

# WELCOME GUIDE TO THE PROGRAM IBERARCHIVOS

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IBERARCHIVOS

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Secretaría General  
Iberoamericana  
Secretaria-Geral  
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# Purpose of the Program

The main objective of the Program is to promote access to archives for the Ibero-American citizenship, through the dissemination of documents and the promotion of the organization, description, and preservation of archives as guarantors of access to public information, administrative transparency, good governance, and accountability. Among its specific objectives is the allocation of resources through annual calls for archival projects (Regulation, Article 1).

This program is a cooperation and integration initiative originated from the proposal presented by Spain at the 7th Ibero-American Summit in Isla Margarita (1997) and approved in Oporto at the 8th Ibero-American Summit of Heads of State and Government (1998). The program seeks to strengthen the capacities of professionals and promote Ibero-American archives of any typology. From the first call for grants in 1999 to the most recent one approved in 2021, a total of **1,431 projects** have been supported **in 23 Ibero-American countries**, with a total investment of **€6,337,607 and USD 1,671,854**.

The ultimate purpose of the program is to contribute to the cultural development of the region and promote Ibero-American identity through the valorization and dissemination of its documentary heritage.



**1.431**  
Projects



**€ 6.337.607**  
**USD 1.671.854**

# Fund and administration of the Program

## Iberarchivos Fund

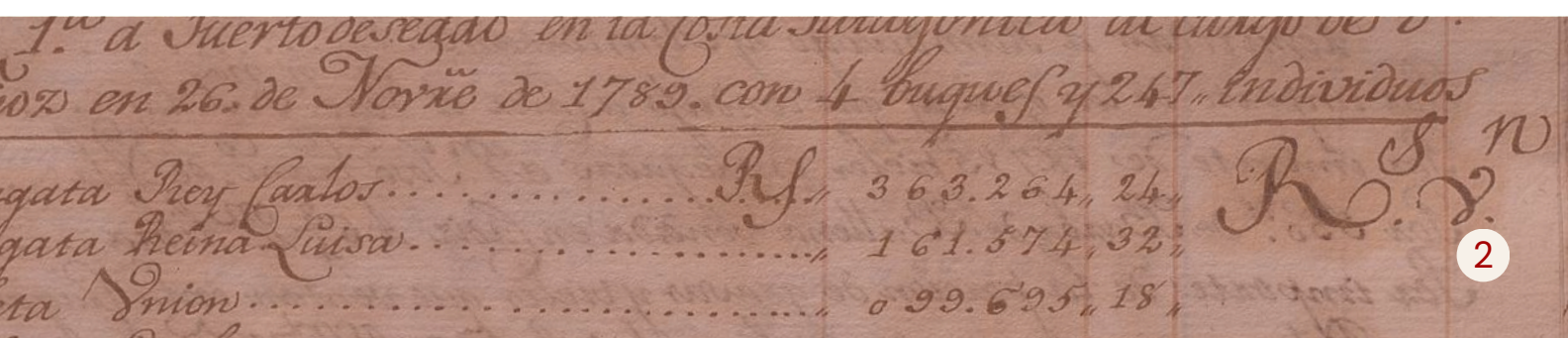
Each member country must make its contribution to the "Iberarchivos Fund" in accordance with the annual quotas established by said Council (Regulation, Articles 13, 14, and 15).

The said Fund is administered by the Organization of Ibero-American States (OEI).



### Quotes/country 2024

Bolivia, Costa Rica, Cuba, El Salvador, Guatemala, Honduras, Nicaragua, Panamá, Paraguay, República Dominicana, Uruguay	<b>11.500 €</b>
Ecuador, Filipinas, Perú, Portugal, Puerto Rico	<b>14.000 €</b>
Argentina, Chile, Colombia	<b>17.000 €</b>
Brasil, España, México	<b>21.000 €</b>





## The role of the Intergovernmental Council of the Program

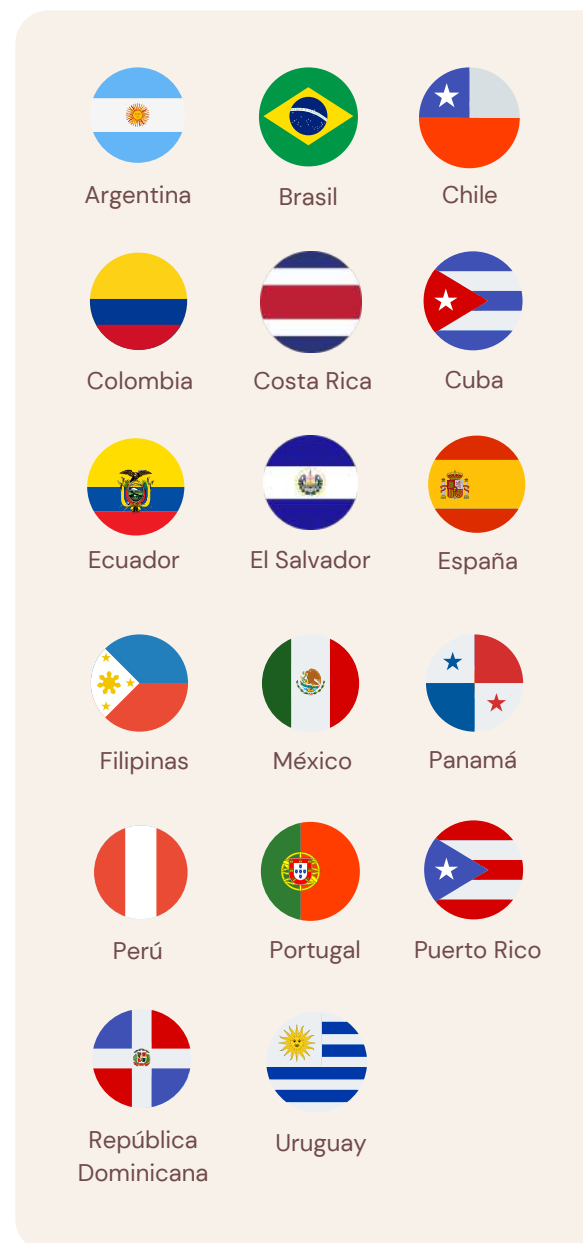
It is the **highest authority** of the Program and is composed of the governmental representatives in the field of Archives of the member countries, or of those in whom they delegate their representation (Regulation, Article 3).

