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# ACRONYM AND ABBREVIATION GUIDE

<b>AALL</b> : American Association of Law Libraries
<b>ALA</b> : American Library Association
<b>BIBCO</b> : Bibliographic Record Cooperative Program
<b>C&amp;I</b> : Cataloging & Indexing Program
<b>CG</b> : Cataloging Guidelines
<b>CGP</b> : Catalog of U.S. Government Publications
<b>CNI</b> : Coalition for Networked Information
<b>CONSER</b> : Cooperative Online Serials Program
<b>CPDC</b> : Cataloging Policy and Documentation Committee
<b>CRDP</b> : Cataloging Record Distribution Program
<b>CRN</b> : Civics Renewal Network
<b>CRS</b> : Congressional Research Service
<b>DLC</b> : Depository Library Council
<b>DLF</b> : Digital Library Federation
<b>DPLA</b> : Digital Public Library of America
<b>ECIP</b> : Electronic Cataloging in Publication Program
<b>ELUNA</b> : Ex Libris Users of North America
<b>FADGI</b> : Federal Agencies Digitization Guidelines Initiative
<b>FDLP</b> : Federal Depository Library Program
<b>FDsys</b> : GPO's Federal Digital System
<b>FEDLINK</b> : Federal Library and Information Network
<b>GODORT</b> : Government Documents Round Table, ALA
<b>govinfo</b> : govinfo.gov
<b>GPO</b> : U.S. Government Publishing Office
<b>IES</b> : International Exchange Service
<b>ILS</b> : Integrated Library System
<b>IS&amp;T</b> : Society for Imaging Science and Technology
<b>LC</b> : Library of Congress
<b>LC-PCC PSs</b> : Library of Congress-Program for Cooperative Cataloging Policy Statements
<b>LSCM</b> : Library Services & Content Management
<b>LSS</b> : Library Services System
<b>LTS</b> : Library Technical Services (part of LSCM)
<b>NACO</b> : Name Authority Cooperative Program
<b>NAGARA</b> : National Association of Government Archives and Records Administrators
<b>NARA</b> : National Archives & Records Administration
<b>NBRIL</b> : National Bibliographic Records Inventory Initiative
<b>NDSA</b> : National Digital Stewardship Alliance
<b>NFAIS</b> : National Federation of Advanced Information Services
<b>NISO</b> : National Information Standards Organization
<b>O&amp;S</b> : Outreach & Support (part of LSCM)
<b>OLRC</b> : Office of the Law Revision Counsel
<b>PARS</b> : Preservation Administrators Interest Group, Preservation & Reformatting Section, ALA
<b>PCC</b> : Program for Cooperative Cataloging
<b>PEGI</b> : Preservation of Electronic Government Information
<b>PURL</b> : Persistent Uniform Resource Locator
<b>RDA: Resource Description &amp; Access</b>
<b>RUSA</b> : Reference and User Services Association, ALA
<b>SAA</b> : Society of American Archivists
<b>SACO</b> : Subject Authority Cooperative Program
<b>SGMP</b> : Society of Government Meeting Professionals
<b>SLA</b> : Special Libraries Association
<b>TRAIL</b> : Technical Report Archive & Image Library
<b>USGS</b> : United States Geological Survey

## WELCOME LETTER FROM THE SUPERINTENDENT OF DOCUMENTS

Greetings from Library Services & Content Management at the U.S. Government Publishing Office,

I am proud to be a part of an organization with the important purpose of ensuring and advancing an informed American citizenry. Free public access to the documents of our democracy is something we don't take for granted at the U.S. Government Publishing Office (GPO), and we know that you and your depository colleagues feel the same.

Here is GPO's Library Services & Content Management unit (LSCM), we contribute to and support four statutory programs:

- The Federal Depository Library Program (FDLP)
- The Cataloging & Indexing Program (C&I)
- The International Exchange Service (IES)
- The By-Law Program

Our staff, in partnership with our 1,124 nationwide Federal depository libraries, accomplished a great deal in FY 2019 to advance the mission of *Keeping America Informed*. The staff that supports the FDLP at GPO is 88 members strong. In this report, I'm proud to present to you a snapshot of the work we have done this past year.

The staff in LSCM is focused on:

- Customer outreach and engagement
- Continuing digital initiatives and transformation
- Providing innovative services and tools for Federal depository libraries and the public
- Expanding strategic partnerships with libraries, Federal agencies, and other organizations

Customer outreach and engagement is a top priority for us in LSCM. Our staff not only provides a number of consultation services to nationwide FDLP libraries, but we also proactively reach out to our community for feedback on new services, tools, and program enhancements.

LSCM supports GPO's continued digital transformation through initiatives to enhance historic and current content on **govinfo** and the Catalog of U.S. Government Publications, and through the development of tools, to help FDLP libraries manage their depository library more effectively and efficiently, such as the FDLP eXchange, LibGuides, the FDLP Academy, and the National Collection Services Pilots, to name a few. You'll read more about all of those in this report.

LSCM has official partnership agreements in place with 64 organizations to advance free public access to U.S. Government information. Further, we collaborated, through special projects and initiatives, with another 30 organizations, to share knowledge, develop services, and continue GPO's mission of Keeping America Informed.



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Here are just a few more highlights from this productive year:

- In the FDLP eXchange, there were **225** libraries offering in **36** regions, and **67** libraries posted needs.
- FDLP LibGuides had more than **30,000** views to the **82** guides offered.
- LSCM staff visited **55** depository libraries in **13** states.
- **Nine** libraries became Preservation Stewards, and **two** libraries became Digital Content Contributors.
- The FDLP Academy hosted **35** webinars, with more than **4,000** combined registrants. Also, as part of the FDLP Academy, LSCM:
  - Hosted two programs of the FDLP Coordinator Certificate Program with **85** people completing the program.
  - Hosted its first ever FDLP Regional Coordinator Program with **10** Coordinators completing the two-day training program.
- There were over **29 million** successful searches of the Catalog of U.S. Government Publications (CGP).
- GPO increased the size of the FDLP Web Archive collection to **22.1 TB**, with **189** million URLs crawled.
- GPO staff added **22,602** new cataloging records to the CGP.
- GPO staff distributed **713,616** copies of materials to FDLP libraries.
- LSCM distributed over **32,000** Pocket Constitutions to nationwide Federal depository libraries for their Constitution Day celebrations.

In addition to these notable numbers, I am proud to present to you LSCM's accomplishments for FY 2019.

With Warm Regards,



Laurie Hall  
Superintendent of Documents  
Managing Director, Library Services & Content Management

# PARTNERSHIPS & COLLABORATIONS

## GPO Partnerships

Since 1997, GPO has developed strategic partnerships with Federal depository libraries, Federal agencies, and other institutions to increase public access to electronic U.S. Government information.

GPO's partner categories are:

- Preservation Steward
- Digital Preservation Steward
- Digital Content Contributor
- Digital Access Partner
- Cataloging and Metadata Contributor
- Other/Specialized

Partnering is an integral part of how GPO is *Keeping America Informed*, and over the past two decades,



these partnerships have grown and evolved. At the close of FY 2019, there were 39 Preservation Stewards, one Digital Preservation Steward, five Digital Content Contributors, 14 Digital Access Partners, and one

active Cataloging and Metadata partner.

Through GPO's partnerships, free public access to Government information was enhanced during FY 2019. LSCM:

- Added 2,170 bibliographic records to the CGP for the electronic versions of the United States Geological Survey (USGS) Water Supply Papers through a partnership with the Colorado School of Mines.

- Added eight bibliographic records to the CGP for the electronic versions of the USGS Water Resources Investigations through a partnership with the Colorado School of Mines.
- Added 1,077 bibliographic records to the CGP for the electronic versions of the USGS Circulars through a partnership with the Colorado School of Mines.
- Added 284 bibliographic records to the CGP for the electronic versions of the USGS Open File Reports through a partnership with the Colorado School of Mines.
- Completed adding bibliographic records to the CGP for electronic and print versions of WPA publications through a partnership with the University of Kentucky. 204 records were added during FY 2019.
- Continued to process new material available on FRASER (partnership with the Federal Reserve Bank of St. Louis).

Two libraries became Digital Content Contributors in FY 2019:

- Washington State Library contributed seven publications to **govinfo**.
- Boise State University contributed two publications to **govinfo**.

Nine libraries became Preservation Stewards in FY 2019:

- University of Alabama, Huntsville: preserving its collection of the NASA SP series.
- Jerome Hall Law Library, Indiana University: preserving its collection of the *Code of Federal Regulations*, the *U.S. Reports*, the *Statutes at Large*, the *Revised Statutes*, the *Weekly Compilation of Presidential Documents*,



*The University of Hawai'i at Mānoa serves as a Preservation Steward for their tangible collection of the United States Serial Set, the Congressional Record, and Congressional hearings.*

the *Public Papers of the Presidents*, the *Congressional Record* and its predecessors, and the *Monthly Catalog of U.S. Government Publications*.

- Idaho State University Libraries: preserving its collection of the *Handbook of North American Indians* and the *Congressional Record* and its predecessors.
- Felix G. Woodward Library, Austin Peay State University: preserving its collection of publications related to the 101st Airborne Division.
- Lether E. Frazar Memorial Library, McNeese State University: preserving publications from the EPA.
- Paul M. Hebert Law Center, Louisiana State University: preserving its collection of the *Federal Register*.
- Syracuse University Libraries: preserving its collection of the *U.S. Statutes at Large*.
- Joyner Library, East Carolina University: preserving its collection of cold war and internal security related publications.

- Georgia Southern University Libraries: preserving its collection of Congressional hearings.

Preservation Steward holdings for the Public Papers of the President, the first title eligible for regional discard, [are available](#) from the Catalog of U.S. Government Publications. Click “All Items” to see the summary holdings for the Preservation Stewards, as well as item records and condition for each volume being preserved.

[Learn more](#) about GPO partnerships, and contact our [partnership team](#) with inquiries.

## GPO Collaborations

In FY 2019, LSCM staff contributed to and collaborated with groups in support of the FDLP and Cataloging & Indexing Programs.

