

AN IFRRO GUIDE

FACILITATING ACCESS TO WORKS FOR PRINT DISABLED PERSONS

International
Federation of
Reproduction
Rights
Organisations



Introduction

This IFRRO guide offers information to Reproduction Rights Organisations (RROs), either asked to provide assistance, or considering offering services to authors and publishers to facilitate access to published works for people who cannot read or manipulate print publications. It will also assist authors and publishers to better appreciate the role RROs can play in managing this issue. The guide is the result of the initiative of the IFRRO CEO and Secretary General, *Caroline Morgan*. The author of the guide is former IFRRO CEO, *Olav Stokkmo*.

The WIPO Marrakesh Treaty enables countries, which are bound by it, to produce and exchange works in formats accessible to persons who are blind, visually impaired, or otherwise print disabled across their national borders. This can be done without prior author or publisher authorisation, provided the Treaty conditions are met and are implemented in national legislation.

Representatives of authors, publishers, persons with print disabilities, entities authorised to provide accessible works, IFRRO and WIPO are committed to work through the Accessible Books Consortium (ABC) to assist in the implementation of the Treaty. The ABC promotes and facilitates the production of

works which are “born accessible”, and aims to increase the exchange of accessible works, where rights clearance is required.

RROs can assist authors and publishers in administering rights in relation to the production, distribution and making available of accessible works. Some RROs are already involved in such projects. IFRRO has developed tools to help RROs in undertaking these activities. IFRRO also runs a dedicated page on the issue on its website (<https://www.ifrro.org/content/access-persons-print-disabilities>).

This IFRRO Guide, although offering a brief introduction to the Marrakesh Treaty, is not an in-depth study of it. For that, IFRRO recommends the Report of its former General Counsel *Anita Huss-Ekerhult*, available on the IFRRO websiteⁱⁱⁱ. IFRRO also suggests consulting the IPA Guide^{iv}, the World Blind Union Guide^v, the EIFL Guide for libraries^{vi}, and *Mihály Ficsor’s* Guide^{vii} to the Marrakesh Treaty. The IFRRO Guide rather focuses on initiatives to enhance the availability of works in accessible formats, and how RROs can contribute to making that a reality. To this end, it includes a short presentation of the WIPO led stakeholder body, the Accessible Books Consortium (ABC).

At a Diplomatic Conference on 27 June 2013 in Marrakesh, the Member States of the World Intellectual Property Organization (WIPO) adopted the *Marrakesh Treaty to facilitate access to published works for persons who are blind, visually impaired or otherwise print disabled*^d. The Treaty will contribute to a substantial increase in the number of works in formats accessible to print disabled people.

People with Print Disabilities

Key Figuresⁱⁱ

More than
90%

of people who are print disabled reside in developing countries

19
million

children aged 15 years or below are vision impaired

253
million

people live with vision impairment

36
million

are blind

81%

are aged 50 years and above

217
million

have moderate to severe vision impairment

05 |

The
largest
number

of people who are blind or who have moderate and severe vision impairment reside in South Asia, East Asia and South-East Asia

More
women

than men have vision impairment

The Marrakesh Treaty

Building blocks of the Marrakesh Treaty

Accessible works – Beneficiaries – Authorised Entities – Accessibility

The Marrakesh Treaty uses a number of key concepts, or building blocks. Understanding what is meant by these terms is important. These Building Blocks are - Accessible Works, Beneficiaries, Authorised Entities and Accessibility.

1. Accessible Works: Works and Formats covered by the Marrakesh Treaty

The Treaty applies to textual works, including artistic works in the form of illustration, which have been published or made otherwise available in whatever form^{ix}. Consequently, it applies to works in print, such as books, journals and newspapers, audiobooks, and works embedded in audio-visual works, for instance multimedia productions, also for education.

An accessible format copy is one which permits *“the person to have access as feasibly and comfortably as a person without visual impairment or other print disability”*^x.

Access to the accessible format copy of the work must be limited to “beneficiary” persons.

2. Beneficiary Persons

Article 3 of the Treaty includes as beneficiaries those persons with a print disability, including most forms of dyslexia, itemising them in three groups: *“a person who*

- (a) is blind;*
- (b) has a visual impairment or a perceptual or reading disability which cannot be improved to give visual function substantially equivalent to that of a person who has no such impairment []; or*
- (c) is otherwise unable, through physical disability, to hold or manipulate a book or to focus or move the eyes to the extent that would be normally acceptable for reading.”*^{xi}

In conjunction with the 17th WIPO Standing Committee on Copyright and Related Rights (SCCR), in November 2008, the World Blind Union (WBU) circulated a proposal for a *“WIPO Treaty on Improved Access for Blind, Visually Impaired and Other Reading Disabled Persons”*^{viii}. This later inspired the adoption of the Marrakesh Treaty.

