

# Implementation Status of Public Libraries' Enabling Laws: The Cagayan-Iligan Corridor and Misamis Oriental Experiences

Gaudencio M. Alaya-ay, Jr.

gaudenciojr.alayaay@yahoo.com.ph  
Iligan City, Mindanao, Philippines

**Abstract-** It is a national policy to promote the holistic well-being of the Filipinos by elevating the literacy level and recognizing the vital role of knowledge and information in nation-building by establishing public libraries in every congressional district, city and municipality, and reading centers in every barangay. The aforesaid fact led the researcher to assess the implementation of the Public Libraries' Enabling Laws; the R.A. 7160, R.A. 7743, and R.A. 9246, which are all focused on the establishment and operations throughout the country. This study was conducted in the provinces of Lanao del Norte and Misamis Oriental in Northern Mindanao, Philippines. The main thrust was directly to find out the present status as based on the Minimum Standards for Public Libraries. To find answers, a researcher-made instrument was used and the results revealed that both cities and municipalities did not fully accord the prescribed standards specifically on staff qualifications, annual budget, collections, physical facilities, and services. The results of the said assessment can be utilized as administrative guides in planning the goals for development, setting directions for the future, and revitalizing public libraries to meet the demands and realities of the present society for peace and progress of the 21<sup>st</sup> century.

**Index Terms-** Social Sciences, Public Libraries, Librarianship, Descriptive and Survey Methods, Minimum Standards for Public Libraries, Public Libraries Enabling Laws in the Philippines, Public Libraries in Cagayan-Iligan Corridor and Misamis Oriental

## INTRODUCTION

A well-informed person is educated and has the chances to enjoy life to the fullest. There is no doubt therefore that the future of a country mostly depends upon education and the different sources of information that the government provides to the people which will lead the way for them to be successful citizens. With these expectations, addressing the needs instantly in the provision of education and information to them are one of the many ways to help build up social progress. In fact, learning is not only confined in the four corners of the classroom, but can also be acquired and further stimulated and enhanced through visitation and reading in library. This learning environment is considered the heart and spine of education in the community for it caters to clientele from all walks of life. It also offers learning materials and services for quick access to relevant needed information.

Known as the local gateway to an enlightened world, public libraries aim to promote equal opportunities among citizens for personal cultivation, for literary and cultural pursuits, for continuous development of knowledge, personal skills and civic skills, for internationalization, and for lifelong learning. The impact is expectedly a basic pillar in the provision of educational, cultural and social services, which support the aspirations of the entire population to achieve a high state of intellectual development (UNESCO, 2004).

In support to the ideas of UNESCO, George W. Bush, former president of the United States of America, stated:

*"Public libraries promote the sharing of knowledge, connecting people of all ages with valuable information resources. These dynamic and modern institutions, and the librarians who staff them, add immeasurably to our quality of life" (http://www.ifla.org/humour/subj.html).*

The above statement emphasized the importance of libraries in our lives and further gave recognition to the people who man these sources of information. His words were a challenge to all political leaders around the world to promote learning connections that would encourage gauging them in establishing public libraries in their respective countries.

In consonance with the contents of the library enabling laws, it cannot be disputed that freedom, prosperity, and the development of society and of individuals are fundamental human values. They can only be attained through the ability of well-informed citizens to exercise their democratic rights and to play an active role in society. Constructive participation and the development of democracy depend on satisfactory education as well as on free and unlimited access to knowledge, thought, culture, and information (Gill, 2004).

In particular, public libraries support the educational and cultural goals of the Philippine government. Through books, newspapers, magazines, and documents in the libraries, patrons broaden their knowledge on history both national and local, as well as of famous Filipinos, developing in them a sense of national pride and love of country. Their visits to public libraries also develop their interests for reading and stimulate their desires for knowledge.

Similarly, public libraries are also in the forefront of whatever cultural activity is launched and implemented by the local government. They put up an exhibit in cooperation with other government agencies. They also construct booths for this purpose where different facets of Philippine life and culture, customs and traditions, material or spiritual, are displayed to the public (IFLANET, 2000). In other words, public libraries are not just repositories of collections; they are also actively involved in the nurturance and enhancement of the educational and cultural developments of the Filipino people. Moreover, this is also in line with the United Nations' aim for education which is to save the succeeding generations from the scourge of war due to misunderstanding of ideologies and to enable every child, woman and man to live in dignity and freedom. Establishing a library in every city or municipality of the country is a prospective vision of education which is necessary to help adapt the foreseeable social changes and to face the challenges and demands of future evolutions (Harrod, 2008).

## FRAMEWORK

It is a general belief and an undisputed fact that public libraries are living forces for education, culture and information, and as an essential agent for the fostering of peace and spiritual welfare through the minds of men and women. To this, UNESCO therefore encourages national and local government units to implement what has been mandated by law on the establishment of public libraries.

The line that states *"smart libraries build smart communities"* reflects the vital role of public libraries in the social, educational, and cultural life of local communities. Libraries are in an excellent position within the community to drive change through the development and provision of services and resources that strengthen community partnerships. By providing a wide range of resources and services, public libraries play key roles in the development of social capital, cultural enrichment, lifelong learning, citizenship, and economic regeneration of the 21<sup>st</sup> century.

As shared by James A. Michener with his personal impression of public libraries, he stressed that:

*"Public libraries have been a mainstay of my life. They represent an individual's right to acquire knowledge; they are the sinews that bind civilized societies the world over. Without libraries, I would be a pauper, intellectually and spiritually deficit. No libraries, no progress."*

The above striking concept simply relates that libraries can change lives. This is a great challenge to everybody. The library that addresses the opportunities of educational, cultural, and social development, within its locality also contributes to a more prosperous and culturally vibrant society. The American Library Association believes that cultural activity should be regarded as a fundamental role of public libraries. This has always been the case with the best public library services.

### OBJECTIVES OF THE STUDY

The main thrust of this study was to assess the implementation of the public libraries' enabling laws-- R.A. 7160, R.A. 7743, and 9246 to the public libraries in Cagayan de Oro-Iligan Corridor and Misamis Oriental and to appraise their present status as based on Minimum Standards for Public Libraries in the Philippines. Specifically, this study aimed to answer questions on the present status of LGU libraries in Cagayan de Oro-Iligan Corridor and Misamis Oriental specifically on staff, budget, collections, physical facilities, and services.

### MATERIALS AND METHODS

This study employed the descriptive and survey methods of research because these allow the fulfillment of the goals of science which are systematic descriptions based on occurrence of facts and to collect data on phenomena that cannot be directly observed. These were relative to apply the aforesaid methods to the recent study because both delved into the present status on the implementations of LGU public libraries.

The respondents in this study were the public library heads and the technique of selection was on purposive sampling and specifically adopted the stratified purposeful method which simply illustrated characteristics of particular subgroups of interest and facilitated comparisons. To simplify the selection, there were representatives from the classes of municipalities based on income status and from the two directions (east and west) in which Cagayan de Oro City served as the focal area and the three cities, Cagayan, Iligan, and Gingoog were automatically included. Moreover, in determining the specific municipalities, the researcher attended a seminar on librarianship in which all the participants were private and public librarians in Mindanao. Only the public library heads who attended the said activity and were representatives of the classes of municipalities served as respondents of the study.

Researcher-made instrument, personal interviews, and secondary data supplemented the needed information which was taken from the annual inventory reports, databank of information, and other relevant records were utilized in order to obtain the desired data. To facilitate the gathering of data, permissions were obtained from the respective Chief Executives of the localities for the conduct of the survey. The data were tabulated and interpreted to assess the actual information needed and the computations were done manually.

### RESULTS AND DISCUSSIONS

**Table 1: Actual Number of Library Staff by City and Municipality**

Cities and Municipalities	Library Staff						
	Quantity			Quality			
	Professional : Support Services			Qualification of the Library Head			
	Standard	Actual	Dev*	Standard	Actual	With/Without Librarian's	Dev

	City	Mun.	City	Mun.				License	
<b>1<sup>st</sup> Class Cities</b>									
A	4:3		1:3		-2:0	BSL/BSILS/ BSEd-LS/AB- LS/MLS/MSILS	AB-Lib Sc	Licensed Librarian	Qualified
B	4:3		7:8		+3:5	BSL/BSILS/ BSEd-LS/AB- LS/MLS/MSILS	MS-Lib Sc	Licensed Librarian	Qualified
C	4:3		6:7		+2:4	BSL/BSILS/ BSEd-LS/AB- LS/MLS/MSILS	AB-Lib Sc	Licensed Librarian	Qualified
<b>3<sup>rd</sup> Class Municipalities</b>									
A		1:3		1:1	0:-2	BSL/BSILS/ BSEd-LS/AB- LS/MLS/MSILS	AB-Lib Sc	Not Licensed Librarian	Not Qualified
B		1:3	W/o	W/o	W/o	W/o	W/o	W/o	W/o
<b>4<sup>th</sup> Class Municipalities</b>									
C		1:3		1:3	0	BSL/BSILS/ BSEd-LS/AB- LS/MLS/MSILS	BSEED with 15 units in Lib Sc	Not Licensed Librarian	Not Qualified
D		1:3		0:1	-1:-2	BSL/BSILS/ BSEd-LS/AB- LS/MLS/MSILS	BEED- P.E.	Not Licensed Librarian	Not Qualified
<b>5<sup>th</sup> Class Municipalities</b>									
E		1:3		0:3	-1:0	BSL/BSILS/ BSEd-LS/AB- LS/MLS/MSILS	BSBA- Mgmt	Not Licensed Librarian	Not Qualified
F		1:3		1:1	0:-2	BSL/BSILS/ BSEd-LS/AB- LS/MLS/MSILS	BSBA- Acctng.	Not Licensed Librarian	Not Qualified

**\*Legend:** Dev - Deviation W/o - Without Library

The data imply that the three (3) cities had complied the standards of the law for having libraries in the city jurisdiction because the city allocated budget in library services and personnel of the office. The implementers also felt the importance of the law in prioritizing the establishment of library in their jurisdiction which are necessary to the field of learning and education to their citizenry. Since, almost all of them were educated and/or finished college degree, they responded positively to the needs of greater knowledge in the community in a way through the presence of library.

