



National Archives of Canada

**2001-2002
Estimates**

Part III – Report on Plans and Priorities

Canada

The Estimates Documents

Each year, the government prepares Estimates in support of its request to Parliament for authority to spend public monies. This request is formalized through the tabling of appropriation bills in Parliament. The Estimates, which are tabled in the House of Commons by the President of the Treasury Board, consist of three parts:

Part I –The Government Expenditure Plan provides an overview of federal spending and summarizes both the relationship of the key elements of the Main Estimates to the Expenditure Plan (as set out in the Budget).

Part II –The Main Estimates directly support the *Appropriation Act*. The Main Estimates identify the spending authorities (votes) and amounts to be included in subsequent appropriation bills. Parliament will be asked to approve these votes to enable the government to proceed with its spending plans. Parts I and II of the Estimates are tabled concurrently on or before 1 March.

Part III –Departmental Expenditure Plans which is divided into two components:

- (1) **Reports on Plans and Priorities (RPPs)** are individual expenditure plans for each department and agency (excluding Crown corporations). These reports provide increased levels of detail on a business line basis and contain information on objectives, initiatives and planned results, including links to related resource requirements over a three-year period. The RPPs also provide details on human resource requirements, major capital projects, grants and contributions, and net program costs. They are tabled in Parliament by the President of the Treasury Board on behalf of the ministers who preside over the departments and agencies identified in Schedules I, I.1 and II of the *Financial Administration Act*. These documents are to be tabled on or before 31 March and referred to committees, which then report back to the House of Commons pursuant to Standing Order 81(4).
- (2) **Departmental Performance Reports (DPRs)** are individual department and agency accounts of accomplishments achieved against planned performance expectations as set out in respective RPPs. These Performance Reports, which cover the most recently completed fiscal year, are tabled in Parliament in the fall by the President of the Treasury Board on behalf of the ministers who preside over the departments and agencies identified in Schedules I, I.1 and II of the *Financial Administration Act*.

The Estimates, along with the Minister of Finance's Budget, reflect the government's annual budget planning and resource allocation priorities. In combination with the subsequent reporting of financial results in the Public Accounts and of accomplishments achieved in Departmental Performance Reports, this material helps Parliament hold the government to account for the allocation and management of public funds.

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Estimates

Report on Plans and Priorities

Approved

Minister of Canadian Heritage

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Section I: Messages

Minister's Message

In the face of globalization and new and converging technologies, countries throughout the world are increasingly preoccupied with how to preserve and strengthen the bonds of common citizenship and promote cultural diversity domestically and globally. For Canada, these issues are not new, given our dispersed and diverse population and, of course, our proximity to the U.S. We have never taken our cultural space for granted.



The mission of the Canadian Heritage Portfolio is to address these challenges. To accomplish this, the Department and the eighteen Agencies and Crown corporations in the Portfolio have built a strong and effective mix of policies and programs to ensure that Canadians have access to Canadian stories, Canadian choices and Canadian content, while remaining open to the best the world has to offer. Among these various strategies are subsidies, regulations, professional and technical assistance and outreach activities.

Many of the most significant undertakings of the Canadian Heritage Portfolio, including those of the National Archives of Canada, involve partnerships. These relationships include the provinces and territories, other agencies and departments of the Government of Canada, volunteer groups, professional associations and the business community. But above all, the Portfolio takes quiet pride in playing its role in the success of individual Canadians as artists, as athletes and as citizens fully engaged in the life of their country.

This report highlights the objectives of the National Archives of Canada for the next three years, the initiatives that will enable it to continue fulfilling its mandate and the results it intends to achieve.

Sheila Copps

MANAGEMENT REPRESENTATION

Report on Plans and Priorities 2001-2002

I submit, for tabling in Parliament, the 2001-2002 Report on Plans and Priorities (RPP) for
the National Archives of Canada

To the best of my knowledge, the information:

- Accurately portrays the agency's mandate, priorities, strategies and planned results of the organization.
- Is consistent with the disclosure principles contained in the *Guidelines for the Preparation of the 2001-2002 Report on Plans and Priorities*.
- Is comprehensive and accurate.
- Is based on sound underlying departmental information and management systems.

I am satisfied as to the quality assurance processes and procedures used for the RPP's production.

The Planning and Reporting Accountability Structure (PRAS) on which this document is based has been approved by Treasury Board Ministers and is the basis for accountability for the results achieved with the resources and authorities provided.

Ian E. Wilson

February 23, 2001

Message of the National Archivist

“I see everywhere hope. I see everywhere calm resolution, courage, enthusiasm to face all difficulties, to settle all problems. We do not anticipate, and we do not want, that any individual should forget the land of their origin or their ancestors. Let them look to the past; let them also look to the future; let them look to the land of their ancestors, but let them look to the land of their children.”

Sir Wilfrid Laurier, 1905

In 1905, then Prime Minister Wilfrid Laurier could well have been talking about the challenges facing the Canadian archival community in today’s digital world, with the need to preserve records in a multitude of media for future generations.

The National Archives, Canada’s house of treasured memories, stands before the new century confident that its mission — to preserve the recorded memory of Canada, to open these records to Canadians, to connect them with the sources of their past, with their personal and collective stories — is on solid ground and of ever increasing value in the digital age.

The burgeoning growth of the Internet and the recognition of information and knowledge as a driving force in the digital economy have profoundly transformed the way archives serve their clients. Archives are now more accessible to people than at any other time in human history. The concept of archives as fragile, irreplaceable and inaccessible has been eclipsed by a more dynamic idea of archives as the tangible social memory — a rich legacy of words, images and ideas to be shared.

In a Web world, all Canadians are the clients of the National Archives of Canada. In growing numbers, they are using its resources to individualize history. They are searching for history in the first person: my history, my family, my home, my community. New Web-based archival services are not replacing traditional services; rather, a far broader portion of citizens are discovering for the first time the full extent of Canada’s rich archival heritage. What better way for the government to connect Canadians than through the archival collections that belong to them, one of Canada’s most valuable national assets, held at the National Archives of Canada?

Canadian storytelling, fictional and documentary, based on history, is alive and well, as evidenced by more than 32,000 visits in person to the National Archives of Canada, 69,000 microfilm reels consulted through local libraries across the country, and some 1.4 million user sessions on the National Archives’ Internet site, more than double the previous year. These figures truly reflect the extent of the National Archives’ connection into the community.

Canada will be one of the most connected countries in the world by 2004. To achieve this goal, the National Archives will collaborate with all levels of government, with information and learning organizations, and with the private sector in bringing Canadian content and secure citizen-centric services to the Internet. The National Archives will contribute to the development of a knowledge strategy for Canada. Canadians, on site

and at a distance, will benefit from a holistic approach to the social memory of Canada. Dialogue will continue with the agencies in the Canadian Heritage Portfolio to find creative and connected ways to make available the unique treasures of our museums, libraries and archives, and to provide a wide range of information sources that will further our understanding of Canada.

When combined with other information resources, properly structured and maintained information will be the true capital of the 21st century. To this end, the Archives will contribute to a government-wide information management strategy and framework. It will ensure that the Government of Canada effectively manages its information holdings and develops an integrated program to manage electronic records.

Since its creation 128 years ago, the National Archives has provided Canadians with levels of service unrivalled by any other national archival institution in the world. As it enters the 21st century, the National Archives will rise to the challenge of preserving past documents already in its care, of managing tomorrow's records in new and challenging forms, and of serving present and future generations of Canadians.

