Catalog Management Team (SML) Responsibilities

The Catalog Management Team (SML) is responsible for ensuring that all copies of the withdrawn item are represented by an appropriate record in Orbis and updating OCLC as necessary.

a. **Updating Orbis**

Perform retrospective conversion as necessary to ensure that all copies of the withdrawn item (including the withdrawn item), are represented by permanent catalog records in Orbis. The withdrawing unit is responsible for indicating withdrawn status according to the procedures described in 3.1. [1]

b. **Updating OCLC**

If the withdrawn copy represents the last copy of the title held at Yale, update OCLC to delete holdings.

Source URL:https://web.library.yale.edu/cataloging/withdraworblost/cmtres

Links
[1] http://web.library.yale.edu/cataloging/withdraworbin/