

IFLA survey on preservation and conservation guidelines/standards/best practices

General information (Note: This information will not be published)

Page description:

Dear all,

Thank you very much for filling in the IFLA survey on preservation and conservation guidelines/standards/best practices.

Please note that some of the sections might require input from other colleagues in your library, please do keep this in mind when filling in the survey. If you would like a pdf of the survey to gather all relevant information beforehand, please email cultural.heritage@ifla.org.

You can also save your survey input at any stage after page one and continue in later.

The survey should take no more than half an hour to complete and **will close on the 17th of October 2016**.

1. Name of institution / organisation *

2. Type / Domain of institution / organisation - Specify the primary heading you would assign to your institution. *

National library/ State library
Higher education library
Public library
Special library
Other - Write In (Required)

3. Country in which your institution is located *

Option 1
Option 2
Afghanistan
Albania
Algeria
Andorra
Angola

Antigua and Barbuda
Argentina
Armenia
Australia
Austria
Azerbaijan
Bahamas, The
Bahrain
Bangladesh
Barbados
Belarus
Belgium
Belize
Benin
Bhutan
Bolivia
Bosnia and Herzegovina
Botswana
Brazil
Brunei
Bulgaria
Burkina Faso
Burundi
Cambodia
Cameroon
Canada
Cape Verde
Central African Republic
Chad
Chile
China
Colombia
Comoros
Congo, Democratic Republic of the
Congo, Republic of the
Costa Rica
Cote d'Ivoire
Croatia
Cuba
Curacao
Cyprus
Czech Republic
Denmark
Djibouti
Dominica
Dominican Republic
East Timor (see Timor-Leste)

East Africa (see Africa 2005)
Ecuador
Egypt
El Salvador
Equatorial Guinea
Eritrea
Estonia
Ethiopia
Fiji
Finland
France
Gabon
Gambia, The
Georgia
Germany
Ghana
Greece
Grenada
Guatemala
Guinea
Guinea-Bissau
Guyana
Haiti
Holy See
Honduras
Hong Kong
Hungary
Iceland
India
Indonesia
Iran
Iraq
Ireland
Israel
Italy
Jamaica
Japan
Jordan
Kazakhstan
Kenya
Kiribati
Kosovo
Kuwait
Kyrgyzstan
Laos
Latvia
Lebanon
Lesotho

Lesotho
Liberia
Libya
Liechtenstein
Lithuania
Luxembourg
Macau
Macedonia
Madagascar
Malawi
Malaysia
Maldives
Mali
Malta
Marshall Islands
Mauritania
Mauritius
Mexico
Micronesia
Moldova
Monaco
Mongolia
Montenegro
Morocco
Mozambique
Myanmar
Namibia
Nauru
Nepal
Netherlands
Netherlands Antilles
New Zealand
Nicaragua
Niger
Nigeria
North Korea
Norway
Oman
Pakistan
Palau
Palestinian Territories
Panama
Papua New Guinea
Paraguay
Peru
Philippines
Poland
Portugal

Portugal
Qatar
Romania
Russia
Rwanda
Saint Kitts and Nevis
Saint Lucia
Saint Vincent and the Grenadines
Samoa
San Marino
Sao Tome and Principe
Saudi Arabia
Senegal
Serbia
Seychelles
Sierra Leone
Singapore
Slovakia
Slovenia
Solomon Islands
Somalia
South Africa
South Korea
South Sudan
Spain
Sri Lanka
Sudan
Suriname
Swaziland
Sweden
Switzerland
Syria
Taiwan
Tajikistan
Tanzania
Thailand
Timor-Leste
Togo
Tonga
Trinidad and Tobago
Tunisia
Turkey
Turkmenistan
Tuvalu
Uganda
Ukraine
United Arab Emirates

United Kingdom
United States
Uruguay
Uzbekistan
Vanuatu
Venezuela
Vietnam
Yemen
Zambia
Zimbabwe



4. Website of your institution (Provide the address of your institution's main website that is accessible for the general public) *

