

**SUMMARY: PRESERVATION DECISION -- IRREPARABLE MONOGRAPHS**

START:										
Should the intellectual content remain in the library?	NO	Withdraw								
YES										
Does this object have significance as an artifact?	NO	Is a suitable replacement copy available?	NO	Is microfilm available?	NO	Is the volume reference, visual, or highly circulated?	NO	Are there less than 30 holding libraries?	NO	Photocopy
YES										
Transfer to SPE		Order replacement		Prefer Withdraw/purchase microfilm		Photocopy		Microfilm		