

**TOMASZ MAKOWSKI**

t.makowski@bn.org.pl

National Library of Poland

Cardinal Stefan Wyszyński University in Warsaw, Faculty of History

ORCID: 0000-0003-0623-2614

# PRINCIPLES FOR DEVELOPING THE COLLECTIONS AT THE NATIONAL LIBRARY OF POLAND

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## ABSTRACT

The most important task regarding developing the collections of the National Library of Poland is considered to collect the entirety of printed and digital materials, and the most valuable historic manuscripts: books, periodicals, newspapers, musical scores, atlases, maps, globes, and ephemera documenting social life, as well as sound and audio-visual recordings and electronic publications. The collections are built by means of the legal deposit, purchases, donations, exchanges, acquisitions and the making of copies. Traditionally, national libraries archive the entire publishing output of their country. Poland and some other countries add *exteriorica* to this, that is publications from outside the state's territory but pertaining to the country or nation in question. With specific exceptions, one copy of every publication is preserved in perpetuity, including a copy of each subsequent edition. In recent years the National Library of Poland has been returning to its fundamental task of building a complete collection of Polish publications and an archive of key historical Polish writings.

**KEYWORDS:** national libraries, collections, legal deposit, library collection development, National Library of Poland

Decisions about developing collections are of key importance for every library, particularly those that hold items in perpetuity and do not regularly review their collections, such as national libraries. For such libraries, the decision to collect certain items has permanent consequences, not just related to storage space but also to the cost of buying, storing, conserving and, in the case of nineteenth and twentieth-century publications, deacidifying items.<sup>1</sup> The principles should apply to purchases, donations and exchanges. Not only do they define what a library considers to fall within its circle of interest, but what it would like to buy - and above all what it is obliged to buy.<sup>2</sup> Furthermore, the principles define what books are *not* collected, which is of particular importance when decisions are made whether or not to accept donations. For national libraries, the major source of acquisitions is the legal deposit that publishers are obliged to provide, while purchases, donations and exchanges represent a smaller part of the annual acquisitions of publications. For example, at the National Library of Poland, the legal deposit constituted 88.75% of acquisitions in 2020, while purchases accounted for 1.1%, exchanges for 1.11% and donations for 9.04%.<sup>3</sup>

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- 1 At the end of 2020, the collection of the National Library, including books since 1801, periodicals since 1801, ephemera, electronic publications, manuscripts, early printed materials (fifteenth to eighteenth century), music scores, sound and audio-visual recordings, prints, drawings, photographs, maps and microfilms consisted of 10,078,489 vol., or including the 39,575 vol. duplicate copies, a total of 10,118,064 vol. The National Library collection is kept in storerooms with a surface area of approximately 13,000 m<sup>2</sup>.
  - 2 The phrase „is obliged to” does not mean buying every publication missing from the set as defined by the collection development principles at any price; purchases should be made at market price, not above the level of an objective evaluation.
  - 3 Registered collections acquired in 2020 came by the following routes:
    - Legal deposits: 132,780 vol. (in 2019: 158,571 vol.)
    - Purchases: 1,633 vol. (in 2019: 1,741 vol.)
    - Domestic and foreign exchanges: 1,667 vol. (in 2019: 4,845 vol.)
    - Donations: 13,533 vol. (in 2019: 10,113 vol.)In total, 149,613 vol. (in 2019: 175,270 vol.).

Some national libraries either extend or limit the principles of developing collections in line with their local needs or earlier decisions. Traditionally, national libraries archive the entire publishing output of their country. Poland and some other countries add *exteriorica* to this, that is publications from outside the state's territory but pertaining to the country or nation in question.

Poland, having existed as a state from the tenth century, lost its independence in 1795. It was partitioned between Austria, Prussia and Russia until 1918. A large number of Polish writers, composers and academics emigrated to countries where they could work and publish freely, as in the occupied Polish territories it was forbidden to deal with Polish history or even use the Polish language - to a greater or lesser degree, depending on the occupying power in question. There were also Poles who produced literary output in compliance with the rules introduced by the partitioning powers but worked beyond the borders of the former Polish territories, without renouncing their affiliation to the Polish nation. If we add to this the individuals who emigrated during the German occupation in the Second World War (1939-1945) and during the period of Communist domination (1945-1989), it soon becomes clear that in order to have a full picture of Polish publishing activity and Poland's written heritage, we need to consider the sum of Polish writing from the country's territory, from within its borders after its loss of independence, and from Poles living in exile.

This is particularly important in the case of the National Library of Poland. The Library owes its creation to a private initiative by Bishop Józef Załuski in his *Programma literarium* of 1732. This was the first public announcement by the 30-year-old bibliologist, one of the most outstanding promoters of the modern idea of libraries, and national libraries in particular. The sheer audacity of his programme of academic works, regardless of whether they could be accomplished or not, is truly admirable. The basis for the planned publications was to be a library which aspired to collect the entire written national heritage: printed materials and manuscripts, of the greatest importance for the development of historical research.

