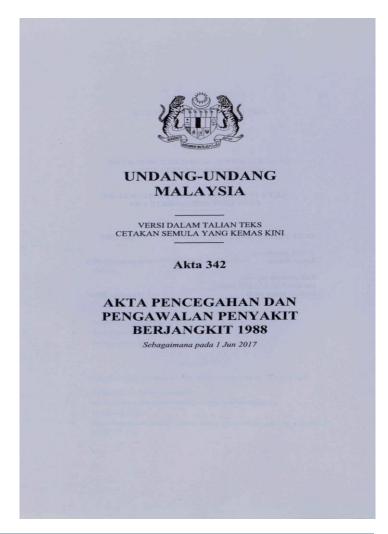


EFFORT TO DOCUMENT



Acquisition method: Public Records

- 1) National Archives Act 2003 (629 Act) transfer records to NAM
- 2) Strategic networking with dedicated agencies that directly involved with COVID-19
- 3) Promote awareness to government agencies to transfer any materials on COVID-19:-
 - Social media
 - Mass media (television, radio, newspaper etc.)
- 4) On a broader scale, the NAM is archiving web content relating to the COVID-19



Sources of acquisition

Files

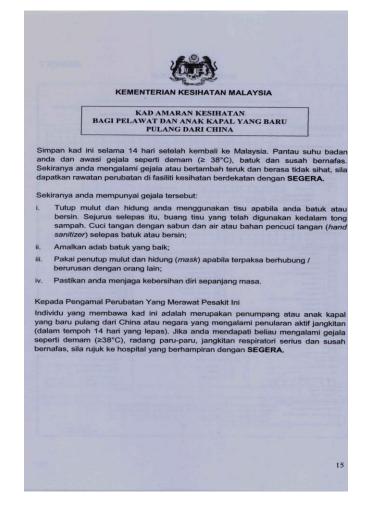
Acts

Rules

Ordinance

(iii) Official records

Ministries Departments Agencies Statutory bodies



- StandardOperatingProcedure
- Circullars

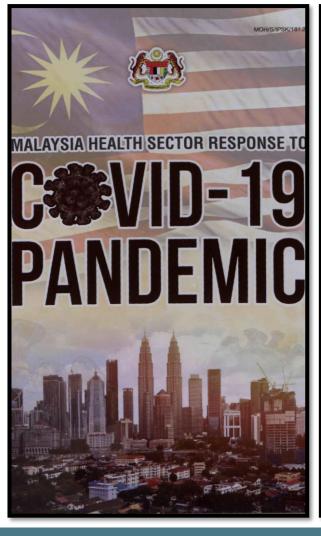


EFFORT TO DOCUMENT



Acquisition method: Private Records

- Promote awareness to communities to transfer any materials on COVID-19 through:
 - Social media and online engagement
 - Mass media (television, radio, newspaper etc.)
- 2. Launching a campaign COVID-19 Pandemic : Our Story calling communities to contribute personal photos, videos, audio files, emails, diaries, poems and social media posts to NAM
- 3. Providing doodle how to submit/contribute the records (guide the community)
- 4. Numerous ongoing effort to create awareness and to accumulate the records on this pandemic.





Sources of acquisition

(i) Personal Letters

The **HON. DR. NOOR HISHAM ABDULLAH**Former Director General of Health Malaysia
March 2013 – April 2023
Ministry of Health (MOH), Malaysia



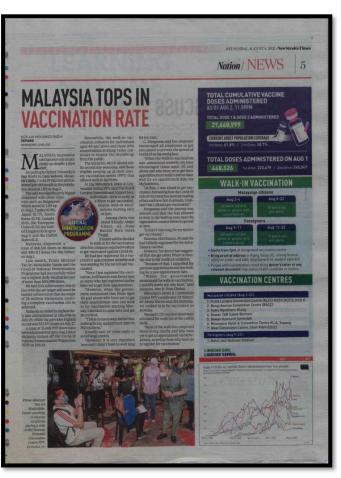
Noor Hisham Abdullah 🤣

@DGHisham

A reminder to all, many places are opening because of economy & not because it is safe. Please keep that in mind; please wear a mask, double masks if possible, practice physical distancing & frequent hand washing. Avoid crowded & confined spaces. Stay safe & get vaccinated asap.

