



# ANNOUNCEMENT

from the Copyright Office, Library of Congress, Washington, D.C. 20559

## PROPOSED ROUTINE USES

### PRIVACY ACT OF 1974

#### SYSTEMS OF RECORDS AND NOTICE OF PROPOSED ROUTINE USES

The following excerpt is taken from Volume 43, No. 26, of the Federal Register for Tuesday, February 7, 1978 (pp. 5113-5114).

[1410-03]

#### LIBRARY OF CONGRESS

Copyright Office

[Docket RM 78-1]

#### PRIVACY ACT OF 1974

##### Systems of Records and Notice of Proposed Routine Uses

AGENCY: Library of Congress, Copyright Office.

ACTION: Proposed routine Uses.

SUMMARY: Two additional systems of records of the Copyright Office of the Library of Congress are hereby published in accordance with the requirements of 5 U.S.C. 522a(e)(4) (Privacy Act of 1974, Pub. L. 93-579, 88 Stat. 1896). All other systems of records and routine uses were published in the FEDERAL REGISTER on December 5, 1977. In accordance with the provisions of 5 U.S.C. 552a(e)(11), the routine uses of these additional systems are set out for public comment. Interested persons are invited to submit written comments with respect to these routine uses.

DATE: Comments should be received on or before March 9, 1978.

ADDRESSES: Interested persons should submit five copies of their written comments, if by mail to: Office of the General Counsel, Copyright Office, Library of Congress, Caller No. 2999, Arlington, Va. 22202 or if by hand: Office of the General Counsel, Copyright Office, Library of Congress, Room 519, Crystal Mall Building No. 2, 1921 Jefferson Davis Highway, Arlington, Va. 22202.

#### FOR FURTHER INFORMATION CONTACT:

Jon Baumgarten, General Counsel,  
Copyright Office, Library of Congress,  
Washington, D.C. 20559, 703-  
557-8731.

These systems will become effective March 9, 1978, unless the Copyright Office publishes notice to the contrary.

Dated: January 26, 1978.

BARBARA RINGER,  
*Register of Copyrights.*

Approved:

DANIEL J. BOORSTIN,  
*Librarian of Congress.*

#### PREFATORY STATEMENT

The Copyright Office serves primarily as an office of public record. Sec-

\*Error; line should read: "quirements of 5 U. S. C. 552a(e)(4) (Pri-"

tion 705 of title 17, United States Code, requires the Copyright Office to open for public inspection all records of copyright deposits, registrations, recordings, and other actions taken under title 17. Therefore, a routine use of all Copyright Office systems of records is disclosure to the public. All Copyright Office systems of records are available for public copying as required by section 706(a), with the exception of copyright deposits, whose reproduction is governed as authorized by section 706(b).

The sources for Copyright Office systems of records are, wherever possible, the individuals to whom the records pertain or their authorized agents. Copyright Office personnel frequently make additions to or notations on Office records in the performance of their duties. Because of the volume of such additions and notations, they are not specifically cited under the heading "source categories" in the New Systems Notice.

CO-10

**System name:**

Notices of Institution of Actions for the Infringement of Works Refused Registration.

**System location:**

Copyright Office, Library of Congress, Arlington, Virginia.

**Categories of individuals covered by the system:**

Persons who have instituted infringement actions in cases where the Office has refused registration of the work which is the subject of the litigation.

**Categories of records in the system:**

Notice of the institution of an infringement action, a copy of the complaint, and documents related to that action.

**Authority for maintenance of the system:**

17 U.S.C. § 411(a) (the Act for General Revision of the Copyright Law).

**Routine uses of records maintained in the system, including categories of users and the purposes of such uses:**

The Office uses these records: (1) to determine whether the Register will exercise the option of becoming a party to the action with respect to the issue of registrability of the copyright claim; and

(2) in the preparation of search reports compiled at the request of a member of the public.

**Policies and practices for storing, retrieving, accessing, retaining, and disposing of records in the system: Storage:**

Manila folders in file cabinet.

\*Error; line should read: "Record access procedure:"

**Retrievability:**

Alphabetically by name of applicant or applicant's authorized agent.

**Safeguards:**

These records are maintained in a room which is restricted to authorized personnel and locked during nonworking hours.

**Retention and disposal:**

Retained indefinitely.

**System manager and address:**

General Counsel, Copyright Office, Library of Congress, Washington, D.C. 20559.

**Notification procedure:**

Inquiries about an individual's record should be in writing addressed to the Supervisory Copyright Information Specialist, Information and Publications Section, Information and Reference Division, Copyright Office, Library of Congress, Washington, D.C. 20559.

**Record access procedure:**

Requests from individuals should be in writing addressed to the official designated under "Notification procedure."

**Contesting record procedure:**

See rules published in 37 CFR Part 204.

**Record source categories:**

The individual to whom the record pertains or such individual's authorized agent.

CO-33

**System name:**

Deposit Recordation File.

**System location:**

Copyright Office, Library of Congress, Arlington, Virginia.

**Categories of individuals covered by the system:**

Individuals who, without simultaneously applying for copyright registration, have submitted deposit copies in accordance with the provisions of § 407, Title 17 (the Act for General Revision of the Copyright Law).

**Categories of records in the system:**

Title of work, author, edition statement, imprint, collation, in notice statement, depositor, depositor's address, number of copies received, and date received.

**Authority for maintenance of the system:**

17 U.S.C. § 407 (the Act for General Revision of the Copyright Law).

**Routine uses of records maintained in the system, including categories of users and the purposes of such uses:**

The Office uses these records: (1) to keep a record of compliance with section 407 of title 17 of the United States Code;

(2) to locate and correspond with those who have published works with notice of copyright but who have not deposited the required copies;

(3) in the preparation of weekly statistics on the number and nature of deposits received; and

(4) in the preparation of search reports compiled at the request of a member of the public.

**Policies and practices for storing, retrieving, accessing, retaining, and disposing of records in the system:**

**Storage:**

4 X 6 cards in file cabinet.

**Retrievability:**

Alphabetically by depositor's name, author's name, and title of work.

**Safeguards:**

These records are maintained in a room which is restricted to authorized personnel and locked during nonworking hours.

**Retention and disposal:**

Retained permanently.

**System manager and address:**

Section Head, Deposits and Acquisitions Section, Acquisitions and Processing Division, Copyright Office, Library of Congress, Washington, D.C. 20559.

**Notification procedure:**

Inquiries about an individual's record should be in writing addressed to the Supervisory Copyright Information Specialist, Information and Publications Section, Information and Reference Division, Copyright Office, Library of Congress, Washington, D.C. 20559.

**Record access procedure:**

Requests from individuals should be in writing addressed to the official designated under "Notification procedure."

**Contesting record procedure:**

See rules published in 37 CFR Part 204.

**Record source categories:**

Deposit copies submitted.

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