3. Authorised Entities (AE) providing accessible works

Copies of published works in accessible formats may be produced and offered by the author, publisher or other rightholder, or by an Authorised Entity (AE).

Criteria for authorising an entity to produce, distribute and make available accessible works are established on a national basis. This should include that the AE must, at least, be trusted by the print disabled persons, authors and publishers, and their associations, as well as other parties concerned. The criteria must ensure that the AE discourages the reproduction, distribution and making available of unauthorised copies of works, and maintain records of the handling of the authorised copies. Mechanisms must be put in place to ensure that there is no unintended use of the works, and that the copies do not reach persons who are not beneficiaries according to the Marrakesh Treaty.

4. Countries bound by the Marrakesh Treaty

The Marrakesh Treaty entered into force on 30 September 2016.^{xii} Only countries, which have ratified or otherwise acceded to the Treaty are bound by it^{xiii}.

Countries may express support for the Marrakesh Treaty in various ways :

- a) By **signing** the Treaty subject to the subsequent ratification of it, the Member State expresses an intention to sign it;
- b) A signatory country which **ratifies** the Treaty, declares acceptance to be bound by it;
- c) A country which has not signed the Treaty, may become a party to it by **acceding** to it

An Authorised Entity (AE) may be any not-for profit agency, organisation or other body, including government institutions and a library or a section within a library. The condition is that it has been "*authorised or recognised*" by a government approved body to provide works in accessible formats on a non-profit basis. It also includes organisations, which provide education, instructional training, adaptive reading or information access to beneficiary persons, also on a non-profit basis.

5. Production of accessible format versions of published works under the Treaty

Authors and publishers may themselves produce accessible format versions of their works. However, the Marrakesh Treaty, in Article 4.1, also obliges countries which are bound by it, to enact exceptions or limitations in their legislation that allow the

- reproduction;
- distribution; and
- making available to beneficiaries

of works in accessible formats. This is without the need for author and / or publisher consent or authorisation.

The Treaty in Article 4.4 allows national legislation to confine the exception / limitation to cases where accessible works are not commercially available “under

reasonable terms”^{xv}. Several countries have taken advantage of this option, for instance Canada.^{xvi} It is therefore important to examine the relevant national legislation to identify whether this restriction to the exception / limitation applies.

Article 4.5 also allows countries to make the limitation subject to rightholder remuneration. The Swiss law, for example, establishes a right of remuneration to rightholders,^{xvii} which may continue when implementing the Marrakesh Treaty. In these cases, the administration of the remuneration right may be managed by the country’s RRO, which is the case in several countries, for instance, in Switzerland where the remuneration right is administered by ProLitteris.



6. Distributing and making available accessible works – nationally and across borders

Cross-border exchange of accessible format copies of published works is a cost-efficient way of increasing the number of works available to print disabled people. It should therefore be supported.

Authors and publishers are able to distribute and make their works available to anyone at their own discretion. On the other hand, if the work has been produced under an exception or limitation pursuant to the Marrakesh Treaty, the further distribution of the work depends on the national legislation. It may be distributed to beneficiaries in the country where it has been produced in accordance with national legislation. Countries, which are bound by the Marrakesh Treaty must also permit in their legislation import

(Article 5) of accessible format copies. Countries bound by the Treaty may provide for the export of such copies provided the country is also a member of the WIPO Copyright Treaty^{xviii} (Article 6). Approved Authorised Entities (AE) in those countries can freely transfer and exchange accessible format copies, without the need to seek rightholder permission.

If neither, or only one of the countries involved is bound by the Marrakesh Treaty, then it does not apply at all. In this case, prior rightholder permission is, in most cases, required before export or import can take place. Mainly because it will still take time for countries to accede to the Marrakesh Treaty, this situation is expected to still persist for several years.

DISTRIBUTION OF PUBLISHED WORKS IN ACCESSIBLE FORMAT

Distributor of the accessible format copy	Beneficiary (receiving directly or via AE) is resident in		
	Distributing country	Country has acceded to MT	Country has NOT acceded to MT
Author/Publisher	X	X	X
Country has acceded to the Marrakesh Treaty (MT)	X	X	
Country has NOT acceded to the MT	X		

7. Role of RROs

Authors and publishers can clear the rights themselves. However, often, and especially for authors and small and medium sized publishers, it may be more practical to do this through collective rights management. RROs can play a role in assisting

them. They can build up expertise on the Marrakesh Treaty, on rights clearance of works in accessible formats, and act as intermediaries, either as a rights clearer or as information provider.



