

Agreement of Alliance between The Digital Preservation Coalition and The Open Planets Foundation

The Digital Preservation Coalition (DPC), its principal offices at the University of York, Heslington, York YO10 5DD, hereby appoints The Open Planets Foundation (OPF), with its offices at the British Library, Boston Spa, Wetherby, LS23 7BQ, as an allied organisation in the Digital Preservation Coalition. The OPF, reciprocally, appoints the DPC as an allied organisation in the OPF. The OPF and the DPC, herein referred to as the “Parties,” agree to the following:

1. The DPC is an international coalition designed to address goals of preserving digital materials comprising the cultural heritage of the United Kingdom and Ireland. It is a not-for-profit membership organisation which supports its members through advocacy, knowledge exchange, workforce development, assurance and partnership and its vision is to make ‘our digital memory available tomorrow’.
2. The OPF is an international membership organisation which addresses core digital preservation challenges by engaging with its members and the community to develop practical and sustainable tools and services to ensure long-term access to digital content.
3. With the goal of establishing a mutually beneficial relationship, the Parties agree to OPF’s appointment as an allied organisation in the DPC, and, in particular to OPF’s participation in the following activities and working groups of the DPC:
 - a. Workforce Development and Capacity Building
 - * Delivering entry level and specialist training events
 - * Providing support in curriculum development
 - b. Knowledge exchange
 - c. Developing Assurances and Practice
 - * Reviewing, commenting, and supporting the development of tools and best practices.
 - * Enhancing and providing mechanisms to assure the quality of digital preservation facilities and processes
 - d. Advocacy
 - * Helping members develop and embed policies and regulations that can become examples of good practice
 - a. e. Partnership
 - b. *Helping to link members to each other and to initiatives that support preservation around the world
4. This agreement will entitle OPF officers and staff to the following specific benefits from the DPC:
 - (i) Access to the DPC members only web pages, which includes priority access to Technology Watch Reports commissioned by the DPC and papers from DPC Working Parties and Task Forces

- (ii) Access to the private DPC-DISCUSSION list which provides regular updates on the progress of the DPC and related developments
- (iii) Free attendance at DPC Forums, and participation as appropriate in DPC working parties and task forces.
- (iv) Observer status at the DPC Annual General Meeting and DPC annual Planning Day
- (v) Voting rights in the Digital Preservation Award

5. This agreement will entitle the Digital Preservation Coalition officers and staff to the following specific benefits from OPF:

- (i) Access to details of OPF's annual program plans
- (ii) Regular updates on OPF activities likely to be of specific interest to DPC members
- (iii) Observer status in OPF planning activities and consultation on OPF's functional focus areas.
- (iv) Participation in OPF events (hackathons and webinars)

6. Commit to at least one joint public activity per calendar year

d.

7. This agreement does not contemplate or require the transfer of funds, fees, or dues between the parties. Each party shall be responsible for the payment of travel, accommodations, and other costs associated with its attendance of meetings, conferences, and workshops. Neither party has the right to obligate or represent that it has the authority to make obligations on behalf of the other party.

8. Use of the Open Planets Foundation name shall be cleared in advance through the OPF office. The OPF shall be under a reciprocal obligation for uses of the Digital Preservation Coalition. We shall link to each other's website and display each other's logos in a way to be mutually approved.

9. This agreement shall be effective upon execution by the duly authorized of the both Parties, and shall cover a period of twelve (12) months from the date of execution. This agreement shall automatically renew. Either party may terminate the appointment with thirty (30) days notice to the other party.

Appointed by:

(Authorized Signatory)
Digital Preservation Coalition

(Date)

Agreed to by:

(Authorized Signatory)
Open Planets Foundation

(Date)

Appendix One – OPF Abbreviated Strategic Plan

Mission

The OPF's mission is to ensure that its members around the world are able to meet their digital preservation challenges with solutions that are widely adopted and actively being practiced by national heritage organisations and beyond.

Vision

The OPF believes that developing and sustaining digital preservation practices requires an open community that actively shares best practices and is able to apply group learning.

We foresee that making tools available under an open source licence where and when possible will stimulate the adoption of the digital preservation practices and that practical solutions to address long-term access to digital content will be of use to hundreds of organisations.

