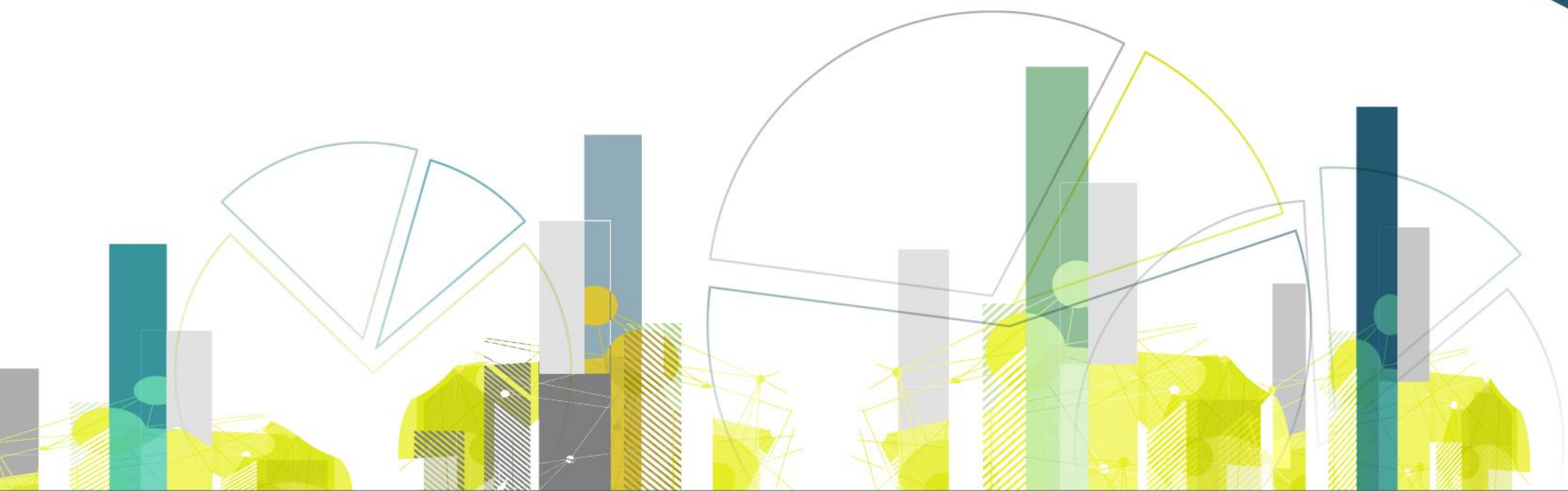


2016–2019 Three-Year Plan Library and Archives Canada

Progress Report Q1 2016–2017



Library and Archives
Canada

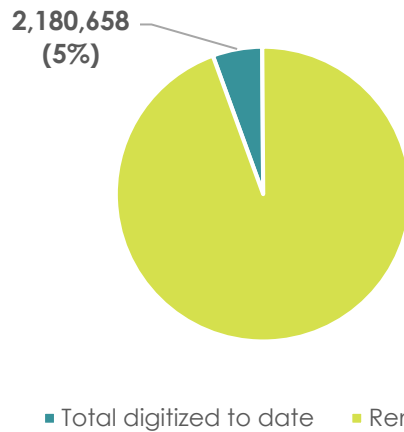
Bibliothèque et Archives
Canada

Canada

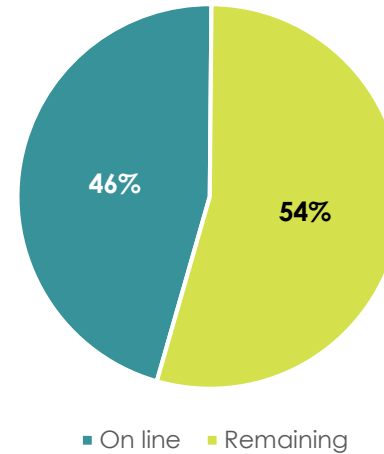
Commitment 1: Fully dedicated to serving all its clients

