IFLA-CDNL Alliance for Bibliographic Standards (ICABS)

Updated Strategic Plan 2004-2005

Mission

The IFLA ICABS Programme continues the late UBCIM Core Activity in the part related to Bibliographic Standards and parts of the Universal Dataflow and Telecommunications core activity as well as the CDNL digital initiatives which involve preservation and digital resource management, access mechanisms, interoperability and much more.

The focus of the alliance is strategic and offers a practical way to improve international coordination and to steer developments in these key areas. The alliance aims to maintain, promote, and harmonize existing standards and concepts related to bibliographic and resource control, to develop strategies for bibliographic and resource control, and to advance understanding of issues related to long-term archiving of electronic resources, including the promotion of new and recommended conventions for such archiving.

The IFLA ICABS Programme will work closely with other IFLA professional units, namely the Divisions Bibliographic Control and Management and Technology and their Sections, the IFLA UNIMARC Programme, the IFLA National Libraries Section and the Conference of Directors of National Libraries (CDNL) as well as the regional groups of CDNL. It will also, when relevant, liaise with other international organizations such as UNESCO and other funding bodies, ISO, ICA, and other national and international standard making bodies in the area of bibliographic control.

Goal
1. Ensure the maintenance and promotion of ICABS through the ICABS Advisory Board

(Professional priorities: "Promoting standards, guidelines and best practices" and "Developing Library Professionals")

Actions

1.1 Develop and maintain the ICABS terms of reference

1.2 Arrange ICABS Advisory Board annual meetings during IFLA conferences

1.3 Ensure the official representation of ICABS in IFLA Working groups like ISBD Review Group, FRBR Review Group, FRANAR and others when relevant

Goal

2. Maintain, promote, and harmonize existing standards and concepts related to bibliographic and resource control

(Professional priorities: "Promoting standards, guidelines and best practices")

Actions

2.1 ISBD maintenance and development
Support the work of the IFLA Cataloguing Section's ISBD Review Group in developing and maintaining the International Standards for Bibliographic Description. Encourage the harmonization of national practices to follow these standards. Promote the results of the ISBD revisions.
Responsible partner: Die Deutsche Bibliothek

2.2 FRBR maintenance and development
Support the work of the IFLA Cataloguing Section's FRBR Review Group in developing and maintaining the conceptual model and related guidelines for the Functional Requirements for Bibliographic Records (FRBR). Promote the use of this model.
Responsible partner: British Library

2.3 FRANAR project
Support the IFLA Division IV Working Group on Functional Requirements of Authority Numbering and Records (FRANAR). Promote the use of this model for authority control.
Responsible partner: British Library

2.4 UNIMARC
Promote the development and use of UNIMARC according to the IFLA UNIMARC Programme Strategic Plan.
Responsible partner: Biblioteca Nacional de Portugal

2.5 MARC 21
Promote the development and use of MARC 21 and its XML derivatives.
Responsible partner: Library of Congress

2.6 Z39.50 and Z39.50-International:Next Generation (ZING)
Promote the application and use of Z39.50. Cooperate with Z39.50 implementors to continue development of ZING, and notably its XML-based Search/Retrieve Web Services (SRW) in order to evolve next generation implementations of Z39.50.
Responsible partner: Library of Congress

Goal

3. Develop strategies for bibliographic and resource control and ensure the promotion of new and recommended conventions

(Professional priorities: "Promoting standards, guidelines and best practices" and "Promoting Resource Sharing")

Actions

3.1 VIAF cooperative
Support and promote the idea of the Virtual International Authority File (VIAF) in cooperation with the Sections of IFLA's Division IV: Bibliographic Control and the partners in the current VIAF Proof of Concept project. Explore other VIAF models and promote the testing of prototypes.
VIAF Proof of Concept project partners: Library of Congress, Die Deutsche Bibliothek, and OCLC

3.2 Metadata and XML based metadata schemes

Explore Metadata requirements in close cooperation with the Information Technology Section and the Cataloguing Section of IFLA and their Working Groups. Collect and communicate information on existing Metadata schemes and application profiles.
Responsible partner: Library of Congress

3.3 Monitor work on Persistent Identifiers
Responsible partner: Library of Congress

Goal
4. Advance understanding of issues related to long-term archiving of electronic resources
(Professional priorities: "Promoting standards, guidelines and best practices" and "Providing Unrestricted Access to Information")

Actions

4.1 Explore the requirements/conditions for long-term archiving of electronic resources.
Responsible partner: Koninklijke Bibliotheek