Ian E. Wilson
National Archivist

Section II: Agency Overview

2.1 What's New

Since the *2000-2001 Report on Plans and Priorities*, the National Archives has begun to plan for a new associate institution, the Portrait Gallery of Canada; it has also assigned a team to manage the creation and development of Canadian archival content on the Internet, and has consolidated its information technology services with those of the National Library.

A. The Portrait Gallery of Canada

Minister of Canadian Heritage Sheila Copps announced on January 23, 2001 the establishment of the Portrait Gallery of Canada. The Portrait Gallery will display the impressive collections of the National Archives of Canada and of other national institutions, as well as public and private collections from across Canada. Canadians across the country will also have access to these collections via a virtual gallery on the Internet.

This new associate institution will assist the National Archives in realizing the government's key policy objectives of promoting a better understanding of Canadian history and the development of Canada, and connecting Canadians to the stories of their lives. Over the next three years, the National Archives will work with Public Works and Government Services Canada to make the former Embassy of the United States of America at 100 Wellington Street in Ottawa a suitable site for exhibitions and public programming. The government has allocated 22 million dollars for construction and retrofit of the building. The Portrait Gallery of Canada is scheduled to open in 2004-2005.

B. Canadian Digital Cultural Content Initiative — *Canadian Memory Project*

In the fall of 2000, the Department of Canadian Heritage provided the National Archives of Canada with 2.5 million dollars for 2000-2001, as part of the *Canadian Memory* component of the Canadian Digital Cultural Content Initiative. This initiative aims to stimulate the development of quality Canadian digital content and to connect Canadians, particularly youth and lifelong learners, to the riches of Canada's cultural heritage on line and in both official languages. The National Archives is seizing this opportunity, which is in accordance with its strategic direction to serve Canadians, to offer more and diverse Canadian choices on the Internet, and to engage citizens in their archival heritage.

Over the next few years, the National Archives will work with agencies in the Canadian Heritage Portfolio, with the national archival community, and with a range of educational and private sector partners, to transform its rich historic holdings into living memory, accessible to all Canadians through the Internet. The National Archives of Canada has assembled a multidisciplinary team of experts to create Web-based Canadian content and to make it so accessible that its use will become widespread in Canadian homes, schools and businesses.

By participating in this exciting initiative with museums, libraries and archives, the National Archives is enhancing the role of public institutions as well as the quality of life for Canadians. In encountering this rich legacy of words, images and ideas which transformed Canada in the past, Canadians will be better equipped to continue the unfinished work of building Canada.

C. Consolidation of Information Technology Services

The report published in July 1999 by Dr. John English on *The Role of the National Archives of Canada and the National Library of Canada* recommended, among other things, “close cooperation between the National Archives and the National Library in information technology; that is, a convergence towards common technologies and standards to create, manage, disseminate and ultimately preserve published materials and the records that constitute an institutional archive.”

The process of consolidating the Information Technology branches of the National Archives and the National Library began in April 2000 and will be well on the way to completion by March 31, 2001. The result will be a new shared Information Technology Services branch, under a Director General reporting to both the National Archivist and the National Librarian. This branch will be a component of the National Library.

The consolidated branch, based on a common informatics infrastructure and applications, as well as shared standards and practices, will properly position both institutions to meet the challenges of the information age in delivering services to Canadians. Canadians will benefit from the leveraging of resources to create a common gateway to the treasures of the National Archives and the National Library.

2.2 Mandate, Roles and Responsibilities

The National Archives of Canada was established in 1872, making it both one of the oldest heritage institutions within the Canadian Heritage Portfolio and the first cultural initiative undertaken by the Government of Canada following Confederation.

The dual role of the National Archives, as a national heritage institution and an administrative arm of the federal government, was confirmed in the *National Archives of Canada Act* in 1987. The National Archives serves both the Government of Canada, as a centre of expertise in the management of essential records of governance, and Canadians, by conserving and facilitating access to private and public records of national significance. The Archives also serves Canadians as it strives to be a centre of leadership in client-focussed and service-oriented archival development, nationally and internationally.

A number of specific responsibilities have been assigned to the National Archives by virtue of its enabling legislation. No record under the control of a government institution and no ministerial record can be destroyed without the consent of the National Archivist; also, government and ministerial records which, in the opinion of the National Archivist, are of historic or archival importance, shall be transferred to the care and control of the National Archivist.

There is, in addition, a wide range of powers assigned to the National Archivist by the *Act*. The Archivist may:

- acquire records or obtain the care, custody or control of records;
- take such measures as are necessary to classify, identify, preserve and restore records;
- provide access to records subject to any lawful restriction that applies;
- provide information, consultation, research and other services related to archives;
- make known information concerning archives by means such as publications, exhibitions and the lending of records;
- advise government institutions concerning standards and procedures pertaining to the management of records;
- provide government institutions with reproduction services and other services pertaining to the management of records;
- provide a central service for the care and control of records pertaining to former personnel of any government institution;
- provide record storage facilities to government institutions;
- provide training in archival techniques and the management of records;
- cooperate with and undertake activities in concert with organizations interested in archival matters or the management of records by means such as exchanges and joint projects; and
- provide professional, technical and financial support in aid of archival activities and the archival community.

A. National Archives of Canada Business Lines

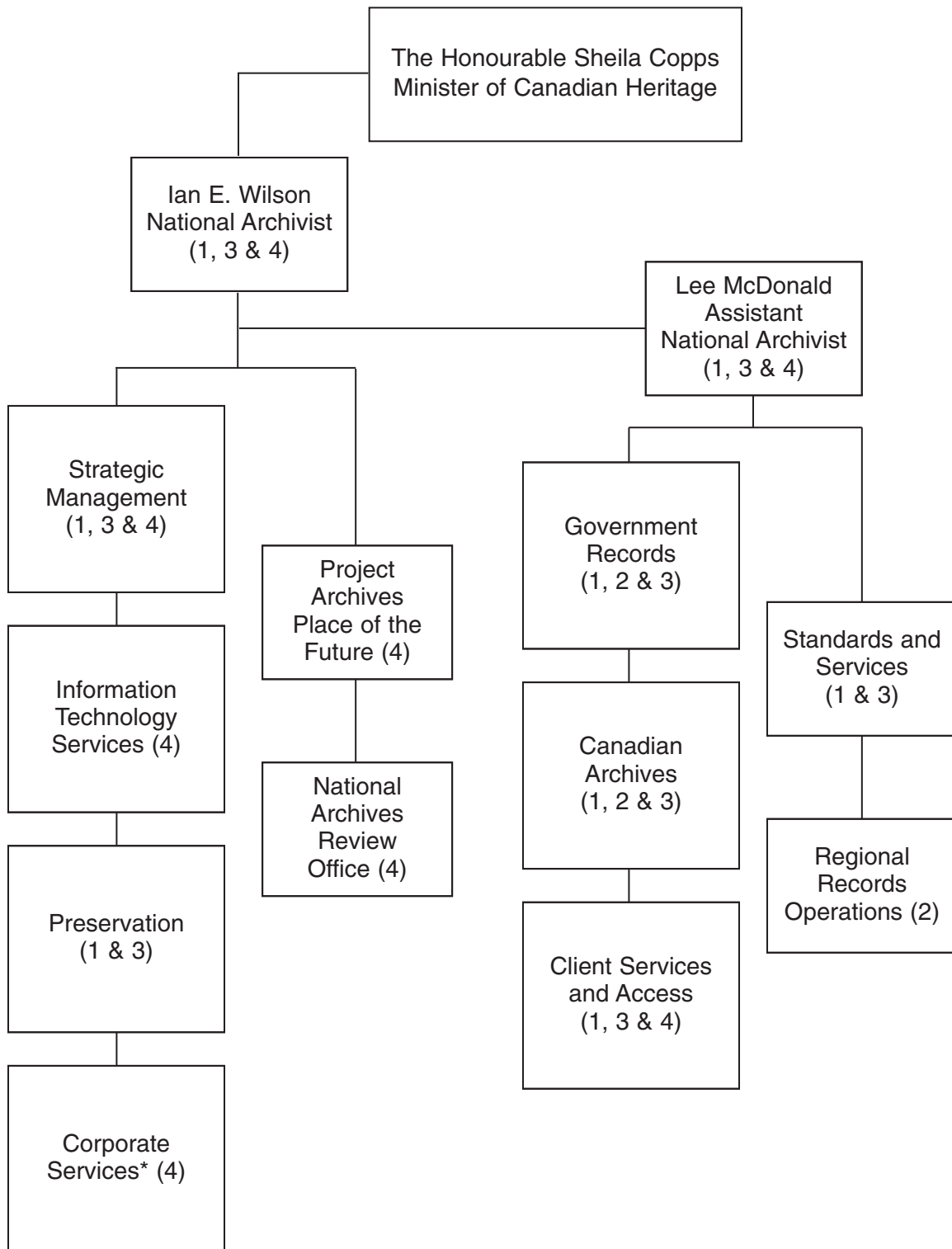
In order to fulfil its mission of serving Canadians by connecting them to the sources of their past, the National Archives delivers a single program which consists of four business lines. The plans and priorities of these business lines are described in this report. The business lines are:

