THE IMPLEMENTATION OF THE INTEGRATED SYSTEM OF ARCHIVAL DESCRIPTION (ZOSIA) AT THE STATE ARCHIVES IN KATOWICE AND DATA PROTECTION

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Abstract:

In 2017, the State Archives in Katowice implemented the Integrated System of Archival Description (ZoSIA). The project involved collecting data from existing databases, Sezam and IZA, and transferring them to the new database. ZoSIA operates online and is integrated with other archives in Poland. The researchers can access the database through the search engine at www.szukajwarchiwach.pl. Special focus has been put on data protection. The fonds that contain such data are excluded from online publication.

The paper discusses the process of the implementation with its challenges and solutions. It describes what kind of personal data is protected and how the fonds containing such data are excluded from the publication online. The implementation of ZoSIA in Poland marks the start of a new era in the Polish archives, the digital era.

Key words:

database, retro-conversion, digitization, data protection

Izvleček:

Implementacija integriranega sistema za arhivsko popisovanje (t. i. ZoSIA) v Državnem arhivu Katovice in varstvo podatkov

Državni arhiv Katovice je leta 2017 pričel z uporabo integriranega sistema za arhivsko popisovanje (ZoSIA). Projekt je vključeval zajem podatkov iz obstoječih sistemov Sezam in IZA ter njihov prenos v novo podatkovno zbirko. Sistem ZoSIA je spletno orodje in je implementiran tudi v ostalih poljskih arhivih. Raziskovalci lahko do njega dostopajo preko iskalnika www.szukajwarchiwach.pl. Posebna pozornost je bila namenjena varstvu osebnih podatkov. Fondi, ki take podatke vsebujejo, preko spleta niso dostopni.

Prispevek obravnava proces vpeljave sistema z vsemi izzivi in rešitvami. Opisuje, kateri osebni podatki so zaščiteni ter kako so fondi, ki jih vsebujejo, izključeni iz objave.

Implementacija Sistema ZoSIA na Poljskem označuje začetek novega, digitalnega obdobja v poljskih arhivih.

Ključne besede:

podatkovna zbirka, retrokonverzija, digitalizacija, varstvo podatkov

1.   INTRODUCTION

The quality of services provided by an archival institution depends on the effectiveness of access to records. An effective recordkeeping system facilitates finding archival aids and materials by archivists and patrons. For a long time, Polish archives relied on manual systems for archival description and access. First attempts at modernization of the system took place in the 1970's, however they failed due to the lack of financial means. In the next decade, as the first personal computers appeared in the archives, the Director of the State Archives organized a research team "Information science and archives", which aimed at automatization of archival information. The team succeeded in introducing several modernizing changes (Biernat, 2002; Adamus-Kowalska, 2011, pp. 17-34).

The most significant modifications, however, occurred by the end of the 1990's: the archives introduced databases and the universal standard for archival description. At that time, Poland began the process of adjusting its system of scientific information to the standards existing in the European Union and focused on the creation of information society, which could provide free movement of information (Adamus, 2011, pp. 132-133). After implementing the universal standard of archival description FOPAR in the years 1991-1992 (the International Council on Archives first published the General International Standard of Archival Description in 1994), the Center for Archival Information in Warsaw introduced the MS Access based database SEZAM[1]. The database gathered data on changes within the collection: acquisition, deletion and intramural transfer of holdings. Each archival institution installed the database on a local server; therefore, the databases were not connected (Ryszewski, 1994; Staszewska, *Komputeryzacja*; Staszewska, *ZoSIA*).

Furthermore, in 1997 the Center for Archival Information implemented another database called IZA[2]. Similarly constructed in the MS Access, this tool gathered data on records within an archival group. It was not, however, obligatory like the SEZAM.

Beside SEZAM and IZA databases, one must also mention:

- AFISZ (database for description of posters)
- ELA (database for vital records)
- FILMIK (database for microfilms of fonds concerning Poland)
- KITA (technical documentation database)
- MIKROFILM (microfilm database)
- NADZÓR (collection development database)
- PRADZIAD (database for civil register)
- PUZZLE (database for record lending)
- RAP (register for archival research)
- SUMA (register of access)
- TOPOGRAF (database for storage of records) (Adamus-Kowalska, 2011, pp. 133-139; Kopiński, 2006).

