



**CENTRO NACIONAL DE PRESERVACIÓN DOCUMENTAL**  
**BIBLIOTECA NACIONAL DE VENEZUELA**  
**CENTRO REGIONAL IFLA/PAC PARA AMÉRICA LATINA Y EL CARIBE**

The Centro Nacional de Preservación Documental was created to respond mainly to the needs of preservation and conservation of the collections of the Biblioteca Nacional de Venezuela, however, it was designed as an comprehensive service aimed at supporting the preservation and conservation of bibliographic and non bibliographic material existing in various related institutions, in order to facilitate its permanence and access.

In 1988 the Centro Nacional de Preservación Documental (formerly Centro Nacional de Conservación de Papel) was designated Regional Center for Latin America and the Caribbean for the Preservation and Conservation (PAC) Strategic Programme created by the International Federation of Library Associations and Institutions (IFLA) in cooperation with UNESCO, in order to focus the efforts in the area of preservation policies for the region by the development of strategies directed toward raising awareness, training and education, taking responsibilities related to the development of training and research programs addressed to the National Library of Venezuela's staff and other related institutions. For that purpose the Training Program of the Centro Nacional de Preservación Documental of the National Library of Venezuela was implemented, whose mission and vision statements are the following:

**Mission**

To guarantee the preservation of collections of the National Library and the documents valuable for the nation, in order to favor their permanence in the long term, in their original supports and alternate media, and offer prescriptive technical assistance to related institutions at a national and international level.

**Vision**

To achieve the technical and professional training of the keepers of the memory of the world in the Latin American and Caribbean region, in order to consolidate standards in preservation and conservation matters.

These statements involve several objectives among which highlights the responsibility of training technical staff of library and archival institutions from Venezuela, Latin America and The Caribbean in the field of preservation and conservation of documents on paper.

In order to carry out the training activities, the staff of the Centro Nacional de Preservación Documental have been trained for many years by attending workshops, courses and national and international programs, either by traveling abroad or being trained by foreign experts. Also, the Centro Nacional de Preservación implemented a Training Program, created as the

**core of a structure that considers the theoretical standards and practices of documentary preservation**, which determines the specialty of every training activity offered in terms of:

- Tipology and nature (types of support) of the collection kept by the institution requesting training.
- Time availability (agreed with the institutions)
- Experience of the participants in the field of preservation and conservation.
- Age of the materials composing the collection (old or contemporary).
- Specific needs (preservation, conservation or restoration).

The modalities of training developed by the Center include courses, seminars, workshops, presentations, conferences and talks, out of which we choose the modality that best meets the specific needs of the requesting institution.

In addition, the Centro Nacional de Preservación Documental offers consultancy services to other institutions, both public and private.

During three decades, the Centro de Preservación Documental of the Biblioteca Nacional de Venezuela has supported the preservation of the memory at a national and regional levels by means of preservation activities of staff training from the National Library and other institutions, becoming the **only Venezuelan institution in this area of expertise**, being a reference for related institutions frequently in need of treatment of collections and training.

Finally, the Biblioteca Nacional de Venezuela supported IFLA PAC, from 1997 through 2014, with the translation into Spanish of summaries and articles for the publications IPN International Preservation News and IPI International Preservation Issues. Also, edited its own publication, *Conservaplan, Documentos para conservar.*, For many years, the Biblioteca Nacional de Venezuela disseminated both publications to the Latin American and Caribbean region.

