

Measuring Digital Preservation Maturity, Policy, Strategy and Staff Resources

Survey by [Digital Preservation at Oxford and Cambridge](#) (DPOC) in collaboration with the [Digital Preservation Coalition](#) (DPC).

Deadline for responses: **31 May 2018**

All survey responses must be submitted via:

https://cambridge.eu.qualtrics.com/jfe/form/SV_brWr12R8hMwflOh

Start of Block: Introduction

Q1.1 This survey has been devised collaboratively between the Digital Preservation at Oxford and Cambridge (DPOC) project and the Digital Preservation Coalition (DPC). It aims to benchmark organisations' digital preservation maturity, strategy and staff resourcing levels.

For the purposes of this survey, we consider the term 'organisation' to mean where you work, which includes, but is not limited to, a national cultural institution, an academic library, College archive, a not-for-profit gallery, local museum, private company, charity etc. We are sure we want to receive your survey response, however if you are unsure, please contact digitalpreservation@lib.cam.ac.uk.

This survey is voluntary and responses given will be analysed and published anonymously. Participation in this survey will be an indication of your consent for us to collect and analyse this data.

Providing contact details and any other identifying information is optional. While we would encourage you to provide a contact name and address at the end of the survey, in case we have any follow up questions we wish to ask, we emphasise that providing this information is your choice.

If you have any questions about the survey and its content, please contact digitalpreservation@lib.cam.ac.uk.

End of Block: Introduction

Start of Block: Maturity: how mature is digital preservation in your organisation?



Q2.1 In what year did you first start digital preservation activities?

For example, holding meetings to discuss digital preservation through to undertaking digital preservation activities (any of these are relevant).

Display This Question:

*If In what year did you first start digital preservation activities? For example, holding meetings t...
Text Response Is Not Empty*

Q2.2 Please state whether the year you have given, as to when you started digital preservation activities, is an estimate or an exact figure.

Estimate (1)

Exact (2)

Page Break



Q2.3 How many years (in total) has your organisation been undertaking digital preservation activities?

This includes considering, discussing, planning and doing.

This does not have to equate with the year your organisation started digital preservation activities. Please do not include any years of inactivity. If you are unsure, please estimate.

Display This Question:

*If If How many years (in total) has your organisation been undertaking digital preservation activities? This includes considering, discussing, planning and doing. This does not have to equate with the ye...
Text Response Is Not Empty*

Q2.4 Please state whether the total years of activity your organisation has been doing digital preservation for is an estimate or an exact figure.

- Estimate (1)
- Exact (2)

Page Break



Q2.5 Thinking about your total years of activity, how many years have you spent **planning** for digital preservation activity?

Display This Question:

If If Thinking about your total years of activity, how many years have you spent planning for digital preservation activity? Text Response Is Not Empty

Q2.6 Please state whether the total years of digital preservation planning your organisation has been doing is an estimate or an exact figure.

Estimate (1)

Exact (2)

Page Break



Q2.7 Thinking about your total years of activity, how many years have you spent **doing** digital preservation activities?

Display This Question:

If If Thinking about your total years of activity, how many years have you spent doing digital preservation activities? Text Response Is Not Empty

Q2.8 Please state whether the total years of doing digital preservation activities at your organisation is an estimate or an exact figure.

- Estimate (1)
- Exact (2)

Page Break

Q2.9 Have you ever undertaken any maturity modelling to develop your digital preservation goals?

- Yes (1)
- Don't know or unsure (2)
- No (3)

Display This Question:

If Have you ever undertaken any maturity modelling to develop your digital preservation goals? = Yes



Q2.10 In what year did you first undertake maturity modelling?

Page Break

Display This Question:

If Have you ever undertaken any maturity modelling to develop your digital preservation goals? = Yes

Q2.11 Which maturity model did you use?

If you have used more than one maturity model, please select the maturity model you rely on the most.

- National Digital Stewardship Alliance (NDSA) Levels of Digital Preservation (1)
- Assessing Institutional Digital Assets (AIDA) (2)
- Digital Preservation Capability Maturity Model (DPCMM) (3)
- Five Organisational Stages of Digital Preservation (Kenney and McGovern) (5)
- Other (4)

Display This Question:

If Which maturity model did you use?If you have used more than one maturity model, please select the... = National Digital Stewardship Alliance (NDSA) Levels of Digital Preservation

Q2.12 What level did you achieve for 'Storage and Geographic Location'?

