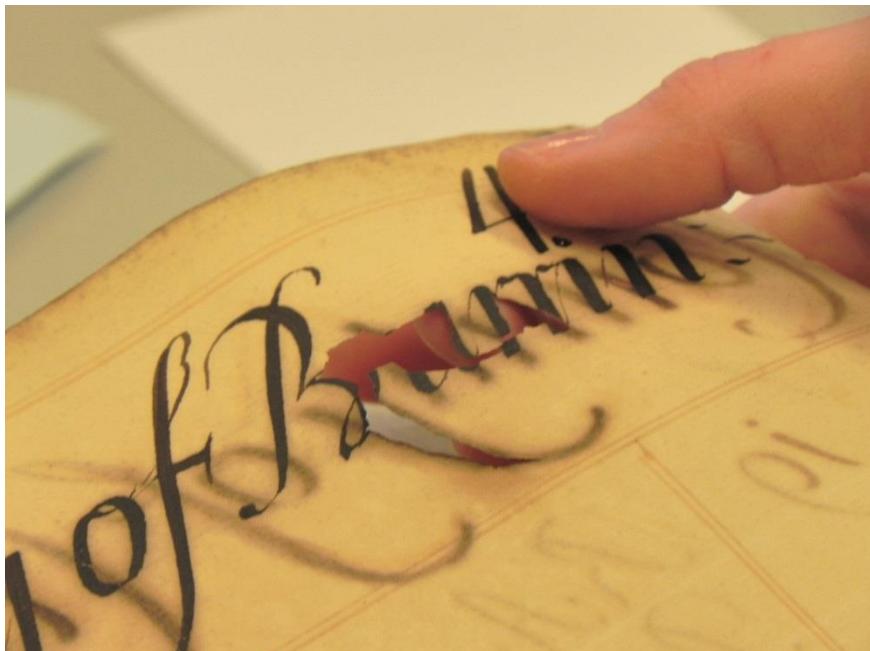




## Annual Report of the Director of the National Archives, 2015



07/2016

## **INTRODUCTION**

This report details the work and activities of the National Archives in 2015.

The National Archives continued to accession, preserve and make records available, and to deliver services to the general public and to government departments and agencies.

Highlights for 2015 included:

- Drafting and publishing a three year strategic plan
- Upgrading the ICT network to provide capability and capacity to 2020
- Developing a range of policy documents
- Joining the Digital Preservation Coalition
- Completing two significant Wellcome Trust projects.
- Facilitating over 6,000 visitors each day to our online collections and services.
- Two dedicated projects continued the process of making 1916 financial compensation files and [Civil War compensation files](#) available for public inspection.
- The online launch of digitised copies of [Dublin Metropolitan Police surveillance reports](#) on the activities of Irish nationalists for gradual release over the period May 2015 to April 2016 as part of the National Archives' involvement in 2016 commemorations.
- The development of a social media policy and associated Twitter account

2015 was a transitional year as the National Archives completed its involvements in a number of externally funded projects. The National Archives will continue to develop collaborative ventures but will prioritise its involvement in projects where there is a direct benefit to the office and/or where they are aligned with its Strategic Plan.

I would like to thank the Minister and her Department for the additional funding granted to the National Archives in 2015 which I was able to assign to upgrading our ICT network and data storage. Maintaining this level of funding into 2016 in addition to dedicated funding for the initiation of a public service records management project will assist the National Archives in developing new and enhanced services.

Unfortunately, as in previous years and as a direct consequence of an on-going staffing shortfall, the National Archives was not able to meet all statutory requirements regarding transfers and authorisations of disposals of records in 2015.

The staffing level issue remains a dominant concern to both myself and my staff. It is hoped that moves currently underway to increase the staffing level will yield gains in 2016 and beyond and place the National Archives on a more robust footing regarding this critical resource.

Please note that the format has changed from previous reports and instead of describing the work and activities of various business units, the full breadth of activity is presented in line with the National Archives Strategic plan. The list of accessions for 2015 will be published as a supplementary report.

## 2015 in Numbers

- 12,365 visitors accommodated
- 20,464 items produced for consultation
- 6,676 copies of archives made
- 47,635 item descriptions added to the online catalogue
- 14 million hits on [www.nationalarchives.ie](http://www.nationalarchives.ie)
- 459,109 unique visitors to [www.nationalarchives.ie](http://www.nationalarchives.ie)

## Context

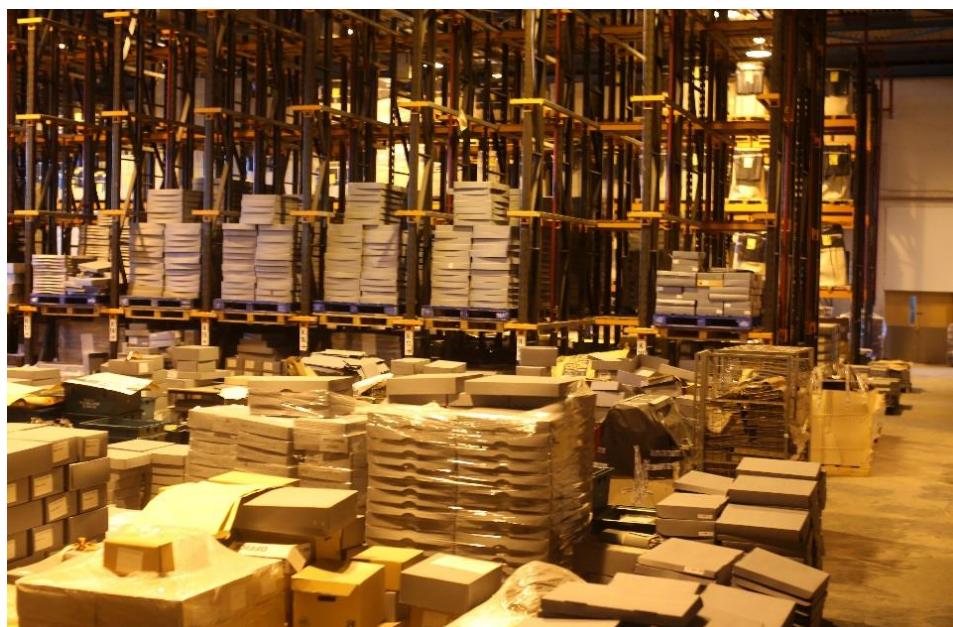
In line with the other national cultural institutions, the National Archives proffers a range of services to the public, specifically by making records accessible and available to researchers, academics, and other user groups.

However, unlike other national cultural institutions, the National Archives also delivers a range of services to government departments. The primary service is work associated with accepting the annual transfer of records eligible for public release under [the 30 year rule](#). The annual transfer is an example of demonstrable accountability and transparency. The act of making archives publicly available reinforces democracy and the link of the citizen to the State.

To support its activities the National Archives is organised into 6 business units:

- Corporate Services and ICT
- Records Acquisition and Description
- Archives Storage and Preservation
- Conservation
- Readers Services
- Special Projects

The Senior Management Team comprises the Director, Head of Administration, and the Keepers of Collection Care & Customer Service, and Records Acquisition & Service Development.  
(See appendix A for the organisation chart)





## GOOD GOVERNANCE

A number of actions were progressed under the umbrella of good governance.

### Strategic Plan

The National Archives developed and published a three year strategic plan intended to provide strategic direction and identify priorities for the National Archives going forward. The plan was drafted with input from all staff and forms the basis of all activities. The annual business plan is mapped directly on to the strategic plan to ensure alignment and consistency of approach.

### Development of performance indicators

The National Archives is involved in a wide range of public and government facing activities. In 2015 the range of key performance indicators and metrics was reviewed to ensure that the core outputs and outcomes were being captured and used to assess and review business decisions. Some of these will be refined further in 2016.

### Records Management

The National Archives looked to develop a records management project for managing its own records. However, following early discussions with the Department of Public Expenditure and Reform with regard to a wider approach to records management, it was decided to defer developing this project until 2016 and to include it in a wider 'all of government' plan.

### Procurement of services

A number of current contracts were reviewed to inform future procurement. Liaison with the Office of Government Procurement is on-going with regard to the optimum approach to contracting a number of external services.

## Risk Management

The National Archives reviewed and confirmed its risk register in 2015. In particular, the following potential risks were noted:

- Impact of public funding cuts on ability to offer planned and expected level of service to the public and government
- Loss of corporate capacity through retirement / redeployment and delay/failure to appoint replacement staff
- Lack of suitable storage space in the National Archives, leading to inability to acquire records and thereby secure their preservation
- Lack of a comprehensive formal records management policy for the State sector
- Loss of electronic records and archives due to degeneration of storage media or rendered inaccessible due to redundancy of operating systems
- Destruction of or damage to archives in our custody
- Misplacement of archives being returned following consultation by readers
- Destruction of or damage to archives and records in transit to, from or between our buildings
- Theft of archives



## **PRIORITY 1 – SECURE THE FOUNDATION - DEVELOP/ESTABLISH A MORE ROBUST OPERATIONAL FOOTING FOR THE NATIONAL ARCHIVES**

### **LEGISLATION**

#### **Retention of Records Bill**

The National Archives provided observations on the Retention of Records Bill being progressed by the Department of Education and Skills. It was advised that the effect of enactment of this Bill would represent a departure from the statutory role and functions of the National Archives and its Director as set out in the National Archives Act, 1986.

#### **'20 year rule'**

In October 2015, the Cabinet approved a Memorandum for Government brought by the Minister for Arts, Heritage and the Gaeltacht, to implement a change from a 30 year to a 20 year rule for the transfer of records to the National Archives and their release to public inspection. It is envisaged that this will be implemented on a phased basis, to commence with transfers from the Departments of Taoiseach, Foreign Affairs and Trade, Justice and the Office of the Attorney General. Primary legislation is required to give effect to this change via amendment of the National Archives Act, 1986. Implementation is not expected before 2017 at the earliest.

As part of the development of a plan for this phased transition, it was proposed in the Memorandum that a survey would be undertaken of a line department to assess the costs of offsite storage and to use this as the basis of a cost benefit analysis for the implementation of the 20 year rule. It is expected that this survey will be undertaken in 2016.

#### **Update of the National Archives Act**

As noted in previous annual reports the need to update the National Archives Act is overdue. 2015 saw only modest developments in progressing a review of the National Archives Act.

## **RESOURCES**

### **Financial**

The financial allocations made available to the National Archives from the Vote of the Department of Arts, Heritage and the Gaeltacht were as follows:

<b>Subhead Description</b>	<b>2013 €</b>	<b>2014 €</b>	<b>2015 €</b>
A.1 (Administrative expenses – pay of permanent staff)	2,110,000	2,160,000	2,093,000
A.3 Current (Grant-in-aid – matching receipts from fees for copies of archives etc.)	53,000	40,000	40,000
A.4 Current	910,000	915,000	1,015,000
A.4 Capital	370,000	281,000	351,000
<b>TOTAL</b>	<b>3,443,000</b>	<b>3,396,000</b>	<b>3,499,000</b>

The capital allocation was used to commence upgrade of internal access, security and fire protection and for routine maintenance of the Bishop Street site.

### **Estates and Facilities**

Works to stabilise the pointing and brickwork on the façade at the junction of Bride and Bishop Streets were completed in late 2015. The OPW was also appraised of the poor condition of the windows throughout the Bishop Street building giving rise to significant heat loss, and ingress of dust and moisture impacting on working conditions of staff and contributing to a risk to the condition of the collections. It is hoped that the OPW will accept the case that the windows require replacement and to progress such works in 2016.

Other building works included:

- Renovation of five vaults in the Four Courts repository including installation of shelving in Floor 2, completing refurbishment of this area of the repository;
- Remedial work to mitigate damp in the Four Courts repository; and
- Upgrade of lightning protection for buildings on Bishop Street site.

### **Internal works**

Internal works included the installation of a dedicated duty archivist's office in the public Reading Room and the creation of a new productions and processing area in the office previously occupied by the self-service microfilm facility. This new space ensures a reduction in the ambient noise in the Reading Room and enables staff to work on rehousing and refiling of material.

### **Offsite storage**

The Office of Public Works currently rents additional off-site storage in a commercial records storage facility to meet demand for archives accommodation which can no longer be met onsite at Bishop Street or in the Four Courts repository. A second storage vault for use by the National Archives in this commercial records storage facility was developed in 2015 and is now in use. . The National Archives worked closely with management of Glenbeigh Records Management regarding the transfer, ongoing storage and retrieval of records in this facility.

## **Building Development**

The major development of 2015 was procurement of a design team to plan new archival storage vaults and ancillary services in the warehouse on the Bishop Street site. This will provide storage capacity for over 300,000 archival boxes to international standards with regard to environment and security. The design team is expected to develop a design for the new facility with a view to OPW completing procurement of a construction team to commence building work in 2017.

Preparation for planned development works in 2016 included:

- A stock take and sorting of contents of warehouse in preparation for warehouse project.
- Drafting a tender for alternative warehouse accommodation for the current contents of the warehouse during construction of the proposed archival storage vaults.
- Relocation of records, furniture and staff to facilitate façade repair works.
- Relocation of stationery and other non-records storage from warehouse to Corner block to rear of warehouse.

## **Location Management**

Work to update and amend shelf lists of archival holdings continued. Shelf listing is vital to maintain the locations of all the archives in the repositories and to monitor and improve production times in the delivery of archives to the public in the Reading Room. In recent years projects to refurbish areas of the Four Courts repository and re-house archives into acid free boxes has resulted in significant changes to location data which has had to be updated. Movement of categories of records to commercial off-site storage has also required updating of data to facilitate tracking of records location data between premises.

## **Staffing**

The National Archives submitted its workforce plan to the department in February 2015 indicating a minimum staffing requirement of 53 full-time equivalent staff. The National Archives had a head count of 45 in December 2015, 7 new staff were allocated to the National Archives but there were also 8 departures from the office during the year.

The on-going staffing shortfall, particularly at Service Officer and Archivist grades directly impacted upon the National Archives ability to meet statutory obligations and develop new services.

A staffing strategy was developed to address staff mobility, flexibility and service delivery but could not be fully implemented in the absence of the identified critical mass of staff being allocated/available.

2015 saw the retirement of Philip Doyle, a long serving member of staff who was responsible for managing all general telephone and e-mail queries from the public. Breda Devereux transferred to Culture Ireland. Jennifer Dunne and Declan Kenny moved to the Department's Wexford and Killarney offices respectively. Denis Callanan and Laura Feeney transferred on promotion to the Department of Justice and Equality and An Garda Síochána respectively. Kirsten Mulrennan and Jackie Prendergast resigned to take up alternative employment.

4 archivists, all on temporary contracts (Hanne Sheerin, Noelle Mitchell, Fergus Brady and Patricia Fallon) concluded their employment with the National Archives during the year.

The appointment of Rónán Whelan as Head of Administration and Ann Byrne HEO in the ICT Unit enabled the National Archives to progress its ICT plan and to undertake a review of its administrative processes. The position of Head of ICT was replaced with a HEO ICT on the basis that the need to develop specialised skills and capability in ICT will advance in the coming years.

The Director was a key participant in a Public Appointments Service recruitment process for permanent archivists, principally for appointment to the National Archives. The outcome of this process was the creation of a panel of suitable qualified candidates who could be appointed subject to departmental sanction. Antoinette Doran and Natalie Milne, Archivists, were appointed to the National Archives from this panel in 2015, and it is hoped that at a minimum 2 further appointments will be made in 2016.

Sarah Bredin was appointed as Clerical Officer and, following an open competition for Service Offices, Agnieszka Szewc and Kenneth Corbally were appointed to the National Archives.

The under-filling of posts deemed critical within the workforce plan left the National Archives unable to progress a number of its statutory roles, including archival listing, records appraisal and review and the transfer of records to the National Archives.



## **Ensure the integrity of collections in our care**

### **Preservation**

#### **Archival boxes and folders**

Work continued to improve storage conditions in 2015. As part of this work the programme of reboxing material in the Four Courts repository continued wherein 5% of the collection was rehoused in more appropriate archival boxes.

Work continued in Bishop Street to re-pack records from older non-archival enclosures into archival boxes and folders. In particular, the complete collection of Chancery Pleadings from 16<sup>th</sup> – 19<sup>th</sup> centuries was repacked in to new folders and boxes.

### **Conservation**

The Conservation Unit continued to support many core activities across the National Archives such as providing specialist training in key preservation skills, handling advice and guidance to our staff and government bodies.

A specific project was initiated on the housing of government files to archival standards. As part of this, the Unit designed a bespoke archival wallet to be used within files for the safe and secure housing of pamphlets in government files.

Work on a range of both internal and external projects relating to the events around the Easter Rising in 1916 and the Decade of Centenaries was central to the work of the Unit in 2015. Work on material from our core collections to facilitate research for online 1916 resources continued. Tight deadlines and an increase in requests from researchers to have digital images for publications and television documentaries added significantly to the workload delivered by the Unit during the year.

Conservators on short term contracts carried out externally funded work under the technical guidance and supervision of our single permanent conservator. The related funding was obtained from the Wellcome Trust, Valuation Office, Heritage Council, Health Services Executive and the Irish Manuscript Commission. The Unit was also responsible for procuring appropriate display cases to exhibit key items from our holdings. A programme was developed to schedule and prepare the documents for display. These displays linked to the Document of the Month pages on the National Archives website. A textile conservator was also engaged to conserve the fragments of the flag that flew over the Jacob's Biscuit factory during Easter Week, 1916 – the National Archives is located on the site of that factory.

Through the support of the Department of Arts, Heritage and the Gaeltacht, the conservation scholarship programme continued. These one-year placements for recent graduates have enabled a growth in the quantity of material conserved on an annual basis. The National Archives facilitated a student placement from the University of Bern, Switzerland for 8 weeks over the summer.

Outreach about conservation activities continued through published articles in print and web format, presentations at conferences and workshops, as well as facilitating tours explaining the work of the Unit to visitors and staff.