1. Acquisition and Holdings Management
2. Management of Government Information
3. Services, Awareness and Assistance
4. Corporate Services

Minister: The Minister of Canadian Heritage is responsible for the National Archives of Canada.

National Archivist: The National Archivist reports to the Minister and has an Assistant National Archivist and four Directors General who report to him.

B. Positions Responsible for Each Business Line



* Common services for both the National Archives and the National Library.

Positions Responsible for Each Business Line Based on Forecast Spending 2000-2001

Branch	Business Line	(\$ thousands)	(FTE)
Office of the National Archivist	1. Acquisition and Holdings Management 3. Services, Awareness and Assistance 4. Corporate Services	105 34 320	1.00
Office of the Assistant National Archivist	1. Acquisition and Holdings Management 3. Services, Awareness and Assistance 4. Corporate Services	422 22 167	1.70 1.00
National Archives Review Office	4. Corporate Services	359	3.00
Project Archives Place of the Future	4. Corporate Services	542	7.60
Corporate Services*	4. Corporate Services	9,483	91.45
Information Technology Services	4. Corporate Services	3,856	29.70
Preservation	1. Acquisition and Holdings Management 3. Services, Awareness and Assistance	5,192 795	70.30
Strategic Management	1. Acquisition and Holdings Management 3. Services, Awareness and Assistance 4. Corporate Services	660 6,629 938	.81 25.49 10.06
Government Records	1. Acquisition and Holdings Management 2. Management of Government Information 3. Services, Awareness and Assistance	3,052 3,000 364	65.60 22.85 .23
Canadian Archives	1. Acquisition and Holdings Management 2. Management of Government Information 3. Services, Awareness and Assistance	4,603 13 464	68.60
Client Services and Access	1. Acquisition and Holdings Management 3. Services, Awareness and Assistance 4. Corporate Services	168 4,796 603	1.00 87.89 6.98
Standards and Services	1. Acquisition and Holdings Management 3. Services, Awareness and Assistance	1,408 130	21.08
Regional Operations	2. Management of Government Information	5,060	97.66
Total		53,195	614.00

* Common services for both the National Archives and the National Library.

2.3 National Archives of Canada Program Objectives

The program objectives of the National Archives of Canada are to preserve the collective memory of the nation and of the Government of Canada, and to contribute to the protection of rights and the enhancement of a sense of national identity by:

- ❑ acquiring, conserving and providing access to private and public records of national significance, and serving as the permanent repository of records of federal government institutions and of ministerial records;
- ❑ facilitating the management of records of federal government institutions and of ministerial records; and
- ❑ exercising shared leadership in supporting and developing the Canadian and international archival community.

Strategic Directions

The activities of the National Archives of Canada are guided by three strategic directions:

i) Serving Canadians: Telling Canadians What We Have

The National Archives will take steps to become a citizen-centred organization by providing clients with comprehensive and timely access to the records it holds; by promoting greater awareness and knowledge of the sources of Canada's past through the development of new and existing partnerships, as well as other cooperative programs and initiatives; and by ensuring that Canada's documentary heritage in all media continues to reflect the diversity of Canadian society, is available to all citizens and will continue to be so permanently in the future.

ii) Commitment to the Integrity of the Government Record: Leadership in Information Management

The National Archives will ensure that it meets the needs of the Government of Canada with respect to the effective management of its information holdings, and that the value of information as evidence and as a public asset is recognized, by working with managers in the federal government; by supporting the integrity of the government record; and by developing and implementing an integrated program for the management of electronic records to ensure that they remain authentic, reliable and accessible over time.

iii) A Place of Excellence: Revitalizing Management and Business Practices

The National Archives will take action to renew itself as an alliance of professionals who work within an exciting and innovative workplace, by providing training and professional development, and implementing recruitment initiatives; by ensuring that all facilities used by the Archives can accommodate the evolving needs of staff, of archival service and of clients; and by inviting management and staff to participate in a results-based approach to planning, managing and to service delivery throughout the organization.

2.4 Planning Context

The following represents a brief assessment of the many external factors that influence the National Archives of Canada. As it carries out its work, in general, and addresses its strategic priorities, in particular, the Archives must be conscious of the challenges and opportunities that these environmental forces present.

A. Government Commitments

Today's government operates in a complex world. It must adapt to new realities ranging from economic and political globalization to technology shifts, the knowledge economy, demographic challenges, as well as changes in public priorities and the structures of federalism.

The Government of Canada is committed to making Canada one of the most connected countries in the world by 2004, where Canadians will have electronic access to government information and services at the time and place of their choosing. The focus will be on values and results, engaging citizens and providing quality services. Its challenge is to help Canadians maintain their sense of community and to ensure that Canada will have a strong and diversified cultural infrastructure to support the new knowledge-based economy in the 21st century.

In a wired society with access to world choices and culture, the government aims to make distinct Canadian content choices that reflect Canada's cultural diversity and regional voices visible on the Internet. Canada will meet the challenge of preserving, inspiring and sharing Canadian culture, choices and diversity, in order to enhance the quality of life of its citizens.

The National Archives of Canada shares the Government of Canada's priority to put the needs of Canadians first and to provide the highest quality of public service. It shares the government's goal of connecting Canadians to their culture and to their past. As the repository for records of national significance since 1872, the National Archives of Canada will work closely with the Department of Canadian Heritage, its sister agencies in the cultural portfolio and, specifically, with the National Library of Canada, to ensure that Canadian values, culture and heritage are at the heart of Canada's quality of life.

Using the Internet as its primary vehicle of service delivery, the National Archives of Canada will increase Canadians' access to the sources of their history, to unique, authentic and reliable, timely and easy-to-access information about Canada. The Archives will develop quality Canadian digital content based on its vast multimedia holdings. Its expanded digitization program will connect Canadians, particularly youth and lifelong learners, with the riches of Canada's archival heritage on line and in both official languages.

In this period of transition from a deficit reduction environment to one of greater choice, the government's aim is to focus on results, on value for the taxpayer's dollar and on demonstrating a continuing commitment to modern comptrollership. The National Archives will provide Canadians with the high-quality, cost-effective programs and services they want, expect and deserve.