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[1]   *Abbreviation of the Polish name "System Ewidencji Zasobu Archiwalnego" – the Recordkeeping System for Archival Holdings.*

[2]   *Abbreviation of the Polish name "Inwentarze Zespołów Archiwalnych" – Inventories of Archival Fonds.*

In most cases, the use of these databases was optional. Mandatory databases were only those that dealt with the basic recordkeeping in the archives. The state archives employed also other databases, prepared as a tool for archival research or as an index to selected fonds. Each year the state archives had to submit databases to the Head Office of the State Archives along with the annual report. As the computerization in the archives progressed, the archivists started using databases created for their own use, which resulted in information chaos and rendered record management a difficult task. For that reason, it became imperative to create an integrated recordkeeping system for all archives.

2.   ZoSIA

In July 2007, the Director of the State Archives Sławomir Radoń appointed a research group for preparation of the Integrated System of Archival Information (in Polish: Zintegrowany System Informacji Archiwalnej – abbreviated further in the text as "ZoSIA"). The system would supersede all existing databases and would provide a recordkeeping tool not only for the state archives, but also for all institutions with an archival collection. It would be one unified system for Polish archival holdings (Bednarek, 2016). The research group included archivists of the Head Office, and of the State Archives in Cracow, Lublin and Poznań. In 2008, the newly formed National Digital Archives started coordinating the ZoSIA project (Zintegrowany)[3].

The programmers at the NAC designed a system based on open-source documents. Instead of outsourcing its construction, they prepared it on their own, which allowed for free and unlimited modifications of the program. The license and copyrights were not an issue, since all copyrights belonged to the NAC. The system works as an Internet application, and therefore does not require any additional expenses for equipment and software. All records are introduced into the system online and are stored in the Central Digital Repository at the NAC (Staszewska, *ZoSIA*).

The public presentation of the system took place on November 28, 2008 at the conference entitled "ZoSIA. A modern tool for management of archival holdings". In December 2008, two state archives – in Lublin and Poznań – received the system for testing. The tests proved successful and in December 2010 the NAC prepared a final version of the system (version 1.0) and recommended it to the Director of the State Archives. By the end of 2015, the archives in Gorzów Wielkopolski, Cracow, Leszno, Lublin, Opole, Poznań and Radom implemented the system (Staszewska, *ZoSIA*).

At the same time, the State Archives in Wrocław tested and implemented AtoM, a database created by the International Council on Archives. In 2012, the archivists there managed to migrate data from SEZAM and IZA to the AtoM database as a part of a research project. However, the AtoM system in its version 2.0 lacks the Polish version and works solely on international standards of archival description, which have not been fully integrated by the Polish state archives. The Wrocław archives therefore had to switch from the AtoM system to the ZoSIA (Bednarek, 2016).

In November 2009, the Integrated System of Archival Description received its version for the public, accessible at the webpage: www.szukajwarchiwach.pl. As more than 1 million records and more than 70,000 scanned copies of archival documents became easily obtainable on the Internet, it marked an important stage in the development of the project. Synchronously, the programmers of the NAC began work on constructing a system of archival digitization, called SeDAn. It would serve as a tool for

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[3]   *"Narodowe Archiwum Cyfrowe" – abbrievated further in the text as the NAC.*

managing the process of digitization from the moment of document selection to the storage on disk arrays and publishing on the Internet (Bednarek, 2016).

On the February 1, 2018, the 2.0 version of the ZoSIA system became available. It conformed to the new decrees of the Director of the State Archives on recordkeeping and description. The functions of the system include:

- collection of data on changes within the collection: acquisition, deletion and intramural transfer of holdings,
- compliance with the ISAD-G, regulations of the ICA and of the Head Office of the State Archives in Poland,
- repository of digital copies of documents,
- indexing system,
- export of the data to the file in .csv format allowing for easy editing,
- register of archival collection,
- search engine on the basic and advanced levels,
- user management.

The system presently functions in 116 institutions, including 33 state archives, 38 branch archives and 45 other repositories. 12 universities use the educational version of the system in archival science classes (Robótka, 2011, p. 157).

The Director of the State Archives initiated also two programs that concerned the ZoSIA system, namely retro-conversion and digitization. The aim of the system is to provide for patrons an easy access to archival collections via the Internet. Therefore, it proves necessary to digitize archival holdings on one hand and on the other – to convert finding aids from the paper form to the digital one.

