



National Diet Library Services Providing Access to Digitized Library Materials

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Outline

1. Overview of services providing access to digitized library materials
2. Digitized Contents Transmission Service for Libraries
3. Digitized Contents Transmission Service for Individuals
4. Remote Photoduplication Service (PDF file download)

1. Overview of services providing access to digitized library materials

2. Overview of services providing access to digitized library materials

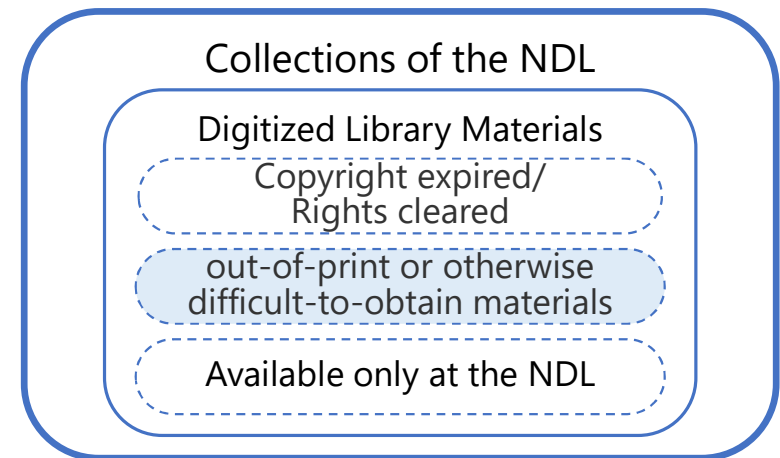


(1) Digitized Contents Transmission Service for Libraries



(2) Digitized Contents Transmission Service for Individuals

These two services provide patrons with access to out-of-print or otherwise difficult-to-obtain library materials.



(3) Remote Photoduplication Service (PDF file download)

2. The Digitized Contents Transmission Service for Libraries

2. The Digitized Contents Transmission Service for Libraries

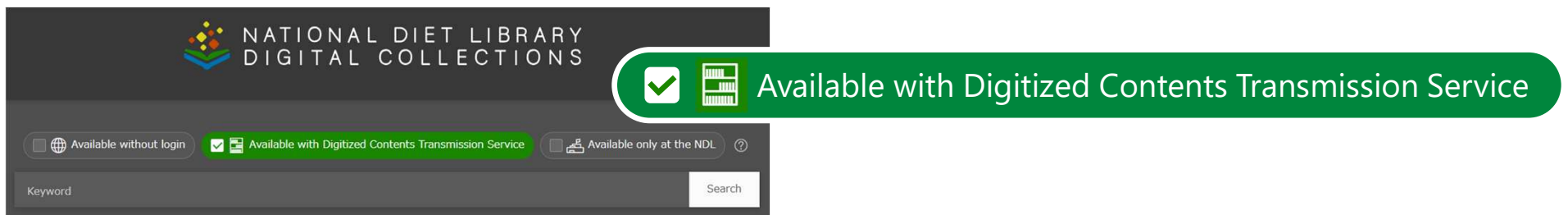
The Digitized Contents Transmission Service for Libraries (DCTL)

The DCTL provides public libraries, university libraries, and other similar institutions with access to many digitized materials that are not freely available on the Internet.

- Provided under the provisions of the Copyright Act of Japan as stipulated in Paragraph 7, Article 31 and operated under the terms of the agreement as compiled by the Stakeholder Council for Digitization and Use of Library Materials.
 - ***Legality under local law must be confirmed** before this service can be provided to a library outside Japan.
- Libraries that wish to use the DCTL must apply for and receive approval from the NDL. There are two categories of service: **Viewing only** and **Viewing and Printing**.
 - *Prior to April 2024, patrons at partner libraries overseas were only allowed to browse digital materials. **The ability to print out these materials by the library staff was added in April 2024.**

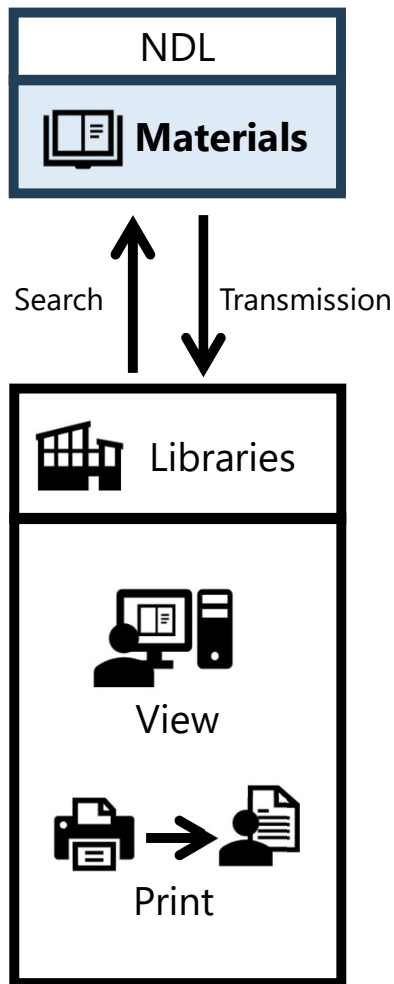
2. The Digitized Contents Transmission Service for Libraries

Characteristics of the DCTL



- In addition to materials that are freely available online, more than 2 million digitized materials in the NDL Digital Collections are available.
- Available materials include many that are not available via the Interlibrary Loan Service (Japanese magazines, old Japanese books, etc.).
- Materials are viewable at designated viewing terminal immediately and without any loan period.
- This service is provided free of charge to NDL partner libraries.

2. The Digitized Contents Transmission Service for Libraries



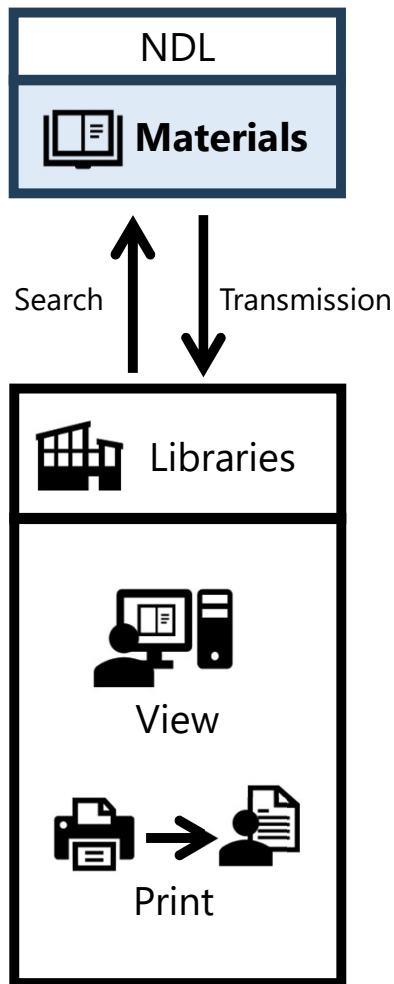
Contents for Transmission

Out-of-print or otherwise difficult-to-obtain materials

- ***“Difficult-to-obtain”*** means that there are no copies held by publishers or bookstores nor are electronic versions commercially available, and thus these items are generally difficult for libraries to purchase.
- The following exclusion procedures have been instituted to ensure that only difficult-to-obtain materials are made available via the DCTL.
 - i. Research on availability
 - ii. Preliminary exclusion procedure
 - iii. Postliminary exclusion procedure

2. The Digitized Contents Transmission Service for Libraries

* Round figures are as of January 2025



Contents for Transmission

1,020,000
books

Book acquired by the NDL prior to 1996 as well as materials related to earthquakes and disaster prevention

830,000
issues of periodicals

Periodicals that were published during or after the Meiji period, that are at least five years old, and that are not available commercially

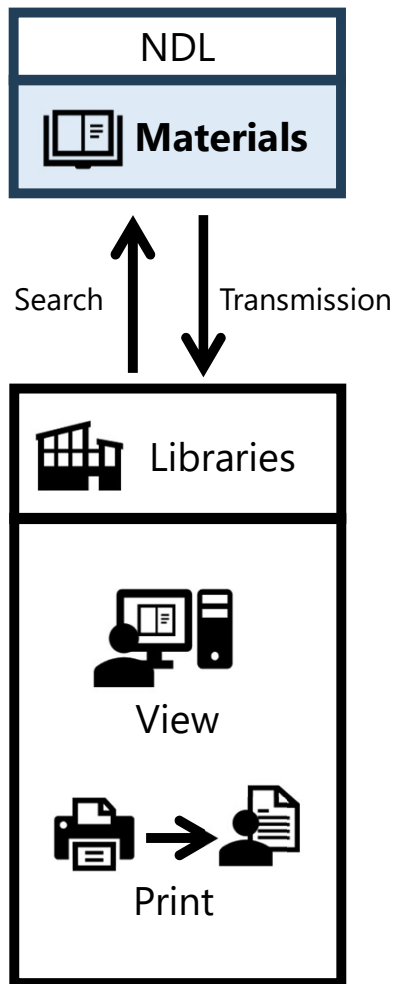
140,000
doctoral dissertations

Dissertations acquired between 1988 and 2000 but not published commercially

20,000
rare books & old materials

Materials published in Japan during or after the Meiji period or published in China during or after the late Qing dynasty

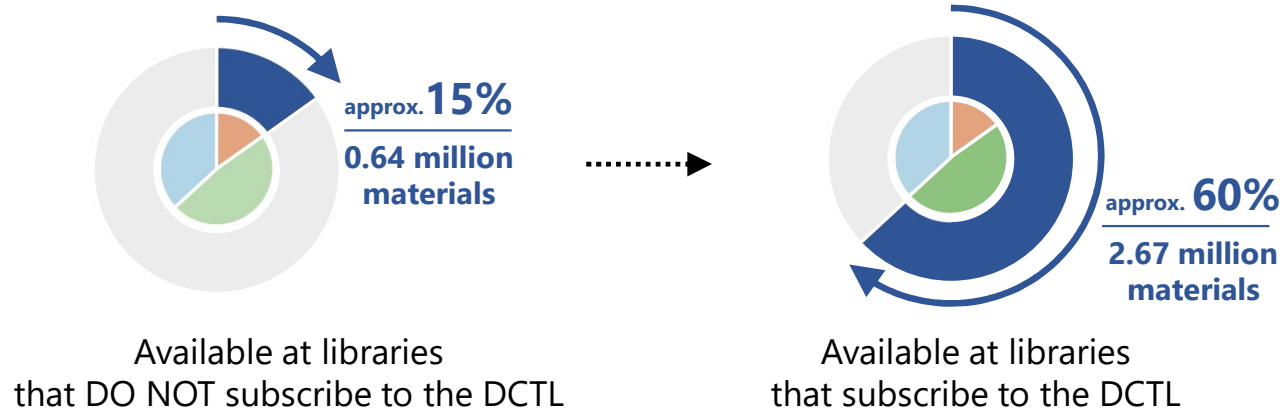
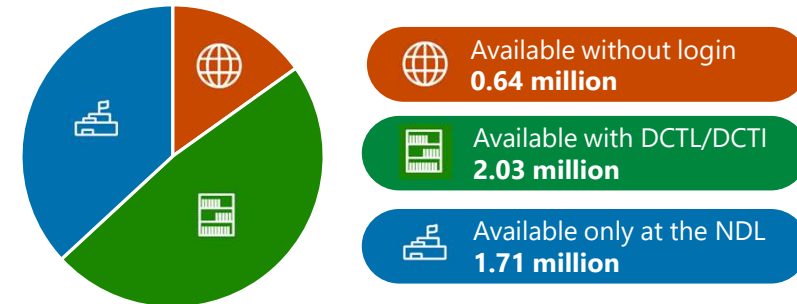
2. The Digitized Contents Transmission Service for Libraries



