



Administrative Notes

Newsletter of the Federal Depository Library Program

Vol. 21, no. 05

GP 3.16/3-2:21/05

March 15, 2000

NRC Documents - Historical and Current

[The U.S. Nuclear Regulatory Commission (NRC) sent the following memorandum to managers of the collections of NRC documents on microfiche, on the occasion of the transfer of some of the collections from the NRC to the Federal Depository Library Program.]

As we near the landmark of completing the moves of collections, we want to express our appreciation, on behalf of NRC, for your decision to retain or receive the collections. Of the 73 former Local Public Document Rooms that held the comprehensive microfiche collections, 54 elected to retain them; the other 19 collections are being moved into libraries of the United States Government Printing Office/Federal Depository Library Program (GPO/FDLP), with the cooperation and support of that agency.

The microfiche collections were frozen effective with NRC documents processed 30 October 1999. Beginning 1 November, 1999, NRC documents have been entered into the Agencywide Documents Access and Management System (ADAMS) and are no longer routinely being produced in paper or microfiche. Thus, access to current NRC publicly available documents requires utilization of ADAMS, which may be reached via the NRC Web site <www.nrc.gov/>, Public Electronic Reading Room or PERR (bottom of the first screen). The PERR site contains information about ADAMS, instructions for getting started, and an ADAMS Users' Guide. Although we do not have actual statistics, we are aware anecdotally of holders of the microfiche collections who have successfully executed the necessary steps to set up and search ADAMS locally. We should be happy to learn of your experiences, if you choose to share.

The librarians of the NRC Public Document Room continue to provide support to librarians and public end users in accessing both historical and current (ADAMS) documents. We encourage you to contact them for any information or assistance you may need. As appropriate, they will liaison with NRC information technology (IT) staff in regard to ADAMS access and other IT issues. They may be reached at 1-800-397-4209 or 202-634-3273 (8:30 am to 4:15 pm, eastern time, Monday through Friday, except for Federal holidays), e-mail (pdr@nrc.gov), fax (202-734-3343), or U. S. Mail (U.S. Nuclear Regulatory Commission, Public Document Room, LL-6, Washington, DC 20005).

A note to managers of retained collections in libraries that are *not* part of the GPO/FDLP: If in the future, you should decide to cease to keep the collection in your library, we ask that you notify your GPO/FDLP Regional Library so that action can be taken to relocate the collection into that system. Thank you in advance.



Vacancy Announcement Librarian (Inspector)

U.S. GOVERNMENT PRINTING OFFICE MERIT PROMOTION VACANCY ANNOUNCEMENT

ANNOUNCEMENT NUMBER:	00-055
POSITION:	Librarian (Depository Library Inspector)
SERIES/GRADE:	PG-1410-12
SALARY RANGE:	\$51,204 - \$66,564 pa
ISSUE DATE:	02/22/00
CLOSING DATE:	03/31/00
NUMBER OF VACANCIES:	One
ORGANIZATION:	Library Programs Service Library Division Depository Services Staff
GEOGRAPHIC LOCATION:	Washington, DC
PROMOTION POTENTIAL:	None
DURATION OF APPOINTMENT:	Permanent
TOUR OF DUTY:	8 a.m. – 4:30 p.m.
OPM NOTICE OF RESULTS REQUIRED:	N/A
CIVIL SERVICE STATUS REQUIRED:	No
AREA OF CONSIDERATION:	All Sources

SUMMARY OF DUTIES/RESPONSIBILITIES:

The incumbent serves as a professional librarian using extensive knowledge of acceptable library practices, plans and conducts full scope on-site library inspections. Analyzes depository self-studies and performs follow-up functions. Identifies certain depository practices where significant cost savings to the Government and the depository can be realized. Analyzes evidence to discover inconsistencies and patterns, and to isolate illegal or wasteful practices. Identifies violations of Title 44, United States Code and the Instructions to Depository Libraries. Conducts evaluative ratings dealing with the full scope of depository practices. Argues and defends, both orally and in writing, complex legal and professional standards for depository libraries. Prepares comprehensive reports, which accurately reflect current conditions in the depository operation. Occasionally speaks before documents librarians. Represents the Superintendent of Documents and acts as a liaison between GPO and Federal depository libraries. Performs program planning and arranges continuing educational events such as Federal Depository Conferences.

QUALIFICATIONS: Applicants must possess A or B as follows: (A) Completion of all requirements for a master's degree or 2 full academic years of graduate study in Library Science; or (B) Possession of professional or advanced experience or graduate study with one year of experience in librarianship or experience related to this position. In addition to A or B above, applicants must possess one additional year of experience; or, have completed all requirements for doctoral degree; or possess 3 full years of graduate education in Library Science. Additionally, applicants must possess one year of professional experience equivalent to the GS/PG-11 level in the Federal service.

Note: All non-status candidates who meet the minimum requirements will be referred to the Office of Personnel Management for certification. Status candidates who also wish to compete through OPM must state so and provide an additional application.