## **PRIORITY 2 - IMPROVE THE VISIBILITY AND ACCESSIBILITY OF OUR SERVICES**

In addition to continuing to provide access to the archives in our care and to ensure the acquisition of archives from Scheduled and other Bodies, we undertook the following:

### **Review of the Annual Transfer**

The senior management team approved a change in the approach to preparations for the annual transfer process for records due for public release on 1<sup>st</sup> January 2016. To ensure that the transfer could take place and that sufficient staff were available to undertake the works associated with preparing nearly 2500 files for preview by the media and use by the general public, the public Reading Room was closed for a week in late November to dedicate all available staff to working on recently accessioned files and perform related tasks. Selected items from the 1985 transfer were digitised and published on the National Archives website to raise awareness of the public release of the records.

### **Social Media Strategy**

The National Archives joined its sister cultural institutions in developing a social media policy and opening a twitter account (@NARIreland). Twitter was used as a public delivery mechanism for the recently digitised Dublin Metropolitan Police reports on the activities of the Irish nationalists (see below). The account has seen a steady increase in its followers and by end December 2015 had 1,000 followers.

### **Visitor experience**

Some capital spend was used to improve the visitor experience at Bishop Street. A number of large display LCD screens were installed to display general information and on-line slide shows, and two exhibition cases were installed at the entrance to the Reading Room. A further exhibition case was installed at Reception on the ground floor in Bishop Street and all 3 cases have internal environmental controls to best preserve the contents.

### **Review the approach to the open day**

The overall approach to the National Archives open day and other public facing initiatives was reviewed in 2015. The development of new services such as the genealogy lecture series proved very popular. The National Archives participated in Culture Night, Heritage Week, Archives awareness week, in addition to holding its own open day. 2015 also saw the National Archives participate for the first time in the St Patricks Day Festival. In total these saw some 3,000 visitors to the Bishop Street building.

### **Genealogy Advisory Service**

Since 2003 the National Archives has provided a Genealogy Advisory Service where members of the public may consult a professional genealogist about use of sources relating to their family history. This service is provided free of charge. In 2015 1,751 people visited the service.

During the year six free public lectures were provided in conjunction with Accredited Genealogists, Ireland some members of which provides the daily Genealogy Advisory Service. Under the title - Summer Evening Lecture Series: Your Ancestors and the Nation's Archives – the following speakers spoke on the following topics:

- Steven Smyrl: “Wills & Their Whereabouts” (Testamentary records)
- Paul Gorry: “Indeed, They Are My Ancestors” (Registry of Deeds records)
- Margaret Jordan: “DNA Today” (DNA)
- Aiden Feerick: “Of Much Genealogical Value” (Valuation Office records)
- Rosaleen Underwood: “Anglicans Aren’t All Anglo!” (Church of Ireland records)
- Nicola Morris: “Maps, Rentals & Terriers” (Irish estate records)

c. 350 members of the public attended with a record of 76 attending one of the lectures.

As a means to raise awareness of its holdings, the National Archives was represented at the following:

- Irish Historic Towns Atlas Seminar, RIA in May;
- National Ploughing Championships held at Ratheniska, Stradbally, Co Laois in September;
- Back to Our Past held in the RDS in October; and
- Legal History Society in November.

## **ACCESS TO ARCHIVES**

### **Productions and Recalls**

- 20,464 documents produced in 2015 (decrease from 23,715 produced 2014);
- 3,408 microfilms produced (decrease from 4,668 on 2014);
- 597 recalls to Departments and Offices of State (increase on 295 files ordered in 2014); and
- 503 files requested from commercial off-site storage (decrease from 566 ordered in 2014).

The downward trend in the number of physical visitors to the Bishop Street building continued in 2015.

Notwithstanding this, the staffing level was such that for the first time the National Archives was forced to close the Reading Room for a week in advance of the media preview to ensure sufficient numbers of staff could be assigned to the cleaning, repacking and cataloguing of newly transferred files relating to 1985.

Work was carried out to improve and update the productions system by ICT Systems. Significant progress was made with importing location data into the system for use by Reading Room staff when inputting docket requests.

### **Microfilm**

Due to a reduction in the use of microfilms by the public it was decided to reduce the self-service facility in the Reading Room. m nearly All the microfilm cabinets and their contents were relocated into the repository in Bishop Street, leaving only four cabinets with the most frequently used microfilm collections available on a self-serve basis. Microfilms are now requested in the same way as hard copy archival documents and are produced in the Reading Room within 30 minutes.

### **Online**

The National Archives continued to see growth in online usage of archival resources which far exceeds footfall to the Reading Room. The availability of digital versions of complete series of records supports historical, genealogical and other forms of research and facilitates exploration and

enquiry. Over 6,000 people visited our suite of websites every day and the National Archives continued to develop and broaden its online content.

As part of the Decade of Centenaries a new on-line digital resource was made available on a weekly basis. Drawn from the Chief Secretary's Office, Crime Branch: Dublin Metropolitan Police (DMP) Movement of Extremists Files, consisting of surveillance reports on activities of Irish nationalists covering the weeks from 29 May 1915 until 20 April 1916.

### **Archival Listing**

#### **Finding aids**

One of the key functions of the National Archives is to create finding aids to facilitate search and retrieval of archives by users and staff. These finding aids are made available in hardcopy in our Reading Room and digitally on our website at <http://www.nationalarchives.ie/search-the-archives>.

In addition to the on-going work of adapting schedules of records transferred annually by Departments and the Courts to create finding aids, retrospective conversion of legacy hardcopy finding aids to digital format continued during 2015, as did further work on the arrangement, listing and boxing of unlisted records already held in the National Archives.

#### **Chancery Pleadings**

During 2015 work continued on the cataloguing of records in the chancery pleadings collection.

#### **Church Temporalities Commission**

The National Archives holds the records of the Church Temporalities Commission. This is a very large collection of 70 pallets of uncatalogued records. Due to lack of available staff it was not possible to carry out any work on this collection in 2015. The Head of ASP dealt with correspondence from the public requesting access.

#### **Crowley Bequest Project**

Following the employment of two archivists in 2013, work continued on cataloguing the records of the Chief Secretary's Office for 1826-28. Also, a cohort of valuable records relating to the Catholic Association in 1828, the period leading up to Catholic Emancipation, was catalogued.

#### **Crown and Peace**

The National Archives holds the records of the Offices of Crown and Peace, the precursor to the circuit courts. As part of the work undertaken in the Four Courts to rehouse all archives from parcels into archive boxes, all maps, plans and outsize items from these records are being conserved and catalogued. During 2015 work was completed on counties Cork and Dublin.

### **ACQUISITION OF ARCHIVES**

Under the National Archives Act, 1986, the National Archives is legally mandated to acquire archival records from Departments of State and the Courts. The office is also empowered to acquire other records and documents where they are considered to be worthy of preservation, where they complement existing holdings of Departmental records or where they are in danger of destruction.

#### **Transfer of records by Departments of State**

Records accessioned from government departments during 2015 are summarised in a separate appendix. These comprise c.27,176 individual departmental files. One transfer of records of the Irish

Land Commission (c.19,223 files), received from the Department of Agriculture, Food and the Marine, has not been made available to the public due to the shortage of storage space in the National Archives.

#### **Transfer of records by the courts**

Records accessioned from court offices and probate registries are summarised in a separate appendix. These comprise c.3,726 files.

Three transfers of circuit court records were also received from Louth and Cork Circuit Court offices in 2015, comprising 9,291 files. However, none of these records have been made available for consultation by to the public, due to lack of sufficient staff to process the records and prepare finding aids.

Following a meeting in September 2015 with representatives from the Court Service, it was decided that the courts would temporarily cease to transfer records to the National Archives until a decision was finalised on releasing records with Data Protection issues for public consultation and the Courts Service had the opportunity to consult the Office of the Data Protection Commissioner.

#### **Transfer of records by scheduled bodies**

As stated in previous Directors' reports, the National Archives remains unable to accession large quantities of records due for transfer from the majority of the 61 bodies listed in the Schedule of the National Archives Act, pending the provision of additional accommodation and sufficient staffing.

In 2015, records were accessioned from the Office of the Secretary General to the President; Office of the Attorney General and the Companies Registration Office. A small transfer was also received from the Chief State Solicitor's Office, of the files relating to the case of Henry ('Harry') Gleeson. A total of 2,249 individual files were received from scheduled bodies. These are summarised in a separate appendix.

The annual transfer of records of dissolved companies files from the Companies Registration Office (432 files) along with the 2014 transfers of c.12,100 files, has to remain unavailable to public access, as a result of a shortage of staff and storage space in the National Archives.

#### **Records accessioned from private sources**

The National Archives acquired a number of accessions from private sources in 2015. These collections complement our existing holdings or are of national significance. A number of these accessions are summarised in the supplementary report.

#### **Authorisation of records proposed for destruction**

Two authorisations for the disposal of records were issued in 2015. The authorisations related to the records of the Department of Social Protection and Department of Foreign Affairs' Embassy of Ireland to Japan.

There are many outstanding requests from departments seeking permission to destroy records not worthy of permanent preservation as archives. However, due to a lack of staff and resources, appraisal reports to assess these records could not be prepared.

#### **New guidance notes of FOI and PQ**

As a means to develop a more proactive approach to requests for appraisal and destruction of records which do not merit long-term preservation, the RADD developed a guidance note model taking common functions and developing them into general guidance on particular file types. The first two guidance notes were completed in December 2015 and covered parliamentary questions and freedom of information case files. Preparation is underway on guidelines for managing departmental financial records. It is hoped that this work will be continued and developed during 2016.

### Recall Service

The recall service was used extensively in 2015. However ongoing challenges in managing the service were reviewed in late 2015 and a new pilot approach to recall service will be planned in 2016.



## PRIORITY 3 - TRANSITION TO DIGITAL

### **ICT Network**

The National Archives ICT network was significantly upgraded in 2015. This entailed the replacement of the storage area network, additional servers and switches and a disaster recovery back up system. The new infrastructure provided growth and capacity to develop new digital services for the next 3-5 years.

The following equipment was procured, configured and installed:

- 3 Dell PowerEdge Servers (2 vSphere host servers and 1 backup server)
- Dell PowerVault Storage Area Network
- Synology Network Attached Storage (NAS Storage)
- Fortinet Fortigate Firewall
- Cisco Router
- Cisco Smart Network Switches (2 core and 5 user switches)
- 2 Canon multifunctional devices (printers/scanners/photocopiers)
- The Ethernet network link was upgraded from 100mbps to 300mbps (with Gigabit capacity) and will be in service in June 2016 following completion of Comms Room works
- APC Smart-UPS (Uninterruptible Power Supply)
- APC Power Distribution Units (PDU) x 2
- Dell Netshelter 42U Server Rack

### **Scanners RFT**

The National Archives issued a number of tenders for A0 and A2 scanners in the fourth quarter of 2015. This was to purchase equipment to develop the National Archives capability and capacity in bureau-based digital imaging and built directly on the upgrading of the ICT network.

### **Review of National Archives website**

A review was undertaken of the current website and development path identified to improve its usability for implementation in 2016 and beyond. The section on Frequently Asked Questions was revised and expanded.

### **Process review**

A process review of core archival functions was undertaken in 2015. This provided qualitative data to develop future services and rationalisation across functions such as enquiry management, digital imaging and the recall service. These will be progressed further in 2016.

### **Digital Imaging Unit**

During 2015 a significant amount of time was given to research new equipment and work flow procedures, as a result of this the Digital Imaging Unit was established bringing imaging staff together in one section. A review and stock take of the images created and held by the National Archives was undertaken. This stock take shows that there are more than 700,000 images. From this work, systems to record the type and number of images were put in place to manage the digital holdings better.

Archives imaged by the Digital Imaging Unit in 2015:

- ED/1 National School Applications

- Chief Secretary's Office, Crime Branch: Dublin Metropolitan Police (DMP) Movement of Extremists, 29 May 1915-20 April 1916
- Cabinet Minutes and selected departmental files for 1985
- Selected items for document of the month section of website
- Selected Yeats material for 150 year anniversary of Yeats's birth
- Completed imaging of voter's registers for Dublin City Archives,
- Selected departmental files for the [CAIN](#) project
- Images of selected Ordnance Survey maps for Galway, Cork and Donegal for the Irish Historic Towns Atlas
- Images of the National Archives Bishop Street building for Fáilte Ireland brochure
- OPW plans of the Theatre Royal, Dublin
- Selected images relating to the Decade of Centenaries for the Irish Atlas of Revolution

With the increase in digitisation, the work of the microfilming unit decreased during 2014. While no new projects were begun, work on projects already in process continued, specifically the preservation microfilming of the Ordnance Survey Name Books.

An upgrade to microfilm readers in the Reading Room was carried out. Three new Scanpro machines were purchased and installed to replace older microfilm readers.

#### **Property Losses 1916 Ireland Committee**

The National Archives outsourced the digital imaging of the 6,567 files of the Property Losses Ireland Committee, which relate to the processing of compensation claims for loss of or damage to property during the Easter Rising, 1916. This digital imaging work was carried out by Mastermind Ireland Limited and was begun in the last quarter of 2014 and completed in spring 2015.

#### **Books of Survey and Distribution**

The Books of Survey and Distribution were compiled by the English government at the end of the 17<sup>th</sup> Century to establish a reliable record of landowners in Ireland for the purpose of establishing liability for quit rent. National Archives holds sets of the Books of Survey and Distribution, which incorporate information collected during earlier surveys (the Stafford, Civil and Down Surveys) and provide the names of proprietors who forfeited their land under the Cromwellian Settlement of 1641 and the amount and quality of land they held. The names of those to whom this land was granted under various Acts between 1662 and 1703 is also given. In 2015, a joint project was undertaken with the Irish Manuscripts Commission to digitise these books. In October 2015 work began to prepare the 20 books for imaging, with each volume paginated (total 11,228 pages) and conserved. Imaging work will begin in early 2016.

#### **Electronic records**

The National Archives was unable to develop any capability in the area of electronic records management. This is at a time when there is growing and vocal need for guidelines on the appraisal, accession and preservation of electronic records such as e-mail, word processing files and databases. The proliferation of electronic records and records created in electronic business systems is regarded as a digital time bomb unless procedures and policies are developed for the management of this material. The transfer to and preservation of electronic records by the National Archives has yet to commence.

## PRIORITY 4: DEVELOP OUR PEOPLE

In progressing our commitment to our staff the National Archives developed a number of initiatives. An initial skills audit of staff was undertaken and a plan progressed to identify and target the areas for upskilling or staff development. This was done in cooperation with the DAHG Training Unit. A number of meetings were held with ARA (I) to identify archival skills and courses which could be held in the National Archives during 2016.

The National Archives joined the Digital Preservation Coalition to join with other institutions with a remit to preserve records in electronic form.

The National Archives drafted and circulated for comments and observations a range of professional archival documents including the acquisition and collection policy, the loans policy and the digital imaging policy.

### Policies

Throughout 2015, the National Archives developed and published a range of policy documents.

These included:

- Archives Framework
- Statement of services
- Social media policy
- Revision to place of deposit guidelines
- Revisions to National Archives emergency plan
- ICT disaster recovery plan
- Loans policy
- Copyright guidelines
- Acquisition policy

### **Review of enquiry handling**

The National Archives reviewed its approach to enquiry handling and, in line with business process improvement, identified a need for an enquiry management system. The development of such a system will be included in the 2016 business plan. The National Archives also published a statement of services to ensure the general public were aware of the specific services available. The National Archives copyright policy was also developed as a response to the proliferation of copying and the use of digital devices in the public Reading Room.

### **Training Events and conferences**

Staff attended a wide range of training programmes and conferences. In particular 6 staff presented at the annual Archives and Records Association conference which was held in Dublin in August 2015. These were:

- Amadine Camp and Sofia Costa: The challenge of conserving a large map collection
- Kirsten Mulrennan, Issues in archiving historical medical records in Ireland
- Zoë Reid, Creative low intervention solutions to large scale Wellcome trust funded projects
- Hazel Menton, Refurbishment of the Four Courts repository of the National Archives
- Tom Quinlan, What can you do, what will you do and you ought to do; the practising archivist in an environment of statutory powers, legal obligations and moral imperatives

Training undertaken by staff included:

- Website Management;
- Online Marketing and Digital Strategy;
- Professional Irish;
- First Aid and evac chair training;
- Freedom of Information legislation;
- Higher Executive Officer course ;
- Copyright Seminar, Copyright Association of Ireland;
- Practical preservation and people: a briefing about metadata;
- Practical Digital Preservation Workshop;
- Amendments to the Public Works Contracts, Government Contracts Committee for Construction Information session;
- Making a Karibari board;
- Conservation of Digital Photographs;
- Understanding Public Sector Procurement Rules
- Integrated Pest Management;
- Intermediate Project Management; and
- Symposium of Conservation and Identification of Vellum.

## PRIORITY 5: DEVELOP COLLABORATION

In line with its priority to develop collaboration, the National Archives continued to partner with and co-operate in a number of national and international initiatives and continued to undertake outreach and engagement activities and participated in a variety of 2016 planning activities.

### **Public Service Records Management Plan**

Previous Annual Reports have consistently highlighted the importance of developing best practice for **records management** across the civil and public service. The National Archives receives multiple requests for advice or guidance on records management, or to review and approve draft records management policies and procedures, and I must reiterate the long-standing and pressing need for providing solutions in this area.

To that end, in early 2015 a series of meetings was initiated between the National Archives and the Office of the Government Chief Information Officer, as a component of the Department of Public Expenditure and Reform (DPER). The meetings were to develop a plan for public service records management. This was in direct response to the ongoing policy vacuum surrounding records creation and management.

The National Archives proposed an initial three year plan based on developing a records management framework for both paper and electronic based records. Initial funding for one year was provided by DPER with recruitment of records managers expected in the first quarter 2016.

### **Records Management Advice**

In 2015, National Archives was requested to provide advice and guidance to various departments and bodies on their proposed records management policies and retention and disposal guidelines. They included the Office of Public Works, Departments of Finance and Public Expenditure and Reform, Office of the Director of Corporate Enforcement, Waterways Ireland and The Probation Service.