1. Digitize 40 million pages in three years, including the 650,000 files of the Canadian Expeditionary Force (CEF) that will be available online

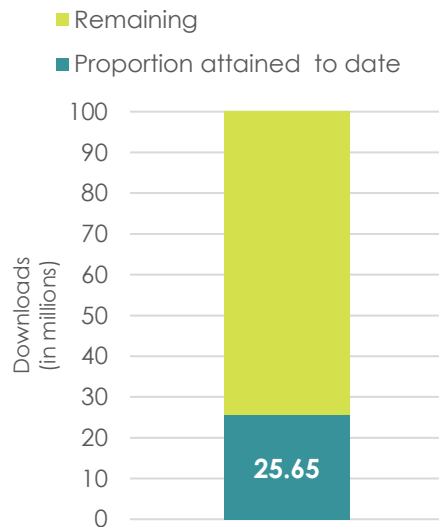
Proportion of the digitization target from the Three-Year Plan attained



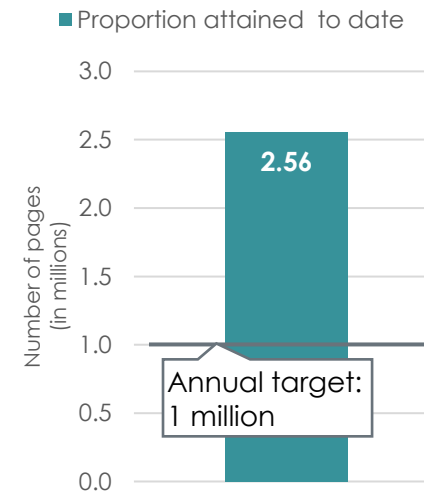
Proportion of CEF files available on line



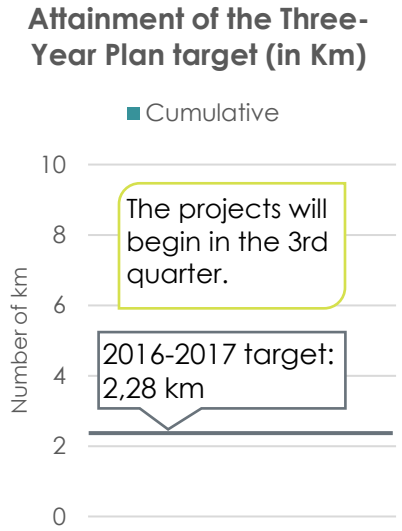
2. Reach 100 million downloads annually from LAC's website



3. Make one million pages of government records available each year by the block review process



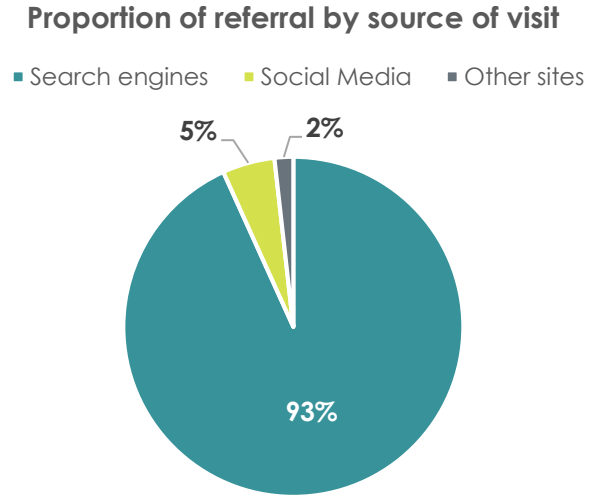
- 4. Assess and process 10 additional kilometres of archives so that they are discoverable for users [three-year target]



- 5. Ensure that LAC's website continues to be one of the top ten most visited federal government sites

11th position

- 6. Optimize our tools so that 95% of traffic to our website results from a referral by a major search engine such as Google [three-year target]



- 7. Implement a new integrated library management system for published documents