SPECIAL NOTE: This position requires 25-30% travel. Selectees must be licensed to operate an automobile in that some libraries are not located near public transportation.

RANKING FACTORS: *(Applicants who meet the above qualification requirements will be rated on the basis of relevant experience, education, training, supervisory appraisal, job-related awards, and the factors listed below. Applicants should be specific in documenting these areas in their application materials.)*

1. Knowledge of theories, principles and techniques of Librarianship.
2. Knowledge of United States Code, Title 44, Section 1900-1915, and the Instructions to Depository Libraries.
3. Ability to argue and defend legal and professional standards for depository libraries.
4. Knowledge of current depository library practices.
5. Knowledge of automated library applications and electronic information products.

TO APPLY:

GPO Applicants:

Applicants must submit a copy of their latest annual performance rating and Optional Form 612, "Optional Application for Federal Employment," (or SF-171).

Non-GPO Applicants: (The following instructions apply only when the position(s) is open to applicants outside of the agency.)

Applicants may submit an Optional Form 612, "Optional Application for Federal Employment" (or SF-171), or a resume. If a resume is submitted, it must contain all pertinent data in the OF-612.

Current and former Federal employees must submit copies of their latest annual performance rating and SF-50 as proof of status or reinstatement eligibility.

Veterans who are preference eligibles or who have been separated from the armed forces under honorable conditions after 3 years or more of continuous active service may apply. Applicants eligible under the Veterans Readjustment Act (VRA) will also be considered, if this position is being announced at the grade PG-11 level and below. Veterans must submit a copy of their DD-214, "Certificate of Release or Discharge from Active Duty"; if claiming 10-point veterans' preference, submit a SF-15, "Application for 10-Point Veterans' Preference," plus the proof required by that form.

Applicants seeking Excepted Appointments based on disabilities must provide certification from a State or District of Columbia rehabilitation counselor indicating that they meet the requirements for and are eligible for an Excepted Appointment based on a physical or mental disability.

Selectees must successfully pass a drug test before appointment.

GPO WILL NOT PAY RELOCATION COSTS.

OTHER ESSENTIAL INFORMATION:

Applicants must:

- include the vacancy announcement number and position title on their application.
- describe their duties and responsibilities in their own words; position descriptions may not be submitted.
- meet time-in-grade and qualification requirements by the closing date of this announcement.
- submit a GPO Form 2566, "Report of Merit Promotion Action," if they wish to obtain a report on the status of their application.
- submit applications and required forms postmarked no later than the closing date of this announcement.

SUBMIT APPLICATION(S) TO:

Unit 2

U.S. Government Printing Office
Employment Branch, Room C106, Stop: PSE
North Capitol and H Streets NW
Washington, DC 20401
FAX (202) 512-1292

**FOR ADDITIONAL
INFORMATION CALL:**

(202) 512-1200
TDD (202) 512-1519

****THE GOVERNMENT PRINTING OFFICE IS AN EQUAL OPPORTUNITY EMPLOYER****



New Look for the Daily Depository Shipping List

Beginning in April 2000, depository library staff may notice that the Daily Depository Shipping List looks a little different. LPS staff have been working on moving the shipping list production application from a DOS based system to a Windows environment. During this process, we have taken the opportunity to enhance some of the features of the shipping list format that have been in use for many years.

In an effort to streamline the reporting of shipping list claims, the information at the bottom of the list has been slightly modified and rearranged. You will also notice a minor change in how LPS identifies titles available for sale by the Superintendent of Documents. Titles available for sale will be identified by an asterisk (*). The stock number and price, however, will no longer be provided. Due to the processing time associated with shipping list production, the stock number and price information is often out-of-date by the time the list arrives in your library. The shipping list legend will refer users to the Online Bookstore at <www.access.gpo.gov/su_docs/sale.html> where the most up-to-date price and stock information for titles available for sale can be located for acquisition purposes.

If you have questions about these modifications, please contact Robin Haun-Mohamed at <rhaun-mohamed@gpo.gov> or <askLPS@gpo.gov>.



New Shipping Lists Replace Defaulted Microfiche Shipping Lists

The microfiche conversion contract defaulted by Wilkins Systems, Inc. has been awarded to Court Reproduction Services, Inc. New print order and shipping list numbers have been assigned to each group of publications. The charts below show the original print order and shipping list numbers, the new print order and shipping list numbers, and the SuDocs class numbers for the publications.

