

and many of the documents in the Manuscript Division are on microfilm and may be obtained on interlibrary loan.

The Records Management Branch assists departments and agencies in the setting up and operation of their records management programs. Its service also includes recommendations and advice on scheduling and disposal of records. At the Ottawa, Toronto, Montreal, Vancouver, Winnipeg and Halifax records centres, it provides storage, reference service and planned and economical disposal of dormant records. Other regional centres are being established in major cities across Canada.

The Administration and Technical Services Branch, in addition to an extensive conservation and restoration program, provides a technical and advisory service on microfilming to government departments and agencies. Microfilm work is done for departments at cost. It also provides a full range of services to the National Library.

Branch offices of the Public Archives are located in London, England and Paris, France. The Archives also administers Laurier House in Ottawa as an historical museum.

## 7.5.2 Library services

### 7.5.2.1 The National Library of Canada

The National Library was formally established on January 1, 1953 by Act of Parliament. On the same date it absorbed the Canadian Bibliographic Centre, which had been engaged in preliminary work and planning since 1950. The Library is now governed by the National Library Act, 1969 which broadened the powers of the National Librarian to whom is assigned the responsibility of co-ordinating government library services. The Act established a National Library Advisory Board consisting of 15 members.

The book collection consists of more than 500,000 volumes, supplemented by microcopies of more than 100,000 additional titles. Newspaper files formerly in several locations have been brought together and now form the largest collection of Canadian newspapers in Canada.

The Library compiles and publishes the national bibliography, *Canadiana*, which is available in card, tape and printed editions. *Canadiana* lists publications relating to Canada, and includes bibliographic descriptions of Canadian trade publications, official publications of the federal government and the 10 provinces, films, filmstrips and phonograph records produced in Canada, works by Canadians and material on Canada published abroad. More than 30,000 titles were included in 1974. Retrospective bibliographies are planned or in progress.

The Canadian Union Catalogue lists about 4 million volumes in about 300 government, university, public and special libraries in all provinces. New accessions (which numbered over 1.5 million in 1973-74) are reported regularly, and the Union Catalogue thus provides a key to the main book resources of the country. During the year ended March 31, 1974, the Reference Branch was asked to locate nearly 130,000 titles, and it is noteworthy that copies of about 80% of them were found in Canadian libraries.

The National Library provides a computerized literature search service in the fields of the social and behavioural sciences and the humanities. This is accomplished by means of the CAN/SDI (Canadian Selective Dissemination of Information) network and various on-line inquiry systems. In early 1974 the Library published a *Union list of serials indexed by social sciences citation index held by Canadian libraries*. This list complements the SDI service by providing library locations for cited journals; it will be followed by other lists of a similar specialized nature. These lists will eventually be consolidated to form a full-scale union list.

A list of books about Canada, prepared by the National Library, appears in Appendix 6.

### 7.5.2.2 Public libraries

Public libraries in Canada are organized under provincial legislation which specifies the method of establishment, the services to be provided and the means of support. Municipalities may organize and maintain public libraries or join together to form regional libraries according to provincial legislation. Provincial public library agencies advise local and regional libraries and distribute grants.

Table 7.2 gives summary results of the annual public library survey for 1973, with comparable totals for 1972 and 1971. Book circulation was 99.3 million or 4.5 per capita. The