Step leading to implementation of a new integrated management system for published documents	Deadline	Progress to date
1. Conclusion of a contract with a supplier of integrated published heritage management services	Q3 2016	Contract in the process of being signed

Commitment 2: At the leading edge of archival and library science and new technologies

8. Implement the Destination 2020 action plan

Activity	Update
LAC commits to fostering a transparent and open internal dialogue	<ul style="list-style-type: none"> • More than 15 communications activities took place, including <i>Our Colleagues' Discoveries</i> presentations and the <i>Signatures Series</i>. • Increased the frequency of internal communications through the <i>In Touch</i> news feed.
LAC commits to supporting innovation and streamlining business processes	<ul style="list-style-type: none"> • LAC participated in the Interdepartmental Innovation Fair
LAC commits to continuing efforts with regard to recognition and engagement	<ul style="list-style-type: none"> • Recognition ceremonies and engagement activities held as part of Public Service Week and to highlight the transfer of custody of special-use facilities from Public Services and Procurement Canada (PSPC) to LAC. • LAC employees invited to contribute to the upcoming edition of <i>Signatures</i> magazine.
LAC commits to fostering employee development and providing innovative, reliable and high-performing work tools	<ul style="list-style-type: none"> • Creation of a working group to define user needs in terms of online research tools. • A new and simplified interface for obtaining information technology services available online. • Improved the intranet site home page to make it easier to access information. • Launch of the Language Twinning Program.

9. Review 10 key operational procedures per year

Procedure	Description of change and impact	Deadline
1. Implementation of computerized system for real property service requests	Allows for automation of requests for real property services through a portal accessible on the intranet site. The system is intended to facilitate the submission and tracking of requests.	Q1 2016–2017 <i>[Completed]</i>

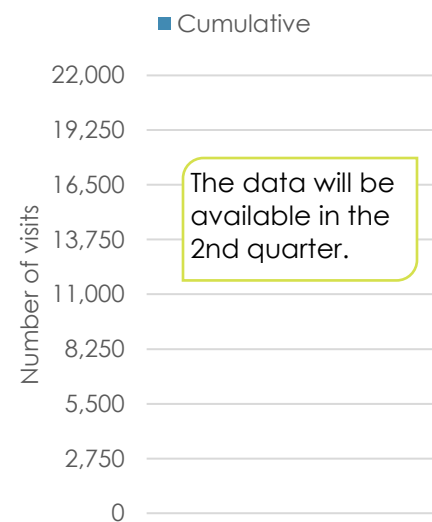
10. Hold four annual conferences with external experts

Title	Conference date	Number of participants
1. Lowy Council event: Brad Hill	April 3, 2016	70
2. Thematic seminar: Resource Description and Access (RDA)	April 28, 2016	120
3. Wallot-Sylvestre Seminars: Caroline Brazier	May 2, 2016	205

11. Start to build the new preservation facility

Deliverable	Deadline	Update
Guiding principles for the Gatineau 2 project	April 2016	The guiding principles for Gatineau 2 have been defined and shared.
Gatineau 2 project Web presence	June 2016	LAC has launched a website dedicated to the project.
Letter of interest for Gatineau 2	June 2016	Public Services and Procurement Canada (PSPC) has posted a letter of interest on LAC's behalf, for the project to build the Gatineau 2 preservation building.
Functional program	June 2016 <i>[Under way]</i>	The report on the functional program is being finalized

