The University of British Columbia Library	Document No. DP-001
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Title: Digital Preservation Document Diagram	Last revision: May 25, 2017
Digital Obj	ect Management
Access and u	
File format policy Metadata standards and procedures Archivematica ingest procedures External media procedures	
Organizational Infrastructure Digitization agreement	Technical
Partnership agreement	Infrastructure
Organizational chart Digital	y strategic plan preservation strategy olders and their roles Disaster recovery plan Security policy (Group access policy, Application role management, Patch
Professional development plan Digital preservation strategy Compli	anagement plan ance tracking system ry of terms management process Storage options and specifications Integrity check procedures
Copyright and permissions policy Data policy Collection management policy	y of terms
Non-exclusive distribution agreement Digital material survey	
Donor brochure for digital materials	