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### **Depository Library Conferences**

In April 2001, more than 150 Government information librarians met in San Antonio, TX, to discuss issues of importance to Government information users nationwide as well as the national library community. The occasion for the gathering was the 58th semiannual meeting of the Depository Library Council, an advisory group to the Public Printer. The Council is composed of 15 representatives of the Government information community who advise GPO on issues related to the Federal Depository Library Program (FDLP).

Highlights of the April conference included remarks from the Public Printer and GPO's Superintendent of Documents on the outlook for the FDLP, presentations from the Census Bureau and the National Park Service, and programs such as "Local Strategies for Ongoing Access to Electronic U.S. Government Information," "Incorporating Federal Government Resources in Virtual Libraries," and "Electronic Spanish Language Information Resource Locators." The National Commission on Libraries and Information Science (NCLIS) provided an update on its "Assessment of the Federal Government's Information Policies and Practices."

In spite of the September 11 attacks, in October 2001 nearly 400 Federal depository librarians and agency representatives attended the 10th annual Federal Depository Library Conference, the Nation's premier event for Government information librarians. The conference was held in Alexandria, VA, concurrent with the 59th

meeting of the Depository Library Council to the Public Printer.

Highlights of the October conference included discussions on depository library promotion, education resources on the Web, permanent public access strategies for electronic publications, baseline electronic proficiencies, and more. GPO's ongoing transition to a more electronic FDLP was the primary focus of the event, as was discussion of development of a mirror site for *GPO Access* at a location outside Washington, DC. One announcement welcomed by the group was that cataloging records for online electronic publications will now be included in the online *Monthly Catalog of U.S. Government Publications*. Other agency participants, such as the Census Bureau, U.S. Geological Survey, Federal Aviation Administration, National Imagery and Mapping Agency, Forest Service, Department of Energy, and the Bureau of Labor Statistics, presented updates on their public information activities and products.

### **Withdrawal of USGS CD-ROM from Depository Libraries**

In the wake of the September 11 attacks, Federal agencies began reviewing their public information products. One agency, the U.S. Geological Survey (USGS), determined that one of its publications, a CD-ROM entitled *Source Area Characteristics of Large Public Surface-Water Supplies in the Conterminous United States: An Information Resource for Source-Water Assessment, 1999*, should be withdrawn from public access in Federal depository libraries and destroyed.

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By letter dated October 5, 2001, the USGS asked the GPO to “request that depository libraries receiving the [Source-Water CD-ROM] be instructed to destroy their copies.” When a member of the library community questioned the USGS on the need for this action, a USGS e-mail reply dated October 31, 2001, said: “Subsequent contact with the Government Printing Office and the USGS Committee that sets official policy on restriction of sensitive information has reconfirmed the validity of the original written instruction from USGS and GPO to destroy the report.”

By letter dated October 12, 2001, Superintendent of Documents Francis J. Buckley, Jr. requested Federal depository libraries to withdraw and destroy their depository copies of the USGS CD-ROM. The Superintendent of Documents is the GPO official who by law is responsible for the operation of the Federal Depository Library Program (FDLP).

The Superintendent of Documents’ October 12 letter went to the 335 Federal depository libraries that had selected this document for their collections (there are 1,310 Federal depository libraries nationwide). The letter was subsequently published in the Superintendent of Documents publication “Administrative Notes,” which is made available to the entire depository library community and is posted on GPO’s Web site, at [www.gpo.gov/su\\_docs/fdlp/pubs/adnotes/](http://www.gpo.gov/su_docs/fdlp/pubs/adnotes/). The Superintendent of Documents’ request applied only to copies of the *Source-Water* CD-ROM distributed under the FDLP.

The Superintendent of Documents’ request followed established policy for the withdrawal of documents from the FDLP. This policy has been communicated in writing to all Federal depository libraries. Under the FDLP, the Government may request the removal of materials from depository libraries since it is a well-established principle of law that all FDLP materials remain Government property. Requests to withdraw happen rarely, however. Since FY 1995, the GPO has distributed 230,019 tangible product (print, microfiche, and CD-ROM) titles to depository libraries, and recalled just 20 (16 to be destroyed, 3 returned to the agency, 1 removed from shelves). Such actions are taken only on the request of the issuing agency, most commonly because the titles contain information that is erroneous or has been superseded. The Superintendent of Documents has no statutory ability to deny agency document withdrawal requests, but instead serves as the statutory conduit for carrying them out. Prior to initiating any withdrawal request, the Superintendent of Documents’ policy is to carefully review each request and ensure that all such requests to GPO are made in writing.

In partnership with Federal depository libraries, the GPO has been the Government’s agent for providing public access to Government information for nearly two centuries. The GPO takes very seriously any Federal agency’s request to restrict access to Government information that has been made public. However, the GPO also has a duty under the law to cooperate with Federal agencies in the appropriate distribu-

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tion of the official information they publish. Any agency withdrawal requests are handled in accordance with law and established policy.

### **GPO Offers Printing Contractors Paperless Billing System**

In another move to improve the efficiency of the Government's printing, GPO installed an automated system that allows printing and other contractors to submit invoices via a fax gateway. Submitted this way, contractors' bills are read in digital format by GPO's processing equipment, and go directly into the billing database where they are scheduled for payment automatically.

The new system functions through a bar code cover sheet that is used to identify, index, and control the invoices. The bar coding greatly reduces the possibility of data entry errors and speeds scheduling of payments.

Contractors can now fax their invoices and supporting documentation to GPO 24 hours a day, 7 days a week. This billing option saves postage and helps contractors get paid faster. Contractors also know immediately if the fax has been delivered to GPO.

GPO's contractors can find detailed instructions on how to use the system and the fax phone number at: <http://winapps.access.gpo.gov/fms/vouchers/barcode>. Before the first invoice is faxed to GPO, contractors are encouraged to call GPO at 202-512-2073 so that the first transmission can be monitored. This will help assure that the contractor's implementation is operating properly.

### **GPO Provides Printing Expertise to D.C. Government**

During the year, GPO designed and produced a large suite of materials promoting the D.C. Government's Tuition Assistance Grant Program (TAGP). Over 20 high-quality products were delivered on-time under very tight deadlines. The D.C. Government has ordered even more products for the second phase of the campaign. The campaign creates an awareness of TAGP, which provides college tuition money to D.C. high school graduates and residents.

GPO's design team used a colorful grid of photos and text blocks that created a unifying appearance for all the campaign material describing the TAGP. The centerpiece of the campaign was the application form, a booklet with separate cover that had to be made available in an online version and in print. Other pieces included both English and Spanish versions of a brochure and a flyer, a postcard, a poster for use in schools, a poster for use in Metro trains and buses, stationery, a bumper sticker, banners, and poster enlargements for use at the kickoff press conference and at exhibits.

GPO's Printing Procurement Department handled the procurement of what was almost entirely four-color printing. The Postscript Section in GPO's Production Department produced about 20 large posters for the Mayor's press conference, and GPO's Binding Division mounted the posters on foam-core board for display.