

FORMAT		
1. Name of resource	WIPO Toolkit on Preservation for Cultural Heritage Institutions – Libraries, Archives, Museums	
2. Location	https://www.wipo.int/meetings/en/doc_details.jsp?doc_id=635106	
3. Alternative location	https://icom.museum/en/news/discover-the-new-wipo-toolkit-on-preservation-with-ifla-ica-and-icom/	
4. Author[s]	R. E. Pantalony, K. D. Crews and D. Sutton	
5. Publisher/producer/host	World Intellectual Property Organization (WIPO)	
6. Year	2024	
7. Suggested citation	Pantalony, R. E., Crews, K. D. and D. Sutton (2024). WIPO Toolkit on Preservation for Cultural Heritage Institutions – Libraries, Archives, Museums. WIPO, available at https://icom.museum/en/news/discover-the-new-wipo-toolkit-on-preservation-with-ifla-ica-and-icom/	
8. Languages in which available	English, Spanish	
9. Geographic area resource relates to	Global	
10. Does the resource relate to a specific time frame?		
11. Type	Report	
	Toolkit/Framework/Roadmap	Yes
	Sign-post to other resource (database)	
	Case studies	
	Other	Video (on ICOM site)
12. If this is part of an initiative, what is the initiative?		
COLLECTIONS AND COLLECTIONS-BASED INSTITUTIONS		
13. Explicit links to collections	Yes	
14. Explicit links to museums/libraries/archives	Yes	
15. Types of institutions the resource covers	Museums	X
	Archives	X
	Libraries	X
	Other	X
	Arts, humanities and social sciences:	X

16. Does the resource relate to specific disciplines?	philosophy, psychology, religion, social sciences, law, politics, language, arts and recreation, architecture, literature, history, geography and ethnology, anthropology, archaeology	
	Science, natural history, technology, medicine, engineering, manufacturing	X
17. If no explicit links to collections, justification for inclusion		
HOW IT CONTRIBUTES TO SUSTAINABLE DEVELOPMENT		
18. Collections-related activities the resource relates to (mark all that apply)		
Develop collections to protect and safeguard wider cultural and natural heritage more effectively , for example by targeting collecting to threatened forms of heritage in strategic ways	X	
Use collections to promote learning and educational opportunities that contribute to sustainable development more effectively , for example education for sustainable development and sustainable lifestyles, human rights, gender equality, promotion of a culture of peace and non-violence, global citizenship and appreciation of cultural diversity and of culture's contribution to sustainable development and/or skills development relating to collections		
Use collections to promote cultural participation/social inclusion more effectively , for example by reducing barriers to participation, to ensure no-one is 'left behind'		
Use collections to promote sustainable tourism more effectively , for example by developing new products based on local cultural heritage, and/or considering the rights of stakeholder groups in relation to collections		
Use collections to support research that contributes to sustainable development (including all forms of personal and self-directed research at all levels that make use of stored collections) more effectively, for example by providing effective facilities, collections and information to meet researchers' needs		
Make decisions around collections that contribute to sustainable development more effectively		
i. employment (recruiting, staff training, staff safety)		
ii. energy consumption, greenhouse gas emissions, reduction, monitoring and reporting		
iii. waste management and reduction of waste		
iv. transport (forms of transport, energy use)		

v.	commercial activities including copyright and IP	X
vi.	governance and management	X
vii.	security, disaster preparedness and risk reduction	
Direct external leadership, partnerships and collaborations towards sustainable development more effectively , for example by developing impactful partnerships		X
19. Does the resource relate clearly to any international conventions (mark all that apply)?		
Culture conventions:		
1952, 71 Protection of Copyright and Neighbouring Rights		X
1954 Protection of Cultural Property in the Event of Armed Conflict		
1970 Fighting Against the Illicit Trafficking of Cultural Property		X
1972 Protection of the World Cultural and Natural Heritage		X
2001 Protection of the Underwater Cultural Heritage		
2003 Safeguarding of the Intangible Cultural Heritage		X
2005 Protection and Promotion of the Diversity of Cultural Expressions		X
Rio Conventions:		
Convention on Biological Diversity (CBD), Convention to Combat Desertification (UNCCD), Framework Convention on Climate Change (UNFCCC)		
AIMS AND CONTENT		
20. What issues does the resource aim to address?	<p>“This toolkit is intended to provide a new WIPO-endorsed resource which will help lawmakers and policymakers in WIPO Member States to consider all relevant issues with respect to preservation copying, and hence to draft more coherent and authoritative legislation. The toolkit is designed to help lawmakers or policymakers develop copyright legislation so that exceptions to copyright can coexist with other mechanisms that allow preservation reproduction.</p> <p>The toolkit is also meant to be accessible and meaningful to multiple audiences, including cultural heritage professionals, policy experts, and others who will be providing input and advising lawmakers. It describes the rationale and the need for limitations and exceptions for preservation copying, and it surveys a range of factors which legislators, cultural heritage professionals, rightsholders, and others may take into account.” (p.5)</p>	
21. Intended audience of resource	[Cultural heritage lawmakers and policymakers, cultural heritage professionals, policy experts, and others advising lawmakers]	
22. Process of development	“This toolkit fulfills a long-standing aim of the Standing Committee on Copyright and Related Rights (SCCR) of the	

