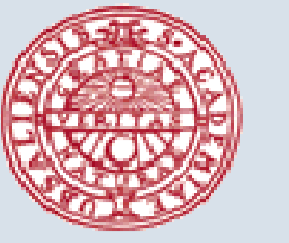


# Official Appraisal Policy in Sweden



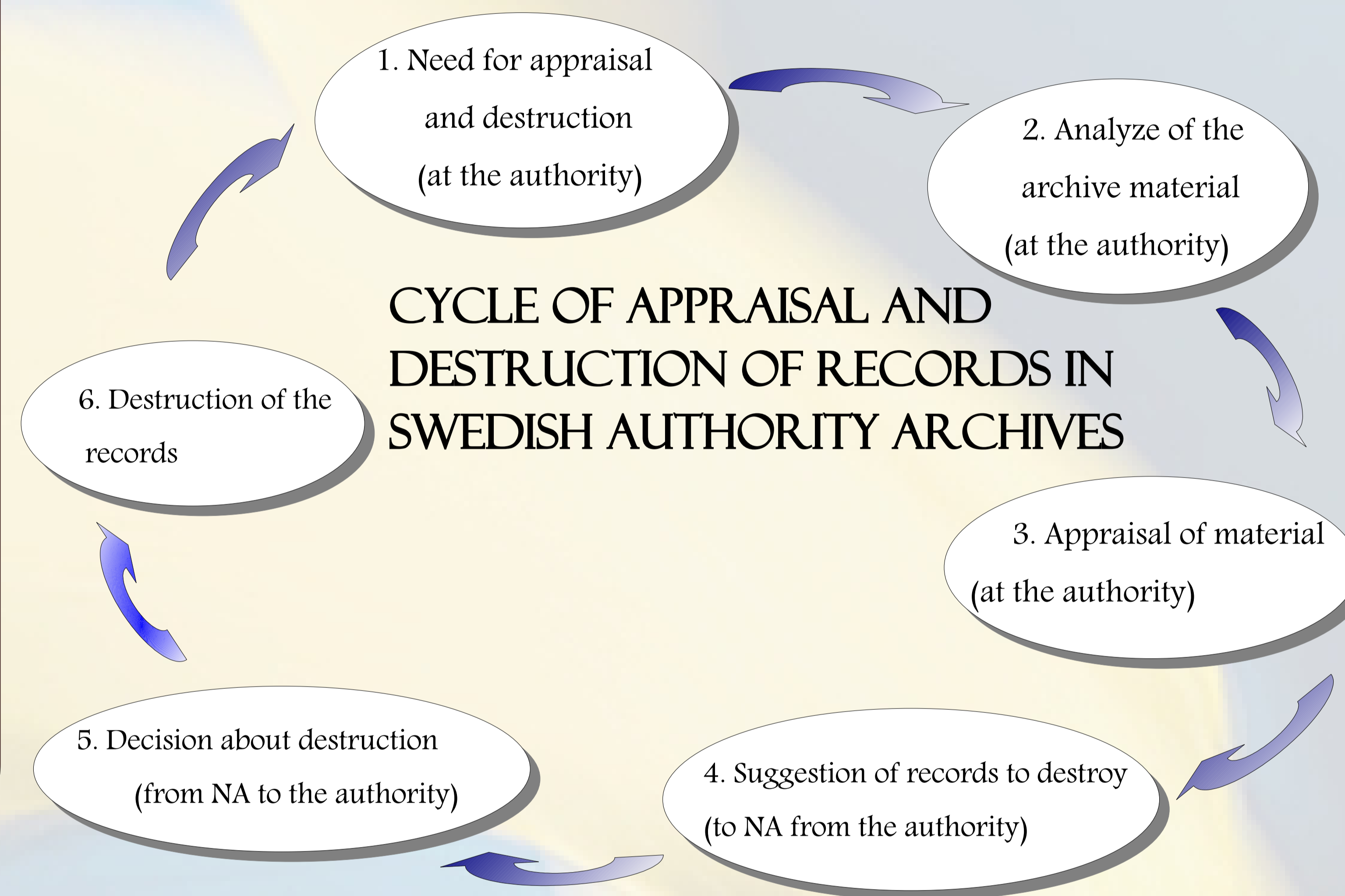
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## DESTRUCTION OF RECORDS – A DEFINITION

In Sweden, the principle is that valuable information can be destroyed, partially or totally, in different ways. Of course, destruction of a specific document is one of them, but also loss of possibilities to search through information or make different combinations of information. It's also regarded as destruction when possibilities of controlling the authenticity of a document are destroyed. All those criteria for destruction mean that one has to know the "potential" of the information which are to be destroyed, before doing the appraisal. Loss of information can also appear when bringing over the information from a media to another, e.g. paper to digital format through scanning. You can lose such important helpful information as colors on a map or signatures that validate the authenticity.

