

## **Disaster Preparedness Strategies At The National Archives of Nigeria, Ibadan**

By

<sup>1</sup>Kemi Ogunsola (Ph.D.)  
[olukemi11@yahoo.com](mailto:olukemi11@yahoo.com)

&

<sup>2</sup> Bolanle Rukayat Rufai  
[bolarufai5@gmail.com](mailto:bolarufai5@gmail.com)

<sup>1,2</sup> Department of Data and Information Science  
Faculty of Multidisciplinary Studies  
University of Ibadan  
Nigeria

### **Abstract**

The study investigates the disaster preparedness strategies at the National Archives of Nigeria, Ibadan. The study provides answers to three research questions relating to the different types of records kept at the archives; the types of disasters that have occurred in the past, as well as the disaster preparedness plans that have been put in place. The study adopts a qualitative approach, and a survey was conducted using semi-structured in-depth interview. Twenty-one out of 30 members of staff at the various units of the National Archive of Nigeria, Ibadan were purposively selected for interviews which were recorded and transcribed. NVIVO Version 12 was used for the data analysis. The result from the study revealed the types of records stored in the National Archives of Nigeria, Ibadan, are; books, colonial records, currencies, gazettes, litigation records, magazines, maps and land boundaries, national dailies, official reports, old musical records, photographs, and historical records of Nigerian states. Some of the identified disasters that have happened in the past include; insect infestation, theft/pilfering, flooding, rodent invasions and infrastructural damage caused by rain. The findings revealed that there are disaster preparedness plans, part of which includes; the positioning of fire extinguishers at strategic places within the archive, installation of smoke detectors to pre-empt the possibility of fire outbreak as well as fire alarms to alert people in case of emergency. At the time of this study, it was observed that these gadgets are in place but most of them are old and no longer functioning, and there has not been training and sensitisation of staff to prepare for disaster in the archive. Recommendations were made based on the findings.

**Keywords:** Archives, Disaster Control, Disaster Management, Ibadan, Nigeria, Records

## **Disaster Preparedness Strategies At The National Archives of Nigeria, Ibadan**

By

Kemi Ogunsola (PhD) and Bolanle Rukayat Rufai

### **Introduction**

Archives have been described as a documentary by-product of human activity retained for their long-term value (International Council on Archives, 2016). Loo, Eberhard & Bettington (2008) reiterate that archives tell our stories, document our identity and have ongoing use for scientific and technical enquiry. An archive houses valuable documents that need to be kept for posterity such as books, currencies, gazettes, magazines, maps and land boundaries, national dailies, official reports, old musical records, photographs, and historical records. These valuables need to be kept safe from disasters. Disasters can strike an organisation at any time, but if an institution takes time to plan, the damage may be reduced or avoided.

When archivists accept holdings into their repositories, they are taking responsible custody of these materials. They should protect these materials from disasters so that all their efforts concerning the acquisition, arrangement, description, and preservation of archival materials would not come to nought as a result of a disaster (Ngulube 2005). A disaster in an archive is an unexpected event that puts collections at great risk, for example; flood, fire outbreaks, and infestation by insects and rodents among others. Therefore, disaster planning/preparedness is a matter of basic security for archives, staff and records. It is considered to be an essential part of any preservation programme to be implemented by any kind of archival institution. Disaster preparedness is vital to the preservation and protection of archival materials if they are to be preserved for the future; to avert the loss of national collective cultural memory.

Disaster preparedness encompasses all measures aimed at enhancing safety when a disaster occurs. It also includes actions designed to enhance the ability to undertake emergency actions to protect properties and engage in post-disaster restoration as well as early recovery activities (Sutton & Tierney, 2016). Kent (2014) defines disaster preparedness as a set of actions that are taken as precautionary measures in the face of a potential disaster. The author further adds that preparedness is an important quality of achieving goals, in avoiding and mitigating negative effects or outcomes. In this study, disaster preparedness was measured by asking if there are written plans to mitigate the effect of disaster in the selected National Archives of Nigeria, Ibadan. Questions were asked on sensitisation and staff training, adequate provision of facilities such as alternative exit routes, emergency alarms, stand-by response team and so on.

### **Statement of the Problem**

A study by Amodu (2019) was conducted on the National Archives of Nigeria, Ibadan, and Archival Management in Nigeria, focusing on the challenges and prospects of the archives. The findings of the research show that the challenges of the institution include lack of acquisition, improper maintenance of holdings, acute shortage of staff, and lack of back-up and digitisation among others. The author posits that the challenges are largely due to the influence of African culture on record keeping, attitudes of the political class who viewed the

**Citation:** Ogunsola, K & Rufai, B. R. (2023). Disaster Preparedness Strategies At The National Archives of Nigeria, Ibadan. *Journal of African Interdisciplinary Studies*, 7(7), 147 – 163.

institution as a dumping ground for dead pasts, and the general society who perceived the institution as government business.