However, in city A, did not comply the required number and qualification's of personnel. It has an actual number of one (1) professional and three (3) support services. It implies that this city class did not meet the minimum standards for professional librarians. Though this city belongs to class A but with less number of library personnel as can be gleaned in the table. Based on the interview to the library heads, it revealed that the city is willing to hire additional library personnel but none applied for the vacancy. It can be concluded therefore, that there are plenty of vacancies in this field of work but only few have the courage to take up library science.

In third class municipalities, B has no library, while A has an actual number of one (1) professional and one (1) for support services. It implies therefore that the municipality A had met the number standards of professional librarians and did not satisfy the standards for the support services.

Municipality B did not implement the standard mandates of the Law. It can be inferred that the library implementer in this municipality does not have the intention to establish a public library in his locality because he did not fully understand its presence. He might have other priority projects, thus, putting aside the library matters. It may also consider of his lack of library orientation, hence, it breeds negative support to library implementation. Moreover, a negative attitude can be attributed also to other avenues of their income and/or allocated to other priority offices and personnel in the government and/or no qualified librarians applied in the field to man the library knowing the fact that no library school is present in their jurisdiction. It further implies that municipality A has no concern of the standard requirements of the law in terms of library staff and having satisfied the standard of professional services but it failed to meet the standard quantity of support services. However, the library head is not qualified based from the qualification's requirement of the law.

In fourth class municipalities, D has only one (1) support service in the library, while C has an actual number of one (1) professional and three (3) for support services. It implies that C had met the number standards of professional librarians and support services; whereas, the municipality of D never satisfied standard requirements of the Law.

The municipality C had satisfied the standard requirement of the professional and support services but the qualification of its library head is not qualified. In the municipality D, the government only heeds one (1) support service in the library and did not meet the qualification standards for the position of library head.

In fifth class municipalities, F has an actual number of one (1) professional personnel in the library and one (1) support service, while E has no professional librarian but with three (3) for support services. It implies that the municipalities E and F never meet the standards of professional librarians and support services. It means that they did not meet the required number for support services and professional services, respectively because of the meager income and that therefore allocated to other priority offices and personnel in the government and/or no qualified librarians applied in the field to man the library knowing the fact that no library school is present in their jurisdiction which is the same to the above-mentioned third and fourth class municipalities.

**Table 2: Actual Library Budget by City and Municipality**

Cities and Municipalities	Library Budget				
	Sources of Funds		Standard Annual Budget	Actual Annual Average Budget CY '04-'06	Deviation
	City	Municipality			
<b>1<sup>st</sup> Class Cities</b>					
A	√		P50,000.00*	P83,825.33**	+P33,825.33
B	√		P50,000.00*	P2,874,558.00**	+P2,824,558.00
C	√		P50,000.00*	P1,888,000.00**	+P150,000.00
<b>3<sup>rd</sup> Class Municipalities</b>					
A		√	P20,000.00*	No Specific Budget	Undetermined
B	W/o Library	W/o Library	W/o Library	W/o Library	W/o Library
<b>4<sup>th</sup> Class Municipalities</b>					
C		√	P20,000.00*	No Specific Budget	Undetermined
D		√	P20,000.00*	No Specific	Undetermined

				Budget	
<b>5<sup>th</sup> Class Municipalities</b>					
E		√	P20,000.00*	No Specific Budget	Undetermined
F		√	P20,000.00*	No Specific Budget	Undetermined

\*Legend :  
(Source)

\* Philippine National Library (PNL) as cited in by Nunag (1998).

\*\* Library Heads from the three (3) Cities – Gingoog , Cagayan de Oro, and Iligan at the time of the Survey.

Table 2 shows the sources of funds, the standard and actual library budget apportioned by the respondent cities and municipalities in the study for CY 2004-2006. The data imply that only first class municipalities A, B and C had allocated the annual average budget which is more than the required standard annual budget specified by the law. However, being not the priority programs of the locality, the third, fourth and fifth class municipalities, had no budget allocations for the library. It also implies that may be the library implementers itself were not library oriented especially during in their student days and other reasons that they were not willing to advocate the presence and the need of library in their jurisdiction. The people also ignored its importance or not even visit their municipal library or having a negative attitude towards it because the presence had not been advertised. Further, the buildings also intended for the library were not accessible to the reading public that entails to its viability and transportability (Thompson, 2009).

**Table 3a: Actual Library Collection (Books) by City and Municipality**

Cities and Municipalities	Library Collection		
	Books		
	Standard Volumes	Actual Volumes	Deviation (Volumes)
<b>1<sup>st</sup> Class Cities</b>			
A	3,000	3,429	+429
B	3,000	11,516	+8,516
C	3,000	9,274	+6,274
<b>3<sup>rd</sup> Class Municipalities</b>			
A	2,000	2,382	+382
B	W/o	W/o	W/o
<b>4<sup>th</sup> Class Municipalities</b>			
C	2,000	2,624	+624
D	2,000	2,475	+475
<b>5<sup>th</sup> Class Municipalities</b>			
E	2,000	788	-1,212
F	2,000	1,564	-436

\*Legend: W/o - Without Library

Table 3a shows the complete summary of books and non-books in the library collection in cities and municipalities. The data reveal that in City A, instead of a standard volume of three thousand (3,000) books to be collected in the library, there are nine thousand and two hundred seventy- four (9,274) actual volumes collected which has a clear deviation of six thousand and two hundred seventy-four (6,274).

It is to be noted that for non-books collection particularly the special collections (local history), newspapers (foreign/local), journals/magazines and AV materials, the law did not specify or distinguish the standard volume requirement in these areas. Nevertheless, in City C, in terms of Special Collection for local history, has an actual volume of fifty-one (51) bearing no standard requirements specified by the law; three (3) regular for actual titles of foreign and local newspapers; thirteen (13) for actual titles of journals/magazines; and eighty-one (81) for actual AV materials.

In City B, instead of a standard volume of three thousand (3,000) books to be collected in the library, there are eleven thousand and five hundred sixteen (11,516) actual volumes collected which has a clear deviation of eight thousand and five hundred sixteen (8,516).

In terms of Special Collection for local history, it has an actual volume of one hundred twenty-one (121) bearing no standard requirements specified by the law; three (3) regular for actual titles of foreign and local newspapers; twenty (20) for actual titles of journals/magazines; and five hundred thirty-two (532) for actual AV materials.

In City A, instead of a standard volume of three thousand (3,000) books to be collected in the library, there are three thousand and four hundred twenty-nine (3,429) actual volumes collected which have a clear deviation of four hundred twenty- nine (429).

In terms of Special Collection for local history, it has an actual volume of eleven (11) bearing no standard requirements specified by the law; three (3) regular for actual titles of foreign and local newspapers; eleven (11) for actual titles of journals/magazines; and thirty-four (34) for actual AV materials.

In third class Municipalities, B, has no library which implies that the Local Government Unit did not implement the public library in their locality and/or did not make the library a top priority project, but in municipality A, instead of a standard volume of two thousand (2,000) books to be collected in the library, there are two thousand and three hundred eighty- two (2,382) actual volumes collected which has a clear deviation of three hundred eighty-two (382).

**Table 3b: Actual Library Collection (Non-Books) by City and Municipality**

Cities and Municipalities	Library Collection											
	Non-Books											
	Special Collection (Local History)			Newspapers (Foreign & Local)			Journals/Magazines			AV Materials		
	Strd	Actual Vols.	Dev	Strd	Actual Titles	Dev*	Strd	Actual Titles	Dev*	Strd	Actual	Dev*
<b>1<sup>st</sup> Class Cities</b>												
A	NS	11	Un	NS	3 reg.	Un	NS	11	Un	NS	34	Un
B	NS	121	Un	NS	3 reg.	Un	NS	20	Un	NS	532	Un
C	NS	51	Un	NS	3 reg.	Un	NS	13	Un	NS	81	Un
<b>3<sup>rd</sup> Class Municipalities</b>												
A	NS	10	Un	NS	2 reg.	Un	NS	11	Un	NS	6	Un
B	W/o	W/o	W/o	W/o	W/o	W/o	W/o	W/o	W/o	W/o	W/o	W/o
<b>4<sup>th</sup> Class Municipalities</b>												
C	NS	8	Un	NS	1 reg.	Un	NS	10	Un	NS	104	Un
D	NS	9	Un	NS	2 irreg.	Un	NS	11	Un	NS		
<b>5<sup>th</sup> Class Municipalities</b>												
E	NS	5	Un	NS	2 irreg.	Un	NS	5	Un	NS	8	Un
F	NS	7	Un	NS	2 irreg.	Un	NS	7	Un	NS	10	Un

\*Legend:

Dev - Deviation  
Un - Undetermined  
W/o - Without Library  
NS - Not Specified  
Strd - Standard

Table 3b focuses on the non-books collection. The data imply that the library collections of the cities and municipalities, except in municipality B, were more than the required standard volumes specified by law in the respective respondent jurisdiction. It further implies extra efforts or initiatives of the Local Government Units (LGU) in the implementation/establishment of library books and non-books collections made. All available materials and magazines were placed in the library so long as these can be useful to the mind of the client readers in the locality (McNicole, 2003). It is quite alarming that all the LGU libraries in the areas of study had minimal collections of local history which is essential in understanding the culture of the people because only few Filipino writers have interest in writing about our culture. Some of our famous writers went abroad; hence, our country is experiencing “brain drain” problem. We can also say that LGU library implementers and library heads lacked the initiative to contact/link offices or agencies to help in acquiring local reading materials.

