



Office of the Chief  
Records Officer for the  
U.S. Government

NATIONAL ARCHIVES *and* RECORDS ADMINISTRATION

## Transforming Records Management to Build the Digital Archives of Tomorrow

Laurence Brewer, CRM  
Chief Records Officer, NARA

OFFICE of the CHIEF RECORDS OFFICER for the U.S. GOVERNMENT

1



Office of the Chief  
Records Officer for the  
U.S. Government

## Key Questions

- What's driving us?
- How will we be better?
- What challenges do we have to be aware of?
- How do we solve them?

NATIONAL ARCHIVES *and* RECORDS ADMINISTRATION

2



Office of the Chief  
Records Officer for the  
U.S. Government

# What is NARA?

- Independent Federal Agency
- 3000 Employees, 40 Locations
- \$350 Million Budget
- 1% - 3% of Federal Documents



Office of Chief Records Officer

- 90 Employees
- Training
- Oversight
- Policy and Outreach
- Operations
- ∞ Appraisal, Scheduling, Assistance

NATIONAL ARCHIVES *and* RECORDS ADMINISTRATION

3



Office of the Chief  
Records Officer for the  
U.S. Government

# What is NARA?

*Our Vision is to transform the American public's relationship with their government, with archives as a relevant and vital resource. This vision harnesses the opportunities to collaborate with other Federal agencies, the private sector, and the public to offer information—including records, data, and context—when, where, and how it is needed. We will lead the archival and information professions to ensure archives thrive in a digital world.*

Office of Chief Records Officer

- More Specific, More Tech Focused
- Records Integral to Agency Mission
- Effective Governance of Assets
- Manage Electronically
- Transparent to User



