

**PRESENTATION TO  
THE PORTFOLIO  
COMMITTEE ON  
ARTS AND CULTURE**

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**PARLIAMENT**  
OF THE REPUBLIC OF SOUTH AFRICA

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FROM THE SOUTH AFRICAN  
KEY ISLAND

## Record Management

- This section is responsible for the appraisal (transfer, disposal or retaining) of record of governmental bodies.
- It is also responsible for the development and approval of file plans of all national department, national public entities and national public enterprise.
- Despite this component being well established in the National Archives the AGSA has identified it as a potential treat to knowledge management and institutional memory of the country.
- Some, if most DAC's entities, do not have an approved record management systems in place.

## Records Management (cont...)

- While the National Archives and Records Management Act, Act No. 43 of 1996, stipulates that all department are required to transfer their records to the archives after 20 years, the Department of Justice is not fully compliant. In some instances there are case documents that are crucial yet they are still within the registry sections of South Africa's High Courts. This is a risks as these records are bound to be lost.
- How does the National Archives and its mandate affect records management of the Department of Home Affairs?
- Documents that relate to provinces but are stored at the National Archives because they are classified as 'national'. This prohibits access by ordinary citizens as they are not transferred to closest provincial archives.
- Insufficient staffing of the Records Management Component within the National Archives.
- The National Archives used to have a training programme which played a vital role in skilling records managers. Why?

## Records Management (cont...)

- Powers and Functions: There is a case where municipalities develop their electronic archival records management plans that are not linked to the National Automated Archival Information and Retrieval System (NAAIRS). The National archives has not developed standards and necessary guidelines.
- Emails and challenges of a digital age: While the previous decades were more focused on paper based records, the digital age demands that there is a radical shift in the existing system.

## Oral History Project

- There is no Oral History Strategy within the National Archives and while many provinces are involved in oral history non have a strategy.
- As a result it is not clear how oral history fits within the archives and broader goals of the state.
- It is not clear whether the National Archives has necessary expertise to conduct oral history.
- How Oral History appeals to the youth?

## Promotion of the Archives in South Africa

- While the 'National Archives Week' exist in the calendar of the Archives sector, it is not clear how the National Archives assist provincial archives to reach out to communities.
- There is not coherent strategy of the National Archives.

## Repository Management, Security & Digitisation

- Repository staff not trained on critical aspects that relate to the archives (no expertise in History, Sociology, etc.).
- Security of documents/record at risk.
- It is not clear how the National Archives implements the digitisation policy of the Department of Arts and Culture.

## Structure of the National Archives

- National Archives hidden within the Department thus not directly accountable;
- National Archives to be re-established in a different manner that enables South Africans to interact with the National Archives and empowers the National Archivist to be accountable.
- Budget of the National Archives to be reprioritised.



END

THANK YOU