**Table 4a: Actual Library Physical Facilities (Building and Seating Capacity) by City and Municipality**

Cities and Municipalities	Library Physical Facilities					
	Building			Seating Capacity		
	Standard	Actual	Dev*	Standard	Actual	Dev*
<b>1<sup>st</sup> Class Cities</b>						
A	NS	Separated	Un	48-60	36	-16
B	NS	Separated	Un	48-60	50	+2
C	NS	Separated	Un	48-60	80	+32
<b>3<sup>rd</sup> Class Municipalities</b>						
A	NS	Separated	Un	36-48	38	+2
B	W/o	W/o	W/o	W/o	W/o	W/o
<b>4<sup>th</sup> Class Municipalities</b>						
C	NS	Separated	Un	36-48	50	+2
D	NS	Separated	Un	36-48	34	-2
<b>5<sup>th</sup> Class Municipalities</b>						
E	NS	Shared with other Office	Un	36-48	20	-16
F	NS	Part of a Building	Un	36-48	25	-11

**Legend:**

Dev - Deviation  
Un - Undetermined  
W/o - Without Library  
NS - Not Specified

**Table 4b: Actual Library Physical Facilities (Furniture and Equipment) by City and Municipality**

Cities and Municipalities	Library Physical Facilities					
	Furniture			Equipment		
	Standard	Actual	Dev*	Standard	Actual	Dev*
<b>1<sup>st</sup> Class Cities</b>						
A	NS	63	Un	NS	3	Un
B	NS	71	Un	NS	23	Un
C	NS	198	Un	NS	9	Un
<b>3<sup>rd</sup> Class Municipalities</b>						
A	NS	58	Un	NS	2	Un
B	W/o	W/o	W/o	W/o	W/o	W/o
<b>4<sup>th</sup> Class Municipalities</b>						
C	NS	94	Un	NS	13	Un
D	NS	42	Un	NS	8	Un
<b>5<sup>th</sup> Class Municipalities</b>						
E	NS	8	Un	NS	2	Un
F	NS	45	Un	NS	1	Un

**Legend:**

- Dev - Deviation
- Un - Undetermined
- W/o - Without Library
- NS - Not Specified

Tables 4a and b show the complete summary of library physical facilities in cities and municipalities. Be it noted that the law did not distinguish the standards of the buildings, furniture and equipment requirement. Further, all the first to fourth classes of cities and municipalities, except in municipality B, the libraries are separated from the city and municipal halls, while in fifth class Municipalities (E and F), their libraries are part of the municipal buildings and shared with other office respectively.

The figures in the table, imply therefore that in the implementation of the library physical facilities, some had meet the standards as required by law and others only comply minimally as to what has been prescribed, may be because it would only depend on the judgment of the priority projects in the locality by the library implementers that are considered basic to the needs of the people in the community. In addition, for cities and municipalities with seating capacities of more than the required standards, it implicates spacious library reading areas, and may also be used not only for library services but to cater conferences/meetings of barangay officials and men and/or the subject Local Government Units (LGU) had prioritized budget allocation for it. It may be considered also the initiative of the librarians to make request from the library implementers and other link agencies for the provision of more chairs needed in the library. It also further implies of the librarians and library implementers' observations regarding the vital use of the library for reading and for other learning purposes (Van House, et al., 1987).

For municipalities with less than seating capacities as prescribed by the standards, it implies no initiative on the part of the librarians and library implementers, shortage of the area or library buildings and/or insufficient income on the part of the locality. It can be recalled that the required standards of the law regarding physical facilities and the site of the building shall be centrally located within the community with provisions for expansion for future growth. It should be accessible to library users by all means of transportation and be an

integral part of an integrated cultural complex. In the event that the building is inaccessible to a great majority of the reading public, at least one bookmobile unit should be provided and more barangay libraries should be established, and the building should as much as possible provide access to the disabled (Yancey, 2005).

**Table 5: Library Services by City and Municipality**

Library Services	Standard		Freq	%	Deviation
1. Days of Services	NS				
Mondays to Fridays			7	87.5	Undetermined
Mondays to Saturdays			1	12.5	Undetermined
		Total	8	100.0%	
2. Service Hours					
8:00 – 12:00 noon - 1:00pm to 5:00pm (Mondays through Fridays, with Noon Break except Holidays)	8-12/1-5/ M-Fr w/ noon break		7	87.5	Undetermined
8:00 – 12:00 noon - 1:00pm to 5:00pm (Mondays through Saturdays, with Noon Break except Holidays)	8-12/1-5/ M-Sat w/ noon break		1	12.5	Undetermined
		Total	8	100.0%	
3. Accessibility of Library Collections	NS				
Open Shelf System			8	100.0	Undetermined
Closed Shelf System			0	0	
		Total	8	100.0%	
4. Offered Library Services					
Circulation	NS		7	87.5	Undetermined
Compilation and Indexing of Government Documents	NS		3	37.5	Undetermined
Duplicating Machines	NS		1	12.5	Undetermined
Extension of Services	NS		3	37.5	Undetermined
Indexing of Periodicals	NS		5	62.5	Undetermined
Interlibrary Loans	NS		0	0	Undetermined
Library for Children	NS		5	62.5	Undetermined
Operating Book Mobile	NS		0	0	Undetermined
Organizing Extension Services	NS		2	25.0	Undetermined
Periodical Clippings	NS		7	87.5	Undetermined
Preservation and Conservation of Special Materials	NS		2	25.0	Undetermined
Reading Guidance	NS		2	25.0	Undetermined
Reference and Research	NS		8	100.0	Undetermined
Searching and Supplying of Information	NS		4	50.0	Undetermined
Updated Posters and Bulletin	NS		3	37.5	Undetermined
Others					
Barangay Reading Center	NS		1	12.5	Undetermined
Library Orientation	NS		1	12.5	Undetermined
Storytelling	NS		1	12.5	Undetermined

\*Legend : NS - Not Specific

Table 5 shows the complete summary of the distribution of respondents by library services. Be it noted that the law did not distinguish the standard requirements of the library in cities and municipalities for the days of services, service hours, accessibility of library collection and offered library services.

The data imply that days of library services and service hours were leniently and religiously offered by the library heads and library implementers to the needs of the library users where at most, they offered services convenient during daytime everyday, except holidays and Sundays. Further, these services offered were in line with the laws of the Civil Service Commission (CSC) for the required number of hours to be rendered by a civil servant. Since, library professionals and support services are government employees, therefore, they are under the CSC rules and regulations for governmental duties and responsibilities.

Relevant to the mandates of the law in the Administrative Code of 1997 and CSC Memorandum Circular No. 21, dated June 4, 1991, it provides that all government officials and employees are required to render eight (8) working hours a day for five (5) working days a week or a total of forty (40) hours a week, exclusive of time for lunch.

There is also no strict restriction in a part-time employee. He has to work from 8:00 to 12:00 noon, or 1:00 to 5:00 p.m. Likewise, there is no provision or rule which states that one position can be filled only by a single part-time employee. If there is, then service would be available only half the time, with nobody to do the job the rest of the hours or days when public service is needed. Putting it in another way, one half of the service would not be utilized. Further, in Republic Act No. 1880, otherwise known as the Forty-Hours Work Week Law which provides that employees should render services of not more than eight (8) hours a day for five (5) days a week or a total of forty (40) hours a week, exclusive of time for lunch.

It is to be noted that library service shall be provided with the highest degree of efficiency and integrity keeping in mind that public library is a service agency of the government for the people. The accessibility of Library Collections, all of them in a total of eight (8) or (100%) have practiced the Open Shelf System implying that the client readers have their freedom to brows and use the books and/or avail the library collections as they wanted to use for their knowledge enrichment (Woodsworth, 2001).

## **CONCLUSIONS**

The public libraries' enabling laws were not fully implemented in the cities and municipalities. There are some provisions of the laws which did not distinguish or specify some of the standards for public libraries.

