

5. SOCIO-DEMOGRAPHIC INDICATORS

5.9. Activity of Archives

Activity of the RA State Archive. According to the summary information of the Archive Agency of the RA Ministry of Culture and Youth Affairs the indicators on insuring safety of Armenian National Archive Fund (ANAF), creation and development of scientific and informative system, completing and examination of importance of the documents, its using and publication in 2003 are presented in the tables below:

Insuring of Safety of the ANAF Documents

Insuring of physical safety of documents		
Restoration, paper	Binding and filing, file (unit of keeping)	Box preparation, file (unit of keeping)
165350	25575	51185

Creation and Development of Scientific and Informative System for ANAF Documents

Kind of documents	Regulation of documents		Improvement and processing of inventory, file (unit of keeping)	Cataloguing of documents, card	Preparation of reference books, unit
	paper	file			
Management documents	56631	23918	15139	21579	1
Personal documents	-	1278			

Completing and Examination of Importance of the ANAF Documents

Control on Organization Departmental Keeping of the ANAF Documents

Kind of documents	Acceptance of documents		Examination of importance of the documents, file (unit of keeping)				
	From organizations, enterprises and establishments (unit of keeping)	From citizens, paper	Keeping in state archive		Regulation of documents in departmental archives		Adoption of the inventory of files by Methodological and Experts Commission (MEC) (file)
			viewed	selected for destruction	permanent keeping	on staff	
Management documents	42393	-	48692	14976	13224	6286	25365
Personal documents	-	175340	-	-	-	-	-
Scientific-technical documents	1144	-	-	-	-	-	-
Photo-documents	-	75	-	-	-	-	-

Using and Publishing of ANAF Documents

Preparation of articles, selection of documents, handbooks	Preparation of radio and TV programmes	Organization of exhibitions of documents	Number of applications and inquires			Organization of work with researchers	
			Total	including		Number of researchers	Number of files provided for use
				subject	social and legal		
7	20	15	6719	130	6589	377	12850

Departmental Keeping of the Documents of Armenian National Archive Fund (ANAF). According to the summary information of the Archive Agency of the RA Ministry of Culture and Youth Affairs, as of 1 January, 2004 number of the institutions, who place the documents in the state archives, comprised 1598, 18.0% of which were non-state institutions. 30.4 % of the state institutions and 5.9 % of the non-state institutions have a nomenclature of files agreed with archival institutions, which are related to the management documents. 93.2% of documents of the state institutions are management, 6.8% - scientific and technical and those of the non-state institutions - 94.4% and 5.6% correspondingly.

5. SOCIO-DEMOGRAPHIC INDICATORS

Archive Activity of the State and Non-State Institutions

Kind of documents completing archives		Number of registered archives, total, unit	Including has		Files for permanent keeping, file (unit of keeping)				Files on personnel	
			Archive storage, sq. m.	Personnel, persons	total	Adopted by MEC of state archive	Marginal dates	Number of files kept longer than the period determined for keeping in departmental archive	total	Agreed with MEC of state archive
Management	state	1222	5275	173	273489	87950	1966-1998	28280	986486	354824
	non-state	271	1585	13	10589	-	-	-	12456	6012
Scientific-technical	state	89	3238	57	209400	12742	1956-1998	42900	-	-
	non-state	16	-	-	-	-	-	-	-	-