



Moving Forward

Implementing the Plan

In 2006 the Library of Congress implemented a structured Planning, Budgeting, and Program Performance Assessment System. This system serves as the means of executing the Copyright Office's Strategic Plan. It encompasses strategic and annual planning; fiscal planning and budget formulation based upon program requirements; financial execution that supports implementation of the annual program plan; quarterly and annual assessments of accomplishments in relation to stated goals and targets; and accountability of management and staff to achieve promised results by linking annual organization plans to the individual performance plans of executives, managers, supervisors, and staff.

This new strategic plan for fiscal years 2008–2013 must maintain sufficient flexibility to take advantage of changing circumstances. As with any strategic plan, this one will be revisited to allow for mid-course adjustments and changes as events unfold.

In making resource allocation decisions, the Copyright Office will be guided by the strategic and annual plans of the Library and the Copyright Office and by the statutory requirements of the Copyright Office's mandate.

Strategic Plan Operating Assumptions

The Copyright Office's mission statement will remain essentially unchanged throughout the five fiscal years covered by this strategic plan, but technology will drive rapidly evolving changes in how the mission is accomplished.

- Congress will continue to provide timely guidance as to its expectations and will provide resources to execute those expectations.
- The Reengineering Program will be completed according to the current implementation plan and will bring the expected benefits.
- Copyright claims will continue to arrive at the present rate of approximately 550,000 per year.
- Deposit of copyrighted works will continue to be a major source of material for the Library's Americana collections.
- An increasing percentage of works will be deposited in electronic form.

- A significant percentage of the Office’s current workforce will be eligible for retirement at any given time.
- The Library will complete construction of a new facility to store copyright deposits at Fort Meade.

Evaluations and Scheduled Updates

Evaluations of Strategy

The Copyright Office has used and will continue to use a number of resources to evaluate its strategic direction, such as

- areas of legislative concern and action on copyright matters;
- publications and studies on copyright issues;
- performance on annual program performance plans; and
- public feedback on services.

The Library of Congress Strategic Planning Office provided assessments of the Copyright Office’s goals and objectives for this 2008–2013 plan.

Methods of Review and Revision

The Office will use three methods of review and revision to update the plan.

- **Annual reviews** · As the Copyright Office executes its annual performance plans supporting this strategic plan, it will conduct quarterly program reviews to determine and report on progress in achieving annual strategies. As long as deviations from the annual performance plans are minimal, no revisions to this strategic plan will be necessary. At the end of each fiscal year, the Office will conduct a year-end program review, at which time the Register may direct appropriate adjustments to the strategic plan. These adjustments will typically be minor unless some aspect of attaining the strategic plan is clearly in jeopardy or the evaluative criteria above require a change of direction. In addition to minor adjustments to the strategic plan, the Register will identify modifications needed to the annual performance plans being executed, the annual plans that are the basis for the budget request being reviewed by the Congress, and/or the annual plans about to be created.
- **Mid-plan** · Major review of the plan will be conducted during fiscal year 2010 at the mid-point of the plan. This review may entail “mid-course corrections,” with the possibility of a major revision if significant strategic shifts have occurred.
- **Major revision** · During fiscal years 2011–2012, the Office will undertake the next major revision/rewrite covering the next strategic planning period, synchronizing with the development of a new Library of Congress strategic plan.

Integrating the Plan into Copyright Office Management Efforts

Managers throughout the Office will use this plan's strategic goals and objectives and their organization's work plans to develop measurable annual goals and targets. The resulting annual performance plan serves as the basis for detailed planning and coordination of support requirements among organizations. The annual goals and targets will form the basis for individual annual performance plans wherever such plans are required by management within the organization.

Reporting to Stakeholders

The Office's annual performance and accountability report (*Annual Report of the Register of Copyrights*), articles in Copyright Office internal publications, the Office's intranet, and staff meetings will provide the basis for reporting progress to stakeholders. Additionally, the Office will distribute to the stakeholders the changes made to the Strategic Plan as a result of annual program reviews and the mid-course review.