



KODAK RELIABLE IMAGE TIP # 77



Pick the right Service Bureau to help you inspect your film archive vault.

A typical customer question left on the Kodak web site:

Do you provide professional archive film inspection services? We are looking for someone to go to our microfilm archive vault and make sure the environment is safe for the film. If there are any problems with our film records, can you provide us with a strategy to address these problems?

First and foremost, Kodak does not provide these types of services, however, they are provided by some very good Kodak Document Conversion Centers. This kind of inspection is totally different than what a typical microfilm lab performs on a daily basis. I call it "Archive Inspection" and to perform this kind of inspection on stored film, a Service Bureau must be able to minimally provide the following:

- **Understand long term storage conditions, storage specifications and be able to measure and comment on these conditions.**
- **Must be able to distinguish acetate film from polyester film.**
- **Must be able to distinguish duplicates from originals (silver to silver and silver to non-silver).**
- **Be able to distinguish if Vinegar Syndrome is present in acetate films and at what stage is the deterioration process.**
- **Be able to distinguish if the archive is affected by Redox or other effluents and what to do with the film.**
- **Know how to categorize the affected film and how to prioritize the next steps.**
- **Be able to provide a go-forward-plan for the customer on what was found in the inspection, what needs to be done next and into the future.**

There are many more things to consider before you settle on one Service Bureau over another. Please feel free to contact me for further details.

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