- In July 2019, GPO completed a collaboration with the National Archives’ Office of the Federal Register to digitize and make available on **govinfo** volumes of the *Public Papers of the Presidents of the United States* for Presidents Herbert Hoover (1929) through George H.W. Bush (1990), with the exception of the Franklin

D. Roosevelt presidency. The papers of President Franklin Roosevelt were published privately before the commencement of the

official *Public Papers* series. Each volume of the *Public*

*Papers* is comprised of a foreword by the President, public writings, addresses, remarks, and photographs. This digitization effort joined the already digital version of *Public Papers for Presidents* George H. W. Bush (1991–1992), William J. Clinton, George W. Bush, and Barack H. Obama.

- In a collaboration with the Law Library of Congress (LC), LSCM is cataloging Global Legal Research Directorate Reports to increase public access. In FY 2019, LSCM cataloged 40 of these reports.
- Through its partnership in the Civics Renewal Network (CRN), a consortium of organizations committed to strengthening civic life in the U.S. by increasing the quality of civics education in our Nation's schools, LSCM makes available, through the CRN website, K-12 resources that support civics education.

- LSCM continued its partnership in the Technical Report Archive & Image Library (TRAIL). LSCM and TRAIL members work together to ensure that Federal technical reports are openly accessible, and participating LSCM staff members offer expertise in cataloging and other areas and participate in the exchange of information about U.S. Government scientific and technical information.



**FEDERAL REGISTER**  
The Daily Journal of the United States Government



- The Digital Public Library of America (DPLA) and LSCM continued their collaboration to broaden public access to the information made available via the CGP. Through the partnership, over 194,000 records from the CGP are available to the public through the DPLA website. Examples of records include: the Federal Budget, laws, Federal regulations, and Congressional hearings, reports, and documents. LSCM and DPLA also partner to provide eBooks to the DPLA Exchange, making this Government content even more widely accessible.



- LSCM continues to be heavily involved in cooperative cataloging and metadata activities with members of the library community. LSCM is an active participant in all components of the Program for Cooperative Cataloging (PCC), which is managed by LC, including BIBCO (Bibliographic Record Cooperative), CONSER (Cooperative Online Serials), NACO (Name Authority Cooperative), and SACO (Subject Authority Cooperative).

- GPO has been a member of OCLC since 1976 and contributes bibliographic records for U.S. Government information to the international database daily.



- LSCM is part of the Electronic Cataloging in Publication Program (ECIP). ECIP provides cataloging records for books in advance of publication. The publisher then includes the record on the verso of the publication's title page. Through the ECIP Program, LSCM is creating pre-publication bibliographic records for publications from Federal agency

# FEDERAL DEPOSITORY LIBRARY PROGRAM

publishers. LSCM has been a part of ECIP since 2015 and created 28 ECIP records in FY 2019. LSCM staff have created ECIP records for GPO, the Combat Studies Institute, the Air Force Research Institute, the Smithsonian Institution Scholarly Press, USGS, and the National Gallery of Art, to name a few.

- In October 2018, in an agreement with the Library, LSCM's Library Technical Services (LTS) staff began cataloging CRS reports for the CGP and OCLC. Because these reports are frequently updated, GPO has cataloged each report title as an integrating resource. Refer to the Congressional Research Service Reports section of this report for more details.

LSCM staff also collaborated with these groups and organizations in FY 2019:

- CENDI, an interagency working group of senior scientific and technical information managers representing [14 U.S. Federal agencies](#)
- Coalition for Networked Information (CNI)
- Council of Professional Associations on Federal Statistics
- Ex Libris Users of North America
- Federal Agencies Digitization Guidelines Initiative (FADGI) Preservation Working Group
- FADGI Audio Visual Working Group
- FADGI Still Image Working Group
- Federal Library and Information Network (FEDLINK) American Indian Libraries Initiative
- FEDLINK Preservation Working Group
- Federal Web Archiving Working Group
- Government Documents Round Table (GODORT), American Library Association (ALA)

- National Digital Stewardship Alliance (NDSA)
- National Digital Strategy Advisory Board
- National Information Standards Organization (NISO)/National Federation of Advanced Information Services (NFAIS)
- Preservation Administrators Interest Group, Preservation and Reformatting Section (PARS), ALA
- Preservation of Electronic Government Information (PEGI)
- Reference and User Services Association (RUSA), ALA
- Science.gov Alliance
- Society of American Archivists (SAA)
- Society of Government Meeting Professionals (SGMP)
- Society for Imaging Science and Technology (IS&T)

## Federal Depository Library Program



As authorized by Chapter 19 of Title 44, U.S.C., the mission of the FDLP is to provide for free, ready, and permanent public access to Federal Government information, now and for future generations. The vision of the FDLP is to provide U.S. Government information when and where it is needed in order to create an informed citizenry and an improved quality of life.

Through this historic U.S. Government program, GPO disseminates information products from all three branches of the Federal Government to over 1,100 libraries nationwide designated as Federal depository libraries, directly by law or as depositories designated



by their Representatives and Senators. Federal depository libraries maintain and provide free public access to Federal Government information products and provide expert assistance in navigating those resources. Providing free online access to Government publications is provided under the authority of Chapter 41 of Title 44, U.S.C., via **govinfo**.

## FDLP National Collection Services Pilot Initiatives

In October 2018, LSCM announced the intention of conducting pilots for services to depository libraries that will support the National Collection of U.S. Government Public Information. This is being done in accordance with the [National Plan for Access to U.S. Government Information](#).

Pilot projects for various services are being planned, including: developing collection plans; cataloging; assessing collection condition; conducting inventories; and developing disaster preparedness, response, and recovery plans. The pilot projects are described in [Developing a Multi-State Comprehensive Collection | FDLP Preservation Services Pilot Strategies](#).

At the close of FY 2019, LSCM is in the pilot development phase, working with nearby depository libraries to establish processes, workflows, time tables, and estimating costs to catalog and conduct piece-level condition assessments of a sample set of Government publications. Thus far, LSCM staff have visited the depository libraries at the College of William and Mary, the Library of Virginia, and the University of Maryland.

## FDLP Academy

The [FDLP Academy](#) was launched by LSCM in FY 2014 to support the FDLP community's education and training needs and to advance U.S. Government information literacy.

The FDLP Academy enhances U.S. Government information knowledge through events, conferences, webinars, and webcasts coordinated by GPO that cover a variety of Government information topics. Many sessions are presented by GPO staff, while others are presented by staff from other Federal agencies and from members of the FDLP community, as recruited and hosted by GPO.

In FY 2019, the FDLP Academy hosted 35 webinars with nearly 4,000 combined registrants. Training topics covered Government information resources such as [data.census.gov](#), cataloging, collection and depository management, library marketing, and more.

This year, 35 webcasts were produced by GPO staff on topics such as free catalog records available through the CGP on GitHub, how depository libraries can get usage statistics using the FDLP Persistent Uniform Resource Locator (PURL) Usage Report, **govinfo**, and FDLP eXchange. These recordings are available via the [FDLP Academy Training Repository](#).

In January 2019, LSCM launched an FDLP Academy Survey to get feedback on desired educational content for webinars and webcasts. Almost 150 respondents provided input that has been used throughout FY19 and will continue to be used to develop relevant, beneficial educational content.

Other [FDLP Academy resources](#) include:

- An [FDLP Events Calendar](#) with information on upcoming events and related registration information.
- An [Events & Conferences](#) page with information about GPO's annual FDLP events.
- The [FDLP Coordinator Certificate Program](#), featuring educational courses for Depository Coordinators.
- Information for those who wish to volunteer to present on a topic or request specialized training.

## FDLP Coordinator Certificate Program

The FDLP Coordinator Certificate Program (CCP) presents in-depth virtual classes for Federal Depository Coordinators on managing depository collections in compliance with the *Legal Requirements & Program Regulations of the Federal Depository Library Program*. The certificate program is free to participants and is conducted virtually through the FDLP Academy.

The series of eight online classes (over a nine-week period) is led by GPO personnel from LSCM's Office of



Outreach and Support. Class size

is limited in order to facilitate discussion and interaction throughout the program. In FY 2019, there were two sessions of the CCP: one in fall 2018 and one in spring 2019. In all, 85 people completed the program in FY19.

The program includes required weekly readings and writing assignments, discussions, polls, webinars, and assessments or quizzes.

The classes are:

1. Introduction to the FDLP and GPO
2. Legal Requirements and Regulations
3. What's in the Box?
4. Depository Collection Management
5. Public Access
6. Cataloging and Bibliographic Control
7. Regionals
8. Wrap Up

Since its inception in 2015, 242 FDLP community members have completed the program.

## FDLP Regional Coordinator Program

In August 2019, LSCM hosted its first ever FDLP Regional Coordinator Program (RCP). Ten Coordinators completed the two-day training program that was limited to staff at regional depositories. The unique, all-virtual program presented an opportunity for FDLP

regional Coordinators and staff to learn about managing their region as well as their regional depository collection in compliance with the program requirements of the FDLP.

## FDLP Events

LSCM hosted two FDLP special events in FY 2019.

### 2018 Federal Depository Library Conference

Three-hundred onsite attendees, plus 300 virtual attendees, participated in the largest annual gathering of Federal depository librarians and colleagues in the country, the *Federal Depository Library Conference*. The event took place October 22 – 24, 2018, in Arlington, VA, with numerous sessions broadcast virtually.

The event kicked off on Monday, October 22, with welcoming remarks from then Acting GPO Deputy Director Herbert H. Jackson Jr., Superintendent of Documents Laurie Hall, and Depository Library Council (DLC) Chair Lori Thornton from the New Mexico State Library.

Kate Zwaard, Director of Digital Strategy, Library of Congress, delivered the keynote address, and the Library of the Year award *was presented* to the University of Mississippi Libraries. There were over 40



LSCM broadcasts and records its two annual FDLP/DLC events to participants nationwide.



Kate Zwaard, Director of Digital Strategy, Library of Congress, delivered the keynote address.

presentations which attendees could choose to attend and 17 educational poster presentations.

Many participants chronicled their conference experience on Twitter using #FDLConference. Search the hashtag on Twitter to view the posts, along with GPO's live-tweeting of the event.