4.2 Migration & Emulation
Explore and promote strategies, methods and standards for migration and emulation.
Responsible partner: Koninklijke Bibliotheek

4.3 Web harvesting
Explore and promote methods to archive web-based publications collected by web-harvesting.
Responsible partner: National Library of Australia

4.4 Work out a survey of existing standards, guidelines, and codes for preservation of digital materials in co-operation with IFLA's Preservation and Conservation Section.
Responsible partner: National Library of Australia

Goal
5. Monitor, promote and disseminate information relating to ICABS

(Professional priorities: "Promoting standards, guidelines and best practices", and "Providing Unrestricted Access to Information", and "Developing Library Professionals")

Actions

5.1 Prepare programme for IFLA Conference in Oslo (2005) to disseminate information on the ICABS programme

5.2 Prepare programmes for Oslo (2005) in conjunction with various IFLA sections, divisions and programmes.

5.3 Develop and maintain the ICABS-related website on IFLAnet.

5.4. Maintain the ICABS e-mail discussion list, disseminate relevant information in ICBC and other relevant professional journals as well as on IFLAnet.

5.5 Ensure the publication of ICABS documents and reports, also making them available on IFLAnet.

5.6 Participate in workshops, conferences and other professional sessions, whenever relevant, to disseminate information on ICABS.

Attachments:

1. Action plans of the responsible partners
    a. British Library
    b. Library of Congress
    c. Koninklijke Bibliotheek
    d. National Library of Australia
    e. Die Deutsche Bibliothek
    f. IFLA
2. IFLA/UNIMARC Programme Strategic Plan

Attachment 1:

**a.   British Library Draft Action Plan for ICABS
         2004 – 2005
         Update**

Under the ICABS agreement, the British Library is charged with strategic responsibility for FRBR maintenance and development and the work of the FRANAR group. This document outlines the proposed strategic activities the British Library will undertake.

The responsibility for the ongoing development of FRBR and FRANAR rests with the IFLA Cataloguing Section's FRBR Review Group and with the IFLA Division IV Working Group on the Functional Requirements and Numbering of Authority Records (FRANAR). The British Library's role will therefore be to support, communicate and promote the existing charges and strategic plans of these two groups.

FRANAR
The British Library will support the work of the IFLA FRANAR Working Group charged to define the functional requirements of authority records, to study the feasibility of an International Standard Authority Data Number (ISADN) and to serve as the official IFLA liaison to other interested groups concerning authority records.

FRBR
The British Library will support the work of the IFLA FRBR Review Group as identified in its 5 Working Group foci: FRBR Expressions, Continuing Resources, Teaching and Training, Dialogue with CRM, and Subject Relationships and Classification (TBC).

Proposed main areas of supporting activity:

Organisational support
In the coming year the British Library will discuss with the relevant IFLA Divisions, ICABS partners and the Working and Review groups the best ways in which we can provide appropriate organisational and administrative support. This will include working with 3rd parties, where appropriate to facilitate the convening of meetings of Working Groups, as required to continue the momentum of the work of the groups.

Financial support
The British Library will attempt to provide appropriate levels of financial support, where possible, to facilitate the development of the FRBR and FRANAR models. This will largely be through support in kind, and we will be discussing with our ICABS partners and the IFLA divisions concerned the types of financial support necessary to complement that available from other sources. The level of direct monetary support which may be available during the year cannot be guaranteed at this time.

Promotion of results

As the work of the groups progresses, the British Library will actively promote and support the promotion and dissemination of the results of their work through publication and/or presentation at seminars, conferences and meetings to appropriate professional and commercial bodies.

We will encourage the ongoing use and development of the models by application to appropriate projects and developments over which we exercise influence or control.

Coordination
In conjunction with the IFLA Divisions, and the Review Groups and Working Groups, The British Library will continue to liaise with other relevant non IFLA and CDNL organisations and groups working on the development of bibliographic standards, such as the Joint Steering Committee of AACR, to share information, gather feedback and monitor related developments and implementation.

We will also liaise with suppliers and developers of bibliographic systems to review the use of models and their development plans. We plan to conduct a survey of present and planned applications during the coming year.

Caroline Brazier
Head of Collection Acquisition and Description
The British Library
15th September 2004

**b.   Library of Congress Draft Action Plan for ICABS
         2004 – 2005
         Update September 2004**

The Library of Congress has a major coordination role for four of the ICABS Action areas. For the remainder of 2004-2005 the following program is planned.

Goal 2. - Maintain, promote, and harmonize existing standards and concepts related to bibliographic resource control

Action 2.5 - MARC 21 - Promote the development and use of MARC 21 and its XML derivatives.