12. Receive 22,000 visitors annually at 395 Wellington Street in Ottawa



13. Preserve 100 % of our digital acquisitions using a digital curation platform

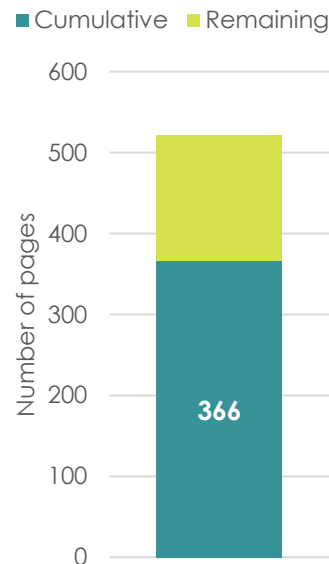
Development stage of the digital curation platform	Deadline	Update
Request for Information (RFI)	Q1 (2016-17) <i>[Completed]</i>	25 service providers responded to the Request for Information (RFI) process and 24 of them were met. LAC was thus able to confirm the viability of a digital curation platform.
Digital collections inventory	Q3 (2016-17) <i>[Under way]</i>	Work is continuing to develop a digital collections inventory that will allow for the creation of a complete profile of LAC's digital collections and assets, so as to identify needs and the risks related to development of the digital curation platform.
Prioritization of application replacements	Q4 (2016-17) <i>[Under way]</i>	A review of the status of LAC applications is under way as part of the assessment of LAC's corporate capabilities.
Archiving of government records	Q2 (2017-18) <i>[Under way]</i>	A feasibility study for a government records archival system is being developed.
Digital asset management system	Q2 (2017-18) <i>[Under way]</i>	Business requirements are being identified in preparation for a tender to be launched to provide LAC with a digital asset management system.

Commitment 3: Proactively engaged in national and international networks

14. Set up a secretariat to manage implementation of the National Digitization Strategy

Strategy implementation stage	Update
Establishment of secretariat	The secretariat will be established late in the 2nd quarter.
Identification of key players and initiatives	The key players and initiatives in the field of documentary heritage digitization will be identified in the 3rd quarter.
Creation of a steering committee	A steering committee will be created in the 3rd quarter.
Development of work plan	[Under way] A first draft of the secretariat's work plan has been developed.

16. Allow the public to help enhance information related to two collections per year

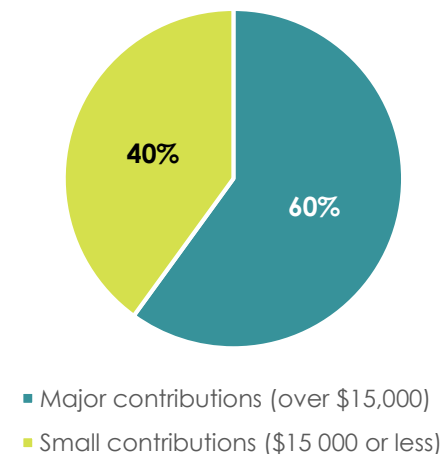


15. Reach 10 agreements with new partners by 2019

#	Name of partner	Date of signature	Duration of partnership	Description of partnership
1	Canadian Museum of Immigration at Pier 21	April 15, 2016	10 years	Co-location agreement to enhance the national presence of LAC by providing a new service offering in the Atlantic region, at Pier 21 in downtown Halifax.
2	National Centre for Truth and Reconciliation	June 2, 2016	Renewal every 12 months	Agreement to guarantee the preservation and accessibility of Truth and Reconciliation Commission of Canada (TRC) records on residential schools.

17. Provide \$1.5M annually for community projects under the Documentary Heritage Communities Program (DHCP) [yearly target]

Distribution of contributions granted in June 2016 by size



18. Adopt an international relations strategy

Steps leading to adoption of the strategy	Deadline	Update
Approval of the international relations strategy by the Management Board	June 2016	The international relations strategy was approved by the Management Board on June 27, 2016.

19. Have 10 Canadian representatives on the major international documentary heritage committees [three-year target]

Name of Committee	Number of Canadian members
International Federation of Library Associations and Institutions	3
International Council on Archives	6
International Internet Preservation Consortium	1
NATO Archives Committee	2
International Organization for Standardization	3
InterPARES Trust	2
Resource Description and Access (RDA)	2
Machine Readable Cataloguing (MARC)	1
DDC Editorial Policy Committee	1
Total	21

