



Government Publishing Office Charter for the Depository Library Council

1. Committee’s Official Designation (Title). The name of this advisory committee shall be the Depository Library Council (DLC).

2. Authority. The DLC is established by the authority of the Director of the Government Publishing Office (GPO), who has determined that the DLC is necessary and in the public interest. The DLC shall operate as much as is practicable, in accordance with the provisions of the Federal Advisory Committee Act (FACA), as amended, 5 U.S.C. Appendix.¹

3. Objectives and Scope of Activities. The DLC serves in an advisory capacity to the Director of the Government Publishing Office on matters that relate to improving public access to our Government’s information through the Public Information Programs of the Superintendent of Documents:

- Federal Depository Library Program (FDLP);
- Cataloging and Indexing Program (C&I);
- GPO’s System of Online Access, govinfo; and
- National Collection of U.S. Government Public Information.

The DLC shall provide advice on policy and operational matters that provide and support services to Federal depository libraries and the general public.

4. Description of Duties. The DLC fosters dialogue between the GPO and the depository library community and other Government information stakeholders, studies issues, solicits comments, and develops recommendations for improving public access to Federal information. The Depository Library Council serves in an advisory capacity only.

5. Agency or Official to Whom the Committee Reports. The DLC will report to the Director of the Government Publishing Office.

6. Support. GPO and the Library Services and Content Management business unit will provide funding and administrative support for the DLC to the extent permitted by law and within existing appropriations.

7. Estimated Annual Operating and Staff Costs, Fiscal Years.

ESTIMATED ANNUAL OPERATING COSTS	\$ FY 2019	\$ FY 2020
Payments to Non-Federal Members	0.00	0.00
Payments to Federal Members	0.00	0.00
Payments to Federal Staff*	\$164,070	\$167,351

¹ As a Legislative Branch Agency, GPO does not fall within the definition of “agency” for the purposes of FACA, however, GPO has adopted its provisions where practicable and will treat them “Best Practices.”

ESTIMATED ANNUAL OPERATING COSTS	\$ FY 2019	\$ FY 2020
Payments to Consultants	0.00	0.00
Travel Reimbursement For Non-Federal Members	\$24,967.24**	\$26,224.80***
Travel Reimbursement For Federal Members	0.00	0.00
Travel Reimbursement For Federal Staff	0.00	0.00
Travel Reimbursement For Consultants	0.00	0.00
Other Costs****	\$158,839.21	\$158,839.21
Total Costs	\$347,876.45	\$352,415.01
Federal Staff Support (FTE)	1.5	1.5

**The cost estimates include the salary cost of staff support with benefits.*

***Not all 15 members traveled to attend meetings.*

****Figure based on a 13-member DLC*

*****Includes hotel costs of DLC*

8. Designated Federal Officer. The Superintendent of Documents, or her designee, will serve as the Designated Federal Official (DFO). The DFO will approve or call all of the advisory committee's and subcommittees' meetings, prepare and approve all meeting agendas, attend all committee and subcommittee meetings, adjourn any meeting when the DFO determines adjournment to be in the public interest, and chair meetings when directed to do so by the Director of the Government Publishing Office.

9. Estimated Number and Frequency of Meetings. The DLC shall meet no more than twice a year. The Director of the Government Publishing Office may call additional meetings as may be necessary.

10. Duration. The need for the DLC to carry out its purposes is continuing.

11. Termination. This Charter shall be eligible for renewal every two (2) years. Should the review process result in a termination of the Charter, such a determination shall be at the sole discretion of the Director.

12. Membership and Designation. The DLC shall consist of an odd number of members, not to exceed fifteen, who are appointed to overlapping terms by the Director of GPO. Any member appointed to fill a vacancy from an unexpired term will serve for the remainder of that term. Members will be selected based on specific needs of the Depository Library Council in order to balance those viewpoints required to effectively address activities and policy issues under consideration.

At least half of the membership shall represent employees of an FDLP library. Further, these members will represent regional and selective depository libraries, and various types and sizes of

libraries. Other Depository Library Council members will represent GPO's designated communities² and a diverse cross section of the United States/Territories and properly reflect, as much as is possible, diverse ethnicities and racial groups; gender; geographic areas; and required expertise in the areas of information lifecycle management, education and training; and information technologies.

GPO actively seeks to maintain a diverse membership on the DLC to ensure the Director of the GPO is provided with impartial advice. Membership will be composed of Representative members and Regular Government Employees.

13. Subcommittees. The GPO Director or the DFO may approve the creation of subcommittees by the DLC, as necessary to support the Council's work. The chairperson shall be a member of the DLC. Other members of subcommittees may be drawn in whole or in part from the DLC. Subcommittees shall report to the DLC and they must not provide advice or work products directly to the GPO.

14. Recordkeeping. Records of the DLC, established subcommittees, or other subgroups of the DLC, shall be handled in accordance with General Records Schedule 6.2, or other approved agency records disposition schedule. These records shall be available for public inspection and copying.

APPROVED _____



HUGH NATHANIAL HALPERN
Director, Government Publishing Office

DATE _____

3-5-2020

² The Designated Communities are a representative subset of the broader groups who provide content to and consume information from GPO's system of online access, govinfo, including the following stakeholder groups: Academic (education/research), Data Consumer, Federal depository, and non-depository libraries, Government (Federal, state, and local), Interested Citizens, Internal GPO, Legal, News Media, Non-profits, Private Industry, and Transparency Organizations.