

1. Introduction

The Section on Audiovisual and Multimedia (AVMS) of IFLA is studying the state of legal deposit for audiovisual documents around the world. There is little information available on the subject, yet there is a great need for such an assessment due to the threatened loss of materials. Our audiovisual heritage needs to be preserved in order to protect the fundamental human right to universal access to information. It is hoped that information on worldwide practices will help individual countries obtain or improve their own legal deposit legislation.

To carry out this study, we are gathering data from as many countries as possible to learn about the state of legal deposit or its equivalent. You can contribute by completing this questionnaire, which will take approximately 15-20 minutes of your time.

Please complete this questionnaire by 20 December 2009.

We are very grateful for your help.

Survey URL: http://www.surveymonkey.com/s.aspx?sm=SYCHJCUfA2y91weXb8ZuTQ_3d_3d

If you are unable to fill out the survey online, please mail it by postal service to:

Legal Deposit Survey
Moving Image Archiving and Preservation Program
New York University
665 Broadway, 6th Floor
New York, NY 10012
USA

2. General questions

Please answer the questions on this page about your organisation.

1. General questions about your organisation:

Official name of organisation:	<input type="text"/>
Postal address:	<input type="text"/>
	<input type="text"/>
City/Town:	<input type="text"/>
State/Province:	<input type="text"/>
ZIP/Postal Code:	<input type="text"/>
Country:	<input type="text"/>
Phone number (use international dialing format, e.g. +1.212.555.1212)	<input type="text"/>
Fax number	<input type="text"/>
URL (if applicable)	<input type="text"/>

2. General questions about the contact person:

Name:	<input type="text"/>
Responsibility within organisation:	<input type="text"/>
Telephone number:	<input type="text"/>
Fax number:	<input type="text"/>
Email Address:	<input type="text"/>

3. If the contact person is different from the person who responds to the questionnaire, please identify the respondent and his or her responsibility within the organisation:

Name:	<input type="text"/>
Responsibility within organisation:	<input type="text"/>

3. Existing Legislation

Please answer the questions on this page about legal deposit in your country.

4. Does your country have legal deposit legislation (e.g. legislation governing the collection of published documents produced or broadcast in your country with the goal of building a national collection)?

Yes

No. If no, please go directly to Question 8.

If yes, what is it called? (Example: Law governing heritage collections, February 20, 2004, articles L131-1 to L133-1 concern the legal deposit of audiovisual materials)

5. What is the justification for Legal Deposit in your country?

related to Copyright

related to Tax Exemptions

related to Licenses for Distribution

Other (please specify)

6. What are the aims or objectives of legal deposit in your country?

7. During which year did legal deposit first come into effect?

For text documents (monographs, periodicals etc.)?

For audiovisual documents (digital resources, photographs, sound recordings, films, television programmes, etc.)?

8. Is legal deposit required by law or is it voluntary?

By law

Voluntary

If required by law, what arrangements are in place to enforce the legislation, and are they invoked?

9. Other than legal deposit, is there any other process or legislation that assures deposit?

Yes

No

If yes, please describe. If no, is there any other initiative to systematically build a national collection? Please describe.

10. Does your country participate in any national or international agreements related to legal deposit?

Yes

No

If yes, please describe.

11. If possible, please provide a URL to your country's legal deposit legislation (or to any equivalent legislation):

4. Legal Deposit Responsibilities

Please answer the questions on this page if your country has legal deposit legislation or some equivalent.

12. Who is responsible for depositing materials? Select all that apply.

- Creator/ Author
- Publisher
- Manufacturer/ Printer
- Distributor
- Copyright owner
- Depository
- Other (please specify)

13. Who bears the cost of creating the deposited copies? Select all that apply.

- Depositor
- Depository
- Other (please specify)

14. What event initiates the requirement to deposit?

- Publication
- Receipt of request or claim
- Specified calendar date
- Other (please specify)

15. Is your organisation a depository for legal deposit?

- Yes, for all types of documents
- Yes, for some types of documents
- No

16. If your organization is a depositary, does your organisation receive financing to manage the legal deposit?

Yes, full financing

Yes, partial financing

No

17. Do any other organisations in your country serve as depositaries for legal deposit?

Yes

No

If yes, what are the other organisations and what types of documents do they collect?

