



Managing Public Records and Preserving Heritage for Good Governance

◆ Seminar report

April 2009

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BACKGROUND

Proper public records management and heritage preservation are essential to building collective memory because they preserve history. They provide a window into the values and culture of the society. Proper management of archives and public records is also critical to ensuring good governance because it documents the actions of government and public bodies for the public to review.

Despite this, Hong Kong is one of the very few jurisdictions in the world that has not enacted archival legislation. Each bureaux and departments currently manage their records according to their own, internal procedures. The Government Records Service, a division under the Chief Secretary for Administration's office, gives guidance on this process, but there lacks enforceable standardisation within government. With administrative guidelines, government bureaux and departments are not legally obliged to create and maintain records, let alone transfer those of enduring value to the archives for preservation and public access.

Against this background, Civic Exchange published the research report "Managing Public Records for Good Governance and Preservation of Collective Memory: The Case for Archival Legislation" to examine the lack of archival legislation in Hong Kong in March 2007. This piece proved an important means to explain the situation in Hong Kong. With the support of the Hong Kong Heritage Project and the Hong Kong Archives Society, Civic Exchange built on this platform and organised a whole-day seminar on Saturday, 7 March 2009 to look into the issue of public and archives management, and heritage preservation in Hong Kong. It was the first international non-academic conference of its kind.

Seminar Objectives

The key objectives of the seminar on 7 March 2009 were to:

- Understand the current status of managing public records in Hong Kong and other jurisdictions
- Understand what the business sector and civic groups have done to manage archives and preserve heritage
- Explore ways to improve Hong Kong's public records and archives management system
- Allow participants to exchange ideas, network and to begin the process of creating a community of interest around public records and archives management, as well as heritage preservation in Hong Kong
- Capture ideas on "next steps"

Seminar Agenda

The seminar was opened by Ms. Christine Loh, Chief Executive Officer of Civic Exchange. The sponsors, Mr. Peter Greenwood of the Hong Kong Heritage Project and Mr. Danny Chin of the Hong Kong Archives Society, welcomed the participants and set the context of the importance of public records management and heritage preservation in Hong Kong.

The whole-day seminar was divided into four major sessions:

- Session 1 - Public Records Management: When Hong Kong meets the globe**
- Session 2 - Archives and Heritage Preservation: The non-governmental forces**
- Session 3 - Linking Public Records Management and Heritage Preservation to Good Governance**
- Session 4 - The Way Forward**

Sessions 1 to 3 proceeded with 15-minute presentations from panel speakers followed by a Question and Answer session to engage participants. Session 4 was a moderated discussion session.

Note: For a full copy of the programme, please see Appendix 1.

Seminar Speakers

A total of 12 speakers were invited and they represented a wide spectrum of expertise and sectors:

Name	Affiliation	Jurisdiction
Ms. Amelia ALLSOP	Project Manager, The Hong Kong Heritage Project	Hong Kong
Mr. Simon CHU	Former Director, Government Records Service	Hong Kong
Prof. Anne GILLILAND	Chair and Professor, Dept. of Information Studies, University of California, Los Angeles	US
Dr. Helen IEONG, Hoi Keng	Head, Public Access and Document Unit, University of Macau Library	Macau
Dr. LAU Chi-pang	Assistant Professor, Lingnan University	Hong Kong
Dr. LEE Sang-min	Treasurer, EASTICA	Korea
Mr. YUAN Lin	Senior Consultant, Beijing UNIS VITOVA Information Technology Co. Ltd.	PRC
Mr. MAO Guoping	Assistant Chief, Accession and Collection Dept., Shanghai Municipal Archives	PRC
Dr. Trudy PETERSON	Former National Archivist, US	US
Mr. PITT Kuan-wah	Director, National Archives of Singapore	Singapore
Ms. Helen SWINNERTON	Senior Manager, HSBC Asia Pacific Archives	Hong Kong
Dr. Ray YEP	Associate Professor, Dept. of Social and Public Admin., City University of Hong Kong	Hong Kong

Note: For biographies of the speakers, please see Appendix 2.

Seminar Participants

There were over 100 participants at the seminar, comprising of professional archivists, legal professionals, academics, representatives from corporate and the public sector, as well as NGOs.

SESSION SUMMARY

Summaries of each session are provided below. Where panel speakers used PowerPoint presentations, their presentation materials are uploaded to Civic Exchange's website for public access: http://www.civic-exchange.org/eng/event_090307PublicRecords.aspx.