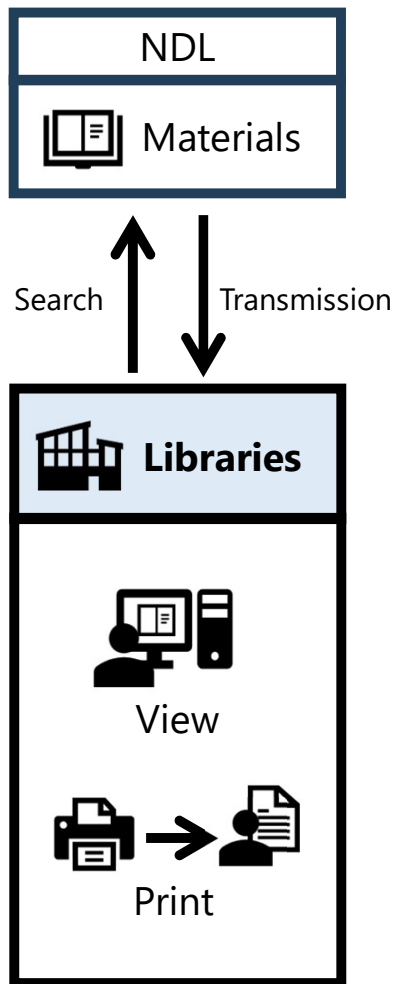
Contents for Transmission

- Approximately 50% of the NDL's 4.39 million digitized materials are available via the DCTL.
- When combined with materials that are freely available on the Internet, **about 60%, or 2.67 million, of the NDL's digitized materials are accessible without visiting an NDL facility.**

* Round figures are as of January 2025



2. The Digitized Contents Transmission Service for Libraries



Libraries eligible to use the DCTL

Institutions that are eligible to use the DCTL are libraries or institutions similar to libraries, as stipulated in Article 31, paragraph 7 of the Copyright Act of Japan.

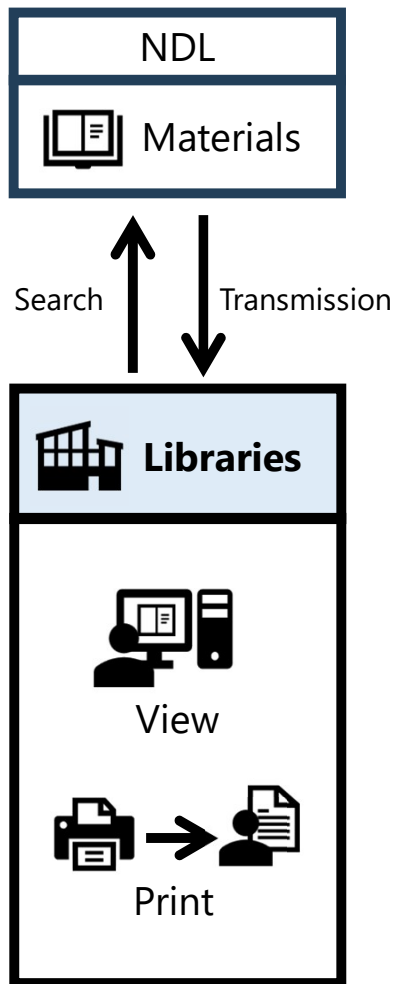
Requirements for libraries and similar institutions that are outside Japan

* as stipulated in Article 1-6 of the Cabinet Order for Enforcement of the Copyright Law

- i. Established and maintained by a national government, a municipal government, or a nonprofit organization
- ii. Engaged in making available to the public books, records, and other materials
- iii. Located in a member country of the International Union established by the Berne Convention for the Protection of Literary and Artistic Works
- iv. Have one or more employees who are equivalent to certified librarians
- v. Have concluded an agreement with the NDL

2. The Digitized Contents Transmission Service for Libraries

* as of January 2025



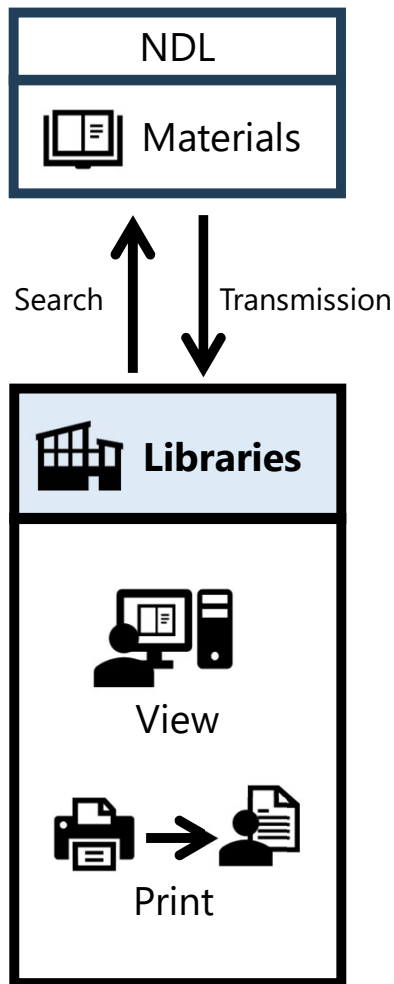
The Number of Libraries participating in the DCTL

- 1,473 libraries in Japan (778 public, 657 university, and 38 other)
- 11 libraries outside Japan

Country	Libraries
United States of America	C.V. Starr East Asian Library, University of California, Berkeley Viewing only
	Thomas J. Watson Library, The Metropolitan Museum of Art Viewing only
	University of Iowa Libraries Viewing only
	Mary Church Terrell Main Library, Oberlin College Viewing only
Mexico	Biblioteca Daniel Cosío Villegas, El Colegio de México, A.C. Viewing and Printing
Belgium	Library of Arts and Philosophy - Ghent University Viewing only
Ireland	University College Cork Library Viewing only
Italy	Istituto Giapponese di Cultura Biblioteca Viewing only
Spain	Biblioteca de Humanidades, Universidad Autónoma de Madrid Viewing only
Israel	Bloomfield Library for the Humanities and Social Sciences, the Hebrew University of Jerusalem Viewing only

* Only libraries that consented to being listed are shown here

2. The Digitized Contents Transmission Service for Libraries

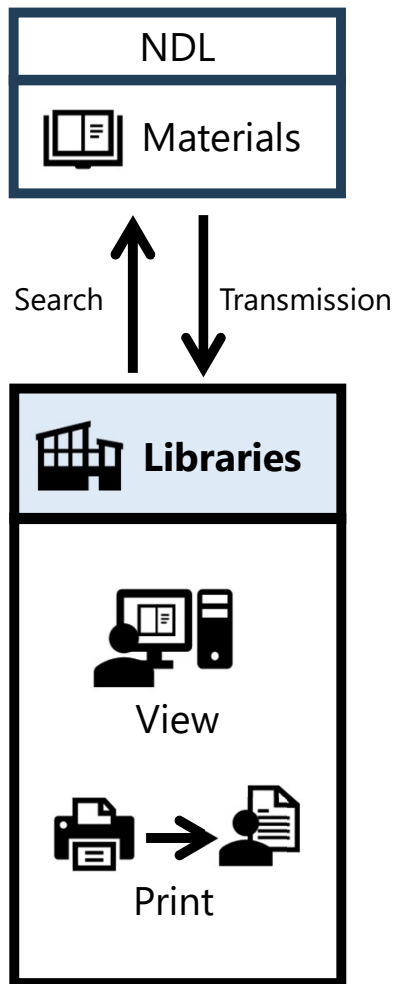


Application procedure

Required documents

- i. Application form
 - ✓ The application form is available in PDF format on the NDL website.
 - ✓ **Hard copy of the form with a handwritten signature must be submitted**
- ii. A document showing that the library has been established and maintained by a national, regional, or municipal government, or by a nonprofit organization
- iii. A document showing that the library is engaged in making books, records, and other materials available to the public
- iv. A document showing that the library has one or more employees who are equivalent to a certified librarian
 - Confirm that the library satisfies all the stipulations of the Cabinet Order

2. The Digitized Contents Transmission Service for Libraries

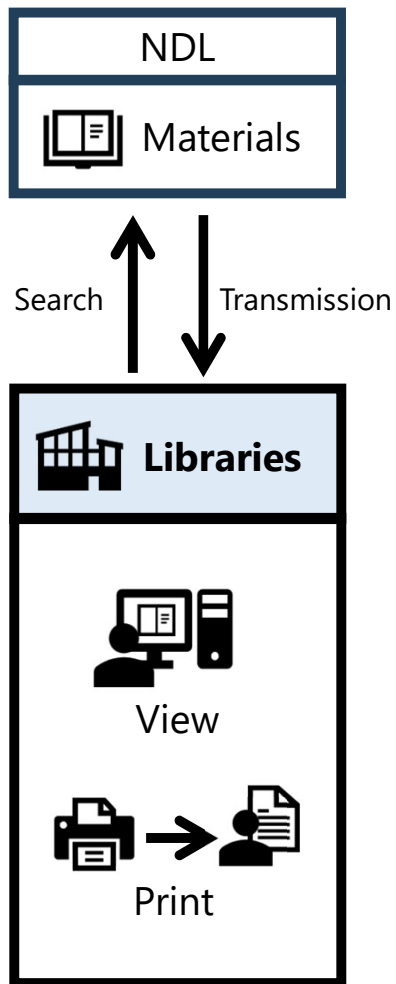


Application procedure

Required documents

- v. A document showing the library's current activities
 - ✓ Confirm the latest information on the size of the facility, the composition of the staff, and the number of books in the library
- vi. A document showing the eligible users and the use of transmitted materials
 - ✓ Confirm the scope of registered users and how the service will be used in compliance with the terms of use
 - ✓ This form is available in DOCX format on the NDL website.
- vii. A picture and floor plan showing the layout of the reading room, the arrangement of seats with viewing terminals, and the location of library employees
 - ✓ Confirm where the terminals are located and whether they are supervised by staff

2. The Digitized Contents Transmission Service for Libraries

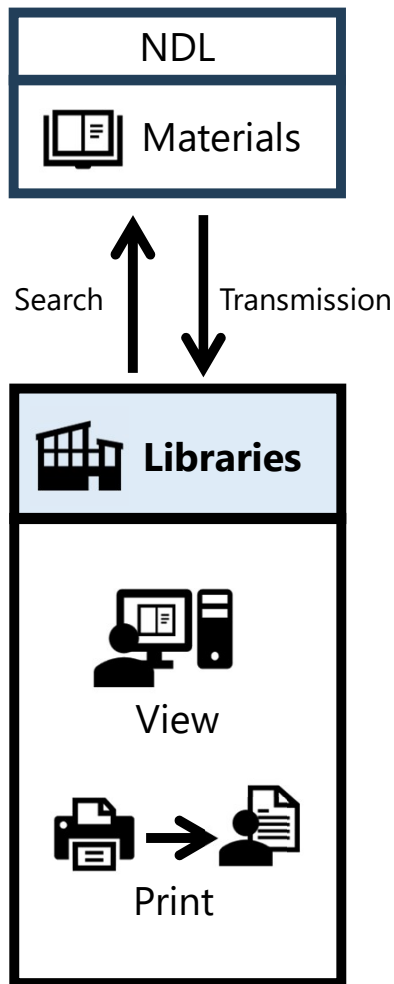


Application procedure

Required documents

- viii. A document confirming the legality of using the DCTL
 - ✓ **Confirm that it is lawful under local law for your library to receive and to use digitized content transmitted via the DCTL**
 - ✓ The form is available in PDF format on the NDL website.
 - ✓ **Hard copy of the form with a handwritten signature must be submitted.**
- ix. A document showing the terminals and the network connecting them
 - ✓ Confirm that the devices and network for the DCTL satisfy technical specifications
 - ✓ The form is available in DOCX format on the NDL website.