	<p>World Intellectual Property Organization (WIPO) to make progress on limitations and exceptions for preservation copying, especially in the area of cultural heritage. In 2019, WIPO organized an International Conference preceded by three Regional Seminars in Singapore, Nairobi, and Santo Domingo. The events achieved a satisfying level of consensus on the need to move forward on preservation copying, as an integral element in stewarding cultural heritage collections, regardless of whether the collection is held in a library, archive, or museum. This toolkit embodies many of the ideas that emerged during those events.” (p.5)</p>
23. Organisation/structure /contents	<p>Introduction 5</p> <p>Part I: Key Features of Preservation Programs 8</p> <p>A. Defining Preservation 8</p> <p>1. What is the Preservation of Cultural Heritage? 8</p> <p>2. Conservation and Stabilization 8</p> <p>3. Documentation of Object-Based Collections 9</p> <p>4. Preservation and Preventive Disaster Planning 9</p> <p>B. The Duty of Care and the Mission to Preserve 10</p> <p>Part II: Forward-Thinking Preservation Exceptions 12</p> <p>A. Future-Proofing Collections and Anticipatory Preservation 12</p> <p>B. Addressing Digital Materials 13</p> <p>C. Cross-Border Nature of Preservation Activities 13</p> <p>Part III: Detailed Considerations 15</p> <p>A. Purpose Statement 15</p> <p>B. Technological and Format Neutrality 15</p> <p>C. Availability of Platforms and Software 15</p> <p>D. Proactive Preservation 15</p> <p>E. Number of Allowed Copies 16</p> <p>F. Shared Collections 16</p> <p>G. Cooperative Preservation Programs 16</p> <p>H. Diversity of Cultural Heritage Institutions 16</p> <p>I. Importance of Rights Metadata 17</p> <p>J. A Note on Dark Archiving 17</p> <p>Part IV: Constructing a Statutory Exception for Preservation 18</p> <p>A. How to Use the Charts 18</p> <p>B. Drafting an Example Statute 19</p> <p>Conclusion 24</p> <p>Appendix: The Charts of Statutory Elements 26</p>
FRAMEWORKS	
24. Framework structure	The resource is set out as a framework

25. Relevant policy considerations	Yes
26. Resources for implementation identified	Yes
27. Specific assessment points/indicators/milestones/action plan for monitoring	Yes
28. ASPECTS OF SUSTAINABILITY COVERED BY RESOURCE (mark all that apply)	
People (social sustainability)	X
Planet (environmental sustainability)	
Prosperity (economic sustainability)	X
Peace	X
Partnerships	X
29. CROSS-CUTTING CONSIDERATIONS COVERED BY RESOURCE (mark all that apply)	
Gender perspectives	
North and South perspectives	
HOW THE RESOURCE CONTRIBUTES TO AGENDA 2030 AND THE SDGs	
HOW AGENDA 2030 AND THE SDGs FEATURE IN THE RESOURCE	
30. SDGs and Agenda 2030 specifically mentioned?	No
31. SDGs specifically mentioned?	No
32. SDG targets specifically mentioned?	No
33. SDG indicators specifically mentioned?	No
SDGs AND SDG TARGETS AND LINKAGES	
34. Comments on SDG linkages	The resource focusses on lawmaking and policymaking in relation to cultural heritage and copyright, which relates to, and can support, the following SDGs: 9.1 (inclusive infrastructure that supports economic development, with a focus on equitable access), 11.4 (strengthen efforts to protect and safeguard cultural and natural heritage), 11.5 (reduce disaster losses), 13.1 (climate adaptation), 13.2 (national laws and policies for climate action), 13.3 (climate education and action), 13.B (climate action in Global South countries), 16.6 (effective, accountable and transparent institutions, 16.10 (a key consideration, on ensuring the right to information and protecting other fundamental freedoms), 16.B (upholding laws and adopting policies for sustainable development), 17.14