Program 354-S					
OLD PRINT ORDER/ SHIPPING LIST #		NEW PRINT ORDER/ SHIPPING LIST #		SUDOCs CLASS	
00040	99-0642-M	10000	2000-0158-M	P 1.10/9:66-13/999/V.1	P 1.10/9:66-13/999/V.2
00052	99-0711-M	10001	2000-0159-M	L 38.10/3:997 L 38.10/4:996	L 38.10/4:997
00057	99-0751-M	10002	2000-0161-M	Y 3.L 61:1/997-98 Y 3.C 76/3:1/998	Y 3.EL 2/3:1/998
00060	99-0787-M	10003	2000-0163-M	TD 4.210:99/18 J 1.1/9:998-99 SBA 1.1/2-2:996 SBA 1.2:B 22/2/997	SBA 1.1/5:997 TD 2.30/14:99-071 TD 2.3/3:999/6 VA 1.3/3:999/6
00061	99-0904-M	10004	2000-0172-M	S 1.76/3:554 S 1.76/3:571 S 1.76/3:572 S 1.76/3:573	S 1.76/3-2:414 S 1.76/3-2:420 S 1.76/3-2:421 S 1.76/3-2:422
00063	99-0925-M	10005	2000-0173-M	TD 2.30:98-166 TD 2.30:98-191 TD 2.30:99-069 TD 2.30:99-070 TD 2.30:99-084 TD 2.30:99-086	TD 2.30:99-100 TD 2.30:99-115 TD 2.30:99-129 TD 2.30:99-134 TD 2.30:99-139
00065	99-0940-M	10006	2000-0174-M	I 49.77/5:B 98/2/DRAFT I 53.7/2:AR 4/5 I 29.79/3:IS 4/SUM. I 27.79:99-03 I 27.79:99-04 L 1.2:N 81	L 36.402:T 68/999 NAS 1.2:AR 7/2 NAS 1.29/3-2:99-07 TD 8.29:97-1 TD 12.15/2:999/4 VA 1.3/3:999/8
00066	99-0946-M	10007	2000-0175-M	J 32.10/3:997 S 1.30/5:998/2 S 1.30/5:999/7 S 1.76/3:574 S 1.76/3:575 S 1.76/3-2:423	TD 8.2:SE 1/7 TD 2.8:AB 1 TD 2.8:P 94/4 TD 2.30:99-119 TD 2.30:99-140
00067	99-0962-M	10008	2000-0176-M	TD 2.30/5:99-003 TD 2.30/18:99-003 TD 2.30/13-2:999/6-7 TD 2.30/16-2:6/1 TD 2.72:2/1	TD 2.15/2:999/3 TD 2.30/16-3:996/1 TD 2.30/16-3:999/1 VA 13.3:999/5 VA 13.3:999/7

Program 354-S					
OLD PRINT ORDER/ SHIPPING LIST #		NEW PRINT ORDER/ SHIPPING LIST #		SUDOCs CLASS	
00068	99-0963-M	10009	2000-0177-M	TD 4.52:999 I 29.86/2:22/7 J 1.2:AS 7 J 1.2:M 57 J 1.2:SE 2/5 L 29.2:M 34	L 37.22/2:99-A L 2.120/2:997 L 37.2:EV 1/7 L 37.213/2:99-3 PR 42.2:SP 3/995
00069	99-0976-M	10010	2000-0178-M	NAS 1.29/3-2:99-06 S 1.30/5:999/6 S 1.30/5:999/8 SBA 1.1/2-2:997 SBA 1.1/5:998 TD 8.2:OC 1/9	TD 2.30:97-114 TD 2.30:99-127 TD 2.30/5:00-021 TD 2.30/14:99-060 VA 1.2:R 31/10 Y 3.2:SE 6/B 27
00070	99-0977-M	10011	2000-0179-M	Y 3.2:AS 7/R 29/2 Y 3.2:SE 6/H 34	Y 3.N 21/29:16-1/996 Y 3.SE 5:14-998/3/12
00071	2000-0012-M	10012	2000-0212-M	JU 10.19:994 JU 10.19:995	JU 10.19:996 JU 10.19:998
00072	2000-0013-M	10013	2000-0213-M	PR 42.8:SU 8/B 86 PR 42.8:SU 8/L 56 PR 42.8:SU 8/N 21	PR 42.8:SU 8/P 94 PR 42.8:SU 8/R 53
00073	2000-0014-M	10014	2000-0214-M	JU 10.14:996 JU 10.14:998 L 2.3/11:996 L 2.3/12:997	VA 1.48:P 88 Y 3.EL 2/3:16/998 Y 3.SE 5:1/998 Y 3.SE 5:1/998/SOURCE
00074	2000-0016-M	10015	2000-0215-M	NAS 1.29/3-2:95/10 NAS 1.29/3-2:97-06 NAS 1.29/3-2:97-07	NAS 1.29/3-2:97-12 NAS 1.29/3-2:98-01
00075	2000-0017-M	10016	2000-0216-M	TD 2.30:98-135 TD 2.30:99-088 TD 2.30:99-096 TD 2.30:99-112 TD 2.30:99-169 TD 2.30/5:99-015	TD 2.30/19:99-033 TD 2.30/19:99-034 TD 2.30/19:99-035 TD 2.30/19:99-038 TD 2.30/19:99-039
00076	2000-0020-M	10017	2000-0217-M	MS 2.1:994 MS 2.1:995 PM 1.14/3-2:P 43/999 TD 4.8;P 64/9 TD 4.2:H 88/4 TD 4.2:T 23/2/999 TD 4.57:99-2	TD 4.210:99/18 TD 4.210:99/19 SSA 1.17:998 NCU 1.2:L 95 L 38.12:999/7-8 I 29.2:W 58/11 I 71.2:AN 7
00077	2000-0055-M	10018	2000-0218-M	J 21.1/2:997 JU 6.8/B:94-8 L 1.2:F 49/2/992 PREX 1.17:998 PREX 1.19:SCI 2/SU 7 PREX 1.22:999	L 37.213/2:99-4 NS 1.2:M 46 NS 1.20:G 76/2/995 P 1.29/2:997/2 PREX 23.14:T 68 PREX 23.14:T 68/2

