

# Compendium of Select Government Reports on Library & Information Services in India

**(Part I)**

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# Message



# Message

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## Compendium of Select Government Reports on Library & Information Services In India—Overview

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Libraries world over have always been recognised as an important social institution which helps in spreading the literacy and inculcating the reading habits among large section of population. Governments world over were sensitive enough to realise this very mission of the libraries and Indian Government have never been lacking behind to understand this aspect. Historically speaking, India has long and rich traditional in education, arts, culture and scientific research. The Seventh Plan Working Report of the Planning Commission states that “No community, institution or organisation is considered complete without a good library services. The gradual spread of the concept of democracy of socialist pattern of society, the extension of education, the intensification of research activities, the rapid increase in the production of recorded knowledge both in print and non print forms, and vast innovations in information and communication technology have led to the expression of libraries, information centres and systems as well as development of their services.”

The significant slogan of the Hon’ble Union Minister of Tourism and Culture, Shri Jagmohan that “THE NATION THAT READS, THE NATION THAT LEADS” speaks itself about the mind set of the Government and importance given to the libraries. Recognising the importance of the libraries, the Government of India and different State Governments have been formulating policies and bringing out reports on various issues concerning the libraries.

There has been a persistent demand from the policy planners and library professionals that all the important Reports of the Government of India should be

brought out at one place so that it becomes easy for them to refer and look to the focus and attention given by the Government in Library sector. This document is an attempt to compile some of the Reports of the Government of India and also from different States which are presently available in printed and mimeograph form for the pre and post independent India at Central Secretariat Library. There are many more such documents which were brought out by the Government from time to time and CSL intends to compile them in continuation to this venture and update the same for posterity.

In addition to publishing them in full, an attempt has been made to provide a brief summary of each Report in a systematic manner which reflects the importance of the document.

The Document begins with the The Report of the Imperial Library, Calcutta for the year 1936-37, which has been re-produced to illustrate the type of information being compiled in the Annual Report of the Imperial Library, Calcutta at its initial phase. Shri S. Kumar, Superintendent, Reading Rooms was officiating Librarian in place of Khanbahadur K.M. A. Asadullah who was the then Librarian. The Report provides information about the status of the Library Council the highest body governing the library affairs. The Copyright Scheme was under consideration of GOI during this period. It had given the financial statement and audited accounts of the library. It provides detailed information about the reading room activities which includes number of days the Library was opened, number of readers visited the reading rooms, number of volumes supplied from the stack rooms. It provides subject wise analytical statement on the taste of readers. Number of admission tickets issued, the number of research workers who were benefited with the library, the addition and deletion of books in the reading room. During the period under report the Imperial Library had a collection of about 1,42,510 with an annual addition ranging between 7000 to 8000, which includes books in European and other Indian languages, and the official publications of the GOI. Information concerning the cataloguing of documents and the size of periodicals subscription through purchase/ gift and exchange has also been reported. Binding of the documents, the weeding out process has also been explained. The type of official publications being received in the library has also been reported. The Buhar Library, which houses the Arabic,

Persian and Urdu books, is one of unique feature of the Imperial Library. It reports the collection of the Oriental Section on different language and also reports about the library training classes being held in the Imperial Library. The entire report is supported with statistical data on each type of activity in the form of Appendix I to XII.

The Report of the Library Development Committee, Bombay, 1939-40 under the Chairmanship of Shri A.A.A. Fayzee is a unique report on the establishment of a Central Provincial Library in the City of Bombay and three Regional Libraries for each of the linguistic centers viz. Poona, Ahmedabad and Dharwar. It begins with the terms of reference on the establishment issues, on whether the Royal Asiatic Society's Library at Bombay should be the nucleus of the Central Library; whether the existing libraries of each region should be given right to receive copyright books under the Central Library; the issues on the establishment and arrangement of the Central Library etc. The Government had recognized that the libraries help to preserve the culture of the country and promote the advancement of the education of the people. It advocated for the comprehensive library movement and stated that if libraries are to fulfill their function, they must be located in every place—village, town and city. The Report traced the history of the library movement from ancient India to the present day and also brief history of libraries in the West, especially in England. It accounts for what is being done in the different Provinces and States in India. It outlines the library movement in Bengal, United Provinces, Central Provinces and Berar, Assam, Bihar, Punjab, Travancore, Baroda, Madras, Mysore, Cochin, Bombay. The role of libraries on educational development has also been touched. The copyright libraries and associated issues have also been dealt. The Report also deals with the present situation in Central and Regional Libraries in Bombay region in order to look its viability of converting them as per the terms of reference. The Report recommends that Royal Asiatic Society of Bombay be entrusted with the function of Central Library and be provided with necessary financial and other help to fulfill its function. It also recommends that Municipal Library at Ahmedabad, the City Library at Poona be the Regional Library and the Karnatak Vidya Vardhak Sangh should be entrusted with the work of forming a Regional Library. It details out the management of Central and Regional Libraries,

which includes the organizational structure, staffing pattern and their training, the status of Government Publications and the role of libraries. The Report advocates for greater cooperation between the existing special libraries and the Central Library, which can provide access to books dealing in special subjects. It also accounts for libraries of the educational institutions. A detailed analysis of the public library movement in the Province has been given. The financial provision for the development of libraries has been discussed. It also accounts for the cooperation of the local bodies. The enactment of the legislation, which will be in the form of permissive legislation, has been advocated. The Report makes the provision of concessions from Railways and Postal authorities for libraries, concession on printing and legislation for recovery of library books are additional feature of the Report. A preparatory note for the adoption of the Report is the part of the document.

Report of the Libraries in Madhya Bharat, with Proposals for their Improvement and Integration into a Public Library System was submitted to the Government of Madhya Pradesh in the year 1952. The Report was prepared under the Chairmanship of Dr. D.R. Kalia. The objective of the Report was to inspect the libraries with a view to suggest possible developments and improvements with particular reference to public libraries, rural library service. The Report recommended the system of circulating libraries in the rural areas with variety of books, organised inspection, maintenance and development and a regular grants to the headquarters to be established in Gwalier and Indore. For the urban areas, it recommended the involvement of voluntary organisations, library committee in each town, grants on the basis of population. It strongly recommended for the library legislation to be enacted in Madhya Pradesh.

The Report of the Advisory Committee for Libraries, 1957 under the Chairmanship of Shri K.P. Sinha was the outcome of the Advisory Committee set up by the Ministry of Education, Government of India as per the Recommendation at a Seminar on ' Role of Libraries in Social Education' organized by India Adult Education Association at Delhi in the year 1955. It is the first report of the Post Independent India which deals extensively with the issues related to the development of public libraries in India. The terms of reference of the Committee was to inquire on the present reading needs of the people, recommend the forms of library structure, function and cooperation

and training needs of the librarians. It was also to recommend the administrative and financial measures necessary to support the future library set-up in India.

While tracing the history of the library movement it divides them into three phases covering the period of 19th and 20th Century. It discusses the role of District Libraries. It reviews briefly the present position of libraries in India so as to understand the magnitude of what is yet to be done and recommend the same. It discusses the organization of libraries in different States of India beginning with Andhra Pradesh, Assam, Bihar, Bombay, Kerala, Madhya Pradesh, Madras, Mysore, Orissa, Panjab, Rajasthan, Uttar Pradesh, West Bengal, Delhi, Himachal Pradesh, Manipur and Tripura and also discusses the grant-in-aids rules in different States. The role of social education centers in the development of libraries in different States has also been emphasized.

The Report elaborately suggests the structure and function of public libraries in India. The functions of State Lending Libraries, Children Libraries, Regional Libraries, Library Committees, Libraries at the District Level, and Libraries at the National Level, the role of All India Library Council are some of the highlights of the Report. It has suggested a National Book Deposit Centre and had given 27 recommendations related to structure and function of public libraries in India. The Report contemplates the library cooperation through auxiliary service provided by Books and Equipment Bureaus, Library Associations, Local Friendly Groups and Book Bins and recommends them with details. It seeks for library cooperation between public libraries and other types of libraries. While discussing the involvement of library personnel the Report classifies different positions of professional staff and elaborates the professional growth and promotion of morale of library personnel. The Report emphasizes on the training of librarianship as a national scheme to semi-professional staff for village library work and routine work in all types of libraries, for staff of public libraries, and advanced training for the leaders in the profession. It recommends to hold the training to semi-professional by the library association not the universities. It also recommends for constitution of expert committee to decide the teaching method and conduct of examination. The Report emphasizes on the strengthening of the UGC by the Central Government to create separate departments in library science. The Report talks about the contacts

between the books and the people, promoting reading among the people, from reading to assimilation and in general give the importance to social education. The Report elaborately recommends on various aspects of library finance and administration for the next twenty five years beginning from third to seventh Five Year Plan

The Report of the Working Group on Development of Libraries during the Fourth Five Year Plan, 1966-71 was the result of the Group constituted by the Planning Commission to report on the major areas concerning the Administrative Set-up of libraries; Personnel Training and Book Production; Library Legislation and Public Library Services and Children's Libraries. The findings and recommendations of the Working Group are supported by several annexure in the document. The Report is of the firm opinion that the Central and State Governments should share among them the entire responsibility of providing adequate public library services to the citizens and recommends for government department under the Central Ministry of Education to deal with library matters and establishment of Directorate of Libraries in each State headed by qualified Director. As regards public libraries development programmes the Working Group recommends that a minimum sum of Rs. 30.99 crores should be spent during fourth Five Year Plan through phased and coordinated programmes. Such programmes will be to strengthen the State Central Libraries, District Libraries, Block Libraries, Branch Libraries, Model Public Libraries, Public Libraries in the Union Territories and other areas, Grant-in-Aid to Library Associations and expenditure on Department under the Central Government and Directorate of Libraries. The Working Group attached great importance to enactment of legislations for providing adequate public library service to the citizens and prepared a Draft Bill for consideration. The Group was serious concerned with the state of book production in the country and recommends that at least a sum of Rs. 20 crores should be spent on well-thought out schemes for promotion of book production during the Fourth Plan. The Working Group also prepared an outline of ten years perspective plan beginning from 1966-67 to 1975-76 which may be treated as a period of construction after which the work of consolidation may start with the commencement of the Sixth Plan in 1976-77.

Report of the Joint Committee set up by the Union Government of India and the State Government of Maharashtra for the Reorganisation of the Asiatic Society,

Bombay and the Central Library, Bombay was the outcome of the efforts of the Department of Culture, GOI and Government of Maharashtra to examine the needs and requirements of Asiatic Society, Bombay and the Central Library, Town Hall, Bombay and to look into their financial problems. The Report was prepared under the Chairmanship of Professor Nihar Ranjan Ray in the 1976-77. Its recommendations were far reaching and paved a way to provide independent to the Asiatic Society and Central Library in respect of library services. Central Library was entrusted to receive, process, stack and provide services from the reading materials received under Press and Registration of Books Acts and Delivery of Books Act. The functions of the Asiatic Society was confined to development of a centre of advanced study and research in the field of Oriental Studies with a special reference to the Sub-continent of India-Pakistan-Bangladesh, West and Central Asia and East and Southeast Asia. It made several recommendations for infrastructural development the required financial provisions.

Report of the Working Group of the Planning Commission on Modernisation of Library Services and Informatics for the Seventh Five Year Plan, 1985-90 was brought out by the Planning Commission with a view to take stock of the position in respect of library services and information as is likely to be reached by the end of 1984-85; to identify the problem areas and suggest remedial measures; to suggest feasible perspective of development of library services and informations upto 2000 A.D. particularly with a view to equalising these facilities to all sections of the people and to enable to national library and information systems make its maximum contribution to the development of a modern society; to specify in clear terms the objectives of library services and informatics development programme in relation to national development goals; and to formulate proposals for the Seventh Five Year Plan ( 1985-90) in the light of the above perspective indicating priorities, policies and financial costs.

As regards, Library and Information Services is concerned the Report took stock of the present position of public, academic, special and national libraries of the country and made several recommendations including the formulation of National Policy for Library and Information Services. In the field of Information and Computer Applications it explained in detail the concept of information as a

resource and described the information planning including the status of Networks. It made several recommendations. The Working Group recommended sector wise financial allocation to be made during Seventh Five Year Plan with a provision to provide some portion of its grant in the State Plans.

The Report of the Review Committee on Library Staff under the perview of central government, 1989, brought out under the Chairmanship of Prof. D.P. Chattopadhyaya is the outcome of the recommendations made in the NAPLIS to categorise the Government of India Libraries. The Report had dealt the terms of reference in order (a) to identify factors for determining the classification of libraries; (b) to re-classify posts as per (a); to rationalise qualifications for recruitment as also the scale of pay of each post. While dealing with the Report it had traced the history of the Pay Commissions with regard to the pay scales and other service conditions of the library staff working in government libraries. Based on the data obtained on the Central Government Libraries through the well developed questionnaire, the Committee had grouped the libraries with certain factors like (a) quantifiable data on size and strength of the library (b) services provided by the libraries and their effectiveness (c) development programmes and processes. The Report had structured the libraries into different categories based on the resources, services, promotional/developmental activities and suggested the staff structure in each category. It had elaborately worked out the formula for the categorisation of libraries. Dealing the recruitment procedure the Report had worked out the professional staff structure with designation, pay scale, qualifications and experience required for direct/ promotion.

The Report of the Committee on National Policy on Library and Information System (NAPLIS) under the Chairmanship of Prof. D.P. Chattopadhyaya submitted its recommendation to the Ministry of Human Resource Development, Government of India in the year 1986. The major aims of the Policy was to foster, promote and sustain, the organization, availability and use of information in all sectors of national activity; to take steps for modernizing and upgrading the existing library and information system and services; to encourage and initiate programmes for training of library and information personnel; to suggest adequate monitoring system; to encourage individual initiatives for the acquisition and dissemination of knowledge; to secure for the people of the country all the benefits out of the accrued knowledge;

and to presser and make know the nation's cultural heritage in its multiple forms. The NAPLIS recommends for all types of libraries and its process of development, the National Library System and the Bibliographical services, manpower development and professional status, modernization of library and information systems and also some general recommendation on professional matters.

As a follow up on the recommendations emerging out of the NAPLIS Report, the Ministry of Human Resource Development, GOI constituted and Empowered Committee.

The Report of the Empowered Committee to formulate an Action Plan on the National Policy on Library and Information System submitted its report in 1988. The Terms of Reference of the Committee were to examine the practical implications of NAPLIS in all its aspects and draw up an action plan particularly focusing its attention on National Policy on Education and Libraries; Public library development; school libraries as integrated approach to literacy and adult education; special library in higher education and research; National libraries for conservation and preservation of cultural heritage; manpower development; modernization and information technology; and production and distribution of reading and audio-visual materials. The decisions and recommendations of the empowered committee including its acceptance on the above issues have been elaborated in the Report of the Empowered Committee.

The Report on the Action Suggested by Working Group on the Decisions of the Empowered Committee on the NAPLIS is the report submitted to Ministry of Human Resource Development, GOI in the year 1992 for action. Besides other issues it stated that the proposal for setting up a National Commission on Library and Information System has been included in the National Cultural Policy for consideration of the Government and the Parliament. It also stated that the Department of Culture may constitute a Central Advisory Committee on Library and Information System on the lines of the Central Advisory Board of Education.

In context of the preparation of the Eighth Five Year Plan a Report of the Working Group on Libraries and Informatics (1990-95) was submitted to Planning Commission. The Report was prepared under the Chairmanship of Prof. D.P. Chattopadhyaya. The terms of the reference of the Working Group was to take

stock of the position likely to be reached within the area by the end of seventh Five Year Plan as regards the programmes mentioned in it; to suggest a feasible perspective of development upto 2005; to suggest measures for upgrading the standards, facilities and attainments of the backward states/regions and districts; to specify the objective of the Eighth Plan; to suggest linkages among libraries and other sectors like rural development, environment, health and agriculture etc.; to review the existing position of information and documentation centers in India and computer networks such as RINSCA, NICNET, INDONET and to suggest the integrated functionality of the entire field of knowledge i.e. social sciences, S&T, humanities; to suggest ways and means of development of books and a nation-wide movement for improving libraries for children, students, housewives, neo-literates etc.; to review the functioning of National Library, RRRLE, NBT other important institutions; to review the present position of library legislation; to formulate the proposal for Eighth Five Year Plan.

The entire Working Group of divided into four different sub-groups. Public Libraries System including Panchayat Libraries; Academic and Special Libraries and Archives; National Library System and Bibliography System; Organisation, Finance and Information. The Sub-groups reviewed the seventh Plan Programmes and set the priorities of the eighth plan.

Besides general recommendations like library should be transferred from the State List to the Concurrent List for integrated and co-ordinate development of libraries; formulation of National Policy of Library and Information System; formulation of National Commission on Libraries and Information System; setting up the Bureau of Library and Information System under the Department of Culture; formulation of schemes to support the national associations in the field of Library and Information System; encouraging the state level organizations to produce suitable books, audio-visuals and other reading materials. Each sub-group had made several recommendations. The Report also makes recommendation with regard to planned manpower development programmes. In the field of Informatics the Report laid down programmes and schemes for the development of various networks like NICNET, INFLIBNET, and suggested the development of National Information System in Social Sciences (NISS), exposure of computer and its usage to the library

community; computer training programmes and proposed for computerization of major libraries for information exchange.

The Report of the Core Task Group on the issue of Sharing of Library and Information Resources utilizing the Revolutionary Advancements in Communication Technology is the result of the Task Group constituted by Planning Commission in 1995 under the Chairmanship of Dr. A.P.J. Abdul Kalam. The Terms of Reference for the Core Task Force are : to study the issues related to sharing of library and information resources, utilizing the recent revolutionary advancements in communication technology; take an integrated view on existing networks and centers to avoid duplication and to maximize their resource utilization if necessary through wider networks; make an assessment of the library automation requirement which forms the base for successful networks; explore the ways and means for inter-connecting libraries and information centers for maximizing utilization of their facilities; and the issues related to sharing of library and information resources and utilization of communication technology in promoting school education. Sub-Task Group were constituted for Assessing the Library Resources, Bibliographical Database development, Infrastructural facilities available in the libraries and Human Resource Development in the Libraries.

While discussing the infrastructural issues the Sub-Group concluded that though there exists vast information infrastructure in the country, its impact has been rather low. The services are not effective due to limiting its users only to scientists in elite institutions and unfamiliarity with the information services availability. Provision of the computer infrastructure in different institutions were also discussed. It also discusses the role played by prominent networks in the country providing the bibliographical services like NISSAT, INSDOC, ERNET, INFLIBNET, NICNET, CALIBNET, DELNET, BONET, BANNET, etc. The Sub-Group makes series of recommendation on infrastructure requirements for dissemination of information.

The objectives of the Resource Sub-Group was to identify the strengths of the existing library resources and deficiencies in them; suggest measures for maximizing the use of library resources through resource sharing, utilizing current IT like those of computers, communication networks and optical digital technology; and to suggest measures for providing single-window-type document supply services to the users

of the country. Besides bringing a real picture of the current scenario of the library resources and resource sharing in the country, it proposed a model for sharing of resources in India by dividing the delivery centers into Regional Document Delivery Centres, Institutional Document Delivery Centres. It advocated for R&D activities in the LIS and brought out Resource Sharing Policy and Resource Development along with Implementation Plan.

The Sub-Group on Database Development concentrated its recommendation to conversion to computer readable form/ retro-conversion; creation of database of experts, projects, bibliographies, MIS and Union Catalogue; design of a LIS in India and Database Management Information System (DBMIS) and Standardisation for Database development and Resource Sharing. The ultimate purpose of the development should be to create On-line Public Access Catalogue (OPAC) . In order to develop the process of quality assurance in libraries the Report indicated performance measures.

The Sub-Group related to Human Resource Development attempted to discuss the overview of present scenario on education on computerized library and information handling including the availability of infrastructural facilities to train the manpower at different levels in various library schools and it presented a proposal for manpower development programme including policy issues in the area of library and information science and services. The objectives of the Sub-Group was to create an adequate HRD base in the country ; to support academic institutions to introduce programmes to train manpower; to impart advance knowledge of computerization activities; to provide mass education to the information users using appropriate computer communication technology; and to develop a sustainable system to constantly monitor and keep pace with new advancements and needs. While highlighting the present scenario, the Report brings the methodology, the target groups and proposed plan.

In the context of preparation of the 9th Five Year Plan, 1997-2002, the Planning Commission had set up a Working Group of Libraries and Informatics under the Chairmanship of Shri B.P. Singh, Secretary, Department of Culture, Ministry of Human Resource Development. The Report of the Working Group of Libraries and Informatics, 1997-2002 has been the outcome of the efforts of the Planning Commission. The Terms of the Reference of the Working Group was to review the

status of programmes and to provide the focus for the development perspective for this sector for the 9th Five Year Plan; to suggest the future directions of the programmes including expansion and qualitative upgradation in terms of standards, facilities and attainments with special reference to improving/ inculcating reading habits and with particular reference to the under-privileged sections and in those backward/ rural areas; to suggest measures for networking of libraries at different levels and to harness the computer and communication technologies and other modern innovations to improve access to information and dissemination of knowledge; and to examine critically the resource requirements under different activities/ programmes. The Report brought out the highlights on the position of library and information services at the end of the 8th Five Year Plan in different types of libraries like Public Libraries; Academic Library System; Special Libraries and Information Systems – science and technology libraries, social science libraries, government libraries, libraries of art, culture and humanities; National Library; Informatics and Manpower Development. In addition to making specific recommendations on different types of libraries, National Library System, modernization of libraries, manpower development and informatics the Report had dealt with some general recommendations. The Report brought out an financial estimates and provided the guidelines for different schemes under the Raja Rammohun Roy Library Foundation during 9th Five Year Plan.

The Report of the Steering Committee for Formulation of 10th Five Year Plan (2002-2007) on Art and Culture had reviewed the current position of the cultural sector of the Country and provided the focus for the development perspective in order to formulate necessary policy directions. The Report has been brought out under the Chairmanship of Dr. K. Venkatasubramanian, Member (Education), Planning Commission.

As may be seen that the Government is aware that the library and information



# Contents

## (Part I)

Acknowledgement .....	vi
Overview .....	vii
1. REPORT ON WORKING OF THE IMPERIAL LIBRARY, CALCUTTA, FOR THE YEAR, 1936–37 .....	1
Apendix I Finance .....	13
Apendix II Reading Room Statistics .....	14
Apendix III Detailed figures showing the number of readers and .....	15
books requisitioned from the Stack Room, during 1936–37	
Apendix IV Analytical statement by shubjects of books .....	16
requisitions from the Stack Room	
Apendix V Linguistic analysis of books acquired by purchase .....	18
and presentation, except official publications	
Apendix VI List of Donors of Books.....	20
Apendix VII Periodicals received in the Library .....	23
Apendix VIII Binding Section.....	23
Apendix IX Lending Department .....	24
Apendix X Statement of Books lent according to Provinces .....	24
Apendix XI Official Section .....	25
Apendix XII Statement showing the number of letters received .....	26
in and issued from the Imperial Library	
2. REPORT OF THE LIBRARY DEVELOPMENT COMMITTEE BOMBAY, 1939–40 .....	27
Prefatory Notes .....	29
Chapter 1 Introduction .....	33
Chapter 2 Historical .....	39
Chapter 3 The Library Movement in India.....	44

Chapter 4	The Committee's Questionnaire and the Replies Received .....	55
Chapter 5	The Central and Regional Libraries .....	58
Chapter 6	Terms and Conditions.....	65
Chapter 7	Management of Central and Regional Libraries .....	67
Chapter 8	Special Libraries.....	73
Chapter 9	Libraries of Educational Institutions .....	76
Chapter 10	The Library Movement in the Province and its Expansion .....	78
Chapter 11	Finance .....	96
Chapter 12	Local Bodies and their Co-operation .....	99
Chapter 13	Legislation .....	101
Chapter 14	Other Suggestions .....	103
Chapter 15	Summary of Recommendations .....	105
Appendix A	.....	109
Appendix B	Library Development Committee .....	111
Appendix C (1)	Replies to the Questionnaire Received from District Local Boards .....	115
Appendix C (2)	From District School Boards.....	115
Appendix C (3)	Replies to the Questionnaire Received from States and ... Outside Provinces	115
Appendix C (4)	From Non-Government heads of Offices and Institutions	116
Appendix C (5)	Replies to the Questionnaire Received from Municipalities .	117
Appendix C (6)	Replies to the Questionnaire Received from other Non- .. Official Institutions	118
Appendix C (7)	Replies to the Questionnaire Received from Government Officials in the Bombay Presidency	119
Appendix C (8)	Replies to the Questionnaire Received from Individual . Members of the Public	120
Appendix C (9)	Replies to the Questionnaire Received from Libraries ... and Library Associations	121
Appendix D (1)	Library Development Committee Report, Bombay .....	123
Appendix D (2)	Scheme No. II .....	123

## Contents

Appendix D (3) Scheme No. III .....	124
Appendix D (4) Scheme No. IV .....	124
Appendix D (5) Scheme No. V .....	125
Appendix D (6) Scheme No. VI .....	126
Appendix D (7) Scheme No. VII.....	126
3. REPORT OF THE LIBRARY DEVELOPMENT COMMITTEE BOMBAY, 1939–40 .....	127
Report of the Libraries in Madhya Bharat, with Proposals for their..... Improvement and Integration into a Public Library System	129
4. REPORT OF ADVISORY COMMITTEE FOR LIBRARIES, 1969 .....	177
Chapter 1 Historical .....	179
Chapter 2 The Present Position of Library Service in India .....	186
Chapter 3 Place of Public Libraries .....	214
Chapter 4 The Structure of Libraries .....	219
Chapter 5 The Auxiliary Services and Library Cooperation .....	248
Chapter 6 The Library Personnel .....	263
Chapter 7 Training for Librarianship .....	286
Chapter 8 Libraries and Social Education .....	307
Chapter 9 Library Finance and Administration .....	315
Appendix I Terms of Reference .....	336
Appendix II The Questionnaire .....	338
Appendix III Tour Programme of the Committee.....	364
5. THE REPORT OF THE WORKING GROUP ON .....	379
DEVELOPMENT OF LIBRARIES DURING THE FOURTH FIVE YEAR PLAN, 1966–71	
Preface.....	381
Chapter 1 Introduction .....	382
Chapter – 2 Findings & Recommendations .....	384
Annexure I Working Group on Development of Libraries during the Fourth Five Year Plan .....	399
AnnexureII Working Group on Development of Libraries	

during the Fourth Five Year Plan .....	401
Annexure III Working Group on Development of Libraries during the Fourth Five Year Plan .....	402
Annexure IV Memorandum on the Model Public/Libraries Bill prepared by the Working Group on Libraries of the Planning Commission .....	407
Annexure V A Survey of Public Library Services in India .....	422
6. REPORT OF THE JOINT COMMITTEE SET UP BY THE UNION GOVERNMENT OF INDIA AND THE STATE GOVERNMENT OF MAHARASHTRA FOR THE REORGANISATION OF THE ASIATIC SOCIETY BOMBAY AND THE CENTRAL LIBRARY, BOMBAY, 1976 .....	495
Section One Introduction .....	497
Section Two The Situation that Obtains .....	500
Section Three Analysis of and Comments on the Situation .....	505
Section Four Remedies and Recommendations .....	512
7. REPORT OF THE WORKING GROUP OF THE PLANNING COMMISSION ON MODERNISATION OF LIBRARY SERVICES AND INFORMATION FOR THE SEVENTH FIVE YEAR PLAN, 1985-90 .....	439
Preamble .....	541
Summary of the Report of the Working Group and Financial Estimates .....	542
PART A: Libraries and Information Services .....	555
PART B: Informatics and Computer Application .....	602
Appendix I Composition of the Working Group .....	647
Appendix II Working Group on Modernisation of Library Services and Informatics .....	650
Appendix III List of Experts and Organisations who have Responded .....	652

(Part II)

8. REPORT OF THE REVIEW COMMITTEE ON LIBRARY STAFF UNDER THE PURVIEW OF CENTRAL GOVERNMENT, 1988 .....	657
Chapter 1 Introduction .....	659
Chapter 2 Procedure of Work.....	661
Chapter 3 Pay Commissions and Pay Scales of Library Staff and their Status Background .....	663
Chapter 4 Role and Responsibilities of Libraries and Librarians in the Central Government.....	666
Chapter 5 Categorisation of Libraries – Groups : 1 – 6 .....	670
Chapter 6 Library Staff Structure.....	687
Chapter 7 Pay Scales and Recruitment Procedure.....	689
Chapter 8 Ministry/Department — Cases.....	697
Chapter 9 Other Categories of Staff in Libraries .....	700
Chapter 10 Promotional Policy .....	702
Chapter 11 Date of Effect of Recommendations .....	703
Chapter 12 Financial Implications .....	704
Chapter 13 Summary of Recommendations and Conclusions.....	705
Annexure A To be Published in the Gazette of India Part I Section 1....	708
Annexure B(1)..... Advertisement	711
Annexure B(2) List of Representations Received from Various Associations	713
Annexure B(3)....List of Representations Received from Various Individuals	715
Annexure C Government of India Ministry of Human Resource Development .....	717
Annexure D Quantitative Data Extracted from the Questionnaire on Various Libraries of Government of India .....	726
9. NATIONAL POLICY ON LIBRARY AND INFORMATION SYSTEM: A PRESENTATION, 1986.....	747

Chapter 1	Introduction .....	751
Chapter 2	Objectives of National Policy .....	753
Chapter 3	The Public Library System.....	755
Chapter 4	The Academic Library System.....	758
Chapter 5	Special Libraries and Information System .....	760
Chapter 6	The National Library System and the Bibliographical Services .....	762
Chapter 7	Manpower Development and Professional Status.....	765
Chapter 8	Modernisation of Library and Information Systems .....	767
Chapter 9	General Professional Issues.....	769
Chapter 10	Implementing Agencies and Financial Support .....	771
Appendix I	Composition of the Committee .....	773
Appendix II	Terms of Reference of the Committee .....	775
Appendix III	Itinerary of the members of the Committee on National Policy on Library and Information System .....	776
Appendix IV	List of Letters with Comments on National Policy on Library and Information System Received from Organisations, Institutions and Individuals .....	783
10. REPORT OF THE EMPOWERED COMMITTEE TO FORMULATE AN ACTION PLAN ON THE NATIONAL POLICY ON LIBRARY AND INFORMATION SYSTEM, 1988 .....		
Chapter 1	Introduction .....	795
Chapter 2	Objectives of National Policy .....	798
Chapter 3	Decisions/Recommendations of the Empowered Committee.....	800
Chapter 4	Academic Library System.....	808
Chapter 5	Special Library and Information System .....	813
Chapter 6	national Library System and Bibliographical Services.....	815
Chapter 7	Manpower Development .....	820
Chapter 8	Modernisation of Library and Information System.....	822
Chapter 9	Implementing Agencies and Financial Support .....	824
Annexure I	Members of the Empowered Committee .....	828
Annexure II	Terms of Reference .....	829
Annexure III	Minutes of the First Meeting of the Empowered	

## Contents

---

	Committee to Formulate Action Plan on national Policy on Library and Information System.....	830
11.	ACTION SUGGESTED BY WORKING GROUP ON THE DECISIONS OF THE EMPOWERED COMMITTEED ON THE NATIONAL POLICY SYSTEM, 1993 .....	847
	Foreword .....	849
	THE DETAILED REPORT .....	853
	Public Library Systems.....	854
	Academic Library System .....	868
	Special Library and Information System.....	878
	National Library System and Bibliographical Services.....	880
	Modernisation of Library and Information System .....	894
	Implementing Agencies and Financial Support.....	898
12.	REPORT OF THE WORKING GROUP OF THE PLANNING COMMISSION ON LIBRARIES AND INFORMATICS FOR THE EIGHTH FIVE YEAR PLAN, 1990–95.....	907
	Chapter 1 Introductory.....	909
	Chapter 2 Library and Information Services—Position at the end of Seventh Five Year Plan .....	915
	Chapter 3 Recommendations .....	923
	Appendix I Statement Showing the per Capita Expenditure on Public Libraries in India.....	956
	Appendix II Level of Expenditure on Public Libraries the States and Union Terowries of India in Desending Order for the Year 1986–87 .....	959
	Appendix III Statement Showing the Per Centage of Total Population, Urban and Rural Population Covered by Public Library Service in Each State & Union Territory of India as on 31st March 1987.....	961
	Appendix IV Public Libraries in India as on 1st July 1988.....	964
13.	REPORT OF THE CORE TASK GROUP ON SHARING OF LIBRARIES AND INFORMATION, 1996 .....	973
	Main Recommendations.....	978
	Sharing of Library & Information Resources Utilising	

Revolutionary Advancements in Computer & Communication Technologies.....	984
Annexures I .....	990
Annexures II .....	993
Annexures III Report of the Infrastructure Sub Task Force for Sharing Library and Information Resources submitted to Planning Commission Core Task Group.....	996
Annexures IV Report of the Resources Sub-task Group of the Planning Commission Core Task Group for Sharing of Library & Information Resources .....	1020
Annexures V .....	1047
Annexures VI Report of the Human Resource Development Sub-Task Group for Sharing of Library and Information Resources .....	1077
14. REPORT OF THE WORKING GROUP OF THE PLANNING COMMISSION ON LIBRARIES AND INFORMATICS FOR THE NINTH FIVE YEAR PLAN, 1997–2002 .....	1089
Chapter 1 Introduction.....	1091
Chapter 2 Library and Information Services: Position at the end of Eighth Five Year Plan .....	1096
Chapter 3 Recommendations .....	1110
Chapter 4 Conclusion.....	1127
Annexure I List of Members of the Working Group on Libraries and Informatics for the Ninth Five Year Plan .....	1133
Annexure II Composition of the Sub-Group .....	1138
Annexure III Meetings of the Sub-Groups .....	1144
15. REPORT OF THE STEERING COMMITTEE ON ART & CULTURE FOR THE NINTH FIVE YEAR PLAN, 2002–2007.....	1145
Introduction.....	1150
Overview .....	1152
Major Achievements during Eighth Plan .....	1153
Thrust Area of the Ninth Five Year Plan .....	1154
Major Thrust/Achievement during the IXth Plan (1997–02).....	1154
Approach and Strategy for the Tenth Plan .....	1159
Financial Allocation for the Tenth Five Year Plan (2002–07) .....	1162

**Compendium of Select Government  
Reports on Library & Information  
Services in India**

**(Part II)**

*Compiled by*

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# Contents

## (Part I)

Acknowledgement .....	vi
Overview .....	vii
1. REPORT ON WORKING OF THE IMPERIAL LIBRARY, CALCUTTA, FOR THE YEAR, 1936–37 .....	1
Apendix I Finance .....	13
Apendix II Reading Room Statistics .....	14
Apendix III Detailed figures showing the number of readers and .....	15
books requisitioned from the Stack Room, during 1936–37	
Apendix IV Analytical statement by shubjects of books .....	16
requisitions from the Stack Room	
Apendix V Linguistic analysis of books acquired by purchase .....	18
and presentation, except official publications	
Apendix VI List of Donors of Books .....	20
Apendix VII Periodicals received in the Library .....	23
Apendix VIII Binding Section .....	23
Apendix IX Lending Department .....	24
Apendix X Statement of Books lent according to Provinces .....	24
Apendix XI Official Section .....	25
Apendix XII Statement showing the number of letters received .....	26
in and issued from the Imperial Library	
2. REPORT OF THE LIBRARY DEVELOPMENT COMMITTEE BOMBAY, 1939–40 .....	27
Prefatory Notes .....	29
Chapter 1 Introduction .....	33
Chapter 2 Historical .....	39
Chapter 3 The Library Movement in India .....	44

Chapter 4	The Committee's Questionnaire and the Replies Received.....	55
Chapter 5	The Central and Regional Libraries .....	58
Chapter 6	Terms and Conditions.....	65
Chapter 7	Management of Central and Regional Libraries .....	67
Chapter 8	Special Libraries.....	73
Chapter 9	Libraries of Educational Institutions .....	76
Chapter 10	The Library Movement in the Province and its Expansion .....	78
Chapter 11	Finance .....	96
Chapter 12	Local Bodies and their Co-operation .....	99
Chapter 13	Legislation .....	101
Chapter 14	Other Suggestions .....	103
Chapter 15	Summary of Recommendations .....	105
Appendix A	.....	109
Appendix B	Library Development Committee .....	111
Appendix C (1)	Replies to the Questionnaire Received from District Local Boards .....	115
Appendix C (2)	From District School Boards.....	115
Appendix C (3)	Replies to the Questionnaire Received from States and ...	115
	Outside Provinces	
Appendix C (4)	From Non-Government heads of Offices and Institutions	116
Appendix C (5)	Replies to the Questionnaire Received from Municipalities .	117
Appendix C (6)	Replies to the Questionnaire Received from other Non- ..	118
	Official Institutions	
Appendix C (7)	Replies to the Questionnaire Received from Government	119
	Officials in the Bombay Presidency	
Appendix C (8)	Replies to the Questionnaire Received from Individual .	120
	Members of the Public	
Appendix C (9)	Replies to the Questionnaire Received from Libraries ...	121
	and Library Associations	
Appendix D (1)	Library Development Committee Report, Bombay .....	123

## Contents

---

Appendix D (2) Scheme No. II .....	123
Appendix D (3) Scheme No. III .....	124
Appendix D (4) Scheme No. IV .....	124
Appendix D (5) Scheme No. V .....	125
Appendix D (6) Scheme No. VI .....	126
Appendix D (7) Scheme No. VII .....	126
3. REPORT OF THE LIBRARY DEVELOPMENT COMMITTEE BOMBAY, 1939-40 .....	127
Report of the Libraries in Madhya Bharat, with Proposals for their Improvement and Integration into a Public Library System .....	129
4. REPORT OF ADVISORY COMMITTEE FOR LIBRARIES, 1969 .....	177
Chapter 1 Historical .....	179
Chapter 2 The Present Position of Library Service in India .....	186
Chapter 3 Place of Public Libraries .....	214
Chapter 4 The Structure of Libraries .....	219
Chapter 5 The Auxiliary Services and Library Cooperation .....	248
Chapter 6 The Library Personnel .....	263
Chapter 7 Training for Librarianship .....	286
Chapter 8 Libraries and Social Education .....	307
Chapter 9 Library Finance and Administration .....	315
Appendix I Terms of Reference .....	336
Appendix II The Questionnaire .....	338
Appendix III Tour Programme of the Committee .....	364
5. THE REPORT OF THE WORKING GROUP ON .....	379
DEVELOPMENT OF LIBRARIES DURING THE FOURTH FIVE YEAR PLAN, 1966-71	
Preface .....	381
Chapter 1 Introduction .....	382
Chapter - 2 Findings & Recommendations .....	384

Annexure I	Working Group on Development of Libraries during the Fourth Five Year Plan .....	399
Annexure II	Working Group on Development of Libraries during the Fourth Five Year Plan .....	401
Annexure III	Working Group on Development of Libraries during the Fourth Five Year Plan .....	402
Annexure IV	Memorandum on the Model Public/Libraries Bill prepared by the Working Group on Libraries of the Planning Commission .....	407
Annexure V	A Survey of Public Library Services in India .....	422
6.	REPORT OF THE JOINT COMMITTEE SET UP BY THE UNION GOVERNMENT OF INDIA AND THE STATE GOVERNMENT OF MAHARASHTRA FOR THE REORGANISATION OF THE ASIATIC SOCIETY BOMBAY AND THE CENTRAL LIBRARY, BOMBAY, 1976 .....	495
	Section One Introduction .....	497
	Section Two The Situation that Obtains .....	500
	Section Three Analysis of and Comments on the Situation .....	505
	Section Four Remedies and Recommendations .....	512
7.	REPORT OF THE WORKING GROUP OF THE PLANNING COMMISSION ON MODERNISATION OF LIBRARY SERVICES AND INFORMATION FOR THE SEVENTH FIVE YEAR PLAN, 1985-90 .....	439
	Preamble .....	541
	Summary of the Report of the Working Group and Financial Estimates .....	542
	PART A: Libraries and Information Services .....	555
	PART B: Informatics and Computer Application .....	602
	Appendix I Composition of the Working Group .....	647
	Appendix II Working Group on Modernisation of Library Services and Informatics .....	650

Contents

---

Appendix III List of Experts and Organisations who have Responded .....	652
--	-----

(Part II)

8. REPORT OF THE REVIEW COMMITTEE ON LIBRARY STAFF UNDER THE PURVIEW OF CENTRAL GOVERNMENT, 1988 .....	657
Chapter 1 Introduction .....	659
Chapter 2 Procedure of Work .....	661
Chapter 3 Pay Commissions and Pay Scales of Library Staff and their Status Background .....	663
Chapter 4 Role and Responsibilities of Libraries and Librarians in the Central Government .....	666
Chapter 5 Categorisation of Libraries – Groups : 1 – 6 .....	670
Chapter 6 Library Staff Structure .....	687
Chapter 7 Pay Scales and Recruitment Procedure .....	689
Chapter 8 Ministry/Department— Cases .....	697
Chapter 9 Other Categories of Staff in Libraries .....	700
Chapter 10 Promotional Policy .....	702
Chapter 11 Date of Effect of Recommendations .....	703
Chapter 12 Financial Implications .....	704
Chapter 13 Summary of Recommendations and Conclusions .....	705
Annexure A To be Published in the Gazette of India Part I Section 1 ....	708
Annexure B(1)..... Advertisement 711	
Annexure B(2) List of Representations Received from Various Associations 713	
Annexure B(3)....List of Representations Received from Various Individuals 715	
Annexure C Government of India Ministry of Human Resource Development .....	717

Annexure D Quantitative Data Extracted from the Questionnaire on Various Libraries of Government of India .....	726
9. NATIONAL POLICY ON LIBRARY AND INFORMATION SYSTEM: A PRESENTATION, 1986 .....	747
Chapter 1 Introduction .....	751
Chapter 2 Objectives of National Policy .....	753
Chapter 3 The Public Library System.....	755
Chapter 4 The Academic Library System.....	758
Chapter 5 Special Libraries and Information System .....	760
Chapter 6 The National Library System and the Bibliographical Services .....	762
Chapter 7 Manpower Development and Professional Status.....	765
Chapter 8 Modernisation of Library and Information Systems .....	767
Chapter 9 General Professional Issues.....	769
Chapter 10 Implementing Agencies and Financial Support .....	771
Appendix I Composition of the Committee .....	773
Appendix II Terms of Reference of the Committee .....	775
Appendix III Itinerary of the members of the Committee on National Policy on Library and Information System .....	776
Appendix IV List of Letters with Comments on National Policy on Library and Information System Received from Organisations, Institutions and Individuals .....	783
10. REPORT OF THE EMPOWERED COMMITTEE TO FORMULATE AN ACTION PLAN ON THE NATIONAL POLICY ON LIBRARY AND INFORMATION SYSTEM, 1988 .....	791
Chapter 1 Introduction .....	795
Chapter 2 Objectives of National Policy .....	798
Chapter 3 Decisions/Recommendations of the Empowered Committee.....	800
Chapter 4 Academic Library System.....	808
Chapter 5 Special Library and Information System .....	813
Chapter 6 national Library System and Bibliographical Services.....	815

## Contents

Chapter 7	Manpower Development .....	820
Chapter 8	Modernisation of Library and Information System.....	822
Chapter 9	Implementing Agencies and Financial Support .....	824
Annexure I	Members of the Empowered Committee .....	828
Annexure II	Terms of Reference .....	829
Annexure III	Minutes of the First Meeting of the Empowered Committee to Formulate Action Plan on national Policy on Library and Information System.....	830
11. ACTION SUGGESTED BY WORKING GROUP ON THE DECISIONS OF THE EMPOWERED COMMITTEED ON THE NATIONAL POLICY SYSTEM, 1993 .....		
	Foreword .....	849
	THE DETAILED REPORT .....	853
	Public Library Systems .....	854
	Academic Library System .....	868
	Special Library and Information System .....	878
	National Library System and Bibliographical Services.....	880
	Modernisation of Library and Information System .....	894
	Implementing Agencies and Financial Support .....	898
12. REPORT OF THE WORKING GROUP OF THE PLANNING COMMISSION ON LIBRARIES AND INFORMATICS FOR THE EIGHTH FIVE YEAR PLAN, 1990–95 .....		
	Chapter 1 Introductory .....	909
	Chapter 2 Library and Information Services—Position at the end of Seventh Five Year Plan .....	915
	Chapter 3 Recommendations .....	923
	Appendix I Statement Showing the per Capita Expenditure on Public Libraries in India.....	956
	Appendix II Level of Expenditure on Public Libraries the States and Union Terowries of India in Desending Order for the Year 1986–87 .....	959

Appendix III	Statement Showing the Per Centage of Total Population, Urban and Rural Population Covered by Public Library Service in Each State & Union Territory of India as on 31st March 1987 .....	961
Appendix IV	Public Libraries in India as on 1st July 1988 .....	964
13.	REPORT OF THE CORE TASK GROUP ON SHARING OF LIBRARIES AND INFORMATION, 1996 .....	973
	Main Recommendations .....	978
	Sharing of Library & Information Resources Utilising Revolutionary Advancements in Computer & Communication Technologies .....	984
	Annexures I .....	990
	Annexures II .....	993
	Annexures III Report of the Infrastructure Sub Task Force for Sharing Library and Information Resources submitted to Planning Commission Core Task Group .....	996
	Annexures IV Report of the Resources Sub-task Group of the Planning Commission Core Task Group for Sharing of Library & Information Resources .....	1020
	Annexures V .....	1047
	Annexures VI Report of the Human Resource Development Sub-Task Group for Sharing of Library and Information Resources .....	1077
14.	REPORT OF THE WORKING GROUP OF THE PLANNING COMMISSION ON LIBRARIES AND INFORMATICS FOR THE NINTH FIVE YEAR PLAN, 1997–2002 .....	1089
	Chapter 1 Introduction .....	1091
	Chapter 2 Library and Information Services: Position at the end of Eighth Five Year Plan .....	1096
	Chapter 3 Recommendations .....	1110
	Chapter 4 Conclusion .....	1127
	Annexure I List of Members of the Working Group on Libraries and Informatics for the Ninth Five Year Plan .....	1133
	Annexure II Composition of the Sub-Group .....	1138
	Annexure III Meetings of the Sub-Groups .....	1144

Contents

---

15. REPORT OF THE STEERING COMMITTEE ON ART & CULTURE FOR THE NINTH FIVE YEAR PLAN,2002–2007.....	1145
Introduction.....	1150
Overview .....	1152
Major Achievements during Eighth Plan .....	1153
Thrust Area of the Ninth Five Year Plan .....	1154
Major Thrust/Achievement during the IXth Plan (1997–02).....	1154
Approach and Strategy for the Tenth Plan .....	1159
Financial Allocation for the Tenth Five Year Plan (2002–07) .....	1162
Annexure I .....	1164
Annexure II .....	1172
Annexure III .....	1177



REPORT OF THE LIBRARY  
DEVELOPMENT COMMITTEE  
BOMBAY, 1939-40





## PREFATORY NOTES

The Government of Bombay appointed a committee for the purpose of exploring the possibilities of the establishment of a Provincial Central Library in Bombay as well as three Regional Libraries at Ahmedabad, Poona and Dharwar.

There are and can be, no two opinions on the desirability of inaugurating a library movement in the Province. The organisation of a network of libraries working in co-operation with one another and satisfying the needs of every individual citizen according to his education and equipment is overdue. In reality, it forms part of education itself; and its need is imperative at the present moment when with the broadening of the franchise, a great part of the population is being called upon to take decisions on a variety of questions affecting them in their daily life—a responsibility which they will be unable to shoulder unless they are afforded facilities for educating themselves through the agency of libraries. It is, therefore, heartening that the Government of Bombay has realised the importance of the question and decided that a comprehensive library movement must be sponsored by the State. In the Press Note issued on the subject, Government envisages a chain of libraries scattered all over the province, libraries of varying sizes closely inter-related. Government also desires to establish a Central Library at Bombay, and three Regional Libraries at Ahmedabad, Poona and Dharwar wherein would be deposited a copy of every book published in the Province. The Regional Libraries would be in direct touch with the network of other libraries, including the village libraries, thus encouraging literacy on a wide scale.

We were entrusted with the task of considering also the possibility of utilising the existing institutions for the purpose of the establishment of the libraries. The difficulties of a comprehensive scheme were many. First, there has never been any previous examination of the problem in the province; even a comprehensive survey of the existing libraries has not been made, and there was also no previous material available on which we could base our report. Secondly, the growth of libraries in

India has been entirely on individual and personal lines. Therefore any scheme for the encouragement of the library movement in India must keep steadily in view of the peculiar conditions prevailing here. Thirdly, although there are a number for various reasons, is very small and there is no co-operation between them. Such co-operation as exists in certain places, is based entirely upon individual considerations and not on any well-settled rules and conventions. Fourthly, many of the libraries possess very defective catalogues, and some of them, no proper catalogues at all, in the modern sense of the term. We had also to consider somewhat complicated question as to the extent of which Government should shoulder the responsibility of financing and controlling the movement.

The Committee was appointed in December 1939. It commenced its work early during the year and prepared a questionnaire consisting of eight questions. This was sent out to some 1,800 individuals and institutions; however, the response to the questionnaire was not very encouraging, replies received being less than 10 percent. of the copies sent out.

The committee held a number of meetings in August and September and visited Baroda, Ahmedabad, Poona and Dharwar. The library system at Baroda is well developed. It is a matter of gratification to the Committee that in the space of some twenty years, a vast network of libraries has grown in the State of Baroda and we hope that the Province of Bombay also will very soon achieve a similar success. At Ahmedabad, Poona and Dharwar, although conditions differ towards the Government, and it is to be hoped that this good-will translated into action will produce good results.

With regard to our recommendations, it may be stated that we propose the establishment of a Central Library at Bombay in close co-operation with the Royal Asiatic Society of Bombay, and the establishment of three Regional linguistic Libraries at Poona, Ahmedabad and Dharwar, on the fulfilment of certain conditions. It is necessary to emphasize that unless the conditions stated in our report are fulfilled, the establishment of the various libraries would not be possible. In our view the extension of the Library System to the villages should follow the successful working of the Central and Regional Libraries. It has been our endeavour in this report to present to Government, with as much brevity as possible, modest and practical

proposals for the inception of the library movement in the Province. Our scheme is one of progressive gradation; beginning with the utmost simplicity, it should be possible to take the further steps suggested by us for the progressive realisation of the object. We are of the opinion, not only that the movement should be sponsored by Government, has already decided to do, but that Government will also have to bear possibly the major burden of the expense—at any rate for some time to come. We therefore, recommend that wherever possible the existing institutions should be utilised for and from part of the scheme. That will not only make for efficiency but reduce to a certain extent the Government's share of the expense.

The scheme is one of progressive development in distinct stages. We think it both right and expedient that the start should be made with the Central and Regional libraries. In the cities in which they are to be located there already exist institutions and men capable of undertaking the task of organising them. The Bombay Branch of the Royal Asiatic Society which possesses a rich library of its own collected during a hundred and thirty-six years, should form the nucleus of the Central Library, and can be persuaded to undertake the task on suitable terms. Similarly the Municipal Library at Ahmedabad, the City Library at Poona and the Vidyavardhak Sangha at Dharwar should be entrusted with the task of establishing and maintaining the Regional libraries. These institutions should be given annual grants by Government and should have the right to receive copyright copies of the works published in the Province. The succeeding stages of the scheme envisage the growth of a network of libraries spreading to district towns, small towns, larger and smaller villages.

We expect the cost to Government will be Rs. 60,000 per annum in the first stage and a maximum of about Rs. 15,00,000 in the final stage, in which every village movement should be entrusted with a Central Advisory Board, while Library Associations should be formed to help in popularising the movement. We venture to hope that Government will give to the scheme the consideration which the importance of the subject demands and at an early date make a start with the movement and thus inaugurate a new era in the cultural history of the Province.

The limitations of the report presented by us are fully realised; in fact these proposals are only of a tentative character, to be modified from time to time in the light of fresh and greater knowledge. As at present advised, we are deferring the

village library system to be Central and Regional Libraries are properly established, the village library scheme alone will not work satisfactorily. We also propose the creation of a proper Library authority to control and direct all schemes from the Centre.

In conclusion, we would like to testify to the enthusiasm, at every centre, of the people whom we met and the institutions which we visited for the immediate inception and development of the library movement; and in the words of the report of the Public Libraries Committee, 1927, 'There can be no greater proof of the fitness of the people for these institutions than their own independent efforts to create them' (paragraph 17). We strongly feel that at all Regional Centres the people in charge of the various libraries will fully co-operate with Government to achieve the objects

## CHAPTER – 1

### Introduction

The Government of Bombay, by Government Resolution, General Department, No. 3414/33 dated the 19th December 1939, appointed a Committee to consider and report on the question of the establishment of a Central Provincial Library in the City of Bombay and three Regional Libraries for each of the linguistic centres, viz., Poona, Ahmedabad and Dharwar.

The following persons were appointed members of the Committee :

- (1) A.A.A. Fyzee, Esquire, M. A. (Cantab.), L.L.B. (Bom.), Chairman  
Bar-at-law, J.P., Principal, Government Law College Bombay.
- (2) Dr. P.M. Joshi, M. A., Ph.D., Librarian, University of Bombay. Members
- (3) S.L. Kapadi, Esqr., B. Sc., Librarian, Bombay Branch of the Members  
Royal Asiatic Society, Bombay.
- (4) R.P. Karwe, Esqr., Advocate, Registrar, Government Members  
Law College, Bombay. (Secretary).

#### Terms of Reference

The following were the terms of reference:

- (i) What should be the nature of the Central Library to be established in Bombay and of the Regional Libraries for Poona, Ahmedabad and Dharwar.
- (ii) Whether the Bombay Branch of the Royal Asiatic Society's Library should form the nucleus of the Central Library in Bombay.

- (iii) Whether new Libraries should be opened in the Regional centres, or certain existing libraries, one in each centre, should be given the right to receive copyright books and become closely associated with the Central Library.
- (iv) If existing libraries are to be given the right, what should be the terms on which they should become part of the scheme.
- (v) What should be the establishment for the Central Library in Bombay.
- (vi) What arrangements should be made for the housing of the Central Library.
- (vii) Any other questions which the Chairman may consider necessary, as arising out of these matters, should also be dealt with.

### Questionnaire and Replies

After carefully considering all the questions that were likely to arise in their investigation and obtaining the necessary information from previous records, the Committee issued a Questionnaire covering the main ground of the terms of reference and allied problems in order to elicit the views of the public (Appendix B). The Questionnaire was sent to about 1,800 persons and Institutions as under :

1. Editors of Newspapers.
2. Libraries and Library Associations.
3. Literary and Scientific Institutions.
4. Boards of Adult Education.
5. Members of the Provincial Legislature.
6. Municipalities and Local Boards.
7. Educational Institutions.
8. Members of the Senate of the University of Bombay.
9. Colleges and High Schools.
10. Religious, benevolent, communal social Institutions.
11. Women's Associations.

12. Commercial Institutions like Chambers of Commerce.
13. Heads of several Government Departments in Bombay.
14. Other Provincial Governments in India.
15. A large number of representative men and distinguished ladies likely to take an interest in the Library Movement.

We would like to put on record our gratitude to the Press, who very willingly gave wide publicity to our Questionnaire and the explanatory note sent along with it. Our thanks are also due to the Director of Information, Bombay, who also helped us in this matter.

The questionnaire was issued in April 1940, and the replies were to be received up to the end of June. We, however, accepted and considered all the replies that were received till the end of September 1940; but the total number received was only 156. Out of these, 1 was received direct from Officers of the Department of Public Instruction. We expected a helpful reply from the Head Office of the Department as the Department was concerned with libraries in the Province for some years and as the subject is one intimately connected with education. It appears, however, that in some cases replies sent through the Head Office were not forwarded to the Committee.

When the replies were examined, it was found that certain Institutions were recommended for being converted into Regional Libraries at Poona, Ahmedabad and Dharwar. The Committee, therefore, decided to visit these places and see these institutions and meet their organizers or committees in order to explore the possibilities of recommending any of them for this purpose. We also decided to visit Baroda on the way to Ahmedabad, in order to obtain first hand information of the Baroda Library movement. Accordingly, the Committee obtained the sanction of Government to visit these places and for the necessary travelling expenses (as per Government Resolution, General Department, No. 3414/33 of 1st May 1940).

The Library movement in Baroda has developed to a considerable extent. We visited at Baroda the Central Library, a Mahal Library (Padra), a Village Library (Chhani) and a Village Reading Room (Samiala). We also interviewed people interested in the movement, and we would like to express our grateful thanks to the

officials who were extremely courteous to us and rendered us every help. The Dewan Saheb of Baroda, Sir V. T. Krishna-machariar, was kind enough to give us a very helpful interview. The Commissioner of Education, Dr. J.M. Mehta, made special arrangements for our stay at Baroda and for putting us in touch with the movement there. Mr. T. D. Wanknis, Curator of the Central Library, spent a considerable portion of his time in showing us round and gave us very useful information. The Curator of the Central Library as well as the Assistant Commissioner of Education, Dr. B.C. Lele, facilitated our obtaining all the other information that we wanted. At Ahmedabad, Poona and Dharwar, we visited the following libraries and institutions, and had an opportunity of meeting their Managing Committees or representatives :

1. The Library of the Gujrath Vidyapith, Ahmedabad.
2. The Library of the Gujrath Vernacular Society, Ahmedabad.
3. She th Maneklal Jethabhai Municipal Library, Ahmedabad.
4. The Library of the Hemabhai Institute, Ahmedabad.
5. The Gokhale Institute of Politics and Economics, Poona.
6. The Library of the Servants of India Society, Poona.
7. The Marathi Grantha Sangrahalaya, Poona.
8. The City General Library, Poona.
9. The United Service Library, Poona.
10. The Deccan College Post-graduate and Research Institute, Poona.
11. The Bharat Itihasa Samshodhak Mandal, Poona.
12. The Bai Jerbai Wadia Library of the Fergusson College, Poona.
13. The Lord Reay Industrial Museum, Poona.
14. The Karnatak Research, Institute, Dharwar.
15. The Karnatak College, Dharwar.
16. The Karnatak Historical Research Society, Dharwar.
17. The Peoples' Library, Dharwar.

18. The Karnatak Vidyavardhak Sangh, Dharwar.

At all these places, we received ready co-operation from the Institutions concerned, and we would like to put on record our appreciation of the courtesy shown to us by them. We had also the advantage of detailed discussions with a number of individuals at these places. In particular we are also grateful to the following gentlemen for having given us considerable help :

1. Principal Dr. V.K.R. V. Rao, M.A., Ph. D. (Cantab.) Ahmedabad.
2. Professor K.L. Joshi, M.A. (Bom & Lond.), Ahmedabad.
3. Professor D.R. Gadgil, M.A., M. Litt. (Cantab.).
4. Professor D.V. Potdar, B.A., Poona.
5. Mr. D.V. Kale, M.A., Poona.
6. Mr. R.S. Parkhi, Poona.
7. Mr. G.R. Nalavadi, B.A., LL.B., Dharwar.
8. Dr. K.S. Kamalapur, M.B.B.S., Dharwar.
9. Professor D.P. Karmarkar, B.A., L.L.B., Dharwar.

#### Government Press Note on the Library Movement

In the report, we have generally restricted ourselves to the terms of reference and the points referred to in the Government Press Note No. P. 494 of 26th October 1939 on the subject of the Library Movement (Appendix A), in which it is stated (paragraph 4) that.

“One important question that has to be considered in this connection is what arrangement will be necessary for the management of these Libraries at the minimum of cost and with the maximum of efficiency. If these Libraries are to be of any real practical use and value to scholars and research workers, a very substantial amount will be needful for (i) building and the provision of furniture and shelves, (ii) cataloguing and indexing, and (iii) expert staff. In view of the importance of the questions involved. Government considered it desirable that a small committee should first be appointed to consider and report on these questions”. There are however certain other matters in the report which, although strictly outside the terms of reference, are yet so closely connected with the questions under consideration,

that we have felt it our duty to deal with them.

The Government Press Note indicates that Government has in view a wider library movement, and that the establishment of a Central Library and the Regional Libraries are only parts of the whole scheme. We have taken into consideration the present financial condition of the Province. After considering all the replies and suggestions received, we have also considered the peculiar conditions prevalent in the Province as compared with the library places outside the Province, where the library movement is being fostered. The library movement is capable of almost unlimited growth, but that necessarily implies corresponding expenditure; our recommendations, however, are of a very modest character consistently with the funds that may be available for the purpose, and they would appear particularly so when one recalls the expenditure on libraries in other countries. We have recommended a Scheme of progressive gradation and Government may adopt any one or more of the steps to start with, according to the money that can be made available for the purpose.

There are no-two opinions regarding the utility of libraries. All the replies that we received favour the movement. The only difficulty raised is that of finance. Co-operation is forthcoming, or is promised, from all quarters, and the enthusiasm of all the institutions and persons interviewed by us lead us to the conclusion that if the movement is taken up by the Government, it will certainly be a success.

#### The Committee's Thanks

We would like to express our gratitude to all those who have helped us in our investigations including those who sent replies to our questionnaire, to the officers of all the institutions we visited, and to many other individuals who so kindly helped us in many other ways.

The Committee's special thanks are due to Mr. R. P. Karwe, Secretary to the Committee, for willingly doing the lion's share of the work in spite of his own heavy office duties. The Committee would like to express their gratitude for the expeditious way in which he collected all the material and information that was necessary and drafted the Report.

The Government Press Note and the Questionnaire issued by us form part of the

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Appendix to this report (Appendix A and B).

CHAPTER – 2

## Historical

Even in the West the library movement is of recent growth, though libraries have been known to exist since ancient times. In the West as well as in the East, libraries were mostly to be found in the possession of educational institutions, which were generally religious institutions, or in the possession of certain wealthy individuals. Travellers in ancient India have described the famous libraries of the Buddhist Universities of Taxila and Nalanda. Visitors to Fatehpur Sikri and to Delhi must have seen the libraries, or rather the library buildings of Akbar and Humayun. Pathashalas, temples and masjids and wealthy persons, noblemen and scholars had their own libraries. None of these libraries were however public libraries. They were only accessible to their owners or the students of the particular educational institutions. Such libraries have lived down to our own day, e. g. the Patan Bhandar in our Province. There are also hereditary collections belonging to learned men or religious heads. All these collections, some of them very valuable, are yet inaccessible to the public. They are mostly manuscript collections and are not available to strangers for study. We find that a very large number of Indian manuscripts have, however, already found their way to the libraries in the West either by means of purchase, presentation or otherwise, and it is only during the last few years that the possessors of these manuscripts are realising that it is really in the interest of knowledge to make their possessions available for the use of others. It need not therefore be added that there was naturally no “Library movement” in India in the present accepted sense of the term. Even in Europe and America it does not go back to more than two centuries; and in our country the modern Library idea has taken root only during the last fifty years.

With the advent of the printed book, it is becoming easier for the ordinary man to have a small library of his own, and the importance of these private collections of manuscripts to him is decreasing as most of these manuscripts are being gradually printed. The field of knowledge also has generally grown so vast that for ordinary purposes the manuscript library is gradually receding into the back ground. But on the other hand, though any one can possess a small library if he so desires, book production has increased to such an extent and knowledge has become so vast, that it is impossible for any individual to purchase every book that he requires for his study. The only way to remedy this is the establishment of suitable libraries.

### Libraries in the West

In the West, America is said to be the home of libraries, and the library movement can be best seen in that country. The Library of Congress, which is the premier library in that country, is well known all over the world, and is in the forefront of the American library movement. The libraries of Germany are also famous for their excellence, both of material and management. The Bibliotheque National of Paris, which is the premier library of France, is larger than the library of the British Museum in London. All these countries have many other large libraries as well as well organized library systems. Italy, Holland, Sweden, Norway and other countries in the West, and Japan in the East have also several kinds of excellent libraries, and the library system of Russia is growing so fast that many other countries will be left far behind soon if it keeps up the present pace. The Library of Congress, contained 5.5 million printed books and pamphlets in 1938, whereas the Lenin Memorial Library at Moscow, contained 5.6 million in that year, and the public library at Leningrad also contained 5 million of books. Besides this, the libraries of the several Academies and a number of Government Departments contain books by the thousand.

### Libraries in England

In England, the library of the British Museum, founded in 1753, is well known all over the world. The other libraries like the Bodleian and the other University libraries are also famous. But, the public library movement really dates from 1849. Not less

than eight Acts were passed regarding Public Libraries from the year 1850 to 1892 in which year a consolidated Public Libraries Act was passed. This Act was again modified in 1919. The Act empowers local authorities to levy a special class for the establishment of libraries. The annual public expenditure on libraries in England is about £ 20,00,000 in addition to what Universities, Colleges and Schools and private libraries spend from their own resources. Even here, however, organized co-operation between libraries is a development of recent date. The British Museum Library is only a Reference Library as it does not lend out any books, and though it gets a copy of every book published in the British Empire, it cannot be expected to have all the books published elsewhere. Lending libraries could give to their subscribers only what they had. The result was that though there were many excellent libraries in England including reference libraries, large lending libraries, libraries to serve special interests like Science, Industry, Commerce, History, Fine Arts, Music, etc., no student or reader was in a position to obtain for his study, all the books that he wanted. Therefore it seemed necessary and desirable that there should be some sort of a co-operation between the various libraries, and that there should be a central agency through which this co-operation could be made effective, so that libraries could exchange books for the use of their readers when necessary, on certain conditions. This is why the National Central Library (paragraphs 18-19) came into existence. Before that there was no means of knowing where a certain book could be obtained, if it was obtainable at all in England. Every library undoubtedly has its own catalogues, but nobody could inquire of all the libraries for a particular book. And even if it was known that the book was in a particular library, a student was not sure that he could get the book unless he became a subscriber to that particular library. It was only as a matter of courtesy or influence in many cases that the reference or access could be obtained.

### Library Co-operation in England

We may briefly outline here the system of Library Co-operation in the British Isles. The starting point of this system is the Urban or the County Library. An Urban Library is established by a Municipal authority to serve the needs of the area under its jurisdiction and a County Library is provided by the Education Committee of a

County Council to supply the reading needs of people dwelling in rural areas who have no access to Municipal collections. But the urban and county libraries are scattered units and if their resources are to be fully utilised by students throughout the country some co-ordination is necessary. That is how the Regional library system came into existence. Under this system the whole of England and Wales is divided into eight regional areas, each of which is administered by a regional library bureau with its headquarters at some convenient centre in the area. Thus, for instance, the Regional Library Bureau for the West Midland region is housed at the Birmingham Public Library. The most important work of the Regional Library Bureau is that of maintaining a Union Catalogue of all the non-fiction books in the libraries under its jurisdiction.

Besides the Urban and County Libraries there are other libraries of a highly specialised nature which do not come within the orbit of a regional library system. These are also willing to place their resources at the disposal of students all over the country. But they prefer to do so through the National Central Library. The National Central Library, as its name implies, is at the apex of the library system of the British Isles. The work of this library may be grouped under three heads : the lending of its own books; the tracing of books in other libraries and arranging for their loan; and the supply of books needed by students attending adult classes in England.

It will thus be seen that the National Central Library came into existence to co-ordinate the resources of the various existing libraries, including the special libraries, so that any ordinary student of any subject may know what books are available on his subject in other libraries in addition to what his own library has got, and may obtain the books if necessary. This kind of co-operation between different libraries would automatically increase the resources of even a small library enormously, and save unnecessary duplication of the cost of purchasing costly books in particular by libraries; and the subscriber of a small library, which could not afford to buy a costly book or books on any special subject, was enabled to obtain a loan on suitable terms from another library which had the book. It can be easily seen that the first necessity for such agreed co-operation between libraries is that every co-operating library must be in a position to know what books the other libraries possess. But at the same time, it is not practicable for every library to obtain duplicates of all the Catalogues

of all the other libraries. If, however, such catalogues are brought together, at one Central place or Agency, and kept up-to-date, information can then be obtained by every library as to where a particular book is available, and in case it was available at many libraries at which nearest library. This collection of catalogues, in practice, usually takes the form of a consolidated card catalogue housed at one institution, and has always to be kept up-to-date by the continuous supply of cards of books that are being added to the co-operating libraries. Such a combined catalogue is called a Union Catalogue. It is with the help of this important tool that the National Central Library is able to do its work. To prepare and maintain such a catalogue and to act as an Exchange Bureau for libraries in a country or province is not a small task; and the difficulties in the problem are many. The estimates made in our own Province of Bombay by a previous committee on the Subject of a Central Library indicate the same fact. At a conference of representative libraries in Poona, we were told that it had been proposed to prepare a Union Catalogue of the contents of some of the important libraries in Poona for the benefit of students, but the scheme had to be given up as the estimated cost ran up to seven thousand rupees. Even in a wealthy country like England, the National Central Library was given a grant of £3,000 to enable it to begin the work.

The National Central Library or the Regional Library is not expected to keep all the books that are required by the readers though the regional libraries are themselves generally very well equipped. Their main function is to obtain the book from some other library as a loan, but such books as may be in demand, and may not be available at other libraries, are very often obtained and kept in the National Central Library or the Regional Library. This does not mean however that any small library can supplement its collections of ordinary books by calling upon the Regional or Central library to supply their readers with all kinds of books that the small library can and should buy for itself; and with this object, books below a certain price are not generally interloaned in this way.

The function of the Central Library and the Regional libraries in India will have, however, to be different from the Central and Regional libraries of England in the present conditions in this country. In England, there are large reference libraries, efficient special libraries on different subjects, copyright libraries and generally a vast library system. In India, libraries are very few, and very small. It seems

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therefore that as a matter of convenience and compromise, the Central and Regional libraries here will have also to take up the functions of all these classes of libraries mentioned above.

### CHAPTER – 3

## The Library Movement in India

Up to the beginning of the present century, the number of public libraries in India was small, and the number of moderately large ones could be counted on one's fingers. With the spread of literacy, growth of literature in regional languages, and the multiplication of printed books and newspapers, their number has slowly increased. The condition obtaining in the country, however, is to preclude a rapid development of the movement unless it receives direct impetus from the Government. In the first place, only 10 percent of the population is literate, and even compulsory primary education, which has been introduced in certain regions and may be adopted on a wider scale hereafter, will not appreciably add to this percentage unless adequate measures are taken to ensure that the people who have been educated receive easy facilities for continuing in the habit of reading, in order to prevent them from relapsing into illiteracy. Secondly, the economic conditions in India are hardly favourable for building up many large libraries. The building up and maintenance of such libraries is costly, and even in a country like England, assistance from the Carnegie Trust was found necessary for the establishment of some of the libraries, and for the development of the National Central Library. Moreover, the vast mass of the Indian population lives in villages, and the small village is not a suitable place for locating a good library. The scheme that has to be devised has to meet these conditions, and to make the best of the material available.

Before formulating such a scheme, we shall notice in brief what is being done in the different Provinces and States in India.

Bengal—The premier library in Bengal is the Imperial Library which contains more than three hundred thousand books. This library is financed by the Government of Bengal as well by the Government of India. There are other important libraries at Calcutta, like those of the University, the Royal Asiatic Society of Bengal, the Government Commercial Department, and the Indian Museum. The Dacca University Library is a growing one and various other private libraries are in existence, though there is no organized library movement in the Province. The Bengal Library Association has been trying to do its best to create popular interest in the subject. The Indian Library Association has been giving library training to aspiring future librarians, and trying to further the library movement in India.

United Provinces—The Province is fortunate in having 5 Universities, that is, Allahabad, Aligarh, Agra, Banares and Lucknow, which have their own libraries. The Nagari Pracharini Sabha at Banares as well as the Gurukul of Hardwar possess good libraries. There are other libraries in the Province also and the Government has recently taken up a programme of developing libraries and Reading Rooms especially in the rural districts, by giving suitable grants. There is a library Association called the U. P. Library Association in the Province.

Central Provinces and Berar—Important cities in the Province have their own libraries. In 1928-29 Government sanctioned a scheme for establishing 22 Village Public Libraries, one for each district, attaching them to suitable schools. Finding that the scheme was popular, the number of libraries was doubled in 1937-38. Next year again it was further extended. These libraries are free libraries. A suitable grant is made every year and a special committee selects books and periodicals for purchase by these Libraries. The Nagpur University possesses a good library. There are also libraries of the Mahakoshal Research Society at Bilaspur and the Vidarbha Sahitya Sangha at Yeotmal.

Assam—The only public library maintained by Government is the Public Library at Shillong, which is a free library. The Inspector of Schools conducts circulating

libraries in the Assam Valley circle. The movement was started in 1935. In 4 years' time it was divided into 13 divisions and 225 centres. There are no other libraries except those of Schools and Colleges.

Bihar—The Khudabux Oriental Library at Bankipore is a valuable collection of Arabic and Persian manuscripts. Patna has a University Library and two other public libraries. There is also a Library Association called the "Bihar Library Association" at Patna. The Bihar Government made a provision of Rs. 30,000 for libraries in their Education Budget in 1939-40.

The Punjab—This was one of the first provinces giving its attention to the question of libraries. Government encourages Municipalities and other local bodies to establish libraries in towns and villages. Village Co-operative Societies also have their own libraries for the benefit of their members. In addition to the University library the Punjab possesses a very large public library, known as the Punjab Public Library at Lahore. That city also has half a dozen additional libraries of importance, notable amongst which are the People of India Society's Library and the Dwarkadas Library. There is a Library Association in the Province "The Punjab Library Association" which conducts a journal called "The Modern Librarian."

Travancore—There are 45 reading rooms and libraries to which grants are given by the Government. Of these libraries, 13 are rural and the rest urban. In addition to this, library development centres have been opened under the supervision of the Educational Department. There are 15 centres in each of the four divisions. Rs. 100 are sanctioned in the first instance for each of these centres, for expenses including furniture, books, periodicals, etc. There is a public library at Trivandrum and mofussil libraries affiliated to this. The library movement is fostered by the State.

Baroda—The Baroda library system is too well-known by now to be described in detail. The library movement in Baroda was started in 1910, when primary education also was made free and compulsory. Originally the library movement was started by private agency but later on it was taken up by Government, and to-day there is close co-operation between the Government and the people. The annual expenditure on the library department is about Rs. 2,00,000.

The Central Library is the centre of all library activities. There is a Library Association, a non-official body, which does propaganda work and other educational work regarding library matters. For starting a village library, the particular village, the Local Board, and the Government contribute one-third each. Mofussil libraries can borrow books from the Central Library. For the benefit of smaller villages or for places where regular library provision cannot be made, travelling libraries in the form of suitable book boxes have been introduced. Village libraries are very often in the charge of school teachers and sometimes housed in the schools themselves. The libraries are free and open to all. There are separate libraries or separate rooms in the library for women. A number of libraries have sections for children, designed for their recreation, development and growth of knowledge. These special sections are in charge of special librarians. There is also a special Library Legislation in the State, and arrangements are made for training of librarians by the Library Department.

Out of the 3,000 villages in the State, 2,800 are served by the library system. It may be mentioned that there are 2,600 schools in these villages. There are 46 town libraries and 1,200 village libraries. The travelling libraries number 390, and simple news-paper reading rooms are 222.

Madras —In 1938-39, there were 1,125 public libraries in the Province, 3 being specially for women. 802 libraries were under the management of the Local Boards, 39 under Municipalities, 41 attached to Co-operative Societies and 243 under private management. Grants are given by Government from the money allotted to the Educational Department since 1921-22. School libraries have also been in many cases made accessible to the public under certain conditions. The Madras Library Association is a very vigorous Association, which is trying to carry the message of the Library far into the small village by encouraging travelling libraries, extension lectures etc. The University and the Madras Library Association are in close co-operation. The University has a scheme for training librarians. There is in Madras another Association called "The Andhra Library Association" which is also doing very good work. The City of Madras contains two important libraries, the Connemara Public Library and the Madras University Library, in addition to many other smaller ones.

Mysore, Cochin, etc.—These States also have been paying much attention to the growth of libraries in their territories.

Bombay.—The Library effort in the Province has been mainly private. Government has not been able to direct its attention to this question, possibly through want of funds. It has however been giving small grants to some libraries like that of the Royal Asiatic Society, and since 1921, the library of the Director of Information, Bombay, has been made available to readers free of charge. Government has its own library at the Secretariat, and the heads of Departments have their own libraries as well. The College and High School libraries are also receiving financial assistance from Government. There are libraries for subscribers in District towns and also in many of the Taluka towns. Very few villages have any libraries, the smaller ones not having even reading rooms. Occasionally we find Municipalities giving some facilities or a very small grant to libraries. The Municipality of Ahmedabad, however, stands alone in the Province as a city possessing a large Municipal Library of its own, and it is now devoting its attention to a further development of the library movement within its jurisdiction. We hope that the example of Ahmedabad will be followed by other Municipalities.

There are three Library Associations in the Province of Bombay, one in Gujarat, another in Maharashtra and a third in Karnatak. But, they have not been able to do much. The important libraries in the Province are :

- (1) The Library of the Bombay Branch Royal Asiatic Society, Bombay.
- (2) The Library of the University of Bombay.
- (3) The Library of the J. N. Petit Institute, Bombay.
- (4) The M. J. Municipal Library, Ahmedabad.
- (5) The Servants of India Society's Library, Poona.
- (6) The Bhandarkar Oriental Research Institute, Poona.

Among the smaller libraries of special interest, the following may be mentioned :

- (1) The Gujarat Vidyapitha Library, Ahmedabad.

- (2) The Bharat Itihasa Samshodhak Mandal's Library, Poona.
- (3) The Library of the Philosophical Institute, Amalner.
- (4) The Marathi Granthalaya, Poona.
- (5) The Anjuman-i-Islam Library, Bombay.
- (6) The Library of the Cama Oriental Institute, Bombay.

Among the technical and professional libraries may be included libraries of the College of Agriculture, College of Engineering, College of Commerce, the Royal Institute of Science, the University Department of Chemical Technology, the V. J. T. Institute, the Medical Schools and Colleges, Sir J. J. School of Art, and the Law College.

The libraries mentioned above are generally open only to their members, and the libraries of educational institutions are generally accessible only to the professors and students.

Free libraries are being opened in some places, but these are often very small libraries or mostly ordinary reading rooms, notable exceptions being the People's Free Reading Room and Libraries in Bombay conducted by the Sukhadwala Trust.

It will thus be seen that for ordinary readers there are not many library facilities in the Province, and as for the question of co-operation between these libraries attention has not yet been given to the matter, though the desirability of such co-operation was discussed between the Bombay Branch Royal Asiatic Society's Library, the Bombay University Library and the Library of the Cama Oriental Institute of Bombay, and co-operation of a certain kind does exist between the first two libraries. In 1920 a Committee was appointed by Government (Government Order, Educational Department No. 4219, dated 6th October 1920) for exploring the possibility of co-operation between libraries of the Province of Bombay, Baroda, the Central Provinces and Central India. The Bombay Branch of the Royal Asiatic Society had then agreed to act as a Central Library for the purposes of this co-operation but the deliberations of this Committee came to nothing as some of the Governments concerned did not accept the Committee's financial recommendations.

In this Province, therefore, we have to visualise the building up of an efficient

library system on the basis of what material we actually possess at present. We have already mentioned some of the existing libraries above. In addition to these the government list of Registered Libraries contains 339 names. Compared with other Provinces, let alone the West, we find that this Province is far behind the others in the matter of libraries. In the Press Note referred to already (Appendix A) Government announced its intention of making a provision in the current year's budget for the development of rural libraries, but advantage does not seem to have been taken of this by any Association, Taluka, or village. It seems, therefore, that unless the question is taken up by some interested association, like the Library Association, who can move in the matter, the good-will of government will not bear fruit. The Municipalities and the Local Boards have sufficient powers even under the present law to devote some of their money for establishing libraries, but the importance of this question must be brought home to them. Government must also be prepared to give sufficient help where it is needed. To the Registered libraries Government used to present copies of the Government Gazette and some other Government publications; but this does not help the ordinary libraries in any way. We venture to think that Government should be prepared to do much more in the matter than it has hitherto done.

We are persuaded that an efficient library system can only be built up in the Province with the free assistance and under the aegis of the government. The building up of such a system even on the very modest scale we propose in the following pages, involves the expenditure of money which it would not be possible to raise solely, or even substantially, through private agencies. Secondly, it would involve the co-operation of local bodies, which it would be easier to obtain through the Government. We visualise at steady growth of the movement through successive stages through a number of years; and for the realisation and maintenance of the progress according to plan, for overcoming diverse kinds of difficulties that may arise from time to time, we think it indispensable that the movement should have active aid and think it indispensable that the movement should have active aid and sympathy from Government. We venture to think, also, that the Government should freely give this aid, and that the library movement, which must necessarily make for the cultural advancement of the community, should evoke Government's

particular concern.

## Libraries and Education

For several decades now, Government has been steadily adopting schemes designed to afford wider facilities for Primary education in the Province. Compulsory Primary education has been already introduced in certain areas, and the areas of compulsion are being widened. Adult education has also engaged the attention of Government. But unless steps are taken to ensure that the people who are thus educated are given facilities and encouraged to continue their acquaintance with letters, they must necessarily relapse into the stage of illiteracy. Moreover, the ultimate purpose of those schemes of education, we assume, is not merely to make the masses literate—that cannot be an end in itself, but only a means to the end—but also to educate them, to put them by placing within their reach literature and the sciences, on the path to a fuller life and prospects of economic betterment. But, at present, the average villager has no opportunities to read a book or paper after he leaves the school for the field; and unless he is given these opportunities in a sufficient measure, the money spent on his education must be deemed to have been spent to no purpose. Such opportunities can only be given to him through an organized network of libraries. Similarly, every citizen of the State has a right to adequate opportunities for cultural advancement and development of his personality, commensurate with his education and equipment, especially since he has a voice in the decision of problems vitally affecting the community, so that the library movement with a network of libraries serving persons of different interests and at different stages of development, is not only intimately connected with the literacy movement, but can be properly said to be an essential concomitant of the educational system. We, therefore, note with pleasure the decision of the Government that it should itself sponsor the movement.

We turn now to the question as to what can and should be done in the immediate future, having due regard to the conditions obtaining in the Province. In England, there are various kinds of libraries, such as Copyright or Deposit Libraries, Reference Libraries, General Libraries for reading and circulation, and Special Libraries, for reference and research. It is not necessary to establish all these several kinds

of libraries in the Province, at any rate in the immediate future. The libraries in the Province are general, and the special libraries are more or less private. The establishment of free public libraries must be preceded by an intensive effort to educate public opinion regarding their utility. This is so, because although Government proposes to sponsor the movement, it may not be able to find all the money necessary at the successive stages of development; and Government's outlay will have to be supplemented by other means, e.g., voluntary contributions from private individuals and from institutions, and even from fresh special taxation. And in order thus to educate public opinion, it is necessary that proper agencies are established as suitable centres selected by Government for the establishment of Central and Regional libraries. The Library movement in Gujarat, thus, can be developed by the Regional library at Ahmedabad with the help of a suitable Library Association. These two bodies can then secure the help of local working institutions and individual workers. The needs of the Marathi-speaking province can be attended to from Poona, and the centre of activities for the Karnatak districts can be located at Dharrwar, and the efforts of these three centres can be co-ordinated from Bombay. So that if a Regional library is established at Ahmedabad, it will have to bring about the co-operation of the existing libraries in that region and try for the establishment of more libraries in Gujarat. As the libraries in our outlying districts are too poor, they will very often apply for costly or rare books to the Regional Library. Our Regional libraries must, therefore, possess a large number of books for lending them to the smaller affiliated or co-operating libraries.

### Copyright Libraries

Then again the question of keeping copyright books at these centres has been raised. Really speaking, a copyright library is a library where books are registered on publication to ensure a copy-right in their authors or publishers, so that every publication is necessarily deposited in the Copyright Library. In India a book need not be registered for the purposes of obtaining this right. However, under Section 9 and 11 of the Press and Registration of Books Act, 1867, three copies of every publication are sent to the Provincial Government by the Printer; two of these are

sent to England, one for the British Museum and another for the India Office, and the third copy remains with the Government. The Provincial Government, therefore, gets one copy of each book published in the Province. Many of the books collected in this way are lying at the Government Record Office, Bombay, but though in theory they are accessible to the public, they are practically buried in the Record Office as there is no proper catalogue of this collection. Books published in this Province are mainly in the three principal languages of the Provicen, Gujarati, Marathi and Kanarese. A few are in other languages, like English and Urdu. It would, therefore, be desirable to keep one copy of these books at a principal centre representating the main languages, so that Gujarati books can be kept in Gujarat, marathi in Maharashtra and Kanarese books in the Kanarese Districts. If these books were given in charge of a library and were properly catalogued and looked after by that library, the advantage to the public would by very great. From this point of view also the towns selected in the three regions, viz. Ahmedabad, Poona and Dharwar, are suitable for to be the keepers of these Government collections or the so-called copyright library. They must also have their own big libraries and must be able to attend to the library movement in the region.

It is proposed by Government that the present colelections of the copyright books should be kept at the Central Library. If however in future all the books received from this source under the Press and Registration of Books Act, 1867, are to be located at the Central Library, this proposal would be satisfactory, but if one copy ina ddition has to be kept at the Regional Library represented by the language of the book also, Government will need two copies for this deposit, one at the Central library and one at one of the Regional libraries. But at present they only get one; and moreover, it sometimes happens that this copy is required by the Oriental Translator's Office, or the Home Department for its own purposes, with the result that such boks do not go to the Government collection of Copyright books at the Record Office. It will thus be seen that to make the collection complete, 3 additional copies instead of the one as at present, will have to be obtained by the Provincial governments.

We presume that if these three additional copies are to be obtained the Government of India will have to be moved to make the necessary amendment in the law as referred to in the Government Press Note. England a number of copies can be

requisitioned for copyright libraries under the English Law; and we presume that to requisition more copies in India will not be a great hardship to the publishers. The position at present is that whereas all Indian books are available in the British Museum and the India Office, there is not a single place in India where all the books published in India can be found. This state of things should in our opinion be remedied, and every books published in India should be kept at least in one copyright library in India, where the copyright collection should be maintained as a reference collection only.

In 1918 the Government of India intended to Start four such copyright libraries, and the Government of Bombay had, by Government Order, Educational Department, No. 2980 of 11th November 1918, appointed a Committee under the Chairmanship of the Collector of Bombay for exploring this question and giving their opinion to the Government of India. What happened later on is not known, but apparently the Government of India must have given up the idea.

Ultimately it comes to the question of changing the existing Act, and the Government of India is now favourable to the idea, we are of opinion that it should be moved to consider again the question of establishing one or more copyright libraries for the whole of India. This would mean that the provision of submitting some more copies again will have to be made in the Act.

Whatever the future developments may be, for our present purpose we recommend that the existing Act should be so amended that three additional copies can be obtained; out of these one copy is to remain at the Central library, and one at one of the Regional libraries according to the language of the book, the third copy being

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utilised for the purpose of Government departments. In case however only one copy of a book was available for the copyright library in the Province, books in the main language, should go to the respective centres represented by the languages, namely, Gujarati at Ahmedabad, Marathi at Poona, Kanarese at Dharwar, and the residue consisting of English, Urdu and other books remaining at the Central library.

It was suggested to us that the main linguistic collections of Gujarati, Marathi and Kanarese books should be completed by an exchange of copyright books with other Provinces and Indian States. Owing to practical difficulties especially due to the number of States, we do not recommend this exchange. The Regional libraries, if they so desire, should complete their collection by purchasing the outside books, the cost of which is not likely to be great, and for this purpose the grants we propose to recommend to the respective Regional libraries, should for the present be sufficient.

#### CHAPTER – 4

## The Committee's Questionnaire and the Replies Received

As has been stated in the introductory chapter, a questionnaire was issued by the Committee after keeping in mind all the implications arising out of the terms of reference and the Government Press Note. In all 156 answers were received by us. Out of these:

- 36 were from Libraries and Library Associations;
- 27 from private individuals;
- 22 from associations other than Library Associations;

18	from Municipalities;
17	from Government Colleges, High Schools and Officers of the Government Educational Department;
14	from private High Schools and educational institutions;
6	from Government officials (other than Educational);
5	from Provinces (other than Bombay);
3	from District School Boards;
3	from District Local Boards;
3	from Public Libraries in India;
1	from a State outside the Province of Bombay, and
1	from a University outside the Province of Bombay.
156	Total

There was a general agreement that the Central Library should be located at Bombay and the Regional Libraries at Poona, Ahmedabad and Dharwar. It was also obvious from the replies that they favoured the establishment of linguistic copyright libraries at Poona, Ahmedabad and Dharwar, and that these copyright libraries should be accessible free to all bona fide students. Regarding the staff, the housing and the functions of the Central and Regional libraries, they are not very well known in India. Moreover, the functions of the Central and Regional libraries as outlined by us in the previous chapter will naturally be different even from the ordinary functions of the central and regional libraries elsewhere as they will have to help in organizing the Library movement, and will also have to manage the Copyright Libraries. The additional suggestions received in the replies were (1) that Urdu and allied books should be stocked separately in a separate Copyright library, or at the Central library in Bombay, (2) that Marathi, Gujarati or Kanarese books published outside the Province of Bombay should be obtained by the copyright libraries to make their particular linguistic collections complete either by mutual arrangement with other provinces and States or by purchase.

In the replies to our questions other than those in the terms of reference, opinion was divided on the question of Copyright libraries acting as lending libraries, and

as regards the technical or special libraries, a majority of the replies favoured the Regional libraries themselves stocking such books. Almost everybody favoured the idea of handing over the Regional library functions as well as the copyright books to suitable existing libraries, and all agreed that Government would have to finance the additional activities and responsibilities of these libraries. As regards the finances other than Government grants and the co-operation of public bodies, the majority seemed to favour the view that public bodies or Local Self-Government institutions

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may not be able to contribute towards libraries. And as regards the housing of the Central and Regional libraries, very few suggested the establishment of new libraries altogether for the purpose, while the majority favoured the view that existing libraries should be given help for an extension of their building and resources. Regarding legislation for a Library movement, the general trend of the replies was that public opinion was not yet ripe for it. On the question of Government supervision, opinions were again divided. Some people favoured a strict Government control while others went to the other end saying that though the movement should be financed by the Government, no Government control was necessary. A majority favoured the view that Government should have the right of supervision by reason of their financial aid, but that it should be restricted to the Central or the Regional activity only without any unnecessary interference with the internal administration of the libraries taking up the functions. The views of the Committee on all these-questions are expressed in this Report at the proper places.

#### CHAPTER – 5

## The Central and Regional Libraries

We shall first deal with the question whether Government themselves should start the Central and Regional libraries. One of the objects of the present inquiry, as referred to in the Government Press Note, is to consider how this project can be economically achieved without detriment to efficiency.

### Functions of the Central and Regional Libraries

According to the scheme outlined in Chapter III, our Central Library will have (1) to preserve all copyright books, (2) to possess a large collection of rare and costly

books, so that it can supplement the resources of the Regional Libraries, (3) to give reference facilities to readers and students, 4) to co-ordinate the resources of the Regional Libraries, and (5) to further the Library movement in the Province and to guide it whenever necessary. The functions of the Regional Library also will be approximately the same, with this difference that its sphere of action will be limited to its Region, it will be under the general guidance of the Central Library and it will necessarily have to develop the Library movement in the districts. It seems to us, therefore, that considering the type of Central and Regional libraries that we expect to have and the magnitude of the finance involved in the establishment and maintenance of such libraries with proper supervision which will include money for housing, equipment, books, their maintenance, cataloguing and staff and all other incidental expenses, it is desirable for Government to take advantage of the fact either that there are suitable existing libraries which may be willing to take up the work, or that where there are no suitable libraries at present, the local people are prepared to finance the Regional libraries to some extent if the working of the libraries is entrusted to them. This will save a large amount of expenditure to Government, and in addition secure the co-operation of the public for a furtherance of the Library movement.

### Central Library in Bombay

A suitable Central library building in Bombay will cost more than a million rupees in initial expenditure alone and a suitable grant for the extension of the building will be necessary periodically. This Library would grow rapidly, and suitable finances would have to be provided for it as recurrent annual expenditure. Land in Bombay is extremely expensive, and that will also be a big item of financial liability. The sums to be expended at Poona, Ahmedabad and Dharwar or independent Government libraries would be also considerable though smaller compared with the expenditure on the Central Library. Rented premises are unsuitable for such libraries, and even if they are to be rented, it will ultimately be realised that a Government building would in the end be cheaper than a rented building. Proper shelving, fittings and the necessary furniture for the Central Library alone may require not less than a

hundred and fifty thousand rupees to start with. Similar considerations would apply to the recurring expenditure for maintenance of the staff, additions and repairs to furniture, shelving and other items. Regarding the books, the acquisition of a large library consisting of rare and valuable books necessary for a Central or Regional library would be a question of time and a great deal of money. Four hundred thousand rupees would be a very modest estimate for books in the beginning for a Central Library; but some of the old, rare and important books, which are very often required by serious students and which are to be found in the existing libraries like that of the Asiatic Society, are even difficult to purchase or to acquire today.

We would ourselves have preferred the establishment of separate Government Central and Regional libraries because then the question of expansion and the ultimate responsibility of the growth and management would be a responsibility of Government. But considering the facts that Government may not be able to find all the money today, the Government desire to bring into existence these facilities with the minimum of expenditure, and that there are institutions which are willing to co-operate with Government, we are of opinion that Government would do well to take advantage of their willingness. If Government supplements the resources of such existing institutions and helps them to function as Central or Regional Libraries, the Province will have this benefit with the minimum of expenditure to Government. The Government grants that we have proposed in this report to be given to these institutions for this purpose may be said to be even less than the interest on the amounts that Government would otherwise have to spend for opening such Government Libraries, leaving aside the large recurring expenses that will be necessary.

In Bombay we have considered several institutions with a view to recommending one of them for the purposes of the formation of the Central Library, and we have come to the conclusion that our reply to the second Term of Reference to the Committee as to whether the Bombay Branch of the Royal Asiatic Society should form the nucleus of the Central Library in Bombay, should be in the affirmative. Fears and doubts expressed by some members of the public as to the desirability and suitability of the Society's library being given this right of forming the Central library have also been considered by us. The Bombay Branch of the Royal Asiatic

Society has already informed Government that in case Government is prepared to finance the additional activities involved, and to provide for the additional space required, and provide the rights of the Society and its members are not endangered and the Society's individual existence is kept, intact, it is prepared to render all possible help to Government and to make their resources available for the purposes of functioning as the Central Library.

In 1920 the Government of Bombay appointed a committee, for considering the question of the reciprocity between the libraries of certain Provinces (see paragraph 38). The question of copyright books also was then considered and the intention was expressed that they should be kept at the library which would act as the Central Library in the scheme. At that time also the Bombay Branch of the Royal Asiatic Society had agreed to act as the Central Library on certain conditions. But the recommendations of that Committee could not be acted upon, as some of the Governments concerned did not accept the recommendations.

Government is aware of the importance of the large library of the Bombay Branch of the Royal Asiatic Society for research workers. The Society was started in 1804, and is the leading cultural institution in the Province. Throughout its long history, the foremost scholars of the Province have been associated with it. The Society has gradually built up its large and valuable Library, easily the biggest in the Province; and its chief treasures are works on Oriental subjects and Indian History. It publishes a journal, which is greatly valued by scholars. It has been spending about Rs. 30,000 a year on the upkeep of its library and making additions to it. If it were proposed to start a new Central Library altogether, it would never hope to acquire so extensive and valuable a collection of books. Government would, therefore, be well advised if they accepted the co-operation of the Society which is freely offered to them. Such co-operation would result in throwing open to the public the finest existing Library in the Province. The Library possesses a trained staff and has the possibilities of giving the required training to librarians. Additional space is also available in the Town Hall building, if this can be placed entirely at their disposal by Government.

## Regional Libraries for the Province

Similarly at Ahmedabad, we would suggest the Municipal Library as a suitable library to undertake the work of a Regional library. On visiting the various libraries at Ahmedabad, we found that the authorities of all these institutions were anxious to help in the establishment of a Regional library at Ahmedabad, and they all willing to render every help to whichever library was selected to act as a Regional library. The Gujarat Vidyapith has a very good library of select books in the institution. It was willing to take up the function of the Regional library as well as to take up the work of organizing a library movement in the village. Alternatively it was prepared to help any other institution that might take up the function and to help in the library movement if called upon to do so by the particular institution. The Gujarat Vernacular Society, which is an influential society in the region and which has been working in the cause of Gujarati literature for a number of years, expressed similar views. We have selected the Municipal Library not because the two institutions referred to above are not capable of managing a Regional library, but because the Municipal Library has by now developed into a sound institution. It already possesses a large collection of books and has the backing of the Ahmedabad Municipality. It has a proper scientific catalogue and a trained staff, and it has no other functions to attend to. It has also the backing of the Ahmedabad public and it will receive the co-operation of the two important institutions mentioned above for the purpose of the library movement. We have also ascertained that, given suitable help for the additional activities, the Municipal Library would be willing to take up the additional work, and assurances were forthcoming that the Municipality would continue to take the same active and sympathetic interest in their library in future; we have therefore no hesitation in recommending it for the Regional Library for Gujarat.

At Poona there are a number of good libraries; but none of them unaided to capable of functioning as the Regional Library. At a conference of representatives of all the important libraries, it was informally agreed that the City General Library would be the most suitable for functioning as a Regional library at Poona and that the resources and co-operation of practically all the libraries at Poona will under certain conditions be at the disposal of the City General Library for the purposes of the Regional Library, and some of the libraries wrote to us accordingly later on. We are, therefore, of opinion that the City General Library, Poona, be entrusted with the

work of the Regional Library for Maharashtra. Here also the resources of the City General Library will have to be supplemented by Government.

At Dharwar, there is no suitable library at present, which can immediately begin to function as a Regional library. At a conference of the local institutions and persons interested in libraries, at which we were present, unanimous opinion was expressed that the Karnatak Vidyavardhak Sangh, which has a small library, and which has a sound backing in the region and which can command the co-operation of the existing local libraries, should be entrusted with the work of the Regional library. The conference assured us at the meeting, and we were subsequently informed by a letter signed by some of those present, that a sum of Rs. 10,000 could be assured every year from various sources if the regional library work was entrusted with the Karnatak Vidyavardhak Sangh. They would also undertake the work of furthering the library movement in the region. We would, therefore, recommend that their offer should be accepted, provided of course that the necessary conditions are fulfilled.

After having studied the Library position in Bombay, Ahmedabad, Poona and Dharwar at first hand we have arrived at the conclusion outlined in the previous paragraphs. Government need not undertake the responsibility of establishing either a Provincial Central Library or Regional Libraries, but they should give suitable grants to the Institutions recommended by us on conditions outlined in the next chapter.

### Municipal Libraries for the City of Bombay

To the foregoing recommendations, we would add one more suggestion. The Central library in Bombay will mainly supplement the three Regional Libraries. The City of Bombay is outside these three regions and obviously the facilities for readers at these three regional places will not be available under the same conditions in Bombay. At present even though there are a number of libraries in the City they are all either subscription libraries or libraries of special interest where only subscribers or readers of a special class are admitted. The free libraries that are in existence do not possess very large resources. At Poona, Ahmedabad or Dharwar, the student will get the advantage of certain class of books at the Regional libraries free of charge, and for books of higher cost or for rare books only, the help of the Central

library will be invoked by the Regional libraries, because the Central Library is not expected to make all books available to all libraries even when those libraries may be in a position to buy such cheap books. But the case of a reader in Bombay will be hard for want of a suitable large library in the City because the Central Library is not expected to be thrown open to the casual reader. If the regions are providing large libraries for their territories, the City of Bombay, which in importance and capacity is greater than any region should also have its own adequate library and then the Central Library can supplement the resources of this library as well. If a smaller Municipality like the Ahmedabad Municipality is doing so much for its population, it stands to reason that the Bombay Municipality which is moving in the direction of free compulsory primary education, and which has been giving some

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small grant to libraries should also start a number of libraries in the city including a large City library. We are sure that if members of the Corporation make a determined effort this matter is not very difficult for them to tackle, and we would be glad if the Municipality could be persuaded to open a properly equipped free public library for the City of Bombay, with branches all over the City.

In the reply to our Questionnaire received from the Bombay Municipality, doubts have been expressed as to whether a Central Library will be much in demand at Bombay. From the number of readers and enquirers that usually visit some of the libraries in the city for research work, especially such libraries as those of the Bombay Branch of the Royal Asiatic Society and the University of Bombay, we are quite sure that the establishment of a Central Library is a necessity and that if it is properly established, its usefulness will be greatly appreciated. We may here mention only one point. At present there are no means of knowing where a particular book is or may be in Bombay, unless one visits every possible library. The research worker and bona fide student will therefore derive great benefit from the Union Catalogue to be maintained at the Central Library.

#### CHAPTER – 6

## Terms and Conditions

We have recommended that the Library of the Bombay Branch of the Royal Asiatic Society should be entrusted with the function of the Central library, (paragraphs 57, 58, 59) and we have recommended that Government should give them the necessary financial and other help that will be required for fulfilling that function. The Society's library must however undertake to act as the Central library, gradually perfecting its functions. The Society should also agree to the nomination of a representative of the Advisory Board on their Committee. In matters other than those of the Central library the Society will however keep its independence intact. They will also have

to co-operate with the Central Advisory Board for Libraries in the matter of the library movement, the function of the co-ordination of the resources being mainly the concern of the Central library, and the recommendations of financial grants and the auditing of the accounts of the libraries receiving such grants being the concern of the Advisory Board. In the other functions of the Board also, the Central library is expected to give its co-operation to the Board. We recommend that the Society be given in the beginning an additional yearly grant of Rs. 30,000, which is an equivalent of what they themselves have been spending on an average for the maintenance of their own Library.

We have also recommended that the Municipal Library at Ahmedabad should be the Regional library there. This library also must undertake to fulfil the functions of a Regional library mentioned by us (Chapter V, paragraph 54) and in consideration of this, it is to receive a government grant. It will be subject to the joint control and supervision of the Central Library as well as the Central Advisory Board as far as the regional function of the Municipal Library is concerned, in such matters as, for instance, co-ordination of library resources, and the library movement in general. The Ahmedabad Municipal Library has a very good and growing collection of books, and its Committee is contemplating an extension of its building for its own purposes as also for the possible purpose of providing more accommodation for research students, if it is to be entrusted with the Regional library function. In its case we recommend that at present an annual grant of Rs. 10,000 should be given to it irrespective of the fact whether it is spent for building purposes also, for this reason that Government may not be able to meet the proportionate building cost in one year; and the library may be allowed to meet this cost gradually from this annual grant.

At Poona, we have recommended the City Library for the purposes of the Regional library. The resources of the City Library alone are not sufficient to enable it to be easily converted into a Regional library. But there are a number of very good libraries of different subject in Poona. As already mentioned in Chapter V, these libraries are prepared to co-operate fully with the City Library at their head representing the Regional library, so that for the purposes of the Regional library, the resources of these libraries will be made available under the same conditions as at the other

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Regional or Central library. We therefore recommend that if these institutions form a joint Committee for the purposes of the Regional library to be established at the City Library, a sum of Rs. 10,000 a year, or a sum equal to the amount that this joint committee can raise in a year, should be given as a grant to the City Library to be utilised by the joint committee.

At Dharwar we have recommended that the Karnatak Vidya Vardhak Sangh should be entrusted with the work of forming a Regional library for that region. The Snagha is willing to offer every co-operation in this work. There is at present no good general library at Dharwar; but the Karnatak Vidya Vardha Sangha has a small library, it has the co-operation of the other local libraries and being a body of some influence, it hopes to secure about Rs. 10,000 a year for expending for the purposes of a good library at Dharwar. It has also sufficient space available for the expansion of their building. It should therefore be given an annual grant of Rs. 10,000 provided Government considers that the sum collected by the Sangha in the year is adequate.

These institutions, which we have recommended for being entrusted with the work of Regional Libraries must however agree to accept the control of the Central Library and the, Central Advisory Board, for certain purposes, which have been referred to in the opening paragraph of this chapter and detailed in Chapter X.

#### CHAPTER – 7

## Management of Central and Regional Libraries

We have briefly indicated (in Chapter V) what the Central and the Regional libraries will have to do. The ordinary routine administration of the libraries taking up the

work of Central and Regional libraries need not be in any way interfered with. They will retain their own independence, their individuality and the rights of their members as regards the issue of books and similar other rights. Only for the purposes of the Central and Regional functions should the management of the libraries be responsible to Government. As it is proposed that Government should finance these Libraries for the purposes of these extra activities to a considerable extent, it is fair that Government should be able to exercise some sort of control over the Central and Regional function of these libraries. We have, however, to observe that the functions of the Central and Regional libraries can be completely discharged only if the full finance and facilities required for these functions are available to them.

### Requirements of the Central and Regional Libraries

The main responsibility of the Central and Regional libraries will be the unification of the library system in the Province with a view to making all kinds of books in the libraries of the Province available to students and research-workers. This being the ultimate aim of inter-library co-operation, the Central and Regional libraries will have to be under the management of a properly trained staff. Owing to the importance of this aim in matters of Library co-operation the preparation of an efficient union catalogue (paragraph 19) can only be entrusted to competent persons; and especially trained persons are necessary in the beginning as our libraries have not yet adopted uniform methods of cataloguing and catalogues. This uniformity will have to be gradually introduced later on if possible. In addition to the staff and material that would be required for this union catalogue, additional staff will also have to be provided for attending to the enquiries from the Regional and other libraries and from the public and for making the necessary arrangements of supplying books to them or arranging for such supply, in accordance with this co-operation scheme. Besides keeping in contact with Regional and other libraries (like Special Libraries) in the Province, the Central library will have also to establish contact with libraries outside the Province, and if possible, also outside India in order to facilitate borrowing books when necessary for student in the Province. This is actually being done by the National Central Library in England and if mutual co-operation is properly

established, this should be possible also in this Province.

Attendance, guidance, help and supervision over readers in the special Reference or Study Rooms to be opened to readers will also necessitate considerable additions to the staff. Another item of expenditure will be the purchase of additional books; even our larger libraries are not in a position to buy all the Reference Books that they really ought to possess; the Central library at least should be in a position to obtain them. Some duplicates of certain Reference Books like Dictionaries, Atlases etc. Which are very often required by readers will have to be provided and the libraries themselves will have to be strengthened in many sections, and their existing gaps filled up. The purchase of many important periodicals for reference, and especially for filing will have to be considered. It has been found that at present newspapers and periodicals are filed in very few libraries with the result that very valuable material of historical or other importance is lost to the public. These newspapers and periodicals can be stocked at the Central or Regional libraries, or arrangements can be made to divide the work between several libraries. All these will require an increase in shelving accommodation. To this normal increase must be added the shelving necessary for the present and future stock of Copyright books. For the Copyright books, for the periodicals, for books loosened by use, etc., binding will take up a large amount. Cataloguing all these books, periodicals and copyright collections, as also making these catalogue entries for the Union catalogue will require additional staff. The dusting, cleaning and keeping of books in their proper places will need addition to the number of servants. Other additional expenses such as printing, stationery, lighting and other conveniences, furniture, insurance, and similar other incidental charges will have to be met.

### Library Staff and their Training

If the Library movement is to be successful, it is necessary that every library must have a trained staff, though the amount of training may differ according to the size, importance or function of a library; and as there are no arrangements for such training in the Province, the arrangements will have to be made; and even if they are made by or in co-operation with the Central Advisory Board, the Library

Association, or the University, the Central and Regional Libraries will have to offer such facilities as may be required for the training, which is only possible in large libraries. These libraries will have also the larger responsibility of furthering the extension of the library movement in the Province. This will involve a large amount of work of giving advice and encouragement to proposed or developing libraries regarding such matters as how they should be started and efficiently administered, how their finances can be economically utilised and how they can co-operated with their neighbouring libraries and the Regional libraries for their advantage. The question of the formation of Library Associations on the lines of the English Library Association and its branches for helping in the movement, for creating an interest in libraries, and generally for helping libraries and librarians in the work will have also to be taken up.

There is sometimes a misconception in the public mind as to the requirements and qualifications of librarians. It is often considered that librarians need not be men of much education or need not have any ability. Similarly it is also supposed that cataloguing does not require intelligence or involve much expense. We must here emphasize the fact that without an efficient librarian, a competent staff and a systematic catalogue, a library is of very little use, a fact which Government have already referred to in the Press Note. A librarian must be able to help not only a large number of readers of different interests, but must be able to help research workers also. And it is therefore necessary that the librarian of a large library must be of a high educational and professional qualification. He must know the resources of his library and must know the methods of classification and cataloguing. He must be generally conversant with all branches of knowledge and must be able to select books for purchase with discretion; and he should be able to obtain the help of experts in every branch of knowledge whenever it becomes necessary. He must also have a knowledge of library administration in all its aspects, including accounts. If he has to deal with Committees, he must also be conversant with Committee procedure. He has to deal with a large number of persons of different temperaments and requirements and therefore in addition to willingness to help, he must be a man of resource and tact. He must have the administrative ability to cope with all the problems that are likely to arise, and properly to control his staff. His staff also, who

would be attending to the several departments, must be sufficiently competent. For the majority of people, the guidance of the library staff is very often necessary for a proper use of the library.

## Library Cataloguing

Similarly, many people seem to entertain the misconception that cataloguing in a library means simply the making of a list of the books that it possesses. Had it been so simple, libraries and librarians would have been happier. A perfect catalogue has not yet been devised, and even when the best of classifying and cataloguing methods are adopted, the ideal catalogue is not attained. An efficient catalogue generally consists of three parts, (1) an Authors' catalogue, (2) a Title catalogue, and (3) a Classified catalogue, though very often many libraries manage with only two of these because of the expenditure involved. The problems of Classification and Cataloguing are so exacting that "Responsible cataloguing should never be undertaken by Assistants who have not been specially trained for the work. Rule of thumb methods may possibly be permitted in some of the aspects of routine; put here they would be worse than useless." "The main essential for successful cataloguing is a trained and adequate knowledge." (Doubleday's Library Routine).

Then there also appears to be an idea in the public mind that libraries spend an unnecessary amount on the staff and very little on books. As a matter of fact, even supposing no new books are purchased the expenditure on staff will be necessary for upkeep and service. Looking to the statements of accounts published by public libraries elsewhere, on an average 40 per cent. of the total expenditure of a public library is spent on the staff, whereas only 14 per cent. is spent on books. The larger the library, the greater the contrast. The cost of the staff necessary for the network of libraries proposed by us must therefore be considerable. Apart from this, binding of books alone, in a library, takes up about 7 per cent, of its total expenses. In the present case it will be higher for obvious reasons. The Central and the Regional libraries will have also to provide larger space by extending their buildings, if our recommendations are accepted. They will have to put up additional shelving, additional furniture and will have to make additional provision for binding their

own books as well as copyright books that will be received. They will have to make additional arrangement for the cataloguing, management and up-keep of the copyright libraries also, and will have to increase their staff in order to carry out all the functions stated above.

If the Bombay Branch of the Royal Asiatic Society is entrusted with the work of the Central library, they also will have to purchase a number of reference and general books and in some cases duplicates of some of the books which they already have, and will have to keep a number of periodicals to which they do not normally subscribes. All this will be necessary in order to make it a good Reference Library and to supplement the resources of the Regional and other libraries as we have already mentioned above. Additional accommodation will have to be immediately provided for readers in the Cental library. We understand that even now the Society's library wants more accommodation for its own use. We find that the South portion of the Town Hall is utilised by Government for the occasional use of some Committee or Commission etc. or other or for some temporary department. It may be possible for Government to allot that portion of the town Hall to the Society for the purposes of forming a reading room for students as well as for providing the additional accommodation that will be immediately needed.

Another urgent need will be to make an additional copy of their catalogue for the use of the readers in the Cental library, as one copy only of the catalogue cannot be conveniently used for reference at both the places and by a large number of people.

The greater problem of the Union Catalogue also will have to be undertaken. This will involve a very large expense in the beginning. All these additional needs, mentioned above will necessitate an additional trained staff as well as menial staff, as the work of Reference at the Central Library, its co-ordination work with the

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libraries and its part in the movement will have to be attended to. The Copyright Library also will have to be run by the Society.

The requirements of the Regional libraries will be more or less on the same basis but on a smaller scale. At Ahmedabad the immediate need would be an extension in addition to the one already planned by the Municipal Library. If an initial building and shelving grant is not possible, we recommend that the Library be allowed to divert some portion of its annual recurring grant for this purpose, say, during the first four or five years. We recommend the same procedure for grants at Poona and Dharwar. At both these places the institutions recommended have space available for the necessary extension of accommodation, but the immediate expenditure involved will have to be made up gradually if it cannot be met in one year.

## Government Publications

Another recommendation that we make is that Government should send one copy of each of the Government publications to these libraries, and we might also suggest that the Government of India may be moved to send one copy of all their publications to these libraries. When the Government of India prints a number of copies of their publications for official use or for sale to the public, the printing of a few additional copies will not add much to the cost beyond practically the cost of the paper, and it will not be difficult to persuade the Government of India to accept this suggestion. The possibilities of co-operation with other Provincial Governments by exchange of publications should also be investigated.

### CHAPTER – 8

## Special Libraries

A special library is generally (1) a library containing books on a subject which is not of general interest, but in which only professional, technical or industrial readers are particularly concerned, or (2) it may be a library devoted to books on one particular subject of general interest, but specialising in it to a very high degree, or (3) it may be a library for a special class of readers. In the first class, we can include libraries of Science, Medicine, Technology, Fine Arts, Law, Commerce, Industry, Music and Drama, etc., in the second class we can include libraries of History, Economics, Education, etc., while in the third category, we can include such libraries as Libraries for the Blind.

Women's and Children's libraries are considered by some as special libraries, but we do not think that they can be so classed. It is necessary no doubt to have separate children's libraries or separate sections for children in general libraries. Similarly for women, also, at least for some time to come, we should have separate sections in libraries. But the books of interest to women and children are not of the special nature referred to above, and therefore, even if separate libraries for children and women are started they may not be called special libraries.

At present there are very few special libraries in India compared to those in the West. Such libraries as exist are more or less of a private nature. The libraries that have been recommended by us for the purposes of the Central and Regional libraries, do not contain many books of a technical or special nature, but the need of books on these special subjects is being increasingly felt by the general public in the Province.

As the Central Library is mainly to be established in order to coordinate the resources of all libraries and to prevent an unnecessary duplication of the purchase of books and as it is not expected to purchase all kinds of books for all possible readers, it will be sufficient if the special libraries that exist can be brought into its sphere of co-operation. It will be easy for Government to allow the libraries of their specialised institutions like the Royal Institute of Science, the Medical Colleges and Medical Schools, the Sydenham College of Commerce and Economics, the Agricultural College, Sir J.J. School of Art, the Department of the Director of Industries, and other departmental libraries, to be used by the public when necessary through the Central library to which the libraries should be affiliated for the purposes

of cooperation. The other libraries like those of the V.J.T. Institute, the University of Bombay, Technological Research Laboratory, the University School of Economics and Sociology, the Department of Chemical Technology of the University, the Chambers of Commerce, the Sir Dorabji Tata Graduate School of Social Work, the Social Service League, as also the proposed Dinshaw Memorial Library of Commerce, can be persuaded to join in the scheme. Outside libraries like the libraries of the Chambers of Commerce may also be helpful if a proper approach is made. It is possible that private institutions, which have special books, may not all agree to send out their books, but we believe they may be persuaded to make their resources known to the public through the union catalogue at the Central or Regional libraries by supplying these libraries with lists catalogues or cards of the books that they have and keeping such lists etc., up-to-date by periodically sending lists of additions. They should also allow occasional access to their libraries to bona fide readers, if such readers are recommended by the Central or Regional libraries, or to make such books available to the Central or Regional Library on certain conditions. In the case of some of these libraries such loans are privately given even now, but the practice

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should be regularised and increased.

These special books or periodicals of a specialised nature are not however required very often for reference by the ordinary reader. His need of reading books on these special subjects is the need of a general reader and the Central and Regional libraries may be encouraged to keep a few books of these special subjects. These books need not be of a highly advanced and technical nature but should be of a popular interest. Reference books on these special subjects such as, Directories, Codes, Maps, Dictionaries, etc., might also be kept in suitable libraries. We therefore recommend that instead of the Central or Regional Libraries being required to keep highly advanced technical books on special subjects, co-operation with Special libraries should be sought, as in our opinion, this will be more convenient and more in the interest of the students of these subjects; such co-operation may also be of great mutual benefit to Special Libraries themselves.

We do not recommend, therefore, that any new Special Libraries should be started by Government, nor that the Central or Regional Libraries should purchase highly specialised books. For these books, the Government or private institutions concerned should be encouraged to develop their own existing special libraries, wherever possible by special book-grants. The Lord Reay Industrial Museum at Poona, for instance, which receives a Government grant is gradually trying to build up a library of technical and allied books and periodicals, of special interest to students of applied science and to men of commerce; and if a special grant is given for the development of its Library on condition that the Library is properly catalogued and maintained, and that it joins in the scheme of inter-library co-operation, it may in course of time be of considerable use to the public.

#### CHAPTER – 9

## Libraries of Educational Institutions

All Colleges have libraries for the use of their Professors and students. All Government High Schools and many private High Schools have comparatively large libraries in their possession. The primary schools however have as yet no libraries, though some schools have made an attempt in this direction. The main difficulty with the libraries for primary schools is that the primary schools in the mofussil are very poor to buy any books; the second difficulty is that apart from text-books, there are very few books published which are suitable for children reading in primary schools. The same difficulty is met with by workers in the cause of literacy amongst grown up people. There are very few simple and easy books to meet the reading needs of the new adult literates, and as advanced books are of no interest to such readers, they read very little or nothing at all, and as their practice of reading is not kept up they soon lapse into illiteracy and the effort and the money spent on making them literate are very soon wasted. If literacy is to advance, we feel it necessary that books suitable for all types of primary readers be published and made available in deferent libraries. We understand that a successful attempt in this direction is being made in Baroda. Even for children who are no longer in schools, a post-school contact or a continuation of reading is necessary, especially in villages, if literacy is to continue. But it is not possible for the school authorities alone or for Government to do it, it demands co-operation between the teachers, the public and the Government. In towns or smaller villages suitable libraries of the required nature can be gradually built up in schools. Just as in a city, playing grounds and parks are necessary for the physical well being of the child, similarly the mind of a child requires freedom from its routine surroundings, and opportunities of making interesting intellectual excursions. Exhibitions, museums and libraries are necessary for the cultural growth of the adult as well as of the child. The growing child should also be provided with some cheerful place where away from the troublesome atmosphere of most of the poor homes, which are by no means ideal, its soul can be refreshed by reading, recreation as well as by observation. Children's sections in libraries or children's libraries are intended for this purpose. In towns and small villages, the school

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libraries have to take their place.

These school libraries should be made available to past students as well, if no other libraries, easy of access, are available at such places. As a matter of fact, we would suggest that all school libraries should be open to the past students as well as to the general public, if possible, on suitable conditions. The importance of this may not be realised in big towns like Bombay or even smaller towns where suitable reading material is available to people desiring to read. In villages or smaller towns, however, where such facilities do not exist, school libraries will be a great asset to the people if they are properly equipped and made available to the public; and the Department of Public Instruction, which supervises all educational institutions in the Province can help the library movement of the Province if it can persuade the school authorities to make their books available to the public around them on suitable conditions and with proper safeguards. We understand that the Department makes a proper grant, included in their general grant, for the express purposes of school libraries; and a little persuasion by the Department will go a long way to help the library movement in smaller places. Schools in the charge of Municipalities and District Local Boards or other private bodies, might also be persuaded to take this step for the benefit of their own public. School and College libraries in our opinion should also have trained librarians, and if for this purpose a small additional expense becomes necessary, the Department of Public Instruction and Local Bodies conducting such schools should favourably consider an increase in their usual grant. All School or College libraries, who would co-operate with other libraries in this library movement should be affiliated to their respective Regional libraries.

#### CHAPTER – 10

## The Library Movement in the Province and its Expansion

## Public Libraries

A public library is a Library to which the public at large has free access. Public libraries are maintained at public expense, by public institutions and, in this sense, they belong to the public. Such libraries came into existence in the West because of the need that people felt for them and because of the support that Governments have given them. When the Public Libraries Act was passed in England, some people had doubts whether the public would like to tax themselves for having libraries, but experience proved that not only were they prepared to tax themselves but in many cases they applied to Government to increase the limit of taxation that was allowed by law. For the purpose and this limitation was removed by section 4 of the Public Libraries Act, 1919. But in India people are not yet so advanced in literacy and education as to be prepared for that stage, and the existing libraries and such library movement as there is, are due entirely to private efforts.

## Library Development in the Province

We have already referred to the desire of Government of establishing a network of libraries throughout the Province from the village library to the Central library (Appendix A, paragraph 2). Between these two ends of the village library and the Central library, there are the District and Taluka libraries. We have already got libraries at the District and Taluka towns; and visualise a co-operation between these libraries. But a proper co-operation among these will be possible only if they are properly financed and organised. We have already referred (paragraph 74) to the fact that for a proper management of the libraries some library training will have to be given to the librarians in charge of the libraries. We have also referred to the question of starting libraries in the outlying places in the district like the smaller towns and villages. The question of establishing these libraries or organising them on modern lines will have to be taken up by private agencies. The Regional libraries or the Central library will only be able to guide and help the efforts of these private agencies; and these agencies can only be of persons or institutions interested in the library movement. These agencies will have to persuade people everywhere and particularly the Municipalities, Local Boards or Co-operative Societies, to open

libraries or to help in opening them. They will have to guide these libraries, when they are started in matters of administration and co-operation with other libraries. They will also have to help the libraries in making a proper approach to sources of possible finance such as grants from the Local Boards, Government, or donations from possible donors. For the question of co-operation with other libraries they will have to be in close contact with the Regional library of their Province or better still in close connection with the Taluka or District libraries whichever may have been properly established, so that if a Government grant was to be given the Regional library or the District library would be then in a better position to recommend such a grant. The smaller libraries will need the help of the bigger libraries and especially of the Regional library for an addition to their resources by means of loans of books, for guidance in the matters of library administration and for the purpose of obtaining Government grants whenever, possible.

If the Central and Regional libraries Scheme only is taken up at the beginning the immediate commitments of Government will be as follows;

The Central library will have to spend additional money on the purchase of more books and periodicals, furniture, staff, shelving, duplication of their catalogue, preparation of a union catalogue and binding. It must be noted also that they will have to keep an entire library of copyright books intact, catalogue it properly and keep it in a state of proper preservation.

After careful consideration, and in view of the financial stringency through which we are passing, we recommend a grant of a minimum of Rs. 30,000 only a year for the Central library as a recurring expense: this will be the immediate need in the beginning; in addition to this the special need of immediate shelving for the copyright books, and furniture should also be considered.

### Additional Requirements for Central Library

	Amount
	Rs.
(1) Purchase of more books	9,000

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Report of The Library Development Committee Bombay, 1939-40

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(2) Purchase of more periodicals	2,000
(3) Staff	10,000
(a) for attendance and service in the Library.	
(b) for routine cataloguing and duplication of the present catalogues.	
(c) for preparing the Union Catalogue,	
(d) for attending to outside inquiries, requisitions, etc.	
(e) for the general up-keep of the Library.	
(4) Shelving	3,000
(5) Binding, including that of the copyright books	2,500
(6) Other charges, materials for catalogues, printing costage, electric light etc.	3,500

Then again for the Regional libraries, we have come to the conclusion that in the beginning Rs. 10,000 a year for each library will be necessary, if our recommendation regarding the establishment of a Central Library at the Bombay: Branch of the Royal Asiatic Society and the Regional libraries at the libraries or institutions at Ahmedabad, Poona and Dharwar, is accepted. In Bombay and Ahmedabad we have already two efficient libraries working, so that the fulfillment of the general requirements of the Central and Regional library function by these libraries has only to be taken into account when making these grants. The Asiatic Society has been spending about Rs. 30,000 on an average for some years past on its Library and the Ahmedabad Municipal Library about Rs. 15,000 a year, and no special conditions are necessary. In the case of Poona and Dharwar, we would make it a condition that the institutions recommended at these places will raise at least an adequate amount every year for expenditure, and in case they are unable to do so, Government might consider the question of making a grant equal to the amount of money that they put up, not however exceeding Rs. 10,000 a year for the present, for each of them. Government may, however, if they are satisfied that despite all possible efforts the region is not able for any special reason to raise a sum equal to the Government

contribution, relax this condition and make the grant none the less. The Committee feels that Government should consider this matter very sympathetically.

### Government Grants to District and Taluka Libraries

After the establishment of the Central and Regional libraries would come the development of the District and the Taluka libraries. Then would come the addition of the village libraries and village reading rooms. We assume that a planned programme for the development of libraries will be desirable if a proper growth of libraries in the Province is desired. Similarly libraries that are started should have some permanent guarantee for the minimum expenditure being met or some sort of a permanent source of income. In the case of our Province the question of a special Library Cess is not being considered by us; but a substantial grant from the Local Board or from the Municipality or from Government or from the interest on a donation or from all of these taken together is necessary. But as donations do not materialise every day, and as Municipalities or Local Boards have not yet been persuaded to do something for the establishment of libraries in their Jurisdictions, it seems to us that the Government grant is the only solution for the present. That will ensure the stability of libraries to be started under the expansion scheme.

### Survey of Libraries in the Province

Before such a programme can be planned it would be desirable to make a survey of all the existing libraries in the Province, Government or private and general or public. This survey can be easily accomplished if a printed form indicating the information required about a library is sent through the Revenue Officers to every library. The Revenue Officers at every place will know all the libraries at that particular place, and the only additional work to the Revenue Officers will be of distributing all these forms, and of returning them when they are received from such libraries. But valuable material can be obtained from such a survey for the purposes of co-operation of libraries as well as for a planned extension of the library movement- in the Province, and such a survey can be made without much expenditure or much labour; we therefore recommend that Government should get such a survey made before taking

up an extension programme.

### Proposed Stages of Library Development

If Government desires to see an expansion of the libraries all over the Province, we suggest the following as a rough scheme. In, this scheme, the Central Library supplements the resources of the Regional Libraries; the Regional Libraries supplement the District Libraries, and so on until the village Library is reached.

But before the smaller library can take advantage of the larger library, it must become a part of the co-operating system and it must itself be run on proper lines and it should affiliate itself to the scheme, by paying a small annual fee which may be fixed according to whether it is a Village, Taluka, District, or Regional Library; and for the purposes of this Library Co-operation, the small library should be guided by the larger library to which it is affiliated, and accept supervision of the kind mentioned in this report.

The scheme is divided into six stages. The details of the latter stages may perhaps have to be modified later, in the light of the experience gained and the grants given may have to be revised from time to time. Our suggestions are made on the supposition that the scheme is developing from the Central and the Regional libraries in the direction of the Village Reading Rooms and Traveling Libraries. But if as contemplated by Government, the scheme of expansion is to develop from both the sides simultaneously from the village upwards as well as from the cities downwards, in order to form a complete scheme of expansion, then a modification in the plan and figures suggested by us will be necessary. Similarly the figures indicated by us for grants to libraries in villages or other places, represent the average that will be required for the particular stage of Library Development. These amounts can be duly adjusted in the light of later experience according to the individual requirements and development of the libraries at these places. In our scheme throughout, our recommendations for Government grants to the libraries are based on the assumption that there is already willingness on the part of the organisers of a library in a town or village to contribute an equal sum, so that the library is built up or run by an equal contribution from the people as well as from Government. Starting a library in a place where there is no literacy or no desire to have a library is of no use; and

the readiness to contribute to the library, and to manage it is an index of the will of the people of a particular region to have a library and to co-operate for the purpose. Again as the scheme detailed by us progresses, and the scheme is built up on the principle of co-operation in which the smaller libraries receive the benefit of the larger library, we have taken it for granted that the responsibilities of the higher libraries go on increasing with the increase of smaller libraries.

Stage No. 1— Stage No. 1 contemplates the formation and strengthening of a Central library and three Regional libraries; and we have already stated that in the beginning a grant of Rs. 30,000 to the Central library and of Rs. 10,000 to each Regional library should be made. This grant will have to be increased, as the working of the system develops, and as the responsibilities of the libraries go on increasing. The total annual amount of expenditure recommended as stated above, for this stage is Rs. 60,000.

Stage No. 2— In this stage every district will have a library at the District Head Quarters. There are 20 districts in the Province; out of which Bombay and the Bombay Suburban Districts are now being almost treated as one—Greater Bombay. Bombay cannot be included in any one of the linguistic regions proposed, and we have already suggested (paragraph 64) that the Bombay Municipality should be persuaded to establish a network of libraries for its citizens; and in the meanwhile some facilities will be available to the public at the Central library. Besides there are other libraries in Bombay. At Ahmedabad, Poona, and Dharwar there will be the Regional libraries. We have therefore not taken into consideration these five districts. For the fifteen remaining districts we propose that an annual grant of Rs. 3,000 be given to every District library at this stage. The work of the Regional libraries will be increased considerably as each one of the libraries will have to supplement the resources of the District libraries in the Region, to form a Union Catalogue, to help the libraries in different ways and to try to extend the Library System further into the Taluka through the District libraries, and other agencies. We are therefore recommending an increase in their grant also. A larger increase for the Regional library at Poona will be necessary at this stage. That library will have to serve ten districts out of the 18 in the Region, 'and will necessarily have to spend more in the discharge of administrative functions and in the purchase of costly books.

Again, a larger number of Marathi books is published-larger than that of Gujarati or Kannada books outside the Province of Bombay. The Regional Library will not get these under the Copyright scheme, but will have to purchase them, and so will have to meet comparatively larger liabilities than at Ahmedabad and Dharwar. The Ahmedabad Library will have, besides, the support of a rich municipality, and the Dharwar Library has been assured of generous contributions from the public. We therefore think that for an efficient discharge of its functions, the Poona Library will require a larger grant. If it is found by experience that any particular District or Taluka library in its further stages of development requires more funds because of its larger liabilities due to its sphere of operation being larger, or by reason of more libraries coming into existence within its sphere at my particular stage, the grant should be proportionately larger in such cases. The work of the Central Library also will considerably increase at this stage of growth. An addition of a larger number of books will be necessary, and increased administrative and other problems also will increase costs. As the reading habit grows in the Province, the demand for books will grow, and the bigger libraries in the scheme will have to spend more and more.

The cost of the second stage to Government will be :

	Rs.
Central Library	40,000
2 Regional Libraries at Rs. 15,000 each	30,000
1 Regional Library	20,000
15 District Libraries at Rs. 3,000	45,000
	1,35,000

Stage No. 3— In this stage, every Taluka or Peta will have a library. There are 185 Talukas and Petas in the Province. Eighteen Talukas out of these will already have larger libraries in them so that 167 Talukas only should be taken into consideration. For every Taluka Library, a grant of Rs. 500 should be made. Besides the Taluka towns there are about 100 towns of the size of Taluka towns, the libraries for which will have to be like those of the Taluka towns; for them also, a similar grant is recommended. And as under the scheme, the responsibilities of the higher libraries

will grow, and as the District library will have to undertake: the responsibility of supplementing, and helping about a dozen Taluka libraries, its grant should also be increased to Rs. 5,000 a year. An increase in the Regional and Central grant also will be necessary.

The cost of grant at the third stage will be :

		Rs.
	Central Library	60,000
2	Regional Libraries at Rs. 18,000 each	36,000
1	Regional Library	24,000
15	District Libraries at Rs. 4,500 each	67,500
167	Taluka Libraries at Rs. 500 each	83,500
100	Libraries in other towns of the size of the Taluka towns at Rs. 500 each	50,000
	Total	3,21,000

Stage No. 4—In this stage the libraries will be established in all villages of a population of between 2,000—5,000. There are 979 such villages. A library should receive Rs. 100 in such a village. In this stage the responsibility of the Taluka towns will increase, but that of the 100 towns referred to in scheme 3 will remain the same.

At this fourth stage of growth the cost will be:

		Rs.
	Central Library	60,000
		(No increase)
2	Regional Libraries at Rs. 20,000 each	40,000
1	Regional Library	25,000
15	District Libraries at Rs. 5,000 each	75,000
100	Towns of the size of Taluka towns at Rs. 500 each	50,000
167	Taluka or Peta Libraries at Rs. 800 each	1,33,600
979	Large village Libraries at Rs. 100 each	97,900
	Total	4,81,500

Stage No. 5— This adds 2,696 villages of a population of between 1,000—2,000

to the scheme. A library of such a village should receive Rs. 50 for such a village. The scheme will cost:

		Rs.
	Central Library	60,000
		(No increase over previous stage)
3	Regional Libraries	65,000
		(No increase over previous stage).
15	District Libraries at Rs. 6,000 each	<u>90,000</u>
167	Taluka Libraries at Rs. 1,000 each	1,67,000
100	Towns of the size of Taluka towns at Rs. 500 each	50,000 (No increase)
979	Village Libraries at Rs. 125 each	1,22,375
2696	Village Libraries at Rs. 50 each	1,34,800
	Total	6,89,175

Stage No. 6—This adds the remaining 1,77,743 villages of a population of less than 1,000 to the scheme. Such small village libraries should receive Rs. 25 a year. The scheme will cost :

		Rs.
	Central Library	60,000
		(No increase over previous stage)
3	Regional Libraries	65,000
		(No increase over previous stage)
15	District Libraries	90,000
		(No increase over previous stage)
167	Taluka Libraries	1,67,000
		(No increase)
100	Towns like Taluka Towns at Rs. 500 each	50,000
		(No increase).
979	Villages (2,000—5,000) at Rs. 150 each	1,46,850
2,696	Villages (1,000—2000) at Rs. 100 each	2,69,600
17,743	Villages (under 1,000) at Rs. 25 each	4,43,575

Total 12,92,025

We recommend Rs. 25 per year to the smallest village and progressively larger amount to the larger libraries in larger villages, taluka towns and district towns. In the fully worked out scheme, the village having a population of over 1,000 gets Rs. 100 a year; the village with a population of 2,000—5,000 gets Rs. 150 the Town with a larger population than this village gets Rs. 500; the taluka town gets Rs. 1,000; the district library gets Rs. 6,000; the Regional library gets Rs. 20,000 or Rs. 25,000 and the Central Library Rs. 60,000.

### Housing of Libraries

This development does not take into consideration the housing accommodation, furnishing and shelving which will be required for the libraries. The Central and the Regional libraries will in course of time have to be housed in suitably large buildings. The District and Taluka libraries also will need suitable accommodation, though village libraries might possibly be accommodated in local schools. The housing problem for these libraries will not be solved all at once. A building for the Central library alone will require at least ten lakhs of rupees, though the buildings required need not all be built up at once, but may be built up by stages according to a definite plan. Similarly buildings of the three Regional libraries will require similar consideration though on a smaller scale, as it may be difficult for these libraries to provide sufficient money for the purpose. We would therefore recommend that Government should set aside the sum of Rs. 50,000 (Rs. 30,000 for the Central library and Rs. 20,000 for the Regional libraries) a year at least and allow the same to accumulate for this specific purpose so that when provision has to be made for buildings, a large amount need not be set aside in one year. Undoubtedly, if any donors come forward for helping any particular library for building the premises, the burden of Government will be lightened to that extent, but we cannot count on these hypothetical donations. Regarding the smaller libraries they are not expected to be so large as to require a special provision like the above. In the beginning, the smaller libraries may be allowed to divert some of their grants for this purpose; the smaller places have also better chances of receiving donations as the donations

required are not large.

## Training for Library Service

The second problem for which provision will have to be made in connection with the growth of libraries is for the training of the library personnel. If the library movement is to work satisfactorily the staff at these libraries will have to be specially trained. We do not think that in these days it is necessary to elaborate the point to convince anybody in this matter. If an ordinary clerk also has to learn typewriting, accounts, etc. to qualify himself for his work, it is even more necessary for a Librarian to get his qualification before he takes up his work. The Report of the Public Libraries Committee, London, 1927, says "In our opinion there is no more vital question in connection with the improvement of the Public Library Service than that of the means to be taken to obtain an adequate staff for the several libraries" (Para. 230). We would like emphatically to endorse this view. There is no doubt that the librarian in a small village need not be very highly trained, but it is desirable that he should have some elementary training at least in library methods. If in addition to being of use to his readers he is to co-operate in a library movement scheme, and if he desires to get proper help from the larger libraries, his training will have to be more technical; the Taluka libraries and the District libraries will need still more training. In the Regional libraries and at the Central library, the staff will have to be very specially trained. In England the Library Association and the University of London hold examinations for the purpose. There are lectures in theory, and experience of practical work in a library is necessary. After the training an examination or examinations also will be necessary. This and the giving of certificates will entail some expense. An honorarium to the teachers or lecturers and examiners will have to be provided for. Some expenses will have to be incurred for accommodation, stationery, clerical work, etc. For this training scheme we recommend a provision of a maximum amount of Rs. 10,000 a year. In the primary stages we do not expect any income from fees, and we do not expect much from village librarians at any stage.

## Library Associations

In Chapter 3, and in paragraph 92 we have already stated that some organising agency will have to come into existence voluntarily in order to create interest in establishing libraries throughout the Province. This agency need not be one for the whole Province; but it may consist of different agencies in the different divisions of the Province co-ordinated by some agency at the head. As a matter of fact, such agencies are found else where in the shape of Library Associations. These Library Associations consist of people who are interested in the formation, management and development of libraries and allied questions in their countries, provinces or districts. Library Associations have done a great deal for the Library Service in England. We also found that in Baroda the Library Association was an influential body and its work in making the people library minded was excellent; other Library Associations, for instance, the Madras Library Association, are proving very useful in this matter. We would strongly urge the establishment of such Associations. Librarians of existing libraries, people interested in education and the spread of the library movement, people willing to give donations for such purposes, influential people in the district who can persuade the people or local bodies to give donations, etc., can become members of this Associations. They can also guide people as to how to form a library, how to manage it, how to collect local funds, how to get a Government grant, and also how co-operation with other libraries can be instituted.

The Library Association in England was founded in 1877; and in 1898 it was granted a Royal Charter. The objects of that Library Association as set forth in the Charter (Public Libraries Report, para. 49) slightly modified to suit our needs may be stated as follows:

- (1) To bring together persons engaged or interested in library work, by holding conferences and meetings, etc., for the discussion of questions of bibliographical questions and matters affecting libraries or their regulation or management or otherwise.
- (2) To start libraries in co-operation with others, if possible;
- (3) To improve the conditions of the existing libraries; to improve the

qualifications of the library staff and to hold examinations in Librarianship for the purpose;

- (4) To promote co-operation between different kinds of libraries;
- (5) To watch legislation concerning libraries and the library movement;
- (6) To encourage the study and preparation of bibliographies;
- (7) To publish Journals or Magazines on matters concerning libraries and to provide information useful to the members of the Association;
- (8) To carry on propaganda in the cause of libraries;
- (9) To give advice and guidance in library matters to those requiring them.

In considering the question of giving a grant to any existing library or to a newly started library, the opinion of a local Library Association would be valuable.

If such an agency comes into being it is desirable to help the activities of the institution by a suitable grant. We contemplate that there will be a Central Library Association, three Regional Library Associations, and fifteen local Library Associations in each district, and we suggest that Rs. 500 for each District Association and Rs. 750 for each Regional Library Association and Rs. 1,000 for the Central Library Association may be given when they are formed. So that a maximum amount of Rs. 10,750 should be spent in giving grants for these nineteen Library Associations to help them in their propaganda and other useful work. The additional expenses required for the work of the Associations will have to be met in other ways, just as we expect that the expenses of libraries will have to be met mainly by local people before a Government grant could be made; membership fees, donations, etc., should be able to make up the total expense of the Associations. These Associations should be affiliated to the Central library.

### Supervision of the Library Movement

Lastly, some sort of supervision will be necessary. We have already stated that the Central library and the Regional libraries will have to take up the question of the

spread of the Library Movement, but the whole of the movement cannot be organised and supervised by the Central as well as the Regional libraries alone. The co-operation of the Library Associations will be necessary for the purpose of the formation of libraries and their management, as also in the training of librarians. These Library Associations may be formed, in the first instance, with the initiative of the Central library as well as the Regional libraries, but further extension and activity cannot be solely attended to by the Managing Committees of the Central library or the Regional libraries. We suppose that they will have already sufficient work in attending to their own libraries and in attending to the extra functions involved in the present scheme. The supervision of all the libraries contemplated in the Province with a view to see whether they are being properly run or not, whether the grants made to them are being properly spent or not whether a sufficient number of books are purchased, whether they are properly catalogued, whether the accounts are properly maintained, whether an adequate and efficient staff is employed, whether books are supplied to co-operating libraries, whether the public are provided with sufficient accommodation and are given adequate facilities, and whether additional Government grants are necessary, these and allied questions will have therefore to be delegated to another body to be specially created for this purpose. This body must naturally consist of representatives of the libraries, other bodies interested in the library movement, like specialists, donors, and Government.

The supervision of the Library Movement in the Province as a whole should, in our opinion, be entrusted to a Central Advisory Board. This Board will consist of :

- 3 representatives of the Central library;
- 3 representatives of the Regional libraries;
- 2 representatives of the Central Library Association,
- 3 representatives of Government; and 2 others may be co-opted by the above representatives for any special reasons.

The Board will appoint its own chairman. It should have a permanent paid Secretary with an office at the Central library. If there are any donors paying an annual sum of Rs. 2,000 or more to the Central library, a representative of each such

donor should be added to the Board. Similarly, if the Bombay Municipality forms a suitable City library in Bombay and joins in the scheme, one representative of that library also should be added.

We would also suggest the addition of two representatives of the Central Adult Education Board on the Central Advisory Board for Libraries, when the Board comes into existence in case the Central Adult Education Board can co-operate in the Library Development Scheme suggested by us. It seems to us that the village library scheme recommended in chapter VIII of the Adult Education Committee's Report, 1938, has been mainly drawn up with a limited scope in view and needs to be widened in order that it should fit in with a proper Library Development Scheme; it is also desirable that the two schemes should work in co-operation, or rather be amalgamated, to minimise the expense as well as to unify the Library Movement in the Province.

For supervising the libraries in a Region, there should be a Regional Advisory Board subordinate to the Central Advisory Board in which there should be—

- 3 representatives of the Regional library;
  - 1 representative of the Central library;
  - 3 representatives of Government;
  - 2 representatives of libraries in the Region; and
  - 2 representatives of the Library Association;
- and additional representatives if necessary of the Adult Education Board, and donors paying more than Rs. 1,500 annually.

These Boards must have the power of auditing the accounts of the libraries, which come under their control owing to their joining the library movement by virtue of a Government grant. The accounts of independent libraries, which do not receive any Government or other grants from Local self-government institutions, need not be supervised by these Boards, but such independent libraries may obtain any advice from these Boards if necessary. In addition to the supervision of libraries mentioned in paragraph 113 above, the working out of the details of the scheme of co-operation of libraries participating in the Library Movement, the framing of the rules, conditions, etc., regarding free access to readers or inquirers to the libraries

concerned and inter-library loans and allied questions should be left to the Central Advisory Board. The British Museum rules, the practice of the National Central Library in England, rules suggested by the Library Reciprocity Committee appointed by the Government, of Bombay in 1920, the suggestions made by the Public Libraries Committee, 1927, and similar other rules may be of considerable help to the Board for this purpose. The Central Advisory Board should also be enabled to make arrangements for giving the required training to those desiring to join the library profession in co-operation with the Library Association, University and the Central Library. Similarly the Board will be a standing body for advising Government in the matter of grants, rules, and many other similar questions that will arise in the development of the library scheme. The Boards should not however have the power to interfere with the internal management and work of any of the libraries or the rights of their members. For instance, it may suggest the increase of accommodation for the general public in the library, but the final decision in the matter will have to rest in the hands of the Managing Committees of these Institutions. The main functions of these Boards will be of the nature of a supervision of the general library movement rather than the inspection and control of a particular library.

We would suggest a nominee of the Central Advisory Board on the Managing Committee of the Central or Regional libraries for the purposes of co-operation between them. This will be useful for explaining to the Committee the views of the Advisory Board when necessary.

All the libraries receiving government grants will have to keep proper books of accounts, which will have to be audited by the Board or by auditors approved by the Board to the satisfaction of the Board. The libraries will have also to keep other subsidiary books usually kept in libraries dealing with publications that they receive, and to submit such returns and statements, etc., to the Board as may be required by it.

As regards libraries other than the Central and Regional libraries in the Province, we have already recommended that a grant of a sum equal to what they raise should be made and the maximum of such amount is generally indicated in the schemes of development already suggested by us. The conditions and terms are generally, free use of their library for bona fide students, and co-operation with other libraries in

the scheme of library development and the acceptance of the control of the Central Advisory Board.

The office work of the Boards cannot be undertaken by the Central or Regional libraries. The Central Board will require the service of an officer, to act as the Secretary to the Board and he will have to be aided by suitable assistants. This officer will have sometimes to travel throughout the Province. The expenses of his office will have therefore to include a travelling allowance. The travelling expenses, if any, of the individual members of all the Boards should be born by the bodies whom they represent and Government representatives should be as far as possible local officers or rather locally nominated persons. The officer will have to be of a suitable educational qualification and necessarily a library qualification, and he should be appointed by Government. We recommend an amount of Rs. 15,000 for this purpose. This includes two clerks and two peons for the office. A provision of Rs. 10,000 for each Regional Board is recommended for a similar purpose.

### Grants to School and College Libraries

We have suggested already that if proper use is to be made of school or college libraries, these libraries should be in charge of suitably trained librarians and that these libraries should be affiliated to the Library Development Scheme. There are thirty two colleges and 236 high schools in the Province. Out of these 268 institutions, 29 (10 colleges and 19 schools) belong to Government; the remaining 236 are private; some of them maintain libraries, but many of the private high schools have no special libraries. If Government recommends that proper librarians should be appointed by all such libraries, it may have to give an additional grant for this. The high schools usually are nowadays expected to receive a 20 per cent grant of their expenses. On this particular item we recommend that the grant should be taken to the 33 per cent. originally contemplated for school grants. If the scale of pay of these librarians varies from Rs. 25 per month, to Rs. 200 per mensem as a maximum in a selection grade to a properly qualified Librarian, we expect that a maximum increase of Rs. 75,000 in the present annual education grant would be necessary; and if this grant is entrusted to the Central Advisory Board, we expect a provision

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of Rs. 75,000 per year for this purpose.

### Proposed expenditure Library Development

District Boards or Taluka Boards, if later on they come into existence, will have to be constituted in a manner similar to those of the Regional and Central Boards, and comparatively smaller amounts may have to be provided for expenses of these Boards. The following statement will give a rough idea of the annual expenditure likely to be incurred by Government from stage to stage in all the six stages proposed by us :

Rs.	
Stage I	60,000
Stage II	1,35,000
Stage III	3,21,000
Stage IV	4,81,500
Stage V	6,89,175
Stage VI	12,92,025
Reserve for Buildings	50,000
Maximum grant to the 19 Library Associations	10,750
Expenses of the Central Advisory Board	15,000
Three Regional Advisory Boards	30,000
Grant to Schools and Colleges for increased pay to Librarians	75,000
	1,80,750

As we have already stated, we presuppose that before a library is started at a certain place, the people of the place are prepared to start the library and to provide at least 50 per cent of the funds required, from the various sources, private or otherwise, available to them at that place. Such co-operation from the people at

once shows the desire to have the library and ensures a lasting co-operation for the purpose. It is no use starting a library where people are not likely to use it of their own accord or are not likely to be induced to read in such a library.

## CHAPTER – 11

# Finance

In the previous Chapter, we have already given a rough estimate as to what the expansion on a moderate scale of the Library Movement in the Province is likely to cost. We suggest that this additional amount should be provided for in the Budget on the same lines as the educational grant. We find (pp. 212-213 sq. Budget for 1940—41) that a sum of over Rs. 2 crores is spent on education in the Province. For Primary education alone a provision of Rs. 1,28,64,200 has been made. We, therefore, submit that a grant of even Rs. 15 lakhs which is the maximum that we have recommended for the Library Movement in the Province, is not an unduly large sum, considering that library development is an essential part of the educational programme, that a special development grant of about 2 lakhs of rupees has been made in the same Budget for the Development of Adult Education and that the Report of the Adult Education Committee recommended Rs. 5,25,000 as an annual expenditure for village libraries alone in addition to capital expenditure. We also recommend that grants for this Library Development Department should be under the control of the Central Advisory Board mentioned in the last Chapter, and the amounts should be granted only after the recommendations of that Board, and the Board should be held responsible for the proper expenditure of those grants.

A complete scheme of Village Libraries seems to have been ready (see Appendix A) when framing the Budget of 1940-41 where funds were allotted for the purpose. The recommendations of the Adult Education Committee in response to which the grant appears to have been provided were that the development of the village libraries would cost Rs. 4,72,500 as capital expenditure and Rs. 5,25,000 as recurring annual expenditure. The proposal of that Committee was to spend 50 per cent. from

the Central Adult Education Funds and the balance from the collections from the Districts, from sources such as Co-operative Societies, Village Improvement Funds, District School Boards, etc. The control of these libraries was to be vested in the Adult Education Committee.

We submit that the amount recommended by the Adult Education Committee for the development of libraries throughout the district villages is inadequate unless the recommendations can be taken to refer only to the initial period. We agree with the views expressed by Government, in the Press Note of 26th October 1939 (Appendix A) in which it is said "A comprehensive Library Movement designed to cover as much of the Province as possible with good libraries must be sponsored by the State, as the State alone can make such a movement a success on a Provincial scale. If libraries are to fulfil their function they must be located in every place, village, town and city. There should be a chain of libraries all over the Province.

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... ..” For a Library Movement on an adequate scale, the sum suggested by us is not too large, and if that sum cannot be provided for all at once for certain reasons, we have recommended beginnings, which are very modest. We again recommend that as the scheme of village libraries that was contemplated by Government has not yet come into existence, the two schemes be combined so that it will be possible for Government to consider the whole question of libraries as belonging to one Department and under the control of the Central Advisory Board of Libraries. We shall be glad if a special provision for the Library Movement can be made in the Budget. But if for any reasons it cannot be made in addition to the existing educational grant, the funds required can be met by setting aside :

- (a) A portion of the amount set apart for the Adult Education work and its special development programme; the amount set-aside in the Budget for 1940–41 is Rs. 4,03,000.
- (b) a portion from the amount earmarked for Rural Development; this amount is Rs. 1,83,100 for the year 1940–41;
- (c) A portion from the amount earmarked for Primary education; this amount is Rs. 1,28,64,200 for the year 1940–41;
- (d) a portion from the amount earmarked for Secondary education and school libraries; this amount is Rs. 24,73,500 for the year 1940—41;
- (e) a portion of the amount earmarked for Colleges for 1940-41; this amount is Rs. 18,46,800;
- (f) the remaining to be specially earmarked from the General Budget. No special tax is recommended for this purpose.

Contributions from the public for the libraries would consist of:

- (a) contributions raised from local residents;
- (b) contributions from the Local Boards, Municipalities and Panchayats;

- (c) contributions from the local Co-operative Societies and District Banks.
- (d) donations in money or in kind.

CHAPTER – 12

## Local Bodies and-their Co-operation

For the purpose of the Library Movement, a co-operation of the existing libraries, Government and Local self-government institutions, Co-operative Societies, Adult Education Boards, various Educational Institutions and School Boards, will be absolutely necessary. In a properly coordinated library system, the University, the colleges, schools, and learned associations can also take part. Railways, Port Trust, Millowners' Associations and Associations representing various industrial interests which have very often their own libraries, can also afford useful co-operation, if they are persuaded to join in the scheme, and possibly to contribute for helping the Library Movement.

The Local self-government institutions, like the Municipalities and the Local Boards, can set aside some portion of their income for libraries in the same way as they set aside for education. [See City of Bombay Municipal Act, 1888, section 63 (c); Bombay District Municipal Act of 1901, section 56 (b); Bombay Local Boards Act of 1923, section 50 (7); Bombay Municipal Boroughs Act of 1925, section 71 (b).] As a matter of fact establishing libraries or helping them is one of their

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contemplated duties; and they should definitely set apart a portion of their income for libraries, as part of their education programme. We have already emphasised the view that if there are no libraries the efforts for compulsory education will be wasted. Co-operative Societies and Banks very often set aside certain amounts for charitable purposes under section 39 of the Co-operative Societies Act, and it is possible to persuade them to make suitable donations for this purpose. In certain provinces, Co-operative Societies run libraries for their members. If educational institutions cannot give away money for separate libraries they can allow the public to use their libraries under certain conditions. Libraries like those of the University, which are generally open to those concerned with the University studies only can, if they so desire, throw open their doors to bona fide students outside their University. Institutions like the Port Trust might also consider the question of giving some help to the libraries which are likely to be of use to their employees, or to the libraries of the localities in which they are situated.

Contributions from the public and the Municipality or Local Boards should suffice to raise the necessary 50 per cent. Of the minimum expenditure contemplated on a library at a particular place, so that with an equal amount of grant recommended by us to be given by Government, the total amount could be secured. If Co-operative Societies and educational and other institutions could partly join in this, the collection on behalf of the libraries would be still easier, and if in the smaller towns and villages, school libraries could be extended to serve public purpose, and school buildings or extensions of these could be utilised for libraries under suitable conditions, the problem would be easier still. But to persuade the Municipalities or the Co-operative Societies or the Local Boards to take an interest in the movement and to contribute to the movement in a suitable manner, contact with the members of all these various bodies will be necessary. This contact and persuasion is only possible if persons interested in the Library Movement with single-minded devotion for the cause of establishing libraries and furthering their cause in the Province

undertake the work; and it is with this very view that we have recommended the encouragement of the establishment of suitable Library Associations in the Province and have also recommended that some financial help should be given to them towards their work.

### CHAPTER – 13

## Legislation

In our Questionnaire, we have asked a question as to whether any legislation was necessary for the Library Movement. In England and America, the Local Bodies have been empowered by the Public Libraries Act to levy library cess within their jurisdiction for providing libraries for their people. In this Province in 1936 Rao Bahadur S. K. Bole, a nominated non-official member of the Legislative Council had given notice of a Bill known as the Bombay Presidency Public Libraries Bill

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(Bill No. XXIV of 1936). It was introduced in the Legislative Council, but was not further considered under circumstances, which are not necessary to be detailed here. This Bill provided for a similar authority to the Local Bodies in the Province to levy a library cess.

From our enquiries we find that people are not prepared for any additional tax, much less for a tax for the sake of libraries. It was pointed out to us that taxation was already very high, that Municipalities and Local Bodies could not even get sufficient money for their own present purposes by taxation, and that even if a special cess was levied people were not sure that it would be necessarily utilised for that purpose. It was further pointed out to us that Municipalities or other Local Bodies have the power to spend money on libraries if they want to establish them. But even Municipalities having a sufficient amount of money are not interested in libraries, though some Municipalities are giving nominal grants to some of the institutions within their jurisdiction. Ahmedabad, however, is an exception.

People have not yet realised the importance; of education and apparently it has to be forced on them compulsorily. It is therefore obvious that they are much less interested in libraries; for, the close connection between the problems of literacy and the library movement is not realised. Hence, in any compulsory legislation involving the establishing of libraries, there is likely to be opposition.

We therefore think that compulsory legislation is not necessary at present. We, however, recommend that permissive legislation may be enacted to authorise any Municipality or Local Board to levy a special tax, if they so desire, to raise, money for libraries, so that if any localities are prepared to tax themselves for the establishment of libraries they will be enabled to do so.

If, as suggested by us in Chapter III Copyright libraries are to be established at the Central and Regional libraries of the Province, sections 9 and 11 of the Press and Registration of Books Act of 1867 will have to be amended in order to enable the Provincial Government to obtain more than one copy of every book.

We have made a recommendation (paragraph 141) that Government should

directly aid in the recovery of books loaned by recognised libraries, as it does in the case of loans made by Co-operative Societies. Suitable legislation will be necessary for this purpose as well.

#### CHAPTER – 14

## Other Suggestions

We have given very careful consideration to all the suggestions that we received either in reply to our questionnaire, or in our discussions with the Managing Committees of a number of Institutions and with individuals. The important ones have been discussed and embodied in the foregoing portion of this report, whilst it had to be rejected. A few that remain we shall deal with in this Chapter.

### Railway and Postal Concession for Libraries

Co-operation between libraries will involve the question of the transport of books from one library to another, either by Railway or by Post. In the case of Railway, the longer the distance the greater the cost. Similarly the rates of book post are in our opinion rather high at present and are not such as to encourage the circulation of books by post. It would be a great boon to readers and the Library Movement if special concessions can be given by the Railway and the Post Office to recognised libraries.

### Concession of Printing

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The contents of the Central library and the Regional libraries will have to be made known to other suitable libraries, if not to all the libraries in the Province, so that enquiries for all the books need not go to the Regional or the Central library, but information as regards the location of a particular book may be obtainable at various places. It will therefore be necessary to keep copies of the catalogues of these libraries at various district or taluka libraries. This will be only possible if these catalogues are printed from time to time. The printing of catalogues is mostly an unproductive expenditure, and if facilities for printing these catalogues, at a nominal cost if necessary, are given at the Government Central Press, a considerable saving of the cost on this item can be made.

