

SEMINAR ON MANAGEMENT OF CENTRAL BANKS' DOCUMENTATION AND ARCHIVES

9-12 September

Aim and content

The aim of the seminar is to describe and analyse best practices in central bank documentation management, based on the understanding that appropriate management in this area contributes to the greater efficiency of each institution and improves the use of its resources. For this purpose, different experiences will be analysed and the best models will be examined from the standpoint of processing information and developing it as electronic documentation. Major importance will be afforded to the processes of document modernisation and digitisation. In particular, the seminar will examine the importance of properly managing and organising central bank processes and archives and optimising resources, and the progress made in their digitisation and the achievement of electronic archives.

Emphasis will be placed on the importance of historical archives insofar as they are the living memory of institutions, and on the need to endow them with the means, procedures and resources required for investigation work. Similarly, the seminar will analyse the importance of the corpus of documents as a whole and of those considered to have particular historic or artistic value.

Professional profile of attendees

The seminar is targeted at professionals from Latin American central banks belonging to the Center for Latin American Monetary Studies, CEMLA, with some knowledge of any of the following subjects: documentation or information management; general archives or records; document digitisation; electronic administration; processes of third-party access to information; historical archives; or any other topic relating to legacy document collections.

Organisation and format

The seminar will be organised by the Banco de España in collaboration with CEMLA. It will be held in Spanish. There will be morning and afternoon sessions, with expert speakers from the Banco de España's General Secretariat.

Participation is by invitation only. Registrations will be processed by CEMLA.