## TRAINING ACTIVITIES 1991-2017

YEAR	MODALITY	NAME	PLACE	PARTICIPANTS	
1991 1992	International course Basic level	Conservation of graphic works: Introductory level (National)	Centro Nacional de Preservación Documental . Biblioteca Nacional de Venezuela.	Colombia Brazil Chile Perú	1 1 1 1
1993 1994	International course Basic level	Conservation of graphic works: Introductory level (National)	Centro Nacional de Preservación Documental . Biblioteca Nacional de Venezuela.	Bolivia Colombia Costa Rica El Salvador Honduras Paraguay Uruguay Venezuela	1 1 1 1 1 1 1 3
1995	International course Basic level	Conservation of graphic works: Introductory level (National)	Centro Nacional de Preservación Documental . Biblioteca Nacional de Venezuela.	Cuba Ecuador Nicaragua República D Venezuela	2 1 1 1 3
1996	Workshop	Decorative boxes	Centro Nacional de Preservación Documental . Biblioteca Nacional de Venezuela.	Venezuela	9
1996	Workshop	Bookbinding of contemporary books	Centro Nacional de Preservación Documental . Biblioteca Nacional de Venezuela.	Venezuela	13
1996	Workshop	Making of marble paper	Centro Nacional de Preservación Documental . Biblioteca Nacional de Venezuela.	Venezuela	10
1996	Workshop	Microfilming: Rescue of 19th Century Press	Centro Nacional de Preservación Documental . Biblioteca Nacional de Venezuela.	Cuba Costa Rica Guatemala Nicaragua Perú Venezuela	1 1 1 1 1 3
1997	International course Intermediate level	Conservation of Graphic Works	Centro Nacional de Preservación Documental . Biblioteca Nacional de Venezuela.	Colombia Cuba Nicaragua Uruguay Venezuela	1 1 1 1 2
1998	Workshop	Preservation of Collections	Centro Nacional de Preservación Documental . Biblioteca Nacional de Venezuela.	Venezuela	

YEAR	MODALITY	NAME	PLACE	PARTICIPANTS	
1998	Workshop	Digitization (2 workshops)	Centro Nacional de Preservación Documental Biblioteca Nacional de Venezuela	Venezuela	6
1998	Workshop	Preservation of Library and Archive Materials	Estado Mérida. Venezuela	Venezuela	50
1998	Workshop	Introduction to Preservation of Library and Archive Collections	Saint Kitts	Saint Kitts	15
198	Workshop	Preservation of audiovisual materials (2 workshops)	Centro Nacional de Preservación Documental Biblioteca Nacional de Venezuela.	Caracas Venezuela	20
1999	Workshop	Preservation of Library and Archive Materials	Academia Nacional de la Historia	Caracas Venezuela	12
1999	Workshop	Preservation of Library and Archive Materials	Arquidiócesis de Santa Inés. Cumaná. Estado Sucre. Venezuela	Cumaná Venezuela	22
1999	Workshop	Introduction to Graphic Works	Centro Nacional de Preservación Documental Biblioteca Nacional de Venezuela.	Caracas Venezuela	8
2000	Workshop (3)	Preservation of Collections. Services of Biblioeteca Nacional	Biblioteca Nacional de Venezuela.	Caracas Venezuela	96
2000	Workshop	Preservation of Library and Archival Materials	Archivo Histórico de Miraflores.	Caracas Venezuela	11
2000	Workshop	Photoshop	Centro Nacional de Preservación Documental Biblioteca Nacional de Venezuela.	Caracas Venezuela	11

YEAR	MODALITY	NAME	PLACE	PARTICIPANTS
2000	Basic workshop	Conservation of Audiovisual Collections	Centro Nacional de Preservación Documental . Biblioteca Nacional de Venezuela.	
Oct 2000	Workshop	Digitization, storage and handling of images	Centro Nacional de Preservación Documental . Biblioteca Nacional de Venezuela.	CNPD Procesos Tec. 9
Oct-Nov. 2000	Introductory workshop	Conservation of Graphic Works	Centro Nacional de Preservación Documental . Biblioteca Nacional de Venezuela.	Fund. Andrés Mata, Museo Armando Reverón, Red Edo Miranda, GAN, BN. 9
Jun 2001	Workshop	Cleaning of Collections	Biblioteca Nacional de Venezuela.	Biblioteca Nacional 3
Oct Nov 2001	Workshop	Bookbinding	Biblioteca Nacional de Venezuela	Col. Luis Caballero M., IESA, Col. Santo Tomás de Villanueva 12
2001	Internship	Preservation	Centro Nacional de Preservación Documental . Biblioteca Nacional de Venezuela.	Biblioteca Febres Cordero Fundación Polar 2
Mar 2002	Lecture	Action and reation to disasters in collection deposits	Centro Nacional de Preservación Documental . Biblioteca Nacional de Venezuela.	Biblioteca Nacional Centro Nacional de Preserv. Doc. 183
Feb 2002	Worshop	Basic microfilmming techniques of archival documents, Biblioteca Nacional	Centro Nacional de Preservación Documental . Biblioteca Nacional de Venezuela.	Biblioteca Nacional 2
May 2002	Workshop	Preservation of bibliographic materials	Centro Nacional de Preservación Documental . Biblioteca Nacional de Venezuela.	B.P. San José del Ávila y Otros particip. 4
Jun 2002	Workshop	Preservation of images	Biblioteca Febres Cordero. Estado Mérida, Biblioteca Nacional de Venezuela.	Biblioteca Febres Cordero 4