Program 354-S					
OLD PRINT ORDER/ SHIPPING LIST #		NEW PRINT ORDER/ SHIPPING LIST #		SUDOCs CLASS	
00078	2000-0056-M	10019	2000-0219-M	S 18.2:OV 2/945-997 SBA 1.2:B 22/4/998 SBA 1.2:V 82 SBA 1.52:998 SI 3.13:24/5 SI 3.13:24/6	J 28.8:T 22/998 TD 1.2:F 49/4/996-2001 TD 2.50:997/11 TD 2.30/13-2:999/8 VA 1.94:10/3
00079	2000-0057-M	10020	2000-0237-M	PM 1.15:999/JAN. PM 1.15:999/MAR. J 16.1:997	NMB 1.1:997 J 1.1/6:996 J 1.1/6:997
00080	2000-0101-M	10021	2000-0238-M	LC 1.30/8:31/5-6 LC 1.30/8:31/5-6/SUPP. LC 1.30/8-4:8/2	LC 1.30/8-4:8/3-4 LC 1.30/8-4:9/1

Program 562-S					
OLD PRINT ORDER/ SHIPPING LIST #		NEW PRINT ORDER/ SHIPPING LIST #		SUDOCs CLASS	
00018	99-0655-M	10000	2000-0164-M	Y 1.1/7:106-50 Y 1.1/7:106-51 Y 1.1/7:106-52	Y 1.1/7:106-53 Y 1.1/7:106-54 Y 1.1/7:106-55
00020	99-0697-M	10001	2000-0165-M	Y 1.1/3:105-36 Y 1.1/3:106-5/PT.1 Y 1.1/3:106-5/PT.2 Y 1.1/7:106-56 Y 1.1/7:106-57 Y 1.1/7:106-58 Y 1.1/7:106-59	Y 1.1/7:106-60 Y 1.1/7:106-61 Y 1.1/7:106-64 Y 1.1/7:106-65 Y 1.1/7:106-66 Y 1.1/7:106-67 Y 1.1/7:106-68
00022	99-0746-M	10002	2000-0166-M	Y 1.3/3:999/81 Y 1.3/3:999/82 Y 1.3/3:999/83 Y 1.3/3:999/84 Y 1.3/3:999/85 Y 1.3/3:999/86	Y 1.3/3:999/87 Y 1.3/3:999/88 Y 1.3/3:999/89 Y 1.3/3:999/90 Y 1.3/3:999/91 Y 1.3/3:999/93
00025	99-0749-M	10003	2000-0167-M	Y 4.IN 8/19:S.PRT.106- 25/CORR. Y 4.T 68/2:106-5/V.1 Y 4.T 68/2:106-5/V.2 Y 4.ST 2/3-11:999	T 4.R 86/1-10:999- 2000/RECOD. Y 4.R 86/1-12:999-2000 Y 4.W 36:WMCP 106-4
00032	99-0924-M	10004	2000-0180-M	Y 4.EC 7:C 73/10 Y 4.EC 7:ES 8 Y 4.IN 8/18:IN 8/9 Y 4.IN 8/16:M 57/998 Y 4.IN 8/16:M 57/999	Y 4.T 68/2:R 86 Y 4.V 64/3:B 43/6/998 Y 4.V 64/3-10:2000 Y 4.SE 2/11:22/5