The Accessible Books Consortium

A WIPO led initiative

1. Purpose and Partners

The ABC is a private / public partnership aimed at increasing the number of books available in formats accessible to people who are blind, visually impaired, or otherwise print disabled. This includes contributing to the implementation of the Marrakesh Treaty. It is led by WIPO.

They represent people who are print disabled, Authorised Entities (AE), libraries, those managing technical standards and identifiers, authors through the International Authors Forum (IAF), publishers through the International Publishers Association (IPA) and collective rights management, through IFRRO.

The ABC partners are organisations working across different aspects of the provision of accessible format copies.

Background

Acknowledging that there was a general support among all parties concerned for enhanced and increased access to published works for print disabled persons, at the same WIPO SCCR meeting as WBU presented the Treaty proposal, IFRRO also launched the idea of a WIPO led Stakeholder Platform^{xix}. The remit of the Platform would be to *“develop a roadmap for ensuring access to copyright works for the blind and the visually impaired. [to] facilitate the availability of accessible reading materials in a trusted environment”^{xx}*

The Stakeholder Platform was established on 19th January 2009, following a joint request from IFRRO, WBU, the European Writers Council (EWC) and the International Publishers Association (IPA) in a letter to the WIPO Director General *Francis Gurry*, who also chaired the first meeting. The Platform was later turned into TIGAR (the Trusted Intermediary Global Accessible Resources), before it became the Accessible Books Consortium (ABC) in June 2014.

2. ABC Governance, with a reserved Board seat for IFRRO

ABC activities are governed by an Advisory Board, chaired by the WIPO Director General.

The up to 19 Board members are representatives of and nominated by organisations. They are elected for a three-year period as follows:

- Four organisations representing people with print disabilities, with a seat reserved for the World Blind Union (WBU)^{xxi}.
- Four organisations representing Authorised Entities, with a seat reserved for the DAISY Consortium^{xxii}
- Five organisations representing "copyright owners", with reserved seats for IFRRO, IAF and IPA^{xxiii}
- Up to five donors who have contributed CHF 200,000 or more over a two-year period^{xxiv}

Board seats, which are not reserved, rotate among representative organisations within the respective categories, at least every six years.

3. The ABC Secretariat located at WIPO

The ABC is managed by a Secretariat located at the WIPO Headquarters in Geneva, under the responsibility of the WIPO Copyright Infrastructure Division. The Secretariat submits a yearly performance Report to the Assembly of the Marrakesh Treaty, which is convened by the WIPO Director General and comprises the Treaty Contracting Party, and the ABC Board.

An important part of the administrative work is to seek rights clearance from individual authors and publishers for trans-border exchange of works in accessible formats, where this is required. To assist in this work, the Secretariat contracts consultants with relevant experience. These consultants are in regular contact with publishers to clear rights of requested titles, mostly on a title by title basis. In certain situations, they have also solicited RRO assistance.

4. The three main ABC Activities

The ABC has three main activities:

- Global Book Service, to facilitate cross-border exchange of accessible works;
- Accessible publishing; and
- Capacity Building

Global Book Service

The ABC Global Book Service is an online catalogue of books in accessible formats. It is made up of books which participating Authorised Entities (AE) have uploaded to a database administered by WIPO. Participating AEs must sign an agreement with WIPO. The AE-WIPO Agreement has been developed as a collaborative effort by representatives of the parties concerned, and it has been approved by the ABC Advisory Board.

The AEs that have joined ABC and signed the WIPO-AE agreement are permitted to download works uploaded to the Global Book Service database by other participating AEs and make them available to beneficiaries in their own countries. An AE in a country, which has ratified or acceded to the Marrakesh Treaty, for instance Australia, can freely access and download a book from an AE from another Treaty country, for example Canada. They may also exchange titles directly, without referring to the Global Book Service. In most cases, however, the downloading and making available of an accessible work uploaded to the Global Book Service requires authorisation.

This is where RROs can make a difference. Through mandates from authors and publishers, RROs can assist in clearing rights, relieving the individual author or publisher from this task. There are already RROs undertaking such clearances.

In addition to the books made available through the Global Book Service, the ABC website also

ABC GLOBAL BOOK SERVICE. SOME KEY STATISTICS

- 41 AEs^{xxv} have joined ABC and
- Uploaded some 360,000 titles^{xxvi} in
- 76 languages to the database.
- Rights have been cleared with authors and publishers for approximately 26,000 titles^{xxvii}.

As at June 2018

provides links to other websites offering books in accessible formats, listed country by country^{xxviii}.

