Terminology for preservation and digitization actions

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There currently exists a vocabulary for preservation and digitization actions (PDA) which was drawn up by RLG, ARL and Library of Congress[1] and is recommended for use within MARC tag 583, though it can be used in other contexts too.

This vocabulary allows one of a number of standard "actions" to be recorded together with the date on which an action is decided upon, further detail on the precise nature of that action And/or condition of the item (where appropriate) and a free text note giving p additional information. An important and explicitly stated consideration in recording this information is to allow other institutions to understand the condition and status of the item described in order to inform their own decision-making. The use of a tightly controlled vocabulary permits confidence in interpreting the information recorded and would, for example, allow a library to decide not to actively conserve their copy of a title because another institution has already done so.

A few examples of the way the vocabulary is used:
- *Condition reviewed -2004 - mutilated - do not treat*
- *Conserved - 2009*
- *Housed - 2012 - box*
- *Digitised - 2010*

The vocabulary also permits a library to record the decision to undertake an action or treatment and commits it to do so within 2 years; and equally to record the decision **not** to undertake a particular action or treatment.

Actions (slightly simplified) within the current vocabulary are:
- *Acquired surrogate*
- *Condition reviewed*
- *Conserved*
- *Digitized*
- *Housed*
- *Mass deacidified*
- *Microfilmed*
- *Rebound*
- *Repaired*
- *Reproduced in analog*
- *Reproduced in print*
- *Retained* *(typically used when part of a work is withdrawn and part retained in stock)*
- *Stabilized*
- *Transferred to optimal storage*
- *Transformed digitally*
- *Withdrawn*
- *Other*

This framework addresses a need which is very similar (a subset of?) what has been discussed within the framework of the Copac Tools Project.

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[1] For the full description of the vocabulary and how it works, see
http://www.loc.gov/marc/bibliographic/pda.pdf