

eajrs

European Association of
Japanese Resource Specialists

日本資料専門家欧州協会

和古書保存作業部會

Conservation/Preservation Working Group

EAJRS Conservation/Preservation (和古書保存) WG Report

- I WG's recent projects
- II Plan of this year

EAJRS Kaunas 2018

Akio Yasue (WG advisor)

WG's recent projects

- 1) Maintain the WG's Website for exchange and dissemination of preservation information among EAJRS members
- 2) Carrying out preservation assessment survey
- 3) Preparation of preservation self-assessment tools

Website

- We have uploaded certain amount of contents on the Website.
- But unfortunately we encountered a system trouble with it and since the fall last year, we are unable to upload new contents.

Assessment Survey Projects

- 2015/2016 Coordinated by Tytler-san with TIFO grant. 9 libraries were visited.
SOAS, SISJAC, Oxford U, UC Leuven, UC Louvain-La-Neuve, Ljubljana U, SB zu Berlin, Zurich U and Oslo U.
- 2017/2018: Coordinated by Kamiya-san with TIFO grant. 8 libraries were visited.

Preservation visiting 2017/2018

/Cambridge Univ. Library

/ Japanese Collection of the College de France

/ Library of the Maison de Japon a Paris

/ Library of the Institute of Oriental Research of the Russian Academy of Science in St. Petersburg

/ Japanese rare books of the National Library of Finland

/ Japanese collection of the Ruther Evangelist Church in Helsinki

/ Ukiyo-e collection of the National Library of Romania

/ Ukiyo-e collection of the Romanian Academy Library

Preservation self-assessment tools

- Preservation visiting is a limited measure. It is expected that Japanese study librarians by themselves carry out preservation assessment.
- So WG has prepared self-assessment checklists for Japanese special collections on both collection level and individual item level.
- Japanese special collections: Not only Wakosho but also other valuable items such as kochizu, koshashin, ukiyo-e, komonjo, manuscripts, photos, sound recordings etc.

Underlying understanding of these tools

- 1 Conservation of special collections is vital for any holding institutions.
- 2 Preservation is broader term than conservation. It is important to care special collections in the framework of preservation.
- 3 Preservation includes not only repair and other conservation measures such as environmental control, protective enclosures, IPM, handlings etc., but also reformatting, education, disaster planning, cooperation, promotion of use, setting priorities and other managerial concerns.
- 4 Planning is the key for preservation with which systematic and continuous efforts can be realized.

4 checklists in English and in Japanese were prepared

- A Preservation self-assessment (On the Website)
- B Periodical preservation inspection checklist (Completed 2017-9)
- C Preservation self-assessment for individual special collections (**New!**)
- D Preservation checklist for individual items (**New!**)

A Preservation self-assessment checklist

- Checklist for the comprehensive assessment.
- You can abridge, adjust or arrange it according to your needs and circumstances.

Preservation Self-Assessment for Japanese Special Collections

- There is an accompanying guide which explains the following checklist and provides some references.
- The Japanese special collection is referred to as 'the Special Collection,' and the library which possesses such a collection as 'the Library' hereafter.

Assessor(s): _____

Date: _____

Contents

- A Administration
- B Buildings and Environmental Control
- C Conservation and Reproduction
- D Other Related Issues

Preservation Self-Assessment for Japanese Special Collections A GUIDE

Japanese studies libraries in Europe possess many rare and unique items such as old Japanese books, old maps, old photos, woodblock prints, manuscripts and historical records. In addition, they may have non-paper materials such as films, video tapes and digital files, as well as collections from private owners, and material deposited to the libraries. As the nature of these precious items is different from general collections, those sets of items are called Japanese special collections. These are usually regarded as items for permanent retention; they are not normally allowed to be taken out from the Library and can be perused only inside the library under staff invigilation.

In this guide to the 'Preservation Self-Assessment for Japanese Special Collections' (hereafter 'the Preservation Self-Assessment' for short), Japanese special collections are referred to as 'the Special Collection', and European libraries which possess such collections as 'the Library'.