Załoski's programme can arguably be considered the first harbinger of the Enlightenment in Poland. It also formed the programme for the operation of the first national library<sup>4</sup> opened to readers in Warsaw, Poland's capital, on 8 August 1747, thanks to Załoski's cooperation with his brother Andrzej Załoski, Bishop of Cracow. Following the death of its founders, in compliance with their will, the library became the property of the Polish state and was named the Library of the Polish-Lithuanian Commonwealth.

One of the first national libraries and largest public libraries in Europe, the Library of the Polish-Lithuanian Commonwealth was closed down and taken to St Petersburg in 1794, on the decision of Empress Catherine II, to become the founding collection of the Imperial Public Library.<sup>5</sup> For this reason, between 1795 and 1918 no central institution existed collecting printed and handwritten works from the lands that had once formed Poland.

Following the closure of the Library of the Polish-Lithuanian Commonwealth, some smaller libraries aimed to fill the gap it left, albeit on a smaller scale. Among the most important of these, mention should be made of the Jagiellonian Library in Cracow, one of the rare Polish libraries not to have been damaged since its foundation in the fifteenth century and which, thanks to the slightly less strict policy of the Austrian partition authorities in the nineteenth century, continued collecting Polish books during the Partitions<sup>6</sup>. The libraries of other universities were not as fortunate. Given the difficulties building Polish collections by institutions during the Partitions in the nineteenth century, great credit for collecting and preserving Polish collections, including

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4 B.S. Kupść, „Biblioteka Załoskich (1747–1794)” [The Załoski Library (1747–1794)], in: *50 lat Biblioteki Narodowej Warszawa 1928–1978* [Fifty years of the National Library in Warsaw 1928–1978], Warsaw 1984, p. 13.

5 Ibidem, p. 24.

6 J. Zathej, *Biblioteka Jagiellońska w latach 1364–1492* [The Jagiellonian Library (1364–1492)], in: *Historia Biblioteki Jagiellońskiej*, vol. I, 1364–1775 [The History of the Jagiellonian Library], ed I. Zarębski, Kraków 1966, pp. 14–21; M. Galos, Z. Kubic, *Biblioteka Jagiellońska w latach 1775–1835* [The Jagiellonian Library (1775–1835)], in: *Historia Biblioteki Jagiellońskiej* [The History of the Jagiellonian Library], vol. II, 1775–1918, ed. P. Lechowski, Kraków 2017, p. 49.

the books and periodicals printed at the time, must go to private institutions and those set up by private individuals, such as the National Ossoliński Institute in Lviv (ZNiO, transferred after the Second World War to Wrocław), the Library of the Zamość Entail in Warsaw (BOZ, 95% destroyed by the German Nazis in 1939–1944), the Krasieński Library in Warsaw (its most precious collection almost entirely burnt by the German Nazis in 1939–1944; only part of the collection of nineteenth and twentieth-century books and periodicals survived), the Princes Czartoryski Library in Cracow, the Count Tarnowski Library at Dzików Castle, the Kórnik Castle Library, and the Raczyński Library in Poznań. To this list should be added libraries operating outside Poland during the Partitions, such as the Polish Library in Paris and the Polish Museum in Rapperswil, Switzerland.

The National Library of Poland was re-founded after Poland regained its independence in 1918, and formally opened in 1928. However, it was closed down again and to a great extent destroyed during German air raids on Warsaw in 1939 and by being set on fire by German army in 1944. The National Library has thus been closed down twice in its history and twice had to reopen. Each time it opened, it began collecting of the entirety of writing produced by the Polish state and nation almost from scratch.<sup>7</sup>

In the Order of the President of the Polish Republic of 24 February 1928 re-establishing the National Library, the goal of the National Library is defined as „collecting and preserving the entirety of the intellectual output of the Polish nation, expressed in handwriting, print or by any other mechanical or chemical means, inasmuch as this applies to printed works, literature in foreign languages referring to the Polish people, and literature in foreign languages essential for the development of the Polish thought”.

This sentence reappears in later legal acts referring to the National Library, including the Act on Libraries of 9 April 1968 („pre-

7 T. Makowski, „Biblioteka Narodowa jako symbol niepodległości” [The National Library as a symbol of independence], in: *Eseje o niepodległej* [Essays on independent Poland], ed. Rafał Wiśniewski, Warsaw 2018, pp. 348–363.

„serving the written heritage of Poland and pertaining to Poland”) and the Act on Libraries of 27 June 1997, currently in force (Art. 17.1.1), which states that the tasks of the National Library are primarily to „collect, catalogue, make available and archive in perpetuity library materials originating in Poland, and originating abroad but pertaining to Poland”.

The Charter of the National Library granted by the Minister of Culture and National Heritage defines the framework for the collection of the National Library as follows:

„Article 8.1. The Library shall collect, catalogue, preserve and make available library materials containing recorded expressions of human thought, regardless of their physical medium and the means used to record their contents, in particular documents of the following types: graphic materials (writing, cartographic, iconographic and musical materials), sound recordings, audio-visual materials and electronic materials.