- No maturity level achieved (1)
- Level 1 (Protect your data) (2)
- Level 2 (Know your data) (3)
- Level 3 (Monitor your data) (4)
- Level 4 (Repair your data) (5)
- Prefer not to say (6)

Display This Question:

If Which maturity model did you use?If you have used more than one maturity model, please select the... = National Digital Stewardship Alliance (NDSA) Levels of Digital Preservation

Q2.13 What level did you achieve for 'File Fixity and Data Integrity'?

- No maturity level (1)
- Level 1 (Protect your data) (2)
- Level 2 (Know your data) (3)
- Level 3 (Monitor your data) (4)
- Level 4 (Repair your data) (5)
- Prefer not to say (6)

Display This Question:

If Which maturity model did you use? If you have used more than one maturity model, please select the... = National Digital Stewardship Alliance (NDSA) Levels of Digital Preservation

Q2.14 What level did you achieve for 'Information Security'?

- No maturity level (1)
- Level 1 (Protect your data) (2)
- Level 2 (Know your data) (3)
- Level 3 (Monitor your data) (4)
- Level 4 (Repair your data) (5)
- Prefer not to say (6)

Display This Question:

If Which maturity model did you use? If you have used more than one maturity model, please select the... = National Digital Stewardship Alliance (NDSA) Levels of Digital Preservation

Q2.15 What level did you achieve for 'Metadata'?

- No maturity level (1)
- Level 1 (Protect your data) (2)
- Level 2 (Know your data) (3)
- Level 3 (Monitor your data) (4)
- Level 4 (Repair your data) (5)
- Prefer not to say (6)

Display This Question:

If Which maturity model did you use? If you have used more than one maturity model, please select the... = National Digital Stewardship Alliance (NDSA) Levels of Digital Preservation

Q2.16 What level did you achieve for 'File Formats'?

- No maturity level (1)
- Level 1 (Protect your data) (2)
- Level 2 (Know your data) (3)
- Level 3 (Monitor your data) (4)
- Level 4 (Repair your data) (5)
- Prefer not to say (6)

Display This Question:

If Which maturity model did you use? If you have used more than one maturity model, please select the... = Assessing Institutional Digital Assets (AIDA)

Q2.17 What level did you achieve for 'Organisation'?

- No maturity level (1)
- Stage 1 (2)
- Stage 2 (3)
- Stage 3 (4)
- Stage 4 (5)
- Stage 5 (6)
- Prefer not to say (7)

Display This Question:

If Which maturity model did you use?If you have used more than one maturity model, please select the... = Assessing Institutional Digital Assets (AIDA)

Q2.18 What level did you achieve for 'Technology'?

- No maturity level (1)
- Stage 1 (2)
- Stage 2 (3)
- Stage 3 (4)
- Stage 4 (5)
- Stage 5 (6)
- Prefer not to say (7)

Display This Question:

If Which maturity model did you use?If you have used more than one maturity model, please select the... = Assessing Institutional Digital Assets (AIDA)

Q2.19 What level did you achieve for 'Resources'?

- No maturity level (1)
- Stage 1 (2)
- Stage 2 (3)
- Stage 3 (4)
- Stage 4 (5)
- Stage 5 (6)
- Prefer not to say (7)

Display This Question:

If Which maturity model did you use? If you have used more than one maturity model, please select the... = Digital Preservation Capability Maturity Model (DPCMM)

Q2.20 What maturity level did you achieve for 'Policy'?

- No maturity level (1)
- Stage 1 (Nominal) (2)
- Stage 2 (Minimal) (3)
- Stage 3 (Intermediate) (4)
- Stage 4 (Advanced) (5)
- Stage 5 (Optimal) (6)
- Prefer not to say (7)

Display This Question:

If Which maturity model did you use? If you have used more than one maturity model, please select the... = Digital Preservation Capability Maturity Model (DPCMM)

Q2.21 What maturity level did you achieve for 'Strategy'?

- No maturity level (1)
- Stage 1 (Nominal) (2)
- Stage 2 (Minimal) (3)
- Stage 3 (Intermediate) (4)
- Stage 4 (Advanced) (5)
- Stage 5 (Optimal) (6)
- Prefer not to say (7)

Display This Question:

If Which maturity model did you use? If you have used more than one maturity model, please select the... = Digital Preservation Capability Maturity Model (DPCMM)

Q2.22 What maturity level did you achieve for 'Governance'?

