# On Notice: Take Down Processes and Risk

ICEPOPS 2024 – Leeds Beckett University

Chris Slater – Copyright Executive, British Library
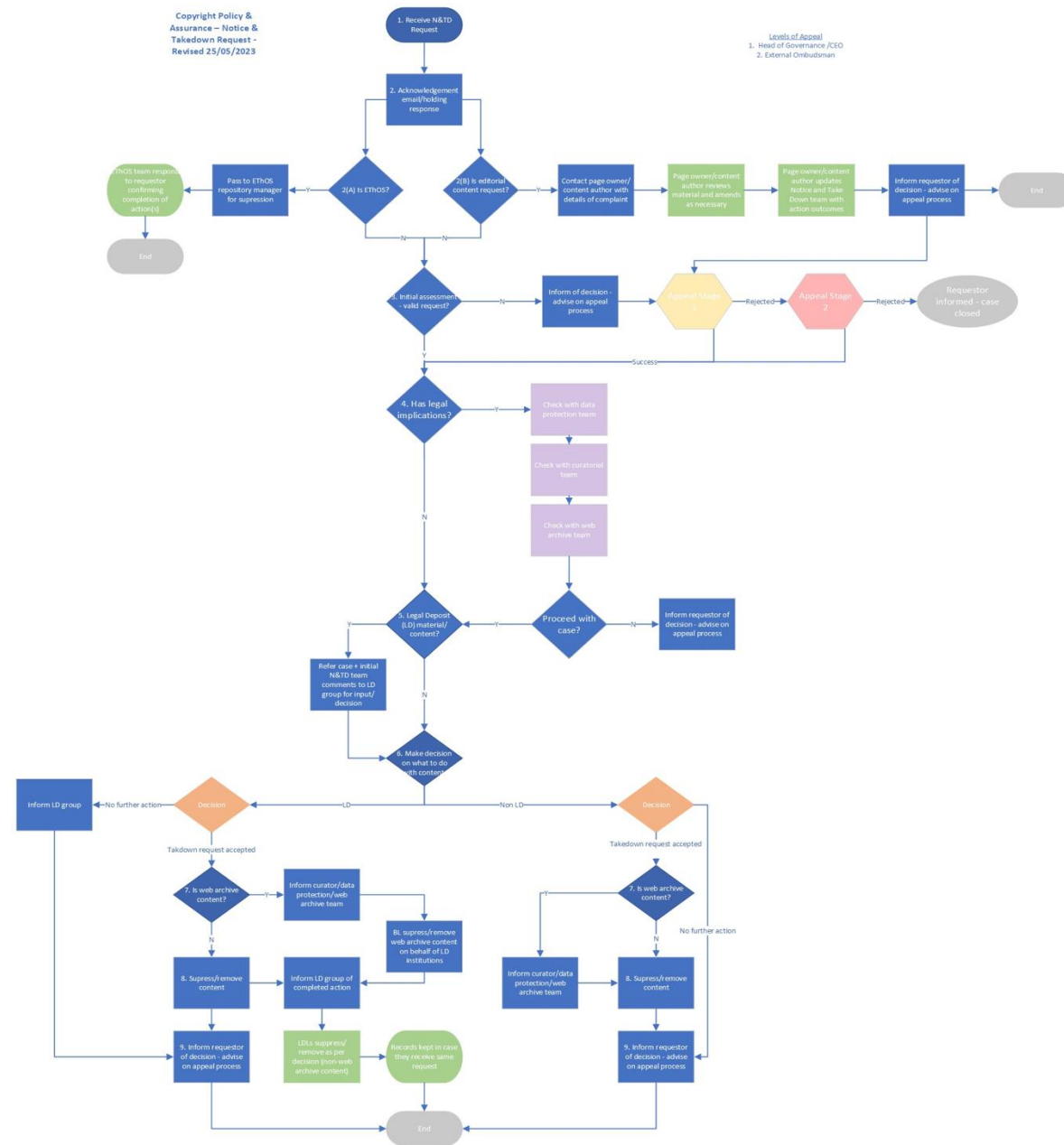
# Introduction

- I'm Chris Slater

- I'm the Copyright Executive for the British Library - the UK's national library

- Here to talk about Notice and Take Down Policies and their role as a risk management tool

- Will study a recent Library project to review and update its own Notice and Take Down process.

# Notice and Take Down at the British Library

- Notice and Take Down at British Library is unusually complex

- Vast collection - approx. 170 million items and growing

- And we make use of it…heavily

- All great stuff, and everyone stands to benefit, but…

- Complex collection + widespread and varied use = opportunity for infringement!

# The Process:

1. Audit – assess the condition of the existing process

2. Pinpoint gaps – are all activities accounted for within the process, what's missing?

3. Regenerate – fill gaps, bring relevant stakeholders into the investigation process, overhaul appeals mechanism

4. "Hearts and Minds" – internally publicise existence of revised process ensuring requests are dealt with through the proper channels.

Copyright Policy & Assurance – Notice & Takedown Request - Revised 25/05/2023

Levels of Appeal
1. Head of Governance /CEO
2. External Ombudsman

# Risks Managed:

- Provides a practical steer on what to do when things go wrong

- Sorts the "wheat from the chaff" - catch spurious or erroneous claims early on

- Impression forming – shows accountability, transparency and professional approach, reduces the risk of escalation

- Creates redundancy

- Ensures claims are handled via the proper channels.

Thank you