YEAR	MODALITY	DENOMINACIÓN	PLACE	PARTICIPANTS
Jun 2002	Workshop	Basic microfilmming	Biblioteca Pública Central del Estado Yaracuy	B.P.C. Edo Yaracuy 11
May Jun 2002	Workshop	Conservation of old documents: history of paper, treatment and bookbinding.	Laboratorio de Conservación. Biblioteca Interamericana. Universidad de Panamá	Biblioteca Nacional de Panamá. Dep. Conserv. Biblioteca Interamericana Universidad de Panamá 4
Sep 2002	Lecture	Conservation and preservation of library and archive materials.	Feria del Libro	General Public
Nov 2002 Jun 2003	Course	Preservation and conservation of library, archive and museum materials	Centro Nacional de Preservación Documental (CNDP). Biblioteca Nacional de Venezuela.	CNPD 1 Instituto Universitario de la Policía 2 Galería de Arte Nacional 4 Fund. 1 Villanueva 2 Biblioteca Central. Min. De Defensa 1
2004	Workshop	Collection handling and storage.	Centro Nacional de Preservación Documental. Biblioteca Nacional de Venezuela.	Colección Bibliográfica General. Biblioteca Nacional 10
2004	Internship	Preservation and conservation of collections	Centro Nacional de Preservación Documental. Biblioteca Nacional de Venezuela.	Universidad del Zulia. Venezuela 1
2004	Internship	Preservation and conservation of collections	Centro Nacional de Preservación Documental. Biblioteca Nacional de Venezuela.	Archivo Histórico de Mérida. Venezuela 2

YEAR	MODALITY	NAME	PLACE	PARTICIPANTS
2004	Workshop	Contemporary bookbinding	Centro Nacional de Preserv. Docum. Biblioteca Nacional de Venezuela.	Escuela de Ingeniería Militar. Fuerte Tiuna. Caracas. Venezuela 2
2005	Lectures	Documentary preservation		Biblioteca Nacional y B. Públicas Col. Univ. Francisco de Miranda Min. de Educación 47 2 1
2005	Internships	Preservation, conservation and photograph collection	Centro Nacional de Preservación Documental Biblioteca Nacional de Venezuela.	5
Nov. 2005	Lecture	Preservation and Conservation of Archives and Libraries	III Simposio de Archivos y Bibliotecas	Universidad de Los Andes. Edo Mérida. Venezuela
Oct 2005 Mar 2006	Level I Course	Preservation and conservation of library, archive and museum materials	Centro Nacional de Preservación Documental . Biblioteca Nacional de Venezuela.	Asamblea Nacional Museo de Ciencias CENAF BN/Col. Doc. Antigua Particular 2 1 1 1
2006	Lectures	Collection preservation and storage		BN B. Públicas Alc. Metropolitana 35 46
Oct 2006	Lecture	Preservation as a policy	Centro de Estudios Latinoamericanos Rómulo Gallegos (CELARG)  I Encuentro de la Red Nacional de Centros de Investigación y Documentación IAEM	General public

