

CROATIA

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>	Runjaninova 2, 10 000 Zagreb
<i>Website:</i>	http://www.min-kulture.hr
<i>Contact person:</i>	Minister Bozo Biskupic, MA
<i>Brief description of the competencies of the body in the field of Cultural and Scientific Heritage Inventory and Digitisation:</i>	<p>Sectors:</p> <ul style="list-style-type: none"> - cultural policy and development - museums & galleries, archives, libraries - international cultural cooperation - cultural heritage protection - protection of nature - books and publishing - music, performing arts and film <p>Responsibility:</p> <ul style="list-style-type: none"> - Ministry is creator and promoter of cultural policy in general, relying on the advisory role of the councils of experts for each of the specific cultural field (such as library activities, museum and gallery activities, archival activities, cultural heritage protection, protection of nature, etc.) - Ministry plays administrative and coordinative role in the cultural activities mentioned above
<i>References to documents (laws, policies), including web references where applicable:</i>	<ul style="list-style-type: none"> • Regulations on the register of cultural property of the Republic of Croatia • Regulations on museum registers and those of museums, galleries and collections in institutions and other legal entities (OG, no. 96/99)

	<ul style="list-style-type: none"> ○ cultural policy in general ○ cultural heritage protection policy ○ policy of the protection of nature
<i>Key projects (finished or under development):</i>	Information system of cultural heritage TEUTA http://www.min-kulture.hr/default.aspx?ID=392
<i>Involvement in international cooperation</i>	HEREIN (European Heritage Network) http://www.european-heritage.net/
<i>Additional remarks:</i>	

<i>Name:</i>	National and University Library
<i>Address:</i>	Hrvatske bratske zajednice 4
<i>Website:</i>	http://www.nsk.hr/
<i>Contact person:</i>	General Director Josip Stipanov, PhD
<i>Brief description of the competencies of the body in the field of Cultural and Scientific Heritage Inventory and Digitisation:</i>	<p>The National and University Library in Zagreb act as a central professional library advisory and development force at national level and occupy the central position in Croatian library system.</p> <p>It falls under the competence of the Ministry of Science, Education and Sports, as well as the other school, university and scientific libraries, while the national authority for public libraries in Croatia is the Ministry of Culture.</p>
<i>References to documents (laws, policies), including web references where applicable:</i>	
<i>Key projects (finished or under development):</i>	“Digitized Heritage” collection
<i>Involvement in international cooperation</i>	
<i>Additional remarks:</i>	

<i>Name:</i>	HAD – Croatian State Archives
<i>Address:</i>	Trg Marka Marulića 21, 10 000 Zagreb
<i>Website:</i>	http://www.arhiv.hr
<i>Contact person:</i>	Director Stjepan Cosic, PhD
<i>Brief description of the competencies of the body in the field of Cultural and Scientific Heritage Inventory and Digitisation:</i>	<p>The Croatian State Archives is the central archival institution in Croatia and performs archival services relating to archival and current records created by state bodies, state and public institutions and enterprises, and by corporate bodies, families and individuals whose activity covers the whole or a greater part of the Croatian territory, or is of State interest. In order to make the memories of Croatian nation available to public as much as possible, Croatian State Archives provide access to its documents under equal conditions for all researchers.</p>
<i>References to documents (laws, policies), including web references where applicable:</i>	
<i>Key projects (finished or</i>	ArhIS – Archival Information System (software application for

<i>under development):</i>	managing the holdings of all state archives based on an Oracle database)
<i>Involvement in international cooperation</i>	
<i>Additional remarks:</i>	

<i>Name:</i>	MDC – Museum Documentation Centre
<i>Address:</i>	Ilica 44, 10 000 Zagreb
<i>Website:</i>	http://www.mdc.hr
<i>Contact person:</i>	Visnja Zgaga, Director
<i>Brief description of the competencies of the body in the field of Cultural and Scientific Heritage Inventory and Digitisation:</i>	MDC was founded in 1955 as the central institution for promotion of the museum activities. Today, it is the communication centre of the Croatian museum network. During forty years of activity it has developed a diverse publishing, museum and gallery information network aiming at promotion of its activity in Croatia.
<i>References to documents (laws, policies), including web references where applicable:</i>	
<i>Key projects (finished or under development):</i>	Croatian museums on the Internet - Along with basic information (name, address, telephone), museums are represented through collections and a selection of their most valuable exhibits. http://www.mdc.hr/main.aspx?id=112 Museum Informatization – Ministry of culture funded project of equipping all Croatian Museums with M++ software - Museum information and documentation application.
<i>Involvement in international cooperation</i>	
<i>Additional remarks:</i>	

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>	HRZ – Croatian Conservation Institute
<i>Address:</i>	Nike Grskovica 23, 10 000 Zagreb
<i>Website:</i>	http://www.h-r-z.hr/
<i>Contact person:</i>	Ferdinand Meder, Director
<i>Brief description of the competencies of the body in the field of Cultural and Scientific Heritage Inventory and Digitisation:</i>	<p>The primary activity of the Institute is the conservation and restoration of cultural heritage (architectural heritage, works of art, items of artistic handicraft, etc.).</p> <p>The Institute comprises eighteen (18) specialized units, situated on fourteen (14) locations. In this way, the Croatian Conservation Institute forms the framework for conservation and restoration activities within the system of state administration and public institutions, and it works under the authority of the Ministry of</p>

	Culture.
<i>Key projects (finished or under development):</i>	BREUH - the database of the registered works of art in the process of restoration
<i>Key publications in the field of inventory and digitisation:</i>	
<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?