The Library of Congress will continue the collaborative development of the MARC 21 formats and the web publication of documentation supporting their use. Work on XML derivatives is well advanced and will continue as more users experiment and comment on directions to be taken. The format supports full Unicode use, however, the MARC exchange environment currently functions most efficiently if the community uses the recognized "MARC8" Unicode sub-repertoire of over 16,000 characters when carrying out global interchange using Unicode. Efficient and successful interchange when the full Unicode repertoire of over 50,000 characters is employed is being examined.

2.5.1 - Develop MARC 21
   -   Continue open solicitation and discussion of change needs.
   -   Continue collaborative development of MARC 21 in XML (MARCXML) and maintenance of transformations to and from other metadata schemas including MARC 21 (2709).
   -   Complete a study of the issues for the exchange environment when using the full Unicode repertoire.
   -   Work with ISO/TC46 on a generalized XML structure specification for use with MARC formats in XML.

2.5.2 - Provide IFLA forums for presentation and discussion of MARC 21 issues.
   -   Investigate holding user meetings at IFLA Conferences
   -   Develop MARC 21 information and links on IFLANET.

2.5.3 - Coordinate with other ICABS activities.
   -   Continue development of MARC 21 tools that facilitate analysis using Functional Requirements for Bibliographic Records (FRBR).

-   Participate with UNIMARC in a program in Oslo.
-   Participate in other activities as they are identified.

Action 2.6 - Z39.50 and its Next Generation Derivatives, SRW/SRU

Promote the application and use of Z39.50 information retrieval protocol (Z). Cooperate with Z implementors to continue development of Z39.50 Next Generation (ZING), and particularly its XML-based Search/Retrieval Web Service (SRW) and Search/Retrieve URL Service (SRU) in order to evolve next generation implementations of Z39.50.

1.6.1 - Maintain Z39.50
-   Maintain the Z listserv and registry of implementors.
-   Promote use of the international (Bath) profile for Z implementations.

1.6.2 - Continue supporting development of SRU/SRW.
-   Complete, prototype, test, and publish Version 1.2 of SRW.
-   Convene the Editorial Committee.
-   Develop a listserv based maintenance advisory group for SRU and SRW.
-   Migrate important, additional Z functionality, update and semantic search, into SRW.

2.6.3 - Investigate broader Z and SR relationships.
-   Define the relationship of Z and SR with emerging metasearch activities.
-   Study the relationship of Z and SR to other protocols and standards, such as Open Archives Initiative (OAI) and OpenURL.
-   Work with ISO on completing the standardization of the Z holdings XML schema.
-   Publish results of studies and experience with SRU/SRW.

2.6.4 - Provide IFLA links to Z and SR activities.
-   Develop Z and SR information and links on IFLANET.
-   Report Z and SR activities and calls for comment on IFLA listservs, where appropriate.
-   Participate in other activities as they are identified.

Goal 3. Develop strategies for bibliographic and resource control and ensure the promotion of new and recommended conventions.

Action 3.2 - Metadata and XML-based metadata schemes

Explore Metadata requirements in cooperation with the Information Technology Section and the Cataloguing Section of IFLA and their Working Groups. Collect and communicate information on existing Metadata schemes and application profiles.

3.2.1 - Promote development of the Metadata Exchange and Transmission Standard (METS).
-   Support workshops for METS in the US (held), Europe (held), and the Pacific.
-   Participate in the METS editorial board and disseminate its decisions through the METS web site.
-   Promote development of extension schemas for use with METS for different object types and different subtypes of metadata.
-   Promote development of METS profiles for different digital archiving applications.
-   Promote development of METS use guidelines.

3.2.2 - Develop appropriate use of different metadata schemas and define transformations between them.
-   Continue collaborative development of version 3.0 of the Metadata Object Description Schema (MODS).
-   Collaborate with ICABS preservation activities on metadata requirements.
-   Provide transformations between MODS and MARCXML, Dublin Core, ONIX and other descriptive metadata schemas.
-   Collaboratively continue the development of the Metadata Authority Description Schema (MADS), a MARC 21 compatible and MODS coordinated XML schema for authority records.

3.2.3 - Coordinate with IFLA Section activities.
- Disseminate results of relevant projects and reports.
- Solicit Section review and participation.
- Provide IFLANET links to emerging metadata standards.
- Participate in other activities as they are identified.

Action 3.3 - Monitor work on persistent identifiers

3.3.1 - Monitor and promote development of strategies regarding persistent identifiers.
- Survey the current state of persistent identifier use in national libraries (and others as appropriate).
- Identify possible namespaces for use under the "info" URI.
- Promote development of strategies for use of URI schemes such as URN and "info".