Accessible Publishing

The Accessible Publishing activities focus on promoting publications, which are “born accessible”. The tools and procedures that have been developed in this context are comprehensively presented on the Accessible Publishing page on the ABC website^{xxix}. The prime tools are the *Books for All starter kit*, and the EPUB3 standard. EPUB3 has been developed jointly by EDI^{EUR}^{xxx} and the DAISY Consortium.

The most recent version of the EPUB3 standard has made it considerably more cost-efficient to produce works made directly in an accessible format, “born accessible” works. This is therefore likely to make it more attractive for publishers to explore the potential of this market, which the communities of print disabled people represent for published works. The Web accessibility guidelines for online publications^{xxxi}

are also relevant. Many will also find it useful to consult the *Learned Publishing’s* Special Edition on accessible publishing, which offers a more comprehensive introduction to “*Making accessibility more accessible to publishers*”^{xxxii}, and the DAISY *Accessibility Checking Tool* for inclusive publishing^{xxxiii}.

At the initiative of IPA, the ABC proposes a Charter with eight guiding principles for accessible publishing^{xxxiv}. RROs are also able to sign the Charter.

For self-publishing authors, the International Authors Forum (IAF) has published a Guide on accessibility^{xxxv}.

To further enhance visibility, the ABC annual award is presented at the London Book Fair. It “*recognizes outstanding leadership and achievements in advancing the accessibility of digital publications for persons who are print disabled.*”^{xxxvi}

There are two awards, one for publishers, and one for projects.

EPUB

EPUB is a file format for digital publications and documents based on Web Standards, developed and published by the International Digital Publishing Forum (IDPF). It allows for the downloading and reading of text on devices such as e-readers, PCs, tablets, smartphones and the like, and is frequently used in publishing. The current version of the EPUB standard is EPUB 3.1
<http://idpf.org/epub>

Capacity Building

The third main ABC activity is capacity building. Training and technical assistance are offered to those concerned in countries under development. This may comprise accessible publishing and EPUB3, as well as means of transforming published works into DAISY and Braille formats and making them available to people who are print disabled. Rights clearance may also be a part of the training.

RROs can and should consider taking part in ABC supported capacity building programmes. They could also assist in preparing project proposals, which has been the case, for instance with REPRONIG in Nigeria. A project application template is available from the ABC Secretariat and from the IFRRO Secretariat.



03

How RROs can assist

Collective licensing has the potential to provide effective licensing solutions. RROs can grant rights for the authors and publishers they represent in a quick, efficient and secure manner to allow Authorised Entities (AE) to make, provide and exchange works in accessible formats.

Circumstances vary, so decisions on whether and how a RRO can and should participate need to be individually assessed.

The following are some examples of how RROs can be involved.

Rights Clearance by RROs on a blanket or repertoire licence basis

A RRO could provide ‘repertoire’ rights (possibly on a blanket licensing basis) to the AE on behalf of its members that have given the rights to do so. This could be done on an opt in or opt out basis, whatever is appropriate in either case.

The RRO would include the right to grant authorisation through a repertoire, or blanket agreement with the AEs in the terms of the mandate it receives from authors and publishers. In these circumstances, the author or publisher could include specific limitations to their rights, or exclude certain titles from the agreement.

Rights clearance by RROs on a title by title basis

A RRO could obtain rights to grant authorisation to AEs for individual or specified lists of titles from authors and publishers on a case by case basis. The focus would then be

on the list of titles provided by the AE, or from a professional engaged in rights clearance, such as an agent or someone working for ABC.

Providing contact details

A RRO can also assist an AE or a professional engaged in rights clearance by providing appropriate contact details for its author and publisher member. Subsequently, the AE or the professional engaged in rights clearance can solicit a direct rights clearance.

In each option, the mandate and the rights granted may be:

- limited to allowing an AE, or other institution to make a copy of the work in formats accessible to people who are print disabled, for distribution of the work to beneficiaries nationally only; or also
- allow the works to be uploaded to the ABC Global Book Service database, so they can be downloaded by other ABC participating AEs for distribution to their beneficiaries.

RROs administer remuneration rights

In countries where the making of an accessible format copy under a limitation is subject to the payment of remuneration to the rightholders, RROs often administer the remuneration rights. Kopinor (Norway), Literar-Mechana (Austria) and ProLitteris (Switzerland) are examples of such RROs. The remuneration may be negotiated or fixed by legislation. It may also be waived, which used to be the case in Australia^{xxxvii}.

Benefit to authors and publishers of RRO involvement

In most countries, an exception or limitation in the law allows AEs to make accessible format versions of a published work. They may also distribute and make the accessible format copy available

to beneficiaries. In the event the country has ratified or acceded to, and implemented the Marrakesh Treaty, the AEs are also allowed to engage in cross-border exchange of accessible works. As more countries ratify and implement the Marrakesh Treaty, there are an increasing number of countries, where authors and publishers cannot stop the cross-border exchange of accessible format copies of their works.