Session 1- Public Records Management: When Hong Kong meets the globe

Moderator: Ms. Christine Loh (Chief Executive Officer, Civic Exchange)



❖ Why do we need a law for archives?

Dr. Trudy Peterson

Why law?

Before addressing the need for an archival law, one needs to understand why laws are needed in the first place. "Rule of law" is necessary to protect human rights. It is not only a tool for the government to control the governed, but for the governed to control the government. The idea is to rule *of* law, not rule *by* law.

Why archives?

Archives are of crucial importance to any society. Franklin Roosevelt, former President of the United States, said that archives served the past; they were institutions. Archives:

- Provide the opportunity for governments to learn from the past
- Hold the government responsible and accountable for what it did and didn't do
- Provide predictability, for example, businesses can predict the government's response to a given situation by referring to archives

Archives must be properly created and managed, and be made accessible to the public. They must be governed by law.



❖ Establishing a legal framework for archives administration: The case of Singapore

Mr. Pitt Kuan-wah

Law and archival law

An archival law is a fundamental instrument that both empowers the government and the governed by allocating authority and responsibility. It, therefore, has to be crafted with much consideration and care.

A key dilemma that an archival law needs to address is: What and what not to preserve? Answering this question is key to determining how 'archives' are defined. Also, terminology is important in law as different words have different implications. For instance, when do you use 'shall' and when do you use 'may'? The former would be more suitable when the amount of resources and other enabling or constraining factors make it realistic to demand commitment to specific rules.

Looking beyond archival law

How records shall be created must be specified, not only how they shall be kept. There must be enforcement mechanisms, without which the law would be ineffective. Also, relationships between the archival law and other laws, such as those relating to privacy, should be considered.

Another important issue is access. Should archives be closed or open for public access? There is no absolute answer on this. There needs to be a balance: Respecting the information and the people linked to them (e.g. copyrights) and sharing information with the public.

Archival legislation is only the first step. There needs to be other complementary policies in order to form a holistic solution, such as raising public awareness, setting up relevant organisations and implementing an effective archiving system.



❖ Trust in government: Accountability and records acts in Korea

Dr. Sang-min Lee

Learning from the Korean experience

Lessons to be learnt from Korea's successful campaign to enable archival law include:

- Having competent, passionate people in the government in order to push for archival legislation.
- Educating citizens about the importance of the issue. One potentially effective method is to persuade journalists to write about it.
- Having Professionals who should act when the timing is right

With five certified archivists residing in Hong Kong (in comparison, Korea only has one), the jurisdiction is in a good position to implement better public records management.



❖ Implementation of archives law in PRC and Shanghai

Mr. Mao Guoping

PRC's archival law and other legislations

Archival law was enacted in 1987 in the People's Republic of China (中華人民共和國檔案法), making it one of the first in Asia to do so. Since then, the law has been revised once in 1996 and

other relevant legislations have been made, such as the 'Measures for Implementing the Archival Law' (中華人民共和國檔案法實施辦法) in 1990 and the 'Establishment Principle and Layout Plan for Archival Institutions in China' (全國檔案館設置原則與佈局方案) in 1992. China currently has one state archives administration (中華人民共和國國家檔案局) and 32 provincial ones.

The Shanghai case

Development of the legal structure governing archives management in Shanghai has involved the construction of the Shanghai Municipal Archives Ordinance, the issuing of documents on archival work and the inclusion of developing archives in the regional development plan. Furthermore, it clarifies the state and district archives administrations' position on administrative law enforcement. There have also been efforts to strengthen administration in accordance with the law, intensify the building of archival resources, raise public awareness about archiving and the archival law and widen the public's access to the archives.