## **RECOMMENDATIONS**

1. That, the maintenance of the qualifications standards of the library implementers and library heads should be greatly maintained and observed in the implementations of library to harmoniously meet the standards of the law. However, since the law did not distinguish or specify provisions in some of the standards in the library to LGUs, amendments of the standards in the area as well as its services in the library, qualifications of the library heads and collection in library shall be made soon by the lawmakers of the country to attain/achieve high level of standards and professionalization of librarianship;
2. That, there is a need to establish a public library in all the municipalities and should be greatly encouraged as not to transgress the special law enforced;
3. That, municipalities with no ample or insufficient library professional and support services should be given more attention by the LGU for them to satisfy the provisions of the law;
4. That, in the implementations of libraries in the municipalities, available funds and/or budget allocation must be specifically appropriated;

5. That, for non-book collection specially the local history, both library heads and library implementers find ways to acquire such library materials so that clientele can appreciate and understand information in their own localities; and
6. That, library buildings should be separated from the municipal hall so that better atmosphere of learning will be attained and maintained. Further, the library services must also be physically accessible to all members of the community. This requires well situated library buildings, good reading and study facilities as well as relevant technologies and sufficient opening hours convenient to users. And that LGU should be made aware of the importance of public libraries, to generate their full support in the establishment and active operation.

## **APPENDICES**

### **Appendix A: MINIMUM STANDARDS FOR PUBLIC LIBRARIES IN THE PHILIPPINES**

#### **Introduction**

##### The Role of the Public Library

The public library is catalyst in planning for community development and in the continuous education of the citizens of a nation. It serves as an impartial, non-partisan, and non-sectarian agency of information for all people.

Public library services should therefore be free and be made available to everyone throughout the country.

Public library service should aim to:

1. facilitate informal self-education
2. support and complement research in all fields of endeavors
3. provide bibliographic access to the country's information resources
4. provide wholesome recreation and beneficial use of leisure time of the people

#### **Public Library Service in the Philippines**

In the Philippines, public library service is discharged by the National Library which has a dual function, that of a National Library and that of a public library through its Public Libraries Division.

The Public Libraries Division of the National Library takes charge of the organization and supervision of all regional, provincial, city, municipal, and barangay libraries as well as bookmobile services all over the country. It also is responsible in the training and upgrading skills of field librarian as well as non-professional staff of public libraries throughout the country.

#### **RATIONALE**

Formulating of public library standards reflect concept of public library service and organization so as to stimulate new development and focus attention in the field of librarianship.

Standards are used as administrative guide in planning goals for development and setting directions for the future.

In formulating this minimum standards the aim is to propose a guide that will serve as challenge to those concerned to revitalize public libraries to meet demands and the realities of the present society.

### **Standard 1. Objectives of the Public Library**

- 1.1. To provide library and information service responsive to the needs of the community.
- 1.2. To build within each library and information center about its respective community -- its resources, its history, its people, its customs and traditions, etc.
- 1.3. To develop with other libraries within each region or province a network of public library service with the regional library or in the lack of it, the provincial library as its center to facilities research and reference needs within the area.

### **Standard 2. Organization and Management**

- 2.1. Each public library shall operate under the direct management and supervision of a competent and professionally trained librarian.
- 2.2. The public library shall operate under the direct supervision of the National Library on matters that affect its resources and services.
- 2.3. The public library as a local government unit shall have the local executive of the government units as its immediate superior.
- 2.4. The public library shall be provided with reasonable budgetary appropriations annually to carry out plans and activities effectively.

### **Standard 3. Library Advisory Board**

- 3.1 A trisectoral Library Advisory Board shall be established composed of representatives for the civic, religious and government sectors.
- 3.2 The Library Advisory Board shall assist the librarian in the formulation of policies which aim to bring the library closer to its users.
- 3.3 The Library Advisory Board could organize a Friends of the Public Library Club to support library projects and activities especially concerning material and financial resources.

### **Standard 4. Staff**

- 4.1. The public library system should be manned by qualified and professionally staff in order to render adequate service and serve as an effective center for culture and information.
- 4.2. Sufficient numbers of personnel should be hired to obtain quality service.
- 4.3. There should be clear out delineation of staff duties and responsibilities.

#### 4.4. Size

- 4.4.1. The number and kinds of positions in a public library will depend on the population being served and the size of the collection.
- 4.4.2. As a minimum standard, regional, provincial and city libraries should at least have four professional and three supportive non-professional staff. On other hand municipal libraries should at least have one professional and one clerical staff for a municipality lower than first class. First class municipalities should have at least 3 professional librarians and as many supportive staff as needed.
- 4.4.3. Since barangay libraries in a municipality are directly under the municipal librarian, 2 supportive staff should be the required minimum number of personnel.
- 4.4.4. The increase in the number of staff shall depend on the number of increase in population of the community served. For every increase of 50, 000 people in the community a corresponding increase of 1 professional and 1 supportive staff are suggested.

#### 4.5. Qualifications

- 4.5.1. Professional librarian are individual with any of the following degrees:
  - 4.5.1.1. Bachelor of Library Science or Information Science
  - 4.5.1.2. Bachelor of Science in Library Science or Information Science
  - 4.5.1.3. Bachelor of Science in Education major in Library Science
  - 4.5.1.4. Bachelor of Science in Education with Specialization in Library Science
  - 4.5.1.5. Bachelor of Arts major in Library Science
  - 4.5.1.6. Master of Library Science or Information Science
  - 4.5.1.7. Master of Arts in Library Science or Information Science
  - 4.5.1.8. Master of Science in Library Science or Information Science
- 4.5.2. They could be assigned any of the following titles depending on educational attainment, experience and available positions.
  - 4.5.2.1. Superintendent of Libraries
  - 4.5.2.2. Director of Libraries
  - 4.5.2.3. Chief Librarian
  - 4.5.2.4. Head Librarian
  - 4.5.2.5. Supervising Librarian
  - 4.5.2.6. Senior Librarian
  - 4.5.2.7. Librarian
  - 4.5.2.8. Cataloger
- 4.5.3. Supportive Staff
  - 4.5.3.1. Technical staff – should either as BSE or AB minor in library science. They could be appointed as junior librarians.
  - 4.5.3.2. Clerical staff – should have taken exam special studies in Secretarial Science.
  - 4.5.3.3. Library Aides – should at least have finished two years of college or have had at least two years experience working in a library:

#### 4.6. Civil Service Eligibilities

- 4.6.1. Professional librarians are required to have had passed the Librarian or Supervising Librarian examination or Career Service Professional Examination, pending passage of the Professionalization Bill in Congress, in which case no librarian shall be appointed to professional position until properly licensed by the proposed Board for Librarians.
- 4.6.2. Supportive staff are required to have passed the sub-professional examination.
- 4.7. Salary
  - 4.7.1. Salary is undoubtedly the major consideration which attraction an intelligent professional staff.
  - 4.7.2. Heads of Libraries (Regional, Provincial, City & Municipal) are to be considered on the level of assistant corresponding to the position.
  - 4.7.3. Other personnel follows accordingly.
- 4.8. Staff Development
  - 4.8.1. To foster intellectual development and update knowledge and skills in librarianship it is necessary to send public librarians and other supportive technical personnel to seminars, conferences, and in-service training programs when necessary and budgetary appropriations should be set aside for this matter.
  - 4.8.2. Scholarship grants should be given to deserving ones when available.

## **Standard 5. Budget**

- 5.1. The library shall be provided with an adequate, realistic, annual budgetary appropriations of the local government unit to which it belongs.
- 5.2. The head librarian shall prepare the annual budget in consultation with local budget officer and shall exercise full control over its expenditures accordingly to procedures followed by the local government unit and COA.
- 5.3. The library budget shall cover the following:
  - 5.3.1. Personal Services
    - 5.3.1.1. Salaries of personnel
    - 5.3.1.2. Adequate funds for travel to attend seminars, conferences, etc. either held locally and / or abroad; to get book allocations from the National Library and other donors; to inspect and supervise subordinate libraries; to attend professional and officials meetings; to canvass books and other materials needed in the library.
    - 5.3.1.3. Allowances as maybe provided by the local government unit.
  - 5.3.2. Operational expenses to include office and janitorial supplies; subscription to periodicals; ;purchase of additional books; printing and binding; seminar expenses; communication services; repair and maintenance of office equipment; other sundry expenses.
  - 5.3.3. Capital Outlay to cover the cost of needed furnishings and equipment from time to time.
  - 5.3.4. The Library budget shall be adjusted annually as the need arises.

## **Standard 6. Collection**

- 6.1. The collection must reflect the objectives of the library and the needs of the community served.
- 6.2. It should include aside from books, periodicals, globes, maps, atlases pamphlets, clippings, various audio-visual materials like pictures, photos, charts, films, microforms, music scores, sound recordings, cassettes, tape reels, realias, dioramas, and other graphic materials.
- 6.3. Aside from the above, the library shall maintain a local history collection composed of materials about community, its history, resources, people, customs, traditions, etc.
- 6.4. The size of the book collection is dependent on the allocations given by
- 6.5. The National Library and the amount of budgetary appropriations available from the local government unit annually.
- 6.6. A minimum stack of 10, 000 volumes regardless of population is deemed appropriate for a regional, provincial, city and first class municipal libraries.
- 6.7. For municipal libraries lower than first class, a book collection of 6, 000 volumes is recommended while for barangay libraries 2, 000 volumes.
- 6.8. The head librarian shall responsible for the selection and acquisition of all library material which should be based on the educational, informational, cultural and recreational needs of the community.
- 6.9. Emphasis is placed on those materials which best foster the sound development of the individual at all age levels.