2. The task as described in Article 8.1. applies in particular to:

- 1) Major Polish cultural achievements in the sphere of writing
- 2) The entirety of the national publishing output
- 3) All Polish publications, and publications appearing abroad pertaining to Poland
- 4) Foreign publications in the social sciences and humanities, with a particular emphasis on bibliography, essential for the development of Polish science and culture, particularly information publications.”

Two important documents regulating the principles of developing the collection were created in the post-Second World War period. The first is the *Principles of Developing Collections*, introduced by the *Directive of the Director of the National Library of 9 January 1974*. The *Directive* defines the collection profile as related to the humanities, owing to the majority of literature on the humanities in the foreign collection. The priority adopted was to create a universal information centre, whose core was to be formed by foreign information publications, Polish information publications and a set of central catalogues. This was to be the second distinguishing feature of the National Library, besides collecting all Polish publications („domestic Polonica”) and „patriotics” (or „foreign Polonica”).

With the *Directive No. 19/92 of the Director of the National Library of 10 December 1992 on the Principles of Developing Collections at the National Library*, the decision was taken to introduce more precise principles for developing the collections, particularly with respect to foreign publications and special collections. The aspiration to collect the entirety of Polish printed materials published both within Poland and outside its borders, and to specialise in bibliology, was maintained.

In 2010 the Director of the National Library set up a team for defining the development concept for the collections of the National Library. This team produced a report analysing different aspects of the collection development policy, containing proposals for new solutions. When elaborating the principles formulated in *Directive No. 70/2021 of 31 December 2012 of the Director of the National Library*, the material that had been collected was used and the observations it contained were analysed. These principles were updated to a minor extent by *Directive No. 155/2018 of 24 December 2018 of the Director of the National Library*, which remains in force today.<sup>8</sup>

The most important task regarding developing the collections of the National Library of Poland is considered to be collecting the entirety of printed and digital writing, and the most valuable historic manuscripts. The aspiration of the initial founders of the National Library of Poland was to collect a complete set of Polish books and books pertaining to Poland; however, they also collected European writing in its broadest sense. Besides incunabula, books from the sixteenth and particularly the seventeenth century, the collection contained many contemporary books, that is to say from the eighteenth century. Bishop Józef Załuski tried to have printers, publishers and authors send the newly-opened library copies of recently released works.<sup>9</sup> The obligation on printers to send to the National Library the first copy of each publication in Poland before it was

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8 *Directive No. 155/2018 of the Director of the National Library of 24 December 2018.*

9 P. Buchwald-Pelcowa, „Zakład Starych Druków i Ośrodek Opieki nad Dawną Książką” [The Early Printed Books Department and the Centre of Care for Old Books], in: *50 lat Biblioteki Narodowej .....*, p. 159.

offered for sale was introduced by the Polish Parliament (Sejm) in 1780.<sup>10</sup> Today, in compliance with the provisions of the Act on Library Legal Deposits of 7 November 1996 and the Regulation of the Minister of Culture and Art of 6 March 1997 on the list of libraries entitled to receive a legal deposit of specific types of publications, and the principles and modes of their transfer, and also the Regulation of 24 May 1999 amending it, the National Library receives two copies of all publications appearing in Poland, namely books, periodicals, newspapers, musical scores, atlases, maps, globes and ephemera documenting social life, in addition to sound and audio-visual recordings and electronic publications. This provides the legal grounds for the National Library to create a complete archive of Polish writing, which serves – as in other countries – to preserve the nation’s cultural heritage, establish a national bibliography and produce publishing statistics.

Currently, „library materials” are defined as publications and other items containing the recorded expression of human thought, including items meant for dissemination and multiplication, regardless of the physical medium and the means by which the contents are recorded. Items of other kinds that form part of collections developed with a particular purpose in mind or legacies consisting mainly of real library materials are also regarded as library materials.<sup>11</sup>

The National Library, with certain exceptions, collects items in their original form, and acquires or creates copies of them in order to complete the collection and make it available to readers. This includes supplements to publications, if they constitute a part of the main item, constitute the main subject of the description of the main item, or contain contents relating to the main item, and

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10 T. Zarzębski, *Polskie prawo biblioteczne 1773–1990* [Polish library law 1773–1990], Warsaw 1991, pp. 21 and 70.

11 Załącznik nr 1 do zarządzenia nr 155/2018 dyrektora Biblioteki Narodowej z dnia 24 grudnia 2018 r. *Jednolite zasady gromadzenia zbiorów* [Annex No.1 to Directive No. 155/2018 of the Director of the National Library of 24 December 2018. Consolidated Principles of Developing Collections], p. 4.

those which are independent library materials. The National Library does not collect advertising supplements of a commercial character attached to any type of publication. Copies of magazines containing various supplements do not constitute separate items.<sup>12</sup>

Collections are built by means of the legal deposit, purchases, donations, exchanges, acquisitions and the making of copies. With specific exceptions, one copy of every publication is archived in perpetuity, including a copy of each subsequent edition. The remaining copies can be given to reference book collections, exchanged with other libraries through the Building and Completing the Collection Section or given to the Exchangeable Resources Section to be kept for the needs of other libraries.

