



#### Panel Discussion

Development of an Electronic Documents and Records Integration Platform for Taiwan Government

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# Long-term Preservation Issues of Electronic Records

- Damage
- Invisibility
- Obsolescence
- Reuse
- Security

## A Framework for Electronic Records Management in Government Agencies <sup>1</sup>Plan <sup>6</sup>Evaluate Data Media **Format** Metadata Security <sup>2</sup>Captur¢ **Information** <sup>5</sup>Dispose System <sup>4</sup>Access <sup>3</sup>Preserve

Management Cycle

Electronic Records Life Cycle



#### **Electronic Matters**

- Data as authentic evidence
- Media as stable materials
- Metadata for accessible information
- ▶ Format for up-to-date presentation
- ▶ Information Systems as integrated platform
- Security to avoid risk



# Today

- Electronic Records Preservation Laboratory
  - Migration, verification and quality assurance
- Certification of documents and records management systems in government agencies
- ▶ Technical appraisal tools for electronic records in government agencies



### Future

- Contribution
- Cost / Effectiveness
- Added value
- Emerging information technologies



#### Contributors

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- Robert H. C. Shao
  - Chairman of Board, Infodoc Technology Corp.



- Speaker: Robert H. C. Shao
- □ Topic: An Introduction to The Electronic Documents and Records Integration Technology Platform (EDRITP) 電子文書檔案整合技術平台