## **Standard 7. Physical Facilities**

### **7.1. Building**

#### **7.1.1. Site**

- 7.1.1.1. The site of the building should centrally located within the community with provision for expansion for future growth.
- 7.1.1.2. It should be accessible to library users by all means of transportation.
- 7.1.1.3. In the development plan of the local government unit, it should be an integral part of an integrated cultural complex.
- 7.1.1.4. In the event that the building is inaccessible to a great majority of the reading public, at least one bookmobile unit should be provided and more barangay libraries should be established.
- 7.1.1.5. The building should as much as possible provide access to disabled.

#### **7.1.2. Size**

- 7.1.2.1. The elements to considered in planning the size of the library building are the population or size of the community, the library collection , the size of the staff and budgetary appropriations.
- 7.1.2.2. Even in communities where the size of the population suggests a library many times larger than the existing or planned library, budgetary appropriations may force limitation on the size of the building. It is therefore wise to include plans for expansion for the future.
- 7.1.2.3. Each library should at least provide adequate space for bookshelves and reading areas, tables and chairs for library users, office tables and chairs for library personnel, workroom, multi-purpose room, storage, quarter for the

- personal needs of the staff and library furnishings and equipment.
- 7.1.2.4. Provision should be made for a minimum seating capacity of 100 per regional, provincial, city and first class municipal libraries; and at least 50 for other municipalities and 30 per barangay library.
- 7.1.2.5. Equipments and furnishing should be sufficient and adequate to generate a physical environment conducive for the pleasant and effective use of its materials and services.
- 7.1.2.6. Furniture should be functional and in harmony with the architecture of the building.
- 7.1.2.7. Equipment should be properly selected in such a way that will help in the efficient operation of the library activities.
- 7.1.2.8. Layout of equipment and furnishings should allow the smooth mobility of readers and materials.
- 7.1.2.9. Standards equipment and furnishings are as follows:

	Atlas Stand	Charging desk
	Book display rack	Dictionary Stand
	Bookshelves	Newspaper rack
	Cabinets, Filing	Tables, Office
	Card Catalog	Tables, reading
	Carrels	Table,
Typewriting	Chairs, Office	Typewriter
	Chairs, reading	Various
hardware Equipment		(when necessary)

**Standard 8. Library Services**

- 8.1. Library Services shall be provided with the highest degree of efficiency and integrity keeping in mind that the public library is a service agency of the government of the people.
- 8.2. The library shall reflect the needs of the community which shall include books, pamphlets, non-print as well as ephemeral materials classified and catalogued according to the standard procedures for easy retrieval.
- 8.3. Open shelves system shall be adopted to give library users free access to all materials in the collection except for some non-print materials which necessitates special handling.
- 8.4. The library shall provide wholesome materials for all types of readers in all age levels regardless of civic, cultural, ethnic, religious and political affiliations.
- 8.5. The library should collect local history materials for preservation and conservation.
- 8.6. Sufficient number of local newspapers and other periodicals should be acquired to keep the community abreast of national affairs as well as information on daily living.
- 8.7. The library should have a written statement of it's objectives as well as its functions which should be reviewed periodically to keep up with the

- times and needs of the community.
- 8.8. There should be a well-planned hours of service to meet the needs of the community and maximize use of library resources and facilities.
  - 8.9. Circulation of books for home use should be for periods as liberal as the collection permits.
  - 8.10. The library should initiate or organize group activities within the framework of its own program. These activities could be storytelling, puppet shows book discussions, play reading, poetry interpretation lectures, demonstrations, exhibits, etc.
  - 8.11. To promote the effective use of the library by the community, the library shall offer the following services according to their resources and facilities capability
    - 8.11.1 Reference and research services.
    - 8.11.2 Circulation of books for home use.
    - 8.11.3 Organizing a library for children.
    - 8.11.4 Reading guidance for children and out-of-school youths.
    - 8.11.5 Compilation of periodical clippings on various government thrusts and other important subjects.
    - 8.11.6 Indexing of periodicals.
    - 8.11.7 To search and supply information needed by officials and offices of the local government units.
    - 8.11.8 To compile and index various public documents made available by the local government and to disseminate those needed by the public.
    - 8.11.9 Extension of library services to outreach areas.
    - 8.11.10 Interlibrary loans with other public and school libraries.
    - 8.11.11 Organizing extension libraries.
    - 8.11.12 Operating bookmobile service when available.

## **Standard 9. Reports and Inventory**

- 9.1 The library shall accomplish monthly statistical report as required by the National Library as a measure of its activities and accomplishments and shall furnish a copy to the local government unit.
- 9.2 Annual narrative and statistical reports are to be prepared for comparative studies and evaluation of its program and activities, copies of which are to be furnish the local government unit and the National Library.
- 9.3 The library shall develop a monitoring system of its operations and procedures to assess and evaluate from time to time its efficiency and its effectivity as a service agency of the government.
- 9.4 An annual inventory of resources shall be made to determine their loss if any, quality and serviceability. Report of their conditions shall be submitted to the proper governing authorities.

Prepared by:

Committee on Standards for Public Libraries.

(Sgd.) PILAR R. PEREZ

Chairman

(Sgd.) PRUDENCIANA C. CRUZ  
Member

(Sgd.) ATTY. CONRADO DAVID  
Member

Appendix B: **THE LOCAL GOVERNMENT CODE  
OF THE PHILIPPINES**

**GENERAL PROVISIONS**

**TITLE ONE. - BASIC PRINCIPLES**

**CHAPTER 1. - THE CODE: POLICY AND APPLICATION**

**SEC. 17. Basic Services and Facilities.**

(a) Local government units shall endeavor to be self-reliant and shall continue exercising the powers and discharging the duties and functions currently vested upon them. They shall also discharge the functions and responsibilities of national agencies and offices devolved to them pursuant to this Code. Local government units shall likewise exercise such other powers and discharge such other functions and responsibilities as are necessary, appropriate, or incidental to efficient and effective provision of the basic services and facilities enumerated herein.

(b) Such basic services and facilities include, but are not limited to, the following: **(1) For a Barangay:**

(i) Agricultural support services which include planting materials distribution system and operation of farm produce collection and buying stations;

(ii) Health and social welfare services which include maintenance of barangay health center and day-care center;

(iii) Services and facilities related to general hygiene and sanitation, beautification, and solid waste collection;

(iv) Maintenance of katarungang pambarangay;

(v) Maintenance of barangay roads and bridges and water supply systems;

(vi) Infrastructure facilities such as multi- purpose hall, multipurpose pavement, plaza, sports center, and other similar facilities;

(vii) Information and reading center; and

(viii) Satellite or public market, where viable;

**(2) For a Municipality:**

(i) Extension and on-site research services and facilities related to agriculture and fishery activities which include dispersal of livestock and poultry, fingerlings, and other seeding materials for aquaculture; palay, corn, and vegetable seed farms; medicinal plant gardens; fruit tree, coconut, and other kinds of seedling nurseries; demonstration farms; quality control of copra and improvement and development of local distribution channels, preferably through cooperatives; interbarangay irrigation system; water and soil resource utilization and conservation projects; and enforcement of fishery laws in municipal waters including the conservation of mangroves;

(ii) Pursuant to national policies and subject to supervision, control and review of the DENR, implementation of community-based forestry projects which include integrated social forestry programs and similar projects; management and control of communal forests with an area not exceeding fifty (50) square kilometers;

- establishment of tree parks, greenbelts, and similar forest development projects;
- (iii) Subject to the provisions of Title Five, Book I of this Code, health services which include the implementation of programs and projects on primary health care, maternal and child care, and communicable and non-communicable disease control services; access to secondary and tertiary health services; purchase of medicines, medical supplies, and equipment needed to carry out the services herein enumerated;
  - (iv) Social welfare services which include programs and projects on child and youth welfare, family and community welfare, women's welfare, welfare of the elderly and disabled persons; community-based rehabilitation programs for vagrants, beggars, street children, scavengers, juvenile delinquents, and victims of drug abuse; livelihood and other pro-poor projects; nutrition services; and family planning services;
  - (v) Information services which include investments and job placement information systems, tax and marketing information systems, and maintenance of a public library;
  - (vi) Solid waste disposal system or environmental management system and services or facilities related to general hygiene and sanitation;
  - (vii) Municipal buildings, cultural centers, public parks including freedom parks, playgrounds, and sports facilities and equipment, and other similar facilities;
  - (viii) Infrastructure facilities intended primarily to service the needs of the residents of the municipality and which are funded out of municipal funds including, but not limited to, municipal roads and bridges; school buildings and other facilities for public elementary and secondary schools; clinics, health centers and other health facilities necessary to carry out health services; communal irrigation, small water impounding projects and other similar projects; fish ports; artesian wells, spring development, rainwater collectors and water supply systems; seawalls, dikes, drainage and sewerage, and flood control; traffic signals and road signs; and similar facilities;
  - (ix) Public markets, slaughterhouses and other municipal enterprises;
  - (x) Public cemetery;
  - (xi) Tourism facilities and other tourist attractions, including the acquisition of equipment, regulation and supervision of business concessions, and security services for such facilities; and
  - (xii) Sites for police and fire stations and substations and the municipal jail;

