

SERBIA

SURVEY QUESTIONNAIRE: CULTURAL AND SCIENTIFIC HERITAGE INVENTORY AND DIGITISATION IN SOUTH-EASTERN EUROPE

Explanatory note: the purpose of this survey is to collect information related to the current state of work on cultural and scientific heritage inventories and digitisation in South-Eastern Europe in order to:

- *Facilitate the contacts between the institutions in South-Eastern Europe, working in the field, and ease their participation in joined activities.*
- *Provide with guidance and specific inputs for the analysis as well as recommendation and proposals.*
- *Find areas in greatest need for cooperation.*
- *Define possibilities for exchange of expertise.*

Part 1: Bodies Responsible for Cultural and Scientific Heritage Inventory and Digitisation

1. Governmental bodies

Which ministries, agencies and other governmental bodies are responsible for preservation, building inventories in traditional and digital form, digitisation of cultural and scientific heritage?

(Please fill in one table for each body).

<i>Name:</i>	Ministry of culture
<i>Address:</i>	Vlajkovićeve 3, 11000 Belgrade, Serbia
<i>Website:</i>	http://www.kultura.sr.gov.yu/
<i>Contact person:</i>	Dr. Miomir Korać, Department for heritage protection
<i>Brief description of the competencies of the body in the field of Cultural and Scientific Heritage Inventory and Digitisation:</i>	
<i>References to documents (laws, policies), including web references where applicable:</i>	The new Law of Cultural Heritage and the accompanying legislative are under preparation.
<i>Key projects (finished or under development):</i>	Working group for defining strategic documents on digitization
<i>Involvement in international cooperation</i>	
<i>Additional remarks:</i>	

<i>Name:</i>	Committee for digitization of the UNESCO commission of Serbia
<i>Address:</i>	
<i>Website:</i>	
<i>Contact person:</i>	Zoran Ognjanovic, zorano@mi.sanu.ac.yu
<i>Brief description of the</i>	The main objectives of the Committee for digitization are:

<i>competencies of the body in the field of Cultural and Scientific Heritage Inventory and Digitisation:</i>	<ul style="list-style-type: none"> • to organize the national campaign to increase awareness on digitization, • to mobilize the related human and material resources, • to launch massive digitization of cultural and scientific heritage, and making plans for possible migration process, • to create stable cooperation between the research and cultural heritage sectors, • to establish international cooperation with the related UNESCO bodies, and the other relevant institutions, • to establish cooperation with the responsible governmental institutions, • to prepare and publish guidelines for national strategies in the field, and other documents and standards relevant to digitization.
<i>References to documents (laws, policies), including web references where applicable:</i>	
<i>Key projects (finished or under development):</i>	
<i>Involvement in international cooperation</i>	
<i>Additional remarks:</i>	Founded on April 12, 2006

2. Research organisations

Which research organisations are active in the fields of preservation, building inventories in traditional and digital form, digitisation of cultural and scientific heritage?
(Please fill in one table for each organisation).

<i>Name:</i>	Matematički Institut SANU
<i>Address:</i>	Kneza Mihaila 35 11001 Beograd, p.p. 367 Serbia and Montenegro
<i>Website:</i>	http://www.mi.sanu.ac.yu
<i>Contact person:</i>	prof dr Zoran Markovic
<i>Brief description of the competencies of the body in the field of Cultural and Scientific Heritage Inventory and Digitisation:</i>	Many completed and ongoing projects in the field of digitization, One of the founders and the seat of the National centre for digitization
<i>Key projects (finished or under development):</i>	Electronic catalogue of cultural monuments Database of electronic editions of mathematical journals Presentation of the City museum of Belgrade Cooperation in digitization with the library of the Serbian academy of sciences and arts
<i>Key publications in the field of inventory and digitisation:</i>	
<i>Additional remarks:</i>	

<i>Name:</i>	National center for digitization
<i>Address:</i>	Kneza Mihaila 35 11001 Beograd, p.p. 367 Serbia and Montenegro
<i>Website:</i>	http://www.ncd.matf.bg.ac.yu/
<i>Contact person:</i>	Zoran Ognjanovic, zorano@mi.sanu.ac.yu
<i>Brief description of the competencies of the body in the field of Cultural and Scientific Heritage Inventory and Digitisation:</i>	Coordination of efforts in the field of digitization between national cultural and research institutions International cooperation One of the founders of SEEDI (South Eastern European Digitization Initiative)
<i>Key projects (finished or under development):</i>	Electronic catalogue of cultural monuments Virtual library of electronic editions old mathematical works related to Serbia Recommendation for the National Standard for Describing Digitised Heritage in Serbia
<i>Key publications in the field of inventory and digitisation:</i>	Review of the National centre for digitization
<i>Additional remarks:</i>	

3. Repositories (MLA¹ institutions)

Which repositories are undertaking preservation, building inventories in traditional and digital form, digitisation of cultural and scientific heritage?