In order to ensure that their special collections are preserved in the proper manner, some libraries may use preservation¹ specialists for assessment while others may have the librarians in charge of the collection make such assessment themselves. 'Preservation Self-Assessment' is intended to be a tool to assist non-specialists in such endeavour. Bearing in mind that there are a number of libraries with a variety of different collections, only basic general issues are listed. Editing 'Preservation Self-Assessment' might be necessary to adjust to your own Library's purpose and structure and to your Special Collection's size and characteristics.

B Periodical preservation checklist

- Similar to Preservation self-assessment but more concise and shorter.
- It would not take much time to fill it out.
- This is expected to be used, for example, annually.

Periodical Preservation Inspection for Japanese Special Collections

- There is an accompanying guide which explains the following checklist and provides some references.
- The Japanese special collection is referred to as 'the Special Collection,' and the library which possesses such a collection as 'the Library' hereafter.
- As periodical inspections are usually done once a year, an annual inspection is assumed in the following questionnaire.

Assessor(s): _____

Date: _____

Contents

- A Administration
- B Buildings and Environmental Control
- C Conservation and Reproduction
- D Related Issues
- E Any other comments

Use example

- While waiting to be uploaded on the Website, SISJAC tested it and set up 「古典籍の日」(8月1日).

C Preservation checklist for individual collections (New!)

- Individual special collection is such as Carmen Blacker's collection of SISJAC which is one very important heritage in the Institution's entire holdings.
- Blacker's collection includes not only books and journals but also diary, correspondence, photo-albums, research documents etc. each of which might need special or different care.



(First edition. August 2018)

Preservation Checklist for Individual Collections

Japanese special collections often have collections named after the donors or collectors. There are also many libraries with collections specialised in certain categories such as ukiyoe, old photographs and old maps. In most cases, the items in the collections are rare or unique so that they require special attention.

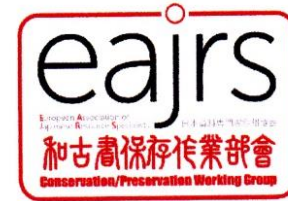
This check list is an assessment tool to examine the individual collection (hereafter 'Collection' in short).

Assessor(s) * :

Date * :

D Preservation checklist for individual items (New!)

- Conservators have checklists (condition report etc.) for their conservation treatments but they are not of librarian's use.
- So we prepared this checklist for librarians. Use it, for example, for very rare or very fragile items. You can check the change of physical condition of these items in a long term.
- Use it also when items go outside for exhibition. Examine items when they go out and when they are back using this checklist..



(First edition. August 2018)

Preservation Checklist for Individual Items

This checklist is to examine paper-based individual items in the Japanese special collection, in particular such items as extremely rare, significantly fragile and when the items are taken for exhibitions or digitisation.

This checklist enables you to assess the condition of the item. The set of information collated by using the checklist can clarify the aging process of a rare book and the change of the condition of the item before and after of a loan or digitisation. This checklist can also be used to assess the necessity of its preservation needs for repairs, housing, digitisation etc.

NOTE:

1. An individual item is not necessarily a single item. It could be more than one physical unit (e.g. multi volume books or a unit of several sheets of paper.)
2. This checklist is only for paper-based materials. This does not cover other materials such as microfilms, films, videos, sound recordings or digital files.
3. If it is necessary or appropriate, add photographs of the item or relevant items such as boxes.

Assessor(s) * :

Date * :

- At this moment, above B,C,D are not on the Website. Therefore, for the time being, contact 'a.hirano [at]sainsbury-institute.org' to obtain them.
- When they become obtainable, have a look at these checklists and consider to carry out assessments.

WG's plan of this year

- 1) Renew the Website and upload already prepared contents.
- 2) Enrich Website with new more contents responding to EAJRS member's inquiries and feedbacks.
- 3) WG has intention to apply presentation for the next year's annual conference on which we welcome your initiatives.



Thank you for your attention.
And WG looks forward to your
participation and collaboration.