**(3) For a Province:**

- (i) Agricultural extension and on-site research services and facilities which include the prevention and control of plant and animal pests and diseases; dairy farms, livestock markets, animal breeding stations, and artificial insemination centers; and assistance in the organization of farmers' and fishermen's cooperatives and other collective organizations, as well as the transfer of appropriate technology;
- (ii) Industrial research and development services, as well as the transfer of appropriate technology;
- (iii) Pursuant to national policies and subject to supervision, control and review of the DENR, enforcement of forestry laws limited to community-based forestry projects, pollution control law, small-scale mining law, and other laws on the protection of the environment; and mini-hydro electric projects for local purposes;
- (iv) Subject to the provisions of Title Five, Book I of this Code, health services which include hospitals and other tertiary health services;
- (v) Social welfare services which include programs and projects on rebel returnees and evacuees; relief operations; and, population development services;
- (vi) Provincial buildings, provincial jails, freedom parks and other public assembly areas, and other similar facilities;
- (vii) Infrastructure facilities intended to service the needs of the residents of the province and which are funded out of provincial funds including, but not limited to, provincial roads and bridges; inter-municipal waterworks, drainage and sewerage, flood control, and irrigation systems; reclamation projects; and similar facilities;

- (viii) Programs and projects for low-cost housing and other mass dwellings, except those funded by the Social Security System (SSS), Government Service Insurance System (GSIS), and the Home Development Mutual Fund (HDMF): Provided, That national funds for these programs and projects shall be equitably allocated among the regions in proportion to the ratio of the homeless to the population;
- (ix) Investment support services, including access to credit financing;
- (x) Upgrading and modernization of tax information and collection services through the use of computer hardware and software and other means;
- (xi) Inter-municipal telecommunications services, subject to national policy guidelines; and
- (xii) Tourism development and promotion programs;

**(4) For a City:**

All the services and facilities of the municipality and province, and in addition thereto, the following:

- (i) Adequate communication and transportation facilities;
- (ii) Support for education, police and fire services and facilities.

(c) Notwithstanding the provisions of subsection (b) hereof, public works and infrastructure projects and other facilities funded by the national government under the annual General Appropriations Act, other special laws, pertinent executive orders, and those wholly or partially funded from foreign sources, are not covered under this Section, except in those cases where the local government unit concerned is duly designated as the implementing agency for such projects, facilities, programs, and services.

(d) The designs, plans, specifications, testing of materials, and the procurement of equipment and materials from both foreign and local sources necessary for the provision of the foregoing services and facilities shall be undertaken by the local government unit concerned, based on national policies, standards and guidelines.

(e) National agencies or offices concerned shall devolve to local government units the responsibility for the provision of basic services and facilities enumerated in this Section within six (6) months after the effectivity of this Code.

As used in this Code, the term "devolution" refers to the act by which the national government confers power and authority upon the various local government units to perform specific functions and responsibilities.

(f) The national government or the next higher level of local government unit may provide or augment the basic services and facilities assigned to a lower level of local government unit when such services or facilities are not made available or, if made available, are inadequate to meet the requirements of its inhabitants.

(g) The basic services and facilities hereinabove enumerated shall be funded from the share of local government units in the proceeds of national taxes and other local revenues and funding support from the national government, its instrumentalities and government-owned or -controlled corporations which are tasked by law to establish and maintain such services or facilities. Any fund or resource available for the use of local government units shall be first allocated for the provision of basic services or facilities enumerated in subsection (b) hereof before applying the same for other purposes, unless otherwise provided in this Code.

(h) The Regional offices of national agencies or offices whose functions are devolved to local government units as provided herein shall be phased out within one (1) year from the approval of this Code. Said national agencies and offices may establish such field units as may be necessary for monitoring purposes and providing technical assistance to local government units. The properties, equipment, and other assets of these regional offices shall be distributed to the local government units in the region in accordance with the rules and regulations issued by the oversight committee created under this Code.

(i) The devolution contemplated in this Code shall include the transfer to local government units of the records, equipment, and other assets and personnel of national agencies and offices corresponding to the devolved powers, functions, and responsibilities.

Personnel of said national agencies or offices shall be absorbed by the local government units to which they belong or in whose areas they are assigned to the extent that it is administratively viable as determined by the said oversight committee: Provided, That the rights accorded to such personnel pursuant to civil service law,

rules and regulations shall not be impaired: Provided, Further, That regional directors who are career executive service officers and other officers of similar rank in the said regional offices who cannot be absorbed by the local government unit shall be retained by the national government, without any diminution of rank, salary or tenure.

(j) To ensure the active participation of the private sector in local governance, local government units may, by ordinance, sell, lease, encumber, or otherwise dispose of public economic enterprises owned by them in their proprietary capacity.

Costs may also be charged for the delivery of basic services or facilities enumerated in this Section.

### **Appendix C: REPUBLIC ACT NO. 7743**

AN ACT PROVIDING FOR THE ESTABLISHMENT OF CONGRESS, CITY AND MUNICIPAL LIBRARIES AND BARANGAY READING CENTERS THROUGHOUT THE PHILIPPINES, APPROPRIATING THE NECESSARY FUNDS THEREFOR AND FOR OTHER PURPOSES.

**Sec. 1** Declaration of policy – It is hereby declared the national policy to promote the moral and intellectual well-being of the people: elevate the literacy level of every Filipino to the end that illiteracy is eradicated by the end of the century; and recognize the vital role of knowledge and information in nation-building by establishing public libraries in every congressional district, city and municipality, and reading centers in every barangay throughout the Philippines.

**Sec. 2** Establishment of Public Libraries and Reading Centers. – The National Library in coordination with the Department of the Interior and Local Government (DILG) shall undertake the establishment of additional public libraries to serve all congressional districts cities and municipalities in the Philippines and reading centers in every barangay except in cities or municipalities where there are existing public libraries or in barangay where there are existing reading centers: Provided, That the establishment of such libraries and reading centers shall be based on the development program of the National Library, in coordination with development council of each city or municipality and in the case of the barangay reading centers in coordination with the respective barangay councils: Provided further, That where these public libraries and reading centers already exist the National Library shall continue to upgrade the facilities thereof. The National Library shall continue to coordinate and organize seminars, workshops and other trainings for the professional benefit of librarians.

**Sec. 3** Role of the National Library. – The National Library shall provide the standard set reference books and other materials such as but not limited to encyclopedias, dictionaries, maps and globes upon the establishment of the libraries. The National Library shall continue to supply the public libraries with the other books, non-book materials, equipment supplies and other appropriate and relevant reference and reading materials taking into consideration the needs of the community concerned.

**Sec. 4** Site – The establishment of the public libraries and reading centers shall be an integral part of the development plan of each local government unit: Provided, That barangays shall provide the site for barangay reading centers.

**Sec. 5** Period of Implementation. – The overall national plan of implementation shall cover initially a period of five (5) years: Provided, That those congressional districts, cities and municipalities with no existing public libraries as well as barangays situated in remote, isolated and rural areas shall have priority in the allocation of resources.

Within one hundred twenty (120) days from the effectivity of this Act, the National Library in consultation with the DILG, the Department of Public Works and Highways (DPWH) and the different local government units, shall come out with the list of priority areas, taking into account the commitment of the local government units in the establishment and maintenance of public libraries and barangay reading centers.

**Sec. 6** Functions of the Public Libraries and Barangay Reading Centers. – The public libraries and barangay reading centers shall have the following functions:

(a) to make available to the members of the community reading materials of wide array including

reading materials prescribed by the Department of Education Culture and Sports and national newspapers of general circulation and others;

- (b) to be used as a venue for audio-visual presentation in the community and other kinds of exhibition and activities aimed at increasing the literacy rate by government agencies, non-government organizations or private entities in the dissemination of information of general interest; and
- (c) to offer such other related services in the furtherance of the Act.

**Sec. 7** Appropriations. – The amount necessary to carry out the provisions of this Act shall be included in the General Appropriation Act of the year following its enactment into law and for the next five (5) years; thereafter, the local government units shall undertake the maintenance of public libraries and reading centers while the National Library shall continue to provide reading materials and supplies to the said libraries and reading centers.

**Sec. 8** Submission of Reports. – Within ninety (90) days from the approval of this Act, and at the end of every calendar year thereafter the Director of the National Library shall submit progress report to each House of Congress on the implementation of this Act.

**Sec. 9** Rules and Regulations. – Within sixty (60) days from the approval of this Act, the National Library, in coordinator with the DILG and the Philippine Information Agency (PIA), shall promulgate the implementing rules and regulations.

**Sec. 10.** Repealing Clause. – All acts, presidential decrees, executive orders and issuance inconsistent with this Act are hereby repealed or amended accordingly.

**Sec. 11** Separability Clause. – If any provision of this Act is declared unconstitutional or inoperative, the other provisions not so declared shall remain in force and effect.

**Sec. 12** Effectivity Clause. – This Act shall take effect fifteen (15) days after publication in a newspaper of general circulation.

**Approved: June 17, 1994**

**Appendix D: Republic Act No. 9246**

**AN ACT MODERNIZING THE PRACTICE OF LIBRARIANSHIP IN THE PHILIPPINES THEREBY REPEALING REPUBLIC ACT NO. 6966, ENTITLED: "AN ACT REGULATING THE PRACTICE OF LIBRARIANSHIP AND PRESCRIBING THE QUALIFICATIONS OF LIBRARIANS," APPROPRIATING FUNDS THEREFOR AND FOR OTHER PURPOSES**

*Be it enacted by the Senate and House of Representatives of the Philippines in Congress assembled:*

**ARTICLE I**

**TITLE, STATEMENT OF POLICY, DEFINITION OF TERMS, SCOPE OF THE PRACTICE**

**SECTION 1. *Short Title.*** - This Act shall be known as "The Philippine Librarianship Act of 2003."

**SECTION 2. *Statement of Policy.*** - The State recognizes the essential role of librarianship as a profession in developing the intellectual capacity of the citizenry thus making library service a regular component for national development. It shall, through honest, effective and credible licensure examination and regulatory measures, undertake programs and activities that would promote and nurture the professional growth and well-being of competent, virtuous, productive and well-rounded librarians whose standards of practice and service shall be characterized by excellence, quality, and geared towards world-class global competitiveness.