❖ Session 1- Question & Answer

Q1 What can we do in Hong Kong:

- 1) to get the people interested and motivated to push for archival legislation?**
- 2) to get the government to do something about the issue?**

Responses:

- ◆ The government should evaluate how effective its archival strategy has been. If the government fails to do this, civil society can then assume the role. Members of the public can visit and use the services provided by the Public Records Office in Hong Kong. If they find that the Public Records Office does not perform well, the public can bring the issue to the attention of legislators, who might be interested in taking the issue up because it could boost their popularity if they fight for causes their constituents are interested in. The problem is that there is a gap between the public and the government.
- ◆ One way to address the issue is to have more exchanges and interactions with the Mainland. For example, Hong Kong's 36 NPC members can organise a trip to Shanghai to see how Shanghai manages their archives. Another potential platform is the National Development and Reform Commission's plan for development in the Pearl River Delta. The plan includes a cultural section, which can be widened to include archival law.
- ◆ Hong Kong people should not be discouraged. An example of a Polish man could make a good illustration of how one person could make changes happen. A Polish man named Raphael Lemkin thought after World War II that there ought to be an international law on genocide. He was discouraged by his professor, who gave him an analogy: If you tell a farmer how to raise his chickens, he will charge you for trespassing; however, Lemkin still went ahead and succeeded. The lesson drawn from this story is that people view the government as a chicken farmer and they do not stop trespassing.

Q2 Before we can have archival law, don't we have to look at a freedom of information law, which is more fundamental and can act as a stepping stone?

Responses:

- ◆ Freedom of Information Act will not guarantee archival legislation. Archival legislation is much more than making information available. Recordkeeping procedure must be practically laid down before the public can use that as a platform to push for more freedom of information.

- ♦ Freedom of information does no good if there is no information.

Q3 In Korea it seems like archival law was engineered bottom-up, while in the US it was top-down. What about Singapore?

Responses:

- ♦ In Singapore, enacting the archival law arose out of a business need and seemed very natural to have. People did not have to push for it, as the government realised that it was essential for the functioning of the economy. Although some amendments to the legislation were politically motivated, they were also made to fit practical needs.
- ♦ No one should expect to get there in one go. Archival law has to be constantly revised and updated. The Shanghai experience is a good example.

Session 2- Archives and Heritage Preservation: The non-governmental forces

Moderator: Ms. Yanyan Yip (Chief Operating Officer, Civic Exchange)



❖ A history shared: HSBC Asia Pacific archives

Ms. Helen Swinnerton

The HSBC archives

Located in Hong Kong, London and Chicago, the HSBC archives store information about the banking and business groups of HSBC. The HSBC Asia Pacific Archives document the company's development and key decisions, as well as records of staff and their contributions. Other information includes records of customers, products and services.

Because HSBC's company history ties in closely with that of Hong Kong, certain records have uses outside the bank. For example, photographs in the archives can track the development of Hong Kong's landscape.

HSBC values its archives

HSBC's corporate memory is like its DNA. Through looking at its history one can learn how past decisions were made. Archives can also be used in marketing. For example, an old bank note from the archives was used in an advertisement to draw on the bank's history. This advertisement won an award for best HSBC advertisement.

Archives are also part of the community's DNA. HSBC played an integral role in financing the post-World War II recovery, thereby allowing its data to give insight into Hong Kong's history as well.

Why should people value these archives?

Archives are an unbiased source. HSBC opens its archives to the public and students as part of an effort for corporate social responsibility. The bank also organises community exhibitions as well as participate in others (e.g. one on Yokohama).



❖ Experiences on cultural heritage dissemination: Macau Memory Project

Dr. Helen Leong

Preserving Macau's local records

Initiated by Dr. Leong as a private citizen, the "Macau Memory Project" (MMP) aims to preserve the local records of Macau. The MMP, in the beginning, faced difficulties in gaining support. To raise awareness, the MMP leveraged the 10th anniversary of the handover to successfully convince the Macau government for support. The Macau Foundation now funds MMP.

MMP has the potential to grow, and its content to enriched, as Macau's history is over 400 years and many of its historical buildings are still well preserved.

Garnering support and interest

It is noted from this experience that participation of both the public and government is very important. MMP's team has tried to attract the younger generation and the public to appreciate history by creating a virtual database of the information. Another way to achieve this is to go through teachers to get students involved. Even with Macau Foundation's support, the Macau government is still not that active on this subject and the MMP team needs to push them more.



❖ Hong Kong local records

Dr. Lau Chi-pang

Revealing Hong Kong's history through archives

Dr. Lau has worked on a project that aims to compile Hong Kong's local records starting from prehistory to 1997. The Hong Kong Local Records Office has been working on this project for some time, but it is difficult to know where to start because of the large time period the project is covering. As an outline to begin with, information gathered will be loosely slotted into 55 chapters.

This project is a major user of archives. While this project is similar to writing a history of Hong Kong, it is more difficult because of the search for original documents.