B. Public Expectations and Concerns

Every day, thousands of people use the National Archives of Canada's services in multiple ways. The writing of Canadian history, its pursuit as a passion, a profession and as a hobby can be seen on any day in the National Archives' reading room, in the activity on its Web site and in the flood of written requests for services.

Citizens want easy access to government services through a single window, via the Internet. They see electronic government as more than on-line access to information and services. At the heart of "e-government" is the changing relationship between government and its citizens.

Citizens want fair, equitable, affordable, timely and convenient access to information and services that directly affect them. They want the confidentiality of information they provide and other personal information held by government to be protected. They want government to be responsive to their concerns without being intrusive. They also want policies and programs to be better coordinated and more integrated within bureaucracy and across jurisdictions. As citizens, they expect full and accurate information about every area of government activity. They want to be more involved in their governance and have a more direct say in decision making. Citizens want government to act responsibly and creatively. And most important, they want it to be transparent in the way it functions, and accountable for what it says and does. Citizens also expect improved traditional access through mail, telephone and personal service. Simply put, they want the programs of their national government to be more focussed on their needs.

The National Archives is now seeing a trend towards a better informed audience that knows about NA's holdings. Through the Archives' Web-based services, a far broader portion of citizens are discovering the full extent of Canada's archival heritage. The challenge lies in deciding what to do when technologies change faster than the National Archives' ability to keep up, especially as more and more records are produced and maintained in electronic form. There is pressure on all archival services because people are discovering that, behind every two pages on the Archives' Web site, there are larger and larger actual files. As the National Archives digitizes its holdings, pressures are being placed on the rest of its services.

The Internet potentially affords greater access to government corporate information than we could have possibly imagined. As use of the Internet expands in Canada, people expect, require and are demanding access to government records for a variety of reasons, and in unprecedented numbers. By turning information into a corporate commodity, the Internet is raising the level of public expectation regarding information access to heights previously unknown in the history of modern communication. Given this new information culture and growing public demand for accessible and responsive government, the National Archives' expertise and leadership in information management will be even more critical to the government's achievement of its business, client service and accountability objectives.

C. Technological Advances

Technology is key to the Government of Canada achieving its goal to be known by 2004 as one of the governments most connected to its citizens. Technological advances pose the most exciting and yet the most daunting challenges for the National Archives as it works to preserve Canada's heritage.

As the government moves towards electronic service delivery, the National Archives must think about a new range of intellectual concerns. Apart from the traditional business of physical record keeping, it must address the management of virtual records which live temporarily on a monitor screen in a vast array of technologies constantly on the brink of extinction.

Records that document our rights and privileges as Canadians, records that define who we are as Canadians, these are the records acquired and preserved by archivists — the authentic records of our collective experience. The main attributes of any record are its authenticity and its integrity. But what about the electronic record? It can be written and rewritten, saved, sent to the other side of the world or erased without a trace, with the press of a finger. How will records created in this format be preserved? And those that are preserved, how will they be accessed years from now when the technology of today will have become obsolete? This is a complex question that has enormous implications for the evidence of the future: how do we maintain original and unique records of our experience today?

The National Archives is working with managers across the federal system to help identify a realistic, appropriate, workable approach to ensuring the integrity of authentic electronic records. The technology and formats that we use keep changing, but our need to stay connected with the records of the past and find our way around it remains constant.

D. Key Linkages to Other Departments

i) Heritage Portfolio Partnerships

The National Archives works in close partnership and cooperation with Canada's rich network of heritage, arts and cultural institutions.

Within the Canadian Heritage Portfolio, the National Archives is having discussions on how to make the unique treasures of Canada's archives, libraries and museums available in an intelligent, interactive and engaging way for all Canadians. It is a huge challenge to bring these institutions and disciplines together, but from a public point of view, all are interrelated and all have insights to contribute to Canadians' understanding of Canada. A multidisciplinary and holistic approach is needed to understand Canada's complex society. Archivists, librarians, archeologists, historians, records managers and professionals in other information disciplines, as well as the rich resources of our institutions, have much to contribute to this understanding.

The National Archives of Canada will develop an *Information Management Review Guide* which will be available by the summer of 2001. The development of the guide is a cooperative venture with the National Library and the Department of Canadian Heritage.

The purpose of this guide is to help Canadian Heritage Portfolio departments and agencies assess the extent to which the necessary components of an Information Management Program are in place. The guide will also enable participation in electronic service delivery, particularly in the context of the Government of Canada's Government On-Line Initiative.

ii) National Archives and Canadian Broadcasting Corporation (CBC)/ Société Radio-Canada (SRC) Partnership

The National Archives has entered into a unique collaboration with the CBC/SRC which resulted in the October 2000 production of the highly popular televised documentary series entitled *Canada: A People's History*. Sixty per cent of the images that appear in the book based on the series originated from the National Archives' holdings. This vibrant partnership to make Canadian history accessible and engaging to a vast audience will continue.

iii) National Archives/National Library Joint Initiatives

The National Library and the National Archives are working together to discuss issues of common interest and to explore opportunities for partnership, including the integration of the information technology infrastructure which supports both institutions and the joint development of a virtual Canadian genealogy service. Both institutions are working closely with Public Works and Government Services Canada and Canadian Heritage to develop a joint approach to planning and addressing the accommodation needs of both institutions.

iv) Information and Knowledge Management Within Government

In various reports, Canada's Information Commissioner has emphasized the importance of managing the administrative holdings of the Government of Canada. Sound information management practices are necessary to preserve the authenticity and integrity of records over time. Without sound information management, the resulting loss of information and knowledge derived from it will have a catastrophic impact not only on archival institutions but also on government, electronic commerce, the legal profession and the heritage preservation sector. The success of government initiatives, including Government On-Line, depends on the effective management, sharing and innovative use of information in its many forms.

The National Archives is an important part of the government's strategic information management infrastructure because it has both the responsibility to facilitate the management of the government's recorded information and to provide for the long-term preservation of archival or historical records of national significance. The National Archives of Canada is committed to the integrity of the government record and effective management of recorded information. It recognizes that government departments will have to improve the management of the information in their hard drives, filing cabinets and Web sites if they hope to offer effective on-line access to information and services to the public.

Working with the Treasury Board and with other departments and agencies, the Archives upholds and promotes the value of information as a key asset that must be managed as effectively as any other asset. Through its pivotal role on the Treasury Board's Information Management Sub-Committee and as a co-chair of the Treasury Board's Information Management Forum, the National Archives demonstrates its leadership in information and knowledge management.

The National Archives champions information management awareness among departments and improvements to the policies, procedures, standards, tools, training and governance arrangements for information management in government.

v) Government On-Line

The National Archives recognizes that Government On-Line goes beyond digitizing services or putting forms, tools and databases on line. "E-government" means rethinking how it works and interacts with citizens, given the new world of technology. The Archives is partnering with the Treasury Board Secretariat and with the Department of Canadian Heritage and its Portfolio agencies to build "E-government," an enabled government focussed on public service values.

The National Archives will have its key programs, services and information delivered in both official languages over the Internet, as its primary channel of service delivery. It will feature a redesigned Web site which will be more intuitive, easier to navigate, and will display more of the institution's rich Canadian archival content. Canadians will have access to more and more of their national archival collections through *ArchiviaNet*, the Archives' on-line database. The National Archives will use information technology to provide the best possible service to Canadians. Planning is under way in the National Archives to develop a digital archival reference service as part of the Government On-Line initiative.

