# **Sustainable Development Goals**

# **Assam State Archives**

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| **Sl No.** | **Objective** | **Actions/ Targets** | **Remarks** |
| 1 | Implementation of Public Records Act 2002  | Assam State Archives report for Implementation of Public Records Act 2002 by various Departments/District Offices etc. |  |
| 2 | Appraisal and Transfer of Public Records  | Timely appraisal and transfer of Records of administrative and historical importance to ASA from various Departments/District Offices etc.for Scientific preservation and for future reference to be use by Administrators & Research Scholars. |  Depends on the requests received from various Departments/District Offices  |
| 3 |  Acquisition/ Accession and Arrangement of Records/ Books etc. | Timely Accession & Arrangement of Records for future reference and use by Administrators & Research Scholars. |  Depends upon the responses received for the transfer of records from various Departments/District Offices  |
| 4 | Preparation of Reference Media of Records | Subject listing of Public Records received by ASA. |  |
| 5 | Research & Reference & Access to Scholars | Enrollment/Registration of number of Scholars from India and Abroad for providing them various research facilities.\* No. of visits by the scholars\*   No. of requisition made |  |
| 6 | Visit District Record Room | Classification and arrangement of records in district record room of the State on phase manner |  |
| 7 | Security Microfilming  | Preparation of analog images in Microfilm of Records preserved in Assam State Archives and converting the same into Digital images. |  |
| 8 | Reprography | Digitization & Microfilming of records that preserved in ASA |  |
| 9 | Conservation and Repair of Records and Library materials | * Conservation and Repair of Records and Rare Books preserved in Assam State Archives (By ASA Staff)
* Repair and Binding of Library material or rare and important books and publications

(By out-sourcing) |  |
| 10 | Installation of De-humidifier | Installation of De-humidifier machine in Stack Area to control humidity |  |
| 11 | Out-Reach Programmes | Organizing of Exhibitions/Seminars/Lectures etc. to create the archival awareness among people students & NGO’s etc. |  |
| 12 | Financial Assistance for Preservation of Manuscripts/ Rare Books from National Archives of India | Organizing of State Level Screening Committee(SLSC) Meeting for recommendation of the schemes submitted by the NGO, individuals and Institutions. |  |
| 13 | Re-printing | Re-printing of old rare books and reports. |  |
| 14 | Construction of a new additional Archival Stack Areas  | By 2025: Construction of a new Stack Area due to running short of existing Archival Stack Areas to preserve the old public written cultural heritage of the State which are to be newly transferred from Sectt. Deptts. and from other offices. |  |
| 15 | Construction of a new administrative Building | By 2025 : Construction of a new administrative Building with following wings :* + An Auditorium Hall
	+ An Exhibition Hall
	+ Office Room
	+ Cartographic Room
	+ Library Room
	+ Others
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| 16 | Clean Water & Sanitation  | 1. Installation of Reverse Osmosis System plant for clean drinking water.
2. Up gradation of existing toilet into eco-friendly washrooms.
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