3.3.2 - Monitor and report on related identifier activities relevant to libraries.
- Continue development and maintenance of a web site for URI information.
- Coordinate with the URI information maintained on the site of ICABS partner NLA.
- Participate in other activities as they are identified.

Sally H. McCallum
Library of Congress
September 2004

**c.   Koninklijke Bibliotheek Draft Action Plan for ICABS
         2004 – 2005
         Update**

Goal 4. Advance understanding of issues related to long-term archiving of electronic resources

Actions
4.1 Explore the requirements/conditions for long-term archiving of electronic resources
4.2 Explore and promote strategies, methods and standards for migration and emulation

The Koninklijke Bibliotheek (KB) will write a survey on the use and development of standards for digital preservation, based on the experiences of the international library world. This survey will not only address the use of standards for the operational 'safe places' (the initiatives on electronic depositories), but also the need for standards for permanent access strategies (such as migration and emulation). This will include both certified standards and de facto standards.
Best practices, issues of concern and focal points for standardisation on digital preservation in libraries will be defined, so that they can serve as starting points for further development, specific research and closer co-operation.

During recent years, cultural heritage institutions have increasingly become aware of the challenges to be met in digital preservation (the long term preservation and access of electronic resources and publications). Several institutes have started designing and building 'safe places' to store electronic resources. Co-operation, knowledge sharing and standardization have been endorsed by several groundbreaking international projects. The OAIS reference model has been accepted worldwide and provides a well-defined starting point for the design and development of digital archives.

While archiving is well on its way, the development of permanent access tools and strategies, such as large scale migration and emulation, is just beginning.
Currently, institutions are keeping their options open, where preservation and access strategies are concerned, because these strategies have not proven themselves yet. However, prototypes are being developed and tested. Information on these projects is scattered and often not linked to specific archiving goals. Because of the growing number of projects on digital preservation, now is the time to 'take stock' on the international use of standards in this field.

ICABS focuses on advancing the understanding of issues related to long-term preservation of electronic resources and improving knowledge sharing on this issue.

The KB has taken on the responsibility for the specific actions for ICABS as formulated under 4.1 and 4.2, because since 2002, it runs its own operational electronic archive (the e-Depot), based on the OAIS-standard. This made the KB the first national library with such a facility. A year later (2003) the KB also started with a special Digital Preservation Department that focuses on R&D for permanent access for digital material.

The experience of the KB in digital preservation will serve as a basis for the international ICABS research. The KB report can be useful for evaluating existing standards, defining possibilities for adjusting and finding the issues for which new standardisation-initiatives will have to be taken. The research will be carried out in five phases: reading, desk research, in depth research, writing and finalizing. A draft version will be available in May 2005. After a review period, the report will be presented at IFLA 2005. The final version of the report will be available in September 2005.

The KB/ICABS research will be embedded in a larger co-operation in the field of long term preservation (both digital and paper) between Dutch national heritage institutes (the KB as National Library, the National Archives and the Instituut Collectie Nederland, a national research institute). This co-operation is initiated by the Dutch Ministry of Education and Science. Within this co-operation, the National Archives also will carry out research on standards, used in the archival digital preservation environment.

Issues to be addressed:
- What is the state-of-the-art on digital archiving in the international library world; which standards are used for design, implementation and management of electronic repositories? What are so called 'best practices' and what are 'bottlenecks'?
- How do libraries fit the electronic depositories into their organisational structure? Are there any standards for organisational aspects, such as workflow?
- What is the state-of-the-art on research for the development of digital preservation strategies in the international library world; can standards be used to give access to digital material, to preserve them and to keep them accessible for future use?
- What is the need for/ is there a need for (new) standards for the development of permanent access strategies?

Actions:
- Contact specialists at the world's leading institutions in the field of digital archiving;
- Collect research results, reports and working-papers;
- Group ongoing activities according to development phases: designing, building and operational;
- Conduct interviews with selected contacts;
- Perform desk-research on relevant (website)publications;
- Include the results of earlier surveys focusing on separate aspects of the subject, such as government-guidelines, organisation of digital archiving (Erpanet/Minerva survey) or preservation metadata (PREMIS survey);
- Perform in-depth inquiries into some major research projects;
- Desk-research on publications, research-reports and experimental prototype descriptions;
- Interview leading researchers in this area;
- Find common ground in tools and methods;
- Group methods and strategies according to type of organisation, goal of long-term storage and nature of the digital object;
- Define possibilities for co-operation, integration, interoperability and future opportunities for standardisation;
- Write draft version;
- Incorporate outcome of reviews;
- Write a final report;
- Present results at IFLA ICABS session on digital preservation;
- Write strategic plan KB/ICABS for the 2005-2006 period.