2. The Digitized Contents Transmission Service for Libraries



Application procedure

Required documents

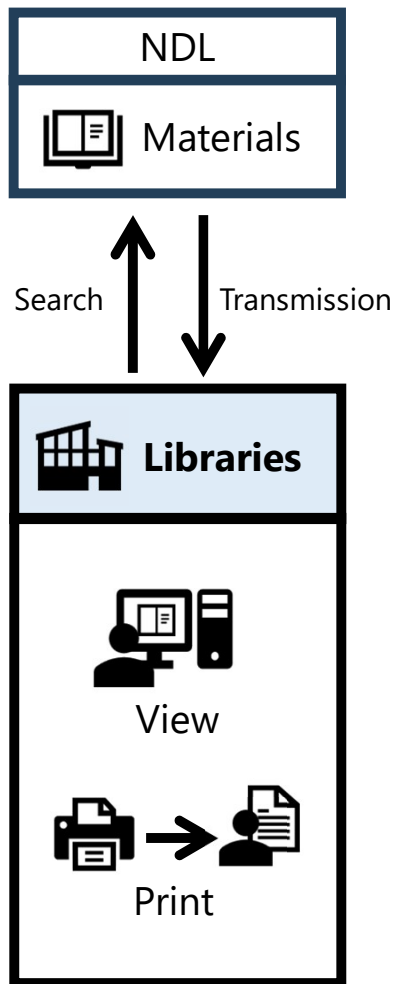
- x. Agreement for the Digitized Contents Transmission Service for Libraries
 - ✓ Includes terms of use, nature of transmitted materials, the method for transmission, conditions for changing or abolishing the agreement, etc.
 - * **The wording of this agreement cannot be modified.**
 - ✓ The agreement is available in PDF format on the NDL website.
 - ✓ **Hard copy of the agreement with a handwritten signature must be submitted.**

*Further information is available on the NDL website.

Digitized Contents Transmission Service for Libraries (For Librarians)

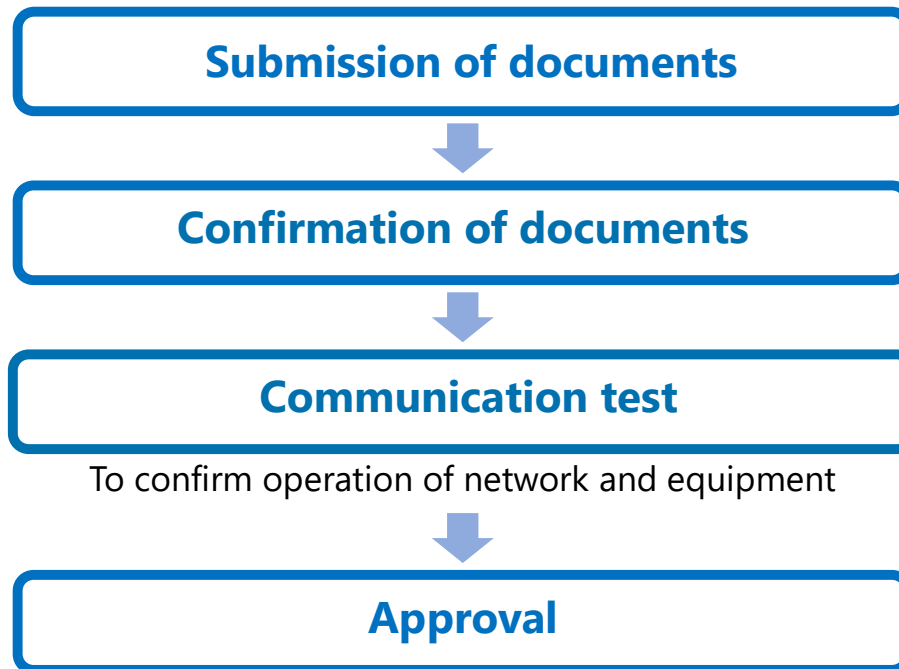
<https://www.ndl.go.jp/en/library/dcts/index.html#anchor04>

2. The Digitized Contents Transmission Service for Libraries



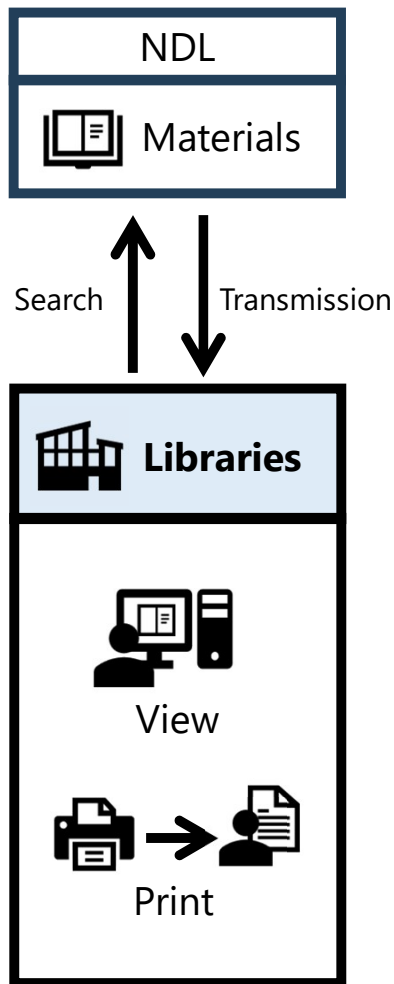
Application procedure

Flowchart



Approval is generally granted in **one or two months**.

2. The Digitized Contents Transmission Service for Libraries



Application procedure

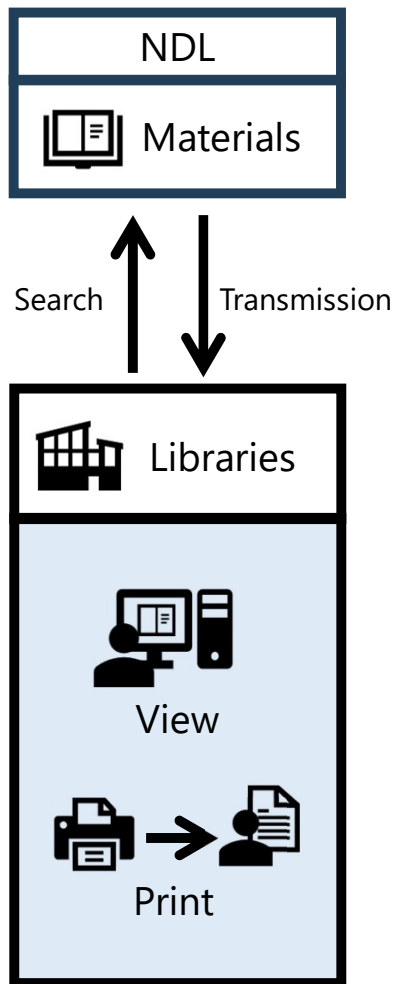
- The ILL-Section at the Kansai-kan of the NDL answers questions from libraries outside Japan via email.
- **We recommend that you send us draft copies of your documents prior to applying.**

Review of your documents prior to applying will facilitate the approval process.

Please send draft copies of your application documents to the following e-mail address.

ILL-Section, Kansai-kan of the National Diet Library
Email: digi-soshin@ndl.go.jp