<i>Name:</i>	Archives of Serbia
<i>Address:</i>	Karnegijeva 2, Belgrade, Serbia
<i>Website:</i>	www.archives.org.yu
<i>Contact person:</i>	Ljiljana Blagojević
<i>Brief description of the scope of resources stored/covered by traditional inventories/covered by digital inventories/digitised:</i>	Archives of Serbia are the central archival institution of Serbia. It was founded by the Law on the State Archives, passed in 1898, and started work in 1900. Since then, all the activities and the organization of the Archives are based on the principles of modern archivistics, century old experience and current laws. In Archive's repositories we keep and preserve 11 000 meters of archival materials, divided into 905 record groups of central institutions, organizations and other bodies of Principality, Kingdom and Republic of Serbia, and 88 personal and family record groups and collections.
<i>Brief description of computer platforms applied in inventory/digitisation work:</i> <ul style="list-style-type: none"> • conformance to 	

¹ MLA – Museum, Libraries, Archives

<i>standards</i> <ul style="list-style-type: none"> • <i>use of software - commercial or homemade</i> • <i>quality requirements and assurance</i> • <i>existence of workflows</i> 	Web applications, JAIS (data base) – Unified Archival Informative System (under development)
<i>Key projects (finished or under development):</i>	JAIS
<i>Involvement in international cooperation</i>	International Council of Archives – EURBICA (European branch)
<i>Additional remarks:</i>	

<i>Name:</i>	National Museum in Belgrade
<i>Address:</i>	Trg republike 1a, 11000 Belgrade
<i>Website:</i>	http://www.narodnimuzej.org.yu/
<i>Contact person:</i>	Aleksandra Sojic, PR Neda Jevremovic, Head of documentation-information department
<i>Brief description of the scope of resources stored/covered by traditional inventories/covered by digital inventories/digitised:</i>	All museum collections (archaeological, numismatic, art historical) are covered by traditional as well as digital inventories.
<i>Brief description of computer platforms applied in inventory/digitisation work:</i> <ul style="list-style-type: none"> • <i>conformance to standards</i> • <i>use of software - commercial or homemade</i> • <i>quality requirements and assurance</i> • <i>existence of workflows</i> 	MS Windows XP, RDBMS MS Visual FoxPro 9.0 (SQL) MDA Homemade (Programmer from the National Museum in Belgrade) There is no LAN (due to the reconstruction of the Museum). New generation of the hardware, programmer MCSD, MCDBA Integration and administration of museum data of all museums in Serbia and technical support for all museums in Serbia (139 museums)
<i>Key projects (finished or under development):</i>	Museum Network of Serbia (Unique database of all museums in Serbia located in the National Museum in Belgrade)
<i>Involvement in international cooperation</i>	None
<i>Additional remarks:</i>	

