

Digitized Contents Transmission Service for Libraries Overseas



National Diet Library, Japan (NDL)

Overview

- Digitized materials transmitted
- Search and Browse only, **No Copying**
- Single terminal needed at least
- Static global IP address required

Benefits

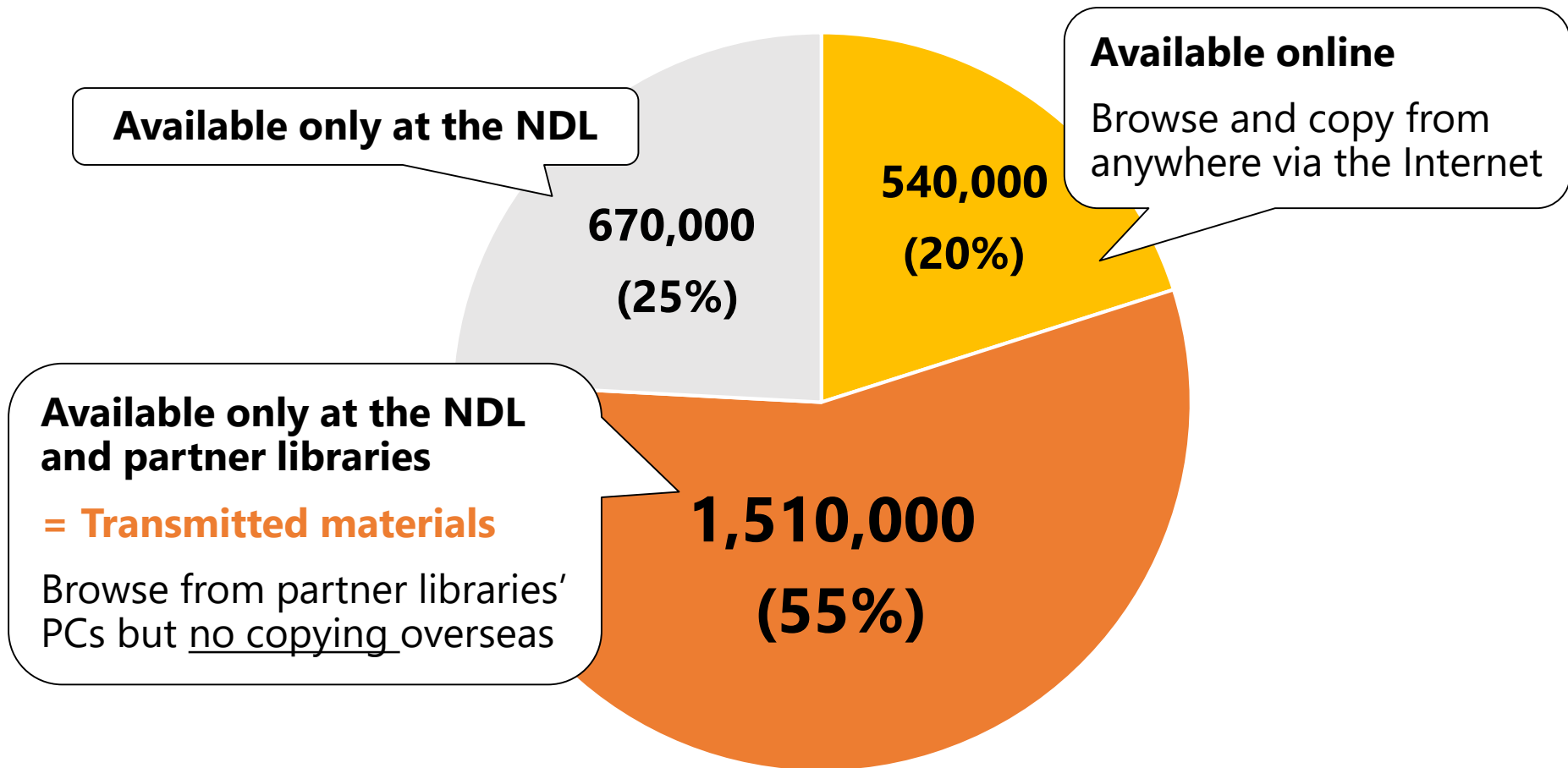
- Browse more than 1.5 million digitized materials from partner libraries' PCs
- **Free of charge** for browsing
- Including many periodicals and old books that are not available via the ILL service
- Available without time restrictions due to mailing or loan period

Transmitted materials

Copyrighted works which are out-of-print or otherwise difficult to obtain

- 550,000 books - acquired up to 1968
- 800,000 periodicals - published more than five years ago
- 120,000 doctoral dissertations - received between FY1991 and FY2000
- 20,000 rare books & old materials - rare books in Japanese after the Meiji era, books in Chinese after the Qing dynasty

NDL digitized materials



Available online + at partner libraries
2,050,000 items (75%)