Program 562-S					
OLD PRINT ORDER/ SHIPPING LIST #		NEW PRINT ORDER/ SHIPPING LIST #		SUDOCs CLASS	
00033	99-0938-M	10005	2000-0181-M	Y 1.1/5:106-74 Y 1.1/5:106-75 Y 1.1/5:106-76 Y 1.1/5:106-77 Y 1.1/5:106-78 Y 1.1/5:106-79 Y 1.1/5:106-80	Y 1.1/5:106-81 Y 1.1/5:106-82 Y 1.1/5:106-83 Y 1.1/5:106-84 Y 1.1/5:106-85 Y 1.1/5:106-86 Y 1.1/5:106-88
00034	99-0945-M	10006	2000-0182-M	Y 4.T 19/4:L 41/23/V.1 Y 4.T 19/4:L 41/23/V.2 Y 4.ED 8/1-12:998/V.2	Y 4.C 73/8:106-D Y 4.SCI 2:105-B Y 4.G 74/9:S.PRT.106-27
00035	99-0961-M	10007	2000-0183-M	Y 1.1/8:106-19/PT.2 Y 1.1/8:106- 106/PT.1/ERRATA Y 1.1/8:106-117/PT.2 Y 1.1/8:106-117/PT.3 Y 1.1/8:106-117/PT.4 Y 1.1/8:106-117/PT.5 Y 1.1/8:106-180	Y 1.1/8:106-181 Y 1.1/8:106-182/PT.1 Y 1.1/8:106-183 Y 1.1/8:106-184/PT.1 Y 1.1/8:106-184/PT.2 Y 1.1/8:106-185 Y 1.1/8:106-186
00036	99-0975-M	10008	2000-0184-M	Y 1.1/8:106-187 Y 1.1/8:106-188 Y 1.1/8:106-189 Y 1.1/8:106-190 Y 1.1/8:106-191 Y 1.1/8:106-192 Y 1.1/8:106-193	Y 1.1/8:106-194 Y 1.1/8:106-195 Y 1.1/8:106-196 Y 1.1/8:106-197 Y 1.1/8:106-198/PT.1 Y 1.1/8:106-199 Y 1.1/8:106-200
00037	2000-0011-M	10009	2000-0185-M	Y 1.3/3:999/107 Y 1.3/3:999/108 Y 1.3/3:999/109 Y 1.3/3:999/110 Y 1.3/3:999/111 Y 1.3/3:999/112 Y 1.3/3:999/113	Y 1.3/3:999/114 Y 1.3/3:999/116 Y 1.3/3:999/117 Y 1.3/3:999/118 Y 1.3/3:999/119 Y 1.3/3:999/120 Y 1.3/3:999/121
00038	2000-0019-M	10010	2000-0186-M	Y 1.1/7:103-308 Y 1.1/7:106-89	Y 1.1/7:106-103/V.1 Y 1.1/7:106-103/V.2
00038	2000-0019-M	10011	2000-0187-M	Y 1.1/7:106-103/V.3 Y 1.1/7:106-113/PT.1	Y 1.1/7:106-113/PT.2
00039	2000-0051-M	10012	2000-0207-M	Y 1.1/7:106-81 Y 1.1/7:106-82 Y 1.1/7:106-83 Y 1.1/7:106-84 Y 1.1/7:106-85 Y 1.1/7:106-86 Y 1.1/7:106-87	Y 1.1/7:106-88 Y 1.1/7:106-90 Y 1.1/7:106-91 Y 1.1/7:106-92 Y 1.1/7:106-93 Y 1.1/7:106-94 Y 1.1/7:106-95
00040	2000-0052-M	10013	2000-0208-M	Y 1.1/8:106-171 Y 1.1/8:106-198/PT.2 Y 1.1/8:106-198/PT.3 Y 1.1/8:106-251 Y 1.1/8:106-266 Y 1.1/8:106-270 Y 1.1/8:106-271	Y 1.1/8:106-273/PT.1 Y 1.1/8:106-275 Y 1.1/8:106-276 Y 1.1/8:106-277 Y 1.1/8:106-278 Y 1.1/8:106-279 Y 1.1/8:106-280

Program 562-S					
OLD PRINT ORDER/ SHIPPING LIST #		NEW PRINT ORDER/ SHIPPING LIST #		SUDOCs CLASS	
00041	2000-0053-M	10014	2000-0209-M	Y 1.1/8:106-281	Y 1.1/8:106-287/PT.1
				Y 1.1/8:106-282	Y 1.1/8:106-288
				Y 1.1/8:106-283	Y 1.1/8:106-289
				Y 1.1/8:106-284	Y 1.1/8:106-290
				Y 1.1/8:106-284/CORR.	Y 1.1/8:106-291
				Y 1.1/8:106-285	Y 1.1/8:106-292
				Y 1.1/8:106-286	Y 1.1/8:106-301
00042	2000-0054-M	10015	2000-0210-M	Y 1.3/3:999/122	Y 1.3/3:999/129
				Y 1.3/3:999/123	Y 1.3/3:999/130
				Y 1.3/3:999/124	Y 1.3/3:999/131
				Y 1.3/3:999/125	Y 1.3/3:999/132
				Y 1.3/3:999/126	Y 1.3/3:999/133
				Y 1.3/3:999/127	Y 1.3/3:999/134
				Y 1.3/3:999/128	Y 1.3/3:999/135
00043	2000-0102-M	10016	2000-0211-M	Y 1.1/8:106-238	Y 1.1/8:106-245
				Y 1.1/8:106-239	Y 1.1/8:106-246
				Y 1.1/8:106-240	Y 1.1/8:106-247
				Y 1.1/8:106-241	Y 1.1/8:106-248
				Y 1.1/8:106-242	Y 1.1/8:106-249
				Y 1.1/8:106-243	Y 1.1/8:106-250
				Y 1.1/8:106-244	Y 1.1/8:106-252



