Is there a retention recommendation for printed ILL requests?

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Applies to

- WorldShare Interlibrary Loan

Answer

OCLC doesn’t have a paper retention recommendation for ILL requests. This is often decided at the library/group/state level based on policies set by the institution or other governing bodies.

Note that reports on www.stats.oclc.org go back at least three years. We recommend pulling and saving monthly statistics based on your retention and data needs. If these reports are sufficient for record-keeping purposes, there’s no recommendation from the ILL team for paper retention.