Strategies to safeguard and communicate records management - the case of Instituto dos Registos e Notariados

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Abstract

Institute of Registries and Notary (Instituto dos Registos e dos Notariados, I.P.) is a public organization that provides nationwide civil identification, nationality and passport services and also civil, land, vehicle, ship, commercial and legal persons register services. Everything is done and made for the citizens and is part of everyday life. It has central services and more than 450 registries and notaries in Portugal, Europe. The main goal of this presentation is to explain what and how the Archive Service of Instituto dos Registos e Notariados (called Unidade de Gestão Documental, Arquivo e Expediente) has been doing to preserve and safeguard historical records from the nineteenth century through today, and what strategies have been implemented to assist in this endeavor.

About the authors:

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