8:06 PM · Aug 19, 2021 · Twitter for iPhone



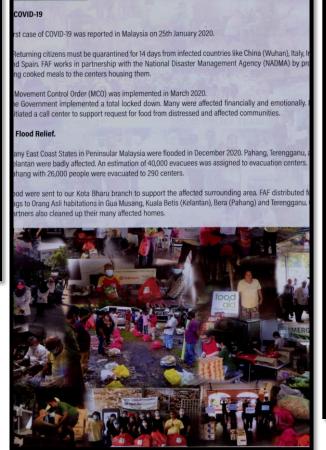




Sources of acquisition

(ii) Organizations

Non-governmental organizations Non-profit organizations Printed media Companies



BAHANA PANDEMIK COVID-19

Oleh Dr. Noremy Md. Akhir



IMPAK PSIKOLOGI DAN STRATEGI DAYA TINDAK

APA ITU CORONAVIRUS?

DR. NOREMY MD. AKHIR Pakar Pengurusan Krisis & Bencan

APA ITU PANDEMIK?

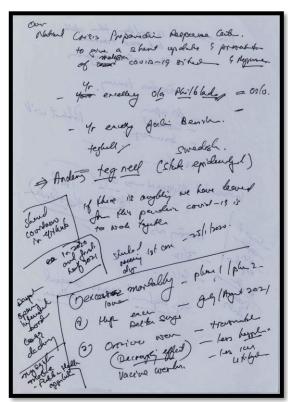
Pandemik adalah penyakit yang tersebar adalah strain baharu virus yang di seluruh negara atau dunia dan memberi ancaman kepada kesihatan dan pernah dikesan pada manusia. kesejahteraan global.

Coronavirus adalah sejenis virus yang boleh menyebabkan jangkitan pada lebih dikenali sebagai COVID-19 ditemui di Wuhan, China pada 31 melibatkan ramai manusia hingga Disember 2019 yang sebelum ini tidak



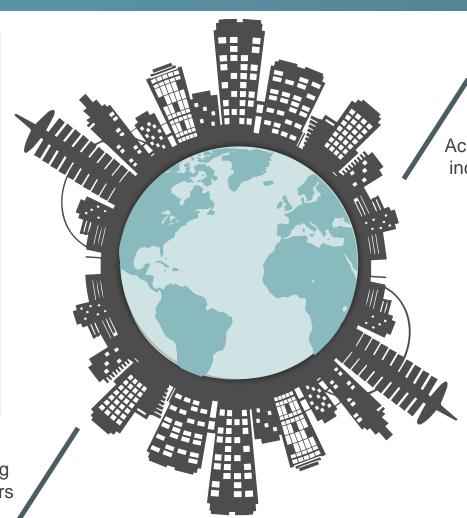
TYPES OF DOCUMENT





Personal Letters

Private archives & records originating from the source e.g manuscript, letters



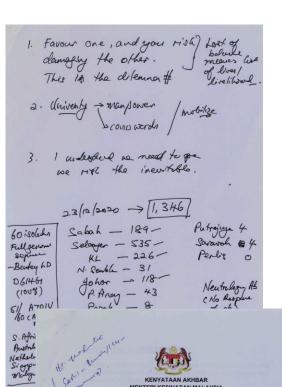
Collected pandemic records

- Private Archives: 2,971 records

Published Materials

Acquired mainly from organizational bodies that includes other types of published materials e.g annual reports, news, bulletin, newspaper





STATISTIK TERKINI JANGKITAN COVID-19 DI MALAYSIA

positif COVID-19 pada 9 Februari 2020.

· Dua (2) kes tersebut adalah:

sehingga hari ini ialah 15.

pada hari ini. 19 Februari 2020.

