



FDLP Shipments Resuming After COVID-19 Closures Frequently Asked Questions

July 2020

What to Expect:

- **Libraries must fill out the [Reopening Notification](#) form to have their shipments resume. If your library's status changes, please resubmit the notification. You can resubmit the notification as many times as needed.**
- GPO will resume paper, microfiche, and map shipments the week of July 6, 2020.
- Materials have been stored in GPO warehouse facilities and vendor facilities since March 13, 2020.
- The oldest material will go into the mail stream first, so you can expect your March shipments first.
- A weekly list of FDLs that requested shipments resume will be sent to GPO's Depository Distribution unit so that only libraries able to process shipments receive them.
- Some libraries have expressed concern about an onslaught of boxes when they have short staff or have lost student workers, etc. You should expect to see boxes arrive over time though, not all at once. GPO Distribution staff are working shortened, staggered hours to ensure worker safety, and they will work through the backlog and send out shipments gradually.
- Shipping lists will begin to be posted to fdlp.gov beginning the week of July 6, 2020.

Claims:

- Claims processing will resume on July 7, 2020.
- For shipments that have been on hold, the usual 60 day claims period will be extended to 90 days, calculating from July 7 instead of the shipping list date. The first shipping lists to go out will have March and April dates. Available claims copies will be kept as long as possible after all shipments have been sent or copies are exhausted.

- Claims will only be fulfilled for those libraries that have opted to receive shipments through the [Reopening Notification](#) form.
- LSCM will strive to hold several claims copies, if possible, until all libraries resume shipments or until all regionals' copies have been shipped.

Special Selection Offers:

[Special selections offers](#) are resuming. Two publications have been ordered for special selections related to COVID-19. Any depository may request these publications while the offers are open, as long as they're not already selecting the associated item numbers. The publications will only be shipped after the library requests shipments resume through the [Reopening Notification](#) form.

COVID-19 Safety:

- Library staff are encouraged to follow any material quarantine procedures that your institutions have in place.
- An updated guidance document is now available, "[Guidance for Managing FDLP Collections Safely during COVID-19](#)." This document is intended to provide information to Federal depository library coordinators and their staff on how to safely maintain services to users and safeguard collections during the COVID-19 pandemic.
- Please consult the [COVID-19 Toolkit](#) for more information for library staff and patrons.