Still, in the near future, rights clearance will often be required to allow cross-border exchange of works in accessible formats to take place.

Some publishers may invest in developing human and other resources and allocate time to handle clearance of rights for AEs to produce and exchange accessible format works. Most may, however, find this a challenge, and

IFRRO suggests that the most sensible way to make cross border exchange of works in accessible formats is via the ABC Global Book Service, which has the benefit of being a controlled, secure and transparent environment for these exchanges. The way the ABC Global Book Service works, is that the AE signs an agreement with WIPO on standard terms and conditions approved also by the ABC Board, which comprises author, publisher and RRO representatives. Records and files of the exchange of accessible format copies can be obtained for the individual authors and publishers concerned. The availability of these records offers useful information to them about the demand for their works and where copies have been requested.

outside their normal work flows. RROs, which are already owned and controlled by authors and publishers, can easily build the expertise required to assist in the clearance of rights for the making and cross-border exchange of accessible works.

Benefit to persons with print disabilities and Authorised Entities of RRO involvement

Centralised rights clearance through RROs also offers benefits to AEs, such as one single contact point, rather than numerous authors, publishers and other rightholders, with varying degrees of understanding and different individually negotiated terms and conditions. If blanket conditions are used, it has the potential of enabling the clearance of many more rights than clearance on a title by title basis.

The conditions in the AE-WIPO agreement, which underpins transactions via ABC Global Book Service, also apply when RROs are involved in the clearance. These conditions have been approved by the print disabled and AE representatives on the ABC Board and, as such, represent a set of terms and conditions sensitive to the needs of that community. Rights clearance via RROs can therefore offer a valuable supplement to direct rights clearance by professionals engaged by the ABC. Print disabled people will then be able to access a much larger selection of books, as the range of works available via the ABC Global Book Service expands.

A RRO may serve as a centre of expertise about accessible books and the Marrakesh Treaty. They can also ensure that rights are cleared in a manner, which is compatible with national legislation and international treaties, and on the terms and conditions established by the ABC. The terms and conditions, which the author, publisher and RRO representatives on the ABC Board have approved, also take account of policies and rules established by major publishing houses handling rights clearance themselves, and also those of authors through the engagement of IAF. This should serve as an additional safeguard for authors and publishers.

RRO assistance in practice

Copibec (Société québécoise de gestion collective des droits de reproduction, Canada)

In accordance with the Canadian copyright legislation, Copibec has established a service called DONA for the benefit of rightsholders and students. DONA can provide students with accessible digital documents (PDF) which are compatible with technology tools that provide valuable features such as reading, writing and proofreading support for students with perceptual disabilities.

Furthermore, the Copibec licensing agreement for preschool, elementary and high school education includes special provisions on usage by students with perceptual disabilities. The provisions allow the reproduction of a work in large print or the modifying of its original colours. It is also possible to modify a digital work so students can enter their answers and annotations and to reproduce a work in a format that allows optical character recognition (OCR) software to be used. All provisions are subjected to the verification of the availability of the work on the market in an appropriate format (through DONA for example) and compliance with the specific conditions set in the agreement.

CLNZ (Copyright Licensing New Zealand)

In 2011, CLNZ brought together the key stakeholders in the Accessible Books discussion in New Zealand. This included representatives of the Blind Foundation, Ministry of Education, the government agency responsible for copyright and author and publisher representative organisations. In this initial meeting experiences with rights clearances and accessible format production were shared and all attendees left the meeting with an increased understanding of the challenges experienced by others in accessible format production.

Early in 2012, CLNZ formally approached its shareholder organisations – NZ Society of Authors and Publishers Association of New Zealand – to seek their endorsement of CLNZ's participation in the TIGAR Project (now ABC Global Book Service). CLNZ took on the role of providing rights clearance services to New Zealand's only Trusted Intermediary in the TIGAR Project – Blind Foundation of New Zealand.

The rights clearance service involved CLNZ in receiving lists of titles that the Blind Foundation wished to make available to TIGAR and in clearing the rights to be able to export the accessible format copies of New Zealand works. The resulting

communication with rightsholders built on the relationship that CLNZ already had with New Zealand authors and publishers and has been the basis of the ongoing engagement that has led to the establishment of a group known as Accessible Formats NZ (AFFNZ). This group is working on three projects that will improve the production and distribution of accessible format works in New Zealand.

