

QUESTIONNAIRE

GENERAL INFORMATION:

Country: Lithuania

Organization(s) or entity(s) responsible for the preparation of the report:

Lithuanian National Memory of the World Committee, Ministry of Culture of the Republic of Lithuania

Officially designated contact person/institution:

Lithuanian National Commission for UNESCO Secretariat

Name(s) of designated official(s) certifying the report:

Prof. Rimvydas Laužikas, Chair of Lithuanian National Memory of the World Committee

Brief description of the consultation process established for the preparation of the report:

The report was prepared by the members of the National Memory of the World Committee representing different memory institutions and handed over to the Ministry of Culture for review, amendments and additions. The ministry has also consulted respective memory institutions.

REPORTING ON THE SPECIFIC PROVISIONS OF THE RECOMMENDATION:

General support:

1. Has the Recommendation been promulgated to appropriate ministries and institutions? (Section1)

The Recommendation has been disseminated to the Ministry of Culture, Lithuanian Museum Association, libraries, museums and archives.

2. Has the Recommendation been translated into the national language(s) (if applicable)?

The Recommendation has been translated into Lithuanian language and held on the Lithuanian National Commission for UNESCO website.

3. Has your country created a supportive, participatory, enabling and stable environment for all parties? (1.1, 1.2, 3.1, 4.5, 5.1, 5.2)

In Lithuania documentary heritage is safeguarded by archives, libraries, museums and other memory institutions which accumulate, preserve, investigate it, ensure awareness raising and access to it following the legislation. Institutions responsible for safeguarding documentary heritage and their respective competences are defined in laws on Documents and Archives,

Libraries, Museums, and Protection of Movable Cultural Values. The policy of documentary heritage as an integral part of cultural heritage is formed and implemented by the Ministry of Culture, which issues laws that regulate this sphere, prepare and implement programmes that actualize this policy. The policy of documentary heritage held in archives is formed and implemented by the Office of the Chief Archivist of Lithuania. Safeguarding and actualization of cultural heritage, including documentary heritage, by using contemporary information and communication technologies is envisioned in such strategic documents as Library Development Strategic Guidelines for 2016-2022, Museum Development Strategic Guidelines for 2015-2020, as well as the Programme for Digital Cultural Heritage Actualization and Preservation for 2015-2020. For the implementation of purposes and tasks set out in these strategic documents and for the activities of memory institutions state budgetary funds and European Union structural funds are allocated, which enable the institutions to enrich their funds, make researches, proceed with restoration and preventive conservation work, digitize cultural values, and make them accessible in virtual environment. Legislation also envisions tax and duty reductions that motivate private sector institutions to take part in supporting culture and heritage activities. These initiatives are fruitful as two new private museums were opened last year: MO museum and Tartle museum in Vilnius. Memory institutions cooperate among themselves and also cooperate with other institutions and organizations at both national and international level, participate in national and international projects by rationally using human and material resources, and ensure exchange in experience, knowledge and information dissemination.

4. How, if at all, has your country applied international standards and curatorial best practice? (2.4, 2.7, 2.8, 2.9, 4.2, 5.1, 5.2, 5.5)

In the activities by memory institutions that safeguard documentary heritage both international standards and standards approved in Lithuania are applied; their experts take part in technical committees of Lithuanian Standards Board under the Ministry of Economy of the Republic of Lithuania where standards for cultural heritage preservation and digitization are established. The institutions actively cooperate with scientific organizations, documentary heritage researchers, other interested institutions and organizations in Lithuania and abroad (in item 3 of this questionnaire (page 9) there are listed international organizations in the activities of which Lithuanian memory institutions take part). Seminars, conferences are organized for the purposes of exchange of experiences, information dissemination. Experts participate in similar events organized by different memory institutions, international conferences, seminars, trainings as well as common projects.