A lack of support

China and Taiwan are keen on producing local records. In November 2008, Macau also launched a local records project. Hong Kong is left behind in this picture. Not only is funding an issue, but finding qualified people to assume relevant roles and obtaining archives, especially from corporate and private individuals, are also challenges.

Also, private records management will need to be looked at. Larger companies may keep good records, but smaller ones do not have the knowledge or money to preserve their records.



❖ Archival systems and management in the PRC

Mr. Yuan Lin

Archives Law in the PRC

In addition to the Archival Law (enacted in 1996) and the Electronic Signature Law (passed in 2004), there are "Administrative Rules of Law", "Departmental Bylaws" and "Standard and Criterion" governing public records management in the PRC. The government, People's Congress,

People's Consultative Conference, Chinese Communist Party, the military and state-owned enterprises are all governed by the Archives Law.

Managing archives in private enterprises and overseas-funded enterprises

Private enterprises and overseas-funded enterprises possess their own archives for various purposes, such as operational, accounting and administrative. At the same time there is room for improvement in their archives management systems in order to achieve operational efficiency.

The public's efforts in keeping records

Through self-collection and donation, people in the PRC are keeping a large volume and variety of records of high value. These records can:

- Help researchers with their studies
- Act as the base for heritage preservation
- Be the witness of civilisation
- Promote science, history and civic education



❖ Our home, our history: The Hong Kong Heritage Project

Ms. Amelia Allsop

Hong Kong Heritage Project background

The Hong Kong Heritage Project was commissioned by Sir Michael Kadoorie, whose family's history in Hong Kong dates back to 1880. With this project there was an urgency of the task ahead because:

- Records were in a state of disrepair
- Much of the history the Project team was trying to collect was from older generations (e.g. information from oral interviews)
- There was no archival law to protect records

Uncovering new information through archives

For the scope of the project, one of the places the Project team looked at was the Kadoorie Office Archives, which had 1,400 files. In the archives the Project team found many documents that were never seen before, such as a description of the 1937 fighting in Shanghai and a pamphlet describing a just-built synagogue from 1902.

For oral history interviews, the Project team spoke to 280 people, covering a global perspective. The Project team also tried to record a minority history that is often overlooked. Through this, it is hoped that academia can engage the stories that were recorded by the eyes and ears of the community that lived during the time.

The Project is an example of social consciousness and that private companies can give back to the community by sharing with them a part of their history.

❖ Session 2- Question & Answer

Q1 How can one make a project a success?

Responses:

- ♦ Timing is very important. In the case of Macau, it was named a UNESCO World Heritage site in 2005, so the society was aware of the concept of historical preservation. The Macau economy was also doing well due to the revenue from Macau's casinos, which allows for more support.
- ♦ To make a project a success, government support is needed; however, social support and concern should not be neglected.

Q2 If people or individuals in the private sector have interest in the issue of records management, who should we approach? What if we have something to contribute?

Responses:

- ♦ For the local records project in Hong Kong, there is no proper institute that takes private donations or business donations yet. The Hong Kong Collection at the University of Hong Kong or public libraries may, but they are not museums.
- ♦ The University of Hong Kong will collect those materials, if any. Indeed, archivists at the University want to document the history of the University and the University family.
- ♦ The Hong Kong Baptist University library also collects records and has an archive as well.

Session 3- Linking Public Records Management and Heritage Preservation to Good Governance

Moderator: Ms. Jace Au (Deputy Head, Public Affairs Unit, Radio Television Hong Kong)



❖ Managing the public record in support of effective and transparent government: Experiences from US

Prof. Anne Gilliland

Benefits of proper recordkeeping

Archives are booming in the US and people are becoming aware of their importance.

Good recordkeeping is important for transparent governance and document rights are fundamental to protecting human rights. It also enables proper exchange and collaboration across borders.

On this issue there is balance between protecting national security and privacy, but without good records none of them can be protected. Records are important to both. Also, there must be a public records ethos in digital records. If archivists don't work with a system to set it up, then it is hard to keep proper records in this new medium.



❖ Public records management in HKSAR

Mr. Simon Chu

Missing archival legislation

There is a missing link between good governance and public recordkeeping in Hong Kong. The government is uninterested and uninformed about keeping public records.