### **APEX/APEF**

In 2015, following an extensive review of our participation in APEX and the subsequent foundation APEF, it was decided to withdraw from this project. APEF is intended to develop a federation of archival finding aids across Europe and as the National Archives has no formal role in aggregating findings aids on a national level, it was felt at this time, that it could bring little added value to the project. The future participation in APEF will be reviewed at a later date.

### **Dublin Voters Registers**

In March 2015 the Director launched the Dublin City Council Library and Archives digitised voter's rolls which included a significant tranche of material held by the National Archives.

### **Decade of Centenaries activities**

The Head of Special Projects was involved in several relevant steering committees, including the GPO Museum Steering Committee, the Tenement Museum Steering Committee, the Military Service Pensions Project Steering Committee, the Moore Street National Monument Advisory Group and the Inspiring Ireland Steering Committee.

An innovative public history collaboration between the National Archives, the National Museum and ANU Productions saw **PALS: The Irish at Gallipoli**, performed over 600 times between February and

April 2015, and return due to public demand in August 2015. The piece was based on four Irish soldiers who joined the British Army in early 1915, trained in the Royal Barracks (now Collins Barracks) and landed in Gallipoli in August 1915, where they encountered horrific levels of slaughter. Archival sources were used to track the stories of the four men (including the National Archives' census records and Soldiers' Wills). The critical and public response to the piece was overwhelmingly positive.

Under the [Ireland 2016 programme](#), the National Archives began work on an online genealogy tool, Family Research 2016, which is primarily aimed at transition year students, but also at the general public, to help users understand and negotiate the plethora of genealogical source material now available online, much of it from the National Archives. The website will be launched in 2016.

#### **Collaboration with School of Archives, University College Dublin**

The National Archives provided a number of collections to the School of Archives, UCD for students to list. Students' descriptive work conforms to the national and international standards used by the National Archives. Collections included: Devlin's Medical Hall, Tipperary; Tipperary Star, newspaper and West Coast Disaster National (Relief) Fund.

#### **Commission of Investigation (Mother and Baby Homes and Certain Related Matters)**

A Commission of Investigation into Mother and Baby Homes and a representative sample of County Homes, was established by Order of Government in February 2015. The National Archives has liaised with the Commission and its researchers throughout 2015, providing access to records held by the office and managing a project (funded by the Commission) to catalogue c50 boxes of records of the former Department of Local Government and Public Health. This cataloguing project began in July 2015 and it is envisaged that it will be completed in March/April 2016.

#### **Digital Repository of Ireland**

The Director was a member of the Operational Steering Group for the PRTLI 6 funded Digital Repository of Ireland Inspiring Ireland 2 project. Catriona Crowe, Head of Special Projects at the National Archives was the representative on the project team.

In June 2015, the Head of Special Projects gave a key note address at inaugural DPSASH conference. The Director was a panel speaker at a session on the future development of electronic records.

#### **Wellcome Trust Projects**

##### **Dublin Hospitals Archives Project**

Although the records of hospitals and other health care institutions are not subject to the provisions of the National Archives Act, 1986, we hold the archives of eleven Dublin city hospitals. In the absence of statutory provision for the preservation of these records, the National Archives applied for a grant from the Wellcome Trust in 2014, for funding for necessary preservation and cataloguing work, the application was successful.

The work was carried out by a project team consisting of an archivist and a preservation assistant, between May 2014 and June 2015. It entailed the archival arrangement of the collections, the creation of finding aids consistent with international best practice, the preservation cleaning and housing of the records and the preparation of an initial conservation grading exercise of the records to identify items for selective conservation repair. In addition, conservation work was subsequently

completed on seven of the eleven collections. We are grateful to the Wellcome Trust for their support.

The creation of the catalogues makes it easier to facilitate access to commissions of enquiry and legal compensation investigations that are currently underway in Ireland, such as that relating to mother and baby homes and to certain procedures carried out in maternity hospitals. A draft access policy has been prepared by the National Archives. In the absence of any primary legislation governing the preservation of and access to such records, individual agreements have to be formalised with the various hospital authorities concerned, before the policy can be implemented and the collections made available to a wider audience.

### **The National Survey of Hospital Records**

The National Survey of Hospital Records is a project undertaken by the National Archives with funding from the Wellcome Trust. The basic aim of the survey is to establish what types of records survive for Irish hospitals and healthcare institutions, the date ranges of the various series of records that exist and their overall quality. The cut-off date for records examined is 1970. Survey work was completed on 18 December 2015. A no-cost time extension of the project until 18 March 2016 was granted by the Wellcome Trust to allow for collation of the survey data into a comprehensive report, with listings of records that exist in each hospital and healthcare institution on a county by county basis, with historical information on each institution. The principal findings of this report will be published during 2016.

### **Digital Preservation Coalition**

In June 2015, the National Archives joined the Digital Preservation Coalition (DPC). The DPC is an international umbrella organisation devoted to the progression of skills and advocacy in the area of digital preservation. Along with the National Library of Ireland, Public Record Office of Northern Ireland and Trinity College Dublin, the National Archives will contribute to creating a critical mass of interested bodies within Ireland with regard to this important area.

### **Department of Arts, Heritage and the Gaeltacht project funding**

#### **Records of the 1916 Property Losses (Ireland) Committee (PLIC):**

On receipt of funding from the Department in 2015, the digitisation of 6,567 individual case files of the Property Losses (Ireland) Committee was completed in January 2015. Over 6 months, the resultant images were checked, metadata created and edited and work began on the design and preparation of a website to showcase the collection as part of the Government's 1916 commemoration programme. It is hoped to launch the website as part of the Easter 2016 commemorations programme of events.

#### **Finance Compensation files**

Since 2013, the National Archives has been listing and undertaking preservation work on series of files relating to the processing of compensation claims made by individuals and organisations for loss of or damage to property that occurred as a result of military action during the period 1921-1923 as part of its Decade of Commemorations project programme.

During 2015, 5,636 files for 11 counties from the Finance Compensation (post-Truce) file series (FIN/COMP/2) were cleaned by project and preservation assistants, re-housed in archival boxes and listed. Finding aids for 4 counties were then made available for searching on [www.nationalarchives.ie](http://www.nationalarchives.ie). The finding aids for the remaining counties will be made available on the

website in 2016. It is hoped that further specific funding from the Department will enable the digitisation of the files themselves for all 26 counties. This work would facilitate detailed research into the loss, destruction or damage to property caused by the Civil War throughout the country, an avenue of research that has never been properly investigated heretofore.

The Department also funded a pilot project to look at the optimum means of presenting and accessing the Valuation Office map and manuscript valuation book collection on an integrated on-line platform.

#### **Documents on Irish Foreign Policy**

This is a partnership project between the National Archives, the Department of Foreign Affairs and Trade (DFA) and the Royal Irish Academy. The project publishes a selection of documents relating to Irish foreign policy every two years (Volume IX, for 1948-51, was published in November 2014), and places the volumes online after some time has passed, on [www.difp.ie](http://www.difp.ie). Volumes covering the period 1919-1941 are now available, free-to-access, on-line. During 2015, work proceeded on Volume X, dealing with 1951-54.

2015 saw the 60<sup>th</sup> anniversary of Ireland's accession to the UN, and the project team produced an exhibition and accompanying booklet to mark the occasion. UN 60 was displayed in both UN HQ in New York, and in DFA HQ at Iveagh House, Dublin.

#### **Ordnance Survey**

The National Archives continued to work with Ordnance Survey Ireland to provide assistance and advice for the storage and digitisation of their holdings. The National Archives met with representatives of Ordnance Survey Ireland in January 2015 to discuss their storage requirements and the preparation of their records prior to transfer and how this work could be carried out.

## **Conclusion**

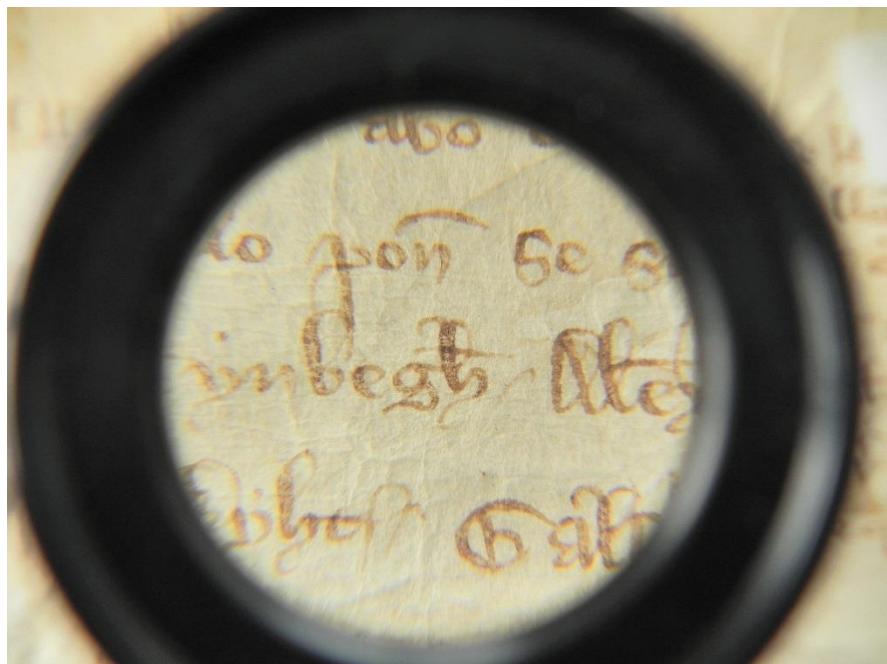
In 2015 the National Archives continued to proffer a range of statutory and other services to government departments, agencies, academics, researchers and the general public.

It continued to make archives available for reproduction and private study and to assist other institutions in publication and promotional offerings.

Whilst it made progress in identifying strategic priorities, the delays in progressing the building project and the continued shortfall in critical staff numbers directly impacted upon efforts to meet a minimum service level to government departments and the public.

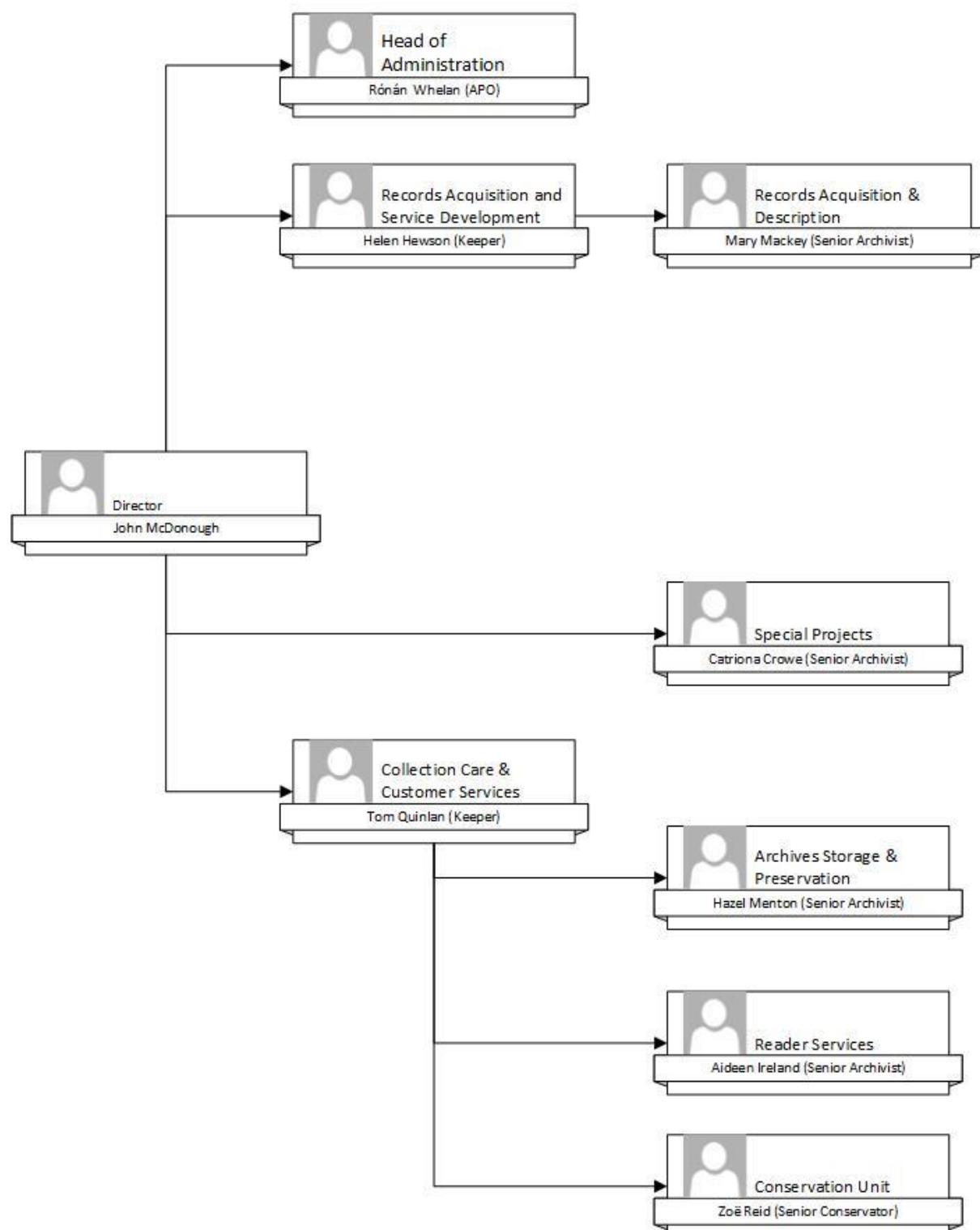
It is hoped that in 2016, through the development of identified systems and processes, greater efficiencies can be realised and incremental progress can be made in the development of new services.

John McDonough  
Director



## APPENDIX I – ORGANISATION CHART

National Archives Organisational Structure December 2015



## APPENDIX II - 2015 IN NUMBERS

<b>Footfall</b>	<b>TOTAL</b>
Readers	9,918
Visitors - groups, 9.15 - 5.00	159
Visitors - groups, 5.00 - 7.00	76
Visits - Open Days etc.	2,212
Reader's Tickets issued	3,454
Genealogy Service	1,751
Duty Archivist - telephone calls	1,553
Research enquiries answered	2,915
<b>Productions</b>	
Items requested	20,464
Microfilm Requested	3,408
Recalls	597
Commercial retrievals	503
<b>Processing</b>	
Item level descriptions created	47,635
Archival units conserved	22,730
<b>Copies</b>	
Number of certified copies	659
Number of Uncertified Copies - overall	621
Number of Testamentary Copies	546
Number of certified copy orders	951
Number of pages for certification	3,056
Number of instant pages copies	3,620
Number of copy orders	453
Number of pages copied	5,999
<b>On-line</b>	
Hits in total (Parent Site)	14,635,406
Visitors in total (Parent Site)	459,109
Twitter Followers	1,150

### **APPENDIX III - ADVICE AND TRAINING**

The National Archives continued to provide records management advice and training to Government departments and the Courts Service during 2015 on issues relating to their compliance with the National Archives Act. Training of Courts Service and Departmental staff was combined with visits to Circuit Court offices, staff resources permitting.

**Advice and assistance was given to individuals and to a wide range of bodies, including:**

- Department of Agriculture, Food and the Marine
- Department of Arts, Heritage and the Gaeltacht
- Department of Communications, Energy and natural Resources
- Department of Education and Skills
- Department of the Environment, Community and Local Government
- Department of Finance
- Department of Foreign Affairs and Trade
- Department of Health
- Department of Jobs, Enterprise and Innovation
- Department of Justice and Equality
- Department of Public Expenditure and Reform
- Department of Social Protection
- Department of the Taoiseach
- Department of Transport, Tourism and Sport
- Director of Public Prosecutions
- Courts Service
- Commission to Inquire into Child Abuse
- Commission of Investigation into Mother and Baby Homes and Certain Related Matters
- Companies Registration Office
- Health Service Executive
- Inter-Departmental Group on the Commission of Investigation into Mother and Baby Homes
- Military Archives
- Office of the Attorney General
- Office of the Director of Corporate Enforcement
- Office of the Inspector of Prisons
- Office of Public Works
- Office of the Revenue Commissioners
- Office of the Secretary General to the President
- Ordnance Survey of Ireland
- Residential Institutions Redress Board
- St Brendan's Hospital Grangegorman
- St Brigid's Hospital, Ballinasloe
- St Davnet's Hospital, Monaghan
- TUSLA – Child and Family Agency
- University of Ulster – Conflict Archive on the Internet (CAIN project)
- Valuation Office



## Tuarascáil Bhliantúil Stiúrthóir na Cartlainne Náisiúnta, 2015



07/2016

## RÉAMHRÁ

Tugann an tuarascáil seo sonraí i leith obair agus ghníomhaíochtaí na Cartlainne Náisiúnta in 2015.

Rinne an Chartlann Náisiúnta taifid a shealbhú, a chaomhnú agus a chur ar fáil, agus seirbhísí a chur ar fáil don phobal i gcoitinne agus do ranna agus gníomhaireachtaí rialtais ar bhonn leanúnach.

I measc na mbuaicphointí do 2015, bhí:

- Plean straitéiseach trí bliana a dhréachtú agus a fhoilsiu.
- Uasghrádú ar an lónra ICT d'fhoinn cumas agus acmhainn a chur ar fáil go dtí 2020.
- Réimse cáipéisí beartais a fhorbairt.
- Ballraíocht a ghlacadh sa Chomhghuaillíocht ar son Caomhnú Digiteach.
- Dhá thionscadal shuntasacha *Welcome Trust* a thabhairt chun críche.
- Éascú ar os cionn 6,000 cuairteoir chuig ár mbailiúcháin agus seirbhísí ar líne gach lá.
- Lean dhá thionscadal tiomanta ar aghaidh leis an bpróiseas i leith comhaid chúitimh airgeadais 1916 agus [comhaid chúitimh an Chogaidh Chathartha](#) a chur ar fáil d'iniúchadh poiblí.
- Seoladh digiteach ar líne de chóipeanna [thuarascálacha faireachais Phóilíní Chathair Átha Cliath](#), i dtaobh ghníomhaíochtaí náisiúnach na hÉireann, a bheidh le heisiúint de réir a chéile le linn na tréimhse ó Bhealtaine 2015 go hAibreán 2016, mar chuid de ranpnpháirtíocht na Cartlainne Náisiúnta i gcuimhneacháin 2016.
- An fhorbairt ar bheartas meáin shóisialta agus ar chuntas gaolmhar *Twitter*.