Values

- Openness - an open community supporting open technologies
- Realism - promoting and supporting processes and technologies that can really be put into practice
- Pragmatism - first things first, with a high level of appreciation for members' priorities with regards to digital preservation practices and tools
- Community-driven - sharing experience and advice to build a strong digital preservation community
- Engagement - in-depth understanding of digital preservation challenges
- Trust - leading advisor on digital preservation practices
- Partnership - for the development of sustainable products and services
- Adaptable - staying abreast of changing requirements with the ability to manage change through continuous adoption of innovation and integration of research and development.

Background

The OPF addresses core digital preservation challenges by engaging with its members and the community to develop practical and sustainable tools and services to ensure long-term access to digital content.

Joining the OPF allows members to take advantage of work by experts in the field and some of the most prestigious research and memory institutions in Europe. The members elect the Board of Directors and directly influence the OPF's strategic plans.

Membership model

In 2013, the OPF introduced a new membership model to support the organisation to:

1. Become more inclusive (new membership fees).
2. Have a stronger global footprint.
3. Consider alternative sources of revenue, projects and commercial services.
4. Continue to develop and support tools and practices for digital preservation.
5. Continue to build and extend facilitation of discussions and knowledge exchange through the OPF website and wiki.
6. Connect, mash and feed global digital preservation initiatives.

Focus

The OPF's main goal is to ensure the take-up of digital preservation and long-term access practices and tools:

Community

An active community is at the heart of developing and sustaining digital preservation tools and ensuring their usage and maintenance. In order for tools to be supported they require a community of real users who will test and use the tools, report bugs and request features. The tools can only be improved through an iterative process of verifying practice against reality.

In addition to the OPF website which provides a platform for practitioners and developers to blog about their work, ask questions, and be part of an active community, the OPF has set up and maintains a digital preservation community wiki. The wiki gathers knowledge relating to key issues in digital preservation and allows practitioners, developers and information specialists to better preserve digital information. The wiki welcomes contributions from every member of the community and provides a hosting space for many global projects. Practitioners can add use case scenarios to link these with solution providers. Developers add valuable solutions can find advice on software development and distribution.

Projects

The OPF has been involved in several projects, including the JISC-funded AQuA and SPRUCE projects, and the EC co-funded FP7 project SCAPE. The OPF monitors the tools and practices in R&D projects to assess if they are applicable for the OPF members and community. Where appropriate, the OPF will steward and support the outputs and create user communities to aid their sustainability.

The OPF is also conducting a preservation health check pilot in partnership with OCLC that runs from July 2012 to July 2013. The pilot will analyse the quality of preservation metadata created and in use by operational repository and deposit systems and evaluate the potential of such metadata for assessing digital preservation risks. The OPF, representing its members, and the digital preservation community needs, will contribute pilot sites and datasets, provide feedback to interim research findings and organize workshops/hackathons to disseminate and advance the take-up of research findings.

Events

OPF hackathons provide a way for practitioners and developers to work together to solve practical digital preservation challenges. They address a wide variety of practitioner-driven issues. Delegates have the opportunity to exchange knowledge, and share working examples of best practice. The events attract some of the most advanced practitioners and thinkers in the field of digital preservation.

We recognise that many organisations have had budgets cuts during the economic downturn and so in 2012 introduced monthly webinar sessions. These webinars have

attracted audiences from around the world and have promoted many interesting discussions.

Through the active participation of OPF members and by addressing practical preservation issues in our activities, we aim to extend the community and share the effort of maintaining tools and improving practice.

Appendix two – Abbreviated DPC Strategic Plan 2012-15

Our Vision

The Digital Preservation Coalition (DPC) is an advocate and catalyst for digital preservation, enabling our members to deliver resilient long-term access to content and services, and helping them derive enduring value from digital collections. We raise awareness of the importance of the preservation of digital material and the attendant strategic, cultural and technological issues. We are a not-for-profit membership organisation and we support our members through knowledge exchange, capacity building, assurance, advocacy and partnership. Our vision is to make our digital memory accessible tomorrow.

Our Values

In everything we do the DPC shall:

- Operate as a neutral body.
- Embrace a consultative, innovative and open approach.
- Engage in a collaborative manner with all stakeholders to comprehend and respond to their needs.
- Maintain sound stewardship of the Coalition's resources.
- Share best practice and enable knowledge transfer with our members to support their local priorities.
- Maintain vendor neutrality.
- Support developments of standards and generic approaches to digital preservation.
- Respond to the needs of members in the delivery of services.
- Be authoritative, current and concise in all our publications and communications.

