

ANSI/AIIM TR13-1998

REPORT

report

report

Guideline

ANSI/AIIM TR13-1998

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Technical Report
for Information and Image Management —

Preservation of Microforms in an Active Environment — Guideline

An ANSI Technical Report prepared by
Association for Information and Image Management International

Abstract

Once thought of strictly as mass storage media, microforms are now used also for the frequent and rapid retrieval of active records. However, technical data relating to the storage, handling, and use of active microform collections are not readily found.

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Foreword (This foreword is not part of American National Standard ANSI/AIIM TR13-1998.)

Microforms are used worldwide for the storage and retrieval of information in libraries and information centers, education, business and industry, and government. Once thought of strictly as mass storage media, microforms are now used also for the frequent and rapid retrieval of active records. However, while a good deal of information about microforms intended for extended-term preservation is available, technical data relating to the storage, handling, and use of active microform collections are not readily found.

Many libraries have acquired research collections in microform, presuming that the microforms, given reasonable care, would last longer than books printed on acidic paper. However, it now appears that some of these films are much more vulnerable to adverse storage conditions and to atmospheric pollutants than was generally thought.

This standard contains two annexes. Annex A is informative and lists sources for referenced standards. Annex B is informative and lists signs of deterioration.

Suggestions for improving this standard are welcome. They should be sent to the Chair, AIIM Standards Board, Association for Information and Image Management International, 1100 Wayne Avenue, Suite 1100, Silver Spring, Maryland 20910-5603.

The AIIM Standards Board had the following members at the time it approved this technical report:

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