

INTERNATIONAL COUNCIL ON ARCHIVES

HUMAN RIGHTS WORKING GROUP/

SECTION ON ARCHIVES AND HUMAN RIGHTS

8 April 2019, 14:00-18:00

European External Affairs Service, Brussels

MINUTES

1. *Present:*

Antonio Gonzalez Quintana (in the chair); Blanca Bazaco Palacios; Jens Boel; Gustavo Castaner Marquardt; Rémi Dubuisson; Deborah Jenkins; David Sutton

Present by Webex: Giulia Barrera; Lizbeth Barrientos; Trudy Peterson

Unable to connect by Webex: Perrine Canavaggio; Vitor Fonseca

2. *Apologies*

Karin Van Honacker, Mariana Nazar, Valentina Rojas, Román Lescano, Anne Gilliland

3. *Report on Yaoundé Working Group meeting*

The key features and decisions of the HRWG meeting in Yaoundé on 25th November 2018 were as follows:

3.1 Giulia resigned as chair owing to pressure of work; she was thanked for her work

3.2 Antonio was suggested as a successor chair, subject to his agreement and the approval of the rest of the working group. This was agreed by email following the meeting

3.3 It was agreed that a meeting would be held in Brussels in the spring of 2019, to move the work of the Working Group forward, and Gustavo offered to lead on this

3.4 The minutes of the Yaoundé meeting were in draft. It was AGREED that Giulia should pass this draft to Antonio as soon as possible

4. *Conversion of the Working Group into an ICA Section*

The discussion on the conversion of the Working Group into an ICA section was subdivided into the following themes:

- Advantages and Disadvantages of the change
- ICA requirements of provisional sections
- Decision
- Composition of provisional executive committee

- Use of ICA model constitution for new section

4.1 Various members summarised the advantages and disadvantages of the proposed change:

- HRWG was more like a section than an expert group (bottom up rather than top down in its approach; expert groups were made up of people nominated by the Programme Commission)
- As a section HRWG would enter into the normal structure of ICA; it would be recognised and funded accordingly
- HRWG arose spontaneously, but needs a more stable structure and the ability to communicate more fully with all members of ICA
- There were problems with becoming a section. There might be opposition to the creation of a section on Human Rights from some members in certain parts of the world. In addition, the Chair of PCOM had indicated that the elected officers were considering proposals to reduce the number of sections

4.2 The main ICA constitution was clear about the requirements for the creation of a section. In particular, each provisional section needed members from at least 3 out of 4 parts of the world. It was felt that it was easy for us to comply with this requirement.

4.3 The Chair then put the question to the meeting: Should we become a provisional ICA section? This was AGREED unanimously. It was also AGREED that Antonio should act as the liaison officer with ICA over the process of conversion, and that the EB should be notified of this at its meeting in Abu Dhabi on 30th April 2019. Gustavo will write to Anthea Seles to notify her of the change and to the Section Chairs prior to their meeting in April.

4.4 The ICA model constitution for Sections and Branches provides broad guidelines for the composition of the provisional executive committees of Sections and Branches. It suggests that there should be up to 2 Chairs, 2 Vice Chairs, 2 Secretaries and a minimum of 3 members. As a starting point, it was AGREED that the following should be nominated:

1 Chair

2 Vice Chairs

1 Secretary

3 Members

4.5 Further members would be added to the provisional executive committee as the Section developed and the availability of sectional members became known. There were also additional roles, not mentioned by the ICA constitution, but which other Sections had created. These included: web masters, social media officers, liaison officers, and section membership promotion officers. There was every intention to fill some of these roles in due course.

