



Federal Depository Libraries 101



2018
Lara Flint
Office of Outreach & Support, LSCM

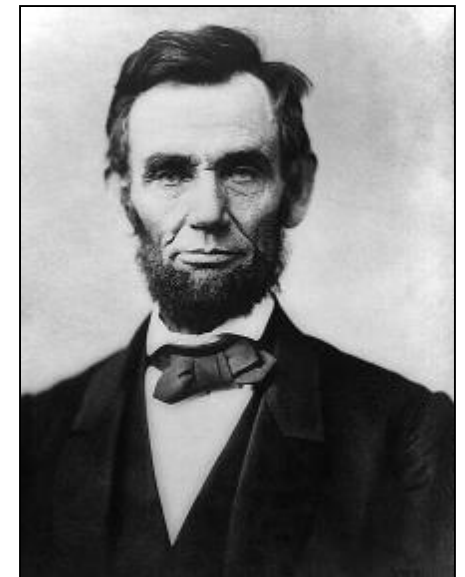


Outline

1. U.S. Government Publishing Office (GPO) and Federal Depository Library Program (FDLP) Background
2. FDLP Structure
3. Being a Depository Library
4. Where to Get Help



GPO and FDLP Background





What is GPO?

- The U.S. Government Publishing Office (GPO) is a Federal agency within the legislative branch. GPO was established in 1861 as the Government Printing Office and changed its name in 2014.
 - GPO is located on North Capitol Street in Washington, DC
 - GPO has about 1700 employees
 - <https://www.gpo.gov/>
- The Federal Depository Library Program is overseen by the Superintendent of Documents and run by the Library Services and Content Management (LSCM) business unit within GPO.
 - LSCM has about 85 employees
 - <https://www.fdlp.gov/>

What is the Federal Depository Library Program (FDLP)?

- The FDLP was established by Congress to ensure that the American public has access to its Government's information
- Government information has been sent to libraries since 1813; formerly the program was run by the Secretary of State and the Department of the Interior
- Since 1895, the FDLP has been administered by the U.S. Government Publishing Office (GPO) – formerly known as the Government Printing Office
- FDLP established by 44 United States Code § 1901-1916
 - <https://www.govinfo.gov/content/pkg/USCODE-2016-title44/pdf/USCODE-2016-title44-chap19.pdf>

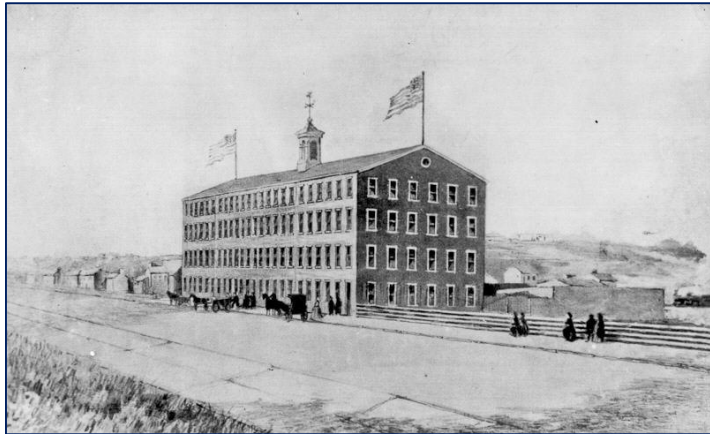


What is the Depository Library Council (DLC)?

- Established in 1972; consists of 15 members appointed by the GPO Director
 - Members serve 3-year terms. 5 new members each year. May serve 2 terms.
- Advises the GPO Director and the Superintendent of Documents on matters relating to the FDLP
- DLC webpage: <https://www.fdlp.gov/about-the-fdlp/depository-library-council>



GPO Then and Now



Check out the GPO History webpage: <https://www.gpo.gov/who-we-are/our-agency/history>

Watch the video “Our Rich History”: www.youtube.com/watch?v=vRFACkDd9d0

Watch a webinar on publishing the Congressional Record: <http://bit.ly/1SCjG6M>



Why is the FDLP important?

