



WORLD BANK GROUP
Information and Technology Solutions

The World Bank Group Archives' Open Archives Program

April Miller, Program Lead – WBG Archives

ACRL Pre-conference
Washington, DC
March 22, 2017



The World Bank



- Established July 1944 to rebuild Europe after World War II
- Owned by 187 member countries
- Provides finance and technical assistance
- Twin Goals:
 1. End extreme poverty by decreasing the percentage of people living on less than \$1.25/day to no more than 3%
 2. Promote shared prosperity by fostering the income growth of the bottom 40% for every country



Mount Washington Hotel in Bretton Woods, New Hampshire, 1944





1946

26

Staff from 20 countries

38

Member Countries

12

Executive Directors

2017

10,000+

Staff from 174 countries

189

Member Countries

25

Executive Directors

WBG Archives' Mandate and Responsibilities

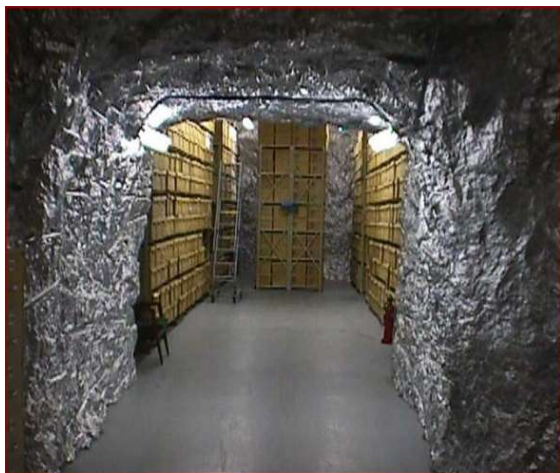
Records Management Services & Advice

- Lead the development of Bank Group recordkeeping strategies
- Advise Bank Group units on vital records plans and programs
- Monitor recordkeeping practices in units
- Issue records retention schedules that describe records and prescribe their retention and disposition
- Destroy records according to their governing retention schedules
- Provide secure and cost-effective storage services and convenient access and retrieval of records
- Perform records management outreach and training activities

Care and Control of Historical Materials

- Appraise Bank records to assess their long-term value
- Arrange and describe records according to ISAD(G)
- Archives' History Team and Oral History Program
- Create knowledge products such as exhibitions, websites, etc.
- Physical preservation for all media
- Provide reference services to historical materials for internal and external researchers in the Archives' Reading Room
- Implement the Bank's Access to Information Policy

WBG Archives Holdings



Records related to World Bank Group member countries dating from 1946 to the present. The holdings include lending project files, country files, economic and sector work records, policy files, oral history interviews, films, videos, photographs, and much more.

- 499 million pages of paper records from 1946.
- Over 315 oral history interviews.
- Over 500 linear ft. photographic material.
- Over 100 linear ft. film reels.
- Over 30 linear ft. audio & video tapes.
- 248,000 formal Bank reports and serialized publications available on-line.
- Stacked, the boxes would reach 7 times as high as Mt. Everest. **...and growing!**



Example of historical research for countries

INDONESIA, MEMBER FROM 1954

- **Country files** - Engagement on development goals and challenges between Bank and Government officials.
- **Project files** – The projects that are put in place to improve economic development and poverty reduction in the country. Most frequently used as case studies. These are the records arising from the loans and grants the Bank makes.
- **Board records** – Minutes, reports and other records that are generated by the Board of Executive Directors. They are a sitting Board in DC. Special access rules.
- **President's Office records** – The President frequently sets the tone and direction for the office. A good place to find records about the strategic direction of the Bank's work, but also high level engagement with the Countries highest governing officials.
- **OED/IEG Evaluation records** – A second look at the effectiveness of Bank projects after they're complete. Reports are written to reflect on the success or failure of the project. They use a separate disclosure regime.
- **Personal papers** of anthropologist Gloria Davis – An example of how personal papers can expand our understanding of a particular country or sector.

Summaries of Access to Information Requests

- Access to Information
- Home
- Overview
- Requests
- Appeals
- Reports
- News

To further transparency, effective April 1, 2014 the World Bank discloses monthly summaries of access to information requests submitted to the Bank, without reflecting personal information of the requesters.