ProLitteris (Switzerland)

Article 24c of the Swiss Copyright Law allows the reproduction of published copyright protected works in accessible formats for the benefit of people with print disabilities. The rightholders are entitled to compensation, to be collected by ProLitteris. The applicable fee is the Common Tariff 10^{xxxviii}. The total yearly remuneration collected is around CHF 50,000^{xxxix}.

In August 2012, ProLitteris signed a Memorandum of Understanding (MoU) with WIPO on behalf of the Stakeholder Platform (now ABC) on participation in TIGAR (now the ABC Global Book Service). ProLitteris, as the signing organisation, solicited permission from Swiss rightholders on a case by case and title by title basis for the transborder use of their works via the WIPO administered database. After an initial phase, it was agreed that the ABC could approach

the rightholders directly to seek permission. ProLitteris assists, as required, including by providing contact information.

DALRO (Dramatic, Artistic and Literary Rights Organisation, South Africa)

DALRO is currently working on amendments to its mandates from rightholders to allow for DALRO to undertake the licensing on their behalf. This development will, however, be influenced by pending new copyright legislation. To date, DALRO has helped to get some publishers involved in clearances. Currently, the contact is primarily through the National Library for the Blind, which is quite focussed on the type of materials they access and provide to their members, often working directly with publishers.

IFRRO tools 04

to assist in facilitating
accessibility

On its website, IFRRO has a dedicated page on facilitating access to published works for people who are blind, visually impaired, or otherwise print disabled: <http://ifrro.org/content/access-persons-print-disabilities>. In addition to presenting useful links in relation to the Marrakesh Treaty, ABC, author and publisher resources and IFRRO publications in accessible formats, it also includes IFRRO developed tools to assist RROs in facilitating access to accessible works.

According to the World Health Organization (WHO), there are more than 250 million people in the world living with a print disability. Less than 10% of the published material is available to them in braille or other accessible formats.

There is general consensus amongst the parties concerned that the number of works accessible to print disabled people must increase. The Marrakesh Treaty will contribute to this. However, rapid and enduring improvement of the situation requires stakeholder cooperation. ABC is a multi-stakeholder partnership that includes representatives of organisations, which serve people with print disabilities, authors, publishers and collective rights management organisations, led by WIPO. IFRRO is an active partner in this initiative to enhance the availability of published works in accessible formats. It encourages its RRO members to assist authors and publishers in facilitating access to their works by the print disabled.

IFRRO TOOLS TO ASSIST RROS

With a view to helping RROs in assisting authors and publishers to provide works in accessible formats to beneficiaries, IFRRO has developed a set of templates:

- **Mandating form** by which authors and publishers can authorise a RRO to grant rights on their behalf, including to AEs, to make an accessible format copy of a published work. This includes making required technical changes to make the work accessible to persons who are blind, visually impaired, or otherwise print disabled;
 - **Licensing agreement** between an appropriate institution and the RRO;
 - **Annex to a (unilateral / bilateral / multilateral) agreement** on representation to / between RRO(s);
 - **Library request** to an author, publisher, or RRO for a licence to make a copy of a published work in accessible formats.
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GLOSSARY

FREQUENTLY USED WORDS AND EXPRESSIONS

1. Accede (to)/Accession Formal acceptance of a treaty or agreement (Oxford Dictionary (OD))
2. Accessible work/copy Textual work produced in a format, which can be read or is otherwise accessible to a person who is blind, visually impaired, or otherwise print disabled, for instance, in the form of an audiobook or e-publication
3. Accessible publishing The publishing of a textual work in a format that can be read or manipulated by a person who is blind, visually impaired, or otherwise print disabled. Also referred to as Inclusive publishing
4. Blanket agreement An agreement covering all relevant cases or instances
5. Born accessible Textual work produced originally in a format accessible to a person who cannot read or manipulate print publications
6. Charter A written statement of the rights of a specified group of people (OD)
7. Diplomatic Conference A meeting between representatives of governments
8. Dyslexia A general term for disorders that involve difficulty in learning to read or interpret words, letters, and other symbols (OD)
9. Print disability A person who cannot read or manipulate print publications
10. Ratify/Ratification The action of signing or giving formal consent to a treaty, contract, or agreement, making it officially valid (OD)
11. Visually impaired Partially or completely blind (OD)
12. Treaty Formally concluded and ratified agreement between states (OD)