Readers Exchange

Web Page Template for Government Information

Are you interested in providing your library users with convenient access to government information on the web, but find yourself too busy to search for the perfect sites, and design a web page? Check out the ALA GODORT Government Information Technology Committee's (GITCO) web page *template,* created by Cathy Hartman, University of North Texas Libraries, and Larry Schankman, Mansfield University. To view the Template and Help pages, connect to:

<http://www.library.unt.edu/gpo/template/index.html>

The web page template has sections for:

- **Federal Government: General Information**
- **Federal Government: Legislative and Regulatory Information**
- **State Information**
- **International and Foreign Information**
- **Statistical Resources**
- **Additional Resources**

This web page template has been developed to help the librarian at a small- or medium-sized library add a government information component to its web page with ease. With minimal alterations, this template can be added to a library's web page to provide access to publications of all levels of government. Links to key sources of government information have been selected, and only stable sites were chosen in order to reduce the amount of maintenance required to keep the page current. The accompanying Help/Readme page offers hints and tips for the novice that allow easy alteration of the Template.

Help sections included are:

- **Getting Started**
- **Adding Local Information**
- **Downloading/Adding New Links and Adding Graphics**
- **Removing Template Sections**
- **ADA Requirements**
- **Adding Requests for Comments (mailto)**

For comments or questions, contact Cathy Hartman (e-mail: chartman@library.unt.edu or phone: (940) 565-2870)



The Role of the Government “Printing” Office in the Digital Millennium

Remarks by
Francis J. Buckley, Jr.
Superintendent of Documents

Before the
National Federation of Abstracting and Indexing Societies
February 21, 2000
Philadelphia, PA

Introduction

Good afternoon. It is a pleasure to be here in Philadelphia, a city of such historic significance, on President’s Day! I am especially pleased to have this opportunity to talk with you today about the Government Printing Office’s (GPO’s) initiatives in the area of digital public information and to be part of a panel with Walt Warnick. He and I have taken our “show” on the road a number of times over the past year and on behalf of GPO, I want to express our appreciation to him for the partnerships on which we have embarked with the Department of Energy.

Last October I participated in the ribbon-cutting ceremony for PubScience with a number of individuals including Walt and Energy Secretary Bill Richardson. In his extemporaneous remarks, Secretary Richardson complimented the work of GPO and noted we were often not recognized for all the important work we do in printing and dissemination, but that we were doing the “Lord’s work.” Certainly high praise! Kurt Molholm (Director, Defense Technical Information Center) who was there, quipped that when they refer to GPO they say “oh my God.”

Ben’s Guide

Since we are in Philadelphia, it provides a great segue for me to tell you about one of our latest ventures at GPO. In December 1999, we released a new feature on our GPO Access website, “Ben’s Guide to U.S. Government for Kids.” With Benjamin Franklin as a guide, the site provides a locator service to age-appropriate online government resources for students in grades K-12, parents, and teachers. In addition, “Ben’s Guide” provides tips for using GPO Access and links to other Federal Government websites for kids as well as some games and puzzles to make the site fun.

The GPO staff members who are working on Ben’s page are quite immersed in the life and times of Mr. Franklin. In fact, they have taken to sharing a number of his quotations with me – one that is rather appropriate for speechmaking is: “Speak little, do much,” from Poor Richard’s Almanack (1755). Let me take Mr. Franklin’s advice; I will speak for a short time today while bringing you up-to-speed on how much we are doing in GPO in this electronic era.

Dissemination Programs

Another quote from Mr. Franklin goes: "Without continual growth and progress, such words as improvement, achievement, and success have no meaning."

Indeed GPO is moving forward and doing all it can to "grow" into contemporary and future modes of information storage and dissemination from their 19th and 20th century roots. We cannot freeze technological development or turn back the clock. We want to assure that the American public continues to have ready, long-term no-fee access to electronic government information, as it has for the print/tangible products that have been distributed through the Federal Depository Library Program (FDLP) for more than a century.

GPO, through its dissemination programs including its online service, GPO Access, is moving forward in its transition to an electronic future. But before I talk about the Digital Millennium, let me very briefly describe the major dissemination programs I oversee as the Superintendent of Documents:

