**Rationale**

These are the inputs which are assessed to create initial plans or adapt existing plans. The plans are executed as stage activities. The results of which are process outputs. All stage assume as input the outputs from previous **stages (in blue, will be in greater detail in separate document)**

**Input to Stages**

**Proposal Stage (Aspirational Activities)**

Project Requirements

Strategic Value of proposed digital assets

Projected Project Outputs

Projected Resources

Preliminary Producer/Custodian - Archive Agreements

Feasibility Analysis

**Implementation Preparation (preparation of Acquisitional and Preservation capacity)**

**Project Description, Preservation Objectives, Basic Acquisition and Basic Preservation Plan**

Acquisition Risk , Support and Infrastructure Requirements

* Advisory require on format, PDSC, software , standards and preservation
* Software. Hardware and Storage media
* Buildings and Infrastructure

Resourcing available to carry out necessary acquisition/initial preservation (due to changes in preservation environment, designated community etc) This diifers from projection above

* Staff
* Software. Hardware and Storage media
* Buildings and Infrastructure

Skills to carry out acquisition/preservation activities

* Acquisition and Ingest (new RepIfo required)
* Modelling and Metadata (support of new access requirements)
* Descriptive Skills (i.e. describe an algorithm if processing software is degrading or convert script to more comprehensive text description of format).
* Software Preservation Skills
* Semantic Skills
* Migration and Transformation Skills
* Monitoring Skills

**Operational (Acquisition Activities and Initial Preservation Action)**

 **Augmented/Revised (Project Description, Preservation Objectives, Acquisition and Preservation Plan).**

**Acquisitional and Preservation Capacity are noted in the augmented plans and**

Status of Acquisition

* Quality/Validation of data and PDSC
* Producer Custodian default
* Data/PDSC not produced (justified gaps)
* Missed Acquisition Window (Archive default)

Resourcing available to carry out necessary acquisition/initial preservation (due to changes in preservation environment, designated community etc) This diifers from projection above

* Staff
* Software. Hardware and Storage media
* Buildings and Infrastructure

Skills to carry out preservation activities

* Acquisition and Ingest (new RepIfo required)
* Modelling and Metadata (support of new access requirements)
* Descriptive Skills (i.e. describe an algorithm if processing software is degrading or convert script to more comprehensive text description of format).
* Software Preservation Skills
* Semantic Skills
* Migration/ Transformation and Reprocessing Skills
* Monitoring Skills

**Follow on Preservation / Re- use/ Delete (OAIS plus deletion)**

**Augmented/Revised (Project Description, Preservation Objectives) Acquisitions and Preservation Plan.**

**Acquisitions and Initial Mitigations (results of preservation action) , Monitoring Plan, Risk Acceptance**

Increased Technical and/or Sematic Risk (Discovered by archival monitoring activities)

* Format no longer usable
* Visualisation/Analysis Capacity degrades
* Processing/ Reprocessing capacity degrades
* Storage Media degrades
* Integrity (fixity) issues
* Semantic Risks

External Risks are Realised

* Cited Resource Lost (e.g community developed software, technical manuals, research output)
* Designated Community Requirements Shift
* Designated Community Knowledge base Shifts

Strategic Risk

* Data is longer valuable (does not merit further preservation)
* New Data/PDSC available for inclusion in project

Resourcing Level to maintain holdings in current state (if this falls below critical) levels an archive must take action) plus resourcing to carry out necessary preservation action (due to changes in preservation environment, designated community etc)

* Staff losses
* Degradation of Software. Hardware and Storage media
* Degradation of Buildings and Infrastructure

Skills to carry out preservation activities

* Acquisition and Ingest (new RepIfo required)
* Modelling and Metadata (support of new access requirements)
* Descriptive Skills (i.e. describe an algorithm if processing software is degrading or convert script to more comprehensive text description of format).
* Software Preservation Skills
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