E. Key Strategic Partnerships With the Private Sector, Provincial or Other Levels of Government

i) Canadian Archival Information Network

In support of the Canadian archival community, the National Archives of Canada participates as a full member of the Canadian Council of Archives. It is also partnering with the Canadian Council of Archives and provincial, municipal and private archives across the country to partially fund the development of the Canadian Archival Information Network (CAIN), a fully bilingual gateway to descriptive records and digitized archival content from archival collections across Canada.

CAIN is the basic power tool needed to build a digital delivery system for Canadian archival content. Its interconnectivity with all Canadian archives will make information about the records of enduring value accessible to everyone. CAIN will contribute to a substantial increase in Canadian content on the Internet that reflects Canada's linguistic duality and cultural diversity. It will increase the relevance and utility of archival sources to students, educators, youth and lifelong learners; expand the popular appeal and appreciation of what is preserved in Canada's archives; contribute to a significant improvement

in historical literacy in Canadian society, and be of considerable assistance to Canadian cultural industries creating new products and services. Such a comprehensive access invariably will result in a more expansive view of the archival record and will position Canadian archives as key blocks in the development of a knowledge-based society.

CAIN's global access will render it inherently egalitarian. With archives positioned as the source of information and the core of every community, everyone will have access to the information they seek.

ii) AV Preservation Trust.ca

The AV Preservation Trust.ca is a pan-Canadian organization of private and public stakeholders from the community of audio-visual creators, producers, collectors, distributors and users. It is dedicated to assisting in the preservation and enhanced accessibility of Canada's endangered film, sound and video heritage.

The National Archives of Canada, the National Film Board and the Canadian Broadcasting Corporation are key partners in the AV Preservation Trust.ca. The National Archives continues to participate in the Trust programs, such as the Masterworks Project, which recognizes annually the enduring value of ten major Canadian works, as selected by a blue-ribbon panel of creators, producers, broadcasters and users. The Archives has also offered to serve as the repository of these works.

iii) Canadian Feature Film Policy

In 2000-2001, the Minister of Canadian Heritage announced the new Canadian Feature Film Policy. The objective of this policy is to increase the quality, diversity and accessibility of Canadian feature films. The Preservation and Access Component of this policy invests \$600,000 annually — to 2002-2003 — for the National Archives to restore, preserve and store Canadian feature films, particularly those at risk.

iv) National Data Archives Consultation Working Group

Unlike many countries, Canada has no national facility mandated to preserve and manage digital research materials. The lack of a national data strategy has made digital research materials difficult to access, and hindered Canada's ability to coordinate national developments and participate in international initiatives. In cooperation with the Social Sciences and Humanities Research Council (SSHRC), the National Archives is sponsoring the National Data Archives Consultation Working Group. Its purpose is to assess the current Canadian situation. The Working Group will report to the National Archives and SSHRC on the responsibilities of existing institutions and make recommendations on the possible role of a new national data archiving initiative.

Members of the Working Group and its auxiliary Resource Group have been drawn from the public sector, including the Treasury Board Secretariat, the National Library of Canada, Statistics Canada, Natural Resources Canada and the National Research Council, as well as from universities across the country. The first report of the Working Group is expected in the spring of 2001.

2.5 Agency Planned Spending

(\$ thousands)	Forecast Spending 2000-2001*	Planned Spending 2001-2002	Planned Spending 2002-2003	Planned Spending 2003-2004
Budgetary Main Estimates (gross)	46,812	50,834	50,834	47,799
Total Main Estimates	46,812	50,834	50,834	47,799
Adjustments**	6,383	11,900	7,400	15,600
Net Planned Spending	53,195	62,734	58,234	63,399
Less: Non-respendable revenue	168	125	125	125
Plus: Cost of services received without charge	26,389	27,447	27,446	27,407
Less: Cost of services provided to the National Library	4,674	4,682	4,682	4,682
Net Cost of Program	74,742	85,374	80,873	85,999
Full Time Equivalents	614	614	614	614

* Reflects the best forecast of total net planned spending to the end of the fiscal year.

** Adjustments are to accommodate approvals obtained since the Main Estimates and are to include Budget initiatives, Supplementary Estimates etc.

Section III: Plans, Results, Activities and Resources

3.1 Business Line Details

A. Acquisition and Holdings Management

i) Business Line Objective

To ensure the preservation of archival records of national significance that enhance Canadians' understanding of their past and collective identity.

ii) Business Line Description

Acquire, control and preserve federal government records of long-term historical value and records from the private sector which document the development of Canada and are of enduring value.

iii) Planned Spending (\$ thousands) and Full Time Equivalents (FTE)

Forecast Spending 2000-2001*		Planned Spending 2001-2002		Planned Spending 2002-2003		Planned Spending 2003-2004	
\$ thousands	FTE	\$ thousands	FTE	\$ thousands	FTE	\$ thousands	FTE
15,611	229	18,410	229	17,090	229	18,605	229

* Reflects the best forecast of total net planned spending to the end of the fiscal year.

iv) Key Results Commitments, Planned Results, Related Activities and Resources

Key Results Commitments	Planned Results	Related Activities	Resources (\$ thousands)		
			2001-2002	2002-2003	2003-2004
<p>To provide Canadians with an archival resource documenting the Canadian experience and protecting citizens' rights.</p>	<p>Acquisition</p> <p><input type="checkbox"/> Canadians, present and future, have a permanently available, easily accessible archival collection of public and private records of national significance in all media, which bears witness to the origins and development of Canada over the centuries and reflects the diversity of Canadian society.</p> <p>Control</p> <p><input type="checkbox"/> Staff at the National Archives of Canada use comprehensive catalogue and retrieval systems so that clients have the best finding aids and reference tools to the holdings of the nation's archives.</p>	<p>▶ Consulting with other archival and cultural institutions, the National Archives will develop strategies to acquire private and public sector records of national significance. Thematic areas targeted for acquisition include Canadian culture, cultural industries, economics, natural resources, environment, political and public life, and social life.</p> <p>▶ Heritage films, as well as current Canadian feature films, will be acquired and preserved to support Canada's new Feature Film Policy.</p> <p>▶ Based on the National Archives' Electronic Records Strategy, important federal government records created and stored in electronic format will be acquired, preserved and made accessible.</p> <p>▶ An archival application, called MIKAN Version 3, will be developed within the National Library's AMICUS platform, integrating all processes for the control of the National Archives' archival holdings. This new system will replace a system that is technologically outdated and cumbersome.</p>	18,410	17,090	18,605

Key Results Commitments	Planned Results	Related Activities	Resources (\$ thousands)		
			2001-2002	2002-2003	2003-2004
	<p>Preservation</p> <p><input type="checkbox"/> Future generations of Canadians are guaranteed access to their archival heritage because the National Archives employs sound, modern concepts and guiding principles in preserving, copying and treating the documents and other materials in its holdings.</p>	<ul style="list-style-type: none"> ▶ The Archives will create standard descriptions of its holdings using the <i>Rules for Archival Description</i> and make them accessible on <i>ArchiviaNet</i>, its on-line research tool. ▶ The National Archives will bring under archival control all the personnel files of those killed in action in the Second World War. ▶ The National Archives will implement a new preservation policy and copying strategy which recognizes preservation as an all-pervasive function in archival work. ▶ The Archives will significantly enhance its technological capability to digitize its archival holdings in all media in order to better preserve Canada's archival heritage and to provide on-line service delivery to Canadians. 			

