

DRAFT North Dakota State Plan for Federal Depository Libraries

Introduction

The Federal Depository Library Program (FDLP) was established by Congress to ensure that the American public has access to its Government's information. The FDLP provides Government information at no cost to designated depository libraries. These depository libraries collect, organize, maintain, preserve, and assist users with information from the Federal Government in its various formats. U.S. Code Title 44 Chapter 19 is the authority for the establishment and operation of the depository program. (see <http://www.access.gpo.gov/aboutgpo/title44/44usc.html>)

Eight North Dakota libraries are part of the national Federal Depository Library Program and receive federal government information in various formats. To provide a permanent collection of Federal publications, North Dakota State University Library and the University of North Dakota Chester Fritz Library together constitute a Regional Depository. Six selective depository libraries are located in Bismarck (4), Minot (1), and Valley City (1).

This State Plan outlines goals for North Dakota depository libraries and should be used along with *Instructions to Depository Libraries*, *Guidelines for the Depository Library System*, and other publications and guidelines from the Government Printing Office Library Programs Service and the Joint Regional Depository. It will be reviewed and updated as needed. The Joint Regional Depository will coordinate the revision process.

Goals

1: To provide citizens of North Dakota access to a comprehensive collection of current and retrospective federal government information.

The depository library will

- comply with Federal regulations and policies for collection and retention of depository materials.
- have a current written depository collection policy.
- ensure that depository library staff are familiar with and follow procedures established by the FDLP and the Joint Regional Depository for disposal of depository materials.
- make depository publications available for circulation and interlibrary loan consistent with other library materials.

In addition, the Regional depository library will

- receive at least one copy of all tangible products distributed by the Federal Depository Library Program.
- attempt to acquire publications from federal agencies that are not distributed through the FDLP in order to provide as complete a collection of tangible Federal publications as possible.
- provide guidelines to selective depository libraries for disposal of unwanted depository publications.
- accept publications needed to fill its collection that have been weeded from other libraries.
- to the best of its ability ensure preservation and maintenance of the collection.
- provide interlibrary loan services to libraries throughout North Dakota.

2: The citizens of North Dakota will be able to identify and locate government information in all formats.

The depository library

- will provide access to the *Catalog of U.S. Government Publications*.
- will comply with Federal regulations and policies for bibliographic control of depository materials.
- is encouraged to include Federal publications in all formats in its online catalog, including links to electronic government information.

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- is encouraged to acquire databases, bibliographies, indexes, reference sources, and finding aids to assist in identification and retrieval of government information.
- will ensure that staff are knowledgeable about Federal information in all formats by supporting continuing education opportunities.
- will comply with GPO's [Minimum Technical Requirements for Public Access Workstations in Federal Depository Libraries](#).
- will assist library patrons using electronic government information sources.

3: Access to depository publications, interlibrary loan, and reference services will be consistent with other library materials.

The depository library will

- provide free and open access to the public as required by public law (44 USC 19).
- consider requirements of library patrons with special needs.
- ensure that its documents collection is available to library patrons at all times other collections are available
- provide space and equipment for locating and using Federal information in all formats.
- loan Federal publications through interlibrary loan, except for those publications designated as non-circulating.
- provide reference services to library patrons seeking government information.
- as its budget allows, comply with GPO's [Minimum Technical Requirements for Public Access Workstations in Federal Depository Libraries](#).
- have in place a disaster plan addressing access to depository information in case of service interruptions due to network failures, natural disasters, etc.

4: Depository library staff will be knowledgeable about locating and accessing Federal government information.

The depository library will

- support continuing education opportunities.
- encourage documents staff to review current awareness publications on government information.
- encourage documents staff to participate in electronic discussion lists such as GOVDOC-L and GOVDOC-ND.

In addition, the Regional depository library will

- provide consultant services to selective depository libraries.
- provide reference assistance.
- maintain web pages providing links to Federal information resources.
- sponsor or provide continuing education programs.

5: Depository library staff will be familiar with current issues in Federal government information.

The depository library will

- support continuing education opportunities for its staff.
- encourage and support documents staff participation in the North Dakota Library Association Government Documents Roundtable.
- encourage documents staff to review current awareness publications on government information.
- encourage documents staff to participate in electronic discussion lists such as GOVDOC-L and GOVDOC-ND.

In addition, the Regional depository library will

- provide consultant services to selective depository libraries.

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- provide reference assistance.
- maintain a web page providing links to Depository Library Program resources.
- maintain the GOVDOC-ND electronic discussion list for North Dakota depository libraries staff.
- sponsor or provide continuing education programs.

6: Depository library staff will promote awareness of Federal government information resources to other library staff, other North Dakota libraries, State and Federal legislators, and the public.

The depository library

- is encouraged to include Federal publications in all formats in its online catalog, including links to electronic government information.
- is encouraged to include Federal publications in library displays, signs, and promotions.