The legal deposit copy is received by the National Library Office and transferred to the relevant section for the type of library material in question not later than the next working day. Decisions about which copy to archive in perpetuity are made by the cataloguer.<sup>13</sup>

Publications in the areas of bibliology, library studies and related disciplines are collected by the Bibliological Collection Department and stored separately. Some of the specialised departments have their own specialists, and these specialists are responsible for cataloguing books and papers from periodicals and collective works in their specialist field for the sake of the catalogue and the national bibliography. For example, publications in the field of geography are catalogued by the Cartographic Collection Department and publications in the field of music are catalogued by the Musical Collection Section. It should also be remembered that the same specialists at the National Library who catalogue books, also catalogue papers from post-conference proceedings, papers from all the academic journals published in Poland and from major socio-cultural journals (over 2,600 titles),<sup>14</sup> as well as from seven

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12 Ibidem,

13 Ibidem, p. 7.

14 In 2020 almost 83,000 papers from 2,648 periodicals (6,229 issues) were catalogued. *Sprawozdanie Biblioteki Narodowej za rok 2020* [National Library 2020 report], Warsaw 2021, pp. 44–45.

major dailies and 15 weeklies.<sup>15</sup> In the majority of cases, the cataloguing is conducted by graduates in the discipline in question, often with a doctoral degree in the discipline which the publications pertain to. Selecting cataloguers in line with their educational background, specialisation and experience means that catalogue records can be created quickly and accurately.<sup>16</sup> As a rule, cataloguing all types of publications received by the National Library as part of the legal deposit takes less than 24 hours from the moment the item reaches the cataloguer.<sup>17</sup>

Type of library material	Unit responsible for admitting it to the collection
Books	Discipline Cataloguing Department
Periodicals	Periodicals Department
Ephemera	Social Life Documents Department
Maps	Cartographic Collection Department
E-publications	Appropriate sections for collecting the types of library material in question
Audio and audio-visual recordings	Sound and Audio-visual Collection Department
Musical scores	Musical Collection Department
Official journals	Periodicals Department
Braille publications	Discipline Cataloguing Department, Periodicals Department

- 15 The cataloguing of dailies and weeklies is conducted in cooperation with 11 libraries. *Sprawozdanie Biblioteki Narodowej za rok 2020...*, p. 45.
- 16 Many of the cataloguers employed are former editors from publishing houses and academic journals with long-standing experience who lost their jobs as a result of the restructuring of the publishing market, as well as doctoral students and people with PhDs in the disciplines in which they catalogue.
- 17 During the pandemic this time increased slightly, but remains under a week. From March 2020 to December 2021 the majority of cataloguers were working from home, with copies of publications delivered and collected by National Library drivers.

### **PURCHASES, DONATIONS, EXCHANGES, COPIES**

The National Library collects library materials not provided to the Library under the provisions of the Act on Library Legal Deposit by means of purchases, donations, exchanges and acquisitions, in addition to making copies. In line with its goal of building a comprehensive collection, the National Library collects:

- a) Copies of Polish publications not obtained under the legal deposit owing to the failure of the publishers to comply with the obligation, particularly occasional publishers which are unaware of the regulations in force, and publishers who have wound up their operations
- b) Copies of foreign publications pertaining to Poland („foreign Polonica”)

In addition, the National Library collects in a selective manner:

- c) Copies of foreign publications on bibliology
- d) Copies of foreign publications on the social sciences and humanities which are essential for the development of Polish science and culture, particularly information publications
- e) Copies of publications for reference collections, for which a larger number of copies is needed
- f) Library materials not covered by the legal deposit, including: unpublished materials and complete collections and legacies of particular importance for Polish history and culture; copies from precious historic collections; and copies with specific features, such as a binding or provenance of great historical or artistic value

Purchases and donations are managed by the Building and Completing the Collection Department in consultation with the Committee for Purchases and Donations for Library Collection. Exchanges are processed by the Building and Completing the Collection Section. Digital copies are either acquired or produced by the Digital Collection Section.

The National Library collects, for the purpose of archiving in perpetuity, the entire Polish publishing output, publications pertaining to Poland and items not meant for dissemination, of particular value for Polish history and culture with respect to writing, car-

tography, drawing, prints, photography, music and film. For the purpose of creating the Corpus of Polish Publications (that is, the state register of Polish publications) and because the National Library catalogue is a central, master catalogue within the national library network, the National Library strives to collect all editions of individual publications.