IFRRO AND ITS MEMBERS

1. IFRRO The International Federation of Reproduction Rights Organisations, the global network for collective rights management, authors and publishers associations in the text and image sector; www.ifrro.org
2. CMO Collective Management Organisation, Organisation mandated or otherwise authorised to administer copyright and other similar rights on a collective basis
3. RRO Reproduction Rights Organisation, CMO in the publishing sector
4. CLNZ Copyright Licensing New Zealand, the RRO in New Zealand; www.copyright.co.nz
5. COPIBEC Société Québécoise de gestion collective des droits de reproduction, the RRO in French speaking Canada Québec; www.copibec.qc.ca
6. DALRO Dramatic, Artistic and Literary Rights Organisation (Pty) Ltd., the RRO in South Africa; www.dalro.co.za
7. EWC European Writers Council; www.europeanwriterscouncil.eu
8. IAF International Authors Forum; www.internationalauthors.org
9. IPA International Publishers Association; www.internationalpublishers.org
10. Kopinor The RRO in Norway; www.kopinor.no
11. Literar-Mechana The RRO in Austria; www.litarar.at
12. ProLitteris The RRO in Switzerland; www.prolitteris.ch

UNITED NATION (UN) RELATED ORGANISATIONS AND BODIES

1. WIPO World Intellectual Property Organization, <http://www.wipo.int>; the self-funding UN agency and forum for copyright and other intellectual property rights, with 191 Member States
2. WIPO SCCR WIPO Standing Committee on Copyright and Related rights, <http://www.wipo.int/policy/en/sccr/>; the WIPO body set up to examine matters of law and harmonisation related to copyright and related rights
3. WHO World Health Organization, <http://www.who.int/en/>;

INITIATIVES AND ORGANISATIONS DIRECTLY RELATED TO PRINT DISABILITIES

1. ABC Accessible Books Consortium, <http://www.accessiblebooksconsortium.org/portal/en/index.html>; Private-public partnership led by WIPO established to increase the number of books in formats accessible to persons who are blind, visually impaired, or otherwise print disabled. IFRRO is a partner member
2. ABC Global Book Service An on-line catalogue of books in formats accessible to people who are blind, visually impaired or otherwise print disabled, administered by WIPO for the ABC
3. AE Authorised Entity; an agency, organisation or other body authorised to produce or otherwise provide works in accessible formats to people who are blind, visually impaired or otherwise print disabled
4. Marrakesh Treaty WIPO Administered Treaty to facilitate access to published works for persons who are blind, visually impaired, or otherwise print disabled <http://www.wipo.int/treaties/en/ip/marrakesh/>

5. TIGAR Trusted Intermediary Global Accessible Resources; ABC Global Book Service's predecessor established to facilitate the exchange of books in accessible formats between Authorised Entities
6. WBU World Blind Union, www.worldblindunion.org; the international organisation representing 285 million blind and partially sighted people in 190 countries

TECHNOLOGY AND STANDARDS ORGANISATIONS AND INITIATIVES RELEVANT TO PUBLISHED WORKS IN ACCESSIBLE FORMATS

1. Braille A writing system used to make a published work accessible to persons who are blind or partially sighted, <http://worldbraillefoundation.com/>
2. DAISY Digital Accessible Information System is open technical standards for digital text and audiobooks and periodicals, directed primarily towards print disabled people, also supporting born accessible works (accessible/inclusive publishing). The DAISY Standards have been developed and are administered by a consortium of organisations pooling and coordinating their resources in the DAISY Consortium, <http://www.daisy.org/>
3. EDItEUR The international organisation, of which IFRRO is a member, that develops and maintains technical standards, identifiers and the standards infrastructures in the publishing sector. EDItEUR administers *inter alia* the International Standard Book Number (ISBN); <http://www.editeur.org/>
4. EPUB EPUB is a file format for digital publications and documents based on Web Standards, developed and published by the International Digital Publishing Forum (IDPF); <http://idpf.org/epub>