In order to standardize digitization of cultural heritage, preservation of digitized content and access to it within memory institutions, in 2010 the Minister of Culture issued the law by which a list of standards and normative documents for creation of digitized content, its preservation and access recommended for implementation of digitization initiatives were approved. In 2011 there were prepared Recommendations for Creation of Digital Content which establish guidance for digital content creation and organization of digital collections. A network of cultural heritage digitization competence centres, which compel to apply common standards, create and develop common information resources management tools (thesauri, dictionaries, etc.), give

consolidated digitization services for memory institutions and other organizations which safeguard cultural heritage, helps to ensure the quality and integrity of digital content created in memory institutions. Also, the centers of digitization competences organize trainings and refresher courses for digitization specialists from memory institutions ensuring creation of quality digitized cultural heritage products. Cultural heritage objects digitized by Lithuanian memory institutions from such national platforms as Virtual Information System of Digital Heritage (VEPIS) (www.epaveldas.lt), Lithuanian Integral Museum Information System (LIMIS) (www.limis.lt) and Digital Archive Information System (EAIS) are transferred to international platforms like Europeana (www.europeana.eu) (currently there are 185,118 objects from Lithuania) or Archives Portal Europo Foundation <http://www.archivesportaleuropefoundation.eu/>. This is why the systems are developed to ensure data compliance and system interoperability.

5. What consultation mechanisms does the government maintain with stakeholders in the documentary heritage sector (national and private memory institutions, professional associations, relevant NGOs)? (1.2)

In Lithuania drafts of regulatory acts are announced in the Seimas of the Republic of Lithuania Legal Acts Information System for interested institutions and society to be able to present their comments and suggestions. Before the Ministry of Culture issues legal acts that regulate memory institutions activities it also consults Lithuanian libraries, museums, archives and Lithuanian cultural heritage digitization councils representing national and state institutions, professional associations, scientific institutions, and other interested parties.

Principles and criteria for documentary heritage held in libraries fund formation are defined in the Guidelines for Old, Rare and Having Exceptional Value Documentary Heritage Fund Formation, Safeguarding and Use, Lithuanian Library Fund, and National Published Documents Archival Fund Regulations approved by the orders of the Minister of Culture. They envision that library network is consulted by experts who perform scientific investigations on old, rare and having exceptional value documents, and who have long time experience working with them from Martynas Mažvydas National Library of Lithuania, the Wroblewski Library of the Lithuanian Academy of Sciences, and Vilnius University Library regarding selection and acquisition of fund documents. Lithuanian state archives manage document funds following the Regulations on Document Management and Accounting Safeguarded in State Archives, approved by the order of the Chief Archivist of Lithuania.

6. What actions has your country taken in order to support memory institutions in establishing policies and standards by research and consultation, guided by internationally established norms? (1.1, 1.2, 2.2, 2.3, 3.2)

In Lithuania policy for cultural, including documentary, heritage is formed in accordance to recommendations by international organizations, international political environment (e.g., Digital Agenda for Europe, which is especially relevant for cultural heritage digitization; European Commission Recommendations; and European Union Council Conclusions regarding digitization and access to cultural material). With this regard national strategic documents focus on development of national cultural heritage digitization infrastructure by strengthening

digitization management and ensuring interoperability of digital products on national and international level. In order to evaluate the implementation of cultural heritage digitization policy goals, digitization results have been monitored since 2010. This enables to rate the scope of heritage digitized by national memory institutions, its accessibility and usage every year.

7. What major capacity-building measures and policies have taken place within the sector? Is research and training for documentary heritage professionals organized in your country? How often? (2.4, 2.7, 2.8, 2.9, 5.1, 5.2)

Refresher trainings for documentary heritage specialists and researchers in most cases are performed by participating in projects. For this purpose funds are planned by Lithuanian Council for Culture under the Ministry of Culture. Also, memory institutions and individual researchers may receive funding for cultural, including documentary, heritage research from Research Council of Lithuania. With the help of these funds memory institutions organize seminars, trainings, international conferences, interinstitutional and international projects for documentary heritage safeguarding, research and actualization every year. Some institutions use funds for qualification trainings from European Union structural funds. For example, in 2011 the Office of the Chief Archivist of Lithuania implemented the project 'Trainings for the State Archival System Employees' when 384 employees of the state archival system were trained.

Due to the fact that digitization of cultural heritage is performed by memory institutions for relatively short period, the lack of specialists, professional information, trainings and reference material is obvious. In order to enhance competences of specialists working in digitization sphere, national and regional cultural heritage digitization competence centers are entrusted to perform special trainings. These centers organize seminars, workshops, conferences, virtual trainings, etc. Only in 2017 700 digitization specialists were trained at the competence centers. Since 2016 a special website www.ekultura.lt providing actual information for specialists was launched.