B. Management of Government Information

i) Business Line Objective

To preserve the long-term corporate memory of the Government of Canada to support government decision making and accountability.

ii) Business Line Description

Review, assess, monitor and process records retention and disposition authorities for federal institutions; assist them in managing their information; and secure, retrieve and dispose of records that remain under the control of government institutions.

iii) Planned Spending (\$ thousands) and Full Time Equivalent (FTE)

Forecast Spending 2000-2001*		Planned Spending 2001-2002		Planned Spending 2002-2003		Planned Spending 2003-2004	
\$ thousands	FTE	\$ thousands	FTE	\$ thousands	FTE	\$ thousands	FTE
8,075	121	9,523	121	8,840	121	9,624	121

* Reflects the best forecast of total net planned spending to the end of the fiscal year.

iv) Key Results Commitments, Planned Results, Related Activities and Resources

Key Results Commitments	Planned Results	Related Activities	Resources (\$ thousands)		
			2001-2002	2002-2003	2003-2004
<p>To provide Canadians with the preservation of the corporate memory of the Government of Canada.</p>	<p><input type="checkbox"/> Records Disposition Authorities approved by the National Archives enable government institutions to implement their internal records disposition mechanisms, while ensuring that records of the Government of Canada with national archival or historic importance are transferred to the National Archives' care and control.</p> <p><input type="checkbox"/> The National Archives is recognized as a model record-keeping organization.</p> <p><input type="checkbox"/> The long-term memory of government, the rights of citizens and the nation's sense of collective identity are protected.</p>	<p>▶ The National Archives will work with government departments to ensure systematic and orderly identification, appraisal and disposition of records, establishing and approving Disposition Authorities and Multi-Year Disposition Plans.</p> <p>▶ The Archives will complete the development of a Records Disposition Authority Control System to expedite its management of multi-year disposition plans within government. The system will facilitate the systematic and orderly identification, appraisal and subsequent disposition of records.</p> <p>▶ A model for a Records Classification Scheme for government records, organized by business function, will be developed to assist departments with their record keeping and information retrieval.</p> <p>▶ In consultation with government partners, retention standards for common administrative records in the domain of Comptrollership and Materiel Management will be established.</p>	9,523	8,840	9,624

Key Results Commitments	Planned Results	Related Activities	Resources (\$ thousands)		
			2001-2002	2002-2003	2003-2004
	<p><input type="checkbox"/> The Government of Canada's Government On-Line initiative serves Canadians well because it is based on a strategic alignment of information management and information technology, and the effective management of information.</p>	<p>▶ The Archives will work with the Treasury Board Secretariat and other federal departments to champion the value of good information management and record-keeping practices in government. A particular focus will be on reviewing the <i>Management of Government Information Holdings Policy</i>.</p> <p>▶ The National Archives will continue to co-chair the Information Management Forum, an inter-departmental group of director-level information managers, mandated to identify information management issues common across government and to find solutions.</p> <p>▶ Collaborating with the Department of Canadian Heritage and with the National Library, the Archives will develop an <i>Information Management (IM) Review Guide</i> to assess the components of IM programs in the Canadian Heritage Portfolio and program compliance to IM policy and legislation. The guide will enable electronic service delivery in the context of Government On-Line.</p>			

Key Results Commitments	Planned Results	Related Activities	Resources (\$ thousands)		
			2001-2002	2002-2003	2003-2004
	<p><input type="checkbox"/> The coast-to-coast network of Regional Federal Records Centres stores, retrieves and manages dormant and essential records in all media, and all files of federal public servants and military personnel on behalf of government departments and agencies in a cost-effective way.</p>	<ul style="list-style-type: none"> ▶ The National Archives will work with Public Works and Government Services Canada to implement its national accommodations strategy for its Regional Federal Records Centres. ▶ Regional Federal Records Centres will continue to manage the extensive semi-active records holdings of the Canada Customs and Revenue Agency on a cost-recovery basis. 			

C. Services, Awareness and Assistance

i) Business Line Objective

To provide access to the holdings of the National Archives and to support the development of archives for the use, well-being and enjoyment of Canadians.

ii) Business Line Description

Facilitate access to the holdings of the National Archives, provide Canadians with information about the National Archives, its holdings and services, and encourage and assist archives, archival activities and the Canadian archival community.

iii) Planned Spending (\$ thousands) and Full Time Equivalent (FTE)

Forecast Spending 2000-2001*		Planned Spending 2001-2002		Planned Spending 2002-2003		Planned Spending 2003-2004	
\$ thousands	FTE	\$ thousands	FTE	\$ thousands	FTE	\$ thousands	FTE
13,237	113	15,611	113	14,491	113	15,777	113

* Reflects the best forecast of total net planned spending to the end of the fiscal year.

iv) Government of Canada's Service Improvement Initiative

The Government of Canada is committed to achieve a significant, quantifiable improvement in client satisfaction with its services over the next five years. To deliver on this commitment, the Treasury Board has approved a five-year *Service Improvement Initiative*. Treasury Board Ministers have established a target of a minimum 10% improvement in Canadians' satisfaction with the delivery of key government services by 2005.

The National Archives is committed to citizen-centred service delivery. Continuous service improvement is at the heart of its service philosophy. It aims to make its services easier, more convenient and more seamless to access. In 2001-2002, the National Archives will develop a Service Improvement Plan for its Reference Service, Consultation Service, Inter-institutional Loans Service and Copying Service. Baseline satisfaction measures and associated annual client satisfaction improvement targets will be also be developed. Service standards which already exist for these services will monitored in order to meet targets set for improved levels of service.

v) Key Results Commitments, Planned Results, Related Activities and Resources

Key Results Commitments	Planned Results	Related Activities	Resources (\$ thousands)		
			2001-2002	2002-2003	2003-2004
To provide Canadians with access to their archival heritage.	<ul style="list-style-type: none"> <input type="checkbox"/> All of the National Archives endeavours are client-centred. <input type="checkbox"/> Canadians have comprehensive, authoritative and timely reference assistance whether in person or on line through National Archives' automated systems. <input type="checkbox"/> Canadian archival content on the Internet is so accessible that its use is widespread in Canadian homes, schools and businesses. <input type="checkbox"/> Canadians of all ages, wherever they live, have access to unique, reliable and authentic records of Canada's past, a foundation on which they can base their own stories. 	<ul style="list-style-type: none"> ▶ The Archives will maintain its long-established programs and services such as responding to thousands of written, phone and in-person requests for information, making original archival records available for consultation, loaning microfilms, reviewing government records to apply to the Access to Information and Privacy legislation and providing copies of archival material. ▶ <i>ArchivistaNet</i>, the National Archives' Internet-based research tool, will be enhanced with additional finding aids, thematic guides and standard descriptions of the Archives' holdings, including those in digital form. ▶ As part of the Canadian Government On-Line initiative, the National Archives will develop a digital archival reference service. ▶ The National Archives and the National Library will partner to create a virtual Canadian genealogy service. 	15,611	14,491	15,777

Key Results Commitments	Planned Results	Related Activities	Resources (\$ thousands)		
			2001-2002	2002-2003	2003-2004
	<p><input type="checkbox"/> The National Archives enlightens, educates and entertains the public through a broad spectrum of outreach activities. Exhibitions, both traditional on site and virtual on the Internet, engage and stimulate the public with authentic, challenging displays of history.</p> <p><input type="checkbox"/> More Canadians appreciate and understand the quality, value and significance of their national archival holdings.</p>	<p>► Under the Canadian Digital Cultural Content Initiative — Canadian Memory project, the National Archives will join with other cultural agencies in the Heritage Portfolio, such as the National Library of Canada, to furnish an exciting range of informational, educational and research support products on the Web. Some digital holdings which the Archives will bring on line to Canadians will include:</p> <p>i) <i>Canadian Expeditionary Force</i> — The NA will continue its partnership with Industry Canada and digitize over 100,000 more attestation papers of members who enrolled in the Canadian Expeditionary Force during the First World War.</p> <p>ii) <i>Gratien Gélinas</i> — a virtual tour of 300 archival records will highlight the wide range of work accomplished by this well-known Quebec actor, playwright, producer and director.</p>			