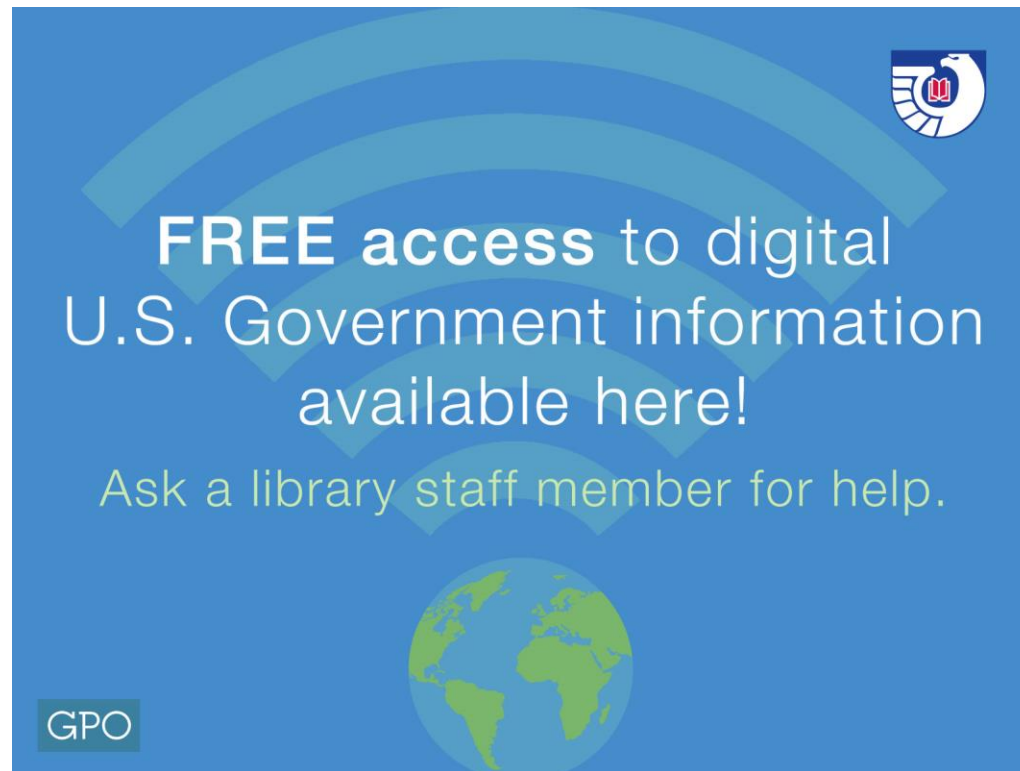
- The FDLP identifies, catalogs, and disseminates documents created by Federal government agencies, no matter what the format. This system provides order for government information and makes it visible.
- FDLP libraries provide free, public access to government information to everyone, promoting engagement and knowledge.
- The FDLP's rich collections of historic and current content are unique and important research material for all fields of study.
- The network of FDLP librarians and staff is an unparalleled source of expertise.

