

## Earl K. Long Library

### Collection Development Policy for Federal Documents

The Earl K. Long Library has been a selective depository for Federal Documents since 1964 and selects 91% of the items available for selection by depository libraries. The selection of depository documents supports the credit and non-credit programs of the University of New Orleans, the needs of the business and educational community, and the people of the second congressional district and the greater New Orleans area. With the passing of the E-Government Act of 2002, government agencies are relying less and less on physical printing and opting to provide more documents digitally. As a result, more recent selections are likely to be digital instead of in print. For more information about the E-Government Act of 2002, the memorandum from the Office of Management and Budget can be accessed [here](#). When given the option between a document in print or online, the library chooses online documents. The U.S. Government is also encouraging citizens and businesses to interact with government entities via Internet-based technologies. To support this endeavor, the Government has created the Office of E-Government and Information Technology: <http://www.whitehouse.gov/omb/e-gov>.

Since the library's clientele is such a diversified group, the library's selection of depository items must encompass publications from all agencies.

All items listed in Appendix B (Automatic/Direct Mail Titles) of the Instructions are selected. Microfiche format is selected for all except:

0572-B Code of Federal Regulations

1030-A House Journal

1047-A Senate Journal

All items listed in the FDLP Basic Collection are selected. Census of Population and Housing is selected for the states in the Louisiana region.

All items listed in Appendix A of the Federal Depository Library Manual (Suggested Core Collection: Small Academic Library) are selected.

Item numbers consisting only of forms will generally not be selected. Exceptions include forms from the Internal Revenue Service and Copyright Office.

The Library selects all statistical publications available through the depository program, particularly those from the Commerce Department, Labor Department, Education Department, Justice Department, State Department, Treasury Department, Transportation Department, Energy Department, and Agriculture Department.

The Library also selects: All journals from all agencies.

All Government Printing Office publications.

All publications of the Bureau of the Census.

Agriculture Department publications of general interest and research and technical publications needed by researchers at UNO and at the USDA Southern Regional Laboratory in New Orleans. Emphasis is placed on those from the Forest Service, Soil Conservation Service, Foreign Agricultural Service, Agricultural Research Service, Agricultural Marketing Service, National Agricultural Statistics Service, Economic Research Service, Food Grain Inspection Service, Economics and Statistics Service, Science and Education, Food Safety and Inspection Service and Human Nutrition Information Service.

Action Publications - all except forms

Arms Control and Disarmament Agency - all publications

National Archives and Records Administration - all publications.

Commerce Department - all publications are selected from the Department, NIST, Civil Aeronautics Board, Maritime Administration, Economic Development Administration, U.S. Travel and Tourism Administration, National Oceanic and Atmospheric Administration, National Weather Service, National Meteorological Center, National Environmental Satellite, Data, and Information Service, National Climatic Data Center, National Earth Satellite Service, Industry and Trade Administration, Export Development Bureau, Resources and Trade Assistance Bureau, East-West Trade Bureau, Domestic Commerce Bureau, U.S. Fire Administration, Economic Analysis Bureau, International Trade Administration, and Industrial Economics Bureau. Only some publications are selected from NTIS, National Marine Fisheries Service, National Ocean Service, Environmental Research Laboratories, National Telecommunications and Information Administration.

Federal Communications Commission - All publications.

Civil Rights Commission - All publications.

Civil Service Commission - All publications.

Defense Department - As the publications of the Defense Department encompass such a massive collection, more selectivity is needed in this area. Library selects all publications of the Secretary D.1) and most publications of the Army Department, Navy Department, Marine Corps, and Air Force Department. All Defense Department publications which are historical in nature are selected. Some handbooks, manuals and guides series and regulations, rules, and instructions series are not considered to be needed by our patrons and these are not selected. Publications of the Defense Mapping Agency should be selected very carefully as many of the maps and charts are not suitable to our patrons and our collection. Publications needed for ROTC programs and military history classes are selected. Publications of the military academies are selected.

