

# GOVERNMENT DOCUMENTS GUIDELINES

## *ACCESS TO THE COLLECTION*

Lake Sumter Community College  
Lake Sumter Community College Libraries  
Sumterville, Florida

### General Access Policy

Physical access to the LSCC government documents collection is available to any member of the general public. The Library is open to the general public, and the documents collection is freely available in open stacks, which are centrally located and clearly marked with library signage. Any library user may physically handle and use any government document at the Library without impediments.

Government documents are cataloged in the Library's online public access catalog, LINCC. Through its memberships in the Central Florida Library Cooperative, SOLINET, and OCLC, the resources of the depository are shared on local, state, regional, national, and international levels. The Central Florida Library Cooperative's Government Documents Interest Group publishes an annual union list of item numbers, which facilitates access and referral on a regional level.

## *INTERLIBRARY LOAN PROCEDURES*

University of Iowa  
University of Iowa Libraries  
Iowa City, Iowa

### Interlibrary Cooperation

1. The University of Iowa recognizes its depository resource sharing responsibilities and will loan most government publications in accordance with existing University Libraries' interlibrary loan policy.
  - a. As the library of last resort, publications will be loaned directly to other libraries within the state, regardless of any statewide protocols that may be in place.
  - b. When conditions permit and necessity dictates, materials may be faxed to other depository libraries.
2. As the Federal Depository Library Program Regional library, the University of Iowa Libraries recognizes its responsibility to consult with and advise Iowa selective depositories.
3. As a member of various library consortia, The University of Iowa Libraries will, whenever contractual agreements permit, contribute appropriate bibliographic records, including records of government documents, to such utilities such as OCLC, RLIN, and SILO.