Freedom of Information Act and archival legislation

The difference between archives and documents under a Freedom of Information Act is that the former deals with past records while the latter deals with existing records. Hong Kong does not have a Freedom of Information Law; however, even if it did, it would be useless without archival law because information is not properly preserved. In its place, Hong Kong has a Code of Access of Information today, but this does not give people legal rights. It actually places more restrictions than freedoms.

Marginalisation of records

Three important things for a good government are money, people and records. In Hong Kong, the former two have ordinances and regulations that are managed by very high-level bureaucrats. Records have neither the stature nor legal backing of the other two.

Accountability is an empty promise without good records. Currently, Hong Kong only has guidelines but no law; therefore, there is no legal obligation for the government to act. From 1996 to 2008, the government kept giving the same response that there are little problems in archives management as everything is going smoothly. This reply has become outdated.

The civil servants overseeing records preservation in the government are generalists and are only posted there for 2 to 3 years, thus there is little incentive to perform well. Furthermore, there are no professional archivists in leadership positions, as all the certified archivists have been marginalised to less important roles.

In the future, there will be a hole in public documents. When people need to go back to reflect on Tung Chee Hwa or Donald Tsang's history, there will be no documents to research.



◆ The value of archives

Dr. Ray Yep

Researching the 1967 Riots

Dr. Yep worked on a research project on the 1967 riots in Hong Kong. Looking for information related to communications between the Hong Kong and British governments in Hong Kong was a challenge, as no relevant information could be found in Hong Kong. All materials were from the London National Archives.

Importance of archives

Currently, the government is limited in its effectiveness. To have good governance, there needs to be partnership between the government and citizens. For this to occur, transparency is a must. Archives document what happened and are important in this regard because good archives give people the right to know and access.

The London National Archives encounter

The 1967 riots in Hong Kong saw a fundamental shift in the government's attitude. It became less tolerant and started shutting down Communist schools and newspapers. The old police commissioner was also mysteriously replaced after only six months of service.

What was the rationale behind this decision? Why was there such a sudden change? The London National Archives, instead of the Public Records Office in Hong Kong, provided the information within two days after the receipt of request for information. The documents provided by the London National Archives gave important insight into the 1967 riots and the government's decision (the old commissioner was fired because he did not fit with the police's goals).

Archives give a new perspective

Archives can tell you what is going on behind the scenes. After the riots, Hong Kong saw a golden era of reform, which many view as being driven by former Governor Murray MacLehose, yet, the archives tell a different story. Before people considered him a reformist, MacLehose thought it was too radical to implement such drastic changes. He had disputes with London about the reforms.

Another example is Elsie Tu, who researched the records in the archives, looking at the logs of people who accessed past government information. What she found was that there were some government documents that aimed at persecuting her.

❖ Session 3- Question & Answer

Q1 How can we make the case for an archival law in Hong Kong?

Responses:

- ♦ Use the business case. Business cannot work without good records. In any country, it is hard to work without good records. For example, people need to be able to differentiate between personal and official records; this can be addressed with an archival law. In the US, before Nixon and the Presidential Records Act, the President was not required to take proper recordkeeping measures. Now there are lawsuits after lawsuits on the White House because of information from its records. With President Obama, the question of the PDA and public records came up: How to deal with them? Governments are nervous about the issue, but without records, they cannot function well. For instance, electronic health records are extremely useful in healthcare.

Q2 What are the best possible ways to bring an archival law into operation? How can people convince PRC leaders to put pressure on Hong Kong's leaders?

Responses:

- ♦ The Director General of the State Archives Administration of the PRC is concerned about the situation in Hong Kong when the issue was brought to him. That said, when asked to send someone to this seminar, the Administration declined. It is a delicate matter. If Hong Kong people ask them to help pass an archival law, will people ask about passing a law for Article 23?
- ♦ The current situation in Hong Kong is no good for the Central government either because they cannot trace what is happening in Hong Kong.

Q3 As the Head of the Royal Asiatic Society, I wrote a letter to every Legislative Council member a year ago about this issue but got not one reply from any 51 of them. I also wrote to the six secretary level positions and received three replies, though each was only one-and-a-half page long and all said essentially the same thing.

Responses:

- ♦ When the government receives this type of inquiry, it goes to the Director of Administration. In this case, he or she will ask the Director of Government Records Service to reply and then use this reply as the response. The Government will keep using the same reply as the official line and keep these lines for use as long as they want.
- ♦ The current situation in Hong Kong is no good for the Central government either because they cannot trace what is happening in Hong Kong.

