

**INTERNATIONAL COUNCIL ON ARCHIVES
SECTION ON ARCHIVES AND HUMAN RIGHTS
AGENDA FOR THE EXECUTIVE MEETING
2 DECEMBER 2021 AT 17:00 CET/Paris time**

AGENDA

Present: Vitor Fonseca (in the chair);

Lizbeth Barrientos; Kate Blalack; Perrine Canavaggio; Gustavo Castaner-Marquardt; Bryony Hooper; Antonio González Quintana; Deborah Jenkins; Romain Ledauphin; Marie Pelkonen; Andreas Nef; Trudy Peterson; David Sutton

1. Apologies

Blanca Bazaco Palacios; Jens Boel; Christine Martinez; Mariana Nazar

2. Approval of the Agenda

The agenda was approved with no amendment

3. Minutes of previous meeting and matters arising from these minutes

The minutes were approved. Under matters arising, it was AGREED that the possible use of the Zotero software (or other similar information management packages) would be considered under item 5 below

4. Financial matters:

Welcome to our new Treasurer, Bryony Hooper

Vitor welcomed the new Sectional Treasurer, Bryony Hooper. The broad principles of sectional financial management were summarised as follows:

- SAHR did not have its own bank account, and the role of the treasurer was to keep abreast of financial commitments for both the SAHR Governance and the SAHR Project budgets
- The treasurer should liaise with the finance officer in the Secretariat in Paris, to arrange for the payment of bills
- The treasurer must be made aware of any bid for project or governance budgets

Governance Budget 2021

- The governance budget for 2021 had been virtually wholly spent: there only remained 117 Euros.
- It was AGREED that Vitor and Bryony should be given delegated power to spend the remainder of the budget. A possible item of expenditure was the storage cost associated with the Zotero software. (See item 5 below)

Governance Budget 2022

The governance budget for 2022 was worked out as a proportion of the allocation made to the 11 ICA sections. For 2022, this was in the region of 830 Euros per section, although the

process was subject to bids, and sections could apply for larger allocations in special circumstances [NB: it was established after the meeting that the average allocation per section was nearer 909 Euros]

Two items were APPROVED for payment against the 2022 Governance budget:

- 250 Euros for keynote speaker at Girona seminar, 9 May 2022
- An unspecified amount to assist with Chair's travel costs to the Rome conference

Project Budget 2021/22: PCOM project funding

The section had only very recently received confirmation that it had been successful in its bid for translation work into Spanish of articles in the book on archives and human rights (5000 Euros), and for the translation into French of the commentary on the Universal Declaration (3500 Euros).

These budgets needed to be spent by 17th January 2022, so it was imperative that translators should be identified immediately. Antonio commented that the translators used by the ICA in Paris were more expensive than average.

5. Developing teaching materials and online course on Archives and Human Rights

Prior to this meeting, Trudy had met with Margaret Crocket (ICA training officers) and Nancy McGovern (author of ICA online course on electronic records) to find out what was involved in preparing an online course. A note on the requirements had been circulated before the meeting. She reported that the course preparation was highly professional and very demanding and recommended that a small working group should be established to research the issue more fully and ascertain whether SAHR had the capacity to create the course.

A second issue which would need ironing out was that ICA expected course students to pay for the course (for the electronic records course, the student fee was 189 Euros for ICA members and 255 Euros for non-members). This model might not suit the vast majority of AHR students. The working group might have to look beyond the ICA online course package, for a different model.

Trudy had approached an individual to lead on the working group but had not yet heard back from them.

There then followed a discussion about developing an SAHR bibliography, using a tool such as Zotero. Romain had circulated a note describing the main features of the tool, but explaining that there were a number of similar packages on the market. It was AGREED that Romain, Andreas and Deb would meet before Christmas to make recommendations about this option. The remaining part of the 2021 governance budget could be spent on this item, if suitable. It was noted that a bibliography would be needed for the online course, but that, in the event of the section deciding that it did not have the capacity to produce the course, the bibliography would become all the more important.

6. Representation of ICA on UN Forum for Business and Human Rights

Antonio and Blanca had represented ICA SAHR on the virtual UN forum for Business and Human Rights. The meeting had focussed on reports of the ***Working Group on the Issue of human rights and transnational corporations and other business enterprises***, as follows:

- *Raising the Ambition – Increasing the Pace: UNGPs 10+ A Roadmap for the next decade of Business and Human Rights* [UNGPs 10+ Roadmap FINAL \(ohchr.org\)](https://www.ohchr.org/documents/E/huridocda/huridoca19/h27000eng.pdf)
- *Guiding principles on Business and Human Rights at 10: Taking stock of the first decade* [Stocktaking-reader-friendly.pdf \(ohchr.org\)](https://www.ohchr.org/documents/E/huridocda/huridoca19/h27000eng.pdf)

Antonio reported that from an archival perspective, Due Diligence is probably the most important aspect of the Road Map. Due Diligence not only requires a statement of intention but also the development of norms – the need to demonstrate adherence to the intentions -- where records and archives are of critical importance. The draft treaty does refer to archives and records management (see article 12.5.a.v), although the road map does not.

This year, the ICA SAHR participation was achieved through the writing of a letter to the office of the UN high commissioner on human rights; however, participation was passive – the people in attendance did not have a microphone nor a camera. One positive outcome was that SAHR now has established contact with the relevant officer in the UN High Commission

Antonio was thanked for his report. It was AGREED that the section should continue to seek full participation (with speaking rights) on this and other related UN committees/bodies on behalf of ICA. The application form would be submitted in the early part of 2022, in time for consideration by the UN in May/June. The ICA secretariat had already helpfully provided the relevant documentation for the application.