<i>Name:</i>	National Library of Serbia
<i>Address:</i>	Skerlićeva 1
<i>Website:</i>	www.nbs.bg.ac.yu
<i>Contact person:</i>	Tamara Butigan-Vučaj, tamara@nbs.bg.ac.yu
<i>Brief description of the scope of resources stored/covered by traditional inventories/covered by digital inventories/digitised:</i>	<p>The funds and collections of National Library contain over 5 million publications of various types and origins. Besides the general collection, there are manuscripts, old and rare books, maps and plans, printed music and sound records, photographic material, engravings, serials and so on.</p> <p>Digital Library contains over 500.000 scanned pages, about 400 digitized gramophone records, partially accessible through the web.</p>
<i>Brief description of computer platforms applied in inventory/digitisation work:</i> <ul style="list-style-type: none"> • conformance to standards • use of software - commercial or homemade • quality requirements and assurance • existence of workflows 	<p>COBISS – bibliographical system and services, IZUM, Maribor, Slovenija, commercial software, made according to the standards of the bibliographical description</p> <p>Commercial software for digitized newspapers – the database, MERIDIJAN, Belgrade, Serbia. No conformance to any standard</p> <p>Homemade software in Macromedia Flash – for web presentations of digital collections</p> <p>Homemade software in JavaScript – for web presentations of digital collections</p>
<i>Key projects (finished or under development):</i>	<ul style="list-style-type: none"> - Digital Library of Serbia, projecting of database for digital documents - The concept of “deep catalogue”, OPAC offering URLs to the digital presentations of library materials – under construction - Enlarging of the network of the Virtual Library of Serbia, including public libraries in Serbia in COBISS system - The DOI database of Serbian scientific journals
<i>Involvement in international cooperation</i>	National Library of Serbia is a full partner in the European project TEL (The European Library); participant in the ICDL project (International Children Digital Library); cooperates with other libraries under COBISS platform (ex-Yu countries)
<i>Additional remarks:</i>	

<i>Name:</i>	Institute for the protection of cultural monuments of the Republic of Serbia
<i>Address:</i>	Belgrade, Radoslava Grujica 11.
<i>Website:</i>	www.heritage.org.yu
<i>Contact person:</i>	Siniša Temerinski
<i>Brief description of the scope of resources stored/covered by traditional inventories/covered by digital inventories/digitised:</i>	<p>Traditional catalogue of non-movable cultural heritage including plans, photos and a library,</p> <p>List of exported cultural assets</p>

<i>Brief description of computer platforms applied in inventory/ digitisation work:</i> <ul style="list-style-type: none"> • conformance to standards • use of software - commercial or homemade • quality requirements and assurance • existence of workflows 	PC-network
<i>Key projects (finished or under development):</i>	Electronic catalogue of cultural monuments
<i>Involvement in international cooperation</i>	
<i>Additional remarks:</i>	

<i>Name:</i>	Yugoslav Film Archive
<i>Address:</i>	Knez Mihailova 19, Belgrade
<i>Website:</i>	www.kinoteka.org.yu
<i>Contact person:</i>	R.Zelenovic
<i>Brief description of the scope of resources stored/covered by traditional inventories/covered by digital inventories/digitised:</i>	Traditional archive of copies of films, photos, technical film equipment, film posters Digital register (partially covers assets)
<i>Brief description of computer platforms applied in inventory/digitisation work:</i> <ul style="list-style-type: none"> • conformance to standards • use of software - commercial or homemade • quality requirements and assurance • existence of workflows 	DOS 6.22. Nowel 3.11 Clipper-based system (there is no official standards, YFA uses its own description system)
<i>Key projects (finished or under development):</i>	A network application based on Delphy+SQL is under development
<i>Involvement in international cooperation</i>	
<i>Additional remarks:</i>	

Part 2. Legislative framework and technical guidance

Please describe briefly basic legislative and other official documents related to cultural and scientific heritage inventory and digitization.

(Please fill one table for each separate document).

1. Legislative framework

ARCHIVES

<i>Title of the document (in original language and translation in English):</i>	Zakon o kulturnim dobrima/ The Law of Cultural Heritage Uputstvo o vođenju Registra i Centralnog Registra arhivske gradje/Archival Guidance for keeping The Register and Central Register/Inventory of Archival Materials
<i>Authoring body (bodies):</i>	Ministry of Culture of Serbia/Government of Serbia
<i>Reference (bibliographical and to a website):</i>	-
<i>Brief description of the issues related to Cultural and Scientific Heritage Inventory and Digitisation:</i>	
<i>Additional remarks:</i>	

MUSEUMS

<i>Title of the document (in original language and translation in English):</i>	Regulations on central register of cultural assets in Serbian museums, 1996
<i>Authoring body (bodies):</i>	Ministry of culture
<i>Reference (bibliographical and to a website):</i>	
<i>Brief description of the issues related to Cultural and Scientific Heritage Inventory and Digitisation:</i>	
<i>Additional remarks:</i>	

LIBRARIES

<i>Title of the document (in original language and translation in English):</i>	Zakon o bibliotečkoj delatnosti – Law about Librarianship [1994] Pravilnik o evidenciji bibliotečke grade - Regulation on the registration of library materials [1994] (sublegal act)
<i>Authoring body (bodies):</i>	Ministry of Culture
<i>Reference (bibliographical and to a website):</i>	http://www.nbs.bg.ac.yu/pages/article.php?id=1453
<i>Brief description of the issues related to Cultural and Scientific Heritage Inventory and Digitisation:</i>	
<i>Additional remarks:</i>	

2. National, regional or local inventories of cultural and scientific heritage assets
(Please fill one table for each inventory).