Ngulube, Modisane & Mnkeni-Saurombe (2011) examined disaster preparedness and the strategic management of public records in South Africa. The findings revealed that disaster management did not feature prominently on their agenda as evidenced by a lack of written disaster management plans and strategies. The study concluded that without disaster plans, public archival institutions are unable to preserve the South African heritage and guard against collective cultural amnesia. Unlike the study by Obi (2023) who found that public libraries in Rivers State, Nigeria has disaster preparedness and digitization plans for archives preservation.

A study by Oluwatola, Ogbuiyi, Oriogu, & Ogbuiyi (2015) examined the disaster management practices in some selected public libraries in South-western Nigeria and found that the five selected libraries have measures in place to curtail disaster occurrences. The study also showed that these libraries lack functional firefighting equipment, and the employees are incapable to handle some tasks due to their carefree attitude. Hussain (2019) investigates the state of disaster preparedness in ten libraries in Jammu and Kashmir, and found that the level of sensitisation and awareness among members of staff is low, and the libraries lack an adequate level of preparedness to avert a disaster.

Uthman & Ogunsola (2017) investigated the factors affecting the use of ICT for disaster management by government agencies in Lagos, Nigeria. The study addressed disaster management at three levels: mitigation, preparedness, and response to four types of disasters (flood, building collapse, automobile crash and fire outbreak). The study found that there were no suitable organisational or operational structures promoting the deployment of ICT in disaster management.

A thorough examination of the studies highlighted above and various other studies, posit that limited literature exists on disaster preparedness strategies in the National Archives of Nigeria, Ibadan. It is in this light that the researchers developed a key interest in understudying disaster preparedness strategies put in place to mitigate future disaster occurrences at the National Archives of Nigeria, Ibadan.

### **Objectives of the Study**

The set objectives of this study are to:

1. find out the different types of records kept at the National Archives of Nigeria, Ibadan
2. investigate the types of disasters that the National Archives of Nigeria, Ibadan had experienced in the past
3. examine the disaster preparedness plans that have been put in place at the National Archives of Nigeria, Ibadan

### **Research Questions**

1. What are the different types of records kept at the National Archives of Nigeria, Ibadan?
2. What are the types of disasters that the National Archives of Nigeria, Ibadan has experienced in the past?
3. What are the disaster preparedness plans that have been put in place at the National Archives of Nigeria, Ibadan?

### **Justification of Study**

The findings from this study gave insight into the disaster preparedness plans at the National Archives of Nigeria, Ibadan. It also helped to identify the types of disasters that the National archives are susceptible to. Information professionals would benefit from the findings of this study by gaining in-depth knowledge of disaster preparedness strategies in case catastrophes happen in an archive.

The findings of this study also serve as a contribution to knowledge for other researchers who may want to work on similar areas of research in future, while the recommendations suggested in this study serve as a decision aid to stakeholders and lawmakers who may want to look into the present state of the National Archives of Nigeria, Ibadan.

### **Review of Related Literature**

Archives are repositories for documenting human heritage to facilitate the advancement of the historical and cultural knowledge of society (Otu & Asante, 2015). An archive is frequently referred to as a "safe environment" to the environmental conditions in which records can be preserved, shielding them from temperature and humidity extremes as well as other threats to the documents' survival (Heap, 2019). An archive is a collection of documents or "records" that have been chosen for long-term preservation because of their evidential value, it may also serve as a source of information for historical research (Ngulube, Modisane, & Mnkeni-Saurombe, 2011).

It is important to emphasise that not all records created in the course of human activity are archival-worthy; otherwise, the archives would just be a dump site for documents. For instance, the National Archives in the United States keeps about 2% of the records created by public organisations through acquisition (Francis, 2004).

### **History of National Archives**

Due to the efforts of the late Professor Kenneth Onwuka Dike, the Nigerian Records Office was first established on April 1st, 1954 through an administrative order (National Archives of Nigeria, 1995). The bulk of the Nigerian Government's documents needed to be stored and preserved, and this was a problem that the professor was primarily interested in solving. Then, data were retained in the custody of each department that created them or the relevant government agency (Abioye, 2009). Professor Dike advised that all of the documents of the Nigerian Government that were no longer needed for day-to-day administration be kept in one central record office, the report was issued to the Nigerian Government in 1954 (Falola & Aderinto, 2010). The Secretary of State for the Colonies approved the proposal. As a result, the Nigerian Record Office was established, with Professor Dike serving as the first Supervisor of Public Records (Adesina, 2012). The National Archives of Nigeria has three zonal Offices: the National Archives of Nigeria, Ibadan; the National Archives of Nigeria, Kaduna; and the National Archives of Nigeria, Enugu. This study focused on The National Archives of Nigeria, Ibadan.