### Legislation for the Recovery of Library Books

Another suggestion we would like to make is that Government should directly aid in the recovery of books loaned by recognised libraries. We find that in Baroda every single book is returned, because there is state legislation for the recovery of books; while in our libraries it is a matter of common experience that members resigning from a particular library do not sometimes care to return some of the books, and the library is helpless in the matter, as legal steps are not generally taken for practical reasons; moreover, if a book is rare and unobtainable the loss is great. The very provision that a book not returned to the library is liable to be recovered by Government from the borrower prevents such default. We would recommend that Government should consider this question of recovering books belonging to the recognised libraries through Government Officers as in the case of the loans made by Co-operative Societies, and of introducing suitable legislation.

In towns as well as in villages the housing of libraries raises manifold difficulties, mainly financial. We, therefore, recommend that Government may grant revenue-free sites for library buildings wherever possible, and grant exemption from the liability to land revenue in the case of existing library buildings, wherever this has

not been already done. It is always advisable that a library should be located in a central place; we suggest, therefore, that wherever necessary, land may be acquired for the libraries under the Land Acquisition Act.

#### CHAPTER – 15

## Summary of Recommendations

We have, in the foregoing report, surveyed the present conditions of libraries in the Province and examined the possibilities of future development. We have suggested a scheme for the progressive building up of a Library Movement which would encourage and keep pace with the spread of education and literacy. The scheme we have outlined envisages a network of libraries spread over the whole Province with three Regional libraries and a Central library at the apex. We have examined this scheme and its several implications in detail, and recorded our suggestions and recommendations for realising it by progressive stages. It now remains with us to state our conclusions with specific reference to the questions raised in the terms of reference.

No. 1— We are of opinion that the Central library should be a general library consisting of all kinds of books; that it need not contain books on special subjects and that it will be sufficient if it obtains the co-operation of the special libraries in the Province for the purposes of reference to their collections. The library is to be a Reference library only. It will, however, retain its own individual freedom as regards the management of its own library and will retain the rights of its members, if the function of the Central library is to be entrusted to a private library. It should also keep the collection of copyright books that may be entrusted to its care and make it available to the public for reference under usual conditions. It should also help the Library Movement in general (§§ 21, 54-59, 86).

No. 2— We recommend that the library of the Bombay Branch of the Royal Asiatic Society, should form the nucleus of the Central library, and we have stated our

grounds for this recommendation (§§ 55-59).

No. 3— Regarding the establishment of Regional libraries, we recommend that no separate Government Regional libraries should be opened, but that at Ahmedabad the Municipal Library, at Poona the City General Library, and at Dharwar the Karnatak Vidya Vardhak Sangh should be entrusted with the functions of the Regional libraries, and should receive the copyright books of the particular languages represented in the regions, that is Gujarati, Marathi and Kanarese, respectively (§§ 54, 60-63, 43-48).

No. 4—As regards the terms and conditions on which these libraries should become parts of the scheme, we have made the necessary recommendations in Chapter VI and have also indicated that the Copyright libraries are to be taken care of by the Regional libraries and to be allowed to be used by the public as Reference libraries only. We also recommend that the necessary changes in the existing law may be made, and that if it is not possible to keep a complete collection of all the books printed in the Province at the Central library as well, the books' of languages other than Gujarati, Marathi and Kanarese printed in the Province may be kept at the Central library (§§ 43-49).

No. 5— As we recommend that the function of the Central library should be entrusted to the Bombay Branch of the Royal Asiatic Society's library, this question of the establishment for the Central library will be best considered by the Society itself. We recommend an increase in the grant to be made to the Society in consideration of the increase in the establishment which the. Society will have to make (§§ 93-94).

No. 6—We recommend that for the immediate needs of housing the Central library, if the Bombay Branch of the Royal Asiatic Society is entrusted with the functions of the Central library, the south end of the Town Hall at Bombay, ( §§ 59, 78 ) should be made over to the Library. We are of opinion, however, that its present premises may not be sufficient for housing the Central library permanently, and that provision will. have to be made for its location in a suitable building. We recommend that a sum may be set aside in the budget every year for providing such building for the Central library as also for the Regional libraries (§ 108).

No. 7— Considering the fact that Government have already a plan for the formation of village libraries and also the fact that the Central and Regional libraries by their very connotation, as well as according to the objects stated in the Press Note are expected to be the co-ordinating agencies of a network of the libraries, we recommend a scheme of a gradual development of libraries in the Province (§§ 101-106). We have also recommended that a general grant may be made to the libraries on certain conditions (Chapter XI). We also recommend the formation of a Central and three Regional Advisory Boards (§§ 113-117) for controlling the Library Movement; and that encouragement be given for the formation of Library

Associations in the Province (paragraph 112). The other recommendations made in the report are; a survey of the libraries at present existing in the Province (§ 97); the utilisation of Government libraries, and the libraries of schools, colleges (Chapter IX), and other libraries of public bodies including special libraries (Chapter VIII), for the purpose of the library co-operation in the Province, and arrangements for training in librarianship etc.

We have indicated the possible resources for meeting the expenses of the Library Movement or development, and have indicated possibilities of co-operation from other sources (Chapters XI-XII).

In Chapter VI and in Chapter X pararaph 99, we have mentioned the terms and conditions under which Government grants and certain facilities should be given to the libraries taking part in the movement. In Chapter XIV we have made some recommendations, for the consideration of Government, regarding other facilities to be given to libraries, in the matter of printing, postage and railway charges, etc. The details of the working of the scheme of Library Development and the framing of the rules of co-operation of the libraries participating in the Library Movement, we would leave to the Central Advisory Board. Each individual library coordinating in the scheme will have its own problems when considering the question of the loan of books and other factors involved in the library co-operation. In framing rules as regards what books should be loaned out, what books cannot be loaned out, how long the loans can be given, who should bear the expense of transmission, what should be the responsibilities of the libraries receiving the loans, these are questions which will be decided after consulting the various interests concerned. The Central Advisory Board will have also to deal with various other administrative problems, such as inspection of libraries, etc., and we have not considered it necessary to go into details. , We have refrained from considering these problems as they do not arise directly from the terms of reference. We may, however, point out that the Central Advisory Board, if constituted according to our recommendations, will be the proper Body to go into these questions in detail and advise Government from time to time.

Bombay, 4th December 1940.

A.A.A. Fyzee.

P.M. Joshi  
S.L. Kapadi.  
R. P. Karwe,  
(Member Secretary).  
APPENDIX : A

With the Compliments of the  
Public Relations Officer, Bombay.

P.—494.  
26th October 1939.

It is an obvious and well-recognised fact that libraries help to preserve the culture of the country and promote the advancement of the education of the people. They preserve the great thoughts, the beautiful imaginings, the wise counsels and the accumulated knowledge of past ages. Their great educational Value in encouraging the habit of reading among the public cannot be overestimated. Problems in every field of life, whether of citizenship, business, education, information the very problems of living itself—have become so insistent and acute, that every one is obliged to study them. Citizens and nations cannot afford to remain aloof from the world advanced in knowledge; and the main means of getting into touch with it is through good books. The existence of good libraries, therefore, has an important bearing on the culture and advancement of the people.

A comprehensive library movement designed to cover as much of the Province as possible with good libraries must be sponsored by the State, as the State alone can make such a movement a success on a Provincial scale. If libraries are to fulfil

their function, they must be located in every place—village, town and city. There should be a chain of libraries all over the Province. There should be smaller libraries at smaller centres, and bigger libraries common to each group of touch smaller centres, still bigger libraries being located at important places and all these having some sort of inter-relation and communication with each other.

Government accordingly intends to undertake first to help the establishment of village libraries as a necessary adjunct to adult education. The whole scheme is ready and will be launched next year when funds are allotted for the purpose.

Government also intends to establish a Central Provincial library in the City of Bombay and three Regional Libraries one for each linguistic centre, viz., Poona, Ahmedabad and Dharwar. Under the Press and Registration of Books Act, 1867, Government receives free of charge from printers a copy of every book or publication published in the Province. The Act will be amended as may be necessary in order to make it obligatory on the printer of any book or other publication to supply free two copies (instead of one as at present), one to the Central Provincial Library and another to the Regional Library concerned. Under such an arrangement the Provincial Library will be the recipient of all copyright books published in the Province and the Regional Libraries at Poona, Ahmedabad and Dharwar will receive all the books published in the regional language of the area. It may be possible also to locate in the Central Provincial Library the present stock of books collected for about a hundred years in the Secretariat Library. One important question that has to be considered in this connection is what arrangements will be necessary for the management of these libraries at the minimum of cost and with the maximum of efficiency. If these libraries are to be of any real practical use and value to scholars and research workers, a very substantial amount will be needed for (i) buildings and the provision of furniture and shelves, (ii) cataloguing and indexing and (iii) expert staff. In view of the importance of the questions involved, Government considers it desirable that a small committee should first be appointed to consider and report on these questions.

It will be necessary to house the Central Provincial Library to be established in Bombay City in a suitable building, The main difficulty is the cost. In order to make the project a success Government earnestly appeals to the organised agencies

working for social welfare, philanthropic people and the general public at large to lend their full co-operation in this worthy cause by contributing their share in order to erect in Bombay a building for the Central Library worthy of the City of Bombay.

APPENDIX : B

**Library Development Committee**

The Government of Bombay are endeavouring to improve the facilities for education

and have already started a literacy campaign in the Province. As literacy increases the need of greater facilities for reading in libraries will be actively felt. An active and vigorous library movement is, therefore, essential not only for mass literacy but to quench the thirst of those literates who will require more and more information on every subject.

The human mind is ever inquisitive, and the more it knows, the greater become its requirements. Realizing this clearly, the Government of Bombay is now thinking of initiating a library movement in the Province of Bombay. This is a movement for the establishment throughout the Province of a network of libraries co-ordinating and supplementing the work of village and town libraries, a rapid growth of which is expected in the near future.

With a view to explore this question in all its aspects, Government have appointed a Committee consisting of Mr. A.A.A. Fyzee, M.A. (Cantab.), L.L.B., Bar-at-Law, Principal, Government Law College, Bombay (Chairman); Dr. P.M. Joshi, M.A., Ph.D., Librarian, University of Bombay; The librarian, Bombay Branch of the Royal Asiatic Society, Bombay; and Mr. R.P. Karwe, Registrar, Government Law, College Bombay (Secretary). In this connection all problems bearing on the question will be considered, such as the nature and functions of the Central, Regional and other libraries, the financial provisions, the basis of co-operation between different libraries and authorities, the needs of particular linguistic areas, etc.

The committee has issued a questionnaire, copies of which are being sent out to a large number of persons and institutions. But as a comprehensive list is difficult to prepare, it is possible that some names have been omitted; the Committee will, therefore, feel obliged if those interested in the matter will kindly write for a copy.

Replies need not be sent to the whole of the questionnaire. If necessary, the answers may be confined only to such questions as the writer knows at first hand or in which he is particularly interested.

The Committee cordially invites the active co-operation of everybody interested in the progress of knowledge and in mass literacy as a means to remove the shackles of ignorance from our Province, and requests everyone so interested to communicate his views to the Committee.

All correspondence should be addressed to R.P. Karwe, Esp., Advocate, Secretary, Library Development Committee, C/o Government Law College, Fort, Bombay.

### Questionnaires

Government are considering the question of the establishment of a Provincial Central Library in Bombay, as well as Regional Libraries at Poona, Ahmedabad and Dharwar. Your answers to the following questionnaire are therefore requested :

1. What should be the nature, functions and extent of the Central Library in Bombay and Regional Libraries at Poona, Ahmedabad and Dharwar ?
2. Whether the Bombay Branch of the Royal Asiatic Society's Library should form the nucleus of the Central Library in Bombay, and if so, on what terms and conditions ? If not, what is your alternative suggestion?
3. Whether any, and if so which, of the existing Libraries at each centre i.e. Poona, Ahmedabad and Dharwar, should act as Regional Libraries and be given the right to receive copyright books and become closely associated with the Central Library, and on what terms and conditions? Should these libraries file Newspapers and Periodicals ? How will the Copyright Library question affect the publishers?
4. Whether new libraries should be opened in the Regional centres as Regional Libraries? Are any other technical or special libraries necessary? Should these Central or Regional Libraries, receiving copyright books, act as lending libraries? Or should they be general Reference Libraries?
5. What should be the requirements, including the establishment, etc., for the Central Library in Bombay, as well as for the Regional Libraries? What machinery can be set up for the co-ordination and co-operation between these libraries, and between libraries in general in the Province?

6. What should be the arrangements for housing the Central Library in Bombay, and the Regional Libraries at their respective centres?
7. What Public Bodies or Institutions can co-operate for the purposes of a Library Movement, and how should the question of finance be met? Is any legislation necessary?
8. Any other suggestions that you may desire to make in connection with the establishment of the Central Library in Bombay and Regional Libraries at Poona, Ahmedabad and Dharwar, and generally with regard to the Library Movement in the Province.

No.

OFFICER OF THE  
LIBRARY DEVELOPMENT COMMITTEE.  
GOVERNMENT LAW COLLEGE.  
Bombay, 1940.

From

R.P. KARWE, esquire. advocat e (A. S.),  
Secretary, Library Development Committee,  
Government Law College, Bombay.

To

Subject: Establishment of a Central Library at Bombay and three  
Regional Libraries at Poona, Ahmedabad and Dharwar.

Dear Sir,

I have the honour to enclose herewith a questionnaire issued by this Committee on the above subject together with a brief explanatory note.

I have to request you to be good enough to help the Committee by communicating to them your views—the views of your Institution—on any or all the questions.

The replies may, please, be sent before the 30th of June 1940.

I have the honor to be,  
Sir.  
Your most obedient servant,

Secretary,  
Library Development Committee,

Bombay.

APPENDIX : C (1)

Replies to the Questionnaire Received from  
District Local Boards

1. President, District Local Board, Ahmednagar.
2. District Local Board, Kanara.
3. District Local Board. Panch Mahals, Godhra.

APPENDIX : C (2)

From District School Boards

1. Schools Committee, Bombay.
2. District School Board, Belgaum.
3. District School Board, Thana.

APPENDIX : C (3)

Replies to the Questionnaire Received from  
States and Outside Provinces

1. Huzur Cutcherry, Chief Secretary to the Government, Trivandrum,

Travancore.

2. Government of Bengal (Educational Department).
3. Director of Public Instruction, Punjab.
4. Punjab University Library, Punjab.
5. Arthur Library, Castle-Rock.
6. Public Library, Allahabad, United Provinces.
7. Government of Assam (Educational Department).
8. Central Provinces and Berar (Educational Department).
9. Rural Development Officer, United Provinces.
10. Government of Madras (Educational Department).

APPENDIX : C (4)

**From Non-Government heads of Offices and Institutions**

1. Rajdaftardar, Baroda State, Baroda.
2. Library Department, Baroda.
3. Baroda College, Baroda.
4. Municipal High School, Haveri.
5. Shree Maharani Tarabai Teachers' College, Kolhapur.
6. New English School, Poona.
7. Haribhai Deokaran High School, Sholapur.
8. Shree Shivaji Preparatory Military School, Poona.
9. Fergusson College, Poona.

10. Khandesh Education Society's Pratap High School, Amalner.
11. Nutan Marathi Vidyalaya High School, Poona.
12. Camp Education Society's School, Poons.
13. Miraj High School, Miraj.
14. Willingdon College. Sangli.

APPENDIX : C (5)

**Replies to the Questionnaire Received from Municipalities**

1. Municipal Borough, Dharwar.
2. Municipal Office, Gadag.
3. Haveri Municipality, Haveri.
4. Bhagur Municipality, Bhagur.
5. Kapadwanj Municipality, Kapadwanj.
6. Malegaon Borough Municipality, Malegaon.
7. Poona Suburban Municipality, Poona.
8. Baramati Municipality, Baramati.
9. Sinnar Municipality, Sinnar.
10. Alibag Municipality, Alibag.
11. Pandharpur Municipality, Pandharpur.
12. Haliyal Municipality, Haliyal.
13. Alandi Municipality, Alandi.
14. Erandol Municipality, Erandol.
15. Municipal Borough, Dhulia.
16. Yawal Municipality, Yawal, East Khandesh.
17. Bagalkot City Municipality, Bagalkot.

18. Mhaswad Municipality, Mhaswad.
19. Bombay Municipal Corporation.

APPENDIX : C (6)

Replies to the Questionnaire Received from other  
Non-Official Institutions

1. The Chamber of Commerce, Bombay.
2. The Associations of Authors, Composers and Writers of India Bombay.
3. The Marwadi Chamber of Commerce Ltd., Bombay.
4. The Bombay Parsee Association, Bombay.
5. The Indian Merchants' Chamber, Bombay.
6. The Aryan Excelsior League, Bombay.
7. Commerce Graduates' Association, Bombay.
8. The P.E.N. Association of Writers, Bombay.
9. The Bombay Press Owners' Association, Bombay.
10. Indian Merchants' Chamber, Bombay (2).
11. The W.A.F. Institute, Bijapur.
12. Bombay Legal Aid Society, Bombay.
13. Bombay Presidency Women's Council, Bombay.
14. The Pathare Prabhu Social Samaj, Bombay.
15. Social Workers' Society, Bombay.
16. Dubash & Co., Solicitors, Bombay.
17. Bombay Advocates' Association, Bombay.
18. The Social Service League, Bombay.
19. Bombay Medical Union, Bombay.

20. Bombay Presidency Anjuman Taraqqi-e-Urdu, Andheri.
21. Gokhale Institute of Politics and Economics, Poona.
22. Poona Sarvajanik Sabha, Poona.
23. Anjuman-i-Islam, Bombay.
24. Bharat Itihasa Sanshodhak Mandal, Poona.
25. Deccan College Research Institute, Poona.
26. Servants of India Society, Poona.

APPENDIX : C (7)

**Replies to the Questionnaire Received from Government  
Officials in the Bombay Presidency**

1. Educational Inspector, Central Division, Poona.
2. Government High School, Nadiad.
3. R.S. Dalal High School, Broach.
4. Hargovandas Lakhmichand College of Commerce, Ahmedabad.
5. Department of Chemical Technology, Bombay.
6. Educational Inspector, Northern Division, Ahmedabad.
7. The Director of Industries, Bombay.
8. Elphinstone College, Bombay.
9. Oriental Translator to Government, Bombay.
10. Royal Institute of Science, Bombay.
11. Ismail College, Andheri.
12. Sardar's High School, Belgaum.
13. S.T. College, Belgaum.
14. Karnatak College, Dharwar.

15. High School, Dharwar.
16. Educational Inspector, Southern Division, Dharwar.
17. Director of Public Health, Poona.
18. College of Agriculture, Poona.
19. Inspector of European Schools, Poona.
20. Inapectress of Girls' Schools, Central Division, Poona.
21. College of Engineering, Poona.
22. Director of Agriculture, Bambay Province, Poona.
23. Dr. M.B. Rehman, M.A., Ph.D.
24. Kannada Research Institute, Dharwar.

APPENDIX : C (8)

**Replies to the Questionnaire Received from Individual  
Members of the Public**

1. Mr. S.L. Silam, Municipal Corporation, Bombay.
2. Mr. K. Natarajan, Editor, The Indian Social Reformer, Bombay.
3. Tarabai Premchand, Matheran.
4. Mr. M.R. Masani, Municipal Corporation, Bombay.
5. Prof K.L. Joshi. M.A. (Lond.), Ahmedabad.
6. W.S. Mukadam, Esq., M.L.A., Godhra.
7. Dewan Bahadur K.M. Jhaveri, Bombay.
8. Lily K. Premchand, Byculla, Bombay.
9. Manu Subedar, Esq., M.L.A. (Central), Bombay.
10. Mr. J.B. Greaves .Bombay, Greaves Cotton Co. Ltd. Bombay.
11. Mr. H. P. Mody, Bombay.

12. R.B. Wadekar, Esq., B.A. LL.B., M.L.A., Jalgaon.
13. S.H. Jhabvala, Esq., M. L. A., Bombay.
14. V.L. Mehta, Esq., Bombay.
15. Jamnadas Mehta, Esq., Bombay.
16. K.E. Punegar, Esq., Bombay.
17. Rao Bahadur R. S. Asavale, J. P., Bombay.
18. R.V. Jahagirdar, Esq., Dharwar.
19. N.G. Chapekar, Esq., Badlapur.
20. G.R. Nalavadi, Esq., B.A. L.L.B., M.L.A., Dharwar.
21. R.V. Sabnis, Esq., Poona.
22. Mrs. K.S. Dongerkery, Bombay.
23. P. A. Wadia, Esq., Bombay.
24. Dr. G. S. Khair. M.A., Ph. D.
25. G. K. Harkare, Esq., Bombay.
26. M. R. Paranjape, Poona.
27. R. S, Parkhi, Esq., Assistant Librarian, Ferguson College, Poona.
28. Prof. D. R, Gadgil, M.A., Poona.

APPENDIX : C (9)

Replies to the Questionnaire Received from Libraries and  
Library Associations

1. The Bombay Telugu Free Library, Bombay.
2. D.N. High School, Anand.

3. Ahmednagar City Library, Ahmednagar.
4. The K. R. Cama Oriental Institute and Library, Bombay.
5. Poona Libraries Association, Poona.
6. Saraswat Brahman Samaj, Bombay.
7. The Tarun Bharat Library and Free Reading Room, Andheri.
8. The Gram-Panchayat Library, Vandal.
9. School Reading Room, Kodaganoor.
10. Shree Kumavat Kshatriya Samajonnati Free Reading Room, Poona.
11. The Provincial Board for Adult Education, Poona.
12. The Nsgar Vachan Mandir, Chopda.
13. The Karnatak Vidya Vardhak Sangha, Dharwar.
14. Lord Reay Industrial Museum, Poona.
15. Lord Ripon Library, Nandurbar.
16. Santesh Dharmartha Vachanalaya, Dharwar.
17. Poona City General Library, Poona.
18. Jewish Reading Room and Library, Poona.
19. Maharashtra Sahitya Parishad, Poona.
20. The Sarvajanic Vachanalaya, Shahabaj. District Kolaba.
21. United Service Library, Poona.
22. Maharashtra Library Association, Dadar, Bombay.
23. The Kesari and the Mahratta Library, Poona.
24. Bombay Branch, Royal Asiatic Society's Libtary, Bombay.
25. Hemabhai Institute, Ahmedabad.
26. Sheth Maneklal Jethabhai Municipal Library, Ahmedabad.
27. Gujarat Vidyapeetha, Ahmedadad.
28. Gujarat Vernacular Society, Ahmedabad.

29. Marathi Grantha Sangrahalaya, Poona.
30. Historical Research Society, Dharwar.

APPENDIX : D (1)

**Library Development Committee Report, Bombay**  
Schemes of Libraries Development

Scheme No. I

Showing the amount of Government Grant recommended for the  
First Stage of development.

Libraries	Amount of Grant Rs.
1. Central Library	30,000
2. Three Regional Libraries	30,000
	<hr/> 60,000 <hr/>

APPENDIX : D (2)

Scheme No. II

Showing the amount of Government Grant recommended for the  
Second Stage of development.

Libraries	Amount of Grant Rs.	Amount expected to be contributed locally Rs.
1. Central Library	40,000	—
3. Regional Library	50,000	—

Report of The Library Development Committee Bombay, 1939-40

15. District Libraries at Rs. 3000 each	45,000	45,000
	1.35.000	45,000

APPENDIX : D (3)

Scheme No. III

Showing the amount of Government Grant recommended for the  
Third Stage of development.

Libraries	Amount of Grant Rs.	Amount expected to be contributed locally Rs.
1. Central Library	60,000	—
3. Regional Libraries	60,000	—
15. District Libraries at Rs. 4.500' each	67,500	45,000
167. Taluka or Peta Libraries at Rs. 500 each	83,500	83,500
100. Libraries in Towns (approximately) of the size of Taluka towns	50,000	50,000
	3,21,000	2,32,500

APPENDIX : D (4)

Scheme No. IV

Showing the amount of Government Grant recommended for the  
Fourth Stage of development.

Libraries	Government Grant	Amount expected to be contributed locally
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Compendium of Select Government Reports on Library & Information Services in India

	Rs.	Rs.
1. Central Library	60,000	—
3. Regional Libraries	65,000	—
15. District Libraries at Rs. 5,000 each	75,000	45,000
167. Taluka or Peta Libraries at Rs. 800 each	1,33,600	83,500
100. Town Libraries at Rs. 500 each	50,000	50,000
979. Village Libraries (population 2,000 to 5,000) at Rs. 100 each	97,900	97,900
	4,81,500	2,76,400

APPENDIX : D (5)

Scheme No. V

Showing the amount of Government Grant recommended for the  
Fifth Stage of development.

Libraries	Amount of Grant Rs.	Amount expected to be contributed locally Rs.
1. Central Library (No increase)	60,000	—
3. Regional Libraries (No increase)	65,000	—
15. District Libraries at Rs. 5,000 each	90,000	45,000
167. Taluka or Peta Libraries at Rs. 800 each	1,67,000	83,500
100. Town Libraries at Rs. 500 each	50,000	50,000
979. Village (2,000 to 5,000 population) at Rs. 125 each	1,22,375	97,900
2696. Village Libraries (1,000-2000 population) at Rs. 50 each	1,34,800	1,34,800
	6,89,175	4,11,200



REPORT ON WORKING OF THE IMPERIAL  
LIBRARY, CALCUTTA,  
FOR THE YEAR, 1936-37





# Report on Working of the Imperial Library, Calcutta, for the Year, 1936–37

## I. Period

The report covers the period from 1st April, 1936, to 31st March, 1937.

## II. Administration

Library Council—Sir George Anderson having vacated the office of Educational Commissioner with the Government of India on the 28th May, 1936, his place as Chairman of the Council was taken by Mr. J.C. Powell-Price, M.A. I.E.S. from 1st June, 1936. He, in turn, was succeeded by Mr. J.E. Parkinson, M.A., I.E.S., as Educational Commissioner and ex-office Chairman of the Council, from the 9th November, 1936.

The vacancy caused by the death of the late Dr. A.C. Woolner, a Member of the Council, was filled by the nomination of Mr. E.C. Dichinson, M.A., I.E.S., Professor of English, Government College, Lahore, from the 28th May, 1936.

The Council met once during the year, on 30th November, 1936, and transacted the necessary business.

Mr. S.P. Mookerjee was re-elected Vice-Chairman of the Council at the aforesaid meeting for one year.

Librarian—The Librarian, Khan Bahadur K.M.A. Asadullah proceeded on leave on average pay from 25th February, 1937, to 14th April, 1937, when Mr. S. Kumar, Superintendent, Reading Rooms, was appointed to hold charge of the current duties of the office of Librarian.

### III. Copyright Scheme

The Copyright scheme continues to be under the consideration of the Government of India.

### IV. Finance

The detailed and comparative figures pertaining to this head will be found in Appendix I. The total receipts from various sources amount to Rs. 216; the reason for the decrease are that no fees from Training Class were realised, and the deposit money being on longer invested in fixed deposit, on incomes is derived from that source now. The Government grant is higher this year by about Rs. 1,200 as compared with previous year.

Item A-3, Purchase of Books includes an expenditure of about Rs. 500, on account of printing a further portion of 'Tarikh-i-Herat'.

Some excess expenditure had to be incurred under the head 'Purchase of Books' owing to the supply of books outstanding from previous orders and of serial works.

### V. Audit of Library Accounts

The accounts of the Library for the year 1935-36 were audited in January, 1937. The 'Audit Query Statement' supplied by the Audit authorities includes a few minor technical objections, which are get to be considered by the Library Council.

### VI. Reading Rooms

The reading Rooms were open for 353 days during the year, as against 351 of the previous year. This number includes 49 Sundays and 38 other gazetted holidays, when the Reading Rooms were open from 2-5 in the afternoon. They were entirely closed for 12 days as against 15 of last year.

The total number of persons who visited the Reading Room was 50,576 against 54,215; or 3,639 less. The daily average comes to 143 as compared with 154 of

last year. Besides the publications available in the Reading Room for reference and study, 40,879 volumes were supplied to readers from the Stack Room, which number exceeds that of last year by 11,816. The daily average works out to be 116 as against 83 of the pervious year. Whereas there is an all-around increase in the various figures pertaining to the Reading Rooms, there is a fall in case of readers visiting the place. The reason is not quite apparent, unless it be that counting of readers was effective. Appendix II will give detailed figures for the last three years, whereas Appendix III will give detailed figures for readers, and books consulted, during 1936-37.

The taste of the readers seems to have become somewhat fixed as will be apparent from a perusal of Appendix IV, Analytical Statement by Subjects. Literature, History and law continue to occupy the first three positions, whereas Science (general) has displaced Biography for the fourth place, and deservedly so, for the number of books consulted in this subject is approximately 3 times that of last year. Religion has perhaps come to sat at the 8th place; whereas Education, Geography and Travels have attained fairly high positions viz. 6th and 7th respectively. There is a general rise in the number of books consulted, except in the case of Economics where the number has called by 65, which is some what surprising, as this subject at one time occupied 3rd or 4th position in the scale. The rise in numbers is especially marked in the case of Archaeology, Astronomy, Education, Law, Literature, Philosophy, Religion, and Science. Zoology is contented with the position (last) that it has occupied for the last few years; but Numismatics has again come down to be the neighbor of Zoology, whereas Sports and Games have gone up by one step, being 3rd from the bottom.

During the year under report, 2,825 three-year admission tickets were issued, which were 13 less than those issued in 1935-36. The number of day-tickets rose by a little over a thousand, for the figures for the two years are 6,533 and 5,450. The daily average of both kinds of tickets is 8 and 18 respectively.

The number of Research workers who benefited by the facilities offered in the Private Reading Room was 23. Besides Bengal, they come from Bombay, Bihar, Orissa. United Provinces, Punjab, and United State of America. The universities represented by some of them were the Lucknow, Dacca, Calcutta and Long

Island.

103 volumes were added to the Reading Rooms collection, as compared with 79 of last year; whereas 217 were withdrawn for one reason or other. It is gratifying to note that on books were lost from the Reading Room during the year under report.

The seating arrangement in the Reading Rooms was changed during this year, with the result that not only the number of seats was increased by about a dozen (96 in all), but it also afforded better supervision of readers, and provided ample space along book-racks for readers to walk about.

Another improvement is the new arrangement for exhibiting periodicals. These are no longer laid on tables; but instead have been arranged in two racks specially made for the purpose. Each rack has three small shelves in each row, with capacity to hold 75 periodicals. These shelves are numbered serially and the periodicals are given corresponding numbers. An alphabetic list of periodicals contained in the racks helps the reader to locate the required journal. This arrangement has been applauded to the readers, who appreciate it very much.

## VII. Accessions

The total number of all kinds of publications added to the Library during the year 1936–37 comes to 8,267, as compared with 7,814 of the previous year, or 453 in excess. A linguistic analysis of the accessions will be found in Appendix V. 754 volumes were presented to the Library during the year, of which 639 were in European languages, 90 in Indian languages and 25 in Arabic, Persian and Urdu. This number is exclusive of books received from the Bengal Library, of which the number comes to 496. The number of books presented to the Library is in excess by 193, as compared with that of the previous year. The names of donors of more than one volume are given in Appendix 6. and the thanks of the Imperial Library Council are due to all those persons and institutions who so very kindly presented these books.

Of the total additions to the Library, 5,948 were official publications of the Central and Provincial Governments of India and the Government of certain other countries. Detailed figures will be found in Appendix 9.

The 'List of Additions' was supplied to the English and Vernacular Press, as before; and the Library Authorities are grateful to the Associated Press of India and to such of the papers as are giving Publicity to the list, for the countesy shown in this direction.

### VIII. Shel f-l ist

Reference was made in the last report to the resumption of the work of shelf-listing. During the year under report another 49,410 volumes were shelf-listed, for which 22,171 cards were prepared. The sections dealt with Bengali, other Indian languages, Newspapers and gazettes, Reading Room, and Official. Thus up to the end of February 1937, when the temporary staff engaged for the purpose was discharged, 142,610 volumes had in all been shelf-listed, for which 70,970 cards were written. A few thousand Indian Official publications were left, which will be taken up during the current year. The shelf-listing of the big stock of United States of America official publications has yet to be dealt, with it will not be possible to undertake for some time for certain reasons.

### IX. Catal oguing

The total number of books excepting official publications and those in Oriental and Indian languages catalogued during the year is 1,333, for which 5,884 cards and entries were made. The progress of cataloguing has been a little slow the year had not be catalogued by the time the year closed. The number of works shelf-listed comes to 870 and the number of shelf-cards is 838.

The two card catalogues by Author and Subject, of books in European languages having been brought up-to-date, attention was directed to doing the same with printed catalogues. As such, proposals were submitted to the Government of India for bringing out a second supplement to the Subject Index a new and revised edition of the Author catalogue. Orders on the subject were being awaited when the year under report closed.

## X. Periodicals

The total number of papers, periodicals and Gazettes received at the end of the year was 382. Seventeen journals were added to the last year's list and two were discontinued, leaving the total at 382.

Those added were the Burlington Magazine, Indian Roads the Scrutiny, and two papers, viz., Sunday Times, and the Observer, and two Gazettes, i.e., The Orissa Gazette and The Sniff Gazette. Those received as gift were the (1) Parichaya, (2) Shahana, (3) The Comrade, (4) Illustrated India, (5) Indian Railway Gazette, (6) Joint Stock Companies Journal, (7) The Enlightened India, (8) Interracial Review, (9) The New Era, and (10) The Weekly Market Review. Backwood's Magazine and Pioneer were the Journal and Newspaper discontinued with the Council's approval.

## XI. Weeding

The publication referred to in the last report as having been sanctioned to be discarded were distributed among libraries during the course of the year.

The Council having agreed to discard such fiction works as did not come up to the standard, the weeding of such works in Bengali language was taken in hand, as the shelf-listing of that section had been going on during the year under report, and this was thought to be the best occasion for undertaking such a work. The weeding was to be done with the advice of Mr. S.P. Mokerjee, who arranged with Messrs. P.R. Sen and S.N. Mitra of the Calcutta University to examine the books. Upon their advice, which was accepted by the Council in their meeting held in November, 1936, 800 volumes of Bengali fiction works were discarded. A list of those books has been prepared for circulation among libraries which are eligible to receive our discarded books.

## XII. Care of Books and Binding

The usual dusting and cleaning of books and racks went on throughout the year, and things are satisfactory on the whole in the this direction. The proposal for

constructing steel racks was turned down by higher authorities; but the Council represented the case one more and it is expected that the proposed addition of shelf-space will be carried out this time.

Binding—In all, 2,997 volumes were sent to the Government of India Press for binding, the number being a little higher than last year's. Comparative figures for three years will be found in Appendix 8.

### XIII. Lending Section

In all 11,742 volumes were lent out as against 13,374 volumes of the previous year, showing a decrease of 1,632. Out of this number 2,498 volumes were lent for Government use (1,403); while 9,244 were lent to the public or 229 less than last year. The general decrease is thus chiefly due to a lesser number of books having been lent to Government offices. ect.

Appendix IX will show the comparative figures for the last three years.

Appendix X shows the number and percentage of books lent out to various provinces, etc. Calcutta's percentage has gone up, for it is 76 as against 71 of last year. Bengal excluding Calcutta borrowed 11 books out of every hundred as against 16 of the previous year; while all other provinces combined got only about 13 out of every hundred, the same as in the former year.

The number of Reminders issued during 1936-37 was reduced to 364 from 466 of last year.

A sum of Rs. 16,315-8-0 was deposited by borrowers of books and Rs. 15,072-1-0 withdrawn, or the net gain for the year was Rs. 1,243-7-0. The amount in hand on the 31st of March, 1937 was Rs. 25,968-1-3.

### XIV. Official Section

In all 5,948 publications were received in this section, during the year under report, of which 1,278 were supplied by the various departments of the Government of India and their subordinate and attached officer; whereas 1,326 were received from various Provincial Government, either on payment or free of charge. The total figures

and those for the Central Government show a small increase of 68 and 155 volumes respectively' whereas those for the Provincial Governments are less by 87. Madras is mostly responsible for this decrease.

Parliamentary publications and Blue books numbered 937 as against 847; while the U.S.A. publications outnumber the last year's figures by 516, the total being 1,839. The League of Nations supplied 329 or 7 less; whereas certain Foreign countries and a few Dominions and Colonies together presented 239 volumes or 12 more. The thanks of the Library Council are due to all these Governments for the interest they have exhibited in this library by presenting their valuable publications. No maps were received during this year, as the Survey department have stopped their free supply. Out of the total number of publications received, 2,107 were catalogued, whereas the rest being serial publications, entries were made for them in progress slips. About the time of the shifting of the library to the present premises a large number of U.S.A. publications were not attended to, with the result that work of cataloguing or entering them in progress slips could not be taken up earlier. Anyhow a start was made about the middle of the year under review; and if the progress in maintained, it is hoped to clear the arrears in about two year's time.

The pasting of correction slips was brought and is being kept up-to-date.

Comparative figures for the last three years will be found in Appendix XI.

## XV. Buhar Library

163 books were added to this section as against 157 of the previous year. Of this number, 36 were in Arabic, 49 in Persian, and 78 in Urdu. Out of the total additions, 112 were purchased, 5 were received from Begal Library, and 25 were presented. Another 21 volumes were transferred from the general stack room, bringing the total additions to this section to 163.

The number of persons who used this library was 2,914 as against 3,743 of the previous year. 209 books were lent out of this collection and the number of bibliographical reference supplied was 235.

The cataloguing of Arabic books was completed during the year under review, and that of the Persian collection, was also finished during the year. Urdu books

will be taken up next. The form of the catalogue is dictionary, with subject entries to be added later.

## XVI. Oriental Section

506 volumes were added to this section as against 478 during the previous year, for which 2,546 cards and slips were prepared. There is on the whole an increase of 28 volumes over that of the previous year despite a fall of 10 in the number of books presented to the library belonging to this section. A statement by languages showing books added is given as Appendix V; and a list of donors of two or more books will be found in Appendix VI.

Of the total additions, 69 were purchased as against 59 which include 47 Sanskrit, 12 Hindi, 2 Pali, 3 Bengli, 3 Marathi, 1 Malayalam and 1 Gondi, books; while 347 received from the Bengal Library, and 90 were presented. The total number of Bengali books added to this section comes to 307, that of Sanskrit to 136, of Hindi to 32, and that of other languages to 31, as against 304, 129, 36 and 9 respectively.

745 cards were added to the new Sanskrit Catalogue, which is thus being kept up-to-date. 1,592 Bibliographical reference about oriental works were supplied to inquirers during the year under review, the number exceeding that of the previous year by 27. The monthly list of additions to the Oriental section was regularly published in the local vernacular press. Over 5,400 slips were made for the old Bengali Collection, bringing the catalogue of this collection near completion. It has been decided to print it, and later compile a card catalogue also.

During the course of shelf-listing, the entire collection of Bengali periodicals were examined and about 500 duplicate copies, stary numbers and unimportant issue of periodicals were set apart to be weeded out. A list of those is in the course of preparation.

## XVII. Library Training Class.

The class is to be opened every alternate year; and the Imperial Library Council in their annual meeting accordingly decided to start the second class early in 1937.

As the Librarian had to proceed on leave towards the end of February, the opening of the class was postponed to the middle of May, 1937.

### XVIII. Stock-taking

It was mentioned in the last report that 93 books were not forthcoming at the time of the last stock-taking (1934), and that it was decided to continue the search for those. As a result of this search, 64 books were traced or accounted for, leaving 29 as not traceable. The matter was considered at the Council meeting held in November, 1936, when it was decided that the search for these 29 books should continue for some time more, which will be done when this portion of the library will be checked again.

Owing to the shelf list being under completion, no other portion of the library could be checked, for it is decided to check the stock a portion at a time.

## XIX. Office

The total number of letter received and despatched is 3,955 and 4,662 respectively. The former is less by 1,901, while the latter exceeds that of last year by 135. In addition to this, 393 reminders (194 less) were despatched to recover overdue Books. The imposition of fine for the late return of books is responsible for the decrease. Comparative figure for the last three years are given in Appendix XII.

The total number of cases recorded and indexed comes to 2,424 or 1,439 more than last year. The work was done for about 10 months and is not yet up-to-date.

### APPENDIX – I

#### Finance

##### 1. Receipts

	1934–35	1935–36	1936–37
		Rs. A. P.	Rs. A.P.
1. Sale of Duplicate Tickets	—	49 0 0	44 0 0
2. Sale of Catalogues	—	67 0 3	45 12 0
3. Deposits forfeited	—	9 0 0	10 0 0
4. Miscellaneous Receipts	—	12 2 0	27 15 6
5. Interest from fixed Deposit	—	440 0 0(a)	—
6. Fines realised from borrowers of books.	—	79 12 0	88 7 0
7. Fees realised from students of the Library Training Class	—	950 0 0	—
<b>Total</b>	—	<b>1,606 14 3</b>	<b>216 2 6</b>

(a) Not credited to Government Account—vide item 5 under expenditure.

##### II. Grant (Final figural)

	1934–35	1935–36	1936–37
	Rs.	Rs.	Rs.

Compendium of Select Government Reports on Library & Information Services in India

A. 1—Pay of Officers (Voted)	11,700	12,600	13,233
A. 2—Pay of Establishment	29,300	31,100	31,200
A. 3—Purchase of Books, etc.	8,000	9,800	10,000
A. 4—Other Expenses (including Allowance, Honoraria, ect.).	3,700	3,550	3,700
<b>Total</b>	<b>52,700</b>	<b>57,050</b>	<b>58,200</b>
Deduct amount received from the Government of Bengal.	-16,000	-16,000	-16,000

III. Expenditure

—	1934-35	1935-36		1936-37
	Rs.	Rs.	A. P.	Rs.
1. Pay of Officers (Voted)	11,829	12,580	0 0	13,232
2. Pay of Establishment	29,178	31,452	0 0	31,182
3. Purchase of Books, etc.	9,841	9,972	0 0	10,542
4. Other expenses (including Allowances, Honoraria(etc.)	3,306	3,560	0 0	3,635
Total expenditure from Budget grant.	54,154	57,564	0 0(a)	58,591
5. Establishment engaged out of interest from fixed deposit		472	2 0(b)	—

(a) Rs. 16,600 of the expenditure were paid out of the contribution from Bengal Government.

(b) A sum of Rs. 32-2-0 was paid out of the interest money of previous year.

APPENDIX – III

Detailed figures showing the number of readers and books requisitioned from the Stack Room, during 1936–37

—	Ordinary Days.			Sundays on which the Reading Room were open			Holidays on which the Reading Rooms were open			
	Number of day	Number of Readers	Number of Requisition	Number of days	Number of Readers	Number of Requisitions	Number of days	Number of Readers	Number of Requisitions	Number of days on which the Rooms were closed
Total	266	44,243	37,306	49	3,304	1,694	38	3,029	1,879	12
Daily average	—	166	140	—	67	35	—	80	49	—

APPENDIX II

Reading Room Statistics

—	1934–35	1935–36	1936–37
1. Number of visitors	45412	54,215	50,876
2. Number of books requisitioned from the Stack Room	28,166	29,063	40,879

APPENDIX V

Analytical statement by subjects of books requisitions from the  
Stack Room

Subjects	1934–35	1935–36	1936–37
	Vols.	Vols.	Vols.
Administration:—			
1. Official Publications	424	123	237
2. Non-Official Publications	803	541	810
3. Agriculture (Including Manufacture)	496	581	890
4. Archaeology		525	540
972			
5. Astronomy	471	611	1,032
6. Bibliography	448	544	704
7. Biography	1,338	1,075	1,464
8. Biology	345	533	807
9. Botany	234	554	730
10. Chemistry	203	598	840
11. Education	268	685	1,381
12. Engineering, etc.	259	731	995
13. Ethnology, Anthropology, etc.	400	596	729
14. Fine Arts, etc.	397	552	685
15. Folklore, Mythology, etc.	579	545	702

Report on the Working of the Imperial Library, Calcutta, for the Year, 1936-37

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16. Geography and Travels	422	737	1,179
17. Geology	116	634	933
18. History	2,748	1,446	1,760
19. Law	1,848	1,296	1,750
20. Literature	8,870	8,213	10,989
21. Mathematics	171	486	984
22. Medicine	176	540	834
23. Numismatics	105	353	414
24. Newspapers	701	494	671
25. Magazines	1,041	851	925
26. Philology	391	561	925
27. Philosophy	790	875	1,095
28. Physics	115	557	791

Compendium of Select Government Reports on Library & Information Services in India

29. Political Economy	1,797	982	917
30. Religion	891	777	1,135
31. Science (General)	312	530	1,474
32. Social Reform, etc.	260	464	472
33. Sports games, etc.	152	287	419
34. Zoology	70	171	163
Total	28,166	29,063	40,879

APPENDIX – V

Linguistic analysis of books acquired by purchase and presentation,  
except official publications

Language	Years		
	1934–35	1935–36	1936–37
1. Arabic	25	33	36
2. Assamese	6	1	3
3. Bengali	310	304	307
4. Canarese	—	—	1
5. Danish	—	10	3
6. Dutch	17	15	17
7. English	1,317	1,581	1,455
8. Finnish	—	3	4
9. French	29	32	40
10. German	154	41	32
11. Gondi	—	—	1
12. Greek	—	10	7
13. Gujarati	4	—	6
14. Hindi	36	36	32
15. Italian	6	8	3
16. Janavese	—	—	1
17. Latin	1	7	7

Report on the Working of the Imperial Library, Calcutta, for the Year, 1936-37

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18. Malayalam	1	2	1
19. Marathi	—	1	3
20. Nepali	1	—	—
21. Pali	—	2	13
22. Persian	30	25	49
23. Punjabi	2	1	—
24. Russian	1	—	4
25. Sanskrit	128	129	136
26. Santali	2	1	—
27. Spanish	28	14	70

Compendium of Select Government Reports on Library & Information Services in India

28. Swedish	—	3	5
29. Tamil	1	—	1
30. Telugu	1	—	1
31. Tibetan	—	—	1
32. Urdu	51	99	78
Total	2,144	2,360	3,017

APPENDIX VI

List of Donors of Books

Doners	No. of Vols
1. Academia de la historia de Cuba	6
2. Aley, Dr. S	2
3. Amory Vida Plaza de las Navas, Barcelone	2
4. Andhra University	2
5. Annamalai University	3
6. Arundale, Dr. G.S.	2
7. Asadullah, Khan Bahadur K.M.	9
8. Association of Special Libraries and Information Bureau	2
9. Bankipore Public Library	5
10. Bhuyan, Mr. S.K.	2
11. Bhuayn. Mr. S.K.	2
12. Biblioteca Nacional, Bogota Colombia	54
13. Bihar and Orrisa Research Society	2
14. Birney, Mr. S. Willian	2
15. Board of Economic Enquiry, Punjab	6
16. Bomaby University	2
17. British Museum	5

18. Calcutta University	19
19. Cambridge University	2
20. Carnegie Endowment University	2
21. Chatterji, Mr. A.	2
22. Chatterji, Mr. S.	3
23. Cheif Secretary to the Government of His Highness the Maharajah of Mysore	2
24. Constable and Co., London	2
25. Dacca University	2
26. Das Gupta, Mr. C.C.	5
27. Data, Mr. N.	2
28. Datta, Mr. N.K.	3
29. Det Kongelige Danske Videnskabernes Selskab	25
30. Director of Public Instruction, Poona	2
31. Dupays, Mr. Paul, London	11
32. Eframann, Mr. and Mrs. Sidney M. California	2
33. Forbes Library, Trustees of Northampton, Mass	2
34. Geological Survey of India	2
35. Giri, Mr. K.	2
36. Guha, Mr. J.N.	2
37. Indian Central Cotton Committes, Bombay	5
38. Indian Red Cross Society, Simla	2
39. Institute Geoaizyki I Meteorologji Lowow Polan	2
40. Madras University	6
41. Mahasthavira, Mr. P.	11
42. Mitra, Mr. S.C. Banglore	5
43. Moffat, Mr.	2

Compendium of Select Government Reports on Library & Information Services in India

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44. Mookerjee, Mr. H.	3
45. Mysore University	3
46. Nawab Zul-Qadr-Jang Bahadur of Hyderabad	2
47. Osmania University	2
48. Parsee Panchayat Fund Trustees, Bomabay	12
49. Queensland University	3
50. Rangoon University	2
51. Ray Chaudhury, Mr. T.N.	3
52. Royal Asiatic Society	2
53. Sarkar, Mr. K.	2
54. Sarvadhikari, Mr. N.	2
55. Sayyad Ali, Mr.	2
56. Shivananda, Swami, Rikhikesh	6
57. Sing, Mr. C	2
58. Societas Scientiarum Fennica Helsingfors	6
59. Superintendent, Government Press, U.P.	8
60. Superitendent, Government Press Madras	3
61. Tercentenary Commission of the State of Connecticut	16
62. Uppsala University	5
63. Vangiya Sahitya Parishat	2
64. Vidyabhusana, Mr. A.C.	6
65. Zaidi, Mr. Saiyed H.	2

	<u>327</u>
Other doners who presented one volume each	427
	<u>754</u>

APPENDIX – VII

Periodicals received in the Library

	<u>1934–35</u>	<u>1935–36</u>	<u>1936–37</u>
Weekly and Fornightly	32	34	34
Monthly	139	145	145
Bi-monthly	5	6	6
Quarterly	77	80	81
Others	71	71	80
Newspapers	19	19	22
Gazettes	12	12	14
Total	<u>355</u>	<u>367</u>	<u>382</u>

APPENDIX – VIII

Binding Section

<u>Years.</u>	<u>Books and</u>	<u>Newspapers</u>	<u>Total</u>
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	Periodicals. and Gazettes.		
1934-35	2,605	209	2,814
1935-36	2,847	122	2,969
1936-37	2,898	99	2,997

APPENDIX – XI

Lending Department

Borrowers	Years		
	1934-35	1935-36.	1936-37
Volumes lent to Government Offices	2,838	3,901	2,498
Volumes lent to Public	9,456	9,473	9,244
Total	12,294	13,374	11,742

APPENDIX – X

Statement of Books lent according to Provinces

Provinces.	1934-35		1935-36		1936-37	
	No. of vols.	Percentage	No. of vols.	Percentage	No. of vols.	Percentage
Assam	38	.309	39	.291	22	.187
Bengal (excluding Calcutta)	1,694	13.779	2,142	16.016	1,320	11.241
Bihar and Orissa	50	.403	35	.261	25	.212
Bombay	25	.203	102	.762	111	.945
Burma	—	—	—	—	—	—
Central India	779	6.336	923	6.901	852	7.256
Central Provinces	66	.536	108	.807	59	.502
Madras	143	1.163	142	1.061	129	1.098
N.W.F. Provinces	61	.496	21	.157	—	—
Punjab	130	1.057	101	.755	88	.749

Report on the Working of the Imperial Library, Calcutta, for the Year, 1936-37

United Provinces	162	1.317	191	1.428	156	1.328
Total	<u>3,149</u>	<u>25,607</u>	<u>3,804</u>	<u>28,444</u>	<u>2,763</u>	<u>23,526</u>
Catcutta	9,145	74.393	9,570	71.556	8,979	76.468
<u>Grand Total</u>	<u>12,294</u>	<u>100</u>	<u>13,374</u>	<u>100</u>	<u>11,742</u>	<u>100</u>

APPENDIX – XI

Official Section

	1934–35	1935–36	1936–37
A: Number of publications, received from various departments of the Government of India and from Provincial Governments, either by purchase, or free of charge			
1. Government of India, etc.	1,166	1,123	1,278
2. Assam	71	74	79
3. Bengal	163	173	123
4. Bihar and Orissa	100	96	107
5. Bombay	173	229	220
6. Burma	162	136	184
7. Central Provinces	125	182	176
8. Madras	105	114	44
9. North-West Frontier Province	53	69	65
10. Punjab	155	177	163
11. United Provinces	122	114	105
12. Indian States	60	49	60
Total	<u>2,455</u>	<u>2,536</u>	<u>2,604</u>

B : Other Publications—

1. Parliamentary publications and

Compendium of Select Government Reports on Library & Information Services in India

Blue Books	784	847	937
2. U.S.A. Government Documents	1,013	1,323	1,839
3. League of Nations	260	336	329
<b>Total</b>	<b>2057</b>	<b>2,506</b>	<b>3,105</b>
C : Miscellaneous—	1934–35	1935–36	1936–37
1. Australia			
2. Canada			
3. Ceylon			
4. China			
5. Italy			
6. Malay	199	227	239
7. New Zealand			
8. Philippines			
9. Portuguese India			
10. South Africa			
11. West Indies			
<b>Grand Total</b>	<b>4,171</b>	<b>5,269</b>	<b>5,948</b>

- Note : 1. In 1936–37, 2,107 official publications were catalogued, including old and new American publications, for which separate figures are available only from the middle of the official year.
2. The Total do not include ‘Maps’, of which 237 and 186 were received in previous years 1934–35 and 1935–36, but none in 1936–37.

APPENDIX – XII

Statement showing the number of letters received in and issued from the Imperial Library

	1934–35	1935–36	1936–37
Receipt	4,051	5,856	3,955
Issues	4,531	4,527	4,662



REPORT OF THE LIBRARIES  
DEVELOPMENT COMMITTEE  
BOMBAY, 1939-40





# Report of the Libraries in Madhya Bharat, with Proposals for their Improvement and Integration into a Public Library System

## Purpose of the Report

Dr. D.R. Kala was asked by the Government of Madhya Bharat to visit the State and inspect libraries, with a view to suggesting possible developments and improvements. Particular attention was to be paid to public libraries, and to the rural library service, in which initial steps have been taken by the Rural Development Department.

## Brief Description of the Tour

The visit covered a period of five days, from 31-3-52 to 4-4-52. For part of the time, he was accompanied by Mr. S. Das Gupta, University Librarian, Delhi, and was assisted by him and the staff of the Education Department and Development Department in obtaining the statistics and other material required.

During his tour he visited 19 libraries of various kinds. Of the, 14 were in towns, at Gwalior, Ujjan, and Indore, and 5 in villages.

The libraries visited were:

31-3-52 : Gwalior Central Library. State Central Library, supported from Government funds. Stock of 36000 volumes. Income Rs. 34000.

1-4-52 : Bhitwarwar Library. Kendra Panchayat Circulating Library, in intensive cultivation area.

2-5-52 : Morar Library, Gwalior. Public Library by voluntary organisation. Subscription and deposit.

Hindi Lt. Society. Public Library by voluntary organisation.

Subscription and deposit.

Scindia School Library. Library attached to the school.

2-4-52 : Ujjain, Skhya Raja Library. Public Library attached to Travellers' hostel, open to town's people as well as travellers.

Scindia Oriental Institute. Oriental MS Library and Research Institution.

High School Library, Ujjain.

Central Library Ujjain. Public library by voluntary organisation. Subscription and deposit.

Victoria Library, Indore. Subscription library by voluntary organisation.

4-4-52 : Hatod Village Library. Public library under village Cultural Society.

Hatod Middle School Library. Library for children attending school only.

Hindu Christian College, Indore. College Library, stock 7000, mainly English.

Holkar College Library, Indore. College library, Stock 20000, mainly English.

Harsola Circulation Library. Village center for five book boxes. Cujarkheddar, near Mhow. Village library under voluntary organisation.

General Library, Indore. Public library under voluntary organisation. Subscription and deposit.

Reference is made to most of these libraries in the body of the report. At all the libraries, he was hospitably received, and his questions regarding stock, service, etc. were readily answered. Although, he may have found it necessary to criticism

the libraries to make clear the need for a wider state system, any criticism he has made must not be interpreted as being criticisms of the committees for the libraries. Everywhere, he found committee members anxious and ready to improve their libraries and were of their deficiencies. These deficiencies do not arise from lack of interest in libraries, but lack of money, shortage of trained staff, and lack of knowledge of the results that can be achieved by proper application of modern techniques.

### The Nature and Purpose of Public Library Service

A Government interested in the development of public libraries needs a conscious formulation of policy, and a clear idea of where that policy will lead. Towards the formulation of such a policy a close understanding of the nature of the institution is of practical help.

The public library is not an institution for scholars. It is not an institution for newly literates. It is not an instrument of formal instruction. It is not even a formal part of educational machinery, though it assists and complements the working of the educational system. It is an instruments for the creation of citizen in a democrat state, a means of lifelong informal education. As the necessity for literacy is recognised as the basis of education in democracy, so the public library is the instrument for the use of that literacy, for further education, for technical progress, for recreative and cultural purpose.

It is generally recognised that, for the ultimate success of democracy, there must be a high percentage of literate, not necessarily highly educated people, able to read, reflect, and from adequate judgement of the actions of the government in their name. These people are not only the electors; from them come the elected. To achieve this informed and reflective public opinion, there must be full provision beyond formal education for access to reading materials, both in books and periodicals.

In such a state, it is also necessary that information on technical and practical progress should be available to all so that individual skills can be improved and technical education maintained.

In such a state time, the use of books for recreation and in the creative use of leisure

is equally important. It is recognised that literacy is one of the greatest advances that can be made towards a wider and fuller life, but literacy is not an end in itself. It is a door through which one can pass to become a more valuable happier, and socially conscious citizen.

For the achievement of these purpose these are certain basic principals, without which the public library cannot flourish. They are:

1. Major or entire support by taxation.
2. Freedom of membership.
3. Access to the shelves.
4. Books are for use, not for preservation.

Since the public library is a community project, it should be supported by the community, hence the necessity for taxation for its support. Further, the Public Library requires not only adequate financial support, but continuous support, and this can be only provided by taxation. The history of public libraries in Great Britain and the USA before the principle of taxation was applied is similar of the situation in India today. Libraries were founded with high hopes, flourished for a while, and then languished and died. Private benefaction is invariably uneven, both in time and place. Not only does it fail when it is most needed, but it is not available everywhere whereas the need for libraries is universal. Through private benefaction individual and isolated libraries can be created, but through public revenues alone can a state-wide chain of libraries be created and maintained.

### Freedom of Membership

If subscription is charged, or deposit asked for, the public library is not free to all. Its costs in relation to membership rise, the membership becomes representative of only a section of the community, and not the whole of it, and the institution itself eventually comes under suspicion as serving particular purpose or a particular class. It is realised that charges for subscription only arise because of the necessity for raising revenue, but those charges themselves decrease use, and in turn necessitate higher charges, until the institution itself becomes moribund. To a

subscription library which frankly and avowedly exists to serve only the wealthier part of the community there can be no objection, but a public library which charges a subscription is a contradiction in terms.

### Access to Shelves and Book Preservation

On these two related matters depends the whole modern techniques of library administration and the philosophy of the public library itself. The use of books means access to books and until the shelves are thrown open to readers, the readers can never become sufficiently familiar with the use of libraries to justify their purpose. Public Library readers are usually not scholars, they are not readers coming to the library with a definite request for a particular book. They are often not familiar enough with books to be able to find what they want in a catalogue. They must be allowed to attain that familiarity to select and reject from the bookshelves themselves and not from a catalogue, however well-kept. The realisation of this fact transformed the British Public Library system in the early years of this century; it gave it the popular support it so much needed. Today, a public library without open access is unthinkable and in view of the numbers of persons using the library service, would be unworkable.

Opposition to open access is usually on the grounds that damage to books would be considerable, as it is argued that abolition of deposit would lead to loss. This is a relic of the time when books were looked on as treasures to be guarded, and the librarian's chief duty was preservation. Today, the printed book is cheap and replaceable, and although the function of preservation still belongs to National, or in a limited way to state libraries, which will contain books of unique value, the only value that a book should have in a public library is that of use. Readers are as important as books and unless the reader and the book meet, the library has not done its job. In promoting the large scale use of books, it must be recognised that books are perishable, that a book that has been worn out with use gives more pleasure to the librarian than an unused volume lying on the shelf, and the other a reproach to his experience is selecting books. The figures of bookstocks in a public library are in themselves of no importance; what matter are the figures

of bookstock in relation to the number of readers and the number of books used. Every public library which is a live community activity destroys thousands of books every year which have been worn out, and in that number, if a few have been lost or damaged by readers, the proportion is unimportant. The benefits derived from trusting the reader are much greater than the losses through the few readers who misuse their privileges.

### Public Libraries in the West

In Western countries, particularly in USA and Great Britain, public libraries have been developed through a long and sometime painful enunciation of these principles, and have been able to play their part in the evolution of a modern society. It should not be thought that progress has been easy or continuous. While it is obvious that in an expanding, dynamic economy, higher education, both humanistic and technical is essential, it has not been generally recognised that ordinary men and women also need to keep in contact with ideas, both cultural and technical, and that they respond readily to attempts to assist them, so long as those attempts are not too formalised.

Still more has there been a lack of understanding of the necessity, in a modern state, of maintaining contact between the urban and rural sections of the community. It is significant that although public libraries have been established in the urban areas of Great Britain since 1850, it was not until 1920 that rural districts were brought under the Act of Parliament, and the Country Library System started. The expansion of rural libraries is one of the most valuable recent developments in British libraries.

One would not claim, of course, that the public library is the only or even the most valuable agency in solving these and similar problems of the modern state, but it is a much more important agency than is even now generally realised. This is to some extent because the public library is a local institution, locally administered, and because there is no element of compulsion or formal instructions about it. A person becomes a user of public libraries of his own free will, he chooses his books without assistance, unless he asks for it, there is no check on what he reads, and

above all the Public Libraries are known to be without any political, religious or other bias. At the same time, the purely local character of the institution in many countries tends to conceal its National importance.

In the course of this development by free association, the public library has tended to become much more than a resort for use of books. It has become a community centre itself and an agency for assisting the aims of other cultural, educational and recreative organisations. Wherever the use of books is necessary, the public library steps in to supply the need, and often, in furthering the use of books, it has found itself in the position of being called on to supply related needs. Personal assistance to readers, provision of lectures and documentary film shows, hospitality to debating, dramatic and study groups, cultural and art exhibitions, have become a function of the developed public large adult educational organisations, promoting their own courses of study, and even managing their own radio stations. But the increased use of books and reading material remains the objective of all these activities.

#### The Luton Public Library, Great Britain

As a typical example of the scope and range of the modern public library, a brief description of the library service in my own town of Luton may not be out of place. Luton, with a population of about 120,000, about the same as Ujjain in one of the newer manufacturing towns of Southern England, having developed very quickly in the last 30 years from a small market town.

The public library services from its Central and Branch libraries circulates over 15,00,000 books a year, has over 40,000 active members, and stocks of 1,60,000 volumes. It is a Reference Library and an information Bureau which acts as intermediary with charitable and social organisations and deals with over 7000 personal and legal problems a year. Its lecture calls are used by most of the town at a nominal fee, and university extension courses and popular lectures are organised by the library. Its Readers' Advisory service prepares reading lists and gives assistance in courses of study, and the staff give over a hundred lectures annually on books and the use of books to outside groups. The children's libraries have as members over 80% of the children of school age in the town, administer 35 school libraries,

and a Central Library for Teachers. The library operates libraries in all hospitals and institutions, and mobile library service operates in isolated districts.

There are very few people in Luton who are not reached by the Public Library Service in one way or another, and its annual expenditure of about Rs. 3,00,000/- is never questioned.

This library service is perhaps more developed than some others in Great Britain mainly because Luton is a new, expanding town, but it is no more than typical.

### British Library System-Advantages and Defects

In the British public library system as a whole there are over 23,000 libraries, 4,20,00,000 books and a circulation of 35 crores of books annually. Only 60,000 people are not within access of a public library services. It thus provides almost a complete coverage for the whole country, and is locally controlled throughout. Owing to fairly generous tax support, it can and does provide a reasonably good service, with a wide range of books stocks, trained staff and reasonably adequate buildings.

There are, however, two major defects in the British service. The first is, that since rural areas were not brought into the scheme until 1920, there is a complete divorce of rural from urban libraries. Instead of urban libraries serving as centers for the rural district around them, and organising the smaller libraries in the district, the rural library service is entirely separate, and often administered from a head-quarters that serves on other purpose. Thus, in a country town only, and a country head-quarters which is not way. This divorce has had several deplorable consequences, in that urban library system are not available to people living in villages on the outskirts of the towns. Duplicate stocks of books have been built up for rural areas at great expense, and even now the rural service is more expensive than it need be to maintain.

The other defect is that legislation has never provided for any sort of central development. Direction or control. Although this has enabled free development to take place, it has resulted in uneven standards of service over the whole country, and produced a number of library systems which are too small to operate efficiently.

Co-ordination and co-operation have had to be built up painfully by voluntary effort, and although the national system of co-operation, on a basis of regional units, works on the whole exceedingly well, the fact remains that library service in a particular area depends very often on the tradition behind the service and caliber of the librarian and the Library Committee. In poorer areas also, capital expenditure is difficult. There are many out-of-date buildings with poor equipment. In other services, the principle of Central grants to relieve the burden of local taxation has been recognised, but not as yet for public libraries.

#### Madhya Bharat: The nature of the Problem

I have discussed these matters at some length because it is necessary to know, not only what to do, but what to avoid. Naturally, the very developed library service in Great Britain cannot be reached in India for many years, of only because there are many more urgent tasks. But with limited finance, it is all the more necessary that development should be carefully planned, and the basic principles I have enunciated observed from the start. Many attempts to start public libraries have been made in India as whole; the results have not been commensurate with the time, energy, and money devoted to them.

If public libraries are recognised as a community service, the principle of taxation must also be recognised. From this will come the second principle of free membership. If widespread use of libraries is to follow, and taxation cannot be justified without widespread use, then open access to books will be necessary. At the same time, development must be planned as a whole; there must be no division between urban and rural libraries, if only for reasons of economy, and standards of service must be generally observed.

With a population of over 80 lakhs and an area of 47,000 sq. miles, Madhya Bharat is a big unit for library purposes. But it is a viable unit, and the State Government, with a careful plan of development, can produce over a period of years, a library system which will be of great value to the community. The great size of the unit,

however, while an advantage in one respect, will make it essential to encourage local interest and local control at all times, while keeping general direction and integration with the State Government. How this should be done is discussed in the body of the report which follows. I have endeavoured to keep in mind the resources of the State, the work that has already been done, and the many implications of local and State interest.

Permanent development, in my view, is more important than immediate results, and while changes in detail are important, unless the objectives are kept in view, the desired results will not be achieved.

## THE RURAL SERVICE

The system that has been inaugurated for rural development provides for 250 sets of 300 books, to act as circulating libraries with the Kendra Panchayats as the centre. With five boxes provided for each set of books, the intention is that the boxes should circulate to each Gram Panchayat in the area of the Kendra Panchayat.

The system has the merit of being simple, and will be admirable as a basis on which to found a village library system. Since it is to be operated by honorary librarians, or at any rate by Kendra Panchayat Secretaries or teachers with many other duties, any system to work satisfactorily must not be too complicated.

The principles on which any rural library system must develop are:

1. It must be easy to operate and not require a great deal of administrative work. The operating costs must be kept low.
2. Since the number of books at one place at one time is small, there must be fairly rapid change of books. The coverage must also be complete, because the number of books are small.
3. For the above reasons, there should be a wide variety of books. It must be remembered that owing to the wide variation of personal preference in reading, seldom more than 10% of any collection of books will be readable to any one person.
4. Although the general standard of reading will not be high, some arrangements

must be made to satisfy the needs of the occasional reader who reads more quickly and has a higher standard than the average. Access to 300 books over a long period is not a library service.

5. There must be adequate provision for repair and maintenance of the bookstock.
6. There must be variation in quantity of provision for different sizes of villages.
7. There must be a central organisations for supervision, book purchase, and the organisation of change. At the central headquarters there should be trained staff, reserve stock of books, complete catalogue and location index.

### Problems of the Rural System

It will be helpful if the system of rural libraries now started in Madhya Bharat is examined with these points in mind.

#### Simplicity

This primary virtue is being observed.

#### Coverage

The average number of Gram Panchayats in a Kendra is, I understand, about 15–18. From the enquiries I made at Bhitwar, I find that for this Kendra Panchayat, there are 22 Gram Panchayats, and actually 75 villages, the total population of the area being 32,000. With five boxes in circulation, this means that at any one time, 16 Panchayats would not have a box. Allowing a period of one month for a box to stay at each Panchayat, it will take one year and ten months for a box to travel round the Kendra Panchayat. During that period, each Gram will have had a box of books for only five months, or less than one quarter of the total time. If the boxes are to be sent back to the Kendra Panchayat each time before they are moved on to the next Panchayat, the total period for complete circulation will be much longer. There is a very obvious and serious defect in the scheme here, which may be rectified in the

course of time. In the last two years, 1250 boxes of 60 books have been provided. At the same rate of development, it will take approximately six years to arrive at a position where each Gram Panchayat has a box of books all the time. By that time it may be taken for granted that a large proportion of the original stock will be worn out. There will thus be little opportunity to build up stocks, and create a permanent library in any form.

### Maintenance

But behind this problem is a much larger one. By the time the period of circulation is completed, the box of books will have suffered considerable loss and damage. I could not discover whether any provision had been made for inspection and checking, replacement of popular books, rebinding, repair, making good the losses. Inspection and some repair might be done at Kendra Panchayat level, but there must be facilities for maintenance and inspection at a higher level. If any sort of a library system is to be built up, rather than the provision of the boxes as a sort of expendable gift, this organisation will have to be on a much bigger scale than seems to be at present envisaged. Already 75,000 books are in circulation, a fairly large and expensive stock of books for any library to maintain. The fact that the books are widely scattered does not lessen the problem of maintenance, but rather increases the need for recognition of the problem, and the requirement that some organisation should exist.

### Variety

Although the decision to provide 250 sets of the same 300 books has simplified the problem of choice and distribution of books, and was probably desirable at the commencement of the scheme, if the intention is to provide a library service, a much wider view will have to be taken at a later stage. Taking the system as a whole, what is at present available is 250 copies of 300 books, and this is not a library. It will become obvious later on that certain books are not particularly popular, and will need to be withdrawn from the collections, when there will be in existence 250 copies of a book when a dozen would meet all the demands in the state conversely, of some popular books possibly more than 250 copies will be needed, and they

will have to be replaced often. It would also be remembered that at some stage in development, readers will expect something more than the fare in the box provided for them. In even small villages, there will be schoolmasters, persons retired to their homes, young people returned from the cities, who will require particular books and particular subjects. The whole basis of a rural library service rests on the assumption that behind the small stock of books at a particular point, there is an organisation which can supply any book or request, and which is able to look after the books in circulation.

It is very desirable, therefore, that the book selection committee should take a much wider view of their responsibilities in future section. It is not necessary that each collection should be identical. It is more important that each collection should be made up with regard to different levels of education, different tastes, and right proportion of subjects, including the relation of fiction to non-fiction. A box of books is not a library, it only becomes a library system; it only becomes part of a library system when it is appreciated as a small of a large and varied collection.

The organisation necessary for a library service has been eliminated by simply avoiding the organisational problems inherent in library service. But to avoid the problems now only means accumulating them later, if these libraries are intended as the start of a library service and not merely as a gesture. A lakh of rupees spent once may be regarded as an encouragement, but given over a period of year it must be an investment.

I, therefore, strongly recommend that in adding to the book collections, an endeavour should be made to make a representative collection of several thousand different books, and that in making up the boxes, some attempt should be made to obtain the reactions of the honorary librarians to the contents of the first boxes. It will inevitably be found that these views differ, and they should be considered in sending a new collection to each.

I realise that this entails more responsibilities and much more work at the centre. It entails, for instance, a catalogue and location index, so that if the village librarian at Harsole has a request for a particular book, it can be located and sent to him possibly from Hatod.

I am not qualified to comment on the selection of the first set of three hundred

books, but from my limited knowledge, would say that it appears quite representative. Perhaps it is a little overweighted with biography, and I would personally suggest from experience in Delhi, that it will be found the proportion of fiction is rather low.

Although the system has been barely started, it does not seem to me that sufficient thought has been given to the varying literacy rates in different Gram Panchayats, and the variation in population of different areas. It will be necessary in some areas to provide more books, and possibly books of a higher standards, than in others. It would obviously be unwise to regard all Gram Panchayats as containing approximately the same number of potential readers of the same tastes in reading. Neither readers of books, unfortunately fit happily into such administratively workable pigeonholes.

#### Immediate Development

There are then, some immediate sets that can be taken. In purchasing further books, attention should be paid to variety rather than uniformity. This in itself will require a central organisation, compilation of a catalogue and some form of location index. Next, when all Gram Panchayats have been covered, the number of boxes should gradually be increased up to the number of village Panchayats, so that each village Panchayat has one box all the time. At the present rate of development, this will take two more years.

There are some minor points in connection with the circulation of boxes. First, it should be seen that the contents of the boxes are properly assorted, and not just packed in the order of the lists, so that one box contains 40 biographies and another 60 fiction the contents of each box should be noted in a separate list, and the Secretary of the Kendra Panchayat should keep his own list of the contents of each box.

A book for record of issues should be kept with each box, and the person in charge at the village Panchayat asked to keep a record. It would be a good thing also if it were arranged that any book becoming badly worn were returned separately to the Kendra Panchayat for rebinding, since the tour of each box will be so long.

I noticed at Harsola that one box had been retained for use there. There is no reason why this box should not also be put into circulation and the almirah used for storage

of books at the Kendra Panchayat. This could be made a general instruction.

At every village I saw, the Sarpanch was emphatic that the system of deposit was not necessary, and that the Panchayat could exercise supervision. But at two villages deposit was in force. I would suggest that this option should be withdrawn, and loan made without deposit, the Panchayat taking responsibility for return of books. There will be losses, undoubtedly, but the most important thing is to get the books used.

### Long-term Development: Central Organisation

The next step is to create the necessary organisation for maintenance, inspection, and assistance to the honorary librarians. At present there are 75,000 books in circulation. In two years there will be 1,50,000. With due allowance for wear and tear (and the more wear and tear by actual use the more successful the system will be), this stock is still a permanent asset. It will be widely scattered, administered by untrained persons. All sorts of problems will arise. It must be realised that a machine is being created that will not run itself. If it is to give good returns for the money spent, it must be properly maintained. Otherwise, it will run down.

In the first instance, this organisation should be set up at one or two central points, Gwalior and Indore being indicated. The immediate tasks will be the selection and cataloguing of further bookstocks, and getting the system of circulating libraries into working order. For this, a minimum staff at Gwalior and Indore will be needed of one senior person of the status of Assistant Commissioner, one Central Assistant, and two Assistants for field work, each being in charge of four districts. All these persons must be trained librarians.

In three or four years time, the work of maintenance rather than development will become important, and it should then be possible to begin a measure of decentralisation. I understand that it is proposed that each district should have one reference library, and this seems an admirable basis on which to create district library headquarters, acting not only as a reference library (which owing to distance, will never I think become an important part of a rural service), but as the centre for holding reserve stocks, replacing and rebinding damaged and worn out books,

organising the regular supply of new books to replenish stocks, maintaining statics, and acting as a centre for satisfying special requests for books, either singly or in collections for further education purposes.

This of course will take some time, but it must be eventually envisaged that a chain of organisation will stretch from Central headquarters through District and kendra Panchayats down to the village Panchayats, and that at Headquarters and District levels the persons in charge should be trained librarians. Some training in library methods and the use of the organisation must be given at district level to the Secretaries of Kendra Panchayats and the honorary librarians of villages, and this can only be undertaken by trained persons. It should be emphasised that the library system should be organised as a separate department, with the staffs both technical and clerical, not regarded as interchangeable with other departments.

I am glad to see that one member of the Development Commission staff is already undergoing training, and that it is proposed to send several more persons in the next year or two. I hope that the full value will be got from this training by assigning the trained staff solely to library duties, and not regard their library duties as a part of other work.

This fairly extensive programme should not be carried out too hurriedly, and I estimate that to put it completely into effect will take ten years. In order to give full effect to the balance of development, I would suggest that as a rough guide it should be taken that annual expenditure should be approximately divided into the following proportions. Books, reading material and binding—35%; staff—35%; equipment, etc.—30%. If cost of equipment and overhead can be kept lower, the saving should be devoted to books. The proportionate expenditure on staff will increase gradually to 50%, but it is important that expansion should only take place as trained persons become available. The expansion programme should only gradually lead to the establishment of district headquarters.

These proposed developments do not take into account the necessary integration of urban and rural libraries, which will allow for quicker and more economical development. There is an opportunity for experimenting with this integration at the district level in the intensive development area. I propose to deal with this problem more fully after considering the urban libraries.

## Village Libraries

I have not so far mentioned the village libraries already existing, of which I gather there are 67. I saw two of these libraries, and I should say that I was more impressed by the library at Hatod than any other library I saw in Madhya Bharat, small as it was. It was clean, beautifully kept, and it was being used by a very high proportion of the literate population, over 50%. The development of such libraries can very well proceed side by side with the development of circulating libraries, and the buildings should be made part of Panchayat houses. The principle of grant being based on 50% of what is being spent locally is a good one, but should not be made indiscriminately. To make sure that a grant is well spent and for the benefit of all the population of the village, where a grant is proposed to be made for an existing library, the library should first of all be inspected and reported on by the appropriate officer.

The following conditions should be observed, before grant is made:

1. The library should be either under the direct control of the Panchayat, or if organised by a society or benevolent institution, the Panchayat should be officially represented.
2. The library should be opened every day.
3. Membership should be open to people of surrounding villages, on the same terms as in the village where the library is situated.
4. Open access should be the rule. (This is not a problem in villages, where stocks are small enough to permit handling of books without difficulty).
5. The 50% of expenditure to be raised in the village should be raised mainly by donations and local taxation (permitted under Panchayat Act), and not by subscription. I would hesitate to say that there should be no subscription at all; this is an idea to be kept in mind, but the resources of donations and taxation may not be sufficient. But it is essential that the institution should be a public library and not a club for a small number of privileged villagers. In new libraries, subscription should not be considered as a source of income and where a subscription is necessary, it should be remitted or halved for young readers.

Adequate inspection of existing village libraries for grant purpose should be made, and the following points should be looked for:

1. Membership should be at least 20% of the literate population.
2. Management costs should be kept low, and in the purchase of reading material, the proportion of money spent on periodicals should not be too high, and adequate sums spent on repairs and rebinding.
3. Stock should be in variety, with a proportion of fiction not less than 40% and not more than 60%. There should be provision of books for children.

I do not know what proposals are made for combining the service given by village libraries with the circulating libraries, but obviously there should be a link. In most cases, I imagine, the village libraries will be established in larger villages which are kendra panchayats and therefore will house the almirah of the circulating system. If the village library service can be enlarged to make it a Kendra Panchayat Library, larger units will be created, and the circulating library service strengthened.

## The Urban System

During my tour, I saw fourteen urban libraries. Some of these were college libraries, but nine of them were in intention at any rate, public libraries. The fact that there were no fewer than nine public libraries in three towns, and probably others that I did not see, indicates at once the basic problem of an urban public library service, and shows also the opportunity that exists. On the one hand there is much effort being wasted through lack of co-ordination, money being wasted through lack of co-ordination, money being wasted through lack of knowledge, and a genuine enthusiasm getting only small results. On the other hand, there is evidence of a need for library service, evidence that public spirited persons have recognised that need, and something is being done at least the basis for something better. If the State can step in with practical assistance, at the right time, in the right way, and with real understanding, progress can be made very quickly.

The number of public libraries in Madhya Bharat has been variously estimated in the material I have from 200 to 60. These very widely varied estimates alone show the

need for some form of co-ordination, and the fact that information is only available on a few of them shows the inevitable failure of the purely voluntary principle.

The major problems to be solved, to my mind are:

1. To persuade the present libraries in one town to co-operate.
2. To improve and modernise the services given by them.
3. To extend the services where needed.
4. To provide libraries in towns where they do not at present exist, or are derelict.
5. To co-ordinate the libraries of all towns into a state-wide service.
6. To create a central advisory service of trained staff and later to provide trained staff for the libraries themselves.
7. Gradually to transfer the basis of government and control to municipalities, with the state acting as co-ordinating body.

I propose dealing with these points in order, as a general plan of development, and then making some observations on the development of individual libraries at Gwalior and Indore.

### Defects in the Present System

It must first of all, however, be clearly stated why the voluntary principle is uneconomical, and cannot be developed to the point of providing a satisfactory library service. I have appended to this report a brief statement showing, as far as I have been able to discover, the basic facts about the various libraries I visited, and a comparison with my own service in England. It is apparent that in every case the cost per member is higher than in my own library, inspite of the high costs of books and salaries in England. These high costs are due to many causes, but the major one is undoubtedly the deposit and subscription system, necessary by circumstance a voluntary library, makes the number of members too small to use the library effectively.

It is also noticeable that the number of books per member is much higher in all the libraries than in my own library. This again points to ineffectiveness in use of the

stock available. It also strengthens my own observations that much of the stock is unusable, in the public library sense. Everywhere I went, I was evidence that books were being accumulated for preservation rather than use, though there was much evidence that physical preservation was not being carried out. Everywhere I saw great enthusiasm and idealism stultified by lack of funds, visible in books in bad condition, poor equipment, poorly paid staff. And the necessity for raising funds in turn raised barriers against the fulfillment of the purposes for which the library was formed. At Ujjain, it was heartening to see a new set of the Encyclopedia Britannica; but it was depressing to realise that it would be used by only a tiny fraction of the population, and that in a town where universal compulsory education is shortly to be introduced. At the Victoria Library at Indore, I saw a large and commodious building, which would make a superb library and community centre. It is used by one hundred people, at a cost of Rs. 25/- a year, over three times the cost of my own service per member. At Gwalior, the Central Library is doing first-class work at a very low cost per member; only a stone's throw away is a voluntary library also doing very good work. Inevitably such situations must arise, but it is nothing short of tragic that there should be competition at one place when there is no provision at all at another.

I must reiterate that the present arrangements are expensive in relation to the service given, that they will continue to be expensive even if developed, and that it is unlikely that they will every touch more than a tiny fraction of the population.

### Policy to be Adopted

To continue the present policy of giving grants to perpetuate the present system will not therefore, achieve the object of creating a permanent library system, even though the grants are considerably increased. A possible alternative would be to create an entirely new public library system by legislation, as was done in Great Britain, disregarding the existing libraries altogether. This would be expensive, difficult and the necessary resources in staff and equipment would take a long time to provide.

Is there any middle way? Is it possible to improve the present libraries by grant, supplementing them where necessary by new libraries, and to pursue a policy of

gradual co-ordination towards a state library system in which voluntary organisations can continue to play a part?

I think it is. Throughout my tour, I was impressed by the devotion and idealism of the sponsors and management committees of the various libraries I visited. There is a reservoir of enthusiasm which I am sure can be used to realise the vision of the future. Great efforts have been made, and if it can once be shown that larger libraries mean more members, that barriers of deposit are not necessary, that access to the shelves will not mean any more damage by misuse than damage by non-use, if in short the experience of the West can be properly presented, these men of goodwill and the libraries they have started can be an asset for the future.

There are of course, certain risks in such a policy, which must be safeguarded against. Co-operation must be real and willing, and voluntary organisations everywhere are not noted for their willingness to co-operate. There must be willingness to sacrifice a certain amount of independence. Libraries must be administered by librarians and not by members of committees, for the whole of the community and not a part of it. Only active institutions and not a part of it. Only active institutions should be asked to take part in development. There is no point in reviving an already moribund organisation. The principle of co-operation will, therefore, only apply where a town already has active libraries; where these do not exist, the new library should be a state library.

I, therefore, propose that the policy to be pursued should be one of co-ordinating existing libraries where suitable as part of a state system, with proper safeguards. The methods to be adopted should be as follows:

### Grants

The present system of grants should be contained and extended. Grants should be made, however, to a whole township rather than individual institutions, should be based on population, and should be dependent on:

- (a) The organisations already providing libraries in an urban area must form a

central committee representative of all of them, together with representatives of the municipality. The State should nominate with a minimum of two and a maximum of one fifth of the total membership. The committee should be authorised to receive the grant and subdivide it according to the needs of the town. A development plan for the whole of the town should be prepared and approved by the ministry.

- (b) The grant should be at the rate of 50% of expenditure upto the maximum grant allocated on a population basis. Where a development plan calls for the provision of new libraries, 75% of the capital expenditure should be granted. A proportionate contribution from the municipality should be fixed.
- (c) The committee should appoint one supervising librarian as being in general charge of the whole of the libraries of the town.
- (d) Salaries according to scales laid down by the State should be agreed.
- (e) Deposit should be abolished and guarantee substituted. Membership fees should be standardised, and one membership should admit to all libraries.
- (f) Membership to persons under 18 should be free.
- (g) Regular state inspection should be permitted.

If these matters are made conditional of grant being made, and there is sufficient goodwill to allow co-operation, a long step forward will have been made. A position will have been created from which improvement and modernisation can proceed.

### The Development Plan

While conditions need not be laid down, these particular points should be borne in mind:

1. Open access should be introduced as soon as feasible. At present, neither buildings nor stock in most libraries are suitable for open access on a full scale, but in nearly all the libraries that I saw, it appeared that the effective and usable stock was only a small proportion of the total stock. Therefore,

even where full open access is not possible, open access to the more popular portion of the stock should be possible.

2. Central cataloguing of all the books in the libraries in a town should be introduced and standard classification adopted.
3. Children's service should be developed.
4. Stocks should be weeded off out of date and unsuitable books, and a much needed programme of rebinding undertaken.
5. A reference library at the most central library should be formed. Other libraries could be relieved of this service.
6. Extension services, co-operation with social education and with schools should be undertaken.
7. A time limit for the abolition of membership fees should be laid down.
8. New libraries should be planned for parts of a town not covered.

All these development can be undertaken with confidence once the libraries of a town are acting as one instead of individual units. It will probably be found also that when the advantages of co-operation begin to bear fruit, private benevolence may be more free, and the municipality be able to provide substantial sums from taxation.

### New Libraries

In town where there is no voluntary library operating, or where it is unsuitable as a basis, a similar method can also be adopted. An ad hoc committee should be formed under the direction of the municipality consisting of persons interested in library development, representatives of the municipality, and nominee of the Education Ministry. Development should proceed on similar lines, except that, since the library is starting de novo, buildings can be designed for open access, and planned development can take place without the problem of fitting in existing buildings.

### A State Wide Service

The next stage will be the formation of a state service by further integration of the services between the towns. I envisage this as meaning, in the first instance, the enlargement of the libraries at Gwalior and Indore into central libraries for the whole state, providing a lending service of specialised books for students, holding a catalogue of the books of the whole state, promoting an interlending system, and acting as central points for an advisory and inspection service. I propose to deal at the end of this section with the special purpose of these libraries and the programme for their development. As a library service develops, economy in the purchase of more advanced books, in standardisation of methods, central purchase of stationery and equipment all become necessary, and the state wide service will come more and more into importance. Special and university libraries will also be able to co-operate on this level, by lending books of a specialised character through the state public library system.

Next will come the formation of district libraries. Usually the largest town in a district will become the district centre, having responsibilities below it to the other libraries in the district, and above it to the state central libraries at Gwalior and Indore. As detailed in a later section of this report, I envisage these district libraries as the main link between the rural and urban system, so that in planning the development of the service of any town which is eventually to become a district headquarters, provision will have to be made for it to house staff and bookstocks for the rural libraries of the district, and the reference library service.

### Staff and Finance

The success of the system I have outlined depends on the co-operation of the state for two things, apart from the co-operation at urban and municipal level. There must be a sustained and generous policy of grants, so that real development can be undertaken and not just maintenance. The local committees must feel that they are able to progress. It should be firmly maintained that the duty of the committees is local policy, and that execution is a matter for technical men. It will be the duty of the state to provide the staff for the central inspection and advisory service, but it

is also necessary that the staff at service points should be trained.

To provide that training, the first step should be to send selected persons to library schools for subsequent use in the central libraries. These should again be centres for practical training for, in the first place, supervising librarians of the towns as they become necessary, and later for training courses for more junior staff. In larger towns, persons trained in library schools will be necessary, of graduate level.

At present, facilities for training are few, but the need should be recognised immediately, so that the supply of trained persons can keep pace with development.

### The Future

I have provided for participation of local government in the programme for development, since I believe that in the future it will be found that local government will more and more take an interest in library development. As the interest shows itself in increased financial assistance, participation may also be increased, and it is to be hoped that direct contributions from members can be eliminated. But it is quite possible that the three sided ad hoc committee may prove to be a suitable permanent instrument for library control, with the immediate local authority, the State, and the voluntary bodies all taking part.

The pattern, then, will take this form. At township level a Library Board governing all the libraries of the town, under Municipal Government direction and the state, and voluntary bodies represented. At district level, a Central Library, which not only serves its immediate township, but also acts as a co-ordinating library for the district, both urban and rural, holding reserve stocks, the major reference collection, organising loans of books to the smaller town libraries, and housing a catalogue of the major holdings. At state level, two major Central Libraries, acting as central libraries for Gwalior and Indore cities, district headquarters for their own states, but also acting as co-ordinating agencies for the districts promoting inter-library loans, serving as staff training centres, becoming the link between the public library service and the special and university libraries, and of course holding specialised collections for the Secretariat, the Government and advanced students.

## The State Central Libraries

At present, the Government is supporting one State Library at Gwalior. In view of the recent decision on the Capital, it would probably be necessary in any case to provide for two central libraries, but I would urge that the great size of the state, and its conformation, does make it desirable that there should be two state libraries, a major one at Gwalior and a regional state library at Indore.

The development of these two libraries is of some importance to any future scheme.

### State Central Library, Gwalior

This library is doing extremely good work and its statistics as impressive as any library in India. Its budget, however, is very low, and only sufficient for maintenance of the present standard without any development. It must be realised that at present, this library is not in any way acting as a state library, nor is its Librarian able to exercise his proper advisory and executive functions as a state librarian. The staff is inadequate even for the present work, although a valiant attempt was being made to maintain a catalogue, cataloguing work was far behind. These are some of its major defects as I saw them:

1. The present building is too small and entirely unsuited to a Library, being cut up into many small rooms with consequent uneconomical arrangement for staff and service.
2. The present deposit system is unwieldy, time wasting and unnecessary.
3. Although the bookstock is named as 36,000 the effective stock for public library purposes is much smaller, and it was my impression, looking through recent additions, that the book expenditure was not well-balanced. Too much money was being spent on English books, and unsuitable English books. The book fund of Rs. 9,000/- should be almost enough for the present service being given, if properly spent.
4. Not sufficient money was being spent on stock maintenance and rebinding.

This is the worst of false economies.

5. The status and necessary duties of the staff, upto and including the Secretary, was not properly realised. I gathered that staff were interchangeable with other departments, that the Secretary had little or no say in books selection and general development. In turn, the Governing Body had little real powers, most of the effective control being in the hands of the ex-officio Chairman, a members of the staff of the Education Department. While recognising that he who pays the piper calls the tune, it must be recognised the administration and the Board of Governors have functions which must be used to the fullest advantage.

To enable the library to fulfill its double function as a state library and major public library for Gwalior city, the following proposals should be considered:

#### The State Library Board

The present Advisory Board should be reconstituted as a State Library Board. Its function should be to advise on the general policy in setting up a State Library Service, to advise on the apportionment of grants, receive reports on inspection. It should also have complete powers within the budget allotment for the development of the State Central Library, and should name representatives to the Committee for the development of the library service in Gwalior city. For day to day business it should act through an Executive Committee.

The Chairman of the Board should be elected, or, if that is not feasible, should be nominated by the State. He should be an elected representative of the State Government, or a well-known public man, and not a member of the staff of the Ministry of Education or another department. The members of the Board should include persons known for their interest in libraries and education, and representatives of the Ministries of Education, Development, and Finance. As far as possible, the Board should include representatives from different parts of Madhya Bharat.

#### Finance of the State Central Library

The present budget provision of Rs. 35,000/- should be increased to allow for development of the library not only as the Central Library for the state. It is difficult to name a figure, but an increase to Rs. 60,000/- immediately is desirable. The immediate tasks should be to provide for a general overhaul of the present stock, with rebinding where necessary; to replan the building, using the ground floor; to increase the staff and improve their salaries and conditions of service; to provide a suitable reference and information service consonant with the importance of the library. Development of the inspection and control of the State Library System should follow as necessary.

### Staff

The librarian of the State Central Library will be in administrative and executive charge of the Central Library and of the development of the State Library System. He should be given full administrative powers and support. He should have complete executive powers, particularly in development of the library, book selection and staff control. He should be recognised as the technical adviser to the Library Board on development of the library system in the state, as envisaged in this report with full powers of inspection and report. His post should be recognised as a technical one of considerable importance, and appropriate status given. I hesitate to suggest what his status should be, but personally think that if the right person is to be found, the example of British country libraries should be followed, and the status should be that of Deputy Director of Education.

The importance of this post cannot be overemphasised. On its occupant will fall the whole responsibility for planned development of the library system, and on his vision and technical competence success will depend. However keen and encouraging a governing body is, it can only see what is to be done-it cannot direct how to do it or see that it is done well.

The staff will be gradually increased as the work increases. It is important particularly that they should be recognised as being non transferable, and the work should have some prospect of advancement. Training should be available at recognised library schools to selected persons, so that a nucleus of trained staff can be built up.

### Building

The building at present in use is entirely unsuitable for library purposes, and plans should be made for a new building in the near future. In the meantime, taking over the ground floor would give space for much needed expansion. I have suggested with the plan attached to this report my suggestions for adaptations.

### Indore Central Library

At present, the Indore Central Library is receiving a small grant of Rs. 1800/- and is mainly supported by subscriptions, being in fact administered by a voluntary organisation. In view of the importance of the southern part of Madhya Bharat, and the distance from Gwalior, there should be a State Regional Library at Indore, and the Indore Central Library should act as a nucleus.

### Governing Body

The present Committee is elected from members, with one nominee from the State. If it can be done without great difficulty, this Committee should be reconstituted as a Regional State Library Board, including members of the present governing body, but not in a majority. Since the State contribution will eventually be much greater than the present income state nominees should be similar to the arrangement at Gwalior, with representatives of the Municipality also. The grant, including a capital grant for a new building, should be at least half that given to Gwalior.

### Building

There is already a project on hand for the building of a new Library, and the might well be given immediate support. The plans should, however, include provision for the library's enlarged functions as a regional library.

### Staff

A regional librarian should be appointed, to be regarded as a Deputy to the State

Librarian at Gwalior, and able to act on his behalf in development of the library system in the southern region of Madhya Bharat. His powers should be similar to those of the librarian at Gwalior, subject to the overriding powers of the state librarian.

Development on these lines will, of course, require a considerable expansion of staff, and the same requirements should be made as suggested elsewhere in this report.

### Integration of Rural and Urban System

So far, the development of the Library system has been dealt with as two separate and parallel systems. It is now necessary to consider how they can be joined together so that the State Library system develops as a single unit, without overlapping or waste of energy and money. As has already been pointed out, this is a big unit for library development; there must be plenty of room for local enterprise and initiative, and control must not be too rigid or top-heavy administratively. At the same time, there must be control and co-ordination.

The rural system proposed calls for a series of circulating libraries, at first administered from Central headquarters at Gwalior and Indore, and latter from headquarters libraries to be set up in each of the 16 districts. It also proposes the encouragement of village libraries in larger villages, and a system of grants, control and inspection.

The urban system proposes the co-ordination of the present separate voluntary libraries in towns, with a system of control, inspection and grants, from two central libraries at Gwalior and Indore in the first instance, with later a measure of decentralisation and co-ordination under the districts.

It will be seen that these two plans are essentially similar, in that they envisage development at the bottom, where it will have immediate results, and co-ordination at the top, where it is needed. Development at intermediate stages is to be made as the system grows and decentralisation is necessary. In both systems what has already been done is made full use of, and there is a minimum of interference with local enterprise. But in each system every library is considered as being part of a

state system, and provision is made for full use of that.

The solution then, would seem to be fairly straightforward. At the bottom, development can proceed along the lines indicated. At the top, the State Central Libraries at Gwalior and Indore, suitably equipped for the purpose, would appear to be the appropriate authorities for developing each system and co-ordinating the two together. The development of the intermediate authority, at district level, would proceed at a later stage.

### The Authority

The difficulty is that a different Ministry is responsible for each system, and before any co-ordination can be done some arrangement must be made for the immediate responsibilities and the ultimate authority. So far as the immediate problem is concerned, I hope that some arrangement can be made by which the two Ministries can work together. But I do consider it desirable that, whatever arrangement is made at the policy level, at the executive level a complete combination of staffs should be effected, and one premise should be used for all library development. At Gwalior, the State Library should house the library for Gwalior city, the headquarters for urban development, and the headquarter for rural development. At Indore, the same should apply, for the southern part of Madhya Bharat. I regard this as an essential, and indeed a vital step to be taken, if a fatal dichotomy is to be avoided.

On the matter of the ultimate authority, I do not know enough about the scope of the Ministry of Development to say whether it is intended that libraries should be a permanent aspect of its work. The Ministry of Education, on the other hand, has an obvious permanent interest in libraries, and much of its work is directly concerned with them, as an informal instrument of further education. Failing, a Ministry for Libraries, which would be an ideal but probably not feasible solution, the Ministry for Education would appear to be the most suitable permanent authority.

If rural and urban libraries are jointly administered at the top, there will remain the question of co-ordination at lower levels. One such level will be in the district, where for both urban and rural systems a measure of decentralised control is envisaged, and a district central library will be created. But the ideal combination

of rural and urban libraries is the system centered on a town, serving both its own urban population and also the rural area around, by means of deposit stations, small branch libraries and mobile libraries. In many areas of Madhya Bharat such a service will not be immediately possible, owing to distance and lack of communications, but fortunately, there is opportunity for experiment with this type of service.

### The Intensive Development Areas

There are, I understand, three areas selected in Madhya Bharat for intensive development, both from an agricultural, cultural and educational point of view. I suggest that one or more of these areas should be selected for the creation of a combined urban and rural library service, on a fairly extensive scale. The area I have in mind for the experiment is Dabra, where I had a discussion with the principal personalities of the town. There is here a small but developing township, an area around of intensive development, and good communications, with existing means of contact with Dabra through the traffic to and from the sugar mills. At the discussion I had in Dabra under the Chairmanship of Mr. Duyf, the opinion was expressed that all local societies and official bodies should combine to provide one library service for the town and the surrounding rural area.

Here then, is ideal ground for experiment with a combined rural and urban library service, with co-operation between the Development and Education Ministries.

### Committee

A Committee should be formed of representatives of the municipality of Dabra, the Kendra Panchayats of the area, representatives of the Ministries of education and Development, and other leading persons in the district.

### The Service

The Library system should consist of:

A.A Central Library at Dabra: This should not be too large, but the minimum requirements would be:

1. A combined reading room and lending library, of about 1000 sq. ft. The library should be planned for open access, both for reading on the premises and for borrowing for home use. A small reference collection should be included.
2. Newspaper room.
3. Children's lending library and reading room, about 400 sq. ft.
4. Offices for the librarian, staff and stock room.
5. A lecture room which can be also used by Social Education Department.
- A. Such a building should not cost more than Rs. 40,000/-. On the detailed design for open access, advice should be obtained from the Indian Library Association, Delhi University Library and Delhi Public Library.
- B. Libraries in the Surrounding Villages: should next be built with the Library at Dabra acting as a centre for circulating libraries at the smaller villages. Existing village libraries should be brought into the scheme.
- C. A Mobile Library should be provided to give service to villages as an alternative to circulating libraries or a preliminary to village libraries. Such a library built on a truck body would cost about Rs. 10,000/- to Rs. 12,000/- , and could visit four or five village daily. It would thus provide a lending service for books and periodicals to about 50 villages fortnightly. The library would be centred on Dabra, and would use the stock of Dabra Library. It could carry 2000–3000 books. The use of such a vehicle would provide useful data for similar vehicles in other parts of the state.
- D. For each unit of 1,00,000 population, a stock of 15,000 in five years should be aimed at.
- E. Staff: Staff required would be vary roughly:
  - 1 Librarian and Secretary
  - 1 Chief Technical Assistant.
  - 3 Senior Clerks.
  - 3 Junior Clerks.

6 Peons and Attendants.

1 Driver.

It is assumed that librarians in villages would be honorary.

- F. Rules: From the beginning, this Library should be free, open access, and non-deposit. Membership should be open to all people in the area. Model rules for the conduct of the library are available from Delhi Public Library, and brief training to appointed staff could be given there. The Librarian and Chief Technical Assistance should be trained graduates.
- G. Finance: Here again, any figures must be very ought, but cost should not be more than as follows:

Initial costs Dabra, Library

Mobile Library,

Grants to village libraries — Rs. 70,000/-

Annual maintenance

Salaries —Rs. 15,000/-

Books—1st two years —Rs. 30,000/-

Next three years —Rs. 15,000

Then —Rs. 5,000/- p.a.

Maintenance of mobile library, equipment Stationery

contingencies —Rs. 10,000/0 p.a.

Total Rs. 2,40,000/- per annum over a period of five years.

Annual maintenance after that — Rs. 30,000/- p.a.

It is presumed that the cost would be met by 50% or 75% grant from the State, and the remainder found locally by taxation.

## Finance

I have dealt separately with the finance of the Intensive Development area, but the question of the finance of the whole scheme must be discussed. What sum can be spent on libraries in relation to the total budget for the state, and how should it be allocated?

### Comparison with Great Britain

In Great Britain, the cost of library service varies between 3 and 5 shillings per head of the population annually. In my own town, it is about 4/2d. Such large sums are of course, out of the question in India, and the only basis on which one can find any fair estimate of the sum that should be spent is on the comparison of education costs. In Great Britain, expenditure on libraries is between 5% and 8% of the cost of education. From the figures I have been given, it appears that the total expenditure on education in Madhya Bharat is about Rs. 120 lakhs, or about Rs. 1/6/- per head of the population. If library expenditure to be aimed at was fixed at 5% of this budget, the amount available would be 6 lakhs, and allowing for finance from local bodies served by each area, the total available including state contribution would be about 9 or 10 lakhs. This is not a high expenditure for a library service for eight million people, but it is very considerably above the present expenditure. From the data I have, it appears that in 1952–53, for rural libraries, a total of slightly over 1 lakh is to be spent, and for urban development slightly under one lakh, divided into 34,000 for Gwalior, 16,000 for grants and 42,000 under the five years plan, of which 12,000 is earmarked for Gwalior State Library.

It would not of course be feasible to increase this sum to maximum suggested immediately, even should it be financially possible, but if the money already being spent is not to be wasted, I do most strongly recommend that the state expenditure on libraries should be raised to a total of 6 lakh over the next five years. I regard this as the minimum sum on which a permanent and efficient service can be administered, and only thus can the libraries of the state develop, instead of merely exist as at present.

The details of the how this finance should be gradually applied is hardly a matter for this report, but an outline of how it might be used is given below:

First year:

Rural development:	Rs.
Circulating Libraries	60,000
Staff Central:	
1 chief	
2 deputy	
6 inspectors	20,000
Grants to villages libraries	60,000
	<hr/>
	1,40,000
	<hr/>
Urban development:	Rs.
Gwalior	60,000
Indore (inc. grant to bldg.)	30,000
Grants to urban libraries scheme	40,000
	<hr/>
	1,30,000
	<hr/>
Intensive development:	Rs.
Dabara Library and initial stock	30,000
Total	<hr/>
	1,30,000
	<hr/>

Second year:

Increase scope of circulating libraries. Strengthen inspecting and maintenance staff. Improve system of urban libraries. Extend library system in Intensive development area.

Rural development:	Rs.
Circulating Libraries	60,000
Staff (Inspecting)	30,000
Grants to village libraries	1,00,000

	<u>1,90,000</u>
Urban development:	Rs.
Gwalior	60,000
Indore	30,000
Grants staff at Gwalior and Indore for supervision and inspection of urban libraries & proposals for integration	10,000
Grants	60,000
	<u>1,60,000</u>
Intensive development:	Rs.
Dabra-Maintenance and extension to villages	30,000
	<u>3,80,000</u>

Third year:

Integration of urban system should now be well advanced and at this point integration of rural and urban central staffs should be commenced.

\* District Headquarters should be started, Mobile Library Service at Dabra.

Rural development	Rs.
Circulating Libraries	50,000
Grants	1,00,000
Staff	30,000
	<u>1,80,000</u>
Urban development	Rs.
Gwalior	60,000

Compendium of Select Government Reports on Library & Information Services in India

Indore	40,000
Central staff for supervision and inspection	10,000
Grants	70,000
District Headquarters-Staff, equipment	20,000
	2,20,000
Intensive development:	Rs.
Dabra—Including mobile library	40,000
Total	4,20,000
Fourth year:	
Integration completed. Development of District Headquarters. New building at Gwalior commenced.	
Rural development:	Rs.
Circulating Libraries	40,000
Grants	1,00,000
Staff	40,000
Total	1,80,000
Urban development:	Rs.
State central Libraries	1,30,000
Grants	1,00,000
	2,30,000
District Headquarters:	Rs.
Buildings, Staff, Equipment	1,20,000
Intensive development:	
Dabra	30,000

Total	5,60,000
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Fifth year:

Consolidation and maintenance. Further development of District Headquarters. Building at Gwalior completed.

	Rs.
Rural Circulating Libraries maintenance	30,000
Grants	2,50,000
State Central Libraries	1,60,000
District Headquarters (incl. all inspecting staff)	1,20,000
Intensive development–Dabra	30,000
	5,90,000

These figures are very tentative, and are only intended to indicate how planned development should proceed. The sums spent in grants are gradually increased as experience shows how they can be controlled, and as trained staff become available for inspection and co-ordination. No account has been taken in these figures of money locally raised, and it is assumed that grants for urban development would be at least partly matched, and in Dabra, the remaining Rs. 80,000 would be raised locally, by Municipality and Gram Panchayats.

The possibility of grants for a planned development scheme such as this from the Central Government could also be explored.

If the full development of the scheme is to be spread over a longer period, then the district Library extension of the scheme is the section that should be delayed.

## Staff

I have made reference at various points in the report to the staff required for the development of a state library service, but it would be impossible to make detailed recommendations in a report such as this. I am not acquainted with the scales of salaries payable to state officials, and the numbers of staff required will depend on

the rapidity of the progress of the scheme. Some general guiding principles should be adopted.

1. The expenditure on staff over the whole State should be approximately equal to the expenditure on books, and each should be about one third of the total expenditure. This will gradually increase upto 50% of the total expenditure as the system expands.
2. In open access systems, when a good deal of the physical work is done by readers, the proportion of expenditure on trained staff will be high. Open access depends on goods cataloguing and good knowledge of library.
3. Training should be practical as well as theoretical. Advantage should be taken of the facilities offered by library schools but staff should have some training in libraries before they go to library school.
4. Under whatever department the library service is attached, trained library staff should be regarded as not transferable to other duties.

### Director of Libraries

I have stated that there should be a Director of Libraries at Gwalior, and his Deputy should be at Indore, under his general direction, but largely autonomous. The Director should have general charge of libraries throughout the state; he should be in charge of the Central Library at Gwalior; he should have the right to attend the committee of any urban or rural library system in receipt of grant; he should be in general charge of all book selection and purchase.

His duties, therefore, will be very extensive, and it is important that he should be given a status in accordance with those duties. He should not be regarded purely as Secretary to a State Library Committee, indeed, it is not necessary that he should be secretary, so long as his duties are recognised as being administrative, technical and executive, and the duties of the Committee advisory and policy making. The same principles should be applied to all the urban and district organisation as they come into existence, the Librarian's is a technical post, and his duties should not

be exercised by a policy making body.

## Other Matters

There are various other details concerning libraries which do not conveniently fit into the body of the report, though some are mentioned in various sections.

### Binding

The most striking and distressing sight in most of the Libraries I visited was the very bad condition of the bookstock. It was a paradox that while access to the books by the readers was closely guarded, presumably to preserve them from damage or theft, very little was being done to preserve the books themselves. In some libraries, half the books were unfit for use at all, and were probably past repair. As book use increase, the need for a strong but cheap binding will become of great importance.

One of the first necessities, therefore, in any scheme of integration, is to insist that a systematic programme of rebinding is undertaken. At the same time, a weeding-out of useless and out-of-date material should be undertaken. Many books that I saw were useless to any conceivable readers, and just an encumbrance to the shelves. It is probably true to say that in most libraries, however desirable open access may be, the bookstock bear any relation at all to the stock which would have any interest or value to readers.

The need here is for trained and experience librarians who can judge the value and worth of a book, and the systematic checking of bookstocks will be a problem of great magnitude.

On the matter of rebinding, the possibility of setting up a state bindery is worth considering. Such a department would be self-supporting, but it could bind to specification at a low rate, and deal not only with books from urban and college libraries, the books needing rebinding from the circulating rural libraries, but also accept work from the various state departments. The possibility of a standard binding, cheap repair work, and the advantage of bulk buying of materials and equipment, would I am sure make this an attractive and paying proposition.

### Rare Books

Alongside the many worthless books I saw in libraries, I saw, on a very cursory inspection, a number of books of considerable value for their rarity. Many of these had been allowed to get into bad condition, and a few had been cheaply rebound, thus destroying their value entirely. I doubt whether in even the larger libraries, the rarity of some of these books, particularly those on natural history and travel in India, many with coloured plated and similar 18th and 19th century books, is appreciated. I would strongly recommend that a bibliographical survey should be undertaken as part of the scheme of library development. The state central libraries at Gwalior and Indore should be made repositories for the rare books that are found, to ensure their proper care and preservation. Attention should be devoted to coloured plate books prior to 1870, travel and memories prior to 1850, and first edition of Victorian authors. I am only referring of course to books in English. I have no knowledge of possible rarities in the Indian languages, but I would haggard a guess that there are many books which will be greatly sought after in years to come should become part of the State Public Library system, since their purposes are entirely different but in any latter scheme for interlending, their stocks should be available for users of the State Library system, so far as more specialised books are concerned.

But until college libraries become part of a university library of Madhya Bharat when they would come under the jurisdiction presumably for the University Court, grants from the state should be reviewed by the State Library Board, and should be made for specific purposes after inspection of the libraries.

### English Book Purchase

In many of the libraries I visited, there seemed to me to be undue emphasis on English books, many of which were obviously not used. While it is true that many subjects can only be represented by books in English, I feel that this often occurs because the book selection committee is composed of highly educated people, who tend to recommend what they themselves would read. I need not emphasize the fact that not only must the library be in touch with its readers, but it is almost important that public libraries should encourage the production of more books in Indian languages.

In this respect the public library in India has a very important role to play.

### Other Libraries

During my tour I saw several non-public libraries. I was very impressed with the work of the Scindia Oriental Institute, and think that its work should be encouraged by an adequate grant from the Madhya Bharat Government. Its primary needs are for funds to complete the printed catalogue, and later funds for a new building and additional research staff. Holkar College, Indore, has a very extensive library, but it is in shockingly bad condition. Any additional grant should first be devoted to rebinding and repairing the present stock, and next for additional trained staff. If Holkar College is to become the centre of a new university of Madhya Bharat, the library will need very extensive revision. By contrast, the stock of the Indore Christian College was small, but the condition of its stock was much better.

It would not of course be desirable that the similar college libraries in Madhya Bharat should become part of the State Public Library system, since their purpose are entirely different but in any later scheme for interlending, their stocks should be available for users of the State Library system, so far as more specialised books are concerned.

But until college libraries become part of a university library of Madhya Bharat when they would come under the jurisdiction presumably of the University Court, grants from the state should be reviewed by the State Library Board, and should be made for specific purposes after inspection of the libraries.

### Teachers' and School Libraries

I saw one or two very good libraries for teachers in the various schools I visited, and was told that libraries of a similar standard existed in all high school and middle school libraries. It is possible that my informant exaggerated, but if not, I suggest that some economy could be made by centralising these libraries under the State Library systems, keeping fewer books at the schools, and making the libraries available to all students.

School libraries, also, appeared to be very good, and here again I would suggest

that while a school library is very necessary, for smaller schools at any rate, it would be more economical to make it a part of the village or town library service. A loan collection could be kept at the school, centrally administered, while the main bookstock should form part of the children's library collection while school desirable that the child who has left school should have access to books as the child at school.

In my own library system, the school libraries are administered by the public libraries under grant from the Education authorities. The larger schools have permanent collections, for which they are entirely responsible, supplemented by loan collections, while smaller and junior schools have loan collections from the central libraries. The system is economical, and ensures a constant variety of books. A library for teachers and ensures a constant variety of books. A library for teachers is also maintained, separately housed in the Central Library, and available to all teachers and students of teaching. This has the advantage of making the books available to all students of education, including student-teachers; and the library is much larger and more valuable than a series of scattered small libraries. A collection of specimen copies of textbooks is also maintained.

#### Madhya Bharat Library Association

I was very glad to meet the members of the Madhya Bharat Library Association at tea on the first day of my visit. A strong library association is very necessary for the development of a library system, and can do a great deal in setting standards of service and inducting co-operation. I would suggest however, that the Association will need to be strengthened by the inclusion of more practising librarians, particularly the younger members of the profession. The true value of a Library Association will not be realised until there is constant contact between the practising librarians and members of the governing bodies. It is obvious, however, that there is a strong nucleus of opinion in Madhya Bharat that realises the importance of libraries, and is able to appreciate the necessity for reform, co-operation and co-ordination. I did not enquire whether the state gives any support to the Association in the way of grant, but it could well do so during its early years at any rate.

## Conclusions

In planning any social development, it is necessary to know firstly what has been achieved so far. Secondly, it must be decided what can be used as a basis for expansion. Thirdly, expansion must proceed within the framework of the present structure as far as possible. Fourthly, the proposals must be within the resources available, and must proceed at such a pace as to allow those resources to be economically used. And lastly, the objectives must be clear-cut and adhered to whatever the pace at which they can be attained. Progress must be constructive.

Although my tour was very brief, I was, I think shown a very fair cross section of the present library provision, and was able to make a fair assessment of the value of what exists. Already, for rural areas, some provision is being made, largely by the State, and in urban areas, provision has been made for many years by voluntary organisations.

It would be easy for the state to disregard what has been already done, and by means of legislation, set up a new library system. I consider that such a course pursued in isolation would be wasteful in terms of finance, and would lose much potential goodwill. On the other hand, the state could pursue a policy of giving grants to existing institutions, which would save the necessity of planning for the future. This would provide a library service of sorts, but would be even more wasteful in the long run than the first course. It would widen the division between urban and rural libraries, and would confirm the many institutions in their uneconomic systems.

I have, therefore, advocated a middle course, using the best in the present system, giving voluntary organisations a real opportunity, and provide for co-operation and eventual merging of both rural and urban systems into one state-wide system. I have stressed the need for adequate staffs, equipment and building to bring this system into being. The finance that I have stated as being necessary, may seem large, but although libraries are not expensive to maintain as compared with other forms of social betterment, they cannot be run on a shoe-string and a badly supported library is in some respects worse than no library at all. For the money being spent at present, there will be little results to show in a few years time, whereas the scheme proposed will lay firm foundations for future generations.

The major proposals for this report may be summarised as follow:

### Rural Libraries

1. The system of circulating libraries should be extended.
2. The scope of the libraries should be widened to give a variety of books.
3. Any system of deposit should be abolished.
4. A much stronger organisation for inspection, maintains and development will be needed, otherwise in a few years time the scheme will fail for lack of impetus.
5. This organisation should have headquarters at Gwalier and Indore at first and then decentralised to district headquarters.
6. Grants should be continued and extended to village libraries but certain conditions should be made, and provision made for regular inspection and technical assistance.

### Urban Libraries

1. The present voluntary organisations, where existing should be encouraged by a system of grants.
2. These grants should be conditional on each town making one library committee for administration, which should be the body to receive the grant and re-allocate it. The Municipality should have a leading part in such committee.
3. Grants should be on a basis of population, upto 50% of expenditure, and should be to some extent dependent on municipal grant.
4. Other conditions should be applied as specified.
5. A state wide service should be inaugurated by further integration of urban libraries.

6. State Central libraries at Gwalior and Indore should be the initial centers, but district libraries should be a further stage, linking up with the rural library service.
7. A State Library Board should be formed to carry out the general policy of this report.

### Finance

The work of development should be planned to cover a period of five years, and an eventual annual state expenditure of Rs 60,00,000/- should be aimed at.

### Staff

1. The State Librarian at Gwalior and his Deputy at Indore, should be in general charge of libraries throughout the state.
2. Trained staff of the primary importance to the success of the scheme. Opportunities for training must be given and financial inducement to enter to profession of librarianship should be given to young people by reasonable salaries, good status and equitable conditions of service.

### General

The application of modern public library policies should be of primary concern. These are:

1. That access to the library should be free of direct cost.
2. That there should be no deposit necessary, and a guarantee by a taxpayer should be sufficient.
3. That readers should have access to the shelves.
4. That within the area of the state, any book in any of the public libraries should be available to a reader anywhere without cost except the cost of transport, and the State Library System should be organised to this end.

## Legislation

I have only touched on the subject of legislation in this report, since my object has been to suggest what should be done, rather than how it should be made possible. But I have no doubt that if the full objectives suggested here are to be attained, legislation will be needed. For rural areas, there is some provision in the Panchayat Act, and for urban areas, since some grants are already being made, presumably there is a legislative base in the Education Act. But for creation of the State system, setting up of the State Library Board, setting up of new urban library committees, giving powers to the State Central libraries and providing the necessary.

I would suggest that such legislation should be separate from any other legislation, in fact that it would be a separate Libraries Act, and should incorporate any previous legislation relating to libraries, including the provisions of the Panchayat Act. It should permit full integration of urban and rural systems, provide for participation of municipalities through taxation, and give the fullest possible powers to the State Library Board. Its financial provisions should be broad enough to permit development past the point envisaged here. At the risk of being wearisome, I do also hope that any Act will insist on a basis of taxation without other major sources of income, except by philanthropy

Before any legislation is considered, it would be advisably that similar legislation enacted or projected for other Indian states should be considered, and consultation made on difficulties encountered.

I cannot conclude this report without expressing the great pleasure I found in the tour. Apart from adding to my own experience, I felt that in my visits to the villages,



REPORT OF ADVISORY COMMITTEE  
FOR LIBRARIES, 1946





## CHAPTER 1

# Historical

In India, the tradition of learning has been strong since ancient times and libraries have always been necessary appendages of learning. These libraries, however valuable as they were, were not instruments of mass education and, therefore, they did not form a part of the public library structure of the country.

About the 12th century, there began in Europe a movement for dissolution of the Divine Right of the twice-born and elevation of the common man who constitute the mass of humanity. It began silently, but soon gathered volume and variety. Public libraries, as instruments of mass education, are the product of this movement. It caught the imagination of the people in Europe in the later 18th and early 19th century.

The ways of history are strange. The British came to dominate India but they brought with them an ideology and a literature embodying the ideals of the common man with which the whole of Europe was imbued at the time. They could not rid themselves in India of the ideas in which they were brought up in England. Inevitably they inspired, though they may not have actively encouraged, the setting up of public libraries in this country.

### First Phase

The first significant date in the development of libraries for the public in India is 1808 when the Bombay Government initiated a proposal to register libraries which were to be given copies of books published from the "Funds for the Encouragement

of Literature”. By the middle of the 19th century, the three presidency towns of Bombay, Calcutta and Madras has their “public libraries”, founded mostly with the active support and initiative of the Europeans in these towns.

They were of course, not public libraries in the full sense of the term. Founded in imitation of their western counterparts, the use of these libraries was confined to a thin upper layer of the society. Besides, they were subscription libraries and not free libraries, which alone can now-a-days, lay claim to the title of public libraries.

The movement spread to the vest “hinterland” beyond the metropolises and grew particularly strong in the last two decades of the 19th century. By the end of the century, all the provincial capitals and even many of the district towns at least in the three Presidencies, had their “public libraries”. Even some of the princely States, like Indore and Travancore-Cochin, had the distinction of having public libraries in their capitals.

The shortcomings of the libraries in the there metropolises, mentioned above, clung more or less to the provincial, suburban and “morfussil” libraries as well. Owing to apathy and the prevailing illiteracy in the country, the people were not prepared to take advantage of these institutions.

In 1867, the Government enacted the Press and Registration of Books Act (XXV) under which the printer of a book was to deliver free to the Provincial Government concerned a copy of the book and one or two more copies, if the Provincial Government so desired. The additional copies were to be transmitted to the Central Government. The Provincial Government on its part was to enter each book with all the necessary details in a “Catalogue of Books” and the entries thus made in the Catalogues in a quarter, were to be published, “as soon as may be after the end to such quarter.....” It seems, however, that the Government of the time was not able to fully utilise the provisions of this Act for the benefit of the people.

## Second Phase

The second phase in the history of library movement lasted from the beginning of the 20th century to 1937. If the first phase of library movement was remarkable for the official backing and patronage of scattered libraries here and there, the second

phase was characterised by the India intelligentsia taking up the cause of libraries.

This phase began symbolically, with the throwing open, in 1900, of the reading room of the Calcutta Library—later known as the Imperial Library and now as the Nation Library—to the public, and with the realisation of the “dreams” of the Punjab Public Library to act as the central library for district and municipal libraries in the province.

The pride of this period was, of course, the library movement in Baroda. From 1906 to 1911, Sir Sayaji Rao III the Ruler of that State built up an elaborate library system composed to the Central Library, village libraries and travelling libraries which for many years to come stimulated the imagination of Indian librarians and served as a beacon-light to lovers of libraries all over the country.

Other pioneers worthy of mention during this period were Amin Sahib in Baroda itself who strove hard to make libraries popular in the Gujerati speaking areas and the great Menindra Dev Rai Mahshaya of Bengal who founded the Bengal Library Act. Their memories are still cherished by many living librarians. Earlier, the establishment, in 1914, of the Andhra Provincial Library Association was the Fruit of many such pioneer workers who gave an impetus to the growth of libraries in Andhra.

There were, again, in all the major provinces and State of India, librarians and public men who devoted themselves whole-heartedly to the cause of libraries in their own regions. Many of them have fallen on the way, but some of them, like Dr. Ranganathan, Sant Ram Bhatia and other, are fortunately still available to serve the country.

A notable event of this period was the founding of the India Library Association in 1933 as a result mainly of the efforts of Khan Bahadur Asadullah. The Association gave the library workers in India, for the first time, a status and a voice, which feeble as it was at first, was in due course bound to be heard by political leaders and Governments. Many provinces has set up their Library Associations in the latter part of this period. Some of the Library Associations also tried to produce literature of librarians. The quarterly *Modern Librarian* issued from Lahore as the organ of the Punjab Library Association and the work of the Madras Library Association are Worthy of mention here.

### Third Phase

The Third phase of the library movement began in 1937 when the Congress came to power in many provinces. This phase was really a synthesis of the previous two phases. For in this phase, as in the first phase, Government played a dominant role in setting up libraries for which there was a strong popular demand. Though the main trend of this phase, the setting up of village libraries through Government effort, was anticipated in some places—for example in Travancore, where the State Education Department had set up 80 rural libraries in 1955—it was in this period, and particularly during 1937 to 1942, that it developed into a vigorous movement. Assam, Bihar, Bombay, Orissa, Punjab, Cochin and some other provinces and States set up village libraries and, in some cases, even travelling libraries. It is estimated that in 1942 there was 13,000 village libraries in India.

The encouragement of village libraries continued beyond 1942, though not with the same degree of enthusiasm as before. These libraries were the product of the Indian Adult Education movement which swayed the country at the time. This was signified by the recommendation of the Central Advisory Board of Education in 1940 that libraries were essential to the progress of Adult education in the country.

We have already mentioned the flow of library literature which, starting in the beginning of the 20th century, increased in volume and substance during this period. The name of Dr. Ranganathan, at the time Librarian of the Madras University Library, shone in its unique lustre. Many Library Associations and Universities started training librarians and Indian Library Association grew both in prestige and influence.

An important landmark of this period is the Report of the Library Development Committee, Bombay, 1939–40, headed by Shir A.A.A. Fyze. Through the terms of reference of the Committee were strangely myopic, being confined to questions relating to the setting up of the Central and Regional Libraries only, the Committee happily felt no qualms in ranging over a wider field. It put forth a scheme of developing libraries in the province in six stages: stage 1, the setting up of the Central and 3 Regional libraries; stage 2, add 15 District libraries (all districts of the then Bombay Province); stage 3, add 167 taluka towns; stage 4, add 979 libraries for villages of population 2,000 and more; stage 5, add 2,696 libraries for villages

of 1,000–2,000 population; and stage 6, add 17,753 libraries for villages below 1,000 population. The Government of Bombay naturally fought shy of the financial implications of the scheme involving an annual expenditure of a title less than Rs. 15 lakhs at the final stage. The latter four stages were, therefore, implemented only partially.

### Present Phase

The fourth phase of the Indian Library Movement, through which the country is passing today, may be described as one of consolidation—consolidation with a view to husbanding our resources so as to yield a library service to the maximum number of our people. There have been two milestones during this phase. The first is the Library Act of Madras, 1948, which may be said to have ushered in this phase. This was the first legislation of its kind in India. While a few other State also played with the idea of library legislation, only Hyderabad dared follow suit after a lapse of eight long years. Even in Madras, the Act was practically still-born until the Union Education Ministry started giving grants for “Improvement of Library Service” in 1952–53.

The second milestone is the inclusion of the scheme of “Improvement of Library Service” in the First Five-Years Plan of Educational Development 1951–56. This scheme envisaged a network of libraries spread all over the country.

### Role of District Libraries

The kernel of the scheme was the establishment of District Libraries, with a system of circulation of books throughout the district. The District Libraries were to be supplemented and supported by a Central Library for the whole State, or for a whole linguistic region for multi-lingual States.

The circulation of books required library techniques which had not yet been fully developed in India. It was, therefore, necessary that the State should have experience in these techniques. For this purpose the Government of India had a subsidiary scheme, wherein it recommended to the State Government to set up

“integrated library service” units in every area selected by them under the Plan for intensive educational development.

The “intensive area” scheme was essentially an experimental project to watch the impact of a number of educational institutions in an area comprising about 100 villages. Besides the library unit and other educational services, the area was also to have 5 model community centres. It was intended that in every such area there should be a Headquarter library with a network of branches in every community centre from which books would be distributed to 20 villages or so within reach of a community centre. These libraries were thus in the nature of a circulating library system, served through deposit stations and mobile vans or a fleet of cycles. This pilot project type of “integrated library service” was taken up in 29 areas in the country.

### Scheme for Improvement

The scheme for the Improvement of Library Service came into force in 1952. But it made its mark only during 1953–54. By the end of the First Five-Years Plan in March 1956, 9 States, Viz., Assam, West Bengal, Madhya Pradesh, Punjab, Pepsu, Rajasthan, Saurashtra, Bhopal and Vindhya Pradesh, had prepared plans for setting up their Central Libraries. The State of Assam, West Bengal, Bihar, Bombay, Madhya Pradesh, Rajasthan, Saurashtra, Bhopal and Vindhya Pradesh had either set up or were in the process of setting up District Libraries of the requisite pattern in 100 of the districts. All this “improvement” in library service had cost a little over a crore of rupees of which nearly two-thirds had been contributed by the Government of India.

In 1952, the Government of India initiated the community development programme in which Social education was assigned an important role. Gradually, the pattern of the Social education programme took a clear shape and libraries, including circulating libraries, occupied an integral place in this programme. The community development programme thus gave a fillip to rural libraries.

Early in 1954 the Government of India enacted the Delivery of Books (public Libraries) Act, which was amended in 1956 to include newspapers also. The act

required the publisher of a book (or a newspaper) to deliver free, a copy each to the National Library at Calcutta and to three other public libraries, two of which, namely Connemara Library, Madras, and the Central Library, Bombay, have already been selected. This laid the foundation of the four National Book Depositories in the country.

### Targets in Second Plan

The Second Five-Year Plan 1956-61 for Library Development enshrined the hope that by the end of the Plan, the whole country will have been covered with a network of Central, State and District libraries, thus releasing the first of its three major objectives, the other two being a secure foundation of a well thought out legislation and, an organisation by which the District Libraries would spread their services down to every village and would, in their turn, be linked up with the Regional Libraries and through them with the National Central Library, culminating in a link-up with the library system of the whole world.

At the end of March 1954 the country had nearly 32,000 libraries—most of them small, stagnating pools of books. Between them they had a book stock of a little over 71 lakh volumes with an annual use of about 377 lakh books. The country spent less than half a crore of rupees in this service. Though the figures in lakhs appear imposing, the public libraries have only one book for every 50 heads and as many as 20 persons between themselves read only one book in a year. Taking into account the literate adults only, an adult reads only one book in a year. In terms in a year—less than a pice per head per year—for the library service.

The comparable statistics from other countries are revealing. The U.S. public

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libraries have with them 1.24 volumes per capita and capita on the public libraries. In the U.K. the respective figures are 1.15 volumes per capita of nearly Rs. 3.50 as against less than a pice per head in India.

This shows the long, long road the country has to traverse before its people are assured of a library service comparable to the facilities available in the advanced countries in Europe and the United States.

## CHAPTER – 2

# The Present Position of Library Service in India

It is necessary to review briefly the present position of libraries in India so as to appreciate the magnitude of what is yet to be done in this field, in view of the recommendations made late in this report. As the Committee is concerned with library service in the country as a whole, we will consider each aspect of the service and give an estimate of its present position in the country as a whole.

## 1. Library Organisation

Hitherto, there have been several types of libraries in the country. There are libraries set up and supported by Government. There are libraries sponsored by municipalities and, there are libraries established by private individuals or organisations. Almost all of these libraries are subscription libraries. That is to say, while there is no restriction on citizens to come and read in the libraries, only persons paying subscriptions are eligible to take books home. Then there are libraries aided by Government or local bodies, which have sprung up in connection with the work of Social education.

With the advent of the Community Projects, a provision was made in the schematic budget of each development block for Social education under which old libraries have could be supported or new libraries set up. A number of libraries have actually been set up under this provision. These, however, have maintained the essential structure of libraries in the State of small independent units. In recent decades, a number of Government Departments have vied with one another in setting up such units. It is, however, only recently that the Education Departments of some of the States have taken up libraries of a different concept, namely, District or Central Libraries, in order to create a district-wise and State-wise system of libraries in the country.

In the remaining part of this section of the chapter, we will deal only with the attempt of the State Governments in providing libraries or comprehensive library systems for their people. The information on some of the States is unfortunately meagre, but that was all the Committee could secure, in spite of its best efforts.

Andhra Pradesh—The present Andhra Pradesh is composed of two areas coming from the old States of Madras and Hyderabad, both of which had libraries act before they merged into a single State. However, though the old Madras State had its Act working in almost all the districts of the State when Andhra was formed as a separate State in 1956, the Hyderabad Act was a new one in the old Hyderabad State, having been enacted only in 1955, and many districts, it seems, were yet in the process of implementing the Act when they were brought up in the aftermath of the State Reorganisation commission. There are only minor differences between the Hyderabad and the Madras Library Acts which will be discussed a little later. The Andhra State Government is presently engaged in enacting a new library legislation which will integrate the two existing library legislations in the State.

At present, the State Government has a State Central Library, the old Asafiyah Library, in Hyderabad. After the break up of the old Madras State the Andhra State Government was left without a State Library and so it set up a library at Visakhapatnam to serve as the State Central Library. With the formation of the larger Andhra State, incorporating the old Telangana area, the library at Visakhapatnam has been declared as a State Regional Library. All the 11 districts in the Andhra State, except those falling in the Telangana area, have their Local Library. Authorities running District Libraries, Branch Libraries and deposit stations. The District

Education Officer are the secretaries of the Local Library Authorities. Thus there were 11 District Libraries, 128 Branch Libraries and 135 deposit stations in the Andhra area of the Andhra Pradesh in 1956-57. Besides, there are 1045 village libraries run by panchayats, gramasanghams, District Boards, Municipalities and Cooperative Societies. In the Telengana area, there were no District Libraries and there were only 56 smaller library units. However, District Libraries are now being opened under the Second Five-Year Plan. All the District Central Libraries and Branch Libraries in the State are manned by trained libraries. Open access system is followed in all the District Central Libraries. Ticket method of lending books also has been introduced in some of these. Separate departments such as Social Education Department, Children's Section, Reference Section, Lending Section and Audio-visual Education Section etc., have been opened in these libraries.

Most of the Adult Education Centres in the State have their own libraries for follow-up purposes.

There is a Special Officer in the Department of Education in charge of library work. The Director of Public Instruction is ex-officio Director of Public Libraries. The State Library Committee advise Government on such matters relating to libraries as may be referred to it. There is a separate State Library Council for the Telengana area composed of representatives from that area. Pending the enactment of a common Library Law for the whole State and the constitution of a common State Library Committee under it joint meetings of the State Library Committee, Andhra, and the State Library Council, Telegana area, are held.

During 1956-57, there were over 1,75,000 books under the library system in the State and 12,86,424 books were consulted in the libraries or issued for home reading.

There was also a small unit of integrated library service at Ellur in the West Godawari District, providing for a circulatory book service. It was set up in the latter part of the First Five-Year Plan.

Assam—Besides the community Projects Administration, library service is mostly the concern of the Education Department in the State. Assam Education Department has during the latter part of the First Five-Year Plan and during the course of the second Plan period set up one Central Library and 7 District Libraries. The Central

Library as well as the District Libraries have their Advisory Committees which are predominantly official. There are approximately 80,000 books in these libraries.

The State Government took up the construction of building for a State Central Library at the State Capital and five other District Libraries under the First Five-Year Plan of Education Development. The construction programme is continuing in the second Plan also.

The State Central Library has also organised a Unit of Mobile Library Service and has opened 70 deposit counters for circulation of books to the villages with the help of three library vans. There is also a Unit of Integrated Library Service at Database area in the District of Sibsagar consisting of one Regional Library and five Branch Libraries with twenty unit libraries giving a circulation Book Service in that Region.

During 1956-57, 67,475 volumes were issued for home reading and 17,971 volumes were consulted in the reference section in the State Central Library. Besides the Education Department, the Medical Department, Community Projects Department Agriculture Department and Forest Department also run libraries with adequate book stocks.

Besides Governmental activities, work in connection with the development of libraries is also done by a non-official agency called the All Assam Library Sangham whose headquarters are at Golaghat in the District of Sibsagar.

Bihar—In Bihar, libraries are run by the Education Department, Welfare Department and the Development Department. While, however, the other Departments are responsible for running small units only, mostly rural, it is the Education Department which has taken steps to organise a State-wide library system. The old Sinha Library at Patna has been taken over as the State Central Library and all the 17 district have got their District Libraries. Five of these District Libraries are run directly by the Government, while the remaining 12 District Libraries have been set up with arrangements with existing privately managed libraries. Each District Library has a mobile library van for circulating book within the district. Twelve of the 17 District Libraries have their children's wings and five children's libraries are being run under the Patna Corporation.

The State has a wholetime Superintendent of Libraries in Class J of Bihar Educational Service, who is responsible for running, not only all the Central and District Libraries. But who also looks to the library duties of the Department vis-a-vis private libraries of which grants are given by the Government. The State as well as the District libraries have their own managing committees which are vested with executive powers, subject to the approval of their decisions by the Director of Public Instruction. Many of the Sub-divisions have also their libraries and their Library Committees. There is a scheme in the Second Five-Year Plan to open one Sub-divisional library in each of the 42 mofussil Sub-divisions of the State.

Bombay—The library set up in Bombay owes its origin to the work of the Library Development Committee, 1939-40, which recommended a State-wide network of libraries to be set up by private bodies and aided by the Government. In addition, the State has inherited the library structure from those regions of Hyderabad, Madhya Pradesh, Saurashtra and Kutch, which have now integrated into the new State.

So far as the old Bombay State is concerned, the library set-up is as follows—

- (1) The Asiatic Society of Bombay has taken up the functions of the Central Library and thus serves as the legal depository library of the State and also as a public library under the Delivery of Books Act, 1954.
- (2) Besides, there are the regional libraries which are depository libraries for the languages of their regions. The Maharashtra Regional Library at Poona run by the Poona Municipal Corporation serves the Maharashtra area, while the Gujarat Regional Library run by the Gujarat Vidyapeeth at Ahmedabad serves the Gujarat area. These libraries receive one copy of their respective language books printed in the State.
- (3) There is a District Library at each District headquarters, excepting the Dangs. In theory these are District Libraries in the sense that they are responsible for book service in their district, but in actual practice they have served the needs of the headquarters town only. Only one of the private libraries in each District has been chosen to function as District Library, entitling itself to a Government grant not exceeding Rs. 4,000, subject to local contribution of

an equal amount.

(4) Similarly, in each Taluka/Peta, there is Taluka or Peta Library which also is entitled to a maximum Government grant of Rs. 450 per annum, subject to a similar local contribution.

(5) Finally, there are village libraries in many of the bigger villages of the State.

The book stock of these libraries and its use during 1955-66, for which year the figure are available, was as follows—

Types of Libraries	No of Libraries	No. of Books	Books in Circulation	No of Readers
Central Library, Bombay	1	1,61,223	30,810	1,125
Regional Libraries, and Ahmedabad Poona	2	96,880	79,721	13,592
District Libraries	19	2,62,037	5,69,270	1,52,346
Taluka and Peta Libraries	209	6,08,937	10,13,813	72,142
Town Libraries	104	1,64, 122,	1,57,231	10,201
Bal Libraries	16	16,719	16,310	2,116
Total	351	13,09,908	18,67,164	2,51,552

The Vidarbha part of Bombay had also set up a library system before the merger, consisting of a Central Library at Nagpur and District Libraries with mobile vans in each district of the region. There are 5 District Libraries in the five district of the old sauashtra State.

There is also a Central Library at Baroda a which formerly served the whole of the Baroda State. After merger, the library having ceased to be the chief library of the State has declined in importance as well as in the magnitude of its service.

The library work in the State is under the Education Department which acts as a Curator of Libraries for managing the library system outlined above. The Curator has now the authority to correspond direct with the Government on library matters.

Besides the Education Department, the Labour and the Development Departments also run small library units, the former in Labour Welfare Centres and the latter in Development Blocks. These are outside the range of the Curator. Besides, the Bombay City Social Education Committee has also important work to its credit in the library field which is in the nature of follow-up work of its Social education activities. The city of Bombay is also fortunate in many of its privately managed libraries which are rendering good service. Most of these libraries in Bombay State are subscription libraries.

Jammu and Kashmir—In Jammu and Kashmir there are only three public libraries, one each in the cities of Srinagar and Jammu and the town of Poonch. The three libraries are administered by the Director of Education and have their Advisory Boards.

Kerala—In keeping with the high degree of literacy in the State, Kerala has a large number of small subscription libraries affiliated to the Granthasala Sanghom, which was founded in 1945. Starting with 47 libraries, the Sanghom has now over 3,000 libraries affiliated to it. Every library has a committee which sends it representative to the Taluka branch of the Sanghom. Everyone of the 55 Taluka Sanghoms sends 4 representatives each to compose the General Committee of 220 members. The Executive Committee, called the Bharani Samiti, of 21 members is elected from amongst the members of the General Committee. The day-to-day working of the Sanghom is in the hands of a Working Committee, consisting of 9 members, of whom the President, the Vice-President and the Secretary and the Official members.

The Sanghom has paid Secretary and 18 Inspectors for the 55 Talukas of the State. The aim of the Sanghom is to have one inspector for each Taluka.

The sources of Sanghom's income are : (i) affiliation fees paid by the member-libraries according to a fixed scale and (ii) grant from the State Government for meeting its organisation expenses, which amount to nearly Rs. 40,000 a year.

Hitherto the State Government have been giving the grants to various libraries affiliated to the Sanghom on the recommendation of the latter. In 1957, however, a Library Board was set up, which among other things, recommends grants to

various libraries in the State. The Sanghom is represented by five of its nominees on the Board.

While the above set-up relates to the State as a whole, the Malabar District, which was a part of the old Madras State, has the Madras Library Act still operative in that area. One District Library, 15 Branch Libraries and 11 Deposit Stations are now functioning under the Malabar Local Library Authority. There is now a move in the State to have a Library Act enacted for the whole of the State.

Madhya Pradesh—The present Madhya Pradesh is a State formed out of 4 units, namely, Bhopal, Vindhya Pradesh, Hindi-speaking part of Madhya Pradesh and madhya Bharat. Each of these regions had its own Central Library with the result that there are now 4 Central Libraries in the State. Most of these regions had also their District Libraries. These libraries are managed by the Education Department. Besides, some of the other departments also run their own small libraries of which the Department of Social Welfare claims a large number .

Madras—In Madras, Cooperative Societies, Panchayats and Municipalities run their libraries. But the most distinctive characteristic of the library service in Madras State, as in Andhra State, is the operation of library service under the Madras Library Act of 1948. The Act provides for:

- (a) The constitution of a State Library Committee. The Minister of Education is the ex-officio Chairman of the Committee and the Special Officer for Libraries its ex-officio Secretary. Besides, the Director of Public Instruction, who is also the Director of Libraries ex-officio, and the Minister of Local Administration, the Committee has on it representatives of Legislature, Madras University, Madras Library Association, Local Library Authorities of Madras and other Districts together with specialists in Libraries.

The functions of the Committee comprise constitution of the Central Library and laying down of its policy, framing rules under the Act, encouraging of approved librarians, prescription of qualifications for different grades of librarians, suggestion of standard scales of pay and other conditions of service for libraries, publication of the copyright list of State bibliography

and books selected lists for the benefit of libraries in the State, promotion of cooperative classification and cataloguing, recommending standards for library buildings, fitting and furniture and for library techniques, production of reference, adult and children's books suitable for libraries and production and use of books for the blind, consideration of the schemes submitted by the Local Library Authorities and the Stages in which libraries in different areas are to be established.

- (b) The establishment of a Central Library which will also be the legal deposit library for the State. The Connemara Public Library serves this function, in addition to its function as a lending library for the public in Madras.
- (c) Appointment of Director of Libraries for the Whole State. As mentioned under (a), the Director of Public Instruction is at present the ex-officio Director of the Public Libraries. The Director also recognises libraries for grants-in-aid.
- (d) Establishment of Local Library Authority for each district as well as the city of Madras. The Local Library Authorities submit schemes of library service for their areas to the Director of Libraries.
- (e) Maintenance by every Local Library Authority of a library fund of which the major source is the cess collected under the Act as a levy of 6 pies in the rupee in the form of surcharge on the house tax. The State Government adds to the fund a sum not less than the amount of cess collected, except for the city of Madras where no such contribution is made by the State Government.

The District Education Officer in each district is the ex-officio Secretary of the Local Library Authority.

In 1956, except Kanyakumari, all the other 11 district had their District Libraries, which had in all 251 Branch Libraries and 470 delivery stations. Besides, there were a few Municipal Libraries, 540 panchayat libraries and 544 gramasangham and other libraries in the State. About 14 lakh books were consulted in these libraries. The cess yielded about Rs. 9 lakh and the expenditure on libraries in the State was a little above Rs. 20 lakhs.

There is no doubt that the Madras Library Act has justified the wisdom of those who brought it on the Statute Book. The organisation of library service appears to be more effective in Madras than in any other part in India, mainly on account of the Library Act.

Mysore—The major area now comprising the Mysore State have come from the old Mysore State and the old Karanataka part of Bombay. In the Karnatak part of Mysore, library set-up consisting of a Regional Library, District Libraries, Taluka Libraries, Town Libraries and children's sections attached to these, follows the pattern of the old Bombay State. Besides, there is an integrated library unit giving book circulating service to 100 libraries in the compact Social education area in Dharwar District, maintained from Government funds. It was introduced in the latter part of the First Five-Year Plan. Though in the areas acceding from Hyderabad State the Hyderabad Public Libraries Act 1955 is operative, it has not been possible to achieve progress in its implementation owing to the reorganisation of the States. The two district coming from Madras have their libraries functioning under the Madras Library Act, 1948. In Coorg the integrated library service is in operation since 1955. In old Mysore State, besides 107 municipal and there libraries in urban areas, the Mysore State Adult Education Council has established a network of libraries, specially in the rural areas. Theses libraries are the natural development of the follow-up clubs or book clubs established its libraries through the panchayats. For the starting of a library in a village, the panchayat makes a grant of Rs. 30 for initial equipment and a minimum recurring grant of Rs. 30 for the maintenance of the library for the three subsequent years, in addition to providing a suitable building with furniture and lighting for the library. The Council contributes a sum of Rs. 75 for the first year and more if the initial contribution of the village is higher and a grant equal to the recurring contribution of the village in subsequent years. The Council also helps in setting up a library committee which includes the librarian, who acts as the Secretary of the library committee.

The librarian is appointed generally from amongst the teachers of the area in consultation with the local library Committee. He receives a small honorarium. The Council acts as a treasurer and trustee for all libraries affiliated to it. It scutinises

their budgets and advises them on the proper allocation of funds. For the first year, the Council has laid down the following break-up of Rs. 100 with which it starts the library; books Rs. 30; newspapers Rs. 20; boxes and contringencies Rs. 25; and librarian's remuneration Rs. 25.

Besides, the Council performs the following functions:

- (i) It arranges short library training courses in an area soon after the librarians are appointed.
- (ii) It publishes the monthly *Pustaka Prapancha* meant specially for the librarians and book-lovers. It contains matter on library science, reviews of books and short summaries of useful books and articles published in other languages.
- (iii) An Expert Committee also guides the rural librarians in running their libraries. It issues every year catalogues of new books for rural readers.
- (iv) It runs a book store to enable rural libraries to obtain their books and equipment cheaply and quickly.

The Council has also set up central Libraries from which books are lent out to rural libraries. A Central Library stocks an average of 2500 books, covering all the fields of knowledge in Kannada and keeping anticipation of demand. A village library can become a member of a Central Library by paying an annual subscription of Rs. 2. This entitles it to borrow up to 30 or even 40 books at a time. At present there are 10 Central Libraries under the Mysore State Adult Education Council, serving over 2344 villages libraries in the old Mysore State.

Library work in Mysore is significant in two ways. First, Social education work and library service are closely integrated, as both services are organised by the Council, and secondly, a voluntary organisation has received the whole-hearted cooperation of the Government, for it is largely Government grant the enable the Council to carry on its work.

There are possibilities of the Mysore State shortly enacting a library legislation in the State.

Orissa—In Orissa, besides the Education Department, the Tribal Department and

the Political Department which controls the Community development work, have also their libraries. In the Education Department, the District Social Education Organiser is the charge of general supervision of the libraries. In the Development Blocks this supervision is carried on in close cooperation with the Block Development Officer. It is intended to set up all new libraries at the Gram Panchayat headquarters.

Panjab—Punjab has a Central Library and three District Libraries only, out of 13 district. The State Central Library has also a Book Selection Committee. There is a library committee for the Central Library as well as advisory boards for the three District Libraries mostly consisting of officials. No subscription is charged for membership of these libraries.

After integration, the following libraries of the erstwhile pepsu State have also come under the control of the Education Department:

- (i) Central Public Library, Patiala;
- (ii) Punjab Library, Sangrur;
- (iii) Public Library, Nabha.

These are subscription libraries.

Besides the Education Department, the public Relations Department, municipalities and some voluntary associations also run various libraries in some of the towns and villages of the States.

Rajasthan—In Rajasthan also, there is a State Central Library. There are also District Libraries and five Divisional Libraries, the latter serving as links between the District Libraries and the State Central Library. They are yet in the early stages of development. The towns which were the capitals of the erstwhile major princely States, have also their own libraries.

Uttar Pradesh—At least 7 Departments, namely, the Education, Planning and Development, Social Welfare, Panchayat Raj, Harijan Sahayak, Information and Labour are interested in libraries in Uttar Pradesh. The Labour Department is running small libraries in the 47 Labour Welfare Centres. The Development Department has 394 Block Libraries.

Under the new scheme of integration of Social Education and General Education in Community Development Blocks, it is proposed to transfer the Block Libraries to the Education Department.

The largest number of libraries are under the Education Department, which is also trying to set up a system of library service in the State. The Second Five-Year Plan contains provisions for setting up one State Central Library at Allahabad, which has already been set up, and District Libraries in 9 out of the 51 district of the State. The Central Library will feed these 9 District Libraries with books. The State Central Library will also function as District Library for Allahabad. Besides the above, the Education Department has already been running 1,332 libraries in the rural areas of the State, out of which 40 are exclusively meant for women. Books worth Rs. 84,000 are supplied to these libraries annually. Grant-in-aid is also given to a large number of private rural libraries.

Besides the above network of libraries in the rural areas, there are 3,600 Reading Rooms also running under the Education Department. One Hindi monthly and one Hindi weekly paper are supplied to them besides the Education Department's magazine Nav Jyoti.

It is proposed to integrate all the libraries right from the Central Library at Allahabad to The Rural and Block Libraries into one unit with books circulating from the Central to the distant villages.

The Education Department is also giving substantial grants-in-aid to private urban libraries, like the Gaya Prasad Library, Kanpur; the Public Library, Allahabad; and the Amir-ud-Daule Public Library, Lucknow; and Kashi Nagar Pracharini Sabha, Varanasi (Banaras).

West Bengal—West Bengal has its State Central Library and a District Library in every district. Twenty-three Area Libraries have been organised in as many selected areas to bring library service closer to the people. Each area Library has under it six Feeder Libraries. The Government is running directly the State Central and two Regional Libraries set up in two areas selected for intensive educational development, while it has entered into contractual arrangement with voluntarily organisation which have distinguished library service on their record, for setting up

District Libraries and Area Libraries. Two hundred and sixty-four village libraries have also been set up by the State Government on thana-wise basis in the rural areas. All these libraries are under the charge of the Education Department which has entrusted the supervision of libraries to the Chief Inspector for Social Education. Apart from the libraries set and sponsored by the Government, there are in West Bengal over, 2,500 subscription libraries of various sizes.

Delhi—In Delhi, there are 4 agencies responsible for library service. There are the libraries run by the private organisation. Two Local Board, Shahdara Municipality and the Delhi Municipal Committee have their own libraries. The Education Department is also running libraries mostly at the Social Education Centres. The Government of India have set up the Delhi Public Library as a model public library. The Delhi area outside the city is divided into 5 Blocks and four of them have libraries; two under the Education Department, and two under private management. The Delhi Public Library is managed by Board. It has a book stock of about one lakh volumes, and serves nearly 35,000 readers who borrow more than 3 lakhs of books in a year. Its annual budget amounts to Rs. 2½ lakhs, most of which comes from the Government of India.

The libraries organised or aided by the Education Department have between them 4½ lakh books and nearly 35,000 readers on an average visit them daily.

Himachal Pradesh—There is at present no library organisation in Himachal Pradesh. Only two of the district towns and three blocks have their municipal and Block Libraries respectively.

Manipur—There are two libraries in Manipur, namely (1) District Library, Manipur and (2) Children's Library cum Museum established by the Administration. The Development Department has set up some Block and Village Libraries.

Tripura—Tripura has a Central Library and zonal libraries with their Advisory Committees. These libraries were set up towards the end of the First Five-Year Plan.

While there are no data with the Committee to determine the total book use in the

various libraries above, nor a reliable estimate of expenditure on these libraries. An effort has been made to determine the number of library service points in different States. These are given in Table I. It will be seen that only 172 district in India out of 320 have their District Libraries, that the 989 municipal towns have only 177 libraries in them, and that our villages have between them about 31,000 libraries, mostly of an ineffective types.

## II. Grant -in-Aid Rules

Until such time as library finances are placed on a stabilised basis the need for grant-in-aid from State budgets or Central budget will continue. From this point of view, the amounts of grants-in-aid and the conditions on which they are given are important.

Andhra Pradesh—In Andhra Pradesh, as in Madras, there are no prescribed rules. However, grants are being given to many co-operative and private libraries at the following rates:

	Maximum rate per
annum	
Andhra Area	Rs.
Private Libraries	150
Cooperative Libraries	150
Panchayat	65
Gramsangham	40
Telangana Area	
Aided Libraries	385-11-0

Grants are given on the recommendation of the Local Library Authorities in the Andhra Area and on the recommendation of the District Education Officers in the Telengana Area.

Assam—So far as the libraries under the Education Department are concerned in Assam, grants are given on the recommendation of the inspecting officer of the Education Department. There are no definite rules.

Table I. Showing Number of different Categories of Libraries in each State of the Union

Name of the State	Area sq. miles	Population	Number of Districts in the State	Number of Villages	Number of Towns with Municipalities	Libraries/ State Central A.1	District A.2
Andhra Pradesh	1,05,963	3,12,60,133	20	26,450	119	1	11
Assam	65,012	90,43,707	12	25,327	23	1	7
Bihar	67,164	3,87,84,172	17	67,970	54	1	17B
Bombay	1,90,919	4,82,65,221	43	54,279	310	3	15
Kerala	15,035	1,35,49,118	7	4,597	26	1	1
Madhya Pradesh	1,71,201	2,60,71,637	46	70,034	157	4	40
Madras	50,110	2,99,74,936	12	18,351	59	1	12
Mysore	74,326	1,94,01,193	19	25,878	16	...	6
Orissa	60,136	1,46,45,946	13	48,398	19	...	...
Panjab	47,456	1,61,34,890	21	20,855	94	2	5
Rajasthan	1,32,077	1,59,70,774	26	31,704	8	6	24
Uttar Pradesh	1,13,409	6,32,15,742	51	1,11,722	124	1	...
West Bengal	33,945	2,63,01,992	16	38,471	87	1	18
Jammu & Kashmir	85,861	44,10,000	12	...	3	...	3
Delhi	578	17,44,072	1	312	2	...	1
Himachal Pradesh	10,904	11,09,466	5	8,384	5	...	2
Manipur	8,628	5,77,635	2	1,601	1	...	1
Tripura	4,116	6,39,029	1	3,453	1	1	9
Total	12,36,849	36,10,99,663	324	*5,57,786	1,108	23	172

\*Excludes the figure for Jammu &amp; Kashmir.

Name of the State	Block Branch A.3	Village A.4	At S.E. Centres A.5	Circulation runbyGovt. A.6	Children's A.8	Other A9	Distt. Board 13.1	Municipal B.2
Andhra Pradesh	—	664	900	1	1	*757	30	24
*Panchayat	—	—	486	—	—	—	—	Board
Assam Libs.	—	—	—	—	—	—	—	Every Muni- cipality,district
gramas- Libs.	—	—	—	—	—	—	—	551 angams
Cooper- Society	—	—	—	—	—	—	—	Sub-div. H.q. has a library. 186 ative Libs 20
Bihar	—	—	1,600	18	17	9	—	4
Bombay	—	—	—	2	1	4	1	11
Kerala	—	—	32	—	1	—	1	13
Madhya Pradesh	—	364	—	68	—	1	—	24
Madras	11	—	—	—	6	465	3	12
Mysore	6	4,341	—	—	53	351	—	2
Orissa	—	—	—	10	—	—	6	9
Punjab	108	1,142	3,640	—	1	—	17	74
Rajasthan	1,309	86	—	5	6	16	—	Date not available
Uttar Pradesh	292	1,317	—	1	—	1	—	—
West Bengal	—	239	314	—	—	—	—	1
Jammu & Kashmir	—	—	—	—	—	—	—	—

Name of the State	Circulation run by local	Sub. aided	Subs. un- aided	Circg, aid ed by Govt.	Unaided circulating	Proprietary aided	Not aided D.2	Total			
								Bds. B.3	C.1	C.2	C.3
Andhra Pradesh	102	234	—	1	—	—	—	2,726	—	—	—
Assam	—	290	—	—	—	—	—	784	—	—	—
Bihar	—	3,332	242	—	—	3	—	5,243	—	—	—
Bombay	—	7,212	—	—	—	—	—	9,099	—	—	—
Kerala	2	1,467	680	—	—	—	—	2,198	—	—	—
Madhya Pradesh	—	245	3	85	—	—	—	834	—	—	—
Madras	655	174	19	—	—	—	—	1,358	—	—	—
Mysore	—	164	—	10	—	—	—	4,933	—	—	—
Orissa	—	1,251	—	—	—	—	—	1,276	—	—	—
punjab	—	91	—	—	—	—	—	5,080	—	—	—
Rajasthan	—	77	—	—	—	—	—	1,528	—	—	—
Uttar Pradesh	—	198	112	—	—	167	—	2,089	—	—	—
West Bengal	—	714	597	14	—	—	1	1,899	—	—	—
Jammu & Kashmir	—	—	—	—	—	—	—	3	—	—	—
Delhi	—	2	20	—	—	—	—	275	—	—	—
Himachal Pradesh	—	1	—	—	—	—	—	13	—	—	—
Manipur	—	2	—	—	—	—	—	27	—	—	—
Tripura	—	6	—	—	—	—	—	41	—	—	—
Total	759	15,460	1,673	110	—	170	1	39,406	—	—	—

Bihar—In Bihar, except for very small non-recurring grants given in cash, all the grants are given in the shape of books through coupon system. The total grant available in a year is distributed district wise, taking into consideration the population, the number of existing libraries and the progress of libraries in each district. In each district, there is a District Administrative Committee, which again distributes the quota sub-division-wise. The District Committees consist of the District Magistrate as President, District Education Officer as Secretary, the President and the Secretary of the District Library Association and the District Superintendent of Education.

Each Sub-division has its Library, Committee, consisting of the Sub-Divisional Officer as President, Sub-divisional Education Officer as Secretary and one representative of the Sub-Divisional Library Association and the representative from the area on the District Education Council. It is the Committee which recommends the grant to each library in the Sub-Inspector of Schools of its area, who recommends grant to Sub-divisional Library Committee in cooperation with the Library Association, if there is any in the thana.

The Sub-division Library Committee divides libraries into 4 groups for purpose of grant-in-aid as follows:

Class I—Libraries having at least 5 kathas of land, own pucca building, sufficient furniture and equipment, at least 2,000 books, 100 members and averages daily attendance of 30.

