



E-SPARK PROJECT

Phase 2

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BACKGROUND

- Continuation of e SPARK ₁
- Focus on developing of electronic and archival management system based on the system specification derived in eSPARK₁
- Project duration: 2006 till 2007
- Project cost: RM3,000,000
- Outsourced to a local vendor through a tender process



PROJECT DESCRIPTION

The e-SPARK 2 project was established to implement ERMS at the ANM and the digital record of archival value can be managed and preserved through reliable system that guarantees its **authenticity, availability and continuity** so that it could easily be accessible at any time



PROJECT OBJECTIVES

- To implement electronic records management system at ANM
- To ensure digital record of enduring value is well preserved and accessible to many generations ahead through a reliable system



PROJECT SCOPE

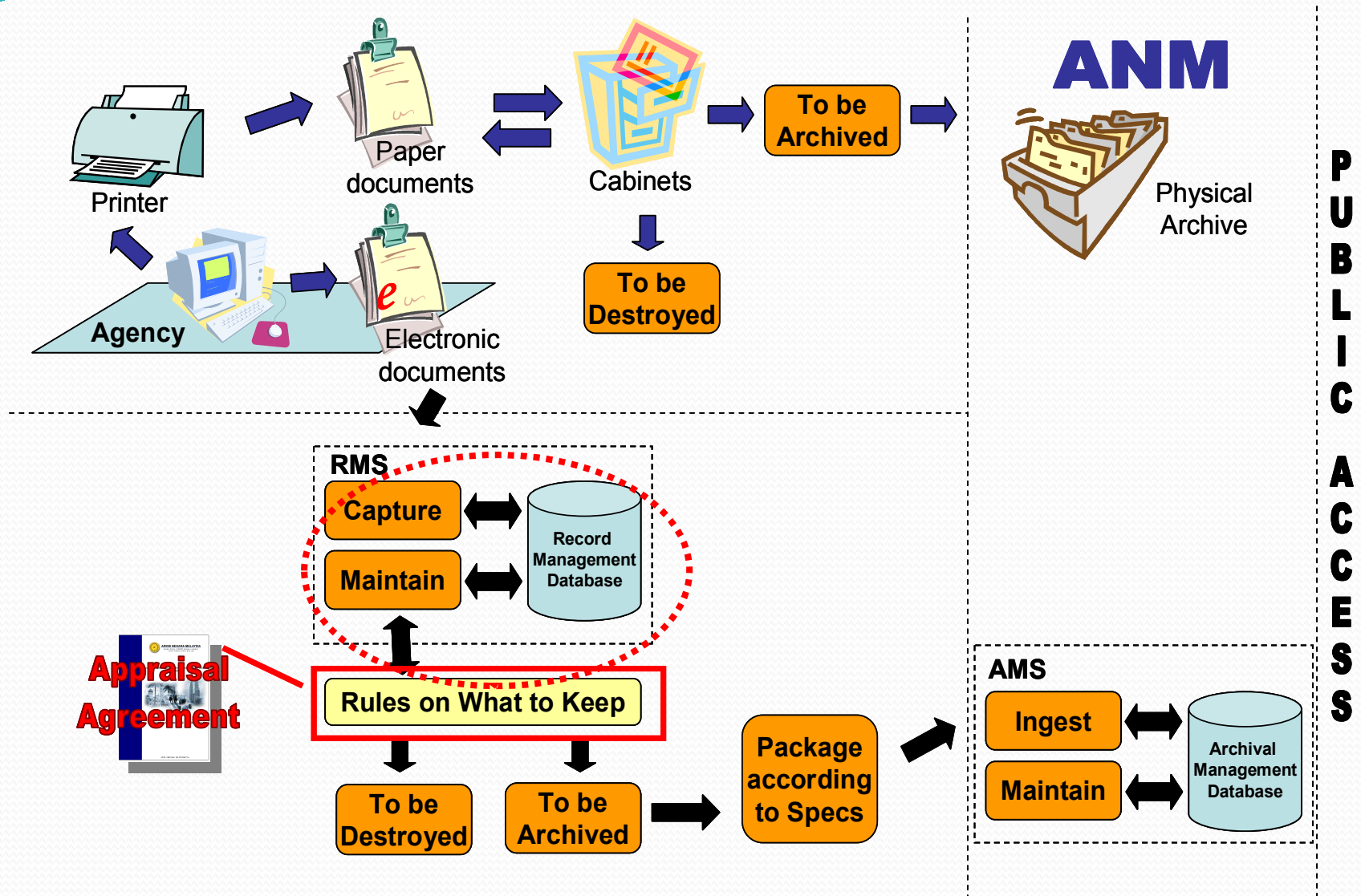
- To procure a complete recod and archival management system
- To establish an Archival Digital Repository
- To procure the relevant hardware and software
- Pilot sites