- No maturity level (1)
- Stage 1 (Nominal) (2)
- Stage 2 (Minimal) (3)
- Stage 3 (Intermediate) (4)
- Stage 4 (Advanced) (5)
- Stage 5 (Optimal) (6)
- Prefer not to say (7)

Display This Question:

If Which maturity model did you use? If you have used more than one maturity model, please select the... = Digital Preservation Capability Maturity Model (DPCMM)

Q2.23 What maturity level did you achieve for 'Collaboration'?

- No maturity level (1)
- Stage 1 (Nominal) (2)
- Stage 2 (Minimal) (3)
- Stage 3 (Intermediate) (4)
- Stage 4 (Advanced) (5)
- Stage 5 (Optimal) (6)
- Prefer not to say (7)

Display This Question:

If Which maturity model did you use? If you have used more than one maturity model, please select the... = Digital Preservation Capability Maturity Model (DPCMM)

Q2.24 What maturity level did you achieve for 'Technical Expertise'?

- No maturity level (1)
- Stage 1 (Nominal) (2)
- Stage 2 (Minimal) (3)
- Stage 3 (Intermediate) (4)
- Stage 4 (Advanced) (5)
- Stage 5 (Optimal) (6)
- Prefer not to say (7)

Display This Question:

If Which maturity model did you use? If you have used more than one maturity model, please select the... = Digital Preservation Capability Maturity Model (DPCMM)

Q2.25 What maturity level did you achieve for 'Open Standard Technology Neutral Formats'?

- No maturity level (1)
- Stage 1 (Nominal) (2)
- Stage 2 (Minimal) (3)
- Stage 3 (Intermediate) (4)
- Stage 4 (Advanced) (5)
- Stage 5 (Optimal) (6)
- Prefer not to say (7)

Display This Question:

If Which maturity model did you use? If you have used more than one maturity model, please select the... = Digital Preservation Capability Maturity Model (DPCMM)

Q2.26 What maturity level did you achieve for 'Designated Community'?

- No maturity level (1)
- Stage 1 (Nominal) (2)
- Stage 2 (Minimal) (3)
- Stage 3 (Intermediate) (4)
- Stage 4 (Advanced) (5)
- Stage 5 (Optimal) (6)
- Prefer not to say (7)

Display This Question:

If Which maturity model did you use? If you have used more than one maturity model, please select the... = Digital Preservation Capability Maturity Model (DPCMM)

Q2.27 What maturity level did you achieve for 'Electronic Records Survey'?

- No maturity level (1)
- Stage 1 (Nominal) (2)
- Stage 2 (Minimal) (3)
- Stage 3 (Intermediate) (4)
- Stage 4 (Advanced) (5)
- Stage 5 (Optimal) (6)
- Prefer not to say (7)

Display This Question:

If Which maturity model did you use? If you have used more than one maturity model, please select the... = Digital Preservation Capability Maturity Model (DPCMM)

Q2.28 What maturity level did you achieve for 'Ingest'?

- No maturity level (1)
- Stage 1 (Nominal) (2)
- Stage 2 (Minimal) (3)
- Stage 3 (Intermediate) (4)
- Stage 4 (Advanced) (5)
- Stage 5 (Optimal) (6)
- Prefer not to say (7)

Display This Question:

If Which maturity model did you use? If you have used more than one maturity model, please select the... = Digital Preservation Capability Maturity Model (DPCMM)

Q2.29 What maturity level did you achieve for 'Storage'?

- No maturity level (1)
- Stage 1 (Nominal) (2)
- Stage 2 (Minimal) (3)
- Stage 3 (Intermediate) (4)
- Stage 4 (Advanced) (5)
- Stage 5 (Optimal) (6)
- Prefer not to say (7)

Display This Question:

If Which maturity model did you use?If you have used more than one maturity model, please select the... = Digital Preservation Capability Maturity Model (DPCMM)

Q2.30 What maturity level did you achieve for 'Device/Media Renewal'?

- No maturity level (1)
- Stage 1 (Nominal) (2)
- Stage 2 (Minimal) (3)
- Stage 3 (Intermediate) (4)
- Stage 4 (Advanced) (5)
- Stage 5 (Optimal) (6)
- Prefer not to say (7)

Display This Question:

If Which maturity model did you use?If you have used more than one maturity model, please select the... = Digital Preservation Capability Maturity Model (DPCMM)

Q2.31 What maturity level did you achieve for 'Integrity'?