On the event page, you can access important resources such as:

- [Handouts and Slides](#)
- [Poster Presentation Summaries](#)
- [Archived Recordings](#)

After the conclusion of the event, the DLC presented its [fall 2018 recommendations and commendations](#) to GPO.

### 2019 Depository Library Council Virtual Meeting

Five-hundred registrants from all 50 states, plus D.C. and Puerto Rico, participated in the [spring 2019 DLC Virtual Meeting](#). This annual event was held April 15 – 17, 2019, and LSCM staff broadcast the Meeting from the DoubleTree by Hilton Hotel in Arlington, Virginia, along with members of the DLC.

The three-day virtual event began with a video from GPO Acting Deputy Director John Crawford welcoming attendees and thanking the depository librarians for their efforts and dedication to the mission of *Keeping*



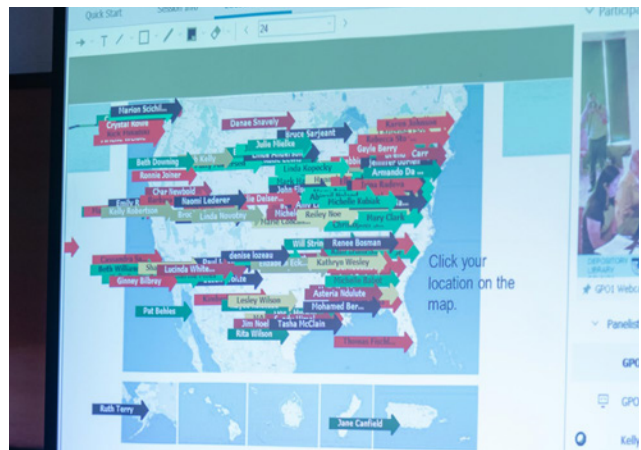
The 2018 Library of the Year award was presented to the University of Mississippi Libraries.

*America Informed*. Following that, Superintendent of Documents Laurie Beyer Hall updated attendees on GPO strategic priorities and appropriations.

Topics of discussion at the Virtual Meeting included:

- Digital-only depository libraries
- Safeguarding and securing digital information and protecting privacy
- Preservation services for Federal depository libraries
- The Federal Register Modernization Act

At the end of the second day of the conference, LSCM staff presented an LSCM Project Updates session and spoke to the library community about:



Virtual attendees indicated where they were participating from across the Nation.



LSCM staff and the DLC broadcasted the event from the DoubleTree in Arlington, VA.

- New and upcoming digitized historic content on **govinfo**
- The certification of **govinfo** as a Trusted Digital Repository
- GPO partnerships
- The future replacement of askGPO
- FDLP eXchange (an application that automates the exchange of Government publications among Federal depository libraries nationwide)

GPO also live-tweeted the event. To view the photos and tweets, search #DLCVirtual19 on Twitter.

[View archived recordings](#) of sessions and [download handouts](#).

## govinfo

### Enhancing Content in govinfo

LSCM has worked closely with GPO's Office of Programs, Strategy, & Technology (PST) throughout the development and ongoing enhancement of **govinfo**. Released as a beta in February 2016, **govinfo** was launched to modernize its predecessor website, GPO's Federal Digital System (FDsys). In December 2018, FDsys was officially retired.

Continuing to add to the collections currently available on **govinfo** is of the highest priority, with a

goal of offering complete and historic holdings to its collections.

A few highlights of content added in FY19 include:

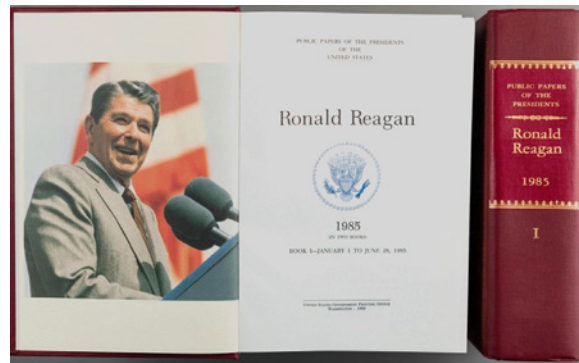
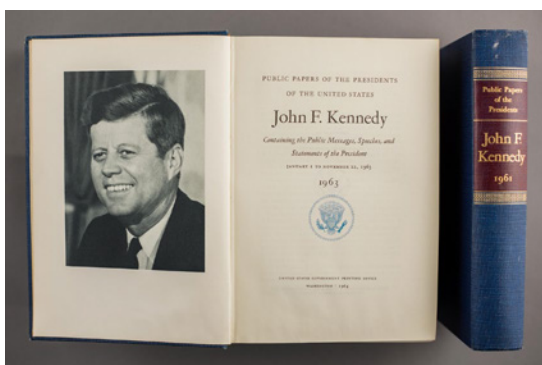
- Digitized volumes of the [Public Papers of the Presidents of the United States for President Herbert Hoover \(1929\) - George H.W. Bush \(1991\)](#)
- 1,322 digitized Congressional hearings, which can be browsed by [Congress and Congressional committee](#)
- [United States Army in the World War, 1917-1919](#)
- [Federal Register Index \(1936-1994 digitized indices; 2013-2018 annual cumulative editions; 2019 most recent monthly cumulative edition\)](#)
- [GPO Style Manuals \(pre-2000\)](#)
- [Historic GPO bill style manuals and type books](#)
- [Report on the Investigation into Russian Interference in the 2016 Presidential Election \(Mueller Report\)](#)
- Additional [Statute Compilations](#), expanding the collection to 319 compilations
- [Beta USLM XML](#) for a subset of enrolled bills, public and private laws, and Statutes at Large
- [Budget of the U.S. Government \(FY 2020\)](#)
- [Economic Report of the President \(2019\)](#)

- Constitution of the United States of America: Analysis and Interpretation (CONAN, 2018 Supplement)
- Updates to the Congressional Directory, 115th Congress
- Additional National Institute of Standards and Technology (NIST) digitized publications
- House Rules and Manual, 116th Congress

GPO is actively digitizing historical content to complete retrospective holdings of existing **govinfo** collections and may accept materials from depository libraries that meet our needs. Visit the [GPO Digitization: GPO Needs Lists LibGuide](#) for more information and current lists of needed materials.

GPO also continues to partner with Federal depository libraries to add digitized content to **govinfo**. Digital content contributions from our partners include the following:

- University of Florida digitized Centers of Excellence (COE) collections, including the National Recovery Administration, U.S. National Commission on Libraries, and the Department of Agriculture's Bureau of Animal Industry and Bureau of Plant Quarantine.
- Washington State Library is contributing Government publications that were digitized to fulfill user or interlibrary loan requests. The library contributed seven digitized publications in FY19.



- Boise State University is contributing Government publications on topics of regional interest. The library contributed two digitized publications in FY19.

If you are planning a digital imaging project and would like to contribute content to **govinfo**, please contact us at [PreserveFedInfo@gpo.gov](mailto:PreserveFedInfo@gpo.gov). **govinfo** system enhancements are made continuously. [Contribute your feedback](#), or [contact GPO](#) with questions.

### govinfo Certification as a Trustworthy Digital Repository

Since 2015, GPO has worked to be named as a Trustworthy Digital Repository (TDR) for Government information through certification of **govinfo** under ISO 16363:2012.

Certification under ISO 16363 provides GPO stakeholders, including the FDLP community, assurance that **govinfo** is a standards-compliant digital archive in which Government information shall be preserved, accessible, and usable well into the future.

Certification of **govinfo** validates GPO's commitment to standards-based digital preservation practices and activities across 109 criteria in the areas of:

- Organizational Governance
- Digital Object Management
- Infrastructure and Security Management

Trusted Digital Repository certification has been a key GPO strategic initiative and a joint effort between GPO's LSCM and PST business units.

On December 28, 2018, GPO made history by becoming the first organization in the United States and second organization in the world to achieve ISO 16363:2012 Certification. The Primary Trustworthy Digital Repository Authorisation Body Ltd. awarded GPO ISO 16363:2012 for **govinfo** and publically announced



the certificate on their website. The final audit report from PTAB and a webinar about the audit process are [available](#) on FDLP.gov under the Preservation tab.

Beginning in June 2019, GPO initiated the first of two yearly surveillance audits prior to the prescribed recertification audit scheduled for completion in 2021. The process of surveillance audits and recertification is prescribed by ISO to ensure continued compliance with the ISO 16363 standard.

In September 2019, LSCM's Digital Preservation Librarian, Jessica Tieman, traveled to Amsterdam to take part in iPres 2019 and presented on the work undertaken by GPO to achieve ISO 16363:2012 Certification.

### GPO on the Go

Beginning in FY 2016, GPO has been conducting in-person visits to Federal depository libraries throughout the country in order to provide consultation, training, and support services, also known as the GPO on the Go initiative. These visits have been extremely influential in strengthening the ties between GPO and its partner libraries and in helping GPO identify current trends and issues in libraries and respond with improved outreach and services. GPO staff at all levels have participated in this initiative and are now implementing targeted follow-up projects to benefit the FDLP and its participants.

In FY19, GPO staff visited 52 depository libraries in 14 states:



GPO Outreach Librarian Kathy Bayer visits the J. Cloyd Miller Library at Western New Mexico University.

- California
- Washington, D.C.
- Idaho
- Indiana
- Maryland
- Michigan
- Montana
- New Mexico
- New York
- Tennessee
- Texas
- Virginia
- Washington
- Wisconsin

View the [full list](#) of every library GPO has visited, and view our interactive [GPO on the Go map](#) for a more detailed view.



GPO Outreach Librarian Jaime Hays visits the Madison Heights Public Library in Madison Heights, Michigan.

## FDLP LibGuides

FDLP LibGuides is a service provided by GPO for depository libraries and the public. Guides are created by LSCM staff on a variety of topics, including those



requested by the FDLP community. All guides are available for free

use. Libraries and agencies can also submit their own guides for inclusion on the FDLP LibGuides Community page.

LSCM staff members review the site and make enhancements to the look and content on a continuous basis.

Some changes were made in FY19 to improve usability:

- Guides were divided into three groups: FDLP Information, Hot Topics, and Subject Guides.
- A section on 'Recently Submitted Guides' was added to the homepage.
- New promotional activities were created, including targeted emails and Spotlight Guides.

