DOCUMENT 1: ABOUT THE LEGATUM INITIATIVE

AND THE LEGATUM REPOSITORY - SONUS ET IMAGO

The **Legatum Initiative** (http://www.legatum.ufba.br/web/) brought together a group of researchers who, through actions and projects of scientific and technological experimentation, are working in the development and learning of the use of tools, models and approaches to representation, preservation and access of information on digital platforms. The Initiative and its products are the result of actions of the Group of Studies on Culture, Representation and Digital Information, from the Information Science Institute of the Federal University of Bahia (CRIDI-ICI-UFBA, http://www.cridi.ufba.br). At the moment it is not about providing services or products that are fully finalized, immutable, closed or for profit. The products and services offered by the Legatum Initiative should be considered "beta" or experimental or prototype, even if they offer stable functionalities and are widely accessed by external users.

Currently, the main research product under development by the Legatum Initiative is the **Legatum Repository - Sonus et Imago** (www.legatum.ufba.br), a reliable digital repository model (RDC). The Repository is intended for representation, remote access, and preservation of born digital originals or those resulting from digital conversion processes of items from public audiovisual collections from Brazilian institutions and also institutions from other countries with languages of Latin origin, such as Brazilian Portuguese, European Portuguese, French, Spanish, Galician, Catalan, Italian, Romanian), adopting English as the working language.

a) **WHAT IS INTENDED, REGARDING A BROADER INSTITUTIONAL ADOPTION, BY UFBA, OF   THE LEGATUM REPOSITORY?**

UFBA does not yet have an actual digital preservation system, since back-up and (or) open-access operations, do not really and effectively represent this type of action, even if related to digital security. According to Resolution n.43 of the National Council of Archives of Brazil (CONARQ), "a digital repository is not just a computerized storage solution, which is just one of the components of the repository[1]." The excellence of our UFBA's Institutional Repository (RI-UFBA) resides in the quality of remote access, with a system of metadata that meets the Dublin Core standard, with DSpace software, which does not specifically address digital preservation. In this sense, and considering that the software adopted in the Legatum Repository is interoperable with DSpace, UFBA

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[1] Cf. http://conarq.arquivonacional.gov.br/images/publications_texts/guidelines_rdc_arq.pdf, p.9.

will gain in knowledge and digital security with the adoption of digital preservation procedures within the Legatum Repository, for preservation of all audiovisual and iconographic production of the University. And this applies not only, of course, to the production of TV UFBA, but to all Units that generate/have custody of digital audiovisual collections, such as the Audiovisual Laboratory, from the Media Library of the College of Communication (LabAV-Midiateca-FACOM-UFBA) and the Collection of Historical Musical Documentation (ADoHM-UFBA), which already are full partners in research with the Legatum Repository.

In this sense, the support we believe possible and of great relevance to the actual digital preservation of audiovisual archives in UFBA (as well as learning from national and international experience, which has been in development with our partners and collaborators in the scope of the research) would take the following aspects into account:

i. UFBA's Rectory incorporates Legatum as a broad international action from the University, formally suggesting that its Units join the proposal, becoming formal collaborators and users of the environment (thus not limited just to YouTube, which, besides being a proprietary tool, does not offer digital preservation to its users);

ii. The Superintendence of Information Technology (STI-UFBA) will extend the digital preservation storage space (not only of backup, which we already use), whenever necessary and possible, and upon prior request, to Legatum's audiovisual archives, as well as to incorporate the effective installation of both software (AtoM, for access, and Archivematica, for digital preservation) within the scope of the STI-UFBA hardware architecture, replacing the current virtual machine and the dedicated server in which those software are respectively installed, assuming them as effective elements of the environment of digital preservation of the institution's audiovisual and iconographic heritage;

iii. UFBA's Rectory will allow the relocation to STI-UFBA of the archival professional Ricardo Sodré Andrade (currently in UFBA's Libraries System – SIBI-UFBA), so that he can dedicate himself to the development and consolidation of the Legatum Repository, subject previously discussed in a meeting with the IT Superintendent, the Rectorate Advisor for IT matters, and the mentioned archivist;

iv. The Rectory will provide financial resources to allow technicians from Artefactual (Canada), the creators and developers of the two free and open source software in question, to train and customize the interface and software metadata fields in the preservation and access environments of the Legatum Repository;

v. At a more appropriate time, ahead in the research, it will be considered how to establish a Managing Committee that includes members of UFBA, CRIDI Group and partner institutions to enable a management that involves the infrastructure part and information security.

b) WHO CAN PARTICIPATE AND WHO IS ALREADY PARTICIPATING IN THE LEGATUM REPOSITORY?

