

MEMORY OF THE WORLD

A SURVEY OF CURRENT LIBRARY PRESERVATION ACTIVITIES

General Information Programme and UNISIST

United Nations Educational, Scientific and Cultural Organization

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Prepared for UNESCO, on behalf of IFLA,
by Jan Lyall, National Library of Australia

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CONTENTS

Acknowledgements

1	Introduction	1 1
2	Current Library Preservation Activities	3
2.1	Background	3
2.2	Purpose of questionnaire	3
2.3	Distribution	3
2.4	Problems	4
2.5	Analysis	5
2.6	Results	5
2.7	General information about the library	7
2.8	General information about the collections	8
2.9	Details of nationally significant materials	10
2.10	Preservation procedures and policies	15
2.11	Preservation training and staffing	25
2.12	International co-operation	27
3	Discussion	29
4	Conclusions	31
	Bibliography	33

ANNEXES

Annex 1	Original English questionnaire
Annex 2	List of IFLA PAC Centres
Annex 3	Responding institutions according to region
Annex 4	Late responses
Annex 5	Responding institutions according to library type
Annex 6	Condition of nationally significant material
Annex 7	Condition of internationally significant material

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PREFACE

The "Memory of the World" Programme is designed as a new approach to facilitate preservation by the most appropriate techniques of the world's documentary heritage, to enable access to it without discrimination against any users, to increase the awareness world-wide of its existence and significance and the need to preserve it and to promote the Programme and its products to the widest possible public.

The "Memory of the World" Register will list documentary heritage which has been identified by the International Advisory Committee of the Programme as meeting the selection criteria for world significance, similar in some ways to UNESCO's World Heritage List. The Register will be made available on the "Virtual Memory of the World" Web Site. This site will be at the same time informational, experimental and entertaining with an interactive module inviting participation in the Programme. Individual countries are encouraged to set up their own documentary heritage registers in parallel to the "Memory of the World" Register. National registers identify the documentary inheritance of the nation. They will increase awareness of the importance of the national documentary heritage and the need for a co-ordinated and integrated policy to ensure that endangered documentary heritage is preserved. Groups of nations like the Scandinavian countries or the Baltic States may compile regional registers to list documentary heritage which is integral to their collective memory. Selection criteria are suggested in the "Memory of the World - General Guidelines to Safeguard Documentary Heritage" (CII-95/WS/11).

The present document, prepared under contract with the International Federation of Library Associations and Institutions (IFLA), by Jan Lyall, National Library of Australia, is part of a series of inventories being compiled, so that UNESCO can play its role to the full as co-ordinator and catalyst of the Programme. A list of approximately 15 films considered by each country to be representative of its most significant film heritage was published as part of the cinema centenary celebration (CII-95/WS/7). An inventory of library collections and archives holdings which have suffered irreparable destruction since 1900, published as "Lost Memory - Libraries and archives destroyed in the twentieth century" (CII-96/WS-1), lists lost documentary heritage in more than 100 countries. This inventory is not meant to be a sort of funerary monument but is intended to alert public opinion and sensitize the professional community and local and national authorities to the disappearance of archival and library treasures and to draw attention to the urgent need to safeguard endangered documentary heritage.

A world list of endangered library collections and archive holdings is being compiled. More than 60 countries have proposed collections and holdings to be included in this list.

The aim of "Memory of the World" is to ensure that significant material is identified and saved. We hope that this work will prove useful to custodians of patrimonial materials in solving some of the problems they are facing in preserving our documentary heritage. This work is also available on-line, together with the corresponding database, through the "Memory of the World" home page under: <http://www.unesco.org/cii>.

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1 INTRODUCTION

1.1 The past is both a precious asset and a limited resource; its future is entrusted to all of us alive today. Documentary heritage represents a large proportion of the world's cultural heritage.

1.2 In common with natural and cultural sites, documentary heritage is subject to deterioration and destruction. Indeed, documentary heritage is even more fragile. Composed mostly of natural or synthetic organic materials which are subject to chemical instability and breakdown, documentary heritage is continually in danger of irreparable damage. This can occur through natural calamities, such as flood and fire; through man-made disasters such as accident or war; and through gradual deterioration, which may be the result of human ignorance or omission in providing basic care, housing and protection. In the case of documentary heritage which exists in an electronic format, loss often results from technical obsolescence.

1.3 Significant collections world-wide have suffered a variety of fates. Damage from war and civil unrest, looting and dispersal, illegal trading, destruction, inadequate housing and preservation, and financial stringency have all played their part in endangering documentary heritage.

1.4 In 1992, in an attempt to improve the parlous state of preservation of and access to documentary heritage in various parts of the world UNESCO established the Memory of the World Programme.

1.5 The UNESCO Memory of the World Programme is aimed at safeguarding the world's documentary heritage, democratizing access to it, and raising awareness of its significance and of the need to preserve it.

1.6 The Memory of the World Programme will identify documentary heritage of international, regional, and national significance. It will establish and maintain lists of all material identified as comprising part of the Memory of the World and will employ the Memory of the World logo to increase awareness of the problem.

1.7 An International Memory of the World Advisory Committee was established in 1993. Throughout 1994 and 1995 seven pilot projects were commenced. In addition to employing traditional preservation techniques, each takes advantage of modern technology to reproduce the text, images and sound of the original documentary heritage material to other media. In 1995 the guidelines for the operation of the programme were adopted.

1.8 At the 1993 meeting of the International Memory of the World Advisory Committee it was agreed that the following be compiled:

- a list of library collections and archive holdings that have suffered irreparable damage in the 20th century;

- a list of endangered library collections and archive holdings; and
- a list of current activities aimed at the safeguarding of documentary heritage;

1.9 UNESCO contracted the International Federation of Library Associations and Institutions (IFLA) and the International Council on Archives (ICA) each to prepare, for library and archive collections respectively, a list of library collections and archive fonds that have suffered irreparable damage in the 20th Century and a list of current activities aimed at the safeguarding of documentary heritage. UNESCO, through its National Commissions, prepared a list of endangered library collections and archive holdings. These lists were compiled during 1995.

1.10 IFLA's portion of these tasks is reported in two documents:

- A report, prepared by Mr H. van der Hoeven, Koninklijke Bibliotheek, The Hague, The Netherlands, that describes libraries and collections destroyed or damaged in the twentieth century. The information in this study was obtained by desk research. Along with the results of the similar ICA study, this work has been published as *Lost Memory - libraries and archives destroyed in the twentieth century*.¹
- This report of current library preservation activities and lists of significant documentary heritage held by major libraries throughout the world.

1.10 These tasks have been carried out separately by IFLA in an attempt to emphasise the importance of looking forward. Documentary heritage has been lost in the past and will continue to disappear in the future. UNESCO's aim is to ensure that significant material is identified and saved. Today's technology enables us to record the location of important documentary heritage and to gain access to it. This survey was intended to identify problems in various parts of the world, to identify the location of significant documentary heritage and to obtain a snapshot of current preservation practices.

2 CURRENT LIBRARY PRESERVATION ACTIVITIES

2.1 Background

2.1.1 A questionnaire was drafted to collect information from libraries. It was distributed widely for comment throughout the world at the end of 1994. Amendments were made in the light of comments and the document was approved by UNESCO and IFLA in February 1995. A copy of the final questionnaire is attached at Annex 1.

2.1.2 Analysis of the responses was carried out at the National Library of Australia.

2.2 Purpose of questionnaire

2.2.1 The purpose of this current survey was to concentrate on identifying the level and amount of preservation action and training in major libraries throughout the world and to obtain specific information regarding the holdings of significant documentary heritage. The aim was to create a working tool using UNESCO software products CDS/ISIS and IDAMS. This questionnaire has the potential to be used in all UNESCO official languages and to provide a method of monitoring changes in preservation practices. In addition, it provides a useful and valuable listing of significant documentary heritage and its condition.

2.3 Distribution

2.3.1 The questionnaire was distributed through the IFLA PAC network at the beginning of February 1995. A list of the PAC Centres is attached at Annex 2. The covering letter which accompanied the questionnaire encouraged all recipients to forward copies to other libraries or institution likely to hold nationally significant collections. A summary of copy distribution by each centre to different types of libraries is shown in Table 1.