FDLP LibGuides had more than **30,000** views to the **82** guides offered.

## 2019 Biennial Survey of Federal Depository Libraries

The 2019 [Biennial Survey of Federal Depository Libraries](#) launched in September 2019, with a deadline to respond of November 18.

The survey is the means by which depository libraries report their conditions to GPO. It is administered in odd-numbered years, and response is required by law. The Superintendent of Documents, under the direction of the GPO Director, is responsible for administering the survey as required by 44 U.S.C. §1909. Data from the survey is used to administer the FDLP to identify new trends and to evaluate the conditions and services of Federal depository libraries.

Individual library responses from the Biennial Survey are kept with LSCM's official records for each depository. Responses should also be kept by each depository and passed on to successive depository staff members. Likewise, each regional library can use Biennial Survey information for the depositories under its purview.

Analysis of the 2017 survey found that 17% of libraries indicated an interest in transitioning to an all-digital depository in the near future, and that 68% of libraries have either extra small or small collections of tangible depository material.

## FDLP Basic Collection

The [FDLP Basic Collection](#) is a list of titles that every Federal depository library is required to have accessible for immediate use. These titles are vital sources of information that support the public's right to know about the workings and essential activities of the U.S. Government.

The FDLP Basic Collection list includes 23 titles and was updated in FY19 to include Congress.gov and USA.gov. Library staff are encouraged to review the titles at their libraries to ensure that access is provided; how access is provided is a local decision. See the FDLP LibGuide, [FDLP Basic Collection for Librarians](#), for more information.

To facilitate bibliographic control over the titles in the Basic Collection, recently reviewed and updated catalog records or information about them are available in multiple locations, including the [CGP on GitHub repository](#) (for online publications) and in the [FDLP Basic Collection for Librarians LibGuide](#).

## Regional Discard

In July 2015, the Superintendent of Documents' policy, [Government Publications Authorized for Discard by Regional Depository Libraries](#), was approved, allowing regionals to discard depository materials when certain criteria are met.

Basic requirements for Regionals to discard are:

- Publication eligibility requirements:
  - Digital equivalent on **govinfo** with GPO Seal of Authenticity
  - Held for 7 years
  - A minimum of 4 tangible copies for which there are geographically-dispersed Preservation Stewards
- In compliance with all agreements deposited with the Superintendent of Documents (e.g. Shared Housing Agreements, Shared Regional Agreements)
- Authorization to discard from the Superintendent of Documents

In July 2019, GPO announced the availability of digitized volumes of the *Public Papers of the Presidents*



*of the United States* on **govinfo**. For selected volumes, there are now four or more geographically-dispersed Preservation Stewards, making the *Public Papers*

*of the Presidents* (79 issues) the first title eligible for regional discard.

A [letter](#) was sent to update all regionals in August 2019. At the close of FY19, one regional had been approved to discard 79 issues.

Preservation Steward holdings for this title [are available](#) from the CGP. Click “All Items” to see the summary holdings for the Preservation Stewards, as well as item records and condition for each volume being preserved. Any regional depository library that wishes to discard these volumes must submit a discard request and receive approval from the Superintendent of Documents.

## Depository Library Council

### Members

The FDLP community said goodbye to five members of the DLC when their terms ended in May 2019. GPO thanks them for their service to the FDLP.

- DLC Chair, Lori Thornton, New Mexico State Library
- Thomas Fischlschweiger, Broward County Public Library
- Cass Hartnett, University of Washington Libraries
- Kirstin Krumsee, State Library of Ohio
- Mary Elizabeth (Beth) Williams, Stanford Law School, Robert Crown Law Library

DLC member Mary Clark, Library of Virginia, assumed the role of Council Chair on June 1, 2019.

In June 2019, the FDLP community welcomed three new DLC members.

- Richard Mikulski, Portland State University Library
- Laura Sare, Texas A&M University Libraries
- Will Stringfellow, Vanderbilt University, Central Library

The following DLC members continued their terms in FY 2019.

- Celina McDonald; University of Maryland, College Park; McKeldin Library
- Jane Canfield, Pontificia Universidad Católica, Biblioteca Encarnación Valdés
- Erik Beck; California State University, Sacramento; Library
- Gregory Curtis, University of Maine, Fogler Library
- Alicia Kubas; University of Minnesota, Twin Cities; Government Publications Library





*Members of the DLC at the spring 2019 DLC Virtual Meeting.*

- Stephen Parks, State Law Library of Mississippi
- Marianne Ryan, Loyola University Chicago, Cudahy Memorial Library
- Robbie Sittel, University of North Texas Libraries
- Yvonne D. Williams, Memphis Public Library

### **DLC Issue Brief: H.R. 1654, the Federal Register Modernization Act**

In March 2019, then Acting GPO Deputy Director, Herbert H. Jackson Jr., charged the DLC with reviewing and providing an issue brief on [H.R. 1654, the Federal Register Modernization Act](#). The issue brief was to include any conclusions on how its passage into law may impact the FDLP. The spring 2019 DLC Virtual Meeting included a program on the *Federal Register*, the pending bill, and an opportunity for comments from the depository library community.

DLC’s issue brief was submitted to Acting GPO Deputy Director John Crawford in May 2019. It included this statement: “The DLC believes the passage into law of this bill will have minimal significant direct impact on the FDLP.” Further, the DLC recommended that the Deputy Director of GPO, as a member of the Advisory Committee on the Federal Register, “should advocate strongly for the production of adequate print copies for

the FDLP community to serve the library patrons of our country.”

The original charge to the DLC and their issue brief are [both accessible](#) from FDLP.gov.

### **Recommendations & GPO Responses**

At the close of the 2018 Federal Depository Library Conference, the DLC began work on developing formal recommendations and commendations for GPO. In December 2018, three recommendations and five commendations were presented. These were reviewed and discussed in detail by GPO staff, and formal GPO responses were [published](#) on FDLP.gov in February 2019.

### **Welcoming New Libraries to the FDLP**

Two new libraries joined the FDLP in FY 2019.

- [Dixon Public Library](#) (Illinois)
- [Loudoun County Public Library](#) (Virginia)

As of the end of FY 2019, there were 1,124 libraries participating in the FDLP.

### **Promoting the FDLP**

LSCM continues to promote the FDLP, Cataloging & Indexing Program, and related resources through promotional campaigns and social media. In addition, LSCM provides tools for FDLP libraries to promote their collections, services, and resources.

In FY19, LSCM created a variety of new promotional items:

- Two FDLP brochures in Spanish for free ordering by depository staff
- A bookmark, poster, and downloadable images for websites and social media, exclusively for Preservation Stewards
- Downloadable images and resources for National Library Week

For Constitution Day, LSCM made available free packets to FDLP libraries that included up to 100 Pocket Constitutions. GPO distributed over 32,000 Pocket Constitutions to nationwide Federal depository libraries. Numerous other resources were offered as free downloads:

- Printable posters
- Constitution Day trivia to use for contests and giveaways
- Images to use on websites and social media
- Activities for kids such as a Word Search, Connect the Dots, and Scavenger Hunt quizzes designed for two age levels

Links to LibGuides, suggestions for event activities, and a Constitution Day photo gallery [were also included](#). Over 50 libraries shared their photos with LSCM.

FY19 also saw the enhancement of all promotional photo galleries that feature the unique and creative ways that depository library staff celebrate events and holidays:

- [Celebrating Depository Anniversaries](#)
- [Celebrating Valentine's Day](#)
- [Celebrating Halloween](#)
- [Celebrating December Holidays](#)



*Yavapai College Library hands out Pocket Constitutions on Constitution Day.*

Also in FY 2019, LSCM promoted Federal depository libraries through social media. LSCM worked with GPO's Public Relations Office to:

- Host the #loveyFDL Twitter campaign in February 2019
- Host a National Library Week campaign in April 2019
- Promote Federal depository libraries throughout the year with over 100 FDLP-related content posts



In preparation for the 2020 Census, LSCM began working with the U.S. Census Bureau in FY19 to obtain informational and promotional materials for FDLP libraries. Packets of handouts and posters will be made available in FY 2020 for free ordering by Federal depository libraries.

### The Essential FDLP

LSCM launched a new initiative, [The Essential FDLP](#), in September 2019. On the webpage, any Government information user can submit a testimonial. Users can state why the FDLP and access to Government information are important or share a story about publications that have had an impact in their lives. Photos and videos are welcomed and encouraged. FDLP librarians and staff can highlight their reference triumphs and their creative outreach endeavors. The project aims to help capture the essence of why Government information remains vital in the 21<sup>st</sup> century and seeks to illustrate its continuing value to a broad audience. Submissions are being used for FDLP promotion and GPO social media, and they can also be freely used throughout the FDLP community for communicating the value of the FDLP.



Charlie Amiot, Student Services and Outreach Law Librarian, University of Kentucky, College of Law Library displays her passion for the FDLP on her arm, in ink!

## Special Selection Offers

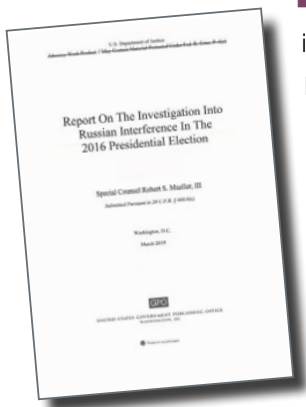
Historically, Federal depository libraries were required to select two item numbers for publications of critical importance that were distributed to all depositories. In order to support libraries that wished to transition to all-digital collections and no longer receive tangible materials, the two mandatory item numbers were discontinued in 2014.

In 2019, LSCM initiated the [Special Selection Offer](#) process as a means of allowing libraries that did not select the item number for a significant specific publication to have a one-time opportunity to request and receive an individual title in tangible format.

The special selection becomes part of the library's depository collection and is subject to regular FDLP retention rules.

Special Selection Offers available in FY 2019 included:

- Report on the Investigation into Russian Interference in the 2016 Presidential Election (Mueller Report)
- The Constitution of the United States and the Declaration of Independence (Pocket Constitution)
- National High School Debate Topic, 2019-2020



Please contact [FDLPOutreach@gpo.gov](mailto:FDLPOutreach@gpo.gov) with questions about Special Selection Offers or to provide feedback on this collection development option.