The term „Polonicum” (plural: „Polonica”) refers to library materials pertaining to Poland according to territorial („domestic Polonica”), linguistic, ethnic or content-related criteria.<sup>18</sup> „Domestic Polonica” refers to „library materials originating in Poland”<sup>19</sup> and also the „entire domestic publishing output”,<sup>20</sup> in other words library materials originating within Poland’s borders, namely:

1. Before 1772, within the borders of:
  - The Kingdom of Poland, taking into account all territorial changes, excluding vassal states
  - The Grand Duchy of Lithuania (from 1569)
  - Polish Prussia with Warmia
2. From 1772-1918, within the pre-1772 borders (before Poland’s first partition)
3. From 1919-1945, within the borders of 31 August 1939 (before the outbreak of the Second World War)
4. After 1945, within the current borders of the country

Library materials pertaining to Poland but produced or published outside the borders described above, which meet one of the criteria below, are considered foreign Polonica.<sup>21</sup>

18 Halina Mieczkowska, long-standing head of the Cabinet of Early Printed Materials at the University of Warsaw Library, sums up her own paper on Polonica as follows, somewhat surprisingly: „in everyday library work, when creating library catalogues or separating books in the storerooms and counting *Polonica* holdings, one is strongly aware of the lack of clearly principles”. H. Mieczkowska, *Polonicum. – definicja pojęcia, zakres doboru materiału, zastosowanie w bibliografii* [The Polonicum: Concept definition, scope of material selection, application in bibliography], *Z badań nad książką i księgozbiorami historycznymi* 9 (2015) p. 29.

19 Act on Libraries of 27 June 1997, Section 4 Art. 17.

20 National Library Charter, Art. 8.2.2.

21 See J. Cieloch-Niewiadomska, M. Avramova, „Kryteria gromadzenia poloników zagranicznych wobec pojęć narodowości i obywatelstwa (próba bilansu)”

## LANGUAGE CRITERION

Publications whose entirety or a significant part of which (a chapter, separate work or parallel text within the publication) is written or published in Polish, including partial or full translations from Polish, provided Polish is the original language of the work.

## ETHNIC CRITERION

Publications whose authors or co-authors are individuals of Polish descent.<sup>22</sup> The decisive factor here is self-identification („self-determination”) by the individual as Polish or a resident of Poland. As it is not always possible to establish whether a given author self-defined as Polish, all works by authors born on the territory of the Polish state (within the borders described above) are considered Polonica, provided at least one of the following criteria is met:

- The author’s family or a part of his or her life was connected with Poland
- The author wrote in Polish
- The author stayed in contact with Poland or the Polish émigré community

Works by the descendants of individuals originating from the Polish territories but living, working and publishing beyond Poland’s borders are only considered Polonica if the author’s self-identification as Polish is certain and proven. Polonica also include works by individuals born outside the territory of Poland but living in Polish territory and professionally active (creating) within Poland. Efforts are also made to collect publications by Poles published in foreign collective publications and translations of individual works by Poles in foreign collective publications and anthologies.

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[Criteria for collecting foreign Polonica versus the concept of nationality and citizenship (attempt at summing up)], *Rocznik Biblioteki Narodowej* XLVIII (2017) pp. 43-82.

22 More in Ibidem, pp. 52-56.

## CONTENT-RELATED CRITERION

The following items are considered Polonica:

1. Publications whose entirety or a significant part of which pertain to Poland (within its historical borders, referring to work's contents) or to Poles (regardless of where they lived) or to individuals of other nationalities settled or active in Poland
2. Publications dedicated to Poles or addressed to Poles or Poland<sup>23</sup>

Content-related Polonica include selected foreign works of fiction in which the action takes place in Poland or featuring a Polish protagonist, for example works of biographical character and those in which the action unfolds against a backdrop of events in Poland's history, which feature significantly in the plot.<sup>24</sup>

In such cases it is considered sufficient to collect a copy of one edition only, preferably the first edition or the latest full edition. More copies may be collected if, between the different editions, matters relating to Polish issues are significantly altered.

The year 1800 forms the basic dividing line in the collections of the National Library.<sup>25</sup> This reflects the liquidation in 1795 of Poland, and thus many Polish state institutions, by its neighbouring states. It was at this time that the first Polish National Library, one of the largest in Europe of the time, was closed down and its collection transported to the capital of the Russian Empire. This library had enjoyed the privilege of a legal deposit of every Polish publication from 1780 onwards. In 1795 Poland's territory was partitioned between three states and the borders between them cut across the country, preventing free contact across the publishing market and

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23 *Załącznik nr 1 do zarządzenia nr 155/2018...*, pp. 5–6.

24 The decision to consider something foreign Polonica is made by the department responsible for collecting the type of library materials in question. *Ibidem*, p. 6.

25 For recently comments on this topic, see Z. Pietrzyk, „Stare druki. Problem periodyzacji” [Early printed materials. Problems of periodisation], in: *Zbiory specjalne w bibliotekach polskich. Między tradycją a nowoczesnością. Cz. 1, Zbiory specjalne w służbie nauki i edukacji* [Special collections in Polish libraries. Between tradition and modernity. Part 1, Special collections in the service of science and education], Szczecin 2020, pp. 12–18.

between libraries. It was also at this point that universal censorship of publications began, which had only been incidental prior to this in the territory of the Polish state.

Copies of publications are divided into those which are archived in perpetuity and those which are „for use”.