Class II—Liberties having at least 2 kathas of land, own kutcha or pucca building, some furniture, at least 1,500 books 50 members and average daily attendance of 20.

Class III—Libraries having land but no building of their own, some furniture, at least 1,000 books, 30 member and average daily attendance. of 15.

Class IV—Libraries having neither land nor building, but have some furniture, at least 500 books, 20 members and average daily attendance of 10.

For each category, there are three types of grants ordinary grants, efficiency grant

and special grants. The scale of grants is as follows

Class I—Rs. 100 to Rs. 150 p.a. (Higher grant may be given in special cases).

Class II—Rs. 70 to 100 p.a.

Class III—Rs. 40 to Rs. 70 p.a.

Class IV—Rs. 25 to Rs. 40 p.a.

The recommendations of the Sub-Divisional Committee go to the District Administrative Committee, whose recommendations in turn are submitted to the Superintendent of Libraries, who secures the final approval from the Director of Public Instruction. After the approval of the D.P.I., the Superintendent of Libraries issues coupons of the value of the amount of grant sanctioned to a library. Along with the coupons an approved list of books published by the Department is also sent to the library. The list, which is classified according to subjects and suitability for different age-groups, is prepared by a committee of specialists and is printed and issued annually. It contains starred and unstarred books and correspondingly there are green coupons for the unstarred books and red coupons for the starred ones. Each library has green and red coupons of equal value. The library selects the books from this list and sends one copy of the list of selected books to the Superintendent of Libraries and the other to the Book Agent appointed by the Government for that area. The Books Agents are expected to supply the Books within three months of the receipt of the order.

Bombay—In Bombay, grant-in-aid are given to the Central Library, the Regional Libraries, District Libraries, the Taluka and Peta Libraries, as well as the village libraries. The grants to libraries, except the village libraries, are given to the condition of their fulfilling their role in the library structure mentioned earlier in the chapter. The grant is 50 per cent of their admissible expenditure and is subject to the maximum of Rs. 60,000 for the Central Library, Rs. 13,000 for the Regional Library, Rs. 4,000 for the District Library and Rs. 450 for the Taluka Library and is given in two instalments. Not less than 50 per cent of the grant is to be spent on purchase of books and periodicals, building and furniture, the expenditure on the latter one to exceed  $7\frac{1}{2}\%$  of the Government grant. The grant

is given on the condition that the reading on the premises is free to the public. It is also subject to proper maintenance of records, management and submission of the report.

Government of Bombay gives grants to village libraries managed by local institutions or organisations such as village Panchayats and village Uplift Societies. It is subject to maintenance of certain records and the competent management of the libraries. The grant is at the rate of 50 per cent of the admissible expenditure, subject to a maximum of Rs. 75.

Kerala—In Kerala, a grant is given to a library, which is noncommunal, non-sectional and non-political. It should be managed by a Committee elected by the General Body of the library members. The minimum number of books in a library should be 600 and the minimum number of members 40. Based on the membership, the book stock, the possession of library building ect., there are 9 categories of libraries receiving grants of Rs. 100, Rs. 140, Rs. 200, Rs. 250, Rs. 350, Rs. 400, Rs. 500, Rs. 600 and Rs. 1,000.

Madhya Pradesh—In Madhya Pradesh, the grant-in-aid rules vary according to the region which has been merged into the new State. Detailed information is not available.

Mysore—In the acceding areas of the new Mysore State the grant-in-aid rules of their old States (Bombay, Hyderabad and Madras) are being followed. In the old part of Mysore, grant are given to libraries with a properly constitute committee, consisting of 2/3 elected members and 1/3rd nominees of the Education Department. A grant is given on the condition of proper maintenance of accounts and registers. The grant on admissible expenditure for staff is at the rate of 50 per cent and should not exceed Rs. 25 p.m., while in furniture and books and other non-recurring items, it amounts to 1/3rd of the total of the admissible expenditure on these items.

Orissa—In Orissa, Government grant is given to libraries which are open to all persons living within a Gram Panchayat area. The non-recurring grant is given on a matching basis, where 50 per cent is contributed by the Government and the 50 per cent is to be raised by the Gram Panchayat, subject to a maximum grant of Rs.

200 by the Government. The Government grant as well as the contribution to the Gram Panchayat have to be spent only on purchase of books from the list supplied by the Adult Education Officer. The aid is given on the recommendation of the Director of Panchayats.

The recurring grant is given after the expenditure has been incurred and is subject to the maximum of 3/4th of the expenditure on purchase of books, periodicals, binding, preparation of catalogues and cost of kerosene oil. The annual purchase of books is also subject to the approval of the District Social Education Officer. A library in receipt of Government grant is expected to maintain registers properly. Villages libraries need not be registered. It will be noticed that the expenditure on staff and building is not admissible expenditure in the sense that it earns no proportionate grant from the Government.

Punjab—In the Punjab, there are no prescribed grant-in-aid rules for libraries. The Central Library Committee decides the grant to be given to libraries on an ad hoc basis. It has now taken up the question of framing grant-in-aid rules.

The Education Department gives a grant of Rs. 5,000 to certain libraries run by voluntary associations in the State and Rs. 1,500 to the various libraries in towns and villages towards their maintenance every year.

Rajasthan—In Rajasthan, there are no special grant-in-aid rules for libraries. They are included in the category of institutions including research institutions for old literature, adult education centres, nursery schools, vocational and child guidance clinics, etc. These institutions and the libraries are eligible for grant if they are registered societies and if the constitution of the body is approved by the Director of Education. The grant is given subject to proper keeping of accounts. The recurring grant is given at the rate of 50 per cent of the approved expenditure of 75 per cent or the net approved expenditure of the previous year, whichever is greater.

Uttar Pradesh—In Uttar Pradesh, the grant-in-aid is subject to the proper maintenance of accounts and inspection and the libraries being open to all sections of the people. The opening hours, the issue of books and the membership are also taken into account. The grant-in-aid is equal to 50 per cent of the admissible categories; the highest category receives an aid of Rs. 96 p.a., the second category Rs. 60 p.a., and

the third category Rs. 30 p.a.

West Bengal—In West Bengal in order to be eligible for grant-in-aid, a library should have a properly constituted Managing Committee, should be open to the public and should preferably have its own building and a registered body. For the purpose of grant-in-aid, public libraries are divided into three categories. Those with a total collection of at least 10,000 volumes and with an annual budget of Rs. 3,000 are placed in category A, and are generally given an annual grant of Rs. 600. Libraries with at least 3,000 volumes and a budget of Rs. 1,000 are included in category B and get a grant of Rs. 400 p.a., small libraries with a collection of at least 500 volumes and with an annual budget of Rs. 300 are classified C and get an annual grant of Rs. 200. These grants are to be utilised for books, equipment and furniture.

Centrally Administered Areas—In the Centrally Administered Area, there are no grant-in-aid rules for libraries. Ad hoc grants are given to libraries by Education Departments.

It will be seen that in most States the grant-in-aid is given to libraries on the condition of their proper management, maintenance of records and registers and provision of certain minimum facilities to the public, which include free reading on the premises ect. The grants are inadequate in the libraries have to do any real and effective service among the people. Such meagre grants only help to maintain small and inefficient library units, even though the libraries seek to augment their finances by subscriptions.

During 1956-57, the following grants-in-aid were given by the various State Government—

	Rs.	
Andhra	62,000	(This is in addition to the State Government contribution of nearly Rs. 2.5 lakh under the Library Act)
Assam	33,620	
Bihar	7,08,894	(Rs. 45,000 in cash as NR and the balance of Rs. 6,63,894 as establishment expenses of the

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Report of Advisory Committee for Libraries, 1969

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		State. Central Library and District Central Libraries and grant-in-aid in kind in accordance with the coupon system)
Bombay	2,75,405	
Kerala	2,84,454	(Rs. 28,541 as non-recurring grant for building to 25 libraries)
Madhya Pradesh	Nil	
Madras	51,580	
Mysore	3,00,000	(approx.)
Orissa	98,496	
Punjab	31,148	(Rs. 11,500 by Education Department and Rs. 19,648 by Department of Public Relations)
Rajasthan	47,735	(The amount sanctioned and the amount utilised is not known).
Uttar Pradesh	1,55,704	(NR: Rs. 99,500 and R : Rs. 56,204)
West Bengal	1,20,000	(This is the grant given Department. Besides, the Development Department gives a grant of Rs. 100 per Block Library).
Delhi	5,000	
Himachal Pradesh	300	
Manipur	500	
Tripura	Nil	
Total	21,74,336	

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### III. Libraries and Social Education

In most of the State the Social Education workers are expected to take interest in libraries. They assist in the circulation of books and are some times even expected to manage small circulation libraries. The Village Level Workers distribute books in some places. The libraries also lend their premises for social education work, e.g. literacy classes are sometimes held in library premises and exhibitions are occasionally held and charts displayed there. The libraries in Bombay are expected

to maintain a programme of lectures and celebrate National-Day and organise other social educational activities.

In the Kannada area of the former State. Bombay, the District Central Library arranges monthly lectures on a variety of subjects of interest.

In Punjab, the books approved for Social Education Centres by the Education Department are used in these centres by the neo-literate adults and are open to the use of villages falling within the beat of the Centre.

In Uttar Pradesh, besides the library work done by the regular Social Education staff, there are 4 Mobile Squads of Social Education, each of which has a small library. Besides, there are 5 Propaganda Officers for Social Education and Libraries. The same pattern obtains in Delhi, where the Carvan also contains reading materials for neo-literates and children. In addition, the Delhi Public Library has Deposit Stations in all the Social Education Centres of the Delhi Municipality.

Library work is closely linked with the social education programme in West Bengal. The nucleus of a post-literacy library and reading room is created in every Social Education Centre run by the Government by regularly supplying suitable books for the neo-literates. A Library Centre is set up at a convenient place of offer facilities of reading to the neo-literate adults of five or six surrounding Social Education Centres. Over 500 such Library Centres have so far been established.

Many of the Social Education Centres in the country have their own libraries for follow-up purposes. For example, the 130 Social Education Centres in Delhi have their libraries and similarly the Bombay Social Education Committee has provided for such libraries. The library work of the Mysore State Adult Education Council has grown out of its social education work.

In Himachal Pradesh, reading gatherings are held in the Community Centres and the Social Education Organisers take regular interest in the work. In many places the Social Education budget in the Community Projects have been utilised for setting up libraries in development blocks.

#### **IV. The Second Five-Year Plan for Libraries**

The State Government have made some provision for development of libraries in the Second Five-Year Plan. The provision is shown in Table II.

Table II. Showing the Plan and Budget and Central assistance sanctioned and expenditure incurred by various State Governments for schemes of Library development during 1955-57 and 1957-58

Serial No.	Name of State	Name of Scheme	Plan Provision 1956-57	Budget for 1956-57	Central Contribution 1956-57	Expenditure Incurred 1957-58	Budget Provision 1957-58	Central Contribution	Remark
1	Assam	Library service Scheme	35.56	0.27	0.15018	11.88	8.13	4.65	
2	Andhra	Improvement of Regional District Libraries	5.5	0.50	0.33	0.14896	0.50	0.25	
3	Bihar	(a) Expansion of State Central Library	4.38	0.54	0.516	2.14	0.08	0.0425	*State
		(b) *Improvement of District Library	2.12	0.95	Nil	Nil	0.53	Nil	Govt. did not include
		(c) Development of sub-Division Libraries	3.66	0.24	...	0.24	0.48	0.12	
		(d) Children's Library-cum-Museum	1.8	...	...	Nil	Nil	Nil	Scheme.
		(e) Development of Other libraries	5.5	1.5	0.87	1.5	1.0	0.25	
4	Bombay	(a) Development of Central Library (Kutch region)	0.40	0.20	...	Nil	0.35	0.175	
		(b) Expansion of Library							

this



1	2	3	4	5	6	7	8	9	10
8	Madras	Public Library Service (Conemara Public Library)	Plan pro- vision not indicated	Nil	Nil	Nil	4.24	2.12	
9	Mysore	(No Library Scheme)	...	...	...	...	...	...	
10	Orissa	Library Service	5.0	1.0	0.5	0.99818	1.0	0.50	
11	Punjab	Organisation of Library Service	18.5	2.30	1.02	2.71718	1.0	0.41	
12	Rajasthan	Library Service	0.75	0.3	0.0375	.04	.15	Nil	Scheme was not imple- mented.
13	Uttar Pradesh	(a) Circulating Library	12.09415	4.3	2.838	2.13095	5.732	3.0425	
		(b) Aid to Libraries	2.0	0.4	0.20	0.40	0.40	0.20	
		(c) Saraswati Bhavan Library	4.55777	1.88	0.88	0.18278	1.658	0.914	
14	West Bengal	Library Service	11.31	...	7.585	6.23	2.0	3.285	
15	Tripura	Expansion of State Central Library	0.467	0.04	...	0.04	0.04	...	
		Expansion of Branch Libraries	0.789	0.045	...	0.045	0.045	...	
		Training of Librarians	0.017	0.007	...	0.000785	0.001	...	

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The data for expenditure on libraries in the various States of India in 1956-57 are very imperfect. However, in so far as they are available, the figures are as follows:

Rs.	
Andhra	9,50,000
Assam	12,99,741
Bihar	7,08,894
Bombay	5,50,000
Kerala	9,50,000
Madhya Pradesh	1,52,553
Madras	20,00,000
Mysore	4,87,718
Orissa	1,38,452
Panjab	1,38,452
Rajasthan	47,735
West Bengal	7,88,737
Delhi	5,09,411
Himachal Pradesh	10,000
manipur	500
Tripura	26,028
Total	87,17,995

Taking into account the "hidden expenditure", subscriptions ect., it is safe to assume that the total expenditure from all sources may have come to about a crore of rupees in 1956-57.

### CHAPTER – 3

## Place of Public Libraries

In India the phrase 'public libraries, is used in a very loose sense. It is used to denote any library which permits members of the public to use its materials for reference or borrowing on payment of fees or rent. In this sense all kinds of libraries—National, University, Schools and Subscription Libraries etc.—would be public libraries. Because of this loose connotation it would appear from the statistics published by UNESCO in 1956 that India leads the world in the number of public libraries, which is given as 24,086 while figures for the U.K. the U.S.A., Denmark and Sweden are 618, 7,500, 1,329 and 3,507, respectively. The statistics are too flattering to be true. They express the aspiration rather than the achievement of the country. The internationally accepted definition of a public library is that, it is a library (i) which is financed for the most part out of public funds, (ii) which charges in fees from readers and yet is open for full use by the public without distinction of caste, creed and sex, (iii) which is intended as an auxiliary educational institution providing a means of self-education which is endless, (iv) which houses learning materials giving reliable information freely and without partiality or prejudice on as wide a variety of subjects as will satisfy the interests of readers. With the adoption of such a definition, the number of public libraries in the India cannot be counted by tens, let alone by hundreds or thousands.

The need for public libraries so conceived and dedicated has been felt all the more keenly in the India after independence. There is a remarkable unanimity of opinion among all National leaders that facilities for reading books must be brought within the means of all citizens and particularly of villages. It is believed that this will prevent their world of learning from being limited to personal experiences and observations. Reading will widen their horizons beyond the barriers of space and time. In a democracy everyone enjoys sovereignty, and in order to exercise it wisely, it is necessary that every one should be well informed and trained to judge what is right and what is not right. Reading of books opens the windows of the minds and enables the readers to see problems steadily and see them whole. Politicians know well that a willing adherence of people to Government policies based on an appreciation of their merits is far more enduring than an obedience enforced by the strong arm of law. Acquisition of literacy is a prerequisite to this well-informed support. It is no wonder, therefore, that the eradication of illiteracy figures prominently in programmes of

reconstruction by the Union and State Government, Primary education, Social education, Welfare Boards, the co-operatives, Community Development Projects, establishment of Book Trusts, publication of bibliographies, documentation services, are some of the post-independence activities of the Governments which are calculated to create more readers and more reading materials, it is of the essence to bring them together. Public libraries bridge the gap between the increased number of readers and the increased number of books. The establishment of a net work of public libraries, thus becomes a logical and inevitable culmination of the Government's educational activities.

In the pre-independence era, knowledge for its own sake was pursued by a few devoted scholars only. For the vast majority, education was a means to the end of securing jobs. It was immaterial if their educational attainments was not of the highest order, for after all, they were not called upon to exercise initiative and leadership. Alien rules had a monopoly of these officers and the India were mere hewers of wood and deawers of water. After 1947, the situation changed. Educationists realised that nothing short of first rate intellectual attainment alone would meet the needs of the Nation. The idea of the schools and colleges serving as filling stations had to give way to the idea of their serving as power-horses. The mind of the student was to be a dynamo and the amount of the power it could generate was determined only by its inherent power. In other words, the ideal was to allow scope to students to rise to the full stature of their abilities and aptitudes. Students were required to help themselves to acquire knowledge and they were expected to carry on this process, not till the end of their prescribed courses, but to the end of their lives. Libraries were par excellence the institutions for this kind of education. Educationists. Therefore, tend to attach greater importance to libraries in post-independence years, than they did previously.

Similarly, agriculturists and industrialists too want their officers and men to be intellectually alert so that their yield and products would equal if not surpass those of competing countries.

The spiritual leaders of society, the thinkers, the poets, the priests and the philosophers regard libraries as great saviours of the soul, Modern times have witnessed an enormous increase in the media of mass communication like the daily

papers, the films, the radio and the television. These have an easy access to the eyes and ears of men. Not much effort is required on the part of the people to receive their messages. They serve a useful purpose in stimulating interest in a number of topics that add fullness and variety to individual life. Their limitations, however, are that like icebergs, they reveal only a fraction of the whole truth, and like lightning they give only momentary flashes; they hardly leave any time for thinking. Yet, the generality of the public do not recognise the limitations and tend to regard them as adequate. The survey conducted by the Social Research Council in the U.S.A. revealed that oil messages far from being integrated into the lives of the audience what off their minds as easily as water down a duck's back. The social lives in a perpetual succession of sounds and sights that makes the lives of men a knot of taut nerves. This is obviously pathological. The disease known as kitters has assumed alarming proportions in the West. In India it is just making its appearance. Whether incipient or full-grown it has to be combated. Libraries provide a handy antidote. Libraries encourage readers to get into communion with the best minds of the world, give them time to think and re-think and integrate the best of the greatest minds into their lives. The libraries provide the means to accomplish that last two of the four stages which the Upanishads mention for realising oneself:

vkaRek okjs nz"VO;% JksrO;% ea;O;% fufn/;kflrO;%A

This is the way of the advancement of learning, the greater glory of God and the relief of man's estate. Not without reason, therefore, the philosophers look upon libraries as the builders of the Nation's soul.

Apart from the social good that libraries are capable of achieving, it should be obvious to all that individuals are likely to benefit from the use of libraries in their personal lives. They learn to be useful citizens; they can gain competitive excellence in their professional career by making proper use of the Reference Sections and specialised collections; they have an opportunity of improving their artistic and aesthetic sensibility and making such wholesome use of their leisure as will promote their personal happiness and social well-being. Above all, in this age of specialism when individuals are prone to develop lopsided personalities, libraries

will help correct this tendency by providing means to cultivate multiple interests other than those of specialised studies.

With such universal acceptance of the important role of libraries in National reconstruction, it would appear strange that their establishment and maintenance should have failed to receive the priority due to them. One of the reasons is the belief that libraries can only be effective among a literate population. Without the ability to read and write on the part of the majority of the people, the establishment of libraries would be like the lighting of streets in a city of the blind. There is an obvious force of logic in the argument. Yet, it is not wholly valid. It has been well said that literacy is a by-product of a profitable occupation. People are not easily persuaded to take the trouble of learning to read up avenues of advancement. Advocates of

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libraries contend that libraries perform this persuasive function. A modern library does not confine its resources to books only. It has films, filmstrips, pictures, radio and television as part of its stock-in-trade. These latter do not require an initiation into the art of interpreting them. They have an appeal even to the untutored minds. Through them it is possible to put before the illiterate masses the inspiring spectacle of the march of civilisation. When they realise that the pictured panorama is only a part of the wonderland that lies concealed behind the latter in books this not unlikely that they will be induced to learn the part of assimilating the messages of books. Thus it can be assumed that libraries will play an important part in the drive against illiteracy and that they need, not necessarily follow only in the wake of an accomplished literacy.

Another reason that militates against the progress of library movement is that quite a number of people, are inconvenienced about the necessity for free libraries. They argue that public libraries are public utility concerns and should be governed by the same commercial principles as are operative in, say, the railways or the post office. Those who avail themselves of these facilities are required to pay for use. The great English social philosopher of the 19th century, Herbert Spencer, was the spokesman of this point of view. He said that he would not favour free libraries any more than free bakeries. If people are required to pay for the food they eat, there is no reason why mental food should be free. The Committee met with a number of 20th century followers of this school of thought. Against this view may be put the declaration of human rights endorsed by the U.N.O. In article 27, it is stated that it is the birthright of every individual to have free access to the results of human ingenuity exercised in arts or science. Having free access to the recorded thought results not in personal gain but National welfare. A person travelling from Delhi to Bombay may help himself, but from the point of view of National good, he may as well have remained where he was. But a person not reading the classics may impoverish National life by being a weak link in the chain. If free fundamental education is an essential pre-requisite of a democracy, there is no reason to deny the same pride of place to free public libraries.

CHAPTER – 4

## The Structure of Libraries

Nothing could be easier than to plan a library set-up for India, presuming upon limitless resources. The attractive picture has been dawn of a pyramidal library structure, board-basing itself upon rural libraries, and culminating a magnificent National Central Library with plenary responsibilities. Calculations have been made down to the odd library or so, as to the number of delivery stations (268, 361), mobile libraries (13,107), rural Branch Libraries (4,100), rural Central Libraries (373), City Branches (712) City Central Libraries (154), and State Central Libraries (22) which this country needs. There is certainly nothing niggardly about of every librarian and raise the hopes of every National of this country.

At attempt will be made in this chapter to suggest a pattern of libraries for India, bearing and mind the wishes of library enthusiasts and administrators who are head put to finance the library. Service. Let us look at the basic facts. We have a 362,000,000 population, nearly 80 per cent or more of which are illiterate. Even allowing for this great mass of illiteracy there is still an imposing number of 60,000,000 who can immediately benefit by libraries. A very generous estimate will put the per capita income of the Indian to be about Rs. 300 per year. The annual output of publications in the Indian languages, including ephemera, the ubiquitous textbooks, and official publications, comes to about 25,000. This is the figure arrived at by counting the receipts at the National Library under the Delivery of Books Law, and allowing for the error through non-receipt of certain publications from defaulters. More than 50 per cent of these publications is unfit for libraries. At any time, in the country, we have some ten to twelve thousand publications in all the fourteen major languages to draw upon for library purposes. Of this number nearly 60 per cent are fiction. Religion, Philosophy and Sociology dominate the non-fiction items. Books on technical subjects are just beginning to come up, and it will be a decade before they become numerically significant. Generally, books

are very badly printed on inferior paper, and wear away soon becomes of dust and damp and other enemies of books.

If the Function of any sort of library is the ready and free purveyal of suitable reading to the people, as and when ask for it, then how do theses basic facts affect the library pattern of the country? A library in every village is an attractive proposition. But dumping a set of books in delivery stations periodically does not constitute library service. Villages are the capillaries of the body politic and a vigorous heart should keep red blood circulating so that health be preserved. It is therefore very important that manifold hearts be developed first in most areas as centres of book circulation. The word "circulation" is important as it implies the receipt back into the centre of venous blood for purification and future use. It is also necessary to follow the principle of "from the known to the unknown". The Committee felt, that apart from extending library services. Insufficient and poor book production, millions of people thirsting for reading opportunities, low priority in taxation vis-a-vis food, shelter, communication and the sinews of life, all theses are nagging realities that have to be looked in the fact when recommending an over-all library plan for the country.

Before determining the future set-up of libraries in our country, it is as well for us to take stock of the existing situation. Except for Madras and Andhra Pradesh, where library legislation has placed certain inevitable funds at the disposal of library planning, nowhere is there any properly thought-out or planned system of libraries. The word system is important, because it implies rhythm and organisation and unbroken service to the people. In the other parts of the country, in almost all the States there are innumerable ad hoc libraries, big, small, and tiny, good, bad and indifferent which owe their existence to the private initiative and vision of our forbears who lit these candles in a darkling world. Bihar is a very good example of such a state of affairs. It is true there is not enough tallow in these candles and the wicks need trimming badly. But, smokily or otherwise they have been burning for a long number of years and, recently, Government patronage by way of grants has made them burn a little brighter. Private subscription and Government grant and frequent donations have kept them alive. The great service rendered by theses brave little libraries to however limited a clientele has to be recognised. It is true that the

present doling out of what little the Government can spare in the way of grants is unsatisfactory. These grant are not big enough to reorganise the services of these libraries on modern lines of free and quick service. They are just enough to buy a few books and newspapers yearly and, may be, to pay not so much a skeleton staff as a skeletal staff. It is like rain drops on a waste land with only scrub vegetation to show for the effort. Added up, theses grants to subsription libraries amount to quite a tidy amount.

In planning the future set-up of libraries our cardinal axes of reference are free service to people as a matter of right, and regular statutory funds meant solely for that purpose, and not at the mercy or discretion of any individual or of a Department like Department of Education. Along such axes how are we to plot the subscription libraries? There is one school of thought which would leave them to the mercies of their private resources and withdraw Government grants from them, the principle behind the being that all public funds should only be devoted to libraries which give absolutely free service to the people. Subscription libraries mean a privilege. The money withdrawn from theses libraries should be utilised for the establishment of libraries on modern lines of free service and free access to knowledge.

There is the other point of view which feels that this course of action is like drying up all the pounds in an area in the hope of sinking expensive tubs wells all over the place. All theses private libraries represent a fund of local goodwill and a tradition of any number of years. They have done good work against very heavy odds all theses years, and why starve them out. During their tour around the country, the Committee found that there was quite a strong feeling in favour of grants to subscription libraries under certain conditions laying down standards of practice.

A preliminary survey of subsription libraries should yield the number of such libraries requiring grants as also the extent of the grant required. Efforts should be made to develop theses libraries on the pattern of a mordern free public library alongside the ones established anew by the Library Authority.

Let us not state the axioms which should determine the future set-up of libraries in India. Libraries service should be free to everyone concerned. It should have at its disposal funds provided by taxation, buttressed by Central and State aid. Rural library service should stem out of semi-urben centres as far as possible. No scheme

for rapid expansion library service in the country should overlook the importance and urgency of consolidation and bettering of existing libraries. The work of the Adult Education authorities with their concomitant library service should be recouraged in areas of illiteracy and, after they have prepared the ground for a number of years, the Library Authorities should step in with their service.

Let us also be clear as to what we mean by libraries service. Folks should be able to read books either on the well-lighted premises of the library or at home. When we say folks, it goes without saying that women and children are included, as also the handicapped, the ailing and the infirm. People must be able to get the books and books must find their way to the people. All this service should have a rhythm of daily function deriving from a well-thought-out system.

What does all this mean in concrete terms? It means properly designed library buildings, properly trained staff, book mobiles of every description, distributing libraries with responsibility of circulating books to the libraries within its area, special services to the blind, to the sick and to the infirm, and children's libraries leading to cooperation between public libraries and school libraries.

Now that we know what library service implies let us now consider the problem of who is to run this service and how.

A very plausible school of thought basing itself on democratic principles of development would safest that the local bodies of the country are the right authority to run this service which, to succeed at all, needs the goodwill of the people as a first requisite. If we do not support this view of allowing District Boards and Municipalities solely to run library service, it is mainly due to the fact that everywhere authorities are turning away from elected bodies and everywhere the State Government are stepping in to bring better knowledge and organisation to bear on the various problems to be solved. Naturally, therefore, we turn to the hierarchy of administrative authority with the village panchayat at one end and the State and Central Government at the other. In between are the District, the City Corporations, and the new concept of the "Block". We should avail ourselves of the guts that the State authority puts into these units of administration and at the same time associate the local bodies with the administrative units at every level of operations. It was apparently this line of thought that made the framers of the Madras Act posit a

Library Authority composed of various representative of local bodies with, of course, a full-time officer of Government as the co-ordinating and directing power.

State Government are now building up at every level a comprehensive administrative machinery which is now reaching down to the common man as it never did before. In all fields of public service State guidance has become an unalterable fact and we do not see any disadvantage in accepting State guidance and State direction in the field of library service. Such State paternalism will, of course, always be eager to devolve responsibility and share it with the local bodies when they find the circumstances favourable.

When once we accept the principle of State authority as the guiding principle in library planning, the library pattern in the country is fairly easy to determine. The National Library, State Central Library, the District Library, the Block Library and the Panchayat Library will be the chain descending order.

The activities of the chain will be controlled by the State Library Authority, presided over by the Minister of Education with the Director of Libraries as the Secretary and with a membership drawn from local bodies and experts.

The question whether the supervision, guidance and control of public libraries should be carried out by the Library Department independently or under the administrative control of the Director of Education elicited strongly opposed points of view from the official and non-official witness. It was held by the officials that there was no reason to alter the present practice of vesting administrative control of all educational institutions, including libraries, in the Director of Education (Director of Public Instruction in some States). Grants to libraries were infinitesimally small. Not only was the budget amount small but the staff library supervisors was likewise small. It was in the interest of the staff that they should work under the ceiling of a department which afforded scope of promotion. The Director of Education was expected to be an educationist who would take a balanced view of the different educational agencies and be in the best position to promote their interests. With his limited finances, limited staff and one-sided approach to education an independent library officer was not calculated to do much good to the spread of the library movement.

The non-official view was that libraries under the control of a multipurpose

education officer has no scope for expansion. It was their experience that the Director of Education whose career was shaped by the formal agencies of education which dispensed prescribed courses of studies in prescribed periods of time in atmosphere of discipline and regimentation both for students and teachers was not likely to reach favourably to libraries whose traditions respond to the magic of books. It was pointed out that experience has confirmed these expectations. No Director has striven officially to improve school libraries. It was an index of the Director of Education's interest in libraries as auxiliary agencies of schools. Similarly, the staff suffered because the library section provided a handy asylum for the dubs of the departments. Proposals sent up by librarians for expansion of activities in the light of experience in other countries were put out of focus with a shift of accent from their usefulness to their cost, prejudicing their chances with Government. In this non-official view, the Director of Education, far from being a help, was a hindrance.

Eloquent proof of it was given in one very important State where the D.P.I. jettisoned the funds meant for Library development under the Second Five-Year Plan, when he was asked to readjust his budget in view of shrinking resources. In another important State the Assistant Director of Public Instruction felt that development of libraries in the very schools was matter of secondary importance. These might be abnormal cases. But the general impression was there, the saddling the D.P.I. with a basic service was a mistake. This makes itself evident in some small matters. Very recently it was pointed out there members of the staff of a District Library wanted to obtain a certificate of training in Librarianship. The Chairman who is a non-official was eager to send them. But the District Education Officer, who as Secretary of the Local Library Authority had powers over leave and salary, refused to depute them with the result that these young men took leave on loss of pay to get their training. Even their fees has to be paid by themselves, not to speak of travel charges and boarding expenses in an expensive city. A little imagination would have corrected this state of affairs.

It was said that a full Department implied a sizeable budget and expenditure on libraries being so small compared to the Education budget, it did not warrant a separate Department. It would not only mean a creation of a number of additional posts which, in the interests of economy, had to be avoided. To this, the answer is

that the size of Education budgets when the Departments started was very small, but that did not prevent a Department of Education being formed. And, again, the funds for library service will not always remain static. The time has come when libraries in this country have to be considered essential and basic for human progress and funds will have to be found for consolidating and libraries must be handled by those with such skill. Teaching requires training and so does the running of a library.

Taking all facts into consideration, particularly the present demands of a good library service, it would be desirable, in the opinion of the Committee, if an independent Directorate of Social Education and Libraries was set up in every State. Wherever on account of any special local circumstances this is not found feasible, the State Government should have at least a whole-time Senior Class I Officer of the rank of Deputy Director of Education, who should be given the responsibility for the administration of libraries in the State. This officer should have vested in him all the powers necessary for speedy implementation of library schemes. In his capacity as Secretary of State Library Board, he should be entitled to have access to the Minister or Secretary in charge of the Education Department.

The functions of the State Library Department under the Director of Libraries would be as follows:

1. Prepare the annual and five-year plans for libraries in the State in cooperation with the Planning Department of the State and the Division of Libraries at the Centre;
2. Collect descriptive and statistical reports on the working of all libraries in the State, especially the District Libraries, and prepare an all-State report and give suitable publicity to the salient features of the progress of libraries in the State.
3. Fix minimum standards of library service by various libraries under the State Library Department and assist the libraries in maintaining the standards, Prepare standard designs for library building, equipment, furniture, etc.;
4. Conduct constant evaluation of library service in the State and take steps to multiply examples of good service and find out causes and cures of inefficient

service;

5. Ensure training of various types of libraries workers in adequate numbers and quality;
6. Keep alive to the needs of the State Central Library and the State Lending Library and see that these needs are fulfilled as far as possible;
7. Assist auxiliary bodies to maintain their efficient and useful working;
8. Sponsor library legislation, or (in State where the legislation is already there) examine any improvements needed in the legislation and to see that it is being implemented in all respects;
9. Maintain an efficient inspection and advisory service for District and Block Libraries in the State. The inspection should look both to the coverage and quality of service;
10. Supervise and administer the system of grant-in-aid to subscription libraries so long as they are in receipt of grant, and to provide for their inspection;
11. Take necessary steps to secure for books their proper place in the life and work of the people and their organisations;
12. Fix the boundaries of operation of District Libraries and of different libraries in a district.

The Director of Library Services and his officers will work in close cooperation with the workers in the field. The State Central Librarian should be the chief technical adviser of the Library Department, with no responsibility for the administration of the service in the State. That responsibility should be entirely that of the Director of Libraries.

That bring us to the State Central Library itself and its functions which should be as follows:

1. Build up an exhaustive collection of all publications in the State official and non-official;
2. Undertake bibliographical work, including special bibliographies for the

- use of scholars and research workers;
3. Maintain a Union Catalogue of the important Academic Libraries in the State;
  4. Maintain a strong Reference Collection and service. This collection should contain all standard works of National and International references as also all the Government of India publications;
  5. Stock and replenish from time to time District and other libraries;
  6. Act as a clearing house of information on the Five-Year Plans of the country etc.;
  7. Organise book exhibitions and professional conferences;
  8. Act as the source of all technical and other information asked for by the District and other libraries in the State;
  9. Be the centre of inter-library loan within and without the State;
  10. Promote library work with children.

It must be clearly understood that the State Central Library does not lend books for home use under any circumstances whatsoever.

### The State Lending Library

The State Lending Library will have two functions: as the home lending library for the city in which it is situated and as the library for supplying the stock of District Libraries. Of course, the book stocks for the two types of services will be separate, though not rigidly so. Further, the actual supply of at least new book stocks will be done through the institution of Book Bureaux which are discussed later in this Report. But the initiative and the responsibility will be that of the State Lending Library.

We need not dilate here on the functions of the State Lending Library as the City Library, except to say that, as far as possible, it should honour the tickets of all service points in the State. In fact, this should be the practice of all service points

in a State. The books also could be returned on any service point, but the reader will receive his ticket back only when the book reaches its place of issue should be no distinction between the reference stock at the State Central Library and the lending stock at the State Lending Library, except that the issue of specially costly and not easily available books can be withheld totally or issued to persons occupying special positions in the life of country, State or the town.

Apart from the supply of books to District Libraries, the State Lending Library will also supply book stocks to certain institutions, for example, jails, large hospitals, institutions for the handicapped, social welfare agencies, youth clubs etc. The book deposits in hospitals and other institutions will be looked after by the District Libraries. As a rule, all libraries located in the same city as the State Lending Library will be directed by the State Lending Library. All other organisations will be served by District Libraries.

Other functions of the State Lending Library will include—

1. Provision of films, filmstrips and recordings;
2. Publication its books stock by special book and other well known techniques;
3. Arranging exhibitions of books;
4. Cooperation with various groups so as to see that they have access to books which are meaningful for their work. The State Lending Library may serve these organisations with book talks, book lists and actual loans of books.

We have seen that similar work with groups lies in the domain of the State Central Library as well. The main line of division is that the State Central Library will work with institutions and groups with scholarly and research programmes, while the State Lending Library will work with groups taking up social welfare work, educational work etc. Of course, the line of distinction between the two may be thin and vanishing. For this and other reasons it is necessary that the State Central Library and the State Lending Library should be in charge of one and the same person whom we may designate as the State Librarian. As far as possible, the State Librarian should be responsible for the technical advice to libraries in the State—advice or

reference questions through the State Central Library and on circulation service to groups through the State Lending Library.

The staff of the State Lending Library also needs some special mention. Apart from the usual staff needed for lending libraries in cities, the library must have on its staff qualified librarians, who are also trained in social education work, social welfare work (for service in jails and hospitals and to groups of handicapped) and workers competent in publicity, book exhibition, etc. Meetings with authors and leaders should be one of the functions of these specialists.

### Children's Libraries

It has suggested in some quarters that the State should also run a Central Children's Library, in addition to such libraries in every township. The Committee has seen the working of a Children's Library in Madras and a similar one, attractively located on the seaside at Bombay. Children's Libraries as part of Public Libraries are being run at the Delhi Public Library and the Ahmedabad Municipal Library. The private initiative of the Retrans at Mysore City has, with free gift of land from the Government, started an excellent Children's Library. The Baroda Central Library has also a children's section. These are the only places where some attention has been paid to the proper planning of the routine, of equipment and of book purchase. They are all successful in every way. Unfortunately, these libraries have run out of children's books. The children are eager to read and wherever they have been given an opportunity they have availed themselves of it plentifully. But there is not enough grist to supply this mill. There is another problem about children. In big cities any central location of a library for them will have problems of chaperonage. The younger one cannot go too far away from their homes. Children's libraries located in different parts of the town, each of them catering to a half-mile radius, seems an ideal distribution. Except in countries like the Soviet Union where the institution of the creche, and several other such amenities have been assiduously built up for the last thirty years or so, nowhere else does one find a State Children's Library as such. Actually the practice has been to develop children's wings to Public Libraries so that the child might imperceptibly graduate into the adult wing as to the manner born. If a new experiment

is tried in this country to start a Central Children's Library, it will serve (a) only the children of the locality effectively and (b) degenerate into an exhibition unit to show visitors around. We would not, therefore, advocate a Central State Children's wing attached to the District Central Library in a smaller township. Of course, it goes without saying that the State Central Library will actively plan the stocking of these libraries, making the stocks quite fluid from library to library. It will announce prizes to be given to those who publish and plan good reading material for children. It will hold conferences of school teachers for discussing children's reading, it will hold itinerant exhibitions of children's books, it will compile standard annotated catalogues of children's books, and in every possible way, promote the success of children's libraries. It will employ artists to prepare posters and artistic book-notices and psychologists to study children's reading tastes and other problems.

### Regional Libraries

In bilingual States Regional Libraries will fulfil all the functions of the State Library, and the Regional Libraries will take the down that the technical processes in the public libraries shall be uniform throughout the State.

### Library Committees

Library Committee or Boards form an essential part in the library structure. In the first place, they bring library administration nearer to the people and, secondly, they bring to bear on the shaping of the library policy, the specific knowledge and training of those major areas of interest which are primarily concerned with the success of library movement. Our equity has revealed a unanimous assent to the institution of Library Committees at the various levels, All-India, State, District, Block and Panchayat levels.

At present we are concerned with the State level. At the State level, we feel that there should be a larger body to mobilise the interest of people for public libraries in the State, and a smaller body formed out of it to conduct the actual administration of the library service.

The larger body, which may be named as the State Library Council, may be formed as follows:

1. The Minister of Education, as Chairman.
2. The Office-in-Charge of Libraries in the State (The Deputy Director of Public Instruction for Libraries), as Secretary of the Council.
3. Secretary, Education Department.
4. Representatives of all District Libraries in the State. Preferably, these representatives should be the Chairman of the District Committees.
5. A representative of the State Library Association, preferably, its Chairman.
6. Vice-Chancellors of all Universities in the State.
7. A representative of the Development Department.
8. Two members of the Legislature.
9. Two persons co-opted for their special knowledge of libraries.

The Council should meet at least a year. The State Library Council will consider and advise on all matters relating to public libraries in the State, including, for example, the training of Libraries in the State, the administration of the State Central Library, the grant-in-aid system etc., etc.

The administration of Libraries in the State will be the responsibility of the Executive Committee of Library Council. The Committee will consist of the more than seven members comprising the Chairman and the Secretary of the Council, Secretary, Education Department, and four persons nominated by the Chairman from amongst the members of council of whom one shall belong to the category (i) above.

The Executive Committee should meet as often as in necessary, but not less than six times in a year. The State Library Department will be the executive organ of this committee and will implement all the decisions of the Executive Committee. As Secretary of the Committee, the Deputy D.P.I. for libraries will have direct access to the Minister, who will be the Chairman of the Council.

### Libraries at the District Level

In a district, library service will be a system based on urban centres having responsibilities for their surrounding rural areas, always taken in blocks, or based on

block headquarters where there are no outstanding urban centres. The headquarters of this system will almost invariably be located in the largest town in the district. But in cases there are other towns in the district with a population of a lakh or over, the libraries of these urban-cum-rural centres of library service will have a degree of autonomy not belonging to other centres in the system. For example, as stated earlier, the librarian of such an area will also select his books at the Book Bureau. Of course, the city Libraries will work within the overall authority of the District Librarian.

The Library at the headquarters will have two wings—one running a reference and lending service and the other running a circulation service to—

1. Branches in the city;
2. Branches (that is the Block Libraries) within the direct jurisdiction of the headquarters library;
3. Headquarters or other urban-cum-rural library centres. The latter will receive books directly from the Book Bureau, but will receive occasionally supplementary stocks from the District Library. However, the total book stock in a district will be purchased from a single fund operated upon by the District Librarian who will have full authority to deploy the book stock as he may consider necessary; and
4. Various other service points served by mobile units.

The District Library will also perform such function with respect to subscription libraries as are assigned to it by the Library Department.

The District Librarian will occupy a key-position in the District Library system. He will make his recommendations to the State Library Department on any changes in the boundaries of the urban-cum-rural areas centered on large cities with one lakh population or over he will be responsible for the working of all urban-cum-rural libraries Block Libraries and travelling libraries in his district.

It is the responsibility of the District Librarian to knit the library service into the lives of the people in his district and to see that the reading habit is assimilated in

their culture. He will have libraries under him, (the Block Libraries and a number of honorary and semihonorary librarians) and social education workers in the district to hold him in his task. He should also maintain contact and liaison with other officers at the District level.

Though it is best to concentrate, at least for the present, all specialists at State level, the District Libraries may have one or two assistants to share his other works, so that he may be able to spare as much time as he can from his administrative duties and devote it to adult education work. It will also be his responsibility to train the librarians—paid or voluntary—in his district, through formal courses or through informal meetings and conferences and seminars.

We have tried to ensure that a District Library is freed, as far as possible, from routine technical processes so that the staff will be able to concentrate more and more on the human side of its work.

District Library committees—In the types of library set-up we are recommending, the towns will have their own library committees, as also the block. Over these, there will be a District Library Committee. We will discuss the composition of the Block Library Committees in the next section of this chapter. Here we would like to mention the types of Town Library Committees and District Library Committees, which, we think, should be set up in the towns and districts.

The town Library Committee should be composed of 7-10 persons of whom 2/3 should be elected by the Municipal Committee of the town and 1/3 nominated by the Chairman of the District Library Committee. The Town Librarian will be the Secretary of the Committee.

The District Library Committee should, in our view, consist of 15-19 members. Again, 2/3 of these members should represent the Municipal and Block Library Committees and 1/3 should be nominated by the Executive Committee of the State Library Council. Of the members who represent the Municipal and Block Libraries, 2/3 will represent Block Library Committees and 1/3 the Municipal Committees. Both the Municipal Libraries Committees as well as the Block Library Committees should be represented on the District Library Committee by their Chairmen. The District Librarian will be the Secretary of the District Library Committee which will elect its own Chairman.

The functions of a District Library Committee will be as follows:

1. Supervise the work of Municipal and Block Libraries;
2. Employ staff for the District Library if some is needed over and above that posted by the State Education Department.
3. Lay down policy and procedure regarding purchase of books for the District Library;
4. Fix hours of opening of the District Library and the schedules of mobile vans;
5. Opening of new branches, etc., or purchase of furniture, equipment and mobile vans;
6. Issue reports on the working of Municipal and Block Libraries in the district as well as the District Library;
7. Administer Library Funds;
8. Administer grant-in-aid to subscription libraries;
9. Secure close cooperation of District Librarian and the social Education Organisation set-up in the district; and
10. take any further steps to develop public library service in the district.

The District Library Committee should be represented on the District Development Board, preferably by its Chairman.

Conferences of District Library Committees Chairmen and Members—With a view to enabling the Chairman and Members of the District Library Committees to retain a progressive outlook on the development of libraries, it is desirable that they should have opportunities to compare notes and experience with Chairman and Members of other library committees. In fact, in Madras, the Chairmen of some Local Library Authorities actually felt the need of such consolation. An annual conference of Chairman and interested Members of District Committees in a State should, therefore, be encouraged by all State Governments. The expenditure on such conferences should be a charge on the State Government library funds.

Key-position of the District Librarian—The District Librarian will occupy a key-position in the District Library system. He will make his recommendation to the State Library Department through his District Library Committee on any changes in the boundaries of the urban-cum-rural areas into which his district is divided subject to the autonomy of area centred on large cities with one lakh population or over. He will be responsible for the working of urban-cum-rural libraries and Block Libraries in his district. He will also maintain contact and liaison with other officers at the district level, for example, the District Inspector of Schools and District Social Education Officer. As far as possible, he should serve on the various committees at the District level in the field of education, including social education.

Block Libraries—It is clear that blocks will occupy a very important position in the administrative structure of the country in the future. It will not be possible for one library at the district level to serve the whole of the district efficiently. There must, therefore, be some provision for setting up libraries at block headquarters. Further, this library should be manned by a trained librarian. Untrained persons or persons trained in other aspect of education will not do. For example, through a mistaken sense of economy, a State Government may ask the Social Education Organiser or the Sub-Inspector of Schools at the block level to look after the library as one of his duties. In this way no library service will really be administered. The lesson from the failure of Information Centers set up in the development blocks is very clear on this point.

Finally, the Committee is of the view that the Block Libraries should have the benefit of whole-time staff. Theoretically, an average block is supposed to consist of 100 villages, but actually the number is exceeded in some blocks. If the library service has to be based on a secure foundation which will enable it to serve the rural and urban areas included in it even in a modest way, the whole-time staff will be absolutely essential.

During the tour of the Committee, it was found in several places, that appreciable sums of money were being spent in the blocks for setting up Information Centers. Rooms were being built and some reading material was being provided by the Ministry of Information and Broadcasting. The opinion of the officers concerned as well as the replies to our questionnaire have elicited almost a unanimous opinion

that these Information Centres should form the nuclei of Block Libraries. They were conveniently located close to arterial roads and could be replenished adequately from the Block Library and District Libraries. Bicycles or bookmobiles should operate from these centres to serve the villages within the block. These Block Library centres will be pulsating hearts giving library service to various deposit stations situated in the block.

As the blocks vary in size and population over a wide range, no hard and fast rules can be laid down regarding the staff. A block may be large enough to deserve a whole-time librarian or it may be so small that a whole-time librarian may not be needed. However, barring a few exceptionally small blocks, every block should have a Block Librarian, who should be technically qualified.

The functions of a Block Librarian are many. He has to train voluntary workers, he must get the social education unit and the school authorities to cooperate with him, and he must untiringly move about his locale, feeling the pulse of work. He must maintain active liaison with the Panchayats and stimulate them to greater interest in library work.

**Block Library Committee**—The Block Library Committee may consist of 9-12 persons, of whom 1/3 will be nominated by the Block Development Committee out of the members and chairmen of the panchayats, 1/3 will be elected by the members of the Block Development Committee from amongst themselves and 1/3 to be nominated by the Chairman of the District Library Committee. The Chairman will also be nominated by the Chairman of the District Library Committee from amongst the members of the Block Library Committee.

**Panchayat Level Libraries**—We are speaking here of the Panchayat level in preference to the village level, because in some places a panchayat may serve a number of villages. In such cases it may not be justifiable to organise separate libraries in the different villages under the panchayats. Where panchayats have not yet started working, it would be desirable to have libraries for groups of villages with a population of two to three thousand or a library for five villages, i.e. two libraries per each village level worker's circle.

The book stock at these libraries will come from the sources,

- (a) The ministry of Community Development in consultation with the Ministers of Education and Information and Broadcasting have a scheme for publishing easy and well written books in edition of a lakh each. Theses will be distributed to village libraries, there being over five lakh villages in India, every five villages will thus have in course of time a library contributed by the Ministries of Community Development and Education.
- (b) The Block Libraries will also from time to time send lost of books to the Panchayat Libraries.

The management of the Panchayat Libraries will vest in the panchayets or village committees in so far as opening hours or honorarium to library workers is concerned. They will also be responsible for providing simple furniture, such as shelves for housing books. The librarian will work honorary or on a small hororaium as the resources of the panchayat may permit.

#### Libraries at the Nation Level

The late Maulna Abul Kalam Azad in his illuminating address to the Unesco Seminar on the Development of Public Libraries in Aisa (on the 6th of October, 1955) observed as follows:

"A District Libraries service will in its turn require support and guidance from a Central Library in every State. Theses Central Libraries must also be linked up with one another and be part of an integral system with four National Libraries in Calcutta, Bombay and Madras, with National Central Library in Delhi as the coping stone of the edifice. It is obvious that such a National Central Library must be built not only to coordinate the Library activities within India but also to cooperate with UNESCO in organising adequate library service for this region of the World"

Apropos theses remarks of the late Minister for Education it is as well to take stock of the situation as obtains today on the National level. As a first and essential step towards the promotion of the Nation Library in India mentioned above, the Government of India passed the Delivery of Books Law enabling Bombay, Calcutta, Delhi and Madras to acquire an exhaustive collection of all kinds of Indian publications, private and Governmental, and later made this Act comprehensive, by

including within its purview the periodical publications in the country, including all the newspapers. The Act mentions the libraries in Bombay and Madras as public libraries. It should be amended and the libraries named as National Libraries, South West and South East. It should also impose on these libraries an obligation to process and organise the books received and preserve the files and newspapers. The Government of India took also the second step and recruit the basic staff necessary for the compilation of the Indian National Bibliography. This staff is to be ultimately assigned to the National Central Library in Delhi and until such time as that Library is established it is to function in the context of the National Library at Calcutta under the guidance of the Librarian. The National Library at Calcutta has been properly geared for such National bibliographical work by the establishment of an organised section dealing with the receipts under the Delivery of Books Laws which promptly pass them on to the Indian National Bibliographical Unit which has already finalised and got printed the first issue of the Union National bibliography, in Roman script, and in classified form, containing an exhaustive index. Adequate provision has been made in the budget of the National Library at Calcutta to house the several thousands of publications which accrue to it every year under the Act.

For various reasons the work on the National Central Library at Delhi has not yet started. The ban on building of magnitude because of shortage in steel is one of the chief causes for the delay in starting the work on the National Central Library, detailed plans for which have already been drawn up and finalised. The situation in Bombay and Madras is a little unfortunate, chiefly for lack of staff and space and budget provision either from the Centre or the State Governments. The Committee were distressed to find that books and papers were lying in heaps, sometimes in unopened parcels, sometimes on dusty floors in dingy spots. The Committee would strongly urge that the Government of India, together with the Governments of Bombay and Madras, should take immediate steps to rectify the state of affairs, lest this precious collection should be ruined beyond any hope of salvation. The Committee would also urge upon the Government of India that in the best interest of these libraries, they should not be entrusted to private arrangements but should be taken over by Government.

The Committee is of the view that tagging of the Delivery of Books Act to

independent private libraries has not proved a success. We feel, there or four National Libraries are necessary for so large a country as India, but under the existing circumstances, when the library movement has not caught momentum, one National Central Library would suffice for the present. The other three centres may remain the beneficiaries of the Delivery of Books Act. They need not function as National Libraries, but as National Book Deposit Centres. In the course of years, they may be expected to develop into National Libraries. The National Book Deposit Centres may be run by the Government of India under the National Central Library, Calcutta. The Expenditure which the Government of India is expected to bear on these is given in the annexure.

#### All India Library Council

In order to discharge all India responsibilities in the field of libraries, there must be a central agency which should review and assess the work done by all the State Library Departments. To be able to discharge this responsibilities, this Central agency must first collect and publish, after suitable editing the reports of the working of libraries in the States together with the requisite statistical appendices. It should lay down minimum standards of library education in the country, and should organise experimental or pilot projects for demonstrating newer and better modes of library service. It should promote research in library problems, organise library conferences, seminars and workshops on the National scale and establish close collaboration with International and Nation Library Associations.

We recommend, these responsibilities should be entrusted to an All India Library Council, which should be constituted as follows:

1. Union Minister of Education, as Chairman.
2. Secretary, Ministry of Education.
3. The Officer-in-Charge of Libraries in the Ministry of Education, as Secretary of the council.
4. Chairman of all State Library Councils.
5. Three members of the Central Advisory Board of Education.

6. Representatives of the Ministry of Community Development and Planning Commission.
7. Two Vice-Chancellors of Universities.
8. Two Members of Parliament.
9. Two persons co-opted for their knowledge of library matters.

This Council will meet once a year and will be an advisory Body. The Chairman of the Council, namely, Union Minister of Education, will nominate a body of 7 persons out of the Council to constitute the Executive Committee of the Council. The Chairman, Secretary, officio members of the Executive Committee. Of the remaining four one must be a person co-opted for his knowledge of libraries and one must be from among the Chairmen of the State Library Councils.

The Committee will have all the necessary executive powers and will be backed by a Division of Libraries with a Divisional Head in the Ministry of Education. The Division will have very highly qualified and trained advisory staff attached to it.

## ANNEXURE

### Expenditure on a National Book Deposit Centre

A National Book Deposit Centre will perform the following functions:

1. Receive and acknowledge the receipt of publications.
2. Record and shelve them.
3. Preserve the publications and maintain a Reading Room for servicing the publications to the readers.
4. Organise a skeleton reference service.

The expenditure per Centre will be as follows:

Staff—For purpose of staff, we may group the above functions into two—1-2 and 3-4.

1-2. It is estimated that each centre will receive about 25,000 publications including serials. To receive, acknowledge, assessment and catalogue the publications.

The Centre will need the following minimum staff:

Senior Assistant	1
Assistants	3
Clerks-cum-Typists	3
Daftaries	2
Dusting Bearer	1

The clerks and assistants will have to be selected so as to cover between themselves all regional language.

3-4. For preserving the publications and giving reading room and elementary reference facilities, the Centre will need the following minimum staff:

Superintendent	1	
Technical Assistant	1	_____
Junior Reference Assistant	1	
Typist	1	_____
Sorters	4	_____
Durban	1	
Dusting Bearers	3	

Over and above the staff mentioned under the two groups of functions above, the Centre will be headed by a Librarian and will need the following minimum auxiliary staff:

Leave Reserve Assistant	1
Durban	1
Sweepers	2
Farash	1
Peon	1

The cost on the staff will thus come to as follows;

Designation	No. of Post	Pay Scale Rs.	Average m o n t h l y
Rs. Librarian	1	275-25-500-30-800	400

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Report of Advisory Committee for Libraries, 1969

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Technical Assistant	1	160-10-330		250
Senior Assistant	1	160-10-330		250
Assistants, including	5	80-5-120-EB		
Junior References		4-125-5-130-160 × 5		800
Assistants				
Clerks and Typists	4	60-3-81-EB-4-		
		125-5-130	93×4	3,725
Sorters	4	40-1-50-2-60	50×4	200
Dafraries	2	35-1-50	45×2	90
Durbans	2			
Dusting Bearers	4			
Peon	1	30-1/2-35	35×10	350
Farash	1			
Sweepers	2			
Allowances 1/5 of the total		Total		2,712
				543
		Total		3,250
Annual Expenditure of staff				
39,000				
Other expenditure—				
Steel racks				20,000
Cataloguing cards and cabinet				5,000
Service postage				2,000
Other expenses				6,000
Total recurring expenditure for one National Book				
Deposit Centre for one year				
72,000				

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### Recommendations

1. Library service should be free to every citizen of India.
2. The library pattern in the country should consist of National Library, State Central Library, District Libraries, Block and Panchayat Libraries.

3. It should be desirable to have an independent Directors of Social Education and Libraries in every State. Wherever on account of any special local circumstances this is not possible, the State Government should have at least a whole-time Senior Class I Officer of the rank of Deputy Director of Education.
4. The important functions of the State Library Department should, among others, be as follows:
  - (a) prepare annual and Five-Year Plans for libraries in the State;
  - (b) collect descriptive and statistical reports on working of all libraries in the State;
  - (c) fix minimum standards of library service by various libraries under the State Library Department;
  - (d) conduct constant evaluation of library service in the State;
  - (e) ensure training of various types of library workers in adequate numbers and quality;
  - (f) assist auxiliary bodies in maintaining their efficient and useful working;
  - (g) sponsor library legislation, where necessary;
  - (h) maintain an efficient inspection and advisory service for District and Book Libraries in the State;
  - (i) supervise and administer the system of grant-in-aid to subscription libraries.
5. The State Central Libraries should be the Chief Technical Adviser to the Library Department.
6. Every State should have a State Library consisting of two wings—the State Central Library and the State Lending Library. The important functions of the State Central Library should, among others, be as follows:
  - (a) build up an exhaustive collection of all publications, official and non-official in the State;
  - (b) undertake bibliographical work, including special bibliographical for the

use of scholars and research workers;

- (c) maintain a union catalogue of the important libraries in the State;
- (d) maintain a strong reference collection and service
- (e) act as a clearing house of information on the Five-Year Plans of the country etc.
- (f) organise work exhibitions and professional conferences;
- (g) be the centre of inter-library loan within and without the State;
- (h) promote library work with children.

The State Lending Library should

- (a) mainly serve as home lending library for the city in which it is situated and as the library supplying the stocks of District Libraries;
  - (b) provide for lending of films, filmstrips and recording.
7. The State Lending Library should honour the tickets of all service points in the State.
  8. Libraries in big cities as well as District Libraries should have children's wings attached to them.
  9. The State Library should exercise the following functions in the field of children's library service:
    - (a) plan the book stocks of libraries having children's wings;
    - (b) exchange of children's books between libraries;
    - (c) award prizes for those who publish good reading material for children;
    - (d) hold conferences of school teachers for discussing children's literature;
    - (e) hold travelling children's books exhibitions;
    - (f) compile annotated catalogues of children's books;
    - (g) prepare posters and artistic book-notices;
    - (h) sponsor projects for studying children's reading tastes.
  10. The State Library should have a Council which should be composed as follows:
    - (a) The Minister of Education, as Chairman;

- (b) The Officer-in-Charge of Libraries in the State as Secretary of the Council;
- (c) Secretary, Education Department;
- (d) Representatives of all District Libraries in the State;
- (e) A representative of the State Library Association;
- (f) Vice-Chancellors of all Universities Department;
- (g) A representative of the Development Department;
- (h) Two members of the Legislature;
- (i) Two persons co-opted for their special knowledge of libraries;

The Executive Committee of the Council should consist of not more than 7 members, comprising the Chairman, the Secretary, the Secretary of Education Department and four persons nominated by the Chairman from among the numbers of the Council.

11. In a district, library service should be a system based on urban centres having responsibilities for their surrounding rural areas.
12. A District Headquarters Library should have two wings, one running a reference service and lending service as the Central Library of the town in which it is located, and the other running the circulation service to branches in the City and Block Libraries.
13. A District Library Committee should consist of 15-19 members. Two thirds of these members should represent Municipal and Block Library Committees and one third nominated by the Executive Committee of the State Library Council. Of the members who represent the Municipal and Block Libraries, 2/3 will represent Block Library Committee and 1/3 Municipal Committees.
14. The important functions of a District Library Committee, among others, should be as follows—
  - (a) supervise the work of Municipal and Block Libraries;
  - (b) lay down policy and procedure regarding purchase of books for the

District Libraries;

- (c) opening of new branches etc., or purchase of furniture, equipment and mobile vans;
  - (d) issue reports on the working of Municipal and Block Libraries in the district as well as the District Library;
  - (e) administer library funds, including grant-in-aid to subscription libraries.
15. The District Library Committee should be represented on the District Development Board by its Chairman.
  16. A City or Town Library Committee should be composed of 10 persons. Of these, 2/3 should be elected by the Municipal Committee of the city or town and 1/3 nominated by the Chairman of the District Library Committee. The city or Town Librarian should be the Secretary of the Committee.
  17. State Government should encourage annual conferences of Chairman and interested member of District Committees. Expenditure on such conferences should be met from the State Government Library funds.
  18. Block Libraries should be manned by whole-time staff.
  19. Information Centres in the blocks should form the nuclei of Block Libraries.
  20. A Block Library Committee should consist of 9-12 persons. Of these, 1/3 should be nominated by the Block Development Committee, 1/3 should be elected by the members of the Block Development Committee from amongst

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themselves, and the remaining 1/3 should be nominated by the Chairman or the District Library Committee.

21. Every panchayat should have a library.
22. The management of panchayat Libraries should vest in the panchayat or village committees.
23. At the All-India level, there should be a National Central Library and three National Book Deposit Centres. The National Book Deposit Centres should be run by the Government of India under the National Central Library.
24. There should be an All-India Library Advisory Council composed as follows:
  - (a) Union Minister of Education, as Chairman.
  - (b) Secretary, Ministry of Education.
  - (c) The Office-in-charge of Libraries in the Ministry of Education, as Secretary of the Council.
  - (d) Chairmen of all State Library Boards.
  - (e) A representative each of the Ministry of Community Development and Planning Commission.
  - (f) Two Vice-Chancellors of Universities.
  - (g) Two Members of the Parliament.
  - (h) Two persons co-opted for their expert knowledge of libraries.
25. The important functions of the Council should be as follows:
  - (a) review and assess the work done by the State Library Departments.
  - (b) collect and publish descriptive and statistical reports of working of libraries in the States.
  - (c) lay down minimum standards of library education in the country.

- (d) lay down minimum standards of library service for various sectors.
  - (e) organise experimental or pilot projects for administering new and better modes of library service.
  - (f) promote research in library problems.
  - (g) organise library conferences, seminars and workshops on a National scale.
  - (h) collaborate with National or International library associations.
26. There should be an Executive Committee of the All-India Library Advisory Council consisting of 7 persons nominated by the Minister of Education from among the members of the Council, including Chairman, the Secretary to the Ministry of Education and the Secretary of the Council who will be ex officio members of the Committee.
27. The Executive Committee will have all the necessary executive powers, and will be supported by a Division of libraries with a Divisional Head in the Ministry of Education.

#### CHAPTER – 5

## The Auxiliary Services and Library Cooperation

We have discussed the structure of library service which the Indian democracy must provide for itself in due course. But library service like other services, does not stand by itself. It supports certain other services, like schools and adult education, and is in turn supported by some other services. In this chapter, we will briefly discuss some of these auxiliary services.

These services are broadly of two types—(i) those providing the wherewithal of library service and (ii) those which knit together into a fruitful pattern, the interest which men and women in the public have for libraries. We may mention four of these services as under:

1. Books and Equipment Bureaux;
2. Library Associations;
3. Local Friendly Groups; and
4. Book Bins.

### Book and Equipment Bureaux

A study of the inflow of books into library service points in the country provided some depressing moments to the Committee. In the first place, the rate of inflow is inadequate to the needs of the reading public which can be remedied only by better library finances. In the second place, it is so fulfil and time-consuming that a search for better ways of getting books is called for, if public libraries have to get the full advantage of whatever book funds are already available to them.

There are three criteria on which the utility of any book procuring system, in so far as libraries are concerned, can be tested. First, books should take as short a time as possible from the printing press to the reader's hands. Secondly, a rupee from the public library book fund should go as far as possible. Thirdly, the whole of the book fund should be transformed into useful books and reading materials in the course of one financial year.

In many parts of the country, libraries acquire books by the 'tender' system. A list of books approved by the Book Selection Committee is drawn up and sent to booksellers, who tender their quotation. The bookseller quoting the lowest tender is then asked to supply the books. This method of acquiring books is duly defective. Calling for tenders is a time-consuming process. No wonder many libraries are able to get their books only once in a year. Again, a bookseller may and does conveniently fail to supply books on which his commission is not lucrative. Generally, theses latter are the more worthwhile books. This lowers the quality of the book stock in the library and results in lapse of the precious book founds.

The delay involved in calling tenders can be avoided by reaching an agreement with booksellers one in a year or even for longer intervals on rates for deferent types of books and then allowing the librarians to purchase their book at these

rate wherever and whenever they can. Further, the defaulting booksellers can be penalised. But these are only temporising devices. What is required is a bold step to set up a cooperative agency for channelling the flow of books into libraries smoothly and efficiently. It is best if this co-operative agency is set up by the booksellers themselves, of course with suitable assistance from and, at any rate, with the fullest moral, legal and financial (by way of loans) support of Government. If, however, the booksellers do not respond to the needs of libraries and to the needs of the times, the Government may aid in raising ever ad hoc bodies for the purpose. We will outline here the organisation and working of the book bureaux arising out of the co-operation of booksellers.

A book bureau will be set up by subscription of shares from the booksellers, membership fees from all public libraries, if not other libraries also, and loans from Government. Booksellers' shares may be given in cash or kind (in book stock) if the latter is acceptable to the Bureau. The management will be a small body which, will include representatives from the libraries, the booksellers and State Government.

Every publisher in the country will regularly send to a book bureau, if so required by it, a list of books published by it from time to time and shall send to it the number of copies required by the bureau at a price and discount which is the best it offers to a party. The bureau will also obtain books from foreign countries through the usual trade channels. If any bookseller has exclusive rights from any foreign publisher, he shall send copies of the books for which he placed orders, from time to time, to all bureaux in the country and give them the second preferences for buying the books at a cost and discount which is the best he offers to a party—the first preference being the universities. Among the bureaux themselves, the order of preference may be left to the bookseller.

All effort should be made to set up such bureaux in all the State capitals and then extend them to district and other towns. All libraries run or assisted by Government shall buy their books from the bureaux which may also sell to individual buyers and non-aided libraries, but only after the needs of Government and aided libraries have been reasonably known to be fulfilled.

The advantages of such bureaux are numerous. At present there is hardly any book shop in the country where all the books published in a regional language are

available. The bureaux will not only display theses, but also offer a representative and comprehensive collection of imported books. If these bureaux are recognised by the Government—and there is hardly any point in setting them up, if they are not—the benumbing fear of auditors which allows libraries to buy books by the tender system will disappear and librarians in these libraries will be able to buy books all through the year whenever they or their committees feel like doing so and thus will be able to offer to their readers books fresh from the publishers. The book lists of new arrivals sent out by these bureaux will ease the task to a conscientious librarian in ransacking all nooks and corners of the publishing world for netting in all the worthwhile literature published during the course of the time his book budget lasts. We have no count that, taking into consideration the time and paper the librarian has now to spend on getting books in his library, the book bureau will be the cheapest source for supply of books.

If the Government cooperates fully with these bureaux, they can sprout out new functions of great benefit to libraries. At the beginning of every financial year, Government can pass to a bureau the money earmarked for books in their own and aided libraries with a library-wise break-up so that the bureau may keep account for every library having a share in the Government's book fund. Or, if there is a library cess collected block wise, each Block Library can transfer the whole or part of its books fund to the bureau. At convenient intervals the bureau will convey to its clients the State of their individual book funds. The bureau can set out regularly an annotated list of its new acquisitions. It can also stock supplies of catalogue cards, library forms, etc., for sale. All District Libraries in a region may meet together at the regional bureau to make their purchases, to exchange notes with their colleagues on latest or outstanding books and to discuss library matters with the State Central Librarian. As the most comprehensive collection of books, the book bureaux will attract a constant stream of book lovers and with a little use of imagination in promoting formal or informal meets of such people, they can build themselves up into institutions of no mean cultural importance.

Finally, one of the book bureaux in a region can take up central cataloguing, which will not only mean a great over-all economy in cataloguing expenditure, but will also free the librarian for the human side of his work, of often neglected in the

constant and harassing pressure of uncataloged books filling his shelves. The staff and equipment for this work will, of course, be the Government's responsibility. That is why we have insisted on a close cooperation of the Government in the setting up and working of these book bureaux.

While taking up a publication, the publisher may supply to its regional book bureau the following particulars of the publication: title, subject, author, chapter headings, and a list of each chapter (or the outline of the story, if it is a fiction book), approximate price, and date of publication. One of these days, the bureau can make out a library card for the book, which may be printed along with the book. In this way, the publisher can supply the book bureau as many standard library cards of the book as the bureau may ask for.

Another function which the bureaux can perform is to standardise library equipment and furniture. Any one who has gone about visiting libraries in this country, will have noticed their ill-equipped and outmoded state. The bureaux can lay down designs and specifications of library furniture and equipment. They may arrive at an understanding with private firms on the rates etc., of standardised equipment and furniture and then make it obligatory on the part of libraries, aided and run by them, to purchase their requirements from these firms. It would be desirable to have these firms set up on a cooperative basis. In the first instance, they may be set up in centres where there are a number of libraries, with an obligation on the part of the local libraries to buy from them.

## 2. Library Associations

We have already, at one place, mentioned the importance of the library profession for the cultural life of the people. It is, therefore, the considered view of the Committee that those responsible for advancing the library movement in the country should take the development of strong and virile library associations as an important plank in this advance.

A library association has five functions to perform. First, it tries to build up a sense of brotherhood among librarians. Cutting across the boundaries of caste, creed, color and country it binds men and women in a self-conscious community devoted to the

cultural up-lift of their fellowmen. This raises the morale of independent librarians and braces them up to their task. Librarians the world over are not distinguished by the lucrateness of their jobs and yet they have time and again received praise for their zeal and devotion. That is due, in no small measure, to their sense of a wide brotherhood of librarians. Secondly, library associations, explicitly or implicitly help to build up and instil into the minds of individual librarians a code, an ethics of conduct vis-a-vis their communities. In a profession such as this, where contact with independent consumers is frequent and sustained this code helps to place the librarian on a platform of respectability in his community. Thirdly, library associations make an earnest effort to raise the standards of training of librarians to enable them to perform their tasks with greater competence and for the large benefit of society. Fourthly, a library associations is a trade union fighting for better conditions of service of librarians and, lastly, it is the standard bearer of library extension in every country where it exists.

Library associations tends to discharge their functions by holding library conferences, seminars and meetings, by publishing library journals, by holding lectures and conducting study circles and by publicity exhibition and propaganda; by organising deputations and adopting other well-known pressure tactics and by bringing out basic library literature. Where organs of library research and training are weak, or where historical circumstances have rendered it necessary, library associations have taken on themselves the task of training libraries and bringing out books on various aspects of librarianship or compiling valuable bibliographies, book lists and catalogues—tasks which has better be left to special agencies. In all this, the objective of library associations it no strengthen and expend the library movement and not to assist any particular library or section of librarians.

Library Associations are healthy and strong when they bring into their fold not only working librarians, but persons term other occupations and spheres of life who appreciate the benefits of library service. Especially valuable in this respect is the association with their work of politicians, teachers, social workers and social education workers. Library associations in India owe a great deal to theses "lay" bretheren.

At present, except Himachal Pradesh, Jammu and Kashmir, Mysore (old), Rajasthan, Manipur and Tripura, all other States have their Library Associations. In Bihar, there are District Library Associations and some Sub-Divisions, even some Thanas, also have their Library Associations. In Bombay, the Maharashtra and the Gujarat regions as well as the City of Bombay, have their library associations. Similarly, there is a library association in the old Baroda State.

The Kerala Library Association, the Granthasala Sanghom, is really more than a library association, in as much as it has been closely associated with the administration of libraries in the State.

The Madras Library Association has an extremely creditable record of publishing library literature in the country. In Mysore, the Karnatak Library Association is the only library association in the State. The Punjab Library Association has done specially good work in organising book festivals.

By and large, however, the library associations are anaemic bodies. This is at once the cause and effect of retarded library movements in the country. We have already pointed out that strong library associations are essential to the development of library movement and the Committee recommended that State Government and Government of India should play their part in inspiring life and vigour into them. They should, of course, do this without interfering or attempting to control their work. The best method for State Government is to give financial assistance, as they are already doing, to enable a State Library Association to (a) hire premises to set up its headquarters, (b) employ one whole-time or part-time Secretary or office clerk and (c) take up any project of general usefulness to the library movement which the Government may like to sponsor. The library Association should be able to finance all other activities from its subscription and other sources of income.

On their part, Library Association should infuse their work with a purpose and there is no more worthy purpose at the moment than to prepare the tax payer's mind for accepting the library legislation, to persuade the politician into backing it and the State Governments to set up State Central Libraries. An enlightened Government will encourage the library association in taking up this crusade.

### 3. Local Friendly Groups

In most libraries there is little of conesion among members inter se. They take their benefit passively, with the result that the library allows much of its valuable support to run to waste. A social educational approach is called for here, and the librarian or the library staff are in the best position to promote it. What is needed is the informal organisation of at least a part of the library users into a group, a "Friends of Library" or Mitra mandal groups, as it is aptly called.

In some places theses groups arrange reading circles and study groups in the library and they help to carry the message of the library and knowledge of its treasures to mohalls and homes which the scanty library staff may not be able to reach. In the United States, such groups help in canvassing financial support for their libraries. This may not be a promising field in India, but at lest they can fetch for the library books and equipments which otherwise would have to be paid for. In Russia, they organise exhibitions, discussions and lectures to help the users of the library. Most interesting of all, numbers of such groups visit readers in their homes who fail to return books in time or otherwise exhibit a stunted conscience about book ownership.

It is well-know that a library loses much of its value without "open access". Yet "open access" to some people an irresistible temptation to pull out books from the public library shelves and push them into places advantageous to themselves. As the number of lost books thus mounts, it has a very upsetting effect on a certain type of committee member who disburdens himself quite unjustly on the librarian and his staff. Even if the books are eventually written off, the poor librarians has got his jitters and is sorely tempted to throw aside his modern human role and be once more the mere miserly custodian of books. The Mitra Mandal can lighten the librarians nightmare by broadcasting the essential of library morality among their friends, the users of the library, in the hope of reforming the delinquent. The method is, at least, worth a hearly trial.

A Mitra Mandal may even serve to spur the library staff to a new effort or a new approach. By bringing to the attention of the librarian gaps in library service which he may be able to fill within his present budget or with the assistance of voluntarily help, the groups may make the library deserve its present budget.

Mitra Mandals should be encouraged in all places. The public has shown great interest in libraries by paying subscriptions for availing itself of library service. The spirit should be sustained and even strengthened in a free public library service by the Mitra Mandals.

#### 4. Book Bins

A public library is a service organisation and like a consumers store, it must maintain itself constantly in a trim state, and not allow itself to be cluttered up with odds and ends. This means that weeding out of the worn out and out-of-date books is as important in a public library as acquisition of new books. The question arises, where to put the weeded out book? The best answer which librarians have found to this question is, that every state or region should have a centre where such weeded out books are sent. The centre keeps one copy of each book set to it against the odd chance of its being needed for consultation by an out of the ordinary run of reader. Other copies are destroyed or sold as second-hand stuff, better destroyed, by the librarians. This is the Book Reserve of the region. The book Reserve itself may need occasional weeding out, and if there is a copyright library, the weeding out can be ruthless after a lapse of time. It is said that a conscientious librarian should discard 5 per cent of his fiction and 2 per cent of his non-fiction every year, so that the library completely renovates its fiction stock in the course of 20 years and its non-fiction stock in 50 years. Even this pace is too slow for the taste of many a book-date sensitive librarian. All this points to the necessity of instituting Book Reservoirs as essential kitchen-middens of a library culture.

The books in the Book Reserve may be Kept in yearly sequence so that as far as possible it retains books for only 10 years. Thus the Book Reserve may keep itself trimming constantly to manageable proportions.

#### Library Cooperation

In no country can the public library system be sealed off from other libraries supported from public funds. Least of all can this be the case in India where, for quite some time to come, funds for libraries will be limited and each book will have

to yield its maximum of utility. The cooperation between various types of libraries should be based on two principles. The claims of the proper clientele of a library will come first, and, secondly, in case the cooperation comes to be mostly one sided and on a scale not negligible, the lending library must be suitably compensated for its services.

A public library in India should, in the first place, cooperate with other public libraries in the country. This kind of cooperation can be very welcome to linguistic minorities. However, we are concerned here to point out the lines of cooperation between public libraries and other types of libraries such as

1. subscription libraries,
2. school libraries,
3. college libraries,
4. departmental and research libraries.
5. university libraries.

(i) Subscription Libraries—Until such time as public libraries are able to cover the entire country, subscription libraries will fall into two categories; those which accept grants from Government and have thus found a place in the public library system itself, and those which do not thus come into the system. The cooperation between the aided subscription libraries and the public libraries will be of the same nature as between public libraries themselves and involves, therefore, no new pattern. The cooperation between the unaided subscription libraries and the public libraries (with a few honourable exceptions) not absorbed in the public library system will not be worth the cooperation. So far as the flow of benefits from the subscription library to the public library is concerned, this can easily be arranged by the public library becoming an institutional member of the subscription library. Most subscription libraries accept institutional members; at any rate either through the State Library legislation or by executive orders of the Government, such membership privileges could always be secured by public libraries.

It is, however, proper that subscription libraries should also be eligible for reciprocal privileges from public libraries, and the argument that after all the subscription library must also be able to secure benefits which a public library gives

to its members by enrolling itself as a member. Of course, a public library is a free library and a subscription library should, therefore, be able to become its members without any payment. It may mean an additional privilege to members of the subscription libraries, which need not be grudged.

(ii) School Libraries—School libraries, and specially high school libraries, are of great and strategic importance to the public library system. The public library system by itself will not be able to reach many places for a long time to come. It will, therefore, be wise to secure arrangements whereby school libraries can serve the public in after-school hours. In fact, many school libraries may be able to function as Block Libraries and in rare cases even as District Libraries, at least during a transitional period. Many schools, even high schools have no full-time librarians and it will be advantageous to every one concerned, if between them the Education Department and Library Department can manage to give whole-time libraries to some high schools for serving both the school pupils and the public. The Library Department should also share in giving a more adequate book stock to such high schools.

In fact, the ways of cooperation between school libraries and the public libraries, even where the latter exist, are many and beneficial both to the pupils and the people. We commend to those interested in the subject, a statement of such cooperation contained in one of the papers placed before the UNESCO seminar of Public Libraries in Asia held in 1956 and entitled "Cooperation between public Libraries and Schools"

(iii) College Libraries—The cooperation between college library and the public library system would mostly be on the same line as mentioned above. In addition, the public libraries can enter into an inter-lending arrangement with the college libraries. In places where good or moderately good college libraries exist, but a good public library is not in sight, college libraries could provide even the lighter type of reference work for the public. Most colleges have whole-time librarians and the Library Department can lend books to the colleges library for its services to the public.

(iv) Departmental and Research Libraries—Government Departmental and research libraries can assist public libraries in (i) compiling annotated book lists on their special subjects; (ii) answering reference inquiries from the public on their special subjects. Besides they can enter into an inter-lending arrangement with public libraries; and (iii) until the public library system grows to maturity, the departmental libraries should also serve the books and bibliographical needs of groups or institutions interested in their special subjects.

There is no doubt that some of the departmental libraries themselves are in a sorry plight. The staff is inadequate and some time even untrained. Further, if workers in Government departments are in the habit of consulting the minds of others as embodies in books before committing their own minds to a certain course of action, they would find the book stocks of their departmental libraries to be annoying be deficient. But it can be said with a fair degree of truth that departmental libraries are coming up faster than the public libraries and one could wish that the departmental libraries were to cultivate a tradition of service to the public over and above what they give to their departments, so that lack of public libraries may not mean a total darkness to the certain subjects.

(v) University Libraries—In some respects the most important category of libraries with which the public libraries can enter into fruitful cooperation are the university libraries, for the simple reason that they are some of the most developed libraries in the country. Besides inter-lending, this cooperation can take the following forms:

- (i) The university library can from time to time issue book-lists on subjects of interests to certain groups in the public.
- (ii) A university library could even admit as its regular member the mere serious-minded readers whose needs no public library is there to meet. We are happy to say that without exception the authorities of the university libraries with whom the Committee has discussed the subject have proved receptive to this idea. In fact, many university libraries is a more wide-speak knowledge of this facility among serious readers outside the universities and more ready acceptance of such out-sides

by the university authorities, for example, by removing the barriers of large deposits and subscriptions ect.

- (iii) University libraries could even take up the reference functions of the State Central Library in States where librarians lie as yet only on the distant horizon—or not even there. Rajasthan, U.P. (Lucknow University) and Bihar (Patna University) are the examples which readily occur to us. We commend this course to the serious consideration of State Government which find themselves unable to have in the near future the State Central Libraries. Of course, the Library Department in the State will have to assist the university libraries suitably to enable them to discharge the obligation. It will mean an additional reading room for the public, some assistance for one or two additional staff and additional funds for books, for example, for duplicating the books in more demand.

There is one task which a university library should take up in right earnest which is as much its own inalienable obligation as it is a contribution to the cause of the public libraries. A public library system rests on the intangible and yet indispensable foundation of a developed reading taste in the public. Though the basis of this reading taste is laid in the schools, yet it is among the first obligations of a university to see that its alumni go out into the wide world with the essential equipment, an obligation which the universities are hardly discharging today. Setting up hostel libraries for light (lighter) reading, offering prizes for wise and discriminating reading, encouraging personal book collections by students, encouraging the growth of first rate book shops in the university premises—theses and other means are available to universities to develop a taste for book and reading in our leaders of tomorrow which no university can afford to neglect.

Any system of library cooperation demands a suitable machinery, the most important part of which is a union catalogue. The Committee recommended that Government of India should include in the remaining part of the Second Plan period to be completed in the course of the Third Five-Year Plan, a scheme for the preparation of four union catalogues as follows:

- (i) A union catalogue of all publication in the various university libraries in the

country. This can be undertaken by the University Grant Commission.

- (ii) A union catalogue of all publications in the departmental and research libraries under the Government of India. The Union Ministry of Education should take up this work.
- (iii) A union catalogue of all copyright holding in the State Central Libraries. The National Library will probably be best fitted to take up this work.
- (iv) A union catalogue of all scientific and learned periodicals in the university and research libraries in the country. It should be entrusted to the Scientific Research and Cultural Affairs. The work on this union catalogue will obviously depend on the progress of work in union catalogues (i) and (ii).

### Recommendations

1. State Government should encourage the setting up of book bureaux in all State capitals in the first instance, to be extended later to district and other

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towns. All libraries run or assisted by Government shall buy their books from the bureaux.

2. Library associations are essential to the development of library movement, and State Government and the Government of India should encourage the development of strong library associations.
3. Government should give financial assistance to library associations for the following purposes:
  - (a) rent for premises of headquarters office;
  - (b) remuneration of one whole-time or part-time secretary or office clerk;
  - (c) project of general usefulness of library movement which Government may like to sponsor.
4. The library associations should strive to prepare the taxpayers minds for accepting library legislation and persuade State Governments to enact legislation and set up State Libraries.
5. Libraries should encourage the formation of Mitra Mandals wherever possible.
6. Every State region should have a centre where books weeded out from the public libraries are sent.
7. Public libraries in the country should cooperate with one another as well as description libraries, school libraries, college libraries, departmental and research libraries, university libraries etc.
8. In places, where it may not be possible to run independent public libraries, school libraries may serve the public after school hours.
9. In places where public libraries are not strong, an inter-lending arrangement with the college libraries should be made.

10. Pending establishment of efficient reference sections in public libraries, Government departmental and research libraries should assist them in compiling an annotated book list on their special subjects and in answering reference enquiries from the public etc.
11. The university library should cooperate with the public library system by
  - (a) issuing books lists members of interest to certain groups in the public.
  - (b) admitting as regular members the more serious-minded readers among the public, and
  - (c) perform reference functions of the State Central Library, where these libraries are not yet established.
12. The Government of India should sponsor the preparation of four union catalogues as follows:
  - (a) A union catalogue of all publications in the various university libraries in the country. This can be undertaken by the University Grants Commission.
  - (b) A union catalogue of all publications in the departmental and research libraries under the Government of India. The Union Ministry of Education should take up this work.
  - (c) A union catalogue of all copyright holding in the State Central libraries. The National Library will probably be best fitted to take up this work.
  - (d) A union catalogue of all scientific and learned periodicals in the university and research libraries in the country. This should be entrusted to the Scientific Research wing of the Ministry of Scientific Research and Cultural Affairs.

#### CHAPTER – 6

## The Library Personnel

It is the task of the librarian to bring the recorded thought and experience of human beings into lives of men, women and children within his area of operation. The variety of interests represented even in a small library is so great and the number of persons for whom the librarian caters is so large and of such diverse tastes, capacities and responsibilities, that if the librarian has to do his work in a way which is worth his while, he would require specialised knowledge as well as administrative ability of a high order. The library profession needs such men of ability. For that, we need a wise personnel policy which will:

- (a) Attract to library service its due share of Nation's talent and intelligence, and regulate the mode of work of persons in library service so as to secure the maximum use of their talents and specialisation;
- (b) Provide conditions for their continuous professional growth;
- (c) Promote morale of library personnel.

These elements of a wise personnel policy are realised only in large units of services. If every habitable place had its own library organisation it could not attract men of ability, much less make the optimum use of their talents. The bigger the unit of service, the better are the chances of its securing the services of suitable library personnel. It is, therefore, desirable that State Governments should accept the responsibility of library service in their areas and the librarians should be State Government employees.

It is true that local pride and responsibility has to be evoked in a matter like library service. In fact, we ourselves have suggested an effective way of ensuring local responsibility by recommending that each block should have its own library fund to finance its library service. As effective library service, however, can be given only by units commanding large resources. We therefore, recommend that the library personnel should be State Government employees.

### Recruitment

We will now consider the conditions of service the State Governments should offer to librarians, so as to satisfy the three requirements of a wise personnel policy. The

general conditions of service need not be elaborated here, because according to our recommendation, librarians will be State employees and hence their service conditions will be the same as those of other types of Government employees. Certain points, however, deserve special notice.

At present it is difficult to attract young men and women of ability to library service, because the emoluments in the profession are low, because there is little scope for advancement and because the profession has not received its due recognition at the hands of the society.

The librarians get relatively lower salaries than persons of comparable qualifications in other professions, and there is, therefore, universal dissatisfaction among the librarians on this score.

Comparable Profession—The Committee is of the opinion that it is not possible to proceed to fix the pay-scales of librarians on any theoretical basis. Nor it is possible to fix any all-India scales of pay. The pay scales of librarians should be based on a parity with scales obtaining in equivalent professions, i.e. professions requiring analogous training and qualifications. The library profession is comparable in the length and quality of training and academic qualifications to the profession of education with which it would require closer association. Not only has the librarian to do his work in close collaboration with the educationist in school, but he is an educationist in his own right, inasmuch as his function is essentially an educational function based on books and related materials. Moreover, as library service in many State and for many years to come is likely to remain the responsibility of State Education Departments, we feel that on that ground also, the pay scales of librarians should be parallel to those of the comparable educational personnel in each State. We accordingly recommend equating the posts of librarians with those of teachers and educational administrators in every State as given in the appendix to this chapter.

The 11 types of jobs given in the appendix fall into three categories. Jobs 1-5 may be termed semi-professional. This category may also include persons carrying out routine jobs throughout the library system. They should be known as "clerks" denoted by the type of work they do, e.g. cataloguing clerk, circulation clerk etc. The higher jobs are all professional, but could be split into two cadres. Jobs 9-11 should be integrated with higher educational personnel in a common cadre, taking

care, however, to see that only duly qualified persons are entrusted with library responsibility. We recommend this course, because otherwise the turn-over of the posts will be too small to justify the formation of a separate cadre.

If the above principles are accepted the manner of recruitment, selection, posting and promotion of library staff in different categories of posts will follow practices already prevalent in a State with respect to equivalent educational staff. However, the following observations may be made.

Attracting Recruits—The State Governments will, of course adopt, suitable methods to attract young men to the library profession. We may, in this connection, specifically mention putting out vocational pamphlets giving, in detail, the opportunities available in library service.

### Classification of Posts

The first requirement in getting the best out of a library staff is to make as clear-cut a separation as possible between professional and semi-professional work, as it will not be economical to burden professional workers with non-professional duties or vice versa. We have, therefore, divided all workers in the library system into two categories—professional and semi-professional. This classification, of course, leaves out other workers needed for the library service e.g. these concerned with transport, maintenance of buildings ect.

Nature of Semi-Professional Work—The semi-professional staff will consist of persons who perform library routine and techniques under the guidance of professional staff and have received elementary training of the type described in the following chapter. The staff will be of two types: (a) Those who are in charge of libraries listed at Nos. 1 to 5 in the Annexure, and (b) untrained assistants and clerks working under the direct guidance and supervision of the professional staff throughout the library system. However, both the types of semi-professional workers will have to obtain elementary training in order to qualify themselves for their semi-professional work. This training will be of two tiers which are given, in detail, in the following chapter.

It is desirable to indicate here some of the items of the semi-professional work

which may be performed by clerks and untrained assistants either under direct guidance or occasional supervision of the professional staff:

- (a) Typing records of all types and servicing of records.
- (b) Certain aspects of book selection such as transcription of information from current bibliographies, catalogues and lists, filing of book-order cards, book-keeping.
- (c) Mechanical preparation and processing of books.
- (d) Combing stacks for weeding obsolete books, books requiring binding, gathering periodicals for binding, mending and repairing of books.
- (d) Certain aspects of making catalogue entries, adding of serial publications already classified, certain classification and cataloguing revision activities, maintenance of shelf-list.
- (e) Registration of borrowers and all clerical work concerning members, counter work and issue of routine overdue notices.
- (f) Shelf reading, preparing simple reading lists from the library catalogue, answering simple reference inquiries.

It is estimated that semi-professional work in libraries in general is such as to justify a ratio of one professional worker to two and a half or three semi-professional workers. These remarks do not apply to libraries listed at Nos. 1 to 5 in the Table where the entire staff is semi-professional.

After recruitment, the semi-professional staff should be given elementary training during the probationary period. They will not be confirmed unless they pass the certificate examination in elementary library work.

Professional Staff—For the professional staff, i.e. workers who are to be engaged in performing professional duties, it is recommended that the minimum qualifications should be graduation with at least one year's professional training, leading to a Diploma.

The usefulness and prestige of any National service depends upon ability, professional training, enthusiasm and spirit of dedication of the leaders and rank

and file of the profession. It is with this purpose that we have emphasised the classification of posts and indicated briefly qualifications and experience for each category of the staff. It cannot be emphasised too strongly that the success of the service would depend entirely upon rigid adherence to the basic principle that no one should be pointed to a post requiring professional knowledge unless he has the minimum professional qualifications.

We have recommended that library staff should be treated at par with education staff for all matter relating to their conditions of service. Unlike, however, the teacher or the inspector in government service who is liable to frequent transfers from one place to another, it is recommended that a librarian should not be transferred too frequently, as the longer he works with a community, the more useful he becomes to it.

**The Specialists**—Like librarians in executive posts who can organise and operate the libraries on sound principles of librarianship, a strong and stable body of specialists in various aspects of library work will also be needed. The specialists will introduce new moves and techniques of service and be on the watch to introduce new trends in library service, thus raising the ability of the service in the country's library system. We, therefore, recommend that every State Government should have in its State Central Library, sections for children and adults, which should be put in charge of well-qualified specialists. It may also be necessary to have specialists for technical processes and service. The latter would be a necessity if any programme of centralisation of processes, e.g. cataloguing, is taken up. Later on, as the library system develops, specialists can be provide in district libraries and also their ranks can be expended to include specialists in humanities, science, technology and business and also specialists to work with special groups like industrial workers, specialists in reading aid ect.

**Work Schedule**—Another requirement for obtaining the best out of a professional worker is the arrangement of his work load and his work schedule. In so far as the yearly work-load is determined by leave privileged, theses will be looked after by existing rules. However, we would recommend that State Governments should grant study leave to librarians going in far ordinary training or higher training in the profession and should treat the study leave as leave with pay for the duration of

a course for which the leave is granted to the employee.

Libraries, especially in the bigger towns and cities, must remain open for ten to fourteen hours daily, including Sundays and holidays. In such circumstances, there is a temptation on the part of authorities to exploit the staff by making them work over time without proper compensation and by asking important staff members to be present in the library service not to wear out the workers. We should, therefore, urge all library authorities to calculate staff requirements for a particular library on the basis of the total work load to give normally only continuous schedules to their workers.

### Professional Growth of Personnel

Three measures are necessary to ensure the continuous in-service professional growth of library personnel.

- (a) It is essential that libraries should keep up with professional literature after leaving their library-school, because this will go a long way to maintain effectiveness of their library work. The responsibility for this, which should rest with the State Central Librarian, can be discharged by the librarian circulating from time to time lists of periodical literature (i.e., books and periodical articles) to District and City Librarians. Secondly, in his own library he may introduce a programme of reading, drawing the attention of the staff to a particular book or article and ask them to prepare abstracts, reviews or talks for discussion at the staff meetings. The State Librarian should also be required to instruct the District and large City Librarians to organise similar programmes in the libraries under them whenever there is a professional staff of four or more. It has been mentioned later that the State Librarian would call for reports from District Librarians, may have a fairly wide discretion to purchase professional literature. If a State is fortunate to have a Library Association which live study circles, library authorities may encourage librarians should mention this participation of their staff in the study circles in their periodical reports to the Library Department of the State or the State Central Librarian.

- (b) Whenever a new worker joins a library, his superior should give him the benefit of introducing him to his associates, his specific job, the functions and policies of his library, and the importance of his work, however modest it may be, in the set-up. This will give him mental security and make a better worker of him.
- (c) Seminars and Workshops—The State Education Departments and the Ministry of Education at the Central should have a programme of library seminars or workshops every year as follows:
- (i) The Central Ministry of Education should organise every year at least one all-India seminar or a workshop of librarians and library subsidies at least two regional seminars. The reports and recommendation of the seminars should be sent to State Government for implementation. These seminars will, of course, be in addition to the all-India library conferences organise and conferences deputed by the State Governments should be required to submit written reports on the highlights of seminars to their superiors.
  - (ii) Every State Government should give at least one opportunity in a year to State and District Librarian to come together for one to four days camp.
  - (iii) District Librarians should similarly organise at least one annual meeting of Block Libraries and three or four conferences or camps where they, along with their Block Librarians, can meet village librarians for a day to two. One of these camps may even take the form of a meeting of selected Block Librarians cannot be brought together because of their unwieldy number. The District Librarians should submit their reports to the State Libraries who may co-ordinate all such reports and circulate them among the District Libraries.
  - (iv) Every Block Librarian should convene a meeting of village librarians three or four times a year and submit a brief report to the District Librarian.

- (v) Apart from general seminars as mentioned above, there should also be special subject seminars and courses for the professional growth of librarians.

Budget provision should be made for such seminars in the Central and State Education budget.

Generally, it should be a special obligation of the State Central Librarian to look to the constant professional growth of the library personnel in the State. An account of how he has discharged his obligation and the results of his efforts should be embodied in his annual report to the Library Department of the State Government. Similarly, the District and Block Librarians who have an equal responsibility in the matter should, through both formal meetings and informal visits to libraries during their inspection tours, promote the efficiency and competence of librarians under them.

### Promoting the Morale of Library Personnel

The success and proficiency of a service depends on the morale of its personnel. The morale depends mainly on the freedom from outside interference and the autonomy which the workers enjoy in their work and the respect with which they are listened to, in running the service. We would like to explain the two aspects of morale with reference to library service in the country.

Autonomy—In the first place, it is desirable that a librarian should not be required to take his orders in technical matters from a non-librarian. In this respect, education and librarianship, though no doubt allied professions, should nevertheless be treated as distinct.

It would be desirable that the Library Department in each State should prepare manuals defining clearly the duties of all library workers in the State from the State Librarian down to the village librarian. The duties thus defined should leave a free scope for judgment, and the execution of the judgment in their own sphere of work. While, ultimately, it is for the State Government to give what powers they like to library officers, the following suggestions are made in the interest of the morale and efficiency of library service.

### Director of Libraries

He will have all powers to plan, organise and administer the entire library service of the State, administer a system of State financial grants to the subscription libraries as long as they exist, and determine conditions of absorbing them in the State Library System. In particular:

- (a) The duties of the Director of Libraries and his powers vis-a-vis the State Library Committee should be clearly defined by the State Government.
- (b) He should be given financial powers, as to an officer of his status. In fact, a large measure of financial powers to enable him to run a new service smoothly may be delegated to him.
- (c) He should have the power of transferring libraries.
- (d) He should have the power to locate a District Library or other libraries.

The extra powers given to the Director of Libraries as at (b) above will be subject to usual safeguards. For example, the powers will be exercised subject to supervision by the D.P.I., in places where the Director of Libraries functions under the D.P.I. Further, all details to exercising these powers will be placed before the meeting of the State Library Committee as soon as possible and will find mention in this annual report to the Education Department.

### State Central Librarian

(1) He will have full responsibility

(a) to adopt technical processes in the public library system of the State, such as, establishing a uniform system of classification and cataloguing, formulating standards of library work for the various department, rationalising methods of compiling bibliographies and reading lists, (b) advise the State in the matter of broadening its library service at the appropriate level and recommending the creation of new posts necessary for implementation of its newer services.

- (2) The State Librarian will be the chief executive officer of the State Library. Once the procedure for purchasing book, etc. has been laid down by the State

Library Council, he will have full freedom to implement the decisions. This will, of course, take into account the necessity of associating the leaders through a Book Selection Committee of the library in acquiring new books. This can be done by the Librarian preparing the lists of books to be purchased, and asking the members of Book Selection Committee to approve the list. Apart from this, the State Central Librarian (and for that matter other librarians up to block level) will have the power to purchase books within certain limits without the approval of all Book Selection Committee. We recommend such wide powers of books selection to the librarians for the following reasons:

- (a) Through his close relation with the library clientele, he knows the groups of readers (the students and research workers, businessmen, industrialists, farmers, technicians) using the library and their needs.
  - (b) Through the study of principles and practice of book selection as well as knowledge of reading habits of his clientele, he knows the best distribution of his book budget on reference versus non-reference materials, fiction versus books of vocational interest, etc. For the same reason, the number of copies of an approved book which should be processed by a library is to be left to the librarian's judgment.
- (3) He will have full powers to:
- (a) incur expenditure from the sanctioned budget for the State Central Library. He could re-appropriate from one head in his budget to another with the advice of the Library Committee. In case of a difference between the State Librarian and the Committee, the matter may be referred to the Director of Education or the Director of Libraries, as the case may be;
  - (b) allocate duties among his library staff members;
  - (c) grant all types of leave to his staff, except study leave and leave for more than two months which will be sanctioned by the Director of Libraries;
  - (d) make officiating arrangements in case of leave of more than a month;
  - (e) depute staff members to library seminars and workshops inside and

- outside the State and sanction their travelling and other expenses;
- (f) appoint certain class of staff which an equivalent office of his status in the Education Department is competent to appoint;
  - (g) plan and publish technical works, including tools needed for proper performance of various technical processes, such as authority file, medication of classification schedules, subject heading codes ect.;
  - (h) organise elementary training porgramme;

### District Librarian

The District Librarian will be the administrative officer of the public library system in his district. For this purpose he will have administrative powers of supervising and co-ordinating the activities of Branch Libraries in his district. Though for technical guidance he would always seek the advice of the State Librarian, he will be responsible to the Director of Libraries for the administration of the District Library system and will submit to the latter progress reports at regular intervals and carry out the latter's directives. As regard the District Librarian's powers regarding grant of leave, appointments and purchases etc. It is suggest that theses should be defined by the State Government through rules framed for the purpose.

### City Librarians

Since municipalities will have their own library funds, it is expected that they will appoint their own librarians. However, as we would like to see a library profession where various grades of workers enjoy uniform conditions of service promoted throughout the State, we recommend that the library appointments by the Municipalities or Corporation should be made in accordance with rules framed by the State Government. Theses rules will, of course, also cover the appointment of staff in the branch libraries in a town or city.

City Librarians will have the same powers within their jurisdiction as the District

Librarians, except that the latter shall co-ordinate all library activities in the District, such as, calling of reports, framing the library budget for the district (excluding the Block and City Library Funds) and implementation of new service projects.

### The Block Librarian

The Block Librarian (and the small town librarian) will be autonomous in so far as his book budget is concerned. He may rely on the District Librarian's advice with regard to purchase of books, but the books purchased should be acceptable to the Block Library Committee. In administrative and technical matters including matter relating to policy and planning, he will be under the District Librarian, or the City Librarian if the latter has the powers delegated to him.

We have already suggested that as a part of measure to promote morale of library personnel, it is necessary that they should be consulted in all technical and professional matters. In the first place, librarians at all levels should be associated with the selection of staff at their level.

The Director of Libraries should invariably be consulted in any revision that may be proposed to be effected in the State Library budget.

The Director of Libraries, the District and Block Librarians should have seats on the development councils of their States at appropriate levels.

### Staff Meetings

Meeting of a library staff conducted in an atmosphere of courtesy and freedom have their own contribution to make in raising and maintaining the staff morale. The promote a sense of belongingness to the group, and with it a sense of security.

The staff meeting fulfil several purpose apart from assisting the members in professional development. They offer a forum where measure to improve their library service to the community can be discussed; they provide occasions when the staff can be informed about the employment and promotion policies of the library

and they serve as effective machinery or organise social and welfare activities for the benefit of the staff and to foster friendly and informal contracts among the staff members.

### Recognition

One of the most potent means of building up morale is public recognition of outstanding achievement by an individual or by a library as a group. Promotions or additional increments come up against our present notions of finance. We have, therefore, to think of nonmonetary forms of encouragement and recognition. This may be done in two ways. Outstanding work of an individual or a library may be mentioned in the State Librarian's annual report. Further, as an alternative or in addition to special mention in the annual report, a certificate of merit may be instituted for awarding to persons and groups whose achievements may have been outstanding in a particular year.

The achievements may be in any field of library work, such as publications, extension of library service to new groups or some outstanding project.

### A Bad Practice

Finally, it is also necessary to abolish practices which adversely affect librarians morale. For example, some library authorities require the librarian to furnish "adequate security" for his being in charge of the book stock. In many places he is even held responsible for paying the cost of the books lost during the time he was in charge of the library. We have no hesitation in saying that such practices are inquisition and unheard of in the library practice of any advanced country in the world. In the first place, the safety of library books depends on the moral tone of its users and no librarian, unless he is to restrict severely the use of books, can prevent the depredations of unsocial elements. Secondly, since no librarian is adequately paid, the effect of asking him to pay for the loss of books would be that he will pave all books in his charge under lock and key and thus nullify the fundamentals of a good public library. We, therefore, strongly recommend that the practice mentioned here should be put an end to, and no State Government should require a librarian to

furnish security or to pay for the loss of books, unless gross negligence or dishonesty is proved against him.

ANNEXURE

Table of Library Posts, Qualifications for the Posts and Equivalent Educational Posts

No.	Library Units/Library Posts	Librarian's Qualifications	Equivalent in Educational Service
1	2	3	4
1	Village Library—  A library which serves a village or a group of or 5 neighbouring villages. (Designation: Village Librarian).	Volunteer who is at least Middle pass or a teacher willing to do work honorarily or on a small allowance.	Literacy teacher of adults working honorarily or on a small allowance.
2	Small Town Library— A library of a town with 2500 to 5000 population. (Designation: Small Town Librarian).	Matric with elementary training.	Primary school teacher.
3	Small Area Library— A library of a town with 2500 to 5000 population with 3 or more deposit stations attached. (Designation Small Area Librarian)	Matric with elementary training, and at least a year's experience.	Headmaster in a Primary school.
1	2	3	4
4	Medium Town Library—		

	A library of a town with 5000 to 20,000 population. (Designation Medium Town Librarian).	Matric with elementary training, and at least a year's experience.	Middle school teacher.
5	Medium Area Library— A library of a town with 5000 to 20,000 population and 3 or more deposit stations. (Designation: Medium Area Librarian).	Graduate with training and at least a year's experience.	Headmaster Middle school.
6	(a) Large Town Library— A library of a town with 20,000 to 50,000 population. (Designation: Large Town Librarian). (b) Professional Assistant— A person who performs work of a professional nature requiring formal training in Library Science. (Designation within a library a professional assistant may be known by the particular type of work	Graduate with a full year's training in Librarian Science.  Graduate with a full year's training in Library Science.	High School trained graduate teacher.  Ditto.
1	2	3	4

assigned to him, such as,

	Reference Assistant, Cataloguing Assistant etc.)		
	(c) Branch Inspector or Branch Librarian	Graduate with a full year's training in Library Science	Ditto.
	(d) Block Library— A library which is res- possible for serving the inhabitants of the block area. (Desig- nation: Block Librarian).	Graduate with a full year's training in Library Science and some experience.	High School trained graduate teacher with a special allowance.
7	(a) Head of Department— An officer in charge of an administrative divi- sion of library or of a particular type of work which employs not less than 4 workers including the Head. (Designation: within the library, the officer may be known as Reference Librarian, Head Processing Department, Head Cataloguer, Head Children & Adult Department, etc.)	Second class graduate with at least a second class in Library Science and with at least 5 year's experience.	Headmaster of a High school.
1	2	3	4
	(b) Superintendent		

	of Branches—		
	An officer of the district headquarters library responsible to the District Librarian for the efficient administration of the libraries within the district, (Designation: Superintendent of Branches).	Ditto.	Ditto.
8	(a) Small City Library— A library of a small city of 50,000 to 1 lakh population. (Designation: Small City Librarian).	Second class graduate with a full year's course in Library Science and at least 2 year's experience.	Higher start in the same grade as Headmaster of a High school.
	(b) Deputy Librarian (Class B)—		
	An officer next in command to the Librarian of a District Library or the librarian of Medium City Library. (Designation: within the library he will be known simply as Deputy Librarian).	Ditto.	Ditto.
	(c) Special Officer— An officer, on the staff of a big district headquarters library or a large city library,	Ditto.	Ditto.

or the State Central Library,

1	2	3	4
	<p>who is responsible for a particular aspect of library service throughout a district in which the city is situated, or throughout the State. (Designation: Within the library he may be designated as Special Officer for Adult Work, Bibliography and Reference Service or Centralised Cataloguing).</p>		
9	<p>(a) City Library— A library of a city of 1 to 3 lakhs population. (Designation: City Librarian).</p>	<p>Second class graduate and a full year's course in Library Science and not less than 5 year's experience.</p>	<p>Junior Class II (Education) Service.</p>
	<p>(b) District Library— A library which serves the district headquarters town and is a central library for block and town libraries in the district. (Designation: District Librarian).</p>	<p>Ditto.</p>	<p>Ditto.</p>
	<p>(c) Deputy Librarian (Class A)— An officer next in command to the State Central Librarian.</p>	<p>M.A. and two years training in Library Science and not less</p>	<p>Junior Class II (Education) Service with a</p>

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Report of Advisory Committee for Libraries, 1969

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special (Designation: Within the allowance.	2	3	4 than two years
1	2	3	4
library he may be known simply as Deputy Librarian).		experience.	
10. State Central Library— (Designation: State Central Librarian).	As above, with 10 year's experience, or original publications in librarianship.		Class I Education) Service.
11. Director of Libraries— An officer in over-all charge of the administration of libraries in a State, either through an independent Library Department or a sub-department within the Education Department. (Designation: Director of Libraries).	As above.....		If he is the head of an independent library department, he will be equated with other heads of departments. If not, he should be Class I Officer of the rank of a Deputy D.P.I./ Director of
special allowance.	Education with a		

Note: For the sake of administrative and statistical convenience, it would be desirable if the designation of various posts given above are followed uniformly in the country.

## Recommendations

1. State Government should accept the responsibility of public library service in their areas. The librarian of these libraries should be State Government employees.
2. The various position in the library structure in a State should be equated with those of teachers and educational administrators in the Education Department, as shown in the annexure to the chapter.
3. State Government should put out vocational pamphlets giving in detail the opportunities available in the public library service in the State.
4. Library Departments in the State should make clear-cut separation between professional and semi-professional work and entrust professional work to trained staff only.
5. After recruitment, the semi-professional staff should be given elementary library training during their probation period.
6. For a professional worker the minimum qualification should be graduation with diploma in librarianship.
7. As far as possible, librarians should not be transferred too frequently.
8. Every State Library should have qualified specialist in children's work and adult work besides specialists in technical processes.
9. State Government should freely grant study leave to librarians going in for ordinary or higher training in the profession.
10. It should be the responsible of the State Librarian to see that librarian in the public library system keep up with the professional literature after leaving their library schools. The District Librarians and large City Librarians should take up similar responsibility for the staff under them.
11. State Education Departments and the Ministry of Education should have a programme of library seminars or workshops every year as follows:
  - (a) The Central Ministry of Education should organise every years at least one all-India seminar or a workshop of librarian and liberally subsidies

at least two regional seminars.

- (b) Every State Government should give at least one opportunity in a year to State and District Librarians to come together for one to four day's camp.
- (c) District Librarians should similarly organise at least one annual meeting of Block Librarians and three or four conferences or camps where they,

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along with their Block Libraries, can meet village librarians for a day or two.

- (d) Every Block Librarian should convene a meeting of village librarians three or four times a year.
- (e) Apart from general seminars, there should also be special subject seminars and courses for the professional growth of librarians.

Suitable budget provision be made for such seminars by the Government concerned.

12. In technical matters a librarian should be required to take orders from a professionally trained librarian.
13. Library Departments should prepare manuals defining clearly the duties of all library workers in the State from the State Librarian down to the village Librarian.
14. The Director of Libraries should have the following powers.
  - (a) plan, organise and administer the library service in the State.
  - (b) administer a system of State financial grant of subscription libraries so long as they exist and determine conditions of their absorption in the State library system.
  - (c) a large measure of financial powers of enable him to run the library service smoothly.

He should be closely associated with the preparation or revision of the State library budget. His duties and powers vis-a-vis the State Library Committee should be clearly defined.

15. The State Librarian should have, among others, the following powers:
  - (a) incur expenditure from the sanctioned budget for the State Central Library and to re-appropriate from one head in his budget to another

with the advice of the Library Committee.

- (b) grant all types of leave to his staff, except study leave and leave for more than two months, which will be sanctioned by the Director of Libraries;
  - (c) make officiating arrangements in case of leave of more than month.
  - (d) depute staff members to library seminars and workshops inside and outside the State and sanction their travelling and other expenses.
  - (e) appoint certain class of staff which an officer of equivalent status in the Education Department is competent to appoint.
  - (f) plan and publish technical works, including tools needed for proper performance of various technical process.
16. The District Librarian will have the powers necessary for supervising and co-ordinating the activities of Branch Libraries in the State.
  17. The State Governments should frame rules for defining the powers of the district Librarian regarding grant of leave, appointments, purchases etc.
  18. In the cities and towns, library appointment should be made by municipalities or corporations in accordance with the rules framed by the State Governments.
  19. Chief librarians at all levels should be associated with the selection of staff at their level.
  20. State, District and Block Librarians should have seats on the development councils of their States, district and blocks, respectively.
  21. State Governments may institute certificates of merit to be awarded to persons and groups whose achievements in the field of library service may have been outstanding in a particular year.
  22. No State Government should require a librarian to furnish security or to pay for the loss of books, unless gross negligence or dishonesty is prove against

him.

## CHAPTER – 7

# Training for Librarianship

In any scheme for development of a National library service it has to be realised that libraries cannot thrive on building and books alone and that it would be unwise to allocate large funds for purchase of books without proportionate staff which must be thoroughly trained to service bloodstocks. Any proposal, therefore, to put the country's library service on sound footing must involve a programme of training of librarians. The present state of library training in India is unfortunately far from satisfactory.

Although four decades have passed since the first Indian university instituted the first training class in the country, there has been no organised attempt at assessment of our training programme. There have been no surveys, no statistical studies, no assessment of the training courses and their adequacy, no study of the teaching materials and its use by the students, or of the educational qualifications of the entrants. There have been no seminars and no special conferences on training of librarians. Similarly, an examination of our library periodicals also reveals that this is the most neglected of the topics. That is why, unlike in other countries, library education in India has not made much headway.

The scope of the Committee is limited to public libraries. We cannot however confine ourselves to the problem of training public librarians only. The scheme must concern itself with recommending a National system of professional education for all types of libraries—librarians in schools, colleges, universities, government departments, research and scientific institutions, learned societies and commercial and industrial undertaking. A National scheme of studies must comprehend (i) the training of semi-professional staff needed by all types of libraries which requires training only in methods and routine, (ii) the training of the professional staff needed by most of the public libraries which involves a sound training in general

librarianship, and finally, (iii) advanced or specialised training in Library Science for the leaders in the profession as also for those who would occupy responsible positions in different types of libraries.

### Training of Semi-Professional Staff

This is at present looked after by the certificate courses given by the following bodies:

(1) Andhra University, Welter, (2) Bengal Library Associations Calcutta, (3) B.R. College of Adult Education, Agra, (4) Delhi Library Association, (5) Hyderabad Library Association (now merged into Andhra Pradesh Library Association), (7) Maharashtra Granthalaya Sangh, Poona, (7) Muslim University, Aligarh, (8) Madras University, (9) Andhra Pradesh Library Association, (10) Bihar Government, Patna, (11) Bombay Library Association, and (12) Punjab University.

The examination of the working of the certificate course which follows is based on the data received from the first eight institutions only. The length of the course and qualifications of entrants prescribed by these bodies are as follows:—

Institution Number	Length of the Courses	Entrance Qualifications Prescribed
1	Three months	Matriculation.
2.	One academic year	Matriculation with library experience.
3.	Six weeks Matriculate with library	Matriculation, or non- experience.
4.	One academic year	Matriculation
5.	Three months	Intermediate or Matriculation in exceptional cases.
6.	Three months	Matriculation.
7.	Four months	Matriculation
8.	Three months	Intermediate or S.S.L.C. with five years library experience.

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The objective of the teaching units and the academic qualifications of the entrants

are both important factor in determining the level of teaching imparted.

The objective have not been stated in the prospectuses except in one instance. The Units have, however, mentioned the objective in reply to our questionnaire. There of the units provide for training in theoretical ad practical knowledge of librarianship, though one of them confines the training to "the general library methods and rediments co classification and cataloguing" only. The fourth aims at training "good library workers and assistants". The remaining three claim to train students to take independent charge of small libraries in schools and colleges, small or medium public libraries and small municipal and district libraries.

Though the minimum qualifications for admission have been prescribed by various units, in actual practice, as shown below, students processing much higher academic qualifications are selected.

Insti- M.A. tution No	Entrance Qualification Prescribed	No. of Student Enrolled	Non- Matric	Matric or S.S. I.C.	Inter- medi- ate	B.A.	
1	Matriculation	34	...	16	9	9	...
2	Matriculation with library experience	20	...	13	3	4	...
3	Matriculation or non-Matri- culate with library experience	56	...	27	...	12	...
4	Matriculation	13	...	...	...	11	2
5	Matriculation	46	...	14	20	10	2
6	Matriculation	15	...	...	7	5	...
7	Intermediateor Matriculation in exceptional cases	49	...	5	11	31	2
8	Intermediate or S.S.L.C. with five year's library experience	19	...	4	6	9	...

Theses units generally set no limit to enrolment, though in no case has it exceeded

56. One of the unit runs two courses in a year, and the total number of successful candidates to whom the certificates are awarded by eight out of twelve units comes to 263 students per year. This does to include ad hoc courses such as those for village level workers or "certificate of refresher course in Library Science" for teacher-libraries conducted by one or two of the units.

Certain common features in respect of the teachers, their remuneration, the financial resources, the teaching methods, system of examination, ect. may be noted. Most of the teacher of theses circumscribed by the tuition fees they collect from the students and the financial aid they are able to secure from none-too-willing authorities. All, except one unit, associate external examiners with their work either for setting question papers or examining answer books or both. All of them examine the students in theoretical and practical classification and cataloguing separately, setting no less than four papers on them, while the remaining subjects, such as organisation and administration and book selection, bibliography and reference work are grouped into two papers. There are small variations. For example, one unit offers library extension work, and another general knowledge, while two units include reference service, bibliography and book selection in their papers on administration and organisation.

Scrutiny of the curricula of the eight units reveals two types of programmes. The first type makes no claim to teaching the theoretical and practical aspects of all the elements of librarianship and lays stress on the practical side, that is, on the routines and skills. This type is modest in constructing its syllabus as well as in listing the textbooks and supplementary reading for each course. It is, however, outnumbered by the second type which patterns its syllabus on the lines of the diploma courses, without regard on the length of its course or the quality of its teachers. For example, one association which covers the certificate course in six weeks at the rate of three periods per day, has laid down the following curriculum for library classification alone: arrangement and order; specific subject filiatory order; main class and ultimets class; class number and book number; canons of classification; classification of books by the two schemes; general study of the two schemes. How the organisers schemes, including a comparative study of them, besides teaching four other subject has not been made clear.

Analysis of the pass percentage of the students in these courses shows that while the percentage of pass in two units was 53 per cent only, in the remaining 6 units it was as high as 90 per cent in spite of the heavy handicaps of poor teaching and essentially part-time nature of the studies.

There is no doubt that the certificate courses have done a great service to the cause of librarianship in the past. However, the time has come to evaluate each of the different courses and state what exactly is the level and quality of librarians turned out by these courses. It is also essential to define clearly the objective of each course in the prospectus. Failure to do this as well as to differentiate between a fully qualified professional and a semi-professional worker, has resulted in professional status being accorded in numerous instances to certificate holders who have been able to secure appointments to posts for which the possession of a diploma should have been an essential requirement.

The observations in the foregoing paragraphs would underline the need for planning the training of the semi-professional staff on a more satisfactory basis.

### Training of Village Librarians

It has already been recommended that the training of semi-professional staff itself should be conducted at two levels, namely, training for village library work, and that for library clerks performing routine duties in any library.

A village librarian is ordinarily not even an undergraduate but a Middle pass or school teacher of the same academic level working honorarily or on a small allowance on a part time basis. Probably the best method of training village librarians would be for the block librarian to give prospective village librarians in his jurisdiction a short course of two to four weeks' duration. In most cases, a village library will be nothing to the library and some books sent to it on a circulatory system from the block library. The nature of work in such a library will determine the contents of the course. Such a training should aim chiefly at preparing the trainees to perform their duties and giving them a general background in the aims and scope library service, the relation of village library centre to the other social agencies working in the field, such as information centres, social education workers and the village workers all catering to the educational needs of the community. The training of

village librarians is primarily a training in human relations.

The other subjects with which the trainees may gain familiarity would be the various parts of a book, different types of reading materials for neo-literates and their care, enrolment of readers and the circulation work. The village librarian will not be called upon to perform any of the technical processes necessary for preparing books for use, as this work will have been done for him at the block or district headquarters library. However, the work of exchanging books at frequent intervals, of ensuring that the deposit collections are well balanced and the work of referring inquiries for information which cannot be met from the deposit collection to the block librarian, can be of sizable order in the larger village.

The second type of library worker to be trained would be the librarians in charge of libraries of small and medium town and area libraries or the library clerks who would perform library routines and duties at any point in the library system under the guidance of professional staff. It should be desirable that clerks drafted to library service by the Education Department, not merely for performing clerical duties of typing and servicing of files (for which no professional training is required), but also for performing library routines, should undergo elementary training in librarianship. For, except in the very large libraries, clerks would generally be called upon to share the duties with the professional staff.

At the very outset, we wish to state that no university should associate itself with semi-professional training in librarianship. A university is essentially an institution engaged in higher learnings and scholarship and should not, therefore, lend the weight of its authority to a course which is chiefly concerned with the practical aspects of librarianship of a semi-professional nature.

The Committee is of the opinion that where a library association is functioning effectively, it should be entrusted with the responsibility of training semi-professional personnel by giving them training in elementary Library Work and awarding certificates of efficiency in "Elementary Library Work" to the successful candidates. The State Government, however, should lay down the standards with regard to the contents of the syllabi, duration of courses and selection of teachers and ensure by conducting the examinations that the standards laid down are maintained. Where no library association exists, or where it is not functioning effectively, the State

Government through the State Librarian should take up the entire responsibility of training this type of personnel.

The admission to the course would be open to the semi-professional staff working during their probationary period, but not before the candidates have completed a period experience. The course will also be open to the fresh undergraduate young men and women who may not be working in any library but who wish to train themselves for library work at semi-professional level.

The course of study will be of three to four months' duration, at the end of which the trainees will be required to take an examination comprising three or four papers of one or two hours' duration. The aim should be to use all the teaching devices and to process the trainees through hard work in mastering the library skills calculated to give them understanding of basic functions of libraries and their techniques.

For this purpose, a large amount of practice, along with theoretical instruction in the classroom, would be necessary. During the course, the students will attend lectures in the necessary skills and techniques, have a close view of all the departments, and observe regular study hours in the atmosphere of an academic institution. We suggest that such a course of study may have the following syllabus:

A. Elementary Library Organisation and methods: The objective is to give the trainee an understanding of how libraries are governed and administered and the activities which they perform. The course will include the organisation of a public library system in the State and India, and its objective; various types of libraries; routines relating to building library stocks, including acquisition of books, periodicals etc. maintenance of records; physical arrangement of books; organisation of circulation service.

B. Introduction to Classification and Cataloguing : The objective is to give instruction in the main tools which libraries employ to organise their book stocks, the practical aspects of classification, including its main parts and their relationships, the construction of two main types of catalogues, their functions, and filing rules.

C. Elementary Reading Guidance and Bibliography : The objective is to enable the worker to obtain information from libraries through various tools at an elementary level and to answer simple inquiries. It will also include the construction and use of different reading lists, and bibliographies, book displays and posters, the value

and use of different types of reference books as sources of information, elements of historical bibliography.

### Training of Professional Librarians

We now turn to the training of librarians, such as Professional Assistants, Town Librarians, Branch Inspectors, Branch Librarians, Block Librarians, District Librarians, City Librarians, Superintendents of branches, as well as basic training of higher categories of librarians, i.e. administrators and leaders. The increased educational potential of the library in modern society has already been emphasised. The modern librarian, for example, is concerned with the newly acquired skill of the neo-literates, with the social effects of the reading habit, the effect which books have on readers, and ways and means of awakening interest of and contribution to the intellectual development of the reader. Our training programmes must provide all these skills to the new librarians.

Finally, our training programme must also provide for training of librarians for universities, research organisations, commercial and industrial undertakings. It is obvious that attainment of professional qualifications to meet the need of modern librarianship cannot be achieved by merely giving a training of a sort to the students, but by giving them professional education of a high order.

Agencies for Training of the professionals—What agency is best fitted to give this education? Our inquiries on this subject have elicited an almost unanimous opinion in favour of Universities. This is understandable, since the universities are associated in the public mind with all forms of higher training and learning. However, in recent times, State Government and other institutions have taken a more lively interest in the training of library personnel and we have to take note of this trend. We, therefore, feel that the choice of an institution to be entrusted with the responsibility of training professional librarians lies between the universities, the State Governments and the National Library. It is for a State Government to weigh the merits of the three sources and decide how its professional librarians are to be trained.

At present, the general course of preparing the librarians for the higher courses in the profession is the diploma courses given by nine institutions, namely, University of Andhra, Benaras, Boroda, Bombay, Calcutta, Delhi, Madras, Nagpur and the

Central Ministry of Education. Any assessment of these courses must start with an examination of the objective that framers of the course had in view. All the prospectuses, except one, are silent on this point. In reply to our specific enquiry on the subject we have received replies ranging from vague generalities, such as "providing education in theory and practice" to such specific claims as training of "district librarians or librarians of large town libraries as well as college and university libraries".

The full professional training for a librarian should comprise, (a) the first-year course giving the basic professional training, leading to a diploma or an equivalent qualification, enabling the person to start his professional career, and (b) an advanced course leading to a Master's degree in librarianship.

The objective of the basic year's course should be:

- (a) To provide comprehensive training in general librarianship and to prepare the students for advanced work in librarianship in the second year.
- (b) To emphasis the teaching of the basic principles underlying techniques and skills of librarianship, in addition to description of routine practices, etc.
- (c) To acquaint the students with the social, educational and communicational role of the library in modern society.
- (d) To give the students adequate bibliographical control of literature, at least in one department of knowledge, with particular reference to Indian materials.

Entrance Qualifications—All but two universities have prescribed graduation as the minimum academic qualification. Two universities admit undergraduates also, on the condition that they have two to five years of library experience to their credit and that they cover the syllabus of the diploma course in two years instead of one. It is doubtful if library experience can make up for academic deficiency, especially when we want to upgrade training to a professional level, and when it is not found difficult to attract graduates to the profession. The committee, therefore, recommend that admission into this basic course should be restricted to first and second class graduates or to holders of a Master's degree.

Duration of the Course—In the universities, the duration of the diploma course is invariably one academic year. The length of the course, however, does not indicate the standard of attainment. The average number of instruction periods is a little over three per day and the duration of each period varies from 40 minutes to 60 minutes. This is not adequate. The Committee is, therefore, of the opinion that the length of the basic course should be equal to the full-time course of one academic year, as for other professional courses, for example, Teacher's Training course, if the course is to be elevated to a professional level.

Composition of the Existing Diploma Courses—As stated earlier, the diploma course is provided by eight universities. In addition to them, Aligarh and Poona Universities also propose to start the diploma course during the current year.

A table showing the subjects and the total number of instruction hours per week or for the entire session, as furnished by seven out of the eight universities, is given in the Annexure to this chapter.

An analysis of the table will show that the universities set sever question papers on an average. Classification and cataloguing are divided into two papers each, theory and practice, by all the eight universities. Except in one university, where they are combined into one paper, library organisation and administration are treated as two separate papers. Bibliography, reference work and book selection do not figure even as a single paper in one university. In four universities the three subjects are lumped into one paper. The remaining three universities allot one paper to bibliography and book selection, and another to reference work.

The table shows that classification and cataloguing constitute the major part of the curriculum (claiming more than 50 per cent of the time available to the students), while all the other subjects are "bunched" together within the remaining time, with emphasis on organisation and administration—bibliography, reference, and book selection being almost neglected.

In India, the traditional subjects constituting professional education have remained in the curriculum unchanged for too long. What is required is a complete reorganisation of the syllabus in the light of the present day needs of librarianship. For this purpose, an expert committee resulting from an analysis of the materials received by the Committee are given below.

Classification and Cataloguing—Classification and cataloguing need less emphasis than they receive now. So far as classification is concerned, the course should provide for a detailed study of one system of classification, while giving the structure, functions and limitations of the other. In cataloguing, more time should be devoted to general principles of descriptive cataloguing, and of relating these to the rules. Further, new developments in this field, as embodied in later codes which make provision for cataloguing a wider variety of library materials, need to be introduced. Finally, a balanced training should be given both in descriptive and subject cataloguing.

Library Organisation and Administration—We suggest that the two subjects should be planned as one subject with two distinct areas within it. The first area will comprise general principles of organisation and administration (with less emphasis on routine) library legislation and finance, building and fitting, library cooperation, and functions of all types of libraries. The second area should deal exclusively with organisation and administration, objectives, functions ect. peculiar to (a) schools libraries, (b) library service to children, young people and adults and students, and (c) service in rural areas.

Bibliography, Book Section and Reference Service—This group of subjects continues to receive attention in our syllabi. We feel that bibliography should form a separate course, and should copiers modern methods of book production, binding and care of books, contemporary book publishing and book selling and modern processes of reproducing documents. Generally, the course on bibliography should be strengthened with the explicit object of stimulating organised bibliographical activity in the country, which is the need of the hour.

Book selection and reference should constitute as one course giving instruction in (a) various methods and techniques for guiding readers in selection of materials, knowledge of general reference materials and (b) detailed survey of authoritative books and bibliographical resources in one of the selected subject fields of the students' choice, such as Indian literature, natural science, humanities or social sciences.

If the above subjects, which constitute the core of librarianship, are strengthened as suggested above, there will be no time left for inflating the course by introducing

other subjects. Thus we do not consider it necessary or desirable to introduce teaching of a foreign language or a course of general knowledge, as has been done in some places in the country.

**Teaching Methods**—Students in library classes, or other students in India, depend almost exclusively on lecture notes, and wide or deep reading is particularly neglected. Similarly, practice work, so essential in a field such as librarianship, is confined chiefly to classification and cataloguing.

**Evaluation of Student Work**—The methods of evaluation of student work tend to be as narrow, restricted and hide-bound as the teaching methods. The sole reliance is on examinations. There is a general tendency to ask either simple questions in disregard of the syllabus, or from limited portion of it or ask set questions and observe poor standards in marking answer books. The percentage of pass mark is also generally low, and sometimes it is necessary to pass only in the aggregate without passing in any particular subject or groups of subjects. Thus, it may happen that a student may obtain his diploma and be placed even in the second class, though he may have actually failed in some of the library subjects proper. We feel that in order to pass the examination every student must get a subject minimum together with a higher percentage in the aggregate.

The Committee recommends that the expert committee we have suggested earlier for the reorganisation of the syllabus should also assess the teaching methods used in the library classes and give concrete suggestions on the use of new and more effective methods to raise the quality and the character of the new diploma programme. This body should also go into the present system of external examinations and take into account in their assessment of students' performance.

**Departments of Library Education**—We now come to the institutional resources of the eight universities. Three universities have nominally, separate departments of Library Science. We say nominally, because, like other universities running diploma courses they too have no full-time head of their library department, despite the fact that in one of the universities its department of library science is organised in the faculty of arts, and is constituted in the same way as other departments and "in every respect its functioning is governed in a like manner". All of these "departments" are under the charge of university librarians, including one university whose

librarian does not participate in the teaching work at all. Between themselves, the eight universities have (leaving aside visiting lecturers) twenty-five teachers, of whom all but one are part-time teachers but otherwise full-time employees of the university libraries. By and large, it is the university librarian who, with the help on an average of two colleagues, has to carry the entire burden of conducting the library class in addition to his own duties. In the absence of a separate specialised staff, the training is restricted largely to dictating notes. Major subjects are covered inadequately and there can be no specialisation in teaching and employment of scientific and scholarly methods. However, the strength of a department is related to the strength of the student body and no one in the present stage of the country's development can seriously go in for a low teacher-pupil ratio.

As it is, eight universities between themselves, enrol 235 students, which gives an average of 29 students per unit, the maximum enrolment being 67, and the minimum being 11 students. This figure is insignificant as compared with the number of students in other professions. However, the requirements, when a national library service comes into operation, will be several times the number needed now.

For the time being, the best course would be for the University Grants Commission to strengthen the existing diploma courses, rather than encourage the setting up of new courses in other universities. We recommend that universities teaching Library Science should create separate departments of library education and the University Grant Commission should subsidise them. There should be adequate number of whole time staff for these departments. If any employee, in the university library is engaged in teaching in the department, he should have sufficient relief from his library work to enable him to devote time to study and prepare his lectures and engage the students in a full time study. The departments should, further, have separate funds for purchase of teaching materials, proper accommodation, and funds for publication and research projects. In all these matters the library department should receive precisely the same considerations and facilities as the other departments.

**Qualification and Selection of Library Teachers**—The appointment of library teachers should be made by the same agency which is charged with the selection of persons for academic posts. The library teacher's status in the department of library education should also be determined according to the standards governing

academic posts.

The general principle or practice in other faculties, which prescribe the qualifications of the teachers to be much higher than those of the trainees whom they teach, should be followed for library education also. The teacher of the diploma course should possess a Master's degree with two years professional training or equivalent foreign qualifications, together with other desirable qualifications. In selecting teacher on a part-time basis, care should be taken to select them from different types of professional experience. Primarily the teachers should be selected on the strength of their research and publication experience, which gives a proof of their habit of investigation, original thinking or insight into the professional problems.

In order to attract the best qualified personnel, the universities must offer the teachers in the library departments salaries equivalent to those received by teachers of other facilities in the same university, and put an end to the present system of ad hoc honoraria or fixed monthly allowances ect.

Board of Studies in Library Science—Unlike other subjects, there is no uniform practice among the universities for control of the librarianship courses. Of the eight universities, four do not have any agency for construction and revision of syllabus, conduct of examinations ect. The remaining four have either boards of studies or committees of courses of study. Only one university, however, exercises its control through its properly constituted bodies at different levels: (1) The Committee of Course of Studies, composed of the Head of the Department of library Science, two inter-library teachers and one library expert from outside; (2) the Faculty of Arts, which has one library expert from outside; in addition to the head of the department and (3) the Academic Council, which includes the head of the department as one of its members. The Committee is of the opinion that Boards of Studies in library science as well as Boards of Examiners are urgently needed in all universities teaching library science in order to ensure the professional competence of the librarians.

Advanced Professional Course—The librarians in this cover all problems connected with professional education of librarians.

Advanced Profession Course—The librarians in this country have been clamouring for the last quarter of a century that their work should be given the status

of a profession and considered at par with other professions, such as the profession of educational administration, etc. To become a competent educationist today, one requires prolonged intellectual discipline, usually a Master's degree, and a specialised training of at least two years. It should be realised by the librarians that a single professional course of one academic year is not enough to elevate their status to that enjoyed by other professions. Nor is it possible for such a course to meet the greatest advance in the library fields, a two years full time study, of which the first year is usually devoted to general librarianship, is considered essential. Extensive and specialised courses needed for different fields of librarianship cannot be given profitably in the first year of professional study, during which a thorough grounding in general librarianship is all that is possible. It must, therefore, be made clear to the prospective librarian that, if he wishes to prepare himself for responsible posts in different types of libraries or for higher administrative posts, for which more and more persons would be needed as years go by, he must, like all other professions, follow up the diploma course by an advanced course of training.

Further, librarianship like other profession needs to be supported by research and investigation if it has to maintain and raise the standards of library service in the country. This can be ensured only if the proforma of advanced professional education includes training in the methods and skills of research.

Agencies for Advanced Courses—Obviously, the provision for the advanced course belongs legitimately to the universities as seats of higher learning and charged with the responsibility of expanding the frontiers of knowledge and advancement of all professions. However, every university which provides instruction in librarianship cannot be expected to attract a large number of students for the advanced course to make it an economical unit or develop instructional resources. Especially will this be the case in the early stages of library development.

At present, Delhi University is the only university which has instituted an advanced programme leading to the Master's degree after two years of postgraduate study in Library Science, and a research programme leading to a doctorate.

The syllabus of Delhi University lays stress on classification and cataloguing, which would be evident from the fact that 400 marks out of 700 marks for the written examination are allotted to these two subjects. The result is that far too little

attention is paid to other areas of specialisation. For the same reason, it is unable to offer detailed specialised courses in any of the three types of libraries—academic, business and archival—or for that matter, in public librarianship, beyond what it is able to include in its course on advanced library organisation. It seems, therefore, that the advanced courses are designed for those interested in research and teaching in technical rather than administrative aspects of librarianship. These, however, are matters of emphasis, and do not in any way reflect on the quality or soundness of the principles on which the Delhi University has based its courses.

Delhi University has not been able to offer its advanced course for the last three years for lack of appropriate staff; and if the efforts made by it to establish librarianship as a profession is not to be lost, it should be assisted in reviving the advanced course. Such assistance to Delhi University and some other selected universities for advanced education should be made available by the Central Government and University Grant Commission to enable them to run a school of librarianship for advanced training in librarianship.

Qualifications of the Entrants—It keeping with the national character of the school, it would admit students deputed by the States, The entrance requirement should be a second class bachelor's degree and diploma in Librarianship from a recognised university. Persons admitted to the school would choose a special field connected with the work they plan to do on return to their States. This course should also be open to the fresh diploma holders on the evidence of their liability, such as a first class or distinction in their first professional examination, and special librarians from any institution on the basis of their contributions to the profession, but not necessarily deputed by the States.

Objective of the Course—It is necessary to make an attempt to define the objective of the advanced course leading to a Master's degree in Library Science as clearly as possible. These objectives should be:

- (a) To train students for administrative posts in one of the major types of libraries—large public library systems, university libraries, special libraries—by offering them opportunity for intensive study of objectives, principles, and special problems of organisation and administration.

- (b) To offer specialisation to students in the different fields of librarianship.
- (c) To train persons in methods of research.
- (d) To provide teachers of Library Science for the universities.

The university which institutes the advanced course can achieve the above objective by a suitable programme of teaching and research. We have stated earlier that a detailed study of the curriculum of the basic professional course should be undertaken by an expert committee. This remark holds with greater force for the advanced course.

Some Suggestion for the Advanced Course—Subject to the above observations, we suggest that the advanced course may embrace the following subjects, under each of which some of the topics have been indicated to give an idea of its contents:

- (a) Advanced bibliography : Training in modern of books production, analytical bibliography.
- (b) Advanced organisation and administration of one of the three types of libraries—public, university or special.
- (c) Advanced literature or materials course in one of the main fields, or a specific subject within the field of science and technology, social sciences or humanities, or literature for children, adolescents and adult students.
- (d) (i) Advanced classification and cataloguing. Classification for research libraries, bibliographies, and abstracts, mechanical aids in classification and cataloguing, new developments in dictionary and classified catalogues, standardization of cataloguing rules, application of cataloguing, such as centralised and cooperative cataloguing, union catalogues, planning catalogue departments, costs and economics of catalogues;
- (e) (ii) Library work with children and young people and adult students in public libraries and schools, including problems concerned with the objective, organisation and evaluation of these services.

The curriculum of the advanced course should preferably be so arranged as to require

the students to take a thesis as a part requirement for the Master's degree.

Alternative course in the areas covered by 2, 3 and 4 above have been provided to enable a student to specialise in one particular type of library or library work. For example, a student who has selected public library as the area of his specialisation will choose 4(ii) instead of 4(i), while a special librarian or a documentalist or a student specialising in university librarianship would need to concentrate on 4(i). In addition to offering theses courses as part of the Master's degree in addition to offering these courses as part of the Master's degree in Library Science, it should be possible for any librarian who has a diploma in Librarianship to take any of the above courses separately and be awarded special certificates. For example, 4(ii) could be taken separately by a librarian who wishes to specialise either in school library work or in public library work with children and young people.

Research in Librarianship—The Committee is of the opinion that research in librarianship should be encouraged in the universities. Special funds should be provided for this purpose.

ANNEXURE

Table Showing Subjects and Instruction Periods in Seven Universities Giving the Diploma Course in Librarianship

Name of Subject	Number of Universities						
	Peri-ods (1hr.) per Ses-sion	Peri-ods (50 mts.) per Week	Peri-ods (45 mts.) per Week	Peri-ods (1hr.) per Ses-sion	Peri-ods (40 mts.) per Ses-sion	Peri-ods (45 mts.) per Ses-sion	Peri-ods (1hr.) per Week
1	2	3	4	5	6	7	8
Classification Theory	30	3	2		40	64	1
Classification Practice	30	3	3	120	90	84	1
Cataloguing Theory	30	3	2		35	64	1
Cataloguing Practice	30	2	3	70	115	84	1
Bibliography	30	—	*2		3	40	1+

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Compendium of Select Government Reports on Library & Information Services in India

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							practical
Reference Work	30	20	11	70	100	154	
Book Selection	20	—	—	—	—	—	—
Organisation and Administration	30	—	—	—	—	—	—
Organisation	—	2	2	70	100	32	1+1
							practical
Administration	—	2	2	70	60	16	1+1
							practical
Cultural History of India	—	—	—	—	—	16	—
General Knowledge	30	—	—	—	—	16	—
Preservation of Books and Records	20	...	...	...	...	...	...
Evaluation and Development of Writing, Books and Libraries	...	...	...	...	...	40	...
Language	30	...	...	...	...	...	...

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\* Includes book selection. + Includes interatrial course and practical reference period.  
± ± Includes 40 practical periods. ± Includes 90 practical periods.

### Recommendations

1. A National scheme of studies for training in librarianship should comprehend (i) the training of semi-professional staff needed by all types of libraries, which requires training only in methods and routines, (ii) the training of the professional staff needed by most of the public libraries, which involves a sound training in general librarianship and, finally, (iii) advanced or specialised training in library science for the leaders in the profession, as also for those who would occupy responsible position in different types of libraries.
2. The training of semi-professional staff should be conducted at two levels:
  - (a) training for village library work,
  - (b) training library clerks for performing routine duties.
3. Block librarian should give prospective village librarians in their jurisdiction a short course of 2 to 4 weeks duration, which should prepare them for village library work, instruct them in the aims and scope of library service and the relation of village library centre to other social agencies working in the field.
4. No University should run semi-professional courses. They should be run by library association or, where no such association is willing or able to take up the responsibility, by State Government through the State Library.
5. Government should lay down the standards with regard to the syllabus and duration of the elementary course, the selection of teachers and the conduct of examinations.

6. The duration of the elementary course should be 3-4 months, at the end of which the trainees should be required to take an examination comprising 3-4 papers of one or two hours duration.
7. Courses for training professional librarians should be organised by the universities, State Governments or the National Central Library.
8. The basic professional training should consist of a full year's course leading to a diploma. The admission to this basic course should be confined only to first and second class graduates.
9. Government of India should set up an expert committee consisting of professional librarians for suggesting complete reorganisation of the syllabus of the library diploma course. The Reorganisation is needed along the lines as detailed in the Report.
10. The expert committee should also go into the following subjects:
  - (a) Teaching methods, and
  - (b) Conduct of examination.
11. University Grants Commission should strengthen the existing diploma courses in the first instance in order to enable the universities running classes in Library Science to create separate departments of library education and give adequate financial assistance to the universities for this purpose.
12. In a university library, teachers should be appointed by the same agency which selects persons for other academic courses. The library teacher's status should also be determined according to the standards governing the status of other university teachers.
13. Teachers for library classes should be selected on the strength of their research and publications.
14. Universities should offer to library teachers salaries equivalent of those received by teachers of other departments.

15. All universities teaching Library Science should appoint Broads of Studies and Boards of Examiners in Library Science.
16. Some of the universities should also provide advanced courses in librarianship, leading to M.A. degree in librarianship.
17. The Central Government and the University Grants Commission should give financial assistance to the universities for the purpose.
18. The entrance qualifications for the advanced course should be at least a second class graduate and diploma in Librarianship. The admission may also be open to fresh diploma holders who have first class or distinction in their first professional examination and for special librarians on the basis of their contributions to the profession.
19. Universities should also encourage research in librarianship. Special funds should be provided for this purpose.

CHAPTER – 8

## Libraries and Social Education

Libraries are primarily institutions for the educational advancement of the people. As such, they are one of the agencies of social education and stand in close relationship to other similar agencies. A sound library policy should, underscore this relationship. Some of the ways in which this may be brought about are detailed below.

The educational approach has already resulted in the introduction of certain practices which have, by now, been widely accepted in the library world—such as open access, provision of guides to library shelves and building plan in bigger libraries, opening hours, grouping and display of books in the library, readers advisory etc. We are, however, at present concerned with the relations of libraries with educational or potential educational groups, for that is what brings it in the orbit of social education.

Libraries are interested, first, in bringing people in contact with books and other sources of knowledge and information and, secondly, in seeing that the contact bears fruit in the form of reading. However, as reading in itself is not enough, the librarian will be neglecting his duty if he does nothing to promote a reflection and assimilation of what the people read.

Contacts between Books and people—The twin foundations of the work of a library with people are booklists and cooperation with groups and institutions of educational importance.

Booklists should preferably be annotated. They may be general, but for social educational purpose the booklists should be compiled keeping in mind the characteristics of different groups of readers—their reading abilities, reading interests, age-level etc. These booklists may be compiled by the library or by any other agency, such as the university, agricultural institution etc.

A library may make similar lists of the films and any other library material it may have, or it may act as the clearing house of such information on the materials available in the region. If fact, when a book list is intended for a particular groups it would be best to include in it all materials—books, films, recordings etc.

Such lists should be more useful to groups with a purpose and since reading is fruitful only if it is reading with a purpose, it is the special responsibility of a library organisation to bring out such lists of library material. It would be desirable for reading specialists in the State Central Library to prepare such lists with the information on readers tastes and requirements flowing regularly to them from the library and social education workers in the district and the blocks.

Such booklists can be disseminated by the library either directly or through cooperation with other social educational agencies in its area. An excellent way in which the library can itself do it is by making out short lists of books on various subjects in the form of book marks and inserting them with a sense of discrimination in the book lent out to members. In this way, or directly by post or by hand, suitable lists should, in particulars, reach the leaders of audit groups. In the towns and cities, radios and newspaper columns should be utilised for such "book notice"

The other foundation in the library's efforts to bring together books and the people is its cooperation with groups and institutions which bring together and influence

men, women and children in an educational way. School, literary societies, worker's association youth clubs women's clubs, planning forums, museums, film societies, stations of All India Radio and a number of other associations and institutions deserve the librarian's attention in this respect. He should make a list of all such associations in his area and see in what way each association and the library can be mutually helpful on the service of a common objective. Some of the ways in which the library can draw them or some of these groups into a cooperative relationship are the following:

- (a) The library may offer the hospitality of its accommodation to the meetings of these groups.
- (b) It may find speakers for the talks or lectures that may be arranged by them.
- (c) It may join hand in drawing up their programmes, so as to link together their work with books and other materials in the library.

Having laid the foundation of his work with groups, the librarian can build the work of bringing books and people together, first, by bringing the library's services or particular books to the notice of the people and, secondly, by actually bringing books to face them. We have already mentioned the dissemination of booklists, the newspaper column, the radio talk and personal contact with leaders which would serve the first purpose. In addition, we may mention a book talk where the librarian or any other speaker may review or give talk on a single book or group of books. A librarian or a person inspired by the librarian may even speak to a particular group—city fathers, social workers—on books, general or reference, or other library material of interest to that groups. We may repeat that the radio deserves to be particularly cultivated for the sake of libraries.

But by far the more important and the more exciting task for a librarian is to bring books and people face to face with one another in an interesting way. The following methods may come ready to a librarians for this purpose:

- (a) With the cooperation of social education workers or even other workers in a block or district he may arrange "field trip" of groups of people to the library when he can, not only explain to them the services which the

library renders them, but also bring before them books which can help them to increase the dimensions of their lives.

- (b) For a similar purpose, he can arrange exhibitions of library books in community centres, in meals or in any other places where men come together for business or recreation. The exhibits may be arranged by themselves, or as adjuncts to any other wider programme or even as part of Library Days when a more comprehensive programme on books and libraries could be taken up. At least one of the Social Education Days (1st of December every year) should be devoted to libraries.
- (c) Books can be arranged in a place where a meeting, a talk, or a film, show is being held. If the library can spare a staff member to visit schools, community centres, workers quarters, youth club premises, panchayat ghars, cooperative societies, block headquarters and town halls, and preferably visit them with a load of books on his arms, the demonstration of library's concern with the improvement of their work programmes will be exemplary, if not irresistible. A loan of books for the leaders and staff of such associations would have great strategic advantages. Even at the risk of emphasising the obvious, it may be said that libraries should particularly cultivate the leaders of the various groups with which they wish to cooperate by going to them with books or by asking them to visit the libraries. For one thing, for some time to come, our libraries will not be so full of books and the most economic way of reaching the "wisdom in the books" to the people will be to concentrate on the leaders.

It will be seen that all the approaches to a face-to-face contact between books and the people which have been mentioned above, now fall within the sphere of the social education worker at the block and the district level. The librarian at the village level should, therefore, seek his cooperation as a first requisite of his work. It is desirable that there should be regular periodical meetings of librarians and social education workers to consider how they can be helpful to one another and how they can raise the intellectual level and efficiency of various groups and associations of people directly or through their leaders.

Promoting Reading among the People—The bringing of books face to face with

the people is only preliminary to their being read by the people. There are social ways in which a librarian can carry the people from contact with books to reading them.

- (a) One well-known and well-tried method is through formation of reading circles, and similar other organisations, such as, play-reading or poetry-reading groups. Group reading of religious books has a hoary tradition in the country. To make the programme of reading effective, it is desirable to intergrade such reading circles with the programmes of youth clubs, women's association ect. Here, again, it is obvious that the librarian will have to rely on the close cooperation of the social Education workers to be able to make a proper selection of the readers of the reading circles.
- (b) In bigger towns, bigger libraries can even encourage informal groups concentrating on specific subjects. The reading may be done by an individual at home, which, however, should be shared with the groups. These informal groups may start through the personal initiative of the librarian or after the delivery of an interesting lecture by some eminent speaker.
- (c) The groups need not be confined to books only. In libraries where facilities exist, film viewing and /or radio or "tape" listening can be substituted for reading, though in order to derive the full benefit of groups motivation and to rescue the programme from its purely recreational basis, it is necessary to follow up the viewing and the listening by reading.
- (d) The reading level of our people, it is well known, is very low. Even with our programmes for the production of reading material for neo-literates, it is doubtful if the bulk of such material can be assimilated by a person of average reading ability, bearing in mind the fact that 80 per cent of our people are illiterate, that nearly 50 per cent of our children do not attend schools and that the Primary classes register the highest percentage of wastage and stagnation. It is, therefore, desirable that our social educational institution should try to promote and improve the reading skills of the people. The orthodox social education worker is not prepared to take up

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this work at this stage, and even the library set-up in its present rudimentary state is not equal to the task. What is suggested is that a demonstration project should be tried at one or two promising centres where librarians, who are also trained in the teaching of reading, may take some regular classes for improving reading skills and methods of study of people willing to take the lessons.

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From Reading to Assimilation—If it is difficult for the librarian to take the people from contact with books to reading of books, it is still more difficult for him to see that people reflect on and assimilate in their lives what they read. In the first place, reflection and assimilation are subjective phenomena and as such connection with formation of beliefs and here is a territory where the librarian's code of conduct will not allow him to inflict on his clientele.

Nevertheless, there are some analogues of reflection which have a "behaviouristic" expression and which the librarian can encourage without transgressing his creed. The expression is discussion, and discussion has been called the method of social education par excellence. Libraries have adopted this method in the form of study circles of various types.

The difference between a study circle and a reading circle is that whereas in the latter, there is only reading and listening to the contents of a book, in the former, the participants bring what has been read through the dye-hours of their personal experiences and exchange the wares thus processed at the counter of the discussion table.

Study circles as such may not be popular modes, especially, with the low degree of literacy in the country. But, with some variations, the study circles may first be initiated as groups taking up study of great books, of great issues, of great persons and of great events. Trained leaders to conduct such groups would be needed as also special books for use in such groups. The social education and the library movements will deserve will of the people if the challenge is met by provision of both the leaders and the special books.

Again, as in other cases, the discussion groups can be and, in fact, has been widely used with radio and film. In radio, especially, the radio forum project has had a successful demonstration in Maharashtra. The essential ingredients in the educational use of such forums are three. Firstly, the main issues should be carefully analysed before the viewing or the listening groups and the attention of the audience invited the show or the braodcase, there should be a competently led discussion on it in the

light of the introduction. Lastly, the film or the broadcast should be followed up by a reading and discussion of pertinent material, if full benefit is to be derived.

Conclusion—The librarian in his efforts to bring people and books in mutual contact, has to work in intimate association with the social education workers and the social education set-up. Three conclusions follow from this necessity of cooperation.

Firstly, if the librarian and the social education worker have to play their respective roles in this cooperative effort, then the librarian must have some knowledge of this field of activity of the social education worker and vice versa. For example, the librarian must know—

- (a) Social education and development set-up in his district/State,
- (b) The various groups of social educational workers working in his area, such as youth clubs etc., and their programmes,
- (c) Methods of giving talks,
- (d) Methods of discussion in groups,
- (e) Use of audio-visual aid—arrangement of exhibitions and
- (f) Psychology of reading.

The social education worker must know—

- (a) The library set-up in his block/district/State.
- (b) The various libraries in his area and their service potentialities,
- (c) Reading tastes of the people and the types of reading material (and other library materials) which can be helpful to the various groups, and
- (d) How books can be made a part of the life of the people.

Secondly, both the library and the social educational set-up should try to discover the reading tastes and reading needs of the people. They should try to find out the reactions of the people to existing literature, the types of books which the people would like to read but which are not available. They should pass on this knowledge to the proper book production agencies in the State.

Thirdly, in order to do their best in the educational field common to both, the

library and the social education staff should meet regularly and evolve methods of fruitful cooperation. To begin with, the District Librarian and the District Social Education Officer should meet once a quarter to consider the working and dealing up of programmes of common interest. Later on, when the libraries become more numerous and richer in book stock and staff, this cooperation could be taken down to the block level.

1. In some States demonstration projects should be tried at one or two promising centres where librarians, who are also trained in the teaching of reading, may take some regular classes for improving reading skills and methods of study of the people willing to take such lessons.
2. In order to be helpful to one another, librarians and social education workers at the block and district levels should have knowledge of an another's fields of work.
3. Both the social education workers and librarians should try to discover the reading taste and reading needs of the people and pass on this knowledge to the book production agencies in their State.
4. Library and social education staff should meet regularly to evolve methods of fruitful cooperation.

#### CHAPTER IX

## Library Finance and Administration

We have recommended earlier in this Report that library service should be the responsibility of Government. This means that it should be financed from public funds. Obviously, the first question to be answered is how much money is needed and, next, how is it to be raised?

We have indicate very briefly in the Annexure to this chapter other order of funds we need if a moderate quality of library service were to be set up over the entire

country. This comes to about Rs. 23 crores recurring and about the same amount non-recurring.

It is obvious that the country is not yet ready for this effort. We have, therefore, to start with a modest pace and then work it up to the required level. What is the time that be necessary for this process?

It will depend on how fast the country's economic strength can be developed. The great thing that are being built for the last few years will, it is hoped, start bearing fruit somewhere in the middle of the Third Five-Year Plan. For the few years till then work must be carried on with the modest funds that can be raised towards putting up the foundations. It is hoped that by the end of the Sixth Five-Year Plan the per capita income will have been doubled. Then, funds may be available not for a first rate library service but, a any rate, for a base level service.

There will, thus, be five Five-Year Plan period (third to seventh) i.e. 25 years, to raise the library structure form its present embryonic dimensions to a size which will do justice to the cultural and educational needs of the people on an austerity level. By then the population will have increased considerably, with the result that the Rs. 23 crores that are needed today for a base-level service will then have swolent to Rs. 33 crores, which must be kept as the target to be reached in 25 year's time.

This question is bound up with the question of how can the funds be raised. In the existing pressure for funds for all types of development activities, any new "non-productive service" like the library service, will mean some more "tightening of belts" by the citizen. And a call for more sacrifice is never popular. Yet for the sake of the future, the sacrifice must be made, and it has only to be decided how best it can be made.

The various countries, which have good library systems, have adopted one or the other of the following two modes of financing libraries:

- (a) by appropriation from general local revenues, and
- (b) from special library rate or cess.

The former method of running public libraries is prevalent in some of the State in the U.S.A. It may not, however, suit us. The local bodies are already bearing a heavy financial burden is discharging their basic obligations, which, of course,

exclude libraries.

Nor can we recommend without reservation that public libraries should be financed solely by appropriation from State revenues. For a steady growth of public libraries, the funds available for the purpose must be assured. There is enough experience of library finance to show how this can be done.

### A Library Case

Over a large part of the world and in two States of India, namely, Andhra Pradesh and Madras, library funds are derived basically from a special library rate or cess. The evidence tendered before the Committee has shown a sharp cleavage of opinion on the question of library cess. The official opinion as well as the views of legislators, except in the four southern States, is opposed to the cess, and, in general, the public sentiment backs them. The overwhelming opinion of library workers all over the country and people in the southern States, including officials and legislators, is in favour of a library cess. The legislation and Government officials fought shy of any proposal for fresh taxation. The economists are inimical to the splitting of a part of the taxable capacity of the people and earmarking it for one specific purpose—and that too with such a low economic priority!

In spite of such a strong body of opinion against a library cess, the Committee has come to the conclusion that only a cess can provide a stable base of library finances. However, modest the basis may be, it can give the library administrators some solid grounds from which they can plan ahead without fear of mishap the following year or the year after. There is no doubt that a library cess alone cannot make the bill, but a simultaneous provision from general revenues could be linked with it so as to share with it an assured annual budget.

Two considerations have swayed the Committee in favour of a library cess. In the first place, again and again, in the course of our investigations, we have met with inspiring instances of people joining hands to set up libraries and of people paying subscription for availing themselves of the use of these libraries at a cost to themselves which in some cases would be much more than the cess they would have to pay. This shows a desire on the part of the people to pay for their library

service. We are only seeking to institutionalise this desire.

Secondly, our fears about the popular opposition to a library cess were completely belied in Andhra and Madras. Far from regarding it as an imposition, the people in these two States appreciate the services they get in return. So much so, that, by and large, the people in the neighboring States of Kerala and Mysore also are thinking of taxing themselves for receiving the benefit of libraries. Indeed, if the people in Andhra and Madras can instead of regretting the cess, find a cause in it to congratulate themselves, why not the people in other States? Incidentally, this also answers the economists' objection against cess as such. The Taxation Enquiry Commission (1953-54) has also stated that there is nothing wrong in the idea of a cess and that its value depends on its physiological effect on the people. The example of Andhra and Madras encourages us to believe that the psychological advantage of cess will be on the side of libraries.