## FDLP eXchange

Launched in June 2018, the [FDLP eXchange](#) established an automated process to support the exchange of depository publications nationwide and to facilitate communication among Federal depository libraries.

In regions that have adopted the application as part of their disposition process, selective depositories can enter offers for review by their regional depositories.

When the regional has completed their review, unneeded materials move on to review by other selectives in the

region. Materials not claimed by the regional



**FDLP eXchange**

or other selectives in the region can then be offered nationally if the library has chosen to offer materials outside their region. All libraries can post needs and receive notification when their need matches another library's offer. Selectives are reminded to continue to work with their regional throughout the discard process.

Libraries in regions that have not adopted FDLPeXchange for their disposition process may still use FDLPeXchange to offer unclaimed materials nationally after they have been offered within their region. These libraries may also post needs to receive notification when their need matches another library's offer.

GPO provides access to a variety of training and informational resources on the tool, such as:

- Templates to upload Needs & Offers
- Recorded training webinars
- Tutorial task-based videos
- QuickStart Guides with screenshots and explanations for regionals and selectives
- Tips of the Week

In FY 2019, FDLP eXchange information was reorganized on FDLP.gov to increase ease of access to important resources for using the tool. From the main FDLP eXchange [landing page](#), users can access:

- Site links for both the training and live sites
- Instructional and guidance information
- Development information on new features and enhancements

Throughout FY19, LSCM staff traveled to libraries in numerous states to provide personalized training on FDLP eXchange:

- Washington, January 2019
- Texas, April 2019
- Virginia, July 2019 (virtual)
- California, September 2019
- New Mexico, September 2019

## Web Archiving

The [FDLP Web Archive](#) provides point-in-time captures of U.S. Federal agency websites while preserving the functionality of the sites to the extent possible. The aim is to provide permanent public access to Federal agency web content. GPO harvests and archives the websites with Archive-It, a subscription-based web harvesting and archiving service offered by the Internet Archive.

LSCM continues to harvest digital publications and websites in order to advance FDLP collection development efforts. Throughout FY19, LSCM has:

- Increased the size of the FDLP Web Archive collection to 22.1 TB, with over 189,000,000 URLs
- Increased website collections available on the FDLP Web Archive on Archive-It from 201 and 247 records available through the CGP
- Worked on a collection development document identifying priorities
- Examined methodologies for increasing cataloging to resources collected as part of the FDLP Web Archive
- Presented at 'To Honor and Remember: Recognizing the Contributions Across the United States of America in Honoring the Centennial of World War One,' highlighting the work that we have done to archive the United States World War One Centennial Commission website. A broadcast of the event is [available](#).
- Presented information about the FDLP Web Archive and the Federal Web Archiving Working Group at the FEDLINK Spring Expo at LC in May 2019
- Presented information about the FDLP Web Archive and collection development practices at the National Association of Government Archives and Records Administrators

Preserving web content is an ongoing effort. GPO encourages [nominations](#) of content to be evaluated for addition to the FDLP Web Archive.

## U.S. Code Annual Supplements Survey

In the summer of 2019, the Office of the Superintendent of Documents worked with the Office of the Law Revision Counsel (OLRC) of the U.S. House of Representatives to obtain information on how the *United States Code* (USC) and its annual supplements are used in Federal depository libraries and law libraries. The OLRC, the office that produces the USC, set out to investigate whether it could be produced



more efficiently by eliminating printed USC annual supplements while still continuing to serve the needs of its users.

A survey was jointly-developed and launched in April 2019 for Federal depository libraries. At the close of the survey in May, there were 235 responses. A similar survey that did not include the FDLP-related questions was launched in June for the members of the American Association of Law Libraries (AALL) to complete, and at the close of the survey, there were 97 responses. There were 35 AALL submissions that indicated that they had also responded to the FDLP survey.

At the close of FY19, the analysis of the survey results was almost complete. In early 2020, a report will be submitted to the OLRC and then shared with the Federal depository library community and the AALL membership.

## Depository Library Files Digitization Project

LSCM is continuing a project that began in FY17 to digitize the official files of the libraries in the FDLP. The goal is to provide electronic access to library information that will be accessible by GPO Outreach Librarians. It will facilitate responses to requests from libraries to provide copies of previous Biennial Surveys or designation paperwork. Digitization of the depository files was completed in FY 2019; after the quality assurance has been completed, the information will be loaded into a content management system. Quality assurance and post-digitization work will continue into FY 2020. As a result of this effort, 1,570 depository files, 43 state plan files, and 344,852 pages of documents were digitized.

## FDLP Web Services

### FDLP.gov

FDLP.gov is the FDLP community's one-stop site for the tools, information, and resources needed to

manage a Federal depository library. Collection tools, requirements, guidance, educational opportunities, and more are available.

- 1. Redesign** – LSCM completed much of the “behind the scenes” work to move forward with a redesign of FDLP.gov. A team of LSCM staff has been brainstorming new content organization and developed new requirements documents for how the next generation of FDLP.gov should look and operate. It is LSCM’s intention to build this update on a solid foundation of approved requirements that address security, functionality, and design; shared goals and collaboration within different business units in LSCM; and with an eye to seamlessly integrating FDLP.gov with the Library Services System (LSS). LSCM has:
  - Conducted a content inventory, with SMEs within LSCM, of all content on FDLP.gov
  - Sorted content into separate levels to determine how it will be treated
  - Finalized requirements to be sent out for procurement.
  - Conducted market research
  - Established (and is currently testing) a secure workflow which allows for version control and added security
  - Worked on a new platform and workflow
- 2. Historic Publications Feature** – In February 2019, LSCM unveiled a Historic Publications feature on FDLP.gov. Each quarter, LSCM will feature a group of interesting publications that can be accessed via the CGP or **govinfo**. Three installments were published in FY19, highlighting a range of publications for all ages. New installments are announced via FDLP News & Events.
- 3. Homepage Features** – LSCM began freshening up its FDLP.gov homepage content



The University of Virginia's Alderman Library and the University of North Carolina Chapel Hill's Davis Library became shared regionals with the approval of Senator Mark Warner of VA and Senator Richard Burr of NC. Their arrangement became effective October 1. Regional collections will be the primary collaborative activity of this arrangement.



In a new partnership between St. Louis County Library and St. Louis County Justice Services, the library will provide an array of books to those in custody at the County Justice Center—a larger and more varied supply of library materials, available at different reading levels, that will be refreshed monthly.

in FY 2019. New “snacks” are now added to the homepage on a regular basis. These content tidbits feature interesting activities taking place at libraries nationwide, new initiatives from LSCM, new offerings from other agencies, and Government publications that complement recent holidays and observances, to name a few.

## WEBTech Notes Redesign

WEBTech Notes is a database application that allows users to search, browse, and view updates to SuDoc numbers and List of Classes information. It provides the public access to additions and modifications to document classifications that are made by GPO staff. LSCM updated WEBTech Notes to ensure operability on a new server infrastructure. Application coding is nearly complete, and the final round of internal testing will commence in June 2020. This will launch once the new server infrastructure is approved and in place. There are many improvements including:

- New user menu for the application

- Improved simple search and advanced search
- Modified filtering and sorting tools
- Corrected pagination
- Redesigned application pages for improved usability

## Ben's Guide to the U.S. Government

Ben's Guide to the U.S. Government is a free, educational website from GPO that is designed to inform students, parents, and educators about the U.S. Government. Ben's Guide content is divided into three learning levels:

- Apprentice (ages 4 – 8)
- Journeyperson (ages 9 – 13)
- Master (ages 14+)

Ben's Guide users go on “learning adventures” on topics such as the branches of Government, how laws are made, the election process, historical documents, and more. Interactive games, as well as printable activities such as crosswords and word searches, make learning fun.



The FDLP library community is always active in promoting Ben's Guide, both in the library and at outside events and social media. In FY 2019, the order limit on cardboard “Stand-Up Bens” was raised to five per library. These eye-catching Bens are great for starting conversations in the library about the site, and they also make great props for social media promotion. Ben's Guide saw 1,246,219 user sessions in FY19.

## FDLP Distribution Facilities

At GPO's Distribution Facility in Laurel, Maryland, the GPO staff continues to distribute publications, fulfill

# CATALOGING & INDEXING PROGRAM (C&I)

claims, and send special mailings of tangible items to Federal depository libraries and international libraries participating in the International Exchange Service.

In FY 2019, the staff in Laurel distributed 3,639 titles, totaling 713,616 copies of materials, to FDLP libraries.

At GPO's Distribution Facility in Pueblo, Colorado, the staff distributes FDLP promotional items to FDLP libraries nationwide. As of the end of FY 2019, the Pueblo staff managed the inventory and dissemination of 24 different types of FDLP handouts and promotional items.

## Green FDLP Shipments

Effective March 1, 2019, FDLP boxes distributed from GPO's Distribution Facility in Laurel, Maryland, use only paper made from 100% recycled material for box packing. Plastic bubble wrap is no longer being used. LSCM is happy to improve the environmental impact of our services. A big thanks goes to Suzanne Reinman, Regional Depository Coordinator at Oklahoma State University's Edmon Low Library, for making the suggestion to GPO to make the switch!

## FDLP Outreach: In-Person & Virtual Events

Attached as Appendix A, pages 22-25.

## Cataloging & Indexing Program (C&I)

Under the requirements of sections 1710 and 1711 of Title 44, U.S.C., GPO is charged with cataloging a comprehensive index of public documents issued or published by the U.S. Government that are not confidential in character. The goals of the Cataloging & Indexing Program are to:

- Develop a comprehensive and authoritative national bibliography of U.S. Government publications
- Increase the visibility and use of Government information products
- Create a premier destination for information searchers

This undertaking serves libraries and the public nationwide and enables people to locate desired Government publications in all formats. The main public interface for the access of cataloging records is the [CGP](#).