- Under our Cataloging and Indexing Program we produce the long-running Monthly Catalog of the United States Government Publications. This catalog and its predecessors have provided a basic index to government information products since 1895. It is now available in print and on our website as well as via FTP for subscribers who want the whole file. Since 1987 the Library of Congress has recognized GPO as the authoritative national source for descriptive and subject cataloging for Federal Government documents. We're cataloging approximately 25,000 items per year on OCLC using the MARC format, Anglo-American Cataloging Rules and LC subject headings. We are cataloging print, microfiche, CD-ROM, and online resources. In addition, other locator services are being created and maintained on GPO Access such as: GILS records for GPO and 42 other agencies, Browse Electronic Titles (BET) and Browse Topics. These additional Locator Services provide hypertext links to over 10,000 Government information resources. Most FDLP products in paper and CD-ROM and those available via the Internet are cataloged within one or two weeks of receipt.
- The Federal Depository Library Program is our basic program for public access to government information products. We like to think of it as the first "freedom of information program." In FY '99, we distributed over 16 million copies of 40,000 publications to the 1351 libraries in the depository program. Despite the transition to electronic formats for many government information products, this was an increase of 1.4% in tangible titles distributed over FY '98 and an 11.5% increase in copies over the previous year. Depository libraries are located in almost all congressional districts across the U.S. and territories. Title 44, our legal mandate, provides for a wide array of government publications to be provided to depository libraries for no-fee public access. Section 1902 requires that all government publications of public interest and educational value, except those classified for national security, or those required for official use only or for strictly administrative or operational purposes be made available to depository libraries. Selective depository libraries choose what publications they want to receive based on the needs of their local constituency and have a minimum 5-year retention requirement. The 53 regional depository libraries receive complete collections for permanent retention and public access.

- GPO Access is our free website that contains official government information products from all 3 branches of government. We have over 104,000 publications on our own servers and point to nearly 70,000 other publications on agency websites. Our in-house data is primarily basic legislative or regulatory information. We are seeing rapidly growing use--our most recent statistics indicate an average of 21 million items per month downloaded from the materials on GPO servers. The electronic transition of the FDL P is occurring in tandem with the publishing patterns of Federal agencies, as many of them are in their own electronic transition. We, therefore, have more and more Federal Government information products being made available to depository libraries and the public via GPO Access. In FY 2000 to date, 4 months--Oct. 1999 through Jan. 2000--the proportion of materials provided to depository libraries was: 57% electronic, 25% microfiche, 17% paper, 1% CD-ROM. This compares to all of FY 1999: 46% electronic, 37% microfiche, 17% paper, 1% CD-ROM. You can see, the electronic number continues to grow.
- The Document Sales Program's mission is to provide a broad spectrum of government information products for sale at reasonable prices while recovering costs. In 1999, we sold about 19 million copies of some 12,000 publications with revenue of about \$51 million dollars. The program includes a large central facility, which accepts orders by phone, mail, fax or e-mail and ships materials by mail or Federal Express. In addition, we have 24 bookstores across the country, including one here in downtown Philadelphia, plus the Consumer Information Center in Pueblo, CO. For the last couple of years, we have experienced dramatic reductions in sales due to changing government publishing practices, both in quantity and format, changing customer purchasing patterns, and increasing competition for products and markets from other government sales programs and the private sector. The fact that we and other government agencies put many of our sales publications on the Web for free access, including our traditional best sellers such as the Federal Register, Congressional Record, Code of Federal Regulations and Commerce Business Daily, undercuts the market for people who have only occasional reference use of the publications. The bottom line is we find ourselves in a somewhat schizophrenic position, promoting free access on one hand and trying to run a cost recovery sales program with the same information in different formats on the other hand. But what we can get satisfaction in is the greater total amount of public access and use of Federal government information we are seeing.

"Printing"

While there might be disputes as to whether we are, in fact, in the new millennium, there can be no argument that we are now in the digital age. Be that as it may, GPO's work continues to include that term "printing."

As an example, the just released fiscal year 2001 budget is still wanted in print, in addition to the growing demand for the electronic version. Sales of the budget books, both print and CD-ROM versions, were up over last year. The main GPO Bookstore reported first-day sales revenue of \$133,175 for the tangible versions. This is up from \$112,249 in 1999. Our other Washington, DC bookstore generated revenue of almost \$25,000, which is an increase from last year as well.

The actual number of tangible copies sold the first day declined slightly in both Washington, DC locations to about 4500, even though this was the first year that the CD-ROM version of the budget was available on the same day the budget was released. It sold, I am told, like “hotcakes,” and many individuals were pleased to find a CD-ROM version available at less than one-tenth the cost of the print version. But as a contrasting commentary on the times, we put the budget up at the same time on our GPO Access website and had over 115,000 hits on the first day.

Electronic transition

In this transition period, we are pleased that we continue to provide more access to more government information in a variety of formats to more people than ever before! The methods and mediums are evolving and changing, but the overall purpose of informing the nation is being fulfilled.

But although the growth in electronic technology in some ways provides more and better access to government information products, I think we can all agree that it has created problems, too. It has become more of a challenge for GPO, librarians and the public to find data in the decentralized environment of Federal websites that are being established without coordination, standards or guidelines. As you know, there are a number of public and commercial efforts underway to provide indexing and retrieval programs for government information on the Internet. There are various approaches by search engines such as GovBot, Yahoo, Lycos, Alta Vista and Google and some services are establishing specialized programs or portals such as Northern Light and America Online.

Within the government in the last couple of years, there have been proposals for a master web.gov site, and currently there are discussions about a partnership-based clearinghouse for Federal government information. Through it all, GPO Access has continued to grow and develop. GPO continues to provide data to the Library of Congress for its Thomas (as in Jefferson) database and to other information redissemulators. And we have removed a robot exclusion so our site can be indexed by other search engines and retrieved by people performing general searches as well as by those performing searches specifically on GPO Access.