### BOOKS SINCE 1801

Domestic Polonica, that is to say books printed within Poland’s historical borders according to the territorial criterion described above, do not pose any challenges in terms of how the guidelines should be interpreted.

A single copy of domestic Polonica is archived in perpetuity if it is:

- a) Backed up with a digital copy or microfilm
- b) Printed in Braille
- c) Printed in Poland on behalf of a foreign publisher
- d) Published in an atypical publishing format or with additional elements which makes its storage difficult<sup>26</sup>

Foreign Polonica, particularly those related to the Second World War and the Holocaust, do not permit a precise delineation of criteria. The invasion of Poland by German and Russian troops in September 1939 forms part of world history and thus appears in almost all historical publications dedicated to the twentieth century. The participation of Polish soldiers in various armies on many different fronts is mentioned in many historical studies. The National Library therefore only collects major publications which significantly contribute to the knowledge of the history of Poland at the time. Furthermore, Polish citizens were imprisoned and killed in many extermination, concentration and forced labour camps outside Poland’s territories. The history of German Nazi camps such as Ravensbrück, Dachau, Gussen and Buchenwald is forever interconnected with the fates of Polish state and its citizens.

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26 *Załącznik nr 1...*, p. 9.

The National Library aims to collect all publications dealing with the history of the extermination of Polish citizens during the Second World War. This applies both to citizens of Polish ethnic descent and those belonging to other ethnic groups living within the Polish Republic, above all members of the Jewish population. The history of the Holocaust, which relates primarily to the Jewish genocide at the hands of the German Nazis in occupied Polish territories, is an indelible part of Poland's history. Together with the extermination of the Roma people, it constituted an unprecedented, mass-scale, industrialised attempt at exterminating whole peoples, never before and never since conducted on such a scale. For this reason it is right that the National Library of Poland should collect all publications relating to the Holocaust.

In addition, the National Library collects all publications connected with illustrious figures in Polish history who are also of interest outside Poland, such as Pope John Paul II, Frederic Chopin, Marie Skłodowska-Curie, Saint Faustina Kowalska, Olga Tokarczuk and Lech Wałęsa. Numerous publications are dedicated to these individuals, and all such publications are collected by the National Library.

A single copy of foreign Polonica is preserved in perpetuity. A single copy of foreign publications which are not Polonica is collected but not archived in perpetuity.

More than one copy of the following is collected:

- a) Books needed for reference collections
- b) Fiction (including children's fiction, which is collected in a selective manner)
- c) Books potentially used frequently
- d) Books on bibliography and librarianship
- e) Books in ring binders with removable pages (the copy archived in perpetuity contains all updates of the publication, while the second copy contains only the latest version)
- f) Books forming part of valuable collections
- g) Books with specific features, such as a binding or provenance of great historical or artistic value

Decisions about which books are to be collected for reference collections (see (a) above) are made by the Exchangeable Holdings Department, based on requests from the relevant units, while decisions about which other books to collect (b-g) are made by the Discipline Cataloguing Department and the Building and Completing the Collection Department.

No prints or offprints are collected if the National Library has the original publication, nor does the National Library collect publications meant for private or official use and not intended for dissemination. Decisions about which books are to be collected, except for legal deposit copies, are made in consultation with the Committee for Purchases and Donations of Library Materials.<sup>27</sup>

#### PERIODICALS SINCE 1801

One copy of domestic Polonica is archived in perpetuity if it is backed up with a digitised copy or a microfilm, or if it is:

- Printed in Braille
- Printed in Poland on behalf of a foreign publisher

One copy of Polish periodicals published outside Poland or foreign periodicals concerning Poland (foreign Polonica) is archived in perpetuity.

More than one copy of a periodical is collected in the following cases:

- a) Periodicals needed for reference collections
- b) Periodicals potentially used frequently
- c) Periodicals dedicated to bibliography and librarianship
- d) Copies of periodicals forming part of valuable collections
- e) Copies of periodicals with specific features, such as a binding or provenance of great historical or artistic value

Decisions to collect periodicals, except for legal deposit copies, are made in consultation with the Committee for Purchases and Donations of Library Materials. Decisions to increase the number of copies of periodicals collected by the National Library are made

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27 Ibidem, p. 9.

by the Periodicals Department. Neither computer printouts nor xerox copies of periodicals are collected, unless these are their original publishing formats.<sup>28</sup>

#### EPHEMERA SINCE 1801

One copy of Polonica published within Polish territory (domestic Polonica) and Polish ephemera published beyond Poland's borders or foreign ephemera pertaining to Poland (foreign Polonica) is archived in perpetuity.

More than one copy of the following is collected:

- a) Publications needed for reference collections
- b) Publications potentially used frequently
- c) Publications forming part of valuable collections
- d) Publications with specific features, such as a binding or provenance of great historical or artistic value

The following are not collected: tickets, labels, stickers, advertisements, business cards, guides and other materials issued for the use of institutions or organisations of limited local relevance, obituaries, and TV guides supplementing regional magazines. Decisions about whether to collect ephemera, except for legal deposit copies, are made in consultation with the Committee for Purchases and Donations of Library Materials. Decisions about whether to increase the number of copies of ephemera are made by the Social Life Documents Department.<sup>29</sup>

#### BOOKS, PERIODICALS AND EPHEMERA TO 1800

The National Library's ambition is to collect the entirety of Polish incunabula or early printed materials: books, periodicals and ephemera which are published on the territory of the Polish state within its historical borders and which meet the criteria of Polo-

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28 Ibidem, pp. 9-10.