Results:
- A detailed insight in the actual state of research & development and/or implementation of digital archives in libraries;
- 'Trial and error' stories of projects developing depositories that will help current and new

projects to choose a successful approach: a definition of best practices;
- Up-to-date overview of the state-of-the-art, including an analysis of possible overlaps and an overview of opportunities for synergy.
- An outline for future research: a description of possible strategies and a link to possible goals and expectations on one hand and to the nature of digital objects on the other.
- A starting point (or a focus point) for libraries to define their requirements regarding permanent access technology.

Duration:
July 2004 – September 2005

**d.   National Library of Australia Draft Action Plan for ICABS
2004 – 2005**

Goal 4: Advance understanding of issues related to long-term archiving of electronic resources

Action 4.3 Web harvesting

Explore and promote methods to archive web-based publications collected by web harvesting.

Actions and update

(i) Through membership of the International Internet Preservation Consortium (IIPC), lead the work of the Working Group on the Deep Web.

The Library joined the International Internet Preservation Consortium (IIPC) in July 2003 and has been actively involved in its work since. In particular, it is leading the work of the Deep Web Working Group and is working in close cooperation with the Bibliothèque nationale de France to investigate the identification, acquisition, storage and display of publications and web sites that are database driven.

Working access interfaces have been developed for two sample database archives, and this prototype can be seen at <http://www-test.nla.gov.au/eXplore/>. Work has commenced on automatic development of access interfaces to match the characteristics of each individual database based on the Database Archive Description. It is expected that the processes involved in archiving and providing access to web databases will be fully documented by December 2004 and that guidelines will be available for implementing procedures.

The Library is also a member of the Researcher Requirements Working Group and has contributed the names of Australian researchers to the formation of a focus group that will meet for the first time in September in London.

Library representatives will attend meetings of the IIPC Steering Committee, the Deep Web, and Researcher Requirements Working Groups in the United Kingdom in September 2004.

(ii) Hold an international conference on digital archiving

The international conference Archiving web resources: issues for cultural heritage institutions will be held at the National Library in Canberra from November 9-11 2004. Its main objective is to identify significant issues facing cultural heritage institutions in collecting web resources and to explore how the issues are being addressed. Major research programs and projects will be included in the program.

The program will include around 30 speakers representing a range of institutions around the world. The program is built around four key themes:

(i) the importance of web based information to a range of sectors – Day 1 is largely devoted to ways in which different groups are using the web;

(ii)   specific issues that need to be addressed by archiving and preservation programs (such as selection, documentation, maintaining accessibility, managing archives) – Day 2 is largely devoted to these themes;
(iii) practical implementation models that are being developed and built by selected institutions that address particular issues – Day 3 is largely devoted to this theme;
(iv) research directions - what needs are not being addressed, what new areas are being researched – the closing session will deal with this theme.

An Information Day will be held in association with the conference on November 12 at which new web archiving tools and methodologies will be presented.

A conference program and registration details are available at the web site at http://www.nla.gov.au/webarchiving/.

(iii) Automated deposit and archiving of online government resources

The Commonwealth Metadata Pilot Project (http://www.nla.gov.au/ntwkpubs/gw/65/html/p04a01.html) aims to improve access to Australian government information published online by automating the contribution of metadata to the national bibliographic database provided through the Kinetica service, and by automating the archiving of content associated with the metadata in PANDORA: Australia's web archive.

The Library worked with seven government agencies throughout 2003 to explore the workflows and processes required to automate acquisition of descriptive metadata of online government publications for the National Bibliographic Database (made available through its Kinetica service). As reported in February, the metadata of two agencies has been successfully converted and loaded into Kinetica. Data from the other agencies is currently being assessed. The data is converted from its original AGLS format, to the MODS standard and then to MARC format for loading onto the national database.

A seminar was held on 19 March 2004 to report on progress so far and to discuss issues that have arisen. A report is available at http://www.nla.gov.au/kinetica/welcome.ppt.

Enhancements to the Library's digital archiving system required to enable the batch loading of metadata acquired through the Commonwealth Metadata Project and the automated harvesting of files, have been identified. Work is well underway to develop use cases and specifications for these requirements in preparation for development of the system. This project is expected to run until late 2005.