Ba bhliain idirthréimhseach a bhí in 2015, de réir mar a chuir an Chartlann Náisiúnta deireadh lena ranpnpháirtíocht i tionscadail a bhí maoinithe go seachtrach. Leanfaidh an Chartlann Náisiúnta le fiontair chomhoibríocha a fhorbairt ach, tabharfar túis áite dá ranpnpháirtíocht i dtionscadail ina mbeidh tairbhe dhíreach don oifig astu agus/nó i gcás ina mbeidh siad ailínithe lena Plean Straitéiseach.

Ba mhaith liom buíochas a ghlacadh leis an Aire agus lena Roinn as an maioniú breise a dheonú don Chartlann Náisiúnta in 2015, ina raibh ar mo chumas an maioniú sin a shannadh i dtreo uasghrádú a dhéanamh ar ár lónra ICT agus ar ár n-acmhainn stórála sonraí. Tríd an leibhéal maoinithe seo a choinneáil in 2016, chomh maith leis an maioniú tiomnaithe chun tionscadal bainistithe taifead na seirbhise poiblí a thionscnamh, cuideofar leis an gCartlann Náisiúnta seirbhísí nua agus feabhsaithe a fhorbairt.

Ar an drochuair, mar a tharla le roinnt blianta anuas agus mar thionchar díreach ar easnamh foirne, ní raibh ar chumas na Cartlainne Náisiúnta na ceanglais reachtúla ar fad i leith aistrithe agus údaruithe a chomhlíonadh, i dtaca le taifid a dhiúscairt in 2015.

Is cúis mhór imní dom féin agus do m'fhoireann i gcónaí an cheist seo maidir leis an leibhéal soláthair foirne. Táthar ag súil go mbeidh toradh dearfach ar na bearta atá ar siúl faoi láthair i leith leibhéal an tsoláthair foirne a ardú in 2016, agus lá níos faide anonn, agus bonn níos láidre a chur faoin gCartlann Náisiúnta maidir leis na bhfoinse thábhachtach seo.

Tabhair do d'aire go bhfuil athrú tagtha ar an leagan amach i gcomparáid leis na tuarascálacha a cuireadh i láthair roimhe seo, agus in ionad cur síos a dhéanamh ar obair agus ar ghníomhaíochtaí na n-aonad gnó éagsúil, déantar an réimse gníomhaíochta ar fad a chur i láthair de réir Phlean Straitéiseach na Cartlainne Náisiúnta. Déanfar an liosta sealbhaithe do 2015 a fhoilsiu mar thuarascáil fhorlíontach.

## Na hUimhreacha in 2015

- Freastalaíodh ar 12,365 chuairteoir.
- 20,464 mhír curtha ar fáil le haghaidh comhairliúcháin.
- 6,676 chóip cartlann déanta.
- 47,635 chur síos ar mhíreanna curtha leis an gcatalóg ar líne.
- 14 milliún amas ar [www.nationalarchives.ie](http://www.nationalarchives.ie)
- 459,109 gcuairteoir uathúil ar [www.nationalarchives.ie](http://www.nationalarchives.ie)

## Comhthéacs

De réir na n-institiúidí cultúrtha náisiúnta eile, déanann an Chartlann Náisiúnta réimse seirbhísí a thairiscint don phobal, trí thaifid a chur ar fáil do thraigheoirí, lucht acadúil agus do ghrúpaí úsáideoirí eile.

Murab ionann le hinstiúidí cultúrtha náisiúnta eile áfach, déanann an Chartlann Náisiúnta réimse seirbhísí a chur ar fáil do ranna rialtais chomh maith. Baineann obair na príomhsheirbhíse le haistriú bliantúil na dtaifead atá faoi réir le cur faoi bhráid an phobail faoin [riail 30 bliain](#). Is sampla tréadhearcachta agus cuntasachta follasaí an t-aistriú bliantúil. Trí chartlanna a chur ar fáil don phobal, déantar daonlathas agus an ceangal atá ag an saoránach leis an Stát a neartú.

D'fhonn tacú lena gníomhaíochtaí, tá an Chartlann Náisiúnta eagraithe i sé aonad gnó:

- Seirbhísí Corparáide agus ICT.
- Cur síos agus Sealbhú na dTaifead.
- Stóráil agus Caomhnú na gCartlann.
- Caomhnú.
- Seirbhísí Léitheora.
- Tionscadail Speisialta.

Tá an Fhoireann Shinsearach Bainistíocha comhdhéanta den Stiúrthóir, Ceannasaí Riarracháin, Coimeádaithe Cúraim Bailiúcháin & Seirbhíse Custaiméara, Sealbhú Taifead & Forbairt Seirbhíse. (Féach Aguisín A don chait eagraíochta).





## DEA-RIALACHAS

Rinneadh roinnt gníomhaíochtaí a chur chun cinn faoin mbrat dea-rialachais.

### An Plean Straitéiseach

Rinne an Chartlann Náisiúnta plean straitéiseach trí bliana a fhorbairt agus a fhoilsiú d'fhoinn treoir straitéiseach agus tosaíochtaí a ainmniú don Chartlann Náisiúnta amach anseo. Rinneadh an pleán a dhréachtú le hionchur ón bhfoireann ar fad, a chuireann bonn faoi na gníomhaíochtaí ar fad. Tá an pleán bliantúil gnó ar aon dul leis an bplean straitéiseach chun ailíniú agus comhsheasmhacht an chur chuige a chinntí.

### An Fhorbairt ar Tháscairí Feidhmíochta

Tá an Chartlann Náisiúnta páirteach i réimse leathan gníomhaíochtaí poiblí agus rialtais. In 2015, rinneadh athbhreithniú ar an réimse príomhtháscairí agus méadrachtáí feidhmíochta chun a chinntí go raibh na príomh aschuir agus torthaí á ríomh agus á n-úsáid chun measúnú agus athbhreithniú a dhéanamh ar chinntí gnó. Déanfar mionchoigeartú breise ar chuid díobh sin in 2016.

### Bainistiú Taifead

D'fhéach an Chartlann Náisiúnta le tionscadal bainistithe taifead a fhorbairt chun a taifid féin a bhainistiú. Tar éis cainteanna a tharla níos luithe áfach, leis an Roinn Caiteachais Phoiblí agus Athchóirithe i dtaobh cur chuige ar bhonn níos leithne i leith bainistiú taifead, socraíodh forbairt ar an tionscadail sin a chur siar go dtí 2016, agus é a áireamh i bplean 'uile-rialtais' a bhí ní b'fhorleithne.

### Soláthar Seirbhísí

Rinneadh athbhreithniú ar roinnt conarthaí reatha chun soláthar amach anseo a chur ar an eolas. Tá idirchaidreamh ar siúl leis an Oifig um Sholáthar Rialtais i dtaobh an chur chuige is fearr maidir le líon seirbhísí seachtracha ar bhonn conartha a aimsiú.

## Bainistíocht Riosca

Rinne an Chartlann Náisiúnta a clár riosca a athbhreithniú agus a dheimhniú in 2015. Go mór mhór, rinneadh na rioscaí ionchasacha a leanas a nótáil:

- Tionchar na gciorruthe ar mhaoliniú poiblí agus ar chumas na Cartlainne an leibhéal seirbhíse pleanálte a bhfuil súil leis a thairiscint don phobal agus don rialtas.
- Cailleadh acmhainní corporáide trí dhul ar scor/ ath-imlonnú agus moill/teip maidir le foireann ionaid a cheapadh.
- Ceal spáis stórála oriúnaigh sa Chartlann Náisiúnta, as a dtiocfaidh neamhábaltacht i leith taifid a aimsiú agus iad a chaomhnú go sábháilte dá bharr sin.
- Ceal beartais bainistithe chuimsithigh i dtaobh taifid fhoirmiúla don earnáil Stáit.
- Cailleadh taifid agus cartlanna leictreonacha de bharr mheath na meáin stórála nó nach bhfuil fáil orthu a thuilleadh de bharr iomarcaíocht na gcóras oibre.
- Díothú no díobháil na gcartlann atá faoinár gcúram.
- Cartlanna as áit tar éis do léitheoirí iad a thabhairt ar ais.
- Díothú no díobháil do chartlanna agus do thaifid a bhíonn á n-aistriú chuig, as nó idir ár bhfoirgnimh.
- Cartlanna á ngoid.



## **TOSAÍOCHT 1 – AN FHONDÚIREACHT A DHAINGNIÚ, BONN OIBRE NÍOS LÁIDRE DON CHARTLANN NÁISIÚNTA A FHORBAIRT/BHUNÚ**

### **REACTAÍOCHT**

#### **An Bille Taifead a Choinneáil**

Rinne an Chartlann Náisiúnta breithnithe a chur ar fáil i leith an Bhille Taifead a Choinneáil, atá á chur chun cinn ag an Róin Oideachais agus Scileanna. Moladh go léireodh éifeacht achtachán an Bhille seo, imeacht ó ról agus ó fheidhmeanna reachtúla na Cartlainne Náisiúnta agus a Stiúrthóir, mar a leagadh síos san Acht um Chartlann Náisiúnta, 1986.

#### **‘An rial 20 bliain’**

I nDeireadh Fómhair 2015, rinne an Chomh-Aireacht Meabhrán le haghaidh Rialtais a fhaomhadh, a rinne an tAire Ealaíon, Oidhreachta agus Gaeltachta a thionscnamh, i leith athrú ó rial 30 bliain go rial 20 bliain a chur i bhfeidhm maidir le taifid na Cartlainne Náisiúnta a astriú agus iad a scaoileadh lena n-iniúchadh ag an bpobal. Beartaítear go ndéanfar é sin a chur i bhfeidhm ar bhonn céimnithe, ina dtosófar le haistrithe ó Róin an Taoisigh, ón Róin Gnóthaí Eachtracha agus Trádála, Dlí agus Cirt agus ó Oifig an Ard-Aighne. Tá gá le reactaíocht phríomha chun éifeacht a thabhairt don athrú seo, trí leasú a dhéanamh ar an Acht um Chartlann Náisiúnta, 1986. Níltear ag súil lena chur i bhfeidhm roimh 2017, ar a luithe.

Mar chuid den forbairt a rinneadh ar phlean chun an t-aistriú céimneach seo a chur i gcrích, moladh sa Meabhrán go mba chóir suirbhé a dhéanamh ar roinn ghníomhach ar leith chun na costais i dtaobh stóráil ar shuíomh seachtrach a mheas agus an t-eolas sin a úsáid mar bhonn anailísé costais agus tairbhe i dtaca leis an rial 20 bliain a chur i bhfeidhm. Táthar ag súil go ndéanfar an suirbhé sin in 2016.

#### **An tAcht um Chartlann Náisiúnta a thabhairt cothrom le dáta**

Mar a léiríodh sna tuarascálacha bliantúla a foilsíodh cheana, tá an gá leis an Acht um Chartlann Náisiúnta a thabhairt cothrom le dátaanois thar téarma. Níorbh fhacthas ach forbairtí measartha in 2015, i leith athbhreithniú an Achta um Chartlann Náisiúnta a chur chun cinn.

## ACMHAINNÍ

### Airgeadais

Tá na leithdháiltí airgeadais a cuireadh ar fáil don Chartlann Náisiúnta ó Vóta na Roinne Ealaíon, Oidhreachta agus Gaeltachta mar a leanas:

Cur Síos Fo-Cheannteidil	2013 €	2014 €	2015€
A.1 (Costais riarracháin – pá foirne buana).	2,110,000	2,160,000	2,093,000
A.3 Reatha (Deontas i gcabhair – comhoiriúnach le hadmhálacha do chóipeanna cartlainne etc.)	53,000	40,000	40,000
A.4 Reatha	910,000	915,000	1,015,000
A.4 Caipiteal	370,000	281,000	351,000
<b>IOMLÁN</b>	<b>3,443,000</b>	<b>3,396,000</b>	<b>3,499,000</b>

Baineadh úsáid as leithdháileadh caipitil chun túis a chur le rochtain inmheánach, slándáil agus le cosaint ar dhóiteáin a thabhairt cothrom le dáta agus le gnáthobair chothabhála a dhéanamh ar shuíomh Shráid an Easpaig.

### Eastáit agus Saoráidí

Rinneadh na hoibreacha chun an phointeáil agus an bhric-obair a chobhsú ar aghaidh an fhoirgnimh ag acomhal Shráid an Easpaig agus Shráid Bhríde a thabhairt chun críche ag deireadh na bliana 2015. Cuireadh an drochbhail a bhí ar na fuinneoga ar fud fhoirgneamh Shráid an Easpaig in iúl don OPW chomh maith, a bhí mar chúis le cailleadh suntasach teasa agus le dusta agus taise laistigh den fhoirgneamh, a chuaigh i gcion ar choinníollacha oibre na foirne agus a chur leis an riosca maidir leis an mbail a bhí ar na bailiúchán. Táthar ag súil go nglacfaidh an OPW leis nach mór na fuinneoga a athrú agus oibreacha dá shórt a chur chin cinn in 2016.

Na hoibreacha foirgnimh eile ina n-áirítear:

- Athchóiriú a dhéanamh ar chúig bhoghta i dtaisclann na gCeithre Cúirteanna, ina n-áirítear seilfri a chur isteach ar Urlár 2, a dhéanfaidh oibreacha athchóirithe ar an gcuid seo den taisclann a thabhairt chun críche;
- Oibreacha feabhaíoch chun dul i ggleic leis an taise i dtaisclann na gCeithre Cúirteanna; agus
- Soilse cosanta do na foirgnimh ar shuíomh Shráid an Easpaig a uasghrádú.

### Oibreacha inmheánacha

Leis na hoibreacha inmheánacha áiríodh oifig thiomnaithe don chartlannaí ar dualgas, a cuireadh ar fáil sa Seomra Léitheoireachta poiblí agus ionad nua próiseála agus léirithe a lonnáiodh san oifig a bhíodh in úsáid roimhe sin mar shaoráid mhicreascannán fínseirbhíse. Leis an spás nua seo, cintítear go ndéanfar an torann timpeallach sa Seomra Léitheoireachta a laghdú agus an fhoireann a chumasú i leith athchóiríocht agus athchomhdú a dhéanamh ar an ábhar.

### Stóráil ar shuíomh seachtrach

Tá ionad stórála breise ar shuíomh seachtrach tóghtha ar cíos ag Oifig na nOibreacha Poiblí i saoráid stórála taifead tráchtála chun freastal ar an éileamh do chóirfacht chartlainne nach bhfuil ionad Shráid an Easpaig nó taisclann na gCeithre Cúirteanna in acmhainn a dhéanamh. Tá taisclann stórála

eile a forbraíodh in 2015, agus a úsáideann an Chartlann Náisiúnta lonnaithe sa tsaoráid stórála taifead tráchtala chomh maith. Oibríonn an Chartlann Náisiúnta go dlúth le lucht bainistíochta Bhainistiú Thaifid Ghleann Beithe, maidir le haistriú, stóráil agus aisghabháil taifead sa tsaoráid sin ar bhonn leanúnach.

### **Forbairt Foirgnimh**

Bhí eagrú an tsoláthair foirne chun boghtaí stórála cartlainne agus seirbhísí cíntacha nua a phleanáil sa trádstóras ar an suíomh ar Shráid an Easpaig, ar cheann de na forbairtí móra a cuireadh i gcrích i 2015. Déanfar acmhainn stórála a chur ar fáil d'os cionn 300,000 bosca cartlainne ar chaighdeán idirnáisiúnta i dtaca leis an timpeallacht agus le slándáil. Táthar ag súil go bhforbróidh an fhoireann deartha leagan amach úr don tsaoráid nua agus go ndéanfaidh an OPW foireann tógála deartha a aimsiú chun tosú ar an obair thógála in 2017.

Uillmhú i leith na n-oibreacha forbartha pleánálte in 2016, lenar áiríodh:

- Stocáireamh agus sórtáil ar ábhair an trádstórais agus an tionscadal trádstórais á ullmhú.
- Tairiscint a dhréachtú do chóiríocht trádstórais malaирte d'ábhar reatha an trádstórais le linn na mboghtaí stórála cartlainne beartaithe a thógáil.
- Taifid, troscáin agus foireann a athlonnú chun oibreacha athchóirithe ar aghaidh an fhoirgnimh a éascú.
- Stáiseanóireacht agus stóráil ábhar eile seachas taifid a aistriú ón trádstóras go dtí an bloc Coirnéil ar chúl an trádstórais.

### **Bainistíocht Suímh**

Leanadh ar aghaidh leis an obair i leith liostaithe seilf na sealúchas cartlainne a leasú agus a thabhairt cothrom le dáta. Tá liostú seilf ríthábhachtach i dtaca le suíomhanna na gcartlann ar fad sna taisclanna a choinneáil in ord, chun na tréimhsí ama a thógtar leis na cartlanna a chur ar fáil don phobal sa Seomra Léitheoireachta a mhonatóiriú agus a fheabhsú. Le blianta beaga anuas rinneadh tionscadail chun ionaid taisclainne na gCeithre Cúirteanna a athchóiriú, ina ndearnadh cartlanna a aistriú chuig boscaí saor ó aigéad, agus mar thoradh air sin tháinig athrú mór ar shonraí suímh nach mór a thabhairt cothrom le dáta. Mar thoradh chatagóirí taifead a aistriú chuig stóráil tráchtala ar shuíomh seachtrach bhí gó le sonraí a thabhairt cothrom le dáta chun an rianú ar shonraí shuíomh na dtaifead a bhí idir áitribh a éascú.

