

Copyright Office, Library of Congress

§ 203.2

4. With protective folders rather than without.

VII. Microforms

- A. Related Materials:
 1. With indexes, study guides, or other printed matter rather than without.
 - B. Permanence and Appearance:
 1. Silver halide rather than any other emulsion.
 2. Positive rather than negative.
 3. Color rather than black and white.
 - C. Format (newspapers and newspaper-formatted serials):
 1. Reel microfilm rather than any other microform.
 - D. Format (all other materials):
 1. Microfiche rather than reel microfilm.
 2. Reel microfilm rather than microform cassettes.
 3. Microfilm cassettes rather than micro-opaque prints.
 - E. Size:
 1. 35 mm rather than 16 mm.

VIII. Machine-Readable Copies

- A. Computer Programs
 1. With documents and other accompanying material rather than without.
 2. Not copy-protected rather than copy-protected (if copy-protected then with a backup copy of the disk(s)).
 3. *Format:*
 - a. PC-DOS or MS-DOS (or other IBM compatible formats, such as XENIX):
 - (i) 5¼" Diskette(s).
 - (ii) 3½" Diskette(s).
 - (iii) Optical media, such as CD-ROM—best edition should adhere to prevailing NISO standards.
 - b. Apple Macintosh:
 - (i) 3½" Diskette(s).
 - (ii) Optical media, such as CD-ROM—best edition should adhere to prevailing NISO standards.
 - B. Computerized Information Works, Including Statistical Compendia, Serials, or Reference Works:
 1. With documentation and other accompanying material rather than without.
 2. With best edition of accompanying program rather than without.
 3. Not copy-protected rather than copy-protected (if copy-protected then with a backup copy of the disk(s)).
 4. *Format*
 - a. PC-DOS or MS-DOS (or other IBM compatible formats, such as XENIX):
 - (i) Optical media, such as CD-ROM—best edition should adhere to prevailing NISO standards.
 - (ii) 5¼" Diskette(s).
 - (iii) 3½" Diskette(s).
 - b. Apple Macintosh:
 - (i) Optical media, such as CD-ROM—best edition should adhere to prevailing NISO standards.

- (ii) 3½" Diskette(s).

IX. Works Existing in More Than One Medium

Editions are listed below in descending order of preference.

- A. Newspapers, dissertations and theses, newspaper-formatted serials:
 1. Microform.
 2. Printed matter.
- B. All other materials:
 1. Printed matter.
 2. Microform.
 3. Phonorecord.

[54 FR 42299, Oct. 16, 1989, as amended at 62 FR 51603, Oct. 2, 1997]

PART 203—FREEDOM OF INFORMATION ACT: POLICIES AND PROCEDURES

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AUTHORITY: 17 U.S.C 702; 5 U.S.C 552, as amended.

SOURCE: 43 FR 774, Jan. 4, 1978, unless otherwise noted.

ORGANIZATION

§ 203.1 General.

This information is furnished for the guidance of the public and in compliance with the requirements of section 552 of title 5, United States Code, as amended.

[43 FR 774, Jan. 4, 1978, as amended at 66 FR 34373, June 28, 2001]

§ 203.2 Authority and functions.

(a) The administration of the copyright law was entrusted to the Library of Congress by an act of Congress in 1870, and the Copyright Office has been a separate department of the Library since 1897. The statutory functions of the Copyright Office are contained in and carried out in accordance with the