## New Information Retrieval Platform for the CGP

LSCM is committed to enhancing access to our bibliographic data and Federated search resources

*Continued on page 26*



*Suzanne Reinman, Regional Depository Coordinator at Oklahoma State University's Edmon Low Library, celebrates greener FDLP shipments.*

## FDLP Outreach: Events, Conferences, & FDLP Academy Educational Offerings

Date	Events Hosted or Attended by LSCM	Location
October 2018	Federal Depository Library Conference	Arlington, VA
	Digital Transformation Summit	Washington, DC
	Dublin Core and Metadata Applications Annual Conference	Alexandria, VA
	National Association of Government Archives and Records Administrators	St. Paul, MN
	Smithsonian Digitization Conference	Washington, DC
	To Honor & Remember: Recognizing the Contributions Across the U.S. in Honoring the Centennial of World War One	Chicago, IL
	Library of Congress Offsite Warehouse & Logistics Meeting	Ft. Meade, MD
	Digital Library Federation (DLF) Forum	Henderson, NV
	(ISC) <sup>2</sup> National Capital Region Chapter Meeting	Washington, DC
	November 2018	Leveraging Data as a Strategic Asset Cross-Agency Priority Goal
FEDLINK 2018 Fall Exposition		Washington, DC
Beyond the Numbers: The Economic Data Ecosystem		St. Louis, MO
Federal Web Archiving Working Group Meeting		Washington, DC
(ISC) <sup>2</sup> National Capital Region Chapter Meeting		Washington, DC
Cybersecurity Risk Management Conference		Baltimore, MD
December 2018	Coalition for Networked Information Fall 2018 Membership Meeting	Washington, DC
	Preservation of Electronic Government Information (PEGI) National Forum	Washington, DC
	Library Assessment Conference	Houston, TX
	South Carolina Depositories Meeting	Virtual
	New York FDLP eXchange Training	Virtual
	Twentieth International Conference on Grey Literature	New Orleans, LA
	(ISC) <sup>2</sup> National Capital Region Chapter Meeting	Washington, DC
January 2019	American Library Association Midwinter Meeting	Seattle, WA
	ESRI Federal GIS User Conference	Washington, DC
	Federal Web Archiving Working Group Meeting	Washington, DC
February 2019	George Washington University Law Library's Lawlapalooza Research Fair	Washington, DC
	Code4Lib	San Jose, CA
	Virtual Discussion on the Future Development of FDLP eXchange	Virtual
	Bridging the Spectrum Symposium at Catholic University	Washington, DC
	(ISC) <sup>2</sup> National Capital Region Chapter Meeting	Washington, DC
	NIST Risk Management Framework Webcast: A Flexible Methodology to Manage Information Security and Privacy Risk	Washington, DC
March 2019	Computers in Libraries	Washington, DC
	Georgia Meeting of Depository Librarians	Virtual
	(ISC) <sup>2</sup> National Capital Region Chapter Meeting	Washington, DC
	Making Connections: Meet IMLS Native American Grantees	Washington, DC
April 2019	Depository Library Council Virtual Meeting	Virtual
	Project Summit Business Analyst World	Crystal City, VA
	Developers Day and Ex Libris Users of North America (ELUNA) Conference	Atlanta, GA



	DPLAFest (Digital Public Library of America)	Chicago, IL
	Texas Library Association Annual Conference	Austin, TX
	GovInfo Day Canada	Vancouver, BC
	Federal Web Archiving Working Group Meeting	Washington, DC
	(ISC) <sup>2</sup> National Capital Region Chapter Meeting	Washington, DC
May 2019	<b>govinfo</b> training at the National Archives & Records Administration	Washington, DC
	<b>govinfo</b> training at the Department of Interior Library	Washington, DC
	Salesforce World Tour	Washington, DC
	National Federation of Advanced Information Services (NFAIS) Conference on Artificial Intelligence	Alexandria, VA
	FEDLINK Spring Exposition	Washington, DC
	NIST Federal Computer Security Managers Forum Annual Offsite Meeting	Gaithersburg, MD
	Imaging Science and Technology Archiving 2019	Lisbon, Portugal
	Program for Cooperative Cataloging Operations Committee Meeting	Washington, DC
	TRAIL Annual Meeting	Denton, TX
	Customized Training for Evansville Vanderburgh Public Library	Virtual
	Virtual Discussion on the Future Development of FDLP eXchange	Virtual
	(ISC) <sup>2</sup> National Capital Region Chapter Meeting	Washington, DC
June 2019	American Library Association Annual Conference	Washington, DC
	RDA Redesign Toolkit Workshop	Washington, DC
	American Indian Library Association 40th Anniversary Event	Washington, DC
	Electronic Document Conference	Seattle, WA
	Tribal College Librarians Institute	Bozeman, MT
	Association of Specialized, Government and Cooperative Library Agencies, Federal Librarians Interest Group	Washington, DC
	Transforming Community Relationships	Washington, DC
	(ISC) <sup>2</sup> National Capital Region Chapter Meeting	Washington, DC
July 2019	American Association of Law Libraries (AALL) Annual Meeting & Conference	Washington, DC
	National Association of Government Archives and Records Administrators	St. Paul, MN
	An Event Apart: Web UX & Design	Arlington, VA
	MuleSoft Summit DC 2019	Washington, DC
	(ISC) <sup>2</sup> National Capital Region Chapter Meeting	Washington, DC
August 2019	DC-Special Libraries Association (SLA) Conference Recap	Arlington, VA
	Federal Agencies Digital Guidelines Initiative (FADGI) Still Image Working Group Meeting & OpenDICE Training	Washington, DC
	Cybersecurity for Libraries Workshop	Washington, DC
	Virtual Discussion on FDLP eXchange Implementation	Virtual
	International Association of Privacy Professionals (IAPP) DC KnowledgeNet Chapter Meeting	Washington, DC
	How to Get Involved in National Cybersecurity Awareness Month 2019	Washington, DC
September 2019	iPres 2019	Amsterdam, Netherlands
	API-Led Connectivity for Government	Virtual

## FDLP Outreach: Events, Conferences, & FDLP Academy Educational Offerings, Continued

New Mexico Depositories Statewide Meeting	Albuquerque, NM
(ISC) <sup>2</sup> National Capital Region Chapter Meeting	Washington, DC
The Breakthrough Conference: Preparing Today's Librarians for Tomorrow's Possibilities	Washington, DC

Date	FDLP Academy Webinars & Webcasts
October 2018	The Patent Office and Its Publications
	Rural America: Federal and Non-Profit Resources on Economic Development, Health and Housing
November 2018	Enhancing Your Intelligence Agency Information Resource IQ: Pt. 4 National Geospatial Intelligence Agency, National Intelligence University, and National Reconnaissance Office
	A Good Night's Rest: Government Resources Can Teach You about Adequate Sleep Habits
	Stay Up-To-Date with Nutrition: The National Agricultural Library and Its Online Nutrition Resources
	IdentityTheft.gov: Your One-Stop Resource to Help People Recover from Identity Theft
December 2018	Managing Someone Else's Money
January 2019	Enhancing Your Intelligence Agency Information Resources IQ Part 5: Individual Armed Services Intelligence Organizations
	Train (Maybe) For The Olympics: Using Government Resources to Learn About Appropriate Exercise
	<ul style="list-style-type: none"> <li>• Introduction to <b>govinfo</b></li> <li>• What's Available in <b>govinfo</b></li> <li>• Introduction to Browsing in <b>govinfo</b></li> <li>• Introduction to Basic Search in <b>govinfo</b></li> <li>• Introduction to Advanced Search in <b>govinfo</b></li> <li>• Introduction to Citation Search in <b>govinfo</b></li> <li>• Introduction to Search Query Operators in <b>govinfo</b></li> <li>• Introduction to Metadata Field Operators in <b>govinfo</b></li> <li>• Working with Search Results in <b>govinfo</b></li> <li>• Finding Related Documents in <b>govinfo</b></li> <li>• Using Help Information in <b>govinfo</b></li> </ul>
February 2019	Federal Data Strategies
	Enhancing Your Intelligence Agency Information Resources IQ: Part 6: Justice Department, Federal Courts and Congressional Committee Resources
March 2019	Advanced Searching Techniques in <b>govinfo</b>
	Creating More Complex Searches Using Metadata in <b>govinfo</b>
	The e-CFR or Electronic Code of Federal Regulations
	Working with the U.S. Congressional Serial Set in <b>govinfo</b>
	Spotting Misinformation: The Importance of Digital Authentication
	Creating an Offers Spreadsheet in FDLP eXchange
	Uploading a Spreadsheet of Needs with Fewer than 250 Entries in FDLP eXchange

## FDLP Outreach: Events, Conferences, & FDLP Academy Educational Offerings, Continued

	Uploading a Spreadsheet of Needs with More than 250 Entries in FDLP eXchange
	Uploading a Spreadsheet of Offers with Fewer than 250 Items in FDLP eXchange
	Uploading a Spreadsheet of Offers More than 250 Items in FDLP eXchange
	Creating a Needs Spreadsheet in FDLP eXchange
	Hepatitis C in Indian Country and Associated Indian Health Service Efforts
	Grow Old in Style: Use Government Resources to Add Style, Grace, and Age Well
	Enhancing Your Intelligence Agency Information Resources IQ: Part 7: Department of Energy, Homeland Security, State Dept., Treasury Dept., and Boards and Commissions
	Free Catalog Records through CGP on GitHub
April 2019	“What Are You Trying to Say?” Improving Writing and Communications with plainlanguage.gov
	Using Benefits.gov as a Tool for Citizens in Need
May 2019	Compiling a Monthly New Electronic Titles Alert
	PTAB Insights into the ISO16363 Audit of GPO
	Web Scraping for the Coding-Challenged
	Advanced Search in FDLP eXchange
	My eXchange in FDLP eXchange
	Needs and Offers Repository in FDLP eXchange
	Regional Dashboard in FDLP eXchange
	Selective Dashboard in FDLP eXchange
June 2019	Who, What, Where, When and How? Legislative Research When You’ve Reached the End of What You Know
	FDLP PURL Usage Report - Analyzing Usage of Digital FDLP Resources
	Eat Your Veggies: Sneaking Government Documents into Popular Library Programs
	New Updates to data.census.gov
July 2019	Measles, Immunizations, and Finding Accurate Health Information with MedlinePlus
	Grow Your Bank Account: Use Government Resources to Plan Your Current and Future Finances
	Providing Access to Digital Documents
	Stay Mentally Alert: Government Resources for Good Mental Health
August 2019	To Encourage Productive and Enjoyable Harmony between Man and His Environment: Environmental Impact Statements at Northwestern University’s Transportation Library
	Public Papers of the President
	Tracking Regulations in <b>govinfo</b>
	Census Business Builder 2.6: What’s New
	Approving Items for Submission in FDLP eXchange
	Entering a Need Using the Form in FDLP eXchange
	Getting Started with FDLP eXchange for Regionals
	Getting Started with FDLP eXchange for Selectives
	Reviewing Offers from Selectives in FDLP eXchange
September 2019	Discover Economic History with FRASER
	Help! I am a New Depository Coordinator
	The Occupational Outlook Handbook: Information on Hundreds of Occupations in the United States

*Continued from page 21*

through the deployment of a new user interface with additional services beyond the current functionality of the CGP.