Fulfilling Madison's Vision: The Federal Depository Library Program

<http://purl.fdlp.gov/GPO/gpo7351>



FDLP Structure



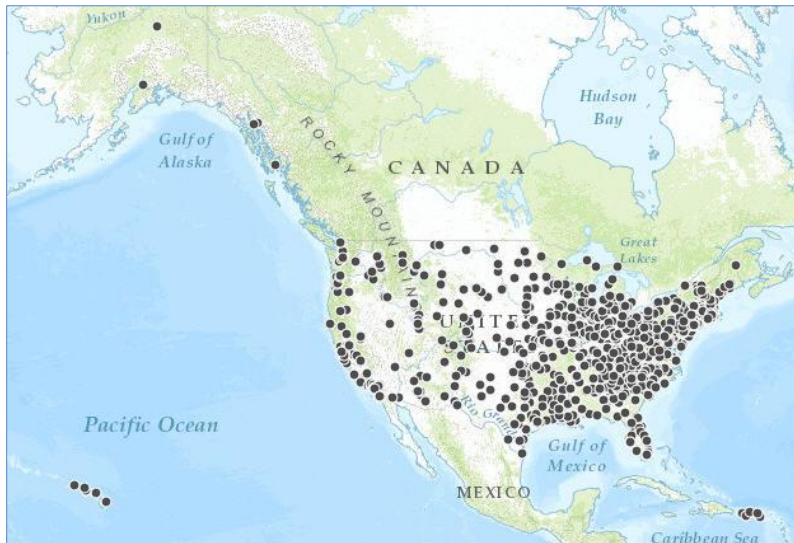
FREE access to digital
U.S. Government information
available here!

Ask a library staff member for help.

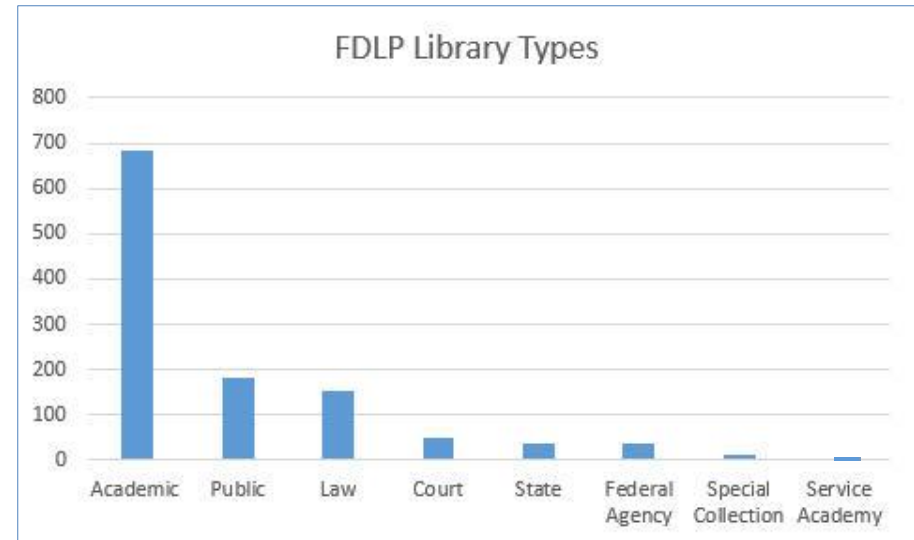
GPO

Who is in the FDLP?

Over 1,100 libraries of all types, located throughout the U.S.A. and its territories, are members of the FDLP



<http://arcg.is/1O4uLD>





How is the FDLP run?

- When Federal agencies come to GPO to publish government information, GPO decides if the resource would be useful to libraries and if so, identifies it for the FDLP and catalogs and classifies it
- “Regional” libraries select all resources available. “Selective” libraries choose what they want to receive by identifying item numbers. (The regional/selective system was created with the Depository Library Act of 1962)
- Government information is sent to depository libraries for free!

What is Government information?

- Produced by the Federal Government
 - “informational matter which is published as an individual document at government expense, or as required by law.”
1962 Federal Depository Library Act
- Representing all branches of Government and independent agencies
 - Includes publications authored under Federal grants
- **Primary source material** - authoritative from issuing agency
- Legal, regulatory, and statistical but also subjects from A-Z
- In all formats, for all ages, in multiple languages
- Often free of charge, not copyrighted, written for the public



How can a library join the FDLP?

