

## ARMA Hosts Meeting on Proposed Records Management Standard

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In conjunction with the 41st Annual Conference in Denver, ARMA hosted a meeting on October 13th, addressing a proposed records management model which would enable a company to meet the records management requirements of ISO 9000. Australian Standard 4390 has been proposed to the International Organization for Standardization (ISO) as the international standard for records management.

If AS 4390 is ratified by ISO, it will become a tool by which to gain compliance with the records management provisions of ISO 9000. Ratification of the standard is anticipated by late 1997. Records management requirements are also expected to be included in the ISO 14000 (Safety/Health) and ISO 16000 (Environmental) standards currently in development. With this movement in the

international standards arena, records management requirements will become increasingly critical for businesses wishing to be successful in the global marketplace.

David Moldrich, chairman for the Australian committee that developed AS 4390, was present at the October 13 meeting to explain its development and purpose and to help guide the discussion on international standards. In addition, the meeting brought together representatives from Great Britain, Canada, Italy, and the Caribbean as well as from ARMA International and the Society of American Archivists.

ARMA currently has a task force which is evaluating the Australian Standard to help develop the U.S. position on its applicability as an international standard. Key issues in future meetings and discussions will include using appropriate terminology and obtaining input from a wide variety of organizations that will be affected by this standard.



*Attendees at an October 13, 1996 meeting on international RM standards included (back row, from left) Marti Fischer, CRM, chairman of ARMA's Standards Advisory and Development Committee; Karin Crinella, Ericsson, Inc.; Teri Mark, CRM, leader of ARMA's Standards Task Force; Bob Nawrocki, CRM, ARMA president elect; Ken Hopkins, ARMA president; Giorgio Spadoni, National Archives of Italy; Rich Lysakowski, R&D Team Computing Consortium; Catherine Zongora, National Archives of Canada; Evelyn Farrell, Central Bank of Trinidad and Tobago; David O. Stephens, CRM, FAI, contributing editor, international issues, Records Management Quarterly; Diane Carlisle, CRM, ARMA's director of publications and technical services. (Front row, from left) Nancy Kunde, University of Wisconsin Archives; Rick Weinholdt, ARMA chairman of the board; Christine Ardern, CRM, vice president for ARMA Region XII; Phillip Jones, Records Management Society of Great Britain; Sue Dalati, vice president for ARMA Region VIII; David Moldrich, chairman, Standards Australia 1721-AS4390; and Victoria Lemieux, University of the West Indies.*

## SAA Forms Records Management Roundtable

During the recent annual meeting of the Society of American Archivists in San Diego, CA, a Records Management Roundtable met for the first time. Several ARMA members were involved in its development and the group is eager to hear from archivists interested in records management, or records managers involved in archives as well.

More than 20 persons attended the meeting in San Diego. Some points of discussion included the promotion of better understanding between archivists and records managers; collaborative efforts, especially in the field of electronic records management; and recognition that records managers and archivists have a responsibility to promote a symbiotic relationship, especially in the fields of government, business and religious archives.

For more information, contact any of the steering committee members: Ed Galvin at [elgalvin@summon3.syr.edu](mailto:elgalvin@summon3.syr.edu); Stacy Gould at [goulds@pilot.msu.edu](mailto:goulds@pilot.msu.edu); Randy Jones at [rand.jones@mcmail.vanderbilt.edu](mailto:rand.jones@mcmail.vanderbilt.edu); Tom Norris at [tnorris@mail.nysed.gov](mailto:tnorris@mail.nysed.gov); or Sarah Polirer at [ocali54@transit.nyser.net](mailto:ocali54@transit.nyser.net).

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