7. UN survey on Enforced or Involuntary Disappearances

Trudy reported that the UN **Committee on Enforced or Involuntary Disappearances** is currently seeking comments on its document on Enforced Disappearances. This survey had a closing date of February. Bryony offered to start the response, and other colleagues would be invited to add to her proposals.

8. UN consultation on Human Rights and Climate Change

The UN had invited comments on its document on Human Rights and Climate Change. As the submission time was short, Vitor invited the colleagues working on the SAHR Climate Change project to draft our comments, which had now been submitted. Andreas would put the paper up on our web page for colleagues to read. The consultation covered 9 areas of enquiry, and SAHR responded to 5 of them. All involved in this worked were thanked

9. Update on projects/programme

	Activity	Update
a	<i>The First Tuesday Talks</i> Seminars on Archives and Human Rights	Perrine reported on progress: <ul style="list-style-type: none"> • The small speaker selection panel had been established, including the chair, vice chairs, secretaries (Perrine Canavaggio, Vitor Fonseca, Mariana Nazar, Trudy Peterson, Kate Blalack and Deborah Jenkins) • The speaker programme until August 2022 was now fully established. Adama Pam had accepted to speak in June on Togo's Truth Commission

		<ul style="list-style-type: none"> The circulation list, inviting people to attend the seminars, was growing and many thanks were due to Kate for her outstanding work on this issue, including preparing the posters in several languages as well as other marketing and promotion work. The forthcoming seminar, on the Condor Trials in Italy had already attracted 106 signatures The only serious remaining problem was that of translation. Simultaneous translation was too expensive, so we needed to look into automated translation
b	Climate Change and Archives at Risk Toolkit	Vitor reported that the working group on Climate change was due to meet later in December, so there was nothing new to add at this stage
c	Book on Archives and Human Rights	<p><u>Edition in French</u> Perrine reported that good progress was being made with the translation into French of those article not originally drafted in French: Perrine and Jean Canavaggio and Christine Martinez were doing much of the work, which would make the issue of finding a budget for the translation less onerous. She had also been in touch with a number of French publishers, including the <i>Presses de Sciences Politiques</i>, which had offered to submit the proposal to its reading committee for an assessment</p> <p><u>Edition in Spanish</u> Antonio reported that he had been in touch with the Spanish publishers, explaining that there would be a short delay in producing the translation into Spanish. The publishers were happy to accommodate this delay, as they had a lot of work on until the Spring of 2022. As was discussed under item 4 above, the translation work needed to be started by 17 January and invoices available by then</p>
d	Directory of Human Rights Archives and of Archives holding Human Rights collections	<p><u>Report on special meeting on the issue (19 November 2021)</u> Vitor reported on a special meeting held on the issue of the SAHR directory. He felt that, because of the lack of clarity and the lack of objectives, there needed to be a person leading on this issue. It was AGREED that the issue was too complex and should be addressed at the next EC meeting, when it should be put higher on the agenda.</p> <p><u>Truth Commissions project</u> The Truth Commissions working group had met in November, and had identified the fields required for the listing. A Google form had been prepared by swisspeace. The next meeting of this group was scheduled for 18th January 2022</p> <p>Romain offered to draft a position paper summarising the overarching options for the directory in time for the next EC meeting. This was AGREED and gratefully accepted</p>
e	Businesses and Archives and Human Rights	There was nothing new to report on the pilot project on the extractive industries at this stage
f	Project and activities with other ICA sections and expert groups	<p><u>Joint seminar with ICA SPO in Girona on 9th May 2022 – in person and virtual, with English translation:</u> good progress had been made with this project Speakers already identified included Dr Harry Edwards, the director of the Mandela archive in South Africa and David Sutton</p> <p><u>Other joint activities</u> Vitor reported that he had attended an ICA PCOM meeting on the subject of cross sectional and joint meetings with ICA expert groups,</p>

		and he encouraged members to make suggestions on joint work with other ICA entities
g	<i>Preparations for ICA conference and congresses:</i>	<p>The call for papers for the Rome Conference (September 2022) had come out very recently. The following ideas were suggested for the section to put forward to the conference organising committee:</p> <ul style="list-style-type: none"> • a session about the International Criminal Court • if the group working on the Truth Commissions was ready, a session on the Truth Commissions • a workshop on Human Rights Archives and Climate Change. Trudy would be in New Orleans in January, and would attempt to meet with Lee Leumas to discuss the presentation of the issue, which straddled Lee's expert group and SAHR's interest • David reported that the presentation on Safe Havens (prepared with Didier Grange) which had been prepared for the Abu Dhabi Congress (now deferred until 2023), might be brought forward to Rome 2022 <p>As the call for papers was open until 21st March, it was AGREED that the issue would be discussed more fully at the next EC meeting. The issue of and SAHR open meeting, organised on the fringe of the main conference was also a possibility</p>

10. Any other business

Deb summarised the arrangements made to mark Human Rights Day, held on 10th of December. This year SAHR would issue a press release. The release for 2021 had been written and was currently with the ICA Secretariat for translation into French and Spanish.

11. Date of next meetings

(a) SAHR Executive Committee

It was AGREED that Deb would circulate possible dates for an EC meeting in the third or fourth week of January

(b) SAHR General Assembly

It was AGREED that for 2022, the General Assembly should be convened twice, once in each semester, as follows: April/May 2022 and September/October 2022, the latter meeting to be held around the ICA Rome conference