### **Overview of the National Archives of Nigeria, Ibadan**

The National Archives of Nigeria, Ibadan was constructed in 1954 to preserve historical archives. The University of Ibadan's campus space includes a sizable three-story building with three acres of grounds where the archive is located (Solomon, 2019). This is a site for

historians to learn more about Oyo State's history and the history of Nigeria in general, including information from the colonial and post-colonial eras, as well as information on the State's heroes (NAI Archivists, 2019). In the National Archives of Nigeria, Ibadan, there is a sizable deposit of official government papers as well as collections of colonial documents.

### **Concept of Disaster**

Disaster is derived from the word "desastre" which is made up of the Latin words "Dis" and "Astro," meaning "bad star" (Hallegatt & Przyusky, 2010). Natural or man-made, disasters are abrupt, unfavourable, intense events or hazards that significantly cause great damage not only to man but also animals and plants. Disasters occur quickly, instantaneously, and randomly (Savindra & Singh, 2013). All extreme events are hazards, but not all hazards are disasters. Hazards do not become disasters until they reach residential areas. The term "disaster" has three etymological meanings, which are as follows: (i) conditions of extreme and usually irreversible destruction; the term is used in this context when there is a great and unexpected loss, (ii) an occurrence that causes tremendous loss, long-term distress, serious ailments, or harm to life, and (iii) conduct that has dire consequences; the term is used when there is complete ruin and devastation (Meera, 2010).

The Centre for Disease Control and Prevention in the United States (2014) defines disaster as a significant disturbance of societal functions which causes widespread human, material or environmental loss which outpaces local response capabilities, and necessitates external assistance. According to the Tampere Convention (1998), a disaster is a serious interruption of the function of society that poses a serious threat to human life, health, property, or the environment. It can be caused by accidents, human activity or natural occurrences. It can also develop suddenly or over the course of complicated, long-term processes.

### **Nature of Archival Disasters**

Disasters can be viewed as events that either temporarily or permanently make the information contained in documents unavailable. Disasters are also characterised as happenings that can lead to sudden loss of records and documents from users (Alegbeleye, 1993). As stated by Alegbeleye (1993) fire and flood are the two frequent causes of library disasters. However, the list of the causes of disasters in libraries was expanded to include vandalism, theft, earthquakes, insect infestation as well as the impact of light and temperature (Anderson & McIntyre, 1985). Although people typically associate the word "disaster" with catastrophes like floods, hurricanes, earthquakes, and other calamities, Ngulube (2005) pointed out that risks and hazards to documentary materials, such as insects and rodents, moulds and humidity, tornadoes, forest fires, volcanic eruptions, and many more can happen at any time without warning. Fire and water are seen to pose the biggest risks to the collections. Physical damage is thought to be less probable. However, the worst-case scenario can involve all three dangers materialising at once.

### **Concept of Disaster Preparedness**

Disaster preparedness is crucial in limiting the effects of natural disasters. It entails steps that ensure the organized deployment of workers, cash, equipment, and supplies for effective relief within a safe environment. The United Nations International Strategy for Disaster Reduction (2019) defines preparedness as governments' knowledge, capacities, and actions to

**Citation:** Ogunsola, K & Rufai, B. R. (2023). Disaster Preparedness Strategies At The National Archives of Nigeria, Ibadan. *Journal of African Interdisciplinary Studies*, 7(7), 147 – 163.

effectively foresee, respond to, and recover from the effects of likely, impending, or existing hazardous events or situations. The National Fire Protection Association (2004) defines preparedness as actions, programmes, and systems developed to support and enhance disaster mitigation, response, and recovery.