**SECTION 3. *Objectives.*** - This Act shall govern the following:

- a) National examination for licensure, registration of librarians, issuance of Certificate of Registration and Professional Identification Card;
- b) Supervision, control and regulation of practice of librarianship;

- c) Integration of librarians under one national organizations;
- d) Development of professional competence of librarians.

**SECTION 4. *Definition of Terms.*** - As used in this Act, the following terms shall be defined:

- a) *Librarian* - refers to an individual who is a bona fide holder of a Certificate of Registration and Professional Identification Card issued by the Professional Regulatory Board for Librarians and by the Professional Regulation Commission in accordance with this Act.
- b) *Commission* - refers to the Professional Regulation Commission.
- c) *Board* - refers to the Professional Regulatory Board for Librarians.

**SECTION 5. *Scope of the Practice of Librarianship.*** - Librarianship shall deal with the performance of the librarian's functions, which shall include, but not be limited to the following:

- 1) Selection and acquisition of multi-media sources of information which would best respond to clientele's need for adequate, relevant and timely information;
- 2) Cataloguing and classification of knowledge or sources of information into relevant organized collections and creation of local databases for speedy access, retrieval or delivery of information;
- 3) Development of computer-assisted/computer-backed information systems which would permit online and network services;
- 4) Establishment of library system and procedures; dissemination of information; rendering of information, reference and research assistance; archiving; and education of users;
- 5) Teaching, lecturing and reviewing of library, archives and information science subjects, including subjects given in the licensure examination;
- 6) Rendering of services involving technical knowledge/expertise in abstracting, indexing, cataloguing and classifying' or the preparation of bibliographies, subject authority lists, thesauri and union catalogues/lists;
- 7) Preparation, evaluation or appraisal of plans, programs and/or projects for the establishment, organization, development and growth of libraries or information centers, and the determination of library requirements for space, buildings, structures or facilities;
- 8) Provision of professional and consultancy services or advice on any aspect of librarianship; and
- 9) Organization, conservation, preservation and restoration of historical and cultural documents and other intellectual properties.

## ARTICLE II

### CREATION OF THE PROFESSIONAL REGULATORY BOARD FOR LIBRARIANS

**SECTION 6. *Creation and Composition of the Board.*** - There is hereby created a Professional Regulatory Board for Librarians, hereinafter called the Board, under the administrative supervision and control of the Professional Regulation Commission, hereinafter referred to as the Commission, to be composed of a Chairperson and two (2) members who shall be appointed by the President of the Philippines from among the list of three (3) recommendees for each position submitted by the Commission from among the list of five (5) nominees for each position submitted by the accredited integrated national professional organization of librarians from among the librarians of recognized standing who qualify under Section 7 of this Act. The new Board shall be constituted within three (3) months from the effectivity of this Act.

**SECTION 7. *Qualification of Members of the Board.*** - The Chairperson and members of the Board, at the time of their appointment, shall possess the following qualifications:

- a) A natural born citizen and resident of the Philippines;
- b) A good reputation and moral character;
- c) A librarian as defined in "Section 4(a)" of this Act;
- d) Active in the practice of librarianship for at least ten (10) years, five (5) years of which is in a managerial position;
- e) Must not be a member of the faculty of a university, college, school or institution conferring the academic

degree on librarianship, or offering review classes for librarian licensure examination; nor a person who has a direct or indirect pecuniary interest in any such institution; and

f) Must not be an incumbent officer of the accredited, integrated national professional organization librarians.

**SECTION 8. Powers, Functions and Duties of the Board.** - The Board shall exercise executive/administrative, rule making and quasi-judicial powers in carrying out the provisions of this Act. It shall be vested with the following specific powers, functions, duties and responsibilities;

a) To promulgate and administer rules and regulations necessary to carry out the provisions of this Act;

b) To administer oaths in connection with the administration of this Act;

c) To adopt an official seal of the Board;

d) To issue, suspend or revoke the Certificate of Registration and Professional Identification Card or grant or cancel a temporary/special permit;

e) To look into the conditions affecting the practice of librarianship, and when necessary, adopt such measures as may be deemed proper for the enhancement and maintenance of high ethical, moral and professional standards of librarianship;

f) To adopt policies and set the standards for all types of libraries, librarians and the practice of librarianship;

g) To ensure, in coordination with the Commission on Higher Education (CHED), that all institutions offering library, archives and information science education comply with prescribed standards for curriculum, faculty and facilities for course offerings of library science, or library and information science;

h) To adopt and prescribe a Code of Ethics and a Code of Technical Standards for Librarians;

i) To hear and decide administrative cases involving violations of this Act, its Implementing Rules and Regulations or the Code of Ethics or the Code of Technical Standards for Librarians; and for this purpose, issue subpoena ad testificandum and subpoena duces tecum to ensure the appearance of witnesses and the presentation of documents in connection therewith;

j) To prescribe guidelines in the Continuing Professional Education (CPE) in coordination with the accredited and integrated association for professional librarians;

k) To prepare, adopt, issue or amend the syllabi or terms of specification of subjects for the librarian licensure examination consistent with the policies and standards set by the CHED; and

l) To discharge other powers and duties as the Board may deem necessary for the practice of librarianship and the continued growth and development of librarians, libraries and library education in the Philippines.

The policies, resolutions, rules and regulations issued or promulgated by the Board shall be subject to review and approval of the Commission. However, the Board's decision, resolution or order rendered in administrative case shall be subject to review only if on appeal.

**SECTION 9. Term of Office.** - The Chairperson and the members of the Board shall hold office for a term of three (3) years until their successors shall have been appointed and duly qualified: Provided, That members of the first Board to be appointed after the approval of this Act shall hold office for the following terms: the Chairperson for three (3) years, one member for two (2) years and the other member for one (1) year. Provided, further, That the Chairperson or any member may be reappointed for another term of three (3) years but in no case shall the whole term exceed six (6) years. Interim vacancies in the Board shall be filled for the unexpired portion of the term only. Each member shall take the proper oath of office.

**SECTION 10. Compensation of the Board.** - The Chairperson and members of the Board shall receive compensation and allowances comparable to that being received by the Chairperson and members of existing regulatory boards under the Commission as provided for in the General Appropriations Act.

**SECTION 11. Removal or Suspension Board Members.** - The Chairperson or any member of the Board may be removed or suspended by the President of the Philippines on recommendation of the Commission if found guilty after a proper administrative investigation, based on the following grounds: neglect of duty, incompetence, unprofessional, unethical, immoral or dishonorable conduct; any violation of this Act, or the Code of Ethics and the Code of Technical Standards for Librarians; or commission or toleration of irregularities in the examination such as manipulation, rigging

of examination results, disclosure of secrets and information on examination questions prior to conduct of examination, tampering of grades or final judgment, or criminal offense involving moral turpitude.

**SECTION 12. *Executive Officer and the Secretary of the Board.*** - The Chairperson of the Commission shall be the Executive Officer of the Board and shall conduct the licensure examination for librarians. The Commission shall designate the Secretary of the Board and shall provide the Secretariat and other support services to implement the provisions of this Act.

All records of the Board including the examination papers, minutes of deliberations, and records of administrative proceedings and investigations shall be kept by the Commission under the direct custody of the Secretary.

**SECTION 13. *Annual Report.*** - The Board shall submit to the Commission after the close of each calendar year, its annual report of accomplishments which shall include a detailed account of the operation of the Board for the year and the appropriate recommendation on issues or problems affecting the profession.

### ARTICLE III

#### LICENSURE EXAMINATION AND REGISTRATION

**SECTION 14. *Examinations.*** - Applications for registration, except those specifically allowed under Section 19 of this Act, shall be required to undergo a written licensure examination to be given by the Board in such places and dates the Commission may designate subject to compliance with the requirements prescribed by the Commission.

**SECTION 15. *Qualifications of Applicants.*** - Applicants for licensure examination must meet the following qualifications at the time of filing of applications:

- a) Citizen of the Philippines or a foreign citizen whose country has reciprocity with the Philippines as regards the practice of librarianship;
- b) Good health and good moral character, and
- c) Graduate of Bachelor's degree in Library Science and Information Science: Provided, That a holder of a master's degree in Library and Information Science Shall be allowed to qualify for application to the licensure examinations: Provided, further, That within five (5) years from the effectivity of this Act, holders of the following degrees shall also be allowed to qualify for application to the licensure examination:
  - 1) Bachelor of Science in Education or Elementary Education; or Bachelor of Arts with a major or specialization in Library Science;
  - 2) Master of Arts in Library Science or Library and Information Science; or
  - 3) Any masters degree with concentration in Library Science.