2. The Digitized Contents Transmission Service for Libraries

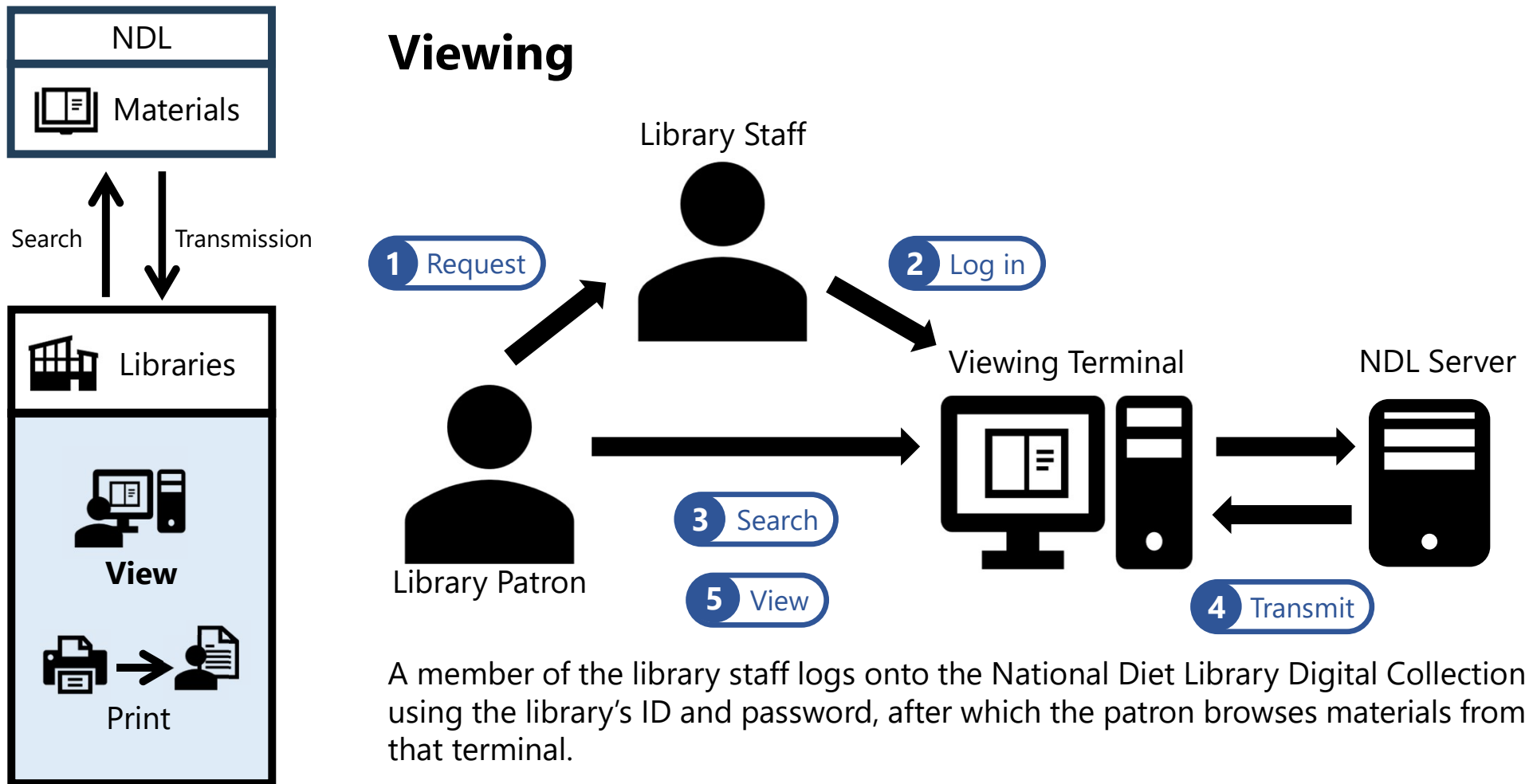


Using the Service

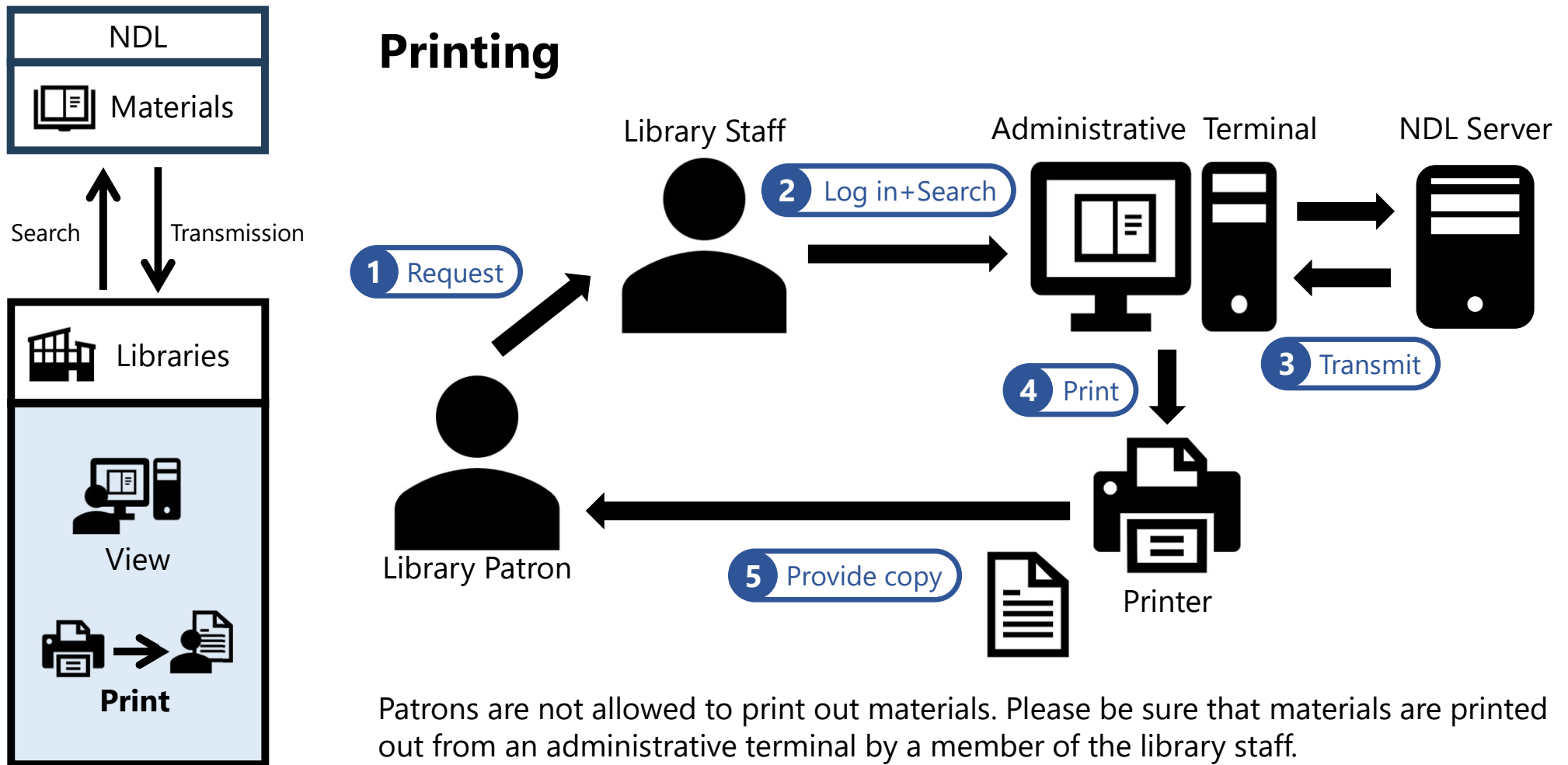
The service is available only to qualified library patrons, which generally means **registered users**.

- Libraries can provide access to all registered users.
- Libraries can determine the conditions for becoming a registered user.
- Conditions include the scope of personal information that users must provide, such as email address, residential address, and/or affiliation.

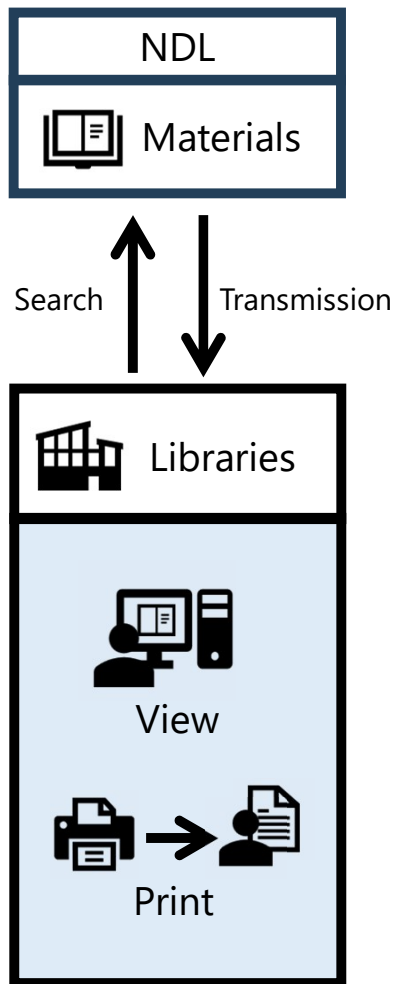
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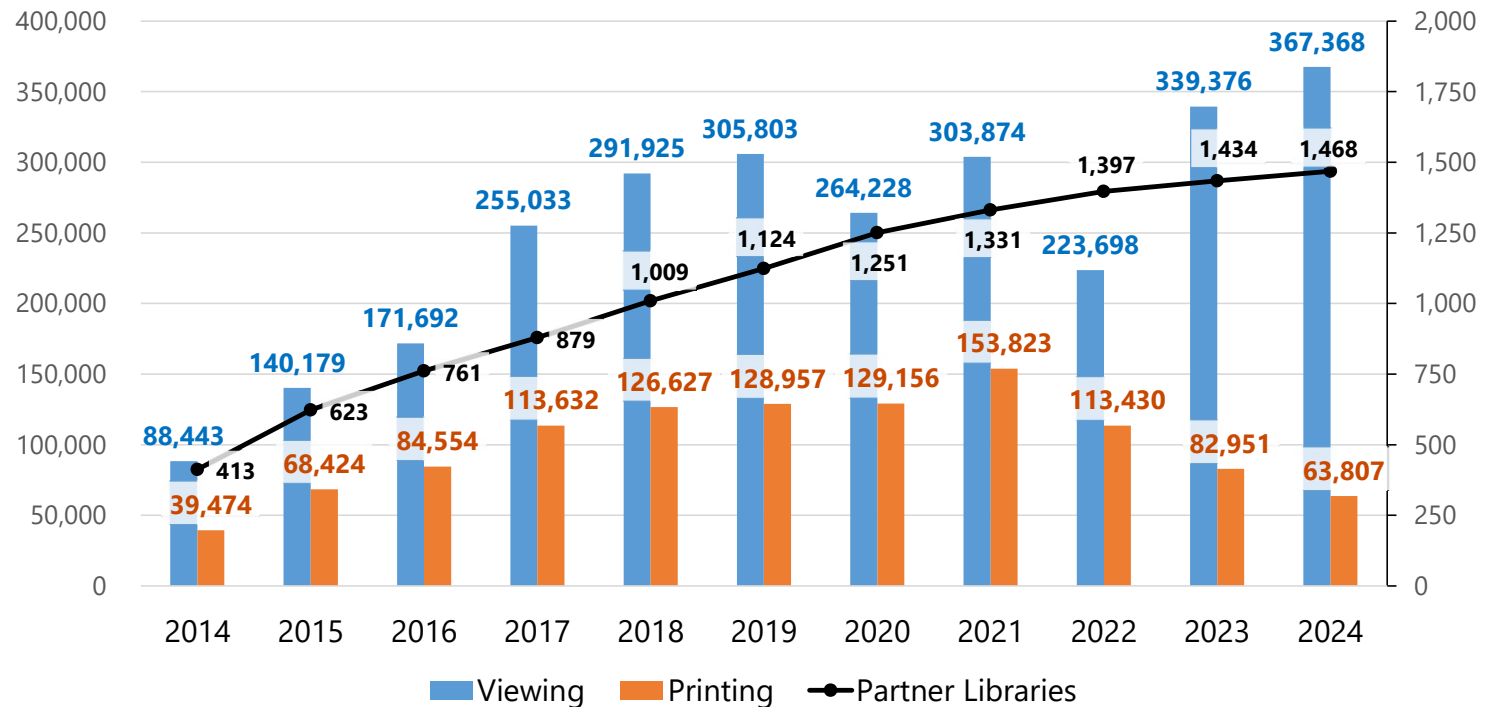
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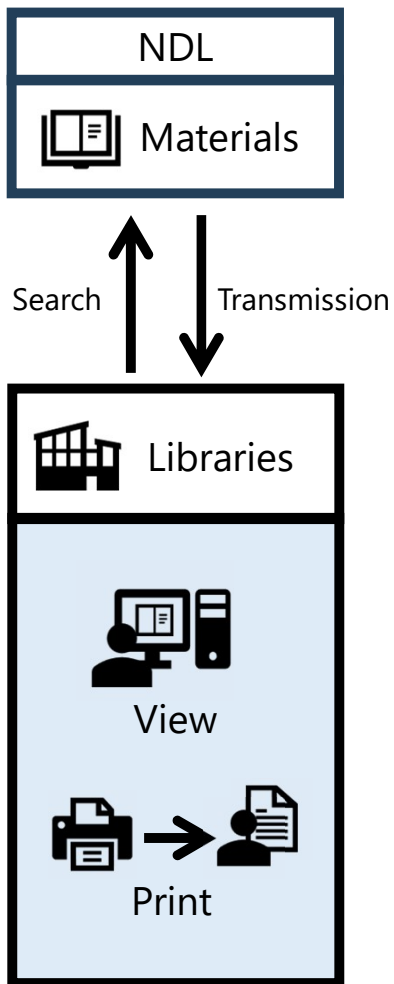
DCTL Usage Statistics