2017

[January 2017](#)

[February 2017](#)

2016

[January 2016](#)

[February 2016](#)

[March 2016](#)

[April 2016](#)

[May 2016](#)

[June 2016](#)

[July 2016](#)

[August 2016](#)

[September 2016](#)

[October 2016](#)

[November 2016](#)

[December 2016](#)

Summaries of the research requests from the public –

Available at <http://www.worldbank.org/en/access-to-information/summaryreports>

The WBG Archives has vast and valuable holdings on economic development and poverty reduction.

How do we **unlock the power** of this information?

Open Archives: Enabling Access through ...



Description



Declassification



Digitization



Description

Records / information assets	Methods, Standards, Tools	Place
Archival records	ISAD (G), Access to Memory platform	http://archivesholdings.worldbank.org
Archival project records	Basic bibliographic entry for aggregates	www.worldbank.org/projects
Final reports (includes Board, projects, research, etc.)	Basic bibliographic entry for items	www.worldbank.org/documents
Oral history	Transcription and audio clips	http://oralhistory.worldbank.org
Historical chronology	www.worldbank.org/archives	
History Exhibits		
President histories		


International Standard for Archival Description (ISAD[G]) Hierarchy

Records of one creator (Fonds)

- └ Administrative sub-division of the Fonds (Sub-fonds)
 - └ Records from one function (Series)

Example Fonds: Office of the President
Sub-fonds: Records of President Robert S. McNamara
Series: Daily Schedules
Series: Travel Briefings
....
....

AtoM
(web-based open source
application for ISAD
descriptions of records)

 **THE WORLD BANK**
IBRD • IDA | Working for a World Free of Poverty

World Bank Group Archives Holdings

Series - Daily schedules

- Series Daily schedules
- Series Statements, speeches and interviews
- Series Board [of Executive Directors] Actions files
- Series Contacts - Member Countries files
- Series IPA chronological file (outgoing)
- Series Travel briefings of staff assistants to the President
- Series Correspondence of Economic Advisor Hollis Chenery
- Series Memoranda for the record

Records of the Office of the President » Records of President Robert S. McNamara » Daily schedules

Identity area	
Reference code	WB IBRD/IDA EXC-10-4544S
Title	Daily schedules
Date(s)	• 1968 - 1980 (Creation)
Level of description	Series
Extent and medium	1.60 linear feet of textual records

Context area	
Name of creator	Office of the President -- Robert S. McNamara (President, 1968 - 1981)
Repository	World Bank Group Archives
Immediate source of acquisition or transfer	McNamara took this series with him when he retired in 1981. He transferred it to the Joint Bank-Fund Library on 13 November 1984, and the Library transferred it to the Archives on 27 October 1993.

Content and structure area	
Scope and content	The calendar has daily information on President McNamara's whereabouts, visitors, and telephone calls for his entire office. Itineraries, programs, guest or participant lists, briefings or correspondence pertaining to the occasion are

[Inventory list](#)