Legislation and mandates:

1. What legislation does your country have in place to:
define the authority, mandate, independence and governance structure of your national memory institutions? (3.1, 4.5)

Laws on Documents and Archives, Libraries and Museums of the Republic of Lithuania indicate subjects which formulate and implement documents and archives, libraries and museums policy in Lithuania. The Strategy for Lithuanian Cultural Heritage Digitization, Preservation and Access to Digital Content, and the Programme for Digital Cultural Heritage Actualization and Preservation for 2015-2020 define the system of cultural heritage digitization as well as the network of digitization competence centers, specify their functions.

guarantee the ability of memory institutions to take unhindered preservation action on documents in their collections? (3.5 to 3.7)

The Laws on Libraries, Documents and Archives, and Museums set out that archives, libraries, museums and other memory institutions accumulate and safeguard cultural values and documents, ensure access to it for the public following the established legislation.

Regulations on Lithuanian Libraries Fund (<https://www.e-tar.lt/portal/lt/legalAct/TAR.6EFF39A308B8/JNVEDpOpXb>), Regulations on National Published Documents Archival Fund (<https://www.e-tar.lt/portal/lt/legalAct/9d13cfa0d42111e7910a89ac20768b0f>) and Regulations on Old, Rare and Having Exceptional Value Documents Fund Formation, Safeguarding and Use (<https://www.e-tar.lt/portal/lt/legalAct/6c34cfb0b23511e6aae49c0b9525cbbb>) determine the structure of Lithuanian Libraries Fund, its constituent parts, the order of its formation, use and accounting.

Creation of favourable long-term conditions for cultural heritage preservation and use is one of cultural heritage digitization tasks set out in the Concept of Lithuanian Cultural Heritage Digitization (<https://e-seimas.lrs.lt/portal/legalAct/lt/TAD/TAIS.260975>).

Lithuanian state archives set up document funds following the Inventory for Document Management and Accounting of Documents Safeguarded in State Archives, approved by the Order Nr. V-64 of Lithuanian Chief Archivist, issued on November 12th, 2013.

Since 2019 state archives will apply recast Directory for Digital Content Creation and Management in State Archives, approved by the Order Nr. VE-90 of Lithuanian Chief Archivist, issued on November 26th, 2018 (<https://www.e-tar.lt/portal/lt/legalAct/568a15a0f18311e88568e724760eeafa>) which defines organization of digitization procedures in the institutions of Lithuanian state archival system.

Also, there are three legal acts and the implementing legislation: Civil Code of the Republic of Lithuania, Article 2.23. Right to Privacy and Secrecy (<https://e-seimas.lrs.lt/portal/legalAct/lt/TAD/TAIS.245495>),

Law on Copyright and Related Rights (<https://e-seimas.lrs.lt/portal/legalAct/lt/TAD/5f13b560b2b511e59010bea026bdb259?jfwid=9tq147ogj>),
Law on Legal Protection and Personal Data (<https://e-seimas.lrs.lt/portal/legalAct/lt/TAD/TAIS.435305?jfwid=rivwzvvpvg>).

promote and facilitate maximum inclusive access by empowering memory institutions? (3.2)

Digitisation performed by memory institutions is regulated by national legislation.

In the Strategy for Libraries Development for 2016-2022 (<https://www.e-tar.lt/portal/lt/legalAct/5939be90103011e6acc9d34f3feceabc>) libraries are encouraged to expand services for cultural heritage actualization, increase digitization, accessibility and use of cultural content in education processes.

In the Strategy for Museums Development for 2015-2020 (<https://www.e-tar.lt/portal/lt/legalAct/aee1e650e82d11e4a4809231b4b55019>) museums are encouraged to enhance accessibility, quality and competitiveness of their services and culture products.

One of the goals of the Programme for Digital Cultural Heritage Actualization and Preservation for 2015-2020 (<https://www.e-tar.lt/portal/lt/legalAct/f44bd740c89911e4bac9d73c75fc910a>) is oriented towards creation of virtual cultural heritage environment which meets needs of rich society, enhancement of its accessibility and visibility. It is envisioned to encourage creation of innovative digital services and products for the use of digital cultural heritage for the needs of society.

