

ANNUAL REPORT TO CDNL for 2011

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1. General overview of recent major developments.

The NL's collections held a total of approximately 5.4 million documents at the end of 2011. The major event in 2011 was the celebration of twenty years for the Swiss Literary Archives. The SLA commenced operations on 11 January 1991, and its 20th anniversary was marked by a series of literary events. The first, on 14 January, was a ceremony for those with close ties to the SLA. Speakers including Peter von Matt, Michel Butor and Giovanni Orelli paid tribute to the work of the SLA and the role of literary archives in cultural memory. The series closed on 11 November with a round-table discussion organized by the Society for the Swiss Literary Archives and moderated by Dieter Bachmann which examined the complex triangular relationship between author, publisher and archive.

2. Note of the reporting library's relationship to government, and citation of legislation which sets out the library's mandate, and any other legislation which directly or indirectly affects the library's operations.

Since January 1st 2006, the NL has had the status of a new public management entity and is run according to a performance mandate and global budget (MPM). Within this, it retains its dual mandate: collecting documents and preserving for the future; but also making them available to the public. This is reflected in the two product groups of the NL: collections and user services. In contrast with other national libraries, part of the NL's mandate is to allow users to borrow material for home use (with some restrictions). In 2011, the strategy 2012 – 2015 and the mandate for the same period have been defined and were submitted for approval to the Federal government during 2011. Within the strategy, available on our website, our guidelines and goals reflect the trends of the increase in digital publications, users' requirements to access information anytime and anywhere in a variety of formats from a range of devices, in an international context, but also that the virtual world complement the 'real' requiring us also to maintain our role as a places to meet, study and discuss and discover.

3. Key facts and figures for 2011 (size of major collections, number of staff, total operating budget, etc).

Holdings: General collection (in millions of units)	4.22
Holdings: Federal Archives of Historical Monuments,(in millions of units)	1.2
Fonds : Swiss Literary Archives	297
Staff (full time equivalents)	126.5
Operating expenditure (in millions of CHF)	37.0

4. New developments in creating and building digital collections.

The Collection of Digitally Born Documents grew strongly during the year in review. At the end of 2011 it comprised a total of 12 219 units occupying 617GB of storage space (2010: 403GB; 9724 units). Of those units, 40% were commercial publications, 15% dissertations, 11% official publications and 34% websites (Web Archive Switzerland). The digital collection is now available for use. The beta version of the application went live at the end of 2011, enabling access to both the digitally born documents and the digitized books. Many documents are freely available for consultation via the internet. Those that are subject to copyright restrictions may be consulted in the information room of the NL and in the reading rooms of our partner institutions. Collection guidelines have been drawn up for publications that appear in both printed and electronic form. A platform for digitized Swiss newspapers has been set up in association with RERO (the Library Network of Western Switzerland, www.rero.ch) : www.swisspressarchives.ch. It is available to all institutions that do not wish to offer their own online access. Titles stored on other platforms can be accessed via links. The first titles on [swisspressarchives.ch](http://www.swisspressarchives.ch) were Le Confédéré and five others of the same political orientation. The St.Galler Zeitung for the years 1831–1881 followed in January 2012. In addition to the older years of the Bibliography on Swiss History BSH, three educational history periodicals and three historical periodicals were made available digitally on <http://retro.seals.ch> .

5. New developments in managing print collections.

During 2011, 46 131 new publications (2010: 42 137) underwent conservation treatment, 4264 protective covers were manufactured (2010: 2934) and 453 books were repaired (2010: 737). A total of 28 431 documents with a combined weight of 33.2 tons were deacidified (2010: 37 113 documents weighing 34.2 tons).

The survey of the conservation status of all collections begun in 2006 was completed in 2011. The collections are consistently in good to excellent condition. New conservation guidelines have been drawn up to ensure that this situation is maintained and isolated shortcomings can be rectified; these will replace the guidelines dating from 1999. A new response plan for natural disasters has been revised and is already in force. The conservation strategy for the Prints and Drawings Department (PDD) has also been finalized. Concrete measures to conserve the photographs and electronic data have been implemented.

Deacidification is currently in a transitional phase. Most of the documents that could be mass-processed have now been treated. Initial experience in the individual deacidification of particularly sensitive documents was gained during the year in review.

Test operation of the paper conservation department's consultancy services is now complete. It will continue to provide approximately the same services to third parties in future as it does now.

On request, it will provide advice and recommend private providers to carry out specific measures. Originally the plan was for the department to advertise its consultancy services, but this proved impossible as the NL is not permitted to recruit additional staff even if it can finance them via additional income.

6. New developments in providing access to collections.

The digitized version of the Bibliography on Swiss History is now fully online. Owing to the amount of data involved, the older years have had to be handled differently from the more recent ones. The procedure was decided upon following consultation with the Swiss History Association. The years 1913–1974 were retroconverted and digitized; they are available on retro.seals.ch. The records for the years 1975 and later are being retrocatalogued and can be accessed via the database www.nb.admin.ch/bsgh. A PDF version of each year is also available, collating the data in sections according to their content. Demand for digitization of copyright-free books on request (eBooks on Demand), which has been offered since 2010 via the Helveticat catalogue, was stronger than in its first year. A total of 129 titles were ordered in this way in 2011 (2010: 78).

7. Examples of collaboration between the reporting library and other national collecting institutions (libraries, archives and museums).

Coordination is indispensable to standardization as well as a key prerequisite for data exchange and therefore making research easier and more convenient. A range of bodies are working to improve international coordination. Members of NL staff occupy leading functions in IFLA, the European Dewey Users' Group and the tri-national standardization committee of the German National Library.

In 2011 the Director of the NL was elected Vice-Chair of the Conference of European national Librarians CENL. The NL was also represented on the board of The European Library until 2011. Following its involvement in the German National Library's Schlagwortnormdatei (Keyword authority control), the NL is going a step further and will soon be introducing the Gemeinsame Normdatei (Combined authority files). Coordination in Switzerland is in the hands of, among others, the Conference of Swiss University Libraries (CSUL), which the Director chaired from 2008 to 2011. She additionally heads the steering committee of the "e-lib.ch" (www.e-lib.ch) project, which is developing a Swiss portal for comprehensive academic information research. Since 2005 the Director of the NL has also been Vice-Chair of Memoriav. The head of the PDD chairs Memoriav's photographic competence group. The Swiss Poster Catalogue, which is coordinated by the PDD, works closely with a wide range of partners to offer a virtual collection of Swiss posters that can be accessed regardless of where the originals are stored. Initiated by the SLA, KOOP-LITERA Schweiz is an internationally linked joint platform for Switzerland's literary archives.

Created in 2010, the Swiss Conference of Cantonal Libraries serves as their forum for coordination and exchange. The NL is also represented on the board. In 2010, the Swiss National Library Commission drew up a Charter of Swiss Libraries. In response, the Swiss Conference of Cantonal Ministers of Education set up in 2011 a working group to devise a nationally coordinated libraries' policy.

The annual report is available from May 2012 on the NL website in four languages (www.nb.admin.ch).

Bern, May 14th 2012