	<p>(policy coherence for sustainable development) and 17.16 (international partnerships).</p> <p>The resource can also help to understand the context regarding target 15.6 (fair sharing of benefits from use of genetic resources). The resource can also help support the development of knowledge and attitudes regarding Indigenous rights, appreciation of cultural diversity and of culture's contribution to sustainable development (4.7).</p>
35. SDGs and SDG targets the resource helps advance	
<p>SDG 4. Ensure inclusive and equitable quality education and promote lifelong learning opportunities for all</p> <p>4.7 By 2030, ensure that all learners acquire the knowledge and skills needed to promote sustainable development, including, among others, through education for sustainable development and sustainable lifestyles, human rights, gender equality, promotion of a culture of peace and non-violence, global citizenship and appreciation of cultural diversity and of culture's contribution to sustainable development</p>	<p>Numbers of people in each type of programme drawing on collections from different demographic groups.</p> <p>Increases in numbers of people in each type of programme from different demographic groups.</p> <p>Proportion of people involved in such programmes in relation to overall audience size.</p> <p>Evidence that learners have acquired knowledge and skills to promote sustainable development.</p>
<p>SDG 9. Build resilient infrastructure, promote inclusive and sustainable industrialization and foster innovation</p> <p>9.1 Develop quality, reliable, sustainable and resilient infrastructure, including regional and transborder infrastructure, to support economic development and human well-being, with a focus on affordable and equitable access for all</p>	<p>Development of research-useful collections to support reliable, sustainable and resilient use by researchers and others.</p> <p>Number and proportion of collections facilities and stores that support economic development and human well-being.</p> <p>Number and proportion of collections facilities and stores that provide affordable and equitable access for all.</p> <p>Investment in collections facilities.</p> <p>Inclusion of collections information in regional and transborder initiatives, notably via digital access for discoverability.</p>

<p>SDG 11. Make cities and human settlements inclusive, safe, resilient and sustainable 11.4 Strengthen efforts to protect and safeguard the world's cultural and natural heritage</p>	<p><i>11.4.1 Total expenditure (public and private) per capita spent on the preservation, protection and conservation of all cultural and natural heritage, by type of heritage</i></p> <p>Plans, policies and procedures in place for the safe use of collections for a variety of purposes, protecting and safeguarding both collections and those who use them.</p> <p>Plans, policies and procedures in place for the identification, safeguarding and protection of cultural and natural heritage at risk.</p> <p>Collecting programmes in place to protect, safeguard and make use of cultural and natural heritage, addressing the needs of communities and stakeholders, and ensuring that collections can be an effective resource for sustainable development.</p> <p>Number and diversity of educational, awareness-raising, research programmes, and partnerships that aim to strengthen protection of cultural and natural heritage.</p>
<p>SDG 11. Make cities and human settlements inclusive, safe, resilient and sustainable 11.5 By 2030, significantly reduce the number of deaths and the number of people affected and substantially decrease the direct economic losses relative to global gross domestic product caused by disasters, including water-related disasters, with a focus on protecting the poor and people in vulnerable situations</p>	<p>Collections-based research that supports the understanding and management of disasters of all kinds.</p> <p>Plans in place for public education and awareness drawing on collections and collections-based institutions to reduce exposure and vulnerability to disasters of all kinds.</p> <p>Plans in place to ensure collections-based institutions steadily work to reduce their contributions to disaster risk, for example by reducing pollution and waste of all kinds.</p> <p>Plans in place to ensure collections-based institutions, and people related to them (including workers) are protected from economic losses as a result of disasters.</p> <p>Plans in place to provide special support/protection to poor and vulnerable people and groups in and following disasters.</p>
<p>SDG 13. Take urgent action to combat climate change and its impacts 13.1 Strengthen resilience and adaptive capacity to climate-</p>	<p>Plans in place for near and longer term to withstand and actively adapt to climate-related hazards and natural disasters.</p>

