



## WORKSHOPS

### The PARBICA Good Recordkeeping for Good Governance Toolkit

#### OBJECTIVES

The workshop aims to introduce the PARBICA Recordkeeping for Good Governance Toolkit. It will give participants an overview of all the guidelines in the toolkit and give examples of how the guidelines are being used across the world. Participants will also identify some short-term achievable actions that may help to support implementation of the toolkit in their own circumstances.

#### TEACHERS

Amela Silipa, President PARBICA/National Archives and Records Authority of Samoa  
Helen Walker, Director, International and Strategic Liaison Section. National Archives of Australia

#### DATES:

15<sup>th</sup> October 2014                      17:30 – 19:30

**NUMBER OF PLACES:**                      50 people

**VENUE:** Auditorium Conference Centre. Pg. de la Devesa, 35. Girona

#### WORKSHOP SYLLABUS

**1. Introduction to the toolkit**

1.1 Background to the development of the toolkit, covering its purpose and intended use [15]

**2. Overview of the toolkit product and its use**

2.1 Overview of all the guidelines in the toolkit [30]

2.2 Case studies on implementation of the toolkit guidelines [25]

**3. Actions and priorities for implementation**

3.1 Group exercise to explore participants' ideas for using the toolkit content [30]

3.2 Group presentation of ideas for using toolkit content [15]

**4. Wrap up [5]**