- **FDLP libraries can be designated by U.S. Senators or U.S. House Representatives**
 - Limits: 2 regionals per state (designated by Senators); 2 selectives per Congressional district (although redistricting means a district may contain more than two at any given time); 2 selectives designated by Senators per state
- **or “by-law” under specific sections of Title 44, U.S.C.**
 - Unlimited number allowed



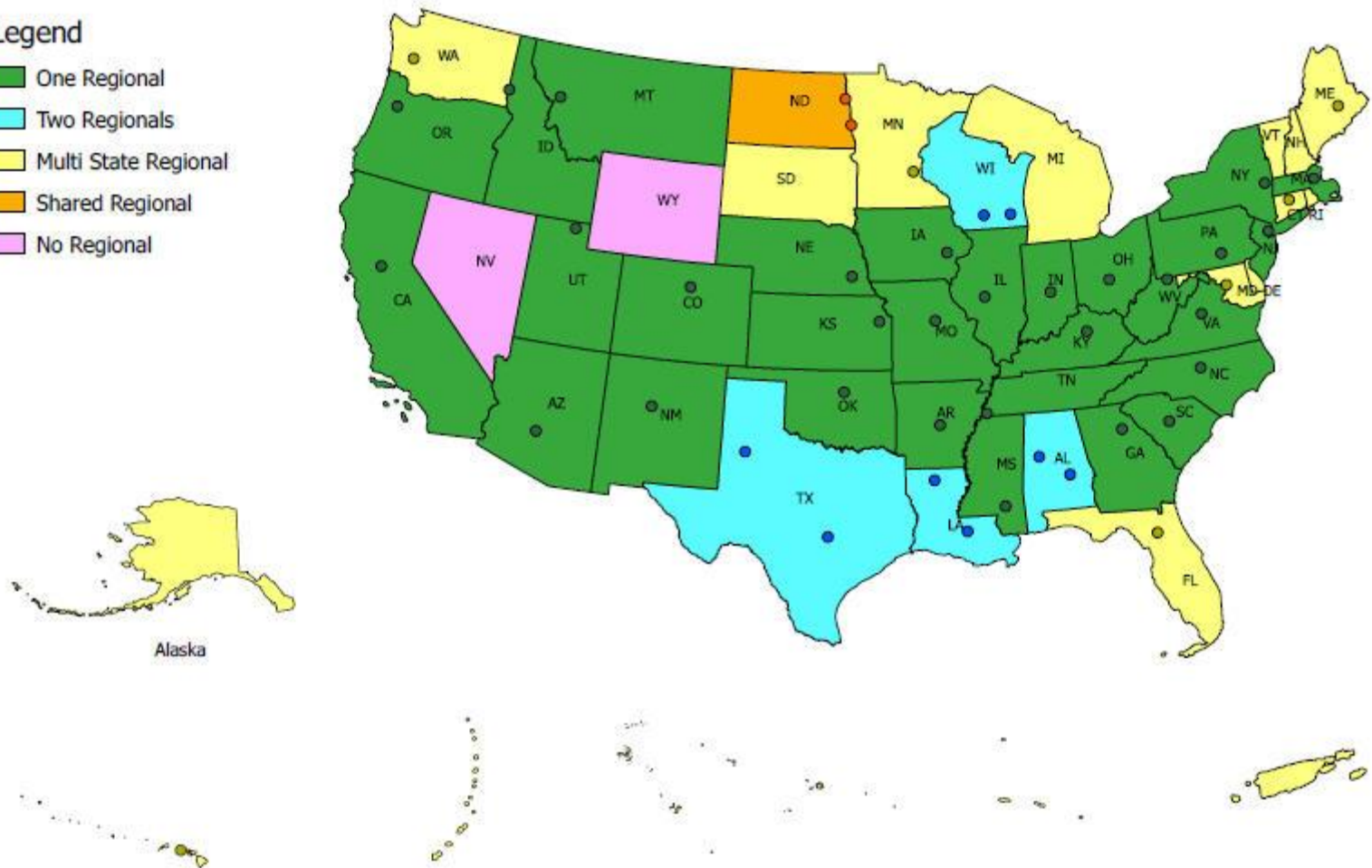
FDLP History

- **Different library types added to program**
 - Libraries in executive departments (1895)
 - Military academies (1895)
 - Land grant colleges (1907)
 - Federal agencies (1962)
 - Highest appellate courts of the states (1972)
 - Law libraries (1978)
- **Regional/Selective system created (Depository Library Act of 1962)**
 - Regional libraries designated as regionals by a Senator

Regional depository libraries

Legend

- One Regional
- Two Regionals
- Multi State Regional
- Shared Regional
- No Regional



Hawaii

Guam and Mariana Islands

Federated States of Micronesia

American Samoa

Puerto Rico and
U.S. Virgin Islands



Who is my regional?