29 Ibidem, p. 10.

nica.<sup>30</sup> One copy of the aforementioned publications is collected. Extra copies are only collected if they have specific features, such as a binding or provenance of great historical or artistic value, or if they form part of important historic collections, or if the first copy is incomplete.

In exceptional cases, foreign early printed items are collected, provided they meet one of the following criteria:

- They are of Polish provenance or feature Polish bindings
- They come from Polish historical collections

Decisions about which early printed materials to collect are made in consultation with the Committee for Purchases and Donations of Library Materials. The collection of early printed materials is the responsibility of the Early Printed Books Department.

As financing for purchases is limited, it is not always possible to buy all the copies available on the antiquarian market, even if the items in question meet at least one of the criteria defined in the development policy. In this case, priority is given to printed materials that meet the language, territory or ethnicity criteria; within this, unquestionable priority is given to publications of a unique character<sup>31</sup> and those which Polish collections do not have a single copy of. For publications selected under the territorial criterion, priority is given to those published in the lands that formed part of the Polish state for longer.<sup>32</sup>

The question of whether to consider publications dedicated to individuals meeting ethnic criteria to be Polonica or not is worth separate examination. Here, we refer specifically to dedications appearing as a part of the printed text, not in notes on the provenance of the item. Such dedications most commonly testify to the status of the individual, or the role that the author would wish that individual to play – for example, a patron who financed the author's work or provided political protection. In both cases the dedication

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30 See H. Mieczkowska, „*Polonicum*”..., pp. 21-29.

31 That is to say, known from a single copy in the world.

32 *Załącznik nr 1...*, pp. 10-11.

is a sign of the important role that the patron plays, at least in the eyes of the author. The very fact of the dedication does not necessarily confirm any connection with the author, although this may be the case where the dedication is written to thank the individual for some particular kindness. The dedication may also be intended to encourage the individual to become the author's patron, although such attempts are not always successful: There are generally more people seeking support than there are ready to provide it.

There are also more challenging cases, such as the many books appearing at auction dedicated to Henry III (Henri de Valois), King of France and Poland, to the Queen of France Marie Leszczyńska or to her father Stanisław Leszczyński, King of Poland. It is difficult to consider publications dedicated to Marie Leszczyńska, Queen of France, wife of Louis XV, daughter of Stanisław Leszczyński, King of Poland, and later Duke of Lorraine until his death, to be Polonica, as dedications to her were made because she was Queen of France, which had nothing to do with Poland or Polish matters. Publications dedicated to her often appear on the antiquarian book market - not only do they feature the dedication but they are often richly bound with a donation armorial binding stamp, which does not mean that the copy was part of her library or was accepted by her as a gift. Similarly, books dedicated to Henry III after his successor had been elected to the Polish throne should not be treated as Polonica; the fact that he used the title of the King of Poland, to which he was not entitled, is not sufficient to make these publications strictly speaking foreign Polonica. The same also applies to dedications to Sigismund III as King of Sweden, and Augustus II and III as Electors of Saxony. Nevertheless, all the items above could be considered Polonica in a broader sense.

### MANUSCRIPTS

The National Library collects manuscripts of particular value for Polish history and culture (domestic and foreign Polonica), in particular:

- a) Manuscripts of historical value for the Polish language
- b) Valuable resources on the history and culture of Poland within the historical boundaries specified above in relation to the territorial criterion
- c) Handwritten documents by outstanding writers, academics, politicians, artists, musicians, and social and cultural activists
- d) The archives of cultural, political and social organisations, and of the editorial teams of periodicals
- e) The archives of translators of Polish literature into foreign languages

Decisions about which manuscripts to collect are made in consultation with the Committee for Purchases and Donations of Library Materials. The Manuscript Department is responsible for collecting manuscripts.<sup>33</sup> Decisions about which items to collect that are received as part of legacies of paintings, sculptures, medals, coins, honours, seals, cold weapons and pottery, for example, are made in consultation with the Committee for Purchases and Donations of Library Materials. The Manuscript Department is responsible for collecting these items.<sup>34</sup>

### MUSICAL SCORES

The Library's ambition to obtain a complete collection of Polish printed music and printed music pertaining to Poland (domestic and foreign Polonica). A single copy of musical scores is archived in perpetuity if it is backed up with a digital or microfilm copy. Handwritten musical scores by major Polish composers and handwritten copies of these are collected. Manuscripts and foreign printed music are collected by means of donations and exchanges, and in exceptional cases through purchases. The Manuscript Department is responsible for collecting music manuscripts. Collecting musical scores dating from before 1800 is the responsibility of the Early

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33 Ibidem, p. 11.