Table 1 Number of copies of questionnaire distributed by PAC Centres.

PAC Centre	Nat'nal	State/ Reg'nal	Local	Learned	Govt. Dept.	Religious	Company/ business	Uni- versity	Mus- eum	Other	Total
Canberra	20	9	0	3	2	0	0	41	7	23	105
Tokyo	16	64	103	10	0	4	2	104	5	9	317
Paris	56	20	24	15	2	0	0	76	3	0	196
Caracas	20	16	0	0	0	0	0	1	0	0	37
Washing- ton											200
Leipzig	29	4	1	1	1	0	0	15	2	8	61
Total	141	113	128	29	5	4	2	237	17	40	916

2.3.2 IFLA PAC Centre Canberra - one copy was sent to 47 libraries in Australia and 58 organisations in the South East Asia/ Pacific region. The high number of 'other' category libraries included in the Australian Centre distribution list reflects the absence of national libraries in many Pacific Island countries. Many have Cultural Centres or other organisations which perform a national library function.

2.3.3 IFLA PAC Centre Tokyo - one copy was sent to 16 organisations in the 14 countries covered by the Japanese Centre. The questionnaire was translated into Japanese and sent to 301 Japanese institutions. Japanese responses were returned to the National Diet Library for analysis.

2.3.4 IFLA PAC Centre Paris - the questionnaire was translated into French and distributed to 196 libraries in Western Europe, Africa and the Middle East. Responses in French were returned to the Centre at Bibliothèque Nationale De France (BNF) and summary translations in English were provided to the IFLA PAC Centre in Australia. A copy of the French questionnaire is attached at Annex 3.

2.3.5 IFLA PAC Centre Caracas - the questionnaire was translated into Spanish and distributed to 37 libraries in Central and South America. Responses were returned to BNF in Paris where they were translated and translations passed to the IFLA PAC Centre in Australia. A copy of the Spanish questionnaire is attached at Annex 4.

2.3.6 IFLA PAC Centre Washington - the questionnaire was distributed to approximately 200 libraries in the USA and Canada. A breakdown according to library type was not provided. The recipient libraries were members of either the Association of Research Libraries or the Research Libraries Group.

2.3.7 IFLA PAC Centre Leipzig - the questionnaire was translated into German and distributed to 61 libraries in Central and Western Europe. Responses were requested in English. All responses were sent to Australia; some were in English, some were in German and some in a mixture. A copy of the German questionnaire is attached at Annex 5.

2.4 Problems

2.4.1 The standard procedure of testing a survey by conducting a pilot study and checking unusual responses by contacting the respondents directly was not possible owing to time constraints.

2.4.2 Language difficulties were significant. All responses were entered into the database in English at the National Library of Australia where none of those involved had adequate language skills to translate non-English responses. Accordingly, reliance was placed on the translations provided by Virginie Kremp at the PAC Centre at BNF. In the case of responses in German no translation was provided. Only non-textual information has at this stage been entered for those responses. A brief summary of the responses from Japanese institutions was provided in numerical form to the IFLA PAC Centre in Australia. The structure of the database used to analyse the questionnaire did not permit the entry of this summary data.

2.4.3 The English version of the database did not permit the entry of diacritics.

2.5 Analysis

2.5.1 Owing to the widespread use of CDS/ISIS throughout the library world a database using this software was developed. Analysis was facilitated by the use of IDAMS, a statistical package developed for use with CDS/ISIS. Considerable time was required to conduct the necessary editing, data correction and consistency testing. The database is now a viable system which can be used on a continuing basis.

2.5.2 The 155 responses received at the National Library of Australia by the cut-off date of 13 November 1995 were entered into the database. Complete data were entered only for questionnaires completed in English and the 32 French and 9 Spanish responses which had been translated into English by Virginie Kremp at BNF. Non-textual data were entered for the 12 responses completed in German. After the statistical analysis was complete it was discovered that one response had been inadvertently entered twice. This error has not affected the overall emphasis of the results. A list of responding institutions is attached at Annex 6. The 19 responses received since 13 November are listed in Annex 7

2.5.3 The Asian libraries, which received their questionnaires from the Tokyo PAC Centre were asked to reply in English to the IFLA PAC Centre in Australia. However, most mailed their completed questionnaires to the IFLA PAC Centre at the National Diet Library in Tokyo. No data were entered for these Asian responses which were returned directly to the National Diet Library in Japan because they were received in Canberra after the cut-off date. For the time being, the information in the 197 responses from Japanese libraries cannot be entered in the database because the data consists only of a numerical collation of responses to each question. No information relating to identification or library type has been provided.

2.6 Results

2.6.1 It is not possible to give precise figures for coverage because recipient institutions were advised to copy the questionnaire and pass it on to other institutions. However, it is known that at least 916 copies of the questionnaire were distributed to at least 155 countries.

2.6.2 To enable regional comparisons, the responses have been classified according to whether they originated in Africa, Asia, Australasia, Central America, Europe, the Middle East, North America, the Pacific, South East Asia, or South America. The identification of regional classifications is included in Annex 6. Table 2 displays all responses according to library type and region.

2.6.3 The specific information sought in this survey related to institutions with collections of national significance. Not all responding libraries claimed to have such collections. A filter was applied to eliminate those libraries without nationally significant collections. The number of libraries claiming to have collections of national significance is included in Table 2. Most of the libraries eliminated in this screening were European.

Table 2 Number of responding libraries according to type and region: (libraries with nationally significant collections are shown in parentheses)

Region	Nat'nal	State/ Reg'nal	Local	Learned	Govt. Dept.	Uni- versity	Museum	Other	Total
Africa	6 (6)	1 (1)	1 (1)	0 (0)	1 (1)	3 (3)	0 (0)	1 (1)	13 (13)
Asia	2 (2)	0 (0)	0 (0)	0 (0)	0 (0)	0 (0)	0 (0)	0 (0)	2 (2)
Austral- asia	2 (2)	7 (7)	0 (0)	0 (0)	0 (0)	16 (15)	1 (1)	0 (0)	26 (25)
Central America	8 (8)	0 (0)	0 (0)	0 (0)	0 (0)	0 (0)	0 (0)	0 (0)	8 (8)
Europe	22 (17)	9 (3)	18 (17)	0 (0)	1 (1)	14 (10)	2 (1)	2 (1)	68 (49)
Middle East	1 (1)	0 (0)	0 (0)	0 (0)	0 (0)	0 (0)	0 (0)	0 (0)	1 (1)
North America	3 (3)	1 (1)	0 (0)	1 (1)	0 (0)	9 (9)	3 (3)	3 (3)	20 (20)
Pacific	3 (3)	1 (0)	0 (0)	1 (1)	1 (1)	2 (2)	0 (0)	3 (2)	11 (9)
S E Asia	4 (4)	0 (0)	0 (0)	0 (0)	0 (0)	1 (1)	0 (0)	0 (0)	5 (5)
South America	1 (1)	0 (0)	0 (0)	0 (0)	0 (0)	0 (0)	0 (0)	0 (0)	1 (1)
Total	52 (47)	19 (12)	19 (18)	2 (2)	3 (2)	45 (40)	6 (5)	9 (7)	155 (133)

2.6.2 Responses were received from 155 organisations in 58 countries. Response was not uniform throughout the world. From Asia, the Middle East and South America responses were particularly poor. The poor response from Asia is partly due to the late arrival of questionnaires from the National Diet Library of Japan. It is not clear why the responses were so poor from the Middle East and South America. This wide variation in responses means that it is difficult to make comparisons between the regions. Comparative comments in this report are limited because of the unevenness of the responses.

2.6.3 Given the uncertainties associated with the distribution of the questionnaire an accurate rate of return cannot be calculated. However from the figures provided by the PAC Centres, it seems likely that the questionnaire was sent to 143 national libraries. With 52 responses from national libraries the rate of return is 36%. If based on the 47 libraries with items of national significance it is 33%. Other types of libraries responded at a lower rate but it is likely that they would hold less material of national significance. In the reporting of results separate mention is often made of the situation in national libraries.