Aspects of accessibility to documents safeguarded in archives are regulated by the Law on Documents and Archives of the Republic of Lithuania, and the Rules for the Operation of Reading Rooms approved by the law issued by Lithuanian Chief Archivist.

support memory institutions providing access to material whose copyright status cannot be clarified? (3.5 to 3.7)

Law on Copyright and Related Rights (<https://e-seimas.lrs.lt/portal/legalAct/lt/TAD/5f13b560b2b511e59010bea026bdb259?ifwid=9tq147ogj>), item 7, regulates the order for the use of works which copyright status cannot be clarified.

ensure statutory deposit of documents in memory institutions? (4.6)

Law on Society Information (<https://www.e-tar.lt/portal/lt/legalAct/TAR.065AB8483E1E/kquOATmgnZ>) and the Decision No 1389, issued on 22nd November, 1996, by the Government of the Republic of Lithuania 'Regarding the number of compulsory items of documents and their hand over to libraries' regulate the order of transfer of all published documents to libraries which ensure preservation of and access to the national documentary heritage.

Law on Documents and Archives (<https://www.e-tar.lt/portal/lt/legalAct/TAR.1FEF229DA7C6/vsOwsGnTOq>) regulates the order of document transfer to archives for permanent safeguarding.

2. Has government net funding of national memory institutions (in recent years) increased or decreased? By how much? (4.1)

Financial appropriations from state budget allocated for national memory institutions increase every year. Since 2015 such funding has increased by nearly 17 percent. It is partially related with modernization of infrastructure projects of national memory institutions, like construction of buildings of Martynas Mažvydas National Library, and State Archives (Mindaugo Str., Vilnius), etc. Additional funding for these institutions is planned from EU structural funds for national cultural heritage digitization and actualization initiatives. In 2018 national cultural heritage digitization competence centers together with other memory institutions started 8 projects of wide scope for the implementation of which nearly EUR 30 million are allocated in 2018-2021.

3. What long term investment in analogue and digital documentary preservation has been made? (4.1)

In Lithuania in the course of two decades there has been quite a big investment in cultural heritage digitization infrastructure, its development and rendering of modern services for society. For this purpose EU structural funds are successfully used: during the period of 2004-2008 a digital information system was created to connect cultural heritage objects digitized by national memory institutions, also there was formed a methodology of interoperability of memory institutions, based on common standards. The institutions started a wide scope digitization activities. In 2009-2013 memory institutions started to develop national cultural heritage digitization infrastructure, modernize and enrich national virtual digital heritage information system www.epaveldas.lt, created Lithuanian integral museum information system www.limis.lt, virtual library for visually impaired persons www.elvis.lt, Lithuanian radio archive virtual library, Lithuanian documentary films information system e-kinas.lt. Due to these projects cultural heritage safeguarded in memory institutions became much more accessible for citizens and foreign users, it became possible to integrate digitized heritage to such digital platforms like www.europeana.eu.

Lithuanian state archives use Digital Archive Information System (EAIS), which accepts and safeguards digital-born documents.

4. What encouragement has been given in the development of open source software and access to proprietary codes by memory institutions? (4.7, 4.8)

Only closed source software is used by memory institutions in Lithuania.

Identification and preservation status of documentary heritage

1. Do all national memory institutions have published collection development, preservation and access policies? Are there in your country established policies, mechanisms and criteria for selecting, acquiring and de-selecting documentary heritage? What policies have been developed recently? (1.1)

Common rules for document preservation in memory institutions are set in Law on Lithuanian Libraries, Regulations on Formation, Safeguarding and Use of National Archival Fund for Published Documents, Fund for Old, Rare and Exceptionally Valuable Documents, Instruction on the Protection, Accounting and Safeguarding of Museum Collections approved by the orders of the Minister of Culture of the Republic of Lithuania, and orders by the Chief Archivist of Lithuania which regulate document preservation and selection by entire public sector and state archives. Documentary heritage selection, acquisition and de-selection policy, mechanisms and criteria are also defined in memory institutions operational documents.