· Kementerian Kesihatan Malaysia (KKM) ingin memaklumkan DUA

(2) lagi kes yang telah pulih sepenuhnya dan dibenarkan pulang ke

65 tahun dan merupakan kontak rapat kepada kes ke-9.

o Kes ke-18: Merupakan seorang lelaki tempatan berumur 31 tahun yang bekerja di Macau, China. Beliau sebelum ini

· Sehubungan itu, jumlah kes yang telah pulih sepenuhnya dan discaj

. KKM juga ingin memaklumkan bahawa TIADA kes baru dilaporkan

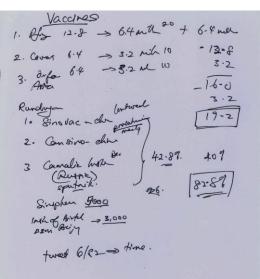
· Jumlah kumulatif kes COVID-19 yang dilaporkan sehingga hari ini

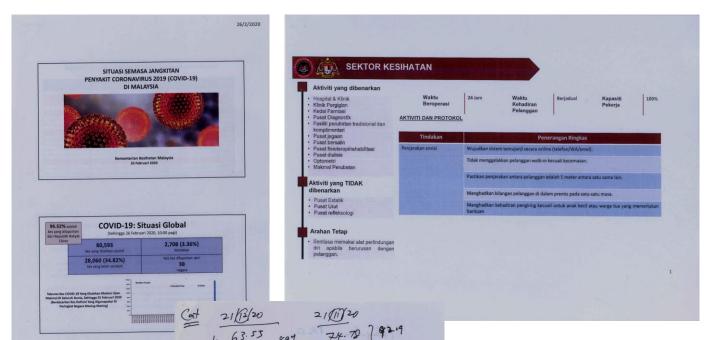
KEKAL sebanyak 22 kes dengan hanya tujuh (7) kes masih

full with

dirawat di Hospital Sungai Buloh setelah disahkan positif

(MIL) o Kes ke-17 : Merupakan seorang wanita tempatan berumur





5.62

1.18

0.30

- Not to use centame (No containment)

- 70% 1 rate (0.4 of Ro)

- (2% SNK lest (genoin sepures)

- No severy x

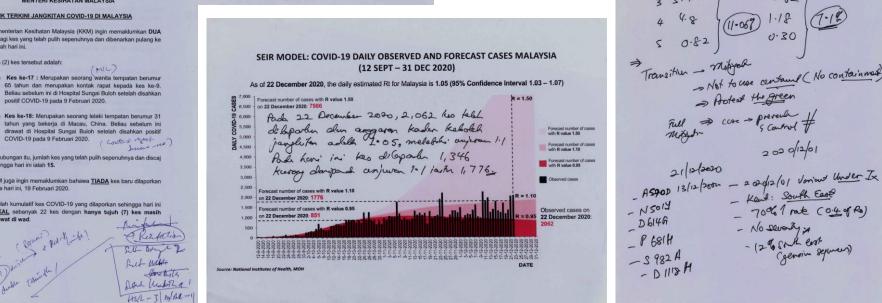
- Arotest the green

Full > core > prevent

25.39 5.40

0.82

21/2/2020















Organization Published materials

INFORMASI

KESIAPSIAGAAN HOSPITAL

Program kawalan Covid-19 perlu diselaraskan dengan status kesiapsiagaan perawatan dan kuarantin pesakit. Kesiapsiagaan hospital dan penyediaan bilangan katil serta kemudahan perubatan yang mencukupi adalah sangat penting sebagai satu pakej pengurusan wabak Covid-19. Memandangkan kemudahan kesihatan yang sangat terhad di Labuan, Jabatan Kesihatan telah pun membuat perancangan awal dengan menyediakan Pelan Tindak Balas Kecemasan Hospital Labuan (ERP) sejak 2017 lagi. Perancangan ini termasuklah penyediaan memorandum persefahaman bersama pelbagai agensi bagi membantu Jabatan Kesihatan menangani bencana. Pelan ini digunakan sepenuhnya semasa Covid-19. Lima fasa utama adalah seperti berikut:

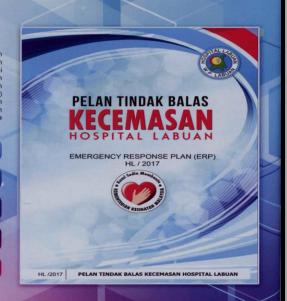
FASA 1: Penggunaan wad sedia ada

FASA 2: Optima Penggunaan Hospital

FASA 3: Pembangunan Pusat Kuaranti & Rawatan Covid-19 (PKRC) di Dewan Serbaguna Perbadanan Labuan