NOTES

- ⁱ Marrakesh Treaty to Facilitate Access to Published Works for Persons Who Are Blind, Visually Impaired or Otherwise Print Disabled <http://www.wipo.int/treaties/en/ip/marrakesh/>
- ⁱⁱ <http://www.who.int/mediacentre/factsheets/fs282/en/>;
<http://www.who.int/pbd/blindness/WorldSightDay17Infographic.pdf?ua=1>
[http://www.thelancet.com/journals/langlo/article/PIIS2214-109X\(17\)30293-0/fulltext](http://www.thelancet.com/journals/langlo/article/PIIS2214-109X(17)30293-0/fulltext)
- ⁱⁱⁱ http://www.ifrro.org/sites/default/files/wipo_marrakesh_treaty_ifrroanalysis_july2013_2.pdf
- ^{iv} <https://www.internationalpublishers.org/policy-issues/visually-impaired-persons/knowledge-bank-vips/492-ipa-releases-guide-unpacking-the-marrakesh-treaty-for-publishers>
- ^v http://www.wipo.int/edocs/mdocs/copyright/en/wipo_cr_mow_17/wipo_cr_mow_17_topic_2_c.pdf
- ^{vi} <http://www.eifl.net/resources/marrakesh-treaty-eifl-guide-libraries-english>
- ^{vii} http://www.copyrightseesaw.net/archive/?sw_10_item=51
- ^{viii} http://www.wipo.int/edocs/mdocs/copyright/en/sccr_17/sccr_17_www_112533.pdf and
http://www.wipo.int/edocs/mdocs/copyright/en/sccr_17/sccr_17_5.pdf, item 13, page 4
- ^{ix} “works” [] “in the form of text, notation and/or related illustrations, whether published or otherwise made publicly available in any media” (Article (2a))
- ^x Article 2(b) of the Marrakesh Treaty
- ^{xi} <http://www.wipo.int/treaties/en/ip/marrakesh/>
- ^{xii} Article 18 of the Marrakesh Treaty requires that 20 Member States have deposited their instruments on ratification or accession
- ^{xiii} As at January 2018, there are 91 signatories, including the European Union; 22 ratifications; and 11 accessions to the Marrakesh Treaty http://www.wipo.int/treaties/en/ShowResults.jsp?lang=en&treaty_id=843
- ^{xiv} WIPO provides an overview of signatories, ratifications and accessions to the Marrakesh Treaty http://www.wipo.int/treaties/en/ShowResults.jsp?lang=en&treaty_id=843
- ^{xv} <http://www.wipo.int/treaties/en/ip/marrakesh>
- ^{xvi} <http://laws-lois.justice.gc.ca/eng/acts/c-42/page-15.html#h-45>, Article 32(2)
- ^{xvii} <https://www.admin.ch/opc/en/classified-compilation/19920251/index.html>, Article 24
- ^{xviii} <http://www.wipo.int/treaties/en/ip/wct/>
- ^{xix} http://www.wipo.int/edocs/mdocs/copyright/en/sccr_17/sccr_17_www_112533.pdf and
http://www.wipo.int/edocs/mdocs/copyright/en/sccr_17/sccr_17_5.pdf, item 45, page 15
- ^{xx} http://www.wipo.int/edocs/mdocs/copyright/en/sccr_17/sccr_17_5.pdf, item 45, page 15

- ^{xxi} Other organisations representing people with print disabilities, January 2018, are the International Council for Education of People with Visual Impairment, Perkins Schools for the Blind and Sightsavers
- ^{xxii} Other organisations representing AEs, January 2018, are the Canadian National Institute for the Blind (CNIB), the Dorina Novill Foundation for the Blind (Brazil) and the International Federation of Library Associations and Institutions (IFLA)
- ^{xxiii} Other “copyright owner” representatives, January 2018, are Elsevier and the Publishers Association of South Africa (PASA)
- ^{xxiv} As at March 2018, the Australian government may claim a Board seat
- ^{xxv} As at June 2018, <http://www.accessiblebooksconsortium.org/globalbooks/en/>
- ^{xxvi} As at June 2018, <http://www.accessiblebooksconsortium.org/globalbooks/en/>
- ^{xxvii} As at June 2018
- ^{xxviii} <http://www.accessiblebooksconsortium.org/sources/en/>
- ^{xxix} <http://www.accessiblebooksconsortium.org/publishing/en/>
- ^{xxx} EDItEUR is the international body coordinating the development of standards, identifiers and infrastructures in the book and serial sectors, including ONIX for RROs. IFRRO is a Board member. <http://www.editeur.org/>
- ^{xxxi} <https://www.w3.org/WAI/intro/accessibility.php>
- ^{xxxii} <http://onlinelibrary.wiley.com/doi/10.1002/leap.2018.31.issue-1/issuetoc>
- ^{xxxiii} <https://inclusivepublishing.org/toolbox/accessibility-checker/>
- ^{xxxiv} <http://www.accessiblebooksconsortium.org/portal/en/charter.html>
- ^{xxxv} <https://www.internationalauthors.org/self-publishers-helping-change-lives-bring-work-wider-audience/>
- ^{xxxvi} <http://www.accessiblebooksconsortium.org/publishing/en/>
- ^{xxxvii} Australia modified its Copyright Act, with effect from January 2018, removing the remuneration right
- ^{xxxviii} <http://www.swisscopyright.ch/en/income-and-distribution/tariffs/overview.html>; As at 2017, the tariffs vary according to the type of applicable format http://www.prolitteris.ch/fileadmin/user_upload/ProLitteris/Dokumente/Tarife_ab_2017/GT_10_frz_ab_01_01_2018.pdf
- ^{xxxix} <http://www.swisscopyright.ch/en/income-and-distribution/money-flows/key-figures.html>

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