### **Soláthar Foirne**

Rinne an Chartlann Náisiúnta a plean soláthair foirne a chur faoi bhráid na roinne i bhFeabhra 2015, inar léiríodh riachtanas íosta soláthair foirne de 53 bhall foirne lánaimseartha. Bhí 45 ag obair sa Chartlann Náisiúnta i mí na Nollag 2015, rinneadh 7 mball foirne nua a dháileadh ar an gCartlann ach d'imigh 8 ón oifig chomh maith le linn na bliana.

Bhí tionchar ag an easnamh soláthair foirne leanúnach, ag gráid an Oifigigh Seirbhíse agus an Chartlannaí go mór mhór, ar chumas na Cartlainne Náisiúnta a hoibleagáidí reachtúla a chomhlíonadh agus seirbhísí nua a fhorbairt.

Rinneadh straitéis soláthair foirne a fhorbairt chun síriú ar shoghluisteacht foirne, solúbthacht agus seachadadh seirbhíse ach, níorbh fhéidir an straitéis a chur i bhfeidhm ina iomláine d'uireasa an lín chriticiúil foirne a bhí ainmnithe, a dháileadh nó a chur ar fáil.

In 2015, d'éirigh Philip Doyle as an obair, ball den fhoireann a thug seirbhís fhada agus a bhí freagrach as na ceisteanna ginearálta ar fad a tháinig ón bpobal, ar an nguthán agus trí ríomhphoist, a bhainistiú. D'aistrigh Breda Devereux go Cultúr Éireann. D'aistrigh Jennifer Dunne agus Declan

Kenny go hoifigí na Roinne i gCill Airne agus i Loch Garman faoi seach. D'aistrigh Denis Callanan agus Laure Feeney, tar éis dóibh ardú céime a fháil, chuig an Roinn Dlí agus Cirt agus An Garda Síochána faoi seach. D'éirigh Kristen Mulrennan agus Jackie Prendergast as a gcuid oibre leis an gCartlann Náisiúnta, agus fuair siad poist eile.

Rinne 4 chartlannaí, a bhí ar fad fostaithe ar chonarthaí sealadacha (Hanne Sheerin, Noelle Mitchell, Fergus Brady agus Patricia Fallon) a gcuid fostáiochta leis an gCartlann Náisiúnta a thabhairt chun críche le linn na bliana.

Trí Rónán Whelan mar Cheannasaí Riaracháin agus Ann Byrne mar HEO san Aonad ICT a cheapadh, bhí ar chumas na Cartlainne Náisiúnta a plean ICT a chur chun cinn agus athbhreithniú a dhéanamh ar a próisis riarcháin. Rinneadh HEO ICT a chur in ionad phost Cheannasaí ICT ar an mbonn go dtiocfaidh ardú ar an ngá a bheidh le scileanna agus acmhainneacht speisialta in ICT a fhorbairt amach anseo.

Bhí an Stiúrthóir ina rannpháirtí tábhachtach i bpróiseas earcaíochta na Seirbhíse um Cheapacháin Phoiblí, i dtaobh cartlannaithe lánaimseartha a bhí le ceapadh chuig an gCartlann Náisiúnta. Mar thoradh ar an bpróiseas sin, rinneadh painéal iarrthóirí oriúnacha cáilithe a chruthú a d'fhéadfáí a cheapadh faoi réir faomhadh na roinne. Ceapadh Antoinette Doran agus Natalie Milne, Cartlannaithe, chuig an gCartlann Náisiúnta ón bpainéal sin in 2015, agus táthar ag súil go ndéanfar beirt eile a cheapadh in 2016.

Ceapadh Sarah Bredin mar Oifigeach Cléireachais agus tar éis comórtas oscailte d'Oifigigh Seirbhíse ceapadh Agnieszka Szewc agus Kenneth Corbally chuig an gCartlann Náisiúnta.

Mar thoradh ar an lín post nár líonadh agus a measadh mar phoist ríthábhachtach i bplean an tsoláthair foirne, ní raibh ar chumas na Cartlainne Náisiúnta cuid dá róil reachtúla a chur chun cinn mar ba chóir, ina n-áirítear liostú cartlainne, breithmheas taifead agus athbhreithniú agus aistriú na dtaifead chuig an gCartlann Náisiúnta.



## **Sláine na mbailiúchán atá faoinár gcúram a chinntíú**

### **Caomhnú**

#### **Boscaí agus fillteáin chartlainne**

Leanadh leis an obair maidir leis na coinníollacha stórála a fheabhsú in 2015. Mar chuid den obair sin, leanadh leis an gclár i leith athbhoscáil a dhéanamh ar an ábhar i dtaisclann na gCeithre Cúirteanna ina ndearnadh 5% den bhailiúchán a athlonnú i mboscaí cartlainne ní ba chuí.

Leanadh leis an obair i Sráid an Easpaig i dtaobh taifead ó imfháluithe nach mbaineann le hábhar a athphacáil i mboscaí agus i bhfillteáin cartlainne. Go mór mhór, déanfar bailiúchán iomlán na bPléadáil Seansaireachta ón 16ú – 19ú haois a athphacáil in dhá bhosca agus fhillteán nua.

### **Caomhnú**

Lean an tAonad Caomhnaithe le tacaíocht a thabhairt do ghníomhaíochtaí tábhachtacha go leor ar fud na Cartlainne Náisiúnta, amhail oiliúint speisialta i scileanna caomhnaithe a chur ar fáil agus treoir agus comhairle a thabhairt dár bhfoireann agus do chomhlacthaí rialtais.

Rinneadh tionscadal ar leith a thionscnamh i dtaobh fillteáin rialtais a stóráil ar chaighdeán cartlainne. Mar chuid den tionscadal sin, rinne an tAonad fillteáin chartlainne shaincheaptha a dhearadh le húsáid i bhfillteáin d'fhoimfléid i bhfillteáin rialtais a stóráil go slán sábháilte.

Bhí an obair a rinneadh ar réimse tionscadal seachtrach agus inmheánach a bhain le himeachtaí Éirí Amach na Cásca, 1916, agus le Deich mBliana na gCuimhneachán, lárnach d'obair an aonaid in 2015. Leanadh ar aghaidh leis an obair ar ábhar ár gcroí-bhailiúchán chun éascú a dhéanamh ar thaighde i dtaobh foinsí 1916 ar líne. Leis na spriodhátaí géara agus an t-ardú ar líon na n-éileamh ó thaighdeoirí i leith íomháonna digiteacha d'fhoilseacháin agus do chlár faisnéise teilifíse, cuireadh go mór leis an ualach oibre a chur an tAonad ar fáil le linn na bliana.

Rinne caomhnóirí a bhí ar chonarthaí gearrthréimhseacha obair a bhí maoinithe go seachtrach faoi threoir agus faoi mhaoirseacht theicniúil ár gcaomhnóra aonair, bhuan. Fuarthas an maioniú ón *Wellcome Trust*, an Oifig Luachála, an Chomhairle Oidhreachta, Feidhmeannacht na Seirbhíse Sláinte agus ó Choimisiún Lámhscríbhinní na hÉireann. Bhí an tAonad freagrach as cásanna taispeántais cuí a chur ar fáil chun míreanna tábhachtacha ónár sealúchais a léiriú. Rinneadh clár a fhorbairt chun na cáipéisí a ullmhú agus a chur ar sceideal le haghaidh taispeántais. Rinne na taispeántais ceangal le leathanaigh Cháipéis na Míosa ar shuíomh gréasáin na Cartlainne Náisiúnta. Aimsíodh caomhnóir teicstíle chomh maith chun blúiríní na brataí a bhí ar foluain os cionn monarcha Bhrioscaí *Jacob* le linn Seachtain na Cásca, 1916, a chaomhnú. Tá an Chartlann Náisiúnta lonnaithe ar shuíomh na monarchan sin.

Trí thacaíocht na Roinne Ealaíon, Oidhreachta agus Gaeltachta, leanadh ar aghaidh leis an gclár scoláireachta. Rinne na socrúcháin cursa bliana seo do chéimithe nua, fás a chumasú sa líon ábhair a caomhnaíodh ar bhonn bliantúil. Rinne an Chartlann Náisiúnta éascú ar shocrúchán i leith mic léinn ó Ollscoil Bern, na hEilvéise, ar feadh 8 seachtainí le linn an tsamhraidh.

Leanadh le caidreamh a chothú i dtaca le gníomhaíochtaí caomhnaithe trí ailt a foilsíodh i bprionta agus ar líne, cuir i láthair ag comhdhálacha agus ceardlanna chomh maith le héascú a dhéanamh ar thuras ina dtugtar míniú ar obair an Aonaid do chuairteoirí agus d'fhoireann.

## **TOSAÍOCHT 2 – INFHEICTHEACHT AGUS FÁIL AR ÁR SEIRBHÍSÍ A FHEABHSÚ**

Chomh maith leis an bhfáil atá ar na cartlanna atá faoinár gcúram a sholáthar ar bhonn leanúnach agus sealbhú na gcartlann ó Chomhlachtaí Sceidealaithe agus ó Chomhlachtaí eile a chinntiú, ghlacamar leis na cúramí a leanas:

### **Athbhreithniú ar an Aistriú Bliantúil**

Thug an fhoireann shinsearach bainistíochta faomhadh i leith athrú ar an gcur chuige i dtaobh ullmhúchán ar an bpróiseas aistrithe bhliantúil maidir leis na taifid atá faoi réir le scaoileadh faoi bhráid an phobail an 1 Eanáir 2016. Chun a chinntí go ndéanfaí an t-aistriú agus go raibh dóthain foirne ar fáil chun an obair a bhain le nach mór 2,500 comhad a ullmhú i gcóir réamhbhreathnú leis na meáin agus leis an bpobal i gcoitinne, rinneadh an Seomra Léitheoireachta poiblí a dhúnadh ar feadh seachtaine i ndeireadh mhí na Samhna, agus cuireadh an fhoireann ar fad a bhí ar fáil i mbun oibre ar chomhaid a sealbhaíodh le gairid agus ar thascanna gaolmhara eile. Rinneadh na míreanna a roghnaíodh ón aistriú a rinneadh i 1985 a dhigitíú agus a fhoilsiú ar shuíomh gréasáin na Cartlainne Náisiúnta d'fhonn feasacht a ardú i dtaobh na dtaifead a bhí le scaoileadh faoi bhráid an phobail.

### **An Straitéis Meáin Shóisialta**

Tháinig an Chartlann Náisiúnta agus a hinstítiúidí gaolmhara le chéile chun beartas meáin shóisialta a fhorbairt agus cuntas twitter a oscailt (@NARIreland). Baineadh úsáid as Twitter mar shás seachadta phoiblí do thuarascálacha Phóilíní Chathair Átha Cliath ar ghníomhaíochtaí náisiúnaigh na hÉireann (féach thíos). Tá ardú seasmhach tagtha ar líon leantóirí an chuntais agus faoi dheireadh mhí na Nollag, bhí 1,000 leantóir ag an gcutas.

### **Taithí an chuairteora**

Caitheadh roinnt caipitil ar mhaithe le taithí an chuairteora ag Sráid an Easpaig a fheabhsú. Rinneadh roinnt scáileán taispeántais mór LCD a chur isteach chun eolas ginearálta agus taispeántais sleamhnán ar líne a léiriú, agus rinneadh dhá chás taispeántais a chur isteach ar an mbealach isteach chuig an Seomra Léitheoireachta. Rinneadh cás taispeántais breise a chur isteach ag an ionad Fáiltithe ar an mbunurlár ag Sráid an Easpaig, agus tá rialtán timpeallachta inmheánacha ag na 3 chás chun na hábhair a chaomhnú chomh maith is féidir.

### **Athbhreithniú ar an gcur chuige i dtaobh an lae oscailte**

Rinneadh athbhreithniú ar an gcur chuige foriomlán i dtaobh lá oscailte na Cartlainne Náisiúnta agus tionscnamh poiblí eile in 2015. De réir cosúlachta bhí an-tóir ag an bpobal ar na seirbhísí nua a forbraíodh amhail an léacht ghinealaí. Bhí an Chartlann Náisiúnta páirteach in Oíche Chultúir, an tSeachtain Oidhreachta, seachtain feasachta na Cartlainne Náisiúnta chomh maith lena lá oscailte féin a réachtáil. In 2015 chomh maith, ghlac an Chartlann Náisiúnta páirt i bhféile Lá Fhéile Pádraig den chéad uair. Thug tuairim is 3,000 cuairteoir ina ionláine cuairt ar an bhfoirgneamh ar Shráid an Easpaig.

### **An tSeirbhís Comhairle Ginealaí**

Ó 2003 i leith, tá Seirbhís Comhairle Ginealaí curtha ar fáil ag an gCartlann Náisiúnta, ina bhféadfaidh an pobal dul i gcomhairle le ginealeolaí gairmiúil i dtaobh foinsí a úsáid a bhaineann le stair a dteaghlaigh a aimsiú. Tá an tseirbhís seo saor in aisce. In 2015, bhain 1,751 duine úsáid as an tseirbhís.

Le linn na bliana reáchtáladh sé léacht phoiblí saor in aisce i gcomhar le Ginealeolaithe Creidiúnaithe na hÉireann, ar cuid dá chomhaltaí iad a chuireann an tSeirbhís Comhairle Ginealaí ar fáil go laethúil. Faoin teideal - *Summer Evening Lecture Series: Your Ancestors and the Nation's Archives*, labhair na cainteoirí a leanas ar na hábhair a leanas:

- Steven Smyrl: “*Wills & Their Whereabouts*” (Taifid thiomnacha).
- Paul Gorry: “*Indeed, They Are My Ancestors*” (Taifid Chlárlann na nGníomhas).
- Margaret Jordan: “*DNA Today*” (DNA).
- Aiden Feerick: “*Of Much Genealogical Value*” (Taifid na hOifige Luachála).
- Rosaleen Underwood: “*Anglicans Aren’t All Anglo!*” (Taifid Eaglais na hÉireann).
- Nicola Morris: “*Maps, Rentals & Terriers*” (Taifid eastáit na hÉireann).

D’fhreastail tuairim is 350 duine ón bpobal ar na léacataí ina raibh 76 duine i láthair ag ceann de na léacataí, an lín is mó daoine a d’fhreastail ar aon cheann de na léacataí a reáchtáladh.

Mar bhealach chun feasacht a ardú i leith a cuid sealúchas, rinneadh ionadaíocht ar an gCartlann Náisiúnta ag na himeachtaí seo a leanas:

- Seimineár Atlais Bhailte Stairiúla na hÉireann, Acadamh Ríoga na hÉireann, Bealtaine;
- An Comórtas Náisiúnta Treabhdóireachta a reáchtáladh i Ráth an Uisce, An Sráidbháile, Co. Laoise, sa Mheán Fómhair;
- *Back to Our Past* a reáchtáladh sa RDS i nDeireadh Fómhair; agus
- An Cumann Staire Dlí i mí na Samhna.

## FÁIL AR CHARTLANNA

### Táirgí agus Aisghairmeacha

- Cuireadh 20,464 chápéis ar fáil in 2015 (laghdú ón 23,715 a cuireadh ar fáil in 2014);
- Cuireadh 3,408 micreascannán ar fáil (laghdú ón 4,668 a cuireadh ar fáil in 2014);
- Rinneadh 597 n-aisghairm chuig na Ranna agus Oifigí Stáit (ardú ón 295 chomhad a ordaíodh in 2014); agus
- Rinneadh 503 chomhad a iarradh ón ionad stórála tráchtála atá lonnaithe ar shuíomh seachtrach (laghdú ón 566 a ordaíodh in 2014).

Leanadh ar aghaidh leis an titim ar líon na gcuairteoirí a thug cuairt ar fhoirgneamh Shráid an Easpaig in 2015.

D’ainneoin sin, de bharr leibhéal an tsoláthair foirne bhí d’íallach ar an gCartlann Náisiúnta den chéad uair riamh, an Seomra Léitheoireachta a dhúnadh ar feadh seachtaine roimh réamhbhreathnú na meán chun a chinntiú go bhféadfaí an líon dóthain foirne a shannadh do ghlanadh, athphacáil agus catalógú a dhéanamh ar na comhaid a bhain le 1985 agus a aistríodh le déanaí.

Tugadh chun críche an obair leis na Córais ICT ar na córais táirgthe a fheabhsú agus a thabhairt cothrom le dáta. Rinneadh dul chun cinn suntasach i dtaca le sonraí suímh a áireamh sa chóras, a bhí áisiúil d’fhoireann an tSeomra Léitheoireachta agus iarratais duillín á n-ionchur acu.

### Micreascannán

De bharr laghdú ar úsáid micreascannán leis an bpobal, rinneadh cinneadh i leith an tsaoráid féinseirbhíse sa Seomra Léitheoireachta a laghdú. Rinneadh nach mór na cásanna micreascannán agus a n-ábhar ar fad a lonnú sa taisclann ar Shráid an Easpaig, agus níor fágadh ach ceithre chás leis na bailiúcháin micreascannán is mó a úsáidtear, atá ar fáil ar bhonn féinseirbhíse. Déantar iarratas ar mhicreascannán ar an mbealach céanna le cáipéisí cruachóipe cartlainne agus déantar iad a chur ar fáil sa Seomra Léitheoireachta taobh istigh de 30 nóiméad.

## **Ar líne**

Leanadh leis an bhfás ar úsáid na bhfoinsí cartlainne ar líne, ar mó go mór é ná líon na ndaoine a thriallann ar an Seomra Léitheoireachta. Tríd an bhfáil atá ar leaganacha digiteacha de shraith iomlán taifead, tacaítear le taighde stáiriúil, ghinealais agus eile agus déantar iniúchadh agus fiosrú a éascú. Rinne os cionn 6,000 duine cuairt a thabhairt ar ár suíomhanna gréasáin gach lá agus déanann an Chartlann Náisiúnta a hábhar ar líne a fhorbairt agus a leathnú ar bhonn leanúnach.