Retro-conversion in the state archives commenced in July 2016. The archives conducted digitization of archival inventories and indexes in two forms: either they manually typed records into a machine-readable format, or they applied a computer software for optical character recognition to scan documents and enter them into a database. They also converted data from obsolete databases to formats readable by the ZoSIA system. In the next step, they migrated data to the system, which in turn transferred information to the search engine www.szukajwarchiwach.pl (Niestrój, 2016, pp. 41-54).

The Head Office of the State Archives estimated that the state archives stored more than 13 million records (in 35,000 fonds) that needed to be converted to the digital form. According to the plan for 2017, archivists had to convert 6.350,000 records. In the middle of that year, 32 archives accomplished 55% of the plan, namely 3.5 million records. The archives with the best results included: Wrocław, Warszawa, Łódź, Opole and Siedlce (*Program*, 2017). In his report for 2017, the Director of the State Archives informed that 7 out of 32 archives finished the retro-conversion. Archivists digitized 7,445,450 records and the number of records in the search engine www.szukajwarchiwach.pl increased for 317% compared to the year 2016 (*The report*, 2018). On October 23, 2018, the Director reported that after three quarters of 2018, 70% of the plan was done (3,000,000 of 4,000,000) by 25 state archives[4]. Additionally, 172,000 indexes were migrated to the ZoSIA system. Thanks to the process, there are

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[4] *The State Archives in Katowice were mentioned as one of the leaders of retro-conversion.*

more than 14,03 million record descriptions in the engine www.szukajwarchiwach.pl (Retrokonwersja, 2018).

Digitization of archival holdings became important to the archives after 1992, when UNESCO initiated the Program Memory of the World, which registered archival documents essential to the history of the world. Polish archives started digitization in 1995. Thanks to the governmental program "Acid Paper", the archives could purchase equipment and software indispensable in digitization. The NAC coordinated the process after creating a central repository of digital copies. Presently, digitization is conducted as a part of the State Archives Strategy for the years 2012-2020. Documents are digitized either by outsourced companies specializing in digitization, or by archives themselves with the support of the Program Culture+. Digitized documents include civil registers (for genealogical research), geodetical records (for legal purposes), as well as historical documents commemorating important events (for media). As a result, scanned copies of documents are accessible in the engine www.szukajwarchiwach.pl. Since the retro-conversion provides archival description for those documents, both digitization and retro-conversion support access and preservation of archival collections. They preserve the documents in the form of digital copies for future generations. They also embody the idea of open archives, which offer remote access to information stored in repositories.

3. ZoSIA IMPLEMENTATION IN KATOWICE

Although digitization had been conducted at the State Archives in Katowice several years earlier, retro-conversion in a modern database did not start until summer of 2016. On the July 29, 2016, the State Archives in Katowice received two letters from Wojciech Woźniak, the Director of the State Archives in Poland. In these letters, the Director decided to take two actions: on one hand, to implement the new database ZoSIA in all archives by the end of 2017; on the other – to start a program of retro-conversion. This day then has marked a watershed in the history of the archives in Katowice. From this date forward, they would be eschewing the analogue world and embracing the digital one.

In the letter on the ZoSIA implementation, director Woźniak argued that modern information technology allowed for easier and faster access to archival aids. Therefore, he would be stressing the unification of the system of archival information by introducing the online database, common to all state archives. He also asked the director of the National Digital Archives to contact all those archives that did not have the system yet and prepare a schedule of implementation. Moreover, the directors of these archives were to prepare existing databases for migration by the NAC (Woźniak, 29.07.2016).

Henryk Niestrój, the director of the NAC, wrote a letter to state archives on the August 3, 2016. He explained that the implementation would not be carried out individually, but rather collectively. There would be one central workshop on the usage of ZoSIA for representatives of the archives, who in turn would train the staff in their respective institutions. Furthermore, all the archives would have one deadline for sending to the NAC existing databases. Migration of databases by the personnel of the NAC and the ZoSIA workshop would conclude implementation. Directors of the archives were asked to select a coordinator for the implementation, who would learn the details of the process during a seminar planned in September 2016 (Niestrój, 2016).

The seminar took place in Warsaw on the September 22, 2016. Barbara Bednarczyk represented the State Archives in Katowice. She learnt that the deadline for submitting the databases to the NAC would be the April 30, 2017. After that date, the existing databases (Sezam, IZA) would be considered non-operational. The workshop on the ZoSIA would take place soon after the completion of database migration by the NAC.