4.6 The initial nominations to the executive committee were AGREED as follows:

Chair	Antonio Gonzalez Quintana	Accepted nomination
-------	---------------------------	---------------------

Vice Chairs	Trudy Peterson Mariana Nazar	Accepted nomination Nomination to be confirmed
Secretary	Deborah Jenkins	Accepted nomination
Members	Blanca Bazaco Palacios Jens Boel Perrine Canavaggio	Accepted nomination Accepted nomination Accepted nomination

- 4.7 The detail of the sectional constitution was discussed. It was AGREED that the ICA model constitution for sections and branches should be used. Deborah was to provide a draft based on the model constitution for discussion by the executive committee.
- 4.8 It was also AGREED that the sectional constitution would provide for a programme committee, chaired by Antonio, to manage the publications of the section and its technical projects. All members would be asked to volunteer for roles within the Programme Committee, but a working assumption was that all active members of the HRWG would become members of the Section's Programme Committee.
- 4.9 The deadline for finalising the Sectional constitution would be October 2019, as the item would be presented to the EB in Adelaide.

5. Annual Report for Programme Commission

The HRWG annual report to the Programme Commission for the period 2017/2018 had been written by Giulia and submitted to PCOM in November 2018. It was AGREED that Antonio should ask Giulia for a copy of this report, as it included a section on 2019 objectives and business plan.

6. Participation in Adelaide Conference

There followed a discussion on the participation of the Section at the Adelaide Conference. It was AGREED that the section would participate and contribute to the programme of the Adelaide conference and that Antonio would contact Anthea Seles and Normand Charbonneau to find out whether it was still possible to do so.

7. Newsletter

The newsletter continued to be published monthly on a regular basis and the group thanked Trudy for her outstanding work. Many thanks were also due to the translators – they kept up with the monthly production, and the translations of the February issue were already available and circulated.

The newsletter had been in regular production for 10 years now, and there followed a discussion about whether it might be possible to publish extracts of the publication.

Following a request for clarification from Trudy, it was agreed that from May onward, the newsletter would refer to the group as an ICA Section.

8. *Publication of the Commentaries on the Universal Declaration [additional agenda item]*

Although this item had not been put on the agenda, the discussion also covered the status of the publication of the *Commentaries on the Universal Declaration*, discussed in Mexico City. Trudy clarified the situation by email after the meeting:

With the help of Antoon DeBaets, I contacted one of the publishers at Routledge. I was then transferred to another person at Routledge, which is where it stands right now. I do not have a signed contract.

I told Routledge that I would revise the introduction and write a final summary chapter, but I proposed leaving the text for each of the Articles as you saw it last December. I also proposed printing the "Basic Principles on the Role of Archivists and records Managers in Support of Human Rights" as an appendix.

If that does not work out, I will come to you for other publishing suggestions

9. *ICA-HRWG publication: Archives and Human Rights*

Jens summarised the situation in respect of the publication of the book on *Archives and Human Rights* by Routledge. The deadline for the case studies was 1st March 2019. Some studies had already been received. A further 3 were expected by the end of April and 2 more by September. These delays did not affect the production timeline of the book, as a lot of time had been allowed for this stage in the process.

One outstanding issue was the cost of the translation of some of the articles. It was AGREED that the Section should apply to the Programme Commission for a grant of approximately 5000 Euros to cover the outstanding translations. Antonio would approach the PCOM programme officer (Maria Paola Garcia Mosquera) about this proposal. Jens and Perrine would draft the application to PCOM.

The aim was to launch the book at the 2020 Abu Dhabi Conference.

10. *Safe Havens project*

David summarised the situation in respect of the Safe Havens project. Following a Skype meeting four weeks ago, the documentation is now 'nearly final'. The text has been adopted by ICA and is available on the ICA website. The Safe Havens project team is now trying to extend adoption by other bodies, including UNESCO and options will be pursued at the Abu Dhabi meeting.

Some technical pieces of work remain to be completed. For instance, a list of acceptable Safe Havens must be compiled (only certain countries would be eligible as they must be perceived as neutral).

Antonio asked what the Section could do to assist with this project. Two lines of activity were AGREED:

- Identifying archives at risk in the field of human rights
- Ideas for potential safe havens

It was AGREED that Antonio would contact the Safe Havens Secretariat (Swisspeace, in Bern) to discuss the matter

11. *Guidelines for the reproduction of archives – ‘Sample memorandum of understanding: Agreement to Reproduce Archives and Other Historical Material’*

The HRWG has, for some years, been concerned about the practice of extracting copies of archives and taking the copies to another country for use there [‘vulture factor’ problem]. A first draft of the Guidelines was compiled by Michael Hoyle in 2012. A lengthier version of the document was later produced. An attempt at involving the ICA expert group on legal matters was made, but this item was not a priority for that group at the moment.

