

# TRAC2 4.2.3

## 4.2.3 - The repository shall document the final disposition of all SIPs.

### Introduction

Error logs are kept that record the SIPs that were not ingested properly and the reasons for their failure. SIPs that are correctly ingested are kept indefinitely and backed up every 60 days.

### Responsibility

*Digital Preservation Policy Librarian*

*System and Web Development Analyst*

### Relevant Documents

1. Error logs (available on request)
2. [Workflow Charts](#)