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## Safe Keeping Assessment of Ancient Slavonic Manuscripts

### Abstract

The rare book and manuscript section of the State Public Scientific-Technological Library of the Siberian Branch of the Russian Academy of Sciences (SPSTL SB RAS) holds many valuable collections. The most notable among them is one collected by Michail N. Tikhomirov, a well-known researcher of Russian history, academician, in his lifetime.

To evaluate the collection safe-keeping assessment, the method of expert evaluation developed at the Federal Centre for Document Conservation of the National Library of Russia (Saint-Petersburg) has been selected.

In the process of examination a safe-keeping passport for every document is produced. On the base of these passports an electronic database is formed. Electronic base development allows us to get a comprehensive idea of the collection's physical condition, document material, types and degree of damage and to form statistic information quickly according to one or the other criterion. Furthermore passport documentation is a necessary instrument for strategic planning of conservation measures and exhibition activities, as well as effective budgeting for facilities and materials for conservation and, not least, personnel training.

The assessment of the degree of damage is performed according to a four-point rating system: 3 – severe damage; 2 – moderate; 1 – slight; 0 – no damage. Then the safe-keeping is calculated as a percentage for the document elements (information carrier, material of information recording, book block and binding) and for the document as a whole.