A further option which might be considered, would be to ask the Shared Heritage Expert Group if they would be interested in working on this with the Section.

NB: Following later email clarification by Trudy, it was AGREED that Deb would contact the chair of the Shared Heritage Expert Group on this matter.

12. *UN Forum on Business and Human Rights*

Blanca reported on the annual UN Forum on Business and Human Rights [the global platform for yearly stock-taking and lesson-sharing on efforts to move the UN Guiding Principles on Business and Human Rights from paper to practice]. In 2019, the meeting will be held in Geneva and will *look at what governments need to do to foster business respect for human rights, including by getting their own house in order and by setting clear expectations and creating incentives for responsible business conduct.*

It was AGREED that Blanca, Lizbeth and Trudy should continue looking at options. The deadline for participation was May 2019.

It was AGREED that the Section should try and build links with the ICA/SBA section in future.

13. *Other Projects*

A number of other projects and ideas were discussed:

- 13.1 Contacting ICA/SPO, to see whether they would be interested in running their 2020 Sports conference on the theme of Sport and Human Rights
- 13.2 Contacting ICA/SUV, to see whether they would be interested in running their 2021 sectional conference on the theme of Universities and Human Rights
- 13.3 Blanca had submitted a proposal for the ICA Adelaide Conference on ‘Creating Archives’ – where do archives which arise spontaneously following a crisis/emergency (for instance following a terrorist attack) fit in the scheme of things and in our professional awareness
- 13.4 What should the role of the section be in responding to political crises? For instance, should we have issued a press release about the Anniversary of the genocide in Rwanda, and the role archives can play in uncovering the truth? The theme of Archives and Genocide might be considered as a seminar theme in due course.

14. *Next steps and vote of thanks to host*

A number of next steps were summarised and discussed. The Chair thanked Gustavo for organising the meeting and providing a venue. Next steps/actions were agreed as follows:

	Action	Agenda item	Lead
1	Draft of minutes of Yaoundé meeting to be passed on to Antonio by Giuglia for the record	3.4	Giuglia/ Antonio
2	To ensure that the new section complies with all the requirements imposed by the ICA constitution	4.2	David
3	To ask for volunteers for various roles on the executive committee especially the role of Web Master and Social Media Officer and the role of membership promotion officer	4.5	Antonio/Gustavo to ask Roman re Web master and social media
4	To ask Mariana whether she would be willing to become one of the two vice chairs of the section	4.6	Antonio/Gustavo
5	Programme Committee: seek volunteers from group to continue programme work	4.8	Antonio/ All members of committee
6	Drafting sectional constitution, circulating it for comment and approval and finalising it in time for Adelaide EB	4.9	Deb and executive committee
7	PCOM annual report, submitted in November 2018, to be passed on to Antonio by Giuglia for the record	5	Giuglia/ Antonio
8	Section to contribute presentation at Adelaide conference	6	Antonio to contact Anthea Seles and Normand Charbonneau
9	Translation costs for Archives and Human Rights publication by Routledge – application to PCOM. Jens and Perrine to draft application	9	Antonio to contact Maria Paola Garcia Mosquera at PCOM
10	Safe Havens project: Antonio would contact the Safe Havens Secretariat (Swisspeace, in Bern) to discuss the matter	10	Antonio
11	Guidelines for the reproduction of archives – to ask the Expert Group on Shared Heritage whether they would be interested in working on this project	11	Deb
12	UN Forum on Business and Human Rights	12	Blanca, Lizbeth and Trudy to look at feasibility of participating in the forum
13	Contacting SPO to see whether they would be interested in a joint seminar on Sport and Human Rights in 2020	13.1	Antonio to ask Fina and Kenth
14	Contacting SUV to see whether they would be interested in a joint seminar on Universities and Human Rights	13.2	David and Gustavo to ask Caroline
15	Creation of list of Section members	14	Deb with help from Blanca, David and Gustavo