related hazards and natural disasters in all countries	
SDG 13. Take urgent action to combat climate change and its impacts 13.2 Integrate climate change measures into national policies, strategies and planning	National organisations, institutions and networks relating to collections and collections-based institutions to have integrated climate change measures into policies, strategies and planning relating to collections and collections-based institutions, including funding and other resourcing considerations.
SDG 13. Take urgent action to combat climate change and its impacts 13.3 Improve education, awareness-raising and human and institutional capacity on climate change mitigation, adaptation, impact reduction and early warning	Plans in place to enhance positive contributions to addressing climate change through use of collections. Plans in place to ensure collections, collections institutions and broader society can adapt effectively to climate change. Plans in place for effective education and awareness raising on climate change mitigation, adaptation, impact reduction and early warning. Plans in place to reduce negative contributions of collections-related functions, e.g. measuring greenhouse emissions with plans and targets in place to reduce them.
SDG 13. Take urgent action to combat climate change and its impacts 13.B Promote mechanisms for raising capacity for effective climate change-related planning and management in least developed countries and small island developing States, including focusing on women, youth and local and marginalized communities.	Number of initiatives (educational, awareness-raising, research, and/or partnerships) drawing on collections and collections-based institutions that build capacity for climate change planning and management in least developed countries and small island developing States. Number of targeted initiatives drawing on collections and collections-based institutions aimed at building capacity for women, youth and local and marginalized communities in least developed countries and small island developing States.
SDG 15 Protect, restore and promote sustainable use of terrestrial ecosystems, sustainably manage forests, combat desertification, and halt and reverse land degradation and halt biodiversity loss 15.6 Promote fair and equitable sharing of the benefits arising from the	Policies, plans and agreements in place for access and benefit sharing relating to use of collections, in line with the Nagoya Protocol (notably relating to natural history collections, gene banks, tissue banks, seed banks). Effective communication and dissemination methods in place to promote access to resources, and access to relevant policies, plans and agreements, in place.

utilization of genetic resources and promote appropriate access to such resources, as internationally agreed	
SDG 16. Promote peaceful and inclusive societies for sustainable development, provide access to justice for all and build effective, accountable and inclusive institutions at all levels. 16.6 Develop effective, accountable and transparent institutions at all levels	<p><i>16.6.2 Proportion of the population [audience/users/non-users] satisfied with their last experience of public services</i></p> <p>Access to information, and accountability policies and mechanisms, in place.</p> <p>Effective institutional arrangements, both for own working and for working in partnership with other sectors, in place.</p> <p>Plans and arrangements in place for extraordinary circumstances such as natural and human-caused disasters.</p> <p>Effective arrangements in place to fulfil legal and social obligations and responsibilities.</p> <p>Effective arrangements in place for transparent communication and reporting of institutional performance.</p> <p>Effective arrangements in place for transparent decision-making and accountability.</p>
SDG 16. Promote peaceful and inclusive societies for sustainable development, provide access to justice for all and build effective, accountable and inclusive institutions at all levels. 16.10 Ensure public access to information and protect fundamental freedoms, in accordance with national legislation and international agreements	<p>Adopt and implement constitutional, statutory and/or policy guarantees for public access to information.</p> <p>Plans in place, and plans implemented to enhance public access to information relating to collections.</p> <p>Plans in place, and plans implemented to support fundamental freedoms, in line with human rights, national and international agreements and legislation.</p> <p>Plans and procedures in place for public access to information relating to the operation and management of collections-based institutions.</p> <p>Complaint mechanism in place for public to use where public access to information and fundamental freedoms not supported or fulfilled.</p>
SDG 16. Promote peaceful and inclusive societies for	

sustainable development, provide access to justice for all and build effective, accountable and inclusive institutions at all levels. 16.B Promote and enforce non-discriminatory laws and policies for sustainable development		16.B.1 Proportion of population [audience/users/non-users] reporting having personally felt discriminated against or harassed in the previous 12 months on the basis of a ground of discrimination prohibited under international human rights law Number and proportion of policies that incorporate sustainable development considerations, in the full sense of recognizing all three of social, economic and environmental considerations.			
SDG 17. Partnerships for the goals 17.14 Enhance policy coherence for sustainable development		Proportion of policies that incorporate sustainable development considerations, linking to SDGs and targets. Incorporation of policy considerations from outside the collections sector into policies of collections-based institutions, to facilitate partnerships and effectiveness.			
SDG 17. Partnerships for the goals 17.16 Enhance the global partnership for sustainable development, complemented by multi-stakeholder partnerships that mobilize and share knowledge, expertise, technology and financial resources, to support the achievement of the sustainable development goals in all countries, in particular developing countries		Number and/or increase in number, and diversity of global and international multi-stakeholder partnerships that share collection-related knowledge, expertise, technology and financial resources to address the SDGs, or that otherwise involve collections-based organisations and institutions. Number and/or increase in number, and diversity of global and international multi-stakeholder partnerships involving developing countries that share collection-related knowledge, expertise, technology and financial resources to address the SDGs.			
1	2	3	4	5	6
7	8	9	10	11	12
13	14	15	16	17	