(iv) Explore and promote methods to archive web-based publications collected by web harvesting – COMPLETED (August 2004) –

The PADI subject gateway (http://www.nla.gov.au/padi/) to digital preservation resources has been modified to incorporate information that provides an overview of approaches to archiving web based publications. Brief descriptions of a number of archiving programs that illustrate how the various approaches are being implemented have been linked to the overview page. These will be updated on an on-going basis in consultation with the owners of the programs described.

(v) Explore more cost-effective ways for creating resource discovery metadata for web resources selected for archiving.
– NEW ACTION (September 2004)

Currently the National Library of Australia provides full MARC cataloguing for all web resources selected for archiving in PANDORA: Australia's web archive. With the aim of reducing the cost of this component of the archiving process, a review of standards and international approaches to metadata creation for web resources will be undertaken, basic requirements determined and options for providing access assessed.

The results of the review will be made available through PADI. It is expected that this action will conclude in mid-2005.

Action 4.4 Preservation of digital materials

Work out a survey of existing standards, guidelines and codes for preservation of digital materials (in co-operation with IFLA's Preservation and Conservation Section)

Actions and progress

(i) By means of PADI, prepare a review of existing guidance documents (such as standards, guidelines and codes) that address digital preservation issues and identify any significant gaps in PADI coverage.

The review of existing guidance documents listed in PADI is underway. Although information gathering has been substantially completed, further analysis of the information is needed to provide a useful report, given the plethora of guidance documents and the dearth of universally applicable formal standards associated with digital preservation practices.

(ii) Establish a working relationship with the Koninklijke Bibliotheel (KB) to cooperate more formally on actions contributing to ICABS Goal 3.3 (Long-term archiving of electronic resources.)
– NEW ACTION (September 2004)

In order to avoid duplication of effort and to ensure maximum benefit from resources available at both institutions to carry out research in this area, NLA and KB will review actions with the view to working more closely together either on compatible strategies. The review will be undertaken by December 2004.

(ii) Critically review existing PADI structures and interfaces to ensure they offer useful and easy access to information about existing standards, guidelines and codes for preservation of digital materials (i.e., guidance documents)

Following a review of PADI structures and interfaces a number of new approaches are being implemented that should make it easier to find readily useful information. A number of "trails" have been incorporated in PADI to guide beginning users to a small number of focused resources. The thesaurus used for the PADI database has been updated to better reflect current understandings. Finally, a mechanism is being developed to distinguish more up to date resources from those that may be less current although still of historical interest. The work is expected to be completed by the end of August.

(iii) Work with IFLA PAC partners and UNESCO to identify digital preservation "readiness" issues in SE Asian and the Pacific.

The objective is to:
Review information that is already available on the issue
Develop a set of "readiness" indicators – i.e., what needs to be in place to embark on a digital preservation program
Provide guidance on how to improve levels of readiness

Based on a review of information provided to a UNESCO Regional Consultation in November 2002, a checklist of readiness factors and guidance on improving readiness was prepared for a UNESCO Memory of the World nomination workshop held in Manila, The Philippines in February 2004. The documents will be revised in the light of feedback from the workshop and prepared for wider circulation by June 2004.

Die Deutsche Bibliothek Draft Action Plan for ICABS 2004 – 2005 Update

Goal

2. Maintain, promote, and harmonize existing standards and concepts related to bibliographic and resource control

Under the ICABS agreement, Die Deutsche Bibliothek is charged with strategic responsibility for ISBD maintenance and development and the work of the ISBD Review Group. This document outlines the proposed strategic activities Die Deutsche Bibliothek will undertake.

The responsibility for the ongoing development of ISBD rests with the IFLA Cataloguing Section's ISBD Review Group. The role of Die Deutsche Bibliothek will therefore be to support the work of this group in developing and maintaining the International Standards for Bibliographic Description, to encourage the harmonisation of national practices to follow theses standards and to promote the results of the ISBD revisions.

Main areas of supporting activity:

Organisational support
In the coming year Die Deutsche Bibliothek will discuss with the relevant IFLA Divisions, ICABS partners and the ISBD Review Group the best ways in which we can provide appropriate organisational and administrative support to facilitate the convening of meetings of the group, as required to continue the momentum of the work of the groups.

Financial support
Die Deutsche Bibliothek will attempt to provide appropriate levels of financial support, where possible, to facilitate the development of the ISBDs. This will largely be trough support in kind, and we will be discussing with our ICABS partners and the IFLA divisions concerned the types of financial support necessary to complement that available from other sources. The level of direct monetary support which may be available during the year cannot be guaranteed at this time.