YEAR	MODALITY	NAME	PLACE	PARTICIPANTS	
2006	Lecture	Basic principles of preservation, conservation and microfilming of bibliographic and non bibliographic materials	Feria Internacional del Libro	General public	
Jul 2006	Workshop and consulting (Funded by ABINIA)	Basic principles of documentary preservation. Installation of a Conservation Center	Biblioteca Nacional de Guatemala	BN de Guatemala Hemeroteca Nacional Centro de Docum. del Instituto de Antropología e Historia. Museo del Libro Antiguo	11 2 1
Oct 2006	Workshop and consulting (Funded by ABINIA)	Basic principles of documentary preservation. Installation of a Conservation Center	Biblioteca Nacional República Dominicana	Biblioteca Nacional República Dominicana	15
Apr May 2007	Lectures	Handling and Storage of Collections. Preservation in situ	B.P. Aurelio Alvarez	B.P. Aurelio Álvarez Docentes y alumnos de Educación Básica. Venezuela	175
May 2007	Lecture	Situation of conservation of bibliographic and non bibliographic materials	Biblioteca Nacional de Venezuela	Red de bibliotecas Públicas. (Coordinadores). Venezuela	24
2007	Workshop (Funded por ABINIA)	Preservation and conservation of library and archive materials	Biblioteca Nacional de Nicaragua	Biblioteca Nacional de Nicaragua	10
2007	Lecture	Preservation planning	DISIP	DISIP	80



YEAR	MODALITY	NAME	PLACE	PARTICIPANTS	
May 2007	Workshop	Preservation of graphic art on paper collections	Instituto Geográfico Nacional	Instituto Geográfico Nacional. Caracas Venezuela	7
2007	Conference	Preservation in situ of library and archive collections	Facultad de Ciencias.Universidad Central de Venezuela	Facultad de Ciencias UCV	50
2009	Wokshop	Japanese binding techniques	Biblioteca Nacional de Venezuela	Biblioteca Nacional de Venezuela	
2009	Lecture	Conservation of photographs		Museo de Arte Contemporáneo Coro. Edo Falcón	
May 2010	Lectures	Preservation: Policy for safekeeping the documentary memory.		BN e inst. afines	150
Feb. 2011	Lectures	<b>Preservation of documentary collections in public libraries:</b> <ul style="list-style-type: none"> <li>• Preservation as a policy.</li> <li>• Preservation as an action.</li> <li>• Reaction and recovery in case of disaster.</li> <li>• Information transfer as a preservation mesure.</li> <li>• Facsimile</li> <li>• Microfilm and digitization</li> <li>• Preservation in situ</li> <li>• Cleaning of collections</li> <li>• Handling and storage of collections</li> </ul>	Biblioteca Pública Central Simón Rodríguez. Caracas. Venezuela	Biblioteca Nacional  Bib. Públicas	88

YEAR	MODALITY	NAME	PLACE	PARTICIPANTS	
Mar. 2011	Lectures	<b>Preservation of documentary collections in public libraries:</b> <ul style="list-style-type: none"> <li>• Preservation as a policy.</li> <li>• Preservation as an action.</li> <li>• Reaction and recovery in case of disaster.</li> <li>• Information transfer as a preservation measure.</li> <li>• Facsimile</li> <li>• Microfilm and digitization</li> <li>• Preservation in situ</li> <li>• Cleaning of collections</li> <li>• Handling and storage of collections de colecciones.</li> </ul>	Biblioteca Nacional	Biblioteca Nacional Bib. Públicas	23
Mar. 2011	Workshop	Cleaning of collections		B.P. Paul Harris B.P. La Cañada B.P. San Juan	36
2011	Workshop	Conservation and construction of cases for books, photos, newspapers.		Centro Nacional de Fotografía (CENAF)	18
Mar 2011	Workshop	Maintenance and cleaning of collections		B.P. Paul Harris B.P. La Cañada B.P. San Juan	36

YEAR	MODALITY	NAME	PLACE	PARTICIPANTS
Apr/ May 2012	Residency (Theoretical- practical program) Duration: 8 weeks)	Residencies in Preservation and Conservation of Documents Level I	Centro Nacional de Preservación Documental. Biblioteca Nacional de Venezuela.	Cancillería 2 Archivo General de 1 la Nación 1 Min. Relac. Interiores 1 Instituto de Patrimonio 2 Cultural 4 Instit. Geog. Nacional. 2 Biblioteca Nacional Red de Bibliotecas P. Anzoátegui
Oct./ Dec 2012	Residency (Theoretical- practical program) Duration: 8 weeks)	Residencies in Preservation and Conservation of Documents Level I	Centro Nacional de Preservación Documental. Biblioteca Nacional de Venezuela.	Archivo 1 General de 1 la Nación Biblioteca Nacional Univ. 1 Francisco de Miranda. 1 Edo Falcón . 1 Univ. 1 Francisco de Miranda. 1 Caracas 3 Fogade Ministerio Público Museo del Teclado B.N Rep. Dom Cancillería