The number of partner libraries and viewing/printing transactions

in JAPAN



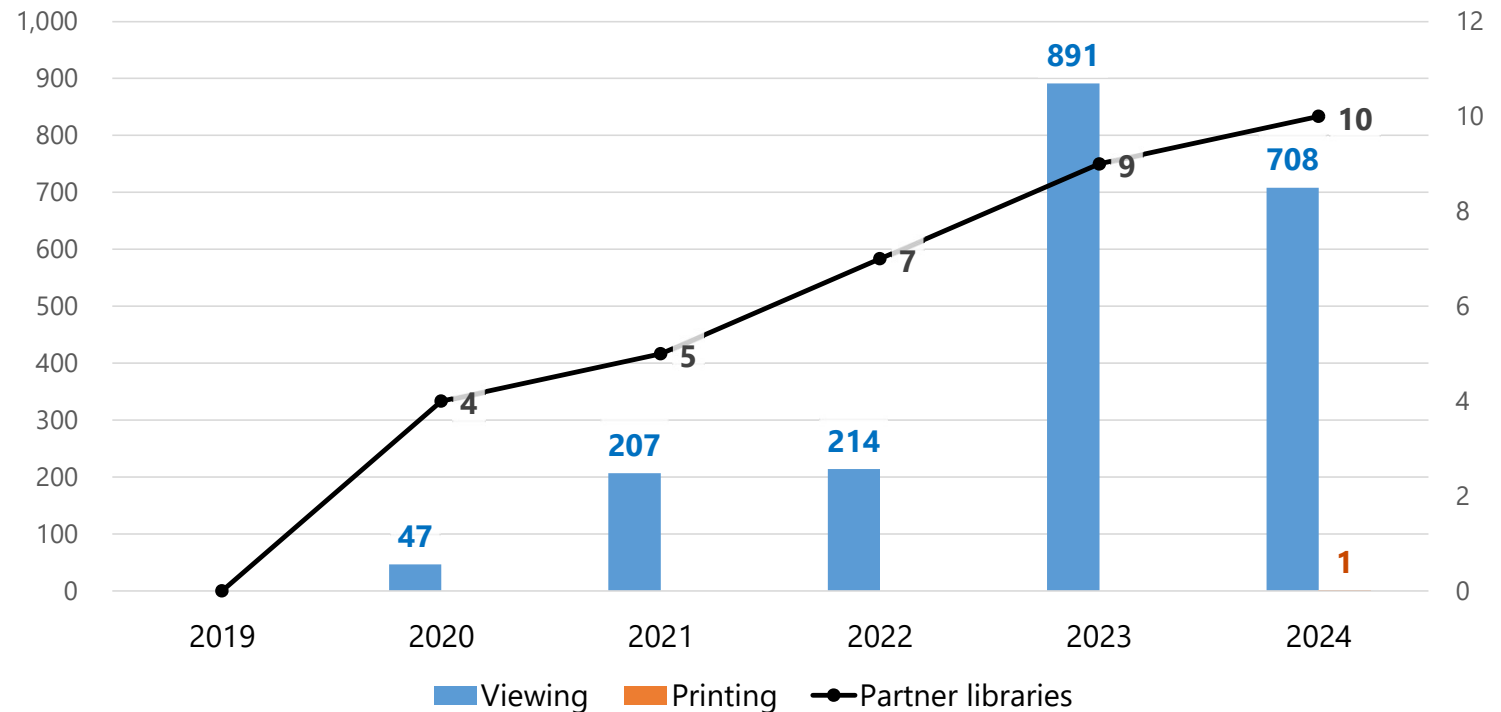
2. The Digitized Contents Transmission Service for Libraries



DCTL Usage Statistics

The number of partner libraries and viewing/printing transactions

outside JAPAN



2. The Digitized Contents Transmission Service for Libraries

For More Information

- Digitized Contents Transmission Service for Libraries
<https://www.ndl.go.jp/en/library/dcts/index.html>
- Frequently asked questions
<https://www.ndl.go.jp/en/library/faq/dcts.html>
- List of the Digitized Contents Transmission Service for Libraries partner libraries
https://dl.ndl.go.jp/en/soshin_librarylist
- Terms of the Agreement on Limited Transmission of Digitized Contents to Libraries by the National Diet Library (in Japanese)
https://www.ndl.go.jp/jp/preservation/digitization/digitization_agreement03.pdf

3. The Digitized Contents Transmission Service for Individuals

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The Digitized Contents Transmission Service for Individuals (DCTI)

The DCTI provides registered users with access via devices such as personal computers to many digitized materials that are not freely available via the Internet.

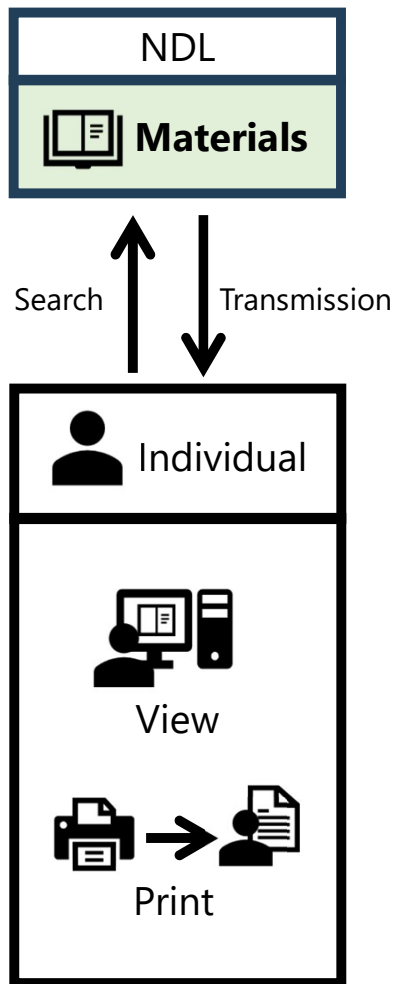
- Provided under the provisions of the Copyright Act of Japan as stipulated in Article 31, paragraph (8), and operated under the terms of the agreement as compiled by the Stakeholder Council for Digitized Contents Transmission Service for Individuals.
- Available only to **residents of Japan who are official registered users of the NDL**

3. The Digitized Contents Transmission Service for Individuals

Characteristics of the DCTI

- In addition to materials that are freely available online, over 2 million digitized materials can be browsed and copied from personal devices.
- This service is provided free of charge to NDL patrons.
- Materials are available at any time without visiting the library.

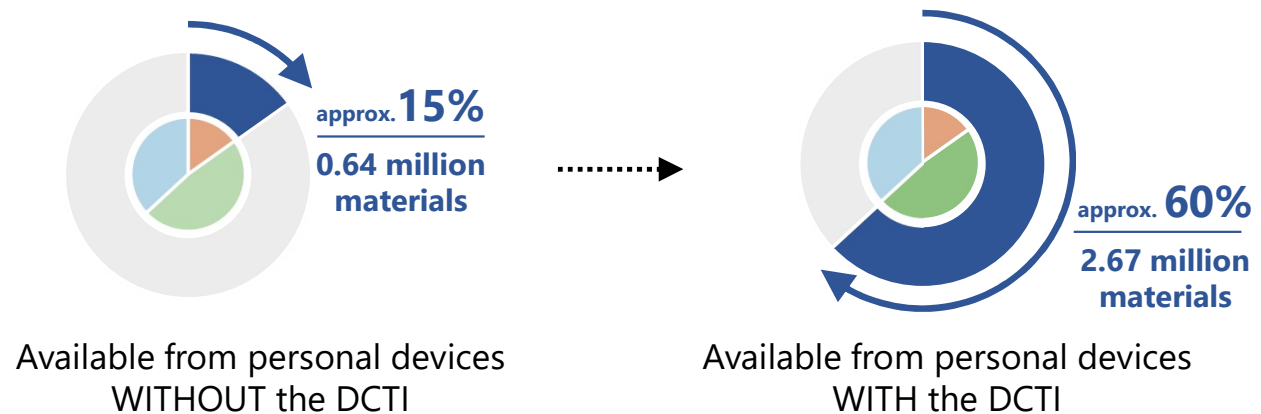
3. The Digitized Contents Transmission Service for Individuals



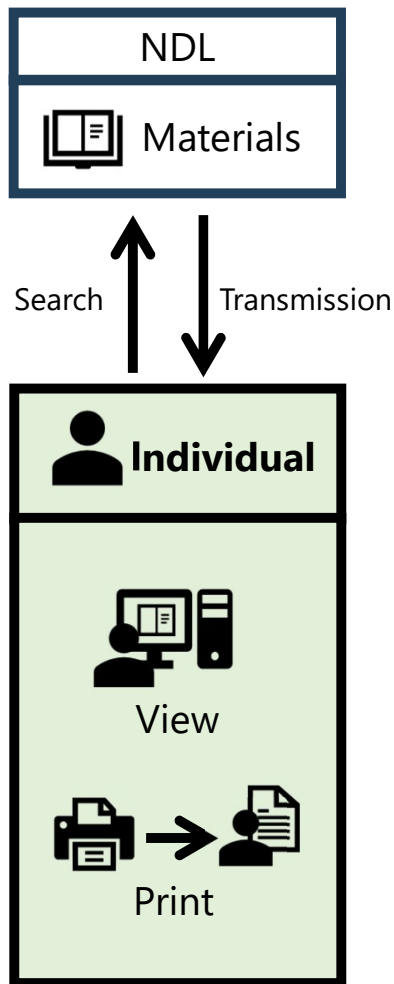
Contents for Transmission

Out-of-print or otherwise difficult-to-obtain materials

- Materials eligible for this service are identical to those available via the Digitized Contents Transmission Service for Libraries.