PROJECT COMPONENT

- Electronic Records Management System
- Archival Management System

RECORD AND ARCHIVAL MANAGEMENT



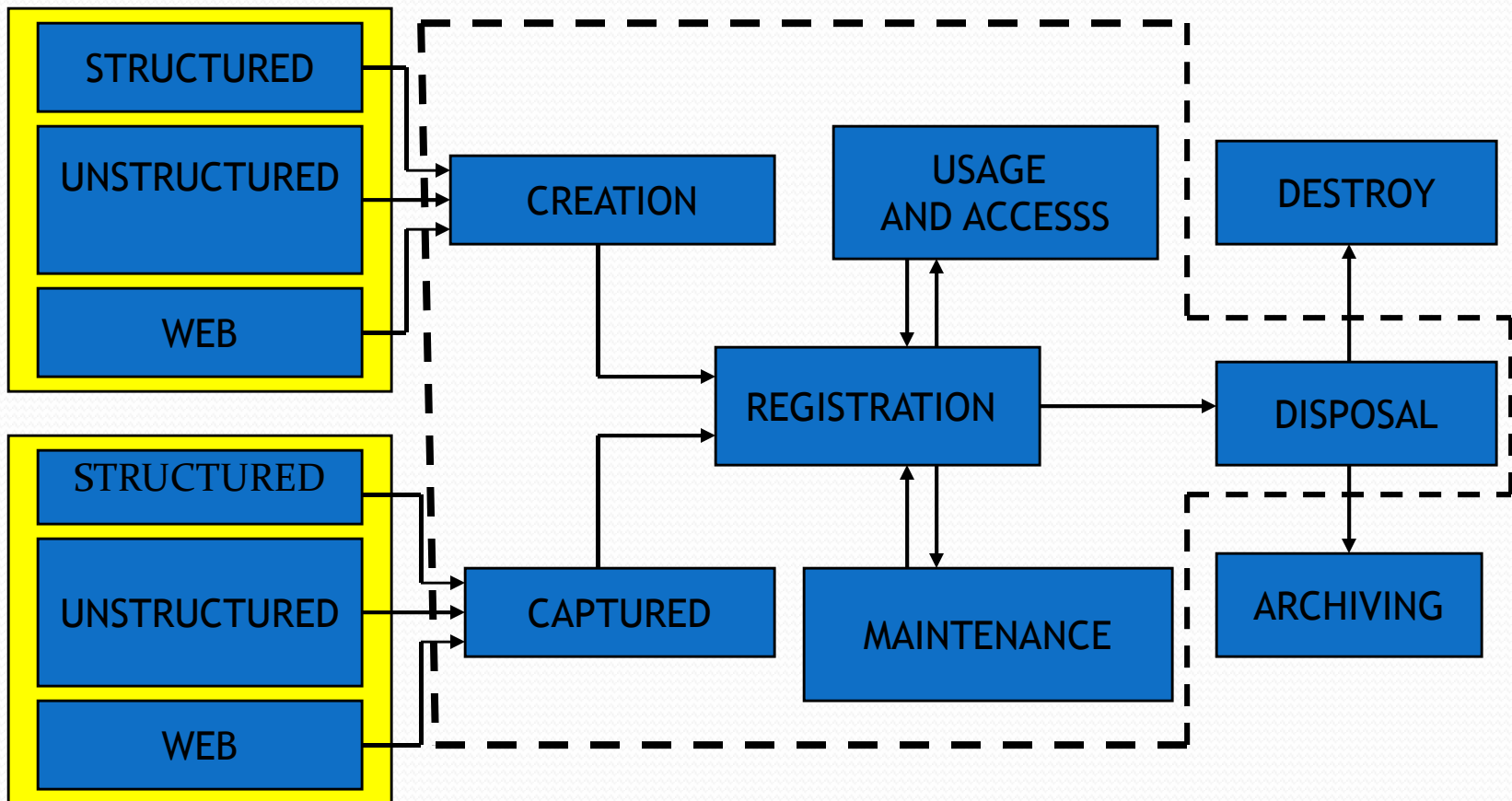


PROJECT DELIVERABLES

Two systems:

- ERMS– Trim Context
- AMS –SDB Tassella/ Preservica

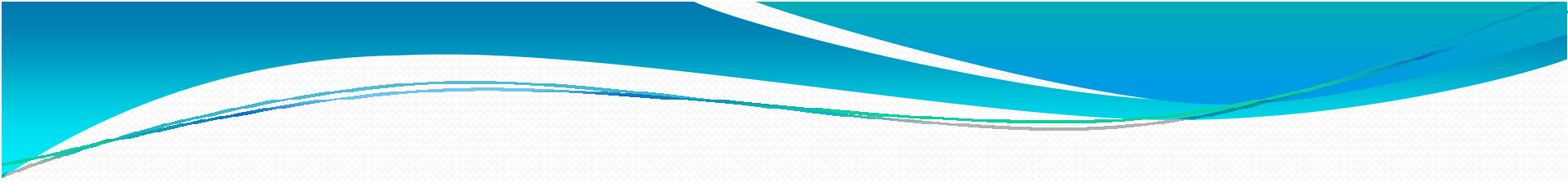
PROCESSES IN ERMS





PROJECT IMPLEMENTATION ACTIVITIES

1. Gap Analysis
2. System Requirement Study
3. System Design Specification
4. Development of e-file Plan and Disposition Schedule workshop
5. Pilot Sites – AMS
6. UAT, PAT & FAT
7. Training
8. Implementation of ERMS in State branches



SYSTEM REQUIREMENT STUDY

- Gap analysis with the current system used ie GOE (EDMS)
- SDB Tassella/ Preservica - Archival management System



AMS Pilot Sites

Five agencies chosen:

- FRIM
- Meteorology Department
- Broadcasting Department
- National Art Gallery
- Department of Survey and Mapping



POST IMPLEMENTATION PROJECT

1. Certified TRIM Context to build up SME
2. Development of Policy and Rules for TRIM Context Usage
3. Upgrade TRIM Context -Saffron
4. Development of a unified e-file plan for ANM
5. e-SPARK Portal
6. Training and TOT
7. Technology Updates