We have now to consider that rate at which the cess should be levied, taking into account the economic limitations of the people.

The per capita monthly income in India which stood at Rs. 22.10 in 1950-51 rose to Rs. 24 in 1955-56. Thus, whereas the per capita income in India rose barely 9 per cent the taxes and other contributions to Government went up by 50 per cent. Bearing in mind also the fact that the tax burden on the people is not measured by what the Government takes away from the people, but by what is left behind with them, which in view of the extremely low per capita income is just a pittance, it will be clear that we have a very limited rate to consider. At the same time, the people are better off now than they were in 1948 when the library rate was fixed at two pice in a rupee in the Madras Library Act and, what is more, are prepared to make greater sacrifices for their progress. Taking these facts into consideration, we recommend that Government should levy a cess of 6 naye paise in a rupee of property tax in all places, with, of course, permission for the local bodies to raise it if they so desire. This will bring an income of nearly Rs. 2 crores for the whole country.

The estimate is based on the following considerations. The Taxation Enquiry Commission has stated that property taxes fetched Rs. 24.4 crores in 1952-53 (Vol. III, p. 376, para 4). Since then urban areas have grown, and it is mostly from urban areas that the property taxes come. Secondly, in the old States of Madhya Bharat,

Madhya Pradesh, Punjab, Pepsu and U.P., property taxes were levied only in 239 out of 607 municipalities and a uniform library law would require that the cess must be levied in areas which do not levy property tax as if the tax was actually levied. This would hold good not only for municipalities and small town committees but also village panchayats where the levy of property-tax has so far been compulsory only in Andhra, Bihar, Bombay, Madhya Bharat, Madras, Mysore, Orissa and Panjab. If these considerations are borne in mind, we believe that in 1960-61, property taxes in the country will yield a sum of Rs. 32 crores on which the cess, at the rate of 6 naye paise in the rupee, will fetch Rs. 2 crores.

#### Grants from State and Central Government

With an income of Rs. 2 crores against the need of Rs. 23 crores recurring and the same amount non-recurring, it is obvious that no library cess by itself can cope with the demands of even a moderate library service. The question, therefore, is how should this gap be bridged? The Madras and Hyderabad Library Acts provide for an equal share by the State Government. In England and America also the Government have realised the inadequacy of fund raised by library cess for the maintenance of libraries and are now coming forward to supplement their resources by State subsidies.

In any scheme of public library finance, therefore, the bulk of the funds must come from the cess and State Governments revenues. However, the following tables show that State Government are increasingly finding themselves in deeper and deeper waters in meeting their financial liabilities in the context of the Five-Year Plans and that the Government of India is increasingly coming forward with loans and grants to State Governments to ease the financial straits in which they find themselves.

#### Budgetary Position of States

(Sum in lakhs of Rs.)

Year	Revenues including Grants from the Centre	Expenditure including that on Capital Account	Deficit
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Compendium of Select Government Reports on Library & Information Services in India

1951-52	509,81	540,33	30,52
1955-56	838,60	892,44	53,83
*1956-57	912,99	1015,62	103,63
+1957-58	952,06	1064,02	111,96

\* (Revised Estimates). +(Budget Estimates).

Central Assistance to State Governments

Year	Grants	Loans & Advances	(Rs. in lakhs)
			Total
1950-51	17,29	60,77	78,06
1955-56	35,80	248,87	284,67
1956-57	29,53	232,76	262,29
1957-58	26,17	233,37	258,54

It is thus clear that the country's library fund must attract some assistance from the Government of India also. What this assistance can be is a matter of expediency. We would, however, recommend that it should, at least, be equal to the cess collected in each State.

This leaves the State Government with too heavy a burden on their heads. It is suggested that, to begin with, State Governments may only give grants equal to the cess collected and then, gradually, in the course of the next 25 years, when in the Seventh Five-Year Plan their finance should be in a happier state, raise their grants to three times the cess collected. By then, an income of Rs 6 1/2 to 7 crores from the cess could be expected. With the same amount from the Government of India and about thrice the amount from State revenues, the target of Rs. 33 crores that will be needed for base-level country-wide library service could be reached.

What are our reasons for believing that a cess of Rs. 2 crores in 1960-61 will rise to Rs. 6 crores in 1981-82? In the first place the rapid industrial growth of the country will mean an expansion of property in urban and industrial areas, from which by far

the largest share of cess will accrue. The expected daubing of per capita income will give a further fillip to this trend. Thirdly, the Taxation Enquiry Commission has stated in their Report that almost invariably properties are undervalued for assessment of property tax. (Vol. III, P. 392, para 37). It is hoped that, in twenty years, the public morality would have grown in strength to plug such loopholes.

### A Twenty-Five Year Library Plan

If the proposals made in this report are taken up in the Third Five-Year Plan (since legislation and other preliminaries are bound to take the remaining two years or so of the Second Plan) the total of States Library funds at the beginning of the Third Plan will amount to Rs. 6 crores—Rs. 2 crores each from cess, State Government contribution and subsidy from the Central Government. The following questions arise in this context.

- (a) What start can be made with this fund?
- (b) How should library development be phased during these 25 years (Third to Seventh Five-Year Plan)?
- (c) In what stages can an income of Rs. 6 crores be stepped up to Rs. 33 crores by the end of the Seventh Five-Year Plan so that library funds may keep up with the tempo of library development?

We have seen that base-line public library service at present time would need an amount of Rs. 23 crores. In accordance with the basis laid down in the Annexure, this amount would distribute itself among the various categories of public libraries as follows—

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Type of Library	Rs. in lakhs
State Central Libraries	50
District Libraries	145
City Libraries	120
Branch Libraries (in cities)	75

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Compendium of Select Government Reports on Library & Information Services in India

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Mobile Libraries	75
Block Libraries	460
Small Town Libraries	765
Panchayat Libraries	360
	2,050
Non-recurring	250
Total	2,300

With Rs. 6 crores we can make a start as follows:

Type of Library	Rs. in lakhs
State Central Libraries	25
District Libraries	100
City Libraries	100
Branch Libraries (in cities)	20
Mobile Libraries	75
Block Libraries	200
Libraries in towns of population below 50,000	20
Subscription Libraries	60
Total	600

Many libraries which could come under the above categories are already there. The saving on the account could be utilised to meet the non-recurring expenditure on new libraries.

It will be seen that this will lay a reasonably sound foundation of public library service, in as much as all State Central Libraries (with less ambitious programme in the beginning), most District Libraries with their mobile libraries, libraries in most towns and cities of over 20,000 populations, almost half the number of Block Libraries, and a little less than one-third of the number of needed branches in large cities could be run within this level of recurring expenditure. All these libraries in operation at the commencement of the Third Five-Year Plan will be catering

reasonably well to populations where literacy is mostly concentrated, and the library administrators will have the satisfaction of seeing most library centres set up from which library service could be radiated to reach the remaining, at present non-too library-vocal, elements of population. This is not to say that library service in small towns and rural areas will be utterly neglected in the beginning. They will be served, as best as possible, under an organised system of circulation, from Block Libraries and small towns.

We believe that while the various areas collecting their library cess could utilise the proceeds as they like, the State Governments and the Government of India's contribution should be utilised to follow certain priorities. We recommend that the first priority target in library development plans of all State Governments should be to bring the State Central Libraries up to a point of efficiency indicated by an annual expenditure of Rs. 0.5 crores of all of them. As far as possible, this should be accomplished in the third year of the Third Five-Year Plan. By the end of this period all district, towns and all cities with a population of over 50,000 will have set up their main libraries, including mobile library for each district.

Thereafter, library services should be gradually extended so that by the end of the Fourth Five-Year Plan, all large city libraries will have their Branch Libraries, all Block Libraries will have been set up and library services will have been spread to about a fourth of the towns of a population about 5,000.

By the end of the Fifth Five-Year Plan, the State Central Libraries would have strengthened their reference and bibliographical services, all towns with a population of more than 5,000 and one-third of the number of centres of populations below 5,000 including the *planchayats*, will have their own libraries.

By the end of the Sixth Five-Year Plan, all libraries except those serving centres of population below 5,000 would have reached their base-level, including level for reference and bibliographical services. The centres of population below 2,000, except those that are far-flung and in out-of-the-way places, will also have been served fairly well. By the end of the Seventh Five-Year Plan, the entire public library service will have reached its base-level. Thus at the beginning of the Eighth Five-Year Plan in 1986, there being no deficiencies of library capital which cannot be met from the normal annual budget of Rs. 33 crores, the distribution of this fund

will show the following pattern:

Type of Library	Rs. in lakhs
State Central Libraries	125
District Libraries	200
City Libraries	250
City Branches Libraries	200
Mobile Libraries	200
Block Libraries	700
Town Libraries (population 20,000–50,000)	75
Town Libraries (population 5,000–20,000)	190
Town Libraries (population 2,000–5,000)	760
Panchayat Libraries	600
<b>Total</b>	<b>3,300</b>

We have expressed the hope earlier that by the middle of the Third Five-Year Plan, the Major industrial and agricultural project now under construction would start yielding full benefits. It is only then that State Government could start adding to their library funds. The last two years of the Third Five-Year Plan could thus register a small increase of, say Rs. 1 crore in the country's library fund. This could be stepped up gradually to bring about an increase of Rs. 27 crores by the end of the Seventh Five-Year Plan, thus raising the total library fund to a level of 33 crores a year. A suggested pattern of increments in the library fund could be as follows:

The Plan period	Suggested increments in the country's library fund (in lakhs of rupees) in the various years of the plan				
	1st year	2nd year	3rd year	4th year	5th year
Third Five-Year Plan	Nil	Nil	Nil	50	50
Fourth Five-Year Plan	50	50	50	75	75

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Report of Advisory Committee for Libraries, 1969

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Fifth Five-Year Plan	100	100	100	100	100
Sixth Five-Year Plan	150	150	150	150	200
Seventh Five-Year Plan	200	200	200	200	200

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Thus at the end of the Third Five-Year Plan the country's library fund will stand at Rs. 7 crores, at the end of the fourth Plan at of the Sixth Plan at Rs. 23 crores, and at Rs. 15 crores at the end of the Seventh Five-Year Plan. Of the total of Rs. 33 crores, about Rs. 7 crores will come from cess, an equal amount from the Central Government and the rest from the State Governments revenues.

#### Absorption of Subscription Libraries

In making the above recommendations, we have assumed a uniform public library system under Government sponsorship. It has to be remembered, however, that such a system remains yet to be built up. At present the library map of India is dotted with subscription libraries, and in the chapter on "Structure of Libraries" we have recognised the services which subscription libraries are rendering today and have recommended that they should receive adequate assistance from the Government. At the same time, we have said that they should be brought as soon as possible on the pattern of free public libraries. The assistance given to subscription libraries should keep this in view:

The Committee recommend that:

- (a) Suitable existing subscription libraries should continue to receive aid from State Government, subject inter alia to the condition that at least 25 per cent of the membership of an aided library should be free and mainly meant for persons of low economic status. The existing subscription libraries should be encouraged to join the proposed free public library service in every State.
- (b) Subscription libraries set up after the publication of this Report should not be given grant-in-aid.
- (c) There should be a periodical review, after every five year, of the subscription libraries in receipt of Government aid and after every such review the

freeships of such libraries should be raised by at least 25 per cent. Thus at the beginning of the Sixth Five-Year Plan, as envisaged by us, the entire public library system will have become a free public library system.

### Library Authorities and Library Fund

A library system based on a special library cess linked with definite grant from general revenues can only be based on a library law. The library must state how the funds are to be collected and how they are to be spent, who will collect them and who will spend them. The body which administers the library service is usually called them. The body which administers the library service is usually called the Library Authority. The first question, therefore, to determine is, what should be the sphere of work or size of a Library Authority.

There are two aspects of this question. First, a library system must be a viable unit, that is to say, it must have funds enough to give a fairly good library service for the varied tastes of readers. The UNESCO Seminar on Library Development in South East Asia held at Delhi in October, 1956, recommended that a viable unit would mean a library service catering for at least 50,000 literates. Bearing in mind that only 25 to 30 per cent of literates will use the library and that literacy figure in India is about 16 per cent, it means that a library service should cover a population of about 10 lakhs. This approximately the size of a district in India. In large urban areas 50,000 literates could be netted from a smaller population. This fact also has to be borne in mind.

Secondly, a public library must have a representative choice of the literature produced in the language the people read. Literature is now produced in such large volumes and the stream of production is so swift that only large library systems

can have a budget big enough to cope with this flow of literature. The following are necessary in order to cope with the flow of literature:

- (a) The library must acquire a basis stock of books on all subjects of interest to people..
- (b) It must acquire all the non-technical books published in the language in which the library has its books. So far as the Indian languages are concerned, this means practically the whole of their annual production.
- (c) A substantial part of the library-going public will also be wanting to read English books and hence at least some libraries in a library system must acquire a substantial portion of world's publications of English.
- (d) The library must also acquire a number of copies of more popular books.

In our opinion, a library system can cope with the flow of literature in the way mentioned above, only if it can operate on an annual book budget of not less than one lakh of rupees. This again points to a library system not smaller than a District Library System.

It is, perhaps, these reason that led to the pioneer legislation in the country, namely, the Madras Library Act, 1948, to create ad hoc District Library Authorities (called the Local Library Authorities) as basic of library service in the State.

Taking this fact into consideration as well as the necessity of associating tax collecting agencies with management of libraries, the Committee recommended the following arrangement for financing libraries:

- (a) The cess collected in an urban area by a Municipality or a Corporation will constitute the Library Fund of the Municipality or Corporation.
- (b) The cess collected in the area within the block will constitute the Block Library Fund.
- (c) To each Block or Municipal or Corporation Library Fund the State Government will add an amount equal to the cess collected either in cash or in the form of provision of staff or both.
- (d) The Central Library at a District Headquarters will serve as the Central Library

for the entire district for purpose of supplementing the book stocks of Block and Municipal Libraries and for strengthening the administration. To enable it to do so, the whole of State Government's contribution to Municipal and Block Funds in the district will go into a District Library Fund. If Necessary, the funds may also receive a percentage of library funds of block and municipalities in the District. In addition, subject to a degree of autonomy of large cities with population of over one lakh, the District Library will exercise a certain degree of authority over other libraries, especially in the deployment and use of their books stocks, and the areas which they should serve.

In this way we believe the tax-payer will have a direct interest in the library service. The advantages of a large library system will be available, because Government contribution will go to support only such a system and also because the staff will have a State-wide outlook.

### Library Legislation

We have already stated that the levy of library rate can be made possible only by a law, since no taxation can be levied without a law. This law may take the form of making necessary amendments in the existing municipal law of various States or by a comprehensive State Library Law. We recommend the latter alternative, because (i) it will bring homoteneous and unified library service in the State and (ii) it will ensure statutory recongnisation of State responsibly for the maintenance of public libraries in the State.

The library law should provide for the following:

- (a) Free public library service with the following objectives:
  - (1) to house materials giving reliable information and wholesome recreation.
  - (2) to organise them so as to promote their use, and

- (3) to stimulate non-readers to be readers and readers to be purposive students.
- (b) A library rate of 6 naye paise in a rupees of property tax to be lived by local bodies and panchayats.
  - (c) The State Government will aid the local bodies by a matching formula. The law may be brought into operation gradually within a period of twenty years.
  - (d) There will be Block Library Funds and Municipal Library Funds, but the district would be regarded as a unit of library service.
  - (e) The various units of library service will have their own library committees, as recommended in this Report.
  - (f) The State will organise a Department of Libraries. The functions of the Department will be generally on the lines indicated in this Report.
  - (g) The State Government will recognise library associations and provide for adequate assistance to them.
  - (h) Books will form but bulk of library stocks, which must also include newer media of mass communication, like audio-visual materials etc.

The library structure we have described in this Report will also call for legislative action by the Government of India. This legislation should incorporate the right of every citizen to have free access to educational, scientific and cultural records of the country among his Fundamental Rights. It may collate the various deposit sections under the Copyright Act, the Delivery of Books Act, the Press and Registration of Books Act and make them sunserve the needs of a National Library Service and the part to be played in it by different kinds of libraries. It will also provide for giving assistance to State Government for the public library service as suggested in this Report.

#### ANNEXURE

### Cost of Library Service to Cover the whole

## Country on the Basis of 1951 Census

The cost worked out here can only be called even approximate by courtesy. The bases of the cost are :

- I. The number of various types of library units.
- II. The staff needed for each unit.
- III. The cost of staff.

The details are as follows:

- I. The various types of library units are:
  - A. State Libraries 16. (14 State plus Himachal Pradesh plus Delhi).
  - B. District Libraries 310. (There are 325 districts in India, but it is assumed that 15 of the State Libraries will also serve as District Libraries for the district in whose headquarters they are located).
  - C. City Libraries 163, that is to say, libraries for 68 cities with population 50,000–75,000 (C8), 23 cities with population 75,000–1,00,000 (C7), 41 cities with population 1–2 lakhs (C6), 14 cities with population 2–3 lakhs (C5), 7 cities with population 3–5 lakhs (C4), 5 cities with population 5–10 lakhs (C3), 3 cities with population 10–22 lakhs (C2), and 2 cities with population of over 20 lakhs (C1).
  - D. Branch libraries in the cities 300 (roughly one for every 50,000 of population).
  - E. Mobile library units 400:325 for the district and 75 for the larger cities.
  - F. Block Libraries 4,500. (There will be eventually amount 5,000 blocks in the country, but about 1,500 of them could be directly served from district headquarters.)
  - G. Within the blocks there will be libraries for various centres of population,

such as for:

G-1 : towns of population, 20,000–50,000,

G-2 : 4,542 towns of population, 5,000–20,000,

G-3 : 23,609 centers of population, 2,000–5,000, and

G-4 : nearly 1 lakh panchayat libraries (i.e. 1 library for every 5 to 6 villages).

II. The average staff for the various units has been assumed as follows—

A. A State Central Library will have the following services. Reference library for the State and the capital city, leading library for the capital city and district, inter-library loan, copyright, bibliographical, special services for children, youth and adults and inspectorate. Allowing for leave reserves this will need 1 State Librarian, 1 Deputy Librarian, 1 Assistant Librarian, 22 professional assistants, of whom 4 may head the departments, 2 Stenos, 16 clerks, typists, accountants and 37 class IV staff.

B. District Libraries : They will give circulating services. The lending and reference service for the town in which they are located will be provided for by C, D and E and (in some cases even) G below. A district circulating service will need staff as follows—

1 librarian, 1 assistant librarian, 3 professional assistants, 4 clerks and daftaries, 1 book repairer, and 4 class IV servants.

C. The various categories of cities mentioned under C in I above will need staff as follows:

	Types of City							
	C1	C2	C3	C4	C5	C6	C7	C8
Librarian	1	1	1	1	1	1	1	1
Deputy Librarian	1	1	1	1	...	...	...	...
Assistant Librarian	1	1	1	1	1	1	...	...

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Compendium of Select Government Reports on Library & Information Services in India

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Professional Assistants	18	14	12	10	7	4	3	2
Book repairers etc.	4	3	2	1	...	...	...	...
Clerical	7	6	5	4	3	2	2	2
Class IV, including library attendants, peons and always a gardener, a chowkidar and a sweeper	35	31	23	27	18	15	11	8

The above staff is worked out on the basis of two shifts.

- D. Each city branch will need, for two shifts, 1 librarian, 2 professional assistants and 5 class IV servants, the latter including a sweeper and a chokidar.
- E. Each mobile van will have 2 professional assistants (1 in the van and 1 at the base), 1 clerk (at the base) and 1 drier and 1 cleaner.
- F. A Block Library Itself will, again, be circulating library only. The lending and reference services for the town in which it is located will be looked after by libraries under G. As such it will need 1 Block Librarian, 1 clerk-cum-daftari and 1 peon-cum-farash.
- G. The various Town Libraries will have the following staff for a single shift only—G 1, a librarian and a part-time paid helper, besides voluntary helpers: G2 and G3, librarian and voluntary help.

The Panchayat Libraries (G4) will have voluntary workers or persons working on small allowances.

- III. The most difficult part of the present estimate is, without doubt, the cost on staff. The pay scales vary so much from State to State that any average figure would raise a chorus of dissent from a number of States. Yet, for our present purpose an average must be struck.

In calculating the cost on staff we have assumed the structure the structure of library personnel as given in the Appendix to the chapter on Library Personnel. Together with

dearness and other allowances and salaries in various grades we have assumed the remuneration of various broad types of personnel working in libraries as follows:

(a) Professional Staff—	Rupees (per month)
1. Panchayat Libraries and semi-voluntary help	An Honorarium of Rs. 15
2. Librarian of a town with population 2,000–5,000	100
3. Librarian of a town with population 5,000–20,000	120
4. Librarian of a town with population 20,000–50,000	
Professional Assistants	240
5. Block or City Branch Librarian	270
6. Assistant Librarian in a District/City Library	312
7. Librarian of a city with population 50,000 to 1 lakh/Deputy Librarian in a large city/Assistant Librarian in the State Central Library.	420
8. District Librarian/Librarian of a city of over 1 lakh population/Deputy State Central Librarian	470
9. State Central Librarian	680
 (b) Non-Professional Staff—	
1. Clerks, Accountants, Typists, Driver etc.	100
2. Class IV staff	50

The total expenditure on the staff on the basis of I, II and III for the whole country comes to approximately Rs. 10 crores. The world over the average recurring expenditure on a library in items other than staff (books, lighting maintenance ect.) in equal to that on the staff. So that the total recurring expenditure for a year for a universal library service would be Rs. 20 crores.

This expenditure has been calculated on the basis of 1951 census figures. To do justice to the present population and especially the more-that-proportionate increase in urban population, the figures of Rs. 20 crores would have to be raised to Rs. 23 crores (15 per cent in a decennium).

Building, furniture and other capital expenditure would need an equal amount, that is to say, an amount of the order of Rs. 22/23 crores.

This does not cover the Nation's entire expenditure on public libraries and their administration. For, besides the above, the State Governments will incur some expenditure on the Directorates of Public Libraries and the Government of India will similarly incur some expenditure on the suggested Libraries Division in the Ministry of Education the National Library and the three National Books Deposit Centres.

### Recommendations

1. Government of India and State Government should have a 25-year Library Plan to raise the library structure from its present embryonic dimension to a size which will do justice to the cultural and educational needs of the people.
2. Government should levy a cess of 6 paise in a rupee of property-tax in all places, with permission of the local bodies to raise the cess.
3. Government of India should contribute to the library funds of a State an amount equal to the cess collected in the State.
4. To begin with, State Government should give grants equal to the cess collected and, gradually, in the course of the next 25 years, raise their contribution to three times the cess collected.
5. Suitable existing subscription libraries should continue to receive aid from State Government subject inter alia to the condition that at least 25 per cent of the membership of an aided library should be free and mainly meant for persons of low economic status. The existing subscription libraries should be encouraged to join the proposed from public library service in every State. Subscription libraries set up after the publication of this Report should not be

given grant-in-aid.

There should be a periodical review, after every five year, of the subscription libraries in receipt of Government aid and after every such review the freeship of such libraries should be raised by at least 25 per cent. Thus at the beginning of the Sixth Five-year Plan the entire public library system will have become free.

6. In each State, the library system should function as follows:
  - (a) The cess collected in an urban area by a Municipality or a Corporation will constitute the Library Funds of the Municipality or Corporation.
  - (b) The cess collected in the area within a block will constitute the Block Library Fund.
  - (c) To each Block or Municipal or Corporation Library Fund the State Government will add an amount equal to the cess collected either in cash or in the form of provision of staff or both.
  - (d) The Central Library at a District Headquarters will serve as the Central Library for the entire district for purposes of supplementing the book stocks of Block and Municipal Libraries and for strengthening the administration. To enable it to do so, the whole of the State Government's contribution to Municipal and Block Funds in the district will go into a District Library Fund. If necessary, the funds may be reinforced by a percentage of library funds of the block and the municipalities in the district.
7. State Government should enact a comprehensive State Library Law which will provide for the following:

- (a) free public library service with the following objectives:
    - (i) to house materials giving reliable information and whole-some recreation,
    - (ii) to organise them so as to promote their use,
    - (iii) to stimulate non-readers to be readers and readers to be purposive students.
  - (b) A library rate of 6 naye paise in a rupee of property-tax to be levied by local bodies and panchayats.
  - (c) The State Government will aid the local bodies by a matching formula. The law may be brought into operation gradually within a period of twenty years.
  - (d) There will be Block Library Funds and Municipal Library Funds, but the district would be regarded as a unit of library service.
  - (e) That various units of library service will have their own library committees, was recommended in this Report.
  - (f) The State will organise a Department of Libraries. The functions of the Department will be generally on the lines indicated in this Report.
  - (g) The State Government will recognise library association and provide for adequate assistance to them.
  - (h) Books will form the bulk of library stocks, which must also include newer media of mass communication, like audio-visual materials etc.
8. Similarly, the Government of India should enact a Library Law incorporating—
- (a) the right of every citizen to have free access to libraries as his fundamental right,

- (b) collating the various deposit sections under the Copyright Act, the Delivery of Books Act, and the Press and Registration of Book Act and making them subserve the needs of a National Library Service, and
- (c) providing for financial assistance to State Government as suggested in the chapter.

(Sd.) K.P. Sinha  
(Chairman)

(,,) N. Bhadriah

(,,) J. C. Mathur

(,,) S. S. Saith

(,,) T. D. Waknis

(,,) Sohan Singh Dhamoon  
(Secretary)

#### APPENDIX : I

## Terms of Reference

In September-October 1955, a Seminar on the 'Role of Libraries in Social Education' was organised by the India Adult Education Association at Chirag, Delhi. One of the recommendations of the Seminar was to set up a Library Commission to investigate the State of libraries in India. The Ministry of Education accepted the recommendation and set up an Advisory Committee for Libraries instead of a Commission, with the members mentioned below. The Committee was requested to submit report as soon as possible.

1. Shir K.P. Sinha, Director of Punjab Instruction, Biharm Patna (Chairman).
2. Shir N. Bhadriah, President, Mysore State Adult Education Council, Mysore.
3. Shir J.C. Mathur, I.C.S., Director General of All India Radio. New Delhi.
4. Shir B.S. Kesavan, Librarian, National Library, Calcutta.

5. Shri S.S. Saith, Librarian, Historical Division, Ministry of External Affairs, New Delhi.
  6. Shir T.D. Waknis. Curator, Central Library, Bomaby.
  7. Shri D.R. Kalia, Director, Delhi Public Library, Delhi.
  8. Mrs. Achamma John Mathai, Bombay.
  9. Shir Sohan Singh Dhamoon, Assistant Educational Adviser, Ministry of Education, Government of India, New Delhi (Secretary).
- (The members at Nos. 7 and 8 could not participate in the Committee's work at all.)

The Committee was appointed with the following terms of reference.

1. To require into the present reading needs of the people, how they are meet and what part the existing library set-up plays in meeting the needs.
2. To enquire into the reading of various sections of the people, what agencies are there to provide suitable literature and how the reading tastes and hence the literature can be improved.
3. To recommend the forms library structure in India.
4. To recommend the forms of co-operation between the library and social education set-up.
5. To go into the question of the training of librarians and the conditions of their service.
6. To make recommendations on the administrative and financial measures necessary to support the future library set-up in India.

As the first items would have led the Committee into a large research project, it confined itself to terms 3–6, that is, to investigation the present condition of library service in the country and on that basis make recommendations to the Government.

The Committee sat in three sessions. In the first session, it finalised the questionnaire and its general programme, including the tour programme. In its second session, it relolved some of the more controversial issues and

thus prepared the grounds for its Report. In its third session, the Committee finalised the substance of the Report and authorised the Chairman to give the finishing touches.

APPENDIX : II

**The Questionnaire**  
**Part I—Library Structure**

A. Existing Libraries:

(To be answered by State Government).

1. What are the different types of libraries in your State? Give the number of each type?

N.B.—For the purpose of this question, the libraries may be divided into the following 22 types:

Libraries run by the State Government

- A1 State Central Libraries
- A2 District Central Libraries
- A3 Block Libraries
- A4 Village Libraries
- A5 Libraries attached to Social Education Centres
- A6 Circulating Libraries other than District Central Libraries
- A7 Departmental Libraries
- A8 Children's Libraries
- A9 Other Libraries

Libraries run by Local Bodies:

- B1 District Board Libraries
- B2 Municipal Libraries

B3 Circulating Libraries uncluded/not included in B1 and B2

Libraries run by Institutions and Associations:

C1 Subscription Libraries aided by Government

C2 Unaided Subscription Libraries

C3 Circulating Libraries aided by Government

C4 Unaided Circulation Libraries

C5 Special Libraries (such as Commercial, Technical, etc.)

Proprietary Libraries open to the Public:

D1 Aided by Government

D2 Unaided Libraries

Libraries belonging to Educational Institutions:

E1 University Libraries

E2 College Libraries

E3 High School Libraries

2. Have you any data on the book stock and annual expenditure on these libraries? If so, please give.
3. Select one typical library out of each of the 22 types mentioned in question 1 and give detailed information on it as per proforma give in Annexure I.
4. How are the libraries run by the State?  
Regarding type A in question 1, how are they administered (i.e., how is their budget determined, what is the financial supervision exercised, are there advisory bodies attached to them, etc.)?
5. What is the amount and what are the rules of grant-in-aid to non-governmental libraries in the State? Is the grant given in cash or both in cash and kind? What is the amount of non-recurring and recurring grants sanctioned in the latest year of which statistics are available?
6. What departments in the State Government are aiding/maintaining or in any

other way connected with libraries (other than their own departmental libraries)? Please give the aid or grant given to such libraries by each department in 1956-57.

7. How many libraries are there in—  
metropolitan towns,  
other towns,  
villages?
- B. Library Department, Inter-lending, Circulating:
  1. Should there be any independent Library Department at the Central and in the States?
  2. If not, should it be a sub-department with in:
    - (a) Education Department;
    - (b) Social Welfare Department;
    - (c) A new Department of Culture?
  3. What should be the functions of such a Library Department/Sub-department?
  4. Should inter-lending be confined to public libraries or should it cover special libraries are university libraries also?
  5. What should be the mechanism of book circulation in a circulating library system? (for example, bicycles, mobile van, branches, etc.)
- C. Library Structure for the future:
  1. The Paper published by the International Federation of Library Association, on the subject, is attached herewith (Annexure II). You are requested to give your comments on the various recommendations made therein.
  2. Do you agree that the Public Library system should have the following structure?
    - (a) The structure

(i) National Central Library, New Delhi, With the following functions:

1. Copyright library for the Nation
2. Lending Library for Central State Libraries and Special Libraries co-operating with the Public Library System and a National Centre for Inter-Library Loan
3. Centre for National Book Exchange and International Library Loan
4. Advising State Libraries on technical matters.
5. National Bibliographical and Documentation Centre
6. National Library for the handicapped
7. National Co-operative Book Acquisition Agency
8. National Centre for micro-filming service

(ii) State Libraries with the following functions:

1. Copyright Library for the State
2. Lending Library for District Libraries and Special Libraries in the State co-operating with the Public Library System.
3. Clearing House for Inter-Library Loan within the State
4. Centre for Book Exchange within the State
5. State Bibliographical and Documentation Centre
6. State Co-operative Book Acquisition Centre
7. Agency for central classification and cataloguing for all District Libraries in the State
8. Public Library Service for the city in which it is situated
9. State Centre for Micro-filming Service

(iii) District Libraries with the following functions:

1. Public Library for the town or city in which it is situated
2. Maintaining of a Circulating Book service within the district

3. Service to Social Educational Institutions and Groups
  4. Service to Student Groups
  5. Service to Schools, Hospitals etc.
- (iv) Block Libraries with functions similar to the District Libraries:
- (v) Village Libraries or Libraries serving a group of villages:
- (b) If you think there should be any additional stages in the structure of the National Public Library System, please mention the stage with its functions and give reasons why you consider it to be necessary.
3. Should the libraries attached to the Information Centers in the Blocks be integrated with the Block Libraries? If so, how?
  4. Should the libraries mentioned in (a) (iii–v) above be controlled by State Government or by local bodies?
  5. Should the various libraries mentioned above in (a) (i–v) have boards or committees? If so, should such boards or committees have executive or only advisory powers?
  6. If your answer to question 4 above is in the affirmative, give your comments on the follows:
    - (a) The representation on these bodies will consist of:
      - (i) Government officials concerned
      - (ii) Members of Legislature or Local Bodies concerned
      - (iii) Development authorities
      - (iv) Universities and to other educational institutions
      - (v) Libraries or representatives of Library Association
      - (vi) Representatives of the public
      - (vii) Representative of Social Educational bodies.
    - (b) The Librarian of the State concerned will be the Secretary.
    - (c) The functions of each such Board or Committee will be:
      - (i) To chalk out programmes, including their financial implications

- (ii) To recommend grants
  - (iii) To arrange or sponsor training programme.
  - (iv) To keep registers of libraries in accordance with the different professional grades determined by the Central Library Department
  - (v) To publish reports and other publications of interest to Librarians
  - (vi) To fix library standards.
7. Should there be Library Association consisting of librarians and men from the public interested in libraries, at each level as follows?
- (a) All-India
  - (b) State
  - (c) Regional (in case of bilingual State)
  - (d) District
  - (e) Block
  - (f) Village
8. Should the Library Association receive grants from Government? If so, for what purpose and to what extent?

## Part II—From of Cooperation Between Librarian and Social Education Set-up

- A.1 What are the different types of social education workers and social educational Institutions at
- (i) Village level;
  - (ii) Block level;
  - (iii) District level;
  - (iv) State level;
- and what are their library responsibilities, if any?
2. What are the adult educational activities of the different types of libraries

mentioned in Q. 1 of Part I, A?

1. What are the various types of adult educational activities of your library?
2. How are the activities organised? (by staff or voluntary workers).
3. What is the response of the public to the different adult educational programs of your library?

### Part III—Training of Libraries and Conditions of their Service

#### A. Training of Librarians

1. What are the training facilities in your State for the training of various types of librarians?
  - (a) Training in general librarianship,
  - (b) Training of State, District and Block Librarians,
  - (c) Training of Village Librarians.
2. (a) What is the duration of each course and its contents?
  - (b) What are the entrance qualifications for each course?

[Please supply]

- (a) Syllabus;
- (b) A set of question papers in a recent examination; and
- (c) Information about the system of examinations.]
3. Are there any deficiencies in the course? If so, what can be done to improve them?
4. What is the output of various training courses?
5. Is the output of each category of librarians adequate in inadequate? If it is inadequate, what should be done to improve it?
6. Is the staff of the training centers adequate in number and qualifications?

7. How are the training standards of the various training institutions in your State assured? Does the State Government take any interest in this work?
  8. Is the teaching material (books, audio-visual aids etc.) in the library training institutions adequate? If not, what are the main deficiencies?
  9. What type of agencies (Universities, State Government, Library Associations, ad hoc bodies) conduct the following types of courses?
    - (i) Postgraduate courses in general librarianship;
    - (ii) Courses in general librarianship on the undergraduate level;
    - (iii) Special courses for
      - (a) State Central Libraries;
      - (b) District Libraries;
      - (c) Block Libraries;
      - (d) Village Libraries;
      - (e) School Libraries; and
      - (f) General Children's Libraries.
  10. Is any agency in the State maintaining a register of trained librarians? If so, a specimen copy may be shown to the Committee.
- B. Conditions of Service of Librarians
1. What are the different grades in which the librarians' posts are now divided in the State? What are the qualifications (academic, professional-degree, diploma or certificate) prescribed for appointment and promotion to each grade and salary scales for each grade and responsibilities?
  2. What is the principle of selection of librarians for each grade? For example:
    - (a) Fresh recruitment;
    - (b) Promotion from lower grade. If both principles are respected, what is the proportion of librarians in each grade selected on each

principles?

3. What are the principles of promotion of librarians; e.g. (b) by Seniority, (b) by merit?
4. If by merit, how much weight is given to
  - (a) published works or articles;
  - (b) administrative ability?

What is the precise test for measuring administrative ability so as to eliminate personal equations?
5. Are there any bodies to whom librarians can appeal against the decision of authorities? If, so, what is the scope of work of these bodies and their position?
6. What are the principles for determining retiring for each grade?
7. What are other benefit, if any, included in the conditions of service of librarians, e.g. facilities for receiving professional training, concessions regarding education of their children, weekly and annual holiday, travel facilities etc.?

#### Part IV—Administrative and Financial Measure Necessary to Support the Future Library Set-up In India

1. Are public libraries in the State based on:
  - (a) legislation or
  - (b) executive orders of the Government?
2. If the structure is based on legislation, what are the principle topics covered by it? For example, does the legislation cover the following:
  - (i) Libraries should be free for all citizens. The legislation should ensure that any citizen of India can become a member of any public library in India with, of course, necessary safeguards.
  - (ii) The libraries should be tax-supported. There should be no deposit or

security for their use. The minimum rate of taxation should be fixed, but the maximum should not be fixed.

- (iii) The legislation should define the Library structure, including the Library Committees and the Training Institutions. The various Library Committees should have a majority of non-officials on them. Except at State level, the Librarian concerned should be the ex officio Secretary.
  - (iv) Legislation should not be permissible but compulsory.
  - (v) Legislation should define the financial resources of libraries at different levels. Libraries at each level should have adequate funds secured from general revenues or a separate library cess. Which do you prefer and why?
  - (vi) Government grant should not be determined by the income of a library terminated, but by its needs—that is to say, library legislation should provide for equalisation of services in the various parts of the country.
  - (vii) Only qualified and trained librarians should be appointed up to the Block level. The training of librarians should be assured by legislation.
  - (viii) The lower rung libraries should send regular reports to the higher funds libraries.
  - (ix) Cooperation among public libraries should be ensured as well as cooperation between public libraries and specialised libraries.
  - (x) There should also be cooperation between libraries and various agencies working in the broad field of social education, e.g. libraries should particularly cooperate in the eradication of illiteracy.
3. Are there any difficulties being faced in implementing the libraries legislation? If so what are the difficulties? How are they being met?
  4. Is the library legislation existing in your State deficient in any way? If so, in what ways and what remedies do you suggest?
  5. If there legislation existing in your State, what are the difficulties in the way of having one?

6. How are the public libraries in the State being financed, e.g.,
  - (a) by grants from general budget?
  - (b) by a special library cess? If so, at what level is the cess levied? What is the rate of the cess?
  - (c) by a combination of the two?
7. How much of the district population each District Library in the State has been able to reach with all its services?
8. What are the reasons why the remaining population, if any, has not been reached?
9. What are the different types of service rendered by each District Library? (Home lending, reading in the library for women for children, for youth, for adults).
10. What do you consider to be the right size of a District Library Unit? Should large district have multiple District Libraries?
11. If the Centre gives grants to District Libraries, should it give directly to the District Libraries or through the State Governments?

ANNEXURE I

**Proforma**

Name of the State:

Area:

Population:

(Last Census figures of the area constituting present boundaries).

Name of the Library:

Area served by the Library and its population/clientele of the library and its strength.

Library Committee or Board governing the Library:

Constitution of the Committee, including name of the authority appointing it and to whom it is responsible; functions of the Committee; the name of the Officer to whom the Librarian is primarily responsible.

Income:

- (a) From State Government/local body, etc.
- (b) From library receipts
- (c) From other sources

Number of borrowers, types of borrowers and conditions on which they are allowed to borrow books.

Average daily number of readers using reading and reference departments.

Total number of volumes in stock (including pamphlets and periodicals), nature of collection and its special features, if any including special types of materials, e.g. maps, mss., gramophone records, films, etc. (give figures)

Issues:

Annual issues from Lending Department. Total seating capacity of the reading and reference rooms. Number of newspapers and periodicals received currently.

Staff:

Number of staff and their pay scales down from the Librarians to the attendants and their qualifications.

Expenditure:

- (a) Books, (b) Newspapers and Periodicals, (c) Binding, (d) Salaries, (e) Other Expenditure, (f) Total.

Organisation of the Library:

- (i) Number of "departments" in the Library e.g. newspapers, lending and reference rooms.
- (ii) Are readers allowed free access to the stocks or the books kept in closed

- stackes everywhere in the library?
- (iii) System of classification (either name one of the recognised systems of classification; or say, "improvised".)
  - (iv) Kind of catalogue (dictionary, classified, alphabetical subject catalogue, author catalogue) or what?
  - (v) physical form of catalogue (cards, printed, sheaf).
  - (vi) Number of days on which the Library is open in the year, including Sundays/holidays.
  - (vii) Reproduction of documents, Does the library possess any equipment?
  - (viii) Are the foreign publications bought from an Indian book-vendor or a foreign agent? Give reasons for your preference.
  - (ix) What arrangement has the library for binding? Has your library laid down any standard for library style of binding? In what respects do you find the binding deficient?
  - (x) Nature of extended activities of the Library, e.g. service to social education groups and workers, service to schools with or without an otherwise independent library service; service to hospitals and prisons etc.
  - (xi) Form of cooperation between the Library and other libraries, if any, (a) in the way of coordinating its acquisitions, (b) in the way of inter-library lending. If so, describe the mechanism.

#### ANNEXURE II

(For Private Circulation)

#### The I.F.L.A. Public Libraries Working Papers

(The following extracts from The development of Public Library Services—a working paper prepared by the Public Libraries Section of the International federation of Library Associations in 1953—were circulated along with the

Questionnaire so

as to obtain the response of the correspondents in the light of modern,

authoritative views on public libraries).

- A.1 The first essential to any consideration of the public library service is a clear understanding of the purpose of such a service.
- A.2 It is the purpose of public libraries to make it possible for all men, according to their needs and circumstances, to enjoy whatever benefits full access to books and related forms of record may bring them. It is the duty of public libraries not only to meet existing demands but also to encourage and facilitate wider demands from more people.
- A.3 It is the purpose of libraries to promote and sustain freedom of thought, and action, individual development and the good of the individual and the community. It is essential that nothing should be done to deny the principles of free choice and library of thought; and it is essential that due regard should be paid to the differing needs and abilities of potential readers.
- B.1 Applying these principles to consideration of the a basic pattern of public library service, the first essential factor emerges, i.e. that the public library must be a comprehensive, general service for the use of all sections of the community.
- B.2 The alternative—and we regard it as an undersirable alternative—is the provision of public library services on a sectional basis, i.e. the existence not of one public library for the use of all but of a library or libraries intended only for part of the community, e.g. for particular social classes, or religious political, racial, or linguistic groups.
- B.3 The disadvantages of such sectional provision are many including the following;
- (a) They have naturally a bias and ulterior objective, a primary responsibility towards the interest of the section concerned. We do not deny then right of any section to promise its own objectives (using its own funds and not theses of the community at large for this purpose), but it is maifest that

the total effect of even may such libraries could not be the promotion of that full free opportunity which we regard as the essential function of the public library.

- (b) They cannot, even in total, provide for the whole community which must embrace many people who are not associate with any of the sectional interests for which libraries are provided. Neither can they comprehend the fullest range of materials.
- (c) It is inevitable that library service shall thus be given by a multiplicity of small units, whereas it is abundantly evident that the greatest benefits can be given not economically and efficiently when a community is served by the largest possible unit of library service consistent with social and geographical circumstances.

B.4 The Advantages of a service provided for the whole community include the following;

- (a) It can afford a full and free opportunity for all the people and it can embrace all matters of interest to any individual.
- (b) Every members of community may use it as a right, regardless of his social position, class, religious or political beliefs, or vocation.
- (c) Catering for the whole community, it can be more economical as more people will use it and the fullest use can thus be made of everything that is provided. It will be a larger and better provided library. It is likely to an enjoy greater permanence and continuity and is capable of more efficient management.

B.5 It is, nevertheless, necessary to establish library service for groups of citizens who, for various reasons, are cut off from the use of the general library service—such as hospital patients, members of the armed forces, seamen, prisoners, etc. Such service should either from part of the general public library provision or be closely associated with it.

C.1 Since the public library should be provided for all members of the community,

it is proper that it should be provided by the community as a whole, at the common express of the community (with or without additional assistance from the common funds of the State—(See G 1–8)

- C.2 Consequently, it should be a 'free' service in that no user should be required to pay any fee, subscription, or other charge—for any reason whatever—in order to avail himself of its services.
- C.3 The alternative is a library which levies a charge upon users either for all or any service, or for part of the service ( e.g. the loan of fiction).
- C.4 The disadvantages of levying a charge are, among others
- (a) That many who are unable to pay the required charge, no matter how small, are unable to use the library at all, or to the full, and these may well be persons to whom access to books is especially desirable.
  - (b) These who are unwilling to pay the required charge, usually, because they do not appreciate the value of them of books and libraries, will not be subject to its educational influence and may well be these who, in their own interests and those of the community, should be encouraged to make better use of books.
  - (c) There is also the danger that these unable or unwilling to pay might be induced to borrow 'by proxy' (i.e. using the books obtained by other, paying borrowers) in which case the library would be unable to exert its full 'educational' influence on the 'proxy' readers.
  - (d) A library which charges is likely to be one which depends unduly upon the income from such charges. It is, therefore, likely to prefer to provide those books which will produce the most income and so to meet popular demands in preference to demands for material of greater value but less wide appeal.
- D.1 Since the public library should be provided by the whole community for the free use of all, it follows that public library provision should be a responsibility of government, as are education, public health services, street lighting, and

the like, and that it should be financed from public funds (i.e., local or state taxation).

- D.2 This being so, it is proper that it should be governed by the appropriate public authority, and administered by a committee appointed by and directly responsible to that authority. As will be noted later, this should be local government authority. Nevertheless, it should not be possible for the authority to deny its citizens the services of an adequate public library service the provision of which, by all appropriate authorities, should be obligatory.
- D.3 Alternative to government and administration by a local authority appointed committee are:
- (a) Government by societies, associations, and other non-governmental bodies (e.g., with a committee appointed or elected by members of library-supporting society), although all or part of the funds may be provided from public funds.
  - (b) Government by a board, the members of which are in whole or part appointed by the board (i.e., a 'self-perpetuating' board).
- D.4 The disadvantages of the alternatives noted in D.3 are
- (a) That the public cannot exercise sufficient control or determine the control over the expenditure of public funds or determine the nature and standards of the public service given by the committee or board.
  - (b) The citizens and, potential users of the library, are unable to exercise adequate influence or to enjoy proper access to the governing body.
  - (c) It may be, or usually is, difficult for the proper claims of the library to be brought to the attention of the public authority responsible for providing the necessary funds, e.g. the chairman of a local authority committee who should be a member of the local (Council) can present his case directly to that authority's finance committee and council, but the chairman of a non-authority board may not even be a member of the local council. Moreover, the council is unlikely to feel the same measure of responsibility to, or to

take the same interest in, service which is not under its own control.

- (d) There are certain aspects of the public library service which will suffer, if they are not properly related to the local Government system—e.g. the provision and maintenance of building in relation to the authority's public works department and programme, the payment of staff their recruitment and training in accordance with the prevailing scheme for local government officers in other departments, questions of financial control and administration, legal aspects, and the like.

D.5 Notwithstanding these disadvantages, it should be admitted that a self-owned institution will often be more likely to have on its board members who are especially interested in library development. Nevertheless, the services of such persons though they are not members of the council may be secured by 'co-opting' them to the library committee of a local authority.

E.1 As already stated we believed that the public library should be provided by the local authority (e.i., the council of a municipality or country).

E.2 The public library should be a local service because.

- (a) Though it will embrace in great part materials of general and universal interest common to all well-provided libraries, it must also pay particular attention to the special interest of the locality (industrial and historical, for example) and be closely associated with local educational, cultural and other activities, and related to local social condition.
- (b) The public must feel that the public library is an integral part of their own society. They are most likely to make the best use of its services and give it the fullest support when they have a sense of responsibility for its development and a voice in its control.
- (c) The more remote the control of an institution is from those who use it, the more likely it is to be neglected.
- (d) Library service provided by the State and not by local authorities are likely to become standardized. Local services are likely to show wide and

desirable variation in standards and in activity and to engage in fruitful experiment and extension of facilities.

- (e) Library services provided entirely by the State are more liable to be subjected to undesirable political pressures and are more likely to suffer adversely in times of economic difficulty. In the case of local authorities the State library department can usually institute safeguards against local political pressures.

E.3 In territories, where local government is not yet properly established, local administration of library services may be impracticable under present conditions. In such cases, it may be necessary to establish National or regional library authorities on the boards of which however, there should be representatives of the towns and country districts to be served.

F.1 We believe, however, that the responsible local authority should be the largest consistent with geographical and other conditions which will nevertheless attain the advantages of local control, and that there should be the maximum co-operation with other libraries.

F.2 The small library, which has to rely solely upon its own resources, is inevitably seriously limited. Its book stock must be small; it can offer little to the reader whose needs are not met by materials of very general interest. It cannot afford to employ the qualified staff who alone can give efficient individual service to the purposive readers.

F.3 Better service by the library serving the parish or other small or thinly populated rural district and by the small town library will result when these are associated with 'country' or 'central' libraries providing deposit collections, supply the books required by individual readers and assisting the local libraries in various ways. But elements are integrated administratively into a larger unit combining the largest possible town with the libraries in a suitable, natural region. Such a larger, regional unit comprising perhaps a geographical country or more than one country can offer many advantages, including;

- (a) A large, comprehensive book stock.
  - (b) Frequent and considerable exchange of stock at all the smaller libraries.
  - (c) Adequate supervision, and so far as possible, actual staffing by qualified personnel.
  - (d) Better facilities for meeting the requirements of individual readers.
  - (e) The services of books mobiles to serve not only local libraries but also communities which can be served better by book mobiles than by static book collections.
- F.4 Nevertheless, the advantages of the larger unit must be weighed against the disadvantages of weakening local interest by selecting, purely for administrative or financial reasons, regions which lack geographical or social unity or which are too large to remain "local".
- G.1 We believe, too, that the local public library service should receive appropriate aid and encouragement from the State.
- G.2 State aid should fulfil the following objective, among others;
- (a) It should encourage local authorities to provide the maximum possible local support. Consequently, State grants should in general be related in income from local sources.
  - (b) Nevertheless, State aid should, where necessary, be weighed in favour of local areas which, for geographical economic, or other reasons, are less able to make adequate provision from their own resources.
  - (c) It should encourage the formation of appropriate larger units of service by the amalgamation of small areas, the development of joint schemes, the provision of regional service, etc. To this end weighted grants may be made (perhaps for initial period only) to encourage a wider basis of service.
  - (d) State aid should ensure minimum standards of provision everywhere (the question of compulsory service is noted later) and to achieve this,

grants should be conditional upon the attainment of specified conditions, including minimum per capita expenditure minimum fund for book purchase, appropriate standards of books selection, the employment and adequate payment of the necessary qualified staff, adequate facilities for the public (hours of opening, convenient service points, suitable buildings, etc.) and participation in inter-library loan services etc.

- (e) State aid must not, however, encourage local authorities to be satisfied with meeting the required minimum standards and no more. This will be avoid largely if State aid is related to local support but it must also be prevented by the periodical realistic of minimum requirements; and in suitable cases additional grant aid should be given to encourage new developments and pilot projects.

G.3 State aid should be on a continuing and well understood basis. The minimum amount (or proportion) due to any local authority must not be subject to prejudicial variation, as this would make it impossible for any authority to undertake the planned development of its services.

G.4 State aid is best administered by a State Library Department charged with general and specific responsibilities for the promotion of public library services throughout the country.

G.5 This State Department should be directed and staffed by officials with such wide experience of public library work and such professional qualifications in librarianship as will ensure the respect of librarians and library authorities.

G.6 To ensure the fullest contract and co-operation, the State Library Department should be advised by an Advisory Committee representing library authorities librarians and library associations.

G.7 The State Library Department should have the following duties.

- (a) The formulation and periodical revision of standards and conditions of State grant-in-aid.
- (b) The apportionment and administration of funds available for grant

purposes.

- (c) Such inspection and inquiry as is necessary to ensure that State grant are expected for the proper purpose and that specified conditions are fulfilled.
- (d) The collection and dissemination of appropriate information and statistical data regarding public library development.
- (e) Giving advice and appropriate assistance to local authorities and librarians.
- (f) The general promotion of the objective of public libraries.

G.8 In addition to these matters the State Library Department should (unless these matters are being satisfactorily undertaken by other agencies):

- (a) Make provision for the professional training, examination, and registration of qualified libraries (e.g., maintain a library school or schools), and for the training of part-time library personnel and clerical staff.
- (b) Maintain an information bureau to provide information on bibliographical matters, on aspects of librarianship, etc.
- (c) Undertake the publication of bibliographies, booklists, book section guides, etc.
- (d) Maintain or encourage the maintenance by other agencies of such union catalogues as are necessary for purposes of inter-library lending.
- (e) Facilitate the selection, purchase, central cataloguing and preparation of books and the supply of forms, stationery, and equipment required by libraries and the binding of library materials.

H.1 We have referred to the need for State aid in promoting the provision of public library services by appropriate local authorities. It is also necessary however, to give these authorities proper legal powers and impose on them legal responsibilities.

H.2 Therefore, each State should adopt library laws which will include the

following provisions, among others.

- (a) Appropriate local authorities must be empowered to expend public funds for public library purpose.
- (b) The amount of local expenditure should not be limited; and local authorities should be able to expend as much as they are willing and able.
- (c) The public library purpose for which funds may be expended shall be so defined as not to restrict development. Thus it should be legal to speeding public money not on books, staff, and maintenance but also on periodicals, maps, plans, picture, gramophone records, films, and all other suitable forms of printed and other record, on the purchase or renting of land, and the erection of renting, equipping, and adaptation of premises, the provision of travelling libraries and book mobile, extension activities, etc.

- (d) Local authorities should be empowered to enter into arrangements with other authorities for joint schemes for providing the whole or any part of the service, and to contribute to the cost of scheme for co-operation and mutual assistance.
- (e) Each local authority should appoint a library committee directly responsible to the local council. The librarian should have the right to attend all meetings of the library committee (except on occasions when his own position and conditions of service are under discussion).
- (f) Each local authority should have power to appoint staff who shall be employed in accordance with the conditions and regulations applicable with suitable variations to other local government officers.
- (g) The use of all the service provides must be available to all inhabitants free of any charge whatsoever.
- (h) Though each local authority provides services primarily for the use of its own inhabitants and those who work or study in its area, other persons, living outside that area, should be able to use those services if they wish—e.g., if they live in areas without public library service or if for any reason they find it advantageous to do so. They may be allowed to do so free of charge, or in accordance with the arrangements made between the authorities concerned, or they may be asked to pay a subscription, but this should not be more than the average cost of the service to those living in the area of library used. When adequate library services are provided generally in a country or region, however, they should be available to all regardless of place of residence, without payment and with a minimum of formality. In all cases such facilities should be extended to seamen and other who by reason of their employment may be unable to use their home libraries.

H.3 As soon as practicable, all appropriate local authorities should be legally obliged to maintain adequate public library services.

- J.1 All public libraries should give users free 'open access' to adequate stocks of books for reference and for borrowing. Without 'open access' it is impossible for readers to select those books which will be of most value to them. A 'closed lending library can exercise little educational influence, and experience shows that open access libraries can cope much more economically with a much greater amount of library use.
- K.1 Library staffs must be recruited from persons with a good general education and a sufficient proportion of all those who are engaged in library duties must be professionally qualified as librarians, having undergone suitable courses of training passed appropriate professional examinations, and had the necessary experience of public library work.
- K.2 Schools of librarianship, offering full-time and part-time courses, must be maintained and be sufficient in number to ensure the necessary output of qualified staff.
- K.3 Libraries staff must be adequately remunerated, preferably in accordance with Nationally applied scales, which will ensure that non-professional staff enjoy salaries and conditions of service not less favourable than those enjoyed by other non-professional staff employed by local authorities and that professional staff enjoy rewards, conditions, and professional qualifications and personal qualities would be able to obtain in other professional careers.
- K.4 Moreover, scales of salaries should provide for the varying degrees of responsibility, specialisation, and experience involved in the several positions found on the establishments of library systems of different sizes and types; and adequate opportunities for promotion and personal advancement must exist.
- K.5 The number of staff employed by each authority must be sufficient to permit all necessary duties to be carried out completely and satisfactorily.
- K.6 Where the above requirements are not met, the service for the public as a whole suffers gravely. It is not possible to attract and retain personnel capable of giving proper service to readers or of developing and administering library

services to the maximum public advantage. Moreover, the prestige of the public library service is likely to be assessed by the public in relation to the status of those engaged. Therefore, if the status of the staff is low the status of the service will also be low.

- L.1 The existence of a well-support Library Association is essential. Uniting those who are concerned in library development it can co-ordinate the experience, ideas, and policies of its members and express them with an authority and influence otherwise impossible of attainment. It can undertake activities of common significance, safeguard both the interest of professional librarians, and the interest of the library-using public; it can present to the people at large the ideas and objectives of the services, maintain fruitful relationships

of friendly co-operation and understanding with other National agencies concerned with the public well-being and facilities contact with the library associations of other countries thought A.F.L.A.

- M.1 Finally, perhaps, the most important factor in determining the State of library development is the way in which the functions of public libraries are understood by librarians and authorities and by the public itself.
- M.2 If the accepted conception of the service is that it is a natural, essential element in the life of any civilised progressive community—as one of the fundamental 'human right'—it will be supported by all men of goodwill. If it is one so regarded all progress will be retarded by the prior necessity to prove and demonstrate and to persuade those whose support is necessary.
- M.3 There is no doubt that public library development had depended largely upon the social outlook and educational progress of the country concerned. Equally, it is evident that these can be promoted by the better use of library services. Therefore, all those who seek to improve educational, social and cultural standards will best further their own objective by ensuring the full growth of public libraries.
- M.4 It is especially important that school children should be brought into full contact with books and libraries and taught how to use them, that adequate libraries be maintained in schools and other educational institutions, including technical colleges, that full attention be paid to the particular needs of adolescents, and the needs of adults students of all kinds are fully met. It is further emphasized that if the vital task of overcoming illiteracy is to be accomplished, full free access to appropriate materials, through the public library service, is essential from the outset and that if effort to each people to read are to bear fruit, all who can read must be given every opportunity and encouragement to do so throughout life.

M.5 The development and the nature of public libraries is also shaped by economic and geographical conditions. Nevertheless, where these are adverse they must be regarded not as excuses for failure to provide adequate public libraries but as reason why public libraries are necessary.

APPENDIX : III

### Tour Programme of the Committee

1st Tour—

Wednesday, 9th October, 1957	dep.	Delhi
Thursday, 10th October, 1957	arr.	Chandigarh
Thursday, 10th October, 1957	dep.	Chandigarh
Thursday, 10th October, 1957	arr.	Patiala
Thursday, 10th October, 1957	dep.	Patiala
Thursday, 10th October, 1957	arr.	Chandigarh
Friday, 11th October, 1957	dep.	Chandigarh
Friday, 11th October, 1957	arr.	Ambala
Friday, 11th October, 1957	dep.	Ambala
Friday, 11th October, 1957	arr.	Jullundhur
Friday, 11th October, 1957	dep.	Jullundhur
Saturday, 12th October, 1957	arr.	Delhi
Saturday, 12th October, 1957	dep.	Delhi
Saturday, 12th October, 1957	arr.	Jaipur
Sunday, 13th October, 1957	arr.	Jaipur
Monday, 14th October, 1957	arr.	Bombay
Tuesday, 15th October, 1957	dep.	Bombay
Tuesday, 15th October, 1957	arr.	Poona
Friday, 18th October, 1957	dep.	Poona
Friday, 18th October, 1957	arr.	Bombay
Friday, 18th October, 1957	dep.	Bombay
Saturday, 19th October, 1957	arr.	Ahemdabad

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Report of Advisory Committee for Libraries, 1969

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Sunday, 20th October, 1957	dep.	Ahemdabad
Sunday, 20th October, 1957	arr.	Baroda
Monday, 21st October, 1957	dep.	Baroda

2nd Tour—

Wednesday, 20th November, 1957	dep.	Delhi
Thursday, 21st November, 1957	arr.	Gauhati
Friday, 22nd November, 1957	dep.	Gauhati
Friday, 22nd November, 1957	arr.	Nowgong
Friday, 22nd November, 1957	dep.	Nowgong
Friday, 22nd November, 1957	arr.	Shillong
Saturday, 23rd November, 1957	dep.	Shillong
Saturday, 23rd November, 1957	arr.	Gauhati
Saturday, 23rd November, 1957	dep.	Gauhati
Saturday, 23rd November, 1957	arr.	Calcutta
Friday, 29th November, 1957	dep.	Calcutta
Friday, 29th November, 1957	arr.	Santiniketan
Saturday, 30th November, 1957	dep.	Santiniketan
Sunday, 1st December, 1957	arr.	Patna
Thursday, 5th December, 1957	dep.	Patna
Thursday, 5th December, 1957	arr.	Banaras
Friday, 6th December, 1957	dep.	Banaras
Friday, 6th December, 1957	arr.	Allahabad
Sunday, 8th December, 1957	dep.	Allahabad
Monday, 9th December, 1957	arr.	Lucknow
Tuesday, 10th December, 1957	dep.	Lucknow

3rd Tour—

Friday, 10th January, 1958	dep.	Delhi
Saturday, 11th January, 1958	arr.	Bhopla
Sunday, 12th January, 1958	dep.	Bhopla
Monday, 13th January, 1958	arr.	Hyderabad

Wednesday, 15th January, 1958	dep.	Hyderabad
Thursday, 16th January, 1958	arr.	Bangalor
Friday, 17th January, 1958	dep.	Bangalor
Friday, 17th January, 1958	arr.	Mysore
Saturday, 18th January, 1958	dep.	Mysore
Saturday, 18th January, 1958	arr.	Bangalore
Saturday, 18th January, 1958	dep.	Bangalore
Sunday, 19th January, 1958	arr.	Madras
Tuesday, 21st January, 1958	dep.	Madras
Wedensday, 22nd January, 1958	arr.	Coimbatore
Tuesday, 23rd January, 1958	dep.	Coimbatore
Tuesday, 23rd January, 1958	arr.	Cochin-Harbour
Friday, 24th January, 1958	dep.	Cochin-Harbour
Friday, 24th January, 1958	arr.	Trivandrum
Saturday, 25th January, 1958	dep.	Trivandrum

APPENDIX : IV

## List of Persons Interviewed

### Andhra

- Pro. M.S. Doraiswami, Vice-chancellor, Osmania University, Hyderabad.  
Mayor of Hyderabad, Hyderabad.  
Commissioner of Municipal Corporation, Hyderabad.  
Sri Ram Lal, Director of Public Instruction, Andhra, Hyderabad.  
Commissioner of Municipal Corporation, Secunderabad.  
Sri V. Gopalakrishnayya, M.L.A. And Chairman of Local Library Authority,  
Guntur District, Andhra Pradesh.  
Sri Hariservottam Rao, President, Andhra Desha Library Association,  
Hyderabad.

Sri. S.V. Naik, Vice-President, Andhra Desha Library Association.,  
Hyderabad.

Sri. P Nagabhushanam, Secretary, Andhra Desha Library Association,  
Hyderabad.

Sri. Venketshwar Gupta, Member, State Library Council, Telengana, Modak  
District.

Sri. Raghava Reddy, Special Officer for Libraries, Andhra Pradesh,  
Hyderabad.

Dr. Mohd. Rahatullah Khan, Curator, State Central Library, Hyderabad.

Sri. K. Bapayya, Librarian, State Regional Library, Visakhapatnam.

Sri N. M. Reddi, Librarian, District Library Vishakhapatnam.

Sri. K. Ramamurthy, Librarian, District Central Library, kakinada.

Sri. K.G. Prakasam, Librarian, District Central Library, Anantapur.

Sri. Ramaswamy Choudary, Member, State Library Committee, Hyderabad.

Sri. J. Lakshmanayya Naidu, M.L.A. Chairman, Local Library Authority, West  
Godavari District.

Sri. Y Swami Reddi, Chairman, Local Library Authority, Kurnool District.

#### Assam

Sri. D.R. Kohli, I.A.S., Secretary, Planning and Development, Assam  
Government, Shillong.

Dr. H.C. Bhuyan, Director of Public Instruction, Assam, Shillong.

Sri. Nilomani Barathakur, M.L.A., Duburgarh.

Assistant Director of Public Instruction, Assam, Shillong.

Sri. P.C. Goswami, President, Assam Library Association, Golaghat.

Sri. Dharam Dutta Sharma, Social Education Officer, Assam, Shillong.

Sri. Ram Goswamee, Librarian, State Central Library, Shillong.

Dr. A.K. Barkakoty, Inspector of School and President, District Library

Advisory Board, Nowgong.

Sri D. Gogoi, Inspector of Schools, Gauhati.

Librarian, Gauhati University, Gauhati.

#### Bihar

Dr. Zakir Hussain, Governor of Bihar, Patna.

Dr. Sri Krishna Sinha, Chief Minister, Bihar, Patna.

Kumar Ganganand Sinha, Education Minister, Bihar, Patna.

Sri. V. Ramaswami, Chief Justice, Patna High Court and President Board of Trustees, Sinha Library (State Central Library), Patna.

Dr. D. Ram, Vice-Chancellor, Bihar University, Patna.

Dr. B. Prasad, Vice-Chancellor, Patna University, Patna.

Sri Rajandhari Sinha, Mayor, Patna Municipal Corporation, Patna.

Acharya Badrinath Verma, Ex-Education Minister, Bihar, Patna.

Sri. B.D. Pande, I.C.S., Development Commissioner, Bihar, Patna.

Sri. S.V. Sohoni, I.C.S., Commissioner, Patna Division and President, Khudabux Library, Patna.

Sri. J.P. Mishra, President, Bihar State Library Association, Patna.

Sri I.N. Sihna, Secretary, Bihar State Library Association, Patna.

Sri. Raja Radhika Raman Prasad Sinha, Member, Bihar State Library Association, Patna.

Sri. K.C. Thakur, Librarian, District Library, Ranchi.

Sri. T.K. Jha, Librarian, District Central Library, Darbhanga.

#### Bombay

Sri. H. Desai, Education Minister, Bombay.

Sri G.V. Bedekar, Education Secretary, Bombay.

Sri Dhonde, Mayor of Bombay Corporation.

Sri. P.M. Joshi, Director of Archives and Historical Monuments, Bombay.

Sri Setu Madhav Rao, Deputy Education Secretary, Bombay.  
Sri S.S. Bhandarkar, Director of Education, Bombay, Poona.  
Sri S.V. Bhave, Commissioner of Poona Corporation, Poona.  
Sri D.V. Kale, Curator, Kesari Marathi Granthasala, Poona.  
Dr. G.S. Khair, M.L.C. Poona.  
Sri. M.S. Patel, President, Gujarat Congress Committee and President,  
Pustakalaya Sahayak Sahakari Mandal, Baroda.  
Sri Chilarmani, Deputy Director of Public Instruction (Social Education),  
Poona.  
Dr. C.P. Shukla, Librarian, Baroda University, Baroda.  
Sri D.N. Marshall, Librarian, Bombay University Library, Bombay.  
Miss. Anny Rustamaji, Children's Library, Bombay.  
Mrs. Dongerkery, Sital Mahal, Bombay.  
Sri S.R. Tikerkar, Former Public Relation Officer and Honorary Secretary of the  
Asiatic Society, Bombay.  
Sri S.S. Rege, Librarian, Siddhartha College and Member, Bombay Library  
Association, Bombay.  
Sri P.R. Sathe, Librarian, Chamber of Commerce Library Association,  
Bombay.  
Sri Hawkins, Oxford University Press Bombay.  
Sri B.M. Vajidadar, Librarian, Tata Institute of Fundamental Research,  
Bombay.  
Sri Y.G. Naik, Secretary, Asiatic Society of Bombay, Bombay.  
Sri. K.R. Desai, Gujarat Library, Ahmedabad.  
Sri M.M. Patel, Librarian, M.J. Pustakalaya, Ahmedabad.  
M.V. Dhonde, Mayor of Bombay and M.L.C.  
Member of the pustakalaya Sahakari Mandal, Baroda.

Kerala

Sri Joseph Mundassery, Education Minister, Kerala, Trivandrum.

Sri P.K. Nambiar, I.A.S., Education Secretary, Kerala, Trivandrum

Mayor of Trivandrum Corporation.

Sri C. Narayana Pilai, M.P. Trivandrum

Sri Balagopalan, M.L.A. and Member, Local Library Authority, Kazikode  
(Malabar).

Sri Shivaraman Nair, President, Taluka Union.

Sri C.K. Mani, National Bookstall, Kottayam.

Miss Aini Joseph, Secretary, Malayalam Sahitya Parishad, Ernakulam.

Sri Pannikar, Secretary, Granthasala Sanghom, Trivandrum.

Sri V.P. Achitan, Vice-President, Granthasala Sanghom, Trivandrum.

Sri Appodari, Librarian, University Library, Trivandrum.

#### Madhya Pradesh

Dr. K.N. Katju, Chief Minister, Madhya Pradesh.

Sri Mata Prasad, Vice-Chancellor, Vikram University, Ujjain.

Sri L.O. Joshi, Education Secretary, Madhya Pradesh, Bhopal.

Sri E.W. Franklin, D.P.I., Madhya Pradesh, Bhopal

Sri Phalke.

Sri. P.C. Malhotra, Principle, Hamidia College, Bhopal.

Smt. Uma Johri, Principal, Girls College, Gwalior.

Smt. V. Johri, Principal, Inter College, Bhopal.

Sri V.S. Moghe, Secretary, Central Library Gwalior.

Sri S.C. Dwivedi, Librarian, Central Library, Rewa.

Sri K.P. Dwivedi, Librarian, Central Library Bhopal.

Sri G.S. Shukla, Chief Librarian, Central Library, Jabalpur.

#### Madras

Sri R.A. Gopaldaswami, I.C.S. Education Secretary, Madras Government.

Sri Avinashilingam Chettiar, Member, Lok Sabha, Coimbatore.

Sri Purshottam, Chairman, Chingleput Local Library Authority.

B.R. Krishnamoorthy, Chairman, Local Library Authority, Coimbatore.

Sri P.N. Najappa M.L.A

Sri R. Govindarajan, M.L.A.

Sri Chinnudurai, M.L.A.

Sri Ram Chandra Chettiar, former President, Local Library Authority,  
Coimbatore.

President, Headquarter's Association, Coimbatore.

Assistant Development Commissioner, Madras Government, Madras.

Shri. J. A. Ryan, District Education Officer, Chingleput.

Sri Damodaran, Principal, Arts College, Coimbatore.

Member, Local Library Authority, Coimbatore.

Sri K.M. Shivaraman, Secretary, Madras Library Association.

Shir K. Srinivasan, Coimbatore.

Shir Janardhan Naidu, Librarian, University Library, Madras.

#### Mysore

Sri V. Venkatappa, Education Minister, Mysore State, Bangalore.

Deputy Minister for Education, Mysore State, Bangalore.

Mayor of Bangalore Corporation, Bangalore.

Sri Singaravelu Mudaliar, Retired High Court Judge, Bangalore.

Sri R. Srinivasan, I.A.S., Education Secretary, Mysore Government, Bangalore.

The Director of Printing, Stationery and Publications, Bangalore.

Sri N. Keshava Iyengar, M.P., Bangalore.

Sri K.S. Suryananrayan Rao, M.L.A. Mysore.

Sri Mohamood Steriff, M.L.A., Bangalore.

Sri M.P.L. Sastry, M.L.C., Bangalore.

Sri Guru Dutta, Retired Director of Public Instruction, Bangalore.

Dr. S.S. Raichur, Deputy Director of Public Instruction, Mysore.

Deputy Director of Public Instruction, Mysore.

President, Kannada Sahitya Parishad, Bangalore.

Sri Ramaiah, Principal Information Officer, Bangalore.

Sri Shankar Rao, Representative, Oxford University Press (Bangalore Branch), Bangalore.

The Principal, Central College, Bangalore.

Sri L. Thimmiah, Chief Executive Officer, Adult Education Council, Mysore.

Shri S.C. Veerappa, Vice-President, Adult Education Council, Mysore.

Sri Masti Venkates Iengar, Bangalore.

Sarvashri Gudapp, Srinivasa Rao and Murti Rao, Bangalore.

#### Orissa

Sri D. Panigrahi, Adult (Social) Education Officer, Orissa, Cuttack.

Sri B.Acharya, Librarian, Kanika Library, Revenshaw College, Cuttack

Punjab

Sri Amar Nath Vidyalankar, Education Minister, Punjab, Chandigarh

Dr. A.C. Joshi, Vice-Chancellor, Panjab University, Chandigarh.

Justice Tek Chand, Chandigarh.

Sri Durga Dass, President, Jullundur Municipal Committee, Jullundur.

Public Relation–Officer, Punjab.

Librarian, Patiala Central Library, Patiala.

Members of the Patiala Central Library Board, Patiala.

Principals of various colleges in Jullundur.

Principal, Mahendra College, Patiala.

Sri Ish Kumar, Assistant Director (Social Education), Punjab Government,





THE REPORT OF THE WORKING  
GROUP ON DEVELOPMENT OF LIBRARIES  
DURING THE FOURTH FIVE YEAR PLAN,  
1966–71





## PREFACE

Libraries constitute an important sector of educational system. They are indispensable not only for giving an opportunity to our young people, studying in schools and colleges, to get acquainted with vast field of knowledge and learning which it is not possible to transmit through the class room, but also for promoting the utilisation of literacy among the general population, and thus help in intelligent public participation in the social, economic and political development of the country. Unfortunately, library development has not received adequate attention in our country so far; and it is high time this got rectified.

Realising the need for promoting an integrated plan of library development for the country, I set up a Working Group to work out the details of the library development programme with special reference to the administrative set up required, personnel training, library legislation, the public library system, and children's libraries. The Report of the working Group was received in the Planning Commission some time back and was circulated to the Central Ministries and State Governments in a mimeographed form. Since there has been a great demand from various quarters for the Report, it has now been decided to publish it.

While the recommendations of the Working Group are receiving the active consideration of the various Ministries and Departments concerned, I hope that the publication of this report would induce a wider interest among educationists, educational institutions and others concerned with the improvement of our educational system and its better utilisation and lead to libraries being given the better position that is due to them in our educational system.

New Delhi,  
August 20, 1966

V.K.R.V. Rao

## CHAPTER – 1

# Introduction

In his D.O. Letter No. 15/21/64 dated, new Delhi, the 15th June, 1954, Shri D.P. Nayar Chief Education Division in the Planning Commission communicated the decision of Prof. V.K.R.V. Rao, member, Planning Commission to constitute a Working Group (List of members at annexure I to consider library development programmes during the Fourth Plan.

While inaugurating the first meeting of the Working Group held on the 7th and 8th July, 1964 Prof. Rao in his address indicated the lines on which the Group could draw up a programme of public library development with due emphasis on library services intended for children and rural people during the Fourth plan in the context of ten-year perspective. In this meeting the Group discussed two Working Papers submitted by Sarvashri D.R.Kalia and N.C. Chakravarty and the comments thereon submitted by Sarvashri B.S. Kesavan and Sohan Singh. After deciding on the course of further investigation and studies the Group formed four Sub-Committees (List of members at annexure II) to report on the following major areas of the over-all programme:

1. Administrative Set-up;
2. Personnel Training and Book Production;
3. Library Legislation; and
4. Public Library Services and Children's Libraries.

As decided in the first meeting of the Group the Sub-Committee 4 entrusted with the preparation of detailed schemes of public library development framed a questionnaire (annexure III) for immediate circulation to State Governments eliciting information

on the present state of public library services in the States. The data received in response to the questionnaire were collected and compiled for the use of the Group by Shri D.R. Kalia, Convener of the Sub-Committee. (AnnexureV).

The other three Sub-committees submitted their reports which were circulated to all members of the Group inviting their comments thereon. The comments thus received were also circulated to the members.

The second meeting of the Group was held from the 16th to the 18th August, 1965. The reports of the Sub-Committees, revised versions of the Working Papers by Sarvashri Kalia and Chakravarty, a fresh paper by Shri P.S. Patnaik and all comments and notes thereon were scrutinised in the meeting. After detailed discussions the Group formulated over-all policies priorities and programmes of public library development costing Rs. 30.99 crores with allocations under broad heads being as follows:

	(Rs.)
1. State Central Libraries	3,100,00,000
2. District Libraries	10,00,00,000
3. Block Libraries	13,75,00,000
4. Branch Libraraies & Subscription Libraries	1,00,00,000
5. Model Public Libraries	60,00,000
6. Union Territories/other areas	1,60,00,000
7. Training of Library Personnel	40,00,000
8. Grats-in-aid to Library Associations	10,00,000
9. Central Govt., Ministry of Education and State Directorates of Libraries	44,00,000
Total	30,99,00,000

On completion of the second and final meeting the Group appointed a Drafting Committee composed of Sarvashri Sohan Singh, N.C. Chakravarty, B.L. Bharadwaja and D.R. kalia to draw up its report and to finalise the same after circulation to all the members for submission to the Planning Commission. The findings and recommendations of the Group with regard to public library development during

the Fourth Plan in the context of a ten-year perspective are detailed below.

## CHAPTER – 2

# Findings & Recommendations

### A. Administrative and Advisory Organisations at the Central and State Level

The Group is firmly of the opinion that the Central and State Governments should share among them the entire responsibility of providing adequate public library services to the citizens. To give effect to this recommendation creation of certain new Government Departmental agencies and non-official organisations are essential. The Governmental agencies are:

1. A Division/Branch in the Central Ministry of Education headed by a duly qualified officer competent to deal with all work relating to libraries.
2. A Directorate of Libraries in each State headed by a duly qualified Director to deal with all library matters at the State level.

The officers in the organisations, referred to at 1 and 2 above, should be made fully responsible for implementing Government policy and programmes in respect of public library development in their respective jurisdiction. As no operations, like working out details of programmes, keeping watch over progress and assessing results, are possible without such organisations it is imperative that the Central and State Governments should set up these organisations well before the commencement of the Fourth Plan. As soon as these organisations are brought into being they should apply themselves to the task of taking advance action necessary to implement the public library development programmes under the Fourth Plan in their respective

sphere of operation. The non-official organisations are:

3. An all India Library Advisory Council with the following as members to advise the Central Government on broad policy matters with regard to all library matters at the National level:

Union Minister of Education (Chairman)

Secretary, Union Ministry of Education

Officer in charge of Libraries in the Union Ministry of Education (Secretary).

One representative each of the Union Ministry of Community Development and Planning Commission

Chairman of State Library Councils

One representative each of the Indian Library Association and Indian Association of Special Libraries & Information Centres

Two Vice-Chancellors of Universities

Two Members of the Parliament

Two persons co-opted for their expert knowledge of libraries

4. A State Library advisory Council in each State composed of members as follows:

Minister in charge of Education (Chairman)

Secretary, Department of Education

Secretary, Department of Community Development

Director of Public Instruction/Director of Education

The Librarian of the State Central Library

One in four of the Chairmen of District Library Committees

One representative of each University in the State

Chairman/President, State Library Association

Director of State Library Directorate (Secretary)

Two members representing State Sahitya Parishad and other Cultural

### Organisations in the State

Two members of the State Legislature

Not more than four non-officials having special knowledge of libraries to be nominated by the Chairman of the Council.

Provided that the Council must have at least 4 professional librarians as members.

For formation of the all India Council the existence of a well-organised Libraries Divisions/Branch in the Union Ministry of Education under the charge of a competent Officer, who should serve as its ex-officio Secretary, is an absolute prerequisite. The same is the case in all respects with regard to the Directorates of Libraries in the State Departments of Education vis-a-vis the formation of the State Library Advisory Councils. As soon as they are set up the Libraries Division/Branch in the Union Government and the Directorates of Libraries in the State Governments should take steps to form respectively the All-India council and the Councils at the State level. In those States where Library Legislations have already been passed formation of the State Library Councils should conform to the provisions made in this behalf in the relevant State Acts.

### B. Public Library Development Programmes

After detailed study of the issues involved and in consideration of the resources that may be available the Working Group came to the conclusion that a minimum sum of Rs. 30.99 crores should be spent on Public Library Development during the Fourth Plan. A scheme of Phased and co-ordinated programmes, laying in the course of the Fourth Plan the Foundation of an efficient and progressive system of public library service, spread evenly over all parts of the country, is outlined below.

#### 1. State Central Libraries—Rs. 3,10,00,000

In four (Madhya Pradesh, Mysore, Nagaland and Orissa) out of the sixteen States, Central Libraries are yet to be established. Orissa, however, is understood to have got a new building for their State Central Library. Only five, states, (Andhra Pradesh, Assam, Kerala, Orissa and Punjab) have got newly constructed buildings for their

State Central Libraries. The buildings in which the other existing 8 State Central Libraries are housed generally offer very inadequate and unsuitable accommodation for the purpose. In all 11 State Central Libraries will need new buildings or extensive renovation of their existing buildings.

Each of the existing State Central Libraries spend on an average a sum of Rs. 1,50,000 only per annum. Such a low financial provision has severely restricted the growth and functions of these libraries, expected to be the centres of inspiration and guidance to the entire state-wide library systems. At present most of them are obliged to serve under many handicaps merely as local public libraries in the cities of their locations. The staff of these libraries must be immediately strengthened and offered adequate pay and prospects. Adequate funds should also be made available to them to build up their book stocks and new services. Keeping all these in view the following programme of development is recommended:

(Rupees)			
Year	Building & Equipment	Improving emoluments & strengthening of Staff, Stock & Services	Total
1	2	3	4 (2+3)
1966-67	50,00,000	30,00,000	80,00,000
1967-68	60,00,000	40,00,000	1,00,00,000
1968-69		40,00,000	40,00,000
1969-70		40,00,000	40,00,000
1970-71		50,00,000	50,00,000
Grand Total	1,10,00,000	2,00,00,000	3,10,00,000

The above provision envisages construction of buildings for 11 State Central Libraries (@ Rs. 10,00,000 per unit) by the second year of the Plan. While during the first year only the existing 12 libraries will be aided at the rate of Rs. 2,50,000 per unit over and above their current rates of expenditure, during the following 3 years the aid will be at the same rate to 16 Libraries each of which will receive Rs. 3, 12, 500 during the last year of the Plan.

One of the conditions of the aid should be the maintenance of a well-equipped children's Section as a compulsory features in a State Central Library. Further, in the interest of the quality and extent of services to be rendered, it reach a level that it is at least 50 per cent of the total recurring expenditure in each State Central Library.

## 2. District Libraries—Rs. 10,00,00,000

In all some 335 District Libraries (providing for two libraries for a few exceptionally big and populous districts) are necessary for organising public library service at the District level. The data collected show the number of District Libraries so far established to be 205. This leaves 130 more District Libraries to be established. All these District Libraries must be established during the first two years of the Fourth Plain if it is desired to lay the foundation of a well-organised and evenly laid public library system during this period. It is considered that the minimum cost of a building and equipment for a District Library should be taken as Rs. 2,00,000 and its minimum annual recurring cost be fixed at Rs. 75,000 to start with. At present the existing 205 District Libraries spend on an average nearly Rs. 30,000 only per annum. To raise their expenditure to the level of the minimum requirement each of these libraries will have to be provided with additional funds of Rs. 45,000 annually. thus the year-wise recurring expenditure on District Libraries may be tabulated as follows:

Year	(in Rs.)		
	New Libraries (130)	Existing Libraries (205)	Total
1	2	3	4 (2+3)
1966-67	16,25,000	92,25,000	1,08,50,000
1967-68	30,00,000	92,25,000	1,22,25,000
1968-69	97,50,000	92,25,000	1,89,75,000
1969-70	97,50,000	92,25,000	1,89,75,000
1970-71	97,50,000	92,25,000	1,89,75,000
Grand Total	3,38,75,000	4,61,25,000	8,00,00,000

Further, it is essential that at least some of the District Libraries should be provided with new buildings. A sum of Rs. 2,00,00,000 is set apart for the purpose to allow 100 Library buildings to be constructed. The buildings may be evenly spread over the country and given such priority as to complete construction of all the 100 buildings latest by the second year of the Plan.

According to the estimates given above the total expenditure of Rs. 10,00,00,000 on District Libraries which fall under two main heads as shown below:

		(in Rs.)
Recurring expenditure on books, staff and services		8,00,00,000
Buildings (100)		2,00,00,000
	Total	10,00,00,000

Each District Library must maintain a well-equipped Section to render service to children.

### 3. Block Libraries—Rs. 13,75,00,000

According to available data 1394 out of 5223 Blocks, spread over the rural areas in the whole country, have got Block Libraries. This means that nearly three-fourths of the Blocks are to be provided with libraries. Further, the services rendered by the existing Block Libraries are very poor. Annual recurring expenditure per unit may not be even Rs. 10,000 in many cases.

The Block Libraries will be the main centres of the State library system that will directly render service to the rural population and further extend, in due course, such services through village level libraries. As the resources are not enough to establish and maintain self-contained village level libraries during the Fourth Plan great care should be taken to build up a base in the Block Libraries for village level service during this period. It must, therefore, be provided that the foundation of fairly well-equipped Block Libraries is established in at least 75 per cent of the Blocks during this Plan. This will mean establishment of nearly 2,500 new libraries and improving the services of the less efficient among the existing ones. Under the present circumstances the minimum recurring expenditure per annum on a Block Library may be fixed at Rs. 15,000. According to this scale of expenditure a phased

programme of establishing 2,500 Block Libraries may be drawn up as follows:

(in Rs.)		
Year	No. of New Libraries to be established	Cost of maintenance
1966-67	200	30,00,000
1967-68	400	90,00,000
1968-69	600	1,80,00,000
1969-70	600	2,70,00,000
1970-71	700	2,75,00,000
Total	2,500	9,45,00,000

Further, it is provided that half the number of existing Block Libraries be provided with additional funds at the rate of Rs. 50000 per annum during this Plan to improve their services. thus 700 libraries will receive a total sum of Rs. 1,75,000 in 5 years at an uniform rate.

Available resources do not permit any extensive building projects for Block Libraries during the Fourth Plan. However, to erect models of such buildings suitable to accommodate Block Libraries with extension services in years to come, 1,020, buildings at a total cost of Rs. 2,55,00,000 (@Rs. 25,000 per unit) may be constructed at selected Block headquarters distributed all over the country

The expenditure on Block Libraries will thus fall under the following main heads:

(in Rs.)	
Newly established Libraries	9,45,00,000
Additional aides to existing Libraries	1,75,00,000
Buildings	2,55,00,000
Total	13,75,00,000

The Block Libraries must cater to the needs of all citizens including children.

#### 4. Branch Libraries—Rs. 1,00,00,000

It is a well-known fact that quite a few libraries in both urban and rural areas, mostly

supported by donations and subscriptions from philanthropists and members using them, have been rendering for many years valuable services to the people under very trying circumstances with regard to their accommodation stock and staff.

Provision is being made to earmark a sum of Rs. 1 crore to be distributed as grants-in-aid to such libraries during the Fourth Plan. Each Library may be sanctioned, according to some carefully prepared rules, any sum between Rs. 1,000 to Rs. 5,000 per annum. Taking Rs. 2,000 as the average annual grants-in-aid per library a programme may be drawn up as follows:

		(in Rs.)
Year	No. of Libraries to be assisted	Amount
1966-67	500	10,00,000
1967-68	500	10,00,000
1968-69	1,000	20,00,000
1969-70	1,000	20,00,000
1970-71	2,00	40,00,000
Total	5,000	1,00,00,000

#### 5. Model Public Libraries—Rs. 60,00,000

In the scheme of programmes envisaged it is proposed to set up public libraries on the model of the Delhi Public Library with a view to demonstrating at least to some more areas the various services and the standards thereof to be maintained by public libraries in the country. Owing to paucity of funds it will be possible to set up only three such libraries during the Fourth Plan with allocations as shown below:

		(in Rs.)
Buildings (3) @ Rs. 10,00,000 per unit		30,00,000
Recurring expenses		30,00,000
	Total	60,00,000

The sites for location of the libraries should be selected and building work completed by the end of the Plan Period. The provision of Rs. 30,00,000 is on an ad hoc basis;

but the progress of the project should be such that by the end of the Plan all the three libraries start functioning fully and the recurring expenditure per unit reaches a level of Rs. 3,00,000 per annum.

6. Public Library Development in Union Territories and other Areas—  
Rs. 1,60,00,000

The Delhi Public Library which was established about 15 years ago as a pilot project, co-sponsored by the UNESCO and the Government of India has proved to be a success. The Library immediately needs a suitable building. A sum of Rs. 40,00,00,000 may be provided for the purpose.

The Institute of Library Science, set up by the Ministry of Education in 1958–59, after functioning for a few years, is at present in a state of suspended animation. Revival of this Institute will go a long way to support the elaborate development schemes under consideration by providing suitably trained personnel. A sum of Rs. 10,00,000 may be provided for the Institute to function in all the five years of the Plan.

The remaining sum of Rs. 1,10,00,000 should be utilised during the Plan period for developing public library services in the Union Territories and other Areas for which the Central Government hold special responsibility. The detailed schemes for these will have to be evolved in consideration of the widely varying social and economic conditions of the areas involved. Thus the broad heads of expenditure under this item will be as under:

	(in Rs.)
Development of Public Library Service in the Union Territories and other Areas (1966–67 to 1970–71)	1,10,00,000
Building for Delhi Public Library	40,00,000
Institute of Library Science (Central)	10,00,000
Total	1,60,00,000

7. Training of Library Personnel—Rs. 40,00,000

The programmes of public library service costing Rs. 30,05,00,000 as detailed under II B-16 above, must be supported by supplies of trained staff to tackle the work,

at all stages, progressively in keeping with the tempo of development. It has been estimated that to man the public library service as detailed above, at least 12,000 fresh trained library personnel will be required during the Fourth Plan. Of these 12,000 half should be at the graduate and the other half at the under-graduate levels of general education and professional qualifications. To train the future librarians at these two levels within the crucial period Institutes of Library Science, at the State level after the pattern of the Institute of Library Science founded by the Government of India, may be established in the States. The Library Associations in the country under the leadership of the Indian Library Association should also undertake the responsibility of training the required number of undergraduate librarians. Taking on an average the expenditure per trainee as Rs. 300 we may make the following provision:

	(in Rs.)
Initial administrative expenses	40,00,000
Training of 12,000 Librarians	36,00,000
Total	40,00,000

It may be noted in this context that a sum of Rs. 10,00,000 has been shown under II B-7 as expenditure on the Institute of Library Science (Central). This Institute should concentrate on training library personnel for senior executive and professional jobs.

#### 8. Grants-in-aid to Library Association—Rs. 10,00,000

For creating public opinion in favour of the massive programme, outlined above, for rendering technical advice to the library authorities and for assisting in training of librarians and production of library literature through seminars, surveys reports, etc. The All India and State Library Associations should be given financial assistance according to some rules, formulated for the purpose. Financial assistance during the plan may be as follows:

	(in Rs.)
1966-67	1,50,000
1967-68	1,50,000
1968-69	2,00,000
1969-70	2,50,000
1970-71	2,50,000
Total	10,00,000

9. Central Government, Ministry of Education & State Governments' Directorates of Libraries—Rs. 44,00,000

A sum of Rs. 44,00,000 is provided for setting up Administrative and Advisory Organisations shown under IIA 1-4 above. As already explained, action in this behalf should be taken well in advance of the commencement of the Fourth Plan period in April, 1966. May be that this amount will not be sufficient for the entire period of five years if all the indirect administrative expenses are taken into account. But, it is expected, once the Governments take up implementation of the public Library development programmes costing a little over Rs. 30 Crores, additional expenditure of a few lakhs in excess of what has been provided for herein for administrative operations, will be made available.

### C. Library Legislation

The Working Group attaches great importance to enactment of legislations for providing adequate public library service to the citizens, and, as such, it has carefully examined the existing Library Acts in Madras and Andhra Pradesh as also the Model Library Bill prepared some years ago by the Union Ministry of Education. In view of the varying social, political and cultural conditions obtaining in different States of the Union the Group has prepared a draft Bill for consideration of all concerned. Further, it has prepared a memorandum explaining the basis issues involved. The draft Bill read with the memorandum, it is expected, will present the complete case with regard to problems of library legislation in India today.

It is recommended the Draft Bill together with the memorandum (Annexure IV)

may be given due publicity as soon as possible.

#### D. Production of Books

The Group felt seriously concerned with the state of book production in this country. Currently only 30,000 publications are issued every year in India. Of these 50 per cent are unfit for public libraries. Considering the number of languages, a few of which rank very high in the world list of major languages (in the context of number of people using them), this rate of production is very poor. Further, the quality of production of books, particularly books intended for children is very unsatisfactory. Again, contents of books in respect of their merit and subjects generally lack standards and variety. The state of affairs is such that concerted action by Central and State Governments and non-official promotional organisations like, the Sahitya Akademi, the National Book Trust, the Southern Language Book Trust, the Children's Book Trust, University Faculties, Research and Cultural organisations having production of literature as one of their function should immediately take steps to improve matters. The problems of producing quality literature that can be used in public libraries should be tackled simultaneously with the problem of developing public library service in the country.

Production of the right kind of paper for book production in adequate quantities should be encouraged in all possible ways. The existing printing presses also need bigger capacities and better tools. There is also need for quite a few more good printing presses all over the country. The authorities concerned with paper, printing, binding and other related industries should be approached to render help in this regard. Publishing should be treated as an industry eligible for loans and other facilities from Govts. under the relevant Central and State Acts governing such provisions.

The Group feels that the import control on books should not operate in a manner that may sieve out scholarly and technical books in favour of cheap fiction and other literature of elementary nature.

The Group recommends that at least a sum of Rs. 20 crores should be spent on well-thought out schemes for promotion of book production during the Fourth Plan.

### E. Outline of a Ten-Year Programme in Perspective

The programmes for development, outlined under B 1–9 above, provide sufficient basis for consideration of similar programmes during the Fifth Plan. The ten-year period, 1966–67 to 1975–76 may be treated as a period of construction after which the work of consolidation may start with the commencement of the Sixth Plan in 1976–77.

#### 1. Village Level Libraries—Rs. 30,50,00,000

The Fourth Plan schemes provide for completing establishment of all the 16 State Central Libraries, all the 335 District Libraries, 3 Model Libraries as well as for improving their buildings, stock, staff and services.

These also provide for establishment of as many as 2,500 new Block Libraries bringing their total number to 3, 894. Provision has also been made to improve the services and maintain a minimum standard all along the line. Some provisions have also been made to assist the subscription Libraries with grants-in-aid. Allocations have also been made for training of librarians, assistance to Library Associations and other related schemes. The schemes together make a well-knit whole and indicate efforts necessary to complete the public library structure during the next Plan.

During the Fifth Plan public library service points in rural areas may be carried further down from the Block to the village level. Out of nearly 5,65,000 villages in the country 4,169 have population of 5,000 or above and nearly 26,000 have population ranging from 2000 to 5,000. 4,169 villages with 5,000 or more population are expected to be fully covered by the scheme of developing 5,223 Block Libraries. Allowing for changes owing to movement of population and regrouping of villages it may be assumed that if 25,000 of the 26,000 villages with population ranging from 2,000 to 5,000 are provided with Village Level Libraries during the Fifth Plan the entire rural India will be covered by the system. It is expected that by the end of the Fourth Plan each such village will have its own Primary School and/or Village Community Centre. The Village Panchayat controlling primary education and community centres will surely like to accommodate the public library in the school building/community centre. Location of the library in the school/community centres premises will be the ideal arrangement from all points of view. No separate

provision needs, therefore, be made for construction of buildings for Village Level Libraries at this stage. Taking Rs. 5,000 as the recurring maintenance cost per unit the following programme of development is suggested:

(in Rs.)		
Year	No. of New Libraries to be Established	Cost of Maintenance
1971-72	2,000	1,00,00,000
1972-73	4,000	3,00,00,000
1973-74	5,000	5,50,00,000
1974-75	6,000	8,50,00,000
1975-76	8,000	12,50,00,000
Total	25,000	30,50,00,000

## 2. Block Libraries—Rs. 5,00,00,000

1329 Blocks will be left without Block Libraries at the end of the Fourth Plan. By the end of the Second year of the Fifth Plan all these Block should be provided with Libraries. The total expenditure at the rate of Rs. 15,000 per unit on this account is estimated to be Rs. 5,00,00,000 during the Fifth Plan period.

## 3. Schemes Carried Forward from the Fourth Plan—Rs. 46,00,00,000

Detailed examinations of the requirements of maintenance and development of the schemes carried from the Fourth Plan provide data to show that a minimum sum of Rs. 46,00,00,000, registering an increase of nearly 50 per cent over the Fourth Plan, will be needed for the purpose. This will allow maintenance of the services all along the line as well as construction/renovation of some more buildings for State Central Libraries, Districts Libraries and Block Libraries. This will also bring the stock and services of the State Central District and Block Libraries to a point from which they will be able to guide and feed the units next below reaching the lowest service point at the village level.

Thus the total outlay during the Fifth Plan will amount to Rs. 81,50,00,000 as compared to Rs. 30,99,00,000 during the Fourth Plan. The recurring annual

expenditure at the end of the Fourth Plan will approximate a sum of a little over Rs. 22 crores. Thereafter the rate of increase in expenditure will slow down. As far as can be seen in ten years more i.e., by the end of the 7th Plan (1985–86) the total recurring expenditure may rise to Rs. 35 crores per annum.

Though the outlay is not much as compared to many other sectors of development, the schemes are so elaborate and cover such extensive areas that after completion of the Fifth Plan the achievements should be fully reviewed and the future programmes framed to achieve the double objectives of consolidation and development.

In conclusion, the Working Group on record its deep sense of gratitude to Prof. V.K.R.V. Rao for forming for the first time a Working Group for Library Development under the Five Year Plans and for giving his guidance in its work. The Group also takes this opportunity to thank Shri D.P. Nayar, Chief, Education Division, Planning Commission and other officers and staff in that Division for the kind cooperation and assistance received from them all through the period of a little over one year during which the Group functioned.

New Delhi  
the 7th Sep. 1965

Sd. Sohan Singh  
Sd. B.L. Bharadwaja  
Sd. N.C. Chakravarty

Annexure-I

Working Group on Development of Libraries  
during the Fourth Five Year Plan

List of Members

1. Shri P.N. Gour, President, Indian Library Association, C/o Sinha Library (State Central Library), Patna-1
2. Shri B.S. Kesavan, Senior Vice-President, Indian Library Association, Director, INSDOC, Hillside Road, New Delhi.
3. Shri Bimalendu Majumdar, Librarian, Ramakrishna Mission Institute of Culture, Gol Par., Calcutta.
4. Dr. C.P. Shukla Librarian, Baroda University Library, Station Road, Baroda-2.
5. Shri D.N. Marshall, Librarian, Bombay University Library, Bombay.
6. Shri Magnanand, Librarian, State Central Library, Allahabad.
7. Shri Nikhil Ranjan Roy, chief Inspector, Social Education, Education Directorate, Calcutta (West Bengal.)
8. Shri N.K. Gaur, Director, Youth & Social Welfare, New Secretariat, Patna-1.
9. Shri N.C. Chakravarty, Librarian, Ministry of Finance, New Delhi.
10. Dr. P.M. Joshi, Director, of Archives, Government of Maharashtra, Bombay.
11. Shri P.S. Patnaik, Librarian, Venkateswara University Library, Tirupati (Andhra Pradesh.)
12. Shri Ram Goswami Librarian, Central State Library, Shillong (Assam.)

13. Shri S.S. Rege, Librarian, Siddharth College of Arts, Budha Bhavan, Outram Road, Bombay-1.
14. Shri Sohan Singh, Library Adviser, Asia Foundation, 29, Rajpur Road, Delhi-6.
15. Shri V. Thillainayagam, Librarian, Annamalai Connemara Library, Madras.
16. Shri D.R. kalia, Director, Delhi Public Library, Delhi.
17. Shri B.L. Bharadwaja, Librarian, Planning Commission, New Delhi.

18. Shri N.M. Ketkar, Librarian, Central Secretariat Library, Ministry of Education, New Delhi.

Annexure-II

Working Group on Development of Libraries  
during the Fourth Five Year Plan

Sub-Committee

1. Administrative Set-up:  
Shri N.M. Ketkar (Convener)  
Shri B.S. Desvan  
Shri D.R. Kalia
2. Personnel Training and Book-Production:  
Shri B.S. Kesvan (Convener)  
Shri D.N. Marshall  
Shri P.M. Joshi  
Shri S.S. Rege
3. Library Legislation  
Shri Sohan Singh (Convener)  
Shri N.C. Chakravarty  
Shri V. Thillainayagam  
Dr. C.P. Shukla
4. Public Library Services and Children's Libraries  
Shri D.R. Kalia (Convener)  
Shri P.N.Gaur  
Shri Ram Goswamy  
Shri Bimalendu Mazumdar

Annexure–III

Working Group on Development of Libraries  
during the Fourth Five Year Plan

Questionnaire on Public Libraries

A. General Information:

1. Name of the State.
2. Name and the designation of the officer supplying the information.
3. No. of Districts in the State.
4. No. of Development Blocks in the State.

B. Library Legislation:

1. Does the State have a Public Libraries Act? if so, enclose a copy each of the Act and the Rules made thereunder.
2. Is a Library Act contemplated? If so, enclose a copy of the proposed Bill.

C. General Information:

1. Does a Directorate of Libraries exist in the State, independent of the Directorate of Public Instruction.
2. If not, give the designation and rank of the officer under the Director of Public Instruction who is in charge of Public Libraries. give the pay scale of that officer.
3. What are the duties of that officer with regard to Public Libraries?
4. Is that officer a qualified Librarian?
5. Does any other Government Department deal with Public Libraries. If so, give its name.
6. If a reply under item 5 above is in the affirmative, what are the functions

of this Department with regard to Public Libraries?

7. What is the total provision for Public Libraries in the State Budget for 1963–64 and also the estimates for 1964–65.
8. What is the system of grant-in-aid for Libraries and what was the amount granted during 1963–64 and how many Libraries received the grant-in-aid?

D. State Central Library

1. Is there a State Central Library.
2. Its location.
3. Its year of establishment.
4. What is the nature of its management?
5. Is the State Central Library housed in a building especially constructed for it? If so, give:
  - (a) Date of its construction,
  - (b) Floor area,
  - (c) Cost.
6. Does the Library perform the following functions?
  - (a) Receiving books under the Registration of Books Act.
  - (b) Lending Services.
  - (c) Reference Services.
  - (d) Bibliographical Services.
  - (e) Inter-library Loan.
7. Give the name of the Librarian of the State Central Library; his academic and professional qualifications and his pay scale.
8. Give the following information about the State Central Library for the year 1963–64:
  - (a) Total budget for the year 1963–64 and estimate for 1964–65
  - (b) Budget allotment for:
    - (i) Establishment.
    - (ii) Books, periodicals and Binding.

- (iii) Total on other items.
- (c) No. of total staff:
  - (i) Qualified.
  - (ii) Unqualified

N.B.—In the case of qualified persons give the details of professional qualifications.

- (d) Total number of books.
- (e) No. of periodicals received.
- (f) No. of newspapers receive
- (g) No. of books added.
- (h) Is the library freely open to everybody:
  - (i) for consultation?
  - (ii) for borrowing?
  - (iii) Is any cash security or subscription charged, if so, how much?
  - (iv) Do you have open access?
  - (v) Total number of registered borrowers entitled to borrow books for home reading.
- (i) Total number of books issued during the year.
- (j) Give its relationship with District Central Libraries:
  - (i) Advisory.
  - (ii) Supervisory.
  - (iii) Central purchase and procession of books.
  - (iv) Inter-library loan.
  - (v) Any other.

E. District Libraries

1. Total number of District Libraries with names of Districts.
2. Give the following information with regard to each District Library on a separate sheet of paper for the year 1963–64:
  - (a) Name of District.
  - (b) Its location.

- (c) Its year of establishment.
- (d) Nature of its management.
- (e) Is the District Library housed in a building especially constructed for it? If so, give?
  - (i) Date of its construction.
  - (ii) Floor area.
  - (ii) Cost.
- (f) What are the functions of the District Library? (Please mention only those which are actually being performed).
- (g) Is there a separate section for children? If so, what are the facilities provided?
- (h) Is there a Book Mobile service? If so, how many Vans are in operation and how many places are served?
- (i) Give the name of the Librarian, his academic and professional qualifications and his pay-scale.
- (j) Give the following information about the District Libraries for the year 1963–64
  - (i) Total budget for the year 1963–64 and estimates for 1964–65.
  - (ii) Budget allotment for:
    - Establishment.
    - Books, periodicals and binding.
    - Total on other items.
  - (iii) No. of total staff:
    - Qualified.
    - Unqualified.
  - (iv) Total number of books.
  - (v) No. of periodical received.
  - (vi) No. of news-papers received.
  - (vii) No. of books added.
  - (viii) Is the Library freely open to everybody
    - for consultation?

- for borrowing
  - Is any cash security or subscription charged?
  - Do you have open access?
  - Total number of registered borrowers entitled to borrows books for home reading.
  - (ix) Total number of books issued during the year.
  - (x) Give its relationship with block Development Libraries:
    - Advisory.
    - Supervisory.
    - Central purchase and processing of books.
    - Inter-Library Loan.
    - Any other relationship.
- F. Library Service at Block Level:  
(All information should pertain to the year 1963–64)
1. Total number of Block Libraries.
  2. Describe briefly the nature and scope of Library Service provided at the Block Level.
- G. Village panchayat Libraries  
(All information should pertain to the year 1963–64)
1. Total number of Village/Panchayat Libraries.
  2. Describe briefly the nature and scope of Library service provided at the Village/Panchayat Level.
- H. Library Training:
1. What training facilities exist in the State outside the University?
  2. What is the duration of the courses?
  3. What is the approximate annual output of qualified persons from non-university institutions?
- I. Library Associations:
1. is there a State Library Association?
  2. What if any, grant is received by the Association from the State

governments?

N.B.—Please enclose with the replies the latest available reports (whether printed, cyclostyled or typed-script) dealing with Library Services in the State, or any report containing information on such services.

Annexure—IV

Memorandum on the Model Public/Libraries  
Bill prepared by the Working Group on Libraries  
of the Planning Commission

1. The Planning Commission's Working Group for Libraries has embodied in the Model Library Bill attached herewith what, in its opinion, is the best way of providing public library services in a State. However, the Group realises that social and political conditions in a State may need a different approach to the problem of providing public library services than the one adopted in the Model Bill and therefore the Group feels that it should assist the State Governments by suggesting a set of alternative choices.
2. On one point, however, the Group is unanimous and firm: namely, that there is no alternative to library legislation. Social and economic forces in modern society are permitting no choice to the Government except to push ahead in the fields of primary, secondary, university and technical and professional education. Such pressures are not felt in the matter of public library services. But these services are an integral part of the educational structure of society and already the discerning among us have felt that for lack of public libraries, our people are being deprived of the full fruits of our educational advance. In the absence of social and political pressures on behalf of public libraries, therefore, the Government on their own must accept a measure of self-discipline in the matter of providing the machinery and the resources to build an adequate public library service. Library legislation provides this self-discipline.

3. Essentially, the responsibility of providing public library services belongs to the Government. However, the Government can discharge the responsibility either directly or through statutory bodies—generally called Library Authorities, especially created for organising public libraries. The Library Authorities, again, may be of two types: There may be one Library Authority for the whole State, or there may be separate Library Authorities for various districts and sometimes also cities. The latter alternative has been adopted in the Library legislation enacted so far in India. The Working Group having noted some deficiencies in the library organisations set up under these laws has preferred that the State Governments discharge their library responsibility directly.

In any course that may be adopted, the people must be associated at all levels of public library organisation. Accordingly, even though the Model Bill requires the State Government to provide library Services, it has posted a State Library Council at the State level and District Library Committees at the district level with advisory functions.

4. The administrative set-up for public libraries also could be of different types. The Library Authorities may set up their own administrative machinery or they may utilise Governmental machinery for providing public library services. The former alternative exists in U.S. and U.K., the latter has been adopted in India. the Government machinery itself may be of two types, either a new and independent Department (or Directorate) of Libraries may be created specifically for organising library services, or an existing Department, almost invariably the Education Department, may organise the services. So far the latter has been the invariable practice in India. here, again, the Working Group, dissatisfied with the way the Education Departments have discharged their public library functions, has preferred that these functions be discharged by an independent Department called the Directorate of Libraries. However, it is for a State Government to choose any of the alternatives.
5. The public library machinery in any country must provide for the competence

and morale of the personnel manning the service. In the existing set-up in India only Government can provide proper terms and conditions of service of the personnel. In fact, that is one main reason why we have accepted the principle of the Government's taking up direct responsibility in this field. Further, it may be observed, that since public library services are essentially educational services, the term and conditions of the service of library personnel at different levels of responsibility must correspond to those of educational personnel. The two cadres may be separate or unified into a single cadre.

6. Finally, it is important to consider various ways of financing public libraries. Two methods compete with one another in this field. The necessary funds may be provided by the Government from its general revenues or a special library cess may be levied on taxes already being levied by the Government, such as house tax, property tax, land revenue etc. It has been found that the proceeds from the cess will not itself suffice to provide adequate library services and it has to be supplemented by grants from Government.

However, the Working group on Libraries has noted the difference of opinion on the question of library cess and has, therefore, considered it advisable to leave it to the State Governments to take decision on this issue. The Group is of the view that a great harm has already resulted to the intellectual and cultural life of the Nation by the absence of public library system and if the cess is likely to spoil the chance of its coming up, it is no use insisting on it. It, therefore, suggests an alternative device which will assure an adequate flow of funds into the library system.

Whatever method of financing public libraries is adopted financing entirely out

of general revenues or out of funds collected from a special cess supplemented by grants from general revenues, the Group feels it necessary to emphasise that the Central Government must share in a generous manner, the financial burden of providing adequate public library services in the country, and that the provision for public libraries should be such that the annual expenditure thereon is in no case less than 1.5 per cent of the total annual expenditure on education.

## Model Public Libraries Bill

### A Bill

To provide for the establishment, maintenance and development of public libraries in the State of .....

Be it enacted by the legislature of the State of .....  
in the ..... year of the Republic of India as follows:

1. Short title, extent and commencement:
  - (a) This Act may be called the ..... Public Libraries Act 196 .....
  - (b) It extends to the whole of the State of .....
  - ..
  - (c) It shall come into force on such date as the State government may by notification in the Official Gazette, appoint.
2. Definitions: In this Act, unless the context otherwise requires,
  - (a) book includes:
    - (i) Every volume, part or division of a volume and pamphlet, in any language;
    - (ii) every sheet of music, map, chart or plan separately printed or lithographed;
    - (iii) newspapers, periodicals, films and other audio visual materials.
  - (b) 'book service' means reference service, lending out books to members of public libraries, helping groups with books, helping people to know

the where about of a book or books and helping them to procure the book they need.

- (c) 'Prescribed' means prescribed by rules made under this Act.
  - (d) 'Public Library' means a library within the public library system of the State maintained from public funds, which permits borrowing without charging any fees, deposits, subscriptions or asking for any other form of guarantee.
  - (e) 'reference service' means assistance by the library staff to the reader or user of the library to enable him to know, locate and consult books and other—materials, and to secure from such books and materials information relevant to his purpose.
  - (f) 'regional language' mean the regional language or any of the regional languages of the State
  - (g) 'State' means the State of .....
  - (h) 'year' means the financial year.
3. State Government to establish, maintain and develop library Services:
- (a) The State Government shall establish, maintain and develop an integrated and adequate public library service in the State.
  - (b) For carrying out the purposes of sub-section (1) the State Government may
    - (i) appoint a Committee of experts to be constituted in the prescribed manner once in every five years to prescribe the standards of service to be maintained in respect of the public library service at different levels and to recommend the steps that may be necessary to ensure the maintenance of the standards so prescribed.
    - (ii) acquire for its public library system:
      - book published in the State;
      - books published in the regional language;
      - books bearing on the State, its people and the regional

- language;
  - State Government publications;
  - a representative collection of English books and books in other foreign languages;
  - a representative collection of books in Indian languages other than the regional languages for the use of linguistic minorities in the State.
- (iii) Offer in its public library system an adequate book service and reference service to the people of the state
  - (iv) promote the use of books for the benefit of the people;
  - (v) establish and sponsor organisations and institutions with a view to promoting public interest and participation in the public library system;
  - (vi) provide library training facilities to ensure adequately trained personnel for libraries in the State;
  - (vii) provide or secure suitable conditions of service for the library personnel in the state,
  - (viii) promote cooperation between the public libraries and cultural and educational institutions in the country;
  - (ix) promote production and publication of useful literature.
4. Machinery for Library Service: The State Government shall discharge its responsibility under section 3 through the State Library Directorate in consultation with the State Library Council.
5. State Library Council:
- (a) The State Library Council (hereinafter referred to as the Council shall consist of:
    - (i) the Minister in Charge of Education, who shall be the Chairman;
    - (ii) the Secretary, Education Department;
    - (iii) the Director of Public Instruction/Director of Education;
    - (iv) the State Librarian;
    - (v) one in four of the Chairmen of District Library Committees;
    - (vi) one representative of each university in the State;
    - (vii) the secretary, State Community Development Department;

- (viii) the Chairman/President, State Library Association;
  - The Director of the State Library Directorate who shall be the Secretary;
  - Two member representing Sahitya Parishades and other cultural organisations;
  - Two members of the State Legislature interested in Library development;
  - Not more than four non-officials having special knowledge of libraries to be nominated by the Chairman of the Council:

Provided that the council must have on it at least 4 professional libararians.

- (b) The Council shall advise the State Government on all matters arising under section 3 and also in regad to promotion and development of library service in the State.
  - (c) the Council shall meet at least once in a year.
  - (d) The term of office of the members of the Council other than ex-officio members shall be four years and any casual vacancy in the office of any such members shall be filled by nomination and a members nominated to fill a casual vacancy shall hold office only so long as the member in whose place he is nominated would have been entitled to hold office if the vacancy had not occurred.
  - (e) The Council shall frame regulations for transacting its business and for matters in respect of which regulations are to be framed by it under this Act and may appoint sub-committees.
6. State Library Directorate:
- (a) There shall be a State Library Directorate. The functions of the State Library Directorate shall be as follows:
    - (i) to prepare the annual as well as short or long-term plans for libraries in the State in cooperation with the Development and other concerned Departments of the State Government and of the Central Government.
    - (ii) to prepare and publish descriptive and statistical reports on the working of all libraries in the Public Library System in the

- State;
- (iii) to arrange or to secure training of various categories of library employees;
  - (iv) to conduct inspection of and render advisory service to the District Block and other libraries in the State;
  - (v) to administer the system of grants-in-aid to the subscription libraries and to undertake their inspection;
  - (vi) to fix the boundaries of operation of District Libraries and of different libraries in a district.
- (b) The Director of Libraries shall be the ex-officio Secretary of the Council.
  - (c) The Director of Libraries shall have adequate academic and professional qualifications.
  - (d) The State Library Directorate shall have a staff with adequate qualifications and training.
  - (e) The Director shall perform the following duties:
    - (i) he shall participate in all meetings of the Council and the Committees which may be set up by the Council;
    - (ii) he shall be responsible for carrying out such of the recommendations of the Council as have been approved by the State Government;
    - (iii) He shall perform such other duties as may be prescribed in the regulations made by the Council;
    - (iv) Subject to any rules made by the State Government
      - the Director shall be responsible for implementing the programme of work for the year as approved by the Council;
      - he shall administer the grant-in-aid system to subscription libraries;
      - he may absorb a subscription library into the public library system of the State;
      - he shall decide where District and other libraries in the public library system of the State are to be set up, and approve the

constitution and bye-laws of a public library.

7. Public Library System—The Set-up: The Public Library System in the State shall consist of:
  - (i) the State Central Library;
  - (ii) the State Regional Libraries (only in bilingual States);
  - (iii) the District Library System including Block, Anchal/Panchayat/Rural and subscription libraries.
8. State Central Library: there shall be a State Central Library located in the State Capital:
9. Book Stock of the State Central Library: The Stock of books in the State Central Library shall consist of books acquired through any legislation for the time being in force providing for compulsory acquisition of books published in the State, books acquired otherwise by purchase exchange, gifts and requests and its own publication.
10. Functions of the State Central Library: The functions of the State Central Library shall be as follows:
  - (i) to serve as the depository of books received under the Books Registration Act;
  - (ii) to undertake bibliographical work including subject bibliographies for the use of scholars and research workers and to prepare useful catalogues and bibliographies in the regional language;
  - (iii) to organise library seminars, conference and book exhibitions;
  - (iv) to provide technical guidance and assistance to libraries in the State maintained or aided by the Government;
  - (v) to act as the centre for book exchange and inter-library lending within the State, as well as with libraries outside the State;
  - (vi) to publish professional literature, such as library manuals, codes etc.;
  - (vii) to prepare and issue reports on the working of libraries, especially public libraries in the State;
  - (viii) to function as information and reference centre for the state in general and State Legislature in particular;

- (ix) provide library service for children;
- (x) provide library service for the handicapped.

11. State Librarians:

- (a) The officer incharge of the State Central Library shall be known as the State Librarian and he shall be a professionally qualified person.
- (b) The State Librarian shall be responsible for management of the State Central Library and shall conduct all approved activities of the state Central Library.

12. The District Library System:

- (a) An integrated system, giving book service to the residents of a district shall constitute the District Library System.
- (b) The District Library System shall consist of the following categories of libraries:
  - (i) District Library,
  - (ii) Municipal/City/Town Library,
  - (iii) Block Library,
  - (iv) Anchal/Panchayat Library,
  - (v) Village Library, and
  - (vi) Small book-deposit centres.

13. Functions of a District Library: The functions of a District Library shall be as follows:

- (i) to provide reference and bibliographical service in the district;
- (ii) to give special reference service to the members of the Municipal Committee/Corporation of the town/city in which it is situated;
- (iii) to give special service to student-groups, study circles and other educational groups;
- (iv) to extend library-service in the urban and rural areas by setting up branch libraries, mobile libraries and deposit-centres and to extend similar service in the district through the various Block Libraries and other Libraries units;
- (v) to feed Block Libraries with supply of suitable books;

- (vi) to cooperate with and help the subscription libraries in the district in accordance with the instructions of the Director;
  - (vii) to cooperate with other institutions and groups, especially the social education institutions and workers, in promoting library-mindedness among the people;
  - (viii) to arrange conferences, camps and seminars of librarians and other library workers in the district;
  - (ix) to provide refresher courses for workers in the district library system.
14. District Library Committee:
- (a) There shall be a District Library Committee for each District Library System in the State which shall be constituted in accordance with such regulations as may be framed by the Director in consultation with the Council
  - (b) The District Library Committee shall, subject to the approval of the Director and advised by the Council, frame its rules of business and procedure for carrying out the purposes of the District Library System.
15. Employees of the Public Library System:
- (a) The State Government on the advice of the Council shall create cadres of State Library employees similar to those of the State Education department and lay down the qualifications and the other conditions of service for those cadres.
  - (b) Within a year of its first constitution, the Director shall frame service rules for the various categories of library employees.
  - (c) No librarian shall be asked to furnish security for his being in charge of library books, nor shall a librarian be required to pay for loss of or damage to books unless negligence or dishonesty is proved against him.
16. Public Library System—Finance: The State Library Council shall, within a year of its constitution, prepare a perspective plan to cover the entire State with a public library system in a specified period which shall not exceed 25

years. The State Government shall frame the annual budgets of the Directorate of Libraries and the Public Library System in the State within the broad framework of this plan.

17. Power to make Rules:

(a) The State Government, in consultation with the Council, may by

notification in the Official Gazettee make rules for carrying out the purposes of this Act.

(b) In particular and without prejudice to the generality of the foregoing power, such rules may provide for all or any of the following matters, namely:

- (i) establishment of a Committee of experts as mentioned in clause 3 (2) a, and the procedure to be followed by such Committee;
- (ii) establishment of organisations and institutions to promote and impart education and training for librarianship;
- (iii) constitution and procedure of work of the State Library Council;
- (iv) appointment of Director, laying down his powers, responsibilities and the manner of discharging his responsibilities;
- (v) appointment of the State Librarian, laying down his powers, responsibilities and the manner he shall discharge his responsibilities.

### Summary of the Report of the Working Group on Development of Libraries during the Fourth Five Year Plan

1. The Group envisages the growth of public library service in the Country so as to reach down, in the course of the next ten years, to villages of over 2,000 population. At the end of that period the public libraries will cost about Rs. 220 million a year. Within this perspective the Fourth Five Year Plan, costing about Rs. 310 million in all, will bring up the annual expenditure on public libraries from the present low level to Rs. 70 million a year barely adequate to cover 75 per cent of the countryside with the basic minimum services.
2. The Group Stresses the necessity of setting up immediately the machinery, not only for implementing the Library Plan, but also to take advance action for preparing the ground for action in the Fourth Plan. The machinery will operate

at two levels, at the All India level a Division of Libraries in the Ministry of Education, advised by an All India Library Advisory Council Headed by the Union Education Minister; at the State level a Directorate of Libraries advised by a State Library Advisory Council headed by the State Minister (Cost in Fourth Plan Rs. 44 million).

3. The Fourth Plan programmes will help in developing an efficient and progressive system of public libraries, by organising a complex of State, District, and Block Libraries. At the State level and twelve existing State Central Libraries the town or cities in which they are located, by raising their recurring expenditure from the present average of Rs. 150,000 to Rs. 400,000. Four States which twelve States will be assisted to set up buildings for housing the State Central Libraries. Each State Central library will have a Children's wing. An adequate and qualified staff will be expected to absorb nearly 50 per cent of the recurring cost on State Libraries (Rs. 31 million).
4. Out of the 335 districts in India, 205 have their District Libraries costing annually on an average Rs. 30,000. The Group feels it essential to a sound public library service that the remaining 130 districts too should have their District Libraries and all District Libraries should achieve a minimum level of an annual expenditure of Rs. 75,000. Each District Library will also provide service to children and at least 100 of the new District Libraries will have their own buildings (Rs. 100 million).
5. Ideally, each village, or a group of small villages, should have its own library. However, as the country has yet to develop its economic strength to make this possible, the Fourth Plan, the Group recommends, should strengthen libraries at the Block level to serve as base for rural library service. At least 75 per cent of the Blocks, that is to say, 3,900 of the 5,223 Blocks, should have their libraries by the end of the Fourth Plan. Of these, 1,400 libraries, though functioning at low level, are already there. The Group recommended setting up of 2,500 new Block Libraries, including buildings for 1,020 Block Libraries, and additional annual grants of Rs. 5,000 to about 50 per cent—700—of the poorer of the existing Block libraries to improve their capacity to serve the rural areas (Rs.

137.5 million).

6. The Delhi Public Library having proved conclusively that, at least, four major cities are ripe for the best of library service, the Group recommends setting-up libraries in three other cities on the model of Delhi Public Library (Rs. 6 million).
7. Deserving subscription in urban and rural areas will be assisted by grants ranging from Rs. 1,000 to Rs. 5,000 to serve in lieu of branches of the libraries in cities/towns or blocks (Rs. 10 million).
8. The Group recommends assistance to the Delhi Public Library to have its badly needed building, and has provided for the revival of the all India Institute of Library Science. It also recommends organisation of public library services in the Union Territories (Rs. 16 million).
9. If the country is to have the public library services as recommended by the Group it will need 12,000 new librarians, besides up-grading the skills of existing librarians. The Group therefore, recommends the setting up of State Library Institutes, on the lines of the all India Institute, to train graduate librarians and enable the Indian and the State library Associations to train librarians at the under-graduate level. (Rs. 4 million).
10. All over the world, library associations have proved of inestimable value to

the library movements in their countries. The Group, therefore, recommends that Government of India and State Governments should financially assist library associations to develop their programmes (Rs. 1 million).

11. The Group, convinced that library legislation is necessary in the interest of steady progress of public library services, tries to assist State Governments in the matter of enacting library laws by preparing a Draft Library Bill. It has also given along with the Bill a memorandum explaining the sensitive points in library legislation.
12. The Group, feels concerned about the quantity and quality of book production in India, urges on all the bodies concerned—Central and State Governments, Sahitya Acadami, Book Trusts, Universities and research and cultural organisations—to make concerted steps to remedy the state of affairs simultaneously with the development of public libraries. It recommends that book publishing should be treated as a regular industry, entitled to loans and other financial facilities provided by Government to other industries.

Annexure—IV

A Survey of Public Library Services in India

Conducted by  
PLANNING COMMISSIONS  
WORKING GROUP

## ON LIBRARIES\*

\*The material for the survey was tabulated and analysed by Shri DR Kalia, Librarian, Delhi Public Library, Delhi.

### (A) All India Summary

On 1st January, 1965, India had 16 States, 9 Union Territories, 327 Districts and 5223, Development Blocks or Sub-District, 107 cities 9 (each with population of 1,00,000 and above), 2, 592 towns and 5, 66, 878 villages.

According to the information received from the States on 1st January, 1965, 12 out of 16 States or 75 per cent had State Central Libraries, 5 Union Territories out of 9 or 55 per cent had Central Libraries, 205 out of 327 Districts or 63 per cent had District Central Libraries, 1,394 Blocks out of 5,223 or 27 per cent had Block Development Libraries and 28, 317 villages out of 5, 66,878 or 5 per cent had village Libraries.

#### 1. Library Legislation

Out of the 15 reporting States only Madras and Andhra Pradesh have library legislation. Madras State adopted it in 1948 and Andhra Pradesh adopted it in 1960.

A Library Bill is on the anvil of the Mysore State legislation. The States of Madhya Pradesh, Bihar and Kerala are proposing to have library legislature. The reporting Union Territories of Dadra-Nagar Haveli, Laccadives, Delhi, Himachal Pradesh and Tripura do not have any library legislation.

## 2. Administration

Out of the 15 reporting States of five Union Territories, none has a separate Directorate of Libraries with a full-time Director. In all the reporting States, it is the Director of Education who looks after public libraries except in the States of Bihar and Jammu-Kashmir. In Bihar, the Director of social and Youth Welfare, and in Jammu-Kashmir, the Director of Libraries, Research and Museums, are responsible for the provision of public library services. Only in two 'Curator of Libraries', are attached to the Directorates of Education. The Curator of Libraries, Gujarat, is in the scale of Rs. 200-650 and that of Maharashtra is in the scale of Rs. 400-1,100.

In four States namely Madhya Pradesh, Maharashtra, Punjab and Rajasthan, some Government departments other than Directorates of Education, also deal with public libraries. The names of such departments and their functions are as follows:

State	Name of the Department	Functions Performed
Madhya Pradesh	Directorate of Panchayats & Social Welfare.	Development of public Libraries.
Maharashtra	Zila Parishads.	Supervision, recognition and payment of grants to village libraries.
Punjab	1. Local Self-Govt. Deptt. 2. Deptt. of Public Relations.	Supervision, of Libraries. Provision of Reading Rooms.
Rajasthan	1. Panchayats & Development Department. 2. Director of Public Relations	Issue of grants to Panchayats Samiti Libraries. Looking after Information Centres which also have books.

### 3. Finance

The total provision for public libraries varies from State to State and from one Union Territory to another. the average allocation in a State during the year 1963–64 was Rs. 8,51,800.

For further details plea appendix 1-2

#### (a) System of Grant-in-Aid

During the year 1963–64 the State Governments spent about 80 per cent of the total library funds directly on their own libraries and granted the remaining 20 per cent to private libraries. The States of Assam, Maharashtra, Uttar Pradesh and West Bengal gave a major part of their total funds as grants-in-aid.

The State systems of grants-in-aid to non-government libraries varies but the amount paid as grant-in-aid to a library is very small under all the systems. It ranges between Rs. 15 per library per year in Orissa to Rs. 1,078 per library per year in Maharashtra.

For further details please see Appendix 1–3.

#### (b) Per Capita Expenditure

In 1963–64 Indian States spent Rs. 6.40 pre capita on education, but only 1/213 of this was spent on public libraries viz, 3 paise per capita. Orissa and Uttar Pradesh spent the lowest amount i.e., 1/3rd of a paise per capita on public libraries while West Bengal spent the highest amount i.e., 9.3 paise per head. Andhra Pradesh and Madras which have library legislation spent 4 paise and 6.9 paise per head respectively.

If the per capita income of a State is compared with its per capita expenditure on education and on libraries, we find that the State of Maharashtra which is the richest State in the country and spends more than National average on education, spends only 1.6 paise on public libraries. Similarly, against National average of 3 paise per head Punjab which is the third richest State in India spends only 1.4 paise per capita on public libraries. There seems to be no reasonable proportion between the per capita income and the per capita expenditure on education and public libraries in the country.

For further details please see Appendices I-1 & I-2.

#### 4. Buildings

Out of the 13 States having State Central Libraries, only six have new buildings, specially constructed for the purpose and out of the 205 Districts having District Libraries, only 68 have new buildings erected since 1947. The average floor areas of new buildings of State Central Libraries is 14,290 sq. ft. built at an average cost of Rs. 8,60,000. In case of a District Central Library the average area of a new building is 4,610 sq. ft. built at an average cost of Rs. 1,03,400.

#### 5. Personnel

The reporting 12 State Central Libraries, 5 Central Libraries of Union Territories and 205 District Central Libraries employed during 1963-64, 1926 persons out of whom 449 or 23.3 per cent were qualified. the minimum of pay scale of a State Central Librarian who holds a university degree and a diploma or degree in Library Science was 200 and the maximum was Rs. 1,180 p.m. In the case of the Librarians of District Central libraries having similar qualifications, the minimum of pay-scale was Rs. 75 p.m. and the average maximum was Rs. 680 p.m. The pay scale of a District Central Librarian is the lowest in Uttar Pradesh (viz., Rs. 75-200) and is the highest in Assam (viz., Rs. 225-600).

For further details please see Appendices II-4 & 9 and III-4.

#### 6. Functions and Inter Library Relationship

The functions of a State Central Library have not been properly defined in any State. They function more as public libraries for the local population than as State Central Libraries. The functions of State Central libraries are not co-ordinated with those of the District Central Libraries. In most States there is practically no relationship between the two. Similarly, many District Central Libraries, do not have any contacts with the other units of library service in the District. By and large, the State Central Libraries, the District Central Libraries and other units of library service function in complete isolation from each other. Most State Central or District Central libraries

do not organise Social Education Activities.

#### 7. Services to Children

Most of the State Central Libraries and the District Central Libraries have separate sections for children but the nature and scope of their services is not know.

#### 8. Mobile Libraries

During the year 1963–64, 47 mobile libraries were in operation in the country but except for those of the Delhi Public Library the nature and scope of their services is not known.

#### 9. Book Stock

The total book stock of the reporting State Central and District Central libraries was 44,88,291 volumes. If the total population of India is divided by the total number of volumes, 102 books are available for every 10,000 persons or one book for every 98 persons.

For further details please see Appendix I–5.

#### 10. Borrowing of Books for Home Reading

All the reporting State Central and District Central libraries during 1963–64 had 4,34,579 registered borrowers who borrowed 69,76,751 volumes. Dividing the total population by the registered borrowers and by the books boorowed, we find that of every thousand persons in the country only one is registered at a public library as a borrower and that for every 63 persons in India, one book borrowed in a year.

For further details please see Appendix I–6.

### (b) State Central Libraries

Out of the 15 reporting States only 13 have State Central Libraries i.e., Andhra (Hyderabad), Assam (Shillon), Bihar (Patna), Gujarat (Ahmedabad), Jammu-Kashmir, Kerala (Trivandrum), Madras (Madras city), Maharashtra, Punjab

(Chandigarh), Rajasthan (Jaipur), Uttar Pradesh, and West Bengal (Calcutta). Out of the reporting Union Territories, Dadra-Nagar Haveli (Silvassa), Himachal Pradesh (Solon) Laccadives (Kavaratti), Tripura (Agartala) and Delhi have Central Libraries.

In Maharashtra, the Library of the Asiatic Society, Bombay is considered to be the State Central Library. In the Union Territory of Delhi, the Delhi Public Library, has assumed the stature of a Central Library though it is not designated as such. At Bhubaneswar, Orissa, a new State Central Library building has recently been constructed and service will begin in 1965–66.

### 1. Administration

The State Central Libraries are managed by State governments in Andhra, Assam, Jammu-Kashmir, Kerala, Madras, Punjab, Rajasthan, Uttar Pradesh and West Bengal, whereas they are managed by private trusts in the States of Bihar, Gujarat and Maharashtra. Libraries in the Union Territories of Dadra-Nagar Haveli, Laccadives, Himachal Pradesh and Tripura are managed by their Governments while in Delhi, the Delhi Public Library is administered by an autonomous Board, called the Delhi Library Board constituted by the Ministry of Education, Government of India.

### 2. Buildings

New buildings, specially designed for the purpose, have been constructed recently for the State Central Libraries in Andhra, Assam, Gujarat, Kerala, Orissa, Punjab and in the Union Territories of Dadra-Nagar Haveli and Tripura.

### 3. Finance

On an average, a State Central Library in 1963–64, spent about Rs. 1,40,000 per year. Rajasthan spent the minimum viz. Rs. 16,000 against the maximum of Rs. 2,13,900 spent by Andhra Pradesh, Assam spent Rs. 292,000 but this expenditure also includes the amount spent on its District Libraries. Of Union Territories, Dadra-Nagar Haveli and Laccadives spent Rs. 2,000 each.

Out of the total expenditure incurred by the State Central Libraries during the

year 1963–64, 47.6 per cent was spent of staff, 30.9 per cent on Books and Reading Materials, and 31.5 per cent on other items. The comparative figures for 1964–65 were staff 49.7 per cent Books 27 percent and other items 23.3 per cent. Against this, the Delhi Public Library spent 43.1 per cent on Staff, 34.8 per cent on Books and Reading Materials and 22.1 per cent on other items. Comparative figures for 1964–65 were staff 46.1 per cent Books 27.7 and other items 26.2 per cent.

For further details please see Appendices II–2 and II–3.

#### 4. Personnel

In 1963–64 all the State Central Libraries employed 767 persons of whom 165 or 24 percent were qualified. On an average a State Central Library employed 45 persons of whom 7 were qualified.

For further details please see Appendix II–4.

#### 5. Book Stock

The State Central Libraries of Andhra, Gujarat, and Maharashtra receive books under Registration of Books act and those of Madras and Maharashtra under the Delivery of Books Act, 1956. the average book stock of a State Central Library on 31st March, 1964 was 1,06,699 volumes and in a Central Library of Union Territories was 59,245 volumes.

For further details please see Appendix II–5.

#### 6. Annual Addition of New books

During 1963–64 a State Central Library on an average added 6,250 volumes Delhi Public Library alone added 68,319 new volumes as compared with a total addition of 68,738 by all the other State Central libraries.

#### 7. Registered Borrowers

All the reporting State Central Libraries except Rajasthan, lend books for home reading. Reference service is provided by all of them. Bibliographical services are

provided by the State Central libraries of Andhra, Assam, Bihar, Madras, Maharashtra and Punjab.

All the reporting libraries are open to every body for consultation without charge but for borrowing of books cash security is required by all except the Delhi Public Library. In Tripura the cash security is equal to the cost of the book to be borrowed and in Punjab it is as high as Rs. 30. Subscription is charged by Bihar, Kerala and Maharashtra while services are given free of charge by Andhra Pradesh, Assam, Gujarat, Madras, Punjab and West Bengal, Delhi and Tripura.

Free access of books is allowed by the Central Libraries of Andhra, Assam, Bihar, Kerala, Madras, Punjab, and Delhi but it is not allowed by those of Maharashtra, West Bengal, Dadra-Nagar Haveli and Tripura. No report on this was given by Gujarat.

The Central Libraries of all the State and Union Territories excluding Delhi Public Library had a total of 39,405 registered borrowers during the year 1963-64 while Delhi Public Library had 73,608. This means that Delhi Public Library had 89 per cent more registered borrowers than the total of all the other State Central Libraries.

Registered borrowers at all the Central Libraries of States and Union Territories excluding Delhi Public Library borrowed 7,75,240 volumes. While registered borrowers of Delhi Public Library borrowed 14,38,854 volumes, during the same period. This means that Delhi Public Library lent 85 per cent more books than did all the other State Central Libraries combined.

For further details please see Appendix II-6.

## 8. Cost of Service

To examine whether a public library is making the best use of its resources, total budget should be divided by its total number of borrowers and by the total number of books borrowed during the year. This will give the annual cost per registered borrower and the cost per book borrowed. A comparative statement showing the cost per registered borrower and per book borrowed is given in Appendices II-7 and II-8.

Excluding Delhi Public Library the average cost per borrower in all other Central

Libraries was Rs. 48 as compared with Rs. 11 per borrower in Delhi Public Library. Similarly the average cost per book borrowed was Rs. 1.15 in a State Central library excluding Delhi Public Library as compared with 54 Paise per book borrowed in Delhi Public Library.

#### 9. Relationship between State Central Libraries and District Libraries

There is only a limited relationship between the State Central Libraries and District Central Libraries. The State Central Libraries of Bihar, Gujarat, Jammu-Kashmir, Kerala, Madras and Maharashtra have no relationship with their District Central Libraries. The State Central Library of Andhra has only advisory functions and the question of purchase and processing of books for the District Central Library is under consideration. Only the State Central Library of Assam has complete administrative and supervisory control over the District Central Libraries. In Punjab, Uttar Pradesh and West Bengal, the Librarians of the State Central libraries have technical and administrative control but financial approval for the purchase of books and other items is vested in the District Education Officers. In Tripura, books are purchased by the State Central Library for the sub-divisional libraries.

### (C) District Central Libraries

There were 327 Districts in India in 1963–64. The average area and the average population of a District was 3,680 sq. miles and 13,15,000 persons respectively. Only 205 Districts or 63 per cent of them had District Central Libraries. In some States, there was more than one District Central Library in one revenue District e.g., Andhra Pradesh had 21 District Central Libraries in 20 revenue Districts and West Bengal had 19 District Central Libraries in 16 revenue Districts.

For further details please see Appendix III-1.

#### 1. Buildings

Of 205 District Central Libraries only 68 Districts in 1963–64 had new buildings erected after 1947. The average floor area of a new building is 4,610 sq. ft., built at

an average cost of Rs. 1,03,400.

## 2. Functions

The services of most of these District Central Libraries are confined to the lending of books for home reading. They function more as public libraries for the towns where they are located rather than Central Libraries feeding all library units in the District.

## 3. Childrens Section

Most of these District Central Libraries have separate Children's Sections and in Andhra and Rajasthan they also offer facilities for indoor games.

## 4. Mobile Vans

In the whole country during the year 1963-64 only forty-seven mobile library vans were in operation (Andhra Pradesh-1, Assam-5, Bihar-18, Madhya Pradesh-14, Madras-4, Delhi-4, Tripura-1).

## 5. Finance

On an average a District Central Library spent Rs. 32,950 during 1963-64; and of this 48 per cent was spent on establishment, 30 per cent on Books and Reading Materials and 22 per cent on other items.

## 6. Personnel

All the District Central Libraries employed a total of 1,250 persons, i.e., an average of 6 persons of whom one or 16.6 per cent was qualified.

For further details please see Appendix II-4.

## 7. Book Stock

On an average a District Central Library had 14,301 volumes.

## 8. Rules governing the use of the Libraries

Most of these libraries charge cash security and a subscription at more or less the same rate as a State Central Library. All allow free access to books except the District Central libraries of Bihar, Gujarat and Union Territories of Tripura.

#### 9. Registered Borrowers

The total number of registered borrowers in all the District Central Libraries during the year 1963–64 was 3,21,556 or on an average of 1,570 persons per library.

#### 10. Lending of Books for Reading

During the year 1963–64 all the District Central Libraries lent a total of 47,61,657 volumes to their registered borrowers or on an average 23,224 volumes per library.

#### 11. Relationship with other Libraries

There is almost no relationship between District Central Libraries and the Block Development Libraries. It is only in States of Andhra Pradesh and Madras that District Central Libraries maintain smaller units of service within a District.

### (D) Block and Village Libraries

A Block comprises 100 villages and has an area of 150–200 sq. miles and a population between sixty to seventy thousand. There were 5,223 Blocks upto 31st

Comparative Statement Showing Public Library  
Development in India, U.S.A. and U.K.

Particulars	India	Ratio of	Columns 1 to 2	Ratio of	Columns 1 to 3
	1	U.S.A. 2		U.K. 3	
Rs.	Rs.		Rs.		
National per capita income per annum	334.00 <sup>10</sup>	13,775.00	1:41	6,450.00 <sup>19</sup>	1:19
Per capita expenditure on Education per annum	8.70 <sup>2</sup>	804.00 <sup>11</sup>	1:89	175.00 <sup>20</sup>	1:27
Per capita expenditure on Public Libraries per annum	00.03 <sup>3</sup>	12.47 <sup>12</sup>	1:416	6.00 <sup>21</sup>	1:200
Book stock per 100 persons	1 <sup>4</sup>	100 <sup>13</sup>	1:100	145 <sup>22</sup>	1:145
Registered borrowers per 100 persons	0.1 <sup>5</sup>	25 <sup>14</sup>	1:250	37 <sup>23</sup>	1:370
Books borrowed per 100 persons	1.6 <sup>6</sup>	422 <sup>15</sup>	1:263	824 <sup>24</sup>	1:512
Staff:					
Total	1926 <sup>7</sup>	16200 <sup>16</sup>	—	15521 <sup>25</sup>	—
Qualified	449 <sup>8</sup> 23.3% <sup>9</sup>	5125 <sup>17</sup> 31.6% <sup>18</sup>	1:11 —	3089 <sup>26</sup> 19.9% <sup>27</sup>	1:7 —

(1) India—A Reference Annual, New Delhi, Publications Division, Ministry of Information and Broadcasting, Government of India 1964, p. 142.

(2) Ibid.—p. 65.

(3–9) A Survey of Public Library Services in India by D.R. Kalia, Delhi, Indian Library Association, 1965

(10) U.S.A. and its economic future by Arnold B. Barach, New York, Macmillan, 1964. (A Twentieth Century Fund Survey) p. 135.

(11) Ibid. p. 64.

(12) 1964. The Bowker Annual of Library and Book Trade Information Edited by Phyllis B.S. Teckler, New Yourk, Bowker, 1964. p. 9.

(13) Ibid. p. 8.

(14) Ibid. p. 3.

(15) Ibid. p. 8.

(16–18) Ibid. p. 10.

(19–20) The New Europe and its Economic future by Arnold B. Barach, New York, Macmillan, 1964. ( A Twentieth Century Fund Survey). p. 122.

(26–27) Obtained from British Council Library, New Delhi.

Note: All the figures relate to the year 1961–62 or 1962–63.

Annexure – I–1

Statement Showing per Capita income, percentage of expenditure on Education and per capita expenditure on Education for the year 1963–64

Per State	Relative capita income	Relative position	Percentage of expenditure on Education to the State Expenditure	Relative position on Per Capita	Relative position on expenditure on Education	Relative position
Rs.				Rs. P.		
Andhra Pradesh	287	XI	18.1%	VIII	6.38	XII
Assam	333	VI	19.7%	V	8.49	III
Bihar	221	XV	11.4%	XV	3.39	XV
Gujarat	393	IV	17.5%	IX	7.13	IX
Jammu & Kashmir	289	X	13.1%	XIII	8.51	II
Kerala	315	VII	30.8%	I	12.75	I
Madhya Pradesh	285	XII	24.4%	II	7.30	VII
Madras	334	V	20.9%	III	8.32	IV
Maharashtra	469	I	17.1%	X	7.27	VIII
Mysore	305	VIII	18.4%	VII	7.93	V
Orissa	276	XIII	11.8%	XIV	4.76	XIII
Punjab	451	III	14.4%	XI	7.62	I
Rajasthan	267	XIV	19.8%	IV	6.84	X
Uttar Pradesh	297	IX	13.9%	XII	3.71	XI
West bengal	463	II	18.8%	VI	6.52	XI

Compendium of Select Government Reports on Library & Information Services in India

Average ( All India)	335	18.1%	6.40
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Annexure-I-2

Statement showing total financial provision, per capita expenditure and relative position for public libraries in each administrative units of India for the year 1963-64

S.No.	Expenditure	State Position	Per capita	Relative	
			*Population	Provision	
			in Rupees	in Paise	
1.	Andhra Pradesh	3,59,83,447	14,37,400	04.0	IV
2.	Assam	1,22,09,330	3,94,500	03.2	V
3.	Bihar	4,64,55,610	5,80,300	01.2	XI
4.	Gujarat	2,06,33,350	9,35,400	04.5	III
5.	Jammu & Kashmir	35,60,976	93,700	02.6	VI
6.	Kerala	1,69,03,715	5,50,000	03.2	V
7.	Madhya Pradesh	3,23,72,408	10,42,000	03.2	V
8.	Madras	3,36,86,953	23,33,000	06.9	II
9.	Maharashtra	3,95,53,718	6,30,072	01.6	IX
10.	Mysore	2,35,86,772	4,51,000	01.9	VIII
11.	Orissa	1,75,48,846	59,100	00.3	XII
12.	Punjab	2,03,06,813	2,93,100	01.4	X
13.	Rajasthan	2,03,55,602	4,60,041	02.3	VII
14.	Uttar Pradesh	7,37,46,401	2,65,577	00.3	XII
15.	West Bengal	3,49,26,279	32,50,983	09.3	I
Total		43,16,30,219	1,27,76,373	03.0	
Union Territories:					
1.	Delhi Admn. & Delhi Public Library	26,58,613	8,21,747	31.0	I
2.	Himachal Pradesh	13,51,144	1,90,150	14.3	III
3.	Laccadive & Minicoy Islands	24,108	7,000	29.0	II
4.	Tripura	11,42,005	1,56,000	13.7	IV
5.	Dadra-Nagar Haveli	57,963	2,000	03.5	V
Total		52,33,832	11,77,397	22.5	
All India		43,90,72,582	1,39,53,770	03.2	
Delhi Public Library		26,58,72,582	7,82,232	29.4	

\* From INDIA 1964.

Annexure-I-3

Statement showing the amount of grant in aid paid to private libraries by the State Government during the year 1963-64

S.No.	Average Grant	State	Grant-in-aid Libraries	No. of per Library
		Rs.		Rs.
1.	Assam	1,02,500	900	114
2.	Madras	32,000	337	95
3.	Maharashtra	4,28,000	397	1,078
4.	Mysore	3,16,600	5,390	58
5.	Orisa	52,000	3,281	15
6.	Uttar Pradesh	2,66,576	326	818
7.	West Bengal	13,35,983	1,641	814
	Total	25,33,659	12,272	206

Annexure-I-4

Statement showing the number of books, number of registered borrowers,

number of books borrowed per 10,000 persons from the State Central and District Libraries during the year 1963–64

S.No.	No. of Books	State	Book Stock	Registered
			Borrowers	Borrowed
1.	Andhra Pradesh	117	3	83
2.	Assam	213	6	513
3.	Bihar	66	3	69
4.	Gujarat	281	9	336
5.	Jammu & Kashmir	188	26	127
6.	Kerala	149	1	48
7.	Madras	87	9	150
8.	Maharashtra	277	55	268
9.	Mysore	38	3	170
10.	Punjab	88	5	211
11.	Rajasthan	62	7	116
12.	Uttar Pradesh	13	0.4	6
13.	West Bengal	74	4	184
Union Territories:				
	Delhi Admn. Delhi Public Library	1,181	281	5,487
	Dadra-Nagar Haveli	378	—	—
	Himachal Pradesh	626	35	880
	Tripura	268	14	204
	Laccadives	4,537	870	1,086
	Average (All India) per 10,000 per sons	102	10	169
	Cost per borrower in India		Rs. 32.11	
	Cost per book borrowed in India		Rs. 2.00	

Annexure–I–5

Statement showing Book-Stock of State Central and District Central Libraries in each State on 31st March, 1964

The Report of the Working Group on Development of Libraries...

S.No.	State	State Central	District
Total	Library	Central Library	
1. Andhra Pradesh	1,52,981	2,68,810	4,21,791
2. Assam	1,57,755	1,23,981	2,81,736
3. Bihar	57,775	2,48,572	3,06,347
4. Gujarat	1,23,977	4,55,063	5,79,040
5. Jammu & Kashmir	43,911	33,103	67,014
6. Kerala	94,825	1,56,418	2,51,242
7. Madras	1,63,800	1,29,951	2,93,751
8. Maharashtra	3,81,616	7,13,089	10,94,715
9. Mysore	NIL	93,500	90,500
10. Punjab	50,000	1,29,111	1,79,111
11. Rajasthan	1,000	1,24,341	1,25,341
12. Uttar Pradesh	31,497	64,896	86,393
13. West Bengal	21,242	2,37,437	2,38,679
Total	12,80,389	27,65,272	40,45,661
Union Territories:			
Delhi Admn. Delhi Public Library	2,34,257	79,796	3,14,053
Dadra-Nagar Haveli	2,293	—	2,293
Himachal Pradesh	24,181	60,487	84,668
Tripura	30,678	—	30,678
Laccadives	4,816	6,122	10,938
Total	2,96,225	1,46,405	4,42,630
Grand Total	15,76,614	29,11,677	44,88,291
Total Book Stock		44,88,291	
Average (All India) per 10,000 persons		102	

Annexure—1-6

Statement showing total number of registered borrowers and the number of books borrowed the State and District Central Libraries of each State on 31st March, 1964

S.No.	State	Registered Borrowers			Books Borrowed		
		Central Library	District Library	Total	Central Library	District Library	Total
1.	Andhra Pradesh	2,309	8,990	11,299	64,578	2,35,601	3,00,179
2.	Assam	4,090	3,500	7,590	1,09,825	5,16,458	6,26,283
3.	Bihar	1,946	11,802	13,648	34,057	2,86,880	3,20,937
4.	Gujarat	1,247	16,936	18,209	27,904	6,65,011	6,92,915
5.	Jammu & Kashmir	8,601	769	9,370	23,148	21,857	45,005
6.	Kerala	1,949	—	1,949	80,000	—	80,000
7.	Madras	5,697	24,256	29,953	1,24,040	3,80,675	5,04,715
8.	Maharashtra	1,302	2,14,125	2,15,427	26,091	10,22,564	10,58,655
9.	Mysore	—	6,285	6,285	—	3,92,500	3,92,500
10.	Punjab	6,100	3,044	9,144	1,78,812	2,50,000	4,28,812
11.	Rajasthan	—	13,583	13,583	—	2,34,882	2,34,882
12.	Uttar Pradesh	976	1,838	2,814	14,860	28,891	43,751
13.	West Bengal	N.A.	12,225	12,225	18,228	6,25,023	6,43,251
	Total	34,244	3,17,252	3,51,496	7,11,543	46,60,342	53,71,885
Union Territories:							
	Delhi Admn. Delhi Public Library	73,608	1,078	74,686	1,43,854	19,983	14,58,827
	Himachal Pradesh	1,437	3,236	4,673	39,638	79,373	1,19,011
	Tripura	1,624	—	1,624	23,410	—	23,410
	Laccadives	2,100	—	2,100	649	1,969	2,118
	Total	78,769	4,314	83,083	15,02,551	1,01,315	16,03,866
	Grand Total	1,13,013	31,2,566	4,34,579	22,14,094	47,61,857	69,75,751
	Total Book Stock			4,34,579	Total No of		69,75,751
	Average (All India) per 10,000 persons			10	Books Borrowed		159

Annexure-II-1

Statement showing the details of new building of Central Libraries of State and Union Territories as on 31st March, 1964

S.No.	State	Year of	Area
Case	Construction	Square feet	
			Rs.
1. Andhra Pradesh	1960-61	19,146	16,03,000
2. Assam	1957	Not available	15,00,000
3. Gujarat	1952	17,343	3,00,000
4. Kerala	1960	9,600	1,06,669
5. Orissa	1965-66	Not available	7,50,000
6. Punjab	1958	11,069	9,00,000
Union Territories:			
1. Dadra-Nagar Haveli	1955	—	25,000
Average (All India) per 10,000 persons			= 14,300
Average cost		= 8,60,0001	

Annexure – II–2

Statement showing budgetted estimates of Central Libraries of the States and Union Territories for the year 1963–64

S.No.	State	Total	Establishment	Percentage	Books & Reading Materials	Percentage	Other Items	Percentage
1.	Andhra Pradesh	2,13,900	1,52,900	71.5%	49,600	23.2%	11,400	5.3%
2.	Assam	2,92,000	1,21,920	41.8%	94,000	42.2%	76,080	26%
3.	Bihar	89,438	34,912	39%	42,000	47%	12,526	14%
4.	Gujarat	1,01,700	11,100	10.9%	32,000	31.4%	58,600	57.7%
5.	Jammu & Kashmir	1,19,10	64,800	54.1%	34,000	28.4%	21,000	17.5%
6.	Punjab	95,800	39,200	40.9%	47,400	49.5%	9,200	9.2%
7.	Rajasthan	16,170	14,810	91.6%	N.A.		1,360	8.4%
8.	West Bengal	1,36,271	67,039	49.2%	30,000	22%	39,232	28.8%
	Total	10,65,079	5,06,681		3,29,000		2,29,398	
Union Territories:								
1.	Dadra Nagar Haveli	2,000	800	40%	600	30%	600	30%
2.	Delhi Public Library	7,82,232	3,36,892	53.1%	2,71,980	34.8%	1,73,360	22.1%
3.	Himachal Pradesh	1,02,673	40,437	29.4%	35,790	34.8%	26,446	25.8%
	Total	8,86,905	3,78,129		3,08,370		2,00,406	
	Grand Total	19,51,984	8,84,810		6,37,370		4,29,804	
Percentage of expenditure in State Central Libraries on:								
			Establishment					
			Books & Reading Materials					47.6%
			Other Items					30.9%
								21.5%
Includes the budget for 7 District Libraries.								

Annexure – II-3

Statement showing budgetted estimates of Central Libraries of the States and Union Territories for the year 1963-64

S.No.	State	Total	Establishment	Percentage	Books & Reading Materials	Percentage	Other Items	Percentage
		Rs.	Rs.		Rs.		Rs.	
1.	Andhra Pradesh	2,14,500	1,59,600	74.4%	43,500	20.3%	11,400	5.3%
2.	*Assam	3,27,000	1,29,400	39.6%	80,600	24.6%	1,17,000	35.8%
3.	Gujarat	1,94,200	54,000	27.8%	44,000	22.7%	96,200	49.5
4.	Jammu & Kashmir	1,10,700	11,800	10.7%	32,000	28.9%	66,900	60.4%
5.	Madras	1,21,700	86,600	71.2%	33,000	27.1%	2,100	1.7%
6.	Maharashtra	2,39,212	1,95,712	81.8%	43,000	17.9%	500	0.3%
7.	Rajasthan	1,01,400	42,000	41.4%	50,000	49.3%	9,400	9.3%
8.	West Bengal	2,13,892	76,892	36%	85,000	39.7%	52,000	24.3%
	Total	15,22,604	7,56,004		4,11,100		2,55,500	
Union Territories:								
	Delhi Public Library	10,10,700						
	Himachal Pradesh	98,773	44,972	46.5%	27,900	28.2%	24,901	25.3%
	Tripura	1,80,700	71,000	39.2%	88,000	48.7%	21,700	12.1%
	Total	12,90,173	5,83,472		3,95,700		3,11,001	
	Grand Total	28,12,777	13,39,476		8,06,800		6,66,501	
Percentage of expenditure in State Central Libraries on:								
	Establishment						49.7%	
	Books & Reading Materials						27.9%	
	Other Items						23.3%	
*Includes the budget for 7 District Libraries.								
**Includes the budget for 9 Sub-Divisional Libraries.								

Annexure-II-4

Statement showing total strength of staff in the Central Libraries of States, Union Territories and District Libraries for the year 1963-64

S.No.		Qualified		Unqualified		
		State	District	State	District	Central
		State	Central	Central	Central	
	Total	Libraries	Libraries	Libraries	Libraries	
1.	Andhra Pradesh	17	60	108	86	271
2.	Assam	4	6	26	43	79
3.	Bihar	4	22	24	216	266
4.	Gujarat	2	14	30	70	226
5.	Jammu & Kashmir	2	2	10	14	38
6.	Kerala	7	—	31	—	38
7.	Madras	13	28	42	58	141
8.	Maharashtra	14	42	52	118	226
9.	Mysore	—	10	—	65	75
10.	Punjab	8	6	17	14	45
11.	Rajasthan	2	18	4	57	81
12.	Uttar Pradesh	5	11	6	22	44
13.	West Bengal	15	48	18	160	241
	Total	93	267	368	923	1,651
Union Territories:						
1.	Dadra & Nagar Haveli	(PT)* <sup>1</sup>	—	(PT)* <sup>1</sup>	—	2
2.	Delhi Admn. Delhi Public Library	69	—	137	—	206
3.	Himachal Pradesh	—	8	—	23	31
4.	Laccadive & Minicoy Islands	—	1	1	1	3
5.	Tripura	2	8	4	19	33
	Total	72	17	143	43	275
	All India	165	284	511	966	1,926

\* PT = Part Time.