NATIONAL ARCHIVES *and* RECORDS ADMINISTRATION

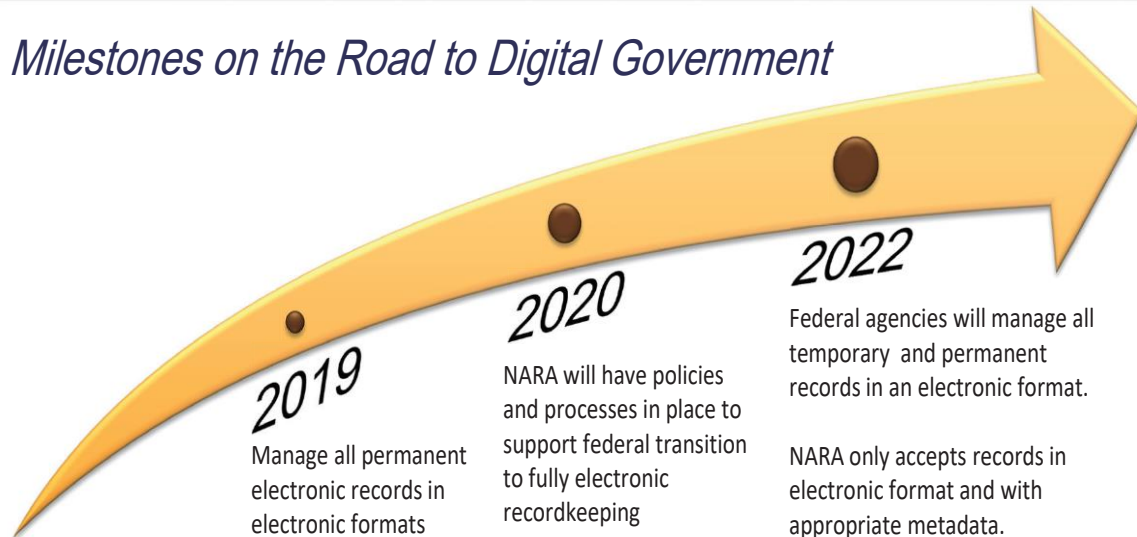
4



Office of the Chief  
Records Officer for the  
U.S. Government

## What's Driving Us

### Milestones on the Road to Digital Government



NATIONAL ARCHIVES *and* RECORDS ADMINISTRATION

5

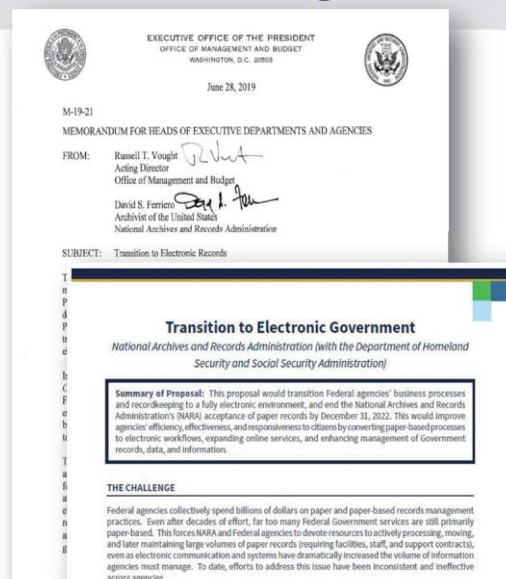


Office of the Chief  
Records Officer for the  
U.S. Government

## What's Driving Us

### Government Reform Plan (June 2018)

### OMB/NARA Transition to Electronic Records (M-19-21)



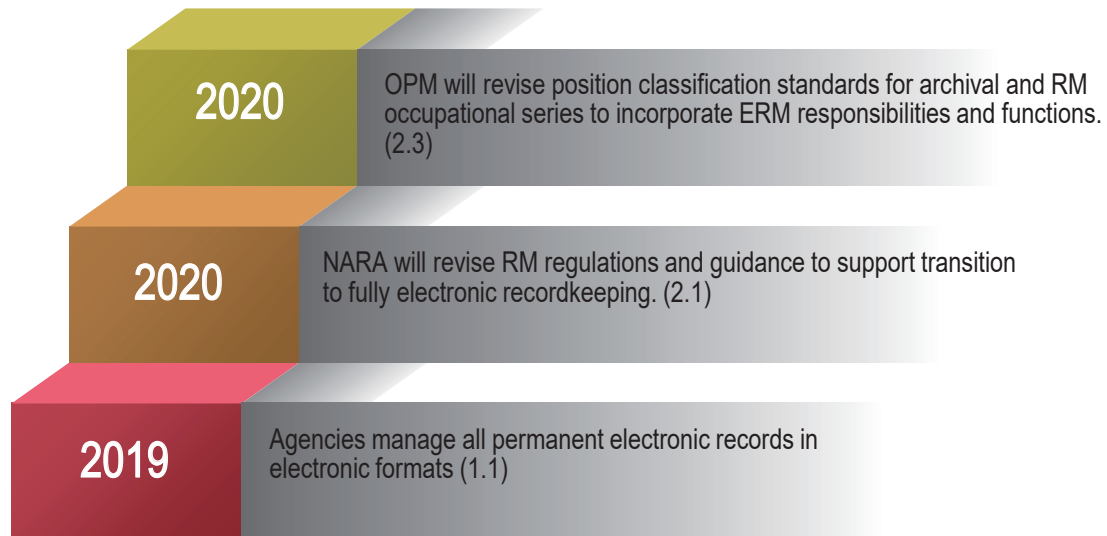
NATIONAL ARCHIVES *and* RECORDS ADMINISTRATION

6



Office of the Chief  
Records Officer for the  
U.S. Government

## Transformational Targets



NATIONAL ARCHIVES *and* RECORDS ADMINISTRATION

7



Office of the Chief  
Records Officer for the  
U.S. Government

## Transformational Targets



NATIONAL ARCHIVES *and* RECORDS ADMINISTRATION

8



# Advancing Digital Government

## How do these mandates and goals support digital transformation?

- Sets a clear marker for change
- Expands the scope of what must be electronic
- Meets customer expectations, promotes relevance of the National Archives
- Begins to shift away from dual processes for analog and electronic
- Forces us to explore innovative solutions and tools



# What Are Some Benefits?

## Continued Drive for Modernization

- Improved manipulability, usability of information
- Transition to Cloud, e-workflow, RM integration

## Increased Expectations for Transparency and Openness

- Opportunities to increase public engagement
- More interest and attention to our work
  - 1) Reporting data
  - 2) Inspection reports
  - 3) Records schedules





Office of the Chief  
Records Officer for the  
U.S. Government

## What Are Our Challenges?

- Resources!
  - Cost to procure, implement, and sustain necessary technological solutions
  - Shallow RM workforce in most agencies
- Crushing weight of legacy records
- Skill gaps and lack of training for what's next
- Increasing volumes and complexity of data and formats
- Building modern infrastructure to facilitate fully electronic government
- Securing senior management support and strategic leadership

NATIONAL ARCHIVES *and* RECORDS ADMINISTRATION

11



Office of the Chief  
Records Officer for the  
U.S. Government

## Solving the Challenges?

- Make connections with agency IM professionals, including IT, Data, Privacy, FOIA, CUI, Legal, etc.
- Leverage information governance framework that includes RIM in policies, procedures, controls
- Be aware of external drivers and cross-agency initiatives
- Collaborate with purpose with other agencies to develop common tools and solutions
- Advocate UP for your program, build business case for resources
- Don't neglect your own development – seek out discomfort!

NATIONAL ARCHIVES *and* RECORDS ADMINISTRATION

12



Office of the Chief  
Records Officer for the  
U.S. Government

## Resources and Contacts

### Records Express – Official Blog

<http://blogs.archives.gov/records-express/>



### NARA Records Management webpage

<http://www.archives.gov/records-mgmt/>

**Laurence Brewer, CRM**

[Laurence.Brewer@nara.gov](mailto:Laurence.Brewer@nara.gov)