

**From:** [Archive Service Accreditation](#)  
**To:** [REDACTED]  
**Subject:** Three Year Review Stage for Archive Service Accreditation - Suffolk Record Office  
**Date:** 02 August 2022 11:25:48

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Dear [REDACTED]

### Three Year Review Stage for Archive Service Accreditation

Just a reminder that we are expecting a review stage application from Suffolk Record Office by 31<sup>st</sup> March 2023 to go before the Accreditation Panel in July 2023.

Archive Service Accreditation requires that accredited archive services complete the review stage to confirm that the archive service continues to meet the standard and thereby retain their accredited status.

The review stage looks at:

- Progress made against required actions or improvement actions which were outlined in the feedback to your initial application.
- Changes to your archive service since accreditation, including the delivery on forward plans and any new policies or activities since then.

You are also asked to provide some statistics about the size of collections and usage of the archive service.

The review stage application form is now available through the Online Archive Service Accreditation Application System available through our [website](#) or [here](#) using your original login details.

Please read our statement on the [coronavirus \(COVID 19\) and Archive Service Accreditation](#) to find out more about how the Programme is currently operating.

If you need help or further information then please contact us at [accreditation@nationalarchives.gov.uk](mailto:accreditation@nationalarchives.gov.uk)

Regards

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