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Annexure-II-5

Statement showing total stock of books and other reading materials in Central Libraries of States and Union Territories as on 31st March 1964

S.No.	State	Books added		Periodicals	
		Books	during		
News		1963-64		papers	
1.	Andhra Pradesh	1,52,981	2,184	455	51
2.	Assam	1,57,755	16,842	137	85
3.	Bihar	57775	2,097	177	16
4.	Gujarat	1,23,977	3,058	260	N.A.
5.	Jammu & Kashmir	43,911	499	45	19
			(Jammu)		
6.	Kerala	94,825	6,300	175	50
7.	Madras	1,63,800	5,900	1,711	247
8.	Maharashtra	3,81,626	23,842	3,741	428
9.	Punjab	50,000	3,368	125	8
10.	Rajasthan	1,000	No addition	Nil	Nil
11.	Uttar Pradesh	31,497	2,328	73	12
12.	West Bengal	21,242	1,320	142	7
	Total	12,80,389	68,738	7,101	923
Union Territories:					
1.	Dadra & Nagar Haveli	2,293	311	10	8
2.	Delhi Admn. Delhi Public Library	2,34,257	68,319	224	22
3.	Himachal Pradesh	24,181	3,601	181	12
4.	Tripura	30,678	N.A.	59	10
5.	Laccadive & Minicoy Islands	4,816	148	16	14
	Total	2,96,225	72,379	490	66
	Grand Total	15,76,614	1,41,117	7,591	989
Average number of volumes per State				1,06,699	
Average number of books added per State				6,249	
Average number of periodical subscribed per State				646	
Average number of Newspapers per State				88	

Annexure-II-6

Statement showing total number of registered borrowers in Central Libraries of States and Union Territories as on 31st March 1964

S.No.	State	Total No. of
		books borrowed
Total No of	borrowers	during 1963-64
1. Andhra Pradesh	2,309	64,578
2. Assam	4,090	1,09,825
3. Bihar	1,946	34,057
4. Gujarat	1,274	27,904
5. Jammu & Kashmir	8,601	23,148
6. Kerala	1,949	80,000
7. Madras	5,697	1,24,040
8. Maharashtra	1,302	36,091
9. Punjab	6,100	1,78,812
10. Uttar Pradesh	976	14,860
11. West Bengal	N.A.	18,228
Total	34,244	7,11,543
Union Territories:		
1. Delhi Admn. Delhi Public Library	73,608	14,38,854
2. Himachal Pradesh	1,437	39,638
3. Tripura	1,624	23,410
5. Laccadive	2,100	649
Total	78,769	15,02,551
Grand Total	1,13,013	22,14,094
Average number of borrowers per State		3.424
Average number of books borrowed per State		64,685

Annexure-II-7

Statement showing the cost per registered borrower of Central Libraries of States and Union Territories as on 31st March 1964

S.No.	Cost per	State		Total No. of
		Budget	Borrowers	Borrower
		Rs.		Rs. P.
1.	Andhra Pradesh	2,13,900	2,309	92.64
2.	Assam	292,000	3,090	71.39
3.	Bihar	89,438	1,946	45.96
4.	Gujarat	1,19,317	1,274	93.65
5.	Jammu & Kashmir	1,01,700	8,601	11.82
6.	Kerala	1,19,800	1,949	61.47
7.	Madras	1,23,200	5,697	21.63
8.	Maharashtra	1,60,522	1,302	123.29
9.	Punjab	95,800	6,100	15.71
10.	Rajasthan	16,170	N.A.	—
11.	Uttar Pradesh	89,681	976	91.90
12.	West Bengal	1,36,271	N.A.	—
	Total	15,57,809	34,344	
Union Territories:				
1.	Dadra & Nagar Haveli	2,000	Nil	N
2.	Delhi Admn. Delhi Public Library	7,82,232	73,608	10.63
3.	Tripura	1,56,600	1,624	96.37
4.	Laccadive	2,000	N.A.	—
	Total	9,42,732	75,232	
	Grand Total	25,00,541	1,09,476	
Average cost per registered borrower for all the libraries including Delhi Public Library				22.84
Average cost per registered borrower excluding Delhi Public Library				47.94
Average cost per registered borrower in Delhi Public Library				10.63

Annexure-II-8

Statement showing the cost per registered borrower of Central Libraries of States and Union Territories as on 31st March 1964

S.No.	State	Total No. of	
		Budget	Borrowed
Cost per Book		Books Borrowers during 1963-64	
	Rs.		Rs. P.
1. Andhra Pradesh	2,13,900	64,578	3.31
2. Assam	292,000	1,09,825	2.66
3. Bihar	89,438	34,057	2.63
4. Gujarat	1,19,317	27,904	4.28
5. Jammu & Kashmir	1,01,700	23,148	4.40
6. Kerala	1,19,800	80,000	1.50
7. Madras	1,23,200	1,24,040	0.99
8. Maharashtra	1,60,522	36,091	4.45
9. Punjab	95,800	1,78,812	0.54
10. Rajasthan	16,170	N.A.	—
11. Uttar Pradesh	89,681	14,860	6.04
12. West Bengal	1,36,271	18,228	7.48
Total	15,57,809	7,11,543	
Union Territories:			
1. Dadra & Nagar Haveli	2,000	Nil	Nil
2. Delhi Admn. Delhi Public Library	7,82,232	14,38,854	0.54
3. Tripura	1,56,600	23,410	6.69
4. Laccadive	2,000	649	3.08
Total	9,42,732	14,62,913	
Grand Total	25,00,541	21,74,456	
Average cost of a book borrowed including Delhi Public Delhi			1.15
Average cost of a book excluding Delhi Public Library			2.34
Average cost of a book borrowed in Delhi Public Library			0.54

Annexure-II-9

Statement showing the Qualifications and Scale of Pay of the Librarians of State Central Libraries

S.No.	State	Qualifications	Scales
1.	Andhra Pradesh	M.A., L.L.B., Diploma in Lib. Sc.	325-20-425-25-700
2.	Assam	B.A., Diploma in Lib. Sc.	350-1000
3.	Bihar	M.A., B.L., A.L.A.	200-750
4.	Gujarat	N.A.	
5.	Jammu & Kashmir	B.A., Diploma in Lib. Sc.	250-500
6.	Kerala	B.A., Diploma in Lib. Sc.	Educational Service Class II
7.	Madras	M.A., M.L.A.	300-25-800
8.	Maharashtra	M.A., Diploma in Lib. Sc.	680-1,180
9.	Mysore	N.A.	
10.	Orissa	N.A.	
11.	Punjab	B.A., A.L.A.	250-25-750
12.	Rajasthan	M.A., Diploma in Lib. Sc.	225-485
13.	Uttar Pradesh	M.A., Diploma in Lib. Sc.	250-25-400-30-700-50-850
14.	West Bengal (revision).	M.A., Diploma in Lib. Sc.	250-750 (Under)
Union Territories:			
1.	Delhi Admn. Delhi Public Library	M.A., L.L.B., Dip. Lib. Sc.	700-40-1, 100-50/2-1,150
2.	Himachal Pradesh	B.A. Diploma in Lib. Sc.	250-25-750
3.	Tripura	N.A.	250-20-650-25-750
	Minimum		200

Annexure–III–1

Statement showing number of Districts and numbers of District Central Libraries  
in the Union of India

S.No.	State Districts	No. of No of Libraries
1. Andhra Pradesh	20	21
2. Assam	11	7
3. Bihar	17	17
4. Gujarat	17	15
5. Jammu & Kashmir	9	8
6. Kerala	9	8
7. Madhya Pradesh	43	23
8. Madras	13	12
9. Maharashtra	26	26
10. Mysore	20	2
11. Nagaland	3	N.A.
12. Orissa	13	Nil
13. Punjab	20	6
14. Rajasthan	26	24
10. Uttar Pradesh	54	11
11. West Bengal	16	19
Total	317	199
Union Territories:		
1. Himachal Pradesh	6	6
2. Goa, Daman & Diu	3	Not available
3. NEFA	1	Not available
Grand Total	327	205

Annexure—III—2

Statement showing the Year of Establishment Budget and the Qualified Staff of District Libraries in the Administrative Units

STATE—ANDHRA PRADESH

S.No.	District Library and Location	Year of Establishment	Budget		Staff		
			1963-64	1964-65	Total	Qualified	Others
1.	Adilabad	1958	38,000	45,810	5	1	4
2.	Anantpur	1952	95,000	95,000	9	3	6
3.	Chittoor	1952	93,000	1,00,000	8	3	5
4.	Cuddapah	1952	90,000	1,14,000	9	2	7
5.	East Godavari (Kakinada)	1952	2,08,000	3,52,900	12	5	7
6.	Guntur	1952	2,75,000	3,11,000	6	3	3
7.	Hyderabad (hyderabad)	1958	29,000	35,250	4	2	2
8.	Karimnagar	1958	49,000	56,250	7	2	5
9.	Khammam	1958	45,000	56,000	5	2	3
10.	Krishna (Machlipatam)	1952	3,20,000	4,60,000	8	3	5
11.	Kurnool	1953	1,20,000	1,48,000	7	3	4
12.	Mahbubnagar	1958	83,010	82,010	7	3	4
13.	Medak (Sangareddy)	1958	36,300	37,750	6	2	4
14.	Nalgonda	1958	70,000	56,800	8	6	2
15.	Nellore	1952	1,07,000	1,30,000	8	4	4
16.	Nizamabad	1958	70,000	50,000	4	2	2
17.	Srikakulum	1952	97,000	1,00,000	6	2	4
18.	Visakhapatnam	1952	1,85,000	2,93,400	13	4	9
19.	Warangal	1958	70,000	72,000	6	2	4
20.	West Godavari (Eluru)	1952	1,42,500	1,50,000	8	6	2
			22,12,810	27,49,160	146	60	86
				+24.2%		41.1%	58.9%

Annexure—III—2/2

Statement showing the Year of Establishment, Budget and the Qualified Staff of District Libraries in the Administrative Units

STATE—ASSAM

S.No.	District Library and Location	Year of Establishment	Budget		Staff		
			1963-64	1964-65	Total	Qualified Others	
1.	Cachar (Silchar)	1955	Common with State Central Library		7	1	6
2.	Darrang (Tezpur)	”	”	”	7	1	6
3.	Goalpara (Dhubri)	”	”	”	7	1	6
4.	Kamru (Gauhati)	”	”	”	9	1	8
5.	Lakhimpur (Dibrugarh)	”	”	”	5	0	5
6.	Nowgong	”	”	”	7	1	6
7.	Sibsagar (Jorhat)	”	”	”	7	1	6
					49	6	43
						12.2%	87.8%

Annexure—III—2/3

Statement showing the Year of Establishment, Budget and the Qualified Staff of District Libraries in the Administrative Units

STATE—BIHAR

S.No.	District Library and Location	Year of Establishment	Budget		Total	Staff	
			1963-64	1964-65		Qualified	Others
1.	Bhagalpur	1913	26,042.77	25,400	12	1	11
2.	Champaran (Motihari)	1931	39,443.00	41,377	12	—	12
3.	Darbhanga (Laheria Sarai)	1954	21,540.00	22,000	16	2	4
4.	Dhanbad	1956	14,800.00	18,215	16	2	14
5.	Gaya	1855	5,468.00	12,576	14	2	12
6.	Hazaribagh	1954	12000.00	14,000	14	2	12
7.	Monghyr	1949	50,515.00	59,583	23	2	21
8.	Muzaffarpur	1935	3,532.00	4,060	14	2	22
9.	Palamau (Maltaon Ganj)	1915	11,500.00	12,000	12	1	11
10.	Patna (Patna City)	1882	66,870.00	66,759	13	1	12
11.	Purnea	1952	15,084.37	21,489	16	1	15
12.	Ranchi	1953	7,509.00	5,980	16	1	15
13.	Saharsa	1954	10,680.00	N.A.	10	1	9
14.	Santal Parganas (Dumka)	1954	15,420.00	16,520	16	1	15
15.	Saran (Chapra)	1954	21,018.86	15,952	10	1	9
16.	Shahabad (Arrah)	1954	3,000.00	3,000	11	—	11
17.	Singhbhum (Chaibasa)	1957	13,637.76	19,976	13	2	11
			3,39,060.76	3,58,887	238	22	216
				+5.9%		9.2%	90.8%

Annexure—III—2/4

Statement showing the Year of Establishment, Budget and the Qualified Staff of District Libraries in the Administrative Units

STATE—GUJARAT

S.No.	District Library and Location	Year of Establishment	Budget		Staff		
			1963-64	1964-65	Total	Qualified	Others
1.	Amreli	1873	17,714	N.A.	7	—	7
2.	Banaskantha (Palanpur)	1872	8,327	N.A.	3	1	2
3.	Baroda	1910	65,758	68,600	27	2	25
4.	Bhavnagar	1959	14,850	N.A.	3	1	2
5.	Broach	1958	10,911	N.A.	8	1	7
6.	Jamnagar	1956	15,708	N.A.	4	1	3
7.	Junagarh	1958	16,072	N.A.	4	1	3
8.	Kaira	1905	9,612	N.A.	5	2	3
9.	Kutch (Bhuj)	1961	15,594	N.A.	2	1	1
10.	Mahoon	1913	11,044	11,081	4	1	3
11.	Panch mahals (Godhra)	1866	9,918	N.A.	2	—	2
12.	Rajkot	1956	16,900	N.A.	5	1	4
13.	Sabar Kantha (Himmatnagar)	1942	9,684	10,357	2	1	1
14.	Surat	1850	9,277	13,852	4	1	4
15.	Surrendranagar	1958	15,352	N.A.	4	1	3
			2,46,721	1,03,620	84	14	70
				-58%		16.7%	88.3%

Annexure—III—2/5

Statement showing the Year of Establishment, Budget and the Qualified Staff of District Libraries in the Administrative Units

STATE—JAMMU & KASHMIR

S.No.	District Library and Location	Budget		Total	Staff	
		1963-64	1964-65		Qualified	Others
1.	Anantnag			2	—	2
2.	Baramula			2	—	2
3.	Doda			2	—	2
4.	Kathua	37,300	70,000	2	—	2
5.	Ladakh (Leh)			2	1	1
6.	Poonch			2	—	2
7.	Srinagar			2	—	2
8.	Udhampur			2	1	1
			Total	16	2	14
					12.5%	87.5%

Annexure—III—2/6

Statement showing the Year of Establishment, Budget and the Qualified Staff of District Libraries in the Administrative Units

STATE—KERALA

S.No.	District Library and Location	Year of Establishment	Budget	
			1963-64	1964-65
1.	Alleppey	1959-60		
2.	Cannanore	1955-56		
3.	Ernakulam	1958-59		
4.	Kottayam	1955-56	85,000	71,500
5.	Calicut	-do-	Books	Books
6.	Palghat	-do-	(+ Their own funds received from Deptt. of Distt. Education Officer).	
7.	Quilon	1956-57		-15.9%
8.	Trichur	1955-56		

Annexure—III-2/7

Statement showing the Year of Establishment, Budget and the Qualified Staff of District Libraries in the Administrative Units

STATE—MADARS

S.No.	District Library and Location	Year of Establishment	Budget		Staff		
			1963-64	1964-65	Total	Qualified	Others
1.	Chingleput (Nandamam)	1952	3,32,312	4,03,295	8	1	7
2.	Coimbatore	1952	90,032	67,514	5	2	3
3.	Madras	1954	6,50,000	21,08,500	23	5	18
4.	Madurai	1952	20,00	21,000	4	3	1
5.	Nilgiris (Ootacamund)	1953	73,359	1,20,366	7	1	6
6.	North Arcot (Vellore)	1951	63,905	1,84,550	3	2	1
7.	Ramanthapuram (Madras)	1952	2,44,539	3,04,927	7	2	5
8.	Salem	1953	39,900	33,900	6	3	3
9.	Sourth Arcot (Cuddalore)	1952	3,18,676	2,97,981	8	2	6
10.	Thanjavur (Tanjore)	1952	15,372	35,987	3	2	1
11.	Tiruchirappalli	1952	30,200	55,700	3	3	—
12.	Tirunelveli	1952	36,370	41,444	9	2	7
			19,14,665	36,75,164	86	28	58
				92%		32.6%	67.4%

Annexure—III—2/8

Statement showing the Year of Establishment, Budget and the Qualified Staff of District Libraries in the Administrative Units

STATE—MAHARASHTRA

S.No.	District Library and Location	Year of Establishment	Budget		Staff		
			1963-64	1964-65	Total	Qualified	Others
1.	Ahmednagar	1838	21,056	20,200	7	—	7
2.	Akola	1955	22,319	21,570	7	—	7
3.	Amravati	1956	20,849	29,613	—	N.A.	N.A.
4.	Bhandara	1955	14,697	16,434	7	2	5
5.	Bhir (Bhid)	N.A.	8,163	N.A.	2	—	2
6.	Buldana	1954-55	18,735	24,107	7	—	7
7.	Chanda	1955	N.A.	16,115	7	2	5
8.	Dhulia	1954	10,950	9,209	2	—	2
9.	Bombay Suburban	1898	25,382	24,300	10	2	8
10.	Jalgaon	1877	14,561	16,000	6	1	5
11.	Kolaba (Alibagh)	1917	9,755	10,415	3	1	2
12.	Kolhapur	1850	18,381	15,111	6	1	5
13.	Nagpur	1955	22,057	25,000	6	6	—
14.	Nagpur	1955	49,150	48,574	12	3	9
15.	Nanded	1954	4,513	8,300	3	—	3
16.	Nasik	1840	18,273	19,906	10	3	7
17.	Osmanabad	1905	3,000	7,800	1	—	1
18.	Parbhani	1901	6,352	8,000	2	—	2
19.	Poona	1947	50,470	51,219	10	5	5

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S.No.	District Library	Year of	Budget	Staff
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Compendium of Select Government Reports on Library & Information Services in India

	and Location	Establishment	1963-64	1964-65	Total	Qualified	Others
20.	Aurangabad	1920	8,061.00	6,000	5	4	1
21.	Ratnagiri	1828 (App.)	14,970.00	13,476	4	1	3
22.	Sangli	1868-69	15,760.71	16,725	5	3	2
23.	Satara	1849	5,318.62	5,780	5 (I.P.T.)	—	5 (I.P.T.)
24.	Sholapur	1857	23,994.23	26,210	11	2	9
25.	Thana	1893	1,19,038.00	40,250	8	2	6
26.	Wardha	1955	17,104.00	15,027	7	3	74
27.	Yotmal	1955	26,448.00	25,000	7	1	6
			5,69,354.56	5,30,341	160	42	118
				-6.9%		26.2%	73.8%

Annexure—III-2/9

Statement showing the Year of Establishment, Budget and the Qualified Staff of District Libraries in the Administrative Units

STATE—MYSORE

S.No.	District Library and Location	Year of Establishment	Budget		Staff		
			1963-64	1964-65	Total	Qualified	Others
1.	Bellary	1950	25,000	N.A.	11	3	8
			1,50,000	1,15,000	75	10	65
				-23.3%		13.3%	66.7%

Annexure—III-2/10

Statement showing the Year of Establishment, Budget and the Qualified Staff of District Libraries in the Administrative Units

STATE—PUNJAB

S.No.	District Library and Location	Year of Establishment	Budget		Staff		
			1963-64	1964-65	Total	Qualified	Others
1.	Ambala	1957					
2.	Jullundur	1957					
3.	Kangra (Dharamsala)	1957	67300	69,200	20	6	14
4.	Mahendragarh (Narnaul)	1961					
5.	Nabha	Before 1947					
6.	Sangrur	Before 1947					
				+2.8%		30%	70%

Annexure—III-2/11

Statement showing the Year of Establishment, Budget and the Qualified Staff of District Libraries in the Administrative Units

STATE—RAJASTHAN

S.No.	District Library and Location	Year of Establishment	Budget		Total	Staff	
			1963-64	1964-65		Qualified	Others
1.	Alwar	1956	7,200	6,800	3	1	2
2.	Banswar	1956	7,065	6,600	2	—	2
3.	Barmer	1956	7,750	7,300	3	1	2
4.	Bharatpur	1956 (Befor Distt. Library-merger)	11,705	11,000	6	1	5
5.	Bhilwara	1956	8,070	7,500	3	1	2
6.	Bolara	1956	6,770	6,200	3	—	2
7.	Bundi	1956	6,230	5,800	3	—	3
8.	Chittorgarh	1956	7,530	6,800	3	—	3
9.	Churu	1956	7,065	6,800	3	—	3
10.	Dungarpur	1956 (Before Distt. Library-merger)	7,350	6,800	3	1	2
11.	Ganga Nagar	1956	6,910	6,500	3	1	2
12.	Jaisalmer	1960	6,200	5,600	3	—	3
13.	Jalore	1956	7,680	7,000	2	—	2
14.	Jhalwara	1956	6,430	5,900	3	1	2
15.	Jhunjhunu	1956	7,315	6,800	3	1	2
16.	Kishangarh	1956	7,992	7,580	3	1	2
17.	Nagaur	1956	6,850	6,400	3	1	2
18.	Nathdwara	1956	7,360	6,800	3	1	2

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The Report of the Working Group on Development of Libraries...

S.No.	District Library and Location	Year of Establishment	Budget		Staff		
			1963-64	1964-65	Total	Qualified	Others
19.	Nokha	1956	6,740	6,000	3	1	2
20.	Pali	1956	7,500	7,000	3	1	2
21.	Sawai Madhopur	1956	6,395	6,000	2	1	2
22.	Sikar	1956	7,600	6,800	3	1	2
23.	Sirohi	1956 (Before Distt. Library-merger)	8,530	7,400	4	1	3
24.	Tonk	1956	10,265	11,000	5	1	4
		(Before Distt. Library-merger)	1,80,502	1,68,380	75	18	57
			-6.7%		24%	67%	

Annexure—III—2/12

Statement showing the Year of Establishment, Budget and the Qualified Staff of District Libraries in the Administrative Units

STATE—UTTAR PRADESH

S.No.	District Library and Location	Year of Establishment	Budget		Staff		
			1963-64	1964-65	Total	Qualified	Others
1.	Agra	1956-57			3	1	2
2.	Almora	1956-57			3	1	2
3.	Bareilly	1956-57			3	1	2
4.	Gorakhpur	1956-57			3	1	2
5.	Jhansi	1956-57			3	1	2
6.	Kanpur	1956-57	1,37,170	2,14,988 +56.9%	3	1	2
7.	Mathura	1956-57			3	1	2
8.	Meerut	1956-57			3	1	2
9.	Pithoragarh	1963-64			3	1	2
10.	Uttar kashi	1964-65			3	1	2
11.	Varanasi	1956-57			3	1	2
		Total			33	11	22
						33.3%	66.7%

Annexure—III—2/13

Statement showing the Year of Establishment, Budget and the Qualified Staff of District Libraries in the Administrative Units

STATE—WEST BENGAL

S.No.	District Library and Location	Year of Establishment	Budget		Total	Staff	
			1963-64	1964-65		Qualified	Others
1.	Bankura	1956	18,678	20,685	10	1	9
2.	Birbhum (Suri)	1955	21,180	23,298	10	1	9
3.	Burdwan (Uday Chand)	1954	40,827	24,475	12	1	11
4.	Budwan (Asansol Additional District Library, Asansol)	1959	20,360	29,010	10	1	9
5.	Cooch Behar	1957	19,547	28,000	10	1	9
6.	Darjeeling	1955	23,695	22,084	10	2	8
7.	Hooghly (Chinsurah)	1956	19,140	N.A.	10	4	6
8.	Howrah	1952	17,170	21,350	10	4	6
9.	Jalpaiguri	1958	28,200	30,000	10	1	9
10.	Malda	1957	23,844	21,184	11	1	10
11.	Midnapore	1956	17,140	N.A.	10	1	9
12.	Midnapore Tamluk (Talmuk Town)	1956	24,212	44,640	11	1	10
13.	Murshidabad	1955	26,132	32,860	10	1	9
14.	Nadia (Krishnagar)	1955	56,211	48,276	8	1	7
15.	Purulia	1957	19,593	33,140	10	1	9

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S.No.	District Library	Year of	Budget	Staff
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Compendium of Select Government Reports on Library & Information Services in India

	and Location	Establishment	1963-64	1964-65	Total	Qualified	Others
16.	24-Parganas (Alipore)	1957	22,092	24,485	10	1	6
17.	24-Parganas	1964	10,633	17,331	8	2	6
18.	24 Parganas (Rahara R.K. Mission)	1956	33,346	31,657	29	18	11
19.	West Dinajpur (Balurghat)	1954	56,373	31,300	9	5	4
	Total		4,98,373	4,83,775	208	48	160
				-2.9%		23.1%	76.9%

Annexure-III-2/14

Statement showing the Year of Establishment, Budget and the Qualified Staff of District Libraries in the Administrative Units

S.No.	District Library and Location	Year of Establishment	Budget		Staff		
			1963-64	1964-65	Total	Qualified	Others
Union Territories							
1.	Himachal Pradesh—						
	Mahasu	1960	16,800	24,500	6	2	4
	Mandi	1959	16,517	16,500	2	2	0
	Chamba	1958	16,780	N.A.	6	Nil	6
	Bilaspur	1950	24,112	24,112	7	1	6
	Sirmur (Nahan)	1930	20,000	21,300	4	1	3
	Kinnaur (Kalpa)	1960	20,000	21,300	2	1	1
2.	Laccadives, Minicoy Islands		5,000	5,000	2	1	1
3.	Tripura—						
	Sub-Division Distt. Libraries	N.A.	N.A.	N.A.	27	8	19
	Total		1,17,957	1,10,712	60	17	43
				-6.1%		28.3%	71.7%

Annexure—III-3/1

Statement showing the Year of construction and the cost of the building of  
District Central Libraries

STATE—ANDHRA PRADESH

S.No.	Building	Year of District	Cost the Construction
			Rs.
1.	Adilabad	No Building	—
2.	Anantpur	—	—
3.	Chittoor	—	—
4.	Cuddapah	—	—
5.	East Godavari	—	—
6.	Guntur	—	—
7.	Hyderabad	1963-64	80,000
8.	Karimnagar	—	—
9.	Khammam	—	—
10.	Krishna	—	—
11.	Kurnool	—	—
12.	Mahbubnagar	—	—
13.	Medak	1964	50,000
14.	Nalgonda	—	—
15.	Nellore	—	—
16.	Nizamabad	—	—
17.	Srikakulam	—	—
18.	Visakhapatnam	—	—
19.	Warrangal	—	—
20.	West Godawari	—	—
21.	Twin Cities—Hyderabad	—	—

Annexure—III—3/2

Statement showing the Year of construction and the cost of the building of  
District Libraries

STATE—ASSAM

S.No.	Year of District	Cost the Construction
Building		Rs.
1. Cachar	1960	4,00,000
2. Darrang	1959	4,00,000
3. Golpara	Local Lib. Bldg.	—
4. Kamrup	1959	9,00,000
5. Lakhimpur	Rented House	
6. Nowgong	1959	4,00,000
7. Sibsagar	1959	4,00,000

Annexure—III—3/3

Statement showing the Year of construction and the cost of the building of  
District Libraries

STATE—BIHAR

S.No.	Year of District	Cost the Construction	Building Area
		Rs.	
1.	Bhagalpur Old Building	1,00,000	1,600 sq. ft.
2.	Champaran 1956-62	60,000	12 Kethas.
3.	Darbhanga Old Building	50,000	3,000 sq. ft.
4.	Dhanbad Town Hall	—	400 sq. ft.
5.	Gaya Old Building (1855)	1,00,000	8,850 sq. ft. +5 Bigha open land.
6.	Hazaribagh 1953	60,000	4,800 sq. ft. + Garden and Garrage
7.	Monghyr 1954	2,00,000	7,280 sq. ft.
8.	Muzaffarpur 1953	1,00,000	3,840 sq. ft.
9.	Palamau Old Building	35,000	2,000 sq. ft.
10.	Patna Old Building (1895)	2,00,000	8,000 sq. ft.
11.	Purnea 1957	50,000	3,614 sq. ft.
12.	Ranchi 1955	50,000	2,304 sq. ft.
13.	Saharsa No Bulding	—	—
14.	Santal Parganas 1956	50,000	2,188 sq. ft.
15.	Saran 1957	1,00,000	1,503 sq. ft.
16.	Shahabad NP Sabha		
17.	Singhbhum 1956	50,000	2,200 sq. ft.

Annexure—III—3/4

Statement showing the Year of construction and the cost of the building of  
District Libraries

STATE—GUJARAT

S.No.	Year of District	Cost the Construction	Building Area
		Rs.	
1. Amerli	Old Building	—	—
2. Banaskantha	Old Building	1,000	1,700 sq. ft.
3. Baroda	Old Building	—	— sq. ft.
4. Bhavnagar	1959	1,50,000	4,670 sq. ft.
5. Broach	Trust Building	—	1,750 sq. ft.
6. Jamnagar	1956	1,50,000	6,534 sq. ft.
7. Junagarh	1958	1,52,490	6,933 sq. ft.
8. Kaira	Old Building	—	2,000 sq. ft.
9. Kutch	1961	1,00,000	3,764 sq. ft.
10. Mehsana	Old Building	15,267	439 sq. ft.
11. Panch Mahals	Old Building	—	540 sq. ft.
12. Rajkot	1956	1,50,000	6,500 sq. ft.
13. Sabar Kantha	Rented Buildig	—	1,725 sq. ft.
14. Surat	Town Hall	—	—
15. Surendranagar	1958	1,47,241	6,861 sq. ft.

Annexure—III—3/5

Statement showing the Year of construction and the cost of the building of  
District Libraries

STATE—MADRAS

S.No.	Year of District	Cost the Construction Rs.	Building Area
1.	Chingleput 1961	55,000	—
2.	Coimbatore Rented Building	—	—
3.	Madras 1961	87,316	4,136 sq. ft.
4.	Madurai Rented Building	—	—
5.	Nilgiris Rented Building	—	—
6.	North Arcot 1959	2,25,000	31,250 sq. ft.
7.	Ramanathpuram Rented Building	—	—
8.	Salem Rented Building	—	—
9.	South Arcot —	25,000	1,588 sq. ft.
10.	Thanjavur (Tanjore) Rented Building	—	—
11.	Tiruchirappalli 1962	53,547	1,460 sq. ft.
12.	Tirunelveli Rented Building	—	—

Annexure—III—3/6

Statement showing the Year of construction and the cost of the building of District Libraries

STATE—MAHARASHTRA

S.No.	Year of District	Cost the Construction	Building	Area
		Rs.		
1.	Ahmednagar 1957	1,00,000	3,939 sq. ft.	
2.	Akola 1955	7,124	1,264+(21,206–open)	
3.	Amravati Rented Building	—	—	
4.	Aurangabad Old Building	—	—	
5.	Bhandara 1955	4,000	280 sq. ft.	
6.	Bhit (Bid) No.	—	—	
7.	Buldana 1954	4,000	440 sq. ft.	
8.	Chanda 1955	5,000	1,040 sq. ft.	
9.	Dhulia Old Building	20,495	2,160 sq. ft.	
10.	Bombay Suburban 1960	7,50,000	21,000 sq. ft.	
		including branches		
11.	Jalgaon Old Building	—	11,308 sq. ft.	
12.	Kolaba (Alibagh) 1958	16,000	2,052 sq. ft.	
13.	Kolhapur Old Building (1964 Extn.)	1,50,000	—	
14.	Nagpur 1955	4,000	506 sq. ft.	
15.	Nagpur	There are two distt. Libraries (Govt. Central Library, Nagpur)		
16.	Nanded Yes	—	—	
17.	Nasik No	—	—	
18.	Parbhani Old (1954) St.	8,000	700 sq. ft.	
19.	Poona No	—	—	
20.	Ratangiri Old Building	10,000	1,748 sq. ft.	
21.	Sangli Old Building	64,836	10,134 sq. ft.	
22.	Satara Old Building	8,000	2,400 sq. ft.	
23.	Sholapur 1963 (Extn.)	1,10,000	6,420 sq. ft.	
24.	Thana 1964	2,00,000	5,100 sq. ft.	
25.	Wardha 1955	4,000	530 sq. ft.	
26.	Yeotmal 1955	11,411	—	

Annexure—III—3/7

Statement showing the Year of construction and the cost of the building of  
District Libraries

STATE—UTTAR PRADESH

S.No.	Year of District	Cost the Construction	Building Area
		Rs.	
1. Agra	—	—	—
2. Almora	—	—	—
3. Bareilly	—	—	—
4. Gorakhpur	1956–57	30,000	3,600 sq. ft. each
5. Jhansi	—	—	—
6. Kanpur	—	—	—
7. Mathura	—	—	—
8. Meerut	—	—	—
9. Pithoragarh	Started in 1963–64 Rented	—	—
10. Uttar Kashi	Started in 1964–65 Rented	—	—
11. Varanasi	1956–57	30,000	3,600 sq. ft.

Annexure—III—3/8

Statement showing the Year of construction and the cost of the building of District Libraries

STATE—WEST BENGAL

S.No.	Year of District	Cost the Construction	Building Area
		Rs.	
1.	Bankura 1959	84,367	4,804 sq. ft.
2.	Birbhum 1958	78,000	4,328 sq. ft.
3.	Burdwan 1959	1,62,533	6,400 sq. ft.
4.	Burdwan (Asansol) 1957	84,900	6,000 sq. ft.
5.	Cooch behar 1957	93,163	4,402 sq. ft.
6.	Darjeeling 1957	78,000	4,824 sq. ft.
7.	Hooghly 1957	1,20,247	6,600 sq. ft.
8.	Howrah 1963	82,000	6,601 sq. ft.
9.	Jalpaiguri 1958	1,15,362	2,159 sq. ft.
10.	Malda 1957	84,826	8,139 sq. ft.
11.	Midnapore 1957	1,20,718	4,216 sq. ft.
12.	Midnapore Tamluk 1956	1,03,000	5,000 sq. ft.
13.	Nadia 1960–62	78,774	4,800 sq. ft.
14.	Murshidabad 1955	50,451	8,167 sq. ft.
15.	Purulia Old Building	49,000	3 Bighas
16.	24-Parganas-(Alipore) 1958	79,869	5,600 sq. ft.
17.	24-Parganas-(Taki) 1962–63	77,000	2,000 sq. ft.
18.	24-Parganas (Rahara R.K. Mission) North 1955–57	86,326	4,599 sq. ft.
19.	West Dinajpur 1962	78000	800 sq. ft.

Annexure–III–3/9

Statement showing the Year of construction and the cost of the building of  
District Central Libraries In Union Territories

STATE—HIMACHAL PRADESH

S.No.	Year of District	Cost the Construction	Building Area
1. Mahasu	No separate Building		
2. Mandi	No separate Building		
3. Chamba	Rented Building		
4. Bilaspur	New Building under Construction		
5. Sirmur	1957	N.A.	3,000 sq. ft.
6. Kannaur (Kalpa)	No separate Building		

Annexure–III–4

Statement showing Qualifications and Scale of Pay of the  
Librarians of District Central Libraries

S.No.	District	Qualifications	Scale of Pay (in Rs.)
1.	Andhra Pradesh	B.A., Diploma/Degree in Lib. Sc.	125 to 200
2.	Assam	–do–	225 to 600
3.	Bihar	–do–	100 to 150
4.	Gujarat	–do–	150-10-250
5.	Jammu & Kashmir	–do–	100 to 200
6.	Madras	–do–	140-5-180-10-250
7.	Maharashtra	–do–(Junior (Senior)	150-8-230-10-300 200-300
8.	Mysore	Certificate	110-220
9.	Punjab	B.A., Diploma/Degree	150-300
10.	Rajasthan	–do–(Junior (Senior)	80-170, 130-250
11.	Uttar Pradesh	–do–	75-200
12.	West bengal	–do–	250/- fixed
13.	Delhi Public Library (Branch Librarian)	–do–	400-25-500-30-680
14.	Himachal Pradesh	–do–	150-10-300
	Minimum		75/-
	Maximum		680/-

Annexure—III—5/1

Statement showing the Book Stock, Registered Borrowers and the total number of books issued in the District Libraries

STATE—ANDHRA PRADESH

S.No.	Books	District	Book Stock	Registered
			Borrowers	Borrowed
1.	Adilabad	6,709	366	12,261
2.	Anantpur	13,000	700	15,000
3.	Chittor	92,333	720	14,591
4.	Cuddapah	10,000	350	10,000
5.	East Godavari	7,455	619	17,621
6.	Guntur	15,000	676	11,000
7.	Hyderabad	6,000	160	3,430
8.	Karimnagar	7,793	244	4,815
9.	Khammam	8,000	150	2,500
10.	Krishna	10,000	450	4,000
11.	Kurnool	2,000	518	20,000
12.	Mahbubnagar	6,709	241	12,161
13.	Medak	6,709	240	12,161
14.	Nalgonda	8,000	201	7,000
15.	Nellore	8,000	600	15,000
16.	Nizamabad	4,200	160	4,088
17.	Srikakulam	4,000	164	2,000
18.	Visakhapatnam	2,000	813	25,198
19.	Warrangal	8,000	548	20,000
20.	West Godavari	24,902	1,045	22,600
21.	Twin Cities—(Hyderabad)	18,000	25	175
	Total	2,68,810	8,990	2,35,601

Annexure—III-5/2

Statement showing the Book Stock, Registered Borrowers and the total number of books issued in the District Libraries

STATE—ASSAM

S.No.	Books	District	Book Stock	Registered
			Borrowers	Borrowed
1.	Cachar	12,090	117	47,996
2.	Darrang	22,088	919	47,226
3.	Goapara	9,918	563	24,400
4.	Kamrup	24,201	506	1,05,472
5.	Lakhimpur	14,179	103	1,26,946
6.	Nowgong	17,802	1,073	95,415
7.	Sibsagar	23,703	219	69,003
	Total	1,23,981	3,500	5,16,458

Annexure—III-5/3

Statement showing the Book Stock, Registered Borrowers and the total number of books issued in the District Libraries

STATE—BIHAR

S.No.	Books	District	Book Stock	Registered
			Borrowers	Borrowed
1.	Bhagalpur	17,681	937	9,715
2.	Champanan	13,879	284	8,084
3.	Darbhanga	17,489	802	38,000
4.	Dhnbad	11,234 (64-65)	2,363	10,006
5.	Gaya	13,882	70	1,027
6.	Hazaribagh	12,173	119	14,528
7.	Monghyr	54,896	743	58,355
8.	Muzaffarpur	9,104	117	7,371
9.	Palaman	6,000	200	16,00
10.	Patna	19,451	500	50,000
11.	Purnea	14,521	941	5,301
12.	Ranchi	12,957	2,812	29,709
13.	Saharsa	5,448	38	2,357
14.	Santal Parganas	12,072	684	20,020
15.	Saran	8,730	671	11,975
16.	Shahabad	10,563	N.A.	423
17.	Singhbhum	8,552	421	4,009
	Total	2,48,572	11,702	2,86,880

Annexure—III-5/4

Statement showing the Book Stock, Registered Borrowers and the total number of books issued in the District Libraries

STATE—GUJARAT

S.No. Books	District	Book Stock	Registered
		Borrowers	Borrowed
1. Amreli	16,735	662	12,600
2. Banaskantha	9,179	1,511	18,543
3. Baroda	1,47,207	2,814	1,52,244
4. Bhavnagar	30,388	3,600	70,000
5. Broach	20,693	389	38,308
6. Jamnagar	34,309	1,050	42,000
7. Junagarh	31,578	1,191	33,013
8. Kaira	24,224	920	70,003
9. Kutch	10,748	685	32,400
10. Mehsana	18,719	601	42,273
11. Panch mahals	15,643	278	13,388
12. Rajkot	34,195	1,250	54,000
13. Sabar Kantha	12,073	596	18,393
14. Surat	15,407	270	9,000
15. Surendranagar	33,965	1,118	58,846
Total	4,55,063	16,935	6,65,011

Annexure—III—5/5

Statement showing the Book Stock, Registered Borrowers and the total number of books issued in the District Libraries

STATE—JAMMU & KASHMIR

S.No.	Books	District	Book Stock	Registered
			Borrowers	Borrowed
1.	Anantnag	3,006	70	9,025
2.	Baramula	2,365	N.A.	1,917
3.	Doda	2,983	40	1,917
4.	Kathua	3,053	N.A.	2,771
5.	Ladakh	3,000	82	2,200
6.	Poonch	4,488	157	880
7.	Udhampur	3,863	300	3,000
Total		23,103	769	21,857

Annexure—III—5/6

Statement showing the Book Stock, Registered Borrowers and the total number of books issued in the District Libraries

STATE—MADRAS

S.No.	Books	District	Book Stock	Registered
			Borrowers	Borrowed
1.	Chingleput	11,283	826	5,524
2.	Coimbatore	19,622	2,612	69,497
3.	Madras	15,953	4,537	14,238
4.	Madurai	13,769	1,660	31,089
5.	Nilgiris	7,244	725	23,314
6.	North Arcot	9,342	1,752	91,142
7.	Ramanathapuram	8,335	6,132	52,664
8.	Salem	10,463	2,874	22,391
9.	South Arcot	7,725	591	15,444
10.	Thanjavur (Tanjore)	8,699	940	21,864
11.	Tiruchirappali	7,170	846	11,131
12.	Triunelveli	10,346	761	22,377
Total		1,29,951	24,256	3,80,675

Annexure—III—5/4

Statement showing the Book Stock, Registered Borrowers and the total number of books issued in the District Libraries

STATE—MAHARASHTRA

S.No.	Books	District	Book Stock	Registered
			Borrowers	Borrowed
1.	Ahmednagar	20,634	1,060	80,244
2.	Akola	19,800	225	19,800
3.	Amravati	14,690	300	8,107
4.	Aurangabad	4,895	773	12,400
5.	Bhandara	26,419	92	10,562
6.	Bhigh (Bhid)	1,971	35	90
7.	Buldhana	23,336	234	17,000
8.	Chanda	15,080	543	12,061
9.	Dhulia	22,357	4,414	1,28,079
10.	Bombay Suburban	92,744	1,82,322	2,03,910
11.	Jalgaon	15,842	720	55,167
12.	Kolaba (Alibagh)	21,581	448	N.A.
13.	Kolhapur	25,317 (62-63)	1,838	12,000
14.	Nagpur	67,307	1,953	26,168
15.	Nanded	2,600	5	30
16.	Nasik	34,981	N.A.	43,303
17.	Osmanabad	1,197	47	1,500
18.	Parbhani	1,541	100	300
19.	Poona	61,592	No.	84,784
20.	Ratnagiri	24,474	N.A.	40,980
21.	Sangli	17,907	802	64,260
22.	Satara	19,487	444	37,107
23.	Sholapur	25,835	1,097	28,000
24.	Thana	26,170	1,708	92,000
25.	Wardha	15,498	323	14,554
26.	Yeotmal	22,291	2,14,125	20,158
	Total	6,53,089	2,14,125	10,22,564

Annexure—III-5/8

Statement showing the Book Stock, Registered Borrowers and the total number of books issued in the District Libraries

STATE—MYSORE

S.No. Books	District	Book Stock	Registered
		Borrowers	Borrowed
1. South Manara (Mangalore)	74,500	5,185	3,65,500
2. Bellary	16,000	1,100	27,000
Total	90,500	6,285	3,92,500

Annexure—III-5/9

Statement showing the Book Stock, Registered Borrowers and the total number of books issued in the District Libraries

STATE—PUNJAB

S.No. Books	District	Book Stock	Registered
		Borrowers	Borrowed
1. Ambala	52,111	3,044	2,50,000
2. Jullundur			
3. Kangra (Dharamsala)			
4. Mahendragarh (Narnaul)			
5. Nbha			
6. Sangrur			

Annexure—III-5/10

Statement showing the Book Stock, Registered Borrowers and the total number of books issued in the District Libraries

STATE—RAJASTHAN

S.No.	Books	District	Book Stock	Registered
			Borrowers	Borrowed
1.	Alwar	4,407	868	5,500
2.	Banswara	4,457	390	7,318
3.	Barmer	4,496	1,053	12,031
4.	Bharatpur	11,836	331	8,025
5.	Bhilwara	4,609	530	16,537
6.	Bilara	4,625	620	8,000
7.	Bundi	5,034	300	6,469
8.	Chittorgarh	5,372	495	11,649
9.	Churu	4,752	484	10,372
10.	Dungarpur	5,384	211	3,307
11.	Ganga Nagar	4,173	1,795	12,236
12.	Jaisalmer	4,109	132	1,239
13.	Jalore	4,444	432	22,900
14.	Jhalawar	3,957	197	2,836
15.	Jhunjhunu	4,095	297	10,463
16.	Kishangarh	1,826	383	7,678
17.	Nagaur	5,834	424	7,277
18.	Nathdwara	5,131	884	22,987
19.	Nokhra	4,291	288	8,648
20.	Pali	4,645	512	4,952
21.	Sawai Modhopur	3,240	296	1,997
22.	Sikar	3,884	527	10,108
23.	Sirohi	8,596	917	18,015
24.	Tonk	11,234	1,217	14,337
	Total	1,24,341	13,583	2,34,882

Annexure—III—5/11

Statement showing the Book Stock, Registered Borrowers and the total number of books issued in the District Libraries

STATE—UTTAR PRADESH

S.No.	Books	District	Book Stock	Registered
			Borrowers	Borrowed
1.	Agra	8,714	207	2,602
2.	Almora	7,430	357	4,364
3.	Bareilly	7,214	315	4,312
4.	Gorakhpur	8,704	151	2,000
5.	Jhansi	7,346	108	2,113
6.	Kanpur	6,604	261	4,000
7.	Mathura	6,164	223	5,000
8.	Meerut	6,637	203	4,000
9.	Pithoragarh	Started in 1963–64		
10.	Uttar Kashi	Started in 1964–65		
11.	Varanasi	6,083	13	50
	Total	64,896	1,838	28,891

Annexure–III–5/12

Statement showing the Book Stock, Registered Borrowers and the total number of books issued in the District Libraries

STATE—WEST BENGAL

S.No.	Books	District Library	Book Stock	Registered
			Borrowers	Borrowed
1.	Bankura	11,803	600	45,478
2.	Birbhum	10,290	718	44,366
3.	Burdwan	17,053	727	37,734
4.	Burdwan (Asansol)	5,468	352	15,000
5.	Cooch Behar	8,714	805	16,490
6.	Darjeeling	16,460	337	22,465
7.	Hooghly	13,404	407	56,437
8.	Howrah	13,784	726	53,793
9.	Jalpaiguri	13,658	401	32,987
10.	Malda	15,868	611	31,602
11.	Midnapore	8,145	240	6,694
12.	Midnapore Tamluk	16,423	370	51,740
13.	Murshidabad	10,439	570	30,112
14.	Nadia	16,131	384	37,230
15.	Purulia	13,314	653	29,838
16.	24-Parganas–(Alipore)	11,422	746	20,657
17.	24-Parganas (Taki)	5,855	265	21,886
18.	24-Parganas–(Rahara R.K. Mission)	19,186	3,000	51,315
19.	West North Dinajpur	10,20	313	19,199
	Total	2,37,437	12,225	6,25,023

Annexure – III – 5/13

Statement showing the Book Stock, Registered Borrowers and the total number of books issued in the District Libraries

S.No.	District Library	Book Stock	Registered
Books		Borrowers	Borrowed
1. Delhi:			
Najafgarh	76,260	1,078	12,948
Mahrauli	3,536	—	7,025
2. Himachal Pradesh:			
Mahasu	7,823	159	6,503
Mandi	8,904	835	46,690
Chamba	8,090	460	8,000
Bilaspur	15,991	560	12,000
Sirmur (Nahan)			
Kiananaur (Kalpa)	5,012	204	4,500
3. Laccadives, Minicoy Islands:	6,122	—	1,969
Total	1,46,405	4,314	1,01,315

Annexure–IV

Statement showing No. of Villages and Village Libraries in the Union of India  
(States)

S.No.	State Villages	No. of Libraries	No of	Remarks
1.	Andhra Pradesh	27,084	1,235	Out of which 322 are maintained by the Panchayats.
2.	Assam	27,702	1,140	To serve the purpose of recreation centre for the village youth.
3.	Bihar	67,665	5,860	N.A.
4.	Gujarat	18,584	3,369	N.A.
5.	Jammu & Kashmir	6,559	—	
6.	Kerala maintained	1,573	2,765	Out of which 90 are by Village Panchayats and the remaining are maintained by voluntary agencies.
7.	Madhya Pradesh	70,144	N.A.	
8.	Madras Libraries.	14,124	586	Gram Sangam Panchayat
9.	Maharashtra	35,851	N.A.	
10.	Mysore	26,377	5,290	
11.	Nagaland	814	—	
12.	Orissa	46,466	3,281	
13.	Punjab	21,269	N.A.	
14.	Rajasthan	32,241	2,350	
15.	Uttar Pradesh	1,12,624	1,400	
16.	West Bengal	38,454	—	No village library service.

contd.

The Report of the Working Group on Development of Libraries...

contd.

S.No.	District	Book Stock Borrowers	Registered Borrowed	Books
17.	Union Territories			
	Andaman & Nicobar Islands	1,399	—	
	Delhi	276	104	
	Himachal Pradesh	10,438	488	
	Laccadive	10	N.A.	
	Manipur	1,866	N.A.	
	Tripura	4,932	446	These are small libraries meant mainly for new literates.
	Dadra & Nagar haveli	72	3	
	Goa, Daman & Diu	245	N.A.	
	Pondicherry	388	N.A.	
	NEFA	2,451	N.A.	

Annexure-V

Statement showing the Library Training Courses run by the different (States)

S.No. of the qualified	State	Nature of the Training Course	Conducted by the Course	Annual output	
				Duration of	Persons
1. Andhra Pradesh	Certificate Course	Institute of Libs., Hyderabad	3 months	40 persons	
2. Assam	N.A.	N.A.	N.A.	N.A.	
3. Bihar	Certificate Course	State Govt.	3 months	50 persons	
4. Gujarat	- Do -	N.A.	5 weeks	100 persons	
5. Jammu & Kashmir	—	—	—	—	
6. Kerala	—	—	—	—	
7. Madhya Pradesh	Certificate Course	Govt. Central Library, Gwalior	4 months	70 persons	
8. Madras	Informal Trg.	Library Authority	1-3 weeks	N.A.	
9. Maharashtra	Certificate Course	4 Regional Library Associations on behalf of the Curator of Libraries	6 weeks	110 persons	
10. Mysore	- Do -	Government	3 months	35 persons	
11. Nagaland	—	—	—	—	
12. Orissa	No Training facilities	—	—	—	
13. Punjab	Certificate Course	State Central Library, Chandigarh	4 months	60 persons	

contd.

contd.		S.No. of the qualified		State	Nature of the	Conducted by	Annual output
		Training Course		the Course	Duration of	Persons	
14.	Rajasthan	No Training facilities	—	—	—	—	—
15.	Uttar Pradesh	Certificate Course	—	—	4 months	100 persons	
16.	West Bengal	— Do —	West Bengal Library Association and R.K. Mission	—	6 months Full time) 1 year (Part Time)	150 persons	
Union Territories							
17.	Andaman & Nicobar Islands	—	—	—	—	—	—
18.	Delhi	Certificate Course	—	—	10 months	70 persons	
19.	Himachal Pradesh	—	—	—	—	—	
20.	Laccadive, Minicoy & Amindiv Islands	—	—	—	—	—	
21.	Manipur	—	—	—	—	—	
22.	Dadra & Nagar Haveli	No Training facilities	—	—	—	—	
23.	Goa, Daman & Diu	—	—	—	—	—	
24.	Pondicherry	—	—	—	—	—	
25.	Tripura	Periodic short courses in practical work	State Central Library, Agartala	—	3 months	—	

Annexure–VI

The position with regard to State Library Associations is as follows

S.No.	State	Whether	Annual	Government
Grant	any Assn. exists or not			
			Rs.	
1.	Andhra Pradesh	Yes	2,000	
**2.	Assam	Yes	N.A.	
3.	Bihar	Yes	3,000	for publication of the Journal and 8,500 for training courses.
4.	Gujarat	Yes	3,000	
5.	Jammu & Kashmir	—	—	
6.	Kerala	Yes	30,677	
7.	Madhya Pradesh	Yes	—	
8.	Madras	Yes	Nil	
9.	Maharashtra Associations,	Yes	—	4 Regional Library  1 Federation, @ 25% of an approved budget subject to a maximum of 3,000 per year.
10.	Mysore	Yes	Nil	
11.	Nagaland	—	—	
12.	Orissa	Yes	1,000	
13.	Punjab	Yes	500	
***14.	Rajasthan	Yes	Nil	
15.	Uttar Pradesh	Yes	2,0000	
16.	West Bengal	Yes	6,000	

contd.

The Report of the Working Group on Development of Libraries...

contd.

S.No.	State Grant	Whether any Assn. exists or not	Annual	Government
Union Territories				
	Andaman & Nicobar Islands	—	—	—
	Dadra & Nagar Haveli	No	—	—
	Delhi	Yes	1,000	—
	Goa, Daman & Diu	—	—	—
	Himachal Pradesh	—	—	—
	Manipur	—	—	—
	Pondicherry	—	—	—
	Tripura	No	—	—
	Laccadive	—	—	—

Annexure—VII

\*Second Plan Allocation and Expenditure on Libraries in the State

(Rs. in lakhs)			
S.No.	State	Allocation	Expenditure
	Shortfall%		
1.	Andhra Pradesh	Not available	
**2.	Assam	Not available	
3.	Bihar	16.41	9.64
4.	Gujarat	1.00	5.41
5.	Jammu & Kashmir	5.80	1.00
6.	Kerala	19.55	8.88
7.	Madhya Pradesh	17.31	3.15
8.	Madras	—	9.53
9.	Maharashtra	14.22	6.97
10.	Mysore	Not available	
11.	Orissa	5.00	4.75
12.	Punjab	18.50	7.90
13.	Rajasthan	9.00	0.18
**14.	Uttar Pradesh	—	—
15.	West Bengal	11.31	53.98
Union Territories			
1.	Delhi	0.78	0.47
2.	Himachal Pradesh	7.42	5.43
3.	Manipur	1.50	0.79
4.	Tripura	1.27	1.35
Total		129.07	129.43

\* Ref: P. 61, Appendix XI of the Report on Social Education, Government of India, Committee on Plan Projects (Study Team for Selected Educational Schemes), New Delhi—August, 1963.

\*\* A provision of Rs. 35.56 lakhs was made for library schemes, since the expenditure figure is not available it has not been included in the statement.

\*\*\* A provision of Rs. 16.29 lakhs was made for libraries but information regarding the expenditure incurred on the items is not available. this item has not been taken into account

Annexure–VIII

\*1. Third Plan provision for Public Libraries in different State

		(Rs. in lakhs)
S.No.	Provision	State
1.	Andhra Pradesh	15.91
2.	Assam	15.00
3.	Bihar	31.97
4.	Gujarat	25.10
5.	Jammu & Kashmir	3.70
6.	Kerala	10.00
7.	Madhya Pradesh	10.00
8.	Madras	50.00
9.	Maharashtra	5.00
10.	Mysore	2.93
11.	Orissa	18.40
12.	Punjab	2.22
13.	Rajasthan	0.00
14.	Uttar Pradesh	29.97
15.	West Bengal	91.52
Total		321.69
Union Territories		
1.	Delhi	10.2
2.	Himachal Pradesh	10.0

\* Ref: P. 68, Appendix XIV of the Report on Social Education, Government of India, Committee on Plan Projects (Study Team for Selected Educational Schemes), New Delhi.





THE REPORT OF THE WORKING  
GROUP ON DEVELOPMENT OF LIBRARIES  
DURING THE FOURTH FIVE YEAR PLAN,  
1966–71





## PREFACE

Libraries constitute an important sector of educational system. They are indispensable not only for giving an opportunity to our young people, studying in schools and colleges, to get acquainted with vast field of knowledge and learning which it is not possible to transmit through the class room, but also for promoting the utilisation of literacy among the general population, and thus help in intelligent public participation in the social, economic and political development of the country. Unfortunately, library development has not received adequate attention in our country so far; and it is high time this got rectified.

Realising the need for promoting an integrated plan of library development for the country, I set up a Working Group to work out the details of the library development programme with special reference to the administrative set up required, personnel training, library legislation, the public library system, and children's libraries. The Report of the working Group was received in the Planning Commission some time back and was circulated to the Central Ministries and State Governments in a mimeographed form. Since there has been a great demand from various quarters for the Report, it has now been decided to publish it.

While the recommendations of the Working Group are receiving the active consideration of the various Ministries and Departments concerned, I hope that the publication of this report would induce a wider interest among educationists, educational institutions and others concerned with the improvement of our educational system and its better utilisation and lead to libraries being given the better position that is due to them in our educational system.

New Delhi,  
August 20, 1966

V.K.R.V. Rao

## CHAPTER – 1

# Introduction

In his D.O. Letter No. 15/21/64 dated, new Delhi, the 15th June, 1954, Shri D.P. Nayar Chief Education Division in the Planning Commission communicated the decision of Prof. V.K.R.V. Rao, member, Planning Commission to constitute a Working Group (List of members at annexure I to consider library development programmes during the Fourth Plan.

While inaugurating the first meeting of the Working Group held on the 7th and 8th July, 1964 Prof. Rao in his address indicated the lines on which the Group could draw up a programme of public library development with due emphasis on library services intended for children and rural people during the Fourth plan in the context of ten-year perspective. In this meeting the Group discussed two Working Papers submitted by Sarvashri D.R.Kalia and N.C. Chakravarty and the comments thereon submitted by Sarvashri B.S. Kesavan and Sohan Singh. After deciding on the course of further investigation and studies the Group formed four Sub-Committees (List of members at annexure II) to report on the following major areas of the over-all programme:

1. Administrative Set-up;
2. Personnel Training and Book Production;
3. Library Legislation; and
4. Public Library Services and Children's Libraries.

As decided in the first meeting of the Group the Sub-Committee 4 entrusted with the preparation of detailed schemes of public library development framed a questionnaire (annexure III) for immediate circulation to State Governments eliciting information

on the present state of public library services in the States. The data received in response to the questionnaire were collected and compiled for the use of the Group by Shri D.R. Kalia, Convener of the Sub-Committee. (AnnexureV).

The other three Sub-committees submitted their reports which were circulated to all members of the Group inviting their comments thereon. The comments thus received were also circulated to the members.

The second meeting of the Group was held from the 16th to the 18th August, 1965. The reports of the Sub-Committees, revised versions of the Working Papers by Sarvashri Kalia and Chakravarty, a fresh paper by Shri P.S. Patnaik and all comments and notes thereon were scrutinised in the meeting. After detailed discussions the Group formulated over-all policies priorities and programmes of public library development costing Rs. 30.99 crores with allocations under broad heads being as follows:

	(Rs.)
1. State Central Libraries	3,100,00,000
2. District Libraries	10,00,00,000
3. Block Libraries	13,75,00,000
4. Branch Libraraies & Subscription Libraries	1,00,00,000
5. Model Public Libraries	60,00,000
6. Union Territories/other areas	1,60,00,000
7. Training of Library Personnel	40,00,000
8. Grats-in-aid to Library Associations	10,00,000
9. Central Govt., Ministry of Education and State Directorates of Libraries	44,00,000
Total	30,99,00,000

On completion of the second and final meeting the Group appointed a Drafting Committee composed of Sarvashri Sohan Singh, N.C. Chakravarty, B.L. Bharadwaja and D.R. kalia to draw up its report and to finalise the same after circulation to all the members for submission to the Planning Commission. The findings and recommendations of the Group with regard to public library development during

the Fourth Plan in the context of a ten-year perspective are detailed below.

## CHAPTER – 2

# Findings & Recommendations

### A. Administrative and Advisory Organisations at the Central and State Level

The Group is firmly of the opinion that the Central and State Governments should share among them the entire responsibility of providing adequate public library services to the citizens. To give effect to this recommendation creation of certain new Government Departmental agencies and non-official organisations are essential.

The Governmental agencies are:

1. A Division/Branch in the Central Ministry of Education headed by a duly qualified officer competent to deal with all work relating to libraries.
2. A Directorate of Libraries in each State headed by a duly qualified Director to deal with all library matters at the State level.

The officers in the organisations, referred to at 1 and 2 above, should be made fully responsible for implementing Government policy and programmes in respect of public library development in their respective jurisdiction. As no operations, like working out details of programmes, keeping watch over progress and assessing results, are possible without such organisations it is imperative that the Central and State Governments should set up these organisations well before the commencement of the Fourth Plan. As soon as these organisations are brought into being they should apply themselves to the task of taking advance action necessary to implement the public library development programmes under the Fourth Plan in their respective

sphere of operation. The non-official organisations are:

3. An all India Library Advisory Council with the following as members to advise the Central Government on broad policy matters with regard to all library matters at the National level:

Union Minister of Education (Chairman)

Secretary, Union Ministry of Education

Officer in charge of Libraries in the Union Ministry of Education (Secretary).

One representative each of the Union Ministry of Community Development and Planning Commission

Chairman of State Library Councils

One representative each of the Indian Library Association and Indian Association of Special Libraries & Information Centres

Two Vice-Chancellors of Universities

Two Members of the Parliament

Two persons co-opted for their expert knowledge of libraries

4. A State Library advisory Council in each State composed of members as follows:

Minister in charge of Education (Chairman)

Secretary, Department of Education

Secretary, Department of Community Development

Director of Public Instruction/Director of Education

The Librarian of the State Central Library

One in four of the Chairmen of District Library Committees

One representative of each University in the State

Chairman/President, State Library Association

Director of State Library Directorate (Secretary)

Two members representing State Sahitya Parishad and other Cultural

### Organisations in the State

Two members of the State Legislature

Not more than four non-officials having special knowledge of libraries to be nominated by the Chairman of the Council.

Provided that the Council must have at least 4 professional librarians as members.

For formation of the all India Council the existence of a well-organised Libraries Divisions/Branch in the Union Ministry of Education under the charge of a competent Officer, who should serve as its ex-officio Secretary, is an absolute prerequisite. The same is the case in all respects with regard to the Directorates of Libraries in the State Departments of Education vis-a-vis the formation of the State Library Advisory Councils. As soon as they are set up the Libraries Division/Branch in the Union Government and the Directorates of Libraries in the State Governments should take steps to form respectively the All-India council and the Councils at the State level. In those States where Library Legislations have already been passed formation of the State Library Councils should conform to the provisions made in this behalf in the relevant State Acts.

### B. Public Library Development Programmes

After detailed study of the issues involved and in consideration of the resources that may be available the Working Group came to the conclusion that a minimum sum of Rs. 30.99 crores should be spent on Public Library Development during the Fourth Plan. A scheme of Phased and co-ordinated programmes, laying in the course of the Fourth Plan the Foundation of an efficient and progressive system of public library service, spread evenly over all parts of the country, is outlined below.

#### 1. State Central Libraries—Rs. 3,10,00,000

In four (Madhya Pradesh, Mysore, Nagaland and Orissa) out of the sixteen States, Central Libraries are yet to be established. Orissa, however, is understood to have got a new building for their State Central Library. Only five, states, (Andhra Pradesh, Assam, Kerala, Orissa and Punjab) have got newly constructed buildings for their

State Central Libraries. The buildings in which the other existing 8 State Central Libraries are housed generally offer very inadequate and unsuitable accommodation for the purpose. In all 11 State Central Libraries will need new buildings or extensive renovation of their existing buildings.

Each of the existing State Central Libraries spend on an average a sum of Rs. 1,50,000 only per annum. Such a low financial provision has severely restricted the growth and functions of these libraries, expected to be the centres of inspiration and guidance to the entire state-wide library systems. At present most of them are obliged to serve under many handicaps merely as local public libraries in the cities of their locations. The staff of these libraries must be immediately strengthened and offered adequate pay and prospects. Adequate funds should also be made available to them to build up their book stocks and new services. Keeping all these in view the following programme of development is recommended:

(Rupees)			
Year	Building & Equipment	Improving emoluments & strengthening of Staff, Stock & Services	Total
1	2	3	4 (2+3)
1966-67	50,00,000	30,00,000	80,00,000
1967-68	60,00,000	40,00,000	1,00,00,000
1968-69		40,00,000	40,00,000
1969-70		40,00,000	40,00,000
1970-71		50,00,000	50,00,000
Grand Total	1,10,00,000	2,00,00,000	3,10,00,000

The above provision envisages construction of buildings for 11 State Central Libraries (@ Rs. 10,00,000 per unit) by the second year of the Plan. While during the first year only the existing 12 libraries will be aided at the rate of Rs. 2,50,000 per unit over and above their current rates of expenditure, during the following 3 years the aid will be at the same rate to 16 Libraries each of which will receive Rs. 3, 12, 500 during the last year of the Plan.

One of the conditions of the aid should be the maintenance of a well-equipped children's Section as a compulsory features in a State Central Library. Further, in the interest of the quality and extent of services to be rendered, it reach a level that it is at least 50 per cent of the total recurring expenditure in each State Central Library.

## 2. District Libraries—Rs. 10,00,00,000

In all some 335 District Libraries (providing for two libraries for a few exceptionally big and populous districts) are necessary for organising public library service at the District level. The data collected show the number of District Libraries so far established to be 205. This leaves 130 more District Libraries to be established. All these District Libraries must be established during the first two years of the Fourth Plain if it is desired to lay the foundation of a well-organised and evenly laid public library system during this period. It is considered that the minimum cost of a building and equipment for a District Library should be taken as Rs. 2,00,000 and its minimum annual recurring cost be fixed at Rs. 75,000 to start with. At present the existing 205 District Libraries spend on an average nearly Rs. 30,000 only per annum. To raise their expenditure to the level of the minimum requirement each of these libraries will have to be provided with additional funds of Rs. 45,000 annually. thus the year-wise recurring expenditure on District Libraries may be tabulated as follows:

Year	(in Rs.)		
	New Libraries (130)	Existing Libraries (205)	Total
1	2	3	4 (2+3)
1966-67	16,25,000	92,25,000	1,08,50,000
1967-68	30,00,000	92,25,000	1,22,25,000
1968-69	97,50,000	92,25,000	1,89,75,000
1969-70	97,50,000	92,25,000	1,89,75,000
1970-71	97,50,000	92,25,000	1,89,75,000
Grand Total	3,38,75,000	4,61,25,000	8,00,00,000

Further, it is essential that at least some of the District Libraries should be provided with new buildings. A sum of Rs. 2,00,00,000 is set apart for the purpose to allow 100 Library buildings to be constructed. The buildings may be evenly spread over the country and given such priority as to complete construction of all the 100 buildings latest by the second year of the Plan.

According to the estimates given above the total expenditure of Rs. 10,00,00,000 on District Libraries which fall under two main heads as shown below:

		(in Rs.)
Recurring expenditure on books, staff and services		8,00,00,000
Buildings (100)		2,00,00,000
	Total	10,00,00,000

Each District Library must maintain a well-equipped Section to render service to children.

### 3. Block Libraries—Rs. 13,75,00,000

According to available data 1394 out of 5223 Blocks, spread over the rural areas in the whole country, have got Block Libraries. This means that nearly three-fourths of the Blocks are to be provided with libraries. Further, the services rendered by the existing Block Libraries are very poor. Annual recurring expenditure per unit may not be even Rs. 10,000 in many cases.

The Block Libraries will be the main centres of the State library system that will directly render service to the rural population and further extend, in due course, such services through village level libraries. As the resources are not enough to establish and maintain self-contained village level libraries during the Fourth Plan great care should be taken to build up a base in the Block Libraries for village level service during this period. It must, therefore, be provided that the foundation of fairly well-equipped Block Libraries is established in at least 75 per cent of the Blocks during this Plan. This will mean establishment of nearly 2,500 new libraries and improving the services of the less efficient among the existing ones. Under the present circumstances the minimum recurring expenditure per annum on a Block Library may be fixed at Rs. 15,000. According to this scale of expenditure a phased

programme of establishing 2,500 Block Libraries may be drawn up as follows:

(in Rs.)		
Year	No. of New Libraries to be established	Cost of maintenance
1966-67	200	30,00,000
1967-68	400	90,00,000
1968-69	600	1,80,00,000
1969-70	600	2,70,00,000
1970-71	700	2,75,00,000
Total	2,500	9,45,00,000

Further, it is provided that half the number of existing Block Libraries be provided with additional funds at the rate of Rs. 50000 per annum during this Plan to improve their services. thus 700 libraries will receive a total sum of Rs. 1,75,000 in 5 years at an uniform rate.

Available resources do not permit any extensive building projects for Block Libraries during the Fourth Plan. However, to erect models of such buildings suitable to accommodate Block Libraries with extension services in years to come, 1,020, buildings at a total cost of Rs. 2,55,00,000 (@Rs. 25,000 per unit) may be constructed at selected Block headquarters distributed all over the country

The expenditure on Block Libraries will thus fall under the following main heads:

(in Rs.)	
Newly established Libraries	9,45,00,000
Additional aides to existing Libraries	1,75,00,000
Buildings	2,55,00,000
Total	13,75,00,000

The Block Libraries must cater to the needs of all citizens including children.

#### 4. Branch Libraries—Rs. 1,00,00,000

It is a well-known fact that quite a few libraries in both urban and rural areas, mostly

supported by donations and subscriptions from philanthropists and members using them, have been rendering for many years valuable services to the people under very trying circumstances with regard to their accommodation stock and staff.

Provision is being made to earmark a sum of Rs. 1 crore to be distributed as grants-in-aid to such libraries during the Fourth Plan. Each Library may be sanctioned, according to some carefully prepared rules, any sum between Rs. 1,000 to Rs. 5,000 per annum. Taking Rs. 2,000 as the average annual grants-in-aid per library a programme may be drawn up as follows:

		(in Rs.)
Year	No. of Libraries to be assisted	Amount
1966-67	500	10,00,000
1967-68	500	10,00,000
1968-69	1,000	20,00,000
1969-70	1,000	20,00,000
1970-71	2,00	40,00,000
Total	5,000	1,00,00,000

#### 5. Model Public Libraries—Rs. 60,00,000

In the scheme of programmes envisaged it is proposed to set up public libraries on the model of the Delhi Public Library with a view to demonstrating at least to some more areas the various services and the standards thereof to be maintained by public libraries in the country. Owing to paucity of funds it will be possible to set up only three such libraries during the Fourth Plan with allocations as shown below:

		(in Rs.)
Buildings (3) @ Rs. 10,00,000 per unit		30,00,000
Recurring expenses		30,00,000
	Total	60,00,000

The sites for location of the libraries should be selected and building work completed by the end of the Plan Period. The provision of Rs. 30,00,000 is on an ad hoc basis;

but the progress of the project should be such that by the end of the Plan all the three libraries start functioning fully and the recurring expenditure per unit reaches a level of Rs. 3,00,000 per annum.

6. Public Library Development in Union Territories and other Areas—  
Rs. 1,60,00,000

The Delhi Public Library which was established about 15 years ago as a pilot project, co-sponsored by the UNESCO and the Government of India has proved to be a success. The Library immediately needs a suitable building. A sum of Rs. 40,00,00,000 may be provided for the purpose.

The Institute of Library Science, set up by the Ministry of Education in 1958–59, after functioning for a few years, is at present in a state of suspended animation. Revival of this Institute will go a long way to support the elaborate development schemes under consideration by providing suitably trained personnel. A sum of Rs. 10,00,000 may be provided for the Institute to function in all the five years of the Plan.

The remaining sum of Rs. 1,10,00,000 should be utilised during the Plan period for developing public library services in the Union Territories and other Areas for which the Central Government hold special responsibility. The detailed schemes for these will have to be evolved in consideration of the widely varying social and economic conditions of the areas involved. Thus the broad heads of expenditure under this item will be as under:

	(in Rs.)
Development of Public Library Service in the Union Territories and other Areas (1966–67 to 1970–71)	1,10,00,000
Building for Delhi Public Library	40,00,000
Institute of Library Science (Central)	10,00,000
Total	1,60,00,000

7. Training of Library Personnel—Rs. 40,00,000

The programmes of public library service costing Rs. 30,05,00,000 as detailed under II B-16 above, must be supported by supplies of trained staff to tackle the work,

at all stages, progressively in keeping with the tempo of development. It has been estimated that to man the public library service as detailed above, at least 12,000 fresh trained library personnel will be required during the Fourth Plan. Of these 12,000 half should be at the graduate and the other half at the under-graduate levels of general education and professional qualifications. To train the future librarians at these two levels within the crucial period Institutes of Library Science, at the State level after the pattern of the Institute of Library Science founded by the Government of India, may be established in the States. The Library Associations in the country under the leadership of the Indian Library Association should also undertake the responsibility of training the required number of undergraduate librarians. Taking on an average the expenditure per trainee as Rs. 300 we may make the following provision:

	(in Rs.)
Initial administrative expenses	40,00,000
Training of 12,000 Librarians	36,00,000
Total	40,00,000

It may be noted in this context that a sum of Rs. 10,00,000 has been shown under II B-7 as expenditure on the Institute of Library Science (Central). This Institute should concentrate on training library personnel for senior executive and professional jobs.

#### 8. Grants-in-aid to Library Association—Rs. 10,00,000

For creating public opinion in favour of the massive programme, outlined above, for rendering technical advice to the library authorities and for assisting in training of librarians and production of library literature through seminars, surveys reports, etc. The All India and State Library Associations should be given financial assistance according to some rules, formulated for the purpose. Financial assistance during the plan may be as follows:

	(in Rs.)
1966-67	1,50,000
1967-68	1,50,000
1968-69	2,00,000
1969-70	2,50,000
1970-71	2,50,000
Total	10,00,000

9. Central Government, Ministry of Education & State Governments' Directorates of Libraries—Rs. 44,00,000

A sum of Rs. 44,00,000 is provided for setting up Administrative and Advisory Organisations shown under IIA 1-4 above. As already explained, action in this behalf should be taken well in advance of the commencement of the Fourth Plan period in April, 1966. May be that this amount will not be sufficient for the entire period of five years if all the indirect administrative expenses are taken into account. But, it is expected, once the Governments take up implementation of the public Library development programmes costing a little over Rs. 30 Crores, additional expenditure of a few lakhs in excess of what has been provided for herein for administrative operations, will be made available.

### C. Library Legislation

The Working Group attaches great importance to enactment of legislations for providing adequate public library service to the citizens, and, as such, it has carefully examined the existing Library Acts in Madras and Andhra Pradesh as also the Model Library Bill prepared some years ago by the Union Ministry of Education. In view of the varying social, political and cultural conditions obtaining in different States of the Union the Group has prepared a draft Bill for consideration of all concerned. Further, it has prepared a memorandum explaining the basis issues involved. The draft Bill read with the memorandum, it is expected, will present the complete case with regard to problems of library legislation in India today.

It is recommended the Draft Bill together with the memorandum (Annexure IV)

may be given due publicity as soon as possible.

#### D. Production of Books

The Group felt seriously concerned with the state of book production in this country. Currently only 30,000 publications are issued every year in India. Of these 50 per cent are unfit for public libraries. Considering the number of languages, a few of which rank very high in the world list of major languages (in the context of number of people using them), this rate of production is very poor. Further, the quality of production of books, particularly books intended for children is very unsatisfactory. Again, contents of books in respect of their merit and subjects generally lack standards and variety. The state of affairs is such that concerted action by Central and State Governments and non-official promotional organisations like, the Sahitya Akademi, the National Book Trust, the Southern Language Book Trust, the Children's Book Trust, University Faculties, Research and Cultural organisations having production of literature as one of their function should immediately take steps to improve matters. The problems of producing quality literature that can be used in public libraries should be tackled simultaneously with the problem of developing public library service in the country.

Production of the right kind of paper for book production in adequate quantities should be encouraged in all possible ways. The existing printing presses also need bigger capacities and better tools. There is also need for quite a few more good printing presses all over the country. The authorities concerned with paper, printing, binding and other related industries should be approached to render help in this regard. Publishing should be treated as an industry eligible for loans and other facilities from Govts. under the relevant Central and State Acts governing such provisions.

The Group feels that the import control on books should not operate in a manner that may sieve out scholarly and technical books in favour of cheap fiction and other literature of elementary nature.

The Group recommends that at least a sum of Rs. 20 crores should be spent on well-thought out schemes for promotion of book production during the Fourth Plan.

### E. Outline of a Ten-Year Programme in Perspective

The programmes for development, outlined under B 1–9 above, provide sufficient basis for consideration of similar programmes during the Fifth Plan. The ten-year period, 1966–67 to 1975–76 may be treated as a period of construction after which the work of consolidation may start with the commencement of the Sixth Plan in 1976–77.

#### 1. Village Level Libraries—Rs. 30,50,00,000

The Fourth Plan schemes provide for completing establishment of all the 16 State Central Libraries, all the 335 District Libraries, 3 Model Libraries as well as for improving their buildings, stock, staff and services.

These also provide for establishment of as many as 2,500 new Block Libraries bringing their total number to 3, 894. Provision has also been made to improve the services and maintain a minimum standard all along the line. Some provisions have also been made to assist the subscription Libraries with grants-in-aid. Allocations have also been made for training of librarians, assistance to Library Associations and other related schemes. The schemes together make a well-knit whole and indicate efforts necessary to complete the public library structure during the next Plan.

During the Fifth Plan public library service points in rural areas may be carried further down from the Block to the village level. Out of nearly 5,65,000 villages in the country 4,169 have population of 5,000 or above and nearly 26,000 have population ranging from 2000 to 5,000. 4,169 villages with 5,000 or more population are expected to be fully covered by the scheme of developing 5,223 Block Libraries. Allowing for changes owing to movement of population and regrouping of villages it may be assumed that if 25,000 of the 26,000 villages with population ranging from 2,000 to 5,000 are provided with Village Level Libraries during the Fifth Plan the entire rural India will be covered by the system. It is expected that by the end of the Fourth Plan each such village will have its own Primary School and/or Village Community Centre. The Village Panchayat controlling primary education and community centres will surely like to accommodate the public library in the school building/community centre. Location of the library in the school/community centres premises will be the ideal arrangement from all points of view. No separate

provision needs, therefore, be made for construction of buildings for Village Level Libraries at this stage. Taking Rs. 5,000 as the recurring maintenance cost per unit the following programme of development is suggested:

(in Rs.)		
Year	No. of New Libraries to be Established	Cost of Maintenance
1971-72	2,000	1,00,00,000
1972-73	4,000	3,00,00,000
1973-74	5,000	5,50,00,000
1974-75	6,000	8,50,00,000
1975-76	8,000	12,50,00,000
Total	25,000	30,50,00,000

## 2. Block Libraries—Rs. 5,00,00,000

1329 Blocks will be left without Block Libraries at the end of the Fourth Plan. By the end of the Second year of the Fifth Plan all these Block should be provided with Libraries. The total expenditure at the rate of Rs. 15,000 per unit on this account is estimated to be Rs. 5,00,00,000 during the Fifth Plan period.

## 3. Schemes Carried Forward from the Fourth Plan—Rs. 46,00,00,000

Detailed examinations of the requirements of maintenance and development of the schemes carried from the Fourth Plan provide data to show that a minimum sum of Rs. 46,00,00,000, registering an increase of nearly 50 per cent over the Fourth Plan, will be needed for the purpose. This will allow maintenance of the services all along the line as well as construction/renovation of some more buildings for State Central Libraries, Districts Libraries and Block Libraries. This will also bring the stock and services of the State Central District and Block Libraries to a point from which they will be able to guide and feed the units next below reaching the lowest service point at the village level.

Thus the total outlay during the Fifth Plan will amount to Rs. 81,50,00,000 as compared to Rs. 30,99,00,000 during the Fourth Plan. The recurring annual

expenditure at the end of the Fourth Plan will approximate a sum of a little over Rs. 22 crores. Thereafter the rate of increase in expenditure will slow down. As far as can be seen in ten years more i.e., by the end of the 7th Plan (1985–86) the total recurring expenditure may rise to Rs. 35 crores per annum.

Though the outlay is not much as compared to many other sectors of development, the schemes are so elaborate and cover such extensive areas that after completion of the Fifth Plan the achievements should be fully reviewed and the future programmes framed to achieve the double objectives of consolidation and development.

In conclusion, the Working Group on record its deep sense of gratitude to Prof. V.K.R.V. Rao for forming for the first time a Working Group for Library Development under the Five Year Plans and for giving his guidance in its work. The Group also takes this opportunity to thank Shri D.P. Nayar, Chief, Education Division, Planning Commission and other officers and staff in that Division for the kind cooperation and assistance received from them all through the period of a little over one year during which the Group functioned.

New Delhi  
the 7th Sep. 1965

Sd. Sohan Singh  
Sd. B.L. Bharadwaja  
Sd. N.C. Chakravarty

Annexure-I

Working Group on Development of Libraries  
during the Fourth Five Year Plan

List of Members

1. Shri P.N. Gour, President, Indian Library Association, C/o Sinha Library (State Central Library), Patna-1
2. Shri B.S. Kesavan, Senior Vice-President, Indian Library Association, Director, INSDOC, Hillside Road, New Delhi.
3. Shri Bimalendu Majumdar, Librarian, Ramakrishna Mission Institute of Culture, Gol Par., Calcutta.
4. Dr. C.P. Shukla Librarian, Baroda University Library, Station Road, Baroda-2.
5. Shri D.N. Marshall, Librarian, Bombay University Library, Bombay.
6. Shri Magnanand, Librarian, State Central Library, Allahabad.
7. Shri Nikhil Ranjan Roy, chief Inspector, Social Education, Education Directorate, Calcutta (West Bengal.)
8. Shri N.K. Gaur, Director, Youth & Social Welfare, New Secretariat, Patna-1.
9. Shri N.C. Chakravarty, Librarian, Ministry of Finance, New Delhi.
10. Dr. P.M. Joshi, Director, of Archives, Government of Maharashtra, Bombay.
11. Shri P.S. Patnaik, Librarian, Venkateswara University Library, Tirupati (Andhra Pradesh.)
12. Shri Ram Goswami Librarian, Central State Library, Shillong (Assam.)

13. Shri S.S. Rege, Librarian, Siddharth College of Arts, Budha Bhavan, Outram Road, Bombay-1.
14. Shri Sohan Singh, Library Adviser, Asia Foundation, 29,Rajpur Road, Delhi-6.
15. Shri V. Thillainayagam, Librarian, Annamalai Connemara Library, Madras.
16. Shri D.R. kalia, Director, Delhi Public Library, Delhi.
17. Shri B.L. Bharadwaja, Librarian, Planning Commission, New Delhi.

18. Shri N.M. Ketkar, Librarian, Central Secretariat Library, Ministry of Education, New Delhi.

Annexure-II

Working Group on Development of Libraries  
during the Fourth Five Year Plan

Sub-Committee

1. Administrative Set-up:  
Shri N.M. Ketkar (Convener)  
Shri B.S. Desvan  
Shri D.R. Kalia
2. Personnel Training and Book-Production:  
Shri B.S. Kesvan (Convener)  
Shri D.N. Marshall  
Shri P.M. Joshi  
Shri S.S. Rege
3. Library Legislation  
Shri Sohan Singh (Convener)  
Shri N.C. Chakravarty  
Shri V. Thillainayagam  
Dr. C.P. Shukla
4. Public Library Services and Children's Libraries  
Shri D.R. Kalia (Convener)  
Shri P.N.Gaur  
Shri Ram Goswamy  
Shri Bimalendu Mazumdar

Annexure—III

Working Group on Development of Libraries  
during the Fourth Five Year Plan

Questionnaire on Public Libraries

A. General Information:

1. Name of the State.
2. Name and the designation of the officer supplying the information.
3. No. of Districts in the State.
4. No. of Development Blocks in the State.

B. Library Legislation:

1. Does the State have a Public Libraries Act? if so, enclose a copy each of the Act and the Rules made thereunder.
2. Is a Library Act contemplated? If so, enclose a copy of the proposed Bill.

C. General Information:

1. Does a Directorate of Libraries exist in the State, independent of the Directorate of Public Instruction.
2. If not, give the designation and rank of the officer under the Director of Public Instruction who is in charge of Public Libraries. give the pay scale of that officer.
3. What are the duties of that officer with regard to Public Libraries?
4. Is that officer a qualified Librarian?
5. Does any other Government Department deal with Public Libraries. If so, give its name.
6. If a reply under item 5 above is in the affirmative, what are the functions

of this Department with regard to Public Libraries?

7. What is the total provision for Public Libraries in the State Budget for 1963–64 and also the estimates for 1964–65.
8. What is the system of grant-in-aid for Libraries and what was the amount granted during 1963–64 and how many Libraries received the grant-in-aid?

D. State Central Library

1. Is there a State Central Library.
2. Its location.
3. Its year of establishment.
4. What is the nature of its management?
5. Is the State Central Library housed in a building especially constructed for it? If so, give:
  - (a) Date of its construction,
  - (b) Floor area,
  - (c) Cost.
6. Does the Library perform the following functions?
  - (a) Receiving books under the Registration of Books Act.
  - (b) Lending Services.
  - (c) Reference Services.
  - (d) Bibliographical Services.
  - (e) Inter-library Loan.
7. Give the name of the Librarian of the State Central Library; his academic and professional qualifications and his pay scale.
8. Give the following information about the State Central Library for the year 1963–64:
  - (a) Total budget for the year 1963–64 and estimate for 1964–65
  - (b) Budget allotment for:
    - (i) Establishment.
    - (ii) Books, periodicals and Binding.

- (iii) Total on other items.
- (c) No. of total staff:
  - (i) Qualified.
  - (ii) Unqualified

N.B.—In the case of qualified persons give the details of professional qualifications.

- (d) Total number of books.
- (e) No. of periodicals received.
- (f) No. of newspapers receive
- (g) No. of books added.
- (h) Is the library freely open to everybody:
  - (i) for consultation?
  - (ii) for borrowing?
  - (iii) Is any cash security or subscription charged, if so, how much?
  - (iv) Do you have open access?
  - (v) Total number of registered borrowers entitled to borrow books for home reading.
- (i) Total number of books issued during the year.
- (j) Give its relationship with District Central Libraries:
  - (i) Advisory.
  - (ii) Supervisory.
  - (iii) Central purchase and procession of books.
  - (iv) Inter-library loan.
  - (v) Any other.

E. District Libraries

1. Total number of District Libraries with names of Districts.
2. Give the following information with regard to each District Library on a separate sheet of paper for the year 1963–64:
  - (a) Name of District.
  - (b) Its location.

- (c) Its year of establishment.
- (d) Nature of its management.
- (e) Is the District Library housed in a building especially constructed for it? If so, give?
  - (i) Date of its construction.
  - (ii) Floor area.
  - (ii) Cost.
- (f) What are the functions of the District Library? (Please mention only those which are actually being performed).
- (g) Is there a separate section for children? If so, what are the facilities provided?
- (h) Is there a Book Mobile service? If so, how many Vans are in operation and how many places are served?
- (i) Give the name of the Librarian, his academic and professional qualifications and his pay-scale.
- (j) Give the following information about the District Libraries for the year 1963–64
  - (i) Total budget for the year 1963–64 and estimates for 1964–65.
  - (ii) Budget allotment for:
    - Establishment.
    - Books, periodicals and binding.
    - Total on other items.
  - (iii) No. of total staff:
    - Qualified.
    - Unqualified.
  - (iv) Total number of books.
  - (v) No. of periodical received.
  - (vi) No. of news-papers received.
  - (vii) No. of books added.
  - (viii) Is the Library freely open to everybody
    - for consultation?

- for borrowing
  - Is any cash security or subscription charged?
  - Do you have open access?
  - Total number of registered borrowers entitled to borrows  
books for home reading.
  - (ix) Total number of books issued during the year.
  - (x) Give its relationship with block Development Libraries:
    - Advisory.
    - Supervisory.
    - Central purchase and processing of books.
    - Inter-Library Loan.
    - Any other relationship.
- F. Library Service at Block Level:  
(All information should pertain to the year 1963–64)
1. Total number of Block Libraries.
  2. Describe briefly the nature and scope of Library Service provided at the Block Level.
- G. Village panchayat Libraries  
(All information should pertain to the year 1963–64)
1. Total number of Village/Panchayat Libraries.
  2. Describe briefly the nature and scope of Library service provided at the Village/Panchayat Level.
- H. Library Training:
1. What training facilities exist in the State outside the University?
  2. What is the duration of the courses?
  3. What is the approximate annual output of qualified persons from non-university institutions?
- I. Library Associations:
1. Is there a State Library Association?
  2. What if any, grant is received by the Association from the State

governments?

N.B.—Please enclose with the replies the latest available reports (whether printed, cyclostyled or typed-script) dealing with Library Services in the State, or any report containing information on such services.

Annexure—IV

Memorandum on the Model Public/Libraries  
Bill prepared by the Working Group on Libraries  
of the Planning Commission

1. The Planning Commission's Working Group for Libraries has embodied in the Model Library Bill attached herewith what, in its opinion, is the best way of providing public library services in a State. However, the Group realises that social and political conditions in a State may need a different approach to the problem of providing public library services than the one adopted in the Model Bill and therefore the Group feels that it should assist the State Governments by suggesting a set of alternative choices.
2. On one point, however, the Group is unanimous and firm: namely, that there is no alternative to library legislation. Social and economic forces in modern society are permitting no choice to the Government except to push ahead in the fields of primary, secondary, university and technical and professional education. Such pressures are not felt in the matter of public library services. But these services are an integral part of the educational structure of society and already the discerning among us have felt that for lack of public libraries, our people are being deprived of the full fruits of our educational advance. In the absence of social and political pressures on behalf of public libraries, therefore, the Government on their own must accept a measure of self-discipline in the matter of providing the machinery and the resources to build an adequate public library service. Library legislation provides this self-discipline.

3. Essentially, the responsibility of providing public library services belongs to the Government. However, the Government can discharge the responsibility either directly or through statutory bodies—generally called Library Authorities, especially created for organising public libraries. The Library Authorities, again, may be of two types: There may be one Library Authority for the whole State, or there may be separate Library Authorities for various districts and sometimes also cities. The latter alternative has been adopted in the Library legislation enacted so far in India. The Working Group having noted some deficiencies in the library organisations set up under these laws has preferred that the State Governments discharge their library responsibility directly.

In any course that may be adopted, the people must be associated at all levels of public library organisation. Accordingly, even though the Model Bill requires the State Government to provide library Services, it has posted a State Library Council at the State level and District Library Committees at the district level with advisory functions.

4. The administrative set-up for public libraries also could be of different types. The Library Authorities may set up their own administrative machinery or they may utilise Governmental machinery for providing public library services. The former alternative exists in U.S. and U.K., the latter has been adopted in India. the Government machinery itself may be of two types, either a new and independent Department (or Directorate) of Libraries may be created specifically for organising library services, or an existing Department, almost invariably the Education Department, may organise the services. So far the latter has been the invariable practice in India. here, again, the Working Group, dissatisfied with the way the Education Departments have discharged their public library functions, has preferred that these functions be discharged by an independent Department called the Directorate of Libraries. However, it is for a State Government to choose any of the alternatives.
5. The public library machinery in any country must provide for the competence

and morale of the personnel manning the service. In the existing set-up in India only Government can provide proper terms and conditions of service of the personnel. In fact, that is one main reason why we have accepted the principle of the Government's taking up direct responsibility in this field. Further, it may be observed, that since public library services are essentially educational services, the term and conditions of the service of library personnel at different levels of responsibility must correspond to those of educational personnel. The two cadres may be separate or unified into a single cadre.

6. Finally, it is important to consider various ways of financing public libraries. Two methods compete with one another in this field. The necessary funds may be provided by the Government from its general revenues or a special library cess may be levied on taxes already being levied by the Government, such as house tax, property tax, land revenue etc. It has been found that the proceeds from the cess will not itself suffice to provide adequate library services and it has to be supplemented by grants from Government.

However, the Working group on Libraries has noted the difference of opinion on the question of library cess and has, therefore, considered it advisable to leave it to the State Governments to take decision on this issue. The Group is of the view that a great harm has already resulted to the intellectual and cultural life of the Nation by the absence of public library system and if the cess is likely to spoil the chance of its coming up, it is no use insisting on it. It, therefore, suggests an alternative device which will assure an adequate flow of funds into the library system.

Whatever method of financing public libraries is adopted financing entirely out

of general revenues or out of funds collected from a special cess supplemented by grants from general revenues, the Group feels it necessary to emphasise that the Central Government must share in a generous manner, the financial burden of providing adequate public library services in the country, and that the provision for public libraries should be such that the annual expenditure thereon is in no case less than 1.5 per cent of the total annual expenditure on education.

## Model Public Libraries Bill

### A Bill

To provide for the establishment, maintenance and development of public libraries in the State of .....

Be it enacted by the legislature of the State of .....  
in the ..... year of the Republic of India as follows:

1. Short title, extent and commencement:
  - (a) This Act may be called the ..... Public Libraries Act 196 .....
  - (b) It extends to the whole of the State of .....
  - ..
  - (c) It shall come into force on such date as the State government may by notification in the Official Gazette, appoint.
2. Definitions: In this Act, unless the context otherwise requires,
  - (a) book includes:
    - (i) Every volume, part or division of a volume and pamphlet, in any language;
    - (ii) every sheet of music, map, chart or plan separately printed or lithographed;
    - (iii) newspapers, periodicals, films and other audio visual materials.
  - (b) 'book service' means reference service, lending out books to members of public libraries, helping groups with books, helping people to know

the where about of a book or books and helping them to procure the book they need.

- (c) 'Prescribed' means prescribed by rules made under this Act.
  - (d) 'Public Library' means a library within the public library system of the State maintained from public funds, which permits borrowing without charging any fees, deposits, subscriptions or asking for any other form of guarantee.
  - (e) 'reference service' means assistance by the library staff to the reader or user of the library to enable him to know, locate and consult books and other—materials, and to secure from such books and materials information relevant to his purpose.
  - (f) 'regional language' mean the regional language or any of the regional languages of the State
  - (g) 'State' means the State of .....
  - (h) 'year' means the financial year.
3. State Government to establish, maintain and develop library Services:
- (a) The State Government shall establish, maintain and develop an integrated and adequate public library service in the State.
  - (b) For carrying out the purposes of sub-section (1) the State Government may
    - (i) appoint a Committee of experts to be constituted in the prescribed manner once in every five years to prescribe the standards of service to be maintained in respect of the public library service at different levels and to recommend the steps that may be necessary to ensure the maintenance of the standards so prescribed.
    - (ii) acquire for its public library system:
      - book published in the State;
      - books published in the regional language;
      - books bearing on the State, its people and the regional

- language;
  - State Government publications;
  - a representative collection of English books and books in other foreign languages;
  - a representative collection of books in Indian languages other than the regional languages for the use of linguistic minorities in the State.
- (iii) Offer in its public library system an adequate book service and reference service to the people of the state
  - (iv) promote the use of books for the benefit of the people;
  - (v) establish and sponsor organisations and institutions with a view to promoting public interest and participation in the public library system;
  - (vi) provide library training facilities to ensure adequately trained personnel for libraries in the State;
  - (vii) provide or secure suitable conditions of service for the library personnel in the state,
  - (viii) promote cooperation between the public libraries and cultural and educational institutions in the country;
  - (ix) promote production and publication of useful literature.
4. Machinery for Library Service: The State Government shall discharge its responsibility under section 3 through the State Library Directorate in consultation with the State Library Council.
5. State Library Council:
- (a) The State Library Council (hereinafter referred to as the Council shall consist of:
    - (i) the Minister in Charge of Education, who shall be the Chairman;
    - (ii) the Secretary, Education Department;
    - (iii) the Director of Public Instruction/Director of Education;
    - (iv) the State Librarian;
    - (v) one in four of the Chairmen of District Library Committees;
    - (vi) one representative of each university in the State;
    - (vii) the secretary, State Community Development Department;

- (viii) the Chairman/President, State Library Association;
  - The Director of the State Library Directorate who shall be the Secretary;
  - Two member representing Sahitya Parishades and other cultural organisations;
  - Two members of the State Legislature interested in Library development;
  - Not more than four non-officials having special knowledge of libraries to be nominated by the Chairman of the Council:

Provided that the council must have on it at least 4 professional libararians.

- (b) The Council shall advise the State Government on all matters arising under section 3 and also in regad to promotion and development of library service in the State.
  - (c) the Council shall meet at least once in a year.
  - (d) The term of office of the members of the Council other than ex-officio members shall be four years and any casual vacancy in the office of any such members shall be filled by nomination and a members nominated to fill a casual vacancy shall hold office only so long as the member in whose place he is nominated would have been entitled to hold office if the vacancy had not occurred.
  - (e) The Council shall frame regulations for transacting its business and for matters in respect of which regulations are to be framed by it under this Act and may appoint sub-committees.
6. State Library Directorate:
- (a) There shall be a State Library Directorate. The functions of the State Library Directorate shall be as follows:
    - (i) to prepare the annual as well as short or long-term plans for libraries in the State in cooperation with the Development and other concerned Departments of the State Government and of the Central Government.
    - (ii) to prepare and publish descriptive and statistical reports on the working of all libraries in the Public Library System in the

- State;
- (iii) to arrange or to secure training of various categories of library employees;
  - (iv) to conduct inspection of and render advisory service to the District Block and other libraries in the State;
  - (v) to administer the system of grants-in-aid to the subscription libraries and to undertake their inspection;
  - (vi) to fix the boundaries of operation of District Libraries and of different libraries in a district.
- (b) The Director of Libraries shall be the ex-officio Secretary of the Council.
  - (c) The Director of Libraries shall have adequate academic and professional qualifications.
  - (d) The State Library Directorate shall have a staff with adequate qualifications and training.
  - (e) The Director shall perform the following duties:
    - (i) he shall participate in all meetings of the Council and the Committees which may be set up by the Council;
    - (ii) he shall be responsible for carrying out such of the recommendations of the Council as have been approved by the State Government;
    - (iii) He shall perform such other duties as may be prescribed in the regulations made by the Council;
    - (iv) Subject to any rules made by the State Government
      - the Director shall be responsible for implementing the programme of work for the year as approved by the Council;
      - he shall administer the grant-in-aid system to subscription libraries;
      - he may absorb a subscription library into the public library system of the State;
      - he shall decide where District and other libraries in the public library system of the State are to be set up, and approve the

constitution and bye-laws of a public library.

7. Public Library System—The Set-up: The Public Library System in the State shall consist of:
  - (i) the State Central Library;
  - (ii) the State Regional Libraries (only in bilingual States);
  - (iii) the District Library System including Block, Anchal/Panchayat/Rural and subscription libraries.
8. State Central Library: there shall be a State Central Library located in the State Capital:
9. Book Stock of the State Central Library: The Stock of books in the State Central Library shall consist of books acquired through any legislation for the time being in force providing for compulsory acquisition of books published in the State, books acquired otherwise by purchase exchange, gifts and requests and its own publication.
10. Functions of the State Central Library: The functions of the State Central Library shall be as follows:
  - (i) to serve as the depository of books received under the Books Registration Act;
  - (ii) to undertake bibliographical work including subject bibliographies for the use of scholars and research workers and to prepare useful catalogues and bibliographies in the regional language;
  - (iii) to organise library seminars, conference and book exhibitions;
  - (iv) to provide technical guidance and assistance to libraries in the State maintained or aided by the Government;
  - (v) to act as the centre for book exchange and inter-library lending within the State, as well as with libraries outside the State;
  - (vi) to publish professional literature, such as library manuals, codes etc.;
  - (vii) to prepare and issue reports on the working of libraries, especially public libraries in the State;
  - (viii) to function as information and reference centre for the state in general and State Legislature in particular;

- (ix) provide library service for children;
- (x) provide library service for the handicapped.

11. State Librarians:

- (a) The officer incharge of the State Central Library shall be known as the State Librarian and he shall be a professionally qualified person.
- (b) The State Librarian shall be responsible for management of the State Central Library and shall conduct all approved activities of the state Central Library.

12. The District Library System:

- (a) An integrated system, giving book service to the residents of a district shall constitute the District Library System.
- (b) The District Library System shall consist of the following categories of libraries:
  - (i) District Library,
  - (ii) Municipal/City/Town Library,
  - (iii) Block Library,
  - (iv) Anchal/Panchayat Library,
  - (v) Village Library, and
  - (vi) Small book-deposit centres.

13. Functions of a District Library: The functions of a District Library shall be as follows:

- (i) to provide reference and bibliographical service in the district;
- (ii) to give special reference service to the members of the Municipal Committee/Corporation of the town/city in which it is situated;
- (iii) to give special service to student-groups, study circles and other educational groups;
- (iv) to extend library-service in the urban and rural areas by setting up branch libraries, mobile libraries and deposit-centres and to extend similar service in the district through the various Block Libraries and other Libraries units;
- (v) to feed Block Libraries with supply of suitable books;

- (vi) to cooperate with and help the subscription libraries in the district in accordance with the instructions of the Director;
  - (vii) to cooperate with other institutions and groups, especially the social education institutions and workers, in promoting library-mindedness among the people;
  - (viii) to arrange conferences, camps and seminars of librarians and other library workers in the district;
  - (ix) to provide refresher courses for workers in the district library system.
14. District Library Committee:
- (a) There shall be a District Library Committee for each District Library System in the State which shall be constituted in accordance with such regulations as may be framed by the Director in consultation with the Council
  - (b) The District Library Committee shall, subject to the approval of the Director and advised by the Council, frame its rules of business and procedure for carrying out the purposes of the District Library System.
15. Employees of the Public Library System:
- (a) The State Government on the advice of the Council shall create cadres of State Library employees similar to those of the State Education department and lay down the qualifications and the other conditions of service for those cadres.
  - (b) Within a year of its first constitution, the Director shall frame service rules for the various categories of library employees.
  - (c) No librarian shall be asked to furnish security for his being in charge of library books, nor shall a librarian be required to pay for loss of or damage to books unless negligence or dishonesty is proved against him.
16. Public Library System—Finance: The State Library Council shall, within a year of its constitution, prepare a perspective plan to cover the entire State with a public library system in a specified period which shall not exceed 25

years. The State Government shall frame the annual budgets of the Directorate of Libraries and the Public Library System in the State within the broad framework of this plan.

17. Power to make Rules:

(a) The State Government, in consultation with the Council, may by

notification in the Official Gazettee make rules for carrying out the purposes of this Act.

(b) In particular and without prejudice to the generality of the foregoing power, such rules may provide for all or any of the following matters, namely:

- (i) establishment of a Committee of experts as mentioned in clause 3 (2) a, and the procedure to be followed by such Committee;
- (ii) establishment of organisations and institutions to promote and impart education and training for librarianship;
- (iii) constitution and procedure of work of the State Library Council;
- (iv) appointment of Director, laying down his powers, responsibilities and the manner of discharging his responsibilities;
- (v) appointment of the State Librarian, laying down his powers, responsibilities and the manner he shall discharge his responsibilities.

### Summary of the Report of the Working Group on Development of Libraries during the Fourth Five Year Plan

1. The Group envisages the growth of public library service in the Country so as to reach down, in the course of the next ten years, to villages of over 2,000 population. At the end of that period the public libraries will cost about Rs. 220 million a year. Within this perspective the Fourth Five Year Plan, costing about Rs. 310 million in all, will bring up the annual expenditure on public libraries from the present low level to Rs. 70 million a year barely adequate to cover 75 per cent of the countryside with the basic minimum services.
2. The Group Stresses the necessity of setting up immediately the machinery, not only for implementing the Library Plan, but also to take advance action for preparing the ground for action in the Fourth Plan. The machinery will operate

at two levels, at the All India level a Division of Libraries in the Ministry of Education, advised by an All India Library Advisory Council Headed by the Union Education Minister; at the State level a Directorate of Libraries advised by a State Library Advisory Council headed by the State Minister (Cost in Fourth Plan Rs. 44 million).

3. The Fourth Plan programmes will help in developing an efficient and progressive system of public libraries, by organising a complex of State, District, and Block Libraries. At the State level and twelve existing State Central Libraries the town or cities in which they are located, by raising their recurring expenditure from the present average of Rs. 150,000 to Rs. 400,000. Four States which twelve States will be assisted to set up buildings for housing the State Central Libraries. Each State Central library will have a Children's wing. An adequate and qualified staff will be expected to absorb nearly 50 per cent of the recurring cost on State Libraries (Rs. 31 million).
4. Out of the 335 districts in India, 205 have their District Libraries costing annually on an average Rs. 30,000. The Group feels it essential to a sound public library service that the remaining 130 districts too should have their District Libraries and all District Libraries should achieve a minimum level of an annual expenditure of Rs. 75,000. Each District Library will also provide service to children and at least 100 of the new District Libraries will have their own buildings (Rs. 100 million).
5. Ideally, each village, or a group of small villages, should have its own library. However, as the country has yet to develop its economic strength to make this possible, the Fourth Plan, the Group recommends, should strengthen libraries at the Block level to serve as base for rural library service. At least 75 per cent of the Blocks, that is to say, 3,900 of the 5,223 Blocks, should have their libraries by the end of the Fourth Plan. Of these, 1,400 libraries, though functioning at low level, are already there. The Group recommended setting up of 2,500 new Block Libraries, including buildings for 1,020 Block Libraries, and additional annual grants of Rs. 5,000 to about 50 per cent—700—of the poorer of the existing Block libraries to improve their capacity to serve the rural areas (Rs.

137.5 million).

6. The Delhi Public Library having proved conclusively that, at least, four major cities are ripe for the best of library service, the Group recommends setting-up libraries in three other cities on the model of Delhi Public Library (Rs. 6 million).
7. Deserving subscription in urban and rural areas will be assisted by grants ranging from Rs. 1,000 to Rs. 5,000 to serve in lieu of branches of the libraries in cities/towns or blocks (Rs. 10 million).
8. The Group recommends assistance to the Delhi Public Library to have its badly needed building, and has provided for the revival of the all India Institute of Library Science. It also recommends organisation of public library services in the Union Territories (Rs. 16 million).
9. If the country is to have the public library services as recommended by the Group it will need 12,000 new librarians, besides up-grading the skills of existing librarians. The Group therefore, recommends the setting up of State Library Institutes, on the lines of the all India Institute, to train graduate librarians and enable the Indian and the State library Associations to train librarians at the under-graduate level. (Rs. 4 million).
10. All over the world, library associations have proved of inestimable value to

the library movements in their countries. The Group, therefore, recommends that Government of India and State Governments should financially assist library associations to develop their programmes (Rs. 1 million).

11. The Group, convinced that library legislation is necessary in the interest of steady progress of public library services, tries to assist State Governments in the matter of enacting library laws by preparing a Draft Library Bill. It has also given along with the Bill a memorandum explaining the sensitive points in library legislation.
12. The Group, feels concerned about the quantity and quality of book production in India, urges on all the bodies concerned—Central and State Governments, Sahitya Acadami, Book Trusts, Universities and research and cultural organisations—to make concerted steps to remedy the state of affairs simultaneously with the development of public libraries. It recommends that book publishing should be treated as a regular industry, entitled to loans and other financial facilities provided by Government to other industries.

Annexure—IV

A Survey of Public Library Services in India

Conducted by  
PLANNING COMMISSIONS  
WORKING GROUP

## ON LIBRARIES\*

\*The material for the survey was tabulated and analysed by Shri DR Kalia, Librarian, Delhi Public Library, Delhi.

### (A) All India Summary

On 1st January, 1965, India had 16 States, 9 Union Territories, 327 Districts and 5223, Development Blocks or Sub-District, 107 cities 9 (each with population of 1,00,000 and above), 2, 592 towns and 5, 66, 878 villages.

According to the information received from the States on 1st January, 1965, 12 out of 16 States or 75 per cent had State Central Libraries, 5 Union Territories out of 9 or 55 per cent had Central Libraries, 205 out of 327 Districts or 63 per cent had District Central Libraries, 1,394 Blocks out of 5,223 or 27 per cent had Block Development Libraries and 28, 317 villages out of 5, 66,878 or 5 per cent had village Libraries.

#### 1. Library Legislation

Out of the 15 reporting States only Madras and Andhra Pradesh have library legislation. Madras State adopted it in 1948 and Andhra Pradesh adopted it in 1960.

A Library Bill is on the anvil of the Mysore State legislation. The States of Madhya Pradesh, Bihar and Kerala are proposing to have library legislature. The reporting Union Territories of Dadra-Nagar Haveli, Laccadives, Delhi, Himachal Pradesh and Tripura do not have any library legislation.

## 2. Administration

Out of the 15 reporting States of five Union Territories, none has a separate Directorate of Libraries with a full-time Director. In all the reporting States, it is the Director of Education who looks after public libraries except in the States of Bihar and Jammu-Kashmir. In Bihar, the Director of social and Youth Welfare, and in Jammu-Kashmir, the Director of Libraries, Research and Museums, are responsible for the provision of public library services. Only in two 'Curator of Libraries', are attaches to the Directorates of Education. The Curator of Libraries, Gujarat, is in the scale of Rs. 200-650 and that of Maharashtra is in the scale of Rs. 400-1,100.

In four States namely Madhya Pradesh, Maharashtra, Punjab and Rajasthan, some Government departments other than Directorates of Education, also deal with public libraries. The names of such departments and their functions are as follows:

State	Name of the Department	Functions Performed
Madhya Pradesh	Directorate of Panchayats & Social Welfare.	Development of public Libraries.
Maharashtra	Zila Parishads.	Supervision, recognition and payment of grants to village libraries.
Punjab	1. Local Self-Govt. Deptt. 2. Deptt. of Public Relations.	Supervision, of Libraries. Provision of Reading Rooms.
Rajasthan	1. Panchayats & Development Department. 2. Director of Public Relations	Issue of grants to Panchayats Samiti Libraries. Looking after Information Centres which also have books.

### 3. Finance

The total provision for public libraries varies from State to State and from one Union Territory to another. the average allocation in a State during the year 1963–64 was Rs. 8,51,800.

For further details plea appendix 1-2

#### (a) System of Grant-in-Aid

During the year 1963–64 the State Governments spent about 80 per cent of the total library funds directly on their own libraries and granted the remaining 20 per cent to private libraries. The States of Assam, Maharashtra, Uttar Pradesh and West Bengal gave a major part of their total funds as grants-in-aid.

The State systems of grants-in-aid to non-government libraries varies but the amount paid as grant-in-aid to a library is very small under all the systems. It ranges between Rs. 15 per library per year in Orissa to Rs. 1,078 per library per year in Maharashtra.

For further details please see Appendix 1–3.

#### (b) Per Capita Expenditure

In 1963–64 Indian States spent Rs. 6.40 pre capita on education, but only 1/213 of this was spent on public libraries viz, 3 paise per capita. Orissa and Uttar Pradesh spent the lowest amount i.e., 1/3rd of a paise per capita on public libraries while West Bengal spent the highest amount i.e., 9.3 paise per head. Andhra Pradesh and Madras which have library legislation spent 4 paise and 6.9 paise per head respectively.

If the per capita income of a State is compared with its per capita expenditure on education and on libraries, we find that the State of Maharashtra which is the richest State in the country and spends more than National average on education, spends only 1.6 paise on public libraries. Similarly, against National average of 3 paise per head Punjab which is the third richest State in India spends only 1.4 paise per capita on public libraries. There seems to be no reasonable proportion between the per capita income and the per capita expenditure on education and public libraries in the country.

For further details please see Appendices I-1 & I-2.

#### 4. Buildings

Out of the 13 States having State Central Libraries, only six have new buildings, specially constructed for the purpose and out of the 205 Districts having District Libraries, only 68 have new buildings erected since 1947. The average floor areas of new buildings of State Central Libraries is 14,290 sq. ft. built at an average cost of Rs. 8,60,000. In case of a District Central Library the average area of a new building is 4,610 sq. ft. built at an average cost of Rs. 1,03,400.

#### 5. Personnel

The reporting 12 State Central Libraries, 5 Central Libraries of Union Territories and 205 District Central Libraries employed during 1963-64, 1926 persons out of whom 449 or 23.3 per cent were qualified. the minimum of pay scale of a State Central Librarian who holds a university degree and a diploma or degree in Library Science was 200 and the maximum was Rs. 1,180 p.m. In the case of the Librarians of District Central libraries having similar qualifications, the minimum of pay-scale was Rs. 75 p.m. and the average maximum was Rs. 680 p.m. The pay scale of a District Central Librarian is the lowest in Uttar Pradesh (viz., Rs. 75-200) and is the highest in Assam (viz., Rs. 225-600).

For further details please see Appendices II-4 & 9 and III-4.

#### 6. Functions and Inter Library Relationship

The functions of a State Central Library have not been properly defined in any State. They function more as public libraries for the local population than as State Central Libraries. The functions of State Central libraries are not co-ordinated with those of the District Central Libraries. In most States there is practically no relationship between the two. Similarly, many District Central Libraries, do not have any contacts with the other units of library service in the District. By and large, the State Central Libraries, the District Central Libraries and other units of library service function in complete isolation from each other. Most State Central or District Central libraries

do not organise Social Education Activities.

#### 7. Services to Children

Most of the State Central Libraries and the District Central Libraries have separate sections for children but the nature and scope of their services is not know.

#### 8. Mobile Libraries

During the year 1963–64, 47 mobile libraries were in operation in the country but except for those of the Delhi Public Library the nature and scope of their services is not known.

#### 9. Book Stock

The total book stock of the reporting State Central and District Central libraries was 44,88,291 volumes. If the total population of India is divided by the total number of volumes, 102 books are available for every 10,000 persons or one book for every 98 persons.

For further details please see Appendix I–5.

#### 10. Borrowing of Books for Home Reading

All the reporting State Central and District Central libraries during 1963–64 had 4,34,579 registered borrowers who borrowed 69,76,751 volumes. Dividing the total population by the registered borrowers and by the books boorowed, we find that of every thousand persons in the country only one is registered at a public library as a borrower and that for every 63 persons in India, one book borrowed in a year.

For further details please see Appendix I–6.

### (b) State Central Libraries

Out of the 15 reporting States only 13 have State Central Libraries i.e., Andhra (Hyderabad), Assam (Shillon), Bihar (Patna), Gujarat (Ahmedabad), Jammu-Kashmir, Kerala (Trivandrum), Madras (Madras city), Maharashtra, Punjab

(Chandigarh), Rajasthan (Jaipur), Uttar Pradesh, and West Bengal (Calcutta). Out of the reporting Union Territories, Dadra-Nagar Haveli (Silvassa), Himachal Pradesh (Solon) Laccadives (Kavaratti), Tripura (Agartala) and Delhi have Central Libraries.

In Maharashtra, the Library of the Asiatic Society, Bombay is considered to be the State Central Library. In the Union Territory of Delhi, the Delhi Public Library, has assumed the stature of a Central Library though it is not designated as such. At Bhubaneswar, Orissa, a new State Central Library building has recently been constructed and service will begin in 1965–66.

### 1. Administration

The State Central Libraries are managed by State governments in Andhra, Assam, Jammu-Kashmir, Kerala, Madras, Punjab, Rajasthan, Uttar Pradesh and West Bengal, whereas they are managed by private trusts in the States of Bihar, Gujarat and Maharashtra. Libraries in the Union Territories of Dadra-Nagar Haveli, Laccadives, Himachal Pradesh and Tripura are managed by their Governments while in Delhi, the Delhi Public Library is administered by an autonomous Board, called the Delhi Library Board constituted by the Ministry of Education, Government of India.

### 2. Buildings

New buildings, specially designed for the purpose, have been constructed recently for the State Central Libraries in Andhra, Assam, Gujarat, Kerala, Orissa, Punjab and in the Union Territories of Dadra-Nagar Haveli and Tripura.

### 3. Finance

On an average, a State Central Library in 1963–64, spent about Rs. 1,40,000 per year. Rajasthan spent the minimum viz. Rs. 16,000 against the maximum of Rs. 2,13,900 spent by Andhra Pradesh, Assam spent Rs. 292,000 but this expenditure also includes the amount spent on its District Libraries. Of Union Territories, Dadra-Nagar Haveli and Laccadives spent Rs. 2,000 each.

Out of the total expenditure incurred by the State Central Libraries during the

year 1963–64, 47.6 per cent was spent of staff, 30.9 per cent on Books and Reading Materials, and 31.5 per cent on other items. The comparative figures for 1964–65 were staff 49.7 per cent Books 27 percent and other items 23.3 per cent. Against this, the Delhi Public Library spent 43.1 per cent on Staff, 34.8 per cent on Books and Reading Materials and 22.1 per cent on other items. Comparative figures for 1964–65 were staff 46.1 per cent Books 27.7 and other items 26.2 per cent.

For further details please see Appendices II–2 and II–3.

#### 4. Personnel

In 1963–64 all the State Central Libraries employed 767 persons of whom 165 or 24 percent were qualified. On an average a State Central Library employed 45 persons of whom 7 were qualified.

For further details please see Appendix II–4.

#### 5. Book Stock

The State Central Libraries of Andhra, Gujarat, and Maharashtra receive books under Registration of Books act and those of Madras and Maharashtra under the Delivery of Books Act, 1956. the average book stock of a State Central Library on 31st March, 1964 was 1,06,699 volumes and in a Central Library of Union Territories was 59,245 volumes.

For further details please see Appendix II–5.

#### 6. Annual Addition of New books

During 1963–64 a State Central Library on an average added 6,250 volumes Delhi Public Library alone added 68,319 new volumes as compared with a total addition of 68,738 by all the other State Central libraries.

#### 7. Registered Borrowers

All the reporting State Central Libraries except Rajasthan, lend books for home reading. Reference service is provided by all of them. Bibliographical services are

provided by the State Central libraries of Andhra, Assam, Bihar, Madras, Maharashtra and Punjab.

All the reporting libraries are open to every body for consultation without charge but for borrowing of books cash security is required by all except the Delhi Public Library. In Tripura the cash security is equal to the cost of the book to be borrowed and in Punjab it is as high as Rs. 30. Subscription is charged by Bihar, Kerala and Maharashtra while services are given free of charge by Andhra Pradesh, Assam, Gujarat, Madras, Punjab and West Bengal, Delhi and Tripura.

Free access of books is allowed by the Central Libraries of Andhra, Assam, Bihar, Kerala, Madras, Punjab, and Delhi but it is not allowed by those of Maharashtra, West Bengal, Dadra-Nagar Haveli and Tripura. No report on this was given by Gujarat.

The Central Libraries of all the State and Union Territories excluding Delhi Public Library had a total of 39,405 registered borrowers during the year 1963-64 while Delhi Public Library had 73,608. This means that Delhi Public Library had 89 per cent more registered borrowers than the total of all the other State Central Libraries.

Registered borrowers at all the Central Libraries of States and Union Territories excluding Delhi Public Library borrowed 7,75,240 volumes. While registered borrowers of Delhi Public Library borrowed 14,38,854 volumes, during the same period. This means that Delhi Public Library lent 85 per cent more books than did all the other State Central Libraries combined.

For further details please see Appendix II-6.

## 8. Cost of Service

To examine whether a public library is making the best use of its resources, total budget should be divided by its total number of borrowers and by the total number of books borrowed during the year. This will give the annual cost per registered borrower and the cost per book borrowed. A comparative statement showing the cost per registered borrower and per book borrowed is given in Appendices II-7 and II-8.

Excluding Delhi Public Library the average cost per borrower in all other Central

Libraries was Rs. 48 as compared with Rs. 11 per borrower in Delhi Public Library. Similarly the average cost per book borrowed was Rs. 1.15 in a State Central library excluding Delhi Public Library as compared with 54 Paise per book borrowed in Delhi Public Library.

#### 9. Relationship between State Central Libraries and District Libraries

There is only a limited relationship between the State Central Libraries and District Central Libraries. The State Central Libraries of Bihar, Gujarat, Jammu-Kashmir, Kerala, Madras and Maharashtra have no relationship with their District Central Libraries. The State Central Library of Andhra has only advisory functions and the question of purchase and processing of books for the District Central Library is under consideration. Only the State Central Library of Assam has complete administrative and supervisory control over the District Central Libraries. In Punjab, Uttar Pradesh and West Bengal, the Librarians of the State Central libraries have technical and administrative control but financial approval for the purchase of books and other items is vested in the District Education Officers. In Tripura, books are purchased by the State Central Library for the sub-divisional libraries.

### (C) District Central Libraries

There were 327 Districts in India in 1963–64. The average area and the average population of a District was 3,680 sq. miles and 13,15,000 persons respectively. Only 205 Districts or 63 per cent of them had District Central Libraries. In some States, there was more than one District Central Library in one revenue District e.g., Andhra Pradesh had 21 District Central Libraries in 20 revenue Districts and West Bengal had 19 District Central Libraries in 16 revenue Districts.

For further details please see Appendix III-1.

#### 1. Buildings

Of 205 District Central Libraries only 68 Districts in 1963–64 had new buildings erected after 1947. The average floor area of a new building is 4,610 sq. ft., built at

an average cost of Rs. 1,03,400.

## 2. Functions

The services of most of these District Central Libraries are confined to the lending of books for home reading. They function more as public libraries for the towns where they are located rather than Central Libraries feeding all library units in the District.

## 3. Childrens Section

Most of these District Central Libraries have separate Children's Sections and in Andhra and Rajasthan they also offer facilities for indoor games.

## 4. Mobile Vans

In the whole country during the year 1963-64 only forty-seven mobile library vans were in operation (Andhra Pradesh-1, Assam-5, Bihar-18, Madhya Pradesh-14, Madras-4, Delhi-4, Tripura-1).

## 5. Finance

On an average a District Central Library spent Rs. 32,950 during 1963-64; and of this 48 per cent was spent on establishment, 30 per cent on Books and Reading Materials and 22 per cent on other items.

## 6. Personnel

All the District Central Libraries employed a total of 1,250 persons, i.e., an average of 6 persons of whom one or 16.6 per cent was qualified.

For further details please see Appendix II-4.

## 7. Book Stock

On an average a District Central Library had 14,301 volumes.

## 8. Rules governing the use of the Libraries

Most of these libraries charge cash security and a subscription at more or less the same rate as a State Central Library. All allow free access to books except the District Central libraries of Bihar, Gujarat and Union Territories of Tripura.

#### 9. Registered Borrowers

The total number of registered borrowers in all the District Central Libraries during the year 1963–64 was 3,21,556 or on an average of 1,570 persons per library.

#### 10. Lending of Books for Reading

During the year 1963–64 all the District Central Libraries lent a total of 47,61,657 volumes to their registered borrowers or on an average 23,224 volumes per library.

#### 11. Relationship with other Libraries

There is almost no relationship between District Central Libraries and the Block Development Libraries. It is only in States of Andhra Pradesh and Madras that District Central Libraries maintain smaller units of service within a District.

### (D) Block and Village Libraries

A Block comprises 100 villages and has an area of 150–200 sq. miles and a population between sixty to seventy thousand. There were 5,223 Blocks upto 31st

Comparative Statement Showing Public Library  
Development in India, U.S.A. and U.K.

Particulars	India	Ratio of	Columns 1 to 2	Ratio of	Columns 1 to 3
	1	U.S.A. 2		U.K. 3	
Rs.	Rs.	Rs.			
National per capita income per annum	334.00 <sup>10</sup>	13,775.00	1:41	6,450.00 <sup>19</sup>	1:19
Per capita expenditure on Education per annum	8.70 <sup>2</sup>	804.00 <sup>11</sup>	1:89	175.00 <sup>20</sup>	1:27
Per capita expenditure on Public Libraries per annum	00.03 <sup>3</sup>	12.47 <sup>12</sup>	1:416	6.00 <sup>21</sup>	1:200
Book stock per 100 persons	1 <sup>4</sup>	100 <sup>13</sup>	1:100	145 <sup>22</sup>	1:145
Registered borrowers per 100 persons	0.1 <sup>5</sup>	25 <sup>14</sup>	1:250	37 <sup>23</sup>	1:370
Books borrowed per 100 persons	1.6 <sup>6</sup>	422 <sup>15</sup>	1:263	824 <sup>24</sup>	1:512
Staff:					
Total	1926 <sup>7</sup>	16200 <sup>16</sup>	—	15521 <sup>25</sup>	—
Qualified	449 <sup>8</sup> 23.3% <sup>9</sup>	5125 <sup>17</sup> 31.6% <sup>18</sup>	1:11 —	3089 <sup>26</sup> 19.9% <sup>27</sup>	1:7 —

(1) India—A Reference Annual, New Delhi, Publications Division, Ministry of Information and Broadcasting, Government of India 1964, p. 142.

(2) Ibid.—p. 65.

(3–9) A Survey of Public Library Services in India by D.R. Kalia, Delhi, Indian Library Association, 1965

(10) U.S.A. and its economic future by Arnold B. Barach, New York, Macmillan, 1964. (A Twentieth Century Fund Survey) p. 135.

(11) Ibid. p. 64.

(12) 1964. The Bowker Annual of Library and Book Trade Information Edited by Phyllis B.S. Teckler, New Yourk, Bowker, 1964. p. 9.

(13) Ibid. p. 8.

(14) Ibid. p. 3.

(15) Ibid. p. 8.

(16–18) Ibid. p. 10.

(19–20) The New Europe and its Economic future by Arnold B. Barach, New York, Macmillan, 1964. ( A Twentieth Century Fund Survey). p. 122.

(26–27) Obtained from British Council Library, New Delhi.

Note: All the figures relate to the year 1961–62 or 1962–63.

Annexure – I–1

Statement Showing per Capita income, percentage of expenditure on Education and per capita expenditure on Education for the year 1963–64

Per State	Relative capita income	Relative position of expenditure on Education to the State Expenditure	Relative position of expenditure on Education	Per Capita on	Relative position of expenditure on Education	Relative position
Rs.				Rs. P.		
Andhra Pradesh	287	XI	18.1%	VIII	6.38	XII
Assam	333	VI	19.7%	V	8.49	III
Bihar	221	XV	11.4%	XV	3.39	XV
Gujarat	393	IV	17.5%	IX	7.13	IX
Jammu & Kashmir	289	X	13.1%	XIII	8.51	II
Kerala	315	VII	30.8%	I	12.75	I
Madhya Pradesh	285	XII	24.4%	II	7.30	VII
Madras	334	V	20.9%	III	8.32	IV
Maharashtra	469	I	17.1%	X	7.27	VIII
Mysore	305	VIII	18.4%	VII	7.93	V
Orissa	276	XIII	11.8%	XIV	4.76	XIII
Punjab	451	III	14.4%	XI	7.62	I
Rajasthan	267	XIV	19.8%	IV	6.84	X
Uttar Pradesh	297	IX	13.9%	XII	3.71	XI
West bengal	463	II	18.8%	VI	6.52	XI

Compendium of Select Government Reports on Library & Information Services in India

Average ( All India)	335	18.1%	6.40
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Annexure-I-2

Statement showing total financial provision, per capita expenditure and relative position for public libraries in each administrative units of India for the year 1963-64

S.No.	Expenditure	State Position	Per capita	Relative	
			*Population	Provision	
			in Rupees	in Paise	
1.	Andhra Pradesh	3,59,83,447	14,37,400	04.0	IV
2.	Assam	1,22,09,330	3,94,500	03.2	V
3.	Bihar	4,64,55,610	5,80,300	01.2	XI
4.	Gujarat	2,06,33,350	9,35,400	04.5	III
5.	Jammu & Kashmir	35,60,976	93,700	02.6	VI
6.	Kerala	1,69,03,715	5,50,000	03.2	V
7.	Madhya Pradesh	3,23,72,408	10,42,000	03.2	V
8.	Madras	3,36,86,953	23,33,000	06.9	II
9.	Maharashtra	3,95,53,718	6,30,072	01.6	IX
10.	Mysore	2,35,86,772	4,51,000	01.9	VIII
11.	Orissa	1,75,48,846	59,100	00.3	XII
12.	Punjab	2,03,06,813	2,93,100	01.4	X
13.	Rajasthan	2,03,55,602	4,60,041	02.3	VII
14.	Uttar Pradesh	7,37,46,401	2,65,577	00.3	XII
15.	West Bengal	3,49,26,279	32,50,983	09.3	I
Total		43,16,30,219	1,27,76,373	03.0	
Union Territories:					
1.	Delhi Admn. & Delhi Public Library	26,58,613	8,21,747	31.0	I
2.	Himachal Pradesh	13,51,144	1,90,150	14.3	III
3.	Laccadive & Minicoy Islands	24,108	7,000	29.0	II
4.	Tripura	11,42,005	1,56,000	13.7	IV
5.	Dadra-Nagar Haveli	57,963	2,000	03.5	V
Total		52,33,832	11,77,397	22.5	
All India		43,90,72,582	1,39,53,770	03.2	
Delhi Public Library		26,58,72,582	7,82,232	29.4	

\* From INDIA 1964.

Annexure-I-3

Statement showing the amount of grant in aid paid to private libraries by the State Government during the year 1963-64

S.No.	Average Grant	State	Grant-in-aid	No. of
			Libraries	per Library
		Rs.		Rs.
1.	Assam	1,02,500	900	114
2.	Madras	32,000	337	95
3.	Maharashtra	4,28,000	397	1,078
4.	Mysore	3,16,600	5,390	58
5.	Orisa	52,000	3,281	15
6.	Uttar Pradesh	2,66,576	326	818
7.	West Bengal	13,35,983	1,641	814
	Total	25,33,659	12,272	206

Annexure-I-4

Statement showing the number of books, number of registered borrowers,

number of books borrowed per 10,000 persons from the State Central and District Libraries during the year 1963–64

S.No.	No. of Books	State	Book Stock	Registered
			Borrowers	Borrowed
1.	Andhra Pradesh	117	3	83
2.	Assam	213	6	513
3.	Bihar	66	3	69
4.	Gujarat	281	9	336
5.	Jammu & Kashmir	188	26	127
6.	Kerala	149	1	48
7.	Madras	87	9	150
8.	Maharashtra	277	55	268
9.	Mysore	38	3	170
10.	Punjab	88	5	211
11.	Rajasthan	62	7	116
12.	Uttar Pradesh	13	0.4	6
13.	West Bengal	74	4	184
Union Territories:				
	Delhi Admn. Delhi Public Library	1,181	281	5,487
	Dadra-Nagar Haveli	378	—	—
	Himachal Pradesh	626	35	880
	Tripura	268	14	204
	Laccadives	4,537	870	1,086
	Average (All India) per 10,000 per sons	102	10	169
	Cost per borrower in India		Rs. 32.11	
	Cost per book borrowed in India		Rs. 2.00	

Annexure–I–5

Statement showing Book-Stock of State Central and District Central Libraries in each State on 31st March, 1964

The Report of the Working Group on Development of Libraries...

S.No.	State	State Central	District
Total	Library	Central Library	
1. Andhra Pradesh	1,52,981	2,68,810	4,21,791
2. Assam	1,57,755	1,23,981	2,81,736
3. Bihar	57,775	2,48,572	3,06,347
4. Gujarat	1,23,977	4,55,063	5,79,040
5. Jammu & Kashmir	43,911	33,103	67,014
6. Kerala	94,825	1,56,418	2,51,242
7. Madras	1,63,800	1,29,951	2,93,751
8. Maharashtra	3,81,616	7,13,089	10,94,715
9. Mysore	NIL	93,500	90,500
10. Punjab	50,000	1,29,111	1,79,111
11. Rajasthan	1,000	1,24,341	1,25,341
12. Uttar Pradesh	31,497	64,896	86,393
13. West Bengal	21,242	2,37,437	2,38,679
Total	12,80,389	27,65,272	40,45,661
Union Territories:			
Delhi Admn. Delhi Public Library	2,34,257	79,796	3,14,053
Dadra-Nagar Haveli	2,293	—	2,293
Himachal Pradesh	24,181	60,487	84,668
Tripura	30,678	—	30,678
Laccadives	4,816	6,122	10,938
Total	2,96,225	1,46,405	4,42,630
Grand Total	15,76,614	29,11,677	44,88,291
Total Book Stock		44,88,291	
Average (All India) per 10,000 persons		102	

Annexure—1-6

Statement showing total number of registered borrowers and the number of books borrowed the State and District Central Libraries of each State on 31st March, 1964

S.No.	State	Registered Borrowers			Books Borrowed		
		Central Library	District Library	Total	Central Library	District Library	Total
1.	Andhra Pradesh	2,309	8,990	11,299	64,578	2,35,601	3,00,179
2.	Assam	4,090	3,500	7,590	1,09,825	5,16,458	6,26,283
3.	Bihar	1,946	11,802	13,648	34,057	2,86,880	3,20,937
4.	Gujarat	1,247	16,936	18,209	27,904	6,65,011	6,92,915
5.	Jammu & Kashmir	8,601	769	9,370	23,148	21,857	45,005
6.	Kerala	1,949	—	1,949	80,000	—	80,000
7.	Madras	5,697	24,256	29,953	1,24,040	3,80,675	5,04,715
8.	Maharashtra	1,302	2,14,125	2,15,427	26,091	10,22,564	10,58,655
9.	Mysore	—	6,285	6,285	—	3,92,500	3,92,500
10.	Punjab	6,100	3,044	9,144	1,78,812	2,50,000	4,28,812
11.	Rajasthan	—	13,583	13,583	—	2,34,882	2,34,882
12.	Uttar Pradesh	976	1,838	2,814	14,860	28,891	43,751
13.	West Bengal	N.A.	12,225	12,225	18,228	6,25,023	6,43,251
	Total	34,244	3,17,252	3,51,496	7,11,543	46,60,342	53,71,885
Union Territories:							
	Delhi Admn. Delhi Public Library	73,608	1,078	74,686	1,43,854	19,983	14,58,827
	Himachal Pradesh	1,437	3,236	4,673	39,638	79,373	1,19,011
	Tripura	1,624	—	1,624	23,410	—	23,410
	Laccadives	2,100	—	2,100	649	1,969	2,118
	Total	78,769	4,314	83,083	15,02,551	1,01,315	16,03,866
	Grand Total	1,13,013	31,2,566	4,34,579	22,14,094	47,61,857	69,75,751
	Total Book Stock			4,34,579	Total No of		69,75,751
	Average (All India) per 10,000 persons			10	Books Borrowed		159

Annexure-II-1

Statement showing the details of new building of Central Libraries of State and Union Territories as on 31st March, 1964

S.No.	State	Year of	Area
Case	Construction	Square feet	
			Rs.
1. Andhra Pradesh	1960-61	19,146	16,03,000
2. Assam	1957	Not available	15,00,000
3. Gujarat	1952	17,343	3,00,000
4. Kerala	1960	9,600	1,06,669
5. Orissa	1965-66	Not available	7,50,000
6. Punjab	1958	11,069	9,00,000
Union Territories:			
1. Dadra-Nagar Haveli	1955	—	25,000
Average (All India) per 10,000 persons			= 14,300
Average cost			= 8,60,0001

Annexure – II–2

Statement showing budgetted estimates of Central Libraries of the States and Union Territories for the year 1963–64

S.No.	State	Total	Establishment	Percentage	Books & Reading Materials	Percentage	Other Items	Percentage
1.	Andhra Pradesh	2,13,900	1,52,900	71.5%	49,600	23.2%	11,400	5.3%
2.	Assam	2,92,000	1,21,920	41.8%	94,000	42.2%	76,080	26%
3.	Bihar	89,438	34,912	39%	42,000	47%	12,526	14%
4.	Gujarat	1,01,700	11,100	10.9%	32,000	31.4%	58,600	57.7%
5.	Jammu & Kashmir	1,19,10	64,800	54.1%	34,000	28.4%	21,000	17.5%
6.	Punjab	95,800	39,200	40.9%	47,400	49.5%	9,200	9.2%
7.	Rajasthan	16,170	14,810	91.6%	N.A.		1,360	8.4%
8.	West Bengal	1,36,271	67,039	49.2%	30,000	22%	39,232	28.8%
	Total	10,65,079	5,06,681		3,29,000		2,29,398	
Union Territories:								
1.	Dadra Nagar Haveli	2,000	800	40%	600	30%	600	30%
2.	Delhi Public Library	7,82,232	3,36,892	53.1%	2,71,980	34.8%	1,73,360	22.1%
3.	Himachal Pradesh	1,02,673	40,437	29.4%	35,790	34.8%	26,446	25.8%
	Total	8,86,905	3,78,129		3,08,370		2,00,406	
	Grand Total	19,51,984	8,84,810		6,37,370		4,29,804	
Percentage of expenditure in State Central Libraries on:								
			Establishment					
			Books & Reading Materials					47.6%
			Other Items					30.9%
								21.5%
Includes the budget for 7 District Libraries.								

Annexure – II-3

Statement showing budgetted estimates of Central Libraries of the States and Union Territories for the year 1963-64

S.No.	State	Total	Establishment	Percentage	Books & Reading Materials	Percentage	Other Items	Percentage
		Rs.	Rs.		Rs.		Rs.	
1.	Andhra Pradesh	2,14,500	1,59,600	74.4%	43,500	20.3%	11,400	5.3%
2.	*Assam	3,27,000	1,29,400	39.6%	80,600	24.6%	1,17,000	35.8%
3.	Gujarat	1,94,200	54,000	27.8%	44,000	22.7%	96,200	49.5
4.	Jammu & Kashmir	1,10,700	11,800	10.7%	32,000	28.9%	66,900	60.4%
5.	Madras	1,21,700	86,600	71.2%	33,000	27.1%	2,100	1.7%
6.	Maharashtra	2,39,212	1,95,712	81.8%	43,000	17.9%	500	0.3%
7.	Rajasthan	1,01,400	42,000	41.4%	50,000	49.3%	9,400	9.3%
8.	West Bengal	2,13,892	76,892	36%	85,000	39.7%	52,000	24.3%
	Total	15,22,604	7,56,004		4,11,100		2,55,500	
Union Territories:								
	Delhi Public Library	10,10,700						
	Himachal Pradesh	98,773	44,972	46.5%	27,900	28.2%	24,901	25.3%
	Tripura	1,80,700	71,000	39.2%	88,000	48.7%	21,700	12.1%
	Total	12,90,173	5,83,472		3,95,700		3,11,001	
	Grand Total	28,12,777	13,39,476		8,06,800		6,66,501	
Percentage of expenditure in State Central Libraries on:								
	Establishment						49.7%	
	Books & Reading Materials						27.9%	
	Other Items						23.3%	
*Includes the budget for 7 District Libraries.								
**Includes the budget for 9 Sub-Divisional Libraries.								

Annexure-II-4

Statement showing total strength of staff in the Central Libraries of States, Union Territories and District Libraries for the year 1963-64

S.No.		Qualified		Unqualified		
		State	District	State	District	Central
		State	Central	Central	Central	
	Total	Libraries	Libraries	Libraries	Libraries	
1.	Andhra Pradesh	17	60	108	86	271
2.	Assam	4	6	26	43	79
3.	Bihar	4	22	24	216	266
4.	Gujarat	2	14	30	70	226
5.	Jammu & Kashmir	2	2	10	14	38
6.	Kerala	7	—	31	—	38
7.	Madras	13	28	42	58	141
8.	Maharashtra	14	42	52	118	226
9.	Mysore	—	10	—	65	75
10.	Punjab	8	6	17	14	45
11.	Rajasthan	2	18	4	57	81
12.	Uttar Pradesh	5	11	6	22	44
13.	West Bengal	15	48	18	160	241
	Total	93	267	368	923	1,651
Union Territories:						
1.	Dadra & Nagar Haveli	(PT)* <sup>1</sup>	—	(PT)* <sup>1</sup>	—	2
2.	Delhi Admn. Delhi Public Library	69	—	137	—	206
3.	Himachal Pradesh	—	8	—	23	31
4.	Laccadive & Minicoy Islands	—	1	1	1	3
5.	Tripura	2	8	4	19	33
	Total	72	17	143	43	275
	All India	165	284	511	966	1,926

\* PT = Part Time.

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Annexure-II-5

Statement showing total stock of books and other reading materials in Central Libraries of States and Union Territories as on 31st March 1964

S.No.	State	Books added		Periodicals	
		Books	during		
News		1963-64		papers	
1.	Andhra Pradesh	1,52,981	2,184	455	51
2.	Assam	1,57,755	16,842	137	85
3.	Bihar	57,775	2,097	177	16
4.	Gujarat	1,23,977	3,058	260	N.A.
5.	Jammu & Kashmir	43,911	499	45	19
			(Jammu)		
6.	Kerala	94,825	6,300	175	50
7.	Madras	1,63,800	5,900	1,711	247
8.	Maharashtra	3,81,626	23,842	3,741	428
9.	Punjab	50,000	3,368	125	8
10.	Rajasthan	1,000	No addition	Nil	Nil
11.	Uttar Pradesh	31,497	2,328	73	12
12.	West Bengal	21,242	1,320	142	7
	Total	12,80,389	68,738	7,101	923
Union Territories:					
1.	Dadra & Nagar Haveli	2,293	311	10	8
2.	Delhi Admn. Delhi Public Library	2,34,257	68,319	224	22
3.	Himachal Pradesh	24,181	3,601	181	12
4.	Tripura	30,678	N.A.	59	10
5.	Laccadive & Minicoy Islands	4,816	148	16	14
	Total	2,96,225	72,379	490	66
	Grand Total	15,76,614	1,41,117	7,591	989
Average number of volumes per State				1,06,699	
Average number of books added per State				6,249	
Average number of periodical subscribed per State				646	
Average number of Newspapers per State				88	

Annexure–II–6

Statement showing total number of registered borrowers in Central Libraries of States and Union Territories as on 31st March 1964

S.No.	State	Total No. of
		books borrowed
Total No of	borrowers	during 1963–64
1. Andhra Pradesh	2,309	64,578
2. Assam	4,090	1,09,825
3. Bihar	1,946	34,057
4. Gujarat	1,274	27,904
5. Jammu & Kashmir	8,601	23,148
6. Kerala	1,949	80,000
7. Madras	5,697	1,24,040
8. Maharashtra	1,302	36,091
9. Punjab	6,100	1,78,812
10. Uttar Pradesh	976	14,860
11. West Bengal	N.A.	18,228
Total	34,244	7,11,543
Union Territories:		
1. Delhi Admn. Delhi Public Library	73,608	14,38,854
2. Himachal Pradesh	1,437	39,638
3. Tripura	1,624	23,410
5. Laccadive	2,100	649
Total	78,769	15,02,551
Grand Total	1,13,013	22,14,094
Average number of borrowers per State		3.424
Average number of books borrowed per State		64,685

Annexure-II-7

Statement showing the cost per registered borrower of Central Libraries of States and Union Territories as on 31st March 1964

S.No.	Cost per	State		Total No. of
		Budget	Borrowers	Borrower
		Rs.		Rs. P.
1.	Andhra Pradesh	2,13,900	2,309	92.64
2.	Assam	292,000	3,090	71.39
3.	Bihar	89,438	1,946	45.96
4.	Gujarat	1,19,317	1,274	93.65
5.	Jammu & Kashmir	1,01,700	8,601	11.82
6.	Kerala	1,19,800	1,949	61.47
7.	Madras	1,23,200	5,697	21.63
8.	Maharashtra	1,60,522	1,302	123.29
9.	Punjab	95,800	6,100	15.71
10.	Rajasthan	16,170	N.A.	—
11.	Uttar Pradesh	89,681	976	91.90
12.	West Bengal	1,36,271	N.A.	—
	Total	15,57,809	34,344	
Union Territories:				
1.	Dadra & Nagar Haveli	2,000	Nil	N
2.	Delhi Admn. Delhi Public Library	7,82,232	73,608	10.63
3.	Tripura	1,56,600	1,624	96.37
4.	Laccadive	2,000	N.A.	—
	Total	9,42,732	75,232	
	Grand Total	25,00,541	1,09,476	
Average cost per registered borrower for all the libraries including Delhi Public Library				22.84
Average cost per registered borrower excluding Delhi Public Library				47.94
Average cost per registered borrower in Delhi Public Library				10.63

Annexure-II-8

Statement showing the cost per registered borrower of Central Libraries of States and Union Territories as on 31st March 1964

S.No.	Cost per Book	State		Total No. of
		Budget	Books Borrowers during 1963-64	Borrowed
		Rs.		Rs. P.
1.	Andhra Pradesh	2,13,900	64,578	3.31
2.	Assam	292,000	1,09,825	2.66
3.	Bihar	89,438	34,057	2.63
4.	Gujarat	1,19,317	27,904	4.28
5.	Jammu & Kashmir	1,01,700	23,148	4.40
6.	Kerala	1,19,800	80,000	1.50
7.	Madras	1,23,200	1,24,040	0.99
8.	Maharashtra	1,60,522	36,091	4.45
9.	Punjab	95,800	1,78,812	0.54
10.	Rajasthan	16,170	N.A.	—
11.	Uttar Pradesh	89,681	14,860	6.04
12.	West Bengal	1,36,271	18,228	7.48
	Total	15,57,809	7,11,543	
Union Territories:				
1.	Dadra & Nagar Haveli	2,000	Nil	Nil
2.	Delhi Admn. Delhi Public Library	7,82,232	14,38,854	0.54
3.	Tripura	1,56,600	23,410	6.69
4.	Laccadive	2,000	649	3.08
	Total	9,42,732	14,62,913	
	Grand Total	25,00,541	21,74,456	
Average cost of a book borrowed including Delhi Public Delhi				1.15
Average cost of a book excluding Delhi Public Library				2.34
Average cost of a book borrowed in Delhi Public Library				0.54

Annexure-II-9

Statement showing the Qualifications and Scale of Pay of the Librarians of State Central Libraries

S.No.	State	Qualifications	Scales
1.	Andhra Pradesh	M.A., L.L.B., Diploma in Lib. Sc.	325-20-425-25-700
2.	Assam	B.A., Diploma in Lib. Sc.	350-1000
3.	Bihar	M.A., B.L., A.L.A.	200-750
4.	Gujarat	N.A.	
5.	Jammu & Kashmir	B.A., Diploma in Lib. Sc.	250-500
6.	Kerala	B.A., Diploma in Lib. Sc.	Educational Service Class II
7.	Madras	M.A., M.L.A.	300-25-800
8.	Maharashtra	M.A., Diploma in Lib. Sc.	680-1,180
9.	Mysore	N.A.	
10.	Orissa	N.A.	
11.	Punjab	B.A., A.L.A.	250-25-750
12.	Rajasthan	M.A., Diploma in Lib. Sc.	225-485
13.	Uttar Pradesh	M.A., Diploma in Lib. Sc.	250-25-400-30-700-50-850
14.	West Bengal (revision).	M.A., Diploma in Lib. Sc.	250-750 (Under)
Union Territories:			
1.	Delhi Admn. Delhi Public Library	M.A., L.L.B., Dip. Lib. Sc.	700-40-1, 100-50/2-1,150
2.	Himachal Pradesh	B.A. Diploma in Lib. Sc.	250-25-750
3.	Tripura	N.A.	250-20-650-25-750
	Minimum		200

Annexure–III–1

Statement showing number of Districts and numbers of District Central Libraries  
in the Union of India

S.No.	State Districts	No. of No of Libraries
1. Andhra Pradesh	20	21
2. Assam	11	7
3. Bihar	17	17
4. Gujarat	17	15
5. Jammu & Kashmir	9	8
6. Kerala	9	8
7. Madhya Pradesh	43	23
8. Madras	13	12
9. Maharashtra	26	26
10. Mysore	20	2
11. Nagaland	3	N.A.
12. Orissa	13	Nil
13. Punjab	20	6
14. Rajasthan	26	24
10. Uttar Pradesh	54	11
11. West Bengal	16	19
Total	317	199
Union Territories:		
1. Himachal Pradesh	6	6
2. Goa, Daman & Diu	3	Not available
3. NEFA	1	Not available
Grand Total	327	205

Annexure—III—2

Statement showing the Year of Establishment Budget and the Qualified Staff of District Libraries in the Administrative Units

STATE—ANDHRA PRADESH

S.No.	District Library and Location	Year of Establishment	Budget		Staff		
			1963-64	1964-65	Total	Qualified	Others
1.	Adilabad	1958	38,000	45,810	5	1	4
2.	Anantpur	1952	95,000	95,000	9	3	6
3.	Chittor	1952	93,000	1,00,000	8	3	5
4.	Cuddapah	1952	90,000	1,14,000	9	2	7
5.	East Godavari (Kakinada)	1952	2,08,000	3,52,900	12	5	7
6.	Guntur	1952	2,75,000	3,11,000	6	3	3
7.	Hyderabad (hyderabad)	1958	29,000	35,250	4	2	2
8.	Karimnagar	1958	49,000	56,250	7	2	5
9.	Khammam	1958	45,000	56,000	5	2	3
10.	Krishna (Machlipatam)	1952	3,20,000	4,60,000	8	3	5
11.	Kurnool	1953	1,20,000	1,48,000	7	3	4
12.	Mahbubnagar	1958	83,010	82,010	7	3	4
13.	Medak (Sangareddy)	1958	36,300	37,750	6	2	4
14.	Nalgonda	1958	70,000	56,800	8	6	2
15.	Nellore	1952	1,07,000	1,30,000	8	4	4
16.	Nizamabad	1958	70,000	50,000	4	2	2
17.	Srikakulum	1952	97,000	1,00,000	6	2	4
18.	Visakhapatnam	1952	1,85,000	2,93,400	13	4	9
19.	Warangal	1958	70,000	72,000	6	2	4
20.	West Godavari (Eluru)	1952	1,42,500	1,50,000	8	6	2
			22,12,810	27,49,160	146	60	86
				+24.2%		41.1%	58.9%

Annexure—III—2/2

Statement showing the Year of Establishment, Budget and the Qualified Staff of District Libraries in the Administrative Units

STATE—ASSAM

S.No.	District Library and Location	Year of Establishment	Budget		Staff		
			1963-64	1964-65	Total	Qualified Others	
1.	Cachar (Silchar)	1955	Common with State Central Library		7	1	6
2.	Darrang (Tezpur)	”	”	”	7	1	6
3.	Goalpara (Dhubri)	”	”	”	7	1	6
4.	Kamru (Gauhati)	”	”	”	9	1	8
5.	Lakhimpur (Dibrugarh)	”	”	”	5	0	5
6.	Nowgong	”	”	”	7	1	6
7.	Sibsagar (Jorhat)	”	”	”	7	1	6
					49	6	43
						12.2%	87.8%

Annexure—III—2/3

Statement showing the Year of Establishment, Budget and the Qualified Staff of District Libraries in the Administrative Units

STATE—BIHAR

S.No.	District Library and Location	Year of Establishment	Budget		Staff		
			1963-64	1964-65	Total	Qualified	Others
1.	Bhagalpur	1913	26,042.77	25,400	12	1	11
2.	Champaran (Motihari)	1931	39,443.00	41,377	12	—	12
3.	Darbhanga (Laheria Sarai)	1954	21,540.00	22,000	16	2	4
4.	Dhanbad	1956	14,800.00	18,215	16	2	14
5.	Gaya	1855	5,468.00	12,576	14	2	12
6.	Hazaribagh	1954	12000.00	14,000	14	2	12
7.	Monghyr	1949	50,515.00	59,583	23	2	21
8.	Muzaffarpur	1935	3,532.00	4,060	14	2	22
9.	Palamau (Maltaon Ganj)	1915	11,500.00	12,000	12	1	11
10.	Patna (Patna City)	1882	66,870.00	66,759	13	1	12
11.	Purnea	1952	15,084.37	21,489	16	1	15
12.	Ranchi	1953	7,509.00	5,980	16	1	15
13.	Saharsa	1954	10,680.00	N.A.	10	1	9
14.	Santal Parganas (Dumka)	1954	15,420.00	16,520	16	1	15
15.	Saran (Chapra)	1954	21,018.86	15,952	10	1	9
16.	Shahabad (Arrah)	1954	3,000.00	3,000	11	—	11
17.	Singhbhum (Chaibasa)	1957	13,637.76	19,976	13	2	11
			3,39,060.76	3,58,887	238	22	216
				+5.9%		9.2%	90.8%

Annexure—III—2/4

Statement showing the Year of Establishment, Budget and the Qualified Staff of District Libraries in the Administrative Units

STATE—GUJARAT

S.No.	District Library and Location	Year of Establishment	Budget		Staff		
			1963-64	1964-65	Total	Qualified	Others
1.	Amreli	1873	17,714	N.A.	7	—	7
2.	Banaskantha (Palanpur)	1872	8,327	N.A.	3	1	2
3.	Baroda	1910	65,758	68,600	27	2	25
4.	Bhavnagar	1959	14,850	N.A.	3	1	2
5.	Broach	1958	10,911	N.A.	8	1	7
6.	Jamnagar	1956	15,708	N.A.	4	1	3
7.	Junagarh	1958	16,072	N.A.	4	1	3
8.	Kaira	1905	9,612	N.A.	5	2	3
9.	Kutch (Bhuj)	1961	15,594	N.A.	2	1	1
10.	Mahoon	1913	11,044	11,081	4	1	3
11.	Panch mahals (Godhra)	1866	9,918	N.A.	2	—	2
12.	Rajkot	1956	16,900	N.A.	5	1	4
13.	Sabar Kantha (Himmatnagar)	1942	9,684	10,357	2	1	1
14.	Surat	1850	9,277	13,852	4	1	4
15.	Surrendranagar	1958	15,352	N.A.	4	1	3
			2,46,721	1,03,620	84	14	70
				-58%		16.7%	88.3%

Annexure—III—2/5

Statement showing the Year of Establishment, Budget and the Qualified Staff of District Libraries in the Administrative Units

STATE—JAMMU & KASHMIR

S.No.	District Library and Location	Budget		Total	Staff	
		1963-64	1964-65		Qualified	Others
1.	Anantnag			2	—	2
2.	Baramula			2	—	2
3.	Doda			2	—	2
4.	Kathua	37,300	70,000	2	—	2
5.	Ladakh (Leh)			2	1	1
6.	Poonch			2	—	2
7.	Srinagar			2	—	2
8.	Udhampur			2	1	1
			Total	16	2	14
					12.5%	87.5%

Annexure—III—2/6

Statement showing the Year of Establishment, Budget and the Qualified Staff of District Libraries in the Administrative Units

STATE—KERALA

S.No.	District Library and Location	Year of Establishment	Budget	
			1963-64	1964-65
1.	Alleppey	1959-60		
2.	Cannanore	1955-56		
3.	Ernakulam	1958-59		
4.	Kottayam	1955-56	85,000	71,500
5.	Calicut	-do-	Books	Books
6.	Palghat	-do-	(+ Their own funds received from Deptt. of Distt. Education Officer).	
7.	Quilon	1956-57		-15.9%
8.	Trichur	1955-56		

Annexure—III-2/7

Statement showing the Year of Establishment, Budget and the Qualified Staff of District Libraries in the Administrative Units

STATE—MADARS

S.No.	District Library and Location	Year of Establishment	Budget		Staff		
			1963-64	1964-65	Total	Qualified	Others
1.	Chingleput (Nandamam)	1952	3,32,312	4,03,295	8	1	7
2.	Coimbatore	1952	90,032	67,514	5	2	3
3.	Madras	1954	6,50,000	21,08,500	23	5	18
4.	Madurai	1952	20,00	21,000	4	3	1
5.	Nilgiris (Ootacamund)	1953	73,359	1,20,366	7	1	6
6.	North Arcot (Vellore)	1951	63,905	1,84,550	3	2	1
7.	Ramanthapuram (Madras)	1952	2,44,539	3,04,927	7	2	5
8.	Salem	1953	39,900	33,900	6	3	3
9.	Sourth Arcot (Cuddalore)	1952	3,18,676	2,97,981	8	2	6
10.	Thanjavur (Tanjore)	1952	15,372	35,987	3	2	1
11.	Tiruchirappalli	1952	30,200	55,700	3	3	—
12.	Tirunelveli	1952	36,370	41,444	9	2	7
			19,14,665	36,75,164	86	28	58
				92%		32.6%	67.4%

Annexure—III—2/8

Statement showing the Year of Establishment, Budget and the Qualified Staff of District Libraries in the Administrative Units

STATE—MAHARASHTRA

S.No.	District Library and Location	Year of Establishment	Budget		Staff		
			1963-64	1964-65	Total	Qualified	Others
1.	Ahmednagar	1838	21,056	20,200	7	—	7
2.	Akola	1955	22,319	21,570	7	—	7
3.	Amravati	1956	20,849	29,613	—	N.A.	N.A.
4.	Bhandara	1955	14,697	16,434	7	2	5
5.	Bhir (Bhid)	N.A.	8,163	N.A.	2	—	2
6.	Buldana	1954-55	18,735	24,107	7	—	7
7.	Chanda	1955	N.A.	16,115	7	2	5
8.	Dhulia	1954	10,950	9,209	2	—	2
9.	Bombay Suburban	1898	25,382	24,300	10	2	8
10.	Jalgaon	1877	14,561	16,000	6	1	5
11.	Kolaba (Alibagh)	1917	9,755	10,415	3	1	2
12.	Kolhapur	1850	18,381	15,111	6	1	5
13.	Nagpur	1955	22,057	25,000	6	6	—
14.	Nagpur	1955	49,150	48,574	12	3	9
15.	Nanded	1954	4,513	8,300	3	—	3
16.	Nasik	1840	18,273	19,906	10	3	7
17.	Osmanabad	1905	3,000	7,800	1	—	1
18.	Parbhani	1901	6,352	8,000	2	—	2
19.	Poona	1947	50,470	51,219	10	5	5

contd.

contd.

