LEGAL DEPOSIT ACT, 1997

AMENDMENT OF LEGAL DEPOSIT REGULATIONS

The Minister of Arts, Culture, Science and Technology has, under section 12 of the Legal Deposit Act, 1997 (Act No. 54 of 1997), made the regulations in the Schedule.

SCHEDULE

PART I

Definitions


Amendment of regulation 1

2. Regulation 1 of the Regulations is hereby amended by-

(a) the insertion of the following definition after the definition of "cinematographic film":

"core collection means a basic list of titles which ought to be available in an official publications depository;";

(b) the insertion of the following definition after the definition of “musical text”:
“NLSA means National Library of South Africa;”; and

3. the Regulations are hereby amended by the addition of the following Parts:

   “PART VII

   CRITERIA TO BE MET IN ORDER TO BE DESIGNATED AS AN OFFICIAL PUBLICATIONS DEPOSITORY

20. An official publications depository shall be established in a library or community information centre which is located in an area with a large or growing population, and is easily accessible to its users. The official publications depository shall provide access for individuals with disabilities.

21. The participating library must have a minimum of 100 square meters of floor space available to accommodate the collection and equipment, and provide seating space for at least five users.

22. Equipment shall include computer workstations with Internet access, CD-ROM readers, and printers.

23. At least one professionally qualified librarian shall be allocated to the official publications depository on a full- or part-time basis, as required.

   PART VIII

   PROCESS TO BE FOLLOWED TO BE DESIGNATED AS AN OFFICIAL PUBLICATIONS DEPOSITORY

24. The governing authority of an institution, other than an existing place of legal deposit, may approach the relevant MEC and request to be designated as an official publications depository. The MEC will submit a report to the Minister on available facilities, funding, and the capacity to render the service as required in section 6, 7(1), 7(4), 7(5) and 7(6) of the Act.

25. The Minister may require additional information and may investigate the capacity of the institution to render such services. If the Minister is satisfied that the minimum standards can be met, he may declare the said institution to be an official publications depository in terms of section 6(2) of the Act.
PART IX

NAMES OF PLACES OF OFFICIAL PUBLICATIONS DEPOSITORIES

26. After designation in terms of section 6(2)(a) or (b) of the Act the Minister shall publish the name of the place of official publications depository in the *Gazette*.

PART X

DEPOSIT OF OFFICIAL PUBLICATIONS

27. Official publications depositories shall be entitled to receive a copy of each official publication published in South Africa. The official publications depositories shall give free access without charge to these documents, and to official publications in electronic format as well as to official on-line information that is made available to the public. The MEC may approve access from other centres, such as community centres, to an official publications depository which allow free on-line access to the information of official publications depositories.

28. Each official publications depository should acquire the core collection as approved by the Legal Deposit Committee. In addition, official publications depositories may select official publications according to the needs of its users, with particular emphasis on selecting publications emanating from their province. In the case of more than one official publications depository in a province, they should enter into an agreement regarding division of responsibility in collecting publications emanating from that province. They should make prior arrangements with publishers of documents they do not wish to receive.

PART XI

COORDINATION AND MONITORING

29. The NLSA may appoint an official publications depository coordinator to coordinate the official publications depository service nationally. The official publications depository coordinator will be charged with developing training programmes to be approved by the Legal Deposit Committee, training and assisting of official publications depository staff, marketing the official publications depositories project, establishing links and coordination between official publications depositories, applying the legislation, collecting statistics and compiling an annual joint report to be submitted to the Minister and the Legal Deposit Committee.

30. Decisions regarding official publications depositories have to be made in consultation with heads of provincial library administrations. Communication with provincial official publications depositories will be through the head of the relevant provincial library administration.
31. The NLSA should compile a manual on procedures and guidelines to be followed by official publications depositories to ensure effective and efficient management and service rendering.

32. Cataloguing of official publications will be done centrally by the NLSA, and bibliographic records will be available on the database of the NLSA and the Internet free of charge.

**PART XII**

**HUMAN RESOURCE DEVELOPMENT AND TRAINING**

33. Official publications depositories may be required to send their staff for training according to guidelines compiled by the NLSA.

**PART XIII**

**ACCESS AND USE**

34. Users may be allowed to use the facilities of the official publications depository subject to the conditions laid down by the head of the official publications depository.

35. Official publications depositories will provide reference and document supply services to users regarding published official documents.

36. The head of the official publications depository may limit the time for utilising a copying machine, computer terminal or other facility provided by the official publications depository.

37. User fees may be charged for certain services, as determined by the head of the official publications depository, but not for the provision of basic government information.”.

Commencement

4. These regulations will commence on 8 June 2001.