- Browse fonds as list
- Show all digital objects
- Reports

Export

- Dublin Core 1.1 XML
- EAD 2002 XML

Digitized
objects

Projects & Operations

This page in: **English** | Español | Français | Português | Русский | عربي | 中文

PROJECT
Bali Tourism Project

OVERVIEW | DETAILS | FINANCIALS | PROCUREMENT | RATINGS | RESULTS | MAP | **DOCUMENTS** | NEWS & MEDIA

Project Documents | **Archival Records**

FOLDER NO.	FOLDER TITLE	DATES	DISCLOSURE STATUS
30166807	Bali Tourism Project - Indonesia - Credit 0479 - P003738 - Correspondence - Volume 16	June 3, 1982 - July 29, 1987	Partial Disclosure
30166806	Bali Tourism Project - Indonesia - Credit 0479 - P003738 - Correspondence - Volume 15	April 9, 1981 - May 29, 1982	Partial Disclosure
30166805	Bali Tourism Project - Indonesia - Credit 0479 - P003738 - Correspondence - Volume 14	April 2, 1980 - March 26, 1981	Partial Disclosure
30166804	Bali Tourism Project - Indonesia - Credit 0479 - P003738 - Correspondence - Volume 13	May 1, 1979 - March 25, 1980	Partial Disclosure
1166075	Bali Tourism Project - Indonesia - Credit 0479 - P003738 - Correspondence - Volume 12	July 11, 1978 - April 2, 1979	Partial Disclosure
30166817	Bali Tourism Project - Indonesia - Credit 0479 - P003738 - Correspondence - Volume 11	September 1, 1977 - June 23, 1978	Partial Disclosure
30166816	Bali Tourism Project - Indonesia - Credit 0479 - P003738 - Correspondence - Volume 10	June 1, 1977 - August 31, 1977	Disclosed
30166815	Bali Tourism Project - Indonesia - Credit 0479 - P003738 - Correspondence - Volume 9	September 3, 1976 - May 30, 1977	Partial Disclosure
30166814	Bali Tourism Project - Indonesia - Credit 0479 - P003738 - Correspondence - Volume 8	February 9, 1976 - August 31, 1976	Partial Disclosure

Projects & Operations:

- Provides contextual information about all the World Bank's loans and grants.
- Site has robust search engine.

"Documents" tab:

- Project Documents sub-tab includes formal Board approved reports.
- Archival Records sub-tab includes information about records for this project found in the Archives

Archives metadata:

- Folder number – unique barcode.
- Folder title – includes clickable link if folder of records is digitized.
- Dates.
- Disclosure status – tells researchers what is available and links to Access to Information form to make a request.

Digitized objects
(linked title)

www.worldbank.org/projects

Oral History

[Home](#) [About](#) [Browse By](#) ▼ [Search](#) [Contact Us](#)

Country

President

Collection

Name

Welcome to the

Oral History website.

The interviews recorded in the World Bank Group Archives' Oral History Program present a powerful picture of the World Bank Group from its post-Bretton Woods beginnings to the present day. Its history, its evolution, and its staff are all vividly portrayed in these transcripts. The program, which began in 1961, was restarted in 1981, and has continued from 1990 to the present day, in four distinct phases. These Bank oral history interviews are supplemented by interviews conducted for three separate projects: a history of Bank President George Woods; the 50th anniversary history of the Bank; and a history of the Staff Association. Some persons were interviewed for more than one project.

These interview transcripts serve as learning and knowledge tools for Bank staff, its partners, clients and researchers who are interested in learning more about the Bank's development practices and policies.

We invite you to explore our site.

- Browse interview transcripts by [country](#), [President tenure](#), [collection](#), and by interviewee's last [name](#).
- [Search](#) all full length interview transcripts, notes and audio clips.

 **WBG ARCHIVES**

Oral History Program

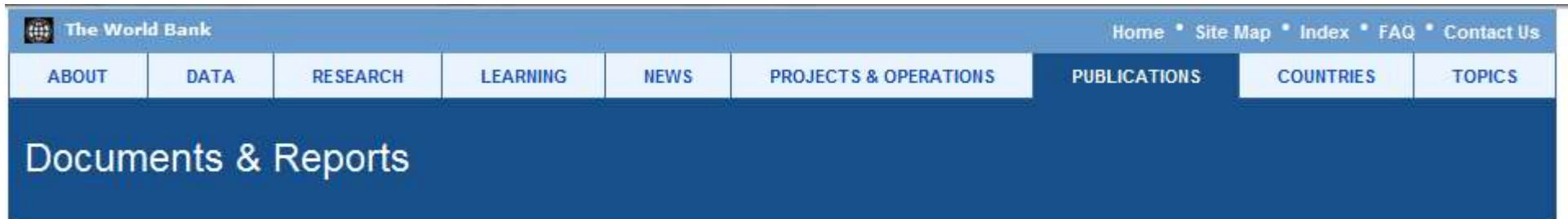
Related Programs

[Archives Home](#)[Access to Archives Holdings](#)[World Bank Group History: Exploring the Archives](#)