Contemporary features are being envisioned such as:

- Discovery delivered by a single search box to provide a streamlined search experience
- Advanced search capabilities
- Quick results ranked by relevancy
- Faceted navigation to drill down to more specific results, presented in a modern interface
- Enhanced data delivery services

Work continued in FY 2019 to develop specific requirements for this new service. The initial acquisitions phase began, and at the close of FY19, LSCM was in the early implementation phase.

## National Bibliographic Records Inventory Initiative

The identification and creation of online bibliographic catalog records for new U.S. Government publications, in all published formats, is accomplished through daily operations. A separate retrospective effort is necessary to build online bibliographic records for historical and fugitive (uncataloged but relevant) materials. This effort is known as the National Bibliographic Records Inventory Initiative (NBRII).

The NBRII endeavors to provide online bibliographic records or serial holding records for historical records not currently captured in the CGP. These records include:

- Fugitive materials, with a focus on publications issued prior to 1976
- Older publications where bibliographic records exist only in a non-electronically available

resource, i.e., catalog card, or other paper bibliographic record, such as the Monthly Catalog

- Materials that were previously cataloged with such minimal information that they require critical record enhancement to reach a full-level bibliographic record

Refer to the Partnerships section of this report for a detailed breakdown of bibliographic records added in support of this initiative.

## Catalog Records on GitHub

The [CGP on GitHub](#) is a location where users may freely download record sets extracted from the CGP. In FY 2019, the CGP on GitHub Project team analyzed the circumstances of the distribution of online version records with no or inactive item numbers. The team compiled a list of six options for distributing such records to Federal depository libraries on the CGP on GitHub repository. The team then submitted the list to the management team of LSCM for review.

The team tested processes to generate collections of customized record sets. They collaborated with the Tribal college FDLP community on their ideas and requests for a subject-based notification service of newly-cataloged online resources and compiled two lists of LCSH terms to retrieve records in the CGP. The team produced record sets in MARC-8, UTF-8, and MARCXML, .csv files with major metadata elements for quickly reviewing the publications, and Aleph search URLs based on tags in MARC 922 fields. The second collection consists of online version records without item numbers that contain one of the several notes that LTS uses to explain why an item number was not provided.

The team expanded the information about the repository on the [Sources of GPO Cataloging Records](#) page on FDLP.gov and created a tutorial on how to use the repository and download the record sets. The team reorganized the repository structure by creating individual folders and README files for

each collection of record sets and redesigned the file naming conventions so that the record sets sort in chronological order from earliest to latest files.

GPO now routinely adds a MARCXML version for all record sets posted on GitHub. The team developed a preliminary process for the creation and posting of customized record sets based on various criteria on the CGP on GitHub repository.

## Cataloging Guidelines

[Cataloging Guidelines](#) (CG) are intended to provide specific examples and practices that are unique to the cataloging and creation of various types of metadata for U.S. Government information published by all three branches of the U.S. Government and in all formats. The guidelines are used by staff at GPO but are also intended for use by staff in Federal depository libraries and library staff in other institutions who handle, process, or use U.S. Government information.

The practices outlined in the CG are utilized in the creation of bibliographic (MARC) records, which are made available through the CGP. In addition, these bibliographic records are available to Federal depository libraries, other libraries, partners, and commercial vendors through various distribution mechanisms. Bibliographic records produced using these CG and other recognized standards and practices are also made available through OCLC, a worldwide bibliographic network. Other metadata schemes, such as ONIX and Dublin Core, are also utilized by GPO for describing U.S. Government information.

GPO continues to update its CG; ensure they are in accord with national cataloging standards, including RDA and the LC-Program for Cooperative Cataloging Policy Statements (LC-PCC PSs); and adapt those instructions as needed for local policies and procedures.

The Cataloging Policy and Documentation Committee (CPDC) finished extensive revisions of three major chapters in FY19:

- General MARC Field Policies
- Monographs Overview
- Monographs MARC Fields

The committee merged the last two chapters into a new chapter, Monographs, and will publish the revised chapters on FDLP.gov in FY20.

The committee added two new significant sections: Cataloging/Metadata Policy-making Process, in the [Introduction chapter](#), and Cataloging/Metadata Encoding Levels, which will be added to the Overview chapter in FY20. The former describes how the CPDC members initiate, consider, and decide on proposals of new guidelines and revisions to existing guidelines. The latter lays out the metadata elements of each level that LTS will use in its operations. The expanded set of options will provide greater flexibility in how LTS catalogs various types of publications and batch processes large record sets.

## Cataloging Record Distribution Program

The [Cataloging Record Distribution Program](#) (CRDP) provides GPO-produced catalog records to participating Federal depository libraries at no cost to the libraries, through a contract with MARCIVE, Inc.

The CRDP began in 2009 and has expanded each year.



**MARCIVE. INC.**

In FY 2019, LSCM served 185 Federal depository libraries through the CRDP.

For currently participating libraries, if you're looking for assistance or best practices, you may contact [LSCM Outreach and Support](#) to identify a CRDP Buddy. In FY19, there were 28 Buddies available (fellow practitioners who volunteer to help consult on the CRDP).

Libraries interested in joining the CRDP are encouraged to contact [LSCM Outreach & Support](#) to learn more about the program.



## Congressional Research Service Reports

In September 2018, LC launched a [new website](#) for CRS reports. The new site met the requirements of Public Law 115-141 to make these reports available to the public. In October 2018, in an agreement with the Library, LSCM's LTS staff began cataloging CRS reports for the CGP and OCLC. Because these reports are frequently updated, GPO has cataloged each report title as an integrating resource.

At the close of FY19, LTS staff had cataloged over 2,800 separate, unique CRS report titles, approximately 40% of all reports available on the site. Most publications posted are part of the *CRS report* series, which provides in-depth research and analysis. The LC/CRS has also been adding reports from four other series: *In Focus*, *Insight*, *Legal Sidebar*, and *Testimony*. GPO will also be cataloging reports from these series. CRS is adding both new reports and older titles to the site on a continuous basis.

Examples include:

- Money for something: music licensing in the 21st century  
CGP System Number: [1084384](#)  
SuDoc Number: LC 14.23:R 43984/  
Item Number: 0807-A-07  
[PURL](#)
- The opioid epidemic and federal efforts to address it: frequently asked questions  
CGP System Number: [1087647](#)  
SuDoc Number: LC 14.23:R 44987/  
Item Number: 0807-A-07  
[PURL](#)

- Cryptocurrency: the economics of money and selected policy issues  
CGP System Number: [1090515](#)  
SuDoc Number: LC 14.23:R 45427/  
Item Number: 0807-A-07  
[PURL](#)

## PURL Usage Report Enhancements

In June 2019, the [FDLP PURL Usage Report](#) tool was enhanced with added functionality, based on feedback from the FDLP Community. The FDLP PURL Usage Report tool helps libraries measure usage of electronic or digital U.S. Government resources. It provides usage metrics of click-throughs from a library's resource (such as a catalog or subject guide), to a Persistent Uniform Resource Locator (PURL).

The added features included the:

- Addition of a note field in the report to aid in analysis
- Ability to save library internet traffic IP Address ranges as patterns
- Display of the full timestamp in the report

A 52-minute webcast, [FDLP PURL Usage Report - Analyzing Usage of Digital FDLP Resources](#), was recorded covering the following topics:

- What PURLs are and where they are found
- How GPO's PURL server works with your network
- An overview of the tool
- Tips on how to configure the tool for your library
- Tips on how to work with the report to analyze your library's usage data

An [accompanying tutorial](#) was also made available for download.

## INTERNATIONAL EXCHANGE SERVICE

As authorized by Section 1719 of Title 44, U.S.C., and pursuant to an international treaty establishing the exchange of official publications, GPO distributes tangible Government publications to foreign governments in an exchange program managed by LC. Those foreign governments agree to send to the United States similar publications of their governments for LC collections. The following statistics reflect IES activity for FY 2019.

### Distributed IES Publications:

- Paper Titles Shipped: 400
- Paper Copies Shipped: 10,693
- Microfiche Titles Shipped: 3,160
- Microfiche Copies Shipped: 94,815
- Total Boxes Shipped: 1,211

## BY-LAW PROGRAM

LSCM administers the distribution of certain tangible publications as specified by Public Law. Under various provisions of Title 44, U.S.C., GPO is required to provide copies of publications to certain Federal agencies and others as directed by Congress. Two or more copies of every publication printed are provided to LC, even if those publications are not distributed to Federal depository libraries. In addition, the National Archives & Records Administration (NARA) receives up to three copies of every publication GPO prints. On behalf of the Department of State, LSCM distributes copies of publications to foreign legions. LSCM maintains mailing lists for By-Law distribution of specific publications.