Key Results Commitments	Planned Results	Related Activities	Resources (\$ thousands)		
			2001-2002	2002-2003	2003-2004
		<ul style="list-style-type: none"> iii) <i>The Canadian West</i> — will fascinate researchers, genealogists and students of all ages with photographs, sketchbooks, personal diaries, letters, posters, government records and maps from the National Archives holdings on the history of Canada's western provinces. iv) <i>Postal Archives</i> — a joint project with Canada Post will create a special access point on the Archives' Web site for philatelists featuring the Archives' holdings of postal records. v) <i>Susanna Moodie / Catherine Parr Trail</i> — a joint initiative with the National Library will illustrate the relationship between daily pioneer life and the writings of these two famous Canadian authors. ▶ The National Archives will pursue its active community outreach program. Some planned events will include: <ul style="list-style-type: none"> i) A physical and a virtual exhibition of portraits of Canadian athletes to celebrate the <i>IV Games of La Francophonie</i>. 			

Key Results Commitments	Planned Results	Related Activities	Resources (\$ thousands)		
			2001-2002	2002-2003	2003-2004
		<p>ii) A celebration of the 150th anniversary of the first Canadian stamp with a display based on the National Archives' Philatelic Collection.</p> <p>iii) An exhibition celebrating the first Web site acquired by the Archives. In May 2001, the <i>Community Foundations of Canada: Our Millennium</i> Web site, a national registry of projects carried out to make Canadian communities better places to live, will become part of the permanent holdings of the National Archives of Canada.</p> <p>iv) With the Department of Canadian Heritage and the National Library of Canada, the Archives will be an active partner and sponsor of "Giving the Future a Past," a conference to be held in Winnipeg, Manitoba, in October 2001. The conference will promote the teaching of Canadian history to educators.</p>			

Key Results Commitments	Planned Results	Related Activities	Resources (\$ thousands)		
			2001-2002	2002-2003	2003-2004
	<p><input type="checkbox"/> Canadians will have a Portrait Gallery of Canada, a first-class showcase for the extraordinary Canadians from all walks of life who have built and shaped our nation.</p> <p><input type="checkbox"/> The National Archives is a leader in professional development, working in partnership with archival communities in Canada and throughout the world.</p>	<p>▶ Over the next three years, the National Archives will work with Public Works and Government Services Canada to make the former Embassy of the United States of America at 100 Wellington Street in Ottawa a suitable site for the Portrait Gallery of Canada. Construction and retrofitting of the site will begin in 2001 in preparation for the opening of the Gallery in 2004-2005.</p> <p>▶ The National Archives will support the objectives of Canadian archives through grants and contributions to the Canadian Council of Archives, which in turn will administer cost-shared financial assistance programs (such as the development of the Canadian Archival Information Network), and to the AV Preservation Trust.ca.</p> <p>▶ The National Archivist will serve as the chairman of the Conférence internationale de la Table ronde des archives and as Senior Vice-President of the International Council on Archives.</p>			

Key Results Commitments	Planned Results	Related Activities	Resources (\$ thousands)		
			2001-2002	2002-2003	2003-2004
	<input type="checkbox"/> The Canadian Archival Information Network: <ul style="list-style-type: none"> • increases Canadian content on the Internet, reflecting Canada's linguistic duality and cultural diversity • increases the relevance and utility of archival sources to students, educators, youth and lifelong learners • expands popular appeal of Canada's archives • improves historical literacy in Canadian society • assists cultural industries in creating new products and services. 	<ul style="list-style-type: none"> ▶ The National Archives will work with the Canadian Council of Archives to develop the Canadian Archival Information Network, a fully bilingual Web-based gateway to the holdings of all archives in Canada. 			

D. Corporate Services

i) Business Line Objective

To provide support services to the National Archives of Canada and the National Library of Canada.

ii) Business Line Description

Provide strategic planning, policy coordination and review services to the National Archives; provide human, financial, security, materiel and accommodation services to the National Archives and the National Library of Canada, including the delivery of new accommodation for the National Archives; and provide information management and technology services to the National Archives.

iii) Planned Spending (\$ thousands) and Full Time Equivalent (FTE)

Forecast Spending 2000-2001*		Planned Spending 2001-2002		Planned Spending 2002-2003		Planned Spending 2003-2004	
\$ thousands	FTE	\$ thousands	FTE	\$ thousands	FTE	\$ thousands	FTE
16,272	151	19,190	151	17,813	151	19,393	151

* Reflects the best forecast of total net planned spending to the end of the fiscal year.

iv) Key Results Commitments, Planned Results, Related Activities and Resources

Key Results Commitments	Planned Results	Related Activities	Resources (\$ thousands)		
			2001-2002	2002-2003	2003-2004
<p>To provide Canadians with the efficient administration of the National Archives of Canada program.</p>	<p><input type="checkbox"/> The National Archives exemplifies a highly qualified workforce representative of the Canadian population, working in a positive, healthy and enabling environment; it attracts and retains high-calibre staff.</p> <p><input type="checkbox"/> The National Archives is recognized as a centre of expertise in archival science, preservation, information management and client service.</p> <p><input type="checkbox"/> The National Archives' modernized comptrollership supports sound decision making as well as the measurement and reporting of results achieved.</p> <p><input type="checkbox"/> The National Archives has appropriate accommodation to house and protect its archival holdings, and ensures the health, safety, security and well-being of its staff, visitors and clients.</p>	<p>▶ An agency-wide human resources management strategy will be implemented to support departmental programs and to address recruitment, staffing, retention, succession planning, professional development and classification initiatives. The Archives will fulfil employment equity and diversity commitments.</p> <p>▶ The National Archives will plan strategically, develop effective corporate policies and regularly review all of its operations.</p> <p>▶ The Financial Information Strategy will be implemented enabling an improved capacity within the Archives to manage risk, resources and results.</p> <p>▶ The National Archives will work closely with the Department of Canadian Heritage, the National Library and with Public Works and Government Services Canada to develop a long-term accommodation strategy.</p>	19,190	17,813	19,393

Key Results Commitments	Planned Results	Related Activities	Resources (\$ thousands)		
			2001-2002	2002-2003	2003-2004
	<p><input type="checkbox"/> The National Archives manages its information efficiently through systems development, telecommunications, technical support, data administration and departmental library services.</p>	<ul style="list-style-type: none"> ▶ The Archives, together with Public Works and Government Services Canada, will prepare detailed plans and estimates for the project to build a new nitrate film vault to safely conserve that part of Canada's cinematic and photographic heritage. ▶ The National Archives will standardize its network operating system with that of the National Library by migrating to a Novell platform. The Archives will also replace its current office automation software with an integrated tool set available on all employees' desktops. ▶ A plan for an electronic resources technology architecture will be developed for the National Archives and the National Library — a secure, robust, scalable and consistent hardware/software environment to support the management of electronic resources in both institutions. 			