On September 29, 2016, the director of the State Archives in Katowice, Piotr Greiner, selected a team responsible for the implementation. The team included Barbara Bednarczyk, the Deputy Director Sławomira Krupa and the ZoSIA administrator Piotr Matuszek. Tomasz Hajewski coordinated the work of the team. As the first step, the team prepared a schedule for the implementation. It included:

- Applying to the NAC for certificates to work in the ZoSIA environment (October 2017).
- Merging the existing databases IZA into one (November 2016).
- Preparation of the database SEZAM (November 2016).
- Preparation of the database IZA and verification with the factual situation (January-February 2017).
- Preparation of the databases for the branches of the Archives in Bielsko-Biała, Cieszyn, Gliwice, Pszczyna and Racibórz (February-April 2017).
- Submitting the databases to the NAC (April 30, 2017).
- Workshop on the ZoSIA system (May 2017).
- Verification of the migration
- Signing of the protocol of the implementation and the beginning of work in the ZoSIA.

The decree of the Director of the State Archives, issued on the March 30, 2017, regulated all the legal and technical aspects of the implementation. It stated that the Director provided the Integrated System of Archival Description for a state archives to be used for preparation and updating of archival aids and for archival description. The director of a state archives could report to the NAC all the errors or improvements necessary to ensure the proper work of the system. The system was to be the only means of record keeping in the archives. The Annex 1 of the decree stated all the requirements to be kept and the actions to be undertaken for a successful implementation. They included: migration of data from databases used for description of maps, parchments and technical documentation to a suitable database IZA; migration of other databases to the IZA database; migration of obsolete databases IZA to the most current one; merging databases into one and compliance of the data with the database for recordkeeping – SEZAM; validation of databases via the system ZoSIA; preparation of workstations with Internet access and installed Mozilla Firefox web browser with a valid certificate (Decree, 2018).

The team in Katowice complied with the rules included in the Decree and worked according to the schedule. The validation of the Sezam database went smoothly, it was the simplest task. It consisted of verifying the compliance of the database with requirements of the Zosia system via a special function in the system called Validator. Barbara Bednarczyk carried out the SEZAM validation. The validation of the IZA database took much longer. Piotr Matuszek, who solely was responsible for the task as the database administrator, merged all the databases and prepared them for migration. He also merged databases for the branch archives.

The problems, which the team encountered, included:

- Obsolete databases in MS Access were hard to convert to the suitable format, especially those that described maps;
- Some fonds had several databases that needed merging;
- Lots of records lacked inclusive dates and needed verification with the holdings;
- Lots of records included description terms that were not accepted by the new system and needed deletion.

With the help of the NAC staff, the team managed to solve those problems and on 28th April 2017 transferred files to the NAC using FTP. Records from the IZA databases amounted to 440,300. The number of records for the respective archives in Katowice presents the Table 1.

Table 1. Migration of databases from the State Archives in Katowice

The name of the Archives	Number of records
Archives in Katowice	314,071
Archives in Bielsko-Biała	73,691
Archives in Cieszyn	27,329
Archives in Gliwice	48,816
Archives in Pszczyna	45,665
Archives in Racibórz	107,205
Total	**616,777**

Source: Personal papers of the co-author.

The workshop on the ZoSIA system took place in Katowice between 5th and 6th September 2017. The team strongly advocated a change of venue due to the number of archivists, who would use the new system (more than 70 archivists attended). Therefore, two instructors – Maciej Zdunek of the Head Office of the State Archives and Michał Kaca of the NAC – conducted the workshop for all the staff in Katowice on the first day and the branch archives on the second. They explained how to work in the new system and how to import archival aids.

Meanwhile, the NAC finished migration of the databases and after its verification, the directors of NAC and archives in Katowice signed the implementation document. Thus, the new database was introduced in Katowice in October 2017. The transition to the new system went without obstructions, so since that date, the archivists in Katowice flooded the system with scores of records.

In his letter written on 29th July 2016, the Director Woźniak stressed the need to digitize all archival aids in paper form and publish them online. Therefore, he initiated the program of retro-conversion. To achieve this, he first required of all archives to prepare a list of those aids and estimate the cost of their conversion, considering their state and language. The Annex 1 detailed the program: conversion dealt with both processed and unprocessed fonds; the selected fonds were to be selected considering their popularity among researchers and their value for the history of the region; the conversion would

exclude melioration of the records; the work could be outsourced to the companies that specialized in digitization (Woźniak, 29.07.2016).