34 Ibidem, p. 13.

Printed Books Department. Printed musical scores dating from after 1801 are collected by the Musical Collection Department.

The National Library collects one copy of selected foreign publications connected through their provenance with collections forming part of the National Library collection. The National Library also collects the following publications:

- a) Critical publications of works by outstanding composers, with a particular emphasis on collected works<sup>35</sup>
- b) Major items of world musical literature, with regard to their composer, the piece itself or the publisher
- c) Source editions of early music

Decisions about whether to collect a musical score are made in consultation with the Committee for Purchases and Donations of Library Materials. Collecting musical scores is the responsibility of the Musical Collection Department and the Manuscript Department.

### MAPS

The National Library collects the following:

- a) Hand-drawn maps, plans and atlases
- b) Printed maps, plans and atlases
- c) Globes
- d) Miscellaneous items, including contour maps, maps in unusual publishing formats and cartographic instructions

The National Library's ambition is to collect a full set of all printed maps, both Polish items and those pertaining to Poland (domestic and foreign Polonica). It is particularly difficult to define exactly what should be considered foreign Polonica, as Polish territory appears on many maps of Europe. In such cases, not all editions of the same map are collected, only those which differ between themselves. A single copy of maps is archived in perpetuity.

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35 Chopin editions and manuscripts are particularly sought after. The National Library of Poland owns the largest collection of Chopin's music manuscripts in the world.

The following exceptions apply:

- Two copies are collected of folding and large-format maps
- Maps bearing a valuable provenance note or notes
- Maps from Polish historic collections

One copy of selected foreign maps is collected by means of exchanges or donations. Only the most important foreign cartographic publications are purchased. Decisions about which maps to collect, apart from legal deposits, are made in consultation with the Committee for Purchases and Donations of Library Materials. Map collecting is the responsibility of the Cartographic Collection Department.<sup>36</sup>

### SOUND AND AUDIO-VISUAL RECORDINGS

The National Library collects musical and non-musical sound recordings and audio-visual recordings (films). Its ambition is to collect the entire output of Polish sound and audio-visual recordings and those pertaining to Poland (domestic and foreign Polonica). A single copy of sound and audio-visual recordings is archived in perpetuity. Additionally, the National Library collects selected recordings not meant for dissemination which are of particular importance for Polish history and culture, such as recordings of speeches by Polish writers or historical figures. Selected foreign recordings are collected by means of donations, exchanges and, in exceptional cases, purchases. Decisions about whether to collect sound and audio-visual recordings, except for legal deposit copies, are made in consultation with the Committee for Purchases and Donations of Library Materials. Collecting sound and audio-visual recordings is the responsibility of the Sound and Audio-visual Recordings Department. The following are not collected: publications with no cover or title, advertisements, instructions and demonstration versions.

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36 *Załącznik nr 1...*, pp. 11-12

## ELECTRONIC PUBLICATIONS

The National Library collects electronic versions of books, periodicals, sound and audio-visual recordings, musical scores and maps, specifically:

- a) Publications recorded on physical media
- b) Publications provided by publishers in files whose format permits them to be archived in perpetuity

The National Library collects a single copy of publications recorded on physical media. In the case of databases recorded on physical media, the underlying software enabling the database to be used and systematically updated (up to two years back) is also collected. Additional electronic elements that form an integral part of different types of publications are also collected together with the publication in question, in the required number of copies. Collecting these additional electronic elements is the responsibility of the Section responsible for collecting the underlying publication. If the publication is received in more than one publishing format, the formats that can be archived in perpetuity are collected.

Selected unpublished materials of particular value with regard to Polish history and culture that are donated to the Library are also collected. Decisions about whether to collect electronic publications, with the exception of legal deposits, are made in consultation with the Committee for Purchases and Donations of Library Materials. The following are not collected: demonstration versions, publications with an ambiguous bibliographic identification, online databases, websites and communication systems, and other materials which are not collected in analogue form.<sup>37</sup>

## PRINTS, DRAWINGS, PHOTOGRAPHS

The National Library collects the following:

- a) Art drawings
- b) Art prints
- c) Art photographs

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37 Ibidem, p. 13.

Drawings, prints and photographs are mainly collected by means of donations and exchanges, with purchases only made in exceptional cases. Unlike in other collections, collecting art is not a priority of national libraries. Decisions to collect art are made in consultation with the Committee for Purchases and Donations of Library Materials. The collecting of drawings, prints and photographs is the responsibility of the Iconographic Collection Department.<sup>38</sup>

Given the increased availability of publications in digital form, collecting foreign publications is these days less of a priority. This is beneficial for the National Library's budget, enabling the National Library to allocate more funds to the purchase of domestic and foreign Polonica. Whatever the economic and technological situation, the National Library's priority today remains the collection of publications produced in Poland or pertaining to Poland (domestic and foreign Polonica). In recent years the National Library has been returning to its fundamental task of building a complete collection of Polish publications and an archive of key historical Polish writings.

*Translated by Magdalena Iwińska*

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38 Ibidem.