Schweizerische Eidgenossenschaft
Confédération suisse
Confederazione Svizzera
Confederaziun svizra

Swiss Confederation

Federal Department of Home Affairs EDI

Swiss Federal Archives SFA

The Swiss Federal Archives in figures 2023

The Swiss Federal Archives (SFA) are the Confederation's service and competence centre for lasting information management. They preserve archive-worthy documents of the Federal Administration, the Federal Council and the Parliament. Their core tasks include:

Records Management	Advising the Federal Administration on the compilation and management of documents
Appraisal	Appraisal of the archival value of documents in consultation with the Federal Administration
Preservation	Receipt and appropriate and safe preservation of the documents
Description	Classification and indexing of the received and preserved documents
Access and Research	Advising researchers and answering research questions Exploitation of archives in events and publications

	2023	2022	2021[1]	2020[2]	2019	2018	2017
Documents in the Archives							
Total analogue archive records (in m)	72'379	70'933	69'910	68'697	67'647	66'386	64'917
Total digital archive records (in TB[3])	42.3	31.7	22.8	22	21.3	20.7	20.4
Transferred conventional documents in running metres	1446	1023	1'213	1'050	1'261	1'469	1'627
Transferred digital documents in terabytes	10.6	5.9	0.8	0.7	0.6	0.3	1.8
Advisory Services							
Records Management: Number of advisory sessions for the Federal Administration	-	-	-	-	-	79	55
Digital Archiving: Number of advisory sessions for the Federal Administration	17	17	15	17	20	14	11

1 COVID-19 pandemic
2 COVID-19 pandemic
3 1 terabyte = 1024 gigabytes

	2023	2022	2021	2020	2019	2018	2017
Digitisation							
Digitisation: Number of pages total	3'064'519	1'537'111	1'500'364	939'574	485'558	216'660	858'866
Digitisation: Number of pages intern	2'953'397	1'537'111	1'500'364	939'574	428'404	214'119	302'700
Digitisation: Number of pages extern	111'122	0	0	0	57'154	2'541	556'166
Access to Documents in the Federal Archives							
Reading Rooms: Number of days open	140	141	118	90	138	140	139
Reading Rooms: Average number of users a day	14	15	17	19	23	24	21
Reading Rooms: Number of individual visitors per year	1092	1119	741	674	1'403	1'007	1'510
Total archival units consulted (number)	84'928	48885	41'917	29'730	35'461	36'367	36'285
Archive units supplied in digital form	54'436	21600	17'300	9'369	3'978	3'432	3'046
Archival units consulted by administrative bodies (number)	5'383	5473	5'282	6'083	5'426	5'420	4'795
Number of archive units for which a request for consultation was submitted	6'569	5003	6'831	4'900	5'099	19'631	5'862
Percentage of requests for consultation approved	88%	87%[4]	92%	91%	84%	89%	93%
Number of written research requests (answered queries)	2'195	1702	2078	1'687	1'921	2'037	1'932
Headcount							
Number of FTEs	64.9	62.8	61.1	59.9	58.8	57.8	61.6
Costs							
Total expenditure in million CHF	22.1	20.6	19.9	19.8	19.3	19.2	18.9

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[4] Status of approvals as of 12/31/2022