5. Your full name *

6. Your job title *

VALIDATION %s format expected

7. Your e-mail address *

8. Total number of paid staff working in the preservation and conservation centre of the institution

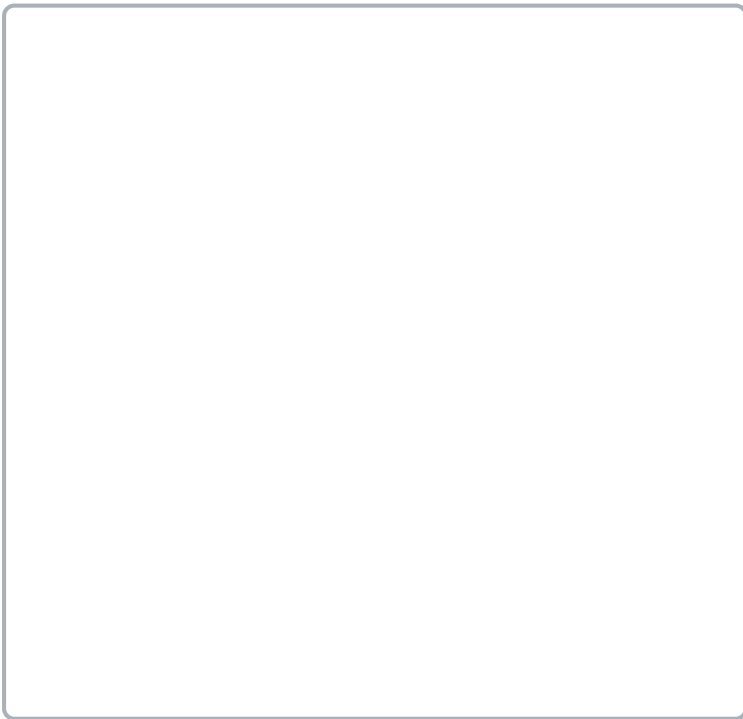
[The number of *full time equivalents* should represent the total staff employed by your institution, including permanent and temporary staff, but excluding contractors and volunteers. Part-time staff needs to be added up to represent a full working week.]

Your physical/analogue collections

9. In this part we are interested in all standards/best practices and guidelines you use for the preservation and conservation of your collections types (see also [ENUMERATE Framework page 38 - Chapter 5.2 Classification of Heritage Materials](#)).

These can be international or national standards/best practices and guidelines you base your own standards/best practices and guidelines on or in house standards/best practices and guidelines.

We would like to ask you to list all standards/best practices and guidelines you use and indicate which collection types they are used for. Please provide links to the standards/best practices and guidelines. *



VALIDATION Accepts up to 10 files. **Allowed types:** png, gif, jpg, jpeg, doc, xls, docx, xlsx, pdf, txt, mov, mp3, mp4. Max file size: 500 KB

10. If you have in house standards/best practices and guidelines not accessible online, please upload these if possible.

Browse...

Upload

Your digital collections

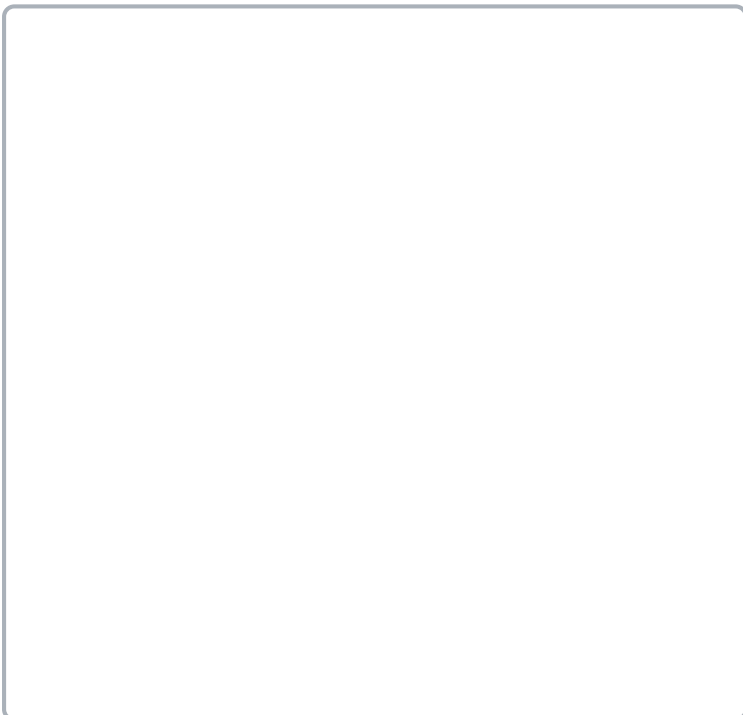
Page description:

In this part we are interested in all standards/best practices and guidelines concerning your digitised and born digital collections.

