

# Standards

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LVS 369: 2004 "Archival description. General principles: aa (vp) "



Latvian Standard LVS 369: 2004 "Archival Description. General Principles: aa (vp)" (hereinafter - AA (VP)) is based on the International Council on Archives / Committee on Descriptive Standard: ICA / CDS 19-22 January 1999 ISAD (G): General International Standard Archival Description, approved in Stockholm, Sweden, September.

## Working area

Standard AA (VP) provides general guidelines for creating an archival description. The AA (VP) standard is based on generally accepted theoretical principles of archiving and allows to provide intellectual control over the authenticity and availability of the described documents throughout their existence (i.e. life cycle). The AA standard mainly deals with the preparation of descriptions of archival documents after they have been selected for permanent archiving, but its provisions can also be applied at earlier stages of the document life cycle, which is particularly important for electronic documents, which usually start with creation or even before that. The AA (VP) rules apply regardless of the medium or form, but do not include instructions for describing specific documents (such as stamps, sound recordings, or cards). Currently, the Latvian Committee for Standardization STK 22: The work of museums, archives and libraries is developing the standard "Archival description. Terms of application".

LVS ISO 11108 "Information and documentation. Archive paper. Requirements for longevity and durability " 



The Latvian standard LVS ISO 11108 "Information and documentation. Archival paper. Requirements for durability and longevity" is identical to the international standard ISO 11108: 1999 "Information and documentation - Archival paper - Requirements for permanence and durability"

## Working area

This International Standard specifies requirements for high-durability, long-life, unprinted archival paper for permanent and frequently used documents and publications.

LVS ISO 11798 "Information and documentation. Longevity and durability of paper written, printed and copied material. Requirements and test methods " [↗](#)



Latvian standard LVS ISO 11798 "Information and documentation. Durability and durability of paper-based, printed and copied material. Requirements and test methods" is identical to the international standard ISO 11798: 1999 "Information and documentation - Permanence and durability of writing, printing and copying on paper - Requirements and test methods ".

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 Working area

This International Standard specifies libraries, archives, etc. Stability requirements and test methods for assessing the longevity and durability of an image written on paper, printed and copied for a long period of time in places with a protected environment.


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LVS ISO 11800: 2003 "Information and documentation. Requirements for Binding Materials and Methods Used in the Production of Books " [↗](#)



The Latvian standard LVS ISO 11800: 2003 "Information and documentation. Requirements for binding materials and methods used in the production of books" is identical to the international standard ISO 11800: 1999 "Information and documentation - Requirements for binding materials and methods used in the manufacture of books".

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 Working area

This International Standard specifies methods of manufacture and materials to be used in the commercial production of hard and paperback books. This does not apply to hand-made bindings, individual stitching or collection of archival materials. This also does not apply to artistic bindings, the primary purpose of which is not to ensure the protection of the book block (for example, sculptural works on books and similar materials). This International Standard has two regulatory annexes and one annex with a set of guidelines. Each of them sets requirements for a certain category of bindings.

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LVS EN 1047-2: 2006 Secure storage rooms. Classification and methods of test for resistance to fire. Part 2: Data storage rooms and containers [↗](#)

LVS EN 1047-2: 2006 Safe storage facilities Classification and methods of test for resistance to fire. Part 2: Data storage rooms and containers Latvian standard "LVS EN 1047-2: 2006 Secure storage units Classification and methods of test for resistance to fire. Part 2: Data storage rooms and containers" is identical to the European standard "Secure storage units - Classification and methods of test for resistance to fire - Part 2 : Data rooms and data containers".

#### Working area

This part of EN 1047 specifies requirements for fireproof data storage rooms and data containers. This includes test methods to determine the ability of data storage rooms and data containers to protect temperature and humidity sensitive contents and the relevant equipment from the effects of fire outside data storage rooms and data containers. A test method has also been established to measure the resistance of data storage rooms and data containers to this effect. Requirements are also specified for the accompanying documentation of the test sample, material samples, installation of accessories, test samples, correlation of test samples and documentation, test preparation and test procedures. The test results are used to classify data storage spaces and data containers.

LVS ISO 14416: 2006: Information and documentation. Requirements for binding books, periodicals, serials and other paper documents for archives and libraries. Methods and materials [↗](#)

LVS ISO 14416: 2006: Information and documentation. Requirements for binding books, periodicals, serials and other paper documents for archives and libraries. Methods and materials Latvian standard LVS ISO 14416: 2005 "Information and documentation. Requirements for binding books, periodicals, serials and other paper documents for archives and libraries. Methods and materials "is identical to the international standard ISO 14416: 2003" Information and documentation - Requirements for binding of books, periodicals, serials and other paper documents for archive and library use - Methods and materials".

#### Working area

This International Standard applies to the binding of books, periodicals and archival documents which have special strength and consistency requirements. The frequency of use, as well as the depreciation of library and archive documents are different. The choice of binding method is made according to the specific requirements of the library or archives. The quality and price of the binding depend on this choice. This standard is primarily applicable to the following processes:- the hard binding of published, unpublished material and any other document requiring this type of protection, - re-binding of hardcover monographs, serials and any other documents in hardcover. This standard is not intended to bind volumes that have been recognized by the customer as being of artistic or historical value, or any other volumes that, due to their physical properties, cannot and should not be bound in accordance with this International Standard. Special treatment must be performed separately. The standard has been prepared within the framework of the project "State Unified Library Information System".



LVS ISO 11799: 2006: Information and documentation. Document storage requirements for archive and library materials  
Latvian standard LVS ISO 11799 "Information and documentation. Requirements for storage of documents in archive and library materials" is identical to the international standard ISO 11700: 2003 (E) "Information and Documentation - Document storage requirements for archive and library materials".

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#### Working area

This International Standard specifies the characteristics of universal repositories for the long-term storage of archive and library material. This includes the location and construction of the building, as well as the installation and equipment to be used. This applies to all archive and library material stored in universal repositories, where different media can be stored together. The creation of separate areas or compartments within a separate storage facility, where conditions can be controlled to create conditions suitable for the needs of specific archival materials, shall not be delayed.

It does not include special requirements for the long-term storage of non-paper or semi-paper documents, such as parchment or felt, photographic documents or machine-readable documents. It also does not include storage management procedures.

In a number of areas, national or local building regulations may cover in detail issues such as the construction, security and protection of public buildings or buildings housing valuable objects (fire safety, emergency exits, earthquake, thieves, robbery, terrorist attacks, etc.), such as also services and equipment for professional use. Therefore, this International Standard avoids detailed rules in these areas unless the guidance may be in addition to these requirements.

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The standards are available in the reading room of the State Library Special Library, Šķūņu Street 11, Riga and can be purchased in [Latvian standard](#), Brīvības Street 55, Riga.

<https://www.arhivi.gov.lv/en/standards>