

Action plan 2018 – 2019

Name of Professional Unit: **PRESERVATION AND CONSERVATION SECTION**

Objectives of Professional Unit 2018-19: *(We recommend a minimum of 1 and a maximum of 5. Please state how each contributes to the IFLA Strategic Plan 2016-2021.)*

1. **To share and promote good practices in preservation and conservation, both digital and analogue** - contribution to IFLA Strategic direction 2016-21: Cultural Heritage / key initiative: Preservation of cultural heritage - promotion of standards and good practice.
2. **To promote the professional training and development of librarians involved in preservation and conservation** – contribution to IFLA Strategic direction 2016-21: Cultural Heritage / key initiative: Preservation of cultural heritage - promotion of standards and good practice.
3. **To contribute to regional development and adoption of standards and best practices in preservation and conservation** - contribution to IFLA Strategic direction 2016-21: Capacity building / key initiative: Enhanced regional presence, and Cultural Heritage / key initiative: Preservation of cultural heritage - promotion of standards and good practice.
4. **To gather and provide information on existing standards** - contribution to IFLA Strategic direction 2016-21: Cultural Heritage / key initiative: Preservation of cultural heritage - promotion of standards and good practice.

Objectives <i>What do you want to achieve? Use your list above</i>	Project or activity <i>What project or activity are you going to do?</i>	Main tasks <i>What are the specific things you need to do?</i>	Responsibilities and timeline <i>Who will do them and by when?</i>	Resources <i>Do you need specific skills, money or technology?</i>	Communications <i>How will you communicate your achievements? To whom? By when?</i>	Measures of success <i>How will you show the impact of your work?</i>	Progress <i>Report here briefly the progress of your work, at least every month</i>
1. <i>To contribute to regional development and adoption of standards and best practices in preservation and conservation</i>	Open session in Athens on Forward thinking to lessen the effects of disasters, whether weather or man-made (P&CS and RBSC)	1. CfP in December 2018; 2. selection in March 2019; 3. peer review in May/June 2019	Peer review group from P&C Section, and RBSC		We will use all IFLA and professional channels, social media, etc. for promotion and use usual communication channels.	Successful open session – no papers withdrawals, more than 180 participants and all papers published	
2. <i>To share and promote good practices in preservation and conservation, both digital and analogue;</i>	Open session in Athens on data preservation (P&CS and Big Data SIG)	1. CfP in December 2018; 2. selection in March 2019; 3. peer review in May/June 2019	Peer review group from P&C Section, and Big Data SIG		We will use all IFLA and professional channels, social media, etc. for promotion and use usual communication channels.	Successful open session – no papers withdrawals, more than 180 participants and all papers published	
3. Overview of standards and guidelines in	Publishing information on digital	Collect contents and decide on the structure	Organized by Miguel Angel Mardero		We will use all IFLA and professional channels, social	Feedback from members and	

preservation and conservation	preservation open source tools on the Section's website		Arellano and other P&C volunteers.	media, etc. for promotion and use usual communication channels.	visitors of the website
4. To share and promote good practices in preservation and conservation, both digital and analogue; To promote the professional training and development of librarians involved in preservation and conservation To contribute to regional development and adoption of standards and best practices in preservation and conservation; To gather and provide information on existing standards.	Cooperation with the PAC Strategic Program and PAC centers	In Kuala Lumpur WLIC we had the first joint meeting. We will continue cooperation in the next period. At the moment we are discussing the possibilities of organizing a joint session.	P&C and PAC	We will use all IFLA and professional channels, social media, etc. for promotion and use usual communication channels.	Contribution to safeguarding the written cultural heritage.
5. To share and promote good practices in preservation and	Updating the Section's website	In the last period Becky Ryder and Jeanne Drewes defined the	Jeanne Drewes, Becky Ryder and Marie Sophie Dibounje Madiba	We will use all IFLA and professional channels, social media, etc. for promotion and use	Contribution to safeguarding cultural heritage and

<p>conservation, both digital and analogue; To promote the professional training and development of librarians involved in preservation and conservation To contribute to regional development and adoption of standards and best practices in preservation and conservation; To gather and provide information on existing standards</p>	<p>content structure of the website. In August 2018 we elected a new Information Coordinator who will take over the task of updating the Section's website. We will continue with this task in the next period.</p>	<p>Alenka Kavčič Čolić as main responsables in updating the website. All SC members as evaluators</p>	<p>usuall communication channels.</p>	<p>to dissemination of good practices; promotion of IFLA P&C Section activities.</p>
<p>6. To share and promote good practices in preservation and conservation, both digital and analogue</p>	<p>IFLA Journal proposal for preservation issue</p>	<p>Jeanne Drewes is in contact with the Chief in Editor of IFLA Journal. We are waiting for his feedback</p>	<p>If the answer of IFLA Journal will be positive, Jeanne Drewes, Alenka Kavčič Čolić and other volunteers will start editing th especial issue. The call will be published at the end of 2018 or beginning of 2019.</p>	<p>Not for next period. Depends on the decision by IFLA Journal Editor</p>

Resource requirements

If you wish to request resources for any of your planned activities, ensure the details above are complete, then copy the project and task details from above and add the necessary detail below.

If you wish to request funds, it is extremely important that you submit the Action Plan to your Division Chair and HQ by the deadline 31 October 2017.

The Professional Committee will discuss during November and agree in the December PC meeting a draft allocation of funds for anticipated reimbursements during 2018. Following confirmation of the level of PC Funds for 2019, the Division Chairs and HQ Professional Support Officer will communicate with Units in January/February to finalise the details. The PC would also appreciate hearing about resource requirements you already anticipate for 2019.

Project or activity and Main task <i>Use your list above</i>	<i>Publishing information on digital preservation open source tools on the Section's website</i>
Resources <i>Do you need specific skills, money or technology?</i> For what do you need resources in relation to this task? Match your needs against the resources listed below*	We do not expect any funds at this stage. Probably we will need the help of IFLA administrator for the website.
Amount of funding. How much money would you like to request from Professional Committee Funds? <i>Explain your rationale for the estimated amount in each case.</i>	

Timing.

When would the money need reimbursement?

Usually reimbursements are made on production of invoices following completion of the work, however, pre-payment can be arranged in some circumstances

Next steps

Please send your completed Action Plan to Joanne Yeomans (joanne.yeomans@ifla.org) and your Division Chair by 31st October 2018.

Questions?

If you have questions or would like help with your Action Plan, please contact Joanne Yeomans (joanne.yeomans@ifla.org) or your Division Chair. We're ready to help.