Commitment 4: Greater public visibility

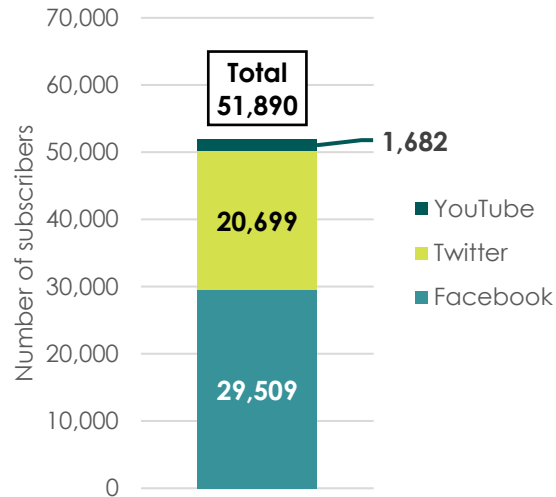
20. Hold a total of 21 exhibitions organized by or in collaboration with LAC [three-year target]

Exhibition title	Location	Start	End
1. Sir John A. Macdonald: Rare and Intriguing Treasures from the Vaults of Library and Archives Canada	Dalnavert Museum and Visitors' Centre, Winnipeg, Manitoba	June 4, 2016	Sept. 2016
2. Alter Ego: Comics and Canadian Identity	395 Wellington, Ottawa, Ontario	May 12, 2016	September 14, 2016
3. A Sunny Legacy: Celebrating Sir Wilfrid Laurier	Laurier House, Ottawa, Ontario	June 1, 2016	November 20, 2016

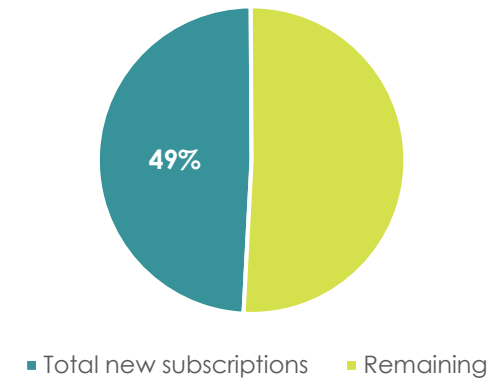
21. Create designated space for LAC's collections in two well-known exhibition venues [three-year target]

Steps in the creation of the designated space	Deadline	Update
Signing of an agreement	Q3	[Underway] A memorandum of understanding with the CMH is underway for a room designated to LAC.
Planning of exhibitions	Q3-Q4	[Under way] The LAC and CMH teams are planning the first exhibition to be presented in 2017 in the LAC-designated room at the museum.

22. Double the number of subscribers to LAC's social media pages [three-year target]



Proportion of LAC's Three-Year Plan attained



23. Conclude 60 loan agreements for exhibitions [three-year target]

Title of exhibition	Location	Time frame	Size of loan
1. Carol Sawyer: The Natalie Brettschneider Archive	Art Gallery of Greater Victoria	October 1, 2016 to January 8, 2017	7 articles
2. Notman: A Visionary Photographer	McCord Museum	November 4, 2016 to April 17, 2017	1 articles
3. Canada's Legal System	Canadian Museum for Human Rights	October 1, 2016 to February 28, 2018	5 articles
4. Long-term loan – painting of John A. Pearson	House of Commons	June 21, 2016 to June 21, 2018	1 articles
5. The Wounds of War – A.Y. Jackson. Tom Thomson. 1916	McMichael Canadian Art Collection	June 4, 2016 to January 4, 2017	2 articles
6. Long-term loan – a painting of Sir Wilfrid Laurier	Office of the Prime Minister	April 6, 2016 to fall 2019	1 articles

24. Provide a renewed service offer in two Canadian cities [three-year target]

Step	Deadline	Progress
Signing of an agreement	Q1	<i>[Completed]</i> In April 2016, LAC signed a memorandum of understanding with the Canadian Museum of Immigration at Pier 21, in Halifax, N.S.
Transition activities	Q2-Q4	<i>[Under way]</i> Transition and implementation projects are under way and should be completed by Q4.