YEAR	MODALITY	NAME	PLACE	PARTICIPANTS	
Sep/ Nov. 2013	Residency (Theoretical- practical program) Duration: 8 weeks)	Residencies in Preservation and Conservation of Documents Level II	Centro Nacional de Preservación Documental. Biblioteca Nacional de Venezuela.	Archivo General de la Nación Biblioteca Nacional Univ. Francisco de Miranda. Edo Falcón . Ministerio Público B.N Rep. Dom Cancillería	1 1 1 1 1
Aug 2013	Consultancy and workshop	Preservation and conservation of documentary collections	Biblioteca Nacional de Curazao	Biblioteca Nacional de Curazao	15
2013	Lecture	Training of human talent. A policy to reinforce documentary preservation	Biblioteca Nacional de México	General public	
2014	Residency (Theoretical- practical program) Duration: 8 weeks) Level II	Preservation and conservation of documentary collections	Centro Nacional de Preservación Documental. Biblioteca Nacional de Venezuela.	Archivo General de la Nación Museo Cruz Diez Museo de Bellas Artes SUNACOOOP Biblioteca Nacional de Uruguay	1 1 4 1 1
2014	Lecture	Training of human talent.	Archivo General de la Nación. Caracas. Venezuela	Archivo General de la Nación. Caracas. Venezuela	28
2014	Lecture	Preservation of documentary collections	Biblioteca Nacional de Venezuela	General public	98

YEAR	MODALITY	NAME	PLACE	PARTICIPANTS	
2014	Workshop	Storage and use of books Preservation in situ	Biblioteca Pública Simón Rodríguez. Caracas. Venezuela	Red Metropolitana de Bibliotecas Públicas	
2015	Workshop	Storage and use of books Preservation in situ	Instituto de Altos Estudios Arnoldo Gabaldón. Maracay. Edo Aragua. Venezuela	Instituto de Altos Estudios Arnoldo Gabaldón. Maracay. Edo Aragua. Venezuela	18
2015	Workshop	Storage and use of books Preservation in situ	Universidad de Oriente, Núcleo Cumaná	Personal y usuarios de la biblioteca	
2015	Lecture	Preservation and conservation of documentary collections	Biblioteca Pública Simón Rodríguez. Caracas. Venezuela	Encuentro Nacional de coordinadores Estadales de la Red de Bibliotecas Públicas. Venezuela	68
2015	Workshops	Storage and use of books Preservation in situ; Preservation in situ and preventive measures in case of contaminated written documents.	Biblioteca Pública "María Calcaño", Estado Zulia	Personal de las bibliotecas públicas	74
2016	Workshops	Handling of books on shelves and cleaning of collections	B.P.C. "Lino Gallardo" de Ocumare del Tuy B.P. "Paul Harris", La California B.P. Cecilio Acosta, Los Teques B.P. "Luis Beltrán Prieto Figueroa" B.P. "Don Luis y Misia Virginia", Guatire	Personal de las bibliotecas públicas del Estado Miranda	118

<b>AÑO</b>	<b>MODALITY</b>	<b>DENOMINACIÓN</b>	<b>SEDE</b>	<b>PARTICIPANTES</b>	
2016	Residency (Theoretical- practical program) Duration: 8 weeks) Level II	Preservation and conservation of documentary collections	Centro Nacional de Preservación Documental. Biblioteca Nacional de Venezuela.	Archivo General de la Nación	1
				Museo de la Estampa y el Diseño "Carlos Cruz Diez "	1
				Museo de Bellas Artes	3
2017	Workshops	Cleaning of collections and basic bookbinding	Centro Nacional de Preservación Documental. Biblioteca Nacional de Venezuela.	Personal de biblioteca públicas y Ministerio del Poder Popular para la Cultura	57
		<b>Total number of participants</b>			<b>1.974</b>