2. What documentary heritage has been identified as at potential or imminent risk (if any)? What action has been taken? Was it brought to the attention of competent bodies? (1.3, 2.7, 5.5)

Following national legislation, memory institutions responsible for safeguarding of cultural heritage objects in funds are obliged to perform systematic funds quality control. Currently, no potential or imminent risk for documentary heritage objects was identified.

3. What arrangements are in place to protect the documentary heritage from danger? (5.4)

Lithuania has ratified UNESCO Convention for the Protection of Cultural Property in the Event of Armed Conflict and its protocols. For the execution of the convention the following documents have been approved: The Programme for the Protection of Cultural Heritage in the Event of Armed Conflict and other Emergency Situations (<https://www.e-tar.lt/portal/lt/legalAct/TAR.BE66358959A3>), The Programme for the Protection of Cultural Heritage in the Event of Armed Conflict and other Emergency Situations Action Plan (<https://www.e-tar.lt/portal/lt/legalAct/TAR.4EECA608A34C>). For the implementation of this plan there was approved a list of buildings and premises for preservation and exhibition of movable cultural properties, the main memory institutions which safeguard documentary heritage being on this list (<https://www.e-tar.lt/portal/lt/legalAct/TAR.30243BC9CD5F>), Instruction on Participation of Armed Forces in Preservation of Immovable Cultural Heritage Objects in the Event of Armed Conflict and other Emergency Situations (<https://www.e-tar.lt/portal/lt/legalAct/TAR.5FE5C3981B0F>), and Instruction on Protection and Evacuation of Movable Cultural Properties from Museums, Libraries, Archives and Cult Buildings (<https://www.e-tar.lt/portal/lt/legalAct/TAR.880067C98615/EZCXkNPWhE>). Following the instructions all memory institutions shall have lists of movable cultural properties having outstanding ethnical, historical, aesthetic and scientific value, these properties are properly labelled, work plans for evacuation of cultural properties in the event of armed conflict and other emergency situations are in place.

4. What practical support has been given to private, local and individual collections of documentary heritage? Are they visible in national directories? (1.3, 4.3)

Law on Protection of Movable Cultural Properties stipulates that cultural values, including documentary heritage objects, safeguarded elsewhere than in memory institutions, may be inscribed on the Register of Cultural Properties (<https://kvr.kpd.lt/#/>). Object which is not a property of the state may be inscribed on the Register only with the consent of the owner, except in cases an authorization for temporary export is issued or there is a threat of its destruction or reduction of its cultural value. For the purpose to encourage owners to inscribe their valuable objects on the Register the above mentioned law provides that such owners receive partial compensation for necessary research, conservation, restoration and preservation costs for safeguarding of these properties if the owners or custodians of the properties make them accessible for society.

Capacity-building

1. What specific steps have been taken to encourage consistency of best practice, coordination and sharing of tasks among memory institutions? (2.1, 2.7)

Memory institutions cooperate in the framework of professional organizations, such as Lithuanian Museum Association, Municipality Museum Community, Lithuanian Librarians' Association, Association of Lithuanian College Libraries, Association of Municipality Public Libraries, Association of Archivists, etc.

The most clear scheme for activities coordination and tasks distribution among memory institutions is created in the field of cultural heritage digitization: the legislation defines functions and distribution according to the spheres of national, sectorial and regional cultural heritage digitization centres. These institutions coordinate cultural heritage digitization activities throughout the country, provide consolidated digitization services for other memory institutions, develop national virtual cultural heritage dissemination systems, ensure access to digitized heritage in a single procedure, cooperate in objects selection processes, organize trainings for digitization specialists.

Laws on Museums, Libraries, and Documents and Archives specify documents to be collected by particular memory institutions, their authorization and responsibility.

2. What training schemes have been developed? (1.5)

Associations and communities organize trainings for specialists in many cases by submitting project proposals and receiving funding from the state. For example, Lithuanian Museum Association organizes such trainings: 'Making photographs of the objects safeguarded in museums', 'Preparation of digital images for safeguarding and dissemination', 'Trainings to work with LIMIS (Lithuanian Integral Museum Information System)', ect.

Training scheme for cultural heritage digitization specialists is presented in section 7 of this questionnaire.