Browse by Country, Presidential tenure, Collection or Name

Search against person and transcript metadata (including keywords), and some full-text of the transcript

Documents & Reports



<http://documents.worldbank.org>

- 247,000+ documents available to the public
- More than 200,000 unique users per month
- Available in multiple languages
- 1,370,000 documents downloaded during FY16


Documents & Reports

Metadata disclosure for not-yet-public reports

Enable informed requests

Showing 1 - 12 of 12 results | Display results in sets of 10 | 20 | 50

Sort By: Best Match | **Document Date** | Title | Report No: | Document Type


[Indonesia - Yogyakarta Rural Development Project \(English\)](#) 

Document Type: Project Performance Assessment Report | Report No.: 11981
Disclosure Status: Eligible for Disclosure

See More +

[Indonesia - A...](#)

REQUEST ACCESS

 Upon request, this document will be reviewed in accordance with the World Bank Policy on Access to Information.

To request access to this document [click here](#). Visit [Access to Information](#) to learn more.

Open Archives: Enabling Access through ...



Description



Declassification



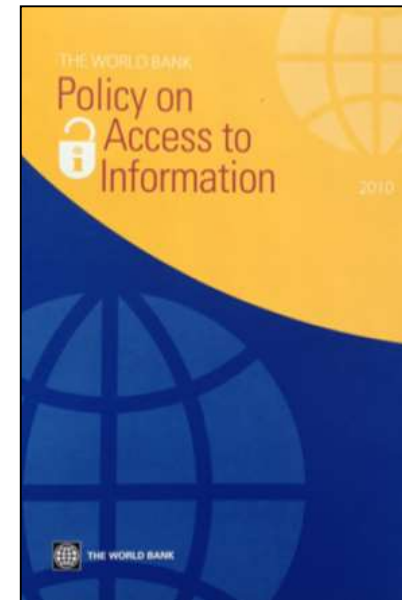
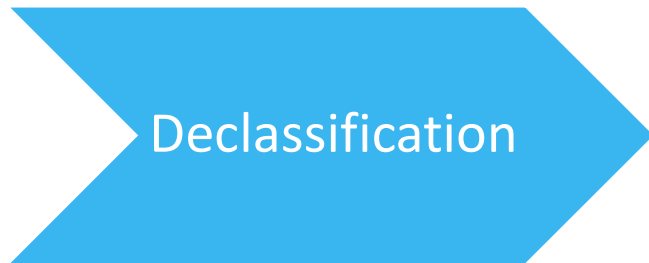
Digitization

Open Archives: Enabling Access through ...



Declassification

Open Archives: Enabling Access through ...




AI case handling

- Archives AI team – 4 staff + 1 team lead.
- Manages all incoming requests from the public regardless of the age of the information requested.
- 20 day service level defined, but some requests for archival materials take time.
- Partnership with External Affairs for requests that have a high risk / reputational element.
- Almost all information assets are in scope: electronic records in our EDRMS, archival records in paper format, audio-visual, data, etc.
- Serve requesters on-line if possible or in the Reading Room.
- Communication with requesters occurs through case management tool

Declassify

- In response to Access to Information requests
- Archives has authority for declassification for records over 20 years of age.
- 10 hours to declassify 1 linear foot of records
- Removal notices for records falling under non-eligible exception
- Redaction may occur, but rare. Not required by policy.



The tip of the
Eiffel Tower -
1063 feet

Declassification Progress so far:
July 1, 2010 – December 31, 2016

1502 boxes declassified
1247 linear feet of records
in addition to Documents & Reports
... and we continue!

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Description



Declassification



Digitization

Open Archives: Enabling Access through ...



Digitize

- We select to digitize based on two criteria:
 1. Frequently requested fonds where we want to minimize handling.
 2. Automatic queue from declassification.
- Includes condition assessments and 100% QC
- 32 hours to digitize 1 linear foot of records
- Digitize entire aggregate – the folder.
- Requirement - Digitized folder viewed in context to provide meaning via <http://archivesholdings.worldbank.org> or www.worldbank.org/projects
- Lots of born-digital materials too!

DEMO
Thank you!