2.6.4 After national libraries the best response is, as expected, from the university sector. However, considering the fact that there are many more university libraries throughout the world than there are national libraries, the response rate for them is not as good as for the national libraries.

2.6.5 Owing to the distribution methods of the questionnaire no information has been collected on significant documentary heritage owned by individuals.

2.6.6 The questionnaire was constructed in 6 parts to collect the following information:

- Part A: General information about the library
- Part B: General information about the collections
- Part C: Details of nationally significant materials
- Part D: Preservation procedures and policies
- Part E: Preservation training and staffing
- Part F: International co-operation

Results are discussed under each of these headings.

2.7 General information about the library

2.7.1 Library type and region. - Part A provided information on identity, location, library type and staff numbers. Much of the information collected in this section has already been discussed. The responding institutions are listed according to type of library in Annex 8.

2.7.2 The balance of this report is concerned solely with the analysis of responses from the 133 libraries with collections of national significance. A follow-up study is required to determine why 5 national libraries, all in Europe, did not report any collections of national significance.

2.7.3 Staff numbers. - This question was answered by 124 of the respondents with collections of national significance. The results according to types of library are shown in Table 3. No data were entered into the database from libraries of religious organisations, or from company or business libraries, because these libraries were only represented in that part of the survey conducted by the Japanese PAC Centre.

Table 3 Average staff numbers according to library type

Library type	Number of libraries	Mean Staff Nos.
National library	44	262.6
State, regional, territorial or provincial library	12	221.8
Local or municipal library	17	82.6
Library of learned research institute or society	2	25.0
Library of government department or instrumentality	1	6.0
Library of university or other tertiary teaching institution	37	157.6
Library of museum or art gallery	4	79.8
Other	7	54.9
Total	124	179.1

2.7.4 These figures indicate that national libraries employ on average more staff than any other type of library.

2.7.5 Table 4 shows the same information expressed as average staff numbers for all types of libraries according to region. Given the small number of responses from Asia and South America, the very high figures for these regions cannot be considered representative. Clearly the Pacific Island countries employ far fewer staff in their libraries than do other countries. This is probably a reflection of the small populations in these countries.

Table 4 Average staff numbers across all library types according to region.

Region	Number of libraries	Mean staff numbers
Africa	9	99.4
Asia	2	528.5
Australasia	24	196.3
Central America	8	211.8
Europe	48	185.7
North America	18	177.9
Pacific	9	10.7
South East Asia	5	218.6
South America	1	549.0
Total	124	179.1

2.8 General information about the collections

2.8.1 Part B of the questionnaire sought information concerning the nature and size of collections. The database has yielded a vast amount of information on collections which cannot be discussed here. Detailed information is available in the bivariate analyses attached as Annexes 9, 10 and 11. Comment made here highlights the most important aspects of the findings, including regional differences where appropriate. Such differences are evident in Table 5 which shows the percentage of libraries holding more than 1000 shelf metres of book-type materials.

Table 5 Percentages of libraries holding > 1000 shelf metres of book-type materials.

Material	All libraries (%)	National libraries (%)	Regional holdings - all library types (%)
Books	79	83	Pacific 0
			African 54
			Remainder >80
Journals	69	64	Pacific 11
			S E Asian 40
			Remainder >46
Newspapers	37	53	Pacific 0
			North American 20
			S E Asian 20
Archival materials and manuscripts	32	45	Remainder >32
			African 8
			S E Asian 20
			Pacific 20
			Remainder >32

2.8.2 It is interesting to note that while no Pacific Island country holds more than 1000 shelf metres of books or newspapers, 20% of them hold more than 1000 shelf metres of archival and manuscript materials - a figure not very different to that for libraries in other regions. Only 20% of North American libraries reported holding more than 1000 shelf metres of newspapers.

2.8.3 A higher percentage of national libraries hold more than 1000 shelf metres of newspapers and archival type materials than is the case for all libraries.

2.8.4 The questionnaire also sought information relating to holdings of other book-type materials. A number of responses mentioned collections of ephemera and in addition, a number of national libraries indicated significant holdings of rare books and incunabula. Such materials were not quantified.

2.8.5 The percentages of libraries holding more than 1000 items of various non-book materials are shown in Table 6.

2.8.6 While there are differences between the holdings of national libraries and all types of libraries for books, newspapers and archival materials, there are virtually no differences between the holdings of national libraries and all libraries for journals and non-book type materials.

Table 6 Percentages of libraries holding >1000 non-book material items.

Material	All libraries (%)	National libraries (%)	Regional holdings - all library types (%)
Photographic materials	55	53	African 15
			Pacific 22
			European 57
			North American 70
			Australasian 72
Sheet materials	71	72	Pacific 11
			African 46
			Remainder >50
Electronic items	45	45	African 0
			Pacific 11
			Remainder >45
Sound recordings	53	57	African 0
			Pacific 0
			Remainder >38
Microforms	72	74	Pacific 22
			African 46
			Central America 50
			Remainder >73

2.8.7 Interesting regional differences are apparent in the holdings of non-book materials. These may reflect the different approaches to collecting in different parts of the world. For example, libraries in Australasia and North America have significantly more photographs than do European libraries. This trend may be related to the fact that countries in these regions have a shorter recorded history than other parts of the world, resulting in greater reliance being placed on photographic records.

2.8.8 Holdings of electronic and sound recording materials are relatively low in the Pacific and Africa.

2.8.9 In response to the question concerning holdings of other types of non-book materials the following were mentioned but not quantified: paintings, drawings, music, palm leaf manuscripts, globes, papyri, tapa and seals.

2.9 Details of nationally significant materials

2.9.1 Part C of the questionnaire sought information concerning the holdings of nationally significant materials. The term 'nationally significant' was used to describe those collections and/or items which are essential to maintain a continuing record of the total cultural identity of a country. Loss of these materials would result in an inability to reconstruct the 'memory of a country'. These materials must be retained permanently - usually in their original format but sometimes, due to the instability of the original, as copies produced on a more stable medium.

2.9.2 Nationally significant materials in libraries include materials acquired under the provisions of legal deposit arrangements. Other materials, particularly older materials, which document important events in the history of a country may also be nationally significant.

2.9.3 The first question in this part asked whether the respondent's country had a Legal Deposit Act. Some respondents appeared to have misunderstood this question and answered in the negative when this was known to be incorrect. This is an area where follow-up action is required. The response from the 47 national libraries indicated that one African country, one Pacific Island country and two South East Asian countries did not have Legal Deposit Acts.

2.9.4 The second question sought information on the receipt of material under the provision of the Act. The results obtained for all libraries are confusing and only those obtained from national libraries are quoted here. Of the national libraries responding, 41 (87%) indicated that they received material; 5 (11%) - one from Asia, one from Europe, one from North America and two from South East Asia indicated that they did not receive material. One from the Pacific did not respond. These anomalies require follow-up action.

2.9.5 The third question asked about a national policy for identifying nationally significant documentary heritage. The regional responses as shown in Table 7 suggest some confusion in answering this question. For example, 23% of African libraries responded that their country had a national policy yet no African national library claimed to operate according to a national policy.

2.9.6 Very few details were provided so it is by no means clear how many national policies operate in practice. Follow-up action is required to clarify the situation.

2.9.7 A similar question was asked concerning institutional policies for identifying nationally significant documentary heritage. The results obtained are similar to those reported for national policies. They are included in Table 7.

Table 7 Percentages of libraries reporting national and institutional policies to identify nationally significant documentary heritage: (figures for national lib. in parentheses)

		Percentages of Libraries					
		National policy			Institutional policy		
Region	No. of libraries	No	Yes	Nil response	No	Yes	Nil response
Africa	13 (6)	69 (83)	23 (0)	8 (17)	46 (50)	46 (33)	8 (17)
Asia	2 (2)	0 (0)	50 (50)	50 (50)	0 (0)	50 (50)	50 (50)
Australasia	25 (2)	24 (50)	48 (5)	28 (0)	24 (0)	68 (100)	8 (0)
Central America	8 (8)	38 (38)	50 (50)	13 (13)	38 (38)	63 (63)	0 (0)
Europe	49 (17)	35 (41)	57 (47)	8 (12)	43 (35)	51 (53)	6 (12)
Middle East	1 (1)	0 (0)	100(100)	0 (0)	0 (0)	100(100)	0 (0)
North America	20 (3)	55 (67)	25 (33)	20 (0)	45 (67)	55 (33)	0 (0)
Pacific	9 (3)	78 (100)	22 (0)	0 (0)	78 (100)	22 (0)	0 (0)
South East Asia	5 (4)	40 (50)	40 (50)	20 (0)	40 (50)	60 (50)	0 (0)
South America	1 (1)	0 (0)	100(100)	0 (0)	0 (0)	100(100)	0 (0)

2.9.8 Overall the results confirm that while there are more institutional than national policies for identifying items of national significance, the number of institutions with no policy is disturbingly high. The three Pacific national libraries have neither national nor institutional policies; none of the six African national libraries report having a national policy and only two have institutional policies.