In the letter dated on the 9th November 2016, the Director Woźniak sent to the archives more detailed information. He established the retro-conversion as one of the priorities for 2017; therefore, he put off the description of collections until the archives would finish converting the finding aids into digital form. The letter also assigned a daily norm for conversion: 350 records a day in Polish language and 210 records a day in a foreign language. The state archives were to report the number of converted records every quarter (Woźniak, 9.11.2016).

During preparation of the list of the fonds, the staff in Katowice archives applied for a decrease in the daily norm of retro-conversion to 30 records per hour for Polish language and 20 records for German or Russian language. Russian records posed a specific problem. In 2000, the ISO norm for transliteration changed, so all the archival aids in Katowice written according to the older version, when converted, would be unreadable online. After attempts at translating the Russian records into Polish, the archivists decided to type them in Cyrillic script. The Cyrillic keyboards were purchased, and two persons started converting archival aids in Russian.

When the list of fonds for retro-conversion in Katowice was completed by the end of September 2016, it indicated that 1.660,242 records needed conversion. Acting on the aforementioned letter of the Director Woźniak (Woźniak, 9.11.2016), the State Archives in Katowice postponed archival description and all archival activities focused on retro-conversion. According to the plan for 2017, the State Archives in Katowice would convert 526,928 records. The number of records converted by the main office and branches presents the Table 2.

Table 2. Retro-conversion in the State Archives in Katowice and its branch offices in 2017

The name of the Archives	Number of records planned	Number of records converted
Archives in Katowice	321,049	309,450
Archives in Bielsko-Biała	84,138	93,448
Archives in Cieszyn	30,681	30,851
Archives in Gliwice	42,410	33,664
Archives in Pszczyna	27,451	27,827
Archives in Racibórz	21,199	22,555
Total	**526,928**	**517,795**

Source: Annual report of the State Archives in Katowice for 2017.

In 2017, the person in charge of the databases in the Katowice archives first converted several databases in the MS Access .mdb format to the Open Office .csv format and then uploaded them to the ZoSIA system. At that same time, the archivists started typing records from paper finding aids into the IZA database. After closure of the MS Access databases in May 2017, they worked exclusively in the Open Office or directly in the ZoSIA system (there are no Open office spreadsheets for describing

parchments and films). By the end of 2017, 517,795 records were converted (see Table 2). The State Archives in Katowice almost accomplished the plan.

Since the finding aids contain personal data of living persons, it is imperative to protect sensitive data in compliance with both the Polish and international regulations (e.g. General Data Protection Regulation). The ZoSIA system performs such a function. Initially, every finding aid, which had been uploaded into the system, was published in the search engine www.szukajwarchiwach.pl. The state archives used to send the NAC lists of fonds to be excluded from publication due to sensitive data, and the NAC staff eliminated these records from the search engine. The archives excluded whole fonds, series in the inventory, or single entries that contained names, birthdates and addresses of the living persons. They took special care to leave out all inventories of court administration, political parties, or religious and social institutions. In the archives in Katowice, the staff counted out even the finding aids for the mining administration, because they contained names of miners, which had suffered from accidents.

After upgrade of the ZoSIA system to the version 2.1.3 on the 10th August 2018, each new entry in the system automatically received status "Do not publish". The lists of exclusions became unnecessary, as directors of the archives received a right to include or exclude data from publication on the Internet by marking them directly in the ZoSIA system. Consequently, the archival administration ensured data protection on a suitable level.

As a participant in the retro-conversion, the co-author of this article states that it is necessary to keep constantly in mind the wider context of the process. As archivists type records on a daily basis, they must remember the ultimate goal: providing easier and faster access to archival collections. Obviously, the ZoSIA system is conducive to such access. It is intuitive and comprehensible tool for storing archival information. It provides record-keeping abilities. It stores typed finding aids and scanned documents, and it helps in researching the collection. It also assists in supervising the activities of the branch archives online. However, the system needs further development. It should better aid in preparation of the annual reports and the upload of the Open Office spreadsheets should be clearer. The NAC staff has been really helpful in solving all the problems concerning the functioning of the ZoSIA system. Hopefully, it would correct the problems in future versions of the program.