Disaster preparedness is a continuous and interconnected process that is the product of a wide range of risk reduction efforts and resources, rather than a single sectorial activity. It necessitates the collaboration of various sectors, including the training and logistics department, health care sector, recovery, livelihood, and institutional development sector. Individual-level activities (such as first aid training) are supplemented by household actions (such as stockpiling of equipment and supplies), community efforts (such as training and field exercises), and governmental strategies (such as early warning systems, contingency plans, evacuation routes, and public information dissemination) (Paton, Bajek, Okada & McIvor, 2010). Karen (2009) enlisted the following steps as being essential to disaster preparedness:

### **Disaster Preparedness Plan for Archives**

1. Create an official preparedness, response, and recovery plan in writing.
2. Test and keep the plan updated from time to time.
3. Maintain and group together the equipment and materials needed in case of an emergency.
4. Form a team of internal disaster responders and train them on disaster response tactics, as well as the identification and tagging of priceless and significant material for priority salvage.
5. Create and maintain a current set of documentation which should include; Building floor plans with the locations of cut-off switches and valves, and an inventory of the holdings with floor plans denoting the order of salvage value. List the names, addresses, and phone numbers of the in-house response team and other emergency responders.
6. Distribute the plan and supporting materials to the proper on- and off-site locations.
7. Establish procedures to quickly gather the right individuals after notifying them of the disaster.

### **Methodology**

The study was carried out at the National Archives of Nigeria, Ibadan, which is the first and oldest archive in Nigeria. The total population for this study comprised thirty members of staff at the various units of the National Archive, Ibadan. Twenty-one out of 30 members of staff were purposively selected for the interviews. A sample size of twenty-one out of the thirty members of staff was considered a good number for the study. This sample unit was drawn based on the convenience sampling technique according to the number of staff that were available at the time that the study was conducted. Qualitative data were collected using semi-structured in-depth interviews. An interview guide was developed and used by the researchers.

The validity of the research instrument (interview guide) was established based on face and content validity by three senior researchers who are senior members of staff at the Archival Section of Kenneth Dike Library, University of Ibadan, Nigeria. The data collected from the interview sessions were subsequently transcribed into text for data analysis. Data were thematically analysed using NVIVO Version 12.

## Data Analysis and Discussion of Findings

### Socio-Demographic Information of the Respondents

This section provides the demographic characteristics of respondents who participated in the study as shown in Table 1. The table consists of information on the gender, job title, and years of experience of respondents:

**Table 1: Socio-demographic Characteristics of Respondents**

Respondent's Demographics	Variable	Frequency	Percentage (%)
<b>Sex</b>	Male	12	57.1
	Female	9	42.9
	<b>Total</b>	<b>21</b>	<b>100%</b>
<b>Job Title</b>	Archival Conservator	2	9.5
	Archivist II	1	4.8
	Archival Librarian	1	4.8
	Assistant Chief Archivist	4	19
	Executive Officer	5	23.8
	Administrative Officer	1	4.8
	Senior Archivist	2	9.5
	Chief Reprographic Officer	1	4.8
	Head of Administration	1	4.8
	Principal Archivist	3	14.3
	<b>Total</b>	<b>21</b>	<b>100%</b>
<b>Years of Experience</b>	Below 10 years	2	9.5
	11 – 20 years	6	28.6
	21 – 30 years	13	61.9
	<b>Total</b>	<b>21</b>	<b>100%</b>

Table 1 shows that more males participated in the study and respondents with more than 20 years of experience represented over 60% of respondents.

### Research Question One: What are the different types of records kept at the National Archives of Nigeria, Ibadan?

Research question one measured the different types of records kept at the National Archive, Ibadan, Nigeria. From responses generated during the interview, the different types of records stored at the National Archives are classified into eleven (11) themes. They include; books, colonial records, currencies, gazettes, litigation records, magazines, maps and land boundaries, national dailies, official reports, old musical records and photographs, as well as records and history of Nigerian states as shown in Figure1 below:

**Citation:** Ogunsola, K & Rufai, B. R. (2023). Disaster Preparedness Strategies At The National Archives of Nigeria, Ibadan. *Journal of African Interdisciplinary Studies*, 7(7), 147 – 163.

Types of records stored at National Archives		21	21
Gazettes		15	16
National Dailies		14	14
Colonial Records		5	6
Books		4	4
Magazines		5	5
Records and History of Nigerian States		6	6
Currencies		1	1
Old musical records and Photographs		8	8
Litigation Records		7	7
Maps and Boundaries		10	10
Official Reports (Government and NGOs)		6	6

**Figure 1: Types of Records at the National Archives of Nigeria, Ibadan**

The NVIVO software was also used to query the node for the types of records kept at the National Archives of Nigeria, Ibadan. This illustrates the participants' responses directly (word cloud) as shared during the interview session. The result is shown in Figure 2:



**Figure 2: Word Cloud Showing the Records Kept at the National Archives of Nigeria, Ibadan**

Excerpts from the interview transcript that supported these themes are as follows:

Gazettes, litigation records, maps, newspapers, records of old colonies, provincial and divisional documents (Interviewee 4, Female, Executive Officer, 23years).

