

WESTERN PROVINCIAL COUNCIL

LIBRARY STATUTE

NO. .02... OF 1998.

(DRAFT)

CHIEF MINISTRY AND MINISTRY OF LAW AND
ORDER, FINANCE AND PLANNING, EDUCATION,
EMPLOYMENT, CONSTRUCTION, LOCAL ADMINIST-
RATION, LOCAL GOVERNMENT, RURAL DEVELOPMENT
AND RURAL INSTITUTIONS.

WESTERN PROVINCIAL COUNCIL

WESTERN PROVINCIAL COUNCIL'S
LIBRARY STATUTE NO: 02..... OF 1998.

Preamble: AN STATUTE TO PROVIDE FOR THE DEVELOPMENT OF PUBLIC LIBRARIES, READING ROOMS AND INFORMATION SERVICES OF THE LOCAL AUTHORITIES OF THE WESTERN PROVINCIAL COUNCIL IN THE DEMOCRATIC SOCIALIST REPUBLIC OF SRI LANKA AND TO PROVIDE FOR MATTERS CONNECTED THEREWITH AND INCIDENTAL THERETO.

BE IT ENACTED BY THE WESTERN PROVINCIAL COUNCIL OF THE DEMOCRATIC SOCIALIST REPUBLIC OF SRI LANKA.

Short title
and date of
operation:

1. This Statute may be cited as the Western Provincial Council's Library Statute No: 02 of 1998 and shall come into operation on such date as assented by the governor.

Subjects:

2. The objects of this Statute are -
 - (a) To provide facilities to maintain proper library and information services by the Local Authorities within the areas of authority of the Western Provincial Council and,
 - (b) To establish a suitable Statutory and Institutional structure to fulfil this object.

ESTABLISHMENT OF :
THE WESTERN PROVINCE
LIBRARY SERVICES
BOARD.

3. For the achievement of objective in section No:2 above, an Institution by the name of "The Western Provincial Council Library Services Board" hereinafter called "The Board" will be set up.

OBJECTS OF THE
BOARD.

4. (a) To make an evaluation of the requirements of library and information services of all communities in the areas of authority of the Western Provincial Council and accordingly, to plan a suitable library and information service system for the Province.

(b) To advise the Minister in charge of the subject on the relevant plans and programmes for the development of library services in the Province.

(c) To give the leadership and to co-ordinate the activities for library and information services in the Western Province.

(d) To maintain a library and information service at a higher level in the Province utilizing new technological information services together with printing media, audio-visual media and computerized information services including books and periodicals.

(e) To link with national, zonal and international information services and information network.

- (f) To provide library and information services to various types of readers in the Province viz: ordinary people, school children, students in higher education, researchers, those engaged in agricultural and technical fields, self-employed persons, unemployed youth and to those restricted to Institutions such as Hospitals, Homes for the Elders, Prisons etc.

- (g) To develop the reading habit among the people and to take steps to develop their skills in obtaining information through computerized and technological media.

- (h) To take action to make available in plenty the books at higher level as well as other types of library materials necessary for the Libraries and the reading Public.

- (i) To establish the necessary Institutes including the Central Library of the Western Provincial Council and the Training Institute and to maintain them.

- (j) To co-operate in various development projects implemented by the Provincial Council by providing necessary information and data Services.

- (k) To take other suitable steps for the development of library and information services in the Province.

POWERS OF THE
BOARD

- : 5. The Board is entitled to the following powers subject to section 27 of this statute

- (a) Acquisition, sale, renting out, mortgage or exchange of any movable or immovable property.

However, any immovable property belonging to the Board cannot be sold without a written approval of the Minister.

- (b) To open Fixed Deposits or any other types of Bank Accounts in any Bank or Banks and to maintain them.
- (c) To accept awards, grants etc. from individuals or Institutions in Sri Lanka or Overseas.
- (d) To make earnings for the Board in performing functions that are not contrary to the objectives of the Board.
- (e) To establish necessary Institutions for the achievement of the objectives of the Board including the Central Library of the Western Province and the Training Institute of Librarians.

