

Action Plan: CSV

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Change History:

1. Ingest Processing

- Identification: Yes, by file extensions.
- Validation: Yes. Format validation is based on the rules described in Section 1.13 of CSV Action Plan Background.
- Characterization: Yes. Extracted format metadata are described in Section 2.1 of CSV Action Plan Background.
- Normalization: No.
- Migration: No.

2. Significant Properties

CSV exhibits the following significant properties¹. It is intended to preserve and evaluate these significant properties when adopting migration or normalization policy in the future.

- Content: The content of cell data and the optional CSV header will be preserved.
- Context: N/A. CSV does not provide a metadata scheme to describe the environment on which a CSV was originally created or used.
- Behavior: N/A. CSV does not contain interactive characteristics such as hyperlinks.
- Structure: The structural elements of a CSV, including rows and columns, will be preserved.
- Appearance: N/A. CSV does not store appearance attributes such as font (including font size or font style), color, alignment, etc.

3. Long-term Preservation Strategy

3.1 Long-term Preservation Strategy for the Original

Migrate to a successor format that is open, standardized and formally documented.

3.2 Long-term Preservation Strategy for the Normalized Version(s)

Not applicable

4 Timetable of Anticipated Short-term Actions

No action

5 Timetable of Action Plan Review and Revisal

Review and revise action plan in 3 years (June 2010).

¹ "From digital volatility to digital permanence, Preserving spreadsheets", Jacqueline Slats, The Hague, November 2003, <http://www.digitaalduurzaamheid.nl/bibliotheek/docs/volatility-permanence-spreadsh-en.pdf>