- For most states, there is one regional per state. Some states have more than one regional, and some regionals serve more than one state.
- Use this webpage (the advanced search of the Federal Depository Library Directory) and click on either “Find all regionals” or “Multi-state regionals”:
catalog.gpo.gov/fdlpdir/FDLPdir.jsp
- Two states (Nevada and Wyoming) do not have regionals. Libraries in these states should contact GPO for assistance.

What kind of resources come through the FDLP?

In scope

- Resources in all formats – print, microfiche, born-digital, DVD, etc.
- Resources from agencies in all three branches of the government
- Examples: Congressional Record, legal materials such as the United States Code and Code of Federal Regulations, educational information, USGS topographic maps, hearings, agricultural statistics
...

Basics of Cataloging and Indexing Program and FDLP Acquisitions webinar: <http://bit.ly/1NyGgyY>
LSCM Performance Metrics (FDLP.gov File Repository): <http://1.usa.gov/1YNYlbO>



What kind of resources do not?

Not in scope

- Classified for reasons of national security
- Issued for strictly administrative purposes; have no public interest or educational value
- Examples: internal training manuals, signage



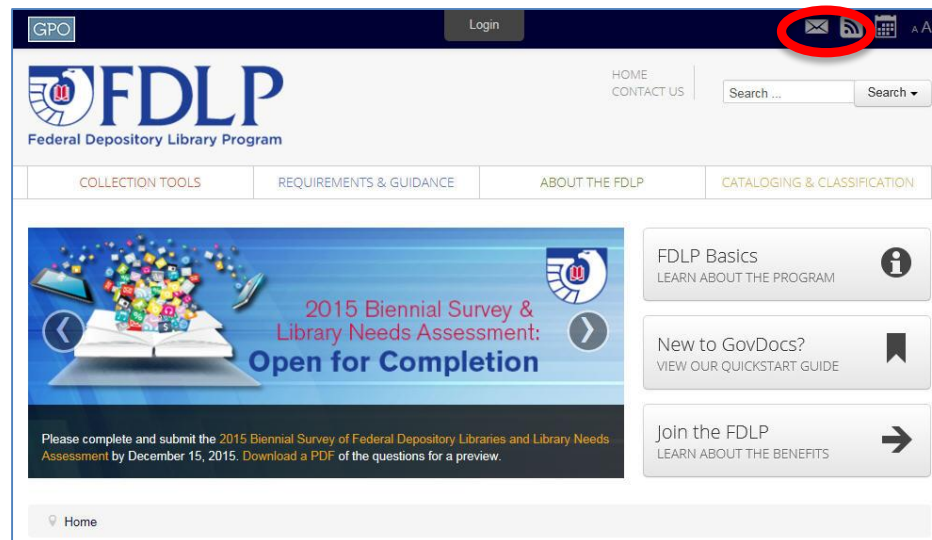
Being a Depository Library



Where do I find information about the FDLP?

Your first stop is the FDLP.gov website.

Sign up here to receive FDLP News & Events Announcements by e-mail or RSS.