## INTRODUCTION

This poster is about the official appraisal policy used in the Swedish public sector. It's based upon guidelines made by the National Archives (NA) which in their turn are based upon Swedish archival law.



## WHAT ARE THE RULES AND WHO MAKES THEM?

Guidelines for decisions about appraisal and destruction of records are made by the NA. All government archive are obligated to contact the NA before doing any destruction of archived documents. The NA do their mission according to archival law which states the government archives as part of Swedish cultural heritage. They should be kept, maintained and cared for according to three arguments:

1. The right of every Swedish citizen to take part of public records
2. The need of information for the jurisdiction and the public administration
3. The need of information for research

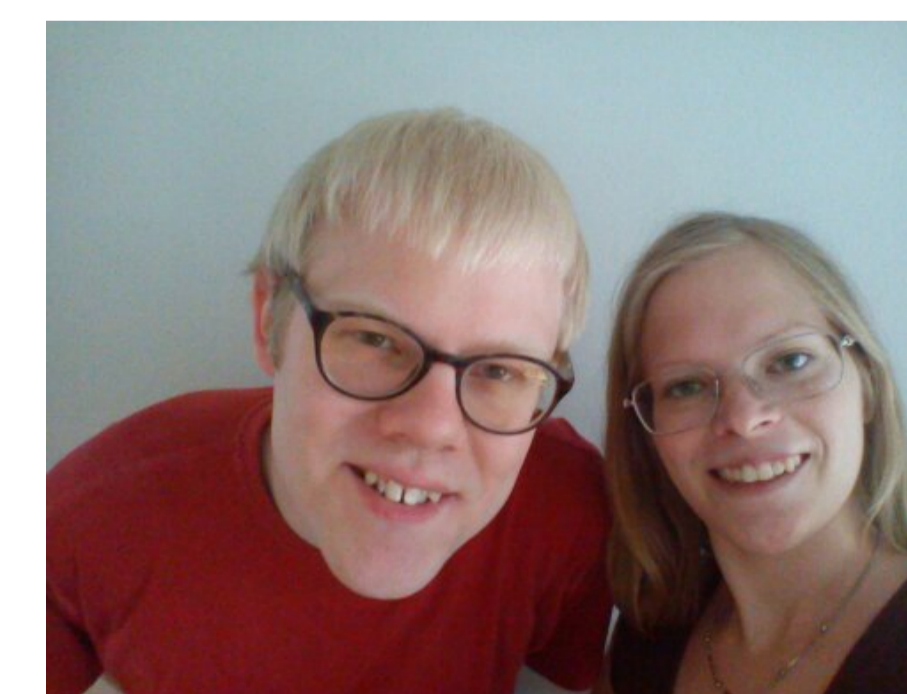
Records are not allowed to be destroyed to such an extent that requirements linked to these three arguments can't be met.

## REASONS FOR DESTROYING DOCUMENTS

The core principle is that all records should be kept. However, this is practically not possible for a lot of different reasons. For the first, all those documents would take huge place and would be very expensive to stack and organize, which give an economic reason for destroying some records. The second reason is to make it

easier for researchers to find the information they need, something that would be hard if we did save all records. Because of this the focus in Swedish appraisal practice is rather to control the destruction so that the information loss will turn up to be as small as possible.

## WHO ARE WE?



Our names are Ina-Maria Jansson and Mikael Larsson and we are archive students at Uppsala University, Sweden. We acknowledge the EU Erasmus Intensive Programme and the Norwegian Centre for International Cooperation in Higher Education which made it possible for us to take this summer course.

### References

*Om gallring – från utredning till beslut* (Riksarkivet, Stockholm 1999)

Can be found at:

[http://www.riksarkivet.se/Sve/Publikationer/Filer/gallring\\_webb.pdf](http://www.riksarkivet.se/Sve/Publikationer/Filer/gallring_webb.pdf)

*Bevarandet av nutiden – Riksarkivets gallrings- & bevarandepolicy* (Riksarkivet, Stockholm 1995)

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An English version is available at:

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