Mar chuid den chomóradh ar Dheich mBliana na gCuimhneachán, cuireadh acmhainn dhigiteach nua ar fáil ar líne ar bhonn seachtainiúil. Le hionchur ó Bhrainse Coireachta Oifig an Phríomh-Rúnaí: Comhaid Phóilíní Átha Cliath (DMP) maidir le Gluaiseacht Antoisceach, inar áiríodh tuarascálacha faireachais ar ghníomhaíochtaí náisiúnaigh na hÉireann, le linn na seachtainí ón 29 Bealtaine 1915 go dtí Aibreán 1916.

## **Liostú Cartlainne**

### **Áiseanna cuardaigh**

Ar cheann de phríomhfheidhmeanna na Cartlainne Náisiúnta, déantar áiseanna cuardaigh a chruthú chun éascú a dhéanamh ar an bhfoireann agus ar úsáideoirí cartlanna a chuardach agus a aimsiú. Tá na háiseanna cuardaigh ar fáil i bhfoirm chruachóipe inár Seomra Léitheoireachta agus i bhfoirm dhigiteach ar ár suíomh gréasáin ag <http://www.nationalarchives.ie/search-the-archives>.

Chomh maith leis an obair leanúnach i dtaobh áiseanna cuardaigh a chruthú chun sceidil taifid na Ranna agus na gCúirteanna a aistrítear go bliantúil a chur in oiriúint, leanadh ar aghaidh le tiontú siarghabhálach na n-áiseanna cuardaigh oidhreachta cruachóipe go formáid dhigiteach le linn 2015, mar a bhí amhlaidh leis an obair bhrefise a rinneadh ar an socrúchán sin, inar áiríodh liostú agus boscáil na dtaifead neamhliostaithe a bhí i dtaisce sa Chartlann Náisiúnta cheana féin.

### **Pléadálacha Seansaireachta**

Leanadh ar aghaidh leis an obair in 2015, i dtaobh na dtaifead sa bhailiúchán pléadála seansaireachta a chatalógú.

### **An Coimisiún Teamparáltais Eaglasta**

Tá taifid an Choimisiúin Teamparáltais Eaglasta i seilbh na Cartlainne Náisiúnta. Is bailiúchán an-mhór é seo, ina n-áirítear 75 phailléad de thaifid nach bhfuil fós catalógaithe. De bharr ceal foirne níor bhféidir aon obair a dhéanamh ar an mbailiúchán seo in 2015. Dhéileáil Ceannasaí an ASP leis an gcomhfhereagras ón bpobal maidir le hiarratais fála.

### **Tionscadal Tiomnachta Crowley**

Tar éis beirt chartlannaí a fhostú in 2013, leanadh ar aghaidh leis an obair ar thaifid Oifig an Phríomh-Rúnaí do 1826-28 a chatalógú. Rinneadh cohórt taifead luachmhara a bhain le Compántas na gCaitliceach in 1828 a chatalógú chomh maith, an tréimhse roimh Fhuascailt na gCaitliceach.

### **An Chorón agus Síocháin**

Tá taifid Oifigí na Corónach agus Síochána i seilbh na Cartlainne Náisiúnta, réamhtheachtaí na gcúirteanna cuarda. Mar chuid den obair a glacadh ar láimh sna Ceithre Cúirteanna i dtaobh na gcartlann ar fad a aistriú ó bheartáin go boscaí cartlainne, tá na léarscáileanna, pleannanna agus na míreanna móra ar fad ó na taifid sin á gcaomhnú agus á gcatalógú faoi láthair. Le linn 2015, rinneadh an obair ar chontaetha Chorcaí agus Bhaile Átha Cliath a thabhairt chun críche.

## **SEALBHÚ CARTLANN**

Faoi Acht um Chartlann Náisiúnta, 1986, tá an Chartlann Náisiúnta faoi shainordú dlí taifid chartlainne a fháil ó na Ranna Stáit agus ó na Cúirteanna. Cumhachtaítéar an oifig chomh maith, i dtaobh taifid agus cáipéisí eile a fháil sa chás go mbreithnítéar gur fiú iad a chaomhnú, sa chás go ndéanann siad sealúchais reatha na dtaifead Rannach a chomhlánú nó sa chás go bhfuil siad i mbaol díothú.

### **Aistriú taifead leis na Ranna Stáit**

Déantar na taifid a sealbhaíodh ó na Ranna Rialtais le linn 2015, a achoimriú in agusín ar leithligh, ina gcuimsítéar tuairim is 27,176 chomhad rannacha aonair. Tá aon aistriú taifead amháin de chuid Choimisiún Talún na hÉireann (c.19,223 chomhad), a fuarthas ón Roinn Talmhaíochta, Bia agus Mara, nár cuireadh ar fáil don phobal de bharr ceal spáis stórála sa Chartlann Náisiúnta.

### **Aistriú taifead leis na cúirteanna**

Déantar na taifid a sealbhaíodh ó oifig na gcúirteanna agus ó na clárlanna probháide a achoimriú in agusín ar leithligh. Tuairim is 3,726 chomhad atá i gceist.

Fuarthas trí cinn d'aistrithe taifid na cúirte cuarda chomh maith ó oifigí Chúirt Chuarda Chorcaí agus Lú in 2015, ina gcuimsítéar 9,291 chomhad. Níor cuireadh aon cheann de na taifid sin ar fáil don phobal le haghaidh comhairliúcháin áfach, de bharr ceal dóthain foirne chun na taifid a phróiseáil agus áiseanna aimsithe a ullmhú.

Tar éis cruinníú i Meán Fómhair, 2015, le hionadaithe ón tSeirbhís Chúirteanna, rinneadh cinneadh go gcuirfeadh na cúirteanna deireadh le taifid a aistriú chuig an gCartlann Náisiúnta ar bhonn sealadach, go dtí go dtabharfaí cinneadh chun críche i leith taifead le saincheisteanna Cosanta Sonrai a scaoileadh faoi bhráid an phobail agus go dtí go raibh an deis ag an tSeirbhís Chúirteanna dul i gcomhairle le hOifig an Choimisinéara Cosanta Sonrai.

### **Aistriú taifead le comhlachtaí sceidealaithe**

Mar atá lúaite i dtuarascálacha Stiúrthóra a foilsíodh roimhe seo, níl ar chumas na Cartlainne Náisiúnta líon mór taifead atá le haistriú ó fhormhór mór na 61 chomhlacht atá liostaithe i Sceideal an Actica um Chartlann Náisiúnta a shealbhú, go dtí go ndéanfar cóiríocht bhreise agus soláthar foirne cuí a chur ar fáil.

In 2015, sealbhaíodh taifid ó Oifig an Phríomh-Rúnaí chuig an Uachtaráin; ó Oifig an Ard-Aighe agus ón Oifig um Chláirú Cuideachtaí. Fuarthas aistriú beag ó Oifig an Phríomh-Aturnae Stáit de na comhaid a bhaineann le cás Henry ('Harry') Gleeson. Fuarthas 2,249 gcomhad aonair ina ionláine ó comhlachtaí sceidealaithe. Tugtar achoimre orthu sin in agusín ar leithligh.

Maidir le haistriú bliantúil taifid chomhaid na gcuideachtaí díscaoilte ón Oifig um Chláirú Cuideachtaí (432 chomhad), chomh maith leis an tuairim is 12,100 comhad a aistríodh in 2014, ní bheidh fáil ag an bpobal orthu sin, de bharr easpa foirne agus spáis stórála sa Chartlann Náisiúnta.

### **Taifid a sealbhaíodh ó fhoinsí príobháideacha**

Fuair an Chartlann Náisiúnta roinnt sealbhaithe ó fhoinsí príobháideacha in 2015. Déanann na bailiúcháin sin ár sealúchais reatha a chomhlánú nó tá tábhacht náisiúnta ag baint leo. Déantar achoimriú ar roinnt de na sealbhaithe sin sa tuarascáil fhorlíontach.

## Údarú na dtaifead a mholtar a dhíothú

Rinneadh dhá údarú i leith taifead a dhíothú a eisiúint in 2015. Bhain na húdaruithe le taifid na Roinne Coimirce Sóisialaí agus leis an Roinn Gnóthaí Eachtracha i dtaca le hAmbasáid na hÉireann chun na Seapáine.

Tá go leor iarratas amuigh ó ranna ag lorg faofa i leith taifid a dhíothú nach fiú a chaomhnú go buan mar chartlanna. De bharr ceal foirne agus acmhainní áfach, níorbh fhéidir tuarascálacha breithmheasa a ullmhú chun na taifid sin a mheas.

## Nótaí treoracha nua i leith Saoráil Faisnéise agus PQ

Chun cur chuige níos réamhghníomhaí a fhorbairt d'íarratais i leith bhreithmheas agus díothú na dtaifead nárbh fhiú a chaomhnú go fadtréimhseach, rinne an RADD múnlá nota treorach a fhorbairt, ina n-áirítear feidhmeanna comóntha á bhforbairt mar threoir għinearálta ar chineálacha comhaid ar leith. Rinneadh an chéad dá nota treorach a thabhairt chun críche i Nollaig na bliana 2015, inar áiríodh ceisteanna parlaiminte agus comhaid cáis saorála faisnéise. Tá treoirlínte á n-ullmhú faoi láthair i dtaobh taifid airgeadais rannacha a bħainistiú. Táthar ag súil go leanfar ar aghaidh leis an obair a fhorbairt le linн 2016.

## An tSeirbhís Aisghairme

Baineadh úsáid fhorleathan as an tseirbhís aisghairme in 2015. Rinneadh athbhreithniú ar na dúshlán leanúnacha áfach, maidir leis an tseirbhís a bħainistiú i ndeireadh na bliana 2015, agus déanfar cur chuige píolótach nua i leith na seirbhíse aisghairme a phleanáil in 2016.



## TOSAÍOCHT 3 – AISTRIÚ GO DIGITEACH

### An Líonra ICT

Rinneadh líonra ICT na Cartlainne Náisiúnta a uasghrádú go mór in 2015. Inar áiríodh an líonra limistéar stórála a athsholáthar, freastalaithe agus lasca breise agus córas cültaca athshlánaithe ó thubaiste. Rinne an bonneagar nua fás agus acmhainn a chur ar fáil chun seirbhísí digiteacha nua a fhorbairt as seo go ceann 3-5 bliana.

Rinneadh an trealamh a leanas a tháirgeadh, a chumrú agus a chur isteach:

- 3 Fhreastalaí *Power Edge* de dhéanamh *Dell* (2 fhreastalaí *vSphere* agus 1 fhreastalaí cültaca).
- Líonra Limistéar Strórála *Power Vault* de dhéanamh *Dell*.
- Stóras Líonra-Cheangailte *Synology* (Stóras NAS).
- Balla dóiteáin *Fortinet Fortigate*.
- Ródaire de dhéanamh *Cisco*.
- Lasca Líonra Chliste de dhéanamh *Cisco* (2 phríomh lasc agus 5 lasc úsáideora).
- 2 ghléas ilfheidhmeacha de dhéanamh *Canon* (printéirí/scanóirí/fótachóipirí).
- Rinneadh uasghrádú ar an nasc líonra Ethernet ó 100 mbp go 300 mbp (le hacmhainn *Gigabit*), agus beidh sé in úsáid tar éis na hoibreacha ar an Seomra Cumarsáide a thabhairt chun críche.
- *APC Smart-UPS* (Soláthar Dobhriste Cumhachta).
- Aonaid Dálte Cumhachta APC (PDU)x 2.
- Raca Freastalaí 42U *Netshelter* de dhéanamh *Dell*.

### Scanóirí RFT

Rinne an Chartlann Náisiúnta roinnt tairiscintí a eisiúint do scanóirí A0 agus A2 sa cheathrú ráithe de 2015. Rinneadh é sin chun trealamh a cheannach ar mhaithe le cumas agus acmhainn na Cartlainne Náisiúnta i dtaobh íomháú digiteach biúró-bhunaithe a fhorbairt agus cur le huasghrádú an Líonra ICT.

### Athbhreithniú ar shuíomh gréasáin na Cartlainne Náisiúnta

Rinneadh athbhreithniú ar an suíomh gréasáin reatha agus ainmníodh bealach forbartha chun a inúsáidteacht agus a fheidhmiú a fheabhsú in 2016 agus ina dhiaidh sin. Rinneadh an t-alt ar Cheisteanna Coitianta a athbhreithniú agus a leathnú.

### An próiseas athbhreithnithe

Rinneadh athbhreithniú ar phróiseas na bpríomhfheidhmeanna cartlainne in 2015. Mar thoradh, cuireadh sonraí cálíochtúla ar fáil i leith seirbhísí a fhorbairt amach anseo agus cuíchóiriú i dtaobh feidhmeanna amhail bainistiú fiosrúcháin, íomháú digiteach agus seirbhís aisghairme. Déanfar iad a chur chun cinn níos faide in 2016.

### An tAonad Íomháithe Dhigitigh

Le linn 2015, caitheadh roinnt mhór ama ar an taighde a rinneadh ar threalamh nua agus ar nósanna imeachta maidir le sreabhadh oibre, mar thoradh bunaíodh an tAonad Íomháithe Dhigitigh, a thug an fhoireann íomháithe le chéile in aon roinn amháin. Rinneadh athbhreithniú agus stocáireamh ar na híomháonna a cruthaíodh agus a bhí i seilbh na Cartlainne Náisiúnta. Léiríonn an stocáireamh go bhfuil níos mó ná 700,000 íomhá i gceist. De thoradh na hoibre sin, cuireadh córais i bhfeidhm chun

an cineál agus an líon íomhánna a thaifeadadh chun na sealúchais dhigiteacha a bhainistiú ní b'fhearr.

Na híomhánna cartlainne leis an Aonad Íomháithe Dhigitigh in 2015:

- Iarratais Náisiúnta Scoile ED/1.
- Oifig an Phríomh-Rúnaí, Brainse Choireachta: Póilíní Chathair Átha Cliath (DMP), Gluaiseacht na nAntoisceach, an 29 Bealtaine 1915 – an 20 Aibreán 1916.
- Miontuairiscí Comh-Aireachta agus comhaid rannacha roghnaithe do 1985.
- Míreanna roghnaithe le léiriú sa roinn ‘cáipéis na míosa’ ar an suíomh gréasáin.
- Ábhar roghnaithe leis an bhfile Yeats, do chomóradh 150 bliain ar bhreith an fhile.
- Íomháú na gclár vótálaithe do Chartlann Bhaile Átha Cliath curtha i gcrích.
- Comhaid rannacha roghnaithe don tionscadal [CAIN](#).
- Íomhánna na léarscáileanna Suirbhéireachta Ordanáis do Ghaillimh, Corcaigh agus Dún na nGall d'Atlas Bhailte Stairiúla na hÉireann.
- Íomhánna fhoirgneamh na Cartlainne Náisiúnta ar Shráid an Easpaig do bhróisiúr Fáilte Éireann.
- Pleananna na hAmharclainne Ríoga, Baile Átha Cliath, leis an OPW.
- Íomhánna roghnaithe a bhaineann le Deich mBliana na gCuimhneachán, d'Atlas Réabhlóide na hÉireann.

Leis an ardú ar dhigitíú, tháinig laghdú ar obair an aonaid micreascannáin le linn 2014. Cé nach ndearnadh aon tionscadal nua a thionscnamh, leanadh ar aghaidh leis an obair ar na tionscadail a bhí i bhfeidhm cheana, go mór mhór micreascannánú caomhnaithe Ainmleabhair na Suirbhéireachta Ordanáis.

Rinneadh na léitheoirí micreascannáin sa Seomra Léitheoireachta a uasgrádú. Ceannaíodh trí ghléas de dhéanamh *Scanpro*, a cuireadh isteach in ionad na léitheoirí micreascannáin ní ba shine.

### **Coiste Chaillteanas Réadmhaoin na hÉireann, 1916**

Rinne an Chartlann Náisiúnta an íomháú digiteach ar 6,567 gcomhad Choiste Chaillteanas Réadmhaoin na hÉireann a sheachfhoinsíú, a bhaineann le próiseáil na n-éileamh cúitimh i leith cailteanas nó damáiste do réadmhaoin le linn Éirí Amach na Cásca, 1916. Rinne *Mastermind Ireland Limited* an obair íomháithe dhigitigh, ar cuireadh túis leis le linn ráithe dheireadh 2014, agus a tugadh chun críche in earrach na bliana 2015.

### **Leabhair Suirbhéireachta agus Dháilte**

Rinne rialtas na Breataine na Leabhair Suirbhéireachta agus Dháilte a chur i dtoll a chéile ag deireadh an tseachtú haois déag, chun taifead iontaofa na n-úinéirí talún in Éirinn a bhunú chun críche dliteanas a bhunú i leith cíos cúiteach. Tá sraitheanna de na Leabhair Suirbhéireachta agus Dháilte i seilbh na Cartlainne Náisiúnta, ina gcuimsítear faisnéis a bailíodh le linn suirbhéanna a rinneadh ní ba luaithe (Suirbhéanna Stafford, Civil agus Down), agus a thugann ainmneacha na n-úinéirí a rinne a gcuíd talún a fhorghéilleadh faoi Réiteach Chromail 1641, agus méid agus caighdeán na talún a bhí ina seilbh. Tugtar ainmneacha na ndaoine a ndearnadh an talamh sin a bhronnadh orthu chomh maith faoi na hAchtanna éagsúla idir 1662 agus 1703. In 2015, tionscnaíodh tionscadal comhfhointair i gcomhar le Coimisiún Lámhscríbhinní na hÉireann chun na leabhair sin a dhigitíú. In nDeireadh Fómhair 2015, cuireadh túis leis an obair na 20 leabhar a ullmhú i gcóir íomháithe, ina ndearnadh gach imleabhar a uimhriú (11,228 leathanach ina iomláine) agus a chaomhnú. Cuirfear túis leis an obair íomháithe go luath in 2016.