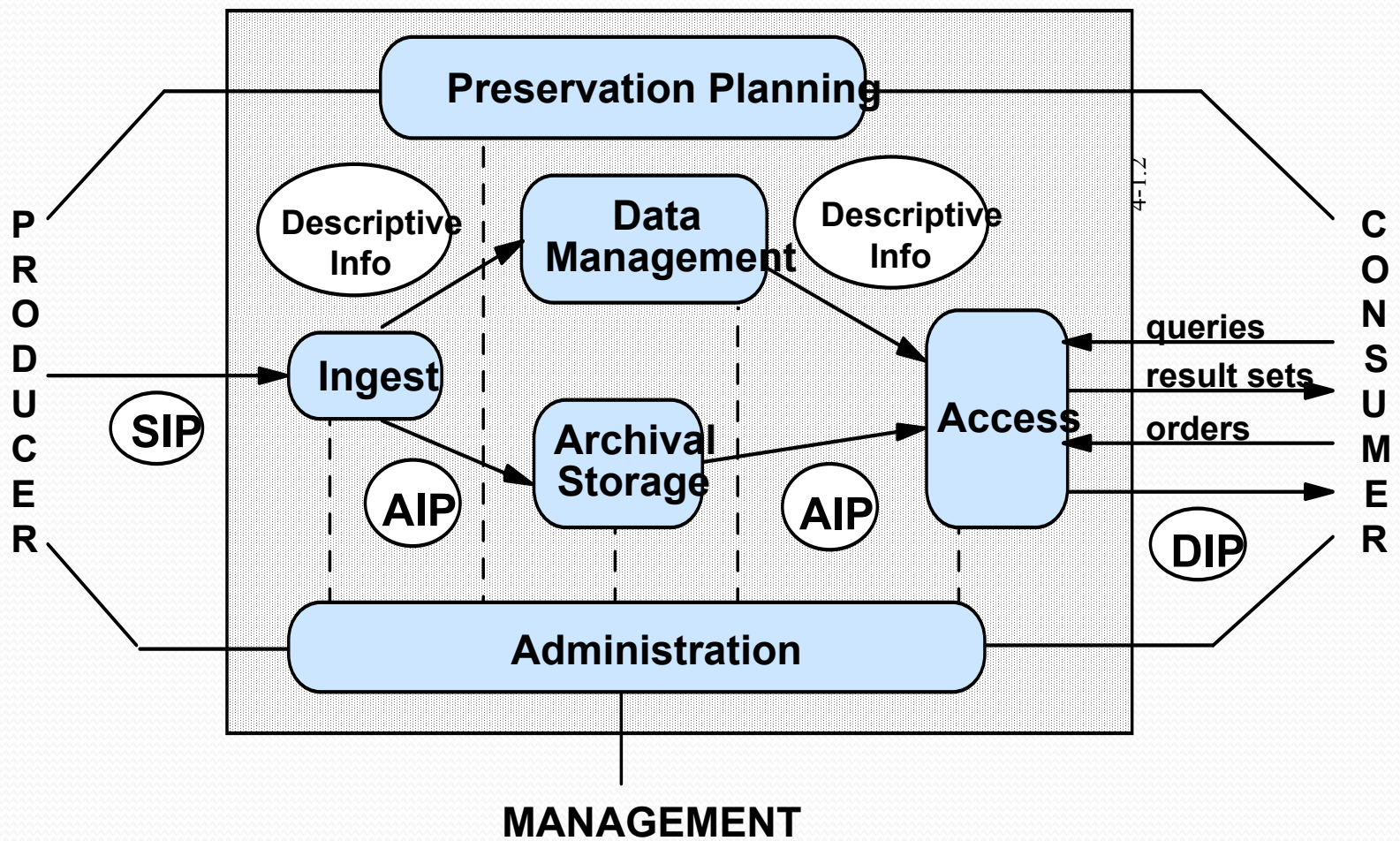
ARCHIVAL MANAGEMENT SYSTEM

- Based on OAIS (Open Archival Information System)
- The six main function comply with the needs of ANM



OAIS

- 6 main function:
 - i. Ingest
 - ii. Archival Storage
 - iii. Data Management
 - iv. Administration
 - v. Preservation Planning
 - vi. Access





ISSUES & CHALLENGES

- buying in
- change management
 - Manual to electronic filing
- capacity building
 - Digital archivists
- sustainability and maintenance



WAY FORWARD

- Digital Document Management System (DDMS) as of 2012 under Economic Transformation Programme. Expected to be completed in 2014
 - System development under MAMPU
 - Pre requisites under ANM
- AMS v.4
 - Born digital record
 - Digitized record



CONCLUSION

The implementation of e-SPARK project is hoped to ensure national digital asset is preserved permanently and will be accessible to many generations to come.