Energy Department publications and those of the Federal Energy Regulatory Commission, the Energy Information Administration and the Economic Regulatory Administration are selected.

Education Department publications and those of the National Center for Educational Statistics, Rehabilitation Services Administration, Educational Research and Improvement Office, Elementary and Secondary Education Bureau and Presidential Scholars Commission are selected with the exception of ED 1.310/2: (Education Documents Announced in RIE). This item is not selected as we purchase the complete microfiche collection of the ERIC Documents.

Environmental Protection Agency - All publications are selected with the exception of the Toxic Chemical Release Inventory for all states issued by the Pesticide and Toxic Substances Office. (Louisiana is selected.)

Farm Credit Administration - All publications.

Federal Emergency Management Agency - All publications except the Flood Insurance Studies for all states.

Federal Home Loan Bank Board - All publications.

Federal Maritime Commission - All publications.

Federal Trade Commission - All publications.

Foreign-Trade Zones Board - All publications.

General Accounting Office - All publications.

General Services Administration - All publications.

Health and Human Service Department - All publications of the Department and its Agencies, except the following: Program Operations Manual System, Cancergrams, and some handbooks, manuals, and guides series. This is a massive department and selections should be specially reviewed each year.

Homeland Security - All publications

Housing and Urban Development Department - All publications except some handbooks, manuals, and guide series.

Interior Department - All non-map publications are selected. Geological Survey maps in the 7.5' series, 15' series, the State Map Series Planimetric 1:1,000,000, and County Map Series, for the States of Alabama, Arkansas, Florida, Georgia, Kentucky, Louisiana, Mississippi, North Carolina, South Carolina, Tennessee, Texas, U.S. Summary are selected; maps in these series for other states are not selected.

U.S. Information Agency - All publications.

Interstate Commerce Commission - All publications.

Justice Department - All publications.

Judiciary - All publications.

Labor Department - All publications.

Library of Congress - All publications.

National Labor Relations Board - All publications.

Merit Systems Protection Board - All publications.

National Aeronautics and Space Administration - All publications

National Capital Planning Commission - All publications.

National Credit Union Administration - All publications.

National Foundation on the Arts and Humanities - All publications.

National Mediation Board - All publications.

National Science Foundation - All publications.

United States Postal Service - All publications.

Peace Corps - All publications.

Personnel Management - As many of these series are not pertinent to our patrons and collection, the publications of the agency must be selected carefully and reviewed annually.

President of the United States - All publications.

Executive Office of the President - All publications of the Office, Management and Budget Office, Central Intelligence Agency, Economic Advisors Council, Council on Environmental Quality, Domestic Policy Council, Special Action Office for Drug Abuse Prevention, Council on Wage and Price Stability, Science and Technology Policy Office and Drug Abuse Policy Office. Publications of the other agencies of this Department are carefully selected.

Railroad Retirement Board - All publications.

State Department - All publications of the Department and International Development Agency.

Small Business Administration - All publications.

Securities and Exchange Commission - All publications.

Smithsonian Institution - All publications.

Treasury Department - All publications of the Department and agencies.

International Trade Commission - All publications.

Transportation Department - All publications of the Department, National Transportation Safety Board, Federal Highway Administration, Motor Carrier Safety Bureau, Safety Office, Coast Guard, Urban Mass Transportation Administration, National Highway Traffic Safety Administration, and Maritime Administration. Not all publications are selected from the other agencies and selections should be reviewed periodically. Library does not select Airworthiness Directives, International Notices to Airmen, Notices to Airmen, Airman? Information Manual and other publications of the FAA primarily used by pilots for flight navigation and some handbooks, manuals, and guides series of the other agencies.

Veterans Affairs Department - All publications.

Congress - All publications.

Congress - Commissions, Committees, etc. - All publications.

Congress - Hearings - All hearings in microfiche.

Congress - Congressional Budget Office - All publications.

Questions or Comments about this policy should be directed to Sonnet Ireland, Documents/Reference librarian.

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