Gazettes, newspapers, court proceedings, national assembly proceedings and even records of private companies, banks (Interviewee 5, Male, Chief Reprographic Officer, 24 years).



**Citation:** Ogunsola, K & Rufai, B. R. (2023). Disaster Preparedness Strategies At The National Archives of Nigeria, Ibadan. *Journal of African Interdisciplinary Studies*, 7(7), 147 – 163.

The documents stored in the national archives are; books, gazettes, intelligence reports, land boundaries, maps among others (Interviewee 7, Female, Executive Officer, 23years).

The responses show that the types of records kept at the National Archives of Nigeria, Ibadan are; books, colonial records, currencies, gazettes, litigation records, magazines, maps and land boundaries, national dailies, official reports, old musical records and photographs, and historical records of Nigerian states.

**Research Question Two: What are the types of disasters that the National Archives of Nigeria, Ibadan has experienced in the past?**

To answer this research question, the respondents were asked to mention some disasters that have occurred in the National Archives of Nigeria, Ibadan, in the past. Based on their responses, five major themes were noted, they are; insect infestation (9 counts), theft/pilfering (7 counts), flooding (5 counts), rodents’ invasion (4 counts) and infrastructural damage (2 counts). Figure 3 shows the categorisation of participants’ responses.

<input type="radio"/>	Disasters that have occurred in the National Archives		21	21
<input type="radio"/>	Insect Infestation		9	9
<input type="radio"/>	Flooding		5	5
<input type="radio"/>	Rodents invasion		4	4
<input type="radio"/>	Infrastructural Damage caused by Rain		2	2
<input type="radio"/>	Theft		7	7

**Figure 3: Disasters that have occurred at the National Archives of Nigeria, Ibadan, in the Past**

**Citation:** Ogunsola, K & Rufai, B. R. (2023). Disaster Preparedness Strategies At The National Archives of Nigeria, Ibadan. *Journal of African Interdisciplinary Studies*, 7(7), 147 – 163.

As shown on the NVIVO node displayed in Figure 3, many of the respondents expressed that the major disaster that they have witnessed at the National Archives of Nigeria, Ibadan, in the past, is insect infestation. They also decried theft (pilfering) and rodent invasion as occurrences that have made the institution lose many national records in the past.

To support the grouping in Figure 3, below is a word cloud (Figure 4) that also illustrates the disaster that has occurred at the National Archives of Nigeria, Ibadan, in the past.



**Figure 4: Word Cloud Showing the Disasters that have Occurred in the Past**

Excerpt from the interview transcripts that shows the type of disasters that occurred in the past is as follow:

Insect Infestation is a major disaster that the archive had faced in the past (Interviewee 8, Female, Principal Archivist, 23years)

One of the respondents decries the act of pilfering (theft) by men (visitors of the institution) as a disaster.

If the document provided has something to do with a court case, they might try to steal the particular note or file. Once it is taken out, you cannot get it back (Interviewee 11, Female, Executive Officer, 23years)

More so, another respondent mentioned the heavy downpour that destroyed some records as a disaster. He expressed that no major disaster had happened since he has been working, yet he gave an instance of infrastructural damage that was caused by heavy downpours which led to the destruction of some national records.

Since I have been here, there has never been any serious disaster. Although, there was a time that rain came into a particular room in the archive and it soaked the documents but the records were repaired and the roof was fixed too.  
(Interviewee 2, Male, Executive Officer, 20 years)

Some disasters had happened in the past, although they might not have majorly affected the institution. Disasters can be natural or man-made, Hence, some of the identified disasters that have happened at the National Archive, Ibadan include; insect infestation, theft/pilfering, flooding, rodents invasion and infrastructural damage caused by rain.

**Research Question Three: What are the disaster preparedness plans that have been put in place at the National Archives of Nigeria, Ibadan?**

To do justice to this research question, two questions were asked during the interview session. First, participants were asked if there is any plan to mitigate the effect of disaster if it happens as well as the available gadgets in preparedness against disaster at the archive. Then, a second question was asked to know if there is any form of sensitisation and staff training to prepare them for disaster in the National Archives of Nigeria, Ibadan. The results of these questions are revealed in Figure 5:

Disaster preparedness plans in the National Archives	21	21
Is there any plan to help prepare for the effect of disaster if it happens in the National Archives, Ibadan.	21	21
No	4	4
Partially	3	3
Yes	13	13
Fire alarm	4	4
Fire extinguisher	6	6
Fumigation	4	4
Smoke detector	4	4
Swift building defect repairs	3	3

**Figure 5: Node Showing Questions on Disaster Preparedness Plans at the National Archives of Nigeria, Ibadan**

This result shows that there are plans to mitigate the effect of disaster if it happens in the National Archives of Nigeria, Ibadan. Some of the plans are the use of smoke detectors to notice fire before it burns down the building, placement of fire extinguishers at strategic places to help fight the fire and regular fumigation to reduce the infestation of insects and rodents.