Section IV: Joint Initiatives

4.1 Collective Initiatives

Collective Initiative	Key Results Commitments	Partners	Money Allocated by Partners (\$ thousands)	Planned Results
Canadian Archival Information Network (CAIN)	A fully bilingual gateway to descriptive records and digitized archival content from archival holdings across Canada.	<p>Department of Canadian Heritage</p> <p>Canadian Council of Archives, provincial, municipal and private Canadian archives</p>		<ul style="list-style-type: none"> ✓ A digital delivery system for Canadian archival content. ✓ Interconnectivity with all Canadian archives. ✓ Archival records of enduring value globally accessible to everyone. ✓ Increased authoritative Canadian content on the Internet reflecting Canada's linguistic duality and cultural diversity. ✓ Improved scholarship — an understanding by students, educators, youth and lifelong learners, of the relevance and utility of archival sources. ✓ Greater popular appeal and appreciation of what is preserved in Canada's archives. ✓ Improved historical literacy in Canadian society. ✓ Assistance to Canadian cultural industries creating new products and services.
Canadian Digital Cultural Content Initiative (CDCCI)	To stimulate the development of quality Canadian digital content and to connect Canadians, particularly youth and lifelong learners, to the riches of Canada's cultural heritage on line in both official languages.	<p>Department of Canadian Heritage</p> <p>National Library of Canada and other agencies in the Department of Canadian Heritage portfolio</p> <p>A range of educational and private sector partners</p>	2,500	<ul style="list-style-type: none"> ✓ The National Archives' rich historic holdings are transformed into living memory, accessible to all Canadians through the Internet. ✓ The treasures of Canada's archives, museums and libraries are available in an intelligent, interactive and engaging way for all Canadians. ✓ Canadians have a better quality of life and sense of Canadian identity because they are connected to their archival heritage in their homes, schools and businesses.

Section V: Financial Information

5.1 Summary of Capital Spending by Program and Business Line

(\$ thousands)	Forecast Spending 2000-2001	Planned Spending 2001-2002	Planned Spending 2002-2003	Planned Spending 2003-2004
Acquisition and Holdings Management	310	310	310	310
Management of Government Information	0	0	0	0
Services, Awareness and Assistance	200	200	200	200
Corporate Services	254	12,154	7,654	15,854
Total Capital Spending	764	12,664	8,164	16,364

5.2 Summary of Transfer Payments

(\$ thousands)	Forecast Spending 2000-2001	Planned Spending 2001-2002	Planned Spending 2002-2003	Planned Spending 2003-2004
Grants				
<i>Services, Awareness and Assistance</i>				
Canadian Council of Archives	600	600	600	600
AV Preservation Trust.ca	25	25	25	25
Total Grants	625	625	625	625
Contributions				
<i>Services, Awareness and Assistance</i>				
Canadian Archival community in support of archival projects leading to the development of a national network of Canadian archives, holdings, activities and services	1,340	640	640	640
Canadian archival community in support of projects relating to the conservation of archival records, conservation research and conservation training and information	500	500	500	500
Total Contributions	1,840	1,140	1,140	1,140
Total Grants and Contributions	2,465	1,765	1,765	1,765

5.3 Source of Non-Respendable Revenue

(\$ thousands)	Forecast Spending 2000-2001	Planned Spending 2001-2002	Planned Spending 2002-2003	Planned Spending 2003-2004
Service, Awareness and Assistance	0	0	0	0
Service and Service Fees	0	0	0	0
Miscellaneous	168	125	125	125
Total Non-Respendable Revenue	168	125	125	125

5.4 Net Cost of Program for the Estimates Year 2001-2002

(\$ thousands)	Total
Net Planned Spending (Gross Budgetary and Non-Budgetary Main Estimates plus Adjustments)	62,734
<i>Plus: Services Received without Charge</i>	
Accommodation provided by Public Works and Government Services Canada (PWGSC)	25,218
Contributions covering employees' share of employees' insurance premiums and expenditures paid by TBS	2,198
Workmen's compensation coverage provided by Human Resources Development Canada	31
<i>Less: Services Provided without Charge</i>	
Management of human, financial, materiel and tenant services provided to the National Library of Canada	3,986
Other client services provided to the National Library of Canada	696
Total Cost of Program	85,499
<i>Less: Non-Respendable Revenue</i>	125
2001-2002 Net cost of Program	85,374

Section VI: Other Information

6.1 Legislation Administered by the National Archives of Canada

The National Archivist has sole responsibility to Parliament for the following Act:

National Archives of Canada Act, R.S.C., 1995, c.1 (3rd suppl., c. N-2.5)

The National Archivist shares responsibility to Parliament for the following acts:

Access to Information Act, R.S.C., 1985, c. A-1

Privacy Act, R.S.C., 1985, c. P-21

List of Statutory Annual Reports and Other Departmental Reports

- *Estimates, Part I*
- *Estimates, Part II*
- *Report on Plans and Priorities*
- *Performance Report*
- Part VII of the *Official Languages Act*
- Employment Equity Action Plan and Annual Report
- Official Languages Action Plan and Annual Report
- *Annual Report on Multiculturalism*
- Reports on the *Access to Information Act* and the *Privacy Act*

6.2 Holdings of the National Archives of Canada¹

The Archives holds millions of records including letters, photographs, films, maps, videos, books, paintings, prints and government files, that bring the past to life.

Type of records	Extent of Holdings
Government Textual Records	98,000 linear metres
Private Textual Records	44,000 linear metres
Electronic Records	3,160,000 megabytes
Maps	1.3 million items
Architectural Drawings	900,000 drawings
Photographic Images	21 million images
Documentary Art Records	330,000 items
Library Items	57,000 items
Audiovisual Records — Sound	160,000 hours
Audiovisual Records — Video	107,000 hours
Audiovisual Records — Film	70,500 hours

1. Statistics are current to the end of the 1999-2000 fiscal year.

6.3 References

Canada. National Archives of Canada. *The Source of Canada's Stories. Strategic Directions for the Next Millennium, 2000-2003*. September 19, 1999.

www.archives.ca

Dr. John English. *The Role of the National Archives of Canada and the National Library of Canada*. Report submitted to the Honourable Sheila Copps, July 6, 1999.

www.pch.gc.ca/wn-qdn/arts/english.html

A. Contacts for Further Information

National Archives of Canada
395 Wellington Street
Ottawa, Ontario K1A 0N3

General Information: (613) 995-5138

www.archives.ca

An electronic version of this report can be found at www.archives.ca.

For more information about the contents of this document, contact:

Françoise Bouvier, Director General
Strategic Management Branch
Tel.: (613) 992-7545
Fax: (613) 992-9010
E-mail: fbouvier@archives.ca

B. Contacts for Business Lines

i) Services, Awareness and Assistance

Lee McDonald, Assistant National
Archivist
Tel.: (613) 992-0660
Fax: (613) 992-9010
E-mail: lmcdonald@archives.ca

Françoise Bouvier, Director General
Strategic Management Branch
Tel.: (613) 992-7545
Fax: (613) 992-9010
E-mail: fbouvier@archives.ca

ii) Acquisition and Holdings Management, and Management of Government Information

Lee McDonald, Assistant National
Archivist
Tel.: (613) 992-0660
Fax: (613) 992-9010
E-mail: lmcdonald@archives.ca

Lilly Koltun, Director General
Preservation Branch
Tel.: (819) 953-7701
Fax: (819) 953-0070
E-mail: lkoltun@archives.ca

iii) Corporate Services

Evelyn Levine, Director General
Corporate Services Branch
Tel.: (613) 996-2671
Fax: (613) 992-8348
E-mail: elevine@archives.ca

Louis Forget, Director General
Information Technology Services Branch
Tel.: (819) 997-7223
Fax: (819) 992-7657
E-mail: Louis.Forget@nlc-bnc.ca

Lilly Koltun, Director General
Project Archives Place of the Future
Tel.: (613) 947-4470
Fax: (613) 995-0179
E-mail: lkoltun@archives.ca