FASA 4: Pembangunan Pusat Kuaranti & Rawatan Covid-19 (PKRC) di Institut Latihan Perindustrian (ILP)

FASA 5: Hospital Medan





Covid-19. Impaknya akan memastikan komuniti bebas Covid-19 dan Covid-19 tiada tempat di dalam komuniti Labuan Wilayah Hijau Bebas Covid-19: Kerjasama antara agensi kerajaan, pemimpin masyarakat, komuniti dan pihak industri bagi memastikan rakyat menerima hidup bersama Covid-19 dengan pematuhan SOP dan pembudayaan norma baharu.

BERMULA DARI RUMAH . Duduk di rumah jika tiada urusan penting di luar . Bersihkan diri dan semua barang dibeli sebelum bersama ahli keluarga 3. Tidak mengadakan majlis sosial 4. Kerap membersihkan rumah ikan pengudaraan rumah baik dengan membuka tingkap 6. Kerap mencuci tangan Kurangkan aktiviti kunjung-mengunjungi

PENCEGAHAN COVID-19

LABUAN WILAYAH HIJAU **BEBAS COVID19**

- 1.Lengkapkan dos vaksinasi
- 2. Lakukan ujian COVID-19 secara berkala
- 3. Premis beroperasi dengan pekerja lengkap vaksin
- 4.Pemeriksaan suhu dan pemaparan MySejahtera sebelum masuk p
- 5. Premis mempunyai perancangan sekiranya berlaku risiko jangkitan