ARCHIVES

<i>Responsible body</i>	Archives of Serbia
<i>Type of cultural and scientific heritage assets:</i>	Archival materials /Register and Central Register
<i>Technologies used in building inventories:</i>	Web applications (data base)
<i>Conformance to standards:</i>	ISO 15489 (national standards are under development)
<i>Availability of the inventory in electronic form (reference to electronic resources, estimation of the coverage of assets):</i>	Under development
<i>Additional remarks:</i>	About 90% of Register and 10% of Central Register information; also available in digital form The most urgent efforts which have to be done are: - regulatory framework changes - there is no Law of Archives and Archival Materials - development of national standards

LIBRARIES

<i>Responsible body</i>	National Library of Serbia
<i>Type of cultural and scientific heritage assets:</i>	Books, periodicals, manuscripts, maps, music, printed music, graphic materials, movies, photo materials, either in analogue or digital format.
<i>Technologies used in building inventories:</i>	Computer network, software for bibliographic database
<i>Conformance to standards:</i>	UNIMARC, family of ISBD standards
<i>Availability of the inventory in electronic form (reference to electronic resources, estimation of the coverage of assets):</i>	All the inventories are available on the web http://vbs.nbs.bg.ac.yu/scripts/cobiss?command=CONNECT&base=70000 http://www.doiserbia.nbs.bg.ac.yu/ http://vbs.nbs.bg.ac.yu/scripts/cobiss?ukaz=GETID&=win&lani=sr About 30% of library materials are covered by the bibliographic database.
<i>Additional remarks:</i>	

Based on the information provided on inventories, is it possible to make an estimation of the current level of coverage of inventory work (what percentage of cultural/scientific heritage assets is covered, what share is available in digital form)? What is the most urgent effort which has to be done – e.g. regulatory framework changes, development of national standards/guidelines, trainings targeted to MLA institutions?

3. Availability of technical guidelines

Please list existing guidelines, recommendations and other documents, which set up rules for

work on:

<i>Digital inventories on</i> <ul style="list-style-type: none"> • <i>written cultural heritage</i> • <i>immovable heritage</i> • <i>intangible heritage</i> 	
<i>Documentation on cultural and scientific heritage:</i>	Recommendation for the National Standard for Describing Digitized Heritage in Serbia (in Serbian, http://www.ncd.matf.bg.ac.yu/?page=news&lang=sr&file=predlogStandardaMetadata.htm),
<i>Digitisation (image capture, metadata, text encoding):</i>	
<i>Long-term preservation:</i>	
<i>Right issues (copyrights, intellectual property rights):</i>	
<i>In which areas additional training of specialists is needed?</i>	

Based on the information provided on availability of guidelines, is it possible to formulate which areas need most urgent measures to be taken to provide sets of guidelines?

Part 3: Regional cooperation in the digitization of cultural and scientific heritage

1. Proposals for possible regional cooperation

Please list one or more projects.

(Please fill one table for each project proposal)

<i>Project title</i>	Expanding SEEDI
<i>Possible participants</i>	All countries from the region
<i>Project aims</i>	
<i>Expected results</i>	Strengthen exchange of know-how between participants in the initiative by supporting: <ul style="list-style-type: none"> ○ organizing SEEDI-conferences ○ permanent work of SEEDI in the form of expert meetings, ○ dissemination activities, and extend SEEDI with new members

<i>Project title</i>	Database and electronic presentation of regional (mathematical) journals
<i>Possible participants</i>	
<i>Project aims</i>	
<i>Expected results</i>	

<i>Project title</i>	Regional web portal for digitized heritage
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<i>Possible participants</i>	
<i>Project aims</i>	
<i>Expected results</i>	

Based on the information provided, project proposals can be summarized and prepared for future joint activities. This can be considered especially useful for the FP7 of the EC, where the regional dimension will be a priority.