**Figure 6: Disaster Preparedness plans in place at the National Archives of Nigeria, Ibadan**

Below are a few quotes from the responses during the interview session:

There is periodic fumigation of the archive to prevent rodents and insects from damaging the records (Interviewee 16, Female, Executive Officer, 10 years).

Installation of gadgets such as smoke detectors, fire alarms, and fire extinguishers are measures taken to prepare for disaster in the Archives (Interviewee 17, Male, Archival Conservator, 23 years)

Presently, we are digitising our records. Now, we have acquired a database; we are working on it. Through that we can keep many of our records (Interviewee 18, Female, Archive Librarian, 17 years).

Further probing by the interviewers brought out more facts stating that many of these gadgets are available but not functional. The following extracts from the interview transcripts show this:

...unfortunately, those things (fire extinguishers, smoke detectors) are no more functional. God forbid, if there is a fire outbreak, we don't have such gadgets to control such inferno (Interviewee 6, (Male, Assistant Chief Archivist, 23 years)

.... these gadgets (Microfilm cameras) are no more functioning (Interview 10, Male, Archival Conservator, 23 years).

As respondents were asked if there is any form of sensitisation and staff training to prepare them for disaster in the National Archives of Nigeria, Ibadan, two major sub-nodes were created to categorise respondents' responses as yes or no. This is presented in Figure 7:

Disaster preparedness plans in the National Archives	21	21
Is there any form of sensitization and staff training to prepare for disaster	21	21
No	11	11
Yes	10	10

**Figure 7: Node Showing Sensitisation and Staff Training to Prepare for Disaster**

Excerpts from the interview transcript that supported this theme are as follows:

There is no training. We have not gone for any training in a very long time (Interviewee 21, Female, Assistant Chief Archivist, 13 years).

It has been done long ago, but recently, nothing of such. No sensitisation, no staff training, nothing of such (Interviewee 13, Male, Administrative Officer, 20 years).

...members of staff undergo personal training and self-development from time to time but there has not been any form of training from the government in a long time (Interviewee 14, Male, Archival Conservator, 23 years).

Finally, for comments on the "Yes" category, some of the few comments that suggest sensitisation and training among the staff of the National Archives are;

Yes, we undergo training once in a while and there is always a strong awareness for members of staff as well as the searchers on proper ways of handling records without predisposing it to damage or disaster (Interview 9, Male, Executive Officer, 23 years).

Yes, upon assumption of office, all members of staff are expected to undergo training to learn about proper handling of archival records, also, there is always the creation of awareness on the dos and don'ts of the archive (Interviewee 24, Female, Principal Archivist, 23 years).

There is strong evidence which suggests that there exist measures taken and put in place to manage and /or prevent disaster in the National Archives such as; the use of smoke detectors to detect fire, placement of fire extinguishers at strategic places to help fight fire and regular fumigation to reduce the infestation of insects and rodents, one can still say that the disaster preparedness plans in the National Archives is a weak one. This is because the findings of this study show that many of these gadgets are non-functional. After all, they were acquired

over a long period, and there is no adequate sensitisation and staff training to prepare for disaster.

### **Discussion of findings**

The study revealed that some of the identified disasters that have happened at the National Archive, Ibadan in the past include; insect infestation, flooding, rodents invasion and infrastructural damage caused by rain. This is corroborated by Amodu (2019) who indicated that there is a loss of the nation's cultural heritages and colonial records in the form of documents to termites, rain, dust, rodents and other enemies of archives. The incidence of disaster and how it affects access to records of the National Archives of Nigeria, Ibadan, also revealed that man-made disasters including theft, vandalism, fire outbreaks, and water leakages are documented in the archives.

This study revealed that there are some plans to help prepare for disaster. This is supported by Obi (2023), stating that public libraries in Rivers state have disaster preparedness and digitisation plans for archives preservation. Although it was established that most of the available gadgets at Nation Archives, Ibadan, are old and non-functioning. The majority of the gadgets are the ones that had been installed since inception, with no maintenance nor replacement of this equipment. This corroborates the study of Oluwatola, Ogbuiyi, Oriogu, & Ogbuiyi (2015), which stated that library boards had put in place sufficient precautions to prevent disasters but most of the equipment in place are non-functional. This is also supported by Uthman & Ogunsola (2017), whose study shows that there were no suitable organisational or operational structures that could assist the deployment of ICT in emergency management at the selected agencies in Nigeria. Periodic fumigation and digitisation of archival records are other plans that the National Archives of Nigeria, Ibadan considers as ways through which they can rescue the archive from disaster.