- No maturity level (1)
- Stage 1 (Nominal) (2)
- Stage 2 (Minimal) (3)
- Stage 3 (Intermediate) (4)
- Stage 4 (Advanced) (5)
- Stage 5 (Optimal) (6)
- Prefer not to say (7)

Display This Question:

If Which maturity model did you use? If you have used more than one maturity model, please select the... = Digital Preservation Capability Maturity Model (DPCMM)

Q2.32 What maturity level did you achieve for 'Security'?

- No maturity level (1)
- Stage 1 (Nominal) (2)
- Stage 2 (Minimal) (3)
- Stage 3 (Intermediate) (4)
- Stage 4 (Advanced) (5)
- Stage 5 (Optimal) (6)
- Prefer not to say (7)

Display This Question:

If Which maturity model did you use? If you have used more than one maturity model, please select the... = Digital Preservation Capability Maturity Model (DPCMM)

Q2.33 What maturity level did you achieve for 'Preservation Metadata'?

- No maturity level (1)
- Stage 1 (Nominal) (2)
- Stage 2 (Minimal) (3)
- Stage 3 (Intermediate) (4)
- Stage 4 (Advanced) (5)
- Stage 5 (Optimal) (6)
- Prefer not to say (7)

Display This Question:

If Which maturity model did you use? If you have used more than one maturity model, please select the... = Digital Preservation Capability Maturity Model (DPCMM)

Q2.34 What maturity level did you achieve for 'Access'?

- No maturity level (1)
- Stage 1 (Nominal) (2)
- Stage 2 (Minimal) (3)
- Stage 3 (Intermediate) (4)
- Stage 4 (Advanced) (5)
- Stage 5 (Optimal) (6)
- Prefer not to say (7)

Display This Question:

If Which maturity model did you use? If you have used more than one maturity model, please select the... = Five Organisational Stages of Digital Preservation (Kenney and McGovern)

Q2.35 What maturity level did you achieve?

- 0. No maturity (1)
- 1. Acknowledge (Understanding that digital preservation is a local concern) (2)
- 2. Act (Initiating digital preservation projects) (3)
- 3. Consolidate (Seguing from projects to programmes) (4)
- 4. Institutionalise (Incorporating the larger environment) (5)
- 5. Externalise (Embracing inter-institutional collaboration and dependency) (6)
- Prefer not to say (7)

Display This Question:

If Which maturity model did you use? If you have used more than one maturity model, please select the... = Other

Q2.36 Please state the maturity model you used.

Display This Question:

If Please state the maturity model you used. Text Response Is Not Empty

Q2.37 Please state the maturity level(s) achieved.

Page Break

Display This Question:

If Which maturity model did you use?If you have used more than one maturity model, please select the... = Assessing Institutional Digital Assets (AIDA)

Or Which maturity model did you use?If you have used more than one maturity model, please select the... = Digital Preservation Capability Maturity Model (DPCMM)

Or Which maturity model did you use?If you have used more than one maturity model, please select the... = Five Organisational Stages of Digital Preservation (Kenney and McGovern)

Or Which maturity model did you use?If you have used more than one maturity model, please select the... = Other

Or Have you ever undertaken any maturity modelling to develop your digital preservation goals? = Don't know or unsure

Or Have you ever undertaken any maturity modelling to develop your digital preservation goals? = No

Q2.38 The NDSA 'Levels of Digital Preservation' maturity model is becoming more widely used. In the UK it will be used for Archives Accreditation by The National Archives.

Are you prepared to assess your organisation's maturity in this survey?

If you agree, select 'Yes' and you will be given the opportunity to assess your organisation's maturity against the NDSA 'Levels of Digital Preservation'. This involves a further five questions.

If you select 'No' these questions will be skipped and you will proceed directly to the following section.

Yes (1)

No (2)

Display This Question:

If The NDSA 'Levels of Digital Preservation' maturity model is becoming more widely used. In the UK... = Yes

Q2.39 Using the NDSA 'Levels of Digital Preservation' maturity model as described in Table 1, what would your score be for 'Storage and Geographic Location'?