Q4 Does this have to do with the culture of Hong Kong? When I was studying in the UK, I was required to take meticulous minutes during meetings, as it was very important to keep proper records. However, in Hong Kong, there is no strong emphasis to keep as detailed records. We did not have records of first few weeks from the Hospital Authority regarding the SARS crisis. During this time, there was heavy debate and discussion, but no minutes were taken of these meetings.

Responses:

- ♦ The Hospital Authority acknowledged they had troubles understanding how decisions were made because there were no records.
- ♦ It is a risk management issue rather than a cultural one. The higher the risk, the more these departments would want to take records. They would want to keep more detailed records because it can be used if they were ever challenged on their decisions.
- ♦ In Executive Council meeting minutes, they will not put down who said what and the reasoning behind it. They will just state that "We made this decision...". If they do not tell you what type of documents they have, things will be very brief and we cannot find out much.

Session 4- The Way Forward

Moderator: Ms. Christine Loh (Chief Executive Officer, Civic Exchange)

The following are the clusters of ideas from the moderated discussion session on the next steps. Verbatim records are not provided here.

Professionally manage public records

Despite the fact that there is a strong British tradition of keeping records and there seems to be a lot of expertise in Hong Kong (with five professional archivists in town), Hong Kong government has not been managing public records in a professional manner. The Hong Kong government does have a public records management programme, as they need the records for business, but they are not doing it according to the best practice. The connection between the archives and the Hong Kong government is missing in Hong Kong and there is an urgent need to address this issue.

Communicate & coordinate among interested parties

It is realised that keeping each other informed is important. The Hong Kong Archives Society could very well be the agent to help enhance communications among interested parties. Contact information can be circulated among the group for easy connection. Clearly, coordination is needed among the group, and there needs to be a body taking up the coordinating role. As things tend to be done in an ad hoc manner in Hong Kong, the sooner the abovementioned ideas are realised, the better.

Another idea is to set up some type of website, which will take some effort and resources. It can then be a platform for the community to communicate and share expertise. There seems to be documentary assets all around Hong Kong and such a project could very well be led by the public sector.

For private sector, interested parties in the private sector could form a small committee to look at what the private sector is currently doing in this area and how to make more people aware of the private sector's initiatives.

Explore collaboration opportunities

The Department of English, University of Hong Kong will organise an event on post-colonial archives and collections in June 2009. This would be a chance for interested parties to collaborate and further the efforts in this important area.

The group could also consider co-designing a longer event and bring in more interesting perspectives, for example, Legislative Council and Radio Television Hong Kong.

Foster a demand for archives

One reason for having poor archives in Hong Kong is the lack of specific demand. Unlike the London National Archives, where one can see quite a lot of elderly people looking up their family history, the Public Records Office in Kwun Tong is rather empty. Having strong demand will also help convince legislators in Hong Kong to act.

Involve the public

Closely connected to creating a demand for archives, getting the general public involved also plays a key role. There is a need to raise people's awareness of the issue.

Perhaps having teachers to get young people involved is a good initiative. Indeed, Radio Television Hong Kong has just released a new programme that engages the teenagers who want to find out what happened to their grandparents in the colonial days by posing interesting questions for them to explore. If the general public is not interested in the issue, it is very difficult to prove demand. The key to get people involved and interested is to effectively convey the importance of proper public records management to the public.