S.No.	District Library	Year of	Budget	Staff
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Compendium of Select Government Reports on Library & Information Services in India

	and Location	Establishment	1963-64	1964-65	Total	Qualified	Others
20.	Aurangabad	1920	8,061.00	6,000	5	4	1
21.	Ratnagiri	1828 (App.)	14,970.00	13,476	4	1	3
22.	Sangli	1868-69	15,760.71	16,725	5	3	2
23.	Satara	1849	5,318.62	5,780	5 (I.P.T.)	—	5 (I.P.T.)
24.	Sholapur	1857	23,994.23	26,210	11	2	9
25.	Thana	1893	1,19,038.00	40,250	8	2	6
26.	Wardha	1955	17,104.00	15,027	7	3	74
27.	Yotmal	1955	26,448.00	25,000	7	1	6
			5,69,354.56	5,30,341	160	42	118
				-6.9%		26.2%	73.8%

Annexure—III—2/9

Statement showing the Year of Establishment, Budget and the Qualified Staff of District Libraries in the Administrative Units

STATE—MYSORE

S.No.	District Library and Location	Year of Establishment	Budget		Staff		
			1963-64	1964-65	Total	Qualified	Others
1.	Bellary	1950	25,000	N.A.	11	3	8
			1,50,000	1,15,000	75	10	65
				-23.3%		13.3%	66.7%

Annexure—III—2/10

Statement showing the Year of Establishment, Budget and the Qualified Staff of District Libraries in the Administrative Units

STATE—PUNJAB

S.No.	District Library and Location	Year of Establishment	Budget		Staff		
			1963-64	1964-65	Total	Qualified	Others
1.	Ambala	1957					
2.	Jullundur	1957					
3.	Kangra (Dharamsala)	1957	67300	69,200	20	6	14
4.	Mahendragarh (Narnaul)	1961					
5.	Nabha	Before 1947					
6.	Sangrur	Before 1947					
				+2.8%		30%	70%

Annexure—III-2/11

Statement showing the Year of Establishment, Budget and the Qualified Staff of District Libraries in the Administrative Units

STATE—RAJASTHAN

S.No.	District Library and Location	Year of Establishment	Budget		Total	Staff	
			1963-64	1964-65		Qualified	Others
1.	Alwar	1956	7,200	6,800	3	1	2
2.	Banswar	1956	7,065	6,600	2	—	2
3.	Barmer	1956	7,750	7,300	3	1	2
4.	Bharatpur	1956 (Befor Distt. Library-merger)	11,705	11,000	6	1	5
5.	Bhilwara	1956	8,070	7,500	3	1	2
6.	Bolara	1956	6,770	6,200	3	—	2
7.	Bundi	1956	6,230	5,800	3	—	3
8.	Chittorgarh	1956	7,530	6,800	3	—	3
9.	Churu	1956	7,065	6,800	3	—	3
10.	Dungarpur	1956 (Before Distt. Library-merger)	7,350	6,800	3	1	2
11.	Ganga Nagar	1956	6,910	6,500	3	1	2
12.	Jaisalmer	1960	6,200	5,600	3	—	3
13.	Jalore	1956	7,680	7,000	2	—	2
14.	Jhalwara	1956	6,430	5,900	3	1	2
15.	Jhunjhunu	1956	7,315	6,800	3	1	2
16.	Kishangarh	1956	7,992	7,580	3	1	2
17.	Nagaur	1956	6,850	6,400	3	1	2
18.	Nathdwara	1956	7,360	6,800	3	1	2

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The Report of the Working Group on Development of Libraries...

S.No.	District Library and Location	Year of Establishment	Budget		Staff		
			1963-64	1964-65	Total	Qualified	Others
19.	Nokha	1956	6,740	6,000	3	1	2
20.	Pali	1956	7,500	7,000	3	1	2
21.	Sawai Madhopur	1956	6,395	6,000	2	1	2
22.	Sikar	1956	7,600	6,800	3	1	2
23.	Sirohi	1956 (Before Distt. Library-merger)	8,530	7,400	4	1	3
24.	Tonk	1956	10,265	11,000	5	1	4
		(Before Distt. Library-merger)	1,80,502	1,68,380	75	18	57
			-6.7%		24%	67%	

Annexure—III—2/12

Statement showing the Year of Establishment, Budget and the Qualified Staff of District Libraries in the Administrative Units

STATE—UTTAR PRADESH

S.No.	District Library and Location	Year of Establishment	Budget		Staff		
			1963-64	1964-65	Total	Qualified	Others
1.	Agra	1956-57			3	1	2
2.	Almora	1956-57			3	1	2
3.	Bareilly	1956-57			3	1	2
4.	Gorakhpur	1956-57			3	1	2
5.	Jhansi	1956-57			3	1	2
6.	Kanpur	1956-57	1,37,170	2,14,988 +56.9%	3	1	2
7.	Mathura	1956-57			3	1	2
8.	Meerut	1956-57			3	1	2
9.	Pithoragarh	1963-64			3	1	2
10.	Uttar kashi	1964-65			3	1	2
11.	Varanasi	1956-57			3	1	2
		Total			33	11	22
						33.3%	66.7%

Annexure—III—2/13

Statement showing the Year of Establishment, Budget and the Qualified Staff of District Libraries in the Administrative Units

STATE—WEST BENGAL

S.No.	District Library and Location	Year of Establishment	Budget		Total	Staff	
			1963-64	1964-65		Qualified	Others
1.	Bankura	1956	18,678	20,685	10	1	9
2.	Birbhum (Suri)	1955	21,180	23,298	10	1	9
3.	Burdwan (Uday Chand)	1954	40,827	24,475	12	1	11
4.	Budwan (Asansol Additional District Library, Asansol)	1959	20,360	29,010	10	1	9
5.	Cooch Behar	1957	19,547	28,000	10	1	9
6.	Darjeeling	1955	23,695	22,084	10	2	8
7.	Hooghly (Chinsurah)	1956	19,140	N.A.	10	4	6
8.	Howrah	1952	17,170	21,350	10	4	6
9.	Jalpaiguri	1958	28,200	30,000	10	1	9
10.	Malda	1957	23,844	21,184	11	1	10
11.	Midnapore	1956	17,140	N.A.	10	1	9
12.	Midnapore Tamluk (Talmuk Town)	1956	24,212	44,640	11	1	10
13.	Murshidabad	1955	26,132	32,860	10	1	9
14.	Nadia (Krishnagar)	1955	56,211	48,276	8	1	7
15.	Purulia	1957	19,593	33,140	10	1	9

contd.

contd.

S.No.	District Library	Year of	Budget	Staff
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Compendium of Select Government Reports on Library & Information Services in India

	and Location	Establishment	1963-64	1964-65	Total	Qualified	Others
16.	24-Parganas (Alipore)	1957	22,092	24,485	10	1	6
17.	24-Parganas	1964	10,633	17,331	8	2	6
18.	24 Parganas (Rahara R.K. Mission)	1956	33,346	31,657	29	18	11
19.	West Dinajpur (Balurghat)	1954	56,373	31,300	9	5	4
	Total		4,98,373	4,83,775	208	48	160
				-2.9%		23.1%	76.9%

Annexure-III-2/14

Statement showing the Year of Establishment, Budget and the Qualified Staff of District Libraries in the Administrative Units

S.No.	District Library and Location	Year of Establishment	Budget		Staff		
			1963-64	1964-65	Total	Qualified	Others
Union Territories							
1.	Himachal Pradesh—						
	Mahasu	1960	16,800	24,500	6	2	4
	Mandi	1959	16,517	16,500	2	2	0
	Chamba	1958	16,780	N.A.	6	Nil	6
	Bilaspur	1950	24,112	24,112	7	1	6
	Sirmur (Nahan)	1930	20,000	21,300	4	1	3
	Kinnaur (Kalpa)	1960	20,000	21,300	2	1	1
2.	Laccadives, Minicoy Islands		5,000	5,000	2	1	1
3.	Tripura—						
	Sub-Division Distt. Libraries	N.A.	N.A.	N.A.	27	8	19
	Total		1,17,957	1,10,712	60	17	43
				-6.1%		28.3%	71.7%

Annexure—III-3/1

Statement showing the Year of construction and the cost of the building of  
District Central Libraries

STATE—ANDHRA PRADESH

S.No.	Building	Year of District	Cost the Construction
			Rs.
1.	Adilabad	No Building	—
2.	Anantpur	—	—
3.	Chittoor	—	—
4.	Cuddapah	—	—
5.	East Godavari	—	—
6.	Guntur	—	—
7.	Hyderabad	1963-64	80,000
8.	Karimnagar	—	—
9.	Khammam	—	—
10.	Krishna	—	—
11.	Kurnool	—	—
12.	Mahbubnagar	—	—
13.	Medak	1964	50,000
14.	Nalgonda	—	—
15.	Nellore	—	—
16.	Nizamabad	—	—
17.	Srikakulam	—	—
18.	Visakhapatnam	—	—
19.	Warrangal	—	—
20.	West Godawari	—	—
21.	Twin Cities—Hyderabad	—	—

Annexure—III—3/2

Statement showing the Year of construction and the cost of the building of  
District Libraries

STATE—ASSAM

S.No.	Year of District	Cost the Construction
Building		Rs.
1. Cachar	1960	4,00,000
2. Darrang	1959	4,00,000
3. Golpara	Local Lib. Bldg.	—
4. Kamrup	1959	9,00,000
5. Lakhimpur	Rented House	
6. Nowgong	1959	4,00,000
7. Sibsagar	1959	4,00,000

Annexure—III—3/3

Statement showing the Year of construction and the cost of the building of  
District Libraries

STATE—BIHAR

S.No.	Year of District	Cost the Construction	Building Area
		Rs.	
1.	Bhagalpur Old Building	1,00,000	1,600 sq. ft.
2.	Champaran 1956-62	60,000	12 Kethas.
3.	Darbhanga Old Building	50,000	3,000 sq. ft.
4.	Dhanbad Town Hall	—	400 sq. ft.
5.	Gaya Old Building (1855)	1,00,000	8,850 sq. ft. +5 Bigha open land.
6.	Hazaribagh 1953	60,000	4,800 sq. ft. + Garden and Garrage
7.	Monghyr 1954	2,00,000	7,280 sq. ft.
8.	Muzaffarpur 1953	1,00,000	3,840 sq. ft.
9.	Palamau Old Building	35,000	2,000 sq. ft.
10.	Patna Old Building (1895)	2,00,000	8,000 sq. ft.
11.	Purnea 1957	50,000	3,614 sq. ft.
12.	Ranchi 1955	50,000	2,304 sq. ft.
13.	Saharsa No Bulding	—	—
14.	Santal Parganas 1956	50,000	2,188 sq. ft.
15.	Saran 1957	1,00,000	1,503 sq. ft.
16.	Shahabad NP Sabha		
17.	Singhbhum 1956	50,000	2,200 sq. ft.

Annexure—III—3/4

Statement showing the Year of construction and the cost of the building of  
District Libraries

STATE—GUJARAT

S.No.	Year of District	Cost the Construction	Building Area
		Rs.	
1. Amerli	Old Building	—	—
2. Banaskantha	Old Building	1,000	1,700 sq. ft.
3. Baroda	Old Building	—	— sq. ft.
4. Bhavnagar	1959	1,50,000	4,670 sq. ft.
5. Broach	Trust Building	—	1,750 sq. ft.
6. Jamnagar	1956	1,50,000	6,534 sq. ft.
7. Junagarh	1958	1,52,490	6,933 sq. ft.
8. Kaira	Old Building	—	2,000 sq. ft.
9. Kutch	1961	1,00,000	3,764 sq. ft.
10. Mehsana	Old Building	15,267	439 sq. ft.
11. Panch Mahals	Old Building	—	540 sq. ft.
12. Rajkot	1956	1,50,000	6,500 sq. ft.
13. Sabar Kantha	Rented Buildig	—	1,725 sq. ft.
14. Surat	Town Hall	—	—
15. Surendranagar	1958	1,47,241	6,861 sq. ft.

Annexure—III—3/5

Statement showing the Year of construction and the cost of the building of  
District Libraries

STATE—MADRAS

S.No.	Year of District	Cost the Construction Rs.	Building Area
1.	Chingleput 1961	55,000	—
2.	Coimbatore Rented Building	—	—
3.	Madras 1961	87,316	4,136 sq. ft.
4.	Madurai Rented Building	—	—
5.	Nilgiris Rented Building	—	—
6.	North Arcot 1959	2,25,000	31,250 sq. ft.
7.	Ramanathpuram Rented Building	—	—
8.	Salem Rented Building	—	—
9.	South Arcot —	25,000	1,588 sq. ft.
10.	Thanjavur (Tanjore) Rented Building	—	—
11.	Tiruchirappalli 1962	53,547	1,460 sq. ft.
12.	Tirunelveli Rented Building	—	—

Annexure—III—3/6

Statement showing the Year of construction and the cost of the building of District Libraries

STATE—MAHARASHTRA

S.No.	Year of District	Cost the Construction	Building	Area
		Rs.		
1.	Ahmednagar 1957	1,00,000	3,939 sq. ft.	
2.	Akola 1955	7,124	1,264+(21,206–open)	
3.	Amravati Rented Building	—	—	
4.	Aurangabad Old Building	—	—	
5.	Bhandara 1955	4,000	280 sq. ft.	
6.	Bhit (Bid) No.	—	—	
7.	Buldana 1954	4,000	440 sq. ft.	
8.	Chanda 1955	5,000	1,040 sq. ft.	
9.	Dhulia Old Building	20,495	2,160 sq. ft.	
10.	Bombay Suburban 1960	7,50,000	21,000 sq. ft.	
		including branches		
11.	Jalgaon Old Building	—	11,308 sq. ft.	
12.	Kolaba (Alibagh) 1958	16,000	2,052 sq. ft.	
13.	Kolhapur Old Building (1964 Extn.)	1,50,000	—	
14.	Nagpur 1955	4,000	506 sq. ft.	
15.	Nagpur	There are two distt. Libraries (Govt. Central Library, Nagpur)		
16.	Nanded Yes	—	—	
17.	Nasik No	—	—	
18.	Parbhani Old (1954) St.	8,000	700 sq. ft.	
19.	Poona No	—	—	
20.	Ratangiri Old Building	10,000	1,748 sq. ft.	
21.	Sangli Old Building	64,836	10,134 sq. ft.	
22.	Satara Old Building	8,000	2,400 sq. ft.	
23.	Sholapur 1963 (Extn.)	1,10,000	6,420 sq. ft.	
24.	Thana 1964	2,00,000	5,100 sq. ft.	
25.	Wardha 1955	4,000	530 sq. ft.	
26.	Yeotmal 1955	11,411	—	

Annexure—III—3/7

Statement showing the Year of construction and the cost of the building of  
District Libraries

STATE—UTTAR PRADESH

S.No.	Year of District	Cost the Construction	Building Area
		Rs.	
1. Agra	—	—	—
2. Almora	—	—	—
3. Bareilly	—	—	—
4. Gorakhpur	1956–57	30,000	3,600 sq. ft. each
5. Jhansi	—	—	—
6. Kanpur	—	—	—
7. Mathura	—	—	—
8. Meerut	—	—	—
9. Pithoragarh	Started in 1963–64 Rented	—	—
10. Uttar Kashi	Started in 1964–65 Rented	—	—
11. Varanasi	1956–57	30,000	3,600 sq. ft.

Annexure—III—3/8

Statement showing the Year of construction and the cost of the building of District Libraries

STATE—WEST BENGAL

S.No.	Year of District	Cost the Construction	Building Area
		Rs.	
1.	Bankura 1959	84,367	4,804 sq. ft.
2.	Birbhum 1958	78,000	4,328 sq. ft.
3.	Burdwan 1959	1,62,533	6,400 sq. ft.
4.	Burdwan (Asansol) 1957	84,900	6,000 sq. ft.
5.	Cooch behar 1957	93,163	4,402 sq. ft.
6.	Darjeeling 1957	78,000	4,824 sq. ft.
7.	Hooghly 1957	1,20,247	6,600 sq. ft.
8.	Howrah 1963	82,000	6,601 sq. ft.
9.	Jalpaiguri 1958	1,15,362	2,159 sq. ft.
10.	Malda 1957	84,826	8,139 sq. ft.
11.	Midnapore 1957	1,20,718	4,216 sq. ft.
12.	Midnapore Tamluk 1956	1,03,000	5,000 sq. ft.
13.	Nadia 1960–62	78,774	4,800 sq. ft.
14.	Murshidabad 1955	50,451	8,167 sq. ft.
15.	Purulia Old Building	49,000	3 Bighas
16.	24-Parganas-(Alipore) 1958	79,869	5,600 sq. ft.
17.	24-Parganas-(Taki) 1962–63	77,000	2,000 sq. ft.
18.	24-Parganas (Rahara R.K. Mission) North 1955–57	86,326	4,599 sq. ft.
19.	West Dinajpur 1962	78000	800 sq. ft.

Annexure–III–3/9

Statement showing the Year of construction and the cost of the building of  
District Central Libraries In Union Territories

STATE—HIMACHAL PRADESH

S.No.	Year of District	Cost the Construction	Building Area
1. Mahasu	No separate Building		
2. Mandi	No separate Building		
3. Chamba	Rented Building		
4. Bilaspur	New Building under Construction		
5. Sirmur	1957	N.A.	3,000 sq. ft.
6. Kannaur (Kalpa)	No separate Building		

Annexure–III–4

Statement showing Qualifications and Scale of Pay of the  
Librarians of District Central Libraries

S.No.	District	Qualifications	Scale of Pay (in Rs.)
1.	Andhra Pradesh	B.A., Diploma/Degree in Lib. Sc.	125 to 200
2.	Assam	–do–	225 to 600
3.	Bihar	–do–	100 to 150
4.	Gujarat	–do–	150-10-250
5.	Jammu & Kashmir	–do–	100 to 200
6.	Madras	–do–	140-5-180-10-250
7.	Maharashtra	–do–(Junior (Senior)	150-8-230-10-300 200-300
8.	Mysore	Certificate	110-220
9.	Punjab	B.A., Diploma/Degree	150-300
10.	Rajasthan	–do–(Junior (Senior)	80-170, 130-250
11.	Uttar Pradesh	–do–	75-200
12.	West bengal	–do–	250/- fixed
13.	Delhi Public Library (Branch Librarian)	–do–	400-25-500-30-680
14.	Himachal Pradesh	–do–	150-10-300
	Minimum		75/-
	Maximum		680/-

Annexure—III—5/1

Statement showing the Book Stock, Registered Borrowers and the total number of books issued in the District Libraries

STATE—ANDHRA PRADESH

S.No.	Books	District	Book Stock	Registered
			Borrowers	Borrowed
1.	Adilabad	6,709	366	12,261
2.	Anantpur	13,000	700	15,000
3.	Chittor	92,333	720	14,591
4.	Cuddapah	10,000	350	10,000
5.	East Godavari	7,455	619	17,621
6.	Guntur	15,000	676	11,000
7.	Hyderabad	6,000	160	3,430
8.	Karimnagar	7,793	244	4,815
9.	Khammam	8,000	150	2,500
10.	Krishna	10,000	450	4,000
11.	Kurnool	2,000	518	20,000
12.	Mahbubnagar	6,709	241	12,161
13.	Medak	6,709	240	12,161
14.	Nalgonda	8,000	201	7,000
15.	Nellore	8,000	600	15,000
16.	Nizamabad	4,200	160	4,088
17.	Srikakulam	4,000	164	2,000
18.	Visakhapatnam	2,000	813	25,198
19.	Warrangal	8,000	548	20,000
20.	West Godavari	24,902	1,045	22,600
21.	Twin Cities—(Hyderabad)	18,000	25	175
	Total	2,68,810	8,990	2,35,601

Annexure—III-5/2

Statement showing the Book Stock, Registered Borrowers and the total number of books issued in the District Libraries

STATE—ASSAM

S.No. Books	District	Book Stock	Registered
		Borrowers	Borrowed
1. Cachar	12,090	117	47,996
2. Darrang	22,088	919	47,226
3. Goapara	9,918	563	24,400
4. Kamrup	24,201	506	1,05,472
5. Lakhimpur	14,179	103	1,26,946
6. Nowgong	17,802	1,073	95,415
7. Sibsagar	23,703	219	69,003
Total	1,23,981	3,500	5,16,458

Annexure—III-5/3

Statement showing the Book Stock, Registered Borrowers and the total number of books issued in the District Libraries

STATE—BIHAR

S.No.	Books	District	Book Stock	Registered
			Borrowers	Borrowed
1.	Bhagalpur	17,681	937	9,715
2.	Champan	13,879	284	8,084
3.	Darbhanga	17,489	802	38,000
4.	Dhnbad	11,234 (64-65)	2,363	10,006
5.	Gaya	13,882	70	1,027
6.	Hazaribagh	12,173	119	14,528
7.	Monghyr	54,896	743	58,355
8.	Muzaffarpur	9,104	117	7,371
9.	Palaman	6,000	200	16,00
10.	Patna	19,451	500	50,000
11.	Purnea	14,521	941	5,301
12.	Ranchi	12,957	2,812	29,709
13.	Saharsa	5,448	38	2,357
14.	Santal Parganas	12,072	684	20,020
15.	Saran	8,730	671	11,975
16.	Shahabad	10,563	N.A.	423
17.	Singhbhum	8,552	421	4,009
	Total	2,48,572	11,702	2,86,880

Annexure—III-5/4

Statement showing the Book Stock, Registered Borrowers and the total number of books issued in the District Libraries

STATE—GUJARAT

S.No.	Books	District	Book Stock	Registered
			Borrowers	Borrowed
1.	Amreli	16,735	662	12,600
2.	Banaskantha	9,179	1,511	18,543
3.	Baroda	1,47,207	2,814	1,52,244
4.	Bhavnagar	30,388	3,600	70,000
5.	Broach	20,693	389	38,308
6.	Jamnagar	34,309	1,050	42,000
7.	Junagarh	31,578	1,191	33,013
8.	Kaira	24,224	920	70,003
9.	Kutch	10,748	685	32,400
10.	Mehsana	18,719	601	42,273
11.	Panch mahals	15,643	278	13,388
12.	Rajkot	34,195	1,250	54,000
13.	Sabar Kantha	12,073	596	18,393
14.	Surat	15,407	270	9,000
15.	Surendranagar	33,965	1,118	58,846
	Total	4,55,063	16,935	6,65,011

Annexure—III—5/5

Statement showing the Book Stock, Registered Borrowers and the total number of books issued in the District Libraries

STATE—JAMMU & KASHMIR

S.No.	Books	District	Book Stock	Registered
			Borrowers	Borrowed
1.	Anantnag	3,006	70	9,025
2.	Baramula	2,365	N.A.	1,917
3.	Doda	2,983	40	1,917
4.	Kathua	3,053	N.A.	2,771
5.	Ladakh	3,000	82	2,200
6.	Poonch	4,488	157	880
7.	Udhampur	3,863	300	3,000
Total		23,103	769	21,857

Annexure—III—5/6

Statement showing the Book Stock, Registered Borrowers and the total number of books issued in the District Libraries

STATE—MADRAS

S.No.	Books	District	Book Stock	Registered
			Borrowers	Borrowed
1.	Chingleput	11,283	826	5,524
2.	Coimbatore	19,622	2,612	69,497
3.	Madras	15,953	4,537	14,238
4.	Madurai	13,769	1,660	31,089
5.	Nilgiris	7,244	725	23,314
6.	North Arcot	9,342	1,752	91,142
7.	Ramanathapuram	8,335	6,132	52,664
8.	Salem	10,463	2,874	22,391
9.	South Arcot	7,725	591	15,444
10.	Thanjavur (Tanjore)	8,699	940	21,864
11.	Tiruchirappali	7,170	846	11,131
12.	Triunelveli	10,346	761	22,377
Total		1,29,951	24,256	3,80,675

Annexure—III—5/4

Statement showing the Book Stock, Registered Borrowers and the total number of books issued in the District Libraries

STATE—MAHARASHTRA

S.No.	Books	District	Book Stock	Registered
			Borrowers	Borrowed
1.	Ahmednagar	20,634	1,060	80,244
2.	Akola	19,800	225	19,800
3.	Amravati	14,690	300	8,107
4.	Aurangabad	4,895	773	12,400
5.	Bhandara	26,419	92	10,562
6.	Bhigh (Bhid)	1,971	35	90
7.	Buldhana	23,336	234	17,000
8.	Chanda	15,080	543	12,061
9.	Dhulia	22,357	4,414	1,28,079
10.	Bombay Suburban	92,744	1,82,322	2,03,910
11.	Jalgaon	15,842	720	55,167
12.	Kolaba (Alibagh)	21,581	448	N.A.
13.	Kolhapur	25,317 (62-63)	1,838	12,000
14.	Nagpur	67,307	1,953	26,168
15.	Nanded	2,600	5	30
16.	Nasik	34,981	N.A.	43,303
17.	Osmanabad	1,197	47	1,500
18.	Parbhani	1,541	100	300
19.	Poona	61,592	No.	84,784
20.	Ratnagiri	24,474	N.A.	40,980
21.	Sangli	17,907	802	64,260
22.	Satara	19,487	444	37,107
23.	Sholapur	25,835	1,097	28,000
24.	Thana	26,170	1,708	92,000
25.	Wardha	15,498	323	14,554
26.	Yeotmal	22,291	2,14,125	20,158
Total		6,53,089	2,14,125	10,22,564

Annexure—III—5/8

Statement showing the Book Stock, Registered Borrowers and the total number of books issued in the District Libraries

STATE—MYSORE

S.No.	Books	District	Book Stock	Registered
			Borrowers	Borrowed
1.	South Manara (Mangalore)	74,500	5,185	3,65,500
2.	Bellary	16,000	1,100	27,000
	Total	90,500	6,285	3,92,500

Annexure—III—5/9

Statement showing the Book Stock, Registered Borrowers and the total number of books issued in the District Libraries

STATE—PUNJAB

S.No.	Books	District	Book Stock	Registered
			Borrowers	Borrowed
1.	Ambala	52,111	3,044	2,50,000
2.	Jullundur			
3.	Kangra (Dharamsala)			
4.	Mahendragarh (Narnaul)			
5.	Nbha			
6.	Sangrur			

Annexure—III-5/10

Statement showing the Book Stock, Registered Borrowers and the total number of books issued in the District Libraries

STATE—RAJASTHAN

S.No.	Books	District	Book Stock	Registered
			Borrowers	Borrowed
1.	Alwar	4,407	868	5,500
2.	Banswara	4,457	390	7,318
3.	Barmer	4,496	1,053	12,031
4.	Bharatpur	11,836	331	8,025
5.	Bhilwara	4,609	530	16,537
6.	Bilara	4,625	620	8,000
7.	Bundi	5,034	300	6,469
8.	Chittorgarh	5,372	495	11,649
9.	Churu	4,752	484	10,372
10.	Dungarpur	5,384	211	3,307
11.	Ganga Nagar	4,173	1,795	12,236
12.	Jaisalmer	4,109	132	1,239
13.	Jalore	4,444	432	22,900
14.	Jhalawar	3,957	197	2,836
15.	Jhunjhunu	4,095	297	10,463
16.	Kishangarh	1,826	383	7,678
17.	Nagaur	5,834	424	7,277
18.	Nathdwara	5,131	884	22,987
19.	Nokhra	4,291	288	8,648
20.	Pali	4,645	512	4,952
21.	Sawai Modhopur	3,240	296	1,997
22.	Sikar	3,884	527	10,108
23.	Sirohi	8,596	917	18,015
24.	Tonk	11,234	1,217	14,337
	Total	1,24,341	13,583	2,34,882

Annexure—III—5/11

Statement showing the Book Stock, Registered Borrowers and the total number of books issued in the District Libraries

STATE—UTTAR PRADESH

S.No.	Books	District	Book Stock	Registered
			Borrowers	Borrowed
1.	Agra	8,714	207	2,602
2.	Almora	7,430	357	4,364
3.	Bareilly	7,214	315	4,312
4.	Gorakhpur	8,704	151	2,000
5.	Jhansi	7,346	108	2,113
6.	Kanpur	6,604	261	4,000
7.	Mathura	6,164	223	5,000
8.	Meerut	6,637	203	4,000
9.	Pithoragarh	Started in 1963–64		
10.	Uttar Kashi	Started in 1964–65		
11.	Varanasi	6,083	13	50
	Total	64,896	1,838	28,891

Annexure—III-5/12

Statement showing the Book Stock, Registered Borrowers and the total number of books issued in the District Libraries

STATE—WEST BENGAL

S.No.	Books	District Library	Book Stock	Registered
			Borrowers	Borrowed
1.	Bankura	11,803	600	45,478
2.	Birbhum	10,290	718	44,366
3.	Burdwan	17,053	727	37,734
4.	Burdwan (Asansol)	5,468	352	15,000
5.	Cooch Behar	8,714	805	16,490
6.	Darjeeling	16,460	337	22,465
7.	Hooghly	13,404	407	56,437
8.	Howrah	13,784	726	53,793
9.	Jalpaiguri	13,658	401	32,987
10.	Malda	15,868	611	31,602
11.	Midnapore	8,145	240	6,694
12.	Midnapore Tamluk	16,423	370	51,740
13.	Murshidabad	10,439	570	30,112
14.	Nadia	16,131	384	37,230
15.	Purulia	13,314	653	29,838
16.	24-Parganas—(Alipore)	11,422	746	20,657
17.	24-Parganas (Taki)	5,855	265	21,886
18.	24-Parganas—(Rahara R.K. Mission)	19,186	3,000	51,315
19.	West North Dinajpur	10,20	313	19,199
	Total	2,37,437	12,225	6,25,023

Annexure – III–5/13

Statement showing the Book Stock, Registered Borrowers and the total number of books issued in the District Libraries

S.No.	District Library	Book Stock	Registered
Books		Borrowers	Borrowed
1. Delhi:			
Najafgarh	76,260	1,078	12,948
Mahrauli	3,536	—	7,025
2. Himachal Pradesh:			
Mahasu	7,823	159	6,503
Mandi	8,904	835	46,690
Chamba	8,090	460	8,000
Bilaspur	15,991	560	12,000
Sirmur (Nahan)			
Kiananaur (Kalpa)	5,012	204	4,500
3. Laccadives, Minicoy Islands:	6,122	—	1,969
Total	1,46,405	4,314	1,01,315

Annexure–IV

Statement showing No. of Villages and Village Libraries in the Union of India  
(States)

S.No.	State Villages	No. of Libraries	No of	Remarks
1.	Andhra Pradesh	27,084	1,235	Out of which 322 are maintained by the Panchayats.
2.	Assam	27,702	1,140	To serve the purpose of recreation centre for the village youth.
3.	Bihar	67,665	5,860	N.A.
4.	Gujarat	18,584	3,369	N.A.
5.	Jammu & Kashmir	6,559	—	
6.	Kerala maintained	1,573	2,765	Out of which 90 are by Village Panchayats and the remaining are maintained by voluntary agencies.
7.	Madhya Pradesh	70,144	N.A.	
8.	Madras Libraries.	14,124	586	Gram Sangam Panchayat
9.	Maharashtra	35,851	N.A.	
10.	Mysore	26,377	5,290	
11.	Nagaland	814	—	
12.	Orissa	46,466	3,281	
13.	Punjab	21,269	N.A.	
14.	Rajasthan	32,241	2,350	
15.	Uttar Pradesh	1,12,624	1,400	
16.	West Bengal	38,454	—	No village library service.

contd.

The Report of the Working Group on Development of Libraries...

contd.

S.No.	District	Book Stock Borrowers	Registered Borrowed	Books
17.	Union Territories			
	Andaman & Nicobar Islands	1,399	—	
	Delhi	276	104	
	Himachal Pradesh	10,438	488	
	Laccadive	10	N.A.	
	Manipur	1,866	N.A.	
	Tripura	4,932	446	These are small libraries meant mainly for new literates.
	Dadra & Nagar haveli	72	3	
	Goa, Daman & Diu	245	N.A.	
	Pondicherry	388	N.A.	
	NEFA	2,451	N.A.	

Annexure-V

Statement showing the Library Training Courses run by the different (States)

S.No. of the qualified	State	Nature of the	Conducted by	Annual output
	Training Course	the	the Course	Duration of Persons
1. Andhra Pradesh	Certificate Course	Institute of Libs., Hyderabad	3 months	40 persons
2. Assam	N.A.	N.A.	N.A.	N.A.
3. Bihar	Certificate Course	State Govt.	3 months	50 persons
4. Gujarat	- Do -	N.A.	5 weeks	100 persons
5. Jammu & Kashmir	-	-	-	-
6. Kerala	-	-	-	-
7. Madhya Pradesh	Certificate Course	Govt. Central Library, Gwalior	4 months	70 persons
8. Madras	Informal Trg.	Library Authority	1-3 weeks	N.A.
9. Maharashtra	Certificate Course	4 Regional Library Associations on behalf of the Curator of Libraries	6 weeks	110 persons
10. Mysore	- Do -	Government	3 months	35 persons
11. Nagaland	-	-	-	-
12. Orissa	No Training facilities	-	-	-
13. Punjab	Certificate Course	State Central Library, Chandigarh	4 months	60 persons

contd.

contd.									
S.No.	of the qualified	State	Nature of the	Conducted by	Annual output				
		Training Course		the Course	Duration of				
14.	Rajasthan	No Training facilities	—	—	—	—	—	—	—
15.	Uttar Pradesh	Certificate Course	—	—	4 months	100 persons	—	—	—
16.	West Bengal	— Do —	West Bengal Library Association and R.K. Mission	—	6 months Full time) 1 year (Part Time)	150 persons	—	—	—
Union Territories									
17.	Andaman & Nicobar Islands	—	—	—	—	—	—	—	—
18.	Delhi	Certificate Course	—	—	10 months	70 persons	—	—	—
19.	Himachal Pradesh	—	—	—	—	—	—	—	—
20.	Laccadive, Minicoy & Amindiv Islands	—	—	—	—	—	—	—	—
21.	Manipur	—	—	—	—	—	—	—	—
22.	Dadra & Nagar Haveli	No Training facilities	—	—	—	—	—	—	—
23.	Goa, Daman & Diu	—	—	—	—	—	—	—	—
24.	Pondicherry	—	—	—	—	—	—	—	—
25.	Tripura	Periodic short courses in practical work	State Central Library, Agartala	—	3 months	—	—	—	—

Annexure – VI

The position with regard to State Library Associations is as follows

S.No.	State	Whether	Annual	Government
	Grant	any Assn. exists or not		
			Rs.	
1.	Andhra Pradesh	Yes	2,000	
**2.	Assam	Yes	N.A.	
3.	Bihar	Yes	3,000	for publication of the Journal and 8,500 for training courses.
4.	Gujarat	Yes	3,000	
5.	Jammu & Kashmir	—	—	
6.	Kerala	Yes	30,677	
7.	Madhya Pradesh	Yes	—	
8.	Madras	Yes	Nil	
9.	Maharashtra Associations,	Yes	—	4 Regional Library  1 Federation, @ 25% of an approved budget subject to a maximum of 3,000 per year.
10.	Mysore	Yes	Nil	
11.	Nagaland	—	—	
12.	Orissa	Yes	1,000	
13.	Punjab	Yes	500	
***14.	Rajasthan	Yes	Nil	
15.	Uttar Pradesh	Yes	2,0000	
16.	West Bengal	Yes	6,000	

contd.

The Report of the Working Group on Development of Libraries...

contd.

S.No.	State Grant	Whether any Assn. exists or not	Annual	Government
Union Territories				
	Andaman & Nicobar Islands	—	—	—
	Dadra & Nagar Haveli	No	—	—
	Delhi	Yes	1,000	—
	Goa, Daman & Diu	—	—	—
	Himachal Pradesh	—	—	—
	Manipur	—	—	—
	Pondicherry	—	—	—
	Tripura	No	—	—
	Laccadive	—	—	—

Annexure—VII

\*Second Plan Allocation and Expenditure on Libraries in the State

(Rs. in lakhs)			
S.No.	State	Allocation	Expenditure
	Shortfall%		
1.	Andhra Pradesh	Not available	
**2.	Assam	Not available	
3.	Bihar	16.41	9.64
4.	Gujarat	1.00	5.41
5.	Jammu & Kashmir	5.80	1.00
6.	Kerala	19.55	8.88
7.	Madhya Pradesh	17.31	3.15
8.	Madras	—	9.53
9.	Maharashtra	14.22	6.97
10.	Mysore	Not available	
11.	Orissa	5.00	4.75
12.	Punjab	18.50	7.90
13.	Rajasthan	9.00	0.18
**14.	Uttar Pradesh	—	—
15.	West Bengal	11.31	53.98
Union Territories			
1.	Delhi	0.78	0.47
2.	Himachal Pradesh	7.42	5.43
3.	Manipur	1.50	0.79
4.	Tripura	1.27	1.35
Total		129.07	129.43

\* Ref: P. 61, Appendix XI of the Report on Social Education, Government of India, Committee on Plan Projects (Study Team for Selected Educational Schemes), New Delhi—August, 1963.

\*\* A provision of Rs. 35.56 lakhs was made for library schemes, since the expenditure figure is not available it has not been included in the statement.

\*\*\* A provision of Rs. 16.29 lakhs was made for libraries but information regarding the expenditure incurred on the items is not available. this item has not been taken into account

Annexure–VIII

\*1. Third Plan provision for Public Libraries in different State

		(Rs. in lakhs)
S.No.	Provision	State
1.	Andhra Pradesh	15.91
2.	Assam	15.00
3.	Bihar	31.97
4.	Gujarat	25.10
5.	Jammu & Kashmir	3.70
6.	Kerala	10.00
7.	Madhya Pradesh	10.00
8.	Madras	50.00
9.	Maharashtra	5.00
10.	Mysore	2.93
11.	Orissa	18.40
12.	Punjab	2.22
13.	Rajasthan	0.00
14.	Uttar Pradesh	29.97
15.	West Bengal	91.52
Total		321.69
Union Territories		
1.	Delhi	10.2
2.	Himachal Pradesh	10.0

\* Ref: P. 68, Appendix XIV of the Report on Social Education, Government of India, Committee on Plan Projects (Study Team for Selected Educational Schemes), New Delhi.



PART-II

REPORT OF THE REVIEW COMMITTEE ON  
LIBRARY STAFF UNDER THE PURVIEW OF  
CENTRAL  
GOVERNMENT, 1988





## CHAPTER – 1

# Introduction

As per the recommendations of the Fourth Pay Commission (para 11.63 of the Report p.205), the Department of Culture, Government of India, in their Resolution dated 2nd September, 1987 (Annexure – I), appointed a Review Committee on Library Staff, under the purview of the Central Government.

### 1.2 The Member of the Review Committee:

Prof. D.P. Chattopadhyay	Chairman
Prof. Ashin Das Gupta	Member
Shri R.C. Tripathi	Member
Shri M.S. Mathur	Member
Shri S.K. Parthasarathy	Member
Shri T.S. Rajagopalan	Member
Shri Subhas C. Biswas	Member-Secretary

1.3 Dr. B.P. Barua, Director, Raja Rammohun Roy Library Foundation, was co-opted as a Member as per the decision taken at the first meeting of the Review Committee held on 29th September, 1987. Shri Arun Sharma Succeeded Shri M.S. Mathur since the transfer of Shri Mathur from the Ministry of Finance. The Committee was required to submit its Report within a period of six months. The tenure of the Committee was extended for a period of six months upto 31st August, 1998, under Resolution of 10th October, 1988. The tenure of the Review Committee was further extended through an Office Memorandum till 31st March, 1989.

1.4 The terms of reference of the Committee:

- (a) To identify factors for determining the classification of libraries;
- (b) To re-classify posts as per (a);
- (c) To rationalize qualifications for recruitment as also the scale of pay of each post.

CHAPTER – 2

## Procedure of Work

- 2.1 The Committee held its first meeting on 29th September, 1987. It also held meetings one each in Calcutta, Bombay and Madras to obtain the views of staff associations and individuals in each region. In the first meeting, it was decided to issue a public notice (see annexure B.1) inviting all Library Associations, Staff Organisations, Government Departments and institutions and interested persons to send their memoranda on matters covered by the Committee's terms of reference. The public notice was published in leading newspapers. In all, 50 memoranda were received in response to the public notice, out of which 19 were from various associations.
- 2.2 A preliminary study of the memoranda received was made to identify the basic issues covered by the terms of reference. Accordingly, a questionnaire was drawn up (see annexure C) which was circulated to 150 Central Government Libraries. There were 52 responses. The data obtained through the questionnaire were used in categorising the libraries.
- 2.3 Data on library staff of the Government of India was collected and processed through NIC Computer Centre for work related to the 4th Pay Commission were used in analysing pay scales, staff strength, etc. Before the 4th Pay Commission, there were 31 pay scales for GOI library staff. The Commission has brought this number down to 22. The total number of designations applicable to library staff according to this data was as high as 105. While checking the NIC data on Central Government library staff, it was found that some posts are missing from the list (e.g. Director and one additional post of librarian, National Library, Calcutta; 39 professional and technical posts of the Central Reference Library, Calcutta (Department of Culture).

- 2.4 Altogether, the Committee met 14 times and during the deliberations received memoranda, suggestions etc. from the representatives of various staff and professional bodies and some individuals who were requested to meet the Committee to submit their views.
- 2.5 It was felt necessary to scan the existing literature to find out if there was any study made anywhere in categorising libraries in a country or within a sector. Nothing worthwhile was available to serve as a model or provide any guidance and this could only imply that the first term of reference (a) is unique for this Review Committee to look into. A Group Discussion was organised with senior library professionals, academics and management experts to suggest some norms or formulae for categorising the Central Government libraries.
- 2.6 All the members of the Committee were involved in the work of the Committee on a part-time basis. It was considered essential to have a small full-time experienced person(s) to work for the Review Committee. The Committee was left with the only option of asking three Central Secretariat Library staff to work on part-time basis on token monthly allowance for this extra work. The delay in preparing the Report is primarily due to this reason.
- 2.7 Altogether, the Committee worked for one and a half-year from September 1987 to March 1989.

### CHAPTER – 3

## Pay Commissions and Pay Scales of Library Staff and their Status Background

- 3.1 The first Pay Commission in its Report (1949) while commenting on libraries (part III, p.248), observed:

“Much as we sympathize with this class of officers, we are unable to think (of) feasible method in which their position can be substantially improved unless the GOI are prepared to organize their library system in Delhi... Considering the paucity of prospects of promotion available to them, we regard the following scales as, on the whole, suitable for the present, for librarians in different grades:

- |                           |  |
|---------------------------|--|
| (a) Rs.100-8-140-10-250   | For Librarians where graduates/Diploma holders are required. |
| (b) Rs.160-10-350         | Where Technical Assistants are required.                     |
| (c) Rs. 275-25-500-30-800 | Where the requirements are as for a Reader in a University.  |

- 3.2 The Second Pay Commission (1959) had nothing to say for the library staff. This was the reason why the library staff has since been equated with general civilian staff of the Central Government in the matter of salary and service conditions.

- 3.3 The Third Pay Commission mentioned in their Report (1973, p. 232-236):

“there are practical difficulties involved in our proceedings to reclassify all the library personnel as proposed by the Association. The size and other characteristics of different government libraries vary and their classification

on some acceptable criteria would require a very detailed study. Therefore, we have, in prescribing the required scales, generally proceeded on the basis of the existing pay scales of the different posts as well as qualification requirements.”

- 3.4 All the four Pay Commissions, appointed since 1947, found the grouping of both libraries and library staff as a very complicated problem and did not suggest any solution. In all the four Commissions’ Reports, pay scales of library staff in general were fixed on the basis of their existing pay scales. Only the 4th Pay Commission has recommended that the librarians’ grades and status may be reviewed by a Committee.
- 3.5 Perhaps it would not have been a serious matter if the service conditions of all the library staff working in different sectors (including those with the Central Government) were to be the same. In Science and Technology Departments and Agencies, Librarians/Information Scientists having same qualifications, experience and job descriptions are placed at par with the Scientific cadre thereby allowing them to have better promotional avenues. Their scales of pay and other benefits are as per the recommendations of the Commission for Scientists and Technologists, in addition to their retirement age being fixed to 60 years. Again, in Universities and colleges, Librarians are given a better treatment in terms of emoluments and retirement age as compared to the Government of India library staff. This, in turn, severely affects the quality of service within Central Government libraries.
- 3.6 Secondly, the utilization of library services varies considerably amongst individuals and organizations. The present practices followed in the Ministries/Departments do not allow much scope for research; investigation and original work, case study or experimentation, where information support and library use would be essential. On the other hand, every Department, old or new, immediately after it starts functioning, has or will have a library to meet these very demands. Perhaps, this is the reason for which the 4th Pay Commission in Article 29.7 (p. 308) has recommended:

“It will therefore be better if departmental libraries are developed and they

provide relevant abstracts of article, book reviews, etc., for different groups and disciplines. Government may consider expanding these facilities so that many more officers may be able to utilize them”.

Again, in the summary of main recommendations and conclusions of the Fourth Pay Commission (item no. 158), this point has been stressed upon.

- 3.7 The pay scales and service conditions of a large number of librarians employed in several other statutory bodies within the Central Government were looked into by the Review Committee. In the preface of ICAR'S Handbook of Technical Services (2nd ed. 1985), both Prof. Swaminathan and Prof. Randhawa stated that “technical personnel have served the cause of agricultural services side by side with the scientists. Members of the Technical Services (includes library staff) provide the kind of support that can enhance the per capita output of research scientists”. The Committee has looked into various job descriptions of different kinds of librarians both within and outside the Central Government set-up. It was noticed that in majority of the Central Government librarian jobs performed by the staff and responsibility shared, are not in anyway different from their counterparts in agricultural or other research organizations. Here, the staff are governed by a system of merit promotion from one grade to the next higher grade irrespective of occurrence of a vacancy in the higher grade or grants of advance increment (s) in the same grade on the basis of assessment of performance.
- 3.8 Similarly, all categories of scientific and technical staff (including library personnel) attached to CSIR laboratories/institutes have been brought under the Internal Assessment Promotion System (vide CSIR letter no. 17/65/78-E.II dated 6.11.1978). In the Report of the Committee on Revision of Pay Scales of Librarians and Directors of Physical Education in Universities and Colleges (Mehrotra Committee Report, UGC, 1986) it was noted that the principle of Parity has been established in the matter of scales of pay between university and college teachers and librarians...in the universities and colleges

(para 5.2). It was also stressed that in order that the library staff are able to discharge their responsibilities adequately, it is essential to attract talent at initial stage. The Committee recommended that the conditions of service of teachers in universities and colleges would broadly apply also to Librarian, Deputy Librarian and Assistant Librarian of universities and colleges where they will be considered for senior grade or selection grade based on the recommendations of a Selection Committee. Padmanabhan Committee (UGC, 1987) have recommended that since the promotion of the librarians is linked to acquisition of additional qualifications, they should be given the necessary facilities and every kind of leave (such as duty/sabbatical/study) admissible to teachers for career development and improvement of qualifications. It will help them in giving better service (p.15).

CHAPTER – 4

## Role and Responsibilities of Libraries and Librarians in the Central Government

- 4.1 The aim of modernization of library and information services is that reader should have access to a comprehensive bibliographic system that allows him to identify and locate material and to obtain it with least delay, that the productivity of library operations is improved and that networking of libraries towards resource-sharing is facilitated. The application of computer, telecommunication and reprographic technology are rightly considered as means to achieve this aim. The importance of information technology has been recognized by the Governments and Industries of most developed countries. These countries are able to derive the full benefits of advances in information technology.
- 4.2 The important function of libraries/information centres of today is dissemination of information to all categories of users whereas it has been essentially storage of library resources together with the provision of adequate access tools and techniques for retrieval in the hitherto conventional library set-up.
- 4.3 More and more emphasis is now placed on dissemination of information is attempted through various communication media, oral, written, formal or informal. Electronic publishing and new media technologies are in vogue now in communication of information.
- 4.4 Recognising the importance of information to support policy formulation, planning, decision-making and administration, there are libraries, information centres in almost every Central Government Organization—large and small. Information is a basic resource and a vital input to national development. The

critical questions about any resource apply to information: Who has it, who wants it, how to obtain it and at what terms? These questions are timeless. New information technologies—their introduction and adaptability would be crucial factors in our libraries of future, meant for decision-makers. A right decision stems from an analysis of all relevant information. For this reason, information is the main basis for decision making. The process of policy-decision is of interpreting information to arrive at a course of action.

- 4.5 A large number of GOI libraries are shortly to be linked up with NIC'S NICNET information/data communication system. This would involve them, both at input and output stages, in information/data management. In addition, they would be accessing several other National and International databases. They will be linked up in computer networks as a modern, integrated library and information system.
- 4.6 The main objective of the new National Policy on Library and Information System (Report of the Committee, Ministry of Human Resource Development, May 1986) is stated as Library and Information Services are vital for all factors of National activities. . . . The Government of India, therefore, realizes the value of co-ordinating and upgrading the existing library and information systems and services and initiating new programmes relevant to our national needs, taking advantage of the latest advances in information technology”.
- 4.7 The GOI libraries, in most cases, came about in a piece-meal manner without defining their scope and objectives. Their growth over the years was largely based on demands of users from time to time. There is no consistency in determining their size, staff structure and pattern of growth. It is in this situation that this Review Committee is called upon to devise a method by which the GOI libraries could be asked to play a more positive role and to serve as an important, essential and integrated unit of the parent organization. Some guidelines could be laid on the required staff structure for a certain type of library with its scope and objectives known. Perhaps, the Review Committee's recommendations in this regard may help in guiding the policies

of establishing libraries as well as of the growth and development of libraries and cadre of library staff in the Government sector. Need of the day is to provide necessary provisions and support so that the Government libraries could play a more positive role in the decision-making processes rather than continue to occupy the back seat.

- 4.8 The 4th Pay Commission has recommended that the library ought to perform a more crucial and positive role in the information transfer process and educational activities of the parent organization. The vital significance of libraries within the GOI system has been voiced by various Committees and Commissions. Without a good functional library, the decision-making process may not get the required information support. A Librarian is expected to provide a wide range of services to the users. It should be his constant endeavor to widen and update his range of knowledge and develop skills so that he could extend valuable guidance and service to the users and the information seekers. He has to be fully conversant with modern techniques of library management. Librarians' interaction with their users, both at professional and intellectual level, would be of mutual benefit. Evidently, he must be adequately qualified and trained for the purpose. It follows from this that the emoluments of a properly qualified librarian should match with those of the officers in the hierarchy of Gazetted rank and that he should have about the same promotional opportunities as have been provided to the other officers with comparable status and responsibilities. A qualified librarian responsible for an average library unit single-handedly should be at the level of a Section Officer. The librarian is to be associated to the extent necessary with all committees/groups within the organisation where policy decisions are made. This would be likely to have direct/indirect impact on the improvement of the existing library/information system. This would also help in making the librarian feel more responsible and committed to provide the required support through the library system.

#### CHAPTER – 5

## Categorisation of Libraries – Groups : 1 – 6

- 5.1 Based on the data obtained on the Central Government libraries from the questionnaire, the Committee felt that grouping of libraries will primarily depend upon factors, such as, (a) quantifiable data on size and strength of a library; (b) services provided by a library and their effectiveness; and (c) development programmes and processes. In the following paragraphs, (a) and (b) have been dealt with in some detail. (c), the developmental programme and processes has already been dealt with under Chapter IV.
- 5.2 **Quantifiable data :** Basic data that could be obtained on libraries and their services may cover (i) Annual Budget (books/periodicals/staff/maintenance/ services, etc.); (ii) Collection size; (iii) Annual Addition; (iv) Periodicals currently subscribed (and received regularly through gift and exchange programmes ); (v) staff size; (vi) number of hours the library is open; (vii) books borrowed; (viii) books and periodicals consulted in the reading room; (ix) interlibrary loan; (x) reference inquiries; (xi) number of bibliographies/ subject lists/ reading lists compiled; (xii) documentation (indexing/abstracting); (xiii) database development and maintenance; (xiv) document copy supply; (xv) microfilm/microfiche, photographs, tapes slides acquired, processed and retrieved; (xvi) microfilm/microfiche prepared/supplied on demand; (xvii) binding; (xviii) restoration; (xix) preservation etc.
- 5.2.1 A majority of GIO libraries are having their annual budget between Rs. 20,000/- to Rs. 5,00,000/-. Two libraries are having an annual budget of Rs.20 lakhs; one library is having Rs. 50 lakhs; and another one of over Rs. 50 lakhs. The largest number of libraries fall within the range

of Rs. 1 lakh to Rs. 5 lakhs. This amount covers purchasing of books and periodicals only. In some libraries (research oriented), a large part of the budget (over 70 per cent) may be spent on periodicals subscription, whereas, in other cases, a ratio of 70:30 may be the allocation between books and periodicals. The National Medical Library spends about 80% of its annual budget (over Rs. 1 crore) on periodicals subscription. Some libraries receive over 30,000 items annually as gift/repository copy from various government departments and other agencies and buy about 8,000 items each year. Each of these items would require equal amount of time, effort and space for processing, storage, service etc. Hence categorization of libraries based on allocation of Annual Budget only may not be appropriate.

- 5.2.2 Size of a Library Collection is closely related to its period of existence. Older the library, the larger could be its collection. But its annual intake of collection may indicate and uneven growth rate. The data available on services provided by libraries may indicate a definite pattern.
- 5.3 Library Services: Library is a service-oriented organization. Except the national libraries and the public libraries, all other libraries are usually attached to a parent body, eg., department, research organization, academic institution etc. From the earliest till date, the two basic services that a library continues to provide are lending and reading room facilities. With the rapid growth of information resources and of the number of users over the last few decades, the scope of library services has also changed, enlarged and diversified. However, lending and reading room services continue to be provided by every library. Growth of literature, which is doubling every ten years, has brought about a complexity in organization and management of every library. It has become impossible for any one library to be self-sufficient in collection, even at a micro-level subject nor would it be allowed to have an indefinite linear growth due to financial and other physical constraints (the only exceptions are a few libraries of national importance – category V and the National Library). From another view point, users find it difficult to

spare adequate amount of time to consult literature published currently in their own special field of interest. These two major factors which are likely to persist in future, also have completely transformed our concept of a library. Recent trends are to acquire resource material of core interest as much as possible and rely for the rest on other libraries with a firm understanding of sharing resources. Secondly, the libraries are to employ, modify and introduce modern techniques and methodologies as a constant endeavour to be able to provide the right information at the right time and to make all efforts to save the time of the clientele.

5.3.1 Services introduced in libraries over the last few decades, in addition to (a) lending and (b) reading room services, may be listed as : (c) reference/information services; (d) regular production of list of current acquisitions; (e) cataloguing and classification; (f) maintenance of library records and inventories; (g) list of current periodicals received; (h) complete periodical holding list; (i) circulation of periodicals; (h) indexing and abstracting of articles; (i) database creation and maintenance; (j) digest/summary notes/ extracts from various reports, proceedings, monographs etc.; (k) maintenance of exchange records including mailing lists; (m) inter-library loan; (n) photo-copying and document supply; (o) current content-page distribution; (p) Selective Dissemination of Information; (q) information analysis, consolidation and repackaging; (r) book display; (s) arranging exhibitions; (t) organising lectures; (u) newspaper clippings; (v) provision of microfilm/microfiche copies; (w) search through computer terminals of international databases for bibliographical information, followed by (x) procurement of documents through national/international photocopy services; (y) procurement of books through international lending services; (z) conducting training programmes, orientation courses for the staff as well as for potential users; (z1) compiling bibliographies; (z2) select reading lists; (z3) referral service; (z4) preservation; (z5) consultancy; etc.

- 5.3.2 The nature and scope of library collection and the types of records and their maintenance by the library have also changed a great deal. A large number of libraries have or will have special collection/s such as official documents, maps, newspapers, manuscripts, off-prints, microforms, video tapes/discs, audio tapes, magnetic tapes, CD-ROM, paintings, gramophone records, prints and drawings, cinema films etc. In some libraries, these types of special material constitute the main/major collection, requiring separate kind of treatment and handling (eg. Films Division Library, Central Secretariat Library, National Archives Library, National Library, etc.). Preparation of records, indexes, inventories, retrieval, dissemination and storage of these materials etc., require special skill, knowledge, training and expertise.
- 5.3.3 Till recently, very little importance was being given to maintenance and preservation of library material. This problem has to be given high priority now. Binding of books was thought to be the ultimate step for preservation of library material. Binding of library material will continue but various modern preservation and conservation processes recently developed are also to be introduced. Different methods and techniques for storage and preservation are required to be adopted for material such as rare books, manuscripts, of different types (paper, leather, copper plates, leaf, scrolls, etc.), microfilms, photographs, tapes, photographic slides, video and gramophone records, paintings, prints, maps, etc. For this purpose, some libraries have trained specialists/technicians, chemists, etc., on their staff strength and have created necessary facilities.
- 5.3.4 From the above, it is apparent that libraries in their size, storage and preservation, services, staff structure and inputs (including physical amenities) differ considerably. Libraries have also changed their objectives and in dimension have grown at various stages over the years. It is a difficult task to work out their co-relations and devise formulae for grouping them.

- 5.3.5 The participants at the Group Discussion (held on 15.6.1988) were of the opinion that categorization of libraries should ideally be based on services and the users' need. It should also depend closely on the scope and objectives and size and strength of the library if they were to be co-related and quantified. Alternatively, an attempt may be made to frame a hierarchical structure of libraries on quantifiable data, combined with services and developmental programmes. The jobs performed by a librarian and the responsibilities undertaken by him in a university library system or in a scientific and technical organization would be the same as that of a librarian working in a GOI library. There should not be any difference of status and salary when a same set of qualified persons is employed in these three different sectors. The librarians should be provided adequate facilities to enable them adequate facilities to enable them to improve their qualifications and to be brought to the level of desired standard, whenever required.
- 5.3.6 It has been felt that qualifications for recruitment of librarians of GOI should be similar to those prescribed for university library staff and scientists (Information Scientists) working in scientific and technical organizations. An All-India test for eligibility may be introduced through SSC and UPSC at the initial stage of recruitment.
- 5.3.7 In order to consider career prospects on merit, competence and performance, it is essential to introduce a system of assessment for the librarians. This would be done in combination with self-assessment and departmental evaluation.

#### 5.4 Library Structure

##### Category I

- (a) Resources: Book collection : 5000-10,000; periodicals: (subscription, gift and exchange): 50 (including newspapers, magazines, house journals etc.)

- (b) Services: Lending; inter-library loan; reference; referral; circulation of periodicals; monthly list of addition.
- (c) Promotional/ Development Activities: Maintenance of up to date library records and inventories; binding; book display; annual addition 150 volumes; annual budget Rs. 50,000/-; daily users : 5-10; size of the parent organization—25 (potential users); & working hours – single shift.

\* (d) Staff Structure:

Posts with Designations	Pay Scale
Library and Information Assistant (or)	1400-2600
Sr. Library & Information Assistant (or)	1640-2900
Asstt. Library & Information Officer	2000-3500
Senior Library Attendant	975-1540
Clerical/Other supporting Staff	

\* Actual number of posts in all grades shall depend upon the library and be decided by the competent authority, as per Government of India Rules.

## Category II

- (a) Resources: Book collection: 20000 (limit); Periodicals (subscription, gift & exchange): 100; Non-book material (maps, charts, films, departmental publications).
- (b) Services: Lending; reference; referral; inter-library loan; periodical circulation; documentation; monthly accession list; press clipping; compilation of bibliographies (on demand/anticipatory); SDI; Citation work; staff training; photocopy; document supply; microfilm reading facilities.
- (c) Promotional/ Development: Annual addition: 500 (limit); annual budget : Rs. 10,0000/- ; daily visitors: 25; potential users: 100; working hours:

single  
 Activities shift; maintenance of up to date library records, inventories;  
 application of computer; union catalogues; staff training;  
 publication; exhibition.

\*(d) Staff Structure:

Posts with Designations	Pay Scale (Rs.)
Asstt. Library & Information Officer	2000-3500
Library & Information Assistant	1400-2600
Senior Library Attendant	975-1540
Junior Library Attendant	800-1150
Clerical/Other supporting Staff	

\* Actual number of posts in all grades shall depend upon the library and be decided by the competent authority, as per Government of India Rules.

Category III

- (a) Resources: Book collection: 50000 volumes (limit); periodicals (subscription, gift & exchange): 250 titles (current list); non-book material to be retained as special collection with storage, documentation & retrieval facilities; eg. mss/ dissertation/film (such as, Film Division Library).
- (b) Services: Lending; Reference; Referral; inter-library loan; current awareness; SDI; compilation of bibliographies; reading lists (on demand/anticipatory); citation work; list of journals received; monthly accession list.
- (c) Promotional/ Annual addition: 1000 items; Annual budget—Rs. 400000/-  
 ;  
 Development daily visitors-50 potential users-500; working hours-extended  
 Activities with skeleton services; maintenance of library records and inventories; union catalogue; staff training; publication;

exhibition; refresher courses; translation service; bibliographical research project and publications; database creation and maintenance; computerization of library house-keeping jobs; statistical/bibliographical data processing; distribution/exchange of publications including maintenance of mailing list.

\*(d) Staff Structure:

Posts with Designations	Pay Scale
Library & Information Officer	3000-4500
Asst. Library & Information Officer	2000-3500
Library & Information Assistant	1400-2600
Senior Library Attendant	975-1540
Library Attendant	950-1400
Junior Library Attendant	800-1150
Clerical/Other supporting Staff	

\* Actual number of posts in all grades shall depend upon the library and be decided by the competent authority, as per Government of India Rules.

Category IV

- (a) Resources: Book Collection—100000 volumes (limit): Periodicals (Subscription, gift & exchange); current acquisition-500; non- book material-special collection; repository library for selected set of publications (Govt. publications, inter-government publications, etc).
- (b) Services: All services listed under category III and Microfilm Processing Unit; Data bank search & data processing; information analysis, consolidation and re-packaging.
- (c) Promotional/ Development Annual addition: 2000 volumes; annual budget: Rs. 500000/-; daily visitors; 100; potential visitors: 500; and

Activities: all items listed under category III and arrange workshops/seminars; refresher courses as part of manpower development programme; lecture series; subject book exhibitions; advisory and consultancy services; strong publications and preservation programme; user training; promotional activities; computerisation of all library & information operations and services.

\*(d) Staff structure:

Posts with Designations	Pay Scale
Director (Library & Information)	4500-5700
Library & Information Officer/Assistant Director	3000-4500
Asstt. Library & Information Officer	2000-3500
Sr. Library & Information Assistant	1640-2900
Library & Information Assistant	1400-2600
Junior Library Attendant	800-1150
Library Attendant	950-1400
Senior Library Attendant	975-1540
Clerical/other supporting staff	

\* Actual number of posts in all grades shall depend upon the library and be decided by the competent authority, as per Government of India Rules.

### Category V

(a) Resources: Book collection: 200000; periodicals: 500-1000; annual accession: 2000 vols; (subscription gift & exchange): 500-1000; annual accession: 2000 vols; non-book material, daily visitors: 100; potential users: 1000; Budget: Rs. 10,00,000/-; special collection with storage, documentation & retrieval facilities. These are few libraries of national importance having sizeable special collection, such as,

official publications, subject collections of national status (National Medical Library), Mss collections, repository collections (libraries are known for their special collections/ services.)

- (b) Services Development activities: All services listed under Category III & IV with heavy weightage on special catalogue, documentation work; information analysis and repackaging; regular publication of catalogues/monographs/reports etc. reader information and bibliographical services in depth.
- (c) Promotional: As in Category IV and adoption of modern information techniques and management practices; participation in national and international resource sharing; data base creation and storage; long term preservation and conservation programme; coordination with other libraries of national importance; library research activities & participation in human resource development programmes

\*(d) Staff Structure:

Posts with Designations	Pay Scale
Director	5900-6700
Director/Joint Director/Principal Library Information Officer/Deputy Director	4500-5700
Sr. Library & Information Officer/Deputy Director	3700-5000
Library & Information Officer/Research Officer/Sr. Systems Analyst/Editor/Assistant Director etc.	3000-4500
Assistant Library & Information Officer/Programmer/Research Officer etc.	2000-3500
Sr. Library & Information Assistant/Technical Assistant/Research Assistant/Reprographic Assistant/Operator (Computer) Console.	1640-2900

Library & Information Assistant	1400-2600
Senior Library Attendant	975-1540
Library Attendant	950-1400
Junior Library Attendant	800-1150
Clerical/other supporting staff	

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\* Actual number of posts in all grades shall depend upon the library and be decided by the competent authority, as per Government of India Rules.

### Category VI

National Library, (Resources, services, staff structure, development programmes  
Calcutta: have all been defined and identified in IFLA/UNESCO publications).

The National Library, Calcutta is the only one of its kind in this category. It is the largest in the country. It has over 700 staff members. Out of which, nearly 300 staff are in-group A, B, C and the rest are in the group D. In terms of its size of collection, it comes within the first ten of the world's largest in the country. It has over 700 staff members. Out of which, nearly 300 staff are in group A,B, C and the rest are in the group D. In terms of its size of collection, it comes within the first ten of the World's largest libraries. Future role of this library has been clearly defined in the National Policy on Library and Information System (1986). The Library has taken up modernization programme. Its new main Annexe building is likely to be completed within the next three years. As per the recommendations of the National policy, the Central Reference Library is likely to be merged with the National Library.

The National Library is listed in the Constitution as an Institution of National Importance. It is a scientific institution run directly by the Department of Culture. It is suggested that the pay scales, recruitment rules and promotional policy of this institution may be similar to that of an R&D organisation within the Fourth Pay Commission's recommendations.

\* Staff Structure:

Posts with Designations	Pay Scale
Director (One of the important organizations under the Deptt. of Culture, N.L. should be put at the same level with ASI, N.M)	7300-7600
Deputy Director/Librarian	5900-6700
Assistant Director (Library & Information Science)	4500-5700
Library & Information Officer/Research Officer/ Publication Officer/Sr. System Analyst/Conservation Officer/Chemist/Editor	3000-4500
Assistant Library & Information Officer/Assistant Research Officer/Programmer/Assistant Chemist/ Photographer/Assistant Editor	2000-3500
Sr. Library & Information Assistant	1640-2900
Library & Information Assistant/Research Assistant/ Computer Assistant/Assistant Photographer/ Reprographic Assistant etc.	1400-2600
Binders/Menders	1200-1800 1320-2000

Sr. Library Attendant	975-1540
Library Attendant	950-1400
Jr. Library Attendant	800-1150
Clerical/Technical/Other Supporting Staff	

- 5.5 Categorisation of new libraries: It is apparent that there will be occasions when a new library is to be set up as part of existing Central Government Organisation or a newly created organisation. There will also be possibilities when two (or more than two) organisations or libraries merge together to form one or more library unit/s. In such cases that Committee recommends that a special mention should be made indicating either the category (giving full justifications) in which the library or libraries should fall or provide as much details on its scope, objective, services etc. together with the time span within which the targets are to be achieved. This would then help the competent authority to decide in the categorization of the libraries within the 5 levels.
- 5.6 Formula for the categorisation of the libraries: For the purpose of categorisation of libraries, the primary variables such as collection, services, budget, publications, computer application etc. have been taken into account. Each variable has been quantified and weighed. The quantity and weightage of each variable have been fixed on the basis of analysis of the data collected for the Review Committee and discussion with senior professionals. This formula has been applied to the data of 47 libraries available with the Review Committee (and we find it works satisfactorily).

## DATA ANALYSIS:

### I. COLLECTION

	Quantity	Point	Max. Point
1. Total Collection	1-10000	1	10
2. Annual intake of books	1-150	1	10

3. Titles of serials received annually (including newspapers and magazines)	1-50	1	10
4. Non-book material (Manuscripts, Films, Photographs, maps, slides, audio records and tapes, video tapes/cassettes, computer produced tapes, CD-ROM, microfilm/fiche, paintings, drawings etc.)	1-10000	1	10
	Quantity	Point	Max. Point
<b>II. SERVICES</b>			
5. Lending (Daily)	1-50	1	
6. Inter-library-loan (Monthly)	1-50	1	
7. Photocopying (Monthly) (Plain Papers, bromide prints, slides, micro-film/fiche)	100-10000	1	10
8. Reference queries	1-50	1	5
9. Users attended in the library (Daily)	1-50	1	5
10. Indexing (Monthly) (Indexing of periodical articles proceedings, reports as well as cumulative indexing projects)	100-300	1	
11. Abstracting (Monthly) (Preparation of abstracts of periodical articles, proceedings, reports, as well as extracting abstracts from secondary sources, filing, circulation and master copy preparation.	50-150	1	
12. Newspaper Clipping including	10-50	1	

	index (Daily)			
13.	Selective Dissemination of information (SDI)	1-15	2	
III. BUDGET				
14.	Annual budget for resource material and equipment of library	1-50000	1	10
		Quantity	Point	Max. Point
IV. PUBLICATIONS (with examples)				
15.	Weekly/Fortnightly	1	3	
16.	Monthly/Quarterly	1	2	
17.	Half-yearly/Yearly	1	1	
V. COMPUTER APPLICATION				
18.	Computerisation of library activities		10*	

\*(Ordering and acquisition – 1, Current material cataloguing-1, retrospective cataloguing-1, Serials control-1, Library statistics and MDP-1, SDI-2, Circulation-1, indexing, abstracting-1 DTP-1).

Weightage and ranking have been given to 18 major quantifiable variables in relation to their importance in a library. These variables have further been categorised as active and passive ones. The active variables have been kept open for gaining unlimited points whereas the passive variables have been restricted to a maximum limit as in the case of collection and publications respectively.

The nature, function and the scope of the Government libraries vary from library to library. There are libraries which simply cater to the day-to-day general needs of their clientele whereas, other function as a research and information unit and cater to the needs of their clientele accordingly. In such a situation, the same set of fixed variables would not have been helpful. Each variable has been given a broad range eg., 1-150, 1-50, 1-1000 etc., to bring

maximum flexibility within the range of parameters. These slabs or range parameters have been worked out based on the questionnaire data, experience and after consultation with several professional experts in the field.

- 5.7 Categorisation of a Library: Government libraries have been grouped into six categories. Type I-V have been categorised on the basis of the variables, whereas category VI has been marked for the National Library, Calcutta.

Category of a library will be decided on the basis of the points it obtains. The minimum qualifying points for a library are five. The range of points for categorisation is as follows:

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Category I	5-20 Points.
Category II	21-40 points
Category III	41-60 points.
Category IV	61-80 points.
Category V	81 and above points.
Category VI	National Library, Calcutta.

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Again, the range of points within a category has been kept wide enough to give maximum flexibility to allow growth and development activities of a particular library. Some examples have been provided to help in categorising a library based on the data supplied and evaluated.

Multiples of the maximum figure of each variable will carry one point eg. 1-150 annual intake of books; multiples of 150 i.e. 300, 2 points, 450, 3 points, etc. However, for the purpose of calculation the points will not be counted in fraction. They are being rounded off to the nearest figure. For example, a collection size of 1-1000 will be given 1 point; even when the collection reaches 14999, it will still be put within 1 point limit but 15000-24999 will

EXAMPLES – CATEGORISING OF LIBRARIES \*

Variables	Cat.I	Point	Cat.II	Point	Cat.III	Point	Cat.IV	Point	Cat.V	Point
1. Collection.	6845	1	200000	10	103006	10	321000	10	245000	10
2. Annual intake of books.	266	2	1252	8	2609	10	6392	10	8500	10
3. Titles of Serials received annually.	46	1	165	3	555	10	2032	10	2040	10
4. Non book material	-	-	-	-	-	-	42825	4	150000	10
5. Lending(D)	15	1	150	3	69	1	72	1	325	7
6. Inter-Library Loan (M)	-	-	15	1	-	-	15	1	95	2
7. Photocopies(M)	-	-	-	-	4200	4	4200	4	30000	10
8. Reference Queries (D)	50	1	55	1	71	1	80	2	115	2
9. Users attended (D)	-	-	50	1	53	1	45	1	150	3
10. Indexing(M)	-	-	-	-	-	-	-	-	-	-
11. Abstracting(M)	-	-	-	-	-	-	-	-	-	-
12. News Paper Clippings(D)	-	-	-	-	-	-	-	-	-	-
13. Selective Dissemination of Information	-	-	-	-	-	-	-	-	-	-
14. Budget	30000	1	130000	3	2767000	10	850000	10	9852000	10
15. Publications W/F	-	-	-	-	1	3	-	-	1	3
16. M/Q	-	-	-	-	1	2	7	14	4	8
17. HY/Y	-	-	-	-	-	-	-	-	-	-

be given 2 points. Further, for certain variables the maximum limit has been fixed. For example, annual budget of Rs. 5 lakhs will obtain 10 points. At the same time, annual budget of Rs. 10 lakhs will also obtain 10 points, which is the maximum limit of the range.

Formal categorization of libraries may be undertaken after every 5 years from the date of initial fixation of category.

## CHAPTER – 6

### Library Staff Structure

- 6.1 The Libraries under the GOI Ministry/Department (i.e., Departmental libraries) have had no definite staffing pattern in relation to variables like collection, budget and services.
- 6.2 In order to collect data on (variables like, collection size, budget, services, staffing, pay scales, etc.) the Committee circulated 150 questionnaires; there were 52 responses.
- 6.3 The analysis of the responses reveals that there is no rationale in structuring staffing pattern of the respondent libraries. For instance, there are 3 libraries with over 5 lakhs documents and are manned by 47,38 and 6 trained persons. Further, the Heads of these libraries are in different scales of pay – Rs. 4500-5700, Rs. 3000-4500 and Rs. 20000-3500.

Similarly, of the 9 libraries with over 10000-document collection, 4 have 2 trained persons while the rest i.e., 5 have 1 trained person in each library. Further, the scale of pay of the Heads of these 9 libraries varies eg., Rs. 1350-

2200 (1), Rs. 1400-2300 (6), Rs. 1640-2900 (1) and Rs. 2000-3500 (1).

- 6.4 As per the Fourth Pay Commission's data, there are 105 designations for the staff in different Central Government libraries. There are even different designations for the staff in the same scales like Director/Librarian (4500-5700), Chief Documentation Officer/Assistant Director/Sr. Librarian,/ Chief Librarian (3000-4500), Sr. Librarian,/Librarian,/Research Officer (Documentation)/Librarian Grade I/Documentation Officer/Assistant Editor/ Reference Librarian/Head Librarian (2000-3500), Library Assistant/Librarian Grade II/Assistant Librarian/Assistant Librarian Grade I/Librarian/Junior Documentation Assistant/Technical Assistant/Documentation Assistant/ Junior Assistant Librarian/Sub-Editor/Senior Librarian (1400-2300).
- 6.5 Staffing in relation to collection/budget also inconsistencies. One library has a collection of over 50000 volumes, budgetary allocation of Rs. 2.50 lakhs and supported by 12 trained persons at different levels. On the other extreme, there is also a library with 50000 volume, budgetary provision of Rs. 2 lakhs but manned by only one trained person.
- 6.6 According to the Report of the Fourth Pay Commission there are 1907 posts in various Central Government libraries; over 50% of the manpower is in the following Departments/Ministries:
- Culture (473) with 35 designations;
  - Information and Broadcasting (275) with 13 designations;
  - Defence (207) with 19 designations;
  - Mines (124) with 8 designations;
  - Education (121) with 20 designations; and
  - Health (112) with 19 designations.
- 6.7 The 4th Pay Commission in its Report has also observed that there is no uniformity in the recruitment qualifications and that the posts with identical designations do not always have the same qualifications.

- 6.8 Therefore, there is scope as well as essential need to rationalize staff structure and minimize the number of pay scales for the library staff in the GOI libraries as was done in academic and scientific/technical organizations.
- 6.9 There is also a need to reduce and standardize the designations for library staff in different GOI libraries.

#### CHAPTER – 7

### Pay Scales and Recruitment Procedure

- 7.1 There have been 30 pay scales for the library staff in GOI libraries. The number of pay scales was brought down to 22 in the 4th Pay Commission's recommendations in the process of over-all reduction in the number of grades/pay scales for all categories of GOI library staff.
- 7.2 The pay scales, qualification and experience proposed for the library staff by the Review Committee on next page on Table 7.2 (a):
- 7.3 The Central Government Library staff numbering nearly 2000 are at present distributed in about 23 scales of pay. Many of these pay scales are only marginally different. The representatives of the various Ministries/ Departments with whom we had discussions were also of the same view. Most of the respondents to our questionnaire were in favour of reducing the number of pay scales. We have therefore attempted to reduce the number of pay scales to eleven taking into account the qualifications, responsibilities of posts, functional requirements and other relevant considerations.
- 7.4 Due to reduction in the number of pay scales, some of the existing scales of pay with different minimum and maximum pay have been clubbed and put to one broad-based scale of pay recommended by the IVth Pay Commission.

7.2(a) PROFESSIONAL STAFF STRUCTURE

S.No.	Designation	Pay Scale	Qualifications and experience		Remarks
			Direct	Promotion	
1.	Library and Information Assistant (LJA)	1400-2600	BA/B.Sc./B.Com.+ B.Lib.Sc.		Feeder grade Direct Recruitment
2.	Sr. Library & Information Assistant (SLJA)	1640-2900	MA/M.Sc./M.Com.+ B.Lib.Sc.		Direct Recruitment
3.	Asstt. Library & Information Officer (ALJO)	2000-3500	MA/M.Sc./M.Com.+ B.Lib.Sc. with 3 years experience.	3/8 years experience at Rs. 1640-2900/Rs. 1400-2600 pay scales. (Master's degree essential for language/subject specialised posts)	Direct/Promotion
4.	Library & Information Officer/Asstt. Director (LJO/AD)	3000-4500	MA/M.Sc./M.Com. + B.Lib.Sc. with 7 years experience	Qualifications- same; 5/8 years experience at Rs. 2200-4000/ Rs. 2000-3500 pay scales	Direct/Promotion
5.	Senior Library & Information Officer/Dy. Director (SLJO/DD)	3700-5000	MA/M.Sc./M.Com.+ B.Lib. Sc. With 10 years experience.	Qualifications same; 5 years experience at Rs. 3000-4500 pay scale.	Direct/Promotion
6.	Director (Lib. & Inf.) Jt. Director (Lib. & Inf.)/ Pr. Library & Inf. Officer	4500-5700	MA/M.Sc./M.Com.+ M.Lib.Sc. with 12 years experience.	Qualifications same; 5/10 years experience at Rs. 3700-5000/ Rs. 3000-4500 pay scales.	Direct/Promotion

contd.

S.No.	Designation	Pay Scale	Qualifications and experience	Remarks
		Direct	Promotion	
7.	Executive Director/ Dy. Director General/ Director(Lib. & Inf.)	5900-6700 MA/M.Sc. M.Com+ M.Lib. Sc. With 15 years experience	Qualifications same; 5 years experience at Rs. 4500-5700 pay scale	Direct
8.	Director General/Director	7300-7600 Eminent Librarian/ Scholar Ph.D/M. Lib. Sc. & Research work, publications, 20 years experience..		Direct
<b>7.2(b) SEMI-PROFESSIONAL STAFF STRUCTURE</b>				
1.	Jr. Library Attendant	800-1150 Matric./High School Certificate	Qualifications same.	Direct/Promotion
2.	Library Attendant	950-1400 Matric./High School Certificate with 5 years experience	Qualification same 5 years experience at Rs. 800-1150 pay scale	Direct/Promotion
3.	Sr. Library Attendant	975-1540 Matric./High School Certificate with 3 years experience as L/A	Qualification same; 3 years experience at Rs. 950- 1400 pay scale	Direct/Promotion

We have tried to ensure that the existing employees do not suffer because of this. In some cases, the introduction of clubbing of pay scales required readjustment to maintain the existing relativities. The revised clubbed pay scales in this chapter shall apply to all posts other than those for which special recommendations have been made by us elsewhere.

- 7.5 There is multiplicity of designations in Government libraries without much regard to their duties and responsibilities of the posts. We have suggested that designations of posts may be standardized so that, as far as possible, their duties and responsibilities are duly reflected and designations uniformly applicable. When this is done, post carrying a particular designation in the category the library is placed will have the same scale of pay in all Departments. In the following paragraphs, we have discussed various existing scales of pay for different groups of posts (by way of illustrations) and have proposed their clubbing with one of them.
- 7.6 Group D Posts:  
Rs. 750-940; Rs. 775-1025; Rs. 800-1150: At present there are about 150 posts of uncommon category meant for libraries in these scales with various designations and duties. We recommend that these employees may be designated as Jr. Library Attendant with Matric/10th Standard pass/Higher Secondary Certificate as minimum educational qualifications and be put in Rs. 800-1150 pay scale. This will be applicable to posts having duties like Shelving, Filing, Labeling, Circulation and such other similar jobs related to library. Common category of officials will have the normal pay scales of group D officials of the Central Government.
- 7.7 Group C and B Posts: Posts in Group C and B which number 80% of Central Government libraries are in 15 pay scales.
- 7.8 Rs. 825-1200 and Rs. 950-1400: There are about 160 library staff in these two grades out of which only two posts are in the first scale of pay. We recommend that these two posts may be grouped with Rs. 950-1400 pay scale as their job specifications and qualifications are also put on the same level (Library

Attendant). Educational Qualifications: Matric/10th Standard pass/Higher Secondary with experience.

7.9 Rs. 950-1500; Rs. 975-1540; Rs. 975-1660: We recommend that these pay scales are to be merged and fixed at Rs. 975-1540 pay scale and will normally be treated in library as a promotional scale (Sr. Library Attendant). Presently there is only one post in Rs. 97501660 pay scale. The present incumbent may be allowed to retain his existing pay scale till his retirement, thereafter which the post is to be re-designated and put into the new recommended scale of pay.

7.10 Rs. 1200-2040; Rs. 1200-1800; Rs. 1320-2040;

Rs. 1350-2200; Rs. 1400-2300 & Rs. 1400-2600: In these six pay scales with group C Posts in Central Government libraries maximum number of (nearly 60%) library professionals with various designations are being placed. The academic and professional qualifications in most cases are Graduate or Postgraduate Degrees with Certificate/Diploma/Degree in Library Science and are being prescribed as essential qualifications. They are actually the staff who provide the services and manage the libraries. The scales, designations and recruitment rules vary from post to post. We recommend that these posts may be grouped together in Rs. 1400-2600 pay scale. This grade may be treated as the feeder grade in all the Central Government libraries with B.A/B.Sc/B.Com + B.Lib.Sc. degree as essential qualifications. Existing staff holding similar qualifications would automatically be placed in the new grade. Those who do not hold these qualifications are to be given adequate facilities (such as study leave etc.) to acquire this requisite qualification within 5 years from the date the Government takes their final decision on this report.

7.11 Rs. 1600-2600 and Rs. 1640-2900: There are at present about 100 posts in various libraries of Ministries/Departments of the Central Government in these two grades. The Committee recommends that these two pay scales may be brought together with Rs. 1640-2900 pay scale. This pay scale is marked for all new recruitment where M.A/M.Sc/M.Com (i.e., Postgraduate degree)

with B.Lib.Sc are required as essential qualifications. Academic qualification may not be relaxable even for reserved posts. In addition, this pay scale is also recommended as one-time persona promotion for those who are presently placed in Rs. 1400-2300 or Rs. 1400-2600 but do not possess a Bachelor's degree and a degree in library science and have completed a minimum of 15 years of service in their present grade and are also above 50 years of age. For them, this will be treated as Selection Grade with designation Sr. Library and Information Assistant.

- 7.12 Rs. 2000-3200 and Rs. 2000-3500, (Rs. 2200-4000): There are about 145 posts in group B category. The Committee recommends that these two grades may be clubbed together and put in Rs. 2000-3500 grade. Presently there are 20 posts in Rs. 2200-4000 pay scale. The present incumbents may be allowed to retain their existing pay scale till their retirement; thereafter, the posts are to be redesigned and put in the new recommended Rs. 2000-3500 pay scale.

#### Group A Posts

- 7.13 Rs. 3000-4500: Posts in Rs. 3000-4500 scales in libraries are filled up by promotion from Rs. 2000-3500 pay scale. Majority of these posts are in the Ministry of Human Resource Development. The Committee feels that the present pay scale may continue.
- 7.14 Rs. 3700-5000: At present there are only two library posts in this grade. The pay scales may be retained for these two posts. The Committee also recommends that these pay scales will be applicable to the senior staff members of libraries that fall in category V and VI on promotional basis only, which would also bring a rationale on the hierarchical structure.
- 7.15 Rs. 4500-5700: Majority of the posts in this pay scale are with the Ministry of Human Resource Development and presently they are all filled up through direct recruitment. Committee recommends that this grade will be applicable to the Head of Library in category IV and also in Category V and VI at

appropriate levels. In these two categories, (V and VI), the posts are to be filled up through internal promotion by selection method.

7.16 Rs. 5900-6700: The pay scale of Rs. 5900-6700 applied to the post of Heads of Departments in the senior administrative grades. It has been suggested that having regard to the importance of the Libraries of National Importance (National Library, Calcutta; Central Secretariat Library, Delhi; and National Medical Library, Delhi ) Librarians/Directors of these libraries should be placed in one scale of Rs. 5900-6700.

7.17 Rs. 7300-7600: The Committee recommends that the pay scale of Rs. 7300-7600 only for the post of Director, National Library to bring it at par with the D.G, National Museum. The National Library is one the world's top ten libraries. The Director of the Library needs to be put at a level with the other institutions where similar national treasures are preserved, disseminated and developed.

7.18 General: The Committee recommends that wherever pay scales are clubbed, the existing incumbents in the lower posts may be placed in the new pay scales provided they have the requisite service and educational qualification. Where they do not possess these, they will continue to be in their existing scale of pay as personal to them until they acquire the requisite qualification. They may be given a maximum of five years to acquire necessary educational qualifications for this purpose.

#### 7.19 Pay Scales for Library Staff

S.No.	Old Pay Scales	No. of Posts	New Pay Scales	No. of Scales	Proposed pay Scale	No. of Scales	Remark
1.	196-232	14	750-940	1			
2.	200-250	47	775-1025	2	800-1150	1	
3.	200-280	1					
4.	210-270	7	800-1150	3			
5.	210-290	93					

Compendium of Select Government Reports on Library & Information Services in India

6.	225-308	2	825-1200	4	950-1400	2	
7.	260-350	157	950-1400	5			
8.	260-400	50	950-1500	6			
9.	260-430	68	975-1540	7	975-1540	3	
10.	260-480	1	975-1660	8			
							contd.
contd.							
S.No.	Old Pay Scales	No. of Posts	New Pay Scales	No. of Scales	Proposed pay Scale	No. of Scales	Remark
11.	290-560	1	1200-2040	9			
12.	330-480	6	1200-1800	10			
13.	330-560	345	1200-2040				
14.	380-560	9	1320-2040	11			
15.	380-640	288	1350-2200	12	1400-2600	4	
16.	425-600	1					
17.	425-640	14	1400-2300	13			
18.	425-700	484					
19.	425-800	1					
20.	440-750	11	1400-2600	14			
21.	470-750	21					
22.	500-900	1	1640-2900	15			
23.	550-750	3	1600-2660	16	1640-2900	5	
24.	550-900	87	1640-2900				
25.	650-960	6	2000-3200	17	2000-3500	6	
26.	650-1200	139	2000-3500	18			
27.	700-1300	20	2200-4000	19			
28.	1100-1600	25	3000-4500	20	3000-4500	7	
29.	1500-1800	2	3700-5000	21	3700-5000	8	

30.	2000-2250	3	4500-5700	22	4500-5700	9
31.					5900-6700	10
32.					7300-7600	11

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CHAPTER – 8

## Ministry/Department—Cases

- 8.1 To have the first hand knowledge of the set-up and working of different GOI libraries, the committee convened its meetings at four major cities – Delhi, Calcutta, Bombay and Madras. The Committee held discussions with the representatives of different libraries/organizations/associations/experts.
- 8.2 The Committee received 31 individual/collective representations/memoranda from various organizations/professional associations.
- 8.3 The Committee had gone through these representations/memoranda and taken note of the views/suggestions expressed therein while framing its recommendations.
- 8.4 There are, however, a few cases which have been referred to the Committee by the Department/Head of the institutions etc. for consideration.
- 8.4(a) Ministry of Railways, has referred the case of librarians working in the Railway Schools in the scale of Rs. 425-640 on the advice of the Ministry of Finance.
- Rs. 425-640 scale for librarians was created by Railway Board for some of its special schools, which are no longer in existence and since been converted into the 10+2 pattern schools is Rs. 440-750 (Rs. 1400-2600).

Qualifications prescribed for both the scales are identical. Ministry of Railways has requested the Committee to consider equating of the scale of Rs. 425-640 with Rs. 440-750 for the post of librarians in Railway Schools.

The Committee recommended that the Ministry may take this issue separately with the Ministry of Finance in the light of the Review Committee Report. However, the Committee felt that librarians in the schools of the level of 10+2 are required to have minimum recruitment qualifications of B.A/B.Com/B.Sc and B.Lib.Sc and are generally in the scale of Rs. 1400-2600. For schools of 10+2 pattern, these recruitment qualifications and scale may be adopted uniformly. The librarians not possessing requisite qualifications will continue in the lower scale and should be covered by the provisions of para 7.18.

8.4(b) Department of Telecommunication, on the advice of the Ministry of Finance, has referred the case of upgradation of the post of librarian from the pay scale of Rs. 650-1200 (Rs. 2000-3500) to Rs. 1100-1600 (Rs. 3000-4000).

The justification given is on the basis of growth in stock, budget, periodicals/ newspapers subscribed during the last 20 years. Rs. The details of these are as under:

	1965	1986
1. Stock of books	6651	44925
2. Funds	Rs. 3,000/-	Rs. 1.5 lakhs
3. No. of journals subscribed	40	258
4. No. of newspapers Subscribed	10	45

The Committee recommended that the Department may take this issue separately with the Ministry of Finance in the light of the Review Committee Report.

8.4(c) The Department of Culture has referred a representation of the Grade II Language Librarians working at CSL's Language Wing.

There are 14 Language Sections in the Library. Each Section is looked after

by a trained Librarian in the respective language. Out of the 14 posts, 8 posts- Bengali, Gujarati, Hindi, Kannada, Malayalam, Marathi, Tamil and Telugu are in Grade I, in the scale of Rs. 650-1200 (2000-3500) and 6 posts – Assamese, Oriya, Punjabi, Sanskrit, Sindhi and Urdu are in Grade II in the scale of Rs. 425-700 (1400-2300).

Department of Culture have pleaded that the Grade II Language Librarians are performing the same jobs and share similar responsibilities with the Grade I librarians in their respective languages. They have supported their case with the total intake of books during the last 5 years 1982-83 to 1986-87.

Language	Total No.	Language	Total No.
1. Bengali	3433	8. Telugu	1562
2. Gujarati	1554	9. Assamese (vacant)	48
3. Hindi	4843	10. Oriya	2392
4. Kannada	1409	11. Punjabi	2178
5. Malayalam	1836	12. Sanskrit	3508
6. Marathi	3140	13. Sindhi	984
7. Tamil	3230	14. Urdu	2478

The Committee recommends that there should be parity in respect of educational qualifications and pay scales for librarians in the Central

Secretariat Library, Department of Culture in each language as listed in the 8th Schedule of the Constitution of India. The appropriate scales for these posts may be considered keeping in view the recruitment qualifications etc., prescribed for the post.

#### CHAPTER – 9

### Other Categories of Staff in Libraries

- 9.1 In Chapter V, Libraries – Groups I-VI, mention has been made of several supporting staff other than librarians been made of several supporting staff other than librarians and information scientists – technical, semi-professionals and ministerial staff who would be appointed in a modern library system. They may have designations such as, binders, editors, machine operators, reprographics, exhibition officers, systems analysts, programmers, and designers, PRO etc. These posts shall be put in similar pay scales with similar designations and job specifications to various Central Government organizations as recommended by the Fourth Pay Commission. However, technical staff (excluding ministerial and group D) shall be governed by the same set of rules for their promotion, retirement etc., as is applicable to library professionals within that library.
- 9.2 The Review Committee met the representatives of Central Reference Library, Calcutta (a subordinate office of the Department of Culture) and received memoranda from the Staff Association and from the Head of the Central Reference Library. The Committee recommends that the posts of Assistant Editor, and Sub-Editor, who are actually Language Librarians, should be treated as library professionals and governed by the same set of rules and

pay scales. Department of Culture is requested to take appropriate action to expedite the matter.

- 9.3 A demand has been made that the bindery staff of the National Library, Calcutta should be placed in the pay scale as that of manuscript repairers of

the National Museum. Some Members of the Review Committee have visited both these organisations and from their personal experience, recognised that the job specifications and the work undertaken by them are similar in nature. The Committee recommends that this may be examined further.

#### CHAPTER – 10

## Promotional Policy

- 10.1 Stagnation in the Central Government libraries is a critical issue. This was elaborated with data obtained from the IV pay Commission's record. A large number of libraries (nearly 60%) are being looked after by single-man qualified librarians. The Committee realizes the fact that the flexible promotional scheme or the concept of time-bound promotion may not be applicable to all library staff. All members of the Committee, however, expressed their concern on this factor. The Committee recommends that the Government should take a sympathetic view in respect of the librarians working in single man libraries who have no promotional prospects and

consider allowing them two promotions on a time-bound basis within a span of 30 years of service as a very special case. In other libraries where there is stagnation, suitable promotional opportunities may be provided through periodical cadre review at least once in five years.

CHAPTER – 11

## Date of Effect of Recommendations

- 11.1 The Committee recommends and hopes that the Central Government will be able to take a final decision for implementation of the Report of the Review Committee on Library Staff with six months from the date of its submission.

## CHAPTER – 12

### Financial Implications

- 12.1 Fourth Pay Commission data on library staff and data on 47 Central Government libraries received in response to the questionnaire were the basis of working out the financial implications. Moreover, till data there is no source or way to find out the details of libraries and their number within Central Government. The figure on total library staff collected by Fourth Pay Commission in 1983-84 was 1907 (40 Central Reference Library Staff were excluded).

- |  |             |
|--|-------------|
| a) Total estimated salary drawn by them during 1988.<br>(Formula: (Minimum of the scale + Maximum of the scale), 2 + (all allowances per month x 12) | 6.37 Crores |
| b) Total estimated salary of the same number of staff (1947) at the proposed revised scale after   | 6.69 Crores |

clubbing them together

- c) Total estimated expenditure on library staff 7.36 Crores  
(total 2182) salary based on the model strength  
of staff under each category of library.

CHAPTER – 13

## Summary of Recommendations and Conclusions

- 13.1 Central Government may consider expanding and modernizing the facilities of departmental libraries by offering suitable service conditions to library staff and introducing latest information technology so that many more officers may be able to get benefited by using library for their information needs. This has also been stressed in the report of the Commission on National Policy on Library and Information system (1986).
- 13.2 Library services in different sectors, such as, universities, scientific and technical departments and public/private undertakings, in terms of their objectives are very much similar. But salary scales and other facilities offered to Central Government library staff differ considerably.
- 13.3 The Central Government appointed four Pay Commissions since independence. Unfortunately, none of these Commissions has provided any clear guidance in finding a satisfactory solution to the problems related to library staff.
- 13.4 The basic issues that were brought to the notice of this committee time and again, were (1) stagnation (2) isolated single man librarian in an organization (3) promotional avenues (4) uniformity in qualification (5) uniformity in pay scales & designations for similar job specifications and (6) anomalies in recruitment rules.

- 13.5 Libraries under Central Government may be put under six broad categories based on collection size and other variables, such as, budget, annual acquisition, periodicals subscribed, levels and types of services provided. The process of categorization and types of services provided. The process of categorization may be done according to the formula devised by the Committee.
- 13.6 Pay scale of library staff should be, as far as possible, comparable to emoluments for comparable work done by similar trained personnel employed by the Central Government, academic and research institutions/agencies. They should be treated as technical staff.
- 13.7 The salary should be satisfactory enough to recruit and retain a suitable employee in his job and encourage to seek his promotional career in his service (Fourth Pay commission's Report para 7.45).
- 13.8 In all single-man libraries, posts, status, responsibilities and pay scale should preferably be that of a Section Officer. However, in small Central Government Unit, they may be placed not lower than Rs. 1400–2600.
- 13.9 The feeder grade of library staff should have the minimum qualification of graduate with degree in library and information science with pay scale of Rs. 1400–2600.
- 13.10 The present incumbent who does not fulfil the prescribed essential qualifications may be given the grade as soon as he qualifies. The Committee recommends that study leave facilities may be made available to library staff for improving qualifications and to attend suitable regular in-service training programmes conducted by recognized bodies so as to help him in up-dating his knowledge and experience.
- 13.11 There were 30 pay scales originally. Fourth pay commission has brought them down to 22 related to various library staff. The Review Committee has recommended 8 professional and 3 semi-professional pay scales for all types of library staff within the Central Government.

- 13.12 At present, there are 105 different designations applicable to library staff within Central Government as recorded from the data available to 4th Pay Commission. The Review Committee has recommended 11 designations (one designation for each scale, except in the case of Director/Deputy Director/Assistant Director).
- 13.13 Considering the acute problem of stagnation for single man qualified librarians, the Committee recommends that the Government may consider allowing them two promotions on a time-bound basis within a span of 30 years of service, as a special case. In other libraries, suitable promotional opportunities may be provided through periodical cadre review, at least once in five years.
- 13.14 Central Government libraries are to play a bigger role in the process of information transfer and adopt suitable information technology in storage, preservation, retrieval and dissemination. The library professional staff should be treated as technical cadre and guided by the same set of rules as applicable to this category of staff.
- 13.15 Staff members working in large library system (category V and VI) but do not strictly fall under professionally-qualified library/information scientists groups (eg., Reprographists, Editors, Exhibition Officers, Systems Analyst, Programmer, etc.) shall be put in the pay scale of similar category of staff in other Central Government organization as recommended by the Fourth Pay Commission. However, the technical staff (excluding ministerial staff) shall be governed by the same set of rules for their promotion, retirement etc., as is applicable to library professionals within that library. The posts of Assistant Editors, Sub-Editors of the Central Reference Library, Calcutta will be treated as library professionals and governed by the same set of rules and

pay scales. The Committee recommends that the Central Government may examine the possibilities of putting the bindery staff in the same pay scale of 'Manuscript repairers' of the National Museum as their job descriptions and duties are similar in nature.

## ANNEXURES

### ANNEXURE : A

(To be Published in the Gazette of India Part I Section 1)  
Government of India Ministry of Human Resource Development  
(Department of Culture)

New Delhi,  
The 2nd September, 1987.

### RESOLUTION

Subject: Review Committee on Library Staff under the purview of Central Government—Recommendation of the 4th pay commission.

In pursuance of the recommendation of the Fourth Pay Commission in paragraph 11.63 of its report, the Government of India has decided to constitute a Review Committee with the following composition and terms of reference, to undertake the work of reclassification of various posts of library staff, rationalization of service conditions, pay scales etc., falling under the purview of Central Government Departments/Offices and to draw up suitable proposals in this regard:

#### I. Composition:

1. Prof. D. P. Chattopadhyay  
Chairman,  
Raja Rammohun Roy Library Foundation,  
Calcutta

- |   |                   |
|---|-------------------|
| 2. Prof. Ashin Das Gupta,<br>Director<br>National Library, Calcutta   | Member            |
| 3. Shri R.C. Tripathi<br>Joint Secretary<br>Department of Culture, New Delhi  | Ex-officio Member |
| 4. Shri M.S. Mathur<br>Director (Coord)<br>Department of Expenditure<br>(Establishment Division)<br>Ministry of Finance | — do —            |
| 5. Shri S.K. Parthasarathy<br>Joint Secretary (E)<br>Department of Personnel and Training                               | — do —            |
| 6. Shri T.S. Rajagopalan<br>President<br>Indian Library Association<br>New Delhi  | Member            |
| 7. Shri S.C. Biswas<br>Director<br>Central Secretariat Library<br>New Delhi   | Member-Secretary  |
| 8. Dr. B.P. Barua<br>Director<br>Raja Rammohun Roy Library Foundation, Calcutta   | Member            |

## II. Terms of Reference:

- To identify factors for determining the classification of libraries;
- To reclassify posts as per (a);
- To rationalize qualifications for recruitment as also the scales of pay of each

post.

Rationalisation of scales of pay shall be within the Fourth Central Pay Commission framework.

2. The Chairman of the Committee may co-opt experts or other connected officials of the Central Government, not exceeding three in number at a time, to assist the Committee in its deliberations.
3. The Committee shall submit its report to the Government of India within six months of the date of issue of this Resolution.

No.F.18-19/86-Lib.

SD/-

(R C Tripathi)

Joint Secretary to the Government of

India

ANNEXURE : B(1)

## Advertisement

(Published in Hindustan Times & Times of India of Delhi, Indian Express of Madras, Amrit Bazar Patrika of Calcutta, Free Press Journal of Bombay & Indore, Daily of Bombay, Rajasthan Patrika of Jaipur, Bhaskar of Bhopal, National Herald of Lucknow, Pragatiwadi of Bhuvaneswar, Swatantra Bharat of Lucknow and in Tribune of Chandigarh, during October 1987).

### TEXT

#### REVIEW COMMITTEE ON LIBRARY STAFF UNDER THE PURVIEW OF THE CENTRAL GOVERNMENT

In pursuance of the recommendations of the Fourth Pay Commission in paragraph 11.63 of its Report, the Government of India has constituted a Review Committee with the following terms of reference, to undertake the work of reclassification of various posts of Library Staff, rationalization of service conditions, pay scales, etc. falling under the purview of the Central Government Department/Offices and to draw up suitable proposals in this regard.

#### Terms of Reference

- (a) To identify factors for determining the classification of libraries;
- (b) To reclassify posts as per (a);

- (c) To rationalize qualifications for recruitment as also the scales of pay of each post. Rationalization of scales of pay shall be within the Fourth Central Pay Commission framework.

Professional body/individual/staff association may kindly submit its views, suggestions in writing (with documentation) to the following address which may help in the deliberations of the review committee. The review committee may also consider of meeting representatives of a few recognised associations at its own convenience and time limit.

Subhas C Biswas  
Member-Secretary

C/o Central Secretariat  
Library  
Shastri Bhavan,  
New Delhi – 110001.

ANNEXURE: B(2)

## List of Representations Received from Various Associations

1. All India Non-Gazetted Non-Secretariat Central Government Employees of Ministry of Labour & Rehabilitation (Association) Bombay.
2. Assistant Librarians' Gr.III Association, Pondicherry.
3. Association of Delhi Directorate of Education Librarians, New Delhi.
4. Bengal Library Association, Calcutta.
5. Botanical Survey of India Employees Association, Calcutta.
6. Central Government Library Association, Bombay.
7. Central Reference Library Gazetted Officer's Association, Calcutta.
8. Defence Civil Employees Trade Union, Bangalore.
9. Gomantak Granthalaya Sangh, (Central Library of Goa), Panjim-Goa.
10. Government of India Librarians' Association, Delhi.
11. Joint Memorandum from: Indian Library Association, Government of India Librarians Association, Indian Association of Academic Librarians, Medical Library Association of India, Defence Organizations Librarians Association,

Indian Association of special Libraries and Information Centres.

12. National Atlas & Thematic Mapping Organisation Employees' Association, Calcutta.
13. National Library & Central Reference Library, Calcutta.
14. National Library Employees Association, Calcutta.
15. National Library Gazetted Officers Association, Calcutta.
16. National Library Staff Association, Calcutta.

17. U.P. Library Association, Branch Saharanpur, Roorkee (UP).
18. Vidharba Academic Libraries Association, Akola.
19. Zoological Survey of India Employees' (Group C &D) Association, Calcutta.

ANNEXURE: B (3)

## List of Representations Received From Various Individuals

1. A School Librarian.
2. Botanical Survey of India (Shri S.K. Dutta, Industrial Section), Calcutta.
3. Central Machine Tool Institute (Assistant Librarians), Bangalore.
4. Central Reference Library, Calcutta (Shri G.C. Bhattacharjee, Key Board Operator).
5. Central Reference Library, Calcutta (Shri A. Jeena, Librarian).
6. Collective representation from: Gr.II Librarians of Departments of Food/Rural Development/Civil Supplies/Transport/Economics & Statistics/Power/Revenue and Customs/Mines/DGTD/CSO.
7. Department of Agriculture and Cooperation (Mrs. Kuldip Kaur Kharbanda, Librarian), New Delhi.
8. Department of Atomic Energy, Bombay. (Smt. P. Nadkarni, Librarian).
9. Diploma holders in Library Science, State Board of Technical Education, Government of Karnataka, Bangalore.
10. Dr. Yashwant Singh Parmer University of Horticulture & Forestry Library, Himachal Pradesh. (Shri S.C. Uppal, Deputy Librarian).
11. Electronic Training Institute, Air Force, Bangalore (Shri V.A. Reddy,

- Librarian).
12. Films Division, Bombay (Library Staff, Film Library).
  13. Geological Survey of India, Bangalore (Shri T.R. Vedachalam, Senior Assistant Librarian).
  14. Indian Museum, Calcutta. (Shri Rajyeshwar Sarkar, Asstt. Librarian)
  15. Jadhavpur University, Calcutta. (Shri Taras Das Mukherjee & others, Librarians).
  16. Karnataka Regional Engineering College, Srinivasanagar. (Shri M.M. Koganuramath, Librarian).
  17. Lady Hardinge Medical College & Smt. S.K. Hospital, New Delhi. (Smt. Pushpa Butani, Librarian).
  18. Library Science Apprenticeship Trainees, Secretariat Library, Karnataka Government Secretariat, Bangalore.
  19. National Aeronautical Library, Bangalore. (Librarians, Information Centre for Aeronautics).
  20. National Institute for Training in Industrial Engineering, Bombay (Mrs P.G. Joshi, Senior Librarian).
  21. National Library, Calcutta. (Shri Bimal Kumar Banerjee, Technical Assistant).
  22. National Library, Calcutta (Staff Members' collective representation).
  23. Publications Division Library, Ministry of Information & Broadcasting, New Delhi. (Shri S.K. Dhawan, Librarian-incharge).
  24. Rail Transport Museum Library, New Delhi. (Shri Jaipal singh, Senior Librarian).
  25. Regional Engineering College, Durgapur. (Shri S.K. De, Assistant Librarian and Library Incharge)
  26. Regional Engineering College, Hamirpur, Mohin (HP) (Shri Daljit S. Jaswal, Librarian).

27. Regional Engineering College, Kurukshetra (Shri B.R. Sachdeva, Librarian).
28. Sri Padmavathi Women's College, Tirupati (AP) (Miss N. Varalakshmi, Librarian).
29. Shri S.R. Banerjee, D-716, Chittaranjan Park, New Delhi – 110019
30. Visveswaraya Regional College of Engineering, Nagpur. (Shri P.K. Ladsaongikar, Librarian).
31. Zoological Survey of India, Calcutta. (Shri B.N. Chakraborti, Sr. Librarian).

ANNEXURE : C

Government of India  
Ministry of Human Resource Development  
(Department of Culture)

New Delhi.  
The 7th Dec, 1987

Subject: Review Committee on Library Staff under the purview of Central Government—Recommendations of 4th Pay Commission.

Sir,

In pursuance of the recommendations of the Fourth Pay Commission in paragraph 11.63 of its report (page 205), the Government of India has constituted a Review Committee under the chairmanship of Prof. D.P. Chattopadhyay to undertake the work of reclassification of various posts of library staff, rationalization of service conditions, pay scales etc., falling under the purview of Central Government Departments/offices and to draw up suitable proposals in this regard.

With a view to collect the relevant information, a questionnaire has been prepared.

A copy of the same is enclosed with the request that it may kindly be filled up and returned to the undersigned within fifteen days' time.

We would feel highly grateful for this co-operation and support.

Yours faithfully,

SD/-

S C Biswas

Member Secretary

### Questionnaire on Government Libraries

Note: The purpose of this questionnaire is to elicit information on different aspects of Government libraries (i.e., libraries of ministries, departments and their attached and subordinate offices of Government of India). The emphasis here is on the role the libraries play in functioning of the organization it serves. Questions have been designed to quantify the resources of the library and evaluate its services keeping in view the nature of the clientele it serves, their information-seeking behavior etc. Thus the purpose is not to collect quantitative data regarding the workload as per 'Standard for Housekeeping jobs' (Ministry of Finance, 1973). The objective is to assess how effectively the library plays its role as an intermediary between the information users and information sources.

In addition to information sought in this questionnaire, the Government libraries are required to provide the following:-

1. Parent Organization/Organizations library serves.
2. A brief review of the objectives and functions of the organization along with Organizational chart. (please supply, if readily available, any printed material, such as chart, booklet etc.).
3. Job description/responsibility of the library staff, if readily available. Yes/  
No

4. Any development project/Plan proposal for the library, which has been approved by the competent authority.
5. List of Publications of the Department (only those where library has made any contribution).

Please mail this questionnaire to:

Member Secretary  
Review Committee on Library Staff  
'G' Wing, Shastri Bhavan,  
New Delhi 110001

## Questionnaire

### Part A — General, Information

A.1 Name of the Library \_\_\_\_\_

A.2 Name of the Department \_\_\_\_\_

A.3 Status of the Parent Body (Whether attached, subordinate or statutory body, please specify): \_\_\_\_\_

A.4 Library Staff (Only the sanctioned posts are to be enumerated):

Designation and classification of the posts (Group A,B,C,D)	Payscale of the Post(s)	Number of Posts	Recruitment Rules
_____	_____	_____	_____
(1)	(2)	(3)	(4)
_____	_____	_____	_____

A.5 Library Collection

A.5.1 A brief resume (Please mention special features of the collection):

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A.5.2 Total number of volumes (as recorded in the accession register): \_\_\_\_\_  
as on \_\_\_\_\_.

A.5.2.1 Books \_\_\_\_\_

A.5.2.2 Bound Volumes of periodicals \_\_\_\_\_

—

A.5.2.3 Government Publications/reports etc. \_\_\_\_\_

A.5.2.4 Non-book material \_\_\_\_\_

(such as photographs, slides, reproductions, Microfiche, films etc.)

A.5.2.5 Others (please specify) \_\_\_\_\_

A.5.3 Total Number of journals received:

A.5.3.1 By Subscription \_\_\_\_\_

A.5.3.2 On exchange \_\_\_\_\_

A.5.3.3 As complimentary \_\_\_\_\_

Total \_\_\_\_\_

A.5.4 Number of volumes added to the library collection during the year:

1985 \_\_\_\_\_

1986 \_\_\_\_\_

1987 (as on) \_\_\_\_\_

A.5.5 Number of volumes withdrawn every year: (With a brief account of the procedure and criteria adopted for withdrawal):

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A.5.6 Library Budget:                      1985-86              1986-87              1987-88

PLAN

NON-PLAN

OTHERS

(Please specify)

A.5.7 Average Daily-intake

Books:

Periodicals:

Non-book materials:

Any other:

**Part B — Information Services**  
(Organisation and Retrieval of Information)

B.1 Library Techniques adopted:

B.1.1 Classification Scheme:

B.1.2 Cataloguing Procedure:

B.1.3 Maintenance of Catalogue of different categories of material:

B.1.4 Average daily output: (Please indicate number of books and each other material):

Accessioned	Classified	Catalogued
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BOOKS

PERIODICALS

NON-BOOK

MATERIALS

B.1.5 Average number of references sought in the library:

- 1 On phone
- 2 By correspondence:
- 3 In person:

B.2 Documentation Services Provided:

Name of the service (Such as Accessions' List, Article Alert, Current Awareness Bulletin etc.)	Frequency	Average Number of References/Entries included	
--	-----------	---	--

_____	_____	_____	_____
(1)	(2)	(3)	(4)
_____	_____	_____	_____

I

II

III

B.3 Document Delivery System: (Lending Section/Circulation System)

B.3.1 No. of books issued (daily)\_\_\_\_\_

B.3.2 No. of readers studying in the library (daily)\_\_\_\_\_

B.3.3 No. of documents borrowed from other libraries

B.3.4 No. of documents given on inter-library loan basis to other libraries (Monthly)\_\_\_\_\_

B.3.5 No. of photocopies obtained for readers (monthly)\_\_\_\_\_

B.3.6 No. of photocopies issued to other libraries (monthly)\_\_\_\_\_.

B.4 Library Users: (Brief description and daily number of Library users such as, officials/Research scholars etc., who make use of the library):

B.5 Use pattern

B.5.1 Generalist Administrators (Group A and above):

Classification of Material	Percentage of Total use
Books	
Professional & learned journals	
Popular magazines	
Newspapers	
Reports/Serials of his own Deptt	
Government reports of other Deptt	
Rules/Acts/Statute/Notifications in Gazette etc.	
Others (Unclassified)	

\*Specialist Practitioners (Group A and above):

Classification of Material	Percentage of Total use
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B.6 Information Seeking Behaviour

Nature of Inquiries	Percentage of Total
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B.6.1 Bibliographical:

(Inquiries about documents):

— For particular author/title/subject: .....

— With no specific details: .....

B.6.2 Factual or Subject inquiries:

— Heading the person toward the answer: .....

— Providing the answer after search: .....

B.6.3 Directional inquiries (eg. Where is the catalogue ?)

.....

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TOTAL B.6.1 + B.6.2 + B.6.3:	100.00
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Number of inquiries per day: \_\_\_\_\_

B.7 Any organizational constraint (such as lack of accommodation to house all the sections of the department at one place) which prevents the use of library at optimum level:

B.8 Any user's Survey conducted during the preceding three years? (If YES, please give details):

B.9 Exchange of Publications Programme:

### Part C — Miscellaneous

C.1 Time taken by correspondence work:

C.2 Time taken by public Relations Work:

C.3 Time taken by Professional/Academic work:

C.4 Time taken in performing various categories of jobs such as book-selection, classification, cataloguing, reference and bibliographical service, issuing of books, supply of documents etc.

### Part D — Terms of Reference

ANNEXURE: D

Quantitative Data Extracted from the Questionnaire on Various Libraries of Government of India

Name of the Library	Staff			Annual Intake			
	Designation	No. of Posts	Pay Scale	Total Collection	Books etc.	Journals	Others (MBM)
Publications Division Library, New Delhi	Lib. Asstt	2	1400-2300	71000	440	400	-
Anthropological Survey of India, Nagpur	Libn. Gr.II	1	1400-2300	12700	100	97	MFS MPS RPT
	Lib. Attnt.	1	775-1025				
Anthropological Survey, Dehradun	Libn. Gr.II	1	1400-2300	6064	317	101	MPS RPT
	Lib. Attnt	1	775-1025				
Patent Office, Calcutta	Sr. Libn. Librarian	1	2000-3500	48993 +	387	250	605
		1	1350-2200 Patents & specifications in several thousands				
Directorate of Extension, Agriculture & Co-operation, New Delhi.	Libn. Librarian	1	1640-2900	6025 +	76	190	FLM PHG SLD
		1	1400-2300				

QUANTITATIVE DATA EXTRACTED FROM THE QUESTIONNAIRE ON VARIOUS LIBRARIES OF GOVERNMENT OF INDIA

Abbreviations: \*MFS: Microfilms \*MPS: Maps \*RPT: Reprint \*FLM: Films \* PHG: photos  
\* SLD: slides \*PCL: press clippings \*ATL: Atlas \* PHC: photocopies \* JLS: journals \* REC: records \* TPE: Tapes.

Services					Publications					Budget (Rs. in
Lending (Daily)	Inter-library loan	Photocopying	Reference Queries (Mondly)	Users (Daily)	Weekly & Queries	Monthly & Bi-	Quarterly	Half-yearly &	Occasional	
45	30	70	50	500	-	-	-	-	-	1.25
5-10	4-5	100	15-20	15-25	-	3	-	-	-	0.60
50	5	-	-	60-70	-	-	1	-	-	1.28
100	10	46	50	45	-	-	3	-	-	5.00
10-15	10	1000	60	70	2	1	-	-	-	0.18

ENT OF INDIA

Quantitative Data Extracted from the Questionnaire on Various Libraries of Government of India

Name of the Library	Staff			Annual Intake			
	Designation	No. of Posts	Pay Scale	Total Collection	Books etc.	Journals	Others (MBM)
Forest Reserach Institute & Colleges Dehradun	Librarian	1	2000–3500	103006 (126000 Reprints etc.)	2609	555	MPS
	R.O. (Doc)	1	2000–3500				
	Asst. Libn I	2	1400–2300				
	Asst. Libn II	2	1200–2040				
National Museum, New Delhi	Sr. Libn	1	2000–3500	37612	1311	110	SLD
	Asst. Libn	1	1400–2300				
	Lib. Attnt	2	825–1150				
Internal Security Rehabilitation, New Delhi	Jr. Librn	1	1350–2200	6845	266	46	MPS
National Archives, New Delhi	Librn	2	2000–3500	200000	1252	165	–
	Asst. Librn	9	1400–2300				
		3	950–1500				
		3	950–1400				
Research & Reference Library (1 & B), New Delhi	C.D.O.	1	3000–4500	50057	690	179	PCL
	Doc. Officer	2	2000–3500				
	Ref. Librn	1	2000–3500				
	Doc. Asst.	4	1400–2600				
	Librarian	1	1400–2300				
	Lib. Asst.	1	1350–2200				
	Lib. Attnt.	2	950–1150				

Abbreviations: \*MFS: Microfilms \*MPS: Maps \*RPT: Reprint \*FLM: Films \* PHG: photos  
 \* SLD: slides \*PCL: press clippings \*ATL: Atlas \* PHC: photocopies \*

Report of the Review Committee on Library State Under the Purview of Central Government, 1988

	Services				Publications					Budget (Rs. in
	Lending (Daily)	Inter-library loan	Photocopying	Reference Queries (Monthly)	Users (Daily)	Weekly & Queries	Monthly & Bi-	Quarterly	Half-yearly &	
69	-	4200	71	53	1	1	-	-	-	27.67
20	400	20	-	-	-	-	-	-	-	2.40
15	-	-	50	-	-	-	-	-	-	0.30
150	15	-	55	50	-	-	-	-	-	1.30
95	92	1000	80	150	Total 10 publication					1.50

Quantitative Data Extracted from the Questionnaire on Various Libraries of Government of India

Name of the Library	Staff			Annual Intake			
	Designation	No. of Posts	Pay Scale	Total Collection	Books etc.	Journals	Others (MBM)
A.S.I., Allahabad	Lib. Asst.	1	1400–2300	7274	368	118	MPS ATL PHC
Bureau of Industrial Costs Mices, New Delhi	Librarian	1	1400–2300	12596	448	147	–
	Lib. Attnt.	1	950–1400				
Ministry of Urban Development New Delhi	Librarian	1	1400–2300	50379	575	77	–
Department of Steel, New Delhi	Librarian II	1	1400–2300	6075	155	44	–
	Sr. Libr. Attnt.	1	950–1400				
National Institute of Urban & T Board, New Delhi	Librarian I	1	2000–3500	6825	392	85	–
	Lib. Attnt.	1	750–940				
	Libn. Gr. I	1	2000–3500	46250	722	335	–
	Lib. Attnt.	1	750–940				

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\* SLD: slides \*PCL: press clippings \*ATL: Atlas \* PHC: photocopies \*

Report of the Review Committee on Library State Under the Purview of Central Government, 1988

Services					Publications					Budget (Rs. in
Lending (Daily)	Inter-library loan	Photocopying	Reference Queries (Monthly)	Users (Daily)	Weekly & Queries	Monthly & Bi-	Quarterly	Half-yearly &	Occasional	
15	3	12	50	30	-	-	-	-	-	1.56
20	14	10	16	60	-	2	-	-	-	1.75
42	25	6	75	42	-	-	-	-	-	2.00
30-40	10-15	-	15-20	50	-	-	-	-	-	0.60
10-15	10-15	20	25-30	15-20	-	1	-	-	-	0.45
100	10	20	80	50	-	1	-	-	-	2.0

Quantitative Data Extracted from the Questionnaire on Various Libraries of Government of India

Name of the Library	Staff			Annual Intake			
	Designation	No. of Posts	Pay Scale	Total Collection	Books etc.	Journals	Others (MBM)
Geological Survey of India, Nagpur	Sr.Asst. Librn	1	1640–2900	27447	160	135	10
	Asst. Librn	2	1400–2300				
	Lib. Asst.	2	1200–2040				
CBI Library, New Delhi	Librarian	1	1640–2000	16470	715	187	–
Department of Food, New Delhi	Librarian	1	1400–2300	20500+ MPS	827	235	MPS
	Asst. Librn	1	1200–2040				
	Lib. Attnt.	1	800–1140				
Indian Museum Library, Calcutta	Librarian	1	1640–2900	29769+ MFS	2110	383	MFS
	Asst. Librn	1	1400–2300				
	Sorter	1	800–1150				
Indian Bureau of Mines, Nagpur	Librarian	1	2000–3500	66142+ MFS STDS	1117	340	–
	?	1	1640–2900				
	?	3	1400–2300				
	?	4	1200–2040				
Department of Civil Supplies, New Delhi	Librarian	1	1400–2300	8709	428	120	–

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 \* SLD: slides \*PCL: press clippings \*ATL: Atlas \* PHC: photocopies \*

Report of the Review Committee on Library State Under the Purview of Central Government, 1988

	Services				Publications					Budget (Rs. in
	Lending (Daily)	Inter-library loan	Photocopying	Reference Queries (Monthly)	Users (Daily)	Weekly & Queries	Monthly & Bi-	Quarterly	Half-yearly &	
27	10-15	-	10-15	23	-	-	-	-	-	4.50
25	5-7	10-12	50	20	-	-	2	-	-	4.00
35	95	50	55	45	1	-	-	-	-	1.50
75	10	-	80	75	-	1	-	-	-	2.50
40	25	-	40	35	-	1	1	-	-	2.50
25	15	-	45	30	-	-	-	-	-	0.70

Quantitative Data Extracted from the Questionnaire on Various Libraries of Government of India

Name of the Library	Staff			Annual Intake			
	Designation	No. of Posts	Pay Scale	Total Collection	Books etc.	Journals	Others (MBM)
Department of Atomic Bombay	Librarian	1	1640–2900	11893	760	160	–
	Lib. Attnt.	1	950–1400				
Ministry of Finance, Department of Economic	Librarian	1	3000–4500 (2000–3500)	102000	1595	600	–
	Sr. Asst. Libn	2	1640–2900				
	Jr. Asst. Libn	1	1400–2600				
	Lib. Asst.	3	1400–2300				
	Sr.Lib. Attnt.	3	950–1400				
	Jr. Lib. Attnt.	1	750–940				
National medical Library, New Delhi	Director	1	4500–5700	245000+	8500	2044	1.50 lakhs
	Dy. Director	1	3700–5000				
	Astt. Director	4	3000–4500				
	Doc. Officer	2	2200–4000				
	Libn. Gr. I	5	2000–3500				
	Sr. Doc. Asst.	10	1640–2900				
	Libn Gr. II	4	1400–2300				
	Jr. Doc. Asst.	6	1400–2300				
	Libn. Gr. III	6	1350–2200				
	Sr. Lib. Attnt	9	950–1400				
	Jr. Lib. Attnt.	1	750–940				

Abbreviations: \*MFS: Microfilms \*MPS: Maps \*RPT: Reprint \*FLM: Films \*PHG: photos  
 \*SLD: slides \*PCL: press clippings \*ATL: Atlas \*PHC: photocopies \*JLS:  
 journals \*REC: records \*TPE: Tapes \*STDS: Standards \*MCF: Microfiche  
 \*MCR: Microcards \*VDC: Video cassettes.

Report of the Review Committee on Library State Under the Purview of Central Government, 1988

	Services				Publications					Budget (Rs. in	
	Lending (Daily)	Inter-library loan	Photocopying	Reference Queries (Monthly)	Users (Daily)	Weekly & Queries	Monthly & Bi-	Quarterly	Half-yearly &		Occasional
	4-5	6	-	8	35-40	-	-	-	-	-	1.14
	30	35	6	110	100	1	-	-	-	-	1.14
	325	95	30000	115	150	1	2	2	-	-	98.52

Quantitative Data Extracted from the Questionnaire on Various Libraries of Government of India

Name of the Library	Staff			Annual Intake			
	Designation	No. of Posts	Pay Scale	Total Collection	Books etc.	Journals	Others (MBM)
Department of Mines, New Delhi	Librarian	1	1400–2300	22716+ MPS	900	92	–
	Asst. Libn.	1	1350–2200				
	Lib. Attnt.	1	950–1400				
Geological Survey of India Calcutta	Sr. Libn.	1	3000–4500	321000 +42825 MPS, RPT FLMetc.	6392	2032	–
	Librarian	2	2000–3500				
	Sr.Asst.Libn.	2	1640–2900				
	Asst. Libn.	20	1400–2300				
	Lib. Asst.	14	1200–2040				
Directorate of Tabacco Development, Madras	Tech. Asst/ In-charge	1	1400–2300	3917	47	62	–
Planning Commission, New Delhi	Chief Librn/ Doc. Officer	1	3700–5000	149858	4050	636	–
	Librarian	1	2000–3500				
	Sr.Tech. Asst.	2	1640–2900				
	Tech. Asst.	8	1400–2300				
	Sr. Lib. Asst.	2	1200–2040				
	Jr. Lib. Asst.	3	950–1400				
	Sr.Lib.Attnt.	2	950–1400				
	Jr.Lib. Attna.	2	800–1150				

Abbreviations: \*MFS: Microfilms \*MPS: Maps \*RPT: Reprint \*FLM: Films \*PHG: photos  
 \*SLD: slides \*PCL: press clippings \*ATL: Atlas \*PHC: photocopies \*JLS:  
 journals \*REC: records \*TPE: Tapes \*STDS: Standards \*MCF: Microfiche  
 \*MCR: Microcards \*VDC: Video cassettes.

Report of the Review Committee on Library State Under the Purview of Central Government, 1988

	Services				Publications					Budget (Rs. in	
	Lending (Daily)	Inter-library loan	Photocopying	Reference Queries (Monthly)	Users (Daily)	Weekly & Queries	Monthly & Bi-	Quarterly	Half-yearly &		Occasional
	40	5	-	40	70	-	-	-	-	-	0.80
	72	15	4200	80	45	-	1	6	2	-	8.50
	2	-	-	-	8	-	-	-	-	-	0.02
	60	130	50	110	60	2	-	1	-	-	5.00

Quantitative Data Extracted from the Questionnaire on Various Libraries of Government of India

Name of the Library	Staff			Annual Intake			
	Designation	No. of Posts	Pay Scale	Total Collection	Books etc.	Journals	Others (MBM)
Home Affairs, New Delhi	Librarian	1	2000–3500	436398+ PAM	2476	285	–
	Asst. Libn	1	1400–2300				
	Doc. Asst.	1	1400–2300				
	Jr. Librn	2	1350–2200				
	Sr.Lib. Attnt.	1	950–1400				
	Jr. Lib. Attnt.	1	825–1200				
Directorate of Plant Protection & Storage, Faridabad	Sr. Librn	1	1640–2900	12724	23	186	–
	Librarian	1	1400–2300				
	Lib. Attnt.	2	750–940				
Ministry of Law and Justice, New Delhi	Libn. Gr. I	1	2000–3500	72678	927	156	–
	Libn. Gr. II	2	1400–2300				
	Libn. Gr III	1	1200–2040				
	Lib. Attndt.	3	950–1400				
Anthropological Survey of Calcutta	Head Libn	1	2000–3500	41904	800	356	RPT
	Librn. Gr. I	2	1640–2900				
	Librn Gr. II	2	1400–2300				
	Asst. Libn I	2	1350–2200				
	Asst. Libn II	1	1200–2040				
	Asst. Libn. III	1	975–1540				
	Micrographer	1	1400–2300				
	Lib. Attnt	1	775–1025				

Abbreviations: \*MFS: Microfilms \*MPS: Maps \*RPT: Reprint \*FLM: Films \*PHG: photos  
 \*SLD: slides \*PCL: press clippings \*ATL: Atlas \*PHC: photocopies \*JLS: journals  
 \*REC: records \*TPE: Tapes \*STDS: Standards \*MCF: Microfiche  
 \*MCR: Microcards \*VDC: Video cassettes &PAM: Pamphlets.

Report of the Review Committee on Library State Under the Purview of Central Government, 1988

Services					Publications					Budget (Rs. in
Lending (Daily)	Inter-library loan	Photocopying	Reference Queries (Monthly)	Users (Daily)	Weekly & Queries	Monthly & Bi-	Quarterly	Half-yearly &	Occasional	
225	55	120	190	150	1	2	-	-	-	3.25
10	11	500	2-5	7-8	-	-	-	-	-	0.88
70	250	55	65	70	-	1	-	1	-	2.50
70	2	-	45	70	-	3	-	-	-	3.05

Quantitative Data Extracted from the Questionnaire on Various Libraries of Government of India

Name of the Library	Staff			Annual Intake			
	Designation	No. of Posts	Pay Scale	Total Collection	Books etc.	Journals	Others (MBM)
National Atlas Organisation, Calcutta.	Sr. Librarian	1	1640–2900	16427+	260	100	MPS PHG
	Map Curator	1	1600–2660	52000			
	Librarian	2	1400–2300	MPS+			
	Lib. Asst.	3	1350–2200	68094 PHG & other material.			
Directorate of Coordination Police Radio Trg. Institute	Librarian	1	1350–2200	3700	93	25	–
Zoological Survey of India, Calcutta	Head Libn	1	2000–3500	75185	2152	825	–
	Sr. Librn.	1	16040–2900				
	Librarian	2	1400–2300				
	Asst. Lbrn	2	1350–2200				
	Lib. Asst.	3	1200–2040				
	Cataloguer	1	1200–2040				
	Book Binder	2	800–1150				
Banking Division Library, Department of Economic Affairs	Jr. Asst. Librn	1	1400–2300	18330	556	250	–
Anthropological Survey of India Jagdalpur	No staff	–	—	2737	244	–	–

Abbreviations: \*MFS: Microfilms \*MPS: Maps \*RPT: Reprint \*FLM: Films \*PHG: photos  
\*SLD: slides \*PCL: press clippings \*ATL: Atlas \*PHC: photocopies \*JLS:  
journals \*REC: records \*TPE: Tapes \*STDS: Standards \*MCF: Microfiche  
\*MCR: Microcards \*VDC: Video cassettes &PAM: Pamphlets.

	Services				Publications					Budget (Rs. in	
	Lending (Daily)	Inter-library loan	Photocopying	Reference Queries (Mondly)	Users (Daily)	Weekly & Queries	Monthly & Bi-	Quarterly	Half-yearly &		Occasional
	78	-	-	60	20	-	-	1	-	-	1.95
	50	-	-	15	70	-	-	-	-	-	0.60
	20	30	130	40	25	-	-	2	-	-	0.40
	15	25	25	10	30	-	-	-	-	-	0.75
	3	-	-	3	4	-	-	-	-	-	0.93

Quantitative Data Extracted from the Questionnaire on Various Libraries of Government of India

Name of the Library	Staff			Annual			
	Designation	No. of Posts	Pay Scale	Total Collection	Books etc.	Journals	Others (MBM)
All India Radio, External Services Division, New Delhi	No Library Staff	—	—	13000+ Grama-phone Rec+ Tapes	5	—	REC TPE etc.
Central Plant Protection Trg. Institute, Hyderabad	Sr. Librarian	1	1400–2300	9029	31	119	—
Anthropological Survey of India, Udaipur	Asst. Libn I	1	1350–2200	2648	370	51	—
Ministry of Defence Library New Delhi	Chief Libn. Asst. Libn. Libn. Gr. II Libn. Gr. III	1 1 2 2	3000–4500 1640–2900 1400–2600 1350–2200	44200	791	260	—
Air Head Quarters Library, New Delhi	Libn. Gr. I Libn. Gr. II Libn. Gr. III	1 1 1	2000–3500 1400–2300 1350–2200	42000	1696	88	—

Abbreviations: \*MFS: Microfilms \*MPS: Maps \*RPT: Reprint \*FLM: Films \*PHG: photos  
\*SLD: slides \*PCL: press clippings \*ATL: Atlas \*PHC: photocopies \*JLS: journals  
\*REC: records \*TPE: Tapes \*STDS: Standards \*MCF: Microfiche  
\*MCR: Microcards \*VDC: Video cassettes.

# No Separate budget.

Report of the Review Committee on Library State Under the Purview of Central Government, 1988

	Services				Publications					Budget (Rs. in	
	Lending (Daily)	Inter-library loan	Photocopying	Reference Queries (Monthly)	Users (Daily)	Weekly & Queries	Monthly & Bi-	Quarterly	Half-yearly &		Occasional
	-	-	-	5	-	-	-	-	-	-	0.40
	15	-	-	10	40	-	-	-	-	-	0.28
	10-15	-	-	8	40	-	-	-	-	-	#
	85	4	-	93	250	-	2	-	-	-	1.68
	150	10	-	40	200	-	-	-	1	-	1.76

Quantitative Data Extracted from the Questionnaire on Various Libraries of Government of India

Name of the Library	Staff			Annual Intake			
	Designation	No. of Posts	Pay Scale	Total Collection	Books etc.	Journals	Others (MBM)
Anthropological Survey of India, Mysore	Libn. Cr. II	1	1400–2300	9646+	572	90	–
	Asst. Libn. I	1	1350–2200	MPS			
	Lib. Attnt.	1	775–1075	964			
Ministry of Labour Library, New Delhi	Librarian	1	2000–3500	39608	242	157	–
	Spl. Gr.Libn.	1	1600–2660				
	Libn. Gr. II	4	1400–2300				
	Sr.Lib. Attnt.	1	950–1400				
	Jr.Lib. Attnt.	1	800–1150				
Indian Meteorological Department, New Delhi	Librarian	1	1400–2300	34355	509	332	–
	Sr. Observer	3	1350–2040	MAPS etc.			
Botanical Survey of India	Lib. Asst.	1	1400–2300	10435	172	80	–

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 \*SLD: slides \*PCL: press clippings \*ATL: Atlas \*PHC: photocopies \*JLS: journals  
 \*REC: records \*TPE: Tapes \*STDS: Standards \*MCF: Microfiche  
 \*MCR: Microcards \*VDC: Video cassettes.

Report of the Review Committee on Library State Under the Purview of Central Government, 1988

	Services				Publications					Budget (Rs. in
	Lending (Daily)	Inter-library loan	Photocopying	Reference Queries (Monthly)	Users (Daily)	Weekly & Queries	Monthly & Bi-	Quarterly	Half-yearly &	
19	3	35	17	21	-	-	-	1	-	1.1
54	50	-	52	40	2	1	1	1	-	1.1
24	12	530	42	20	-	-	-	-	-	0.50
25	20	35	40	10	-	-	-	-	-	0.50



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REPORT OF THE EMPOWERED  
COMMITTEE TO FORMULATE AN ACTION  
PLAN ON THE NATIONAL POLICY ON  
LIBRARY AND INFORMATION SYSTEM,  
1988





April 11, 1988

Shri P.V. Narasimha Rao  
Hon'ble Minister of  
Human Resource Development  
Shastri Bhawan  
New Delhi.  
Dear Shri Rao—Ji,

You may kindly recalled that a Committee was set up by the Ministry of Human Resource Development (vide Order No. F18–14/85–Lib. dated October 7, 1985) to formulate a National Policy on Library and Information System. I had the privilege to chair the Committee. We went round the country, had the benefit of interacting with the leading library scientists, representatives of different Library Associations and other concerned interests. On May 30, 1986, the Committee submitted its Report , “National Policy on Library and Information System: A Presentation”.

As a follow-up action, the Department of Culture (vide Office Order No. F. 18–14/85 Lib. of November 11, 1986) set up an Empowered Committee under my Chairmanship. The Committee started functioning in March, 1987, and completed its work in March, 1988. We had the benefit of ascertaining the views of different State Governments and professional bodies.

Among other things, the Committee addressed itself to the needs of (i) Public Library System, (ii) Academic System, (iii) Special Library and Information System, and (iv) National Library and Bibliography Services. Besides, we tried in terms of the suggested policy to bring India's library movement and services closer to the needs of (a) New Education Policy, (b) Literacy Movement, and (c) preservation of our own cultural heritage.

On behalf of the members of the Empowered Committee and on my own behalf I have now the pleasure and privilege of presenting to you the outcome of our work during the last one year, namely, “Report of the Empowered Committee to Formulate an Action Plan on the National Policy on Library and Information System.”

We do sincerely believe that under your leadership the Department of Culture,

Ministry of Human Resource Development, will be pleased to accept the Report and give effect to the suggestions contained in it.

With kind regards,

Yours sincerely,

(D.P. Chattopadhyaya)

Chairman

Empowered Committee to Formulate an Action Plan

On the National Policy on Library

And Information System

## CHAPTER – 1

# Introduction

A Committee was set up by the Ministry of Human Resource Development vide their Order No. F. 18–14/85-Lib. Dated October 7, 1985 to formulate a National Policy on Library and Information System. The Committee submitted its Report, ‘National Policy on Library and Information System: A Presentation’ on May 30, 1986. Based on this Report, the Department of Culture in their Office Order (No. F. 18–14/85-Lib.) of November 11, 1986 appointed an Empowered Committee consisting of 8 Members under the Chairmanship of Prof D.P. Chattopadhyaya, Chairman, Raja Rammohun Roy Library Foundation, to lay down a programme of action for the implementation of the National Policy on Library and information System. The terms of reference of the Committee were defined as below:

1. To examine the practical implications of the National Policy on Library and Information System in all its aspects and draw up an action plan for implementation of the same.
2. The particular areas where the Committee may focus attention are as under:
  - (i) National Policy on Education and Library;
  - (ii) Public Library Development—both rural and urban areas;
  - (iii) School Libraries—an integrated approach to literacy and adult education programme;
  - (iv) Special library in higher education and research;
  - (v) National level libraries—conservation and preservation of cultural heritage available in printed books and manuscripts and National bibliographical services.

- (vi) Manpower development;
- (vii) Modernisation and information technology;
- (viii) Production and distribution of reading and audio-visual materials.

The time limit given to the Empowered Committee for processing of the Report was 90 days.

The first meeting of the Empowered Committee was held as late as 6 March, 1987. It was pointed out by the Chairman that the scope of this Committee is much different from other Empowered Committees. Again, in the absence of any available data and information about libraries, it was decided to extend the Committee's tenure till 31 March, 1988. In its first meeting held 6 March 1987, a Task Force was constituted with the members of the Empowered Committee (or their representatives) and 2 or 3 experts in the field. The Task Force set up 3 specific Sub-Groups with the following persons:

1. Financial and Administrative Structure :
  - (i) Shri L.S. Narayanan, Financial Adviser
  - (ii) Shri R.C. Tripathi, JS (T)
  - (iii) Shri S.C. Biswas, Member-Secretary (Director-CSL)
2. Public Library, Rural Library and National Library :
  - (i) Prof Ashin Dasgupta, Director, National Library
  - (ii) Shri R.S. Tripathi, JS (T)
  - (iii) Shri S.C. Biswas, Member-Secretary (Director-CSL)
  - (iv) Dr. B.P. Barua, Director, Raja Rammohun Roy
  - (v) Shri R. Thirumalai
3. Academic and Research Libraries :
  - (i) Dr. R.P. Gangurde, Joint Secretary, UGC
  - (ii) Prof Iqbal Narain, Secretary, ICSSR
  - (iii) Shri R. Thirumalai
  - (iv) Dr. D.N. Panigrahi

(v) Shri Prof A.C. Tikekar, Librarian, University of Bombay

(vi) Shri S.C. Biswas, Member-Secretary (Director-CSL)

The Reports of the Task Force Sub-Groups II and III were finally received by the end of December 1987 and the Task Force Sub-Group I met on 25 February 1988 to look into the financial and administrative implications of the Reports submitted by the Task Force Sub-Groups II and III.

Requests were sent to all State Governments, Department of Education, for their comments on NAPLIS document. Government of Maharashtra sent only an acknowledgment and the Department of Education of the Union Territory of Dadra and Nagar Haveli sent their comments dated 2 February 1988. In addition, we have received comments on NAPLIS Report from Madras Library Association, Madras; State Resource Centre for Non-formal Education, Madras; and Indian Council of Social Science Research. However, the final Report of the National Policy on Library and Information System was prepared by the associating State Governments and several other voluntary organisations.

The Empowered Committee met on six occasions: 6 March 1987; 5 September 1987; 23 January 1988; 8 February 1988; 12 March 1988 and finally on 27 March 1988.

## CHAPTER – 2

## Objectives of National Policy

1. Library and information sources are vital for all sectors of National activity. The availability of information, expeditiously and pin-pointedly supports all decision-making processes at all levels. Relevant information accelerates the pace of National development. An informed citizen is an asset to the democratic system of Government and the proper utilisation of information can improve the quality of citizens. The Government of India, therefore, realises the value of co-ordinating and upgrading the existing library and information systems and services and initiating new programmes relevant to our National needs, taking advantage of the latest advances in information technology.
2. The following will be the main aims of library and information policy :
  - (i) To foster, promote and sustain, by all appropriate means, the organisation, availability and use of information in all sectors of National activity;
  - (ii) To take steps for mobilising and upgrading the existing library and information systems and services and initiating new programmes relevant to our National needs, taking advantage of the latest advances in information technology;
  - (iii) To encourage and initiate, with all possible speed, programmes for the training of library and information personnel, on a scale and of a calibre adequate to provide the library and information services and to recognise their work as an important component of the quality and level of such services;
  - (iv) To set up adequate monitoring mechanisms for ensuring a rapid development of library and information facilities and services for

meeting the information needs of all sectors and levels of the National economy;

- (v) To encourage individual initiative for the acquisition and dissemination of knowledge, and for the discovery of new knowledge in an atmosphere of intellectual freedom;
- (vi) In general, to secure for the people of the country all the benefits that can accrue from the acquisition and application of knowledge; and
- (vii) To preserve and make known the nation's cultural heritage in its multiple forms.

### CHAPTER – 3

## Decisions/Recommendations of the Empowered Committee

The Committee and the 3 Task Force Sub-Groups discussed each of the recommendations item by item, as recorded in the 'National Policy on Library and Information System' document. Decisions taken by the Empowered Committee on each item are given below. The Department of Culture has already been requested to take suitable steps for urgent implementation of some of the recommendations of the Empowered Committee, as decided in its 2nd meeting held on 5 September, 1987 (letter dated 11 January 1988). These were:

1. The Director, National Library may be vested with all administrative and financial powers to serve as 'Head of the Department' for the Central Reference Library.
2. To take initiative in the creation of a National Commission on Library/Documentation and Informatics within the Government set-up.

Recommendations/decisions of the Empowered Committee of each individual item are given below:

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S.No. Recommendations of NAPLIS	Decisions of Empowered Committee
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### Public Library System

1. The most important task is to establish, maintain and strengthen public libraries in the country and enable them to work as a system. Responsibility for mobilisation of resources would be shared by various States and Central Governments, public undertakings and voluntary organisations. Re. 1/- to Rs. 10/- may be charged as nominal membership fee. (Fee will be fixed by the libraries keeping in view

S.No. Recommendations of NAPLIS	DECISIONS OF Empowered
agencies.	the economic condition of the target group of users).
<p>2. The main thrust should go to rural public library. A village or a village-cluster with an adequate population should have a community library/ rural community centre library (CCL) which will also serve as an information centre. Resources of different agencies engaged in the public health, adult education, local self-government, etc., are to be mobilised to build up this centre.</p>	<p>Committee feels that this kind of rural library service should be made available in each village under the Minimum Needs Programme by 2001 A.D. Central Government &amp; State Government agencies, such as, Ministry of Health &amp; Family Welfare, Department of Culture, Department of Social Welfare, Department of Education, Ministry of Information &amp; Broadcasting etc., and programmes, for example, National Literacy Mission (NLM), District Institute of Education &amp; Training (DIET) should closely co-ordinate and share resources in building up the local Community Centre Libraries (CCL).</p>
<p>3. Ministry of Rural Development has undertaken a plan of building up one Community Centre in every Panchayat (1,00,000 Centres, estimated) during the 8th Five Year Plan. Department of Culture and Ministry of Rural Development have agreed to provide library services at each of these Rural Community Centres.</p>	<p>Matter may be examined in consultation with the Ministry of Rural Development and Ministry of Human Resource Development.</p>
<p>4. An important link should be</p>	<p>ACCEPTED Every rural public library shall</p>

S.No. Recommendations of NAPLIS	Decisions of Empowered
<p>established between the Community Centre Library and Primary Schools. If the schools do not have library of their own, Community Centre Library should provide the children with adequate services.</p>	<p>have a children's section with material covering school curriculam and extra reading material suitable for children. NCERT and several voluntary agencies may provide the list of suitable reading material. The Committee re-emphasised the need of developing children's libraries and/or children's section in all public libraries as an endorsement of the NPE Guidelines (Programme of Action) and National Book Policy Empowered Committee Report. A minimum 20 per cent of the public library stock should be meant for children.</p>
<p>5. A Community Centre Library should have audio and visual materials and equipment to meet the needs especially of the illiterate section of the Community</p>	<p>ACCEPTED Learning a.v. packages developed by Educational Technology Centres of States and Central Government agencies and programmes developed by them should be made available to all Community Centre Libraries (CCL).</p>
<p>6. A Community Centre Library should have an important role in Adult Education programme.</p>	<p>ACCEPTED Programmes of NLM and DIET, voluntary agencies should be closely</p>
<p>7. A District Library should serve as an apex library for each district</p>	<p>ACCEPTED Programmes of NLM and DIET, voluntary agencies should be closely</p>

S.No. Recommendations of NAPLIS	Decisions of Empowered
<p>with public libraries at city, town and village levels, constituting important components in the District Library System. It will take leadership in establishing linkages between all other public libraries under the District and work towards sharing the resources.</p>	<p>interlinked with CCL. ACCEPTED RRRLF may provide the guidance in establishing linkages between all public libraries in each district. District Board of Education (DBE) responsible for overall planning &amp; administration of all educational programmes and its District Resource Unit (DRU) as a part of DIET should provide both technical and financial</p>
<p>8. A District Library should also provide for more facilities and recreation for the handicapped and under-privileged classes, eg., literature in braille.</p>	<p>resources and work in close co-ordination with the district library system of the State. ACCEPTED</p>
<p>9. A District Library and its branch libraries should also have mobile and circulating library services within their area, wherever necessary. Hospital, prison and infirmary are</p>	<p>Department of Social Welfare, Ministry of Health &amp; Family Welfare, Ministry of Human Resource Development, voluntary agencies &amp; RRRLF are to provide both technical and financial support. Organisation such as National Institute of Visually Handicapped, Dehradun, National Institute of Health &amp; Family Welfare are to be associated in developing suitable resource material. ACCEPTED</p>

S.No. Recommendations of NAPLIS	Decisions of Empowered
to be covered under this service.	ACCEPTED
10. Libraries for special groups should be built in areas of tribal concentration and minority communities to help in developing and sustaining their distinctive cultures. Government will encourage such communities to develop their own libraries through voluntary efforts.	National Authority on Adult Education, National Institute of Adult Education, JSN and similar State Government and voluntary agencies are to be associated with the State Public Library Development Programme and the National Commission for Libraries (NCL). Publications of IGNOU should be available in all local public libraries
11. The key role of public libraries as chief sustaining agencies of distant education is to be recognised and they should be adequately equipped with relevant resources, such as publications covering Open University and vocational education courses.	NICNET and the proposed EDUNET and any other information databases developed and available through a network such as INDONET should be available at the District Resource Unit/ District Library.
12. All public libraries within a State should form part of a network extending from village library through intermediary levels, Community Centre Library, District Library and State Central Library. This State Network should be linked up with the National information grid.	ACCEPTED (Sample Surveys of Public Libraries should be taken up by RRRLF.) Under NLM Programme, 40 districts are to be identified initially—(20 well endowed
13. Role of State Central Library is	

S.No. Recommendations of NAPLIS	Decisions of Empowered
<p>crucial in the networking and in the establishment of uniform library procedures and standards within the State.</p>	<p>and 20 under-endowed). RRRLF may co-ordinate Sample Surveys closely with this Programme and in the same districts.</p>
<p>A detailed field survey of 2 or 3 districts in different regions or areas on information needs, road, rail, telecommunication facilities and the scope of working with other agencies, such as Department of Culture/Rural Development/Health and Family Welfare/Industries Khadi and Village Commission/Education, Bureau of Public Enterprises, Department of Banking etc., can be determined for co-ordinating their administrative and financial responsibilities under the Minimum Need-based Programme.</p>	<p>RRRLF may be asked to prepare an Action Plan in collaboration with the State agencies in developing initially 10 model rural libraries.</p>
<p>14. It was considered that a few projects to develop Standards, Guidelines on Model Library Service at several levels may be initiated urgently by the Department of Culture.</p>	<p>Department of Culture may request some organisations/individuals to take up the projects (a), (b) &amp; (d) and provide necessary funds.</p>
<p>(a) School (Rural) library standards, guidelines and objectives; (b) Audio and visual packages of library use in various languages; (c) Library information service in rural</p>	<p>ACCEPTED Needs further examination in relation to the proposed National Commission for Libraries.</p>

S.No. Recommendations of NAPLIS	Decisions of Empowered
set-up; and	ACCEPTED
(d) Manpower development in relation to the application of modern technology through some appropriate agencies for rapid implementation of library service network throughout the country.	
*15. Proposals for maintenance and development of public libraries should preferably be through State Legislative enactments. The Central Government may revise Model Public Library Bill (already prepared) in the light of the experience gained in recent years. Finances for library development should be found by each State, either from general revenue or from local taxation. Central Government agencies may provide fund under Plan expenditure.	ACCEPTED
16. To make the role of RRRLF as a National agency for co-ordinating and assisting the development of public libraries, RRRLF may be declared as an Institution of	

\* The Empowered Committee on National Book Policy also expressed a similar opinion.

S.No. Recommendations of NAPLIS	Decisions of Empowered
<p>National Importance.</p> <p>17. The Central Government should assist the State agencies in the development of public libraries in a larger way than it has done so far. The RRRLF will serve as the main National agency in the public library development programme.</p> <p>*17A. The Central Government in collaboration with State Governments may establish at least one multilingual library in each State.</p> <p>*17B. Suitable legislation may be enacted so that new urban development projects compulsorily provide for building of libraries reading rooms and books stores at the cost of the projects.</p>	<p>ACCEPTED</p> <p>Ministry of Urban Development may be approached for taking appropriate action.</p>

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\* The Empowered Committee on National Book Policy also expressed a similar opinion.

CHAPTER – 4

**Academic Library System**

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S.No. Recommendations of NAPLIS	Decisions of Empowered
18. In view of making our learning process healthy and enjoyable, teaching should be around the library resources of the educational institutions and children should be introduced to the pleasure and importance of books and other learning aids at an early age. It is recommended that teachers/Librarians should guide the students to use libraries. There should be provision of library period in the time table at the primary and secondary levels; adequate provision of reading and other types of material to meet academic and recreational needs; organise book exhibitions; encourage activities to promote reading habits of both students and teachers; celebrate library week every year; institute	NCERT, DIET, SIET and library professional organisations should promote and produce suitable guidelines for the benefit of educational institutions.

S.No. Recommendations of NAPLIS	Decisions of Empowered
incentives, prizes and awards to promote effective use of librarians; take initiative in developing and introducing user's education programme in the library.	
19. Every school and college must have a library and a qualified/trained librarian. Primary and junior schools where such facilities are not provided may share the resources of the local Community Centre Library. Alternatively, in areas where the Community Centre Library does not exist, the primary school/junior school should be so developed as to serve as the library of the local community. Children of all age groups must be allowed to get help from this library even if they are not students.	NCERT and SIETs may provide guidelines and ensure their enforcement. DIET and local library authorities should closely co-ordinate for their implementation.
20. There should be an agency at the State level for proper development of school libraries which should have some proper representation at the proposed Sub-Committee on Special and Academic Libraries of the National Commission on Libraries.	SIETs & DIETs may adopt the NCERT developed model school library standards and guidelines.
21. School teachers responsible for libraries should go through short	NCERT, SIET may involve ILA and State Library Associations in running such courses at Teacher's Training Colleges.

S.No. Recommendations of NAPLIS	Decisions of Empowered
training courses in library Science.	ACCEPTED
22. UGC/AICTE should provide assistance to organise referresher courses/orientation courses for users/college libraries and NCERT/SIETs should support similar programmes for school librarians/teachers.	ACCEPTED
23. To evaluate performance of librarians, UGC/AICTE should involve a procedure of performance appraisal of university and college librarians and NCERT should evolve such measures for school librarians/teachers.	ACCEPTED Association of Indian Universities may take up a project in devising academic library norms on priority basis.
24. University and college libraries must be given adequate facilities in staffing, buildings, furniture and equipments and reading materials etc., before a university and college can start their proper function. UGC/AICTE is to devise and lay down norms for academic libraries in the country. Senior staff members of university library should be regarded as full members of the academic community and the library is to be	ACCEPTED

S.No. Recommendations of NAPLIS	Decisions of Empowered
<p>considered as an 'academic unit'.</p> <p>25. It is essential that universities, colleges and research organisations in one region/State must establish linkages and share their resources. It should be possible to devise a common acquisition programme. Such resource-sharing may also save avoidable duplication and reveal under-utilisation of resources in academic libraries.</p>	<p>The proposed EDUNET now at its developing stage with Department of Electronics may provide these guidelines within the project proposal.</p>
<p>26. Distance education has been put on high priority (NPE-Programme of Action) in Indian education system. Apart from Public libraries, local college and university libraries should extend facilities to the students under this programme. The local academic libraries should be provided with necessary measures to extend their services to this group of users.</p>	<p>ACCEPTED</p> <p>IGNOU &amp; Departments of Correspondence Studies of various universities are to be associated and share resources with local educational institutions and public libraries. RRRLF shall coordinate this programme in relation to public library system.</p>
<p>27. Academic libraries, specially university and research libraries should their scope by adding bibliographical and current awareness services (including SDI).</p>	<p>ACCEPTED</p>
<p>28. UGC/AICTE has set up 3 regional centres (Bangalore, Bombay,</p>	<p>Proposed EDUNET may consider this decision.</p> <p>UGC/AICTE may give high priority</p>

S.No. Recommendations of NAPLIS

Decisions of Empowered

Baroda) to back up University Library System covering science and technology, social sciences and humanities respectively. there should be more similar centres in other parts of the country inter-linked with each other and the National Network.

29. UGC/AICTE and other agencies will take appropriate measures in providing adequate training facilities to university and college library staff and faculty members of the Library Science Department in application of

in arranging short term orientation courses on modern library management and information technology both for library staff and teachers of Library Science Departments. To begin with, a few selected University Library Science Department's may be provided with adequate resources in getting necessary hardware/equipment (PC-AT, Reprographic equipment etc.) as part of manpower development programme. Experts available in the field outside the University System could be associated with in conducting the training courses.

CHAPTER – 5

**Special Library and Information System**

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S.No. Recommendations of NAPLIS	Decisions of Empowered
30. The National Information System for Science & Technology (NISSAT), a Programme introduced by DSIR in 1977 needs to be further strengthened and linked up National Information Network (proposed by NAPLIS) and UGC/AICTE's proposed programme of networking the University Library System.	DSIR's Regional Network Pilot projects under NISSAT Programme and EDUNET Programme should be closely interlinked together with NICNET. INSDOC's "National Union Catalogue of Scientific Serials in India (NUC-SSI)" could serve in developing an active resource sharing avoid useless duplication and develop an effective Document Delivery Service. A Sub-Committee under the National Commission of Libraries (NCL) may be setup to chalk out policy guidelines.
31. Considering the high costs of databases, such activities should be channelised through a few nodal Centres. These Centres, mutual cooperation should be responsible for acquiring international databases and system software development. A large number of existing, planned and projected information systems,	DSIR, UGC/AICTE, NCL and the National Library may constitute a high powered Committee for identifying the institutions and disciplines which would be brought under the national network of library service in consultation with Department of Electronics, Ministry of Human Resources Development and

S.No. Recommendations of NAPLIS	Decisions of Empowered
covering fields such as Health Science Information System, Environmental Information System, Bio-technology Information System, Agricultural Information System, Non-conventional Energy Information System etc., should receive due attention for development.	Department of Telecommunications.
32. There has been a quantum growth in research and development activities in the country since Independence. Consequently, many Special and Research Libraries were established. however, there exists a significant gap in all areas of natural science, social sciences and humanities. Secondly, the development of Information Centres in all these areas is not evenly distributed over the country. A survey may be undertaken to identify the existing weaknesses in order to develop a National comprehensive core collection shared by the country's library system.	National Library, INSDOC, DST and ICSSR may take suitable actions and undertake projects of survey, evaluation and establishment of National data bases. (e.g. DST's Research Funding Database.)

