附件1

陕西省档案文献遗产申报表

**申报档案名称 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**申报单位（个人）\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**申报时间\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

陕西省档案局制

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| 档案文献名称 | |  | | | | | | | | | | | | | | | |
| 档案所有者  情况 | | 姓 名 | | | |  | | | | | | | | | | | |
| 联系地址、邮箱 | | | |  | | | | | | | | | | | |
| 档案保管者  情况 | | 姓 名 | | | |  | | | | | | | | | | | |
| 联系地址、邮箱 | | | |  | | | | | | | | | | | |
| 所有权类别 | | 国家所有 | | |  | 集体所有 | | | | |  | | | | 个人所有 |  | |
| 使用范围 | | 公开 | | |  | | | | | | 不公开 | | | |  | | |
| 档案内容  简要说明 | |  | | | | | | | | | | | | | | | |
| 编目情况 | |  | | | | | | | | | | | | | | | |
| 数量（卷、件、册） | |  | | | | | 排架长度 | | | | | | |  | | | |
| 文献价值鉴定  专家情况  （若无，可不填） | | 姓名 | | |  | | | | | 职务 | | | |  | | | |
| 资格证明 | | | | |  | | | | | | | | | | |
| 联系地址电话 | | | | |  | | | | | | | | | | |
| 价值评估 | | 形成  时间 |  | | | | | 地域 | | | | |  | | | | |
| 主题  内容 |  | | | | | | | | | | | | | | |
| 民族与人物 |  | | | | | | | | | | | | | | |
| 形式与风格 |  | | | | | | | | | | | | | | |
| 系统性与稀有性 |  | | | | | | | | | | | | | | |
| 申报单位联系人  （个人） | | |  | | | | | 电  话 | | | |  | | | | | |
| 传  真 | | |  | | | | | E-mail | | | |  | | | | | |
| 地址和邮编 | | |  | | | | | | | | | | | | | | |
| **主要内容、历史背景和意义阐述（不少于800字）** | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | |
| **价值评估** | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | |
| **保管利用情况评估** | | | | | | | | | | | | | | | | | | |
| 保管历史 |  | | | | | | | | | | | | | | | | | |
| 保管现状 | 目前保管方式 | | |  | | | | | | | | | | | | | | |
| 保管条件 | | |  | | | | | | | | | | | | | | |
| 保护技术 | | |  | | | | | | | | | | | | | | |
| 损毁程度 | 破损、残缺情况 | | |  | | | | | | | | | | | | | | |
| 污染、褪变情况 | | |  | | | | | | | | | | | | | | |
| 其他情况 | | |  | | | | | | | | | | | | | | |
| 已采取的抢救措施及数量 | 原貌复制 | | |  | | | | | 摄影 | | |  | | | | | | |
| 复印 | | |  | | | | | 录像 | | |  | | | | | | |
| 修复 | | |  | | | | | 刻录光盘 | | |  | | | | | | |
| 缩微 | | |  | | | | | 其他措施 | | |  | | | | | | |
| 扫描 | | |  | | | | |  | | |  | | | | | | |
| 开发利用情况及今后设想 |  | | | | | | | | | | | | | | | | | |

　　填写说明：“编目情况”指档案文献的检索工具及统计台账的编制状况，包括编目、指南或其他利用信息，若有关于该档案文献的出版物，也请列出名称；“所有权类别”“使用范围”“已采取的抢救措施及数量”等栏目可以用“√”的形式填写，表述不清的可以文字补充说明；“主要内容、历史背景和意义阐述”栏，文字描述应尽量详细，同时要说明何时、如何得到这份文献并收藏的。