APPENDIX 1

Programme

- 9:30 Introduction • Ms. Christine LOH (Chief Executive Officer, Civic Exchange)
- 9:35 Welcoming remarks • Mr. Peter GREENWOOD (Project Director, The Hong Kong Heritage Project)
• Mr. Danny CHIN (Chair, Hong Kong Archives Society)
- 9:45 **SESSION 1 Public records management: When Hong Kong meets the globe**
[Moderator: Ms. Christine LOH (Chief Executive Officer, Civic Exchange)]
- Presentation* • Dr. Trudy PETERSON (Former National Archivist, US)
- Presentation* • Mr. PITT Kuan-wah (Director, National Archives of Singapore)
- Presentation* • Dr. Sang-min LEE (Treasurer, EASTICA)
- Presentation* • Mr. MAO Guoping
(Assistant Chief, Accession and Collection Department, Shanghai Municipal Archives)
- Q & A
- 11:00 Break
- 11:30 **SESSION 2 Archives and heritage preservation: The non-governmental forces**
[Moderator: Ms. Yanyan YIP (Chief Operating Officer, Civic Exchange)]
- Presentation* • Ms. Helen SWINNERTON (Senior Manager, HSBC Asia Pacific Archives)
- Presentation* • Mr. YUAN Lin (Senior Consultant, Beijing UNIS VITOA Information Technology Co. Ltd.)
- Presentation* • Dr. Helen IEONG, Hoi Keng (Head, Access and Document Unit, University of Macau Library)
- Presentation* • Dr. LAU Chi-pang (Assistant Professor, Lingnan University)
- Presentation* • Ms. Amelia ALLSOP (Project Manager, The Hong Kong Heritage Project)
- Q & A
- 13:00 Lunch
- 14:15 **SESSION 3 Linking public records management and heritage preservation to good governance**
[Moderator: Ms. Jace AU (Deputy Head, Public Affairs Unit, Radio Television Hong Kong)]
- Presentation* • Prof. Anne GILLILAND (Chair and Professor, Dept. of Information Studies, UCLA)
- Presentation* • Mr. Simon CHU (Former Director, Government Records Service)
- Presentation* • Dr. Ray YEP (Associate Professor, City University of Hong Kong)
- Q & A
- 15:15 **SESSION 4 The way forward** [Moderator: Ms. Christine LOH (Chief Executive Officer, Civic Exchange)]
This session will be a moderated discussion session to explore the way forward for public records management and heritage preservation in Hong Kong.
- 16:00 **SESSION 5 Summary and concluding remarks**

APPENDIX 2

Speaker Biographies

Ms. Amelia ALLSOP (Hong Kong)

Amelia joined the Hong Kong Heritage Project as a Project Manager in May 2007. "Our Home, Our History, The Hong Kong Heritage Project" has established an audio, visual and documentary archive of the activities of the Kadoorie Family and the businesses in which they have been involved since the 19th century. This includes China Light and Power and their Hong Kong and Shanghai Hotels group. The Archive places those activities within the wider context of the social, economic and political history of Hong Kong. Prior to joining the project, Amelia worked as a Parliamentary researcher for her local MP and on a Parliamentary Bill team in London. Amelia holds a B.A. in history and an M.A. in International Relations from King's College, London.

Mr. Simon CHU (Hong Kong)

Mr. Simon Chu is the former Government Records Service Director of the HKSAR Government. Academically trained in history, archival science and law, he currently teaches part-time about archives at the Chinese University of Hong Kong. Mr. Chu has served as Vice-chair of UNESCO's International Advisory Committee for the Memory of the World Program and is currently serving both as Secretary General for UNESCO's Asia Pacific Committee for the Memory of the World Program and the East Asian Regional Branch of the International Council on Archives. As a strong advocate for an archives law in Hong Kong, Mr. Chu actively promotes his cause through events and his blog, <http://hkxfiles.mysinablog.com/>.

Prof. Anne GILLILAND (US)

Prof. Anne Gilliland is a Professor and Chair of the Department of Information Studies at the University of California, Los Angeles, and Director of the Centre for Information as Evidence. She is also a faculty member and Chair of the Inter-Departmental M.A. Program in Moving Image Archive Studies. A Fellow of the Society of American Archivists, her research and teaching interests address the various intersections of information technology, recordkeeping and cultural heritage, including digital records management and digital curatorship. She is also engaged with social justice and accountability issues as they relate to recordkeeping. She has published and presented widely around the world. In 1997, she won the Margaret Cross Norton Award for best article published on archival issues and in 1998 she won the C.F.W. Coker Award for innovative development in archival description.

Dr. Helen IEONG, Hoi Keng (Macau)

Dr. Helen Ieong, Hoi Keng is the Director of the executive board of the Macau Documentation and Information Society. She is also working at the University of Macau Library, as functional head of Public Access and Document Unit. Her recent research works, such as the Macau Memory Project for the Macau government, are related to Macau historical documentation and information management. Dr. Ieong is appointed by the Korean National Commission for UNESCO as Macau's focal point for the Asia-Pacific Regional Center of the Culturelink Network.