It usually meets **once a year in person**. The functions and powers of the Council are developed in Article 4 of the Regulation.

The Intergovernmental Council is responsible for defining the policy and strategic lines of the Program, as well as annually approving the submitted projects in accordance with the Operating Regulations of Iberarchivos. Currently, the Council is composed of **17 countries**.



The **current President is Mr. Silvestre Almeida Lacerda**, Director General of Books, Archives and Libraries of Portugal (Functions in the Regulation, Article 5).





## Role of the Executive Committee of the Program

This committee will be composed of the presidency of the Iberarchivos Program and representatives from three member countries with voice and vote in the Intergovernmental Council. Currently, **Argentina** (Mr. Pablo Antonio Fontdevila), **Peru** (Mr. Ricardo Arturo Moreau Heredia), and the **Dominican Republic** (Mr. José Vílchez) hold these positions.

The Executive Committee is a decision-making body whose objective is to expedite the annual operational plan and facilitate the smooth running of the Program. It serves as a reference body between the annual meetings of the Intergovernmental Council.

## Role of the Technical Secretariat of the Program

The Technical Secretariat or Technical Unit of the Program is an executing body and is headed by a Technical Secretary appointed by the Intergovernmental Council (Regulation, Art. 9).

The headquarters of the Technical Unit are located in the Subdirectorato General of State Archives of the Ministry of Culture of Spain, in Madrid. It is composed of its Technical Secretary, Ms. Cristina Díaz Martínez, as well as Mr. Miguel Ángel Bermejo Alonso, and Ms. Helvia Álvarez Carrera.

The functions of the Technical Secretariat include ensuring the functioning and implementation of the Program, preparing the annual operational plan and budget, monitoring and evaluating approved and ongoing projects of the Program, among others, and ensuring the fulfillment of the objectives and goals established in the Regulation of the Iberarchivos Program (Regulation, Art. 10).

## Role of National / General Archive Directors

In their capacity as national archival authorities, they represent their country before the Intergovernmental Council of the Program, with voice and vote, and provide well-founded support for the proposed archival projects of their respective countries.

These directors are responsible for presiding over and appointing the three members of the project evaluation committees (CNE).

Each national/general archive of each member country becomes a focal point of the Program, following the guidelines of SEGIB, and actively collaborates in the processes of the annual calls for archival project grants.



[Updated directory of members.](#)



## Role of Project Officers from each country

Each member of the Program who is a Director of a national/general archive – in their capacity as a national archival authority – will designate a **Project Officer** from their staff who will act in communication with the Technical Secretariat of the Iberarchivos Program (based in Madrid).

The Project Managers from each member country collectively form the **Support Group for the Technical Unit** of the Iberarchivos Program. Their purpose is to contribute to the management and monitoring of archival projects in each country, actively participating in these processes.

The roles and responsibilities of the Project Managers and the Support Group are detailed in the document titled "**Operational Rules of the Support Group and Project Managers of Iberarchivos.**"





## Associated and Consultative Observers

The Consultative Commission is an initiative aimed at advising and supporting the work of the Intergovernmental Council of the Program.

Associated and Consultative Observers of the Ibero-American Conference, as well as other non-Ibero-American countries, international organizations, social organizations, companies, and/or Ibero-American Networks that, due to their performance or specialized sector, can be useful for the successful progress of the Program, may participate in this commission, subject to the approval of the Intergovernmental Council.

Currently, the Iberarchivos Program has two observers:



**AECID** Spanish Agency for International Cooperation for Development.



**ICDH UNESCO KOREA** International Center for Documentary Heritage



# SOURCES, WEB RESOURCES, AND RELEVANT DOCUMENTS



[IBERARCHIVOS PROGRAM](#)



[XXV Call for Grants for Archival Projects](#)



[XXV Call for Submissions - Presentation \(video, 4 min.\)](#)



[Application Form](#) for the XXV Call for Projects



[Video of the Iberarchivos Project Formulation Workshop](#)  
(April 25, 2023)



[Video of the Indicators Workshop](#) (July 8, 2020).



[Operational Rules](#) of the Support Group for the Technical Unit.



[Regulament](#) of the Iberarchivos Program (2023)



Procedures Manual for the management and monitoring of archival projects (coming soon).