**SECTION 16. *Scope of Examination.*** - The licensure examination for librarianship shall consist of the following subjects;

- 1) selection and acquisition of multi-media sources of information;
- 2) cataloguing and classification;
- 3) indexing and abstracting;
- 4) reference, bibliography and information services;
- 5) organization, management and development and maintenance of multi-media based library or information service, laws, trends and practices affecting the profession; and
- 6) information technology.

The Board is hereby authorized to modify or add to the subjects listed above as the needs and demands in the library profession may require.

**SECTION 17. *Rating in the Board Examination.*** - To be qualified as having passed the licensure examination, a candidate must obtain a weighted general average of seventy-five percent (75%), with no grade lower than fifty percent (50%) in any subject.

**SECTION 18. *Report of Results of Examination.*** - The Board shall report to the Commission the results of the examination and the ratings of the examinees within ten (10) days after the examination.

**SECTION 19. *Registration Without Examination.*** - Upon application and payment of the required fees, the Board shall issue a Certificate of Registration and Professional Identification Card to an applicant who, on the date of effectivity of Republic Act No. 6966, is:

- a) a practicing librarian who has completed at least a bachelor's degree, and a librarian or supervising librarian eligible;
- b) a practicing librarian who completed at least a bachelor's degree, eighteen (18) units in Library Science, five (5) years experience in librarianship, and a first grade eligible or its equivalent;
- c) a practicing librarian who has completed a masters degree in Library Science or Library and Information Science, and a first grade eligible or its equivalent; or
- d) a practicing librarian who has completed at least a bachelor's degree, eighteen (18) unit in Library Science, and seven (7) years experience in librarianship.

Those who qualify under this Section shall be given three (3) years within which to apply for registration upon the effectivity of this Act.

**SECTION 20. *Issuance of Certificate of Registration and Professional Identification Card.*** - The Commission, on recommendation of the Board, shall issue a Certificate of Registration and Professional Identification Card to each person who passed the licensure examination for librarians and to those who are registered without examination under this Act and shall enter name of the registered professional in the Roster of Philippine Librarians.

The Certificate of Registration shall bear the signature of the Chairperson of the Commission and the Chairperson and members of the Board, stamped with official seals of the Board and Commission indicating that the person named therein is entitled to the practice of the profession with all the privileges appurtenant thereto. The said certificate of registration shall remain in full force and effect until suspended or revoked in accordance with this Act.

A professional identification card bearing the name and signature of the registrant, registration number, date of issuance, expiry date, duly signed by the Chairperson of the Commission, shall likewise be issued to every registrant who has paid the prescribed fee.

**SECTION 21. *Oath of Profession.*** - All successful examinees qualified for registration and all qualified applicants for registration without examination shall be required to take an oath of profession before any Commission Officer, or member of the Board or any government official authorized to administer oaths, prior to entering into practice of librarianship in the Philippines.

**SECTION 22. *Refusal to Issue Certificate of Registration and Professional Identification Card.*** - The Board shall not register any successful examinee nor any applicant for registration without examination if he/she has been convicted by a court of competent jurisdiction of any criminal offense involving moral turpitude or has been found guilty of immoral and dishonorable conduct after investigation of the Board, or has been declared to be of unsound mind. The reason for the refusal shall be set forth in writing.

**SECTION 23. *Revocation and Suspension of Certificate of Registration and Professional Identification Card or Cancellation of Temporary/Special Permit.*** - The Board has the power, after due notice and hearing, to revoke or suspend the Certificate of Registration or cancel a temporary or special permit of any librarian on any ground stated under Section 22 of this Act, or for any of the following: unprofessional or dishonorable conduct; practice of librarianship; fraud; deceit or falsification in obtaining a certificate of registration, professional identification card, or temporary/special permit; abetment of illegal practice by allowing illegal use of his/her certificate of registration, or professional identification card, or temporary/special permit; practice of profession during the period of suspension; or any violation of this Act, its Implementing Rules and Regulations, the Code of Ethics or the Code of Technical Standards for Librarians, or Board policies. The respondent may appeal the Board's decision, order/resolution to the Commission within fifteen (15) days from receipt thereof,

**SECTION 24. *Reissuance of Revoked Certificate of Registration and Replacement of Lost Certificate of Registration and Professional Identification Card.*** - The Board after two (2) years from the date of revocation of the Certificate of Registration may reissue a certificate upon proper application.

A new Certificate of Registration and Professional Identification Card or temporary/special permit, which has been lost, destroyed or mutilated, may be reissued after payment of the required fee prescribed by the Commission.

**SECTION 25. *Roster of Librarians.*** - The Board, in coordination with the accredited and integrated national organization of librarians, shall maintain an up-to-date, complete and properly organized Roster, which shall include those who had been issued Certificates of Registration under Republic Act No. 6966 and those who shall qualify under this Act, to contain the following data;

- a) alphabetical list by surname of librarians with their addresses and license numbers;
- b) the list of licensees, numerically arranged by license numbers; and
- c) such other lists which the Board may deem necessary.

Copies of the Roster, which shall be provided to the National Library, the Civil Service Commission, and the accredited national organization of librarians, shall be kept as permanent record.

#### ARTICLE IV

##### PRACTICE OF LIBRARIANSHIP

**SECTION 26. *Illegal Practice of Librarianship.*** - A person who does not have a valid Certificate of Registration and Professional Identification Card or a temporary/special permit from the Commission shall not practice or offer to practice librarianship in the Philippines or assume any position, which involve performing the function of a librarian as provided under Section 5 of this Act.

**SECTION 27. *Certificate of Registration/Professional Identification Card and Professional Tax Receipt.*** - The Certificate of Registration, Professional Identification Card and Professional Tax Receipt number of the librarian shall be reflected in any document issued/signed in connection with the practice of the profession.

**SECTION 28. *Foreign Reciprocity.*** - A librarian from another country shall be admitted for licensure examination, be issued a Certificate of Registration and Professional Identification Card and be entitle to the rights and privileges appurtenant to this Act, if the country or state he/she is a citizen of or subject, permits Filipino librarians of said country or state: Provided, That the requirements for Certificate of Registration in said country or state are substantially the same as the requirements under this Act: Provided, further, That the law of such country or state grants Filipino librarians the same privileges as the citizens/subjects of that country/state.

**SECTION 29. *Vested Rights: Automatic Registration of Practicing Librarians.*** - All practicing librarians who are registered at the time this Act takes effect shall automatically be registered.

**SECTION 30. *Integrated and Accredited National Organization of Librarians.*** - All registered librarians shall be integrated under a single organization recognized and accredited by the Board and approved by the Commission.

A librarian duly registered and licensed by the Board and the Commission shall automatically become a member of the integrated and accredited professional organization and shall receive the benefits and privileges appurtenant thereto upon payment of the required fees and dues. Membership in the integrated and accredited professional organization shall not be a bar to membership in any other association of librarians.

**SECTION 31. *Employment of Librarians.*** - Only qualified and licensed librarians shall be employed as librarians in all government libraries. Local government units shall be given a period of three (3) years from the approval of this Act to comply with this provision.

#### ARTICLE V

##### PENAL AND FINAL PROVISIONS

**SECTION 32. *Penal Provisions.*** - Any person who practices or offers to practice any function of a librarian as provided for under Section 5 of this Act who is not registered and has not been issued by the Commission a Certificate of Registration and Professional Identification Card, or a temporary license/permit or who violates any of the provisions of this Act, its Implementing Rules and Regulations, shall, upon conviction, be penalized by a fine of not less than Thirty thousand pesos (P100,000.00), or imprisonment of not less than one (1) month nor more than three (3) years at the discretion of the court.

**SECTION 33. *Funding Provision.*** - The Chairperson of the Professional Regulation Commission shall immediately include in the Commission's program the implementation this Act, the funding which shall be included in the annual General Appropriations Act.

**SECTION 34. *Transitory Provision.*** - The present Board shall continue to function in the interim until such time as the

new Board shall have been constituted pursuant to this Act.

**SECTION 35. *Implementing Rules and Regulations.*** - The Board, subject to the approval of the Commission, shall promulgate, adopt and issue rules and regulations, and the Code of Ethics and the Code of Technical Standards for Librarians which shall take effect fifteen (15) days following publication in the official Gazette or newspaper of general circulation.

**SECTION 36. *Separability Clause.*** - If any clause, provision, paragraph or part hereof shall be declared unconstitutional or invalid, such judgment shall affect, invalidate or impair any other part hereof, but such judgment shall be merely confined to the clause, provision, paragraph or part directly involved in the controversy in which such judgment has been rendered.

**SECTION 37. *Repealing Clause.*** - Republic Act No. 6966 is hereby repealed and all other laws, decrees, orders, rules, regulations, ordinances or parts thereof which are inconsistent with this Act are hereby repealed or amended accordingly,

**SECTION 38. *Effectivity.*** - This Act shall take effect fifteen (15) days following its publication in the Official Gazette or a national newspaper of general circulation.

Approved,

**FRANKLIN DRILON**  
President of the Senate

**JOSE DE VENECIA JR.**  
Speaker of the House of Representatives

This Act which is a consolidation of House Bill No.5351 and Senate Bill No. 2579 was finally passed by the House of Representatives and the Senate on December 2, 2003 and December 16, 2003, respectively.

**OSCAR G. YABES**  
Secretary of Senate

**ROBERTO P. NAZARENO**  
Secretary General  
House of Representatives

Approved: February 19, 2004

**GLORIA MACAPAGAL-ARROYO**  
*President of the Philippines*

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