2.9.9 The next series of questions was designed to determine the percentages of holdings of all libraries which are of national significance. Categories are:

- 100% - all significant
- 75% - most significant
- 50% - half significant
- 25 % - some significant
- 0% - none significant

2.9.10 The percentages of all libraries claiming to hold specific amounts of nationally significant materials of various types are shown in Table 8. Details are available in Annexes 9, 10 and 11.

2.9.11 Some libraries did not answer these questions so the aggregate percentages for each type of material in Table 8 do not total 100%.

2.9.12 For all material types, except archival , a higher percentage of national libraries described all of their collections as being of national significance. This was most striking for newspapers and microforms where close to 40% of national libraries claimed all of their collections were of national significance but only 19% of all libraries made the same claim. It is interesting to note that quite high percentages (21%) of national libraries claimed that none of their photographic or sound materials were of national significance.

Table 8 Percentages of all libraries (total number = 133) describing their holdings according to amount of nationally significant material; and the same information for 47 national libraries (figures in parentheses)

Type of Material	Percentages of Libraries				
	none significant	some significant	half significant	most significant	all significant
Books	6 (0)	52 (23)	11 (13)	19 (40)	10 (21)
Journals	11 (2)	46 (26)	14 (19)	16 (28)	9 (21)
Newspapers	16 (2)	32 (19)	11 (13)	17 (26)	19 (36)
Archival	10 (13)	11 (21)	8 (4)	21 (21)	40 (33)
Photographic	29 (21)	15 (13)	6 (4)	16 (17)	24 (26)
Sheet	13 (9)	29 (19)	11 (4)	21 (28)	20 (34)
Electronic	34 (11)	27 (30)	6 (11)	11 (17)	10 (19)
Sound	29 (21)	25 (13)	11 (15)	12 (17)	14 (28)
Microforms	20 (9)	30 (17)	11 (15)	15 (17)	19 (38)

2.9.13 There are notable regional differences. Again the questionnaire has provided too much information to describe in detail. Details are available in Annexes 10 and 11. Tables 9 and 10 indicate the percentages of all libraries in each region which claimed that all of their holdings of various materials were of national significance.

Table 9 Percentages of all libraries describing all of their holdings of various materials as being of national significance; and the same information for national libraries (figures in parentheses)

Region	No. of libraries	Percentages of Libraries				
		Books	Journals	News-papers	Archival	Photo-graphic
Africa	13 (6)	0 (0)	8 (17)	31 (33)	31 (50)	38 (17)
Asia	2 (2)	0 (0)	0 (0)	0 (0)	50 (50)	50 (50)
Australasia	25 (2)	8 (0)	8 (0)	12 (0)	32 (50)	32 (50)
Central America	8 (8)	13 (13)	13 (13)	50 (50)	25 (25)	25 (25)
Europe	49 (17)	12 (35)	12 (35)	14 (35)	37 (41)	18 (18)
Middle East	1 (1)	0 (0)	0 (0)	0 (0)	0 (0)	0 (0)
North America	20 (3)	5 (33)	5 (33)	15 (67)	30 (67)	20 (67)
Pacific	9 (3)	11 (0)	0 (0)	22 (33)	22 (33)	11 (0)
South East Asia	5 (4)	40 (50)	20 (25)	40 (50)	60 (50)	40 (50)
South America	1 (1)	0 (0)	0 (0)	0 (0)	0 (0)	0 (0)

2.9.14 Some of the information relating to holdings of nationally significant material must be open to question. For example, it seems unlikely that there are libraries, other than national libraries, with all of their collections being nationally significant yet it can be seen in Tables 9 and 10 that some non-national libraries in Australasia and the Pacific claim that all of their holdings of certain materials are of national significance.

2.9.15 Tables 9 and 10 also indicate that quite a high percentage of European national libraries (35%) claim that all of their book collections are of national significance but only 18% of European national libraries claim that all of their photographic collections are of national significance. In contrast, 67% of North American and 50% of Australasian national libraries claim that all of their photographic collections are of national significance.

Table 10 Percentages of libraries describing all of their holdings of various materials as being of national significance; and the same information for national libraries (figures in parentheses)

Region	No. of libraries	Percentages of Libraries			
		Sheet materials	Electronic	Sound	Micro-forms
Africa	13 (6)	23 (33)	8 (17)	15 (17)	46 (67)
Asia	2 (2)	0 (0)	0 (0)	0 (0)	50 (50)
Australasia	25 (2)	8 (50)	4 (0)	12 (50)	4 (0)
Central America	8 (8)	38 (38)	25 (25)	13 (13)	25 (25)
Europe	49 (17)	22 (29)	10 (18)	14 (29)	20 (41)
Middle East	1 (1)	0 (0)	0 (0)	0 (0)	0 (0)
North America	20 (3)	20 (67)	5 (33)	10 (67)	10 (67)
Pacific	9 (3)	22 (33)	11 (0)	11 (33)	11 (0)
South East Asia	5 (4)	40 (50)	40 (50)	60 (50)	40 (50)
South America	1 (1)	0 (0)	0 (0)	0 (0)	0 (0)

2.9.16 The questionnaire also requested more specific information on nationally significant holdings. Two lists were requested: items of significance to the country in which the library was located and items of significance to other countries. Indications of general condition and brief descriptions of preservation treatment needed were also requested. A vast amount of extremely valuable information has been collected in this part of the questionnaire. This information should be of great benefit to libraries throughout the world. It will enable individual libraries to see what is held in other libraries which may be relevant to their collections. Details are provided in Annex 12. Statistical data is provided in Annex 13.

2.9.17 A total of 517 items of national significance have been registered: 192 (37%) are in national libraries and 140 (27%) are in university libraries; the highest concentration of items of national significance (201 or 39%) is in Europe. However, given the unevenness of the response to the questionnaire, these figures are unlikely to be an accurate reflection of the real situation.

2.9.18 There is a small difference between the estimated overall condition of collections in national libraries and all libraries. Table 11 shows that 40% of nationally significant collections in national libraries is in good condition compared to 46% in all libraries.

Table 11 Percentages of collections of national significance in specified condition.

Condition	Percentages of nationally significant collections	
	All libraries	National libraries
Good	46	40
Fair	44	44
Bad	5	7
Not stated	5	9

2.9.19 Summary information describing the condition of nationally significant collections, according to region, is provided in Table 12. Details are available in Annex 13.

Table 12 Percentages of nationally significant collections in specified condition according to region.

Region	No. of items	Percentages of nationally significant collections			
		In good condition	In fair condition	In bad condition	Condition not stated
Africa	50	38	52	4	6
Asia	9	100	0	0	0
Australasia	100	60	35	1	4
Central America	33	18	79	3	0
Europe	201	40	46	7	6
Middle East	2	50	50	0	0
North America	74	50	36	8	5
Pacific	23	43	43	9	4
South East Asia	20	50	40	5	5
South America	5	100	0	0	0

2.9.20 These figures indicate that less than 50% of items of national significance are in good condition. However, only a small percentage of significant collections in all countries is in a bad condition. It may be that nationally significant material is usually well cared for: alternatively, it may be that there is a reluctance to report material of such importance as being in bad condition. The differences reported for material in bad condition between the regions is not significant.

2.9.21 Of the regions responding, Central America had the lowest percentage (18%) of nationally significant collections in good condition. Overall, between 40 and 50% of nationally significant material is described as being in fair condition and must be considered to be at risk.

