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# ANNOUNCEMENT

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

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## NOTICE OF POLICY DECISION

### POLICY DECISION ON MICROFILMING OF DOCUMENTS RECEIVED IN THE COPYRIGHT OFFICE

The following excerpt is taken from Volume 49, Number 153 of the Federal Register for Tuesday, August 7, 1984 (p. 31513)

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#### LIBRARY OF CONGRESS

##### Copyright Office

##### Policy Decision on Microfilming of Documents Received in Copyright Office

**AGENCY:** Copyright Office, Library of Congress.

**ACTION:** Notice of policy decision.

**FOR FURTHER INFORMATION CONTACT:** Dorothy Schrader, General Counsel, U.S. Copyright Office, Library of Congress, Washington, D.C. 20559; (202) 237-8380.

1. *Background.* By notice published in the Federal Register of August 8, 1983, the Copyright Office announced its decision to microfilm documents and other materials submitted for recordation under section 205 of title 17 U.S.C., upon their receipt in the Office. This experimental procedure was made possible by the installation in the Copyright Office of new facilities that enabled the Office, for the first time, to

microfilm documents on its premises.

2. *Policy Decision.* During the course of the past year, the Copyright Office has learned that microfilming of documents upon receipt and before recordation is not an effective method of handling these materials. Members of the public experienced difficulty in using the microfilmed documents. Often, material unrelated to a recorded document was microfilmed with the document so that it was not possible to sort out what indeed had been recorded.

In the interest of clarifying the public record of documents pertaining to copyrights, the Copyright Office decided, effective July 9, 1984, to discontinue its practice of microfilming documents and any accompanying material, including transmittal letters, upon their receipt in the Office. On or after July 9th, only recorded documents will be microfilmed by the Copyright Office.

By utilizing the on-site microfilming equipment installed in the past year, the Office expects that recorded documents

can be made publicly available on a more timely basis than was possible several years ago. It is expected that processing time will be reduced further when the Office implements the next phase of its planned automation.

3. *Public availability.* Once the recorded documents have been microfilmed, the microfilm copies will be available for public viewing on microfilm reader-printers located in the Copyright Card Catalog area, Room LM-459, Copyright Office, Library of Congress, James Madison Memorial Building, 101 Independence Avenue, SE., Washington, D.C.; from 8:30 a.m. to 5 p.m. weekdays.

Dated: July 30, 1984.

David Ladd,  
*Register of Copyrights.*

Approved by:  
Daniel J. Boorstin,  
*The Librarian of Congress.*

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