Permanent Public Access

One of GPO’s concerns, through the FDLR and GPO Access, is to provide current and future public access to electronic Federal Government information products of public interest or educational value. But it is clear that GPO cannot work on such an undertaking alone. Toward this end, we have created an Electronic Collection Development plan.

While we can exercise retention of the digital government information on our own servers, we are all too aware that public access to agency data can disappear with the click of the “delete” key. In fact, I am sure that many of you heard about the loss of some 43,000 e-mails at the National Archives and Records Administration (NARA) reported last year. What makes the incident most unfortunate is that the e-mails are gone without a trace; there was no back-up system in operation at the time this happened. How the messages disappeared is really not the

issue. The fact is that they are gone and that is happening to other government agency information both by mischance as well as by uninformed or narrow decision making about retention and access requirements. It is imperative that there be safeguards in place to ensure that government information from the latter part of the 20th century or the beginning of the 21st century not wind up in a black hole in cyberspace.

GPO has embarked upon two strategies that, in tandem, should assure permanent public access to electronic Government information products. They are:

1. Partnerships between Government agencies, depository libraries and the FDLP;
2. The establishment of a digital archive.

Partnerships

We see a great benefit deriving from the development of partnerships that share the tasks of building, storing, disseminating, and preserving the FDLP Electronic Collection. The partnership concept builds upon the successful model of the distributed collection of tangible FDLP products made permanently available through regional depository libraries. In electronic product content partnerships, GPO wants to broker agreements with other Federal agencies and/or depository libraries to provide the environment and resources for permanent Internet access to agency products.

As an example, we work closely with DOE on a number of projects. DOE's electronic dissemination system, Information Bridge, is available to depository libraries and the public via GPO Access. The Interagency Agreement between GPO and DOE states that DOE shall "ensure that reference copies of DOE reports made accessible pursuant to this IA remain freely available to Federal depository libraries and the public on an ongoing and permanent basis." Digital copies of this collection of research reports are available online and they no longer need to be disseminated to depository libraries in a tangible format for long-term retention for potential public access. In fact, the greater accessibility of these reports has caused use to increase dramatically.

Other prototype partnerships include:

- University of Chicago (UIC) and the Department of State -- UIC provides permanent public access to files removed from the active main pages of the State Department
- University of North Texas (UNT) and GPO -- UNT provides permanent online access to electronic publications of selected Federal Government agencies which have ceased operation – the Advisory Commission on Intergovernmental Relations, Commission on Structural Alternatives for the Federal Courts of Appeals Research Collection and the National Civil Aviation Review Commission Research Collection.

Digital Archive

Another way to meet our permanent public access commitment for the Electronic Collection is to bring agency-disseminated Internet resources under the purview of GPO and incorporate them

into a digital archive. We have begun to capture copies of agency electronic information products that we catalog and for which we create a PURL - a persistent universal resource locator - so that if the information is no longer accessible on the agency website users will be automatically redirected to the archived version. Our preliminary work indicates that this process works well for capturing static, online publications but replication of dynamic databases (those that change regularly) is a challenge we have not begun to actively address. As objectives for this program, we anticipate this year GPO will have over 500 "at risk" electronic titles stored in the FDLP Electronic Collection archive. In each subsequent fiscal year, our goal is to select, acquire, archive, and provide access to at least 500 electronic titles and by FY 2003, we want to develop a plan for avoiding technological obsolescence of the files in the Electronic Collection archive.

PPA Meetings

Last year GPO convened several meetings of representatives of the national libraries and other Federal agencies with major information and dissemination programs to discuss measures to advance the goal of keeping Federal Government electronic information products available to the public. The attendees discussed activities their organizations are undertaking and possibilities for furthering permanent public access. The meetings have provided an excellent opportunity for the attendees to bring others up-to-date on relevant activities within their organizations and discuss ideas and concerns with other individuals who are concerned about permanent public access issues. They have been so worthwhile, the group plans to meet quarterly.

Conclusion

I noted that on the NFAIS website there is a comment that the Internet world, "challenges existing institutions--publishers, libraries, and other information providers--to reinvent themselves and their products and services for the new age." Indeed, this is where GPO is today. We are still the office that does the government "printing"--with quotes around printing. But we are now, more than ever before, a service bureau that assists other government agencies with their printing or publication needs while providing public access for information products in various formats. Whether it is called reinvention or an evolutionary process, GPO will be changing in the Digital Millennium and is ready for the challenges ahead.

Thank you for your time here today.



Table of Contents

NRC Documents - Historical and Current	1
Vacancy Announcement Librarian (Inspector).....	2
New Look for the Daily Depository Shipping List.....	5
New Shipping Lists Replace Defaulted Microfiche Shipping Lists	6
Readers Exchange: Web Page Template for Government Information.....	11
The Role of the Government “Printing” Office in the Digital Millennium / Buckley	12

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