3. The Digitized Contents Transmission Service for Individuals

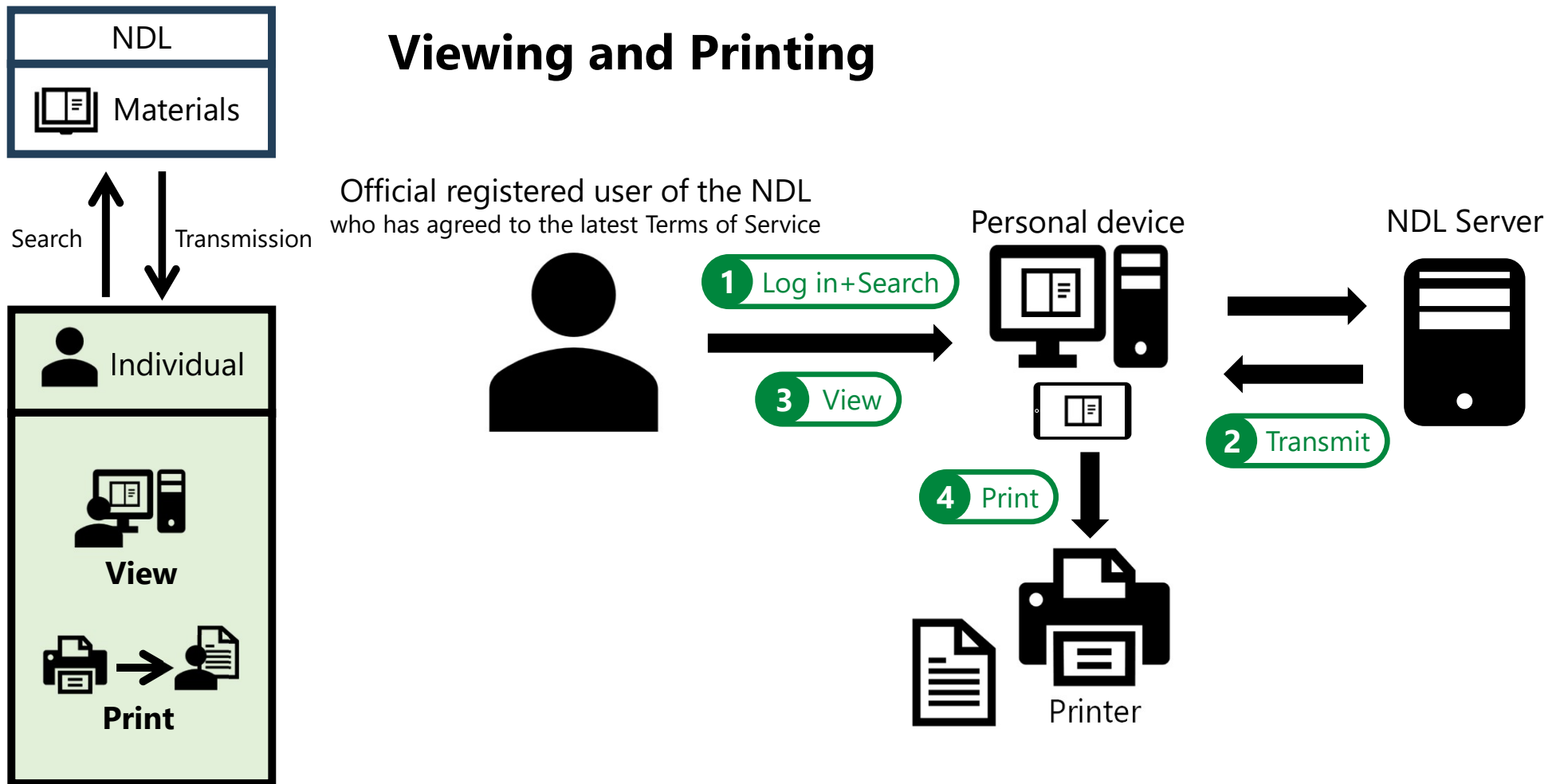


Using the DCTI

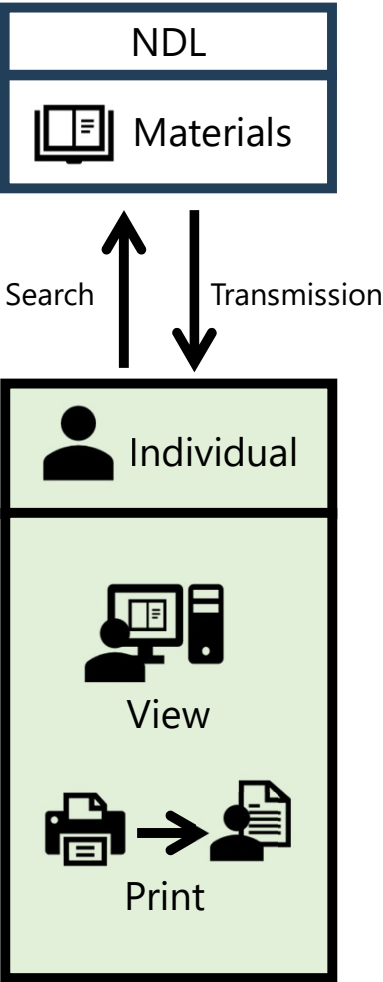
The DCTI is available to individuals who:

- Are official registered users of the NDL
- Reside in Japan
 - ✓ Identification document (e.g., driver's license, passport, student ID card, or other proof of identity) that shows applicant's name, date of birth and address needs to be presented.
 - ✓ As of December 2024, there are roughly 550,000 official registered users.
- Have agreed to the latest Terms of Service

3. The Digitized Contents Transmission Service for Individuals

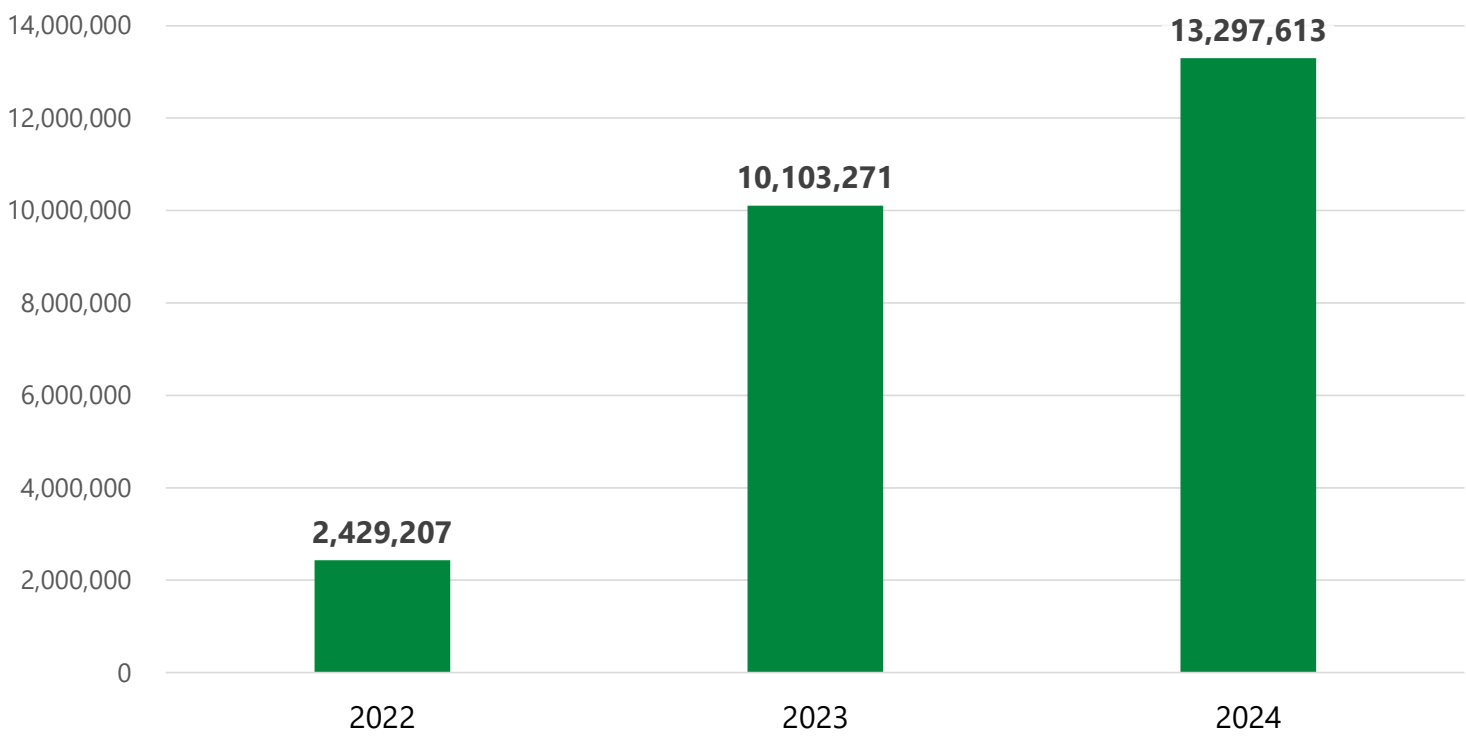


3. The Digitized Contents Transmission Service for Individuals



DCTI Usage Statistics

The number of viewing transactions



3. The Digitized Contents Transmission Service for Individuals

For More Information

- Digitized Contents Transmission Service for Individuals
https://www.ndl.go.jp/en/use/digital_transmission/individuals_index.html
- Frequently asked questions
https://www.ndl.go.jp/en/help/service_digi_individuals.html
- Terms of the Agreement on Digitized Contents Transmission Service for Individuals by the National Diet Library (in Japanese)
https://www.ndl.go.jp/jp/preservation/digitization/kojinsoshin_agreement.pdf

4. Remote Photoduplication Service (PDF file download)

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Remote Photoduplication Service (PDF file download)

This is a service that responds to online requests from individuals by providing digital copies of library materials through a server.

Legal background

The 2021 amendment to the Copyright Act (effective June 2023) made it possible for libraries in Japan to transmit copies of library materials by email or other means.

The law does require that copyright holders be remunerated for the use of their materials.

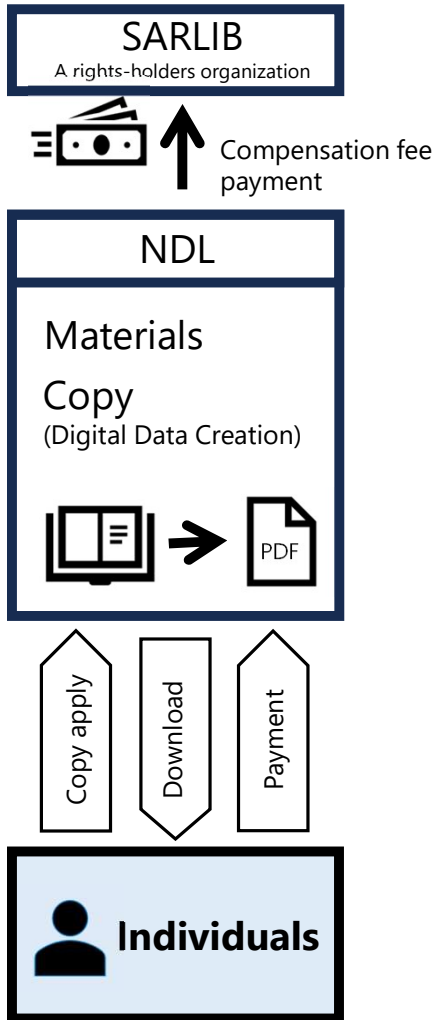
図書館等公衆送信サービス [Public transmission service by libraries or similar facilities] at the NDL is called the Remote Photoduplication Service (PDF file download).

Differences from the conventional service (Remote photoduplication service (courier or postal mail))

Instead of printed copies, the patron receives digital data in PDF format.

Users pay a copying fee plus an amount equivalent to compensation for copyright holders.