- 7. Amalkan norma baharu-pakal pelitup muka, amalkan pe

BERSAMA PUTUSKAN RANTAIAN COVID-19





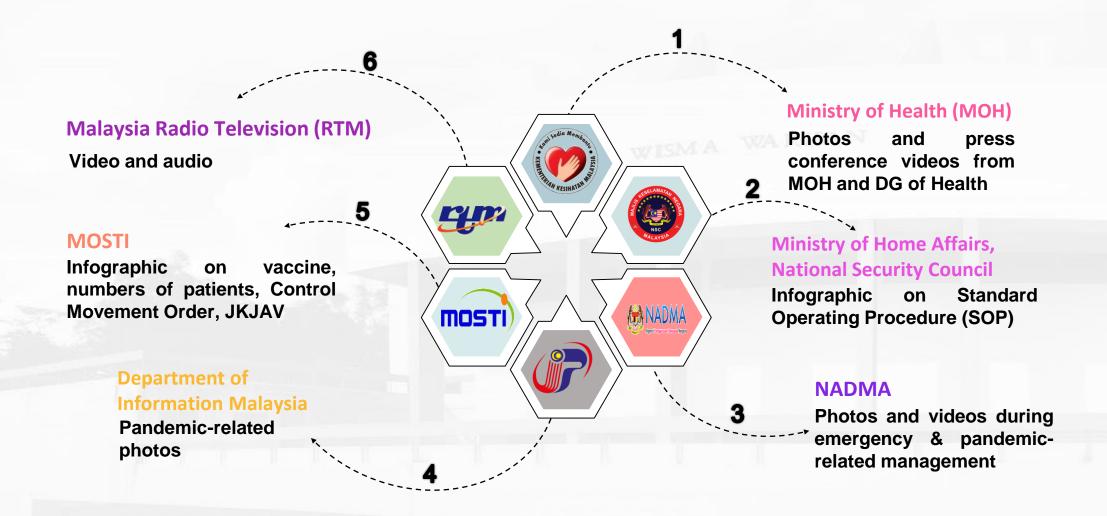


PKRC adalah antara keperluan bagi memastikan penularan Covid-19 dapat diputuskan dan pengurusan Covid-19 yang lebih sistematik. Pada fasa pertama Covid-19 di Labuan, hanya sebuah PKRC dibuka iaitu melibatkan bangunan Asrama Jururawat, Hospital Labuan dengan kapasiti 100 katil. Walau bagaimanapun, disebabkan peningkatan kes yang sangat ketara pada serangan gelombang ke-2, tiga lagi PKRC dibuka iaitu di Dewan Perbadanan Labuan dengan kapasiti 146 katil, asrama Institut Teknologi Latihan Perindustrian (ILP) dengan kapasiti 299 katil dan Asrama Bahagian Teknologi Pendidikan WP Labuan dengan kapasiti 80 katil menjadikan jumlah keseluruhan katil di semua PKRC adalah 625 katil. Kesemua PKRC kecuali PKRC Asrama jururawat dan PKRC ILP telah ditutup selepas gelombang kedua reda. Namun, sewaktu gelombang ketiga Covid-19, kesemua PKRC di Labuan dibuka semula bagi menampung peningkatan kes yang sangat ketara.



AUDIOVISUAL RECORDS

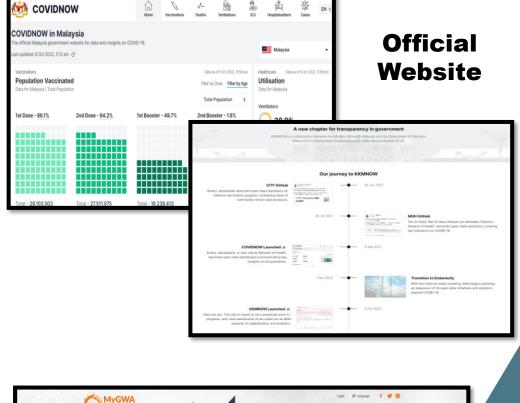




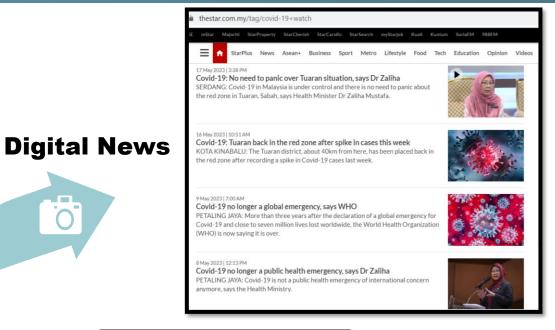


ELECTRONIC RECORDS











Web Archive





APPRAISAL & VALUES





- Primary values to the originating source
- Primary source for researchers



Record details which may serve to protect the civic, legal, property or other rights of individuals or the community at large



Primer



National / Historical



Research



Identify vital records so they can be properly protected & preserve the records with historical value



Provide valuable and add-in value to research and development of access and use for researchers and public alike



COLLECTIONS

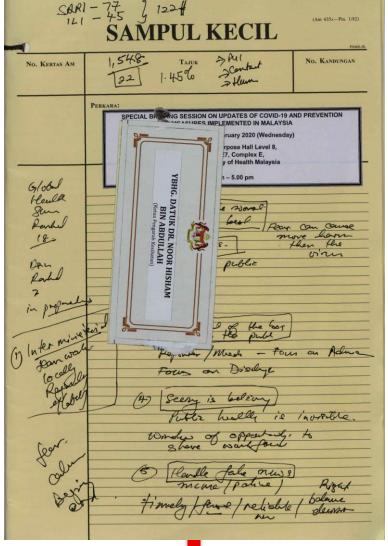




ACCESS TO PUBLIC







Source : Tan Sri Dato' Seri Dr. Noor Hisham

Title : Special Briefing Session on Updates of COVID-

19 and Prevention Measures Implemented in

Malaysia

Description: This document contains information on a

briefing session that took place in November 2020 focusing on the preventive measures taken by the Ministry of Health that also involves other

agencies and think-tank as third parties.

