

## **\*\*DRAFT\*\* DPLA Hub Responsibilities**

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DPLA Hubs will have certain responsibilities to fulfill as DPLA-approved aggregators. These are not necessarily added responsibilities for some, but will be key contributions made to the greater DPLA network. The responsibilities below outline high-level responsibilities, many of which are detailed in supporting documentation. In the case of these responsibilities, these could be considered the “working requirements” though because of legal implications surrounding metadata, content, ownership, etc., a binding legal agreement will be necessary to have in place with all Hubs and Very Large Data Providers. A draft of this document may be found [here](#) and is modeled after the Europeana legal agreement for data exchange.

Initially, a small group of pre-identified Hubs will be targeted for DPLA inclusion, as well as vetting of this document to ensure it is implementable, as written.

### **Responsibilities**

#### Provision of Metadata

1. Specify, collect, ingest, and enable minimal level metadata to be harvested by DPLA (as outlined by [DPLA Metadata Requirements](#))
2. Where metadata is normalized or corrected, allow DPLA to harvest this metadata.
3. Hubs may host and provide access to content as well as metadata but for the purposes of the DPLA, the Hub *must be able to provide metadata*.
4. Hubs and the individual content providers have the responsibility for ensuring links (URIs) to content and metadata are correct and make corrections, as necessary.
5. If Hubs provide metadata enrichment services for data providers using DPLA funds, the resulting enriched data would be utilized by the DPLA.

#### Use and Rights of the Metadata

1. Hubs will provide metadata to the DPLA with the understanding that it will be included in the database held by DPLA and it will be made available as a part of this database.
2. DPLA will publish all Metadata, including the Metadata provided by the Hubs and their Data Providers under the terms of the CC0 1.0 Universal Public Domain Dedication. The Hubs and their Data Providers authorize DPLA to do so.
3. DPLA Hubs will ensure that its Data Providers have authorized it to upload Metadata to the DPLA database and authorizes DPLA to use and publish that Metadata

#### Rights Management of Objects

1. Hubs and data providers assume responsibility for obtaining and maintaining rights

management metadata from content owners.

2. Hubs will have the responsibility for addressing any “take-down” requests made directly to Hubs or made to the DPLA and subsequently forwarded by the DPLA. This will involve working with the data providers to investigate rights issues. If metadata and/or content must be taken down, the Hub will work with the data provider to do so. If metadata and content are legally allowed to be shared, rights metadata will be enhanced for clarification and updates submitted to the Hub and the DPLA.

#### Use of Objects

1. Hubs will contribute metadata, previews, and persistent links to the DPLA. At present, DPLA will not host or control access to actual content (digital objects).
2. Hubs may or may not contain digital objects in addition to the metadata. Object use should be controlled by appropriate rights metadata declarations at the Hub and/or data provider level.
3. DPLA will assume no responsibility or liability for any negative consequences related to potential rights violations.

#### Data Sustainability

1. Hubs should have an identifiable plan for sustainability for the data, including data handoff, if necessary.
2. DPLA Hubs may not necessarily provide “preservation services” for content they have in their possession though should have documentation from data providers about local sustainability efforts.

[Please note: Original DRAFT DPLA Aggregator MOU is located [here](#)]