4. Remote Photoduplication Service (PDF file download)



Service qualification

Available only to individuals who:

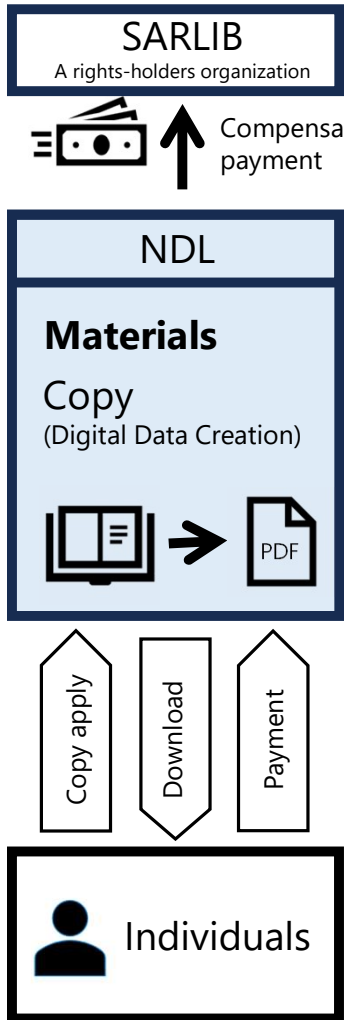
- Are registered users of the NDL (must provide documented confirmation of identity)
- Have agreed to the Terms of Service for Remote Photoduplication Service (PDF download) each they request copies

*There is no requirement to reside in Japan.

This Service is available to overseas patrons.

*Restricted to individuals only. Institutions are not allowed to use this service. (This differs from the Remote Photoduplication Service that provides printed copies.)

4. Remote Photoduplication Service (PDF file download)



Available materials

In general, this service is available for any material held by the NDL.

The following materials, however, are excluded:

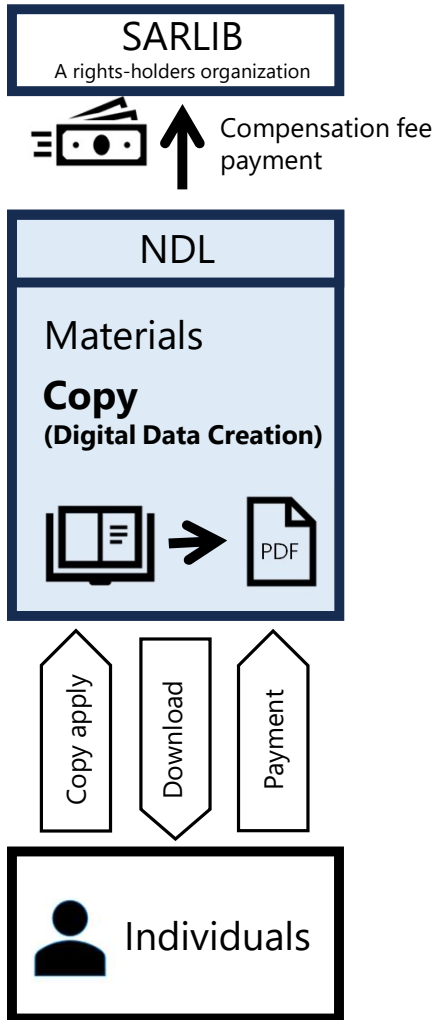
Music scores, maps, photo books, art books, periodicals for which **a specific period of time** has yet to pass, etc.

A specific period of time means:

For newspapers,
until publication of the subsequent issue

For other periodicals,
more than one year from the date of publication

4. Remote Photoduplication Service (PDF file download)



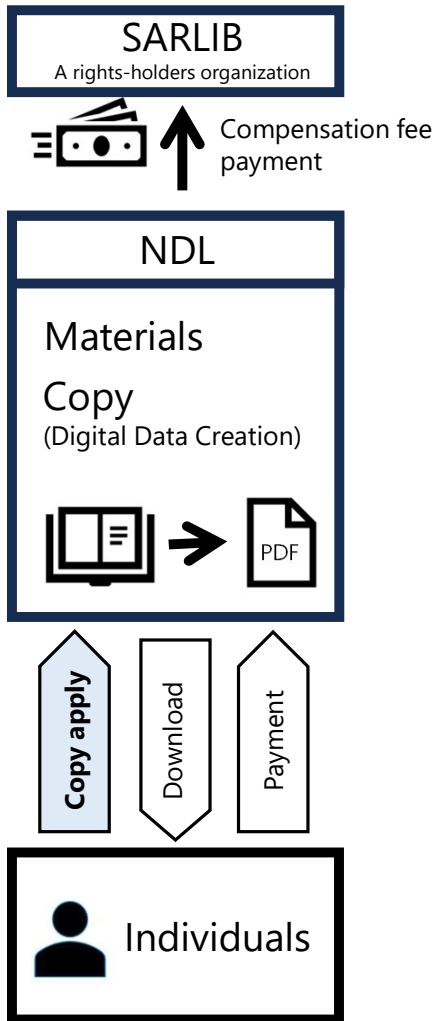
Limits on copying materials

- In general, only a portion of a work (less than half) may be photoduplicated.
- Certain works may be photoduplicated in their entirety.
 - documents from the government for publicity purposes
 - individual works published in periodicals that have been in circulation for a considerable period of time

Quality of photocopies

- In general, 200–300 dpi
- User ID and other information will be inserted in the top or bottom of all frames.
- Faint watermarks will be printed on the pages

4. Remote Photoduplication Service (PDF file download)



How to make a request

- Via the NDL Search



Specify how you wish to receive the photocopies. _____

☐ Have a copy delivered (paid service) ☒ Download PDF data (paid service)

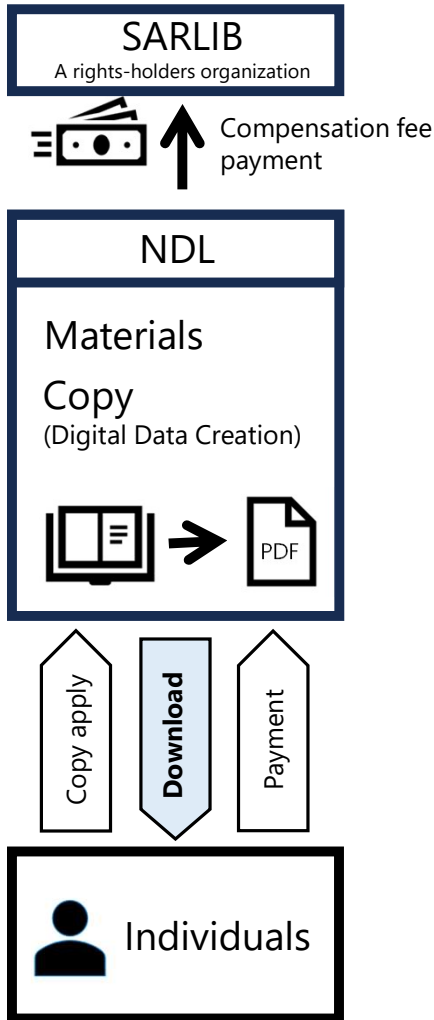
Fees are charged for Remote Photoduplication service. For more information on the number of days until shipping, please refer to "[Remote Photoduplication Service](#)".
You can simulate the fee after adding the documents to the remote copying cart.

#Applications through methods other than via NDL Search (such as by mail, e-mail or telephone) cannot be accepted.

Limitations on the number of concurrent requests

- Up to 5 concurrent requests for PDF file downloads
- Up to 30 concurrent requests for all remote photoduplication, including copies delivered by postal mail or courier

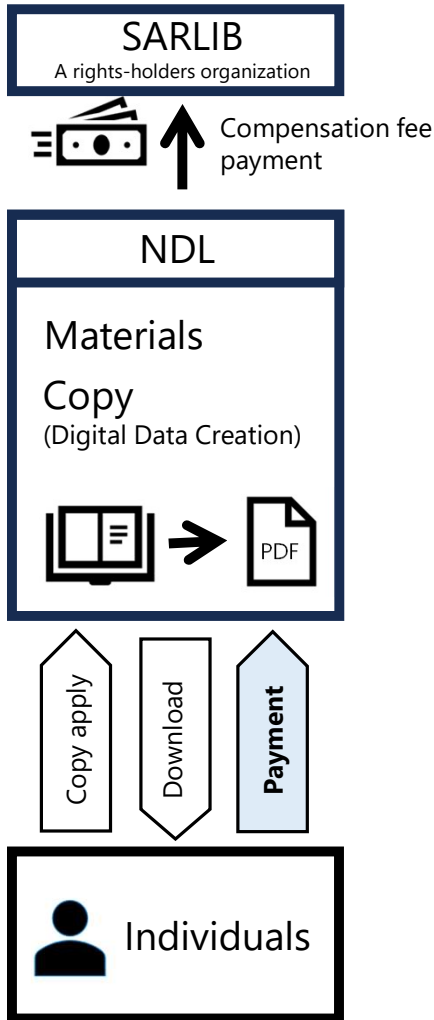
4. Remote Photoduplication Service (PDF file download)



Delivery methods

- The PDF file will become available for download after between 5 and 10 business days.
- Patrons can download the PDF file by accessing a URL provided in an email titled Download and Payment Information.
- Patrons can download the PDF file from their own Request History in the NDL Search.
- The PDF files will be deleted from the server 90 days after they become available for download.

4. Remote Photoduplication Service (PDF file download)



Payment

Required after the PDF files become available for download.
The total fee and payment method is specified in the email titled Download and Payment Information.

Overseas patrons pay by credit card.

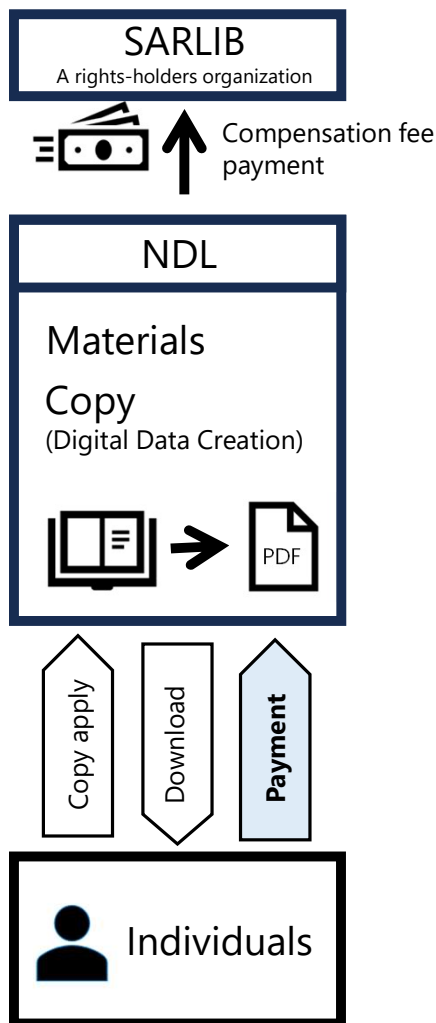
Fee

The sum of A and B below

- A. Copying fee (unit price) × the total number of frames
e.g., Scanning of printed materials 76 yen × 5 frames = 380 yen
- B. An amount equivalent to compensation for copyright holder

Patrons residing in Japan must also pay consumption tax.