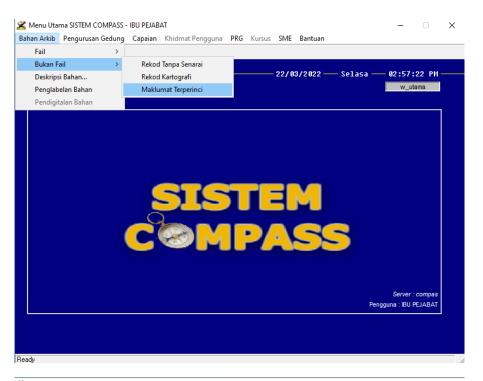
Languages : English, Malay

Keyword: COVID-19, diseases, measures, medical

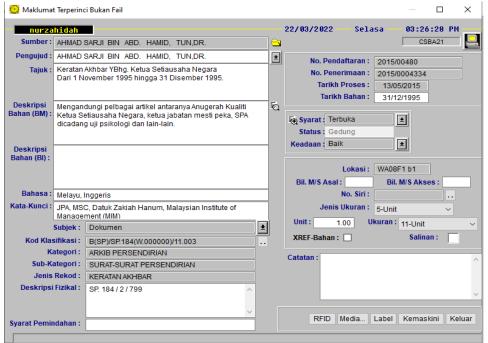
emergency, pandemic, prevention, quarantine

Types : Document















COLLECTED ARCHIVAL MATERIALS ON

COVID-19









Sources:

- Individual
- Frontliners
- Government agencies





Digital **Documents**

Sources:

Main agencies incharge and produce SOPs, Guidelines and **Infographics**





Publications

Sources:

 Non-government's Organisations (Health, Economy, Sports and volunteers)





Daily Press Conference

Sources:

- Ministry of Health on daily Covid-19 cases updates.
- National Disaster Management Agency on SOP's and movement order.
- Ministry of Science, Technology and Innovation on vaccination programs



Websites (web-archiving)

Sources:

- The official Malaysia government website on COVID-19.

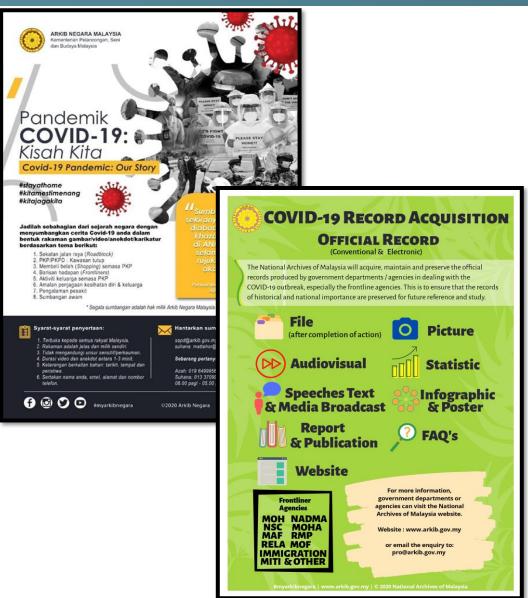


PROMOTING CONTRIBUTION











STRATEGIES



Solid Standard Operating Procedures for Acquisition of COVID-19 Records

Smart strategic networking with key player agencies that involve with handling and combating COVID-19

Documenting archival records – live recording and records created after the fact in the form of oral history, or the like.

Active promotions awareness programs and engagement to agencies and communities (through social medias) Implementation of National Archives Acts 2003 (Act 629) on transfering of records(normal practise) (Govt. and GLC)

> Engagement with nongovernment organisations and active groups (NGO's, individual etc), media that work on COVID-19

- Cadre Post (archivists) in ministries and main departments such as Prime Minister Office/Departments
- Special taskforce/volunteer (archivists) at vaccination centers and industries enforcement squads



COVID-19:

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APPROACH



SUSTAIN

Sustain the objective of acquisition by conducting continuous study to identify records related to Malaysia i.e events, global involvement, emergency

RETRIEVE & RESEARCH

Retrieve private records from individual and non-governmental organizations

S M A R T

MAKE

Promote and develop cooperation with non-governmental institutions, individuals within and outside the country

ADDRESS

Address the current issue by providing archival materials for research purposes

TELL

Tell and inform the public as part of an ongoing mission to provide the public with research resources



CONCLUSION





We are living in a historic moment, thus collecting and safeguarding history for our communities and for the future is Archives responsibility.



If we are not attuned to these events, who will ensure that these moments are preserved?



To be sure, collecting during a pandemic is met with an abundance of <u>additional</u> <u>impediments</u> to be overcome when interacting with donors and physical collections.



If we do not accept this charge during these most trying of times, then this history could very well be lost to the future.