- No maturity level achieved (1)
- Level 1 (Protect your data) (2)
- Level 2 (Know your data) (3)
- Level 3 (Monitor your data) (4)
- Level 4 (Repair your data) (5)
- Prefer not to say (6)

Display This Question:

If The NDSA 'Levels of Digital Preservation' maturity model is becoming more widely used. In the UK... = Yes

Q2.40 What would your score be for 'File Fixity and Data Integrity'?

- No maturity level achieved (1)
- Level 1 (Protect your data) (2)
- Level 2 (Know your data) (3)
- Level 3 (Monitor your data) (4)
- Level 4 (Repair your data) (5)
- Prefer not to say (6)

Display This Question:

If The NDSA 'Levels of Digital Preservation' maturity model is becoming more widely used. In the UK... = Yes

Q2.41 What would your score be for 'Information Security'?

- No maturity level achieved (1)
- Level 1 (Protect your data) (2)
- Level 2 (Know your data) (3)
- Level 3 (Monitor your data) (4)
- Level 4 (Repair your data) (5)
- Prefer not to say (6)

Display This Question:

If The NDSA 'Levels of Digital Preservation' maturity model is becoming more widely used. In the UK... = Yes

Q2.42 What would your score be for 'Metadata'?

- No maturity level achieved (1)
- Level 1 (Protect your data) (2)
- Level 2 (Know your data) (3)
- Level 3 (Monitor your data) (4)
- Level 4 (Repair your data) (5)
- Prefer not to say (6)

Display This Question:

If The NDSA 'Levels of Digital Preservation' maturity model is becoming more widely used. In the UK... = Yes

Q2.43 What would your score be for 'File Formats'?

- No maturity level achieved (1)
- Level 1 (Protect your data) (2)
- Level 2 (Know your data) (3)
- Level 3 (Monitor your data) (4)
- Level 4 (Repair your data) (5)
- Prefer not to say (6)

End of Block: Maturity: how mature is digital preservation in your organisation?

Start of Block: Policy: what is the state of policy development for digital preservation?

Q3.1 Does your organisation have a discrete digital preservation policy?

- Yes (1)
- Don't know or unsure (2)
- No (3)

Display This Question:

If Does your organisation have a discrete digital preservation policy? = Don't know or unsure

Or Does your organisation have a discrete digital preservation policy? = No

Q3.2 Do you have a digital preservation represented in a combined policy that encompasses traditional preservation and conservation with digital preservation?

- Yes (1)
 - Don't know or unsure (2)
 - No (3)
-

Display This Question:

If Do you have a digital preservation represented in a combined policy that encompasses traditional... = Yes



Q3.3 If it is a combined policy, why was this decision made?

Display This Question:

If Does your organisation have a discrete digital preservation policy? = Yes
Or Do you have a digital preservation represented in a combined policy that encompasses traditional... = Yes



Q3.4 In what year did your organisation first approve your digital preservation policy (whether discrete or combined)?

Display This Question:

If Does your organisation have a discrete digital preservation policy? = Yes
Or Do you have a digital preservation represented in a combined policy that encompasses traditional... = Yes



Q3.5 How many years of activity did it take to develop and ratify a policy (including developing and delivering a supporting communications strategy)?

End of Block: Policy: what is the state of policy development for digital preservation?

Start of Block: Strategy: how are your digital preservation plans expressed?

Q4.1 Does your organisation have a discrete digital preservation strategy and/or plan?

- Yes (1)
- Don't know or unsure (2)
- No (3)

Display This Question:

If Does your organisation have a discrete digital preservation strategy and/or plan? = Don't know or unsure

Or Does your organisation have a discrete digital preservation strategy and/or plan? = No

Q4.2 Is digital preservation represented in other strategies and/or plans?

- Yes (1)
- Don't know or unsure (2)
- No (3)

Display This Question:

If Is digital preservation represented in other strategies and/or plans? = Yes



Q4.3 Please provide the titles of any strategies and/or plans, plus website URLs if possible.

Display This Question:

If Does your organisation have a discrete digital preservation strategy and/or plan? = Yes
Or Is digital preservation represented in other strategies and/or plans? = Yes



Q4.4 In what year did your organisation first produce a digital preservation strategy and/or plan, or represent digital preservation in other strategies or plans?

Q4.5 Aside from what you've already answered, does your organisation have any other related strategies and/or plans that support your digital content?

This may include (but is not limited to) a digitisation strategy, born-digital collecting strategy, digitisation priority plan, research data strategy, information governance strategy or records management strategy etc.