To participate in the development, improvement and use of the Legatum Repository, the institution must be public (with exceptions, resulting from analysis for the acceptance of individuals and private organizations that wish to collaborate). Institutions may participate as partners or collaborators, if they already have bases/repositories for born digital files or digital audiovisual

representatives, as well as those that, for any reason, do not yet have these digital environments to make them available/preserve them. With the participation approved, the institutions become partners or collaborators of the development of the Legatum Repository, and in addition to that, they increase their visibility in a remote environment that has been in development, with the aim of becoming a federated repository.

The participating institutions will retain the rights and duties they already have, in relation to the files they make available.

At the moment, among the participating institutions, we have as effective partners the National Archives of Brazil (AN); VideoHealth Distributor, from the Institute of Communication, Scientific and Technological Information on Health of the Oswaldo Cruz Foundation (VSD-ICICT-Fiocruz); UFBA TV; Audiovisual Laboratory, from the Media Library of the College of Communication (LabAV-Midiateca-FACOM-UFBA); the Collection of Historical Musical Documentation (ADoHM-UFBA). Among our collaborators we have the University Laboratory of Audiovisual Preservation, from the Film and Video Department of the Fluminense Federal University (LUPA-DCV-UFF); the Laboratory for Speech, Image and Sound Studies, from the National Museum/Science and Culture Forum of the Federal University of Rio de Janeiro (LABEDIS-MN-FCC-UFRJ); and the Archives Coordination from the House of Representatives (CA-CD), all especially interested in the development of solutions for access and preservation of audiovisual collections, especially at this time. We hope that, in the near future, institutions from other countries with languages of latin origin, will also be interested in participating in the Legatum Repository.

After a meeting with a representative of the Director of the Brazilian Institute of Information on Science and Technology and the Coordinator of Teaching and Research, Science and Technology (COEPE-IBICT), a draft Technical Cooperation Agreement (ACT) has been elaborated aiming at having IBICT as the institution in charge of the hard responsibilities of **hosting** the idea of the Legatum Repository within the IBICT itself, as a whole; to give **visibility** to the Legatum Repository; to be aware of the necessary **policies** for the enterprise; to act in the **systematization of relations** and **promote integration** among the institutions involved.

c)   HOW TO PARTICIPATE IN THE LEGATUM REPOSITORY?

In order to join the Legatum Repository, the institution must express interest by filling out the form available on the Legatum Repository website (http://www.legatum.ufba.br). May join the Repository the institutions that have custody of born digital archives or digital representatives of archival audiovisual collections produced or under custody in the public sphere of countries that

have as their official language Brazilian Portuguese, European Portuguese, French, Spanish, Galician, Catalan, Italian or Romanian.

There are two ways of participation: *partnership* or *collaboration*. *Partnership* is done between UFBA and institutions outside the University (through ACT) or, when dealing with partnerships among UFBA sectors, through Internal Documents. Participating institutions/sectors receive a login and password for accessing the Legatum Repository metadata environment, and then, can begin basic learning (essentially done by institutional list of communication and debates, basic tutorials, and user manuals) that will allow them to manage their content areas in the repository and, thus, allow the insertion of its audiovisual/ iconographic documents in the environment. Collaborating institutions are those that are still waiting for decisions, processing or procedures to become full partners.

Institutions that already use AtoM software based on the ISAD-G and ISDIAH standards should not duplicate the data in the Legatum Repository, having just to inform the links to the collections and other digital resources available on its web pages. File descriptions and institution descriptions, available in the Legatum Repository, are responsibility of each institution, since it reflects the informative representations that best fit each profile. And it also allows the entry of its own digital representatives in the system, to be accessed by the public. The Legatum Repository provides each institution with the ability to inform and maintain the data in the way that each one prefers, which in turn, and in advance, exempts from responsibility the Legatum Initiative on the data entered by the institution.