3. What is the level of involvement of national memory institutions in international professional associations and networks? (2.8, 2.9)

National memory institutions participate in the activities of International Council on Archives (ICA), European Board of National Archivists (EBNA), European Archives Group (EAG), Documents Life Cycle Management Forum (DLM) and the Information Work Group B.09 by EU Council, International Federation of Library Associations and Institutions (IFLA), Conference of Directors of National Libraries (CDNL), Association of European Research Libraries (LIBER), Conference of European National Librarians (CENL), The European Library (TEL), Europeana, ISSN and ISBN international agencies, work group of the Baltic sea libraries „Bibliotheca Baltica“, International Association of Music Libraries (IAML), International Reading Association (IRA), International Board on Books for Young People (IBBY), International Council of Museums (ICOM), International Centre for the Study of the Preservation and Restoration of Cultural Property (ICCROM), European Museums' Information Institute (EMII), Network of European Museum Organizations (NEMO).

4. Are there partnerships, including public-private ones, established allowing sharing of costs, facilities and services? (2.2, 3.4, 4.2)

At national level interinstitutional cooperation and exchange of human and material resources take place in order to facilitate documentary heritage research, preservation and safeguarding. Memory institutions organize seminars, conferences, internships, individual trainings for colleagues from other memory institutions. Specialists of national memory institutions actively participate in the processes of specialist education: accept historians, archivists, restaurators from higher education institutions for internships. There is a possibility for memory and other institutions which safeguard cultural heritage to receive consolidated digitization services at the cultural heritage digitization competence centres – they access such centres for digitization of particular objects or may borrow necessary equipment for defined period.

Memory of the World programme

1. Is there in your country a national Memory of the World committee? If not, what plans exist to establish one? (4.10, 5.6)

National Memory of the World committee was established in 1996 and renewed in 2003.

2. What recent nominations have been made to Memory of the World registers (international, regional, national)? (1.4)

In 2017, The Act of the Union of Lublin document (documentary heritage submitted by Poland, Lithuania, Ukraine, Belarus, Latvia) was inscribed onto the International MoW Register.

The National MoW Register contains 68 items of documentary heritage: 35 have regional (European) significance, 33 – national significance. In 2017, five items were inscribed onto the Register:

Teodoras Narbutas's (Teodor Mateusz Ostyk-Narbutt, 1784-1864) *Dzieje narodu litewskiego* working edition. Custodian: The Wroblewski Library of the Lithuanian Academy of Sciences.

Fulgenty Dryjacki's *Liturgy in Latin Thesaurus sacratissimae vitae passionis praetiosissimi sanguinis D. N. Iesu Christi*, illustrated by Alexander Tarasewicz's woodcarvings. Custodian: The Wroblewski Library of the Lithuanian Academy of Sciences.

The map on the operation of mass deportation „Priboj” (1949). Custodian: Lithuanian Special Archives.

Matas Strašunas's collection of Jewish books of the 16-19th c. (1382 items). Custodian: Martynas Mažvydas National Library of Lithuania.

The book of reports *In the Honour of Vytautas the Great*. Custodian: Lithuanian Central State Archives.

3. Are there any Memory of the World outreach and visibility activities organized in your country enhancing accessibility of documentary heritage? Please give examples. (3.7)

Every second year the National MoW Committee together with the Lithuanian National Commission for UNESCO Secretariat organize a call for nominations of documentary heritage to be inscribed onto the National MoW Register as well as a public ceremony for its inscription. The ceremony is held in some important public place, like, for example, at the State Cultural Reserve of Kernavė in 2017, and at the Presidency of the Republic of Lithuania in 2015, in order to raise public awareness and attract media representatives.

Most memory institutions, custodians of inscribed documentary heritage, do not only display it for public access but also have created special websites where this heritage is accessible in digitized form.

For the 20th anniversary of Lithuania's participation in the Memory of the World Programme the Commission together with the National MoW Committee, Polish Institute in Vilnius and other state institutions organized a ceremony of inscribing 5 new objects to the National MoW Register and a seminar for Lithuanian and Polish representatives of memory institutions. The speakers and participants of the seminar have prepared the Recommendations concerning the cooperation between Lithuanian and Polish institutions.