- Yes (1)
- Don't know or unsure (2)
- No (3)

Display This Question:

If Aside from what you've already answered, does your organisation have any other related strategies... = Yes



Q4.6 Please provide the titles of any strategies and/or plans, plus website URLs if possible.

End of Block: Strategy: how are your digital preservation plans expressed?

Start of Block: Resourcing: how is the effort distributed?



Q5.1 In terms of full time equivalent (FTE) staff numbers, what is the size of your organisation?
Please enter numerically, up to two decimal points.

For the purposes of this survey, we consider the term 'organisation' to mean where you work, which includes, but is not limited to, a national cultural institution, academic library, College archive, not-for-profit gallery, local museum, private company, charity etc.

This figure should be represented as FTE. For example, if 40 members of staff work 2.5 days each per week, please record this as 20 FTEs, not 40 FTEs.

Display This Question:

If In terms of full time equivalent (FTE) staff numbers, what is the size of your organisation? Please enter numerically, up to two decimal points. For the purposes of this survey, we consider the te... Text Response Is Not Empty

Q5.2 Please state whether the size you have stated for your organisation is an estimate or an exact figure.

- Estimate (1)
- Exact (2)

Page Break



Q5.3 In terms of full time equivalent (FTE) staff numbers, how many FTEs in total have responsibilities for undertaking digital preservation activities as defined in their role or position description?

Please enter numerically, up to two decimal points.

This figure should be represented as FTE. For example, if 4 members of staff work 2.5 days each per week on digital preservation activities, please record this as 2 FTEs, not 4 FTEs.

Display This Question:

If In terms of full time equivalent (FTE) staff numbers, how many FTEs in total have responsibilities for undertaking digital preservation activities as defined in their role or position descriptio... Text Response Is Not Empty

Q5.4 Please state whether the number you have provided (regarding FTEs undertaking digital preservation activities as part of their defined role) is an estimate or an exact figure.

Estimate (1)

Exact (2)

Page Break



Q5.5 In terms of full time equivalent (FTE) staff numbers, how many FTEs in total are required to undertake digital preservation activities (as defined in their role or position description) are employed on permanent contracts?

Please enter numerically, up to two decimal points.

Display This Question:

*If In terms of full time equivalent (FTE) staff numbers, how many FTEs in total are required to undertake digital preservation activities as defined in their role or position description are employed ...
Text Response Is Not Empty*

Q5.6 Please state whether the number you have provided regarding FTEs undertaking digital preservation activities as part of their defined role (employed on a permanent contract) is an estimate or an exact figure.

- Estimate (1)
- Exact (2)

Page Break



Q5.7 In terms of full time equivalent (FTE) staff numbers, how many FTEs in total are required to undertake digital preservation activities (as defined in their role or position description) are on fixed-term contracts?

Please enter numerically, up to two decimal points.

Display This Question:

If In terms of full time equivalent (FTE) staff numbers, how many FTEs in total are required to undertake digital preservation activities (as defined in their role or position description) are on fixe... Text Response Is Not Empty

Q5.8 Please state whether the number you have provided regarding FTEs undertaking digital preservation activities as part of their defined role (employed on a fixed-term contract) is an estimate or an exact figure.

Estimate (1)

Exact (2)

Page Break

Q5.9 Does your organisation have any plans to increase FTEs for digital preservation activities in the near future (in the next 1 to 3 years)?

- Yes (1)
 - Don't know or unsure (2)
 - No (3)
-

Q5.10 How are current FTEs undertaking digital preservation activities arranged in your organisation?

- A single team (1)
 - Distributed individually throughout the organisation (2)
 - We do not have any digital preservation staff (4)
 - Other (3)
-

Display This Question:

If How are current FTEs undertaking digital preservation activities arranged in your organisation? = Other



Q5.11 Please describe your arrangement here.

Q5.12 In terms of full time equivalent (FTE) staff numbers, are there any other digital-related roles in your organisation that support your digital collections?

'Digital-related' can include roles such as dedicated digital archivists, digital librarians, digital curators, web archivists, digital collecting staff as well as staff working on developing, designing and implementing delivery systems, digital preservation systems, other collection management systems, research data management or other roles you consider important in your digital activity programme.