(Please fill in one table for each institution).

<i>Name:</i>	National and University Library
<i>Address:</i>	Hrvatske bratske zajednice 4
<i>Website:</i>	http://www.nsk.hr/
<i>Contact person:</i>	General Director Josip Stipanov, PhD
<i>Brief description of the scope of resources stored/covered by traditional inventories/covered by digital inventories/digitised:</i>	The National and University Library in Zagreb is currently in the process of building Digital repository of valuable materials from it's traditional collections such as rare books, maps etc.
<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 	WEB technology Details unavailable
<i>Key projects (finished or under development):</i>	"Digitized Heritage" collection
<i>Involvement in international cooperation</i>	
<i>Additional remarks:</i>	

<i>Name:</i>	HAD – Croatian State Archives
<i>Address:</i>	Trg Marka Marulića 21, 10 000 Zagreb

¹ MLA – Museum, Libraries, Archives

<i>Website:</i>	http://www.arhiv.hr/
<i>Contact person:</i>	Director Stjepan Cosic, PhD
<i>Brief description of the scope of resources stored/covered by traditional inventories/covered by digital inventories/digitised:</i>	<p>The primary activity of the Institute is the conservation and restoration of cultural heritage (architectural heritage, works of art, items of artistic handicraft, etc.).</p> <p>Croatian State Archives has developed ArhIS (Archival Information System), software application for managing the holdings of all state archives, based on an Oracle database.</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 	The application consists of four modules: Control, Description, Repository and Use. ArhIS should provide a possibility to integrate all actions concerning archives and archival institutions in one place and will be available on-line within each participant institution
<i>Key projects (finished or under development):</i>	ArhIS – Archival Information System (software application for managing the holdings of all state archives based on an Oracle database)
<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

<i>Title of the document (in original language and translation in English):</i>	Pravilnik o registru kulturnih dobara Republike Hrvatske Regulations on the register of cultural property of the Republic of Croatia
<i>Authoring body (bodies):</i>	Ministry of Culture
<i>Reference (bibliographical and to a website):</i>	http://www.nn.hr/clanci/sluzbeno/2001/0652.htm
<i>Brief description of the issues related to</i>	<p>Document regulates:</p> <ul style="list-style-type: none"> • Issuing regulations about protection of cultural heritage

<i>Cultural and Scientific Heritage Inventory and Digitisation:</i>	<ul style="list-style-type: none"> • Procedure of defining cultural heritage monuments • Building cultural heritage inventories
<i>Additional remarks:</i>	

<i>Title of the document (in original language and translation in English):</i>	Pravilnik o očevidniku muzeja, te muzeja, galerija i zbirke unutar ustanova i drugih pravnih osoba Regulations on museum registers and those of museums, galleries and collections in institutions and other legal entities
<i>Authoring body (bodies):</i>	Ministry of Culture
<i>Reference (bibliographical and to a website):</i>	http://www.nn.hr/clanci/sluzbeno/1999/1626.htm
<i>Brief description of the issues related to Cultural and Scientific Heritage Inventory and Digitisation:</i>	Document regulates building cultural heritage inventories.
<i>Additional remarks:</i>	

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

<i>Responsible body</i>	Ministry of Culture
<i>Type of cultural and scientific heritage assets:</i>	Information system of cultural heritage
<i>Technologies used in building inventories:</i>	MySQL database
<i>Conformance to standards:</i>	<p>Core Data Index to Historic Buildings and Monuments of the Architectural Heritage Recommendation R (95) 3 of the Committee of Ministers of the Council of Europe to member states on co-coordinating documentation methods and systems related to historic buildings and monuments of the architectural heritage. Strasbourg: Council of Europe, 1995.</p> <p>International Council of Museums. International Committee for Documentation (CIDOC). Core Data Standard for Archaeological Sites and Monuments. http://www.natmus.min.dk/cidoc/archsite/coredata/arch1.htm (20.11.2001.)</p> <p>International Guidelines for Museum Object Information: The CIDOC Information Categories. Paris: International Council of Museums, 1995.</p> <p>ISO 2788: Documentation - Guidelines for the establishment and development of monolingual thesauri. 2nd ed. 1986-11-15. Geneva: ISO, 1986.</p>

	ISO 5964: Documentation - Guidelines for the establishment and development of multilingual thesauri. 1st ed. 1985-02-15. Geneva: ISO, 1985.
<i>Availability of the inventory in electronic form (reference to electronic resources, estimation of the coverage of assets):</i>	Web accessible system is under development
<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?

The most urgent effort, which has to be done, is to bring up National programme for digitization of archival, museum and library materials, which is currently under development. The main problem is that all digitization projects are isolated and without National framework. That is also the main reason that almost impossible to make an estimation of the current level of coverage.

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> 	National programme for digitization of archival, museum and library materials Under development – NOT public yet. It will also contain guidelines for digitization.
<i>Documentation on cultural and scientific heritage:</i>	
<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>	
<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.