POVZETEK

IMPLEMENTACIJA INTEGRIRANEGA SISTEMA ZA ARHIVSKO POPISOVANJE (T. I. ZOSIA) V DRŽAVNEM ARHIVU KATOVICE IN VARSTVO PODATKOV

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Kvaliteta storitev, ki jih nudi arhiv, je odvisna od učinkovitega dostopa do podatkov. Učinkovit sistem za upravljanje z dokumenti arhivistom in ustvarjalcem omogoča lažje iskanje po iskalnih pripomočkih in gradivu. Poljski arhivi so dolgo časa uporabljali ročne sisteme popisovanja arhivskega gradiva in dostopa do njega, prispevek pa opisuje razloge za razvoj sodobne arhivske službe, njena orodja in zgodovino.

Prvi poskusi modernizacije sistema so se pojavili že v sedemdesetih letih 20. stoletja, vendar zaradi pomanjkanja finančnih sredstev niso bili uspešni. V naslednjem desetletju je direktor državnega arhiva organiziral raziskovalno skupino, imenovano Informacijska znanost in arhivi, ki naj bi avtomatizirala arhivske informacije. Skupina je uspela uveljaviti nekaj sprememb, najpomembnejša od teh je bila implementacija enotnega standarda za arhivsko popisovanje FOPAR v letih 1991 in 1992.

S pospešeno vpeljavo računalnikov v arhivsko strokovno delo so arhivisti pričeli uporabljati različne tipe podatkovnih zbirk, kar je povzročilo informacijski kaos, upravljanje z dokumenti pa napravilo neobvladljivo. Zato je bilo potrebno ustvariti enoten sistem za vse arhive.

Članek v nadaljevanju opisuje razvoj enotnega arhivskega informacijskega sistema, ki je postavljen nad vse obstoječe zbirke podatkov in predstavlja orodje za upravljanje s podatki ne samo za državne arhive, ampak tudi za vse ustanove, ki hranijo arhivsko gradivo.

Pomembno je poudariti, da je bilo za učinkovito delovanje sistema ZoSIA nujno uporabiti programe za retrospektivno konverzijo (retrokonverzijo) in digitalizacijo. Avtorja prispevka analizirata oba programa in dokazujeta, da tako digitalizacija kot tudi retrokonverzija podpirata hrambo in dostop do arhivskih zbirk.

Drugi del prispevka je namenjen vpeljavi sistema ZoSIA v Državnem arhivu Katovice. Proces, ki se je začel leta 2016, je koordinirala posebna skupina. Najprej je pripravila terminski plan implementacije sistema. Direktor državnega arhiva je z odlokom 30. marca 2017 določil vse pravne in tehnične vidike implementacije ter vsem državnim arhivom predpisal enoten sistem za arhivsko popisovanje kot orodje za pripravo in ažuriranje arhivskih iskalnih pripomočkov ter popisovanje. Direktor je o vseh morebitnih napakah ali izboljšavah sistema poročal novoustanovljenemu Državnemu digitalnemu arhivu (NAC). Odlok je prav tako določal vse zahteve in ukrepe za uspešno vpeljavo sistema. Skupina v Katovicah je upoštevala vsa podana pravila in sledila terminskemu planu, vendar je med implementacijo naletela na težave. Avtorja opisujeta njene napore za rešitev teh težav.

Retrokonverzija je bila ena izmed prioritet leta 2017. Državni arhiv je moral pripraviti seznam fondov za retrokonverzijo in oceniti strošek glede na njihovo stanje in jezik. Fondi so bili izbrani glede na njihovo uporabo in zgodovinsko vrednost.

Po sprejetju mednarodne uredbe GDPR so morali vsi poljski arhivi zaščititi občutljive podatke. Državni arhivi so NAC poslali seznam vseh fondov, ki so takšne podatke vsebovali, NAC pa jih je umaknil s spletnega mesta www.szukajwarchiwach.pl. Umaknjeni so bili celotni fondi, serije v inventarjih ali posamezni vnosi, ki so vsebovali imena, rojstne podatke in naslove še živečih oseb. Posebna pozornost je bila namenjena umiku vseh inventarjev sodstva, političnih strank ter verskih in družbenih institucij.

Avtorja tako v prispevku predstavljata proces implementacije sistema ZoSIA z vsemi izzivi in rešitvami. ZoSIA predstavlja intuitivno in razumljivo orodje za hrambo arhivskih informacij, ponuja pa tudi možnost upravljanja z dokumenti. Hrani analogne iskalne pripomočke ter skenirane dokumente ter pomaga pri iskanju po zbirkah. Ponuja tudi možnost nadzorovanja dejavnosti arhivov preko spleta, vendar potrebuje še nekaj nadaljnjega razvoja.

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