2.9.22 Similar information was also sought for material of significance to other countries. Details are provided in Annex 12. Statistical data is provided in Annex 14. 247 items were registered: 98 (40%) are in national libraries and 57 (23%) are in university libraries; the highest concentration (102 or 41%) is in Europe. As noted previously for materials of national significance, the unevenness of response throws considerable doubt on the validity of these findings.

2.9.23 Summary information describing the condition of other significant collections is provided in Tables 13 and 14. Details are available in Annex 14.

2.9.24 The differences between the condition of nationally significant material and material of significance to other countries are not great. However, it would appear that at least for some regions, for example Europe and North America, more of this material is in bad condition than is nationally significant material.

Table 13 Percentages of collections of significance to other countries held in all libraries and in national libraries in specified condition.

Condition	Percentages of other significant collections	
	All libraries	National libraries
Good	46	45
Fair	39	37
Bad	8	7
Not stated	7	11

Table 14 Percentages of collections of significance to other countries in specified condition according to region.

Region	No. of items	Percentages of other significant collections			
		In good condition	In fair condition	In bad condition	Condition not stated
Africa	20	45	50	5	0
Asia	5	100	0	0	0
Australasia	37	59	32	3	5
Central America	16	38	38	0	25
Europe	102	32	48	11	9
North America	46	61	22	13	4
Pacific	9	56	44	0	0
South East Asia	8	38	63	5	0
South America	4	75	25	0	0

2.10 Preservation procedures and policies

2.10.1 Part D of the questionnaire sought information on the type of preservation procedures carried out and on the nature of facilities available. Details of the findings are provided in Annexes 9, 10 and 11. Table 15 summarises the percentages of libraries that carry out the indicated preservation procedures for nationally significant material.

Table 15 Percentages of libraries which conduct the specified preservation procedures

Procedure	Percentages of libraries	
	All libraries	National libraries
Binding of journals/serials	71	70
Binding of newspapers	44	53
Boxing of journals/serials	56	53
Boxing of newspapers	38	38
Repairs to bindings	73	70
Simple repairs to torn or damaged pages	79	70

2.10.2 These results indicate very little difference between the preservation procedures conducted in different types of libraries.

2.10.3 However, not all libraries perform basic preservation procedures. For example, not all libraries carry out repairs to bindings. Table 16 shows the regional breakdown of libraries which do not repair bindings.

Table 16 Number of libraries not performing repairs to bindings.

	Africa	Austral- asia	Central America	Europe	North America	Pacific	SouthEast Asia
All libraries	3	3	1	12	2	2	2
National libraries	2	0	1	3	1	2	2

2.10.4 This lack of basic care indicates that some significant material is being put at risk.

2.10.5 Some respondents reported that they carried out other preservation treatments. Treatments mentioned included shrink wrapping and binding of monographs.

2.10.6 Table 17 summarises the percentages of libraries which carry out the indicated reformatting procedures for nationally significant material.

Table 17 Percentages of libraries performing reformatting procedures

Reformatting procedure	All libraries (%)	National libr. (%)
Microfilming of newspapers	56	70
Microfilming of other brittle or fragile paper-based materials	60	64
Maintaining a list of microform masters	44	51
Reporting bibliographic information to a central source.	55	49
Copying of photographs	37	40
Copying of audio tapes	26	32
Copying of film or video materials	17	13
Electronic digitising	20	26

2.10.7 When looking at the procedures employed throughout the world it is interesting to examine what is not being done. Tables 18 and 19 show the percentages of libraries on a regional basis that are not conducting reformatting procedures.

2.10.8 The figures in Table 17 show that the most noticeable difference in the reformatting procedures between national libraries and all libraries is a higher percentage of newspaper microfilming carried out by national libraries. This is probably related to the higher percentage of nationally significant newspapers held by national libraries. However, the fact that 38% of all libraries and 28% of national libraries do not carry out any microfilming of newspapers is disturbing. The high percentages of libraries in Africa and the Pacific which do not carry out any microfilming of newspapers indicate that a large amount of significant material from these regions is not being adequately preserved. This conclusion is reinforced when the figures in Table 18 are related to those in Table 9 where it is shown that 22% of libraries in the Pacific and 31% in Africa describe all of their newspaper holdings as being of national significance.

Table 18 Percentages of all libraries not performing reformatting procedures: (figures for national libraries in parentheses).

		Percentages of Libraries not performing reformatting procedures			
Region	No. of libraries	Microfilming newspapers	Microfilming other material	Microform master list	Reporting bib. data
Africa	13 (6)	54 (50)	62 (67)	54 (67)	23 (50)
Asia	2 (2)	0 (0)	0 (0)	0 (0)	0 (0)
Australasia	25 (2)	40 (0)	36 (0)	40 (0)	20 (50)
Central America	8 (8)	13 (13)	50 (50)	13 (13)	75 (75)
Europe	49 (17)	31 (29)	27 (24)	49 (29)	37 (12)
Middle East	1 (1)	0 (0)	0 (0)	0 (0)	0 (0)
North America	20 (3)	55 (33)	20 (0)	40 (33)	10 (0)
Pacific	9 (3)	56 (67)	44 (67)	33 (33)	44 (67)
South East Asia	5 (4)	20 (25)	20 (25)	20 (25)	60 (75)
South America	1 (1)	0 (0)	0 (0)	0 (0)	0 (0)

Table 19 Percentages of all libraries not performing reformatting procedures: (figures for national libraries in parentheses)

		Percentages of Libraries not performing reformatting procedures			
Region	No. of libraries	Copying photographs	Copying audio tapes	Copying film etc.	Electronic digitising
Africa	13 (6)	54 (50)	85 (100)	85 (100)	85 (100)
Asia	2 (2)	0 (0)	0 (0)	0 (0)	0 (0)
Australasia	25 (2)	36 (0)	52 (0)	56 (50)	68 (100)
Central America	8 (8)	75 (75)	63 (63)	50 (50)	50 (50)
Europe	49 (17)	51 (41)	73 (65)	80 (76)	71 (47)
Middle East	1 (1)	0 (0)	0 (0)	0 (0)	0 (0)
North America	20 (3)	60 (33)	75 (67)	80 (67)	60 (33)
Pacific	9 (3)	78 (67)	67 (67)	67 (67)	78 (67)
South East Asia	5 (4)	40 (50)	40 (50)	60 (75)	40 (50)
South America	1 (1)	0 (0)	0 (0)	100 (100)	0 (0)

2.10.9 The fact that only 49% of national libraries report bibliographic information to a central source is of concern. Not all libraries which claimed to report to a central source provided details. At a regional level the lowest rate of reporting to a central source is in Central America and South East Asia. It is also disturbing that only 51% of national libraries maintain a list of microform masters. Africa has the highest rate of not maintaining a list of microform masters.

2.10.10 It is also disturbing to see that so little copying of materials such as photographs, film, video and sound materials is taking place.

2.10.11 A small amount of digitising is already taking place. No libraries in Africa or the Pacific reported undertaking any digitisation. This is not apparent from the figures in Table 19 because it cannot be assumed that, for example that while 85% of African libraries are not digitising their collections that 15% do. The reason is that, as was the case for most

questions, not all libraries responded and the 'nil-responses' have not been included in the table. Details can be found in Annex 9.

2.10.12 Other reformatting procedures being carried out include microfiching, preservation photocopying and colour photography.

2.10.13 Access to preservation and conservation facilities is reported in Table 20 according to the percentages of libraries with no access. The questionnaire collected information on those who had either in-house or external access to these facilities.

Table 20 Percentages of libraries having no access to specified facilities

Facility	Percentages of libraries with no access to facilities	
	All libraries	National Libraries
Conservation laboratory	27	23
Paper lamination equipment	55	46
Leaf casting equipment	55	40
Paper splitting equipment	68	60
Bindery	12	15
Mass deacidification facility	71	62
Fumigation chamber	45	40
Microfilming facility	17	15

2.10.14 Regional differences are again very pronounced as is apparent in the results reported in Tables 21 and 22. Those most disadvantaged in terms of access to a conservation laboratory are libraries in Africa, the Pacific, Central America and South East Asia. This lack of access is reflected in access to specific facilities.