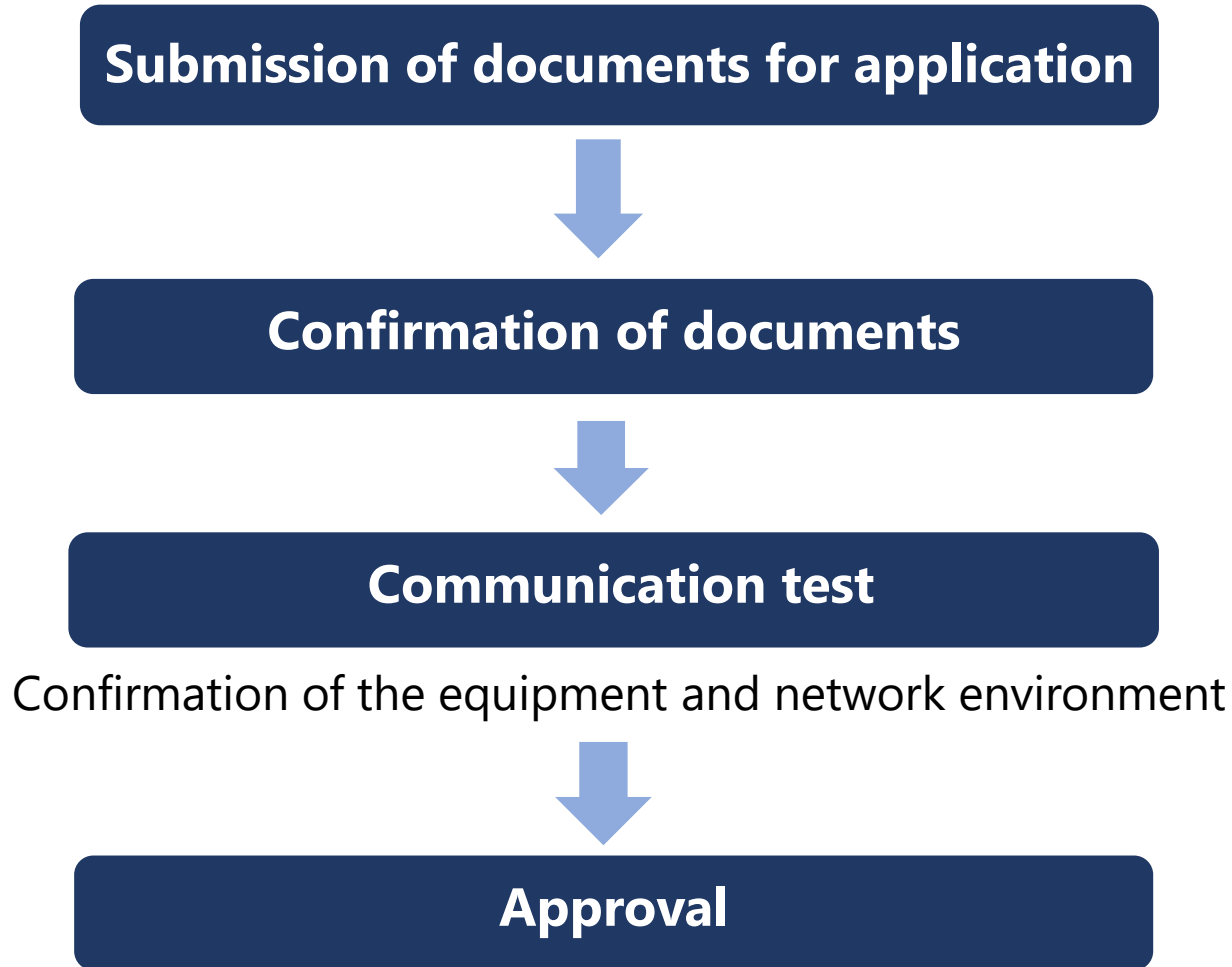
Requirements for partner libraries

1. Established and maintained by a national government, a local government, or a nonprofit organization
2. Engaged in making available to the public books, records, and other materials
3. Located in a member country of the International Union established by the Berne Convention for the Protection of Literary and Artistic Works
4. Have employees **equivalent to certified librarians**
5. Conclude an agreement with the National Diet Library

Qualification equivalent to librarians

- National qualification
- Qualifications related to library and information science or other qualifications related to libraries, which are certified by public institutions or professional associations
- Library and information science degree

Flowchart of approval



It generally takes about **one or two months** for the approval.

Documents for application (1)

1. [Application form](#)

Signature of the library's representative is required.

2. [Agreement for the Digitized Contents Transmission Service for Libraries](#)

Includes the terms of use, nature of transmitted materials, the method for transmission, and terms in case of changes to or abolition of the agreement.

3. [Checklist for Requirements for Foreign Institutions](#)

Confirms that the library satisfies requirements. Submit together with documents showing each requirement is met.

4. Annual report or brochure, etc.

Confirm the latest information on the facility size, staff composition and number of books of the library.

Documents for application (2)

5. [Checklist for Using the Digitized Contents Transmission Service for Libraries](#)

Define “**registered users**” and let us know how the service will be used to comply with the **terms of use**.

6. Picture and floor plan

Send pictures of all terminals and a floor plan which indicates where terminals are located and whether they are under the supervision of staff.

7. [Legality Checklist](#)

Prove that browsing copyrighted materials via computer terminals is lawful in that country. Needs to be checked by a relevant governmental authority or a qualified attorney-at-law.

8. [Checklist for Device and Network Requirements](#)

Confirm that terminals for the service satisfy some technical specifications.

Registered users

- Library can provide access to all “registered users”, not just students, faculty, or other staff
- Library can determine the conditions for a “registered user”
- Conditions include the scope of personal information that users must provide, such as home address, work address, or affiliation

Terms of use

- Available only to registered users
- The ID and password must not be disclosed to users
- Terminals under supervision of employees
- **Be alert against activities** such as:
 - Removing viewing terminals from the designated place
 - Connecting external storage to viewing terminals
 - Photographing the display screen
 - Making screen shots or acquiring digital files

For further information please contact:

Direct inquiries to: digi-soshin@ndl.go.jp

ILL Section, Kansai kan of the National Diet Library