CHAPTER – 6

**National Library System and Bibliographical Services**

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S.No. Recommendations of NAPLIS	Decisions of Empowered
33. The National Library based in Calcutta and historically India's pre-eminent library, needs to be strengthened and supported in a manner which will enable it to discharge the responsibilities enjoined in NAPLIS in close co-operation with other National level libraries and bear the apex of the country's library network system. The National Library, Calcutta in consultation with the Department of Culture and Department of Law may suggest the amendment of the National Library Act, 1976 together with the Delivery of Books Act, 1954	ACCEPTED The Committee decided that the Department of Culture may take appropriate action to change the status of the National Library from subordinate to an Attached Office. This would help National Library in discharging its responsibilities in a more effective manner as proposed in NAPLIS.
34. To meet the library needs at the national level, there should be a system of National Library. (NLS) consisting of the National Library, Calcutta as the National Library	ACCEPTED These Libraries may consider of forming an Association of Libraries under the Societies Registration Act with the scope and objective as those

S.No. Recommendations of NAPLIS	Decisions of Empowered
<p>of India, national Depository Libraries in Delhi, Bombay and Madras; National subject libraries and such other libraries of National importance. These National Libraries should form part of one integrated system. The position of the National Library Calcutta in the fully developed form of NLS shall be that of prime among the equals.</p>	<p>of Association of Indian Universities. There will be a Standing Sub-Committee of the NCL for the NLS. Till such time, National Library may constitute a National Library Board with 18 members and MOS Education &amp; Culture as Ex-officio Chairman and Director, National Library as the member-Secretary to advise on development of collections, resource-sharing and establishing network etc. and such other policy matters. members of the Board would be ex-officio representatives, on each of Department of Education, Department of Culture, DST, UGC, AICTE, Ministry of Finance, four eminent academics (Humanities, social sciences, science and technology), two eminent literature, four representatives of regional National libraries and subject National libraries. Details and terms, objectives etc., may be worked out by the Director, National Library in consultation with the Department of Law and Department of Culture.</p>
<p>35. National Depository Libraries (Connemara Public Library, Madras; Central Library, (Asiatic Society), Bombay and Delhi Public Library, Delhi) should</p>	<p>ACCEPTED Government of India is to take necessary steps to declare these National Depository Libraries as Institutions of National Importance. Details to be worked out</p>

S.No. Recommendations of NAPLIS	Decisions of Empowered
<p>concentrate in different regions intensively upon the development of collections and preservation of Indian culture produced in the languages of the regions concerned, supplementing and complementing the efforts of Indian National Library. An estimated amount of Rs. 6 Lakhs will be the annual requirement of each of these 3 recipient libraries for stroing and administering publications received under Delivery of Books Act. Till such time, Central Government may give 50 per cent of the Capital expenditure to Tamil Nadu and Maharashtra State Governments for these libraries' building and equipment programme for this purpose.</p>	<p>by the Department of Culture in consulation with the Libraries. items 35 &amp; 42 are to be taken together and will be pursued by the Department of Culture in consultation with the National Library and other 3 DB Act Receipient Libraries. Director, National Library, Shall be the convenor of the DB Act Review Committee (superceding earlier Committee constituted by the Dept. of Culture vide their letter No. F. 7-2/84-Lib. of 3.12.1984). This Review Committee will suggest measures to implement the recommendations of the NAPLIS Report.</p>
<p>36. Information needs of the users in the country should be met by the establishment, maintenance and modernisation of National Subject Libraries and National Documentation/Information Centres (such as, National Medical Library, INSDOC etc.)</p>	<p>ACCEPTED</p>
<p>37. Dormitory libraries should be established in regions having an</p>	<p>Not ACCEPTED NCL may examine. RRRLF and IGNCA may be asked to</p>

S.No. Recommendations of NAPLIS	Decisions of Empowered
<p>important cluster of libraries and these pre-mediatory libraries should take care of the less used documents of different libraries.</p>	
<p>38. Considering the importance of Indic languages manuscripts for Indo-logical research, a suitable manuscript preservation and cataloguing policy needs to be urgently devised. (No significant work has been done since Prof. Raghavan undertook a survey of manuscript collection during 1953–57).</p>	<p>take suitable steps for the preservation, conservation and cataloguing of Indian manuscripts.</p>
<p>39. RRRLF and the Government of India's programme of Grant-in-Aid to voluntary agencies for preservation and cataloguing of manuscripts may be suitably widened to allocate funds to a few major voluntary organisations having large collections of antiquarian books and manuscripts of National importance for both preservation and cataloguing.</p>	<p>RRRLF may modify their rules and remove the ceiling of Grant in such exceptional cases in concurrence with the Department of Culture.</p>
<p>40. Government should take steps to create National awareness of the urgent need to preserve the Nation's cultural heritage</p>	<p>National Library, IGNCA may, in consultation with others provide the required guidelines. ACCEPTED (As an immediate step, the Department</p>

S.No. Recommendations of NAPLIS	Decisions of Empowered
available in the printed form. National Libraries are to undertake this National task.	
41. The Indian National Bibliography currently produced by the Central Reference Library should have a comprehensive coverage about the nation's output of documents and it should be brought out regularly without fail. This responsibility should be vested with the National Library, as one of its essential functions.	of Culture is to issue necessary official orders in making the Director, National Library function as the 'Head of the Department' of the Central Reference Library till it is completely merged with the National Library).  NOT ACCEPTED Adequate fund is to be provided to
*42. Delivery of Books Act, 1954 and Press and Registration of Books Act, 1867 should be reviewed and amended suitably so as to ensure continuous supply of publications of the National Libraries. In view of the pressure on the publishing industry, the Government may consider reducing the number of	the four recipient libraries. Delivery of Books Act should be reviewed ensuring strict follow-up action by the recipient libraries.

\* The Empowered Committee on National Book Policy also expressed a similar opinion.

## CHAPTER – 7

# Manpower Development

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S.No. Recommendations of NAPLIS	Decisions of Empowered
43. In view of the rapid expansion of library and information science and fast changing character of this service, there is an urgent need of introducing a planned manpower development programme both on short and long term basis. The Indian librarians will face the difficult task of carrying the literacy drive on the one hand and dealing with the technological changes on the other.	ACCEPTED UGC and AICTE may consider of undertaking a survey with the help of Manpower Reserach Institution by associating a few specialists and professional organisations.
44. Library and Information Science courses run by the universities and comparable institutions at the Post Graduate level may stress more on information technology, modern management methods and preservation & conservation in their curriculum. To meet the urgent need, a large number of short term training/orientation courses in these areas need	UGC/AICTE may take up this programme on priority basis and identify such institutions, for example, Institute of Management; NITTE, Bombay; ASCI, Hyderabad; etc. The course curriculum and course material may be produced in consultstion with a few experts in mangement-studies and librarians/information-scientists. Adequate allocation of fund is to be shared among UGC, AICTE,

S.No. Recommendations of NAPLIS	Decisions of Empowered
to be introduced, through a few, recognised, selected institutions.	RRRLF, NCERT, National Library, Department of Education, etc.
45. Considering the fact that Library and Information Science courses tend to proliferate, introducing on occasion a dilution of standard, there should be an accreditation agency to ensure the standard and quality of the training imparted.	AICTE could be the accrediting agency for libraries attached to various academic institutions based on the standards, norms and guidelines. (Proposed to be developed under the guidance of Association of Indian Universities and NCERT). AICTE may also be accrediting agency for the professional courses in Library and Information Science offered at the Degree level. A proposal is to be sent on behalf of the Empowered Committee to the Department of Education.
46. There is a strong need of having a National R&D Centre for Library and Information Science. This Centre may be set up in Madras keeping in view Prof. Ranganathan's contribution in this field.	National Commission on Libraries (NCL) may consider this proposal for implementation.
47. Government of India should take suitable steps for the creation of an All India Library Service. The creation of such a Service will strengthen the National network of library and information system and save stagnation and improve quality of service. Fourth Pay Commission has asked this to be considered.	Department of Culture may take suitable steps on this matter.

## CHAPTER – 8

# Modernisation of Library and Information System

S.No. Recommendations of NAPLIS	Decisions of Empowered
48. To keep pace with advanced electronics, computer technology, telecommunication, reprography and micrography technology, all of which is needed for future library work, new management systems compatible with Indian conditions must be introduced.	ACCEPTED National Library in consultation with DST, DOE and other appropriate agencies may constitute a High Powered Committee to evolve a programme of action.
49. Application of computers in major libraries in the country should be introduced. However, care is to be taken to ensure compatability in both hardware and software specifications, standardised data formats so as to facilitate linkages and evolve a National network.	The National Library should take suitable steps to coordinate the programme of action with the help and support of appropriate agencies.
50. In developing an Information Network by linking village library/community centre library, with the National Library Grid, there has to be common linkages and equipments made available	ACCEPTED NCL may identify a few nodal institutions in each Region for monitoring the National network system. Similarly, accessibility of International data bases and their linkages would also to be

S.No. Recommendations of NAPLIS	Decisions of Empowered
<p>to all the library systems. This is an essential factor in making information available/accessible to the rural population. This common system should also have the back up of an efficient document supply system.</p>	<p>decided by the National Commission keeping in view sectoral needs of the user groups.</p>
<p>51. Low cost photo-copying/microfiche facilities should be available in the libraries. In addition, contraction of library information material by increasingly resorting to acquisition of micro-form media, magnetic tapes, video discs, CD-ROM etc., should be encouraged for saving storage space, preservation and effective service.</p>	<p>More and more information packages would be available in non-printed multi media forms, which would be acquired by Indian libraries. In addition, for the sake of preservation and compact storage facilities, Indian libraries shall convert more and more printed material into these formats for the preservation of cultural heritage. The National Library is to take the lead and provide guidelines to other institutions having collections of National importance.</p>
<p>52. Provision should be made at District level for mobile audio-visual information services in Indian languages for rural areas to supplement the national T.V. network. The RRRLF and other such organisations should take initiatives in providing suitable audio-visual packages that could help the users in making</p>	<p>RRRLF may take appropriate steps. Initially, the Foundation may identify a few (10) District libraries and provide them with necessary support and a.v. packages. Institutions identified in the NPE Programme of action in developing and supporting such educational technological programmes, are asked to collaborate with the Foundation.</p>

## CHAPTER – 9

### Implementing Agencies and Financial Support

S.No. Recommendations of NAPLIS	Decisions of Empowered
53. A National Commission on Libraries & Information Systems or alternatively, it may be named as National Commission on Informatic & Documentation may be constituted by an Act of Parliament to serve under the Ministry of Human Resource Development. The Commission will have representation from appropriate Central and State agencies and could provide guidance and coordinate Library Development Programme in all sectoral areas. This apex body will have the primary responsibility for the implementation of NAPLIS Programme.	ACCEPTED Department of Culture may take suitable action in preparing the Draft Bill on National Commission on Libraries (NCL) giving the detailed provision under powers and function of the NCL, Bodies of the NCL, final accounts and audit of the NCL, etc., (example, AICTE Act of 1988).
54. In addition, the Central Advisory Board of Education may have a Standing Sub Committee to deal with matters related to Library	ACCEPTED Department of Education may examine.

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S.No. Recommendations of NAPLIS	Decisions of Empowered
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& Information Science attached to various States and Central Institutions.

- \*55. Ministry of Human Resource Development should constitute a Library Unit at the Bureau Head level with necessary support at the earliest. This is an essential step in the process of implementing the Empowered Committee's decisions. The Bureau Head of the Library Unit may, as well, function as the member-Secretary of the National Commission on Libraries as well as of the Standing Sub-committee for Libraries of the Central Advisory Board of Education.

ACCEPTED

Department of Culture has already been requested for processing the recommendation. This Library Unit will be entrusted with the implementation of the Empowered Committee's decision including the Bureau Head level staff pattern and adequate financial outlay. The tenure of the Implementation Cell may be for a period of 6 months from 1.4.88 or from the date the Library Unit Starts operating formally, whichever is earlier.

- \*56. Adequate financial support for the development of libraries will be made available by the Central and State Governments. Funding of library development at various levels should be shared by various agencies: Ministeries/Departments of the Central Government, Ministry of Human Resource Department, Ministry of Rural

Agreed in principle. Attention may be drawn to the Ministeries/Departments of Central and State Governments seeking their help and support.

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\* The Empowered Committee on National Book Policy also expressed a similar opinion.

Implementing Agencies and Financial Support

S.No. Recommendations of NAPLIS	Decisions of Empowered
<p>Development, Ministry of Information &amp; Broadcasting, Department of Science and Technology, Department of Electronics, Ministry of health &amp; Family Welfare, Ministry of agriculture, Public Undertakings, Industrial houses, and voluntary organisations. Total gross annual allocation of funds on “Library” head may be at 6–10 per cent of that on “Education” head for the Central/State Governments.</p>	
<p>57. Establish a multi-tier National network with the application of modern technology is the NAPLIS Committee’s principle recommendation to the Government.</p>	<p>Department of Culture and NCL are to take suitable steps in establishing National network of library system with the support and collaboration of organisations, such as, DST, DOE State Government agencies etc.</p>
<p>58. For the benefit of outstation scholars, major libraries having the National collections should have some provision of accommodation for the visiting scholars.</p>	<p>Applicable to libraries with special collections of National importance. Existing hostel/guest house facilities attached to academic/research institutions in the same locality should be made available to the scholars, who want to make use of the library collections. Central and State Governments may issue suitable Notification to such organisations.</p> <p>This proposal and similar programmes</p>

S.No. Recommendations of NAPLIS	Decisions of Empowered
59. ICSSR has proposed to establish a National Information System for Social Sciences.	should be first examined by the National Commission on Libraries.  ACCEPTED
60. Statistical and other data are collected by Government and Semi-Government agencies for policy planning and monitoring purposes. These data collected by Government agencies may be made available to research scholars through institutions they are attached to.	Like publications brought out by the parent organisations, these statistical and other data would be made available to research scholars through the libraries attached to the parent bodies.

ANNEXURE : I

Members of the Empowered Committee

- |  |                   |
|--|-------------------|
| 1. Prof D.P. Chattopadhyaya<br>Chairman, Raja Rommohun Roy Library<br>Foundation | Chairman          |
| 2. Special Secretary (Education)   | Ex-Officio Member |
| 3. Educational Adviser<br>(Education, Technical)                                 | Ex-Officio Member |
| 4. Joint Secretary (T)<br>(Culture)  | Ex-Officio Member |
| 5. Financial Adviser<br>Department of Culture                                    | Ex-Officio Member |
| 6. Secretary, University Grants<br>Commission                                    | Ex-Officio Member |
| 7. Prof Ashin Das Gupta, Director<br>National Library, Calcutta                  | Ex-Officio Member |
| 8. Shri S.C. Biswas, Director  | Member-Secretary  |

ANNEXURE : II

## Terms of Reference

1. To examine the practical implications of the National Policy on Library and Information System in all its aspects and draw up an action plan for implementation of the same.
2. The particular areas where the Committee may focus attention are as under:
  - (i) National Policy on Education and Library;
  - (ii) Public Library development—both rural and urban areas;
  - (iii) School Libraries—an integrated approach to literacy and adult education programme;
  - (iv) Special library in higher education and research;
  - (v) National level libraries—conservation and preservation of Cultural heritage available in printed books and manuscripts and National bibliographical services;
  - (vi) Manpower development;
  - (vii) Modernisation and information technology;
  - (viii) Production and distribution of reading and audio-visual materials.

The Chairman of the Committee may coopt experts, not exceeding three, in the specific fields, to assist in its deliberations.

The Committee shall submit its recommendations to the Government of India (Department of Culture) within 90 days of the date of issue of this order.

ANNEXURE : III-A

**Minutes of the First Meeting of the Empowered Committee  
to Formulate Action Plan on National Policy on Library and  
Information System**  
held on 6.3.87 at 10.00 A.M. in  
Shastri Bhavan, New Delhi

**Members Present:**

- |  |                  |
|--|------------------|
| 1. Prof D.P. Chattopadhyaya  | Chairman         |
| 2. Shri Kireet Joshi<br>Spl. Secretary   | Member           |
| 3. Shri R.C. Tripathi<br>Joint Secretary (T)                                     | Member           |
| 4. Shri L.S. Narayanan<br>Financial Adviser<br>Min of Human Resource Development | Member           |
| 5. Prof. Ashin Das Gupta<br>Director<br>National Library<br>Calcutta             | Member           |
| 6. Shri R.P. Gangurde<br>Joint Secretary<br>University Grants Commission         | Member           |
| 7. Shri S.C. Biswas<br>Director<br>Central Secretariat Library                   | Member-Secretary |

Shri Anil Bordia, Addl. Secretary, Department of Education, expressed his inability to attend the meeting in advance.

The Chairman welcomed the members of the Committee and requested to give their observations on the Agenda items. In response to Prof Ashin Das Gupta's query of the role and scope of the Empowered Committee both Chairman and

Special Secretary pointed out that this Committee may recommend fresh enactment or amendment of any existing Act as well as propose financial commitments at all government levels. Naturally proposals relating to financial outlay should be carefully worked out so that they are realistic and feasible. The following decisions were made :

1. The Committee is to submit its report within four months from the date of its first meeting.
2. A Task Force is to be constituted with the members of the Empowered Committee (or their representatives) with two State Government representatives and two or three experts in the field.
3. The Task Force may have three specific Sub-Groups with the following composition :
  - (i) Finance and Administrative Structure—Financial Adviser JS(T) and Member-Secretary (Director, CSL).
  - (ii) Public Library, Rural Library and National Library—Director, National Library, JS(T), Member-Secretary (Director, CSL), Dr. B.P. Barua, Dr. R. Tirumalai (Madras)
  - (iii) Academic and Research Group—Dr. R.P. Gangurde, Jt. Secretary, UGC, representative from the ICSSR, Dr. R. Tirumalai (Madras), Dr. D.N. Panigrahi, Dr. A.C. Tikekar, Bombay University, and Member-Secretary (Director, CSL)

These three Groups are expected to submit their report by the first week of May 1987 and one of the Sub-Groups may hold a meeting in Calcutta, National Library.

TA/DA of members of the Sub-Group and any expenses incurred will be drawn by Director, CSL from CSL Budget.

The meeting ended with a Vote of Thanks to the chair.

Sd/-  
D.P. Chattopadhyaya

ANNEXURE : III-B

**Minutes of the Second Meeting of the Empowered Committee  
to Formulate Action Plan on National Policy on Library and  
Information System**  
held on 5th September, 87 at 11 A.M.  
in Shastri Bhavan, New Delhi

**Members Present:**

- |                             |                  |
|-----------------------------|------------------|
| 1. Prof D.P. Chattopadhyaya | Chairman         |
| 2. Shri Kireet Joshi        | Member           |
| 3. Shri R.C. Tripathi       | Member           |
| 4. Prof. Ashin Das Gupta    | Member           |
| 5. Shri R.P. Gangurde       | Member           |
| 7. Shri S.C. Biswas         | Member-Secretary |

Shri L.S. Narayanan and Prof. Ashoka Chandra intimated their inability to attend the meeting.

The Chairman welcomed the Members of the Committee.

1. The Chairman asked the Member-Secretary to report the progress made so far by the Task Force and its Sub-groups. The Member-Secretary submitted a background summarising the areas of activities so far completed. The Committee noted the instruction of Minister of State given on the file that the Report of the Empowered Committee should be submitted by 30th September, 1987 hopefully. Chairman mentioned that the scope of the Empowered Committee is so much different and in the absence of any available data and information about libraries and the satisfactory progress of work, he suggested that a further extension till the end of March, 1988 will be very helpful in preparing a fruitful report. However, the Committee noted the satisfactory progress of work done by the Task Force Sub-Groups and advised that the Task

Force Sub-Groups should complete their work upto 31st October, 1987.

2. Based on the suggestion of Prof. Ashin Dasgupta, the Committee recommended that the Department of Culture may consider of taking some administrative actions on matter such as:
  - (i) Declaring the Director, National Library to be the Head of the Department of the Central Reference Library.
  - (ii) Asking the National Library to pay the postage to the Publishers for sending their books under the Delivery of Books Act.
3. The Sub-Group III: Dr. Gangurde has been requested to take urgent steps in presenting the Task Force Sub-Group III's Report for the consideration of the Empowered Committee preferably within October 1987. This Sub-Group to co-opt any specialist(s) on School Libraries, Children's libraries and a representative from Raja Rammohun Roy Library Foundation who could contribute on School Libraries in a rural set up.
4. It was considered that a few pilot projects on topics such as:
  - (a) School (Rural) Library standards, guidelines, objectives;
  - (b) Audio-Visual packages on Library use in various languages;
  - (c) Library Information Service in a Rural set-up etc.
  - (d) Manpower Development would have to be taken up by some appropriate agencies for rapid implementation of the recommendation made by the Committee.
- 4A. The Committee requested the representative of the Department of Culture to take initiative in the creation of the proposed National Commission/Council/Board on Libraries within the existing Government set-up which would be expected to advise and co-ordinate library development programmes of Centre, States and other voluntary organisation as indicated in the National Commission on Libraries is to be a satisfactory body.

The Meeting ended with a Vote of thanks to the Chair.

Sd/-  
S.C. Biswas  
Member-Secretary

ANNEXURE : III-C

Minutes of the Third Meeting of the Empowered Committee  
to Formulate Action Plan on National Policy on Library and  
Information System  
held on 23rd January 1988

Members Present:

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|---|------------------|
| 1. Prof D.P. Chattopadhyaya   | Chairman         |
| 2. Shri Kireet Joshi<br>Special Secretary<br>Department of Education        | Member           |
| 3. Prof. Ashin Das Gupta<br>Director<br>National Library<br>Calcutta        | Member           |
| 6. Shri S.C. Biswas<br>Director<br>Central Secretariat Library<br>New Delhi | Member-Secretary |

Shri R.C. Tripathi, Shri R.P. Gangurde, Prof Ashok Chandra and Shri L.S. Narayanan were unable to attend the meeting.

A note was submitted by the member-Secretary summarising the progress made till date by the Empowered Committee and the following decisions were made:

1. Libraries are dealt with by various agencies both at the Centre and State levels. "Library" is a State Subject according to the Constitution. To find the way out for constituting the National Body, which could effectively guide, both Central and State Government Agencies in Library & Information System Developmental Programme, four alternative suggestions were made for consideration at the next meeting of the Empowered Committee, where some experts such as Secretary, Ministry of Law Vice Chairman and Secretary of

UGC, and Vice Chancellor of Indira Gandhi Open University with a request to attend for their expert opinion.

- (a) To have a Standing sub-Committee of the Central Advisory Board of Education to overview matters related to library, the Member-Secretary of the Committee will work under the guidance of the Member-Secretary of the CABE;
  - (b) There may be a Statutory National Commission on (books?) Informatic and Documentation, created by the Ministry of Human Resource Development which could provide guidance and act on library and information development programme of the country. Development of Library would depend more and more on information and communication technologies. There is a strong need to have a National body to guide and provide adequate support to make the right kind of information available to the users in appropriate format. Information is treated as one of the vital resources for all developmental programmes.
  - (c) To declare some libraries, as proposed in NAPLIS Report, which are not directly under the State Governments as institutions of National importance.
  - (d) NAPLIS Report recommends to revise National Library Act of 1976. The Act may be so revised as to allow the National Library to have the statutory power in co-ordinating library development programme in the States and other organisations.
2. The Committee considered it essential to ask the appropriate Ministries/ Departments of the Central Government such as Electronics, Communication, Social Welfare, Rural Development, Information and Broadcasting etc., and the State Governments to make adequate budgetary allocation for the development of Libraries and Information Centres. They will be required to provide support in creating computerised data-handling network systems and produce audio-visual packages to be used in multiple copies at the libraries.
  3. National Library and other major libraries may consider of forming an

association of libraries under the Societies Registration Act with scope and objective similar to that of Association of Indian Universities.

4. The Committee re-emphasised the need of developing Children's libraries and/or Children's Section in all public libraries throughout the country. This has also been emphasised in NPE and NBP Reports. Shri Kireet Joshi will provide a Note on Children's books and libraries.
5. Prof. Raghvan's team undertook a survey of manuscript collections during 1953–57 with the aim of their preservation and cataloguing. Since then, there has been a larger need of undertaking similar survey on a wider scale by involving local agencies for the preservation and cataloguing of Indic Manuscripts available in private hands. In addition, RRRLF ought to consider to provide larger allocation of fund to some of the major voluntary organisations having large manuscript collections for preservation and cataloguing.
6. The Empowered Committee Report should broadly indicate an Action Plan for short-term (2 years) and long-term (5 years) programmes with a projection till 2001 A.D.
7. The Committee recommended that the Ministry of Human Resource Development should constitute a Library Unit with someone at Bureau head level with necessary support at the earliest. The present Administrative Unit (1–1/2 Clerical Staff) dealing with library matters is neither able to cope up with the work-load for the implementation of the Empowered Committee recommendations nor has professional guidance required. The head of this Unit would have to be a Senior Officer with the authority of taking decisions where State Governments, Universities, other agencies etc., are involved and co-ordinate library development programme. He could also be the proposed Member-Secretary of the Standing Sub-Committee on Libraries under the Central Advisory Board of Education. The Department of Culture may be requested to take urgent steps in implementing these recommendations of the Empowered Committee so that the Bureau would be in a position to take actions when the NAPLIS Action Plan is made available to Ministry of

Human Resource Development (March 1988).

8. The next meeting of the Empowered Committee will be held on 8 February 1988 at 3.30 P.M. in the Office of the Special Secretary, Department of Education (Room No. 109, Shastri Bhavan, 'C' Wing, New Delhi).

The Meeting ended with a Vote of thanks to the Chair.

Sd/-  
Prof. D.P. Chattopadhyaya  
Chairman

Sd/-  
S.C. Biswas  
Member-Secretary

ANNEXURE : III-D

**Minutes of the Fourth Meeting of the Empowered Committee  
to Formulate Action Plan on National Policy on Library and  
Information System  
held on 8th February, 1988**

The 4th meeting of the Empowered Committee to formulate Action Plan on National Policy on Library and Information System was held on 8 February 1988 at 3.30 P.M. in Shastri Bhawan.

**Members Present:**

- |  |   |
|--|---|
| 1. Prof D.P. Chattopadhyaya  | Chairman                                  |
| 2. Shri R.C. Tripathi<br>Joint Secretary (T)<br>Department of Culture  | Member                                    |
| 3. Prof. Ashin Das Gupta<br>Director National Library<br>Calcutta      | Member                                    |
| 4. Shri S.C. Biswas<br>Director<br>Central Secretariat Library         | Member-Secretary                          |
| 5. Shri J. Nagarajan<br>Assistant Financial Adviser<br>Ministry of HRD | Deputising<br>Shri L.S. Narayanan<br>F.A. |
| 6. Shri K.C.D. Gangwani,<br>Joint Secretary<br>Ministry of Law         | Special Invitee                           |
| 7. Prof. Satchidanada Murty,<br>Vice-Chariman<br>UGC                   | Special Invitee                           |

8. Prof. S.K. Khanna Special Invitee  
Secretary  
UGC

Shri Kireet Joshi, Special Secretary, Department of Education, Shri R.P. Gangurde, Joint Secretary, UGC and Prof. Ashok chandra, Educational Adviser, Ministry of Human Resources Development were unable to attend the meeting.

The following issues were discussed and resolved that :

1. A Standing Sub-Committee to deal with matters related to libraries attached to various States and Central institutions may be constituted under the Central advisory Board of Education with representatives from professional and academics. The proposed Bureau Head to attend to administrative and policy matters related to libraries (to be established within Ministry of Human Resource Development) may serve as the Member-Secretary of this Sub-Committee of the C.A.B.E.
2. In addition, there will be a statutory National Commission on (books?) Informatic and Documentation under the Minister of Human Resource Development under the Ministry of Human Resource development with representations from appropriate Central and State agencies, which could provide guidance and co-ordinate library developmental activities in all sectorial areas. This apex body will primarily be responsible for implementing NAPLIS Programme. The Committee stressed the importance of treating information handling and access to information as a priority sector for the country's developmental programmes.
3. The proposed Bureau Head under the Ministry of HRD could function as the Member-Secretary of both the National Commission on Informatics and Documentation and Standing Sub-Committee of the Central Advisory Board of Education. The Department of Culture may take suitable steps in creating a Library Unit at the earliest.
4. The Committee was happy to endorse the proposal of creating rural libraries

at all Panchayat levels. The Ministry of Rural Development will provide an extra room with a book case in all the Panchayat Community Centres, which are to be constructed (1,00,000 estimated). The Department of Culture will provide the necessary fund to get books and other reading material, of which 50 per cent should be of local interest. The Committee feels that this kind of Community Library Service should be made available in each village under the Minimum Needs Programme, as the Committee considers that a library is an essential input in any human development programme. This type of library service may be defined under a separate category, but should have close linkages with school libraries and State public library system.

5. A copy of the National Library Act, 1976 and Delivery of Books Act, 1954 will be given to the Ministry of Law for suitable amendments. The proposed amendments, as discussed in the meeting, will be provided in writing, clause by clause, together with an explanatory note which will be made available to the Secretary, Ministry of Law by Prof. A. Dasgupta, Member of the Empowered Committee and Director, National Library.
6. The proposed university libraries and database network sponsored by the UGC should be closely linked up with the National Database Network proposed for the country in NAPLIS. There should be a very close co-ordination, both at input level as well as sharing resources with the university library system, National libraries and research libraries. UGC may take appropriate steps in asking the universities to take suitable measures in developing the National database and share resources as part of the National Network System.
7. As part of manpower development programme, UGC will take appropriate measures in providing adequate training facilities to the university library staff and faculty members of the Library Science Departments in the application of information technology and modern management concepts. This may be given priority, as the process of modernisation and sharing resources would largely depend on suitable trained manpower.

The meeting ended with a Vote of thanks to the Chairperson.

Sd/-  
Prof. D.P. Chattopadhyaya  
Chairman

Sd/-  
S.C. Biswas  
Member-Secretary

ANNEXURE : III-E

Minutes of the Fifth Meeting of the Empowered Committee  
to Formulate Action Plan on National Policy on Library and  
Information System  
held on 12th March, 1988

The 5th meeting of the Empowered Committee to formulate Action Plan on National Policy on Library and Information System was held on 12 March 1988 at 3.00 P.M. in Shastri Bhawan.

Members Present:

1. Prof D.P. Chattopadhyaya Chairman
2. Shri R.C. Tripathi Member  
Joint Secretary (T)  
Department of Culture
3. Prof. Ashin Das Gupta Member  
Director National Library  
Calcutta
4. Shri S.C. Biswas Member-Secretary  
Director  
Central Secretariat Library  
New Delhi

Shri L.S. Narayanan, Financial Adviser, Department of Culture Dr. R.P. Gangurde, Joint Secretary, UGC, Prof. Ashok Chandra, Educational Adviser (T), Department of Education and Shri Kireet Joshi, Special Secretary, Department of Education were unable to attend the meeting.

It was decided that the Member-Secretary will prepare the final Report and circulate it amongst the Members well in time.

The last and the final meeting of the Committee will be held on Sunday, 27 March, 1988 at 3.00 P.M. in the Conference Room No. 127/C, Shastri Bhavan, New Delhi to discuss and finalise the Report.

The meeting ended with a Vote of thanks to the Chair.

Sd/-

S.C. Biswas  
Member-Secretary

ANNEXURE : III-F

Minutes of the Fifth Meeting of the Empowered Committee  
to Formulate Action Plan on National Policy on Library and  
Information System  
held on 27th March, 1988  
at 3 p.m. in Conference Room in Shastri Bhawan

The 6th meeting of the Empowered Committee was held on 12 March, 1988 at 3.00 P.M. in Shastri Bhawan.

Members Present:

- |   |                  |
|---|------------------|
| 1. Prof D.P. Chattopadhyaya   | Chairman         |
| 2. Prof. Ashin Das Gupta<br>Director National Library<br>Calcutta           | Member           |
| 3. Shri R.C. Tripathi<br>Joint Secretary (T)<br>Department of Culture       | Member           |
| 4. Shri S.C. Biswas<br>Director<br>Central Secretariat Library<br>New Delhi | Member-Secretary |

Shri Kireet Joshi, Shri L.S. Narayanan, Prof. Ashok Chandra and Dr. R.P. Gangurde, expressed their inability to attend the meeting.

The Members went through the Draft Report and on the whole approved it. It was decided to revise the decisions of the Empowered Committee of item numbers 35/42 and 55 on the following lines :

Item No. 35/42 : The following sentence is to be added against item No. 35 :

Item numbers 35 and 42 are to be taken together and will be pursued by the Department of Culture in consultation with the National Library and other 3 DB Act Recipient Libraries. Director, National Library, Shall be the convener of this DB Act Review Committee (superceding earlier Committee constituted by the Department of culture vide their letter No. F. 17-2/84-Lib. of 3.12.1984). This Review Committee will suggest measures to implement the recommendations of the NAPLIS Report.

Item No. 55 : The following sentence is to be added to item No. 55 :

This Library Unit will be entrusted with the implementation of the Empowered Committee's decision including the Bureau head level staff pattern and adequate financial outlay. The tenure of the Implementation Cell may be for a period of 6 months from 1.4.1988 or from the date the Library Unit starts operating formally, whichever is earlier.

The final Report shall be formally presented by the Chairman, Prof. D.P. Chattopadhyaya, to the Minister of State. A Press Release would be prepared and distributed on that occasion.

The Chariman express his gratitude for the help and whole-hearted co-operation extended by the Members of the Empowered Committee and others associated with its deliberations.

The meeting ended with a Vote of Thanks to the Chair.

Sd/-  
Prof. D.P. Chattopadhyaya  
Chairman

Sd/-  
S.C. Biswas  
Member-Secretary



ACTION SUGGESTED  
BY  
WORKING GROUP ON THE DECISIONS OF  
THE EMPOWERED COMMITTEE ON THE  
NATIONAL POLICY SYSTEM, 1993





## Foreword

The Ministry of Human Resource Development, Department of Culture constituted a Committee in October, 1985 to formulate a National Policy on Library and Information System. The Committee submitted its Report 'National Policy on Library and Information System: A Presentation' in May, 1986. The Department of Culture appointed in November, 1986 an Empowered Committee under the Chairmanship of Prof. D.P. Chattopadhyaya to lay down the programme of action for the implementation of the recommendation made in the said report. The Empowered Committee took certain decisions and submitted the same in the form of a report in April, 1988.

On examination of the Empowered Committee's decisions, it was felt that certain decisions would be difficult to implement in the form envisaged by the Empowered Committee. It was accordingly decided that a Working Group comprising experts and administrators associated with the development of Library and Information System should carefully go through each decision of the Empowered Committee and indicate how best to implement them. The composition of the Working Group was—

1. Mr. Komal Anand (Chairperson)  
Joint Secretary to the Govt. of India  
Department of Culture  
New Delhi.
2. Dr. B.P. Barua  
Director  
Raja Rammohun Roy Library Foundation  
Calcutta.
3. Prof. A.P. Srivastava  
Librarian  
University of Delhi  
Delhi.

4. Shri C.P. Vashishth  
President  
Indian Library Association  
New Delhi.
5. Shri N. R. Chandran  
Director  
Bharatiya Vidya Bhavan  
New Delhi.
6. Dr. S. N. Khanna  
Director  
Delhi Public Library  
Delhi.
7. Ms. Kalpana Dasgupta  
Principal Library and Information Officer  
National Library  
Calcutta.
8. Shri N. Sikdar  
Dy. Educational Advisor (CH)  
Department of Culture  
New Delhi.
9. Shir Inder Deo  
Assistant Director  
Central Secretariat Library  
New Delhi.

SPECIAL INVITEES

10. Prof. Ravinder Kumar  
Director  
Nehru Memorial Museum and Library  
New Delhi.
11. Dr. D.N. Banerjee

Director  
National Library  
Calcutta.

The Working Group discussed the whole matter in four sittings on 7th 22nd July, 20th August and 29th September, 1992 and submitted its suggestions in December, 1992, which have since been accepted by the Government of implementation.

(Komal Anand)  
Joint Secretary to the Govt. of India.

## Action Suggested by Working Group on the Decisions of the Empowered Committee on the National Policy on Library & Information System

The working Group started discussions item-wise from Chapter III of the Report of the Empowered Committee.

Chapter-III of the Report highlights two points in the preamble, which are:

- (1) Declaring Director, National Library, as the Head of the Department for the Central Reference Library with all administrative and financial powers;
- (2) Initiating action for the creation of a National Commission on Library/ Documentation and Informatics within the Government Set up.

Point (1) is linked with Item 41 under National Library System and Bibliographical services, which envisages complete merger of the Central Reference Library with the National Library, Calcutta. the following lines of action were indicated:

- (i) The Central Reference Library may be merged completely with National Library, giving its employees revised designations pay scales, seniority, etc. as per Ministry of Finance O.M. No. 19(1) IC/86 dated 24.07.90 and the department of Culture, Notification No. F10-1/92-Lib. dated 25.03.92. With this, the Director, National Library, will automatically be the Head of the department for the newly merged entity.
- (ii) The budget of the Central Reference Library will form part of the National Library budget.
- (iii) The Director, National Library will reallocate the duties and responsibilities of the employees of the erstwhile Central Reference Library.

Regarding point (2), the proposal for setting up a National Commission on Library & Information System has been included in the National Cultural Policy for consideration of the Government and the parliament. Meanwhile, the Department of Culture may constitute a Central Advisory Committee on Library and Information System on the Lines of the Central Advisory Board

## THE DETAILED REPORT

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S.No. Recommendations of Naplis  
Committee

Decisions of Empowered

## Public Library Systems

1. The most important task is to establish, maintain and strengthen public libraries in the country and enable them to work as a system. Responsibility of mobilisation resources would be shared by various states and Central Governments, public undertaking and voluntary agencies.

ACCEPTED

Re. 1/- to Rs. 10.00 may be charged as nominal membership fee. (Fee will be fixed by the libraries keeping in view the economic condition of the target group of users)

Committee feels that this kind of

2. The main thrust should go to rural Public Library. A village or a village-cluster with an adequate population should have a community library/ rural community centre library (CCL) which will also serve as an information centre. Resources of different agencies engaged in the public health, adult education, local self government, etc., are to be mobilised to build up this centre.

rural library service should be made available in each village under the MINIMUM NEEDS PROGRAMME by 2001 A.D. Central Government & State Government agencies, such as, Ministry of health & Family Welfare, Department of Culture, Department of Social Welfare, Department of Education, Ministry of Information & Broadcasting etc. and programmes for example National literacy Mission (NLM),

Action Suggested by Working Group on the Decisions of the Empowered Committee...

Action Suggestwed by Working Group	Remarks
(3)	(4)

'Library' being a State subject, The Department of culture, (Empowred Committee Cell) is not in a position to take direct action. The Empowered Committee Cell (hereinafter referred to as the 'Cell') may address for necessary action all Central Ministries/ Departments; all organisations under the Ministry of Human Resource development, including the UGC; all State Governments/U.T. Admnistration for establishing/strengthening the rural library system under the Minimum Needs Programme by AD 2001 in the manner indicated in the Report.

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~~The Cell may also write to Department of Literacy Mission in the Programme.~~

The Cell may take up the matter with the Ministry of Rural Development.

As this is likely to generate queries seeking clarifications, etc. action may be initiated by the Library information Division when set up (vide item 55).

Action may be initiated by the Library

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<p>3. Ministry of Rural Development has undertaken a plan of building up one Community Centre in every Panchayat (1,00,000 Centres, estimated) during the 8th Five Year Plan, Department of Culture and Ministry of Rural Development have agreed to provide library services at each of these Rural Community Centres.</p>	<p>District Institute of Education &amp; Training (DIET) should closely co-ordinate and share resources in building up the local Community Centre Libraries (CCL)</p> <p>Matter may be examined in consultation with the Ministry of Rural Development and Ministry of Human Resource Development.</p>
<p>4. An important link should be established between the Community Centre Library and Primary Schools. If the schools do not have library of their own, Community Centre Library should provide the children with adequate services.</p>	<p>ACCEPTED</p> <p>Every rural public library shall have a children's section with material covering schools curricula and extra reading materials suitable for children. NCERT and several voluntary agencies may provide the list of suitable reading material. The Committee reemphasised the need of developing children's libraries and/or children's section in all public libraries as an endorsement of the NPE guidelines (Programme of</p>

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The Cell may ascertain the status of the children's Wing in the National Library and the Delhi Public Library

Information Division when set up.

Action may be initiated by the Library

so as to examine the scope, if any, for further improvement. The Cell may also write to the National Book Trust and the Children's Book Trust to provide a list of suitable reading material for a Children's Library. The consolidated list may be forwarded to the appropriate authorities in the State/ UT's for strengthening the Children's Section in rural public libraries.

Information Division when set up.

As against item 4 above.

The Cell may write to the Department

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	action) and National Books Policy Empowered Committee Report. A minimum 20 per cent of public library stock should be meant for children.
5. A Community Centre Library should have audio and visual materials and equipment to meet the needs especially of the illiterate section of the community.	ACCEPTED Learning a.v. packages developed by Educational Technology Centres of States and Central Government agencies and programmes developed by them should be made available to all Community Centre Libraries (CCL).
6. A Community Centre Library should have an important role in Adult Education programme.	ACCEPTED Programmes of NLM and DIET, and voluntary agencies should be closely interlinked with CCL.
7. A District Library should serve as	ACCEPTED
an apex library for each district with public libraries at city, town and village levels, constituting important components in the District Library System. It will take leadership in	RRRLF may provide the guidance in establishing linkages between all public libraries in each district. District Board of Education (DBE) responsible for overall planning &

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of Education for making available a.v. packages developed by Central Government agencies. These may then be sent to the concerned State/U.T. Departments for replenishing the Community Centre Libraries.

Action may be initiated by the Library Information Division when set up.

The Cell may write to the State/U.T. Authorities for coordinating the programme of National Literacy Mission, DIET and voluntary agencies for developing the Community Centre Libraries, vis-a-vis, Adult Education programme. The Cell may also address the Department of Education in this behalf.

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Action may be initiated by the Library & Information Deivision when set up.

The Cell may ask the Raja Ram Mohan Roy Library Foundation to prepare and send the guidelines, which may then be forwarded to the concerned State/U.T. Departments, for guidance in establishing linkages.

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Action may be taken by the Library and

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<p>establishing linkages between all other public libraries under the District and work towards sharing the resources.</p>	<p>administration of all educational programmes and its District Resources Unit (DRU) as a part of DIET should provide both technical and financial resources and work in close co-ordination with the district library system of the State.</p>
<p>8. A District Library should also provide far more facilities and recreation for the handicapped and under-privileged classes, e.g. literature in Braille.</p>	<p>ACCEPTED Department of Social Welfare, Ministry of health &amp; Family Welfare, Ministry of Human Resource Development, voluntary agencies &amp; RRRLF are to provide both technical and financial support. Organisations such as National Institute of Visually Handicapped Dehradun, National Institute of health &amp; Family Welfare are to be associated in developing suitable resource material.</p>
<p>9. A District Library and its branch libraries should also have mobile and circulating library services within their area, wherever necessary, Hospital, prison and infirmary are to be covered under this service.</p>	<p>ACCEPTED ACCEPTED</p>
<p>10. Libraries for special groups should be built in areas of tribal concentration and minority communities to help</p>	<p>National Authorities on Adult Education, National Institute of Adult Education, JSN and similar</p>

Action Suggested by Working Group on the Decisions of the Empowered Committee...

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The Cell may write to all the concerned authorities for necessary action.

Information Division when set up.

As against Item 10 above.

The Cell may write to the concerned

State/U.T. Authorities for necessary action.

Action may be initiated by the Library & Information Division when set up.

The Cell may write to the concerned

State/U.T. Authorities to set up such libraries for special groups and to encourage through field workers

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Action may be initiated by the Library &

(1)	(2)
<p>in developing and sustaining their distinctive cultures. Government will encourage such communities to develop their own libraries through their voluntary efforts.</p>	
<p>11. The key role of public libraries as chief sustaining agencies for distant education is to be recognised and they should be adequately equipped with relevant resources, such as publications covering Open University and vocational education courses.</p>	<p>State Government and voluntary agencies are to be associated with the State Public Library Development Programme and the National Commission for Libraries (NCL). Publications of IGNOU should be available in all local public libraries.</p>
<p>12. All Public libraries within a State should form part of a network extending from village library through intermediary levels, Community Centre Library, District Library and State Network should be linked up with the National information grid.</p>	<p>NICNET and the proposed EDUNET and any other information databases developed and available through a network such as INDONET should be available at the District Resource Unit/District Library.</p>
<p>13. Role of the State Central Library is crucial in the networking and in the establishment of uniform library procedures and standards within the State.</p>	<p>ACCEPTED</p> <p>(Sample Surveys of Public Libraries should be taken up by RRRLF). Under NLM programme, 40 districts are to be identified initially (20 well-endowed and 20 under-endowed). RRRLF may Co-ordinate Sample Surveys closely with this Programme</p>

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such communities to set up their own libraries. The Department of Education & the Minorities Commission may also be approached for extending help in this behalf.

The Cell may write to the Department of Education and the concerned State/U.T. Authorities for necessary action.

Information Division when set up.

The Cell may write to the State/U.T. Governments to initiate action for inter-

linking their libraries with the help of the National Informatics Centre (NIC).

Action may be initiated by the Library & Information Division when set up.

The Cell may write to the Raja Rammohan Roy Library Foundation for

taking necessary action in this regard.

No action required.

The Cell may write to the RRRLF for preparing an action plan for setting up 10 model rural libraries, one each in 10

(1)	(2)
<p>A detailed field survey of 2 or 3 districts in different regions or areas on information needs, road, rail, telecommunication facilities and the scope of working with other agencies, such as Department of Culture/Rural Development/health and Welfare Industries/Khadi and Village Commission/Education, Bureau of Public Enterprises, Department of Banking etc.; can be determined for co-ordinating their administrative and financial responsibilities under the Minimum Need-based Programme.</p> <p>14. It was considered that a few projects to develop standards, Guidelines on Model Library Service at several levels may be initiated urgently by the Department of Culture.</p> <p>(a) Schools (Rural) library standards, guidelines and objectives;</p> <p>(b) Audio and visual packages of library use in various languages;</p> <p>(c) Library information service in rural set-up;</p> <p>(d) Manpower development in</p>	<p>and in the same districts.</p> <p>RRRLF may be asked to prepare an Action Plan in Collaboration with the State agencies in developing initially 10 model rural libraries.</p> <p>Department of Culture may request some organisations/individusals to take up the projects (a), (b) &amp; (d) and provide necessary funds.</p> <p>ACCEPTED</p> <p>Needs further examination in relation to the proposed National Commission for Libraries.</p>

Action Suggested by Working Group on the Decisions of the Empowered Committee...

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selected States. The Cell may request  
ILA to develop project (a), National  
Library to develop project (b), RRRLF  
to develop project (c), and NIC to  
develop project (d).

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The Cell may set up a Committee to  
revise the existing Model Library Bill  
circulated earlier to the State/UTs,

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<p>relation to the application of modern technology through some appropriate agencies for rapid implementation of library service network throughout the county.</p>	<p>ACCEPTED</p>
<p>15. Proposals for maintenance and development of public libraries should preferably be through State Legislative Enactments. The Central Government may revise Model Public Library Bill (already prepared) in the light of the experience gained in recent years. Finances for library development should be found by each State, either from general revenue or from local taxation. Central Government agencies may provide fund under Plan expenditure.</p>	<p>ACCEPTED</p>
<p>16. To make the role of RRRLF as National agency for co-ordinating and assisting the development of public libraries, PRRLF may be declared as an Institute of National Importance.</p>	<p>ACCEPTED Ministry of Urban Development may be approached for taking appropriate action.</p>
<p>17. The Central Government should assist the State agencies in the development of public libraries in a larger way than it has done so far.</p>	<p>NCERT, DIET, SIET and library professional organisations should</p>

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and send the revised version to those State/UTs who are yet to enact library legislation. As regards financing library development, the Cell may write to State/UT's and appropriate central agencies.

Deferred

The Cell may write to the RRRLF to

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Action may be initiated by the Library & Information Division when set up.

take necessary action in developing a comprehensive Public Library

Action may be initiated by the Library & Information Division when set up.

Development Plan for the country, including its financing.

Action may be initiated by the Library & Information Division when set up.

The Cell may write to State Government authorities to add atleast a section of multilingual collection in one of their good libraries. The State Governments

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<p>The RRRLF will serve as the main national agency in the public library development programme.</p>	<p>promote and produce suitable guidelines for the benefit of educational institutions.</p>
<p>17A. The Central Government in collaboration with State Governments may establish atleast one multilingual library in each state.</p>	<p>NCERT and SIETS may provide guidelines and ensure their enforcement. DIET and local library authorities should closely co-ordinate for their implementation.</p>
<p>17.B Suitable legislation be enacted so that new urban development projects compulsorily provide for building of libraries, reading rooms, and books stores at the cost of the projects.</p>	<p>SIETs &amp; DIETs may adopt the NCERT developed model school library standards and guidelines.</p>
<p><b>Academic Library System</b></p>	
<p>18. In view of making our learning process healthy and enjoyable, teaching should be around the library resources of the educational institutions and children should be introduced to the pleasure and importance of books and other learning aids at an early age. It is recommended that Teachers/ Librarians should guide the students to use libraries. There should be provision of library period in</p>	<p>NCERT, SIET may involve ILA and State Library Associations in running such courses at Teacher's Training Colleges.</p>

Action Suggested by Working Group on the Decisions of the Empowered Committee...

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<p>may approach the RRRLF for providing necessary help in this regard.</p>	<p>No action required.</p>
<p>The Cell may write to the Ministry of Urban Development for necessary action.</p>	<p>No action required.</p>
<p>The Cell may write to the NCERT, Open School authorities and library professional organisations for taking necessary action.</p>	<p>Action may be taken by the Library &amp; Information Division when set up.</p>
<p>The Cell may write to the NCERT for drawing up the guidelines and thereafter taking necessary action to ensure their enforcement.</p>	<p>— —</p>

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<p>the time table at the primary and secondary levels; adequate provision of reading and other types of material to meet academic and recreational needs; organise book exhibitions; encourage activities to promote reading habits of both students and teachers; celebrate library week every year; institute incentives, prizes and awards to promote effective use of libraries; take initiative in developing and introducing user's education programme in the library.</p>	<p>ACCEPTED ACCEPTED ACCEPTED</p>
<p>19. Every school and college must have a library and a qualified/trained librarian. Primary and junior schools where such facilities are not provided may share the resources of the local Community Centre Library. Alternatively, in areas where the community Centre Library does not exist, the primary school/junior school should be so developed as to serve as the library of the local community. Children of all age groups must be allowed to get help from this library even if they are not students.</p>	<p>Association of Indian Universities may take up a project in devising academic library norms on priority basis.</p> <p>ACCEPTED The proposed EDUNET now at its developing stage with Department</p>
<p>20. There should be an agency at the State level for proper development of School Libraries which should have</p>	

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The Cell may write to the NCERT for developing guidelines for model school library standards, and for taking necessary follow up action.

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The Working Group is of the opinion

that there should be full-time qualified librarians in schools and the practice of engaging subject teachers for part-time library work is not desirable. In fact, this is inconsistent with the decision of item

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Action may be initiated by the Library & Information Division when set up.

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<p>some proper representation at the proposed Sub-Committee on Special and Academic Libraries of the National Commission on Libraries.</p>	<p>of Electronics may provide these guidelines within the project proposal.</p> <p>ACCEPTED</p>
<p>21. School teachers responsible for libraries should go through short training courses in library science.</p>	<p>IGNOU &amp; Departments of Correspondence Studies of various</p>
<p>22. UGC/AICTE should provide assistance to organise refresher courses/orientation courses for users/college libraries and NCERT/SIETs should support similar programmes for school librarians/teachers.</p>	<p>universities are to be associated and share resources with local</p>
<p>23. To evaluate performance of librarians, UGC/AICTE should evolve a procedure of performance appraisal of university and college librarians and NCERT should evolve such measures for school librarians/teachers.</p>	<p>educational institutions and public libraries. RRRLF shall coordinate this programme in relation to public library system.</p>
<p>24. University and college libraries must be given adequate facilities in staffing, buildings, furniture and equipments and reading materials etc., before a university and college can start their proper function.</p>	

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19 and hence may not be accepted.

Covered under item 30 above.

The same as item 21 above. May not be accepted.

The Cell may write to the UGC/AICTE/NCERT. The Working Group feels that the emphasis should be on self-evaluation rather than evaluation by another authority.

Action may be initiated by the Library & Information Division when set up.

The Cell may write to the UGC for

taking necessary action and also write to the Association of Indian universities to evolve academic library norms.

Action may be initiated by the Library & Information Division when set up.

The Cell may write to the UGC for taking necessary action.

The Cell may write to the Department of Education for taking necessary action and also request the RRRLF to coordinate the programme in relation to the public library system.

Action may be initiated by the Library & Information Division when set up.

Action may be initiated by the Library &

(1)	(2)
<p>UGC/AICTE is to devise and lay down norms for academic libraries in the country. Senior staff members of university should be regarded as full members of the academic community and the library is to be considered as an 'academic unit'.</p> <p>25. It is essential that universities, colleges and research organisations in one region/State must establish linkages and share their resources. It should be possible to devise a common acquisition programme. Such resource-sharing may also save avoidable duplication and reveal under-utilisation of resources in academic libraries.</p> <p>26. Distance education has been put on high priority (NPE Programme of Action) in Indian education system. Apart from Public libraries, local college and university libraries should extend facilities to the students under this programme. The local academic libraries should be provided with necessary measures of extend their services to this group of users.</p> <p>27. Academic libraries, specially</p>	<p>ACCEPTED ACCEPTED Proposed EDUNET may consider this decision.</p> <p>UGC/AICTE may give high priority in arranging short term orientation courses on modern library management and information technology both for library staff and teachers of Library Science Departments. To begin with, a few selected university Library Science Departments may be provided with adequate resources in getting necessary hardware equipment (PC-AT, reprographic equipment, etc.) as part of manpower development</p>

Action Suggested by Working Group on the Decisions of the Empowered Committee...

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The Cell may write to the UGC for taking necessary action. Information Division when set up.

The Cell may write to the UGC and the

AICTE for taking necessary action.

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The Cell may write to the UGC and the AICTE for implementing the programme in the manner indicated. No cation required.

The Working Group recommends

that a Committee may be constituted comprising the agencies mentioned and experts in the field to chalk out policy

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<p>university and research libraries should widen their scope by adding bibliographical and current awareness service (including SDI).</p>	<p>programme. Experts available in the field outside the University System could be associated with training courses.</p>
<p>28. UGC/AICTE has set up 3 regional centres (Bangalore, Bombay, Baroda) to back up University Library System covering science and technology, social sciences and humanities respectively. There should be more similar centres in other parts of the country inter-linked with each other and the National Network.</p>	<p>DSIR's Regional Network Pilot Projects under NISSAT Programme &amp; EDUNET programme should be closely interlinked together with NICNET. INSDOC's 'National Union Catalogue of Scientific Serials in India (NUC-SSI)' could serve in developing an active resource sharing to avoid useless duplication and develop an effective Document Delivery Service. A Sub-Committee under the National Commission of Libraries (NCL) may be set up to chalk out policy guidelines.</p>
<p>29. UGC/AICTE and other agencies will take appropriate measures in providing adequate training facilities to university and college library staff and faculty members</p>	<p>DSIR, UGC/AICTE, NCL and the National Library may constitute a high powered Committee for identifying the institutions and</p>

Action Suggested by Working Group on the Decisions of the Empowered Committee...

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guidelines for a comprehensive and viable National networking.

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This is covered under item 30 above.

The Cell may write to the National Library, ICSSR, INSDOC and DST, requesting them to take necessary action in this regard.

No action required.

(1)

(2)

## Special Library and Information System

of the Library Science Department in the application of information technology and modern management practices.

30. The National Information System for Science & Technology (NISSAT), a Programme introduced by DSIR in 1977 needs to be further strengthened and linked up with National Information network (proposed

31. Considering the high costs of databases, such activities should be channelised through a few model centres. These Centres, in mutual cooperation should be responsible for acquiring international databases and system software development. A large number of existing, planned and projected information systems, covering fields such as Health Science Information System, Environmental Information System, Biotechnology Information System, Agricultural Information System, Non-conventional Energy Information System etc. should receive due

disciplines which would be brought under the national network of library service in consultation with Department of Electronics, Ministry of Human Resource Development and Department of Telecommunications.

National Library, INSDOC, DST and ICSSR may take suitable actions and undertake projects of survey, evaluation and establishment of National data bases. (e.g.. DST's Research Funding Database).

### ACCEPTED

The Committee decided that the Department of Culture may take appropriate action to change the status of the National Library from subordinate to an Attached Office. This would help National Library in discharging its responsibilities in a more effective manner as proposed in NAPLIS.

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The Department of Culture may take necessary action to change the status of the National Library from a Subordinate Office to Attached Office. There should also be a National library Advisory Borad, to be constituted by the Government of India, with the following

Action already indicated at Point (i) of the preamble of Chapter III.

This is covered under item 35.

composition: —

1. Secretary, Deptt.      Chairman —

(1)	(2)
<p>the University Library System.</p> <p>32. There has been a quantum growth in research and development activities in the country since Independence. Consequently, many Special and Research Libraries were established. However, there exists a significant gap in all areas of natural science, social sciences and humanities. Secondly, the development of Information Centres in all these areas is not evenly distributed over the country. A survey may be undertaken to identify the existing weaknesses in order to develop a National comprehensive core collection shared by the country's library system.</p>	<p>ACCEPTED</p> <p>These libraries may consider of forming an Association of Libraries under the Societies Registration Act with the scope and objectives as those of Association of Indian Universities. There will be a Standing</p>
<p>33. The National Library based in Calcutta and historically India's pre-eminent library, needs to be strengthened and supported in a manner which will enable it to discharge the responsibilities enjoined in NAPLIS in close co-</p>	<p>Sub-Committee of the NCL for the NLS. Till such time, National Library may constitute a National Library board with 18 members and MOS Education &amp; Culture as Ex-officio Chairman; and Director, National Library as the Member-Secretary to advise on development of collections, resource sharing, and establishing network, etc. and such other policy</p>

National Library System and Bibliographical Services

Action Suggested by Working Group on the Decisions of the Empowered Committee...

(3)		(4)
	of Culture	Action may be initiated by the Library & Information Division when set up.
2.	Financial Advisor Member	
3.	Two Academics Members	
4.	Two Library professionals Members	

5. Director, NL Member–Secretary

No action required.

The Group felt the necessity to have a Coordination Committee for the National level libraries for the purpose of coordination, reduction in the communication gaps, avoidance of unnecessary duplication, etc. The composition of the said Coordination

Action may be initiated by the Library & Information Division when set up.

(1)	(2)
<p>operation with other National level libraries and be at the apex of the country's library network system. The National Library, Calcutta in consultation with the Department of Culture and Department of Law may suggest the amendment of the National Library act, 1976 together with the delivery of Books Act, 1954.</p> <p>34. To meet the library needs at the National level, there should be a system of National Library (NLS), consisting of the National Library, Calcutta as the National Library of India, National Depository Libraries in Delhi, Bombay, and Madras; National subject libraries and such other libraries of National importance. These National libraries should form part of one integrated system. The position of the National Library,</p>	<p>matters. Members of the Board be ex-officio representatives, one each of Department of Education, Department of Culture, DST, UGC, AICTE, Ministry of Finance, four eminent academics (Humanities, Social Sciences, Science and Technology), two eminent literatures, four representatives of regional National libraries and subject national libraries. Details and terms, objectives, etc., may be worked out by the Director, National library in consultation with the Department of Law and Department of Culture.</p> <p>ACCEPTED</p> <p>Government of India is to take necessary steps to declare these National Depository Libraries as Institutions of National Importance. Details to be worked out by the Department of Culture in consultation</p>

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Committee could be as follows:

1. Director, NL : Chairman
2. Representative of Deptt. of Culture.
3. Representative of Deptt. of Education.
4. Representative of IFD.
5. Director, RRRLF.
6. Four library professionals to be nominated by the Chairman by rotation every three years.

Action may be initiated by the Library & Information Division when set up.

The Cell may write to the Director, NL for a concrete proposal in this behalf.

The Department of Culture may examine the feasibility of giving adequate grants for the purposes of the development of collections and preservation of Indian Culture produced in the languages of the regions concerned as mentioned in the NAPLIS recommendation. As regards the review of DB Act, the Deptt. of Culture may constitute a Review Committee, with the Director, National Library as its convener.

The Cell may write to the concerned Ministries/Departments/Organisations.

(1)	(2)
<p>Calcutta in the fully developed form of NLS shall be that of prime among the equals.</p> <p>35. National Depository Libraries: Connemara Public Library, Madras; Central Library (Asiatic Society), Bombay; and Delhi Public Library, Delhi should concentrate in different regions intensively upon the development of collections and preservation of Indian culture produced in the languages of the regions concerned, supplementing and complementing the efforts of Indian National Library. An estimated amount of Rs. 6 lakhs will be the annual requirement of each of these 3 recipients libraries for storing and administering publications received under the delivery of Books Act.</p>	<p>with the Libraries. Items 35 &amp; 42 are to be taken together and will be pursued by the Department of Culture in consultation with the National library and other 3 DB Act Recipient Libraries. Director, National library, Shall be the convener of the DB Act Review Committee (Superseding earlier Committee constituted by the Department of Culture vide their letter No. F. 17-2/84-Lib of 03.12.1984). This Review Committee will suggest measure to implement the recommendations of the NAPLIS Report.</p> <p>ACCEPTED NOT ACCEPTED NCL may examine.</p> <p>RRRLF and IGNCA may be asked to take suitable steps for the preservation, conservation and cataloguing of Indian manuscripts.</p> <p>RRRLF may modify their rules and remove the ceiling of Grant in such exceptional cases in concurrence with the Department of Culture.</p> <p>National Library and IGNCA may,</p>

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No action required.

Covered under item 48 above.

The Cell may write to the National Archives of India to draw up a comprehensive policy for the preservation, conservation and cataloguing of manuscripts.

Action may be initiated by the Library &

Preservation and cataloguing of manuscripts is the responsibility of National Archives of India. The Cell may write to them for taking necessary action in this regard.

(1)	(2)
<p>Till such time, Central Government may give 50 per cent of the capital expenditure to Tamil Nadu and Maharashtra State Governments for these libraries' building and equipment programme for this purpose.</p>	<p>in consultation with other provide the required guidelines.</p> <p>ACCEPTED</p> <p>(As an immediate step, the Department of Culture is to issue</p>
<p>36. Information needs of the users in the country should be met by the establishment, maintenance and modernisation of National Subject Libraries and National Documentation/Information Centres (such as, National Medical Library INSDOC etc.).</p>	<p>necessary official order in making the Director, National Library function as the 'Head of the Department of</p>
<p>37. Dormitory libraries should be established in regions having an important cluster of libraries and these pre-mediatory libraries should take care of the less used documents of different libraries.</p>	<p>the Central Reference Library' till it is completely merged with the National Library).</p>
<p>38. Considering the importance of Indic languages manuscripts for Indological research, a suitable manuscript preservation and cataloguing policy needs to be urgently devised. (No significant work has been done since Prof. Raghavan undertook a survey of a manuscript collection during</p>	<p>NOT ACCEPTED</p>

Action Suggested by Working Group on the Decisions of the Empowered Committee...

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The Libraries are already doing this through their activities. Hence no specific action is required on this.

Information Division when set up.

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Action on this item has already been indicated in the preamble.

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Action already indicated under item No. 35.

Action may be initiated by the Library & Information Division when set up.

The Cell may write to the UGC/AICTE for necessary action in this regard.

The Cell may write to the UGC/

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1953–57).	
39. RRRLF and the Government of India's Programme of Gran-in-Aid to voluntary agencies for preservation and cataloguing of manuscripts may be suitably widened to allocate funds to a few major voluntary organisations having large collections of antiquarian books and manuscripts of national importance for both preservation and cataloguing.	Adequate fund is to be provided to the four recipient libraries. Delivery of Books Act should be reviewed ensuring strict follow-up action by the recipient libraries.
40. Government should take steps to create National awareness of the urgent need to preserve the Nation's cultural heritage available in the printed form. National Libraries are to undertake this National task.	ACCEPTED UGC and AICTE may consider of undertaking a survey with the help of Manpower Research Institution
41. The Indian National Bibliography currently produced by the Central Reference Library should have a comprehensive coverage about the Nation's output of documents and it should be brought out regularly without fail. This responsibility should be vested with the National Library, as one of its essential functions.	by associating a few specialists and professional organisations.  UGC/AICTE may take up this programme on priority basis and identify such institutions, for example, institute of management; NITIE, Bombay; ASCI, Hyderabad; etc. The course curriculum and course material may be produced in consultation with a few experts in management-studies and librarians/information scientists.
42. Delivery of Books Act, 1954 and	Adequate allocation of fund is to

Action Suggested by Working Group on the Decisions of the Empowered Committee...

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<p>AICTE for necessary action in this regard. Funding for the courses will be the responsibility of the respective organisations.</p>	<p>— The Cell may initiate action immediately</p>
<p>Besides the AICTE, the UGC should also be made responsible for ensuring</p>	
<p>the Standard and quality of training. The Cell may write to the UGC/AICTE accordingly.</p>	<p>to invite the SIU (Staff Inspection Unit) of the Ministry of Finance with a view</p>
<p>Deferred.</p>	
<p>So long as 'Library' is a State subject, an All India Library Service is not feasible. However, the Department of Culture, in</p>	<p>to setting up the Library &amp; Information Division at the earliest. Action may be initiated by the Library &amp;</p>
<p>consultation with the Ministry of Home Affairs, may examine the feasibility</p>	<p>Information Division when set up.</p>

(1)	(2)
<p>Press and Registration of Books Act, 1867 should be reviewed and amended suitably so as to ensure continuous supply of publications to the National Libraries. In view of the pressure on the publishing industry, the Government may consider reducing the number of copies to be deposited and removing the postal charges.</p> <p>43. In view of the rapid expansion of library and information science and fast changing character of this service, there is an urgent need of introducing a planned manpower development programme both on short and long term basis. The Indian librarians will face the difficult task of carrying the literacy drive on the one hand and dealing with the technological changes on the other.</p> <p>44. Library and Information Science courses run by the universities and comparable institutions at the Post graduate level may stress more on information technology, modern management methods and preservation &amp; conservation in their curriculum. To meet the urgent need,</p>	<p>be shared among UGC, AICTE, RRRLF, NCERT, National Library, Department of Education, etc.</p> <p>AICTE could be the accrediting agency for libraries attached to various academic institutions based on the standards, norms and guidelines. (Proposed to be developed under the guidance of Association of Indian Universities and NCERT). AICTE may also be the accrediting agency for the professional courses in Library and Information Science offered at the Degree level. A proposal is to be sent on behalf of the Empowered</p> <p>Committee to the Department of Education.</p> <p>National Commission on Libraries (NCL) may consider this proposal for implementation.</p> <p>Department of Culture may take suitable steps on this matter.</p> <p>ACCEPTED</p>

Action Suggested by Working Group on the Decisions of the Empowered Committee...

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of instituting a Central service for the Central Government Librarians.

No separate action required.

The Cell may write to the National

Library, Calcutta to send a detailed proposal to the DOC for constituting a High Powered Committee for evolving a programme of action for all aspects of Modernisation of the library and information system in the country. The

Covered under item 48.

(1)	(2)
<p>a large number of short term training/ orientation courses in these areas need to be introduced, through a few, recognised, selected institutions.</p>	<p>National Library in consultation with DST, DOE and other appropriate agencies may constitute a High Powered Committee to evolve a programme of action.</p>
<p>45. Considering the fact that Library and Information science Courses tend to proliferate introducing on occasion a dilution of standard, there should be an accreditation agency to ensure the standard and quality of the</p>	<p>The National Library should take suitable steps to coordinate the programme of action with the help and support of appropriate agencies.</p>
<p>training imparted.</p>	<p>ACCEPTED NCL may identify a few model institutions in each Region for monitoring the National network system. Similarly, accessibility of International databases and their linkages would also to be decided by the National Commission keeping in view sectoral needs of the user groups.</p>
<p>46. There is a strong need of having a National R&amp;D Centre for Library and Information Science. This Centre may be set up in Madras keeping in view Prof. Ranganathan's contribution in this field.</p>	<p>More and more information packages</p>
<p>47. Government of India should take suitable steps for the creation of an All India Library Service. The creation of such a Service will</p>	<p>would be available in non-printed multi-media forms which would be acquired by Indian libraries. In</p>

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members of the Committee may consist of heads of all concerned organisations. On receiving the proposal, the Cell will consult the Organisations/Departments/ Ministries concerned with a view to constituting the High-Powered

Committee.

The terms of reference of the above

mentioned High-Powered Committee will also include the consideration of these areas.

The Cell may write to the NIC to

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strengthen the national network of library and information system and save stagnation and improve quality of service. Fourth Pay Commission has asked this to be considered.

### Modernisation of Library and Information System

48. To keep pace with advanced electronics, computer technology, telecommunication, reprography and micrography technology, and all of which needed for future library work, new management systems compatible with Indian Conditions must be introduced.

addition, for the sake of preservation and compact storage facilities, Indian libraries shall convert more and more printed materials into these formats for the preservation of cultural heritage. The National library is to take the lead and provide guidelines to

49. Application of computers in major libraries in the country should be introduced.. However, care is to be taken to ensure compatibility in both hardware and software specifications, standardised data formats so as to facilitate linkages and evolve a National network.

other institutions having collections of national importance.

RRRLF may take appropriate steps. Initially, the Foundation may identify a few (10) District libraries and

50. In developing an Information

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ascertain in what ways they can help in evolving an information network down to the village level and the linkages of all the networks right upto

the National level. At the same time, the Cell may also write to the State and UT Governments to initiate action in evolving the necessary infrastructure for such networking and linkage with the help and guidance of the NIC. The RRRLF may be asked to formulate a scheme to provide financial support for computerisation of libraries and their linkages.

The Cell may write to the National Library to take a lead in the matter and provide necessary guidelines within six months.

The Cell may write to the RRLF to take appropriate steps in the matter, involving voluntary and autonomous organisations in the field as much as possible.

(1)	(2)
<p>Network by linking village library/ community centre library, with the National Library Grid, there has to be common linkages and equipment made available to all the library systems. This is an essential factor in making information available/ accessible to the rural population. This common system should also have the back up of an efficient document supply system.</p>	<p>provide them with necessary support and a.v. packages. Institutions identified in the NPE Programme of Action in Developing and supporting such educational technological programmes, are asked to collaborate with the Foundation.</p> <p>ACCEPTED</p> <p>Department of Culture may take suitable action in preparing the Draft</p>
<p>51. Low cost photocopying microfiche facilities should be available in the libraries. In addition, contraction of library information material by increasingly resorting to acquisition of microform media, magnetic tapes, video discs, CD-ROM, etc.; should be encouraged for saving storage space, preservation and effective service.</p>	<p>Bill on National Commission on Libraries (NCL) giving the detailed provision under powers and function of the NCL, bodies of the NCL, final accounts and audit of the NCL, etc.; (example, AICTE Act of 1988).</p> <p>ACCEPTED</p> <p>Department of Education may examine.</p>
<p>52. Provision should be made at</p>	<p>ACCEPTED</p>

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The proposal for setting up a National Commission on Library & Information System has been included in the National Cultural Policy for consideration of the Government and the Parliament. Meanwhile, the Department of Culture may constitute a Central advisory Committee on Library and Information System on the lines of the Central Advisory Board of Education.

The Cell may write to the Department of Education for necessary action.

The Working Group is convinced that, in the absence of proper staff, the processing of the decisions of the Empowered Committee will not be feasible. Hence, the Cell should initiate action on priority to create in the first

(1)	(2)
<p>District level for mobile audio-visual information services in Indian languages for rural areas to supplement the National T.V. network. The RRRLF and other such organisations should take initiatives in providing suitable audio-visual packages that could help the users in making effective use of the libraries.</p>	<p>Department of Culture has already been requested for processing the recommendation. This Library Unit will be entrusted with the implementation of the Empowered Committee's decision including the Bureau head level staff pattern and adequate financial outlay. The tenure of the Implementation Cell may be for a period of 6 months from 1.4.88 or from the date the Library Unit starts operating formally, whichever is earlier.</p>

### Implementing Agencies and Financial Support

53. A National Commission on Libraries and Information System or alternatively, it may be named as National Commission on Informatics and Documentation may be constituted by an Act of Parliament to serve under the Ministry of Human Resource Development. The Commission will have representation from appropriate Central and State agencies and could provide guidance and coordinate Library Development Programme in all sectorial areas.

Agreed in principle. Attention may be drawn to the Ministries/Departments of Central and State Governments seeking their help and support.

Department of Culture and NCL are to take suitable steps in establishing National network of library system with the support and collaboration of organisations, such as, DST, DOE, State Government agencies etc.

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place a Division called the Library & Information Division in the DOC with the following Officers and Staff;

Post	Number
1. Dy. Secretary or equivalent	1

- |                                  |                  |
|----------------------------------|------------------|
| 2. Under Secretary or equivalent | 2                |
| 3. Section Officers              | 4                |
| 4. Assistants                    | 8                |
| 5. Complementary Groups C&D      | As per SIU norms |

It is envisaged that in time the Division will grow into a Bureau as per the Empowered Committee decision.

The Cell may write to the different Ministries Departments for providing adequate funds for the development of

(1)	(2)
<p>This apex body will have the primary responsibility for the implementation of NAPLIS Programmes.</p> <p>54. In addition, the Central Advisory Board of Education may have a Standing Sub-committee to deal with matters related to Library &amp; Information Science attached to various States and Central Institutions.</p> <p>55. Ministry of Human Resource Development should constitute a 'Library Unit' at the Bureau head level with necessary support at the earliest. This is an essential step in the process of implementing the Empowered Committee's decisions. The Bureau head of the Library Unit may, as well, function as the member-Secretary of the National Commission on Libraries as well as of the standing Sub-Committee for Libraries of the Central Advisory</p>	<p>Application to libraries with special collection of National importance. Existing hostel/guest house facilities attached to the academic/research institutions in the same locality should be made available to the scholars, who want to make use of the library collections. Central and State Governments may issue suitable Notification to such organisations.</p> <p>This proposal and similar programmes should be first examined by the National Commission on Libraries.</p> <p><b>ACCEPTED</b></p> <p>Like publications brought out by the parent organisations, these statistical and other data would be made available to research scholars</p>

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libraries under their control. It may also write to the State and U.T. Governments to provide atleast 6 to 10 per cent of their education budget for libraries.

Already covered under other items.

The Cell may write to the Departments/ Ministries and the State & U.T. Governments for taking necessary action.

The matter may be considered by the proposed High-Powered Committee (vide item 48).

The Cell may write to the Ministries/ Departments/State & U.T. Governments as also UGC, AICTE & NIC for necessary action.

(1)	(2)
<p>Board of Education.</p> <p>56. Adequate financial support for the development of libraries will be made available by the Central and State Governments. Funding of library development at various levels should be shared by various agencies: Ministries/Departments of the Central Government, Ministry of Human Resource Development, Ministry of Rural Development, Ministry of Information &amp; Broadcasting, Department of Science and Technology, Department of Electronics, Ministry of Health Family Welfare, Ministry of agriculture, Public Undertakings, Industrial houses, and voluntary organisations. Total gross annual allocation of funds of 'Library head may be at 6–10 per cent of that on 'Education' head for the Central/ State Governments.</p>	<p>through the libraries attached to the parent body.</p>
<p>57. Establish a multi-tier National network with the application of modern technology it the NAPLIS Committee's principal recommenda-</p>	

Action Suggested by Working Group on the Decisions of the Empowered Committee...

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tion to the Government.

58. For the benefit of outstation scholars, major libraries having the National collections should have some provision of accommodation for the visiting scholars.
  
59. ICSSR has proposed to establish a National Information System for social Sciences.
  
60. Statistical and other data are collected by Government and Semi-government agencies for policy planning and monitoring purposes. These data collected by Government agencies may be made available to research scholars through institutions they are attached to .

Action Suggested by Working Group on the Decisions of the Empowered Committee...

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REPORT OF THE WORKING GROUP OF THE  
PLANNING COMMISSION ON LIBRARIES  
AND INFORMATICS FOR THE EIGHTH FIVE  
YEAR PLAN, 1990–95





## CHAPTER – 1

### Introductory

1. In the context of preparation of the Eighth Five-Year Plan, 1990–95, the Planning Commission set up a Working Group on Libraries and Informatics under the Department of Culture, Ministry of Human Resource Development vide their order No. M. 12016/1/88. Edn. Dated 16-8-88 with the following terms of reference :
  - 1.1 To take stock of the position likely to be reached within the area by the end of 1989-90 both in relation to original programmes of the Seventh Plan and the new initiatives under NPE/1986/ Programme of Action, to identify problems and suggest effective remedial measures.
  - 1.2 To suggest a feasible perspective of development of the sector up to 2005 AD.
  - 1.3 To suggest measures for upgrading the standards, facilities and attainments of backward States/Regions/Districts.
  - 1.4 To specify in clear terms the objective of the programmes in the sector for the Eighth Plan.
  - 1.5 To suggest measures for effective linkages between this area and other relevant sectors including rural development, environment, health, agriculture, etc.
  - 1.6 To review the existing position in respect of Information and Documentation Centres like INSDOC/DESIDOC/NASSDOC etc. and

Computer Networks such as RINSCA, NICNET, INDONET etc. and suggest a scheme in which these are integrated functionally so that the whole field of knowledge (Social Sciences, S&T and Humanities) is covered comprehensively.

- 1.7 To suggest ways and means of development of books and a Nation-wide movement for improving the existing libraries at all levels for each accessibility for all segments of people including children, students, housewives etc., taking due care of neo-literates under Adult Education Programme.
- 1.8 To review the work of existing Central institutions like National Library, Raja Ram Manohar Roy Library Foundation, National Book Trust and other important State level activities in the context of programmes in the Eighth Plan.
- 1.9 To review the present position of public library legislation among various States/UTs and suggest ways for implementation of the same for a widespread library movement as a supplement to various educational programmes and for cultural enrichment of the population in general.
- 1.10 To consider such other matters as the Chairman considers relevant for the purpose of formulation of the Eighth Five-Year Plan.
- 1.11 To formulate proposals for the Eighth Five-Year Plan 1990–95 in the light of the above perspective, indicating priorities, policies and financial costs.

#### Meeting of the Working Group and Sub-Groups

2. The Convenor (Shri R.C. Tripathi, Jt. Secretary (Culture) of the Working Group prepared a background note and circulated the same among all the members of the Working Group. The Working Group held one meeting on 26 September 1988 followed by a second meeting on 29 April, 1989. It was decided in the second meeting that the recommendations of the Working Group may be finalised by

the Chairman (Prof. D.P. Chattopadhyaya) in consultation with the member-Secretary and the same circulated to all members of the Working Group, even Commission. members may send their comments and observations, if any, directly to the Planning Commission.

3. To facilitate its work, at the beginning, the Working Group constituted the following four Sub-Group constituted the following four Sub-Groups at its first meeting held on 26 September, 1988.

Table 1

G. No.	Nomenclature	Convenor
I.	Public Library System including Panchayat Libraries	Prof. D.R. Kalia
II.	Academic and Special Libraries and Archives	Prof. Ravinder Kumar
III.	National Library System and Bibliography System	Prof. Ashin Das Gupta
IV.	Organisation, Finance and Information	Dr. N. Seshagiri

The compositions of the Sub-Groups are at Annexure-I.

4. It was decided that the convenors of different Sub-Groups should hold the meetings (2-3 times, if necessary) of their respective Sub-Groups, within 5 weeks and finalise its working paper so that the whole Working Group can meet again by the middle of November to complete its report. The Sub-Groups were authorised to co-opt one or more members (who will not be members of the Working Group). Sub-sequently, nothing that the activities of the Sub-Groups have spilled over beyond the expected time limit, the members of the Working Group were requested to make available his/her suggestions, in writing, on the terms of reference of the Working Group, so that all the suggestions could be collated and considered in the second meeting of the Working Group.

5. The reports submitted by the Sub-Group, the suggestions of various members of the Working Group and the decisions of the Empowered Committee on the National Policy paper on Library and Information System have all be taken into consideration while making recommendations under different sub-sectors. The Working Group recommendations may be considered as unanimous except that Dr. A. Lahiri, Director, NISSAT, who is a member of the Working Group, has written to say that he is not in agreement with the financial estimates presented in the report. It may, however, be noted that he has not suggested any alternative estimates, nor did he speak at the second meeting of the Working Group when these estimates were being finalised.

#### Introduction

6. Library and Information sources are vital for all sectors of National activity and their development. The availability of information, expeditiously and precisely, facilitates all decision making processes at all levels. Timely use of relevant information helps to accelarate the pace of National development. It helps to secure for the people of the country all the benefits that can accrue from the acquisition and application of knowledte and to present and disseminate the Nation's cultural heritage in its multiple form.

#### Review of 7th Plan Programmes

7. The Working Group under-took a review of the position likely to be reached within the area by the end of 1989-90 vis-a-vis the original programme of the 7th Plan. It noted that the Government of India (Department of Cultures') efforts to evolve a national policy on library and information system is a positive step towards further development of the area and towards meeting the challenges of modernising the Nation. The Working Group also welcomed the decision of the Empowered Committee on setting up a National Commission on Libraries and Information System. The Working Group further noted with interest the setting up of a Review Committee on Central Government libraries in pursuance of the suggestion of the Fourth Pay Commission in order to rationalise the structure and functioning of such libraries. ~~The~~ Review Committee's report it already

with the Government

### Priorities in the 8th Plan

8. The Working Group identified that the main thrusts in the 8th Plan for the development of Library and Information System in the country would be:
  - (a) to set up a National Commission on Libraries and Information System;  
and
  - (b) to evolve a National Policy on Library and Information System.
9. The Working Group observed that the 8th Plan on Art and Culture observed that the 8th Plan on Art and Culture could be taken as a point of reference but not as a model to determined financial provisions and priorities.
10. To begin with, for effective and speedy implementation of all programmes related to the development of library and information system in the country, a separate Bureau of Library, headed by a separate Bureau head, as detailed in Table 1 should be set up in the Department of Culture :
11. The following Chapter (Chapter II) gives a detailed account of the existing situation at the end of the Seventh Plan as far as Libraries and Information Services are concerned.
12. Chapter III gives all the recommendations according to the various sub-sectors, as outlined below :
  - A. Libraries
    1. General recommendations.
    2. Public Libraries including Panchayat Libraries.
    3. Academic Libraries.
    4. Special Librarians/Information Centres.
    5. National Library System and Bibliographical services.
    6. Manpower development.

### B. Informatics

13. The relevant details of financial requirement for the whole sector of Libraries

and Informatics are given at the end of the Chapter III.

Table 1  
Estimated Expenditure on Staff—Annual

Post	No. of Posts	Scale	Annual Salary
1	2	3	4
Bureau Head (JS/JEA)	1	5900–6700	84,000
DS/DEA	1	3700–5000	72,000
U.S.	2	3000–4500	96,000
Sr. PA	2	2000–3500	84,000
Desk Officer	2	2000–3500	1,00,000
		+(Rs. 150 Desk Officer allowance)	
Assistant/Desk Attache	4	1400–2600	1,20,000
		+(Rs. 100 Desk Attache Allowance)	
LDC	4	950–1500	96,000
Stenographer Grade-D	4	1200–2040	1,05,600

Peon	4	750-940	72,000
		Total	8,30,000

CHAPTER – 2

## Library and Information Services—Position at the end of Seventh Five Year Plan

1. India has been the cradle of one of the earliest civilisation of the world. Libraries of today have been developed with the introduction of printing technology and with the advent of European education system in India in the 19th century. In the post-Independence era, a major concern of the Central and State Governments has been to give increasing attention to education as a factor vital to National progress and security. Libraries have always been recognised as necessary appendages of learning. It has been the concern of the Government of India that a radical programme of developing library and information system would be essential for economic and cultural growth of the country. The availability of information expeditiously and pinpointedly supports all decision-making processes at all levels. Relevant information helps accelerate the pace of National development and therefore, proper utilisation of information can improve the quality and lifestyle of a citizen. The Government of India thus realises the value of co-ordinating and upgrading the existing library and information system and services and initiating new programmes relevant to our National needs, taking advantage of the latest advances in information technology.
2. A resume is given below so as to provide an overall view about the developments which have taken place till date in different sectors of libraries and informatics in the country.
3. Public Libraries: All the States and Union Territories in the country except

Sikkim, Lakshadweep and Nagaland, have set up State Central Libraries. More than 360 districts out of a total of about 400 have District Libraries. It is estimated that nearly 40% of the blocks (of a total of 5023) have block libraries and nearly 10% of the villages (of a total of 5,74,937) have village libraries. In addition, over 50% of the towns and urban areas have libraries which come under Public Library system. During the Seventh Five Year Plan period, two more states, viz., Manipur and Kerala besides the five states Tamil Nadu, Andhra Pradesh, Karnataka, Maharashtra and West Bengal, have enacted Public Libraries legislation with the objective of establishing a network of public library services within the States. Delhi has since developed a metropolitan public library system (Delhi Public Library) which has expanded considerably during the last five years in having a Central Library, a Zonal Library at Sarojini Nagar, a Rural Zonal Library at Bawana, 29 branches and sub-branches, a Braille department and a network of mobile service stations serving 66 areas and 19 deposit stations spread all over the Union Territory of Delhi. In addition, 2 sports libraries were established recently in collaboration with the Sports Authority of India.

4. The Raja Rammohun Roy Library Foundation/(RRRLF) engaged in the promotion of public library services in the country, has also expanded by implementing 9 various schemes of matching and non-matching assistance in order to improve countrywide public library services. The volume of assistance during 1987–88 amounted to Rs. 1.89 crores, assisting about 6000 libraries at different levels as compared to Rs. 51.28 lakhs in 1984–85 (last year of the Sixth Five Year Plan). The total allocation during the Sixth Five Year Plan was Rs. 2,10 crores.
5. It is estimated that during the last five years, an annual average expenditure of Rs. 20.00 crores has been incurred. In other words, 75 paise per literate person. There are about 6 crore volumes for 30 crore reader population; or, one book for every five persons, stored in the public libraries, which figure is apparently lower than what it used to be at the end of the Sixth Five Year Plan, being one book for every four persons. This may be due to a high increase in the cost of printing materials without a corresponding increase in the budgetary allocations.

6. Children's Libraries : Most of the public libraries do provide library services to children and maintain a stock of collections to meet the needs of this category of readers. Recent Reports viz. The National policy on Library and Information System (NAPLIS) and the National Book Policy emphasised strongly the need for increasing and improving library services for children by allocating 25% of their stock and fund for this purpose. The National Book Trust and similar such organisations have undertaken several developmental projects in bringing out quality literature for children in all language and in larger quantities.
7. Various bodies and the above Reports as also the new Education Policy give due attention to the urgent need of providing adequate audio-visual materials in the public other libraries for the benefit of the majority population consisting of illiterates and neoliterates. RRRLF, Bharatiya Vidya Bhawan and a few others have taken steps to provide AV equipments to some libraries.
8. Academic Libraries : There are 179 University level institutions and over 5500 colleges with over 2,25,000 faculty staff and over 40 lakh students (inclusive of 40,000 research scholars and 3.5 lakhs postgraduate students). Teaching and research in university centre around their libraries. But these libraries are not uniform in their level of development. Today, majority of the university libraries have a fair and sizeable document collection and good physical facilities in terms of building, furniture and equipments. Some of the factors which have helped in their growth are :
  - Larger UGC support for books, buildings, etc.,
  - Improved status and salaries of library staff;
  - UGC-sponsored back-up services, such as, Information Centres in Humanities and Social Sciences (SNDT University, Bombay; and M.S. University, Baroda) and University Centre for Science Information (IISC, Bangalore) etc.
9. However, an enormous increase in the number of publications and, at the same time, a rapid escalation in the cost of books and journals have forced a large number of libraries to acquire lesser and lesser number of items every year,

thereby unable to keep their collections upto date.

10. The minimum expenditure of Rs. 25/- and Rs. 300/- for each student and teacher respectively (being a norm established in the fifties and that needs revision) is not being provided for in the book budget of university libraries. More than 50% of the total number of universities receive less than Rs. 10 lakhs and 25% receive Rs. 10–20 lakhs and the remaining 25% libraries receive well over Rs. 25 lakhs. In a recent analysis, it was found that only 5 universities spend about 5% of their annual budget for books and periodicals and that the rest of the institutions are spending less than 2%, the recommended standard being 6%–10%. By and large University libraries mostly offer lending services.
11. School library in India is a badly neglected area. The new Education Policy, therefore, has strongly urged to develop school libraries. Operation Blackboard is one of its recommendations under which there will be a small book collection of 200 titles in every primary school of the country. This job is now in progress.
12. Special Libraries and Information Centre: Special libraries are known to be better developed as compared to the other types of libraries. Over the years, since Independence, the establishment of a number of R&D organisations, centres for advanced learning, research societies and institutions in all branches of knowledge, together with an increase in the growth of large industrial and commercial organisations have helped special libraries to grow both in number and in size. It is estimated that there are nearly 2000–2500 special libraries that now exist in the country. In the present stage of development of special libraries the need for networking and resource-sharing seems to be paramount. Towards this end, computer application is a better way. Science and technology libraries are far more developed than the others. An average science and technology library may have a stock of 30,000–35,000 volumes, add about 400–500 volumes per year and receive 250–300 current periodicals. Its average annual book budget is Rs. 5 lakhs (based on 1987–88 figures) and almost 70% of the same is spent on periodical subscription. There are about 633 medical libraries and 100 libraries of different sizes with varying scope in the field of agriculture in the country. Most of the medical libraries provide conventional lending and

reference services whereas agricultural libraries are highly active in maintaining large bibliographical data base on cards as well as in producing current awareness lists, etc.

13. The origin and growth of special libraries in social sciences are closely linked with the development of teaching and research organisation as seen from the beginning of the 19th century. In the absence of accurate statistics, the number of these libraries have been estimated to be around 500. Total budget of 92 social science libraries works out to Rs. 150 lakhs.\* About Rs. 1.6 lakhs is spend annually by these libraries on reading material. Expenditure incurred on a library by a parent institution varies from 1 to 15 per cent of its annual allocation. Services provided by these libraries are generally conventional in nature.
14. Information Centres: Some special libraries have also assumed the functions of information centres. In addition, there are a few major bibliographical and information centres covering various subjects, such as, Indian National Scientific Information Centre, Bangalore. Defence Scientific Information and Documentation Centre, Universities Centre for Science Information, BARC Library and Information Services, National Documentation Centre for Health and Family Welfare, Small Enterprises National Documentation Centre (SENDOC). NISSAT Sectoral Centres, Tate Energy Research Centre, Information Centre for Agronautics (ICA at National Agronautical Laboratory), ICMR-NIC Bio-medical Information Centre, National Social Science Documentation Centre, Centre for Rural Documentation, National Documentation Centre in Mass Communication. Information Centres primarily play a promotional and co-ordinating role. At the same time, these are operational units actually generating secondary bibliographical information packages and rendering similar other services. Majority of these information centres had been developed as National/sectoral centres during the Fifth and the Sixth Five-year Plan periods. During the Seventh Five-Year Plan period, these centres have been aiming at consolidating their activities and have started using computer technology to provide with fast and effective services. During the next decade, these information centres would be liked up on network concept and would share the resources and services with

major libraries and R&D organisations.

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\* Source : ILA Directory, 1985.

15. National Libraries : The National Library, Calcutta, is yet to take up the leading role at the apex of the library system of our country. Nonetheless, its objectives and major operations do indicate to place it as the National Library of India. Both the NAPLIS and Empowered Committee recommended it to play the leading role and to co-ordinate the library development programme of the country. One of the major problems this library has been facing over the last two decades is the acute shortage of space, which in turn, has seriously affected its services. It is hoped that within the 8th Five-Year Plan period, the National Library will get its new building, the foundation stone of which was recently laid by the Prime Minister. Moreover, this Library has also taken a few more steps in modernising its activities which would mean improving its services considerably. The Central Reference Library, with its main responsibility of producing Indian National Bibliography, is to be merged with the National Library. Steps have been already taken to make this Bibliography more regular and up-to-date. During the 8th Five-Year Plan period, the all library processes shall be fully automated. NAPLIS and Empowered Committee Reports have strongly recommended to amend the Delivery of Books Act 1954, so that the represent libraries can play the leading role and share the responsibilities of preservation of cultural heritage in printed works. Along with the Asiatics Society Library, Calcutta; M.S. Sarswati Mahal Library, Tanjavur, Rampur Raza Library; National Medical Library) which need to be developed and manages on modern lines.
16. Manpower Development : In recent years, there has been a spurt in starting B.Lib.Sc. and M.Lib.Inf.Sc. Courses in the universities. In the beginning of the 7th Five-Year plan, 48 universities were conducting a one-year course at the postgraduate level. In addition, DRTC and INSDOC run their one-year training programme at the postgraduate level leading to Associateship. By the end of 1988, more than 70 universities were known to be conducting one-year full-time library science course at the postgraduate level. Moreover, there are

quite a number of State Library Associations and institutions running various certificate/diploma courses on the subject. Recently, some universities and open universities have started library science courses through correspondence. It is estimated that every year, over 5,000 prospective librarians arrive in the job market. However, the level and quality of training (including the training ability of the organisation) differ considerably from each other. Also, there is no accrediting body to safeguard the professional abilities of the manpower thus developed. A question also arises whether we need to have such a huge number of trained persons in India; and, what are the jobs in a library where this kind of training could be beneficial. The Empowered Committee has recommended that the All India Council for technical Education should be the accrediting body to take decisions on the manpower development of library and information science under the guidance of the proposed National Commission for Libraries and Informatics. It may also be recorded here that in no other country in the world a postgraduate degree in Library and information Science is essential to serve in a library.

17. Informatics : At present, there are two National networks NICNET and INDONET which transmit bibliographical information, in addition to other kinds of data, across the country. NICNET Phase III of the NIC is to be implemented during the 8th Five-Year Plan with an estimated expenditure of Rs. 370 crores. NICNET caters to Government information systems at all levels—Centre, States, Districts and Block levels. Other than these two, Department of Telecommunications has set up VIKRAM/PDN.
18. During the last five years, there has been constant efforts in computer application in libraries. According to an estimate, there are more than 200 libraries that are making use of computer at various stages of library automation. With the introduction of new, powerful with large memory size PC Range, the hardware configuration has become within the reach of every library. A few software packages for handling library automation and bibliographical data processing have also been recently developed. NISSAT (DSIR) and a few other organisations are supporting training programme on a wide scale, of library personnel in computer application. NISSAT has also commissioned through

CMC, a feasibility report on online access to International databases (May 1986). Recently, CMC has submitted a disfeasibility report commissioned by NISSAT on CALIBNET (1988) to help in linking initially 28 major libraries in Calcutta. On a similar format, CMC has been asked by NISSAT to prepare a feasibility report on proposed DELNET. INFLIBNET is a project for the development of information and library network. The detailed project report has been prepared by an inter-agency working group commissioned by UGC and submitted to the Planning Commission for consideration. Objectives and approach of INFLIBNET are to evolve a National network inter-connecting various libraries and information centres in the country to improve capability in information handling and services. It should also provide document delivery service by establishing resource centres through advanced information technology and also to optimise information resource utilisation through shared cataloguing, centralised processing and avoid duplication in acquisition to the extent possible.

19. There has been some experimentation in a few libraries and information centres on larger International databases available on CD-ROM. Some of them have also been undertaking direct online search of International databases through satellite communication system. Department of Telecommunications has also undertaken a project of developing optical disks and relevant software packages.

Progress made in both development of information technology and its adaptability within the library and information system during the Seventh Five-Year period has been considerable.

### CHAPTER – 3

## Recommendations

### A. Libraries

#### 1. General Recommendations

- 1.1 The subject 'Library' should be transferred from the State List to the Concurrent List, as this is essential for an integrated and co-ordinated development of libraries and library services.
- 1.2 For well directed plan development of Library and Information System, it is necessary to formulate a 'National Policy on Library and Information System', duly approved by the Parliament.
- 1.3 A National Commission on Libraries and Information System should be set up to oversee, co-ordinate and monitor the country's programmes on Library and Information Systems. The Commission should be an autonomous organisation under the Department of Culture, Government of India.
- 1.4 At the Centre, a Bureau of Library and Information System should be set up in the Department of Culture headed by Bureau head of the rank of Joint Secretary. At the State/Union Territory level, separate Directorates or Library and Information Systems should be set up.

- 1.5 Professional Library Associations always play a significant role in the development of the profession and its personnel. At the National level, there are several such Library Association e.g. ILA, IASLIC, GILA and a few others. Such Library Associations also exist at State/UT and local levels. Most of these Library Associations are hampered in their activities because of paucity of funds and the consequent lack of resources. A scheme should be formulated to give grants to such Library Associations in the country.
  - 1.6. The Central and the State/UT Governments and other agencies such as NBT, Central Hindi Directorate, Sahitya Akademi and comparable agencies at the State level should produce suitable books (including translations of classics and other important works), audio visual material and other reading material to meet the different reading needs of the people. These materials should be made available at subsidised rates.
2. Public Libraries including Panchayat Libraries
    - 2.1 The most important task is to establish maintain and strengthen public libraries in the country and enable them to work as a system. Responsibility of mobilisation of resources could be shared by the State and the Central Governments, public sector undertakings and voluntary organisations. The State Government should set apart 1% of its education plus culture budget for library development the Libraries may charge Rs. 1 to Rs. 10 as nominal membership fee. Voluntary organisations should raise funds through, donations, endowments etc. Public sector undertaking should also contribute suitably for library development.
    - 2.2 The main thrust should go to Rural Public Library. Rural library service should be made available in each village under the 'Minimum Needs Programme' by 2001 AD. Central and
    - 2.3 The Ministry of Rural Development has undertaken a plan of building up one Community Centre in every one of about 1,00,000 Panchayats in the country during the Eighth Plan. In each of these Panchayat Community

Centres, Library-cum-reading rooms should be established and atleast 50% of the reading material in the form of books, translations and audio visual material may be supplied by the Central Government.

- 2.4 An important link should be established between the Panchayat Community Centre Library and Primary Schools in the region. If the schools do not have libraries of their own, the Community Centre Library should provide the school children with adequate library service. The Community Centre Library should be developed as a Community Information Centre and should be adequately equipped to serve the interest of children, housewives and the youth. It should also be specially equipped to play an important role in the Adult Education Programme as also in the Non-formal Education system. It should specially cater to neo-literates in retaining their literacy.
- 2.5 As regards the employment of staff for the Panchayat Community Centre Library, advantage may be taken of the funds available under the Jawahar Rozgar Yojna.
- 2.6 Public sector undertaking and voluntary organisations may be encouraged to develop and manage Rural Libraries. Each such organisation may adopt a rural library nourish and manage it as a Model Library.
- 2.7 Voluntary Organisations should be encouraged to develop libraries and should be given token or matching grants for the purpose. They should take advantage of already existing buildings for setting up libraries in collaboration with organisations like Dairy Co-operatives, Balwadis, Mahila Mandals, etc. at the village level which already have buildings of their own.
- 2.8 A District Library should serve as an Apex Library for each District Library System. It should take leadership in establishing linkages between all the public Libraries in the District. The District Board of education should be responsible for overall planning and administration of all educational programmes and should work in close collaboration with the District Library System. 925

- 2.9 The District Library System should have mobile and circulating Library services to cater to special groups, including the physically hadicapped. In particular, hospitals, prisons and infirmaries are to be covered under these services.
- 2.10. Libraries for special groups should be built in areas of tribal concentration and minority communities to help in sustaining and developing their distinctive cultures. The Government should encourage such communities to develop their own library through voluntary efforts.
- 2.11 The key role of public library as the chief sustaining agency for distance education is to be recognised and they should be adequately equipped with relevant resources, such as, publications covering vocational education courses and of Open Universities.
- 2.12. All public libraries within a State should form part of a network extending from village library through Panchayat Community Centre Library, District Library and State Central Library. This State network should be linked up with the National Information Network. NICNET any other Information Data bases such as INFLIBNT should be available at the Distt. Library/Distt. Resource Unit.
- 2.13. At present only seven States viz. Tamil Nadu Karnataka, Andhara Pradesh, Maharashtra, West Bengal, Manipur and Kerala have enacted Public Library laws. Vigorous efforts should be made to persuade the other States to enact Public Library laws at the earliest.
- 2.14. The Central Government in collaboration with the State Government should establish at least one multilingual library in each State.
- 2.15. Suitable legislation may be enacted so that all new urban development projects compulsarily provide for libraries with reading rooms and bookstores.
- 2.16 The Raja Rammohun Roy Library Foundation, Calcutta, should be the nodal agency for implementing all public library development programmes initiated by the Central Government and in this the

Foundation will collaborate directly with the State/UT Governments.

### 3. Academic Libraries

- 3.1 The UGC may constitute a Committee of senior librarians from the University system as well as from outside it to review the course structures in teaching Department of Library Science and suggest All India Council of Technical Education their improvements.
- 3.2 The UGC/AICTE should device and lay down norms for Academic Libraries in the country. Senior staff members of the Library should be regarded as full members if the academic community and the library should be considered as an Academic Unit. The Library budget should be 10 to 15 percent of the total university/college budget, depending upon the stage of development of the Library.
- 3.3 The university/college library should be adequately equipped before a university/college starts functioning.
- 3.4 Universities and institutions of higher education on one stage/region should establish linkages and share resources. Among them serves such resource sharing will save an avoidable duplication. It should be possible to devise a common acquisition programme.
- 3.5 The local university/college libraries should extend all facilities to the students of distance education. These libraries should be provided with necessary measures to extend this service.
- 3.6 The UGC/AICTE (All India Council of Technical Education) has set up three regional centres at Bangalore, Bombay and Baroda to tack up university library systems covering Science & Technology, Social Science and Humanities respectively. There should be more of such centers in other parts of the country interlinked with one another and with the National network.
- 3.7 The UGC/AICTE should provide assistance to organise refresher/

orientation courses for university/college libraries. The NCERT/Srte Insitutes of Educationl Technology should support similer programmes for school libraries.

- 3.8 Every school and college should have a library and qualified/trained librarian. Elementary schools where such facilities are not available should share the resources of the local Panchayet Community Centre Library
  - 3.9 School teachers responsible for libraries should go through short training courses in Library Science.
  - 3.10 Teachers and librarians should guide and motivate students to use libraries. there should be provision for a library period in the time of all schools at the primary and secondary levels.
4. Special Libraries/ Information Centers
    - 4.1 Special attention should be paid to the allocation of responsibility to specialised libraries through a centralised command system in order to prevent duplication of tasks. The proposed National Commission on Libraries and Information System can undertake this task.
    - 4.2 It is necessary to device appropriate staffing norms for different cataegories of specialised libraries in terms of their special needs and requirments.
    - 4.3 There has been a phenomenal growth in research and development activities in the country since Independence. As a result many special libraries have been established. However, there exists a significant gap in areas of Natural Science, Social Sciences and Humanities, DST, INSDOC, ICSSR and National Library should undertake projects of survey, perservation and establishment of National data bases in these areas.
    - 4.4 DST, UGC, AICTE and National Libraries may consitute a High-powered Committee for identifying institutions and dicsipines which should be

brought under the National Network of Library service. In consultation with the Department of Electronics Department of Telecommunications and the Ministry of Human Resources Development.

- 4.5 Specialised libraries attached to service of defence organisations should enter into mutual beneficial exchanges with libraries within the university system.
  - 4.6 The libraries of the various Ministries/Departments of the Government of India as also the Parliament Library should maintain close links with one another in order to ensure optimum utilisation of resources.
5. National Library System and Bibliographical Services
- 5.1 The four Recipient Libraries viz. National Library, Calcutta, Delhi Public Library, Delhi; Central, Madras should be declared as Institutions of National Importance and adequate funds should be provided to them for development of collections and preservation of Indian culture in the printed form. The Delivery of Books Act 1954 should be reviewed, ensuring strict follow-up action by the recipient libraries.
  - 5.2 The P&T Department should consider as to whether the publishers can be permitted to send books to the recipient libraries free of postal charges under the Delivery of Books Act 1954.
  - 5.3 The status of National Library, Calcutta should be changed from that of a Subordinate Office to an Attached Office. This would help the National Library in discharging its responsibilities in a more effective manner.
  - 5.4 To meet the library needs at the National level, there should be a National Library System consisting of the four recipient libraries, National subject libraries importance (e.g. Nehru Memorial Museum and Library, ICSSR Library). These libraries may consider forming an Association of Libraries under the Societies Registration Act with the scope and objective as those of the Association of Indian universities. Till such an Association is formed, the National Library, Calcutta may constitute a

National Library Board of which the Minister-in-charge in the Department of Culture should be the Chairman and the Director, National Library, the Member Secretary. Other members of the Board would be ex-officio representatives, one each of the Department of Culture, Department of Education, DST, DESIDOC, UGC, AICTE and Ministry of Finance, besides eminent academics and librarians.

- 5.5 The information needs of the users in the country should be met by the establishment, maintenance and modernisation of National Subject Libraries and National Documentation/Information Centres, such as National medical Library, INSDOC etc.
- 5.6 Considering the importance of classical language manuscripts for indological research, a suitable manuscript preservation and cataloguing policy needs to be urgently devised. The question of setting up a National Library of Manuscripts may be considered in this context.
- 5.7 Considering the fact that there is a significant gap in all areas of Social Sciences the question of setting up a National Social Science Library may also be considered.
- 5.8 The existing libraries at the National level need to modernise their management and provide various types of bibliographical and other services to the users. They should develop data-bases of Indian literature, online services and others.
- 5.9 The timely publication of the Indian National bibliography is the minimum a country should ensure. The Indian National Bibliography currently being produced by the Central Reference Library should have a comprehensive coverage about the Nation's output of document and it should be brought out regularly without fail. The Central Reference Library now functioning independently should be merged completely with the National Library, Calcutta.

## 6. Manpower Development

- 6.1 In view of the rapid expansion of Library and Information Science and the fast-changing character of this service, there is an urgent need for introducing a planned manpower development programme, both on short-term and on long-term bases. Otherwise, the Indian librarians will face difficulties in carrying out the literacy drive on the one hand and dealing with technological changes on the other. The UGC and AICTE should consider undertaking a survey in this regard with the help of the Manpower Research Institute and by associating a few specialists and professional organisations.
- 6.2 Library and Information Science courses run by the universities and comparable institutions at the post-graduate level should stress more on Information Technology, modern management and preservation and conservation methods. To meet the minimum needs, the UGC/AICTE should hold a number of short term training/orientation courses in these areas through a few selected institutions.
- 6.3 There is a strong need of having a National Research and Development Centre for Library and Information Science. The proposed National Commission on Libraries and Information System, when set up, should consider this proposal for implementation.
- 6.4 The Government should take suitable steps for the creation of a cadre of All-India Library and Information Service, which will strengthen the system, save stagnation and improve the quality of service. The Fourth Pay Commission has also suggested the setting up of such an All-India cadre.

## **B. Informatics**

- 7.1 NICNET Phase-III—During the 7th Five Year Plan NICNET Phase-II was implemented with a total investment of Rs. 165 crores. The objectives of NICNET Phase-II were :

- (a) Integrated and interactive Management Information Systems for decision support in the Central Government, State Governments, Union Territories and District Administrations.
- (b) Online monitoring of important projects and programmes for reducing cost and time over-runs.
- (c) Online link with other public organisations which are feeders of information to the Government organisations.

The above objectives have been achieved during the 7th Plan. The objectives of NICNET Phase–III are the following :

- (a) To expand NICNET upto the Development Block level.
- (b) In association with ISRO, develop and get launched, the Data-com Satallite, NICSAT for connecting upto 10,000 Micro earth stations.
- (c) Increase the online monitoring of Plan projects and programmes for reducing cost and time over-runs with NICNET encompassing all the Plan projects of 7th and 8th Five-Year Plans.
- (d) Online links with all important public organisations which are feeders of information to decision making in Government.

The total project cost of NICNET Phase–III is estimated at Rs. 370 crores. As NICNET caters to Government Informatics at all levels, I.e., Central, State, District and Block levels, the remaining informatics requirement of the country is being met by two other large projects, viz. (i) INDONET of the CMC Ltd. under the department of Electronics; and (ii) VIKRAM/PDN under the Department of telecommunications. The investments for these networks have been proejcted in the 8th Five-Year Plans of the Department of Electronics and the department of telecommunications respectively.

- 7.2 INFLIBNET: This is a comprehensive project proposal for the establishment and development of an Information and Library Network in the country during the 8th Five-Year Plan at an estimated cost of Rs. 150 crores.

- 7.3 The National Information System for Science and Technology (NISSAT) needs to be further strengthened and linked up with UGC/AICTE's proposed programme of networking the University Library System and also the proposed National Information Network.
- 7.4 A National Information System in Social Sciences (NISS) should be developed on the same lines as NISSAT.
- 7.5 There is a need for establishing an Indian Institute of Information Science at the National level for providing long term and short term training courses as also for carrying out research and development work in the field of Informatics.
- 7.6 The present Library community should be exposed to the concept of computer and its usage. For this, specific library oriented programmes on the computer should be conducted.
- 7.7 Library training courses should be enlarged to include computer application aspects. Emphasis should be more on information handling, organisation and usage.
- 7.8 The goal should be to computerise most of the major libraries during the 8th Plan. This should be carried out in a systematic manner so that information exchange is possible. Certain standards in respect of hardware and software have to be evolved. A group has to be set up at the apex to work out the plan for computerisation. This group should consist of computer specialist, library scientists and educational experts. The group should also be made responsible for monitoring and evaluating the computerisation programme.

- 7.9 In developing computer application, first importance should be given for developing a union catalogue and a National bibliography.
- 7.10 A plan for interlinking the library systems should be worked out. It should give the details of action for developing the library network.
8. The Financial estimates of the whole sector of Libraries and Informatics for the 8th Five Year Plan are as under:

#### A. Libraries

S. No.	Category	(Rs. in crores)
		Optimum requirement
I.	Public Library System including Panchayat Libraries	
1.	Public Library	250
2.	Raja Rammohun Roy Library	100
3.	Panchayat Libraries	100
	Total	450
II.	Academic Libraries	
1.	University and Higher Education	150
2.	Secondary/Higher Secondary Education	100
3.	Elementary Education	30
4.	Technical Education	80
	Total	360
III.	Special Libraries	
1.	Science & Technology Libraries/Information Centres	200
2.	Government Ministries/Department Libraries	30
3.	Social Science & Humanities Libraries	50

Report of the Working Group of the Planning Commission on Libraries...

	Total	280
IV.	National Library and Bibliography Systems	
	1. National Library, Calcutta	60
	2. National Science Library, IARI	40
	3. National Medical Library System	150
		(Rs. in crores)
S. No.	Category	Optimum requirement
	4. National Library of Manuscripts, National Social Science Library, Central Reference Library and Indian National Bibliography	20
	Total	270
V.	National Commission on Libraries and Information System	5
VI.	Miscellaneous	
	1. Establishment/Strengthening of Library Directorates/Departments (including the Library Bureau of the Department of Culture, Government of India)	162
	2. Grants to Library Associations	1
	3. Publication/Production of printed and	25

audio-visual materials in English and regional languages	
Total	41
Grand Total (A)	1407

### B. Informatics

S. No.	Category	(Rs. in crores) Optimum requirement
1.	National Information System on Science & Technology (NISSAT)	5
2.	National Information System in Social Science (NISS)	5
3.	NICNET Phase-III	370
4.	Computer-Communication Network of Libraries and Bibliographical Information Centres (INFLIBNET)	150
5.	Indian Institute of Information Science	5
	Total (B)	535
	Grand Total (A+B)	1942

Notes: The Working Group was not in a position to make any cut on the above estimates so as to indicate the minimum requirements as desired by the Planning Commission, because of the fact that different Ministries/ Departments of the Government of India as also the state Governments were involved and that the time was too short to hold consultations with all

concerned.

However, in case the Planning Commission decides to make a cut on the above estimates, the same can only be on prorata basis. The Working Group would agree to a 20% prorata cut at the most.

annextur e – I

### Composit ion of Sub-gr oup

#### Sub-Groups I— Public Library System Including Panchayat Libraries

- |   |          |
|---|----------|
| 1. Shri D.R. Kalia,<br>Director, HKM<br>State Library, Govt. of Orissa,<br>Bhubaneswar.   | Convenor |
| 2. Shri N. Sukumaran Nair<br>State Librarian<br>Trivandrum Public Library   | Member   |
| 3. Prof. K.A. Isaac<br>T.C. 17-26 Jagathy<br>Trivandrum.  | Member   |
| 4. Dr. B.P. Barua<br>Director,<br>Raja RamMohun Roy Library<br>Foundation,<br>Block DD-34, Sector-I, Salt<br>Lake, Calcutta-700064. | Member   |
| 5. Shri D.N. Malhotra<br>Managing Director<br>Hind Pocket Books Pvt. Ltd.   | Member   |

- Bhishm Marg, Shahdra, Delhi
6. Shri R.K. Sharma Member  
Director,  
Delhi Public Library  
S.P. Mukherjee Marg, Delhi
  7. Shri Narendra Kumar Member  
Managing Director,  
Vikas Publishing House  
5-Ansari Road, Delhi.
  8. Miss, Mina Ahuja Member  
Dy. Secretary  
Book Promotion and Copy Right  
West Block-2 Wing No. 6  
R.K. Puram, New Delhi
  9. Shri K.N. Pathak, Member  
R.O. (Education),  
Planning Commission,  
Yojana Bhavan, New Delhi.
  10. Shri Girja Kumar Co-opted Member  
K-14 Rajouri Garden  
New Delhi-110027.
  11. Prof. P. Roy Chowdhury Co-opted Member  
Head of the Department  
Library and Information Science  
Jadavpur University, Calcutta.
  12. Shri M.K. Jain Co-opted Member

D-141, Sarojini Nagar  
New Delhi

13. Prof. P.B. Mangla New Member  
Delhi University, Delhi.

Sub-Groups II— Academic and Special Libraries and Archives

1. Prof. Ravindra Kumar Convenor  
Director,  
Nehru Memorial Museum & Library,  
Teen Murti House  
New Delhi.
2. Shri H.C. Mehta Member  
University Librarian  
North Gujarat University  
Palace Road, Patna.
3. Shri K.T. Verappa Member  
Director,  
Prasaranga,  
University of Mysore, Mysore.
4. Shri C.N. Chandrasekharan Member  
Librarian (Scientist/Engineer SE)  
Department of Space,  
Vikram Sarabhai Space Centre  
Trivandrum.
5. Shri K. Gunasekaran Member  
Education Officer  
University Grants Commission  
Bahadur Shah Zafar Marg  
New Delhi.

- |     |  |            |
|-----|--|------------|
| 6.  | Dr. A.R. Bodar<br>Director<br>Khuda Bakhsh Oriental<br>Public Library, Patna.  | Member     |
| 7.  | Dr. A. Lahiri<br>Director, NISSAT<br>Ministry of Science & Technology, Technology Bhavan<br>New Delhi.                     | Member     |
| 8.  | Dr. S.S. Murthy,<br>Director,<br>Defence Scientific Information and<br>Documentation Centre,<br>Matacafe House, New Delhi. | Member     |
| 9.  | Dr. (Mrs.) M. Chandra<br>Jt. Advisor (Education)<br>Planning Commission<br>Yojana Bhawan, New Delhi.                       | Member     |
| 10. | Dr. R.K. Porti<br>Director,<br>Nation Archives of India<br>Janpath, New Delhi.   | Member     |
| 11. | Dr. Arun Das Gupta Co-opted<br>Chief of Research<br>Ushodaya Publications,<br>Ecnadu Compund,<br>Somajiguda, Hyderabad.    | Member     |
| 12. | Shri C. Dabral,<br>National medical Library,<br>New Delhi.   | New Member |
| 13. | Shri Rama Thirath,   | New Member |

University Librarian,  
G.B. Pant University of Agriculture & Technology  
Pantnagar.

Sub-Groups III— National Library System and Bibliography  
System

- |   |          |
|---|----------|
| 1. Prof. Ashin Das Gupta<br>Director,<br>National Library, Calcutta   | Convenor |
| 2. Shri Arvind Kumar<br>Director,<br>National Book Trust of India,<br>B-5, Green Park, new Delhi.                     | Member   |
| 3. Shri S.K. Bhattacharya<br>Scientists-in-charge INSDOC<br>14 Satsang Vihar Marg<br>New Mehrauli Road,<br>New Delhi. | Member   |
| 4. Dr. K.G. Tyagi<br>Director,<br>NASSDOC, IGSSR<br>35, Ferozeshah Road,<br>New Delhi.                                | Member   |
| 5. Shri A. Jona<br>Librarian, Central Reference Library<br>Belvedere, Calcutta-700027                                 | Member   |
| 6. The Director,<br>Connomara Public Library<br>Egmore, Madras.   |          |
| 7. Shri J.D. Gupta  | Member   |

- Jt. Secretary  
Department of Education  
Shastri Bhawan, new Delhi.
8. Dr. S. Kumar Co-opted Member  
President  
Madras Library Association  
5-Shivaganga Road, madras.
9. Dr. D.N. Panigrahi Co-opted Member  
Chairman  
Delhi Library Board  
S.P. Mukherjee Marg, Delhi.
10. Shri R.K. Mehra Member  
3881, Pataudi House Road,  
Daryaganj, Delhi.
11. Shri B.B. Nanda New Member  
Librarian,  
J.L. Nehru University  
New Delhi.

Sub-Groups IV— Organisation, Finance and Information

1. Dr. N. Sheshagiri Convenor  
Addl. Secretary & D.G.  
National Informatics Centre  
Planning Commission  
'A' Block, CGO Complex  
Lodhi Road, New Delhi.
2. Prof. Krishan Kumar, Member  
President,  
Indian Library Association

- A/40-41, Flat No. 2C1,  
Ansal Building  
Dr. Mukherjee Nagar, Delhi
3. Shri Ramdas Bhatka Member  
President  
Federation of Indian Publishers  
Popular Parkashan, 35 C Pt. Malavia Road  
Bombay.
  4. Shri M.R. Riswakdar Member  
389/1, Shanwar, Pune.
  5. Dr. Mukul K. Sinha Member  
Consultant to C-DOT,  
J-114, Saket, New Delhi.
  6. Shri M.R. Kolhatkar Member  
Advisor (Education)  
Planning Commission, New Delhi.
  7. Shri K.N. Pathak Member  
Research Officer (Education)  
Planning Commission, New Delhi.
  8. Shri R.C. Tripathi Member  
Jt. Secretary (Culture)
  9. Prof. Ashok Chandra New Member  
Advisor (Tech.)
  10. Shri S.K. Kapoor New Member  
Secretary,  
Indian Association of Special Libraries and  
Information Centres, Calcutta
  11. Dr. J.S. Vadava New Member

Director,  
Institute of Mass Communication  
New Delhi.

Report of the Working Group on  
'PUBLIC LIBRARY SYSTEM'  
of the Working Group on  
'LIBRARYIES AND INFOMATICS'

appointed by the  
Planning Commission for the Formulation of the  
8th Five Year Plan (1990–95)

Prof. D.R. Kalia  
Convenor, 12th  
December 1986

The Planning Commission, Government of India constituted a Working Group of Libraries and Informatics for the formulation of Eighth Five Year plan (1990–95) vide its order No. M-12016/188-Edn. dated 16 August 1988, comprising 33 members and three invitees under the Chairmanship of Prof. D.P. Chattopadhyay and Shri R.C. Tripathi, Joint Secretary in the Department of Culture as its Secretary. The first meeting of the Group was held on 26 Sept. 1988 at Shastri Bhawan, new Delhi. Inter alia the Working Group decided to appoint four Sub-Groups as listed in Table 1.

Table 1

S. No. Nomenclature	Convener
I. Public Library System including Panchayat Libraries	Prof. D.R. Kalia
II. Academic and Special Libraries and Archives	Prof. Ravinder Kumar
III. National Library System and Bibliography	Prof. Ashin Das Gupta

System

IV. Organisation, Finance and Information

Dr. N. Seshagiri

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The Sub-Groups were authorised to coopt one or more members, if used be. Each Sub-Group could meet two or three times, if necessary and submit their reports by the middle of Nov. 1988. Mr. Girja Kumar and Mr. M.K. Jain were coopted as members of the Sub-Group.

The Sub-Group held its first meeting on 24 Oct. 1988 at the Central Secretariat Library, Shastri Bhawan, New Delhi when the Background Note circulated by the Planning Commission was taken into consideration.

It was decided that next meeting of the Sub-Group would be held on 24 Nov. 1988 at 10.30 A.M. at the Central Secretariat Library, Shastri Bhawan, New Delhi. The Convener was asked to draft report of the Sub-Group and circulate it before 24 Nov. 1988 for discussion and adoption at the next meeting of the Sub-Group. Second Meeting of the Sub-Group was held on 24 Nov. 1988 at the Central Secretariat Library, New Delhi when this report was formally adopted.

### 1. Introduction

During 185 years of British rule, no library legislation was adopted in the country except taking over of the Calcutta Public Library in 1901 by a Central Act and naming it as the Imperial Library which after independence in 1948 was designated as the National Library.

From 1825 to mid-1947 when India attained independence about 20,000 subscription libraries had been established all over the country by voluntary organisations and some of them received paltry sums by way of grants from the provincial governments and the princely states. Thus, at the time of Independence mid-1947 India did not have a Modern Public Library. The Delhi Public Library established jointly by the Government of India & UNESCO on 26th October, 1950 was the first model, public library, incorporating the latest concepts.

### 2. Library Legislation

The world over, provision of public library service is the responsibility of the local urban and rural governments. Only in some of the countries, especially former British colonies in Africa, South of the Sahara, National Library Boards have been constituted for the purpose.

When the first public library legislation was enacted in Tamil Nadu in 1948, it was decided to bypass the local governments and instead constitute autonomous local library authorities, one for each district and the capital city of Madras. The Andhra Pradesh Government adopted a similar law in 1960, providing for a Local Library Authority for each district and the capital city of Hyderabad. Karnataka was the third state in the country to enact library legislation in 1965, making an improvement over the earlier two laws of Tamil Nadu and Andhra Pradesh by providing a separate library authority for all the cities in the state. The Maharashtra Government had its library legislation in 1967 and West Bengal in 1979, but they decided to rely on voluntary organisation to provide the lead and government libraries as a matter of policy were established only when voluntary organisations refused to come forward. The Manipur state adopted its legislation only in August 1988, based largely on the West Bengal Act.

Of the 6 states having adopted library legislation so far, only 3 of them namely, Tamil Nadu, Andhra Pradesh and Karnataka have levied library cess at the rate of 3 to 8 percent on Municipal house tax, raising thereby part of the expenditure on public libraries as shown in Table 2.

Table 2

Name of the State	Total Expenditure	Funds raised through library cess	% of total expenditure met out of library cess	per capita
	Rs.	Rs.		Re.
Tamil Nadu (1982-83)	4,51,42,358	1,42,35,358	31.53	0.93
Andhra Pradesh (1984-85)	3,57,03,000	1,52,12,000	42.61	0.66
Karnataka	2,32,10,289	65,59,289	28.26	0.62

(1985-86)

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It may be noted that it has not been possible for these states to raise necessary funds through library cess and non of them, during the last 23 to 40 years, has been able to spend even Rs. 1/- per capita on public library service which is considered to be the minimum, whereas West Bengal Government, without library cess, is spending Rs. 1.70 per capita out of State revenues. This goes to confirm that the State Governments, if they are committed to the provisions of public library service, can provide adequate funds out of its revenues. Nonetheless, library legislation is a sine qua non for establishing a sound public library system with its independent source of finance through libraries cess and an appropriate library authority for the entire state. But delay on the part of the State Government in enacting legislation should not hold up development. As an alternative to legislation, Directorate of Libraries be established and the State Governments should provide at least Re. 1/- per capita out of its revenues and the states which are already spending between Re. 1/- and Rs. 2/- per capita should raise it to Rs. 2.50 during the Eighth Five Year Plan. However RRR Library Foundation may try to persuade the state government to adopt library legislation. Present level of expenditure in different states and Union Territories is given in Appendix-1.

A study to the working of library legislation in the country would go to confirm that autonomous local library authorities at the district and city levels have not worked well, primarily for two reasons. Firstly, the State Governments did not trust the library authorities and kept interfering in their working and over the years took away almost all their powers. Secondly the procedure for constituting library authorities was too complicated. Andhra Pradesh Government, under its recent decision has abolished the office of elected Chariman. Instead the District Library Officer, besides being the Secretary of the local library authority has also been appointed as its acting Chariman. Under such circumstances, there is no point in having autonomous library authorities and instead the Directorate of Libraries; (as is virtually the position today) should provide public library service throughout the State. In case a state government would prefer to have a local library authority in each district and city, it may do so, provided they are granted full autonomy in

their functioning.

One of the major defects of the present library legislations is that the cess is collected by the local governments and then remitted to the local library authorities. The local governments fail to transfer funds to the local authorities in time which holds up payments.

A draft Library Bill has also been suggested by the Sub-Group in which no local library authority has been provided and the library cess is proposed to be levied on taxes which are collected directly by the State Governments, such as Excise Duty on liquor, Entertainment Tax, Vehicle Registration tax and Registration of immovable property other than agricultural land, at a rate of 5% of the tax income. As stated above the state government if they so desire may provide for local library authority at district and city level with or without library cess.

The Minister for Human Resource Development may through a D.O. letter to the Chief Ministers of states circulate a copy of the Bill, enjoining on them to adopt the proposed legislation.

### Financial Outlay

The expenditure per capita in each state is given in Appendix-1 in descending order which indicates that there is a wide disparity in the level of expenditure, varying from Rs. 2.48 in Pondicherry to 3 paise in Bihar, and there seems to be no relationship between the capacity of the state to spend more and the actual expenditure. The Punjab State which has the highest per capita income in the country spends only 18 paise per capita on public library service against the National average of 46 paise. Expenditure in the state, average to 46 paise per capita and the of Central Government to 10 paise, making a total of 56 paise. In addition, the voluntary organisations spend 14 paise per capita as indicated. It means that the country is spending today 70 paise per capita on public service.

A similar survey was conducted by the convener prof. D.R. Kalia on behalf of the Planning Commission in 1964-65 for the formulation of the Fourth Five Year Plan (1966-71). In 1964-65 the country was spending 3 paise per capita against 60 paise) today from Government sources. Taking into account the rate of inflation during the last 23 years, there is hardly any increase in expenditure in real terms.

The major problem to-day is how to remove the wide disparity in the level of expenditure and bring all the states to a uniform level of at least rupee one per capita. This will involve a substantial increase in the case of a state like Bihar to raise the present level of 3 paise per capita to rupee one. If the Planning Commission could agree to raise the expenditure in all the states to rupee one per capita during the Eighth Plan, it will very much facilitate future development from the Ninth Plan onwards, otherwise this wide disparity might persist for ever.

In mid-1990 India's total population is going to be 85 crores and in mid-1995 or by the end of the Eighth Plan to 90 crores. At the rate of rupee one per capita, the provision of Rupee 85 crores in 1990, is to be made and up 90 crores in 1995, is to be made and up 90 crores by 1995 against rupees 39 crores (or 40 crores) at present (32 crores State Governments and 7 crores Central Government). This increase from 40 to 90 crores by the end of the plan will be inadequate.

However, if an accelerated rate of development, is to be achieved, Rupees 40 crores should be raised to 160 crores. But in view of the non-availability of the outlay which the Planning Commission may like to provide for is not known, it is difficult to suggest a definite figure but the outlay should be somewhere between 90 and 160 crores.

As a strategy, two-third of the outlay should be spent on consolidation and one third on opening of new public libraries. Half of the two-third should be spent on construction of new buildings, the lack of which is holding up expansion of libraries.

At least 25% of the fund should be spent on purchase of books and staff should be provided on the basis of one person per 2,000 to 2,500 literate persons, of whom 33-40% should be professionally qualified and the library standards as laid down by the RRR Library Foundation, Calcutta be complied with. Because of the wide disparity in the level of development between one state and the other, a common formula cannot be worked out at the National level based on the holdings, working hours, number of registered borrowers and the number of books lent etc.

The libraries should identify the subjects on which more books need to be published in modern Indian languages and bring them to the notice of authors and publishers. Books in English for the rural areas should be available only at the block

libraries and lent out to the village libraries on demand. In towns up to a population of 25,000 the percentage of books in English should not exceed 33%.

At present the major problem is lack of adequate funding both at the state and central levels. Unless the quantum of funding is substantially raised during the Eighth Plan, no break-through is possible and public library development may not reach the take off stage from the beginning of the Ninth Plan.

Assuming that adequate funds will be provided, the objectives and strategies of the plan and restructuring of Public Library Systems and services to be followed are indicated below.

### Objectives and Strategies

The objective of the plan inter alia include, lending support to all National programmes of human and material resource development, undertaken during the plan period and library and information service should be built into every programme of development. Under Indian conditions, special programme should be undertaken by the libraries to support the literacy and adult education programmes, more so in the rural areas.

The UNESCO Public Library Manifesto defines Public Library as a living force for education, culture and information and as an essential agent for the fostering of peace and understanding between people and between Nations. The essential objective is the creation of a reading society so that each and every citizen of the country has easy and direct access to resources of the public library system. The public library can also be an effective instrument of development process and for inculcation of scientific temper in the context of the country. The public library is a practical demonstration of democracy's faith in universal education as a continuing and lifelong process in the appreciation of the achievement of humanity in knowledge and culture. Its resources shall be accessible to the literate, newo-literate as well as the illiterate (through AV aids), thereby making the public library truly universal. The public library should be maintained under law, so framed as to ensure Nation-wide provision of public library service. It should be maintained wholly from public funds and no charge should be made from anyone for its services.

Being a social service should link itself with other educational, social and cultural institutions, including schools, adult education programmes, leisure activity groups and those concerned with the promotion of arts. The public library should play special attention to backward states/communities/regions and besides the handicapped sections of the community. Those include tribal groups, ethnic groups, ethnic minorities, physically handicapped and discriminated social groups. Special attention needs to be paid to children, women, students and elderly. Special attention is to be paid to rural communities in the context of development programmes in adult education, rural development, agriculture, environment and health programmes. In this context the rural public library shall be developed as the community information centre. For that purpose, the resources of various governmental agencies and voluntary organisations engaged in library development and allied activities shall have to be coordinated under National and state level agencies. Effective use shall have to be made of the latest information technology especially for public library service to children, physically handicapped, illiterate, and neoliterate. The effectiveness of public library shall be enhanced by establishing National, regional and local networks and assuring coordination at the National level through a National agency like the Raja Rammohun Roy Library Foundation.

In order to meet the demand in its totality from all classes of users and age groups, the resources of all categories of libraries, namely National public, academic, special and information networks should be pooled together and placed at the disposal of every citizen of the country and a nexus should be established between the libraries and the databases to achieve an integrated development for which it would be necessary to have a National Commission on Library and Information Service. The Commission shall plan finance and monitor the development programmes and oversee the development plans of states and other library authorities wholly or partly financed out of central and state funds.

The population covered by the public library service in each State and Union Territory is given in Appendix-I. On 31 March 1987, the coverage was as follows:

1. Total Population of the country covered	13%
2. Total literate population covered	35%
3. Total urban population covered	26%

4. Total urban literate population covered	46%
5. Urban population in 12 methropolitan cities with population over 10 lakh each	16%
6. Total rural population covered	8%
7. Total rural literate population covered	28%

It is not widely known in the country that the population, both general and literate, in the metropolitan cities is the least served class of people, even less that the rural pupulation. It is because the cities like Calcutta, Bombay, Ahmedabad, Kanpur, Pune, Nagpur, Lucknow and Jaipur have no city library system, whereas 26% of the total urban population lives in these 12 metropolitan cities. There seems to be a bias against the urban population living in large cities and the Government feels that the residents of the cities can afford to buy books, but this is not true. About 70% of the population in these cities is literate but they are the least served. however, the strategy should be to give high priority to areas where better educated classes are concentrated and the bias against the urban population should be eschewed.

By the end of the Eighth Plan, the level of coverage already achieved as indicated above, should improve at least by one hundred per cent.

At present one book for every five persons is available in the country held by the public libraries. By the end of the 8th Plan, one book for every two persons should be available. If 25% of the total expenditure is incurred on books, this target can be achieved.

### Restructuring of Systems and Services

The structure of the State Library System should include a State Reference Library at the State Capital, a City Library System for each city with a population of over 1 lakh, and a District Library System in each district having town libraries and Block libraries with branches in every village, attached to the Block. The State Reference Library should be headed by a State Library Officer, a City Library System by a City Library Officer and a District Library System and a District Library Officer. All these shall be under the administrative controal of the Director of Libraries.

The autonomy of a voluntary organisation maintaining a public library should not be interfered with. Such a library should not be taken over by the Government suo motto. However, if the voluntary organisation is willing to desolve itself and hand over its assets to the Government, the Government may take over such a library after a committee of three reports on the feasibility of the Government's taking over the library, otherwise such a library should receive Government grants only in the form of books, furniture and equipment, provided the organisation can raise adequate funds through donations and subscriptions to pay for the staff salaries and upkeep of the library. If an organisation depends entirely on Government for its financing, it ceases to be voluntary.

#### Role of RRR Library Foundation

The National Commission shall be a planning and monitoring body but funds of the Central Government should be channeled through the Library Foundation as at present but the quantum of central grant to the Foundation during the Eight Plan should be raised at least four times from 7 crores during the 7th Plan to Rs. 28 crores during the 8th Plan. The Foundation shall be the nodal agency for implementation of all public library development plans initiated by the Central Government and in this the foundation shall collaborate with the State Governments.

#### Academic and Special Libraries

For development of university and college libraries. UGC and ICAR (for Agriculture Universities) shall be the nodal agencies for implementation of their development plans under over-all direction of the National Commission. In addition, each state should have a Bureau of Academic and special libraries to plan and monitor their development, but in large states there should be two Bureau, one for the school libraries and another for the Academic and special libraries.

#### Conclusion

The prerequisites of public library development are (1) availability of adequate number of users, (2) availability of adequate reading material in local languages

and (3) willingness of the government to provide necessary funds.

If these three prerequisites are applied to India, we find that according to 1981 Census report there were 24.10 crore literates, constituting 36.23% of the total population, of whom 31% had no formal education and could only read and write and another 31% had only primary education with four years of schooling. Another 8% of them had 8 years of schooling. All the three categories put together constituted as much as 80% of the total literate population in the country. Thus 80% of the literate population did not possess the requisite educational standard with 10 years of schooling.

Of the remaining 20% of the literate population; 12% had 10 years of schooling; 4% had 12 years of schooling and 4% universities education. It is this 20% or 4.80 crore literates who are educationally equipped to make use of public library facilities to the optimum level.

When it comes to the availability of reading material, 80% of the literate population with less than 10 years of schooling does not have adequate amount and variety of reading material in the local languages and at the same time they are not proficient enough to make use of the reading material in the English language.

If the availability of the reading material in public libraries of the country is examined in relation to the proficiency and the needs of the users, we find that 80% of the literate population has only less than 10% of the availability titles which they can make use of, whereas the remaining 20% has 90% of the material of which only 5% can make use of advanced material in the English language. It means that 80% of the literate population with less than 8 years of schooling are proficient enough to make use of only about 10% of the available material (most of it in local languages) 15% with 10 to 12 years of schooling use 30% of the available material (mainly in local languages and partly in English) and 5% of the literates (with university education) use 60% of the material (mainly in English). The imbalance need to be corrected and the government has to create a wide and stable market for books in the modern Indian languages for 80% of the literate population with less than 8 years of schooling. The material should be easy to read and cover all subjects of interest to this class of readers.

User studies have revealed that public libraries are used primarily for five purposes

namely, education, information, recreation, aesthetic appreciation and research. At present except the recreational material, not much is available for the other four purposes in the local languages.

A statement showing the number of public libraries in India as on 1 July 1988 is given in Appendix-2. It shows that 27 States and Union Territories, out of 33 or 90% have State Central Libraries; 362 Districts out of 451 or 80% have District Central Libraries; all towns and 9% of the vilalges have public libraries. These figures do look impressive but the situation is far from satisfactory. These libraries are ill housed, under-staffed and ill-equipped. Most of them are located in rented buildings which are very poorly maintained. The reading material is obsolete, torn and badly bound. The libraries do not have inviting look at all.

As stated earlier the country is spending only 60 paise per capita from state funds, whereas the minimum required level of expenditure is Rs. 5/- if the entire population of 85 crores (1990), residing in 557,149 vilalges and 3,366 cities and towns are to be adequately served. keeping in view paucity funds the country should spend Re. 1/- per capita during the Eighth Plan and the States and Union Territories spending at present less than Rs. 1/- should reach that level. A financial outlay of between 90

and 160 crores has been suggested.

Sd-  
D.R. Kalia  
(Convener)

Date: 12 December 1988

Appendix- I

Statement Showing the per Capita Expenditure on Public  
Libraries In India

S.No.	State	Expenditure (1986-87)	Population	Per Capita (Rs.)	Rank
1.	Andaman & Nicobar Islands	200,000	188,741	1.06	12
2.	Andhra Pradesh	35,703,000	53,549,673	0.66	17
3.	Arunachal Pradesh	1,500,000	631,839	2.37	2
4.	Assam	6,000,000	19,896,843	0.30	25
5.	Bihar	2,585,996	69,914,734	0.03	33
6.	Chandigarh	1,000,000	451,610	2.21	4
7.	Dadra & Nagar Haveli	50,000	103,676	0.48	21
8.	Daman	25,000	48,560	0.51	20
9.	Delhi	5,000,000	6,220,406	0.80	16
10.	Diu	25,000	30,421	0.82	15
11.	Goa	2,000,000	1,007,749	1.98	6
12.	Gujarat	11,700,000	34,085,799	0.34	24
13.	Haryana	3,500,000	12,922,618	0.27	27
14.	Himachal Pradesh	2,500,000	4,280,818	0.58	19
15.	Jammu & Kashmir	1,732,000	5,987,389	0.29	26

Report of the Working Group of the Planning Commission on Libraries...

16.	Karnataka	32,210,289	37,135,714	0.63	18
17.	Kerala	11,304,000	25,453,680	0.44	22
18.	Lakshadweep	50,000	40,249	1.24	11
19.	Madhya Pradesh	12,000,000	52,178,844	0.23	28
S.No.	State	Expenditure (1986-87)	Population	Per Capita (Rs.)	Rank
20.	Maharashtra	12,272,873	62,784,171	0.20	30
21.	Manipur	1,500,000	1,420,953	1.05	13
22.	Meghalaya	3,000,000	1,335,819	2.24	3
23.	Mizoram	1,000,000	493,757	2.02	5
24.	Nagaland	1,500,00	774,930	1.94	7
25.	Orissa	6,000,000	26,370,271	0.22	29
26.	Pondichery	1,500,000	604,471	2.48	1
27.	Punjab	3,000,000	16,788,915	0.18	31
28.	Rajasthan	12,000,000	34,261,862	0.35	23
29.	Sikkim	50,000	316,385	1.58	9
30.	Tamil Nadu	45,142,358	48,408,077	0.93	14
31.	Tripura	3,000,000	2,053,058	1.46	10

Compendium of Select Government Reports on Library & Information Services in India

32.	Uttar Pradesh	13,756,000	110,862,013	0.12	32
33.	West Bengal	92,813,000	54,580,647	1.70	8
India Total		317,170,516	685,184,692	0.46	

Expenditure Incurred by the Central Government (1988-89)

S.No.	Public Libraries	Plan (Rs.)	Non-Plan (Rs.)	Total (Rs.)
1.	National Library Calcutta	1,02,00,000	1,94,46,000	2,96,46,000
2.	Delhi Public Library	55,00,000	69,50,000	1,24,50,000
3.	Central Reference Library, Calcutta	12,00,000	18,40,000	30,40,000
4.	RRR Library foundation Calcutta	1,40,20,000	12,50,000	1,52,50,000
5.	Khuda Baksh Oriental Public Library, Patna	25,50,000	12,48,000	37,98,000
6.	Indian Council of World Affairs, New Delhi	6,00,000	2,50,000	8,50,000
7.	TMSSM Library, Thanjavur, Tamil Nadu	15,00,000	—	15,00,000
8.	Rampur Raza Library, Rampur, U.P.	11,50,000	—	11,50,000
Total		3,67,00,000	3,09,84,000	6,76,84,000

Per Capital Re. 0.10

Summary

Public Libraries	Total Expenditure (Rs.)	Per Capita (Rs.)
State Governments	31,71,70,516	0.46
Central government	6,76,84,000	0.10
Voluntary Organisations	9,59,25,856	0.14

India Total	48,07,80,371	0.70
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## Appendix– II

### Level of Expenditure on Public Libraries the States and Union Territories of India in Desending Order for the Year 1986–87

S.No.	State	Expenditure (1986–87)	Population	Per Capita (Rs.)
1.	Pondicherry	1,500,000	604,471	2.48
2.	Arunachal Pradesh	1,500,000	631,849	2.37
3.	Meghalaya	3,000,000	1,335,819	2.24
4.	Chandigarh	1,000,000	451,610	2.21
5.	Mizoram	1,000,000	493,757	2.02
6.	Goa	2,000,000	1,007,749	1.98
7.	Nagaland	1,500,000	774,930	1.94
8.	West Bengal	92,813,000	45,580,647	1.70
9.	Sikkim	500,000	316,385	1.58
10.	Tripura	3,00,000	2,053,058	1.46
11.	Lakshdweep	50,000	40,249	1.24
12.	Andaman & Nicobar Islands	200,000	1,88,741	1.06
13.	Manipur	1,500,000	1,420,953	1.05
14.	Tamil Nadu	45,142,358	48,408,077	0.93
15.	Diu	25,000	30,421	0.82
16.	Delhi	5,000,000	6,220,406	0.80
17.	Andhra Pradesh	35,703,000	53,549,673	0.66

Compendium of Select Government Reports on Library & Information Services in India

18.	Karnataka	23,210,289	37,135,714	0.63
19.	Himachal Pradesh	2,500,000	4,280,818	0.58
S.No.	State	Expenditure (1986-87)	Population	Per Capita (Rs.)
20.	Daman	25,000	48,560	0.51
21.	Dadra & Nagar Haveli	50,000	103,676	0.48
22.	Kerala	11,304,000	25,453,680	0.44
23.	Rajasthan	12,000,000	34,261,862	0.35
24.	Gujarat	11,700,000	34,085,799	0.34
25.	Assam	6,000,000	19,896,843	0.30
26.	Jammu & Kashmir	1,732,000	5,987,389	0.29
27.	Haryana	3,500,000	12,922,618	0.27
28.	Madhya Pradesh	12,000,000	52,178,844	0.23
29.	Orissa	6,000,000	26,370,271	0.20
30.	Maharashtra	12,373,873	62,784,171	0.20
31.	Punjab	3,000,000	16,788,915	0.18
32.	Uttar Pradesh	13,756,000	110,862,013	0.12
33.	Bihar	2,585,996	69,914,734	0.03
			Average	0.46

## Appendix— III

Statement Showing the Percentage of Total Population, Urban and Rural Population Covered by Public Library Service in each State & Union Territory of India as on 31st March 1987

S.No.	Name of the State/ Union Territories	Total Population		Percentage		Urban Population		Percentage Rural Population	
		covered	percentage	covered	percentage	covered	percentage	covered	percentage
1.	Andaman & Nicobar Islands	52,813	27.98	24,817	50.00	27,996	20.13		
2.	Andhra Pradesh	9,800,5000	18.30	6,025,000	48.25	3,775,500	9.19		
3.	Arunachal Pradesh	91,423	14.47	41,428	100.00	49,995	8.47		
4.	Assam	750,000	3.77	750,000	36.63	—	—		
5.	Bihar	5,999,000	8.58	2,375,008	27.24	3,624,000	5.92		
6.	Chandigarh	125,000	27.68	125,000	29.56	—	—		
7.	Dadra & Nagar haveli	6,914	6.67	6,914	100.00	—	—		
8.	Daman	15,719	32.27	15,719	100.00	—	—		
9.	Delhi	1,950,215	31.35	1,730,460	30.00	219,752	48.59		
10.	Diu	24,337	80.00	24,337	100.00	—	—		
11.	Goa	225,000	22.33	225,000	63.79	—	—		

S.No.	Name of the State/ Union Territories	Total Population		Percentage		Urban Population		Percentage Rural Population	
		covered	covered	covered	covered	covered	covered	covered	covered
12.	Gujarat	8,021,000	23.53	1,530,000	10.66	6,491,000	27.69		
13.	Haryana	1,250,000	9.67	1,250,000	44.21	—	—		
14.	Himachal Pradesh	140,767	3.29	92,122	99.70	48,645	1.14		
15.	Jammu & Kashmir	315,100	5.26	315,100	25.00	—	—		
16.	Karnataka	8,970,782	24.16	7,050,000	72.23	1,920,782	7.27		
17.	Kerala	4,392,819	17.26	1,192,189	25.00	3,200,000	15.47		
18.	Lakshadweep	6,333	15.73	6,333	33.33	—	—		
19.	Madhya Pradesh	9,075,000	17.39	1,175,000	17.10	7,900,000	37.99		
20.	Maharashtra	4,771,232	7.60	1,081,000	4.91	3,690,232	9.05		
21.	Manipur	378,670	26.67	175,000	46.67	203,670	19.49		
22.	Medhalaya	125,000	9.36	125,000	51.80	—	—		
23.	Mizoram	100,000	20.25	100,000	82.09	—	—		
24.	Nagaland	100,000	12.90	100,000	83.17	—	—		
25.	Orissa	2,500,000	9.48	750,000	24.11	1,750,000	7.52		
26.	Pondichery	316,047	52.28	316,047	100.00	—	—		

S.No.	Name of the State/ Union Territories	Total Population		Percentage		Urban Population		Percentage		Rural Population	
		covered	covered	covered	covered	covered	covered	covered	covered	covered	covered
27.	Punjab	2,492,000	14.84	2,000,000	43.03	492,000	4.05				
28.	Rajasthan	3,685,000	10.76	1,750,000	24.27	1,935,000	7.15				
29.	Sikkim	51,084	16.15	51,084	100.00	—	—				
30.	Tamil Nadu	11,220,150	23.18	9,000,000	56.42	2,220,150	6.93				
31.	Tripura	1,293,068	62.98	225,568	100.00	1,067,500	58.41				
32.	Uttar Pradesh	3,273,000	2.95	1,443,000	1.59	1,830,000	1.65				
33.	West Bengal	3,294,730	6.04	883,000	5.97	2,411,730	6.01				

Appendix – IV

Public Libraries in India as on 1st July 1988

S.No.	State/Union Territory	State/Union Territory		State Libraries	Central Region/Div.		District Libraries	City and Town Libraries	Village Libraries	Total
		Territory	Libraries		Libraries	Libraries				
1.	Andaman & Nicobar Islands	UT	1	Nil	Nil	Nil	Nil	5	6	
2.	Andhra Pradesh	State	1	6 (CCL-1)	23	217	2517	2765		
3.	Arunachal Pradesh	State	1	Nil	9	Nil	36	46		
4.	Assam	State	1	Nil	10	30	Nil	41		
5.	Bihar	State	1	5	26	69	4000	4101		
6.	Chandigarh	UT	1	Nil	Nil	1	Nil	2		
7.	Dadra & Nagar haveli	UT	1	Nil	Nil	Nil	Nil	1		
8.	Daman	UT	Nil	Nil	Nil	1	Nil	1		
9.	Delhi	UT	1 (DPL)	Nil	Nil	114	104	219		
10.	Diu	UT	Nil	Nil	Nil	1	Nil	1		
11.	Goa	State	1	Nil	Nil	9	Nil	10		
12.	Gujarat	State	1	2	18	202	6491	6714		
13.	Haryana	State	1	Nil	6	43	Nil	50		

S.No.	State/Union Territory	State/Union Territory		State Central Regiona/Div.		District Libraries	City and Town		Village	Total
		Territory	Libraries	Libraries	Libraries		Libraries	Libraries		
14.	Himachal Pradesh	State	1	Nil	11	2	207	221		
15.	Jammu & Kashmir	State	1	1	14	44	Nil	60		
16.	Karnataka	State	1	CCI,11	19	299	1966	2296		
17.	Kerala	State	1	Nil	11	1180	3200	1319		
18.	Lakshadweep	UT	1	Nil	Nil	Nil	Nil	1		
19.	Madhya Pradesh	State	1	4	24	109	15800	15938		
20.	Maharashtra	State	1	5	34	286	3562	3888		
21.	Manipur	State	1	Nil	5	1	Nil	7		
22.	Medhalaya	State	1	Nil	4	14ML	Nil	5		
23.	Mizoram	State	1	Nil	2	1	Nil	4		
24.	Nagaland	State	1	Nil	Nil	Nil	Nil	1		
25.	Orissa	State	1	Nil	13	15	3500	3529		
26.	Pondichery	UT	1	Nil	2	52	Nil	55		
27.	Punjab	State	1	Nil	11	68	500	580		
28.	Rajasthan	State	1	5	24	40	2500	2570		
S.No.	State/Union Territory	State/Union Territory	Libraries	Libraries	District Libraries	City and Town	Village	Total		

	Territory	Libraries	Libraries	Libraries	Libraries	TownLibraries	Libraries
29.	Sikkim	State	Nil	Nil	4	Nil	4
30.	Tamil Nadu	State	1	Nil	15	1448	1083 2547
31.	Tripura	State	1	Nil	2	7	500 510
32.	Uttar Pradesh	State	1	Nil	54	69	1500 1624
33.	West Bengal	State	1	Nil	21	334	2286 2642
Total			30	40	362	4656	50,884 55,972

## Report of the Expert Group (Also Known as the Nadig Committee) for Strengthening the Library System Constituted by the Department of Culture, Shastri Bhawan, New Delhi–110 001

### General Recommendations

#### 1. General Recommendations

- 1.1 The Government of India should make it mandatory for all the States and UTs to pass the library legislation. At present ten states have passed the library legislation. However, in some states such as Kerala, Manipur and Haryana, the State legislation is not effectively implemented. Hence the model Library Act formulated by RRRLF should be adopted on an all-India basis.
- 1.2 There has always been private initiative for starting the library movement. This movement has to be accelerated by Government support, monitored through the Raja Rammohun Roy Library Foundation, Department of Culture, UGC and other Government agencies, depending on the nature of the libraries.
- 1.3 There has to be infrastructural development of all libraries for collection development, preservation, conservation, modernisation and resource sharing and manpower development, keeping in view the type of libraries as well as the local needs.
- 1.4 RRRLF may be designated as nodal agency for collection development, modernisation, conservation and preservation and manpower development for public libraries. Financial incentive for enactment of Library Legislation may be given to each state.
- 1.5 Public libraries should take necessary measures such as story telling, book discussions, elocution competitions, book exhibitions etc. to inculcate reading habits among the members of the community. An apex body for libraries should

be established in New Delhi which will coordinate the activities of the different types of libraries, networks, and important institutions in India and abroad. It will also act as the National Referral Centre and serve as the contact point for international mobilisation from private initiatives will be monitored by the Apex body.

The activities of the Apex body will not in any way overlap those of the National Library and Central Reference Library, Calcutta.

1.7 Friends of Library Group be initiated for promotion of public libraries and suitable financial assistance be given to them.

## 2. Collection Development

2.1 Considering the wide variety of libraries existing in the country, the collection development has to be based on the specific needs of the library and acquisition may be done at local level. Libraries of the institutions devoted to specific specialisation of subjects, inter-disciplinary subjects, and missions should be supported adequately for their respective collection development.

2.2 The Delivery of Books and Newspapers (Public Libraries) Act, 1954 should be adequately modified so that each depository library should receive a copy of the published reading material produced in India and if the publisher fails to comply with this no copy of such publications should be purchased by the Government agencies.

2.3 Due to inadequate funds and budgetary constrains a numbers of important and useful foreign publications are not received in the country. The institutions according to their collection strength in the subjects, may be encouraged to acquire at least one copy of such useful an important material in the country, e.g. a book in Social Sciences may be acquired by Tata Institute of Social Sciences, a book in Physics by National Physical Laboratory or National Science Library etc. under intimation of National Library, Calcutta.

### 3. Conservation and Preservation

There is general ignorance regarding the conservation and preservation of archival material in the libraries in the country. Due to negligence, lack of knowledge of modern preserving techniques and lack of financial resources valuable collections are on the verge of destruction.

3.1 It is therefore recommended that all libraries in existence for the past 100 years (approximately 200 in number) should be given grant of Rs. 25,000/- to Rs. 50,000/- through RRRLF, i.e. funds for fumigation chamber, awareness programmes and for providing proper facilities for physical conservation such as binding, lamination etc.

3.2 Microfilming facilities may be given in every State Central Library. The State Central Libraries may be given Rs. 25 lakhs each to set up a microfilming unit, to microfilm rare documents available within the state.

Rare documents available in microfilm, microfiche or electronic form may be duplicated to provide wider access to the researches in India and abroad.

### 4. Modernisation

The National communication infrastructure for modernisation of public libraries is entirely missing.

4.1 It is recommended that modernisation should be introduced in

- |              |  |
|--------------|--|
| 1. Phase I   | State Central Libraries                  |
| 2. Phase II  | District Libraries                       |
| 3. Phase III | Selected Panchayat and Village Libraries |

4.2 The Raja Rammohun Roy Library Foundation, Calcutta (RRRLF) should be provide financial assistance for monitoring the modernisation of public libraries in India.

4.3 National Informatic Centre should become in major agency for the modernisation of libraries.

- 4.4 The Institutional and Governmental libraries that are providing reference and information access facilities should receive immediate attention for modernisation.
- 4.5 The National Library should eventually become the model library in the public library system and sufficient funds therefore be provided for its modernisation and computerisation of its records into machine readable form.
- 4.6 The cataloguing of publications in regional language in the public libraries should be introduced. Expertise developed by agencies like DELNET, New Delhi, CDAC, Pune should be utilised.
- 4.7 Uniform compatible software and hardware should be made available to public and other libraries for preparation of machine readable databases of union catalogues etc. The expertise available at INFLIBNET, NISSAT, INSDOC, DESIDOC, DELNET etc. may be utilised.
- 4.8 Internet facility needs to be introduced in the State Central Libraries in India immediately and at least one terminal should be made available in each library. Remote E-mail facility provided by NIC should be introduced in the public libraries in phases.

## 5. Resource Sharing

- 5.1 The Libraries should be encouraged to develop the computerised catalogue of their holdings using standard formats for bibliographic description to develop compatible databases for resource sharing.
- 5.2 For public libraries, the RRRLF may provide sufficient funds for State, District and other libraries.
- 5.3 At the local metropolitan network may be strengthened to promote resource sharing to create the following types of databases:
  - (a) Union catalogues
  - (b) Bibliographic databases

- (c) Directory databases
- (d) Full text databases
- (e) Numerical databases, etc.

5.4 In each State, State Central Libraries should act as a resource sharing centre within the state and it should have a close coordination with the state, national and international networks through INTERNET for the purpose of accessing available resources.

National, metropolitan and regional networks should act as coordinating agency for indentifying the missing resources in the country in different disciplines to avoid duplication.

## 6. Manpower Development

Special efforts to be made for the training of library professionals in computersation and communication technologies through refresher courses and part time courses that may be introduced in different parts of India. Facilities available in institutions like DRTC, Bangalore, INSDOC, New Delhi, INFLIBNET, NISSAT and the Metropolitan Networks may be utilised.

For implementing the recommendations enumerated above, the financial implications are as follows:

1. Strengthening the public library system by providing computers for modernisation and preservation equipment to libraries with rare collections:  
Rs. 15 crores.
2. Collection building and modernisation of special institutional libraries and Government libraries:  
Rs. 15 crores
3. Developing the networks to avoid duplication and to augment resource sharing facilities:  
Rs. 12 crores

Manpower development for modernisation, training and general awareness programmes:

Rs. 7 crores

For manpower development and training, an amount to the tune of Rs. 5 crores will be given through the RRRLF, utilising the sources of specialised institutes mentioned in the text. For conservation awareness programmes an amount of Rs. 2 crores will be spent through the NAI.

5. Publicity of various programmes of the RRRLF and for the general awareness of the National Culture Fund and other schemes:

Rs. 1 crore

Hence a total one time grant of Rs. 50 crores has been recommended for gearing up of the above activities and accelerating the development of libraries.

### Resource Mobilisation From Non-government Sources

Besides recommending the Government grant, the Committee was of the unanimous view that the library movement cannot be strengthened without the active involvement of the people and contributions from private enterprises, from various institutions-restitutions-religious, social, cultural, business houses and family donations.

In order to mobilise donations and contributions from these sources, Government of India set up a National Culture Fund under the Charitable and Endowments Act, and therefore such donations and contributions to it are eligible for deduction under 80G of the Income-tax Act, 1961.

The Committee also recommends the adoption of libraries by various business houses, temple boards and institutions for improvement of the library services.

The Expert Group discussed the viability of funding various library organisations which are functioning on lines similar to Friends of Library Groups in USA and other parts of the world. Such groups/associations, if formed in India, should be given



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REPORT OF THE CORE TASK GROUP  
ON SHARING OF LIBRARIES  
AND INFORMATION, 1996





Dr. A.P.J. Addual Kalam

SCIENTIFIC ADVISER TO DEFENCE MINISTER  
AND  
SECRETARY  
DEPTT OF DEFENCE RESEARCH AND  
DEVELOPMENT  
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NEW DELHI-110011

30th May, 1996

Dear Dr Seshagiri,

May I refer to your letter No. SS/DG(NIC)/ 96-115 dated April 3, 1996 enclosing the draft report of the planning Commission Core Task Group on Sharing of Libraries and Information Resources Utilising the Revolutionary Advancements in Communication Technology. I have gone through the report and also the reports of the four Sub-Task Groups which were included as Annexure to the Core Task Group's report. I have made a few modifications in the main report, based on the details provided by the Sub-Task Groups, and is placed at Flag-A. Some minor corrections have also been made in the report of Sub-Task Groups (sent an Annexes to your letter), which are returned herewith. The Preface, duly signed by me is also included in the report.

Original draft report of the Planning Commission Core Task, Group, as given by you, is enclosed separately in a cover.