### **Taifid leictreonacha**

Ní raibh an Chartlann Náisiúnta in acmhainn aon chumas a fhorbairt i dtaca le taifid leictreonacha a bhainistiú. Ag tráth ina bhfuil fíoraghá le treoirlínte i dtaobh bhreithmheas, sealbhú agus chaomhnú na dtaifead leictreonach amhail ríomhphost, comhaid phróiseála focal agus bunachair sonraí. Glactar leis go bhfuil leathadh na dtaifead leictreonach agus na taifid a chruthaítear i gcórais ghnó leictreonacha ina gcúis mhór imní mura ndéanfar bearta agus nósanna imeachta a fhorbairt chun ábhar den sórt sin a bhainistiú. Níor cuireadh túis fós le caomhnú agus le haistriú taifead leictreonach chuig an gCartlann Náisiúnta.

## TOSAÍOCHT 4: ÁR bhFOIREANN A FHORBAIRT

I dtaca lenár dtiomantas dár bhfoireann a chur chun cinn rinne an Chartlann Náisiúnta roinnt tionscnamh a fhorbairt. Rinneadh iniúchadh ar scileanna na foirne ar dtús agus cuireadh plean i dtoll a chéile ina dhiaidh sin, chun na réimsí a ainmniú ina raibh gá le breisoiliúint nó le forbairt a dhéanamh ar an bhfoireann. Cuireadh é sin i gcrích i gcomhar le hAonad Oiliúna DAHG. Reáchtáladh roinnt cruinnithe le ARA (i) chun scileanna agus cúrsaí a ainmniú a d'fhéadfáí a reáchtáil sa Chartlann Náisiúnta le linn 2016.

Ghlac an Chartlann Náisiúnta páirt sa Chomhghuaillíocht ar son Caomhnú Digiteach, i dteannta institiúidí eile a raibh de shainchúram orthu taifid a chaomhnú i bhfoirm leictreonach.

Rinne an Chartlann Náisiúnta réimse cáipéisí cartlainne gairmiúla a dhréachtú agus a scaipeadh le haghaidh tuairimí agus breithnithe a bhailíú ina leith, lenar áiríodh beartas bailiúcháin agus sealbhaithe, an beartas iasachtaí agus an beartas íomháithe.

### **Beartais**

Ar feadh na bliana 2015, rinne an Chartlann Náisiúnta réimse cáipéisí beartais a fhorbairt agus a fhoilsíú, lenar áiríodh:

- Creat Cartlainne
- Ráiteas maidir le seirbhísí
- Beartas meáin shóisialta
- Athbhreithniú ar threoirínté taisce
- Athbhreithnithe ar phlean éigeandála na Cartlainne Náisiúnta
- Plean athshlánaithe ó thubaiste ICT
- Beartas iasachtaí
- Treoirínté cóipchirt
- Beartas sealbhaithe

### **Athbhreithniú ar láimhseáil fiosrúcháin**

Rinne an Chartlann Náisiúnta athbhreithniú ar a cur chuige i leith láimhseáil fiosrúcháin, agus de réir próiseas gnó a fheabhsú, ainmníodh an gá a bhí le córas bainistithe fiosrúcháin a bhunú. Áireofar an fhorbairt ar chóras dá shórt i bplean gnó 2016. Rinne an Chartlann Náisiúnta ráiteas seirbhísí a fhoilsíú chomh maith chun a chinntíú go raibh an pobal i gcoitinne eolach ar na seirbhísí ar leith a bhí ar fáil. Forbraíodh beartas cóipchirt na Cartlainne Náisiúnta chomh maith mar fhreagra ar an leathadh cóipeála agus ar úsáid gléasanna digiteacha sa Seomra Léitheoireachta poiblí.

### **Imeachtaí oliúna agus comhdhálacha**

D'fhreastail an fhoireann ar réimse leathan clár agus comhdhálacha oliúna. Go háirithe an seisear foirne a rinne cuir i láthair ag comhdháil an Chumainn Cartlann agus Taifead a reáchtáladh i mBaile Átha Cliath, i mi Lúnasa, 2015. Ba iadsan:

- Amadine Camp agus Sofia Costa: An dúshlán a bhaineann le bailiúchán mór léarscáile a chaomhnú.
- Kirsten Mulrennan: Saincheisteanna i dtaoibh taifid leighis stairiúla a chartlannú in Éirinn.
- Zoe Reid: Réitigh chruthaitheacha íseal-idirghabhála ar thionscadail mhórscála Wellcome atá maoinithe ag an gciste iontaobhais.
- Hazel Menton: Athchóiriú ar thaisclann na gCeithre Cúirteanna de chuid na Cartlainne Náisiúnta.

- Tom Quinlan: An méid is féidir leat a dhéanamh, an méid a dhéanfaidh tú agus an méid ar chóir duit a dhéanamh; an cartlannaí ag saothrú i dtimpeallacht cumhachtaí reachtúla, oibleagáidí dlíthiúla agus riachtanas morálta.

Oiliúint a raibh an fhoireann páirteach ann, lenar áiríodh:

- Bainistiú Suímh Gréasán;
- Straitéis Mhargaíochta agus Dhigiteach ar líne;
- Gaeilge Ghairmiúil;
- Garchabhair agus oiliúint ar an gcathaoir aslonnaithe;
- Reachtaíocht Saorála Faisnéise;
- Cúrsa Ardoifigh Feidhmiúcháin;
- Seimineár Cóipchirt, Cumann Cóipchirt na hÉireann;
- Caomhnú praiticiúil agus daoine: faisnéis ar mheiteashonraí;
- Ceardlann ar Chaomhnú Digiteach Praiticiúil;
- Leasuithe ar Chonarthaí na nOibreacha Poiblí, Coiste Conarthaí Rialtais do sheisiún eolais ar chúrsaí Tógála;
- Bord Karibari a thógáil;
- Grianghraif Dhigiteacha a Chaomhnú;
- Rialacha Soláthair na hEarnála Poiblí a thuiscint;
- Bainistiú Lotnaide Comhtháite;
- Bainistiú Tionscadail Idirmheánaigh; agus
- Siompóisiam ar Veilleam a Ainmniú agus a Chaomhnú.

## **TOSAÍOCHT 5: COMHOIBRIÚ A FHORBAIRT**

I gcomhréir lena tosaíocht i leith comhoibriú a fhorbairt, Lean an Chartlann Náisiúnta ar aghaidh i gcompháirtíocht agus i gcomhoibriú maidir le líon tionscnamh náisiúnta agus idirnáisiúnta agus le gníomhaíochtaí rannpháirtíocha agus for-rochtana, agus ghlac an Chartlann páirt i réimse éagsúil gníomhaíochtaí pleanála 2016.

### **Plean Bainistiú Taifead na Seirbhise Poiblí**

Sna Tuarascálacha Blantúla a foilsíodh roimhe seo, leagadh béim sheasta ar an tábhacht a bhain le dea-chleachtas do **bainistiú taifead** a fhorbairt, ar fud na seirbhise poiblí agus sibhialta. Faigheann an Chartlann Náisiúnta iarratais go leor ar chomhairle nó ar threoir a thabhairt i dtaca le taifid a bainistiú nó i dtaobh dréacht-taifid na mbeartas agus nósanna imeachta bainistithe a athbhreithniú agus a cheadú, agus ní mór dom a lua an géarghá seanbhunaithe atá le réitigh sa réimse seo a chur ar fáil.

Chun na críche sin, go luath in 2015, tionscnaíodh sraith cruinnithe idir an Chartlann Náisiúnta agus Oifig Phríomhoifigeach Faisnéise an Rialtais, mar chomhbhall na Roinne Caiteachais Phoiblí agus Athchóirithe (DPER). Reáchtáladh na cruinnithe chun plean a fhorbairt i leith taifid na seirbhise poiblí a bainistiú. Ba fhreagairt dhíreach a bhí sna bearta sin ar an bhfolús leanúnach is léir atá sa bheartas a bhaineann le taifid a chruthú agus a bainistiú.

Rinne an Chartlann Náisiúnta plean trí bliana a mholadh a bhí bunaithe ar chreat bainistithe taifead a fhorbairt do thaifid leictreonacha agus pháipéis araon. Rinne an DPER maoiniú tosaigh d'aon bhliain amháin a chur ar fáil, ina bhfuiltear ag súil le bainisteoirí taifead a earcú i gcéad ráithe 2016.

### **Comhairle i dtaobh Taifid a Bhainistiú**

In 2015, iarradh ar an gCartlann Náisiúnta comhairle agus treoir a chur ar fáil do ranna agus do chomhlacthaí éagsúla maidir lena mbeartais chun taifid a bainistiú agus lena dtreoirlínte coinneála agus diúscartha. Áiríodh orthu sin Oifig na nOibreacha Poiblí, na Ranna Airgeadais agus Caiteachais Phoiblí agus Athchóirithe, Oifig an Stiúrthóra um Fhorfheidhmiú Corparáideach, Uiscebealáí Éireann agus an tSeirbhís Promhaidh.

### **APEX/APEF**

In 2015, tar éis athbhreithniú forleathan a dhéanamh ar ár rannpháirtíocht in APEX agus in APEF, an fhondúireacht a bunaíodh ina dhiaidh, rinneadh cinneadh tarraingt siar ón tionscadal sin. Tá mar aidhm le APEF, cónaídhamh áiseanna cuardaigh cartlainne a fhorbairt ar fud na hEorpa, agus de bhri nach bhfuil ról foirmiúil ag an gCartlann Náisiúnta i leith áiseanna cuardaigh a chomhbhailiú ag leibhéal náisiúnta, rinneadh cinneadh ag an am gur beag an mhéid a chuirfeadh an Chartlann Náisiúnta le luach an tionscadail. Maidir le rannpháirtíocht san APEF amach anseo, déanfar athbhreithniú ina leith lá níos faide anonn.

### **Cláraithe Vótálaithe Bhaile Átha Cliath**

I Mártá na bliana 2015, rinne an Stiúrthóir rollaí digitithe vótálaithe Chartlann agus Leabharlann Chomhairle Cathrach Bhaile Átha Cliath a sheoladh, inar áiríodh bailiúchán suntasach ábhar a bhí i seilbh na Cartlainne Náisiúnta.

## Gníomhaíochtaí Deich mBliana na gCuimhneachán

Bhí baint ag Ceannasaí na dTionscadal Speisialta le cuid mhaith coistí stiúrtha iomchuí, ina n-áirítear Coiste Stiúrtha Mhúsaem Ard-Oifig an Phoist, Coiste Stiúrtha an Mhúsaem Tionóntain, Coiste Stiúrtha Thionscadal Phinsean na Seirbhise Míleata, Grúpa Comhairle Séadchomhartha Náisiúnta Shráid an Mhúraigh agus Coiste Stiúrtha Spreagtha Éireann.

Mar thoradh ar chomhoibriú idir an Chartlann Náisiúnta, an Músaem Náisiúnta agus Léiriúcháin ANU, léiríodh **PALS: The Irish at Gallipoli**, os cionn 600 babhta idir Feabhra agus Aibreán 2015, agus arís i mí Lúnasa 2015, de bharr éileamh poiblí. Bhí an saothar bunaithe ar cheathrar saighdiúirí Éireannacha a chuaigh isteach in Arm na Breataine go luath in 1915, a fuair a gcuid traenála sa Bheairic Ríoga (Dún Uí Choileáinanois) agus a shroich *Gallipoli* i mí Lúnasa 1915, áit a bhfaca siad slad, sléacht agus ár nár bh fhacthas a leithéid roimhe sin. Baineadh úsáid as foinsí cartlainne chun cuntas a choinneáil ar scéal an cheathrar fear (lena n-áirítear taifid dhaonáireamh na Cartlainne Náisiúnta agus Uachtanna na Saighdiúirí). Bhí an fhreagairt chriticiúil a fuarthas ón bpobal ina leith thar a bheith dearfach.

Faoi [chlár 2016 na hÉireann](#), chuir an Chartlann Náisiúnta túis lena gcuid oibre ar uirlis ghinealaíais ar líne, Taighde Teaghlaigh 2016, atá thírithe go príomha ar dhaltaí idirbhliana ach, atá áisiúil don phobal i gcoitinne agus chun cuidiú le húsáideoirí an raidhse ábhar ginealaigh atá anois ar fáil ar líne a thuiscint agus a láimhseáil, is ón gCartlann Náisiúnta a thagann a fhormhór mór den ábhar sin. Déanfar an suíomh gréasáin a sheoladh in 2016.

## Comhoibriú le Scoil na gCartlann, An Coláiste Ollscoile, Baile Átha Cliath

Rinne an Chartlann Náisiúnta roinnt bailiúchán le liostú a chur ar fáil do mhic léinn Scoil na gCartlann, An Coláiste Ollscoile, Baile Átha Cliath. Déanann obair thuairisciúil na mac léinn na caighdeáin náisiúnta agus idirnáisiúnta a bhíonn in úsáid ag an gCartlann Náisiúnta a chomhlíonadh. Áiríodh leis na bailiúcháin: Halla Leighis Devlin, Tiobraid Árann; *Tipperary Star*, nuachtán agus Ciste Náisiúnta (Fóirithint) Tubaiste Chósta an Iarthair.

## An Coimisiún Imscrúdaíthe (Árais Mháthar agus Linbh agus Cúrsaí Bainteacha ar Leith)

Rinneadh Imscrúdú i leith Árais Mháthar agus Linbh agus sampla ionadaíoch d'Árais Chontae a bhunú trí Ordú Rialtais i bhFeabhra 2015. Bhí an Chartlann Náisiúnta i dteaghmáil leis an gCoimisiún agus lena thaighdeoirí i gcaitheamh na bliana 2015, ag cur taifead ar fáil a bhí i seilbh na hoifige agus ag déanamh bainistiú ar thionscadal (le maoiniú ón gCoimisiún) chun tuairim is 50 bosca de thaifid na Roinne Rialtais Áitiúil agus Sláinte Poiblí tráth, a chatalógú. Cuireadh túis leis an tionscadal catalógaithe sin i mí Iúil, 2015, agus táthar ag súil go ndéanfar é a thabhairt chun críche sa Mhárta/Aibreán 2016.

## Taisclann Dhigiteach na hÉireann

Bhí an Stiúrthóir ina chomhalta den Ghrúpa Stiúrtha Oibriúcháin do thionscadal Spreagadh Éireann 2, tionscadal de chuid Taisclann Dhigiteach na hÉireann, a bhí maoinithe ag PRTLI 6. Bhí Catriona Crowe, Ceannasaí Tionscadal Speisialta ag an gCartlann Náisiúnta, ina hionadaí ar an bhfoireann tionscadail.

I Meitheamh na bliana 2015, thug an Ceannasaí Tionscadal Speisialta óráid thábhachtach uaithi ag comhdháil tionscnaimh DPSASH. Bhí an Stiúrthóir ina chainteoir painéil ag seisiún a reáchtáladh i dtaobh na forbartha a dhéanfar ar thaifid leictreonacha amach anseo.

## Tionscadail Iontaobhais Wellcome

### **Tionscadal Chartlann Ospidéil Bhaile Átha Cliath**

Cé nach bhfuil taifid na n-ospidéal agus na n-institiúidí cúraim leighis eile faoi réir fhorálacha an Acharta um Chartlann Náisiúnta, 1986, táimid i seilbh na gcartlann d'aon cheann déag d'ospidéil chathair Átha Cliath. D'uireasa forála reachtúla chun na taifid sin a chaomhnú, rinne an Chartlann Náisiúnta iarratas ar dheontas ón Iontaobhas *Wellcome* in 2014, i dtaobh maoiniú a fháil d'obair riachtanach chaomhnaithe agus chatalógaithe, d'éirigh leis an iarratas.

Rinne foireann tionscadail an obair idir mhí na Bealtaine 2014 agus mí an Mheithimh 2015, lenar áiríodh cartlannaí agus cúnatóir caomhnaithe. Áiríodh leagan amach cartlainne na mbailiúchán, áiseanna cuardaigh a chruthú a bhí i gcomhréir le dea-chleachtas idirnáisiúnta, glanadh caomhnaithe agus sealbhú na dtaifead agus grádú caomhnaithe tosaigh na dtaifead a ullmhú chun míreanna a ainmniú le haghaidh obair dheisithe chaomhnaithe roghnaithe. Chomh maith leis sin, rinneadh obair chaomhnaithe a thabhairt chun críche ina dhiaidh sin ar sheacht gcinn de na haon bhailiúchán déag. Táimid buíoch don Iontaobhas *Wellcome* as a gcuid tacaíochta.

Trí chatalóga a chruthú is fusa go mór fáil ar choimisiúin fiosrúcháin agus imscrúduithe cúitimh dhlíthiúil atá ar siúl faoi láthair in Éirinn a éascú, amhail na fiosrúcháin a bhaineann le hárais mháthar agus linbh agus le nósanna imeachta ar leith a gcloítear leo in ospidéil mháithreachais. Rinne an Chartlann Náisiúnta dréachtphlean beartais a ullmhú. D'uireasa reachtaíocht phríomha ina ndéantar caomhnú agus fáil ar thaifid dá shórt a rialú,ní mór comhaontuithe aonair a chur ar bhonn foirmiúil le húdaráis éagsúla na n-ospidéal atá i gceist, sular féidir an beartas a chur i bhfeidhm agus na bailiúcháin a chur ar fáil do lucht féachana níos leithne.