Promotion of results
As the work of the group progresses, Die Deutsche Bibliothek will actively promote and support the promotion and dissemination of the results of their work through publication and/or presentation at seminars, conferences and meetings to appropriate professional and commercial bodies.

We will encourage the ongoing use and development of the ISBDs by application to appropriate projects and developments over which we exercise influence or control.

Coordination
In conjunction with the ISBD Review Group, Die Deutsche Bibliothek will liaise with other relevant non IFLA and CDNL organisations and groups working on the development of bibliographic standards (such as the Joint Steering Committee of AACR) to share information, gather feedback and monitor related developments and implementation.

Goal

3. Develop strategies for bibliographic and resource control and ensure the promotion of new and recommended conventions

Actions

3.1 VIAF cooperative

Die Deutsche Bibliothek together with the Library of Congress are partners to support and promote the idea of the Virtual International Authority File (VIAF) in cooperation with the Sections of IFLA's Division IV: Bibliographic Control and the partners in the current VIAF Proof of Concept project. They also want to explore other VIAF models and promote the testing of prototypes. OCLC is another partner in the VIAF Proof of concept project, without being member of the ICABS alliance.

The project is divided into 4 stages:

1. Linking existing records
2. Build the server - Search and retrieval
3. Ongoing Maintenance - OAI Harvesting
4. End user applications - Display

During the present phase of stage 1 of the project OCLC intends to match Library of Congress (LC) Personal Name Authority records to the German Personennamendatei (PND) Personal Name Authorities. Information from selected bibliographic records from WorldCat is used to enhance the LC Authorities, and bibliographic records from both Die Deutsche Bibliothek and Bibliotheksverbund Bayern catalogues.

For processing and terminology, the bibliographic records are processed for extract information relating to the Personal Names, developing Short Personal Name Authority Records, or Short Authorities. These Short Authorities are merged with the original Personal Name Authorities to create Enhanced Personal Name Authority Records, or Enhanced Authorities. These Enhanced Authorities are then matched between the two name authority sources, and when a match is found a Virtual International Authority File Record, or VIAF Record is made. The VIAF Record contains at a minimum the Main Entry Personal Name from both sources, and references back to the source records. A VIAF Test Database is available at: http://fast.oclc.org/viaf.html.

**f.   IFLA Headquarters Action Plan for ICABS
        2004 – 2005**

"International Cataloguing and Bibliographic Control (ICBC)" is going into its 34th year (2005). ICBC provides an international forum for the exchange of views and research results by members of the library and information management profession. Again 4 issues are scheduled to appear in volume 34 and we hope to extend our contract with the current Editor, Ms Marie-France Plassard in Paris.

Attachment 2:

IFLA/UNIMARC Programme

Strategic Plan 2004-2005

Mission

The IFLA UNIMARC Programme (UP) succeeds the late UBCIM Core Activity in the part related to International MARC. Its mission is the maintenance, promotion and development of UNIMARC (the Universal MARC format) originally created by IFLA to facilitate the international exchange of bibliographic data. Over the years the format has been extended to other data (Authorities, Classification and Holdings) and has also served as model for, or been used as, internal format by a range of countries. The IFLA UNIMARC Programme will work closely with other IFLA professional units, namely the Division of Bibliographic Control, working groups like FRBR and FRANAR, and alliances such as ICABS, the IFLA CDNL Alliance for Bibliographic Standards.
It will also, when relevant, liaise with other international organizations such as ISO TC46, the ISBN and ISSN International Agencies, ICA/CDS – Committee on Descriptive Standards and the Consortium of European Research Libraries (CERL).

Goals

1. Ensure the maintenance and promotion of UNIMARC through the Permanent UNIMARC Committee (PUC).

(Professional priorities: (d) Providing unrestricted access to information; (f) Promoting resource sharing; (h) Developing library professionals; (i) Promoting standards, guidelines and best practices)

Actions

1.1 Participate in the revision of PUC's terms of reference and membership.

1.2 Arrange PUC's annual meetings in Lisbon and provide for interim or ad-hoc meetings during IFLA Conferences (Buenos Aires and Oslo).

1.3 Ensure the official representation of PUC in IFLA Working Groups like FRBR and FRANAR.

2. Develop and promote various UNIMARC formats and guidelines with particular attention to developments in other bibliographic standards.

(Professional priorities: (d) Providing unrestricted access to information; (f) Promoting resource sharing; (h) Developing library professionals; (i) Promoting standards, guidelines and best practices)

Actions

2.1 Publish UNIMARC/Bibliographic Update 5.

2.2 Revise UNIMARC/Authorities with the input from FRANAR and other interested parties.

2.3 Edit UNIMARC/Classification after last working phase of development in cooperation with the Universal Decimal Classification Consortium (UDCC).