Table 21 Percentages of all libraries, according to region, having no access to facilities: (figures for national libraries in parentheses)

Region	No. of libraries	Percentages of Libraries not having access to facilities			
		Conservation laboratory	Paper lamination	Leaf casting equipment.	Paper splitting
Africa	13 (6)	46 (50)	69 (50)	69 (67)	69 (83)
Asia	2 (2)	0 (0)	0 (0)	0 (0)	0 (0)
Australasia	25 (2)	32 (0)	68 (100)	68 (100)	80 (100)
Central America	8 (8)	50 (50)	63 (63)	75 (75)	50 (50)
Europe	49 (17)	18 (6)	43 (47)	43 (12)	69 (65)
Middle East	1 (1)	0 (0)	0 (0)	0 (0)	0 (0)
North America	20 (3)	10 (0)	55 (0)	55 (33)	75 (67)
Pacific	9 (3)	56 (33)	67 (33)	67 (33)	67 (33)
South East Asia	5 (4)	40 (50)	60 (75)	60 (75)	60 (75)
South America	1 (1)	0 (0)	0 (0)	100 (100)	0 (0)

Table 22 Percentages of all libraries, according to region, having no access to facilities: (figures for national libraries in parentheses)

Percentages of Libraries not having access to facilities
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Region	No. of libraries	Bindery	Mass deacid. facility	Fumigation chamber	M'filming facility
Africa	13 (6)	8 (17)	62 (67)	54 (50)	31 (33)
Asia	2 (2)	0 (0)	0 (0)	0 (0)	0 (0)
Australasia	25 (2)	20 (50)	92 (100)	36 (50)	8 (0)
Central America	8 (8)	50 (50)	63 (63)	38 (38)	25 (25)
Europe	49 (17)	6 (0)	76 (71)	53 (47)	16 (12)
Middle East	1 (1)	0 (0)	0 (0)	0 (0)	0 (0)
North America	20 (3)	0 (0)	55 (33)	35 (33)	5 (0)
Pacific	9 (3)	22 (0)	67 (33)	67 (33)	44 (0)
South East Asia	5 (4)	20 (25)	80 (100)	40 (50)	20 (25)
South America	1 (1)	0 (0)	0 (0)	100 (100)	0 (0)

2.10.15 The figures in Tables 21 and 22 demonstrate the generally superior position of European and North American libraries in terms of access to facilities. It is also apparent that most libraries, particularly national libraries, throughout the world have access to a bindery and to microfilming facilities.

2.10.16 Some anomalies are apparent and are mostly due to the fact that the 'yes' and the 'nil-response' answers are not included in the tables. For example, it cannot be assumed that because 62% of libraries in Africa report having no access to a mass deacidification facility that 38% do have access. In fact, of the 13 African responses, 8 report no access, none claim to have in-house access, 1 reports access elsewhere and there were 3 nil-responses. To gain a full picture of the availability of facilities it is necessary to consult the tables in Annexes 10 and 11.

2.10.17 Some of the findings require follow-up action since it is apparent that some questions have been misinterpreted. For example, 2 libraries in the Pacific report having access to mass deacidification facilities. This seems unlikely.

2.10.18 Some libraries reported having access to other facilities. These included vacuum freeze dryers, video recorders, digital conversion equipment, photographic equipment, mylar encapsulation equipment, A/V preservation equipment and photographic equipment.

2.10.19 A question was also asked concerning the actual treatments carried out. A summary of the results is reported in Table 23. Owing to the small number of libraries responding from Asia, the Middle East and South America no specific mention is made to these regions in Table 23 or in the remainder of the report for Part D of the questionnaire.

2.10.20 It is clear that very little mass deacidification is conducted world-wide. A large number of libraries, particularly national libraries, deacidify individual items. The Pacific is, without question, the region where the least preservation and conservation action is taking place. There is an obvious and expected relationship between access to facilities (Tables 21 and 22) and treatments carried out.

Table 23 Percentage of libraries carrying out preservation and conservation treatments

Percentages of libraries carrying out preservation and conservation treatments

Treatment	All libraries	National Libraries	Regional results for all libraries (National library results in parentheses)		
Deacidification of individual items	47	62	Africa	8	(17)
			Australasia	44	(100)
			Central America	38	(38)
			Europe	51	(88)
			North America	80	(100)
			Pacific	0	(0)
			S E Asia	60	(50)
Mass deacidification	6	13	Africa	0	(0)
			Australasia	4	(0)
			Central America	0	(0)
			Europe	8	(18)
			North America	5	(33)
			Pacific	0	(0)
			S E Asia	0	(0)
Paper splitting	13	23	Africa	0	(0)
			Australasia	4	(0)
			Central America	38	(38)
			Europe	16	(24)
			North America	5	(0)
			Pacific	0	(0)
			S E Asia	20	(25)
Leaf casting	26	40	Africa	15	(33)
			Australasia	16	(0)
			Central America	25	(25)
			Europe	39	(53)
			North America	15	(67)
			Pacific	0	(0)
			S E Asia	20	(15)
Lamination	24	45	Africa	23	(33)
			Australasia	12	(0)
			Central America	50	(50)
			Europe	29	(53)
			North America	15	(67)
			Pacific	0	(0)
			S E Asia	40	(25)
Conservation paper treatments	57	64	Africa	38	(50)
			Australasia	64	(100)
			Central America	63	(63)
			Europe	59	(82)
			North America	75	(67)
			Pacific	11	(0)
			S E Asia	40	(25)

2.10.21 Book restoration, encapsulation and restoration of objects were among the other conservation treatments reported as being carried out. Some libraries also reported details of specific conservation procedures.

2.10.22 Information was collected on a range of preventive preservation procedures. The results are summarised in Table 24.

Table 24 Percentage of libraries carrying out preventive preservation procedures

Procedure	Percentages of libraries carrying out preventive preservation procedures				
	All libraries	National Libraries	Regional results for all libraries (National library results in parentheses)		
Floor cleaning	92	91	Africa	85	(83)
			Australasia	96	(100)
			Central America	100	(100)
			Europe	92	(88)
			North America	90	(100)
			Pacific	78	(67)
			S E Asia	100	(100)
Shelf cleaning	84	85	Africa	77	(67)
			Australasia	72	(100)
			Central America	100	(100)
			Europe	90	(82)
			North America	80	(67)
			Pacific	78	(67)
			S E Asia	100	(100)
Environmental monitoring	71	60	Africa	23	(17)
			Australasia	88	(100)
			Central America	63	(63)
			Europe	78	(76)
			North America	90	(100)
			Pacific	33	(0)
			S E Asia	60	(50)
Collection condition surveys	59	62	Africa	31	(17)
			Australasia	68	(100)
			Central America	88	(88)
			Europe	57	(71)
			North America	65	(67)
			Pacific	44	(0)
			S E Asia	60	(50)
Pest inspections	74	68	Africa	62	(50)
			Australasia	96	(50)
			Central America	88	(88)
			Europe	61	(59)
			North America	90	(100)
			Pacific	33	(33)
			S E Asia	80	(75)

Table 24, continued over

Table 24 continued

Maintenance of disaster preparedness and response plans	58	57	Africa	38	(50)
			Australasia	84	(100)
			Central America	38	(38)
			Europe	41	(59)
			North America	90	(100)
			Pacific	44	(33)
			S E Asia	44	(25)

2.10.23 Overall the majority of all libraries and national libraries conduct basic preventive preservation procedures although the regional breakdowns display some disturbing features, particularly the level of environmental monitoring carried out in Africa and the Pacific. A surprisingly low figure for maintenance of disaster plans has been reported for Europe.

2.10.24 Very little additional information was provided in respect of other preventive procedures employed. Mention was made of training, restricting use of collections and security measures.

2.10.25 Information was also collected on the physical storage conditions in libraries. The questionnaire required respondents to estimate the amount of nationally significant material in their care which was stored under specified storage conditions. Details are available in Annexes 9, 10 and 11. Table 25 shows the percentages of libraries which store all of their nationally significant material in the specified conditions.