5. Collecting Audiovisual Documents

Please answer the questions on this page about legal deposit of audiovisual documents.

18. Does legal deposit or some equivalent in your country include audiovisual documents such as graphic documents (photos, posters, prints, engravings, etc.), films and videos (35mm, 16mm, Betacam, VHS, DVD, etc.), broadcasts (television, radio, webcast, etc.), sound recordings (cylinders, vinyl discs, audio cassettes, CDs, etc.), websites, software, databases, online journals, e-books, computer games, or audio books?

Yes

No. If no, please go directly to Question 22.

Don't have legal deposit or any equivalent in my country. Please go directly to the next page of the questionnaire.

19. What are your country's criteria for acquiring audiovisual documents through legal deposit or its equivalent? Please specify for each category, if applicable.

Type of production (i.e. local, international, co-production, etc.)?

Language of the documents?

Type of broadcast or distribution (i.e. local, international, public, private, etc.)?

Type of document (i.e. analogue and/or digital, type of format, etc.)?

Other criteria (Examples: country is depicted, related to country by topic, citizens involved in production, manufactured in country, genre, etc.)

20. Does legislation in your country cover the collection of audiovisual documents specifically on digital supports?

Yes

No

If yes, what is the nature of the legislation?

21. What are the legal deposit submission requirements for audiovisual documents in your country (i.e. number of copies, quality of copies, formats, etc.), if any?

22. If audiovisual deposits are required, approximately what percentage of required audiovisual deposits are actually deposited?

Percentage:

23. Are there any specific exemptions for audiovisual deposits in your country's legal deposit legislation?

Yes

No

If yes, please describe.

6. The State of the Audiovisual Collection

Please answer the questions on this page about your organization's audiovisual collection.

24. Does your organisation have an audiovisual collection?

- Yes, collected through legal deposit or some equivalent
- Yes, but not collected through legal deposit or some equivalent
- No

25. Does your organisation receive financing to manage your audiovisual collection?

- Yes
- No

If yes, approximately what percentage of your total financing does this represent?

26. What types of audiovisual documents does your organisation collect? Select all that apply.

- Still images (Examples: black and white photos, slides, digital photos)
- Moving images (Examples: feature-length movies on film, television programmes on magnetic tape, movies on digital supports)
- Sound (Examples: sound recordings on wax cylinders, cassettes, CD, DVD, or other digital supports)
- Other media (Examples: websites, CD-ROMs, video games, software)
- Computer games
- None of the above

27. Please estimate the number of documents of each type. (do not count duplicates). You may state your estimate in whatever units or metrics your organization uses. (Sample responses: 300 linear metres, 10000 items, 12 TB, 5400 hours, etc.).

Still images	<input type="text"/>
Analogue video	<input type="text"/>
Digital video	<input type="text"/>
Analogue audio	<input type="text"/>
Digital audio	<input type="text"/>
Film	<input type="text"/>
Other media	<input type="text"/>

28. Which of the following best describes the physical condition of your audiovisual collection ?

Very good

Acceptable overall

Somewhat at-risk

Severely at-risk

Please describe:

29. Do you have the right to copy or convert content for preservation purposes?

Yes, for some parts of the collection

Yes, for all of the collection

No

30. Do you have equipment, facilities, and staff specifically for the preservation and conservation of audiovisual documents?

Yes

No

Please describe:

31. Is your audiovisual collection available to the public?

Yes, open access

Yes, limited access

No

If yes, how does the public gain access? (Examples: on-site access, by special appointment, website, etc.)

32. If your organisation has an audiovisual collection, what percentage is catalogued?

Percentage:

33. What cataloguing standards do you use, if any?

Do not use cataloguing standards

Use the following cataloguing standards:

34. In what form(s) does your catalogue exist? (Examples: card catalogue, database, registry, etc.)