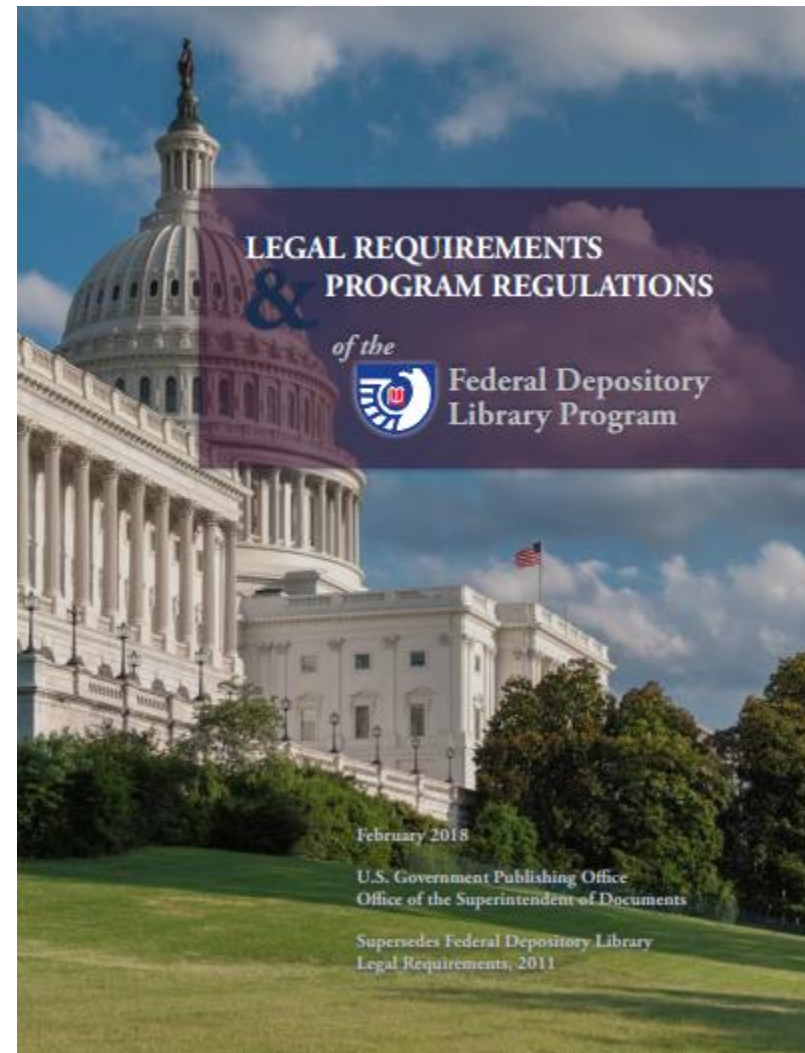
What are my responsibilities as a depository library?

- They are laid out in the *Legal Requirements and Program Regulations of the FDLP*

www.fdlp.gov/requirements-guidance/legal-requirements

- Guidance articles provide further information and best practices

www.fdlp.gov/requirements-guidance/guidance





What should I do as a new FDLP coordinator?

- Contact GPO's Outreach & Support with any questions (202-512-1119, fdlpoutreach@gpo.gov)
- Sign up for the FDLP News & Events announcements (this is how GPO officially communicates with you) www.fdlp.gov/news-and-events
- Make sure the Federal Depository Library Directory entry for your library is correct catalog.gpo.gov/fdlpdir/FDLPdir.jsp
- Introduce yourself to your regional depository coordinator and to the other nearby FDLs
- Take a look at the FDLP Quickstart Guide: www.fdlp.gov/govdocs-quickstart-guide
- Watch the recordings or attend the New Depository Librarians Institute or the FDLP Depository Operation Training Series to learn more about coordinator responsibilities
 - FDLP Depository Operation Training Series: <http://bit.ly/1JKn3ZA>

Is there training for FDLP coordinators?

- Yes! GPO provides webinars and other training through the FDLP Academy. www.fdlp.gov/about-the-fdlp/fdlp-academy



- Help, I'm an accidental government information librarian! webinar series
 - www.nclaonline.org/government-resources/help-im-accidental-government-information-librarian-webinars



How do I know what publications are available?

