



The Swiss Federal Archives in figures 2022

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

	2022	2021 ¹	2020 ²	2019	2018	2017	2016
Documents in the Archives							
Total analogue archive records (in m)	70'933	69'910	68'697	67'647	66'386	64'917	63'290
Total digital archive records (in TB ³)	31.7	22.8	22	21.3	20.7	20.4	18.6
Transferred conventional documents in running metres	1023	1'213	1'050	1'261	1'469	1'627	1'900
Transferred digital documents in terabytes	5.9	0.8	0.7	0.6	0.3	1.8	0.4
Advisory Services							
Records Management: Number of advisory sessions for the Federal Administration	-	-	-	-	79	55	78
Digital Archiving: Number of advisory sessions for the Federal Administration	17	15	17	20	14	11	14

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

	2022	2021	2020	2019	2018	2017	2016
Digitisation							
Digitisation: Number of pages total	1'537'111	1'500'364	939'574	485'558	216'660	858'866	703'516
Digitisation: Number of pages intern	1'537'111	1'500'364	939'574	428'404	214'119	302'700	315'021
Digitisation: Number of pages extern	0	0	0	57'154	2'541	556'166	388'485
Access to Documents in the Federal Archives							
Reading Rooms: Number of days open	141	118	90	138	140	139	142
Reading Rooms: Average number of users a day	15	17	19	23	24	21	26
Reading Rooms: Number of individual visitors per year	1119	741	674	1'403	1'007	1'510	1'456
Total archival units consulted (number)	48885	41'917	29'730	35'461	36'367	36'285	39'177
Archive units supplied in digital form	21600	17'300	9'369	3'978	3'432	3'046	3'031
Archival units consulted by administrative bodies (number)	5473	5'282	6'083	5'426	5'420	4'795	2'618
Number of archive units for which a request for consultation was submitted	5003	6'831	4'900	5'099	19'631	5'862	5'640
Percentage of requests for consultation approved	87% ⁴	92%	91%	84%	89%	93%	90%
Number of written research requests (answered queries)	1702	2078	1'687	1'921	2'037	1'932	1'712
Headcount							
Number of FTEs	62.8	61.1	59.9	58.8	57.8	61.6	59.5
Costs							
Total expenditure in million CHF	20.6	19.9	19.8	19.3	19.2	18.9	17.8

⁴ Status of approvals as of 12/31/2022