- (f) To recruit a suitable staff including a Director for the Board and to recruit the staffs for the Board and to recruit the staffs for the Institutions affiliated to the Board.
- (g) To advise in Library work in all Ministeries, Departments and Institutions in the Province.
- (h) To decide on suitable standards for the Libraries in the Province.
- (i) To advise the Minister in charge of the subject on the professional qualifications in the Library Field, schemes of recruitment, salary etc.
- (j) To advise the Minister in charge of the subject regarding establishment of a librarians' service in the province.
- (k) To use library networks, co-operative methods and new technology in the Library Service.
- (l) To take other necessary steps for the development of library work in the Province.

COMPOSITION OF
MEMBERS OF THE
BOARD

- : 6. (a) Three Members nominated by the Minister of Local Government. One of them will be the Chairman of the Board.
- (b) Secretary to the Ministry of Local Government in the Province.

- (c) Secretary to the Ministry of Education in the Province.
- (d) Chief Librarian of the Public Library, Colombo .
- (e) Chief Inspector of Pirivenas.
- (f) Director, Sri Lanka National Library Service Board.
- (g) Representative of the National Board of Computer Information.

SECRETARY TO THE BOARD : 7. Director of the Provincial Library Services Board will be the ex-officio Secretary to the Board.

- MEMBERSHIP : 8. (a) A Member may hold the membership for a period of five years unless he vacates office earlier on death, resignation or removal.
- (b) Any new member who is appointed in place of a member will hold office only for the balance period of the member who held the office so vacated.
- (c) An ex-officio Member who holds the membership of the Board is qualified to hold the membership so long as he holds his substantive office.
- (d) Any member who vacates his office at the expiry of the period is qualified for re-appointment.

- REMOVAL OF MEMBERS : 9. If the Minister considers it is opportune to remove from office a member appointed to the Board under Section 6, he may do so without giving any reasons and such removal shall not be questioned in any court of law.
- RESIGNATION OF MEMBERS : 10. An appointed member may resign his membership at any time by submitting a letter to the Minister to that effect.
- REMUNERATION: : 11. A remuneration shall be paid to the members for attending Board Meetings and relevant Committee Meetings and travelling expenses and other consequential expenses incurred for such purposes shall be re-imbursed by the Board.
- CHAIRMAN OF THE BOARD : 12. (a) The Chairman shall preside all meetings of the Board. When he is absent anyone from among the members present shall be selected to preside the meeting.
- (b) Chairman is the Chief Executive Officer of the Board.
- (c) When the Chairman is unable to perform his duties temporarily due to sickness or any other disability or when he is out of the Island, the Minister may appoint any other member of the Board to act in the office of the Chairman.

(d) A suitable salary decided by the Minister in concurrence with the Minister in Charge of Finance may be paid to the Chairman.

BOARD MEETINGS

: 13. (a) A Board Meeting shall be held at least once in two months.

(b) For the quorum of a meeting at least five members shall be present.

(c) Matters discussed at the meetings shall be decided by the majority of the members present. When there is a equality of votes, the Chairman or the person presiding at the meeting is entitled to a casting vote in addition to his own vote.

(d) Director of the Board shall function as the Secretary to the Board and he shall properly maintain the minutes of all Meetings. The Secretary is not entitled to vote at the Board meetings.

(e) The Chairman or in his absence, the Director may summon a Special Meeting when requested in writing at least by five members.

APPOINTMENT OF THE ;
PROVINCIAL DIRECTOR
OF LIBRARIES AND
OTHERS OF THE
BOARD.

14. (a) For the due performance of the responsibilities and functions entrusted to the Board under this statutes, a Director and a staff shall be appointed by the Board. The Chief Professional Officer of the Board shall be the Director and by ex-officio he is the Chief Librarian of the Central Library as well as the Chief Administrative Officer of other Institutes established under the Board including the Training Centre.
- (b) The Board shall in concurrence with the Minister obtain the advice of the Sri Lanka National Library Services Board and decide on the designations, qualifications and schemes of recruitment.
- (c) All officers of the Board shall be subjected to disciplinary control of the Board and the power of removing them is also vested in the Board.
- (d) All these officers, within the meaning of the penal code shall be treated as public officers. The Board may formulate suitable rules and regulations including disciplinary laws.

APPOINTMENT OF
COMMITTEES

: 15. The Board may with the prior approval
of the Minister.

