



LOLO L. M. MOLIGA
GOVERNOR

OFFICE OF THE GOVERNOR
American Samoa

LEMANU P. MAUGA
LIEUTENANT GOVERNOR

EXECUTIVE ORDER NO. 019-2013

**EXECUTIVE ORDER ESTABLISHING AN
AMERICAN SAMOA HISTORICAL RECORDS ADVISORY BOARD**

Section 1. Authority

This Executive Order is issued under the authority granted to the Governor in Article IV, Section 6, American Samoa Revised Constitution, and Title 4 A.S.C.A. Section 4.0111(b).

Section 2. Preamble

Physical and linguistic archaeologists believe that Samoans have been in these islands for over 3,000 years, however, actual written records are less than 300 years old. While descriptions and accounts from exploring expeditions, whalers, missionaries and traders comprise the earliest writings, formal government recordkeeping only began about 150 years ago.

After the Convention of 1899 between the United States, Germany, and Great Britain "to adjust amicably the questions which have arisen between them in respect to the Samoan group of Islands," the High Chiefs of Tutuila and Manu'a ceded their respective Islands of Eastern Samoa to the United States in the Cession of Tutuila and Aunu'u, and the Cession of Manu'a Islands, in exchange for the preservation of their traditional inalienable rights. Subsequently, official American Samoa Government records began on April 17, 1900 in Tutuila and, on July 16, 1904 in Manu'a.

The historical archives and records of American Samoa are a unique testament to our development as a U.S. territory and our contributions here and abroad as U.S. Nationals and citizens of the United States.

Section 3. Purpose

For centuries, preserving historical records was a matter of transcribing the contents of stone inscriptions, clay tablets, papyrus scrolls, skin parchment, palm leaves or barkcloth codexes onto paper. While American Samoa's records are predominantly paper, in modern times the advent of photography, rpm records, motion picture film, audiotape, magnetic discs

and electronic digital media has diversified its holdings. However, without preservation and publication, these records could be lost. For example, Land and Matai titles records damaged by the 2009 Tsunami could vanish forever if not properly conserved. Individual family, church, business and village record collections are also at risk of disappearing forever. The need to prevent the deterioration and loss of American Samoa's written and multi-media history is therefore an obligation to the past, present and future. Conservation of American Samoa's significant public and private archives and records should be ensured. For these reasons, an American Samoa Historical Advisor Board is established pursuant to CFR36 XII Subchapter A Part 1206, a federal law created to encourage the preservation and publication of the historical and cultural holdings of America's States and Territories.

Section 4. Establishment of Board

- a. An "American Samoa Historical Records Advisory Board" is hereby established.
- b. **Membership.** This Board shall consist of eight (8) qualified individuals appointed by the Governor, each, of whom will serve a 4 year term. If possible, there will be a balance of public and private repository representatives. The Territorial Archivist will serve as the initial Board Chairperson for 2 years. Thereafter, the Board Chairperson will be elected by board members every 2 years. A Deputy Chairperson will also be elected every 2 years. The board Chairpersons will be responsible for orientation of board members, meeting agenda and notifications, recordkeeping, professional guidance, research, reports, correspondence and any other duties required by the Board pursuant to all applicable American Samoa and Federal Laws.
- c. A secretary will be elected every 2 years. The Secretary shall be responsible for keeping the record of the Board's activities.
- d. **Funding.** The Board shall be empowered to seek funding for meeting expenses, project equipment and supplies and utilities via public or private grant opportunities, philanthropy, fund raising or donations. A Board Treasurer shall be elected every two years. All monies obtained and expended shall be a matter of public record.
- e. Any member absent from two or more board meetings may be subject to a board exclusion vote. Appointments made to fill vacancies will be made to fill the portion of the unexpired term.
- f. During meetings, parliamentary procedure shall be followed. A majority of the appointed members of the advisory body shall constitute a quorum for the transaction of business. An affirmative vote of the majority of a quorum in attendance at any meeting shall be necessary to transact business or carry any proposition.
- g. In carrying out its duties and responsibilities, the Board shall follow the regulations of CFR36 XII Subchapter A Part 1206 and the guidelines provided by the National Historical Records and Publications Commission (NHPRC).

h. The Board's initial scope of work shall be to:

1. Create a Strategic Plan for the preservation and publication of the historical archives and records of the territory of American Samoa. Development of the Strategic Plan shall require at the minimum two public hearings requiring adequate notice and publication of a draft plan.
2. Offer educational presentations on current archives and records management conservation trends and issues, for example, digital archiving and emergency records preparedness.
3. Plan and implement an annual "Archives Month".

Subsequent objectives will be decided upon by the board upon completion of their primary goals.

i. The Board members will espouse the fundamental principles of the NHPRC "Archivist's Code"; the Society of American Archivists "Revised Code of Ethics"; and, the National Endowment of the Humanities' "Code of Ethics Related to Native Americans".

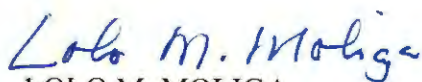
j. The following members are herewith appointed to the Board:

Okenaisa Fauolo	ASHC member (ASCC Samoan Studies)
Terry Fielding	Clerk of the High Court
Tua Lokan	Records Specialist
Cheryl Morales	Territorial Librarian
David Herdrich	Historic Preservation Officer
James Himphill	Territorial Archivist
Taifita Solomona	Registrar of Vital Statistics
Sam White	Territorial Registrar

Section 6. Effective Date

This Executive Order shall be effective immediately upon signing.

Dated: October 8, 2013


LOLO M. MOLIGA
Governor of American Samoa