2.10.26 The results are both surprising and disturbing. Storage conditions world wide are obviously inadequate. Only 47% of national libraries report having all of their nationally significant collections stored in a clean environment. On a regional basis conditions in African libraries are serious to say the least.

Table 25 Percentages of libraries storing all of their nationally significant collections in specified conditions.

Percentages of libraries storing all of their nationally significant collections in specified condition					
Storage condition	All libraries	National Libraries	Regional results for all libraries (National library results in parentheses)		
In clean storage areas	57	47	Africa	38	(33)
			Australasia	76	(50)
			Central America	13	(13)
			Europe	59	(59)
			North America	60	(33)
			Pacific	33	(33)
			S E Asia	60	(50)
In secure storage areas	65	57	Africa	38	(33)
			Australasia	84	(100)
			Central America	50	(50)
			Europe	63	(65)
			North America	75	(33)
			Pacific	33	(33)
			S E Asia	60	(50)

Table 25 continued

In storage areas with air conditioning during working hours	38	23	Africa	8	(0)
			Australasia	72	(0)
			Central America	0	(0)
			Europe	20	(24)
			North America	60	(33)
			Pacific	33	(33)
			S E Asia	60	(50)

In storage areas with 24 hour air conditioning	35	28	Africa	0	(0)
			Australasia	48	(50)
			Central America	25	(25)
			Europe	29	(29)
			North America	60	(33)
			Pacific	44	(67)
			S E Asia	20	(25)
In a building with effective fire detection systems	67	57	Africa	15	(0)
			Australasia	96	(100)
			Central America	38	(38)
			Europe	80	(82)
			North America	70	(67)
			Pacific	11	(33)
			S E Asia	60	(50)
In a building with effective fire suppression systems	36	36	Africa	8	(0)
			Australasia	52	(100)
			Central America	25	(25)
			Europe	39	(41)
			North America	40	(33)
			Pacific	11	(33)
			S E Asia	40	(50)
On shelving suitable for each collection type	44	38	Africa	38	(33)
			Australasia	52	(100)
			Central America	38	(38)
			Europe	41	(35)
			North America	50	(33)
			Pacific	33	(33)
			S E Asia	60	(50)
In appropriate storage containers	21	19	Africa	8	(17)
			Australasia	40	(0)
			Central America	13	(13)
			Europe	12	(12)
			North America	20	(33)
			Pacific	22	(33)
			S E Asia	60	(50)

2.10.27 The lack of effective fire detection and suppression systems in libraries in the Pacific and in Africa is placing these collections at grave risk. The low incidence of fire suppression systems throughout the world may reflect an earlier view that fire suppression systems, particularly those involving water, were inappropriate for libraries. The now generally accepted view that water based systems are appropriate for libraries has not been translated into implementation of such systems.

2.10.28 Few libraries report that all of their nationally significant collections are stored in appropriate storage containers. It is somewhat surprising to find that only 12% of European libraries report having all of their significant collections stored in appropriate storage containers.

2.10.29 The last section of Part D sought information on institutional and national preservation policies and plans. Table 26 summarises the results.

Table 26 Percentages of libraries following preservation procedures, policies and plans

Procedure, policy or plan	Percentages of libraries following preservation procedures, policies and plans				
	All libraries	National Libraries	Regional results for all libraries (National library results in parentheses)		
Written preservation policy	40	49	Africa	31	(17)
			Australasia	32	(100)
			Central America	38	(38)
			Europe	33	(47)
			North America	75	(100)
			Pacific	11	(0)
			S E Asia	60	(75)
Compliance with a national policy	20	28	Africa	8	(17)
			Australasia	16	(0)
			Central America	13	(13)
			Europe	16	(29)
			North America	30	(33)
			Pacific	11	(0)
			S E Asia	60	(75)
Written preservation plan	34	43	Africa	15	(0)
			Australasia	32	(100)
			Central America	38	(38)
			Europe	29	(35)
			North America	55	(100)
			Pacific	11	(0)
			S E Asia	60	(75)
Compliance with a national plan	17	28	Africa	0	(0)
			Australasia	16	(0)
			Central America	13	(13)
			Europe	14	(29)
			North America	20	(67)
			Pacific	11	(0)
			S E Asia	40	(50)
Written disaster response and preparedness plan	49	40	Africa	23	(33)
			Australasia	80	(100)
			Central America	25	(25)
			Europe	33	(35)
			North America	90	(100)
			Pacific	33	(33)
			S E Asia	40	(50)

Table 26, continued over

Table 26 continued

Building suitable for housing nationally significant materials	64	55	Africa	38	(33)
			Australasia	84	(100)
			Central America	50	(50)
			Europe	57	(47)
			North America	80	(67)
			Pacific	44	(67)
			S E Asia	80	(75)

Condition survey of collection completed	44	56	Africa	23	(33)
			Australasia	56	(100)
			Central America	88	(88)
			Europe	35	(47)
			North America	60	(67)
			Pacific	0	(0)
			S E Asia	80	(75)

2.10.30 The figures in Table 26 suggest that there is likely to have been some confusion surrounding the issue of national plans and policies. For example, in the responses from Australasia, where there are only two nations - Australia and New Zealand and it is known that neither has either a national policy or a national plan, 16% of all libraries (ie. 4) replied that their institutional plans and policies were consistent with national schemes. Some of this confusion may have arisen due to the similarity of the policy and planning questions in this section with those in Part C which sought information on policies to identify items of national significance.

2.10.31 The question asked in this section about disaster plans was very similar, but not identical, to the question asked in Part D about preventive preservation procedures. The results (Tables 24 and 26) are much the same.

2.10.32 A significant number of libraries throughout the world do not believe that their library building is suitable to house collections of national significance. The highest percentages of unsatisfactory buildings are in Africa and the Pacific; surprisingly only 47% of the European national libraries reported having satisfactory buildings.

2.11 Preservation training and staffing

2.11.1 Part E of the questionnaire sought information on preservation training and staffing. Given the enormous differences that exist between educational programs throughout the world it is not surprising that the information collected in this part is confusing.

2.11.2 The first question sought information on the availability of conservation education programs providing instruction in library materials preservation. The information provided by all libraries within each country was not consistent. It has been assumed that the information from the national libraries is likely to be the most reliable and that it gives a reasonable indication of the situation in regions. Table 27 summarises the information provided by national libraries.

Table 27 Number of national libraries reporting availability of library materials conservation training programs

Region	No. of national libraries	Number of national libraries reporting availability of programs		
		Masters degree	Bachelors degree	Tertiary diploma
Africa	6	0	0	0
Asia	2	0	0	0
Australasia	2	1	1	1

Central America	8	0	2	2
Europe	17	8	7	5
Middle East	1	0	0	0
North America	3	2	1	1
Pacific	3	0	0	0
South East Asia	4	1	1	1
South America	1	1	1	1

2.11.3 Clearly Europe is in front with diploma and degree programs. No such programs were reported in Africa, Asia, the Middle East or the Pacific.

2.11.4 The second question, concerning the number of conservators employed with tertiary qualifications, generated a vast amount of detailed information. In general, the number of tertiary qualified conservators employed in libraries throughout the world is very small with the majority of libraries not employing any such conservators. More detailed analysis of the results would assist in identifying the ratio of professional conservators to the amount of national significant material held in libraries.

2.11.5 Information relating to training of technicians was sought in the third question. The same assumptions were made for technician training as were made conservator training. The results reported by national libraries are shown in Table 28.

Table 28 Number of national libraries reporting availability of library materials training programs for technicians

Region	No. of national libraries	Number of national libraries reporting availability of programs		
		Certificate	In-house training	Training in another library
Africa	6	0	1	2
Asia	2	1	2	1
Australasia	2	1	2	1
Central America	8	3	3	0
Europe	17	7	5	6
Middle East	1	0	1	1
North America	3	2	1	1
Pacific	3	0	0	1
South East Asia	4	1	1	1
South America	1	0	1	0

2.11.6 A similar picture emerges for technician training as was reported for conservator training programs; Europe is better supplied with technician training programs than are other parts of the world. However, there is no doubt that the availability of all types of preservation training throughout the world is very poor, and Africa and the Pacific appear to be suffering the most.