The study further explained that there has not been training and sensitisation of staff to prepare for disaster, the few of the respondents who agreed that there had been training in the past also noted that it has not happened in recent times. This corroborates the study of Hussain (2019) who posited that the level of staff sensitisation and awareness of disaster preparedness is at its lowest as none of the libraries were found to be enough-prepared to face disaster.

### **Summary and Conclusion**

This research examined disaster preparedness at the National Archives of Nigeria, Ibadan. Results from the analysed data showed that the types of records kept at the National Archives of Nigeria, Ibadan includes but is not limited to the following; books, colonial records, currencies, gazettes, litigation records, magazines, maps and land boundaries, national dailies, official reports, old musical records and photographs, and historical records of Nigerian states. Some of these records are dated back as far as the eighteenth century.

Since the National Archives of Nigeria, Ibadan was established, some of the identified disasters that had happened include; insect infestation, theft/pilfering, flooding, rodents invasion and infrastructural damages caused by rain. A major disaster such as fire has never occurred in the archive, this can be attributed to the strict measures that were put in place upon the establishment and construction of the building, there are gadgets such as smoke detectors, fire alarms and fire extinguishers placed at strategic places to forestall fire outbreak

**Citation:** Ogunsola, K & Rufai, B. R. (2023). Disaster Preparedness Strategies At The National Archives of Nigeria, Ibadan. *Journal of African Interdisciplinary Studies*, 7(7), 147 – 163.

in the archive, although these devices are available, they are out-dated and non-functional. In addition, the National Archives of Nigeria, Ibadan recently birthed the idea of digitising their record, this is also one of their plans to help prepare for disaster and periodical fumigation is usually carried out to curtail insect invasion.

### **Recommendations**

Based on the findings from this study, it is therefore recommended that:

1. There should be improved disaster preparedness plans in place at the National Archives of Nigeria, Ibadan; old fire extinguishers should be replaced with new ones, and the smoke detector and fire alarms that are non-functional should be repaired or replaced as the situation may require.
2. There should be the installation of Closed-circuit televisions (CCTVs) in the search room and other strategic places to monitor users and even staff who may want to steal or distort archival records.
3. Staff training and retraining on disaster management should commence with immediate effect at the Archives.
4. Equipment such as air conditioning and humidifiers should be provided for the Archive so that the records will be kept in the best environmental condition.
5. Quick completion of the digitization of archival records at the National Archives of Nigeria, Ibadan.

**Citation:** Ogunsola, K & Rufai, B. R. (2023). Disaster Preparedness Strategies At The National Archives of Nigeria, Ibadan. *Journal of African Interdisciplinary Studies*, 7(7), 147 – 163.

