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*On the Experience of the Application of the “Document Management”
ISO 15489 Standard in the Russian Federation*

Summary

The International Document Management ISO 15489 Standard has been holding the status of a National Standard of the Russian Federation since 2006 and has been greatly significant in organizing office business in the country. In conditions in which the normative-methodological base of the USSR has become history and where the regulation of the issue of document management has only just started, this standard has become a good methodological basis for those services securing document management in Russian organizations.

Practical work in developing and applying information technologies in different spheres of life and work in contemporary society relies on a particular state policy, while in the Russian Federation this policy is regulated according to the implementation: the concept of creating and developing the information society, the concept of e-government and the concept of informatization of the state administration.

The application of new information technologies by state administration bodies is partially legally regulated. The existing laws regulating certain aspects of the application of electronic documents are the following: “On Information, Information Technologies and the Protection of Information” of 2006, “On Electronic Signatures” of 2002, “On the Acting Order of Referring to Citizens of the Russian Federation” of 2006, “On Personal Data” of 2006, “On Archival Business in the Russian Federation” of 2004.

In order to implement the Law on Information, the government of the Russian Federation established “Rules for Office Business in the Federal Bodies of the Executive Branch” (2008). The rules determine electronic documents as equal to documents on paper, provided the established order of its formation is adhered to in documentation, as regulated by the ISO 15489 Standard. This is the first time in the history of Russian office business and archival practice that the attempt to attach official legal status to electronic documents is considered in such a manner.