Where is Tuvalu?
Tuvalu National Library and Archives
FIDA Project
How the Project Began

PARBICA 16 in Auckland, New Zealand
Appraising, Processing and Preserving the Public Records Collection at the Tuvalu National Library and Archives

2017-2018
1. Focused on the archive’s backlog of records

2. Review, Sort, Appraise Records

3. Preserve & Process the material and create Box Lists

4. Train staff members the basic functions
Desired Outcomes

1. Creation of Archival Policies
2. Take physical and intellectual control
3. Training of staff
4. Gain support of Ministry
Archive's Storage
Archive’s Storage
Supplies
Processing Methods

1. Sorted records
2. Appraised records
3. Established a work space
Processing Methods

4. Cleaned records and removed metal fasteners
5. Re-filed in acid-folders
6. Captured pertinent information
7. Filed folders in boxes
Processing Methods
Processing Methods

8. Created Box Lists
Processing Methods

Processed boxes!
Project Extension
2018
Project Outcomes
2018

1. Ship remaining boxes

2. Train new staff member

3. Seek volunteers
Project Conclusion

Created 218 new boxes

Trained staff members and volunteers were to process collections

Gained more interest and support from Ministry

Made access to information more available

Will help make the transition from the old Archives building to the new one easier