

# RACO 2011 Archivist Achievement Award

May 25, 2011  
Washington, DC



# The Problem



Chicago File Room

Chicago Desks

Chicago FRC

Suitland FRC

DC File Room

DC Desks

Mobile Media

Laptop Drives

Desktop Drives

Personal Computers

Network Servers



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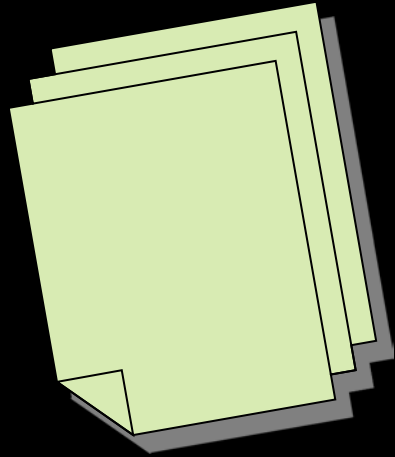
# Geographically Dispersed



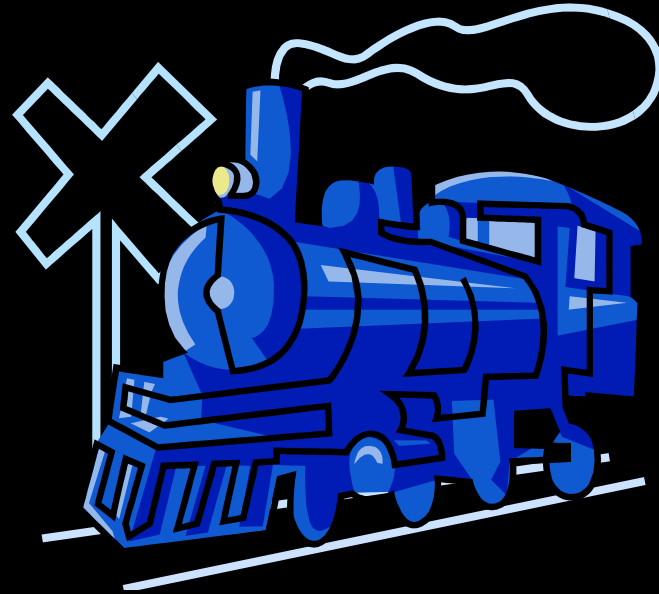
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# Old Documents Active



Arbitration Awards  
Dating from 1934



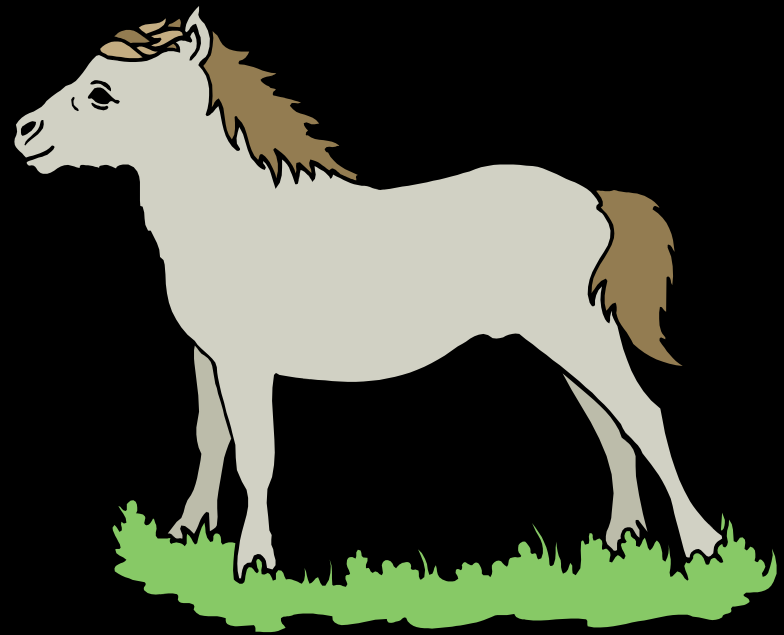
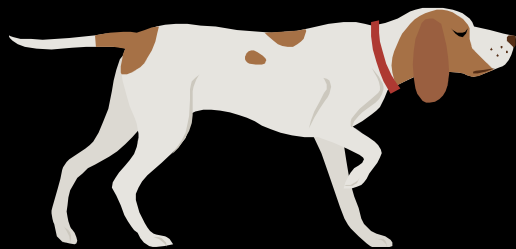
Active Contract  
Clauses from 1800's



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# RACO - 6 Years Ago



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# NMB Status Quo - 2005

Broken Relationship with NARA

Lots of "Stuff"

Most Records Not Kept



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# NMB/KAS Plan

Agreement On Principles

Manage in the "Cloud"

Hire KAS to Take Care of Records



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# NMB/KAS Plan

Set Up Corporate Memory

Revise Disposition Schedule

Adopt Policy & Train Everyone



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# NMB Status Quo - 2011

All Records Under Control

All Records are Electronic and Managed Electronically

"Stuff" Coming Under Control



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# NMB Status Quo - 2011

All Records Under Control

Custody of e-Records Transferring from  
NMB to NARA

Adding Case Management to  
Records Software



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# Quo Vadis NMB?

Continue to integrate Case  
Management into Records  
Management & Improve Work  
Processes



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