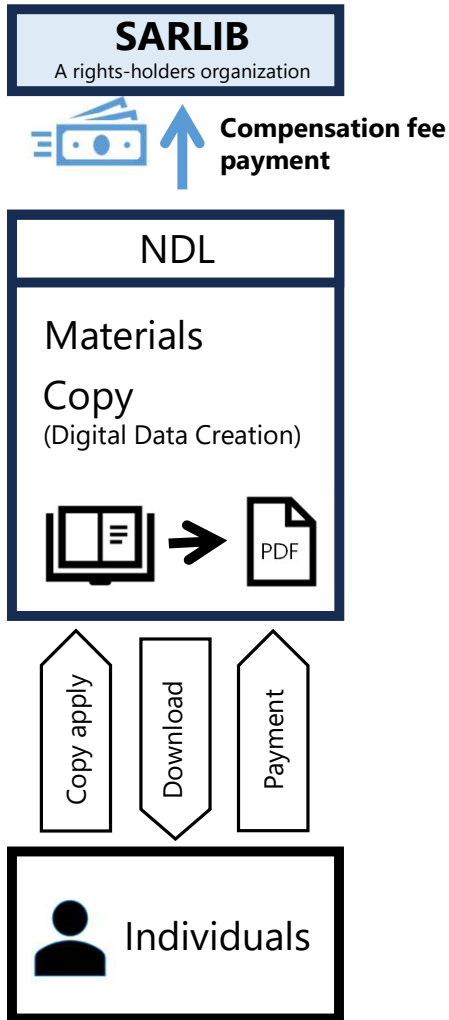
4. Remote Photoduplication Service (PDF file download)



A. Copying fees

Type of material and copying method	Unit price per frame
Scanning of books, magazines, or other printed material	76 yen
Material in the National Diet Library Digital Collections	57 yen
Scanning of microfilm or microfiche	106 yen
Photographing of historical books and other printed materials	160 yen

4. Remote Photoduplication Service (PDF file download)



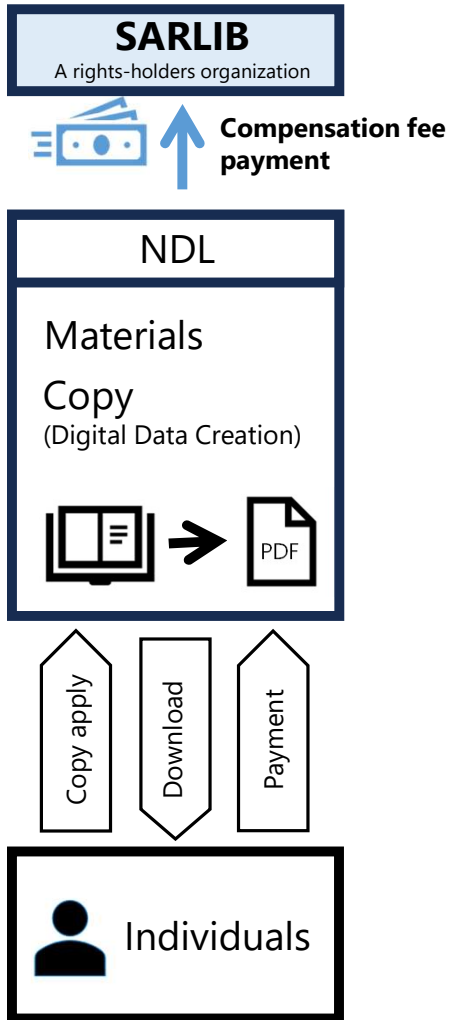
B. An amount equivalent to compensation for copyright holders

Under the Copyright Act, libraries that transmit content to the public must pay compensation to copyright holders. Users of this service pay the library a copying fee plus an amount equivalent to the compensation for copyright holders. This compensation for copyright holders is then remitted by the library to a rights-holders organization.

The Society for Administration of Remuneration for Public Transmission by Libraries or Similar Facilities (**SARLIB**)

The SARLIB is responsible for collecting and managing royalties on behalf of copyright holders

4. Remote Photoduplication Service (PDF file download)



Remuneration formula

(Art. 3, Regulations on Compensation for Public Transmission by Libraries or Similar Facilities)

Types of Library Materials	Remuneration formula
Newspaper	First page copied: 500 yen Each additional page copies: 100 yen
Periodicals (including magazines)	First page copied: 500 yen Each additional page copied: 100 yen
Books with listed prices	The price of the book divided by the total number of pages, then multiplied by the number of pages to be copied and multiplied by 10.*
Other than the above (books with unknown base prices, limited distribution publications including scripts, overseas publications, etc.)	100 yen per page*

*Minimum remuneration for any book is 500 yen.

4. Remote Photoduplication Service (PDF file download)

For More Information

- Remote photoduplication service
<https://www.ndl.go.jp/en/copy/remote/index.html>
- NDL Search Help > 9-2. Remote Photoduplication Service (PDF file download)
<https://ndlsearch.ndl.go.jp/en/help/pdfdownload>



National Diet Library Services for Providing Access to Digitized Library Materials

Assistant Director, Photoduplication Service Division, Reader Services and Collections Department
ISHIZAWA Aya

Librarian, Public Services Division, Kansai-kan
HIRASAWA Daisuke

1. Overview of services providing access to digitized library materials

There are three main services that provide access to digitized library materials.

- | |
|--|
| - Digitized Contents Transmission Service for Libraries (DCTL) |
| - Digitized Contents Transmission Service for Individuals (DCTI) |
| - Remote Photoduplication Service (PDF file download) |

2. Digitized Contents Transmission Service for Libraries (DCTL)

The DCTL provides access to many digitized materials that are not freely available on the Internet to public libraries, university libraries, and similar institutions. The service is provided as stipulated in Article 31, paragraph (7) of the Copyright Act of Japan.

Libraries that wish to use the service must apply for and receive approval from the NDL. The service has two categories of applications: "Viewing only" and "Viewing and Printing."

Characteristics

- Patrons are able to search for and browse more than 2 million digitized materials.
- Materials include many that are not available via the Interlibrary Loan Service.
- Materials are viewable at designated viewing terminal immediately and without any loan period.

Contents for Transmission

- Out-of-print or otherwise difficult-to-obtain materials
1.06 million books, 840,000 issues of periodicals, 140,000 doctoral dissertations and 20,000 rare books and old materials (as of November 2024)

Libraries eligible to use the DCTL

- Only libraries and institutions stipulated in Article 31, paragraph (7) of the Copyright Act of Japan are able to subscribe to the service.
Requirements for institutions outside Japan are stipulated under Article 1-6 of the Cabinet Order for Enforcement of the Copyright Act.

Application procedure

- The NDL reviews submitted documentation to confirm the legality of using the service, the scope of the eligible users, how the service will be used in compliance with the terms of use, whether the library satisfies all the requirements stipulated under the Cabinet Order, and other conditions.

Approval is generally granted in one or two months.

Using the Service

- Available only to qualified library patrons, which generally means registered users.

3. Digitized Contents Transmission Service for Individuals (DCTI)

The DCTI provides access via personal devices to many digitized library materials that are not freely available on the Internet. The service is provided as stipulated in Article 31, paragraph (8) of the Copyright Act of Japan.

Characteristics

- Over 2 million digitized materials can be browsed and copied from personal devices.
- Materials can be browsed and copied at any time without visiting the library.

Contents for Transmission

- Out-of-print or otherwise difficult-to-obtain materials
Materials are identical to those available via the DCTL.

Using the Service

- Available only to residents of Japan who are official registered users of the NDL and who have agreed to the latest Terms of Service for the DCTI.

More details about these services are posted on our website.



DCTL



DCTI

4. Remote Photoduplication Service (PDF file download)

The 2021 amendment to the Copyright Act made it possible for libraries to transmit copies of library materials by email or other means.

Remote Photoduplication Service (PDF file download) was launched in February 2025. This service responds to online requests from individuals by providing digital copies of library materials through a server.

Overview of the Service

- Available to individuals who are registered users of the NDL, including overseas patrons, and who have agreed to the Terms of Service.
- All library materials are available except for music scores, maps, photo books, etc.
- In general, only a portion of a work (less than half) may be photoduplicated.
- Copies are provided at 200–300 dpi.

How to Use

1. Make a request via the NDL Search.
2. An email will be sent when the PDF file is available for download.
3. Download the PDF file by accessing a URL provided by email (within 90 days).
4. Pay the fee by credit card (overseas patrons).

Fee

The photocopy fee is the sum of:

- A. Copying fee (unit price) × Total number of frames
 - B. An amount equivalent to compensation for copyright holders
- Patrons residing in Japan must also pay consumption tax.

Type of material and copying method	Unit price per frame
Scanning of books, magazines, or other printed material	76 yen
Material in the National Diet Library Digital Collections	57 yen
Scanning of microfilm or microfiche	106 yen
Photographing of historical books and other printed materials	160 yen

Compensation for copyright holders

- Users of this service pay the library a copying fee plus an amount equivalent to the compensation for copyright holders.
- This compensation for copyright holders is then remitted by the library to the Society for Administration of Remuneration for Public Transmission by Libraries or Similar Facilities (SARLIB), a rights-holders organization.

Types of Library Materials	Remuneration formula
Newspaper / Periodicals (including magazines)	First page copied: 500 yen Each additional page copied: 100 yen
Books with listed prices	The price of the book divided by the total number of pages, then multiplied by the number of pages to be copied and multiplied by 10. *
Other than the above	100 yen per page *

* Minimum remuneration for any book is 500 yen.

(Art. 3, Regulations on Compensation for Public Transmission by Libraries or Similar Facilities)

More details about this service are posted on our website.
"Remote photoduplication service | National Diet Library".



Supplementary information

Revised the documents required to apply for the Digitized Contents Transmission Service for Libraries

The following changes were made to the documentation required to apply for the Digitized Contents Transmission Service for Libraries in March 2025 in order to make it easier for more facilities to participate.

(1) Legality Check

- In addition to signature by the competent government agency or attorney, the signature of the library director is now acceptable, provided that it has been verified by a legal expert.

(2) Agreement

■Article 9.(7)

- The phrase "shall be on the alert against any of the following acts" was revised to "shall take reasonable preventive measures against any of the following acts."

■Article 17: Viewing, Article 18: Viewing and Printing

- Added a section stating that in the event of a dispute, the parties to the contract shall consult with each other in good faith.
- The jurisdiction, which had previously been the Tokyo District Court, was changed so that the court with jurisdiction over the location where the defendant's principal office is located will have exclusive jurisdiction.

Contracts that have already been concluded will remain valid after this revision, but if the partner libraries wish to change to the new Agreement, they need to apply again. In addition, if a partner library that is currently approved for "Viewing Only" wishes to use the printing function as well, it is necessary to switch to an Agreement that allows "Viewing and Printing." In this case, the new Agreement will be applied, and we hope you will take this opportunity to consider switching.

For more information, please contact the Digitized Contents Transmission service for Libraries at digi-soshin@ndl.go.jp.