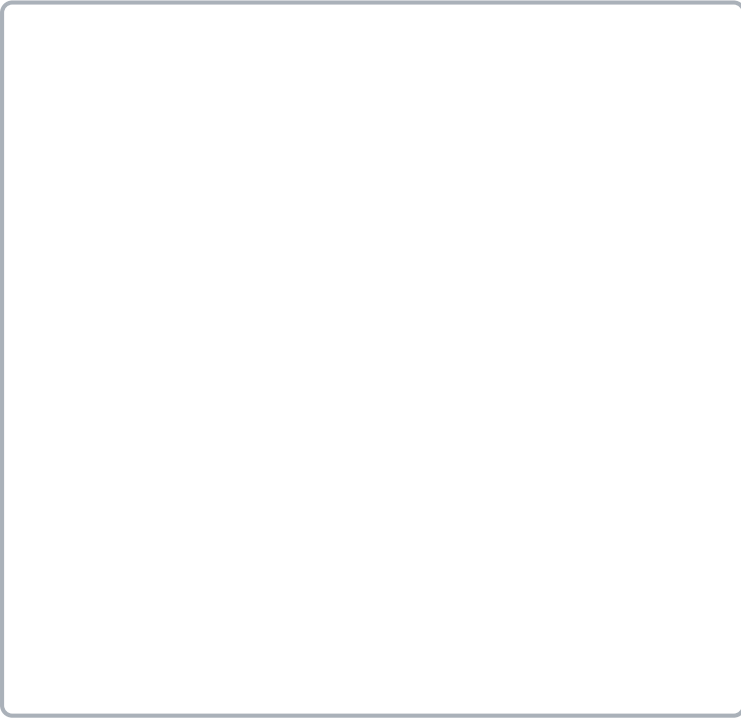
11. What preservation and conservation standards/best practices and guidelines do you use for your digitised collections? Please provide links/webpages which list these. *



12. What preservation and conservation standards/best practices and guidelines do you use for your born digital collections? Please provide links/webpages which list these. *



13. What preservation and conservation standards/best practices and guidelines do you use for your digital or physical media collections? Please provide links/webpages which list these. *



Preparedness and Policy

LOGIC Show/hide trigger exists.

14. Does your institution have a preservation strategy for physical/analogue collections? *

- Yes
- No

LOGIC Hidden unless: Question "Does your institution have a preservation strategy for physical/analogue collections? " #14 is one of the following answers ("Yes")

15. Please provide links/webpages which list your preservation strategy for physical/analogue collections

LOGIC Show/hide trigger exists.

16. Does your institution have a written digitisation strategy, endorsed by the management of your organisation? *

- Yes
 - No
-

LOGIC Hidden unless: Question "Does your institution have a written digitisation strategy, endorsed by the management of your organisation?" #16 is one of the following answers ("Yes")

17. Please provide links/webpages which list your written digitisation strategy.

LOGIC Show/hide trigger exists.

18. Does your institution have a digital preservation strategy? *

- Yes
 - No
-

LOGIC Hidden unless: Question "Does your institution have a digital preservation strategy?" #18 is one of the following answers ("Yes")

19. Please provide links/webpages to your digital preservation strategy.

LOGIC Show/hide trigger exists.

20. Does your institution have a disaster risk preparedness plan? *

- Yes
- No

LOGIC Hidden unless: Question "Does your institution have a disaster risk preparedness plan?" #20 is one of the following answers ("Yes")

21. Please provide links/webpages to your institutions disaster plan.

22. What resources (documents, training materials etc.) do you use for staff training and capacity building? Please provide links/webpages which list these.

Thank You!

Thank you very much for completing our survey.

We will use the information gathered to create a resource page of standards/best practices and guidelines available to the wider library community.

We will also use the information provided to identify gaps not covered by current standards/best practices and guidelines and work on filling these gaps.

Your answers are therefore very valuable to us.

If you have any questions, please contact cultural.heritage@ifla.org

Confirmation Email

To:

From: SurveyGizmo (notifications@surveygizmo.com)

Subject: Your response to IFLA's preservation survey