Please do NOT include operational ICT staff (system administrators, software developers, network engineers etc.) or digital content creators (staff who create web copy, publicity, event photographers etc.). If you unsure, please contact digitalpreservation@lib.cam.ac.uk.

- Yes (1)
- Don't know or unsure (2)
- No (3)

Display This Question:

If In terms of full time equivalent (FTE) staff numbers, are there any other digital-related roles i... = Yes



Q5.13 In terms of full time equivalent (FTE) staff numbers, how many other digital-related FTEs are there in your organisation that support your digital collections?

Please enter numerically, up to two decimal points.

'Digital-related' can include roles such as dedicated digital archivists, digital librarians, digital curators, web archivists, digital collecting staff as well as staff working on developing, designing and implementing delivery systems, digital preservation systems, other collection management systems, research data management or other roles you consider important in your digital activity programme.

Please do NOT include operational ICT staff (system administrators, software developers, network engineers etc.) or digital content creators (staff who create web copy, publicity, event photographers etc.). If you unsure, please contact digitalpreservation@lib.cam.ac.uk.

Display This Question:

*If In terms of full time equivalent (FTE) staff numbers, how many other digital-related FTEs are there in your organisation that support your digital collections? Please enter numerically, up to two d...
Text Response Is Not Empty*

Q5.14 Please state whether the number you have provided for other digital-related FTEs is an estimate or an exact figure.

Estimate (1)

Exact (2)

Page Break

Display This Question:

If In terms of full time equivalent (FTE) staff numbers, are there any other digital-related roles i... = No
And Please state whether the number you have provided for other digital-related FTEs is an estimate
o... = Estimate
And Please state whether the number you have provided for other digital-related FTEs is an estimate
o... = Exact
And In terms of full time equivalent (FTE) staff numbers, are there any other digital-related roles i... =
Don't know or unsure



Q5.15 In terms of full time equivalent (FTE) staff numbers, how many FTEs working on digital-related projects or services are employed on fixed-term contracts?
Please enter numerically, up to two decimal points.

Display This Question:

If In terms of full time equivalent (FTE) staff numbers, how many FTEs working on digital-related projects or services are employed on fixed-term contracts? Please enter numerically, up to two decimal...
Text Response Is Not Empty

Q5.16 Please state whether the number you have provided regarding FTEs undertaking other digital-related projects or services (employed on a fixed-term contract) is an estimate or an exact figure.

- Estimate (1)
- Exact (2)

Page Break



Q5.17 What is the main role (digital-related or otherwise) that provides leadership or drives digital preservation activities in your organisation?

Please provide role titles or descriptions (for example 'Digital Archivist', 'Digital Preservation Specialist', 'Video Digitisation Officer', 'Web Archiving Specialist' or 'Departmental Director' etc.).

End of Block: Resourcing: how is the effort distributed?

Start of Block: Finally...



Q6.1 Is there anything else you would like to add about digital preservation governance, maturity or resourcing activities in your organisation?

Q6.2 Is your organisation based in a single country?

Yes (1)

No (2)

Display This Question:

If Is your organisation based in a single country? = Yes



Q6.3 Which country is your organisation based in?

Display This Question:

If Is your organisation based in a single country? = No



Q6.4 Please list the main countries your organisation is based in?

Q6.5 Please state the name of your organisation (*optional*).

Display This Question:

If If Please state the name of your organisation (*optional*). Text Response Is Not Empty

Q82 Is your organisation a current member of the Digital Preservation Coalition (DPC)?

- Yes (1)
- Don't know or unsure (2)
- No (3)

Q6.6 If you are happy to do so, please state your name and email address.

Information given in response to this question will not be shared in public. It will only be collected for the purposes of clarifying responses to this survey and to contact you if you are interested in answering further questions arising from this survey. The Digital Preservation at

Oxford and Cambridge (DPOC) project and the Digital Preservation Coalition (DPC) will be responsible for the management of the data.

If you have any concerns, please contact digitalpreservation@lib.cam.ac.uk in the first instance, referencing 'DPOC Maturity Level Survey'.

Q6.7 Thank you for your time in responding to these questions. Selected, anonymised data from this survey will be shared via the Digital Preservation at Oxford and Cambridge (DPOC) project website and in related publications.

As a final question, we are curious to know whether you have previously heard of the Digital Preservation at Oxford and Cambridge (DPOC) project?

- Yes (6)
- Don't know or unsure (7)
- No (8)

End of Block: Finally...