Dr. LAU Chi-pang (Hong Kong)

Dr. Lau Chi-pang completed his B.A. and MPhil from the University of Hong Kong and received his PhD from the University of Washington, US. While having a wide range of hobbies, he focuses his research interest on Chinese intellectual history, Ming and Qing society and history of Hong Kong. He teaches General Education and History at Lingnan University and is actively involved in community service. He is currently a District Councillor of Tuen Mun, a member of the Antiquities Advisory Board and on the Advisory Committee on Revitalisation of Historic Buildings. He is concurrently in charge of a research unit at Lingnan University focusing on the history of Hong Kong and South China. A contributor to the *National Qing History*, Dr. Lau Chi Pang has widely published on Hong Kong history and is now the Executive Editor-in-Chief of the *Comprehensive Records of Hong Kong* project.

Dr. Sang-min LEE (Korea)

Dr. Lee Sang-min, with more than a decade of experience in archiving, holds leadership and advisory roles in numerous archiving-related organizations and committees. He is a Management Council member at the Research Institute for Korean Archives and Records, Treasurer at the East Asian Regional Branch of the International Council on Archives (EASTICA) and Chairman of the Korean TC 46/SC 11 archives/records management technical committee of the International Organisation for Standardisation (ISO). Dr. Lee worked for the National Archives of Korea from 1997 to 2005, and earned a certification from the Academy of Certified Archivist (ACA) in 2003. He was also Team Leader in the 'Government Records Management Innovation Committee' in the Presidential Committee for Government Innovation from 2004 to 2005.

Mr. MAO Guoping (PRC)

Mr. Mao Guoping is Assistant Chief of the Accession and Collection Department, Shanghai Municipal Archives, and has more than 20 years of experience in archival administration. Mr. Mao also has almost 20 years of experience in archival operation direction, was the former Assistant Chief of the Arrangement and Cataloguing Department, Shanghai Municipal Archives, has published several articles in archival journals and participated in compiling books such as "Famous Streets in Shanghai".

Dr. Trudy PETERSON (US)

Dr. Trudy Peterson is a US-based archival consultant and certified archivist. She spent 24 years with the US National Archives, including more than two years as Acting Archivist of the United States. After retiring from the US government, she worked as Executive Director at the Open Society Archives in Budapest, Hungary, then as Director of Archives and Records Management for the United Nations High Commissioner for Refugees. Dr. Peterson is also the past President of the International Conference of the Round Table on Archives (1993-1995) and the Society of American Archivists (1990-1991). She has lectured on archives throughout the world and has written extensively on the subject. She recently published a study about the records of five temporary international criminal courts, and her publication on archives and human rights is forthcoming. Her publications are available at www.trudypeterson.com.

Mr. PITT Kuan-wah (Singapore)

Mr. Pitt Kuan-wah is the Director of the National Archives of Singapore (NAS). He joined the statutory board as an Oral History Interviewer in 1983 and obtained his post-graduate degree in Archives and Records Management in 1989 from the United Kingdom. He became Director in 2001. Beyond NAS, Mr. Pitt served in the International Council on Archives (ICA) Electronic Records Committee from 1994 to 1996 and is currently the Chairman of the Southeast Asia Regional Branch of ICA (SARBICA).

Ms. Helen SWINNERTON (Hong Kong)

Ms. Helen Swinnerton is Senior Manager of HSBC's Asia Pacific Archive in Hong Kong. Prior to holding this position, Helen worked at HSBC's Group Archives in London after obtaining an M.A. in Archives and Records Management. HSBC's Asia Pacific Archive is a regional archive with the objective of selecting and preserving archival records created by the business and using these records as a resource in the bank, in education and in the wider community. Helen takes an active role in promoting the preservation of documentary heritage within the region. She is currently Acting Secretary General for UNESCO's Asia Pacific Committee for the Memory of the World Program. In addition, Helen is a member of the International Council on Archives and its East Asia Branch and has also presented at regional seminars organized by the Council's Section for Business and Labour.

Dr. Ray YEP (Hong Kong)

Dr. Ray Yep is Research Director of SynergyNet, an independent policy research think tank in Hong Kong. He is also Associate Professor in the Department of Public and Social Administration of City University of Hong Kong. He is now working on a book on the 1967 Riots in Hong Kong.

Mr. YUAN Lin (PRC)

Mr. Yuan Lin is the Senior Consultant of Beijing UNIS VITOVA Information Technology Company Limited. Mr. Yuan has more than 10 years of experience in digital archives industry. He has led many successful projects, including ones with the Bank of China, China Construction Bank, Central Archives and ShengLi oil field.



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