2.11.7 The fourth question sought information about the number of technicians employed and their qualifications. As was the case for the question relating to the number of conservators employed, much detailed information was provided in response to this question. In general, libraries employ more technicians than conservators. In addition, many libraries only employ technicians. Overall, considering the amount of nationally significant

material reported in this survey the number of staff employed to ensure its preservation is grossly inadequate.

2.11.8 The final question in this part dealt with preservation awareness training for staff and users. The results are summarised in Table 29.

Table 29 Percentages of libraries providing preservation awareness training

Region	No. of libraries	Percentages of libraries providing awareness training (national libraries)	
		For staff	For users
Africa	13 (6)	15 (17)	0 (0)
Asia	2 (2)	50 (50)	50 (50)
Australasia	25 (2)	56 (100)	20 (50)
Central America	8 (8)	75 (75)	13 (13)
Europe	49 (17)	43 (47)	12 (6)
Middle East	1 (1)	100 (100)	100 (100)
North America	20 (3)	80 (100)	45 (33)
Pacific	9 (3)	11 (33)	0 (0)
South East Asia	5 (4)	60 (50)	20 (0)
South America	1 (1)	100 (100)	100 (100)

2.11.9 While many libraries provide preservation awareness training for their staff, surprisingly few libraries in any part of the world are providing training for users.

2.12 International co-operation

2.12.1 The final part (Part F) of the questionnaire sought information on international co-operation and knowledge of the Memory of the World Programme. Table 30 summarises the results.

2.12.2 The level of awareness of the programme is not great but a very high percentage of libraries would like to obtain more information. It is scarcely surprising that a high level of interest was expressed in the programme; no doubt only those interested made the effort to complete the questionnaire.

Table 30 Percentage of libraries familiar with Memory of the World Programme

Question	Percentages of libraries responding 'yes' to questions about Memory of World Programme		
	All libraries	National Libraries	Regional results for all libraries (National library results in parentheses)

Knowledge of programme	33	60	Africa	23	(33)
			Australasia	36	(100)
			Central America	38	(88)
			Europe	31	(65)
			North America	20	(67)
			Pacific	11	(0)
			S E Asia	40	(25)
Require additional information	89	94	Africa	92	(100)
			Australasia	80	(100)
			Central America	100	(100)
			Europe	98	(94)
			North America	60	(33)
			Pacific	100	(100)
			S E Asia	100	(100)
Interest in participation	66	79	Africa	77	(83)
			Australasia	60	(50)
			Central America	88	(88)
			Europe	67	(76)
			North America	35	(67)
			Pacific	100	(100)
			S E Asia	80	(75)
Identification of MoW project	24	30	Africa	38	(33)
			Australasia	8	(0)
			Central America	38	(38)
			Europe	27	(29)
			North America	5	(0)
			Pacific	33	(0)
			S E Asia	60	(50)

2.12.3 There are marked regional differences in those libraries wishing to participate; North America expressed the least desire to participate and the Pacific expressed the strongest desire. Very few libraries have actually identified potential projects. This is not surprising considering the relatively low level of awareness.

3. DISCUSSION

3.1 General

3.1.1 Preservation of nationally significant documentary heritage does not have a high priority for many libraries throughout the world. The existence of national policies for the identification and preservation of nationally significant documentary heritage is very low and the number of staff employed to care for this material appears ridiculously small. Regional differences are apparent. Collections in developing countries are most at risk.

3.1.2 The unevenness of the responses means that additional data from the Middle East, South America and Asia must be collected before any sensible conclusions can be reached on the situation in these regions.

3.1.3 The database contains more detailed information from English language responses. Additional work is required to complete the data entry for non-English responses. Data from questionnaires received after the cut-off date has not yet been added.

3.1.4 The database developed for this survey should provide a useful tool to monitor developments world-wide. It should be possible to make it available in the UNESCO official languages.

3.2 Comparison with other surveys

3.2.1 Other world-wide surveys have been conducted to determine the state of preservation of collections in libraries and archives. The most recent was jointly carried out for UNESCO in 1986 by IFLA and ICA. The results of this survey, published by UNESCO in 1987 ² are distinctly biased — comparison was made only between Europe and the rest of the world. No questions were asked on the significance of collections and no indication was given that the information collected would be maintained or updated.

3.2.2 The questions asked in the 1986 survey were not the same as in the 1995 survey. However similar questions were asked about preservation policies and conservation workshops. It is disturbing to see that in 1986 89% of respondents claimed to have systematic preservation policies but in 1995 the figure was 40%. Similarly, in 1986 62% had a conservation workshop and in 1995 only 47% had one. These differences could be attributed to a number of causes. For example, a deterioration in the situation, a different sample in each survey, or a greater awareness in 1995 of what constitutes a policy and what are adequate facilities leading to more accurate answers in 1995. It is known that archives were included in the 1986 survey and not in the 1995 one. So it may be that the situation in archives world-wide is better than in libraries. (see 3.2.5).

3.2.3 It would appear that the UNESCO publication ³ in 1990 of guidelines for the development of preservation and conservation policies for libraries and archives did not result in more libraries developing policies.

3.2.4 Following the 1986 survey an additional world-wide survey was conducted to examine the training needs in preservation and conservation. The results of this survey, published in 1989 ⁴, indicated quite a high level of preservation training in courses throughout the world. The present survey does not appear to support such an optimistic view.

3.2.5 The training survey also collected quite detailed information on preservation and conservation treatments. In reporting these results it distinguished between libraries and archives. It found that 64% of archives had a conservation facility but only 42% of libraries did. This result is very similar to that found in the present survey.

4 CONCLUSIONS

4.1 Like all previous surveys, this one indicated that there is a large amount of highly significant documentary heritage material at risk. Indeed many of the figures indicate a deterioration from the 1986 UNESCO/IFLA/ICA survey. However, useful comparisons are difficult without having detailed knowledge of the institutions responding to the 1986 survey.

4.2 There are two areas in which the present survey differs from previous ones.

- It was designed to be used on a continuing basis and to enable ready comparisons. It is useable in a number of different languages and should be useful on an international as well as a national basis.
- It contains lists of documentary heritage of national and international significance. These lists should prove invaluable in assisting international co-operative projects.

4.3 A comment about gathering information from around the world may be useful for those involved in subsequent phases. Questionnaires have become a common tool in achieving world wide coverage. Obviously they are far from ideal. Language difficulties have to be overcome, cultural differences often represent an invisible barrier and the ever present problem of conflicting demands on time make questionnaires a less than ideal method for collecting information. In addition, it is difficult to compile comprehensive mailing lists and a world-wide 'questionnaire fatigue', which results in a poor response rate, is developing. These constraints should also be borne in mind when considering the results of the survey reported in Part 3 of this report.

4.4 Clearly significant problems remain: large parts of the world's documentary heritage are still at risk and in some developing countries, which rely on transmitting their culture orally, it has not even yet been recorded. Unlike previous programmes, the Memory of the World Programme enables developing countries to have their documentary heritage recognised as being of world significance.

4.5 Regardless of the difficulties, the survey has demonstrated that there is a strong interest in the programme. This interest will be followed up with promotional and instructional material. The lists of nationally and internationally significant documentary heritage have the potential to assist in the development of national and regional alliances. By taking advantage of rapid advances in communications technology UNESCO will be able to make this information available on the Internet thereby encouraging international co-operation.

4.6 A comparison with the UNESCO Convention concerning the Protection of the World Cultural and Natural Heritage may be encouraging. This programme has succeeded in convincing most nations that our built and natural heritage is a universal responsibility and treasure. However, this recognition did not occur overnight. The programme originated in 1960 when the monuments of Nubia were threatened by the construction of the Aswan Dam.

Not until 1972 was agreement reached on the establishment of a convention and it took until 1974 for the first country, Egypt, to sign the convention. Now almost 25 years later 140 countries are parties to the convention and the World Heritage List contains 440 entries.

4.7 In a similar way, recent destruction to significant parts of the world's documentary heritage has led to the establishment of the Memory of the World Programme. The challenge for the Programme is to extend the universal responsibility for protection of our heritage to documentary materials. This survey comprises one of the important first activities which will assist in ensuring that the Programme has a future.

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