## References

- Abioye, A. (2009). Searchers' Perception of Access Regulations in Nigerian National Archives *Library Philosophy and Practice*. University of Nebraska-Lincoln. ISS 1522-0222.
- Adesina, O.C. (2012). Archival Documents and the Gatekeepers in the Twenty-first Century: Reconfiguring Nigeria's National Archives. Paper presented at the conference in Senegal, Archives of Post-Independence Africa and its Diaspora.
- Alegbeleye, B. (1993). Disaster Control Planning for Libraries, Archives and Electronic Data Processing Centers in Africa, Ibadan: Option Books and Information Services.
- Amodu, O. (2019). National Archives Ibadan and Archival Management in Nigeria: Challenges and Prospects. *Kashere Journal of Humanities, Management and Social Sciences*, 3(2): pp. 8-19.
- Anderson, H., & McIntyre, J.E. (1985). Planning manual for disaster control in Scottish libraries and record offices. Edinburgh: National Library of Scotland.
- Centre for Disease Control and Prevention in the United States (2020). Infographic: Disaster Risk Reduction for Health. Available at [https://www.cdc.gov/orr/infographics/00\\_docs/disaster\\_risk\\_infographic.pdf](https://www.cdc.gov/orr/infographics/00_docs/disaster_risk_infographic.pdf)
- Falola, T. & Aderinto, S. (2010). K.O. Dike and the National Archives of Nigeria. Nigeria, Nationalism, and Writing History. United States: University of Rochester Press. pp. 27–36. ISBN 978-1-58046-358-4.
- Francis, X.B. (2004). History and Memory: The Problem of the Archive. *PMLA*, 119(2), 296-298
- Hallegatt, S. & Przyusky, V. (2010). The Economics of Natural Disaster: Concepts and Methods (The World Bank, Sustainable Development Network Office of the Chief Economist) Policy Research Working Paper 5507, at 2. Available at - <http://econ.worldbank.org>.
- Heap, K. (2019). Accessioning Digital Content and the Unwitting Move toward Intersectionality in the Archive, in: Barbara B. & Roopika R., (eds) *Intersectionality in Digital Humanities*. Arc Humanities Press (2019).
- Hussain, A. (2019). Disaster preparedness in libraries of Kashmir (2019). *Library Philosophy and Practice* (e-journal). 2365. <https://digitalcommons.unl.edu/libphilprac/2365>
- International Council on Archives (2016). What are archives? Available at <https://www.ica.org/en/what-archive>
- Karen, L.L. (2009). Management Strategies for Disaster Preparedness. *The ALA Yearbook of Library and Information Science* 14 (1). Chicago: ALA: 1-6.
- Kent, R. (2014). Disaster Preparedness. United Nations Disaster Management Training Program. Nairobi: Pauline Publications Africa.
- Loo, R, Eberhard, K & Bettington, J. (2008). What are archives and archival programs? In Bettington, J, Eberhard, K, Loo, R & Smith, C. (Eds) (2008). *Keeping Archives*. 3rd ed. Canberra, ACT: Australian Society of Archivists. pp. 11-28.
- Meera, S. (2010). Legal Regulation of Disaster Management in India: A Critical Analysis. 34(1&2). *The Academy Law Review* 135- 171.
- National Archives of Nigeria (1995). Guide to Sources of Nigerian History, Lagos, ISBN 978-9783343801, 119pg Lagos: 21st century
- NAI Archivists (2019). Oral Interview with the Archivists of National Archives of Nigeria, Ibadan. Names withheld on privacy agreement with the informants.



**Citation:** Ogunsola, K & Rufai, B. R. (2023). Disaster Preparedness Strategies At The National Archives of Nigeria, Ibadan. *Journal of African Interdisciplinary Studies*, 7(7), 147 – 163.

- Ngulube, P. (2005). Disaster and Security Management in Public Archival Institutions in ESARBICA region. *African Journal of Library, Archives and Information Science*, 15(1), 108 – 114.
- Ngulube, P., Modisane, K. & Mnkeni-Saurombe, N. (2011). Disaster preparedness and the strategic management of public records in South Africa: Guarding against collective cultural amnesia. *Information Development* 27(4): 239.
- Obi, H.E. (2023). Availability of Disaster Preparedness and Digitization in Archives Preservation in Public Libraries in Rivers State. *Partners Universal International Innovation Journal*, 1(1), 24-33. <https://doi.org/10.5281/zenodo.7644384>
- Oluwatola, K., Ogbuiyi, S., Oriogu, C. & Ogbuiyi, D. (2015). Disaster Management Practices in Five Public Libraries in South-West, Nigeria. *IOSR Journal of Humanities and Social Science (IOSR-JHSS)*. 20(11), 78-83 e-ISSN: 2279-0837, p-ISSN: 2279-0845.
- Otu, O.B. & Asante E. (2015). Awareness and Use of the National Archives: Evidence from the Volta and Eastern Regional Archives, *Brazilian Journal of Information Studies: Research Trends*, 9(2): pp. 18-26.
- Paton, D., Bajek, R., Okada, N. & McIvor, D. (2010). Predicting community earthquake preparedness: a cross-cultural comparison of Japan and New Zealand. *Natural Hazards* 54(3),765-81.
- Savindra, S. & Singh, S. (2013). Disaster Management. Allahabad: Pravalika Publications.
- Solomon, A.O. (2019). National Archives Ibadan and Archival Management in Nigeria: Challenges and Prospects. *Kashere Journal of Humanities, Management and Social Sciences*, 3 (2), 12-17.
- Sutton, J. & Tierney, K. (2016). Assessing Disaster Preparedness Conference Sebastol, held in Institute of Behavioral Science, the University of Colorado between 3<sup>rd</sup> and 4<sup>th</sup> November 2016, Fritz Institute pp. 14 -28.
- The United Nations International Strategy for Disaster Reduction (2019). Global Assessment Report on Disaster Risk Reduction. Available at <https://digitallibrary.un.org/record/3825375?ln=en>
- Uthman, R.O. & Ogunsola, K. (2017). Factors Affecting the Use of Information and Communication Technology in Emergency Management: a Case Study of Government Agencies in Lagos State, Nigeria. *Nigerian Journal of Sociology and Anthropology*, Vol. 15(1), 34-54.