



# IFLA Standards

The process IFLA committees follow to create standards and guidelines.

## STEP 01



### The Proposal

- An IFLA committee evaluates the need for a new standard or the revision of an existing standard.
- The committee submits the appropriate proposal form (Form A)
- The Review Team reviews the proposal.
- If approved, move to step 2. If not approved, the committee revises and resubmits, if appropriate.

## STEP 02



### The Development

- Draft the standard
- Include broad internal (IFLA committee) and external (related bodies) consultation.
- Review and revise the draft based on feedback
- Submit the draft and the appropriate forms (Form B)

## STEP 03



### The Review

- The standard or guideline is reviewed against the criteria by the Review Team
- The Review team usually consists of:
  - The Professional Council Chair
  - The Division Committee Chair
  - 3-4 members of the Committee on Standards

## STEP 04



### Evaluation & Recommendation

- The Review team reviews the standard or guideline
- A determination is registered of approved, approved with revisions, or a request for revision and resubmission.

## STEP 05



### Endorsement, Publication, Dissemination, Implementation

- Approved standards move to the Professional Council for endorsement.
- Standards are edited, formatted and published to the IFLA Repository as a resource for the field.
- Committees review their standard every 5 years and determine maintenance, revision, or withdrawal of the Standard.