Selective Housing Agreement for the University of California’s Federal Documents Archive

Last updated: March 2015

This Agreement for Selective Housing covers U.S. Government publications distributed through the Federal Depository Library Program (FDLP) and deposited into the University of California’s Federal Documents Archive (FedDocArc).

FedDocArc is a cooperatively developed shared print archive created and maintained by the ten campuses of the University of California (UC). The archive will contain one copy of every print document received by a UC Library through the FDLP. Items deposited into the archive are viewed as the primary UC copy. The Library that designates an item for the archive continues to maintain control over the item and is referred to as the “controlling library.” Items in the archive may be housed at one of the Regional Library Facilities (RLFs—UC’s designated library shelving facilities) or on the campus that originally received it. Items deposited into the archive may not be weeded. All items in the archive will be accessible to anyone in the UC Libraries and by members of the general public.

This agreement is made in March 2015 by and between the Libraries of the ten campuses of the University of California (Berkeley, Davis, Irvine, Los Angeles, Merced, Riverside, San Diego, San Francisco, Santa Barbara, and Santa Cruz) and the RLFs (overseen by the Libraries at UC Berkeley and UC Los Angeles). This agreement is entered into for the purpose of developing and maintaining a cooperatively developed shared print archive of U.S. government publications by the UC Libraries. The publications are lent following UC lending rules and procedures, but remain the property of the U.S. Government Publishing Office under the shared control of the UC Libraries.

In pursuance of this agreement, all member institutions agree to:

- Share responsibility for carrying out the provisions of this agreement for the U.S. Government publications designated for/deposited into the FedDocArc.

- Continue to make available for free and unrestricted use all Federal depository publications outlined in this agreement to the general public.
• Return from the RLF to the controlling UC campus library, to be housed at that library, any publication outlined in this agreement, upon request. These publications will continue to remain part of the FedDocArc and governed by this agreement.

• Maintain a piece-level accounting of the Federal depository publications selectively housed under this agreement in the FedDocArc.

• Ensure all publications outlined in this agreement are identified as Federal depository property and date of initial receipt is recorded.

• Adhere to the retention/weeding procedures of the UC and follow the FDLP disposition guidelines overseen by the California State Library.

• Abide by all UC borrowing agreements and policies for government publications.

• Process depository material to ensure timely access to publications and for claims.

• Ensure each institution in this agreement is in compliance with Title 44 of the United States Code, Chapter 19, the Legal Requirements and the Program Regulations of the Federal Depository Library Program and terms outlined in this agreement.

• Transfer designated publications to the FedDocArc on an as needed, voluntary basis.

• Keep administrative records indicating the location of publications involved in this agreement.

• Provide collection development tools and information to each member of this agreement for the cooperative development of the FedDocArc.

• Accept responsibility for returning full administrative control back to the controlling library for all publications upon termination of this agreement.

All parties agree to review this agreement every 10 years and update as necessary.

On behalf of the UC, we the undersigned agree to the terms recorded in this Selective Housing Agreement and send this agreement and all future updates to the California State Library and Government Publishing Office.
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