## NOTABLE NUMBERS

### Highlights at a Glance:

- There were **29,030,087** successful searches of the CGP between October 1, 2018, and September 30, 2019.
- In the FDLP eXchange, there were **225** libraries offering in **36** regions, and **67** libraries posted needs in the FDLP eXchange.
- GPO staff visited **55** depository libraries in **13** states.
- **Nine** libraries became Preservation Stewards, and **two** libraries became Digital Content Contributors.
- FDLP LibGuides had more than **30,000** views to the **82** guides offered.
- The FDLP Academy hosted **36** webinars, with more than **3,955** combined registrants.
- A total of **84** participants—**41** participants in the fall 2018 cohort and **43** participants in the spring 2019 cohort— received a certificate of completion from the FDLP Coordinator Certificate Program.
- GPO has increased the size of the FDLP Web Archive collection to **22.2 TB**, with **189,000,000** URLs crawled.
- **185** Federal depository libraries, or **16.5%** of all depositories, are participating in the Cataloging Record Distribution Program.
- Ben's Guide saw **1,246,219** user sessions.
- FDLP.gov saw **215,605** user sessions.

In FY 19, LSCM staff:

- Added **22,602** new cataloging records to the CGP, of which **15,546 (or 69%)** contained PURLs to full-text publications.
- Checked in **33,873** serial issues to the CGP and created **523** publication patterns for serial titles.
- Identified **4,296** previously-uncataloged Serial & Integrated Resource (IR) titles and created new bibliographic records.
- Distributed **3,639** titles.
- Distributed **713,616** copies of materials to FDLP libraries.
- Responded to **5,387** askGPO inquiries.

#### Program for Cooperative Cataloging Statistics:

- Authority records: **1,431** authority records created & updated
  - NACO: **1,385** name authority records created & updated
  - SACO: **46** subject authority records created & updated
- BIBCO: **10,002** records created
- CONSER:
  - Authenticated records: **2,788**
  - Maintenance of CONSER records: **510**
  - Maintenance of non-CONSER records: **205**

There are many ways to stay abreast of LSCM projects and initiatives and to contact LSCM staff with inquiries or comments.

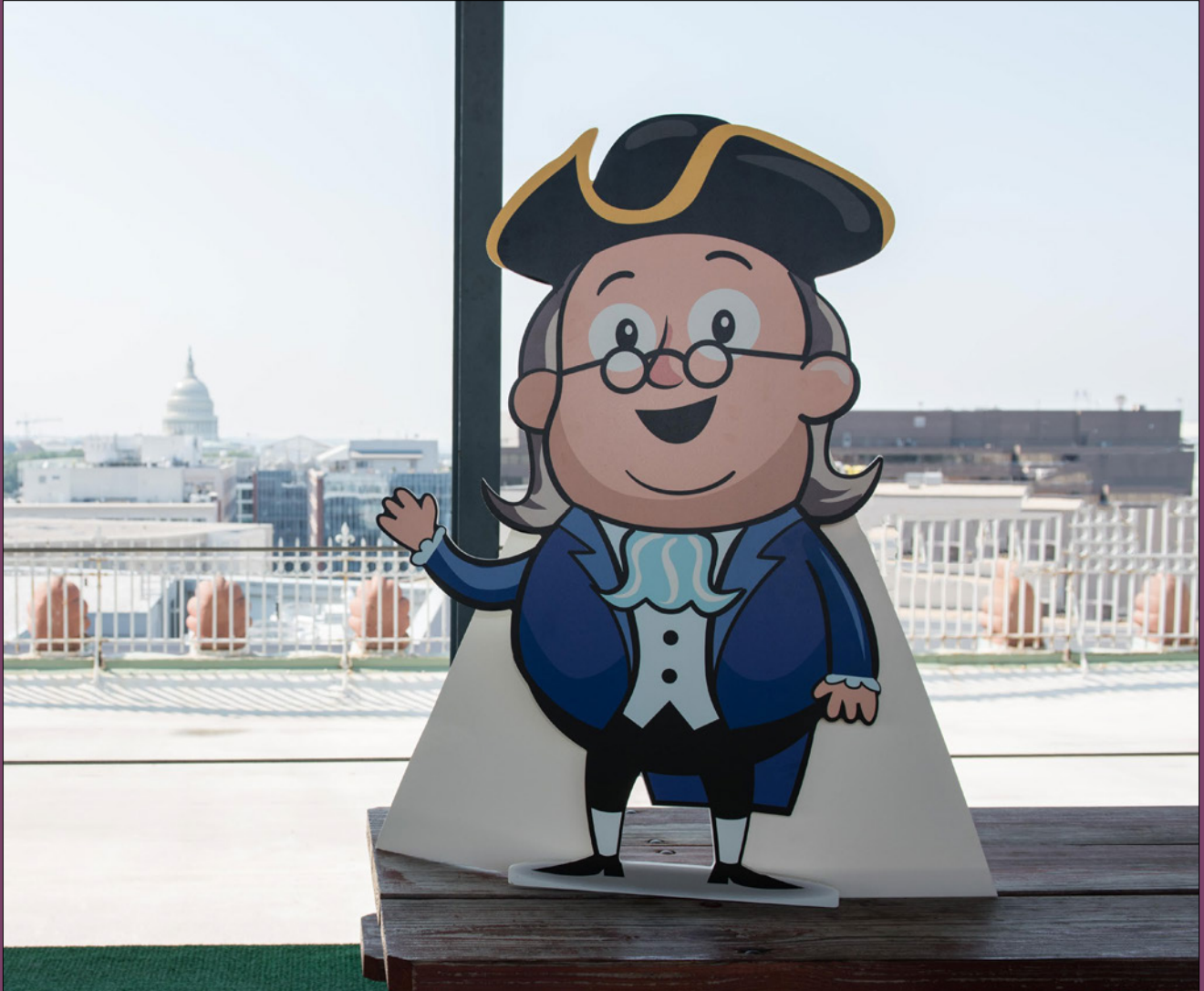
1. [Subscribe](#) to FDLP News and Events email alerts. At least one staff member in every Federal depository library is required to subscribe, but anyone is welcome.
2. Visit [FDLP.gov](http://FDLP.gov) for information related to the administration and management of Federal depository libraries.

The [FDLP Contacts](#) page guides you to contacts for topic-specific information.

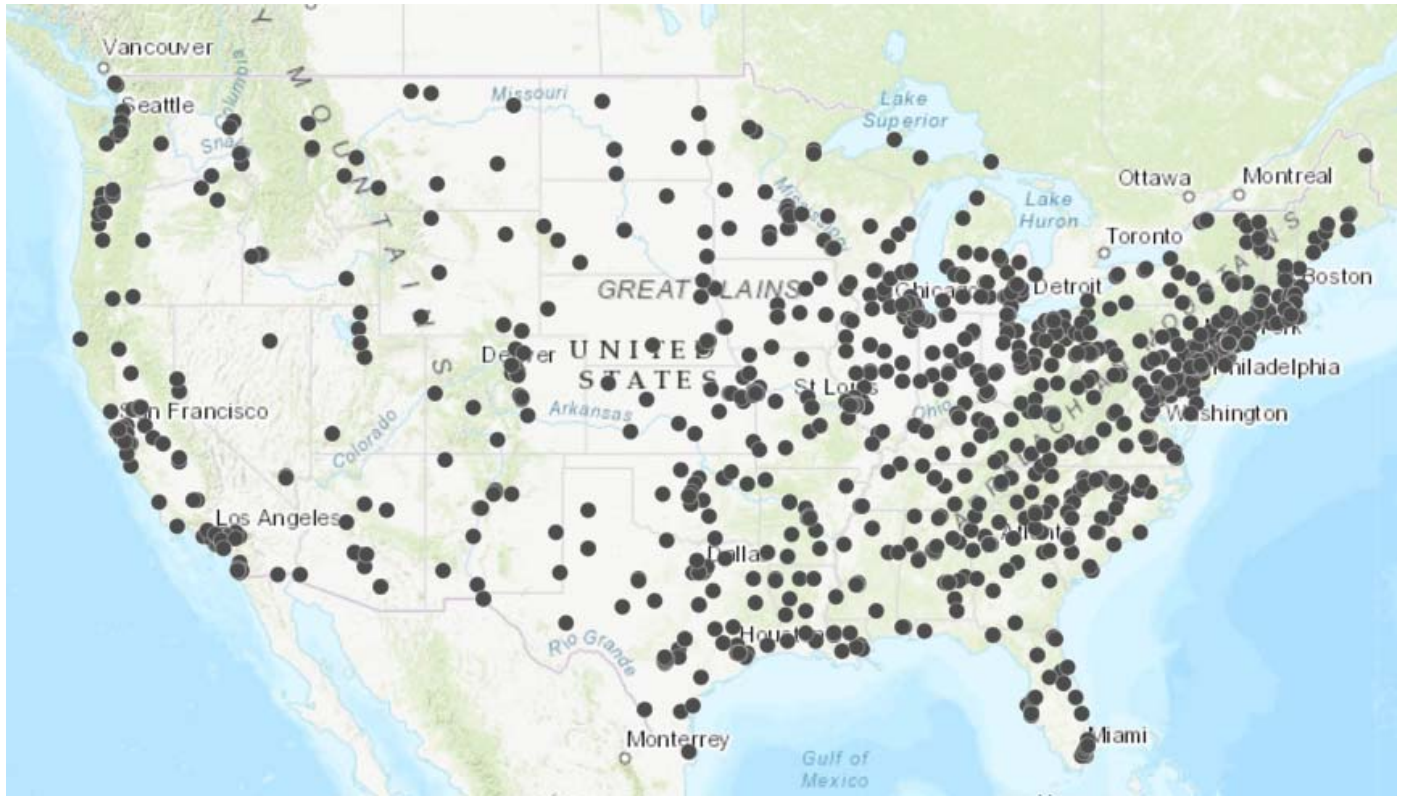


3. Follow GPO on social media. Federal depository library staff are encouraged to [send news and updates](#) from your library. Your library could be featured on GPO's social media platforms:
  - [Facebook](#)
  - [Twitter](#)
  - [Instagram](#)
  - [YouTube](#)
  - [Pinterest](#)
  - [LinkedIn](#)
  - [Government Book Talk Blog](#)





Everyone at GPO sincerely thanks the FDLP community for their continued support and invaluable service to the public in FY 2019 and beyond.



Federal Government information is made available for free public use in Federal depository libraries throughout the U.S. in over 1,100 locations.



**U.S. GOVERNMENT PUBLISHING OFFICE**

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Washington, DC 20401-0001

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