Our Objectives

We will concentrate our activities on the following themes in the three years from 2012-2015:

- Workforce development and capacity building
- Knowledge exchange
- Developing assurance and practice
- Advocacy
- Partnership and sustainability

Our Scope and Context

The DPC operates on behalf of its members. In the last planning period we invested considerable energy in framing a programme that responded to their needs. The Coalition has grown rapidly as a result. We will continue and extend as appropriate this process, engaging members in all our planning.

We define digital preservation as the managed activities necessary to ensure continued access to digital materials for as long as necessary, including all of the actions required to maintain access beyond the limits of media failure or technological change. We engage in and with any and all of the people, tools, services, agencies and activities that serve this purpose.

The DPC is a cross-sector, inter-disciplinary body which is open to all who need to ensure continuing access to digital collections, irrespective of purpose. Our independence is guaranteed by our broadly based membership, transparent management and vendor neutrality. We provide a safe haven for members to talk freely and at times confidentially. We contribute to public debate directly, expertly and with integrity.

The urgency of awareness-raising about digital preservation has lessened since the DPC was founded. It is now possible and necessary to articulate more subtle messages about how and why citizens, agencies and governments should work together to ensure a dependable digital legacy and the benefits that accrue. These benefits can be stated more clearly than in previous years. Data and systems form a distinctive element of corporate and personal identity. A determined effort to identify, document and retain data of enduring value means that the right data is available to the right people at the right time in the right format: it brings efficiencies of scale and scope to corporations, agencies and individuals. It enables planned disposal and deletion. Digital preservation enables the consolidation of legacy systems: without it, agencies are forced to maintain and repair a profusion of redundant systems which add cost and reduce effectiveness. Digital preservation is not simply an investment in data: it is an investment in distinctiveness, competence and competitiveness.

The last decade has seen a proliferation of digital preservation tools and services, delivering great benefit in ensuring the longevity of data sets that are themselves expanding in scale, complexity and importance. But the fragmentation and impenetrability of digital preservation research is now an impediment and disincentive to those who need solutions urgently. There are growing risks that tool developers find it hard to reach a market meaning their solutions are under-deployed and their investment under-exploited; standards developers struggle to achieve consensus meaning their approaches are under-consulted or ignored; and problem owners find it hard to locate solutions, increasing the short-term risks of data loss and the long-term costs of deployment. By bringing people together the DPC reduces the barriers to digital preservation. We enable higher quality research, better informed standards and faster deployment of solutions.

Our members are primarily in the UK and Ireland and therefore the DPC will focus its advocacy work within these jurisdictions. This enables us to have a more effective impact in refining and advocating regulatory and legislative reform to enable reasonable actions that will support long-term access to data. This will include continuing work around electronic

legal deposit, intellectual property rights, heritage and research data management, transparency, data protection and freedom of information.

We aim to extend our membership into business and industry. Responding to a gloomy economic outlook, business and industry seek to refine ever-smarter and ever-more-responsive products and services that deliver higher value results on fixed or reduced budgets. Information is a tool for efficient and adroit deployment of resources, a change made viable only if data management and decision making are integrated. Digital preservation is part of an emerging solution of how business and industry can work more smartly.

We will retain and where possible develop relationships with cognate agencies in the UK and Ireland including the British Library Preservation Advisory Centre, the Archives and Records Association, UK Office for Library Networking, and the Institute for Conservation. We will work to establish closer relationships with professional bodies including the British Computer Society, the Chartered Institute for Library and Information Professionals, the Information and Records Management Society, the Museum Association, their affiliates and others. We will work to establish new and mutually beneficial relationships with those institutions of higher education who teach information management in its broadest sense to ensure that they can access up-to-date and high quality research and teaching materials for digital preservation.

We will retain and develop our relationships with partners overseas to facilitate an interlocking set of supports for practitioners, teachers, researchers and policy makers. We welcome the development of new partnerships and analogous membership bodies and will continue to share with them, especially NESTOR (Germany), Digital Stewardship Alliance (USA), and NCDD (The Netherlands). We welcome and commit ourselves to collaboration with the range of specialist agencies who work across our borders to deliver specific research and of the digital preservation supply chain including the Alliance for Permanent Access, the Open Planets Foundation, the IIPC, the Preservation and Archiving Special Interest Group and the Storage Network Industry Association.

DPC is willing to amplify, consolidate and disseminate research, developments or innovations that are likely to benefit our members and which align with our strategic goals. We seek a mutually supportive dialogue with all research and innovation projects that seek to engage with the digital preservation community in the UK and Ireland. This is especially true for projects funded by the European Commission between 2012 and 2015.