2.4 Edit UNIMARC/Holdings after the draft revision comes to an end.

2.5 Develop UNIMARC Guidelines for Music.

2.6 Consider the development of UNIMARC Guidelines for Manuscripts.

2.7 Develop a functional analysis of the UNIMARC format, in the light of FRBR model to provide a framework for the future developments of the format.

3. Promote technological developments and appropriate tools for UNIMARC in order to adjust the format to new and emerging technologies.

(Professional priorities: (d) Providing unrestricted access to information; (f) Promoting resource sharing; (h) Developing library professionals; (i) Promoting standards, guidelines and best practices)

Actions

3.1 Develop a UNICODE implementation in the UNIMARC format.

3.2 Develop XML derivatives of the UNIMARC format.

3.3 Promote and maintain harmonization activities and/or mappings between UNIMARC and other MARC formats (especially MARC 21), as well as other schemes such as Dublin Core, ONIX and MODS.

4. Monitor, promote and disseminate information relating to UNIMARC.

(Professional priorities: (d) Providing unrestricted access to information; (f) Promoting resource sharing; (h) Developing library professionals; (i) Promoting standards, guidelines and best practices)

4.1 Prepare programme for IFLA Conference in Buenos Aires (2004) under the topic "The holdings format as a bibliographic control tool", in conjunction with ICABS MARC 21 activity and Division on Bibliographic Control.

4.2 Prepare Programme for IFLA Conference in Oslo (2005) under the topic "MARC/XML derivatives", in conjunction with ICABS MARC 21 activity and IFLA Information Technology Section.

4.3 Develop and maintain a UNIMARC dedicated site to provide a broader awareness of the format, its usability by different groups, languages and scripts as well a set of practical examples, conversion tools, working papers of the PUC, comments or queries on UNIMARC, announcements of relevant events and technological development.

4.4 Maintain the UNIMARC/DIS list, disseminate relevant information in ICBC (International Cataloguing and Bibliographic Control Journal) as well as on IFLANET.

4.5 Ensure the publication of UNIMARC manuals and other documentation also making them available on the Internet.

4.6 Participate in workshops, conferences and other professional sessions, whenever relevant, to disseminate information on UNIMARC.

Update to ICABS Action Plan (July 2004)

Biblioteca Nacional (the National Library of Portugal) is responsible for the IFLA UNIMARC Core Activity and member of the ICABS Advisory Board where UNIMARC constitutes one of the bibliographic standards covered by this IFLA/CDNL Alliance.
As an update to our former report, the following actions can be highlighted:

1.   UNIMARC Advisory Board
The UNIMARC Advisory Board is constituted by Alan Hopkinson (PUC Chair) who is chairman, Fernanda Campos (UNIMARC Core Activity Director), Barbara Tillet (Chair, IFLA Division IV) and Christian Lupovici (BN France). Its first meeting was held in Buenos Aires. A proposal for a conference on **UNIMARC and other bibliographic standards**, for March 2006 in Lisbon, Portugal, was presented by Fernanda Campos and met the approval of the AB. Division IV will be involved as well and the intention is to have the support of ICABS for obvious reasons.

2.   PUC Work Programme
During IFLA Buenos Aires Conference, the Permanent UNIMARC Committee held an ad-hoc meeting. The major outputs for this year were finalized with some late corrections and until the end of 2004, the **UNIMARC/Bibliographic Update 5**, the **UNIMARC/Holdings Format** and the **Guidelines for UNIMARC for Music** will come available as well as the corrected electronic version of the **UNIMARC/Authorities Manual**.

Within the work plan it is now settled that a new area for developments will be UNIMARC for Manuscripts Archives. A UNIMARC/EAD crosswalk is envisaged and the proposed Guidelines for UNIMARC for Manuscripts and Archives will also build on its shortcomings at the item level with an examination of the collection level.

3.   UNIMARC at the Buenos Aires Conference
As mentioned in our previous report there was a UNIMARC/MARC 21 session regarding "The holdings record as a bibliographical control tool" with a large assistance of about 120 people. This session was held under the umbrella of ICABS with the aim of bringing together information about two bibliographic standards. The leaflet about UNIMARC and the one about ICABS were distributed in this session and in the ICABS one.
The experience was, in our view, a very positive one and it will be repeated next year in the Oslo Conference, under the topic **MARC/XML derivatives: the state of the art**.

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