- (a) Appoint certain number of committees comprising a number of members recommended by the Board.
- (b) Decide the functions, responsibilities and powers of these committees.
- (c) Appoint persons having expertized knowledge of the subjects in the respective fields.
- (d) The Board shall take an effort whenever possible to perform the necessary functions to promote the library and information services in the Province in terms of the advice of these expertized Advisory Committees.

PART IIESTABLISHMENT OF THE PROVINCIAL CENTRAL LIBRARY

- ESTABLISHMENT OF : 16. To give the leadership and guidance
THE WESTERN PROVINCE to other libraries in the Province
CENTRAL LIBRARY. and for the purpose of implementation
of the centralized and co-operative
Programmes and also to function as
the Main Provincial Library, the
"Western Province Central Library"
known as the "Central Library" shall
be constituted in future.
- ADMINISTRATION OF : 17. The Western Province Central Library
THE CENTRAL LIBRARY shall be operative under the
supervision and administration of
the Western Province Library
Services Board.
- LIBRARIAN AND : 18. Director of the Western Province
THE STAFF Library Services Board will also be
the ex-officio Chief Librarian of
the Western Province Central
Library. In addition to this, a
suitable staff shall be appointed by
the Library Services Board with the
approval of the Minister for the
proper maintenance of the functions
and services of the Library.
- FUNCTIONS OF THE : 19. (a) To function as the Provincial
CENTRAL LIBRARY Main Library.

- (b) To build up and maintain a special library collection of the Province for the purpose of acquiring a knowledge about the history and culture of the Western Province.
- (c) To build up and maintain a suitable collection of library materials for the benefit of all communities in the Province.
- (d) To function as the mother library for other libraries in the Province.
- (e) To maintain centralized and collective library services.
- (f) To take action to introduce new technology for libraries.
- (g) To perform any function in compliance with the objectives of the Board.

PART IIIESTABLISHMENT OF TRAINING CENTRES FOR
LIBRARY AND INFORMATION SERVICES

- ESTABLISHMENT OF TRAINING CENTRES : 20. According to the advice of the Library Services Board one or more Teaching Institutions known as "Training Centres" in future may be established by the Minister affiliated to the Board for the functions of the Library and information services.
- FUNCTIONS OF THE TRAINING CENTRES : 21. (a) The function of this centre is to furnish the necessary knowledge and training for the proper maintenance of a library and information service system within the area of authority of the Western Province.
- (b) To provide the knowledge and training in the field of library and information services and to hold examinations at the end of the courses to determine the proficiency of the pupils.
- (c) To award certificates to those who are successful at the examinations conducted by the centre.
- RECRUITMENT OF THE STAFF FOR TRAINING CENTRES : 22. (a) Training Centre or centres shall function under the Board.

- (b) The Board may, with the approval of the Minister, decide the schemes of recruitment and salaries of the staff determined to be necessary by the Board for Training Centres.

PART IV

GENERAL PROVISIONS

SPECIAL POWERS
OF THE MINISTER

23. The Minister may issue General and Special provisions with regard to the implementation of powers and assignment of functions of the Institutional Organizations including Boards, central Libraries and Training Institutes established under this statutes and the relevant Institutions or organizations shall implement such provisions.
24. The Board may, with the approval of the Minister, formulate the necessary rules and regulations and provisions of the Library Services Board, Central Library, Training Institute and other Institutions established under this statutes in compliance with the sections of the statute.
25. The Board may formulate library standards, furnish advice and assist professionally for the libraries in the Province with the assistance of the Special Advisory Committees.

26. The Board may establish suitable committees and other Institutes at District level for the development of library work in the Province.
27. In the professional functions of the library and information services, the Board shall work in close co-operation with the Sri Lanka National Library Services Board and the Sri Lanka National Library.
28. The Minister may make orders for the implementation of policies and functions in this statute.
29. Every order made by the Minister shall be published in the government gazette and the order so made shall be implemented on the date of the publication or from a date prescribed in the order.
29. (a) Financial matters and other administrative matters can be determined by regulations.

INTERPRETATION

- : 30. In this statute, unless the context otherwise requires -

"MINISTER" means the subject specific Minister of Local Government of the Western Provincial Council and the
 "MINISTRY" means the Ministry of Local Government.

"Board" means the Library Services Board of the Western Province.

In the interpretation of the text in this statute 'Sinhala Copy' shall be accepted as the original.