Use the List of Classes to see a comprehensive list of what is available to you, see what format(s) a document comes in, and what the SuDoc stem and item number are for documents.

- Modified List of Classes: <https://www.fdlp.gov/file-repository/collection-management/list-of-classes/list-of-classes-data-files/3013-modified-list-of-classes>
- Creating SuDoc Classes and Item Numbers webinar:
 - <http://bit.ly/1SnTehc>



How do I know what publications are available?

Use the Catalog of U.S. Government Publications (CGP) to see catalog records for historic and current government information

- Many records in the CGP have links to electronic versions of the resource (PURLs)
- The CGP has a New Electronic Titles report that lets you see born-digital government information cataloged recently by picking a time frame
- catalog.gpo.gov

CATALOG OF U.S.
GOVERNMENT PUBLICATIONS



How do I choose or change what comes?

Use Depository Selection Information Management System (DSIMS) to add or drop item numbers from your selection profile.

- DSIMS: [selections.fdlp.gov/](https://www.fdlp.gov/selections)
- Guidance article: www.fdlp.gov/requirements-guidance-2/guidance/10-amending-your-library-s-selection-profile
- DSIMS webinars:
 - <http://bit.ly/1ihbxrq>
 - <http://bit.ly/1ThUCCM>



How do I catalog the documents? Where do I put them?

You have a lot of flexibility! You can choose what classification system you use, whether you integrate the documents into your regular collection, and how you get the catalog records.

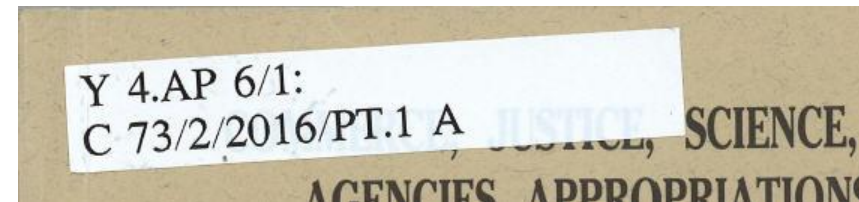
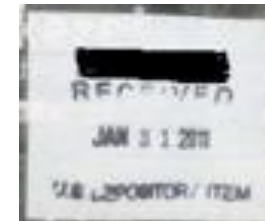
- Bibliographic Control guidance article:
www.fdlp.gov/requirements-guidance-2/guidance/11-bibliographic-control
- SuDocs Classification System webinar:
<http://bit.ly/1NSV1aa>

What is in my collection?

How can I tell which are depository publications?

Some clues:

- A depository property stamp
- A shipping list number
- An eagle sticker
- A SuDocs call number
- A government agency author
- GPO as the publisher



Title	A photographer's path /
Publisher Info.	Washington : U.S. Dept. of the Interior, National Park Service : For sale by the Supt. of Docs., U.S. G.P.O., [2010]



How do I weed my depository collection?

There are processes for properly weeding your depository collection. Your regional depository library directs this process and can help you.

- Weeding a Depository Collection guidance article: www.fdlp.gov/requirements-guidance-2/guidance/30-weeding-a-depository-collection
- Weeding Your Depository Collection webinar: <http://bit.ly/1PgzePB>
- FDLP eXchange: <https://exchange.fdlp.gov>



How do I get the word out?

There are many creative and free ways to publicize your depository, its valuable collections, and the important work you do!

- Free promotional material, tips for anniversary celebrations, marketing ideas, and the FDLP Digital Marketing Toolkit: www.fdlp.gov/requirements-guidance/promotion
- Promoting Your Depository and the FDLP webinar: <http://bit.ly/1PEjkim>





Where to Get Help

Where can I ask questions/get help?

- Contact GPO's Office of Outreach & Support
 - 202-512-1119
 - fdlpoutreach@gpo.gov
- Use askGPO
 - www.gpo.gov/askgpo/



Attend the annual Federal Depository Library Conference
www.fdlp.gov/about-the-fdlp/events-and-conferences



Questions??