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.
Indonesia Transmigration Projects

Map “Sket Peta Kab. Lampung Utara,” ca. 1980
Fonds 84-05, Personal papers of Gloria Davis, Indonesia transmigration program subject file.

“Way Abung I – From the Project Director” ca. 1978.
Fonds 84-05, Personal papers of Gloria Davis, Indonesia transmigration program subject file, Way Abung (1).
Example of research into international affairs

INDIA/PAKISTAN - INDUS BASIN WATER AGREEMENT

The most authoritative source in the world on the negotiations

Hector Prud’homme notes of Eugene Black meetings with B.K. Nehru, March 9, 10, and 27, 1953
Summaries of Access to Information Requests

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.

<table>
<thead>
<tr>
<th>Year</th>
<th>Month</th>
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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
<table>
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<tr>
<th>Records / information assets</th>
<th>Methods, Standards, Tools</th>
<th>Place</th>
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<td>Archival records</td>
<td>ISAD (G), Access to Memory platform</td>
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<tr>
<td>Final reports (includes Board, projects, research, etc.)</td>
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<td><a href="http://www.worldbank.org/documents">www.worldbank.org/documents</a></td>
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<td>History Exhibits</td>
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<tr>
<td>President histories</td>
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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)
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.

www.worldbank.org/projects
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

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<th>Showing 1 - 12 of 12 results</th>
<th>Display results in sets of 10</th>
<th>20</th>
<th>50</th>
</tr>
</thead>
</table>

**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

**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 ...

Declassification

SUBMIT REQUEST FOR INFORMATION

THE WORLD BANK
Policy on Access to Information

WORLD BANK GROUP
Information and Technology Solutions
### 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.
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!

The tip of the Eiffel Tower - 1063 feet
Open Archives: Enabling Access through ...

- Description
- Declassification
- Digitization
Open Archives: Enabling Access through ...

Digitization
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!