### **An Suirbhé Náisiúnta ar Thaifid na nOspidéil**

Is tionscadal é an Suirbhé Náisiúnta ar Thaifid na nOspidéil a ghlacann an Chartlann Náisiúnta ar láimh le maoiniú ón Iontaobhas *Wellcome*. Is é aidhm bhunúsach an tsuirbhé na cineálacha taifead a bhfuil fáil orthu fós agus a bhaineann le hospidéil agus le hinstiúidí chúram leighis na hÉireann a dheimhniú, raon dátaí sraitheanna éagsúla na dtaifead a bhfuil fáil orthu agus an caighdeán foriomlán a mbaineann leo. 1970 an dáta deiridh do na taifid atá faoi chaibidil. Tugadh an obair suirbhé chun críche an 18 Nollaig, 2015. Cheadaigh an tlontaobhas *Wellcome* síneadh ama gan costas breise, a chur leis an tionscadal go dtí an 18 Márta, 2016, chun sonraí an tsuirbhé a bhailiú le chéile i dtuarascáil chuimsitheach, le liostaithe na dtaifead atá le fáil i ngach ospidéil agus i ngach institiúid cúraim leighis ar bhonn contae de réir contae agus le faisnéis stáiriúil maidir le gach institiúid. Déanfar príomhthorthaí na tuarascála sin a fhoilsíú le linn 2016.

### **An Chomhghuaillíocht ar son Caomhnú Digiteach**

I Meitheamh na bliana 2015, ghlac an Chartlann Náisiúnta le ballraíocht sa Chomhghuaillíocht ar son Caomhnú Digiteach (DPC). Is brateagraíocht idirnáisiúnta í an DPC atá tiomnaithe do scileanna agus thacaíocht a chur chun cinn sa réimse caomhnaithe dhigitigh. I dteannta Leabharlann Náisiúnta na hÉireann, Oifig Thaifid Phoiblí Thuaisceart Éireann agus Coláiste na Tríonóide, Baile Átha Cliath, cuideoidh an Chartlann Náisiúnta le tairseach chriticiúil chomhlachtaí leasmhara a chruthú in Éirinn, maidir leis an réimse tábhachtach sin.

## **Maoiniú tionscadail ón Roinn Ealaíon, Oidhreachta agus Gaeltachta**

### **Taifid Choiste Cháillteanais Réadmhaoine 1916 (Éire), (PLIC):**

Tar éis an maoiniú a fháil ón Roinn in 2015, rinneadh an digitú ar 6,567 gcomhad cáis aonair Choiste Cháillteanais Réadmhaoine na hÉireann (Éire), a thabhairt chun críche in Eanáir na bliana 2015. Thar thréimhse 6 mhí, rinneadh na híomhánnna a sheiceáil, na meiteashonraí a chruthú agus a chur in eagair agus cuireadh túis leis an obair ar shuíomh gréasáin a dhearadh agus a ullmhú chun an bailiúchán a léiriú mar chuid de chlár chomóradh 1916 an Rialtais. Táthar ag súil go ndéanfar an suíomh gréasáin a sheoladh mar chuid d'imeachtaí chlár chomóradh na Cásca 1916.

### **Comhaid Chúitimh Airgeadais**

Ó 2013 i leith, bionn an Chartlann Náisiúnta ag liostú agus ag déanamh obair chaomhnaithe ar shraith comhad a phróiseáil, a bhaineann le hélimh ar chúiteamh a rinne daoine agus eagraíochtaí i leith caillteanais nó díobhála do réadmhaoine mar thoradh ar ghníomh míleata a tharla le linn na tréimhse 1921-1923, mar chuid dá clár tionscadail Deich mbliana na gCuimhneachán.

Le linn 2015, rinne cúntóirí caomhnaithe agus tionscadail 5,636 chomhad a ghlanadh do 11 chontae as an tsraith chomhaid Chúitimh Airgeadais (iar-shos cogaidh), (FIN/COMP/2), rinneadh iad a athlonnú i mboscaí cartlainne agus iad a liostú. Cuireadh áiseanna cuardaigh do 4 chontae ar fáil ina dhiaidh sin, chun cuardach a dhéanamh ar [www.nationalarchives.ie](http://www.nationalarchives.ie). Déanfar na háiseanna cuardaigh do na contaetha eile a chur ar fáil ar an suíomh gréasáin in 2016. Táthar ag súil go ndéanfar digitú ar chomhaid na 26 chontae eile le cúnamh maoinithe ón Roinn. Dhéanfadh an obair an taighde sonrach i leith caillteanais, scriosta nó díobhála do réadmhaoine ar fud na tíre de thoradh an Chogaidh Chathartha a éascú. Réimse taighde nach ndearnadh fiosrú cuí ina leith go dtí seo.

Rinne an Roinn tionscadal píolótach a mhaoliniú chomh maith chun féachaint ar an mbealach ab fhearr le haghaidh léarscáil agus bailiúchán leabhar meastóireachta lámhscríbhinné na hOifige Luachála a mheas agus a chur i láthair, ar ardán comhtháite ar líne.

### **Cáipéisí ar Bheartas Eachtrach na hÉireann**

Is tionscadal compháirtíochta é seo idir an Chartlann Náisiúnta, an Roinn Gnóthaí Eachtracha agus Trádála (DFA) agus Acadamh Ríoga na hÉireann. Déanann an tionscadal sraith cáipéisí a bhaineann le beartas eachtrach na hÉireann a fhoilsíú gach dara bliain (rinneadh Imleabhar IX, do 1948-51 a fhoilsíú i mí na Samhna 2014), agus déantar na himleabhair a chur ar fáil ar líne ag [www.difp.ie](http://www.difp.ie) tar éis roinnt ama. Tá na himleabhair a chumhdaíonn an tréimhse 1919-1941 ar fáilanois ar líne, saor in aisce. Le linn 2015, leanadh ar aghaidh leis an obair ar Imleabhar X, a dhéileálann le 1951-54.

In 2015, rinneadh comóradh ar aontachas 60 bliain na hÉireann leis na Náisiúin Aontaithe, agus chuir an fhoireann tionscadail taispeántas agus leabhrán tionlacain ar fáil chun comóradh a dhéanamh ar an ócáid. Léiríodh UN 60 ag Ceanncheathrú na Náisiún Aontaithe i Nua-Eabhrac, agus ag Ceanncheathrú DFA, ag Teach Uíbh Eachach, Baile Átha Cliath.

### **Suirbhéireacht Ordanáis**

Lean an Chartlann Náisiúnta ar aghaidh ag comhoibriú le Suirbhéireacht Ordanáis Éireann, chun cúnamh agus comhairle a chur ar fáil i dtaobh a sealúchas a stóráil agus a dhigitú. Bhail an Chartlann Náisiúnta agus ionadaithe Shuirbhéireacht Ordanáis Éireann le chéile in Eanáir na bliana 2015, chun a riachtanais stórála agus ullmhú a dtaifead roimh aistriú a phlé agus cé mar a dhéanfaí an obair sin a chur i gcrích.

## **Conclúid**

In 2015, lean an Chartlann Náisiúnta ar aghaidh le réimse seirbhísí reachtúla agus seirbhísí eile a thairiscint do ranna rialtais, ghníomhaireachtaí, lucht acadúil, thaighdeoirí agus don phobal i gcoitinne.

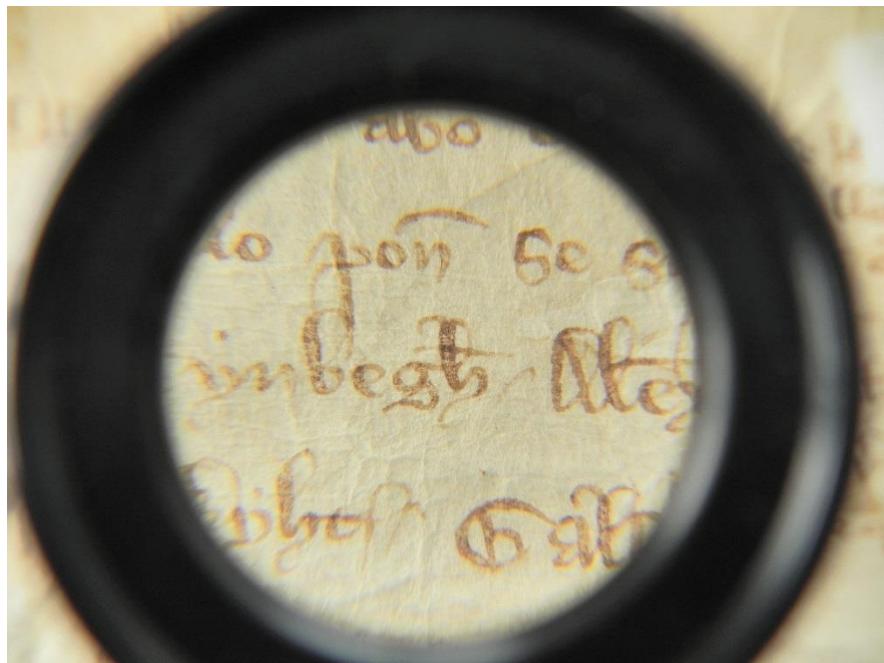
Cuireadh cartlanna ar fáil le haghaidh atáirgthe agus staidéar príobháideach tugadh cúnamh d'institiúidí eile lena dtairiscintí a fhoilsíú agus a chur ar aghaidh ar bhonn leanúnach.

Cé go ndearnadh dul chun cinn maidir le tosaíochtaí straitéiseacha a ainmniú, tríd an mhoill a bhí leis an dul chun cinn ar an tionscadal tógála agus an titim leanúnach ar an líon foirne, bhí tionchar díreach aige sin ar ár n-iarrachtaí leibhéal íosta seirbhíse a sholáthar do ranna rialtais agus don phobal.

Táthar ag súil in 2016, trí chórais agus phróisis ainmnithe a fhorbairt, gur féidir éifeachtúlachtaí níos treise a fhíorú agus dul chun cinn breise a dhéanamh i dtaca le seirbhísí nua a fhorbairt.

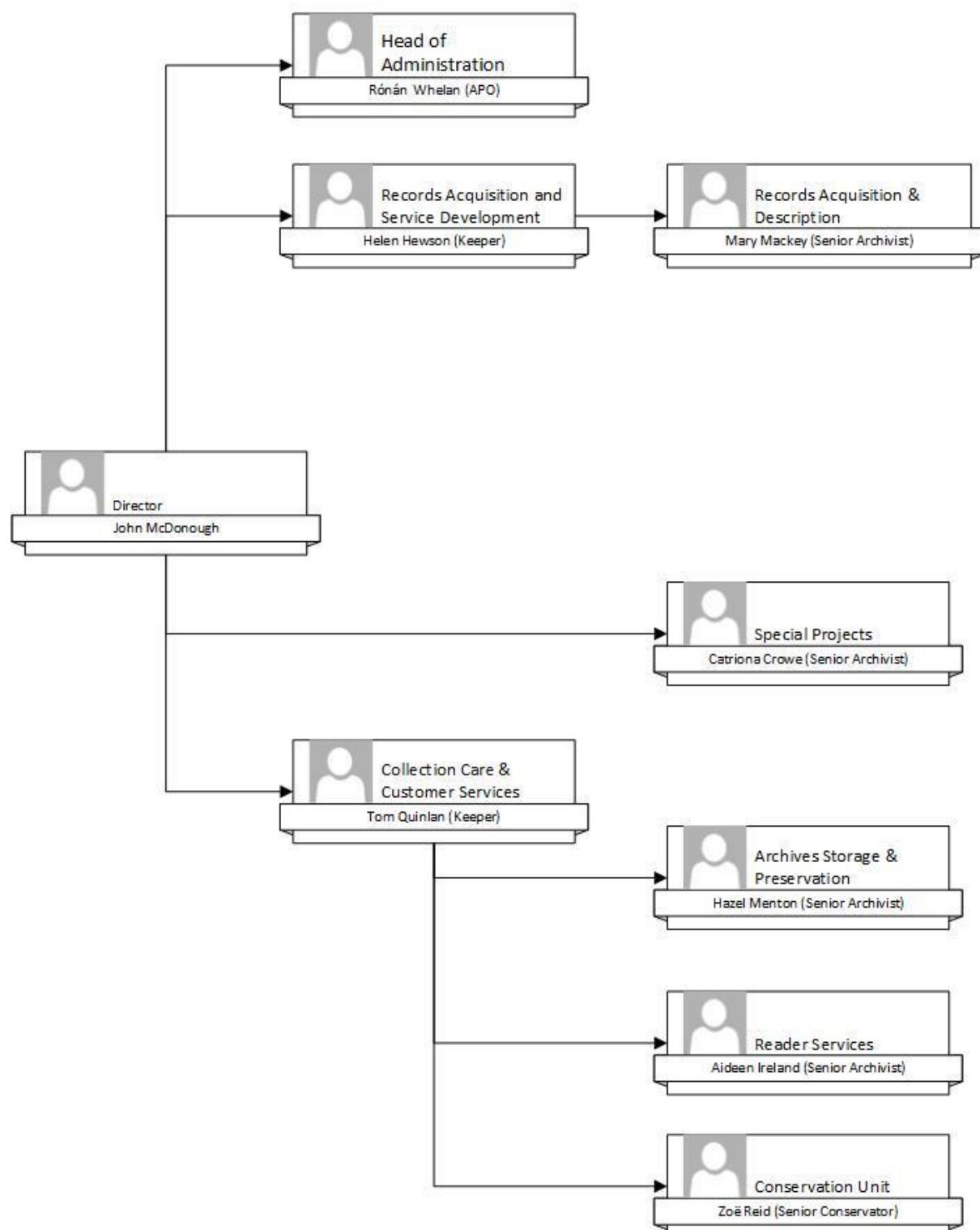
John McDonough

Stiúrthóir



## AGUISÍN I – CAIRT EAGRAÍOCHTA

National Archives Organisational Structure December 2015



## AGUISÍN II – UIMHREACHA IN 2015

Líon na gCustaiméirí	IOMLÁN
Léitheoirí	9,918
Cuairteoirí - grúpaí, 9.15 - 5.00	159
Cuairteoirí - grúpaí, 5.00 - 7.00	76
Cuairteanna – Laethanta Oscailte etc.	2,212
Na Ticéid Léitheora a eisíodh	3,454
An tSeirbhís Ghinealais	1,751
Cartlannaí ar Dualgas – glaonna gutháin	1,553
Fiosrúcháin Taighde a freagraíodh	2,915
<b>Táirgí</b>	
Míreanna a iarradh	20,464
Micreascannáin a iarradh	3,408
Aisghairmeacha	597
Aisghabhálacha Tráchtála	503
<b>Próiseáil</b>	
Cuir síos ar leibhéal na míreanna a cruthaíodh	47,635
Na haonaid chartlainne a caomhnaíodh	22,730
<b>Cóipeanna</b>	
An líon cóipeanna deimhnithe	659
An líon cóipeanna neamhdheimhnithe - foriomlán	621
An líon cóipeanna tiomnacha	546
An líon cóipeanna deimhnithe a ordaíodh	951
An líon leathanach le haghaidh deimhnithe	3,056
An líon cóipeanna leathanach ar an toirt	3,620
An líon ordaithe cóipe	453
An líon leathach a cóipeáladh	5,999
<b>Ar líne</b>	
Amais iomlána (Máthairshuíomh)	14,635,406
Cuairteoirí lomlána (Máthairshuíomh)	459,109
Leantóirí Twitter	1,150

## **AGUISÍN III – COMHAIRLE AGUS OILIÚINT**

Lean an Chartlann Náisiúnta ar aghaidh le taifid, comhairle bainistíochta agus oiliúint a chur ar fáil do ranna Rialtais agus don tSeirbhís Chúirteanna le linn 2015, i dtaobh saincheisteanna a bhain lena gcomhlíonadh leis an Acht um Chartlann Náisiúnta. Rinneadh oiliúint fhoireann na Seirbhise Cúirteanna agus an fhoireann Rannach a chomhcheangal le cuairteanna a tugadh ar Oifigí na Cúirte Cuarda, ag brath ar acmhainní foirne.

**Cuireadh comhairle agus cúnamh ar fáil do dhaoine agus do réimse leathan comhlacthaí, lenar áiríodh:**

- An Roinn Talmhaíochta, Bia agus Mara.
- An Roinn Ealaón, Oidhreachta agus Gaeltachta.
- An Roinn Cumarsáide, Fuinnimh agus Acmhainní Nádúrtha.
- An Roinn Oideachais agus Scileanna.
- An Roinn Comhshaoil, Pobail agus Rialtais Áitiúil.
- An Roinn Airgeadais.
- An Roinn Gnóthaí Eachtracha agus Trádála.
- An Roinn Sláinte.
- An Roinn Post, Fiontair agus Nuálaíochta.
- An Roinn Dlí agus Cirt.
- An Roinn Caiteachais Phoiblí agus Athchóirithe.
- An Roinn Coimirce Sóisialaí.
- Roinn an Taoisigh.
- An Roinn Iompair, Turasóireachta agus Spóirt.
- An Stiúrthóir Ionchúiseamh Poiblí.
- An tSeirbhís Chúirteanna.
- Coimisiún Fiosrúcháin i leith Mí-úsáid Leanaí.
- Coimisiún Imscrúdaithe i leith Árais Mháthar agus Linbh agus Cúrsaí ar leith a bhaineann le hábhar.
- An Oifig um Chlárú Cuideachtaí.
- Feidhmeannacht na Seirbhise Sláinte.
- Grúpa Idir-Rannach ar an gCoimisiún Imscrúdaithe i leith Árais Mháthar agus Linbh.
- An Chartlann Mhíleata.
- Oifig an Ard-Aighne.
- Oifig an Stiúrthóra Forfheidhmithe Corparáide.
- Oifig an Chigire Príosúin.
- Oifig na nOibreacha Poiblí.
- Oifig na gCoimisinéirí Ioncaim.
- Oifig an Ard-Rúnaí chuig an Uachtaráin.
- Suirbhéireacht Ordanáis Éireann.
- An Bord Sásamh d’Institiúidí Cónaithe.
- Ospidéal Naomh Breandán, Gráinseach Ghormáin.
- Ospidéal Naomh Bríd, Béal Átha na Sluaighe.
- Ospidéal Dhamhnait, Muineachán.
- TUSLA – Gníomhaireacht Linbh agus Teaghlaigh.
- Ollscoil Uladh – Cartlann Choimhlinte ar an idirlíon (Tionscadal CAIN).
- An Oifig Luachála.