Collaborative Design of the Electronic Records Management System under Big Data Circumstances

Du linlin
The Institute of Scientific and Technical Research on Archives, the SAAC, CHINA

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national information development strategies:

Promote Big Data Development

Internet + Government Affairs Service

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1. Policy Background for China’s “Internet + Government Affairs Service”

Marking the “Internet + Government Affairs Service” being placed on the national strategy agenda, devising the “Internet + Government Affairs Service” technical system and service system across the board as a decree, further confirming the legal force of online archives, certificates, photos and signatures. A route map for the construction of the nationwide integrated online government affairs service platform...
2. Acceleration of the Construction of the “Internet + Government Affairs Service” Platform
As of the end of 2018

- 43 related departments of the State Council and 32 provinces has set up “Internet + Government” platforms

- 30 regions with integrated online government affairs service platforms on provincial, municipal and county levels has been set up.
by the end of 2022

• unified standards, joint functioning and business collaboration will be exercised as a whole in nationwide government affairs services

• all the services will be brought into the platforms to realize the practice of “All to BeHandled Online”.
3. Experience Achieved in the Collaborative Design of the Electronic Records Management System and the “Internet + Government Affairs Service” Platform

Take Zhejiang and Shanghai as examples
(1) the combination of policy collaboration
(2) business collaboration
(3) system construction collaboration
（1）Collaborative Design of Policy

➢ Actively Joining in the Leading Group for “Internet + Government Affairs Service” Work

➢ Integrating the Concept of Archives Management in Government Policies and Documents

➢ Using e-Document Filing Fulfillment Ratio to Appraise Government Work Performance
（1）Collaborative Design of Policy

➢ Actively Joining in the Leading Group for “Internet + Government Affairs Service” Work

At the archives departments of the provinces where electronic “Internet + Government Affairs Service” documents are put away on file and the electronic records management is well done, such departments are, without exception, member units of the leading groups for the “Internet + Government Affairs Service” work of those provinces.
1) Collaborative Design of Policy

➢ Integrating the Concept of Archives Management in Government Policies and Documents

Documents of Zhejiang Provincial People’s Government

Order PING ZAO No. 6

Circular of the Zhejiang Provincial People’s Government on Implementing the Prevention and Control of Zhejiang Province for Preventing the Epidemic Development

Documents of General Office of Zhejiang Provincial People’s Government

Order CHENG No. 4

Provisional Measures for the Management of the e-Documents of Zhejiang Government Affairs Service Website

Order of the People’s Government of Zhejiang Province

No. 564

Measures for the Management of Public Data and Electronic Government Affairs

General provisions

Article 1: In order to strengthen and promote the development of public data and e-government in the province, promote the overall construction of public data and e-government and the integration of information, and improve the government’s information governance ability and public service level, these measures are formulated in accordance with laws, regulations and the relevant provisions of the State Council. These measures do not contradict or be circumvented with other relevant laws, regulations and other relevant provisions.

Article 2: These Measures shall apply to the planning and construction, management and use, sharing, safety and security of public data and e-government affairs in the comprehensive scope of the province. Public data referred to in these Measures refers to all...
（1）Collaborative Design of Policy

➢ Using e-Document Filing Fulfillment Ratio to Appraise Government Work Performance

The archives sector should strive to build the e-documents filing work with the appraisal indicators of the “Internet + Government Affairs Service” work to propel the implementation of the electronic filing work.
(2) Collaborative Design of Business

➢ Research of Key Issues Based on Scientific Research Projects

➢ Synchronous Straightening Out of Items for Administrative Approval and Configurating of Parameter for Filing

➢ Dismantling of Traditional Management Models and Exploration of Applicable and Brand-new Management Patterns
（2）Collaborative Design of Business

➢ Synchronous Straightening Out of Items for Administrative Approval and Filing of Parameter Configuration

zhejiang:filing scopes and records retention schedules had been worked out for sub-items of 270000 administrative power items throughout the province, and filing parameter configuration had been done for 100000 sub-items, making business and technical preparations for the collaborative design of the archives management system and the “Internet + Government Affairs Service” platform.
(3) Collaborative Design of System
4. Concept of Collaborative Design to be Propelled in an All-round Way in the Future

Under the influence of informatization, archives departments of all provinces in China have made different progress in the “Internet + Government Affairs Service” work. Among others, archives departments in Zhejiang, Shanghai, Fujian and Jiangsu have made relatively rapid progress and have explored a comparatively successful path for the collaborative design of the Electronic Records Management System and the “Internet + Government Affairs Service” platform.

From the nationwide perspective, with the improvement of the “Internet + Government Affairs Service” platform, archives departments will all follow up step by step to the rhythm of government-oriented digital transformation and jointly enter into the era of digital governance with giant strides.
Thank you for your time!

E-mail address: splmm@sina.com