With regards,

Your sincerely,

Dr. N Seshagiri  
Special Secretary  
Planning Commission and DG NIG  
Yojana Bhavan

Sansad Marg  
New Delhi 110001

## Preface

The Planning Commission set up a Core Task Group to consider all the issues related to sharing of the resource of libraries and information centres utilising the revolutionary advancements in computer and communication technologies. The terms of reference for the Core Task Group were identified as follows:

- To study the issues related to sharing of libraries and information resource, utilising the recent revolutionary advancements in communication technology;
- To take an integrated view of the existing networks and centres to avoid duplication and to minimise their resource utilisation,
- to make an assessment of the requirements of library automation and networking,
- To explore the ways and means for interconnecting libraries and information centres for maximising utilisation of their facilities.

The Core Task Group set up four Sub-Task Groups namely, Resources Sub-Task Group, Databases Sub-Task Group, Infrastructure Sub-Task Group and Human Resources Sub-Task Group. The four Sub-Task Groups carried out analysis of the future requirements and made some practical recommendations, the implementation of which can take the library Information System in the country to greater heights by generating a momentum which can sustain for a least ten years. The Core Task Group has in turn carefully considered these recommendations and other aspects and has brought out this report.

The main focus of the report is on the following points:

- (i) There exists a huge wealth of information in the libraries and information centres in the country. Its use is however suboptimal mainly because its availability is not known to most of the people who need it, and due to inadequate information service facilities existing in many of these resource centres.
- (ii) Easy and quick access to all the information available in the resource centres can be provided by building up databases of library holding and networking them. For this database development efforts are to be augmented. Current information and communication and facilities like online networks, e-mail, Internet, etc. must be extensively used.
- (iii) Adequate training programmes are to be organised for library staff and users of information in using the current information and communication technologies.

I am thankful to the members of the Core Task Group and of the four Sub-Task Groups for pooling their knowledge and experience for bringing out this report. I hope this report will provide useful inputs in the planning and implementation of library networks for resources sharing among libraries in the country.

## Main Recommendations

### A. General

1. The Government should formulate a National Library policy which should also cover document supply by libraries.
2. There exists a vast information resource in the country. However, its use has been rather low. Liberal and quick access to these resources must be provided to the desiring users through library automation and networking.
3. Budgetary allocations to libraries must be increased to keep them above the levels of price escalation/inflation. In case of Document Delivery Centers (libraries which already got good collections and are in a position to take up the responsibility of providing copies of documents on request), the budgetary increase must be at least 10 per cent above the price escalation/inflation levels, for at least three years.
4. There is a need to recognise library management as a specialised task and the library scientists should be exposed to the use of modern tools.

### B. Collection Development in Libraries

1. For effective utilisation and sharing of the resources, rationalisation of acquisition in libraries may be done at local level, i.e., at each city or location where library clusters exist.
2. Apart from document supply centers, the Delhi Public Library system, the Connemara Public Library, Madras and the Central Library, Bombay may also be strengthened to help them to play a dominant role in providing

information.

3. As an incentive to publishers to comply with the Delivery of Books & Newspapers Act, the designated libraries must pay for the publications thus received.
4. A National Repository may be established under the aegis of Ministry of Human Resource Development to preserve atleast one copy of every significant document weeded out by libraries and passed on to it. This would help in better utilisation of space in libraries and providing comprehensive access to archival documents.

### C. Database Development

1. Libraries and information centers must be encouraged to develop databases of their holdings and also those of specialised information. Such databases would not only greatly help resource sharing among libraries but would also earn money if made available to private as well as foreign users. In the initial stages of development of these databases, concentration should be on a few selected libraries having rich collections, instead of spreading efforts and finances thinly over all institutions. Smaller libraries could selectively download records from the databases of such large libraries.
2. Every library participating in resource sharing should have computerised databases and facilitate Online Public Access Catalogue (OPAC). The holdings of libraries in government departments (where vast collections are available) are to be integrated through the development of combined databases of holdings (called union catalogues). Such efforts may be coordinated by NIC. Expertise in online union catalogue development available in institutions such as DRTC, INSDOC, DESIDOC, NIC NISSAT, INFLIB, NET, NASSDOC, NISIET, DELNET, etc., and IITs can be utilised for the development of national union catalogues.
3. In the retroconversion of catalogues (converting the holdings data in computerised databases), active collection or the library that are in frequent use/demand must be done first and others be gradually converted depending

on the availability of resources. Standard input formats and bibliographic description should be followed.

4. Detailed standards for database development and maintenance (including bibliographic description of various data fields) and networking must be compiled by appropriate agencies and implemented by all the libraries and networks. These standards are to be regularly reviewed, updated and implemented.

#### D. Resource Sharing

1. A document delivery system (document copies supplying system) which is a mix of both centralised and decentralised set-ups may be operated.
2. The document delivery centres (DDCs) may be encouraged to adopt the current information technologies like fax, e-mail, computer-communication networks, etc., for speedy document delivery and other information services. They are also to be encouraged to convert printed material into digital form to facilitate easier and faster delivery of documents over the networks. They may also procure electronic publications for this purpose. They may also be provided access to international networks like Internet for accessing world information and for providing access to their databases by other internationally.
3. Since INFLIBNET is expected to play a major role in library resource sharing, formal linkages must be established between INFLIBNET and the DDCs.
4. In resource sharing, an essential requirement is the willingness of the libraries to share their resources with other libraries. To enable the users of libraries to borrow books, etc., from other libraries, a mechanism like the Universal Library Card system promoted by NISSAT (DSIR) may be followed.
5. Uniform tariff is to be followed by all the document supply centres i.e., all the libraries and documentation centres under the Government, supplying copies of documents should charge the same rates.

6. The enormous information resources by non-library sections such as newspapers and other commercial and business establishments must be made available to the public as a public resource at market prices.

## E. Infrastructure & Networking

1. Since eventually all libraries in India are to be interconnected, it is essential to promote utilisation of indigenously developed software for easy diffusion, better maintenance and updation, and affordability.
2. There is a need to adopt a few standard software packages to facilitate faster computerisation of libraries. Development of packages at every institution may not be needed
3. Networking of libraries should be taken up at the earliest. Libraries may choose any one or more of the existing networks (NICNET, ERNET, etc.) that best suit their requirements. The general data networks on which the library networks are to piggy back, should interconnect among themselves.
4. City library networks (like CALIBNET, DELNET, BONET, etc.) need to be further networked interlinking all of them. For interconnecting various databases resident in computers at various places in the country, there must be high-speed back bone network atleast 2MB/sec with spokes operating at 64 KB/sec. The Planning Commission must provide the funds for such nation-wide network. Otherwise various organisations will be trying to raise funds for establishing their networks in a piecemeal fashion.
5. For the library networks and resource sharing among libraries to be successful, motivation in/cooperation among institutions in necessary. For this, the heads of institutions, library operators and end-users must be sensitized before launching a library network. In the same token, the libraries/institutions participating in a network should be prepared to arrange for/buy the hardware-software required to participate in the network. This will demonstrate their interest and commitment in the participation.

6. All libraries/information centers should have access to e-mail facilities, as this can greatly help in exchange of information and in providing wider and better services by libraries.
7. Along the same lines as interconnecting the various networks in the country, the libraries must also have access to overseas databases. At present the few (three or four) gateways that are operating, do it at a speed of 64 KB/sec. The next quantum level for these gateways is a MB/sec. We should have two distinct high-speed gateways ( to provide for greater reliability in case of one gateway as 'down'). Again, these gateways should be 'common' gateways supporting remote logins, file transfer as well as database access. This should be a part of the national 'back bone' network.
8. Data broadcast technology can be effectively used for dissemination of information to universities and colleges in an economical way. It can also be used for distance learning. This approach by libraries and academic/training institutions be encouraged.

## F. Human Resource Development

1. Human resource development should from a prominent component of the National Library Policy, Which needs to be formulated by the Government.
2. A few model libraries need to be developed immediately on different regions to motivate other libraries to get modernised. An institutional frame work needs to be worked out under which the libraries get necessary technical support on a regular basis instead of through short-term courses. For this purpose, the model libraries could act as consulting organisations.
3. Mass education programme should be planned for the staff of libraries as well as users in the use of modern technology for accessing information and using libraries.

## G. R&D in Library & Information Science (LIS)

1. The Government should support R&D in the information storage, processing, retrieval and dissemination areas. Funding agencies like DSIR, DST, AR&DB (Min. of Defence), DRDO, FICCI, CII, etc., should be encouraged to support R&D in LIS field. NIC also should have a component of Grants-in-Aid for R&D in LIS.
2. If massive databases are to be created at various places in the country and interconnected through one or more computer networks, then some basic research projects in topics such as distributed database management,

image and data compression, etc., are to be sponsored by the concerned agencies. Participation of academic institutions in such research efforts would be essential.

## Sharing of Library & Information Resources Utilising Revolutionary Advancements in Computer & Communication Technologies

### Introduction

A nation's development is largely dependent on its scientific and technological progress. Social sciences contribute to the understanding of the societal systems and practices and the humanities contribute to the preservation and development of art, culture and human values. Libraries constitute the treasure houses of information and knowledge on all these disciplines. In addition, libraries provide information on business, Commerce, trade economy of the country in its various sectors, and so on. Therefore, in any country, libraries are given a very important role. This tradition existed even in the days when clay tables and palm leaves were used for literature and other writing. However, over the centuries as new forms of media for recording knowledge have become available like the parchment paper, fine (smooth) paper, and photo films, the methods and techniques of organising (arranging) documents have also changed. Man always tried to utilise newer technologies and material available for recording information and knowledge, preserve them and use the documents thus created as and when required.

To cope with the information explosion or literature, newer methods for organising document collections, and retrieving them quickly for use have become necessary. Thus, the subject of library science, covering the science and art of organising

document collection and making them available to the users developed using appropriate methods of acquisition, classification, cataloguing/indexing, circulation, etc. Different classification schemes like the Dewey Decimal Classification (DDC) Universal Decimal classification (UDC), Library of Congress Classification (LC), etc. and cataloguing rules like those of library Association (LA) and American Library Association and the Anglo-American Cataloguing Rules and the Classified Catalogue code (by Ranaganathan) were developed. Similarly, for indexing document, indexing tools like Subject Heading Lists, thesauri and pre-coordinated and post-coordinated indexing system have been developed.

All these systems, methods and techniques were used manually for a long time. This situation has however drastically changed after the electronic age has set in. The tremendous and path breaking advances in computer and communication technologies have revolutionised the way the document are created, stored and information contained in them disseminated. These computer-communication advancements are based on the equally path breaking development in other fields of science and technology like electronic, materials, metallurgy, mathematics, aerospace technology, management, and so on. The computer-communication revolution has made the production of documents (including their printing) much easier and faster. Such development and the rapid increase in the number of researchers and other users of information in various subject disciplines have led to information explosion as also the literature explosion.

The libraries have tried to cope up with the information and literature explosion by acquiring and maintaining all the important document in the concerned subject fields. But the pace go this explosion is so fast that libraries had to shift attention from acquiring comprehensive collections to providing comprehensive access to information. This means, libraries were forced to get the core document in the concerned fields within the constraints of funds and infrastructure facilities like space, staff, etc, and keep track of the information available in other libraries or databases held by other organisations and get information from such external sources as needed by their users. This has in turn led to resource sharing among libraries and library networking. The revolutionary advances taking place in computer and communication technologies have already started affecting libraries in the advanced

countries quite drastically and this trend has also started in some libraries in India. This will soon be affecting more and more libraries in the country. Some of these trends are as follows:

1. Digital libraries will be more common. This means the library collections will largely in digital (electronic) from like hard disc, CD-ROMs, etc. instead of print form.
2. Users of libraries will browse the library collections through remote login through networks. They will be reading the texts from distant locations and downloading part or full texts for further use (complying with the copyright regulations).
3. The information retrieval system will be more and more user- friendly and customised. So, the library users will increasingly be carrying out information searches online and on CD-ROM by themselves and ordering document copies through e-mail or other networks. Information intermediaries will be required only for specialised and complicated searches. These intermediaries will be using expert system and hypertext methods also for carrying out such searches.
4. Library networks will develop more rapidly and will form subsets of major national networks.
5. Library suppliers will make stock information available online. Acquisition staff in libraries will therefore be able to know the availability of the titles required and place intent orders electronically.
6. Books will offer more and more of non-paper and composite-media (a combination of paper, floppy, video, etc.) publications. Readers will increasingly use pocket computers, lap-top computers or other PCs, manipulate the texts and download for their notes.
7. Library professionals will be increasingly called upon to function in specialist roles as database producers, online information providers, information network managers, and so on. For functioning effectively in these roles,

library professionals will need good training in information technology also in addition to the traditional subject areas of classification, cataloguing/indexing, etc.

8. Interactive educational programmes through cable TV will be quite common. Multimedia learning stations will proliferate. Some electronic universities wherein all the educational programmes are conducted through electronic media are likely to come up. The libraries should therefore gear up to handle acquisition and management of multimedia collections and also disseminate information in multimedia.

## Internet & Library Resource Sharing

The worldwide computer-communication network called Internet has made global level interconnectivity of computer and computer networks possible. It presently connects about five million host computers spread around the world used by about 50 million users.

Internet provides almost seamless access to a variety of commercial and non-commercial information sources which include bibliographic/full-text databases, table of contents of journals, electronic journals and newsletters, e-mail discussions forms, directories, preprints, technical reports, library catalogues, etc., In fact the number of electronic journals available on Internet is increasing and some journals are available only on Internet. Internet also facilitates electronic document delivery, electronic publishing and publicity marketing of products and services. Internet provides for navigating by the users among the various information sources available on it.

The Indian libraries should not miss or delay in developing capabilities to effectively access Internet sites and collect information required by their users. This practice will largely offset the problem of reduced acquisitions to libraries (because of literature explosion and price escalation of publications). The communication networks presently available in the country like NICNET, ERNET and I-net should be effectively used by the Indian libraries to the extent possible. The Government must therefore make adequate provision in its Five Year plans for providing the libraries in academic and R&D institutions access to Internet and other information

networks for providing extensive information services to their users.

## Resource Sharing among Indian Libraries

In view of the trends on technologies affecting the libraries, as stated above, the Indian libraries must also gear up themselves to use appropriate technologies for providing reasonably good services to the users. For this, libraries need the support of the Government through its policies and programmes. Releasing this, the Planning Commission has been trying to incorporate library development programmes in its Five Year Plans. The commission constituted a Working Group on Libraries and Informatics for each of its Five Year Plans for gating inputs to the plan programmes. Apart from these Working Groups, the Commission has also constituted a Core Task Group to cover all the issues related to sharing of library information resources utilising the revolutionary advancements in computer, communication and other technologies. The composition of the Core Task Group is given at Annexure-A for considering all the relevant technologies and their application to the library resource sharing, the Task Group has constituted Four Sub-Task Groups as follow:

- |                                     |   |  |
|-------------------------------------|---|--|
| (i) Resource Sub-Task Group         | — | for assessing the library resources in the country and recommending ways and mean of their further development and optimum use.                      |
| (ii) Database Sub-Task Group        | — | for assessing the bibliographic database development in the country and recommending measures to be taken for augmenting them and their optimum use. |
| (iii) Infrastructure Sub-Task Group | — | for assessing the infrastructural facilities available to libraries and recommending measure to  |

for their optimum and improve them further utilisation.

(iv) Human Resource Development — for assessing the requirement of resource development in development in development in development in

Sub-Task Group

suitable measures to be taken to fill the need.

The composition of these four Sub-Task Groups in placed at Annexure-B.

The four Sub-Task Groups made detailed studies and submitted their report which are placed at Annexure C,D,E & F. These reports have been considered by the Core Task Group and final consolidated recommendations are placed on page 1 to 4.

It is hoped these recommendations will provide adequate inputs to the plans and programmes of the Planning Commission for the overall development of libraries and library services in the country.



- |    |   |                 |
|----|---|-----------------|
| 2. | Dr. S.V Varadarajan, President<br>Indian National Academy of<br>Engineering                           | Member          |
| 3. | Prof. Viswanathan<br>Director, I.N.S.D.O.C  | Member          |
| 4. | Shri P.M. Chacko<br>president, Institution of<br>Engineers (India)                                    | Member          |
| 5. | Shri Pramod Kumar<br>Director, INFLIBNET  | Member          |
| 6. | Dr. R.C. Maheswari<br>Additional Director General<br>Indian Council of Agriculture<br>Research (ICAR) | Member          |
| 7. | Dr. N. Medappa<br>Deputy Director General<br>Indian Council of Medical<br>Research (ICMR)             | Member          |
| 8. | Shri S. Ramakrishnan<br>Director & Project Director (ERNET)   | Member          |
| 9. | Dr. N. Seshagiri<br>D.G., National informatics Centre   | Member Convenor |
3. The Terms of reference for the Core Task Force are: to Study the issues related to sharing of library and information resources, utilising the recent revolutionary advancements in communication technology, take an integrated view on the existing networks and centers to avoid duplication and to maximise their resource utilisation if necessary through wider networks, make an assessment of the library automation requirement which forms the base for

successful networks, explore the ways and means for inter connecting libraries and information centers for maximising utilisation of their facilities.

4. The Core Task Group will submit its report in two months time from the date of the Constitution of the Group/first meeting.
5. T.A/D.A will be born by the concerned Government Offices/Agencies.

(sd/-)

(GURJOT KAUR)

Deputy Secretary to the Government of

India

All concerned

Core Task Group to cover all the issues related to sharing of library and information Resources utilising the Revolutionary advancements in Communication Technology

### Terms of Reference:

1. To study the issues related to sharing of library and information resources utilising the recent revolutionary advancements in communication technology.
2. To take an integrated view on the existing networks and centers to avoid duplication and to maximise their resource utilisation if necessary through wider networking.
3. To explore an assessment of the library automation requirements which forms the base of successful networks
4. To explore the ways and means for inter connecting libraries and information centers for maximising utilisation of their facilities

5. Issues related to sharing of library and information resources and utilisation of communication technology in promoting school education

ANNEXURE – II

No. 1 (5)/95-P&V  
Government of India  
Planning Commission  
National Informatics Center

A-Block, CGO Complex  
Lodi Road, New Delhi

April 12, 1995

Sub: Setting up of sub Task Groups of the Core Task Group set up by the Planning Commission vider Order No. 11062/4/94-Edn. dated 17th Febuary 1995 ‘to cover all the issues related to Sharing of Library and Information Resources utilising the Revolutionry advancements in Communication Technology.’

The Core Task Group set up by the Planning Commission in its first meeting held on 10th April 1995 has decided to set up four Task Groups with broadly the same terms of reference at that for the Core Task Group, but specialised to the following structural features of the area:

Resources  
Databases  
Humen Resources Development and  
Infrastructure

The composition of the Sub Task Groups will be as given below:

I. Resources Sub Task Group:

1. Dr. S.S. Murthey, DESIDOC, New Delhi Convenor
2. Shri H.K.Kaul, DELNET, New Delhi

3. Prof. M.K.R. Naidu, Consultant,  
INFLIBNET, Ahmedabad
4. Dr. T.B. Rajasekher, National Center for Science Information,  
Indian Institute of Science Bangalore
5. Shri N.M.Malwad, Iisc., Bangalore

II. Database Sub Task Group:

1. Prof. M.A. Gopinath Convenor
2. Dr. A. Lahiri, DSIR
3. Shri O.P. Arora, Formar Director of  
Central Secretariat Library, New Delhi
4. Shri Biswas, former Director of Central  
Secretariat library, New Delhi
5. Rep. Bombay library Network

III. Infrastructure Sub Task Group:

1. Dr. N.Vijayaditya, DDG (NIC), New Delhi Convenor
2. Prof. Balakrishanan, Chairman, Super \  
Computing Education & Research Center  
Indian Institute of Science, Bangalore
3. Shri S.M.. Salgar, INFLIBNET, Ahmedabad
4. Prof. T.V. Prabhakar, Development of Computer  
Science, IIT, Kanpur
5. Chief Coordinator, CALIBNET, Culcutta

IV. Human Resource Development Sub Task Group:

1. Dr. Y.K. Sharma Convenor  
Senior Technical Director, NIC, New Delhi

2. Rep.DRTC, Bangalore
3. Rep. INSDOC, New Delhi
4. Rep. NIIT, New Delhi
5. Shri paul Pandian, INFLIBNET, Ahmedabad

The time schedule for the Sub Task Group has been broadly identified as given below:

12th April : Notifying the constitution of the Sub Task Groups and sending letters to the Members

First meeting of the Sub Task Groups : Before 8th May 1995

Two or three meeting are expected to be held in a time span of six weeks or less from the data of issuance of the notification.

Before 7th june : Preparation of the draft report and presentation by the Chairman of the Sub Task Groups

A copy of the Planning Commission Order No. 11062/4/94-Edn. dated 17th February 1995 regarding the setting up of the Core Task Group together with its terms of reference is enclosed.

TA/DA will be borne by the concerned Government Offices/Agencies. TA/DA for officials from non-government offices/agencies, will be borne by the National Informatics Center.

(Sd/-)

(Kashi Nath)  
Technical Director, NIC

All concerned

ANNEXURE – III

Report of The Infrastructure Sub Task Force for  
Sharing Library and Information Resources  
submitted to  
Planning Commission Core Task Group

The Sub-Task Group

Dr. N. Vijayaditya	NIC, New Delhi	Convenor
Prof. Balakrishnan	SCERC, IISc., Bangalore	Member
Shri S.M. Salgar	INFLIBNET, Ahmedabad	Member
Prof. T.V. Prabhakar	IIT, Kanpur	Member
Shri A.C. Mitra	CALIBNET, jadavpur Univ. Campus, Culcutta	Member

## 1. Introduction

The Planning Commission has set up Core Task Group to cover all the issues related to Sharing of Library and Information Resources utilising the Revolutionary advancements in Commission Technology. The Core Task Group in Its meeting held on 10th April, 1995 has constituted four Sub Task Groups with broadly the same term of reference as that of Core Task Group but specialised to resources, database, human resources development and infrastructure. The composition of the Infrastructure Sub Task Group is as follows:

- (i) Dr. N. Vijayaditya, DDG, NIC, New Delhi.
- (ii) Prof. Balakrishnan Chairman, Super Computing Education & Research

Centre, Indian Institute of Science, Bangalore.

- (iii) Shri S.M. Salgar, INFLIBNET, Ahmedabad.
- (iv) Prof. T.V. Prabhakar, Deptt of Computer Science, IIT, Kanpur.
- (v) Shri A.C.Mitra, Chief Coordinator, CALIBNET, Jadavpur University Campus, Culcutta.

Prof Balakrishnan could not attend any one of the meeting. Mrs. Shikha M. Jalote Deptt. of Computer Science, IIT, Kanpur had attended the Sub Task Group meeting in place of prof. T.V. Prabhakar. The committee met thrice. The report is based on the deliberations of these meeting.

## 2. Information Infrastructure

- 2.1 Information Technology plays a vital role in the economic development of the nation. Like raw materials and other resources, Information is a basic resources required for Planning the socio economic development and optimum utilisation of the resources. This is recognised by the government and the industries of the developed countries.
- 2.2 The right information at the right time facilitates a good policy decision. The main basis for policy decision and the process of policy decision is the process to transform the information. Thus the ability to analyses relevant information is needed by every nation to keep pace with modern technology and to maintain its competitiveness.
- 2.3 The nation's capabilities for providing accessibility information and its ability for putting knowledge to work are often referred to information infrastructure. The major components of this infrastructure are libraries and information centres. The libraries and information centres disseminate information to all categories of users. This dissemination can be done through communication media, oral or written, formal or informal. This dissemination service facilitates the users to keep abreast with the current development in their respective areas of interest and also facilitate them to solve technical problems, evolve

technical solutions to meet the current requirements and also, forecast and develop tools and techniques to meet the future requirements.

- 2.4 Obviously to service the above requirement of information a vast infrastructure would be necessary. There has been several initiatives by the government to establish these information infrastructure to cater to the present and future requirements of the Indian scientists as well as normal users. These are evident in the form of libraries and information centres at govt. Ministries and research and educational institutions.
- 2.5 In 1972 the government had initiated a project, National Information System for Science and Technology (NISSAT) to coordinate and intergate these information centres. In 1977 the Electronic Commission established National Information Centre (NIC) for providing online information to the government departments and organisations.
- 2.6 In addition to the above, several other organistions have evolved their own infrastructure, that would cater to certain specialised needs. (INSDOC) in one such institution which was established for providing Information on science and technology. DESIDOC was established to cater to defence organisation requirements.
- 2.7 University Grants Commission had also initiated a proposal INFLIBNET to integrate the library community of the academic institutions with main objective of information resource sharing and optimise its collection.
- 2.8 In addition to all these several initiative have been taken to establish metropolitan area network in cities like Bombay, Culcutta, Delhi, Madras, Pune, Ahmedabad and Mysore. Some of the details of these are given in the Annexure.
- 2.9 Though there existia vast information infrastructure in the country its impact has been rather low. The services were not effective. The main reasons were that services reach only a limited circle of users namely scientists in elite institutions and secondly unfamiliarity with the information services

availability. The main aim of modernisation of library information services should be to provide access to a comprehensive bibliography system and ability to locate material with minimum delay.

### 3. Computer Infrastructure

- 3.1 The use of computer in the libraries, information centres can be grouped into two main categories namely house keeping function and information service function. The house keeping function include serial control, circulation control, academic acquisition etc. During the last few years much progress has been made in this area. Several packages for house keeping operation have been developed and marketed by several vendors. Some of the packages which have been used in the Indian environment are TECHLIB, LIBSYS, LIBRIS, MAITREYEE and other customised packages. Some organisations like IIT had developed their own packages to cater to the libraries functions. DESIDOC had also developed a packages, DELMS, to cater to its own in-house requirements. This package is also used by other organisations. The INFLIBNET had modified DELMS packages for the university library requirements. This packages is called ILMS.
- 3.2 The information service function include reference service, current awareness service, information analysis and support services. Several information centres have been providing bibliographic information services in certain specialised areas. The National Information Centre (NIC) is providing medical information (MEDLARS) to the medical professionals. This service provides up-to-date information on every aspect of medical science. NIC also provides information on patents, covering a major countries. NISSAT had established several specialised information centers to cater to the specific requirement of the scientists and technologist. These include leather, chemical, drugs etc.
- 3.3 There are more than 200 universities/deemed universities in India. Most of these universities have a computer center. However, very few university libraries have computer facility till recently. The University Grants

Commission (UGC) had setup a Computer Development Committee to examine requests for funding the procurement of computer system. UGC had also setup a programme INFLIBNET to promote computer in the university libraries. Through this INFLIBNET programme the University Grants Commission had specifically earmarked certain funds for procurement of computer for university libraries, In the year 1991-92 the computer Development Committee of University Grants Commission had given a grant of 2 lakhs rupees each to 24 universities for procurement of a computer system with suitable software.

- 3.4 In the year 1993-94, 11 universities were provided funds for computerisation of their libraries and 4 universities were identified for the same during 1994-95. In addition during the year 1994-95 funds have been provided to nine central Universities, 17 pre-1947 university, 21 university established between 1947 and 1960. The total number of university libraries that have been funded under this programme is 54. The University Grants Commission has also granted certain funds (6.5 lakhs) towards non-recurring expenditure. The INFLIBNET had unidentified certain computer configuration for the libraries. The suggested configuration is given in Annexure 2.1
- 3.5 Forced by the technological changes and to meet the requirements of the users, and also to optimise their financial resources libraries in several cities have formed into groups to facilitate resource sharing and also sharing of the Knowledge. Based on this cooperative venture several metropolitan networks are established. These include Bombay networks (BONET), Calcutta library network (CALIBNET), Delhi network (DELNET), Madras library networks (MALIBNET), Pune network (PUNENET), Ahmedabad network (ADINET), Mysore library network (MYLIBNET) and the proposed Hyderabad networks (HYLIBNET). These networks mainly play a role in sharing the expertise, creating local union catalogue of the libraries and also providing certain specialised information services which may be costly for these university/ institution libraries to provide it on their own. These projects are financially supported to some extent by NISSAT, NIC and other organisations. In

this model each university/institution maintains its own system but shares information with others through the network. These have one central server to provide union catalogue and provide special information services.

- 3.6 The Development of Bio-technology has also recognised the importance of Computer in the development of bio-technology and information resource sharing. Accordingly it had setup a project called bio-technology information system (BTIS). It had funded the procurement and installation of the system under this programme. Some of these centres are located in the universities and other in certain research organisation.
- 3.7 The Ministry of Agriculture has also recognised the need to use the information technology for development of agriculture technology and facilitate information exchange between agriculture scientists. It is funding the agriculture research institutions is establishing computer systems and creating the necessary infrastructure.
- 3.8 The emphasis of computersation of libraries should be to make information transparent and available to research and student community at a very low cost. To facilitate this the house keeping function should be first computerised. After successful implementation of this particular function the university should take up information services function.
- 3.9 As regards the hardware is concerned the university libraries should opt for open technology. This would facilities vertically as well as horizontally growth at a which lower cost. It will also help in keeping pace with the technological development.
- 3.10 The system should be chosen so as to cater to all the house keeping functions through interactive terminals or through client systems. The library configuration may contain.
  - i) Atleast 90 MHz or higher speed
  - i) 32MB of main memory
  - i) 2Ggabytes or higher disk space (depends on the collection)

- 1 3 1/2 and 5 1/4 floppy drives
  - 1 CDROM
  - 1 UNIX operating system with TCP/IP and other relevant software.
- 3.11 The terminal from this system should be provided to every section of the library. The emphasis should be provision of interactive capability to all sections of the library.
- 3.12 There are a number of library management software packages. Some of these are priced and some are free. The universities should choose a product which has user friendly features to facilitate the library staff to use it without the assistance of the technical staff. The library should adopt one of these products rather than developing adintio
- 3.13 The library should have E-mail facility. This would facilitate in catering to a variety of user request. Depending on the load volume, the university has to assess and decide whether there should be a separate system to cater to this application or the same library system can be utilised.
- 3.14 Every major department in a university has separate collections. On specialised topics. These collections are usually referred as departmental libraries These system should be computerised and connected to the Central library system. The system of these departments would very much depend upon the collections and the number of users that would be interacting with the system.
- 3.15 Separate system should be provided for information service functions. This system may be connected to the house keeping functions system through a LAN or suitable architecture. This could also serve as a gateway to the internet E mail or other services. This conflagration will facilitate to enhance the computer power along with the user requirements. It will also facilitate to keep with technology.

#### 4. Net wor king

- 4.1 Networking in the context of library/information services consist of information resources, sources, programmes and projects with a link between them . It may be specific to a particular discipline or a mission or may cover a particular group of disciplines.
- 4.2 An important outcome of networks would be implementation of common standards and methods in information handing techniques, tools including communication hardware and software.
- 4.3 The network facilitates all users regardless of its geographical location, to search libraries/information sources located at far away places. One can view it as a extension of traditional from of library cooperation. It provides a formal integrated organisational structure for rendering services which are far more than its individual constituent. It gives a higher degree of independence in its services, better response time to the users and cooperation among the participants.
- 4.4 General communication gateways for Electronic Mail, File Transfer, Internat, Database Access and other were mainly being provided by the DOT and VSNL using their existing Telecom infrastructure. Several organisations have taken initiative to provide value added services at the national level either using the DOE infrastructure or setting up its own infrastructure. The major value added facilities at the national level are:

NISSAT Research	—	under the Deptt. of Scientific & industrial (DSIR)
INSDOC Industrial	—	under the Council for Scientific & Research (CSIR)
ERNET	—	under the Deptt. of Electronics
INFLIBNET	—	under the University Grants Commission
NICNET	—	under the National infoamatics Centre, Planning Commission.

#### 4.5 NATIONAL INFORMATION SYSTEM FOR SCIENCE & TECHNOLOGY (NISSAT)

- 4.5.1 The National Information System for Science and Technology (NISSAT) Programme was set up under the Department of Science & Technology in 1977 which later came under the Department of Scientific & Industrial Research from 1982. This particular programme is a unique example of successful sectorial information promotion in the areas of Science & Technology. This promotion of sectorial informatics has made a major impact over the main library modernisation. NISSAT had assisted in the development of seven sectoral information centres technology, food technology, machine tools and production engineering, drugs pharmaceuticals, textiles & allied subject, chemicals and advanced ceramics.
- 4.5.2 NISSAT had also initiated for the development of intracity library network as explained previously. This support mainly concentrated over CALIBNET and BONET and marginally over DELNET, PUNENET, HYLIBNET for Hyderabad ADNET for Ahmedabad, BANNET for Bangalore and MALIBNET at Madras. It has established E-mail facility mainly through ERNET of the sectoral centres and their large users though recently the centres themselves are increasingly making use of NICNET and its internet connectivity.
- 4.5.3 NISSAT in collaboration with the DESIDOC, New Delhi had developed a software for library automation using CDS/ISIS called SANJAY. This package can inter-link 2 or more databases for single application handling numerical calculation and carrying out several other library house-keeping activities.
- 4.5.4 The National Institute of Science, Technology and Development Studies (NISTADS) had also developed a package called TRISHNA using the CDS/ISIS package. This package supports Devanagiri and several other Indian Scripts using a GIST Card. NISSAT had assisted in the process

of rationaliation of periodical acquisitions through local consultative committees in various cities. It also introduced NISSAT card so as to develop a universal library card system that would facilitate utilisation of external library with due safeguards for the protection of interests of the cooperating libraries

#### 4.6 INDIAN NATIONAL SCIENTIFIC DOCUMENTATION CENTRE (INSDOC)

4.6.1 The Indian National Scientific Documentation Centre (INSDOC) was established under the aegis of Council of Scientific and Industrial Research in 1952 as a cooperative efforts between Govt. of India and UNESCO. This particular centre has a headquarters at New Delhi and Regional Offices at Bangalore, Calcutta and Madras. The main services provided by INSDOC are document copy supply service, bibliography and information service, information retrieval service, information dissemination service and CAS/SDI services. Under the document copy supply service INSDOC supplies, on average 24,000 documents a year. Under the computer based information retrieval services, INSDOC has brought out a union catalogue.

4.6.2 Utilising ERNET as a backbone, INSDOC has been setting up scientific and industrial network (SIRNET) to give computer-communication network services to all 40 CSIR libraries. At present, SIRNET has only one mail node and a number of user nodes. The CSIR headquarters estimated that the ERNET linkage to SIRNET were essentially based on inter-city leased lines/dial-up lines full inter-laboratory data communication cannot be established. For this reason, CSIR headquarters approached NICNET for the links.

#### 4.7 EDUCATION AND RESEARCH IN NETWORKING (ERNET)

4.7.1 The Education Research in Networks (ERNET) was conceived and set up by Department of Electronics, Govt. of India to act as a R&D resource project drawing upon the R&D manpower and the

infrastructure available in the five IITs, IISc and National Centre for Software Technology (NCST). The project was initially This project developed Know-how on various aspects of computer-communication network technology as well as trained a large number of specialists in the emerging areas of networking. To facilitate education as well as Research in the above areas, the project has taken up setting up of a model network connecting participating institutions. Over the Years, this model network was extended to the academic and research institutions for providing internet connectivity and other associated networks. The objectives of ERNET were

- to set up progressively a nation wide network for academic and research community starting with the eight participating institutions.
- undertake design, development and advanced research in emerging concept of computer networking.
- provide continued education, training and consultancy to generate critical manpower needed in this field.

4.7.2 Satellite based wide area network, currently under implementation, under this project, will provide connectivity between the eight project sites with data rates of 64/124 kbps and support multimedia conferencing capabilities. In parallel, a terrestrial bases dedicated circuit has been established.

#### 4.8 INFORMATION AND LIBRARY NETWORK (INFLIBNET)

4.8.1 The Information and library network (INFLIBNET) as a programme of the University Grants Commission launched in March'94. The objective of this network was to link libraries and information centres in universities, colleges, deemed universities, UGC information centres, institutions of national importance and R&D institutions through out the country. It was set up to facilitate pooling, easier access and optimisation of scarce library resources and help modernisation of libraries and

information centres through applications of information technology.

4.8.2 The national centre for this network is located in Gujarat University Campus at Ahmedabd. It identifies every year a number of university libraries for computerising their library collections and a budget provided for procurement of computer system, retroconversion and networks. In the first phase, since 1993, the following universities were identified for automation:

- (i) Anna University, Madras
- (ii) Ravishankar University, Raipur
- (iii) University of Jammu, Jammu
- (iv) Gulbagra University, Gulbagra
- (v) Manipur University, Imphal
- (vi) Jadavpur University, Culcutta
- (vii) Osmania University, Hyderabad
- (viii) Jawaharlal Nehru University, New Delhi
- (ix) Jain Narain Vyas University, Jodhpur
- (x) Banaras Hindu University, Varanasi
- (xi) University of Bombay, Bombay.

#### 4.9 NATIONAL INFORMATICS CENTRE NETWORK (NICNET)

4.9.1 National Informatics Centre is a premier organisation in the field of information technology in India. It provides state of the art solution for information management and support requirements of the centre, State government and Corporate sectors. It has established a Satellite based network connecting the national capital, state capital and district headquarters.

4.9.2 The IT services provided by NIC range from conducting feasibility study for computerisation designing, developing and implementing computer based information system, undertaking large turnkey projects, setting

up of network and imparting training to user organisations. NIC has developed extensive expertise in integrating IT based system with the working of user organisations. The service provided by NIC include development of Application Software Package, System Software, Database System District Databases, Bibliographic Service, LANWAN Network, Electronic Mail, EDI, Access to International Databases, Computer Aided Design Geographic Information System Modelling Expert System Telematics Software, Offices Automation, Document Management System, Video Conferencing, Turnkey projects and Training.

- 4.9.3 NICNET was designed and Implemented by NIC using state of the art satellite based computer-communication technology. Keeping in view the wide geographic spread of the country, ranging from islands in the Indian Ocean to the Himalayan ranges, the design of NICNET, which is one of the largest VSAT networks of its kind in the world, ensures highly cost effective and reliable implementation.
- 4.9.4 NICNET services include File Transfer, Electronic Mail, Remote Database Access, Data Broadcast, EDI International connectivity.
- 4.9.5 Over the years, the academic and research community desired to share information on a global platform in a cost effective way. This was realised by NIC through RENNIC. It offers creation and usage of on-line databases in the country and facilities more openness among academic and researchers, provide on-line access to vast expanse of international database and ensures full-fledged library networking services.
- 4.9.6 NICNET has also incorporated a very powerful ku-band based overlay network on the existing CDMA network. This overlay network will provide a very large band-width (in megabytes) to facilities Video Conferencing and Multimedia services in a much larger scale. It offers X.400 as well as X.500 services to Government and Corporate Sectors.

- 4.9.7 On this particular network National Informatics Centre has also implemented a data broadcast technology which will greatly facilitate selective dissemination of information service. This particular system uses receive only VSATs of less than 1 mt. in size. These can be freely developed to receive a variety of information at very low cost in all education institutions.
- 4.10 The Department of Telecommunication has established a network called 1- NET to provide data communication facilities to Indian customers. The network is based on an existing telecommunication network of the Department of Telecommunication. It has installed packet switches and PADs in certain important cities and towns to provide access to the customers. It has also commissioned a VSAT based network called Remote Area Business Message Network (RABMN) to cater to the remote customers. It is planning a VSAT based high speed network called HVNET, to cater to high speed requirements.
- 4.11 There are several private companies who are establishing VAST based network in the country to provide data communication services to certain class of customers.
- 4.12 In addition to these there are several networks, which have been implemented using the existing Department of telecommunication system and/or some of the existing networks. Some of these are BTIS, SIRNET, SAILNET, OOILNET etc.
- 4.13 In the last years, a number of city library networks have been established. Five networks as given below have been sponsored by NISSAT/DSIR/NIC
- I. Calcutta Library Network (CALIBNET)
  - II. Delhi Library Network (DELNET)
  - III. Bombay Library Network (BONET)
  - IV. Poona Library Network (POONENET)
  - V. Ahmedabad Library Network (ADINET)

#### CULCUTTA LIBRARY NETWORK (CALIBNET)

The Calibnet at Culcutta was set up and initiated at National Information System for Science & Technology (NISSAT) of the Department of Scientific and Industrial Research, Government of India. The responsibility for implementation of this particular network was entrusted to CMC Ltd. As a part of this implementation, CMC Ltd. has developed an application software called MAITRAYEE. This particular software supports automation access, Joint generation with training features, automated card generating with card formatting multi-user queing. have yet defined reservation management, front-desk operation, inter-library zone participating inter-zone, etc.

#### DELHI LIBRARY NETWORK (DELNET)

DELNET was established as a society under the Societies Registration Act of 1992 with the main objective of promoting sharing of resources among the libraries at Delhi. It undertakes scientific research in information science, other technical guidance to its member-libraries, collection, compilation and dissemination of information, developed specialised database and facilitate document delivery. This particular project was supported by NISSAT and NIC. This network had made substantial progress in the last three years in achieving its objectives.

#### BOMBAY LIBRARY NETWORK (BONET)

Bonet was set up in November, 1992 with the initial sponsorship of NISSAT. The main objective of this particular project was to promote cooperation between libraries in Bombay with focus on inter-library activities rather than on computerising individual libraries. It also offers training related to the library computerisation and also assist in computerisation of the libraries. It is expected to become self sufficient with the subscription from participating libraries.

#### BANGALORE LIBRARY NETWORK (BANNET)

DRTC has taken initiative in initiating the Bangalore network linking all colleges of Bangalore University, research & development institutions and industries. This particular network is of significant importance as Bangalore has a large number of IT

industries. There is a proposal for support of NIC and connectivity to NICNET.

4.14 Madras Library Network (MALIBNET) has been sponsored by INSDOC. Other city library network in Bangalore and Hyderabad are in the offing.

4.15 The services being offered by these library networks are as below:

- (i) On-line/OFDF-line information search by accessing Union Catalogue.
- (ii) Inter Library Loan
- (iii) Photo copying service
- (iv) Document Delivery Service
- (v) Current Awareness Service
- (vi) Information Service from specialised database including database aboard
- (vii) E-mail service
- (viii) Bulletin Board Service

DELNET presently has about 48 members. BONET has 28 members. ADINET which was inaugurated in February, 1995 has 12 members. These networks also plan to effect saving in subscription to journals by avoiding duplication through cooperative ordering.

4.16 Computerisation Scenario in University Libraries.

The University Grants Commission (UGC) has initiated a project (INFLIBNET) for connecting the University libraries. Under this project a union catalogue has been developed for sharing information. It has also come up with a library software package ILMS, which is being provided free of cost to all participating institutions.

4.17 As has been noted in the previous section the computer systems in the university should be connected using a local area network. The architecture of this local area network would demand on the university layout, and proposed activities. The local network may be connected to WAN to facilities inter

university interaction and international access.

- 4.18 All central applications may be put on central servers. One of these servers could be the Central library system and the other could be E-mail gateway for the university. This local network may be provided internet access for international access.
- 4.19 Data broadcast technology can be used to provide selective dissemination information (SDI) service to the universities/college in most economical way. The system consists of receive- only VSAT and a computer. The computer can directly receive the data from the VSAT. A database can be generated using the broadcast information. This can be used interactively by the university community. This system can be used for catering special information requirements of the research community. It will be the most economical and fastest solution to provide information service on a large scale to university and college communities.

## 5. Infrastructure Requirements for Dissemination of Information

- 5.1 An organisational structure for dissemination of information needs to be devised to facilities sharing of library resources. In this structure, establishment of selection of several Resource Centres in proposed. These Resource Centres will offer various kinds of international services to other member libraries.
- 5.2 The Resource Centres will be those libraries which already have some infrastructure in place and are providing information services to the local or external user community. Libraries having subject specialised collections may be designated as Resource Centres for their particular area of specialisation. Large libraries having rich collections, manpower trained in the area of information services and sufficient budgets should be marked as Resources Centres as these libraries would be in a better position to share their resources. This sharing of resources would result in net savings as duplication of

information could be avoided.

5.3 The resource Centres would be responsible for maintaining and/or acquiring bibliographic databases in areas of their specialisation and offering services based on these databases to member libraries throughout the country. The collection of bibliographic databases at the Resource Centre would comprise of the following kinds of databases:

- 1 commercial database acquired from foreign sources on CD-ROMs or in other machine-readable forms;
- 1 the database may have been produced locally using information on local collection or information of collections of member libraries, and
- 1 retrospective database available through international information providers such as DIALOG, BRS and ESA accessible through communication networks.

5.4 Some of the services that a Resource Centre may provide are:

- Current Awareness Service (CAS)
- Selective Dissemination of Information (SDI)
- Retrospective Searches
- Documents Delivery Services
- Bibliographic Services

5.5 Modalities for Dissemination of Information from Resource Centres to member Libraries:

The services that a Resource Centre provides may be classified as follow:

- 1 Periodic Services-those services in which information is sent to member libraries at regular, pre-defined intervals eg. Current Awareness Service, SDI.
- 1 Request-based Services - where a member library sends a specific query to the Resource Centres as and when information is needed eg. Document Delivery Services, Retrospective Searches. Member libraries can obtain periodic services from the Resource Centre by sending in their

subscription to the services that are of interest to them.

For request-based services, member libraries would send in their query to the Resource Centre as and when the query is generated. A member library could relay requests to the Resource Centre by any of the following means:

- (i) Ordinary Mail/Courier
- (ii) FAX
- (iii) Electronic Mail
- (iv) Online

5.6 The Resource Centre could respond to the request by any of the methods used for sending request. However, for responding to queries, especially for services such as document delivery, FAX is not a economical alternative due to high telecommunication costs involved.

Resource Centre could generate a response to the request received

- 1 manually, or
- 1 by a semi-automated system, or
- 1 by a fully automated system.

5.7 The following table (Table-1) describes the various options that are possible for dissemination of information from the Resource Centre to the member libraries.

TABLE 1

Request Sent (Member Library)	Response Generation (Resource Centre)	Response Sent (Resource Centre)
1. Ordinary Mail/ Courier of FAX	Manual/Semi-automated	Ordinary Mail/Courier
2. E-mail	Manual/Semi-	E-mail

	automated	Ordinary Mail/Courier
3. Online	Fully-automated	Data broadcast Online

5.8 Some premier libraries in the country are already providing Resource Centre kind of services to local/external users and member organisations using option 1 of table 1. Using the existing infrastructure, this option can be extended more widely.

Services using option 2 are possible to implement in libraries which already have email connection and can be provided to other libraries as and when they get connected to a country-wide communication network.

5.9 In table I above, option 3 is this scenario that would be the ideal but would require the most resources and infrastructure both at the member library end and the Resource Centre end. The Resource Centre would be required to load and maintain all bibliographic database on-line.

5.10 The following table (Table 2) describes the infrastructure requirements from the standpoint of Resource Centre and member libraries for each of the options listed in Table 1.

Infrastructural Requirements	Resource Centre	Member Library
Option 1		
FAX	Y	Optional
Bibliographic Databases	Y	—
CD-ROM stations	Y	—
Personnel (Information Scientists)	Y	—
Photocopying facilities	Y	Y
Option 2		
Email	Y	Y
Bibliographic Databases	Y	—

CD-ROM stations	Y	—
Personnel (Information Scientists)	Y	—
Photocopying facilities	Y	Y
Data broadcast facility	Two way	Receive only
Facility	terminals	
Option 3		
High-speed Communication	Y	Y
Network (talnet, ftp facilities)		
Bibliographic Databases (On-line)	Y	—
CD-ROM network/jukebox	Y	—
Personnel (Computer Specialists)	Y	—
Personnel (Information Scientists)	Y	Y
Photocopying Facilities	Y	Y

- 5.11 FAX machines can be made available at both the sender and the receiver's end for sending and receiving request/queries. But due to the prohibitive cost of communication through FAX and poor quality of received documents, this mode is not recommended for Document Delivery Services.
- 5.12 Trained Personnel would be the crucial and most important factor in running a services of this successfully. Both information scientists who would formulate and understand queries of end-users, and computer personnel to the queries would be essential for providing information services.
- 5.13 Photocopying Facilities would be required by the member libraries for disseminating information received from the Resource Centre to its individual users. At the Resource Centre, these facilities would be used for services such as CAS and SDI where a large number of users/organisations are sent information of interest to them on a regular basis.
- 5.14 E-mail connection may be provided to each of the educational institutions. This would facilities quick transfer of information. Several educational institutes are already connected to RENNIC, and ERNET.

- 5.15 Talent, ftp Services would be required for on-line access to databases at the Resource Centres. For these network services, libraries need connection to a very reliable and high-bandwidth network.
- 5.16 Bibliographic Databases (On-line). For on-line access to databases, the entire databases collection at the Resource Centre has to be kept on-line. For this purpose, a CD-ROM facility would be required. This kind of setup would be required for the option 3 scenario where the request and response is sent on-line over the network.
- 5.17 It is recommended that computer hardware should be acquired according to the implementation, as computer technology, hardwares and software, is progressing very rapidly. This will ensure positioning of the libraries at the leading edge of technology.

## 6. Supporting Infrastructure

The Sub-group has noted that the libraries are usually the last to receive computers. The lowest to arrive in libraries. Further these systems are usually not located in the library but in a specialised departments. The Committee is of the view that a library system should be located in the central library and necessary information like power, air conditioning and adequate furniture should be provide these places. These are to be operated by the library with assistance experts. These systems should be run on a 24 hour basis.

## 7. Recommendations

- 7.1 There exists a vast information infrastructure in the country. However, its impact has been rather low. The objective of modernisation of library information should be to provide access to comprehensive bibliographic system.
- 7.2 The emphasis of computerisation should be to provide all users the ability to locate the desired information with minimum delay.

- 7.3 In pursuance of the above, the computerisation has to be promoted in the libraries and information centres at a much greater pace. Priority should be given to computerise library functions.
- 7.4 There are several packages for house-keeping functions as well as information service activities. There is a need to adopt a few standardised packages to facilitate faster computerisation of the library function. Development of the packages at every institution may not be needed.
- 7.5 Configuration of the hardware depends on the collections and the number of clientele. All library sections and users should have direct access to these facilities.
- 7.6 There is a need to recognise that library management is a specialised task and the library scientists should be exposed to use the modern tools.
- 7.7 The committee also recognised that a decentralised approach may have to be taken up while implementing at large university libraries/information centres.
- 7.8 All libraries/information centres should have access to the E-mail facilities. E-mail can be effectively used for inter-library loans and exchange of information. It will facilitate to provide a wider and better services to the user community.
- 7.9 Networking of the libraries/information centres is necessary and should be taken up at the earliest.
- 7.10 The libraries may choose any one of the existing networks (NICNET, ERNET, etc.).
- 7.11 City library networks play an important role in dissemination and specialised libraries/ information centres in a city. It will facilitate greater economy. These city library networks need to be networked.
- 7.12 The efforts of INFLIBNET in promoting computerisation in the University libraries should be encouraged. INFLIBNET should play a greater role in

converting the manual system into a machine readable formats. It should play an important role in propagating and ensuring to use of modern tools in the University libraries.

- 7.13 Data broadcast technology can be effectively used for selective dissemination of information to universities and colleges in cost economical way. With a very low cost is it can be extended even to the smaller colleges. It can also be used for distance learning.
- 7.14 An organised structure for dissemination of information needs to be devised to facilitate sharing of library resources. Towards this, resource centre may be established.
- 7.15 Each resource centre will specialise in a specific bibliographic database and offer services to its members through out the country.
- 7.16 The infrastructure at the resource centre would depend upon the type of service that it may provide.
- 7.17 The computer system should be located in the libraries itself and necessary infrastructure like power, air-conditioning should be provided to these places.

REPORT OF  
THE RESOURCES SUB-TASK GROUP  
FOR SHARING OF LIBRARY & INFORMATION RESOURCES

Submitted to  
PLANNING COMMISSION CORE TASK GROUP  
BY

The Sub-Task Group comprising

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NEW DELHI

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Report of the Resources Sub-task Group of the  
Planning Commission Core Task Group for  
Sharing of Library & Information Resources

1. Objectives

In consonance with its terms of reference, the Resources Sub-Task Group has set for itself the following objectives:

- (a) To identify the strengths of the existing library resources in the country and tile deficiencies in them:
- (b) To suggest measures for maximising the use of library resources in the country

through resource sharing, utilising current information technology like those of computer, communication networks and optical digital technology: and

- (c) To suggest measures for providing sitingle-wiiidow-type document supply services tot he users in the country.

## 2 Scenario of t he Library Resources and Resource Shar ing

2.1 Report of the working Group for the Seventh Plan The Sub-Task Group has taken an overview of the existing scenario of library collections in the country in various subject fields of science, technology, social science and humanities & arts. The Group also considered the acquisition and resource sharing policies and practices in the libraries and information centres in general. It also examined the Report of the Working Group of the Planning Commission on Modernisation of library Services and Informatics (July 1984) for the Seventh Five Year Plan. This Report examined various aspects of library resources sharing in the country including library automation, networking and necessity of a national policy for libraries. Some of its major recommendation on library resources which are worth recapitulating here are as follows:

- (a) Formulation of a National Policy for library & Information Services, for the development of these services in a cohesive manner.
- (b) Strengthening of the Library systems in research and educational institutions, colleges and schools and also Of public libraries.
- (c) Enactment of public Library Law in all states on high priority.
- (d) Establishment of a separate Department/Directorate, or alternatively a National Commission for Library & Information Services in the HRD Ministry.
- (e) Establishment of an All India Library & Information Services (cadre).
- (f) Establishment of the Central Reference Library at New Delhi which will also take over publication of the Indian National Bibliography.

- (h) Establishment of a national centre for education and research in LIS.
- (g) Establishment of a National Repository Library (Dormitory) for receiving publications/document weeded Out by libraries and maintaining atleast one copy each of such documents.
- (i) Allocation of 10% -15% of institutions' annual budget for libraries in academic and research institutions.
- (j) Establishment of a National Information System for Social Sciences (NISS) on similar lines to NISSAT.
- (k) Establishment of National libraries in areas such as manuscripts and social sciences.

The Report gives the basis and justification for these recommendations. A study of the Report would convince that these recommendations deserved to be implemented. Of course, the Report also recommends good resources support for the libraries in academic, research and government sectors as well as the public libraries at national, state, district, block and village levels. Since Such support as recommended by the working group would cost several crores and would take away a large portion of the budget allocated for the education sector, the Government did not perhaps find it possible to implement them. However, most of the working Group's recommendations out of those listed above, which did not have heavy financial implications, could have merited acceptance by the planning Commission and could have been implemented by the Government.

## 2.2 International Development in Resource Sharing

Revolutionary changes are taking place globally in Computer communication and information access technology. Today, global level inter-connectivity of computer and computer networks has been made possible by Internet. Also called variously as the Cyber space, Information Superhighway, the Net, the Web, the Electronic Frontier, etc., Internet is a peer-to-peer network of close to five million host computer spread around the world, all speaking through a common set of communication protocols called TCP/IP, spanning

160 countries and providing connectivity to about 50 million users. It is an open (non-proprietary) computer communication infrastructure of the world. Many believe that access to the information highway may determine. Our basic ability to function in a democratic society.

At this stage of its development, Internet provides almost seamless access to variety of commercial and non-commercial information Sources which include: bibliographic/full-text databases, table of contents of Journals, electronic Journals and newsletters, e-mail discussion forums, directories, preprints, technical reports, database hosts, data archives (text, software and numeric data) library catalogues, campus-wise information system, etc. Internet is also providing the test bed for electronic document delivery, electronic publishing, publicity and marketing of products and services, and integration of access to local and external information.

Technologies for accessing these sources on internet are changing rapidly. Starting with provision of basic tools like e-mail, and ftp, Internet has shifted to navigation agents like Wide Area Information Servers (WAIS) and Gopher, and more recently to the consumer oriented 'home pages' of the World Wide Web (WWW or simply the Web) -a system of links that simplify the task of navigating among the myriad offerings on the Internet. Information sources around the world are getting inter-linked through Web pages residing on Web servers spread around the world. Several projects have also been initiated which focus on developing 'digital libraries' to provide remote access over Internet to very large multimedia document collections, stored on distributed servers.

Major focus of the Resources Sub-Task Group is to suggest a plan to provide unproved access to document resources in the Country. In this context, the following specific developments on Internet are worth taking not of: increase in publishing of electronic journals (e- journals) and other primary Sources of information like preprints and technology reports, and access to table of contents of journals followed by full document delivery. Several journals are already available on the Net (some only on the Net), for example , journals

of Universals Computer Science, Electronic Letters Online and Online journals of Current Clinical Trials. Major publishers like American Chemical Society and Elsevier are at an advanced stage of offering their journals on Internet and OCLC.. There is a well-established system for distributing and providing access to abstracts and full texts of preprints and technical reports in the areas of physics, mathematics and computer science in the academic community around the world. Services like 'Uncover' by Blackwell and 'Contents First' by OCLC offer internet access to table of contents of several thousand journals, followed by online ordering of papers. Institutions have begun to take such services into account while planning their acquisitions, particularly journal subscriptions.

These have two major implications in our country, as related to document supply. Firstly, we should ensure that all document resource centres suggested in this report have Internet connectivity and that they tune their acquisitions keeping in view what is accessible through international networks. Secondly, such a connectivity, once in place could be used for developing and offering services, both for domestic and international customers.

Since it will take a few more years before internet and other such global network access technologies become easily available to all participating resource centres (libraries) in the country, a conventional model for resource sharing has been suggested in this report. However, it is strongly suggested that the national/regional document delivery centres keep track of these developments and integrate these into their operations as early as possible.

### 2.3 The Indian Library Scenario

The present scenario of libraries in the country is not much different as compared to that observed by the Working Group, referred to above (Sec.2.1), except that the budgets of libraries have continued to shrink in real terms resulting in reduced acquisitions of publications and the efforts of automation have significantly increased. Another important development is the coming up of metropolitan library networks like DELNET, CALIBNET, MALIBNET,

etc.; the national bibliographic information networks like INFLIBNET, BTIS, MEDLINE/NICNET and the establishment of e-mail networks like ERNET, NICMAIL/RENNIC which are also used for transmission of bibliographic information.

The libraries and information centres in the country continue to face mainly the following problems:

- (a) Price escalation: The average increase in prices of publications in the fields of science & technology is estimated at about 15% and it may be about 10% in other fields.
- (b) Literature explosion: More and more publications are generated every year and the output seems to be doubling every five years.
- (c) User explosion: More and more people are using information as a result of population growth and societies becoming more and more technology-oriented.
- (d) Reduced library budgets: While budget allocations on paper (in current figures) may not decrease for many libraries (even this reduction happens to several libraries), the budgets in real terms keep coming down due to inflation.
- (e) Lack of adequate facilities, of space furniture, equipment, etc.
- (f) Lack of adequate training opportunities for L&I staff for updating their professional knowledge, particularly from the public libraries.

An important positive aspect of the situation however is that there are several libraries in the country with reasonably good collections and other resources like equipment, staff, accommodation, etc. Also, there are large number of users of libraries in the academic, research, government and the private sectors. A large portion of them are heavy and demanding users of

information. The figures in Tables 1 and 2 give an idea of the number of users of libraries/ information in the country and also the number of libraries.

It can be expected that there would be atleast one library in each high school, college, and institution of higher learning as well as in the R&D institutions. Also, there exists a considerable demand for library material. Considering the strength of the collections, it can be generally said that the libraries of R&D institutions (in any subject field) would have more collections than other libraries. While majority of the university libraries have large collections (with average of about 1.5 lakh Volumes) the collections in the colleges and schools are much lower, say a few thousand volumes in each library which comprise mostly text books and fiction.

The average size of the collection in a library in an S&T institution would be about 25,000 document (of all types like books, standards patents, etc.) and it would be about 10,000 for the social science and humanities & arts institutions which Would have a larger proportion of Indian publications. The collections sizes in some of the well-known libraries among the R&D institutions are given Table 3.

TABLE 1: Number of Academic Institutions  
and Library Users (1992-93)

No. of universities (including deemed universities)	204
No. of colleges	7958
No. of teaching staff in universities & Colleges (lakh)	2.78
No. of students entrolled ( in universities and colleges at PG, grd, res, dip/cert levels, in lakh)	48.05
(Source UGC Annual Report 1992-93)	
No. of high/higher secondary schools	84,086
No. of middle/ senior basic schools	1,53,921
No. of primary/basic schools	5,72,541

(Source: Manpower Profile India Yearbook 1 993-94. IAMR, New Delhi, 1994)

Table 2: Number of R&D institutions

No. of institutions in S&T	2 749
Source: Directory of R&D Institutions 1994. DST, New Delhi, 1994)	
No. of institutions in social science (Source: NASSDOC)	360
No. of institutions in humanities & arts	550
(Source: Ruprail, N. special libraries. In Year's Work in Indian Librarianship 1987, edded by T.S Rajagopalan. ILA, Delhi, 1988)	
Public libraries	
No. of state central libraries	23
No. of district libraries	400
No. of Block libraries	1800
No. of villages libraries	41,828
No. of town libraries	1,280

(Source: Working Group Report)

Apart from the libraries mentioned above, there are several other libraries having large collections in the fields of humanities & arts and social science. Prominent among them are the National Library, Culcutta: Kudha Baksh Oriental Library, Patna: Tanjavur Saraswati Mahal Library: Bombay Central Library, Delhi Public Library; and so on. In addition to these, a number of other organisations have been building up good collections in humanities & arts. These include Indian Council of philosophical Research, Indira Gandhi National Centre for Culture and Arts, Sahitya Academy, Indian Council for Cultural Relations Central Institute of English and Foreign Languages,, Indian Council of Historical Research, ect.

TABLE 3: Size of collections in selected libraries\*

Name of the library	Collection Size	No. of current	Annual increase
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Compendium of Select Government Reports on Library & Information Services in India

	(lakhs)	Periodicals	in collection
IARI (ICAR)	3.0	5,000	8,000
BARC (DAE)	8.5	1,700	26,000
DESIDOC (DRDO)	2.0	450	8,800
IAT (DRDO)	1.0	300	1,600
Iisc	6.5	2,100	8,500
DRDL (DRDO)	1.0	200	1,450
INSDOC	1.5	3,500	6,000
NCL (CSIR)	1.2	900	7,000
NAL (CSIR)	3.0	400	9,400
NML(CSIR)	1.5	200	1,500
NML	3.0	2,100	15,000
NASSDOC	1.6	2,000	1,500
IIT (M)	2.5	1,400	3,500
IIT (D)	3.0	1000	3,600
IIT (K)	3.5	1,400	4,500
IIT (B)	3.3	1,200	8,000
Tata Instt of SST	1.2	1,800	5,700
CIEFL	1.2	500	2,000
ICHR	0.4	130	1,200

Data collected from the libraries or their annual reports.

If we consider the growth of collections in Indian libraries, we can see that the growth in S&T libraries is much higher than in the social science and humanities & arts libraries. This is mainly because many S&T libraries regularly acquire micro documents like reports, standards and patents of standing order/annual subscription basis. The SRIM (Selected Research in Microfiche) services of NITS, and the RAND Corporation (USA) reports on available on membership subscription basis are some

of such acquisition which are received in large numbers annually. It can be seen that on an average, the annual growth in collections of large S&T libraries would be about 7,000 documents (including micro documents), and in social science and humanities & arts would be 1600. If we consider the small and medium libraries also, the average annual growth rate may be around 1500 document in S&T libraries and 1000 each in social science and humanities & arts libraries.

It may be noted that most of the material acquired by libraries of research and higher academic institutions (except in humanities & arts and to a large extent in social science) is important as publications of advanced level of academician and researchers in these fields are not produced in the country in adequate numbers. It is estimated that India imports about Rs. 150 crores worth of publication/document annually involving foreign exchange. Even then, a new large library cannot normally meet even 50 per cent of its information demands from its collections and it is much less with smaller libraries. This coupled with the problems of literature explosion, price escalation, inflation, lack of adequate facilities (see p.4 of this report), has compelled librarians to follow the present world-wide practice of shifting their efforts from having comprehensive acquisitions to providing comprehensive access to information sources to their users through networks and databases. Such a shift would not however reduce the necessity of increased financial support to libraries to keep them in the with the escalation in prices and the increasing defrauds. This is because libraries are getting less and less publications year after is competed to the growth in production of literature/information the world over. The Sub-Task Group therefore strongly recommends increased budgetary allocation to libraries to keep them not below the levels of price escalation/inflation. Over and above this amount, the libraries engaged in document supply to the users should be provided a minimum of ten per cent additional budget of three years for collection enrichment. Even when such support is provided, resource sharing would be absolutely necessary for the reasons mentioned above.

### 3. Library Resource Sharing

For effective resource sharing, the libraries/information centres must fulfil two

important requirements: they should have good resource base and they should have an efficient mechanism to share the resources. Resources sharing implies that same resources will be shared by more than one user institution or library. This is possible only when an efficient mechanism and tools exists to locate the needed document quickly (like databases, union catalogues, etc), to acquire it (through inter-library loan photocopying, electronic document transfer, etc), and provide to the user (document delivery). If the distance between a lending and a receiving library or a user is large, it would take more time for providing the document.

The two ways of resource sharing, which are presently in vogue and which can meet most of the requirements are: (i) providing access to information/documents (through networking), and (ii) providing documents required by users (documents delivery). Another aspect of resource sharing is the rationalisation of acquisitions among libraries to avoid unnecessary duplication

Towards effective utilisation of resource rationalisation of acquisitions in libraries is suggested to be operated at local level, i.e., at each city or location where library clusters exist.

### 3.1 Database Development

Towards quickly locating information/documents available in the libraries in the country, the database development activity covering the holdings of libraries and specialised information in various fields must be taken up on top priority. Since the database creation activity is a highly time-consuming and skill-oriented task and requires a large number of trained personnel, this activity needs urgent support from the government. The Sub-Task Group strongly recommends provision of adequate financial support to libraries for database creation and training of personnel for this task. It may be noted that the database, when well-developed, would not only greatly enhance the use of library collections, but also be a source of income if access to them is provided the other countries.

### 3.2 Document Delivery

The existing mechanism in the country for providing a document by a library

or an information centre to a user is quite traditional in nature and does not use the current information technologies in most of the cases. Individual users approach libraries or information centers for information or document required by them and if these centres/libraries have the information, they provide it. If they do not possess the information, the user gets a negative reply. Only a few libraries or information centres make efforts to procure the needed information from other centres and provide it to the user. This happens since many libraries do not feel it obligatory to get it from other sources and supply. If there is a national policy for the document supply by libraries and information centres, this problem as well as many related problems can be solved. The Sub-Task Group therefore recommends formulations by the Government of a national library policy which should also include the document supply. Necessary financial support must be provided by the Government for operating document delivery service by libraries and information centres. A model resource sharing and document supply system based on the strength of the existing library collections in the country is presented in Sec. 4 for consideration by the appropriate authorities.

### 3.3 Role of library Networks

While many libraries in the country have started efforts to create databases of their holdings and also of information of interest to their users, networking of these databases is yet to take shape. The Library networks in the country are expected to play an increasingly important role in pooling up such databases and providing access to them in a networks mode. Of these, DELNET and CALIBNET are the pioneers which are closely followed by INFLIBNET, MALIBNET, BOMMET, BALINET, etc. These networks provide technical support in databases creation and in conducting training programmes in database creation, online searching etc. and are also expected to assume the responsibility of document supply to the users. DELNET has presently about 50 libraries and CALIBNET has 38 libraries participating in the networking and resource sharing programme. INFLIBNET is a much larger venture and aims to cover about 350 universities and other major institutions apart from

colleges.

## 4. A Proposed Model for Resource Sharing in India

### 4.1 Centralised vs Decentralised System

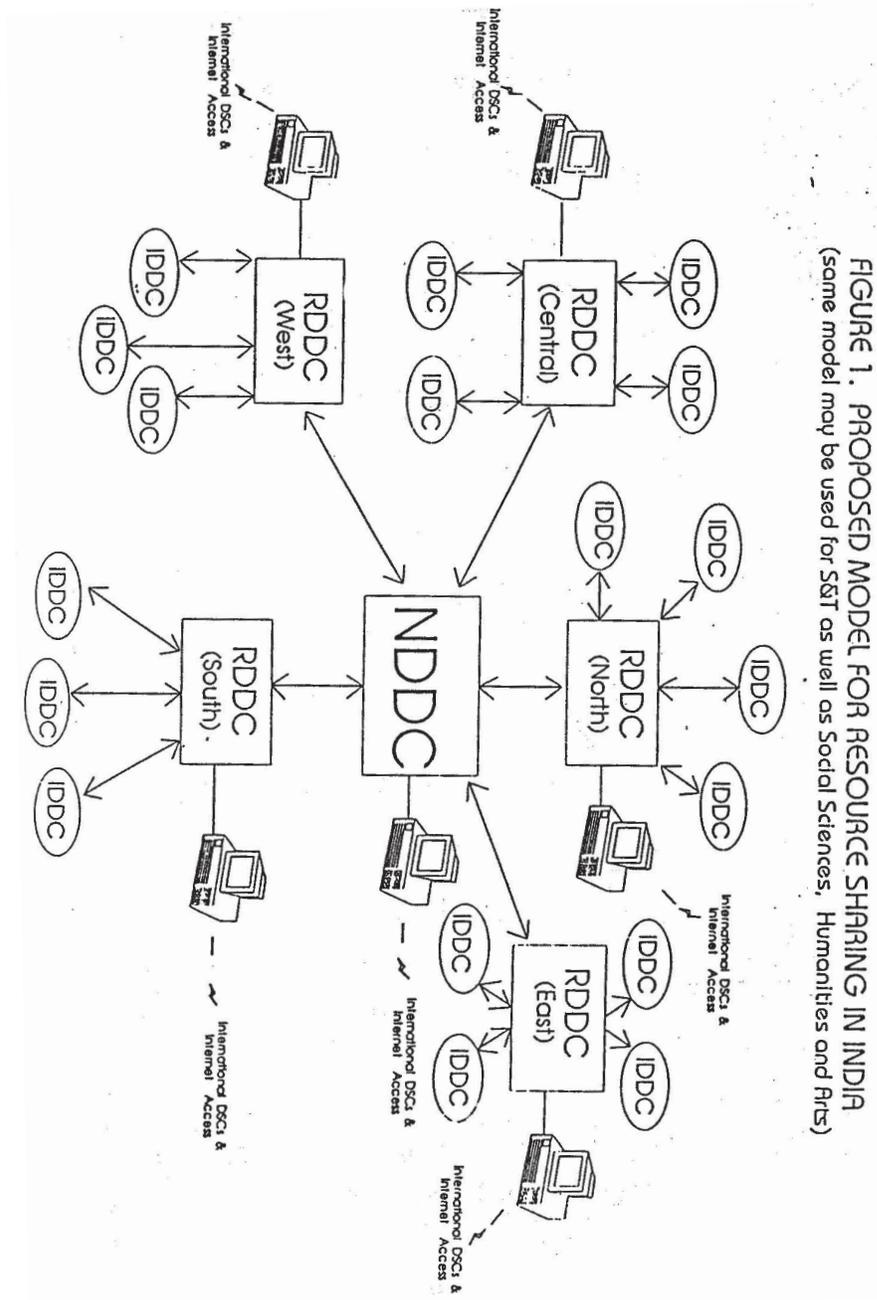
While resource sharing is done among libraries, document supply is done by the resource sharing libraries as well as certain libraries like the British Library Document Supply Centre (BLDSC), Boston Spa, UK, which serve mainly as document supply centres. In the context of library resource sharing document delivery plays a major role as the other important aspect of providing access to information is mostly taken care of by providing access to databases both indigenous and foreign. The document delivery services is normally based either on a centralised system or a decentralised system.

The success of the BLDSC, UK, is generally cited to favour a centralised system for DDS. On the other hand, a larger country like USA has no centralised system for document delivery; many centralised, loosely connected centres with overlapping document collections supply, the users with required, due to the techniques used for document supply the level and reach of the services is such that centres like Library of Congress, OCLC, Engineering Information Inc. UMI Chemical Abstracts Documents Delivery services, ERIC Document Reproduction Service, etc in effect are serving as centralised international document delivery centres in their subject areas.

A centralised set up may be good if it is well-organised, has comprehensive collections and is managed efficiently. Otherwise it will lead to the breakdown of the service on a national level. A decentralised DDS, on the other hand, may serve better once the system gets well-established and publicised. Also, such a system can be built mostly over the existing libraries and information centres. However, the cost of providing infrastructure facilities in a decentralised system is high.

Keeping this in view, the Sub-Task Group recommends a document delivery system which is a mix of both centralised and decentralised set-ups.

### 4.2 The Model



The structure and various linkages between the components of the proposed model for library resource sharing in India have been shown in Figure I. The proposed document delivery model would comprise a three-tier system of document delivery centres- (i) at the national level which may be called the National Document Delivery Centre (NDDC), (ii) at the regional level called the Regional Document Delivery Centre (RDDC), and (iii) at institutional level called the Institutional Document Delivery Centre (IDDC). Their roles and services are described in the following sub-sections.

#### 4.2.1 National Document Delivery Centre

These are to be selected from the existing National information or documentation centres having a large library base and with a commitment to information and document supply. One NDDC each may be identified for science & technology, social science and humanities & arts.

INSDOC may serve as a National Document Delivery Centre (NDDC) for all fields of science & technology, as per its charter of duties. Similarly, NASSDOC, New Delhi, is to be the NDDC for social science and the Indira Gandhi National Centre for the Arts (IGNCA, New Delhi, which is developing an excellent collections at a fast rate in humanities, arts and culture could be the NDDC in these fields.

#### Functions

- (a) To operate the document supply service at national level
- (b) To bring out national union catalogues covering the concerned subject fields, periodically update them and provide copies to other DDCs,
- (c) To establish linkages with other DDCs and take such necessary steps to improve the efficiency of the document delivery system,
- (d) To take up R&D in LIS, develop improved document storage and delivery mechanisms using optical scanning, digital storage, networks access and delivery, etc,

- (e) To maintain close relationship with international DDCs and handle the requests for document not available from the indigenous sources,
- (f) To develop strategies and plans to build up a core collection of journals in the concerned fields, in collaboration with other libraries, to satisfy at least 70 per cent of the user requirements from indigenous resources,
- (g) To build up a core collection of other documents such as books, reference tools, technical reports, theses, conference proceedings, etc,
- (h) To prepare various reference tools including institutional profiles, profiles of DDC institutions, directories of Subject experts, etc,
- (i) To provide training to the persons involved in DDS and develop training tools, and to publicise, the document delivery services and conduct studies and surveys on user needs.

#### 4.2.2 Regional Document Delivery Centres

The Regional Document Delivery Centres (RDDCS) would take the responsibility for document supply at regional level. For operational convenience of the RDDCS, the country may be divided into five regions viz. North, South, East, West and Centres. Two regional centres, one for science & technology and the other for social science, humanities & arts may be designated for each region out of the existing libraries. The following libraries are recommended as RDDCS.

- (a) North                      NDDCs will be also function as RDDCs
- (b) South                      Indian Institute of Science, Bangalore (S&T)  
   Osmania University, Hyderabad (SS, Hum &  
   Arts)
- (c) West\*                      Tata Institute of Social Science (SS)  
   Bhandarkar Oriental Research Institute, Pune (Hum

- & Arts)
- Indian Institute of Technology, Bombay (S&T)
- (d) East Indian Association for Cultivation, of Sciefice,  
Culcutta (S&T)
- Vishwabharati University Santiniketan (Hum  
& Arts)
- (g) Central Banaras Hindu University, Varanasi (SS)
- Indian Institute of Technology Kanpur (S&T)
- Khuda Baksh Oriental Library (Hum & Arts)

\* Prof M.K.R Naidu, Member, strongly recommended that resource-rich state unioversities like the Osmania University, Hyderabad and M.S University, Baroda be considered for RDDCs apart form the Central-Govt-supported establishments

#### Functions

- (a) To maintain Liaioon with IDDCs and NDDCs and to function as a single-window service for document requests received from users,
- (b) To bring out regional union catalogues for the benefit of users in the region. These may become part of the national union catalogues to be brought out by the NDDCs
- (c) To handle the document delivery services in coordination worth the IDDCS,
- (d) To have linkages with IDDCS, other RDDCs and NDDCs in case of non-availability of information sources with them, and establish local library consortia for providing efficient document delivery service, and
- (e) To aid NDDCs in the preparation of profiles and directors of experts, institutions, etc and other reference tools.

#### 4.2.3 Institutional Document Delivery Centres

At the third level, the Institutional Document Delivery Centres (IDDCS) are chosen on the strength of their collections in their respective fields and also the special types of collections like standards (BIS, New Delhi), patents (Patents Information Centre, Nagpur), etc. Some of these centres could be the Sectoral Centres of NISSAT, the UGC information centres, the city/metropolitan library networks and other specialised information centres under the Central Govt or State Govt or the Private Sector. The NISSAT Sectoral Centres which are already functioning as national information centres (like those at NAL, CFTRI, etc) may continue to serve in the same capacity in their respective subject fields. The city networks will coordinate the resource sharing activities of their participating libraries and therefore must be supported by the government for augmenting their facilities for carrying out these functions.

#### Functions

- (a) To make conscious efforts to strengthen the collection in the concerned fields,
- (b) To handle and Honour document supply requests received from users, if the source document is readily available with the centre,
- (c) To direct the requester to an appropriate IDDC or RDDC, if the document is not available in their collection,
- (d) To maintain one set of reference tools, national and regional union catalogues for Speedy handling of document supply requests, and
- (e) To develop databases of the collection for providing access to users and for possible marketing through NDDCs.

The Sub-Task Group also recommends that apart from document delivery centres stated above, the Delhi public Library System may also be strengthened in Phase I (phases explained in Sec. 8) to cater to the needs of the education sector in Delhi and the Northern region. Similarly, the Conneemara public Library, Madras and the central Library, Bombay may

be strengthened for meeting the needs of educational institutions.

#### 4.3 Documents Supply Mechanism/Operational Aspects

primarily, it is the responsibility of NDDCs and RDDCs to supply the documents required by the users. In case they do not hold a particular document, they may contact any other holding library and arrange the documents or copies of them as a single-window service. However, the user should be free to approach any of the IDDCS, RDDCS, or NDDCs for documents or information. In case an IDDC cannot supply the material, it may refer the user to the RDDC of the Region or the relevant NDDC and they should take the responsibility of supplying the same.

For operating speedy and efficient document delivery services, the NDDCs and RDDCs will have to develop international linkages with similar or document supply centres like British Library Document Supply Centre, UK; Library of Congress, USA; Australian National Library; Canadian Institute of Scientific and Technology Information; OCLC, USA; etc.

##### 4.3.1 Networking of Libraries

Communication linkages like fax, e-mail and network facilities including Internet access should be provided to all the DDCs for speedy transmission of information/documents. These facilities may be provided in phases if financial constraints exist. Thus, in phase I only the NDDCS, RDDCs and IDDCs may be provided with network nodes. These facilities may be provided to other libraries and information centres in the phase II. In addition, use of courier and postal services are suggested for delivery of document, at places which are not connected by the network and for the documents which cannot be transferred through the network or through other modes like fax.

#### 4.4 Reference tools

The NDDCS, besides the document supply, will have the additional responsibility of bringing out reference tools to facilitate information

access and document delivery . These tools include compilations like union catalogues institutional profiles, directories of databases and experts profiles of document supply centres-national, regional and institutional—and others. In preparing these tools, the specifications formulated by Sub-Task Group on databases should be followed.

## 5. R&D In LIS

The level of R&D in the country Library & Information Science (LIS) field being carried out in the country is very low. The Govt should therefore support R&D in this field, particularly in information storage, processing, retrieval and, dissemination areas. Funding agencies like DSIR, DST, AR&DB, DRDO, FICCI, CII, etc should be encouraged to support R&D in this field. NIC also should have a component of Grants-in-Aid for R&D in LIS research.

## 6. Resource Sharing Policy and Resources Development

### 6.1 Sharing of Resources

All the libraries and information centres should share their resources with others to the extent possible. They should participate in document supply and inter-library loan programmes. For the purpose of resource sharing and sharing the revenue generated through document supply, the IDDCs may enter into an MOU with the RDDs which in turn may have MOU with the NDDCS.

The Sub-Task Group suggests the establishment of a National Repository under the aegis of Ministry of Human Resource Development to preserve atleast one copy of every significant document out of those weeded out by libraries in the Country. This would help in better utilisation of space in libraries and in providing comprehensive access to archival documents. In addition, libraries must be encouraged to convert printed material into digital form to facilities easier and faster delivery of documents over the

networks. Also, various centres should be encouraged to procure electronic publications.

All the Centres are to be encouraged to adopt the later technologies for sharing resources and to participate in document delivery service including the use of electronic media, networks, ect.

## 6.2 Resources Development

Although the Press and Registration of books Act, and Delivery of Books and Newspapers Act are in force for a long time, these acts are not properly enforced the authorised agencies. Also, many publishers do not comply with theses acts. Therefore, the National Library, Delhi Public Library, and other libraries which are designated to receive the Indian publications under the Act cannot claim to have comprehensive corrections of Indian publications. In view of this, the Sub-Task Group recommends that as an incentive to publishers to comply with the Act, the designated libraries must pay for the publications thus receive. In addition, the Govt should support the NDDCS, RDDCs and IDDCs by way of grant for continuous augmentation of their corrections.

## 7. Allocation of Funds

The Sub-Task Group suggests ten per cent of the library budgets (of the DDCs) for reading materials like books, periodicals, standards, audio-visual media like CD-ROMs, multimedia, ect. should be additionally given to the libraries (in addition to regular budgets), after providing for inflation/price escalation, as seed money for three years for collection/infrastructural development. Suitable committees may be constituted by the Govt, one for each sector of S&T, social sciences and humanities & arts which will examine the proposals from IDDCs and NDCCs for finalising the financial support and recommend appropriate additional budgetary allocations. The same committees will also review the utilisation of grants and performance of these DDCS. These committees may comprise library managers and scientists/users of eminence. The concerned NDDCs will provide the institution/secretarial support

to the committees. The RDDCs may present the cases of IDDCs and their own to the concerned committee. Since INFLIBNET is expected to play a major role in library resource sharing, formal linkages must be established between INFLIBNET, NDOCs, and RDDCS. After three years, the net income accrued by the DOCs by way of extending the services shall be taken into account for providing matching grant by the Govt. This means, the centres earning more should get more matching support.

### 7.1 Costing of Service

Uniform tariff is to be by all the document delivery centres. The tariff may be decided by the NDICs and RDDCS. The revenue earned out of the services may be ploughed back to the respective libraries/information centres and their budgets may not be reduced to adjust these earnings and incentives is as suggested above be provided.

## 8 Implementation

The Document Delivery System recommended above may be made operational in two phases. In Phases, I, which may be for five years, the Govt may support the document supply centres—the NDDCS, RDDCS, IDDCs (even if any of these centres happens to be functioning in the academic and industry sectors). School and rural level libraries may be considered for Govt support in Phase II. This arrangement, i.e. keeping the direction of library development from top to bottom, will help in the percolation of the culture of library use in the same direction as presently such culture exists mostly at higher levels. If, on the other hand, the direction is from bottom, to top, there are good chances of under-utilisation (or even mis-utilisation) of the government support for library development at the lower levels. Similarly, in phase I, the library networks may cover NDDCS, RDDCS, and IDDCs and many other libraries having the necessary infrastructure and collection back-up for providing the document supply service. In phase II, when the public data networks extend to small towns and villages, the libraries at these places may also be connected to the library networks system to enable them to access the IDDCS, RDDCs, and NDDCS.

Necessary minimum support to these rural and school libraries to gain access to the network may be considered by the Govt in Phase II. However, if any school library or rural library or a non-IDDC library is in a position to join the network, having got the necessary infrastructure, it should be welcome to join the network. But the Government support (financial) for school and rural libraries for joining the resource sharing network may be provided only in Phase II.

TABLE 4 : Implementation Plan

Activity	Implementing agency	Phase of Implementation
Increased budgetary allocation to libraries	Government	1 (5 year)
Development of reference tools including union catalogues, institution profiles, ect.	RDDCs/NDDCS	I
Implementation of a national policy on resource sharing and document supply	Governments	I
Training for database creation, DDS ect	NDDCs	I
Database creation	All DDCs	I
Resource development (core collection)	All DDCs	I (3 Years)
Providing financial support to-DDCs for document supply	Government	I
Identification of NDDCS, RDDCs & IDI) Cs	Government	I
Establishing linkages with DSCs abroad	RDDCs/IDDCs	I
Strengthening public libraries	Government	I
Network of DDCs	All DDCs	I
Networking of libraries of school and village level	—	II

Promoting R&D in LIS	Government	I
MOU among DDCs for resource sharing	All DDCs	I
Establishing a national repository for documents	Govt (MHRD)	I
Conversion of printed material to digital form	All DDCs & Libraries	II
Fund allocation and formation of review committee & Finance Committee	Government	I
Support to Schools & rural level libraries	Government	II

\* All the actions of regular nature, even though implemented in Phase, I, will continue thereafter.

## 9. Summary of recommendations

### General

1. The Government should formulate a national library policy which should also include document supply. (Sec. 3.2)

### Financial

2. Increase budgetary allocations must be made to libraries to keep them above the levels of price escalation/inflation. (Sec. 2.3)

In particular, the Document Delivery Centres (DDCS) must be provided with adequate funds, at least 10 per cent additionally (over price escalation and inflation levels), for a minimum period of three years, for augmenting their collections and infrastructure for providing document supply service. Suitable committees may be constituted by the Government for assessing and recommending on such financial support and for reviewing the utilisation of the funds and the performance of the recipients libraries. (Sec. 7)

3. Noting the importance of the well-developed databases which would not only

greatly enhance the use of library collections, but also be a source of income if access to them is provided to other countries, libraries and information centres must be encouraged to develop databases of their holdings and also those of specialised information. Since the databases development is a time-consuming activity requiring professional skills, adequate financial support for this activity must be provided. (Sec. 3.1)

4. Uniform tariff is to be followed by all the document delivery centres. The tariff may be decided by the NDDCs and RDDCS. The revenue earned out of the services may be ploughed back to the respective libraries/information centres and their budgets may not be reduced to adjust these earnings as an incentive to efficient performance. (Sec. 7.1)

#### Collection Development and Use

5. Towards effective utilisation of resources, rationalisation of acquisitions in libraries is suggested to be operated at local level, i.e., at each city or location where library clusters exist. (Sec. 3)
6. Apart from document delivery centres, the Delhi Public Library system may also be strengthened to cater to the needs of the educational sector in Delhi and the Northern region. Similarly, the Connemara Public Library, Madras and the Central Library, Bombay may also be strengthened for meeting the needs of educational institutions. (Sec. 4.2.3)
7. As an incentive to publishers to comply with the Delivery of Books and Newspapers Act, the designated libraries must pay for the publications thus received. (Sec. 6.2)
8. The establishment of a National Repository under the aegis of Ministry of Human Resource Development is suggested to preserve atleast one copy of every significant document weeded out by libraries and passed on to it. This would help in better utilisation of space in libraries and providing comprehensive access to archival documents (sec. 6.1)

### Resource Sharing

9. A document delivery system which is a mix of both centralised and decentralised set-up is recommended. (Sec. 4.1)
10. The document delivery system recommended may be made operational in two passes. In Phase–1, which may be for five years, the Govt may provide special support the document supply centres (NDDCS, RDDCS, and IDDCS). Other libraries including the school and rural level libraries may be considered for such support in Phase–II (Sec. 8)
11. The document delivery counters are to be encouraged to adopt the current information technologies like fax, e-mail, computer-communication network, ect for speedy document delivery/information service (Sec. 6.1). They are also to be encouraged to convert printed material into digital form to facilities easier and faster delivery of documents over the networks. They may also procure access to international networks like Internet for accessing world information and to provide access to their databases by others internationally. (Sec. 2.2 and 4.3.1)
12. Since INFLIBNET is expected to play a major role in library resource sharing formal linkages must be established between INELIBNET, NDDCs and RDDCS. (Sec. 7)

### R & LIS

13. The Govt should support R&D in the information storage, processing, retrieval and dissemination areas. Funding agencies like DSIR, DST, AR&DB, DRDO, FICCI, CII, ect. should be encouraged to support R&D in LIS Field. NIC also should have a component of Grant-in-Aid for R&D in LIS research. (Sec.5).

### APPENDIX

## Abbreviation Used in the Report

AR& DB	Aeronautical Research & Development Board (Min. of Defence)
BALNET	Bangalore Library Network
BIS	Bureau of Indian Standards
BLDSC	British Library Document Supply Centres, UK
BOMNET	Bombay Library Network
BTIT	Bio-technology Information System
CALIBNET	Calcutta Library Network
CFTRI	Central Food Technology Research Institute (CSIR)
CIEFL	Central Institute of English & Foreign Languages, Hyderabad
CII	Confederation of Indian Industries
DDC	Document Delivery Centre
DDS	Document Delivery System
DELNET	Delhi Library Network
DISIDOC	Defence Scientific Information & Documentation Centre
DRDL	Defence Research & Development Laboratory, Hyderabad
ERIC	Educational Resources Information Centre USA
ERNET	Education Research Network
FICCI	Federation of Indian Chambers of Commerce & Industry
ftp	File transfer protocol
Hum	Humanities
IARI	Indian Agricultural Research Institute (ICAR)
IAT	Institute of Armament Technology, Pune
ICHR	Indian Council of Historical Research
ICSSR	Indian Council of Social Science Research
IDDC	Institutional Document Delivery Centre
IGNCA	Indira Gandhi National Centre for the Arts

IISc	Indian Institute of Science, Bangalore
ILA	Indian Library Association
INFLIBNET	Information & Library Network
L&I	Library & information
LIS	Library & Information Studies
MALIBNET	Madras Library Network
MEDLINE	MEDLARS Online (database)
NAL	National Aerospace Laboratories, Bangalore
NASSDOC	National Social Science Documentation Centre
NCL	National Chemical Laboratory, Pune
NDDC	National Document Delivery Centre
NICMAIL	Electronic mail service offered by NICNET
NICNET	NIC Network
NISSAT	National Information System for Science & Technology
NML	National Medical Library, New Delhi
NML (CSIR)	National Metallurgical Laboratory (CSIR)
NTIS	National Technical Information Service, USA
OCLC	Online Computer Library Centre, USA
RDDC	Regional Document Delivery Centre
SRIM	Selected Research in Microfiche
SS	Social Sciences
Tata Inst SS	Tata Institute of Social Science, Bombay
umi	University Microfilms International, USA

WAIS Wide Area Information Server

WWW World Wide Web

ANNEXURE – V

National Information Centre  
Planning Commission  
Government of India  
New Delhi

The Core to Cover all the Issues Related to Sharing of Library and  
Information Resources Utilising the Revolutionary Advancement in  
Communication Technology

Sub-Task Group on Date Bases Facilitation  
for Resource Sharing

Reports and recommendations developed by the committee

Dr. M.A. Gopinath (convener)

Dr. A. Lahri

Dr. O.P. Arora

Mr. Subhash Biswas

Development of Databases for Resource Sharing Among  
Networks

Report by a Sub-Task Group to the Core Task Group to cover all the issues related to  
sharing of library for information resource utilising the revolutionary advancements

in communication technology.

### Preliminaries

The Sub Task Group on Databases for facilitation of Resource Sharing among Libraries consisted of the following persons:

Converer: 1. Prof. M.A. Gopinath  
Head, Documentation Research and Training Centres,

Member : 2. Dr. A. Lahri  
Jt. Advisor, DSIR  
Govt. of India, New Delhi

Member : 3. Shri O.P. Arora  
INFLIBENT  
Ahamdabad

Member : 4. Shri Subash Biswas  
Former Director of–Central Secretariat Library  
New Delhi

The committee on 8 May 1995 and 29th May 1995.

Shri Paul Pandian K., INFLIBNET attended the meeting on 8th May 1995 as an invitee.

The meeting discussed the various issues relating to Databases for facilitating Resource Sharing among Libraries. The frames provided by the Core Task Group was adopted for preparing the texts for the report. The databases sub task Group covered its presentation in four parts.

- Conversion to computer readable form/ Retroconversion
- Creation of Database of Experts, Projects, Bibliography MIS, Union Catalogues.
- LIS-MIS and

— Standardisation

The report developed by these groups is personated in four parts with fifth as a recommendation. Further, the parts are presented in the uniform of structure

- 1 preamble
- 2 Policy frame work
- 3 System Management
- 4 Funding and Costing
- 5 Interaction Management
- 6 Research, Development and innovation
- 7 LIS Components
- 8 Optional strategy of transferring the status to what is next to have ten years from now. Identification of the growth potential between 1995 and 2005 which is responsive to future needs and technologies
- 9 Modalities of implementation

The next four parts presents details in this matrix

## 1. Recommendations for Opac Network for Library resources

1. It is necessary to ensure a spirit of competition among network service Organisations. This Competition need not only be between public and private operators but also among various public sector agencies.
2. It is essential to translate sellers market into a buyers market so far as information services is concerned. The end-users should be free to choose one or more network services that best suit their requirements, even if this means taking the services from private operators. Information Technology is necessary that the services should be available when demanded by the end users.
3. The general date networks on which the library networks are to

piggyback, should interconnect themselves immediately.

4. In Library networks, a spirit or motivation of/cooperation is essential. Necessary ground work to sensitise the heads of institutions, library operators and end-users may be done prior to launching of a network. In the same token, the beneficiaries should be prepared to arrange for/buy the hardware-software required to participate in a network. They should also be prepared to do hard work to retro-conversion using their internal resources. Under no circumstances the network developers should give hardware-software system free-of-charge or give grant-in-aid support for retroconversion activities.
5. Since eventually all libraries in India are to be interconnected, it is essential to promote utilisation of indigenously developed software for easy diffusion, better maintenance and updation and for affordability.
6. Development of OPAC in due course is a desirable scenario. However, it is not essential that all participating libraries in a network should convert/retroconvert their holding in order to qualify as participant. There are lot of ways the libraries could share resources, OPAC being one of the means only.
7. In the initial stage of OPAC development, concentration should initially be on few selected resource institutions instead of spreading effort and finances thinly over all institutions. This initial OPAC development. In fact, smaller libraries could selectively download record from the OPAC created for resource institutions.
8. A library network may work better on neighbourhood cooperation principle. In view of this, the thrust given by NISSAT to develop city-wide networks may be maintained. Once, the city-nets become operational, and heads of institutions, libraries and end users adequately sensitized, a bigger network like INFLIBNET, apart from cultivating the academic network nurturing should interconnect various city nets and brings about a nation-wide resource sharing network.

9. In resource sharing, the essential requirement is the “willingness” to share resources. Therefore, in a network situation the participating libraries should be agreeing to serve also outside user clientele. In this context, the concept of a universal Library Card system being promoted by NISSAT should be vigorously pursued. The concept assumes more significance in view of the fact that ultimately the end-user will require the full-taxt or sunset. The knowledge of what is available where can only serve a limited purpose.
10. The enormous information resources created by non-library sections such as Newspaper, Commercial, Industrial and business must be provided as a public resource at market price. Resource should be accessible through market.
11. International Standard proferma developed for Bibliographic Descriptors, Network Connectivity, and other facilities be adopted with local variance needed for special situation prevailing in datebase developments for research-sharing. INFLIBNET’s data capturing programme can be adopted on an network basic.

## 2. Conversion to Computer Reading Form/Retr oconversion in Libraries and Library Networks

### 2.1 Preliminaries

In the context of resource sharing, bibliographic activities in India have been localised in approach and utility. Several islands of knowledge/expertise on Machine Readable Catalogue (MARC) and exchange of bibliographic information as a local mandate or participant responsibility/cooperation exist in the country. While it is desirable that these islands are brought into the main stream of efforts, there still remains one critical these islands are bought into the stream of efforts, there still remains one critical area which demands immediate attention. The provision of machine-readable, bibliographic information for both library automation and networking has been on a low

key.

Therefore, it is essential :

1. Every library should be ready to share their resources.
2. Creation of computer database (of only active and current collection) is desirable.
3. Facilitate Online Public Access Catalogue (OPAC) for resource sharing.

## 2.1 Policy Frame Work

Every resource sharing library should have computersied databases and facilitate Online Public Access Catalogue (OPAC).

The selection of retroconversion depends on type of materials one has:

Serials, Publication, Conference Proceedings, CD-ROM Products, Reports, Monographs, Dissertation/Thesis Patents, Standards, Audio, video 3 Cassettes ect. Therefore, a library has a multimedia catalogue (like books catalogues, serials catalogues, manuscripts catalogues ect) and they are merged through Online Access.

In Science and Technology, serials (periodicals) may be accorded a higher priority among theses, current subscriptions may be given more emphasis in the preparation of Union lists. In the Preparation of a Union Catalogue, only retrospective holding information may be undertaken as a part of the National Union Catalogue of Scientific Serials in India (NUSSI/INSDOC) and Union Catalogue of Special Science periodicals (NASSDOC/ICSSR) or as a part of Metropolitan Library Network efforts.

For conference proceedings, periodic ad-hoc efforts may be made for information compilation. For those which get accessioned as monographs, no extra effort may be enquired. Development of a union catalogues of conference proceeding would require more efforts for those kinds of documents bordering on grey materials.



be per AACR 11 second level description. Descriptors are essential for conversion. In required, for data capture and data entry, the libraries may use commercial agencies and vendors. Libraries may utilise only indigenously developed software to conversion. For example MAITRAYEE, SANJAY, LIBSYS, ect. There should not be any restriction in choice so long as the records are convertible to ISO 2709. Libraries without adequate exposure to computer application may start with CDS/ISIS database. The minimum requirement for the conversion would be with the state of art Pc with minimum of 640 KB RAM and a floppy drive. The average records would be of the size of 1KB+Indexes. Depending on the number of records and size of indexes the-disk size may be computed.

For descriptions of serial publications, downloading from ISDS Database is desirable.

For monographs LC-MARC and BNB is recommended. NISSAT has the necessary software to aid the conversion process. For MARC record, the NISSAT facilities being created in various Metropolitan Library records may be utilised in various and the local libraries are not required to by more record separately. In this context, it may be mentioned that NISSAT concept of India MARC Datebase should be rigorously perused. Further, NISSAT may give a thrust to training in retrospective conversion in its programme.

### 2.3 Funding and Costing

It is essential that the each library should fund themselves for its own resource sharing and OPAC. No additional will be given by NISSAT, NIC, ERNET, ect. The three software packages available for library automation are as given below:

- small libraries : Rs. 15,000 for example SANJAY from NISSA/DISR
- big libraries : Rs. 100,000 for example LIBSYS and MAITRAYEE, NOVELL)
- CDS/ISIS will cost Rs. 1,500 only.

The minimum hardware required for automation of small libraries

(collection=Appro. 10 thousand documents) would be about Rs. 1,00,000/- for a medium size library it would cost approximately 1.5 lakh.

The cost per record for capturing data entry would be approximately = Rs. 15/- (Excluding overhead charges). This includes re-cataloguing upto database creation. For example, for a small library retroconversion of ten thousand records would cost Rs. 1,50,000= Rs. 10,000X 15.

#### 2.4 Interaction Management

Interaction Management deals with creation of OPAC like bibliographic details, Compatible standards, data capturing and inputting, software used and overall Coordination required towards creation of OPAC.

#### 2.5 For Research and Development and Innovation

1. Research on User Access interface studies can be periodically taken up in relation to OPAC.
2. Access points for end user may be provided as additional facility.
3. There is scope for standardisation in OPAC and development of Cataloguing publication (CIP) source.

#### 2.6 LIS Component

Bibliographic standards developed through various standardisation agencies has to be tested and adopted in each library situation, in relation library collection and connectivity.

#### 2.7 Optimal Strategy of Transforming the Current Status

The best strategy is to complete the retro-conversion job on a turn key basis.

#### 2.8 Identification of the Growth Potential

If the retrospective conversion activities are now taken up in right earnest, a small size library will be able to convert its active collection within a period two years at the most. Big libraries have bigger problems of various

dimensions most of which are non-technical in nature and therefore time frame can be specified in such cases.

## 2.9 Modalities of Implementation

As implied at para one and para two above. Where date creation is de-nove, implementation manuals like (CCf B/1 and UNIMARC) manual (India Implementation) developed by INFLIBNET may form the basis.

## 3. Creation of Database of Union Catalogue, Bibliography, Experts, Projects and MIS

### 3.1 Preamble

India has vast and rich information resources available in the libraries and Information centres attached to the universities, colleges, R&D instituting ect. Also, national and public libraries possess very large information resources. The appropriate database creation of these library/information sources is essential for optimum utilisation of information available in the country.

The bibliographical date itself is voluminous and is stored on manually prepared card. There is uniformity in the contents of catalogue cards. Major part of catalogue card may be in English. Catalogue entries in 14 official languages and other Indian and foreign language are also common. Classification schemes, cataloguing code and Subject Heading Systems followed by the universities and R&D institutions are different. Efforts are being made by various organisations in the creation of Union Catalogue databases. However there is no uniformity in the standards adopted.

### 3.2 Type of Databases Required to be Created for Resource Sharing

Databases of common nature are to be created. Theses can be cateogrised as follows:

- (1) Union Catalogue Databases;
- (2) Directory Databases;
- (3) Bibliographical Databases;

(4) Numerical databases

(5) Full text database

### 3.2 Database Development Scenario

Several efforts are being made in the country towards developing Unions Catalogue for various databases. Some of these are given below the list is not exhaustive.

INSDOC has created a National Union Catalogue of Scientific serials in India (NUCSSI) Date Base.

NISSAT/DSIR centre have created bibliographical data bases of specialised suggest

NISSAT/DSIR programme has finalised the standards which are being followed by the libraries in the programme. It has already created the union catalogue databases of serials holdings, these/dissertations and books available with more than 60 universities/institutions including special libraries, R&D institutions.

Union catalogue preparation by some of the city networks such as DELNET and ADINET is in progress

DROO had developed a Union Catalogue of holding of its Defence Research and Development laboratory/centres.

Some of the Public Sector Undertaking such as IOL and SAIL have developed a Union Catalogues of its units.

### 3.3 Union Catalogue Development

#### 3.3.1 Requirements

- Standardisation of data elements for different type to databases to be created in machine readable form
- Design of input format for capturing current-date and retrospective data
- Development of various interface software for union catalogue databases. Creation including format conversion, updation (both online and off-line), searching and output (display or print)

generation from a centralised union catalogue of records for different document types.

Trained manpower for database creation

### 3.3.2 Policy frame-work especially the resource sharing policy

Union Catalogue Development

- Adoption of uniform standards in the development of union catalogue
- Union catalogues Database already developed may be converted to standard format and Pooled for resource sharing.
- Each Organisation inputting the Union Catalogue should concentrate efforts in its respective collections
- Distributed databases concept is proposed in view of large value, of records
- Declaration of all the libraries/information centres funded directly or indirectly by central/state Govt. public resources and committed for sharing excluding secret, classified ect. holdings.

### 3.3.3 The library and information centers should

- Commit to computers its information resources and provide necessary infrastructure including manpower support for computerised operation of its branch/department Libraries ect.
- Commit its information resources/databases to be shared and accessed by other members of the networks.

### 3.3.4 System Management

Union Catalogue databases created by different organisations in respective disciplines will be located at various nodes. Huge database in a discipline may be distributed over more than one node. Each organisation will manage its own system. All the nodes will be inter linked. The total system may be managed by a Co-ordination Committee supported by a Technical Advisory Group. The members for the committee and Group should be drawn form all participating

organisations including communication facility provider at appropriate levels.

### 3.3.5 Funding and Costing

Union Catalogue database activity involve processing input data and merging them for union catalogue. This is a continuing activity and database keeps on growing. The Union Catalogue may have voluminous database requiring large storage capacity. The machine holding the Union Catalogue may be used for providing services. Depending upon the size of Union Catalogues databases initial investment is required for the procurement of Mini Computer or Pentium etc. along with associated systems and tools. It is proposed that funding for initial investment and continuing activity of database creation should be provided by the respective Organisation. The cost estimate for initial investment is given below:

—	Rs. in lakh
Computer system (Mini computer with necessary operating system and application software, large storage capacity for development of Union Catalogue PC/AT-486 few PC/AT-386 system, printer ect.)	5.00
Various interface software	0.50
Consumables	0.50
CD-ROM Drives or (CD-NET System provides better throughout) E-mail connectivity	0.50,4.00 5,000.00

Datebase Creation involves (a) preparation/processing of data and (b) merging the data with Union Catalogue. The cost expected is Rs. 150 per record maximum.

### 3.4 Interaction Management for Union Catalogue

Each of the node will maintain a Directory. All participant libraries have nodes with information regarding the Union Catalogue of database available at various nodes in the total system. All the nodes are inter linked. The system software and the communication facilities will route with query to the desired node.

#### 3.41. Research, development and innovation

The areas are:

Information technology for database creation

Efficient reference tools to minimise efforts and time in database creation

Strategies to economise database creation

Development of software interface

Development of various tools to make information on the network easier to locate and use.

#### 3.4.2 LIS Components

— Standardisation in library and information practice

— Library Management Software

— Interface software packages

— Reference tools for authentication

#### 3.4.3 Optimal strategy of information the current status to what is best to have ten years from now (taking not of projected global status)

Use of latest information technology and appropriate professional to minimise efforts and time

Effective funding by the respective agencies to its Organisation for creation of Union catalogue

Co-operation between resource institutions and network system

HRD development by providing training facilities

Users education

Rationalisation of resources for Optional utilisation i.e. collection development

Elimination of catalogue card system in phase in the libraries to save cost and efforts

Utilisation of available expertise in the country such as DRTC, INSDOC, NIC, NISSAT, and INFLIBNET.

3.4.4 Identification of growth potential between 1995-2005, which is responsive to future needs and technologies

(a) Status as in 1988 vide UGC report of the Inter Agency Working Groups, December, 1988

— Growth in the number of University libraries (38 libraries between 1988 and 1995)

— Growth Colleges (2000 colleges between 1988 and 1995)

— Number of records

129 university libraries –25 million records

—periodical collection

Average growth of book –4000–6000 records Per year in university Library will holdings Above 1 lakh

R&D institutes An average stock of 30,000 to 40,000 books as in 1988, with growth rate of 400–500 Volumes per year

–28 R&D institutions periodical holdings is 77,241

(b) Expected Growth 1995–2005

As a conservative estimate the growth potential during 1995–2005 may be

University libraries : 6 per year as an average

Colleges : 150 per years as an average

The expected growth is the record based on the date of 5 large libraries and 6 medium libraries is university libraries

- (a) books : 5000 per year as an average
- (b) journals : 500 per year

### 3.5 Modalities of implementation

3.5.1 It is practically impossible for a single Organisation to carry out the activities of database creation for such a huge volumes of activities. Database creation is continuous activity taking into consideration the following points

- (a) Adopt uniform standards for database creation
- (b) Avoid duplication of efforts

The implementation mechanism based on respective sectors could be

- INFLIBNET Programme; academic, special and R&D libraries
- INSDOC: Scientific and Industrial libraries
- Database of institutions, experts and projects may also be divided among these organisations for the respective institutions.
- Major efforts are required for the creation of database in some of the following libraries and libraries where no infrastructure exists.
- Libraries, Minister and Development of central and state Government
- Public Libraries

Expertise is available in the country such as DRTC, INSDOC, DESIDOC, NIC, NISAT, INFLIBNET and other organisations may be utilised in the database creation of various libraries

### 3.6 Priorities in Database Creation

Periodicity for creation of resource sharing tools be developed for documents which are costly and relative spread of use in different libraries. The types

of documents to be covered in union catalogue is prioritised as

1. Serials includes learned periodical publications
2. Dissertation
3. Report
4. Non-print material
5. Books

## Conclusion

Union catalogue of serials provides scope for networking and rationalisation of periodical holding and to build balanced collection for networking. Therefore resource sharing facilitation is cognitively promoted by a well developed online public Access catalogue of serials for networking (union catalogue of serials).

## 4. Design of a Lis in India Database Management Information System(MIS)

### 4.1 Preamble

An information system is an arrangement of inter-dependent human and machine components that interact to support the operation, managerial and decision-making information needs of any Organisation including Library/ Information center. The function of an information system is to fulfill the information needs of its end users (The composition of this groups needs to be elaborated); these could be interpreted as Data and information, Transaction processing, management Reporting and Decision Support Systems. MIS in its original its was conceived as a single large scale integrated system to support all levels of management. However, it soon developed into a Management Reporting System, as identification of all information needs was quite impossible.

Management information has increasingly become an important requirements

in the efficient and effective running of library and information services, which can no longer afford to simply react to user demand. MIS in this sector is dual in nature: MIS for Administration Services, involving the physical stocking, storage and circulation of material and that of information services for disseminations of information.

Libraries and information centres have to operate within a budget and that all keep some statistical information/data on their loans, records of users, ect. How much effort is put into the recording of these, will depend on the time allotted, exercise available and the types and amount of information required.

Most of the computer based library management systems that are currently in use in Europe and North America are integrated packages which include modules for the various sub-system, such as cataloguing, OPAC, acquisitions, circulations, serials control and inter-library lending, finance, preservation ect.

MIS Role in Library Management Includes:

Reviewing, monitoring and decision making in Management.

Control and planning which would cover factors related to costs effectiveness; job rationalisation; cost efficiency. In terms of planning, its role is to identify and meet the goal and objectives.

#### 4.1 Policy Frame-Work

Primary objective of designing a national LIS is (i) to share resources; (ii) make it cost efficient, and (iii) improve an increase services.

Under the present condition it would perhaps be better initially to establish ways of inter linking individual systems dealing with various sub-systems, so that information from theses can be viewed and analysed from open central terminal/workstation.

Ultimately it should be integrated so that various modules of sub-systems and their functions are all brought together.

## 4.2 System Management

### 4.2.1 Analysis of users

— their levels/categories/sectorial requirements;

### 4.2.2 Assessment of existing MIS data collection process and existing databases in each sectorial LIS (viz. academic, special, national);

### 4.2.3 Identification of gaps in existing information/databases;

### 4.2.4 Uniformity and formalisation of the data collection process in each sector/category of LIS.

Amount of statistical information maintained by LIS will vary—depending upon size, the statistical data needed, how the LIS manager can handle the data. The three known statistical software: true statistical program, business statistics software and spreadsheets—could all be effective, depending upon the need of the management. Spreadsheet in addition, can play a useful role in handling and administering LIS budget.

## 4.3 LIS Components

Since the early 1960s, when computers were first used to assist library procedures, the catalogue of a library has been the prime area for conversion to a computer-based system. The reasons for these are various: (i) to provide access to the complete and up-to-date catalogue from many service points; (ii) to provide more and improved access point and search capabilities; (iii) to produce union catalogues; (iv) to reduce the cost of producing and maintaining card catalogues; and (v) to deal with internal and external influences and pressure for change.

[However, this note on LIS–MIS will not deal with cataloguing as it will be separately taken up under DATABASE (3.1) and (3.2)]

This chapter will look at management aspects relating to acquisition, circulation control, inter-library lending and serials controls of LIS. Under

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#### 4.3.1 Acquisition System

Purchasing materials for a library collection accounts for a large part of any library's budget and it involves in collection development and sound management of funds.

4.3.1.1 Computer based integrated acquisition system is yet to be a common practice in India due to various practical hurdles. However, this is very much in the minds of India LIS management, It is expected, that by 2001, Indian LIS will have computerised acquisition systems.

4.3.1.2 The basic functions of an acquisitions system are similar for most types of libraries. Standardised modular approach could be designed for adoption for Indian LIS.

4.3.1.3 Bibliographical record supply: For academic and research libraries–1 Large number of bibliographic data could be accessed direct from various international databases through some nodal centres. For Indian publications–ideally INB could have been automated and revived. Comprehensive coverage of Indian publications–situation is very depressing. No immediate solution [INB/LB's accession list/various publisher's catalogues, ect.–none is adequate]

4.3.1.4 Links with publishers and Books–sellers.

4.3.1.5 Annual number of titles published in India and abroad?

#### 4.3.2 Circulation Central

In majority of the libraries in India circulation is based on manual systems and every library maintains only statistical data of their circulation system in some form or the other. This practice does not allow much detailed information of the loan and to whom it is loaned. One of the basic features of a computer based charging/circulation system is the recording of details the items on loan.

Development of library management began with computer based systems oriented to one function only, circulation control. Most LIS modular packages reach the usual goals of automated support for circulation control and Provide facilities to generate useful management information (statistics, loan status, or loan period, pattern of reservation, analysis of staff time, heavy and low used collection, pattern of borrowers, monitoring the usage of all categories of material.

#### 4.3.3 Inter-Library Loan

Most libraries maintain date on inter-library loans-borrowed/loaned. Due to several physical constraints and environmental factors, growth rate of ILL in India is limited.

Document supply [photocopies of articles, ect.] is having considerable growth.

The main functions in an ILL module–under an automated LIS are:

- requesting
- transmission of requests
- request handling
- dealing with unsatisfied requests
- inquires

Several ILL management systems are available–as part of general library packages. In addition, there are a few stand-alone systems developed in UK.

#### 4.3.4 Serial Control

- 4.3.4.1 Some believe that it is one of the most difficult library management operations to perform by computer because of unpredictable nature of serials.
- 4.3.4.2 Special and academic libraries would be the predominate users of serials modules as in these libraries the amount of money and efforts spent on acquiring and controlling represent a sizable proportion of the library's budget.
- 4.3.4.3 Majority of LIS are yet to use computer for their house-keeping operations.
- 4.3.4.4 MIS guidelines on serials control-development by NISSAT could be adopted as a standard for developing serials modules.
- 4.3.4.5 MIS guidelines of serials control-development by NISSAT could be adopted as a standard for developing serials modules.
- 4.3.4.6 Basic requirements of a serials module may include; selection of titles for purchase (including usage analysis) generating purchase order (new/renewal); financial control' files of suppliers users rate of subscription; receiving the issues claiming missing issues-, current holdings; circulation of current holding; binding; ect.
- 4.3.4.7 Serials subscription Agencies.
- 4.3.5 Preservation and Maintenance of Information Resources
  - 4.3.5.1 Binding of serials–local/regional/national
  - 4.3.5.2 Cooperative effort in reformatting for preservation of monographs and serials published in India and on India–national approach.
  - 4.3.5.3 Manuscript preservation.
- 4.4 Recommendations
  - 4.4.1 (The process of introducing MIS in LIS be done in a phase manner) starting form individual large libraries in various sectors/specialisations

to regional/prime centres to a central coordinating node, (in a time bound schedule.)

4.4.2 Standard package by developed for implementation preferably by Government agency with specifications/parameters drawn up by Library Information Specialists.

4.4.3 MIS central body with mandatory powers and regional/sectorial implementing nodes to be set up.

4.4.4 Training of Library/Information specialists and end users.

4.4.5 Identify end users needs and helpfulness user friends End–User satisfaction

## 5. Standardisation for Resource Sharing Database

### 5.1 Policy Frame

It is helpful and essential to adopt standards for bibliographic information, project description and institutional information which are shareable for access to information resources available within the country.

Such resource sharing facility can have inter compatible standard with comprehensive details.

Inter compatibility facilities among resource sharing databases as communication formats are developed to facilities network relations.

### 5.2 System Management

Standardisation is not static and one time process. It is subject to change happening at end-user and mode of access to information resources, variation in information source generation, presentation, storage and usage, variation in information technologies that can provide physical and remote access to database. Standards of bibliographic description project description and institutional description vary from time to time. Networking technology standards and the document description standards are to be managed to

provide reliable relevant and rapid access to information to end users.

In system management, the adaptable standards used for developing resource sharing facilitation database (RDFD) is in addition to create specialised database for Networking purposes.

The international standards such as ISO-2709, MARC and CCF facilities may be used for developing data capturing techniques.

The sector-wise approach adopted by NISSAT, the region-wise approach promoted by NISSAT and other agencies, the institution-wise approach promised by INSDOC, DESIDOC and INFLIBNET can be gathered for further application. There is need to have standardisation among sectors. Institutional standards, regional standards, National standards and international standards have to be examined for compatibility in adoption.

### 5.3 Funding and Costing

Standardisation needs continuous consultation, revision and regularisation.

While funding for standards should be shared by all the participants for resource sharing databases, it is reasonable to bring in all national bodies in forming the resource sharing standard for effective formulation and implementation. The institution such as NISSAT, INSDOC, DESIDOC, DRTC, BSI and NIC have work together the effective standardisation in RSFD.

Standards should be supported by national organisations.

### 5.4 Interaction Management

The government bodies should have annual meeting for exchanging standards data and discuss problems in the implementation. Besides, these network combination such as CALIBNET, DELNET, MALIBNET, BONET, BALNET should meet to provide practical problems and solution interfacing. These should newsletter and other to provide communication media on resource sharing facility databases. (RSFD).

### 5.5 Research and Development

The factors affecting standards for RSFD are many. The primary changes are in the rapid changes in information and communication technologies, the rapid social and economic changes happening in national development, the end-user needs, behaviors, expectations in formation resources, access and usage, the ability of information, storage and retrieval systems, the ability of information professionals to handle these factors, emergence of new information institutions. Information economics in general call for modification of earlier standards and reemergence of new standard. R&D policy and management programme for RSFD should be promised with different Organisations to promote research and information for standards in the subject.

#### 5.6 LIC Component

Standrdisation of elements and systems for resource sharing facilitator databases involves research in information seeking behaviors, information resources packaging, modes of communication method of sharing, citing retrieval and display of information. The variation and moderation due to diversity customer needs call for development of methodologies in libraries and information science and services. The library associations, departments, of library and information science, INSDOC and DRTC and the libraries namely public academic, research and special libraries have to work together to provide compatible standards for modular and intergrated access to information resource as a whole.

#### 5.7 Optimal Strategy

The strategy of voluntary cooperation with monetary incentive and provision of intercompatibility standard adopted so far provides good scope of implemented strategy for resource sharingin LIS. But the pace has to be accelerated to utilise network systems available in India. For theses purpose:

The data communication standards may be widely disseminated

Adaptation of data communication such as E-mail may be pro-promoted in library having adapted.

#### Library automation

Voice and other multimedia facilities should be made a public access communication with a reasonable cost-recovery plan

Library and information professionals should be made familiar with network technology standards costs, and management

Institutions should provide telecommunication access through a mandatory process at the base-level to libraries.

Identification of growth potential from 1995, fast adaptation to standards for network and bibliographical other description standards is to be promoted.

Education on a continuing bases should be given to promote for standarsation in information sector.

Expertise and financial provision for developing, adapting and assessing the standard (RSFD) is to be encouraged.

#### 5.8 Modalities of Implementation

1. Standards for special bibliographic database are to be prompted.
2. Exchange formats should be developed for this purpose
3. Incentive to standards adoption should be given by network promoters for resource sharing.
4. Standards for resource-sharing system.

#### 5.9 ISO Standards for Information Handling

ISO 2709–1973 Format for bibliographic information interchange.

ISO 2711–1973 Information processing interchange : Representation of ordinal dates.

ISO 2788–1974 Guidelines for the establishment and development of monolingual thesauri. 13p.

ISO 2789–1974 International library statistics. 4p.

ISO 2955–1974 Information processing: Representation of SI and other units

for use in system with limited character sets. 4p.

ISO 3275–1974 Information Processing: Implementation of the 7-bit code character set and its 7-bit and extensions on 3,81 mm magnetic tape cassette for data interchange. 1p.

ISO 3297–1975 International standard serials numbering (ISSN). 4p.

ISO 3307–1975 Information interchange : Representations of time of the day. 2p.

ISO 3388–1977 Patent documents: Bibliographic reference : Essential and complementary elements. 8p.

ISO 3407–1976 Information processing : 3,81 mm (0,150 in) magnetic tape cassette for information interchanging, 32 bpm (800dpi) phase encoded. 23p.

ISO 3413–1976 Information processing : Recorded magnetic tapes for interchange instrumentation application : Standard tapes speeds tape speed and track configurations. 44p.

ISO 3461–1976 Graphic Symbols : General principles for presentation. 7p.

ISO 3534–1977 Statistics : Vocabulary and symbols. 44p

ISO 3561–1976 information processing : Interchangeable magnetic six-disk pack : Track format. Wp.

ISO 3562–1976 Information processing : Interchangeable magnetic single disk cartridge (top loaded) : Physical and magnetic characteristics. 24p.

ISO 4337–1977 Information processing : Interchangeable magnetic twelve-disks pack (100Mbybets). 40.p

ISO/DIS 5127–1977 Information and documentation : Vocabulary Section 1. Basic concepts. V, 42p.

ISO/DIS 5127/2 78 Information and documentation : Vocabulary. Chapter 2. Documents.

ISO/DIS 5127/3–1977 Information and documentation : Vocabulary. Section 3. Identification, acquisition, processing of documents and data. 73p.

ISO/DP 5954–1978 Guideline for the establishment and development of multilingual thesauri.

ISO/DP 5965 International standard record number (ISRN).

ISO/DP 5965 International standard record number (ISRN).

ISO/DP 66156 Magnetic tape exchange format terminological/lesicographical records (MNTER).

## 6. Quality Assurance in Libraries

Libraries have been the repository on information sources and services. They care for making these accessible to potential users. They want to see that the content analysis of the documents possessed by the library material could be easily seen by the user. We need to provide the content analysis of the document possessed by the library on a relevant means. This is the quality assurance we expect to get from librarianship. It attempts to provide qualitative access of contents of the documents available in any libraries and information centre. It creates facilities such as the following

1. To develop an inventory of all the documents that get into a library.
2. To develop a database which includes records for all types of material held in a library
3. To facilitate through a variety of tools that can provide access to universal publications a world wide library
4. To create surrogates of documents contents for browsing, chaining, focussing, selecting , absorbing, and assimilation of information by end user
5. To provide a variety of access tools in improving relevance to the expressed information needs to available resources.
6. To evaluate periodically the information retrieval process and access facilities towards their efficiency and helpfulness to ultimate user
7. To help current and improve the skills of end users to profitable interact with information systems and services.
8. To integrate and network all the library resources into serviceable resources

to users. It helps maximal utilisation of library services.

Performance measure are to indicate the quality of these services. Some of these quality measure could be

- (a) Time taken to respond of the question
- (b) predictability of access to information presentation to information through mediated services
- (c) correlation network to information presentation to information services

Quality assurance can be improved through library automation. It is phenomenon through which computer based information processing is used in day to day operation of library systems and services. A library works like a service industry. Library automation, Particularly micro computer operation releases of library professional to the human aspects of librarianship

Current rubicon of a library automation system is an Online Public Access Catalogue. It is designed to do the following

1. To provide access to literature available in the library
2. To provide multi point and multi person access
3. To tell about what books have been lent and what are in the stock of the library

One of the important aspect of the OPAC is to have public access spread out to work stations of scalars, researcher, teacher, manager, decision maker and others. Access terminal can be located adjacent to stack and office to dormitories and homes even. Printer can be provided to enable the users to make hard copies of their search results.

Some of the strategies for quality assurance in library service are to

1. Create a matrix organisal structure for information service
2. Tap creative talents on the job from information professional
3. Always keep the achievements of people alive through recognition and appreciation
4. Encourage quality-consciousness in every endeavour of the profession

5. Keep the services tuned to socioeconomic dynamic of growth of nations and the world

## Conclusion

Library and Information network databases help resource sharing among the participant libraries. They work with the principle of small units with homogeneous networking facilities.

### ANNEXURE – VI

## Report of The Human Resource Development Sub-Task Group for Sharing of Library and Information Resources

Submitted to

Planning Commission Core Task Group

By

The Sub-Task Group comprising:

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New Delhi  
August 1995

## I. Introduction

The rapid development in the area of Information Technology (IT) represented chiefly by the Computer and Communication Technologies have resulted in the emergence of a new concept, called Information Society. In the last three decades, the IT Industry has emerged from a virtual non-existence to become the most dominant factor in socioeconomic development all over the world. At the heart of evolution of the Information Society is the need to organise disseminate and share information in various sectors. The major resource for this task exists in the form of large number of libraries providing valuable information in terms of books, journals, periodicals and other reference and text material. The amount of information available in libraries in India is fairly large. However, information regarding such resources in the libraries in India is very scarce which results in non availability of information to the users in spite of the fact that the required information may be available in some libraries within the country itself. In many cases, this situation results in avoidable expenditure in the form of acquisition of such resource at multiple libraries.

Information Technology (IT) provides vast opportunities for Libraries and information Scientists to integrate scattered resources in the libraries across the country in such a manner as to make information available to perspective users in-time and in a convenient way. This will also facilitate widening the scope of activities of librarians and information scientists to increase their significance within the organisation itself. The success of application of IT in the field of Library and Information Services, however, depends largely on developing skilled human resource. The library and information personnel need to be equipped with adequate skills to handle modern systems or organising Library Information. They should also have sufficient skills in relation to conversion of manual records into computerised information, on-line access to databases, electronic mail etc. It is true that at present we do not have adequate facilities in various institutions in India to develop this essential base of skilled manpower in the field of Library and Information Science and Services. However, sufficient capabilities exist within the country separately in the areas of Library and Information Science on one hand and IT on the other hand. We need to bring specialists in these areas together to build an HRD base to

provide State-of-the-Art Library and Information Services in India.

In this report an attempt has been made to discuss:

- (a) Overview of present scenario—Education on Computerised Library and Information handling including the availability of infrastructural facilities to train the manpower at different levels in various library schools.
- (b) A proposal for manpower development programme including policy issues in the area of Library and Information Science and Services.

## II. Objectives

The objectives of the Human Resource Development Sub-Task Group are as follows:

- (a) To create an adequate HRD base in the country to implement library modernisation programme and create user awareness and capability to use this facility.
- (b) To support academic institutions to introduce programmes to train manpower in this area at all levels with a minimum knowledge of computerisation activities to design, develop and operate computersied Library Information Systems in network environment,
- (c) To impart advance knowledge of computerisation activities wherever considered necessary.
- (d) To provide mass education to the information users using appropriate computer communication technology.
- (d) To develop a sustainable system to constantly monitor and keep pace with new advancements and needs.

## III. Present Scenario

In India, there are about 7500 colleges in about 210 Universities enrolling around 4 million students for graduate, post-graduate and research degrees sand 300,000

teaching and research faculty. Each one of these colleges/universities have small to medium to large libraries supporting their educational and research system. In addition, there are around 800 to 1000 specialised information centres/ libraries, attached to R&D institutions and other industrial undertaking. Vast information resources are also available in public libraries, libraries promoted by other international agencies such as British Council, USIS, ect. In these libraries, we have information assets worth atleast Rs.2,000 crores and they add information assets worth atleast Rs. 100 crores every year. However, access to theses information resources is mostly limited to the users of concerned organisation. As a result, not only there is large amount of duplication of the similar information in many libraries, but also most of the time information required by the user is not accessible to him in spite of the fact that it may be available in many libraries in the country. The major reasons for such a situation are as follows:

1. There is no coordinated effort in the country to share information regarding various resource available in the libraries across the country.
2. The application of Information Technology in the field of libraries has been very small, and
3. The modernisation of library education itself in terms of introducing modern technological tools to Library Information Centres has been moving at a very slow pace. The efforts made by some leading institutions in the country such as DRTC, INSDOC, NSCI, ILA and Library Science Departments of Universities through short term courses, refresher course, workshops and seminars have been highly inadequate to cope up with the requirements of developing skilled manpower in this area.

The development in the field of Information Technology in India over the last one decade have opened up new areas of opportunities to initiate coordinated efforts to link library resources across the country in a single information resource at the same time retaining the decentralised nature of these resources. Networking of libraries as a part of developing network of all academic institutions in the country is an important requirement to share this vast amount of information resource available in the libraries across the country. The process of networking, however, is

not limited to the establishment of a physical network but also requires automation within the libraries atleast with respect of index of literature available in these libraries so that this information could be available to users across the country through network. Once user is able to locate the reference material in a particular library, the same may be made available to him in various forms either through conventional form of exchanging documents or through computer network depending on the information available in a particular library from where the document is to be shared. It may, however, be noted that the task of developing library network for linking such a large number of libraries in the country is a very huge job. One of the essential requirements for such a programme to take up in a meaningful manner besides financial resources available for procurement of hardware and software and establishment of network is development of human resource in the library system who would bring the information atleast with respect to indexing of journals, books etc. in the respective library on the network. The staff in these libraries should also be fully trained to provide services to the user community by navigating and searching information over the network.

Realising the important of development of skilled manpower in this area, the CONPOLIS Committee headed by Professor D.P. Chattopadhyaya in 1985-86 had suggested the following guidelines for Library and Information System Education.

- In view of the rapidly expanding library and information services and the fast changing character of library and information science, the development of manpower in a planned manner becomes essential. The Indian librarian and information scientist in particular will face the difficult task of carrying the literacy drive on the one hand and dealing with the technological revolution on the other.
- The library and information science courses run by the universities and comparable institutions at the post graduate level should continue to maintain the high standards that have been reached improve their quality, in particular by the incorporation of advanced information technology.

- Para-profession training courses may be undertaken by other appropriate agencies, but care must be taken to ensure uniformity and quality of such training all over the country.
- In view of the challenging and dynamic situation in the profession, the Indian library and information professional must be given every facility to refresh his/her expertise, so as to keep abreast of advancing knowledge by a planned development of continuing education programmes in the field.
- Considering the fact that library and information science courses tend to proliferate, introducing on occasions a dilution of standards, there should be an accreditation agency to ensure the standard and the quality of the training imparted.
- The national need of furthering higher education and research in library and information science may be undertaken by a National Centre to be established for the purpose.
- Library and Information Science Professionals should be given the status and pay scales as well as academic facilities commensurate with their responsibilities with due regard to the fact that every library is an academic/research centre and has to function as such.
- The Government of India should recognise the need for the creation of an All India Library Service and implement the plan when feasible. The creation of such a service will strengthen the national network of library and information system.

In recent years, there were several programmes to train such manpower and most of these programmes were conducted with an objective to impart the knowledge in the area of computer applications. However, one of the major handicaps in these programmes has been the fact that the people who have undergone such programmes hardly had opportunities to implement the know-how acquired by them in these training programmes. Some of the reasons for this are as follows:

- Lack of availability of computer system in their respective organisations.

- Adequate priority not being given by the concerned organisation in automation of library system.
- Lack of any institutional arrangement to provide support to the efforts of new libraries to automate their systems on a constant basis.

It is also noticed that the number of institutions who organise training programmes in this area have themselves not automated their libraries. They also do not have sufficient computing facilities to offer courses in this area. As a result, the courses do not motivate the participants sufficiently enough to undertake similar exercise in their respective organisations. Coupled with this, lack of priority within the organisation to automate the libraries results in the status quo to continue in most of the places.

## V. Methodology

The training of manpower to implement library modernisation programme should be undertaken at two levels (see Diagram 1).

- (i) In-service training of the existing staff of the libraries, and
- (ii) Academic Programme those seeking careers in libraries.

In recent years, several programmes were conducted by agencies like INFLIBENT, University libraries, etc. with an objective of imparting the knowledge in the area of computer applications. However, the experience showed that those who underwent such programme, hardly had opportunities to implement the systems for the want of hardware and software. It is, therefore, suggested that the manpower training be integrated with the overall plan for modernisation of libraries.

In specific terms, it is proposed that target institutions may be identified under categories (i) and (ii) above. Target institutions under category (i) will be the libraries which are proposed to be developed as 'model libraries'. A model library will have the minimum hardware and software to operate computerised information storage and retrieval system in network environment and automated systems for various library functioning. The staff of these proposed 'model libraries' should be institutionally sponsored for the training programmes. The training of this staff may be done by

training institutions under the private and government sectors which have a capability to conduct training on the latest application of IT to library and information services. A few institution may be selected as ‘pilot institutions’ to deliver the training for targeted population on a time- bound basis. In this way, demand and supply ends can be neatly tied with proper accountability on both sides.

Target institutions under category (ii) are from those which are offering curricula in library and information services for the fresh graduates (library school). There are two tasks involved here:

- (i) Curriculum up gradation in include the computer applications in library and information services, and
- (ii) Training the teachers of the library schools to teach new curriculum. Pilot institutions should cater to the later task. The former task may be parellely undertaken by a separate committee.

At present ] a very few library schools have some computing facilities to offer cources on couputer application. It is therefore, impreative that the choice of library schools would be linked with the decision on equipping them with necessary infrastructure.

It is suggested that 25 model libraries across the country and 20 library schools may be targetted in the phase.

## VI. Tar get Gr oups

Target groups will be delivered by target institutions. The training requirement is visualised in terms of three phases as given in the matrix below:

Target Groups (Four Categories)	Phases (3-phases)		
	Phase I without 1 yr..	Phase II next 2 yr..	Phase III next 2 yr..
Those who are entrusted with the responsibility of spearheading and managing	Restricted to Model Libraries	Expended number	Cover all Universities and special libraries

library modernisation  
programme (Group 1)

Those who are involved in design, development and operations of the computerised information system (Group 2)	Restricted to Model Libraries	Expanded number	Cover all universities and special libraries
Teachers of the library schools (Group 3)	Restricted to targetted Library	Expanded number	Cover all library schools
End-users Teaching staff, students and research schools (Groups 4)	Restricted to Model Libraries	Expanded number	Cover all university and special libraries

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## VI. Proposed Plan

As mentioned under sections IV and V above, the HRD plan suggested in this report is intergrated with the overall plan for modernisation of library and information services. The two important links are:

- (i) Identification of libraries from the existing ones, proposed to be developed into model libraries.
- (ii) Identification of library schools proposed to be augmented with requisite infrastructure.

One year intensive programme on computersiation of library activities and several short-term courses are proposed to meet the needs of four target groups. Details proposed are as follows:

### Group-1

Those who are entrusted with the responsibility of spearheading library modernisation may be trained to manage the computerised library systems more effectively and efficiently. They may have a broad exposure to the technologies involved and various possibilities offered by these technologies.

The course content must cover managerial aspects of automation—planning of automation, managing networks, cost effectiveness and cost benefit, personnel management in the context of automation, knowledge of appropriate software and hardware for library applications.

The course duration may be one or two weeks.

### Groups-2

Those who are involved in design, development and operations of computerised information systems require a longer duration training. One year programme is proposed for this group. The objective is to impart the skill and knowledge to design implement and operate automated systems and also give training on well-proven and tested, internationally known library software packages. The programme will consist of two semesters. The course content in the first semester will cover several aspects of automation, including programming—planning of automation, networks, design and development of database, use and implementation of library devoted to hand-on experience on computerising the library in which the candidate is already working.

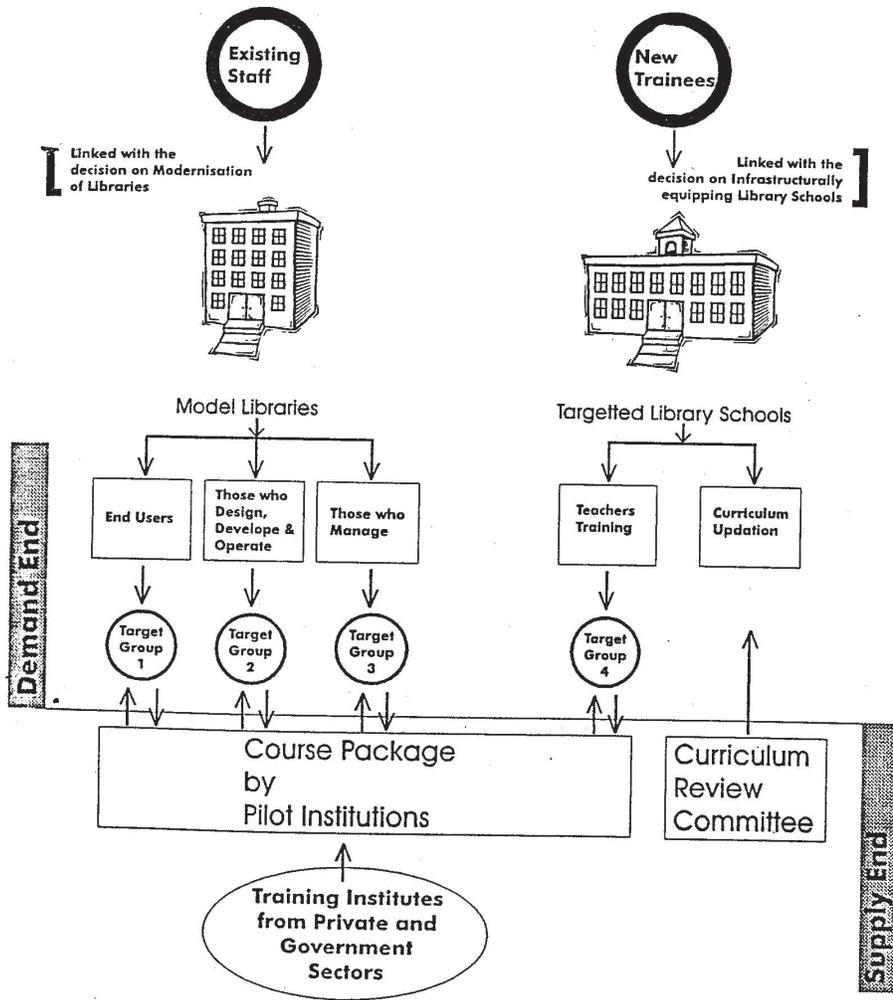
It is proposed that the course content of the first semester may also be offered through distance learning mode.

### Group 3

The objective is to impart the skill and knowledge to design and development of

## METHODOLOGY FOR TRAINING OF LIBRARY MANPOWER

**To remove the deficiency** < OBJECTIVES > **To prevent the deficiency**





REPORT OF THE WORKING GROUP OF THE  
PLANNING COMMISSION ON LIBRARIES  
AND INFORMATICS FOR THE NINTH FIVE  
YEAR PLAN,  
1997–2002





## CHAPTER – 1

# Introduction

- 1.1 In the context of preparation of the IX Five Year Plan, 1997–2002 the Planning Commission set up a Working Group of Libraries and Informatics under the Department of Culture, Ministry of Human Resource Development vide their Order No. M. 12015/14/95 edn. dated 30th January, 1996 with the following terms of reference:
1. To review the status of programmes and to provide the focus for the development perspective for this sector for the Ninth Five year plain.
  2. To suggest the future directions of the programmes including expansion and qualitative upgradation in terms of standards, facilities and attainments with special reference to improving/inculcating reading habits and with particular reference to the underprivileged sections and in those backward areas/rural areas.
  3. To suggest measures for networking of libraries at different levels and to harness the computer and communication technologies and other modern innovations to improve access to information and dissemination of knowledge.
  4. Examine critically:
    - (i) Resource requirements under different activities/programmes.

the Chairman was held on 20th April 1996. The Conveners of the sub-groups met on 22nd April 1996, 25th April 1996, 29th April 1996 and 1st May 1996 to finalise the draft report of the Working Group in accordance with the discussion held in the meeting held on 20th April 1996 with the Chairman and the Convenor of the Working Group. The draft report was submitted to the Convenor of the Working Group on Libraries and Informatics for the perusal of the Chairman.

### 3. Introduction to Library and Informatics

- 3.1 The library and information services are considered vital for the development of different sectors within the National plan of activity. Information has to be made available at the right time in the most precise format to facilitate the decision making process at all levels. The pace of National development can be accelerated by using timely relevant information. The nation's cultural heritage also has to be preserved for posterity by acquiring and processing the relevant material in this regard.

### 4. Review of Eighth Plan Programmes

- 4.1 While reviewing the actual implementation of the VIII Five Year Plan programmes, it was noted that some of the general recommendations of the Eighth Plan have either not been implemented so far or very little action has been taken in this regard. The general recommendations were as follows:
- The subject 'Library' should be transferred from the State List to the Concurrent List, as this is essential for an integrated and coordinated development of Libraries and Library Services.
  - For well directed plan development of Library and Information System, it is necessary to formulate a 'National Policy on Library and Information System' duly approved by the Parliament.
  - An autonomous body called the National Commission on Libraries and Information Systems should be set up to oversee, coordinate and monitor

the country's programme on Library and Information Systems. This should be under the Department of Culture, Government of India.

- At the Centre, a Bureau of Library and Information System should be set up in the Department of Culture. It should be headed by a Bureau head of the rank of Joint Secretary. At the State/Union Territory level, separate Directorates of Library and Information Systems should set up.
- Professional Library Associations always play a significant role in the development of the profession and its personnel. At the National level, there are several such Library Associations e.g. ILA, IASLIC, GILA and a few others. Such Library Associations also exist at State/UT and local levels. Most of these Library Associations are hampered in their activities because of paucity of funds and the consequent lack of resources. A scheme should be formulated to give grants to such Library Associations in the country.
- The Central and the State/UT Governments and other agencies such as National Book Trust, Central Hindi Directorate, Sahitya Akademi and comparable agencies at the State level should produce suitable books (including translations of classics and other important works), audio-visual materials and other reading materials to meet the different reading needs of the people. These materials should be made available at subsidised rates.

Regarding the last recommendation, some action has been taken and some documents as per the needs of the people have been prepared by the Literacy Mission and other agencies of the Central Government. Also, the recommendations of the review Committee regarding pay scales of the Central Government employees have been implemented during the Eighth Five year plan. During the Eighth Plan one major change which has occurred is in the field of modernisation. The concept of libraries has changed and libraries are no longer gauged on the basis of their collections alone. Services have taken a very important role within the library and information system during the Eighth Plan. A beginning in the application of

information technology has also been made during the Eighth Plan. Most libraries, however, are working in isolation and there is no integrated system in the field of library services and informatics so far.

## 5. Priorities in the Ninth Plan

The Working Groups identified the following main thrust areas in the Ninth Plan for the development of libraries and informatics:

- 5.1 The subject 'Library' should be transferred from the State List to the Concurrent List, as this is essential for an integrated and coordinated development of libraries and library services.
- 5.2 Library legislation should be enacted in all the States of India.
- 5.3 All the different library systems should be modernised to form part of one cohesive integrated system within the country. A National database may be created on the pattern of OCLC (Online Computer Library Center) and networks be developed in different cities.
- 5.4 Application of information technology be promoted to ensure universal access to information. It would facilitate the use of National and International networks and also provide relevant information.
- 5.5 Conservation of the cultural heritage of India be ensured by undertaking programmes such as National Conservation Programme and National Mission on Rare books and Manuscripts, and also by setting up of a Cultural heritage Information System.
- 5.6 As recommended by the Working Group on Libraries and Informatics of the VIII Five year Plan, an autonomous apex body to be set up to review the existing library services, coordinate and monitor the activities of different library systems, oversee modernisation of library operations and services by laying down guidelines and policies for their development, develop a databank of library data, and lay down guidelines for manpower development and training and undertake accreditation of library and information science departments.

- 5.7 For effective and speedy implementation of all programmes related to the development of library and information system, a Bureau of Libraries and Information Services be set up in the Department of Culture.
- 5.8 An all India cadre for Library and Information Services with uniform recruitment rules should be made to ensure systematic staffing pattern and development of human resource to meet the new challenges. This will also

help in effective management and development of the National Information Grid.

## CHAPTER – 2

# Library and Information Services: Position at the End of Eighth Five Year Plan

## 1. Introduction

The Libraries in India have been in existence for the last few centuries. Their role has been changing particularly after Independence. They can no longer be considered as appendages or support centres to institutions and store houses of books and other reading materials. Even the old concept that a library provides its readers with the right document at the right time is changing. They have become knowledge bases and information centres where library services are of paramount importance. Information has come to be recognized as an important resource for any developmental activity.

1.2 Some of the problems which have affected the functions, growth and development of libraries are:

- (i) Exponential growth in published information which has led to information explosion. Due to this the choice of what reading material is to be kept, even in a highly limited field, is becoming harder than before. On the other hand the selection of relevant and precise information for a specialist user has also become much more difficult;
- (ii) The information to be handled by libraries is becoming multimedia in the scope. In addition to texts, images, and videos, even animation and

simulation programmes etc. have to be handled;

- (iii) The multimedia information is increasingly becoming interconnected;
- (iv) The cost of reading materials particularly the periodicals in science and technology has been increasing at about 8-10 per cent every year; and
- (v) The financial constraints with the funding agencies are growing.

- 1.3 The Government of India has been concerned with the growth and development of the libraries, and during 8th Five Year Plan it decided to evolve a National Policy on Library and Information System. But much needs to be done in this regard.
- 1.4 The solution to some of the problems mentioned in the foregoing paragraphs can be seen in the transformation of the contents of a library to a digitized electronic form thus having 'digital libraries', which are viewed as electronic collections covering records, images, video, slides, books, etc. The global networking has further prompted a wide scale digestion of information. There are innumerable technical issues which need a thorough discussion before establishing such libraries. Some of them are: Optical Storage, User' Interface, Size of databases, Resource Discovery, Copyright, and Security etc. However, a beginning in this direction should be made as digital libraries would also help in providing a universal access to information with the help of multimedia and networking.
- 1.5 The Eighth Five Year Plan as well the Seventh Five Year Plan Working Groups had given priority to the setting up of an autonomous apex body to coordinate and monitor the activities of libraries in general and academic libraries in particular but the same has not yet been done.
- 1.6 Brief details of the scenario as have emerged during the 8th Five Year Plan for different types of library systems have been given in the subsequent sections.

## 2. Public Libraries

- 2.1 Public Library is an institution which is governed by government, local bodies and even voluntary organisations. It caters to the needs of the public at large. Since the sources of funding of the voluntary organisations have already dried up, they are no longer in a position to maintain Public Libraries. The existing Public Library system in the country is mostly government funded and consists of State Central Library, District Central Libraries, Panchayat Libraries and Village Libraries. So far 10 States have enacted Library Legislation with a view to establish a network of libraries in the State. The libraries, in the States where legislation has been enacted, provide services in rural areas as well. Among the states without a library legislation, Delhi has a large public library system run by the Delhi Library Board. The Delhi Public Library has 191 libraries within its fold. This has developed into a metropolitan public library system with 4 zonal libraries, branch libraries, deposit stations, libraries in resettlement colonies and network of mobile libraries.
- 2.2 According to the available data it has been estimated that there were 54, 845 public libraries in India and the total expenditure during the 7th Five Year Plan was estimated to be Rs. 205 Crores. The planned expenditure was Rs. 250 crores by the end of 8th Five Year Plan. The contribution of the Central Government on Public Libraries is estimated to be about 20 per cent of the total allocation.
- 2.3 Most of the libraries concentrate on Lending Services and provide reading Room facilities. Some of them provide extension services. Other services such as Reference Service, bibliographical Services, etc., with the exception of a few State Central Libraries, are non-existent. The State Central Libraries have not yet evolved any policy for collection development. They should aim at having multilingual collection to serve different linguistic groups. These libraries have yet to be automated and modernised. However, it is felt that the best maintained public libraries are those which are covered by library legislation and are run by raising funds through Library Cess and

supplemented by State grants.

- 2.4 An important development relating to Public Libraries is the 73rd and 74th Amendment to the Indian Constitution during 1992. The Panchayat Samitis and the Zila Parishads are the new authorities created under the aforesaid amendments. The Panchayats are now to offer Public Library Services in collaboration with the Samitis and Zila Parishads in which the District Central Libraries will have no role to play at the apex of the District Library Sub-system. Similarly the Urban Local Government such as Corporations, Municipalities, and Town Committees have been made responsible for the cultural activities including the public libraries under the 74th Amendment to the Constitution. In view of these developments, the structure of the public libraries needs to be reviewed before further library legislation is taken up by the States.
- 2.5 All public libraries should have separate children's sections as well as special facilities for the handicapped. Braille collections have to be developed for the visually handicapped and special care has to be taken to give appropriate library service to tribal groups.
- 2.6 The Raja Rammohun Roy Library Foundation, Calcutta, which is an autonomous body under the Department of Culture, has been engaged in promoting public library service through its various schemes of providing matching and non-matching assistance for development of Public Libraries. For strengthening National integration, the Raja Rammohun Roy Library Foundation should ensure that Indian language books are well distributed within the system. The Raja Rammohun Roy Library Foundation should act as the coordinating agency for development of networks with the Public Library System. This may be feasible if sufficient funding is provided to fructify this as a special scheme of RRRLF during the 9th Five Year Plan.

### 3. Academic Library System

- 3.1 The academic library system in India consists of School Libraries, College

Libraries, University Libraries and Libraries of the other University level institutions. The user groups of these libraries comprises students, teachers and educational administrators in addition to external users in very few cases.

- 3.2 There are 223 Universities including Institutions of National Importance, 37 Deemed to be Universities under the UGC Act, 34 Agricultural Universities and 7 Open Universities. The number of Colleges is about 8,000 and few of them are autonomous colleges. Faculty strength is around 4.5 lakh and the total enrolment is over 55 lakh students including around 50,000 research scholars and 4 lakh post-graduate students.
- 3.3 The University Libraries have been supporting teaching, research and extension activities of the parent institutions. The libraries of these institutions, at present, are at different levels of development. None of them can be considered to be fully automated or modernised. The college libraries function under the guidance of the universities. However, they seldom get any support or advice from the university library authorities and they even lack in sharing of resources with the university library and also with other college libraries under the jurisdiction of the same university.
- 3.4 Most of the university libraries have been providing traditional library services like lending, and reading room facilities. While Aligarh Muslim University Library is open round the clock, most libraries are open for about 8–12 hours a day or little longer.
- 3.5 The UGC till the end of the Seventh Five Year plan had been monitoring the development of university and college libraries with the help of a Standing Library Committee. It may be noted that despite a specific recommendation to this effect by the 8th Five Year Plan Working Group on Libraries and Informatics, the UGC did not have any Committee for the purpose.
- 3.6 A random study of the provisions for library budget in the total budget of the university reveals that the university libraries are not even spending 4 per cent of their budget on libraries. The Kothari Commission and the Radhakrishnan

Commission had recommended 6–10 per cent of the university budget to be spent on the library books and periodicals. Another norm recommended for this purpose by the Kothari Commission was Rs. 25/- per student and Rs. 300/- per teacher. This norm needs revision in view of the inflation and escalating cost of reading materials during the last few years. The Raj Committee for the Karnataka Universities had suggested that 20 per cent of the university budget be spent on libraries. In view of the increasing cost of reading materials, at least 10 per cent of the Universitys' budget should be allocated to book budget (i.e. for books and periodicals).

- 3.7 The role of university and college libraries has been changing over the years. These libraries need to be on 'Information Super High Way' which would connect the entire world for dissemination and exchange of information in not too distant a future. The pre-requisite for the same is computerisation and modernisation. In India a beginning in this direction has been made by the university and college libraries. While appreciating the efforts of the UGC which of late has been giving substantial financial assistance to Central universities and State universities to the tune of 2 crores of rupees and 50 lakh respectively during the Eighth Five Year Plan for computerisation of library operations and services, it has been observed that no substantial progress had yet been achieved in this direction. Some of the reasons for the slow progress are:
- (i) Lack of standard input formats as well as data entry in the automated system;
  - (ii) The libraries have large stocks of documents with varying cataloguing practices in different institutions as well as non-standard formats; and
  - (iii) Absence of a central agency of the librarians and information specialists to guide, coordinate and monitor the computerisation work of the libraries with a view to utilise the funds for the intended purpose. The whole system needs a fresh look.
- 3.8 The data entry in standard format is possible for the entire collection and,

therefore, it would be desirable to standardise the same by using standard format which will also enable exchange of information. However, the date entry work must start with the current acquisitions by university and college libraries. The retrospective conversion of the much used existing document collection could be taken up as projects.

- 3.9 The school libraries, barring a few have to go a long way to be able to support school education system. Most of the schools do not have libraries and those which have, they have been kept in a bad state. They follow closed access system and face problems of paucity of reading material as well as stacking space. They also lack in professionally trained and qualified manpower, and necessary funds. With the result the curriculum related study suffers and the reading habits are not developed at the school stage. This situation really needs to be taken up on a priority basis.
- 3.10 Resource sharing and networking are absolutely essential. Universities have not yet established their Local Area Networks (LAN) but are becoming members of the City of Metropolitan Networks such as DELNET, CALIBNET, MALIBNET, PUNENET, etc. the In FLIBNET (Information and Library Network) Programme of the UGC, and the Information Centres at Baroda, Bangalore and Bombay are not yet fully operational. During the Plan-Period, 54 Universities have been funded the UGC-INFLIBNET till March 1995. About 20 Universities are likely to be funded during 1996-97. The remaining Universities are yet to be covered. The INFLIBNET has been conducting training programmes for the professional staff of the university and college libraries. A thorough review of the INFLIBNET programme is needed.

#### 4. Special Libraries and Information Systems

The Special Libraries support research and development (R&D) as well as scholarship. These are attached either to scientific organisations like CSIR (Council of Scientific and Industrial Research), DRDO (Defence Research and

Development Organisation), ICMR (Indian Council of Medical Research), ICAR (Indian Council of Agricultural Research), or Social Science Research Institutions, or institutions specialising in Arts and the Humanities, Government Departments, Museum Libraries, Industries and Business Houses in private and Public sector. These Libraries have specialised collections in their discipline(s) and cater to the information needs of researchers, subject specialists etc. in these disciplines.

#### 4.1 Science and Technology Libraries

- 4.1.1 It is estimated that there are more than 1200 libraries attached to scientific organisations and institutions such as CSIR, ICAR, DRDO, ICMR, ISRO, etc. In addition to institutions of higher learning there are industrial Houses (as a part of R&D activity) both in the private and public sector. The collection size, and subscription to journals in these libraries vary considerably. However, it is estimated that on an average the stock of books, reports, patents, standards etc. varies between 20,000 to 50,000 and libraries subscribe to about 200–300 journals, with the exception of a few large libraries and university level institutions. The annual rate of addition of books and subscriptions list has been considerably reduced during the Eighth Five year plan due to financial constraints. In these libraries the strength of professional staff ranges from 1 to 20, and the clientele ranges between 50–500 persons.
- 4.1.2 The Science and Technology libraries are considered to be better developed, modernised and service oriented. The services include; in addition to traditional lending, and reading room facilities, bibliographical and current awareness services. Some of them offer Selective dissemination of Information abstracting and digest services. Xeroxing facility is a common feature.
- 4.1.3 Some of the major libraries are fully automated but lack in on-line facilities and networking amongst themselves. They, however, are not yet marketing information products and services and are also not collaborating with Industrial and Business Houses in private as well as public sectors.

4.1.4 National Information System for Science and Technology (NISSAT) has come to be recognised at the National as well as International levels. However, it needs to expand its scope to other sectors and to have connectivity with other Information Systems and Networks at the local and National level.

## 4.2 Social Science Libraries

4.2.1 Disciplines within the spectrum of Social Sciences have made steady progress since Independence because of their vital role in economic development and social change. They have received some recognition, support, and encouragement from the Government and from other public and private organisations during the recent past. No comprehensive study about the number of positions in the Departments and institutions of higher learning, doctoral students, number of research institutions, publication activities and social science departments in the universities has been undertaken. It is, however, estimated that annual enrolment for doctoral work is about 10,000 students. In addition to the universities and colleges, there are about 1,000 institutions engaged in social science research and 450 of these can be considered to be actively involved in research, training and counselling in social sciences. The number of teachers and researchers in the university departments is around 30,000 and in colleges it is about 8,000. It is estimated that more than 1,000 journals are being published in different social science disciplines, and the number of books, survey reports, seminar publications, etc. all of which are of research value is quite large.

4.2.2 With regard to the libraries of these 450 active research institutions, it is estimated that on an average each of the library has a collection of about 10,000 documents and gets between 50–250 periodicals. The institutional budget is about Rs. 25 lakhs whereas the library budget was about Rs. 1 lakh i.e. less than 4 per cent till the end of 1995–96. Almost all of them have been able to get e-mail facility and around 3 percent i.e. 12–15 of them could be considered to be modernised. All of them provide usual lending and reading room facilities and no specialised services are provided to the scholars, in spite of the fact that users depend heavily on libraries in social sciences

including those in natural and physical sciences.

- 4.2.3 A document delivery system is non-existent and needs to be developed to avoid unnecessary duplication of the documentary resources. A National Information System in social sciences (NISS) has not yet taken off and should be developed on a priority basis by the ICSSR.

### 4.3 Government Libraries

- 4.3.1 The growth and the development of the Government libraries actually started after Independence in the country. There were very few libraries worth the name before 1947. At present there are about 800 government department libraries which are at different stage of development and primarily cater to the needs of the Government departments. With the increase in the governmental activities, these libraries have now to collect, organise, disseminate literature on economic activities, social welfare, art and culture, etc. The importance of Government libraries is being recognised greatly now. The different ministries of the Government of India make financial provisions for their libraries.

- 4.3.2 A survey of about 70 government libraries in Delhi reveals that the size of the document collection in each of them varies considerably. The lowest collection is in the Prime Minister's Office library which is around 15 thousand and the maximum in the Central Secretariat Library (CSL) which is about 8 Lakhs approximately. Shortage of stacking space and reading space is a problem being faced by all the libraries most of these libraries have yet to use Information Technology (IT) for their activities. They provide traditional lending and reading room facilities and many of them follow obsolete issue system.

The funding of these libraries is also at variance. About 25 per cent of these 70 libraries spend between Rs. 50,000 to Rs. 1 lakh and another 25 per cent between Rs. 1 lakh to Rs. 2 lakhs with the exception of Central Secretariat Library. All the other libraries are spending less than Rs. 50,000 on books and periodicals. There are no norms for this purpose and the same need to

be developed.

#### 4.4 Arts, Culture and Humanities

- 4.4.1 There are about 500 libraries at varying levels of development specialising in the arts, culture and humanities and some of these are attached to museums. Some of the most important ones are located in Metropolitan towns like Delhi, Bombay, Madras, Calcutta and Bangalore. In Delhi alone there are little over 20 such libraries.
- 4.4.2 These libraries are acquiring collections, processing them, organising them as well as serving the user community. These libraries possess very valuable, non-print material in the form of manuscripts on plam leaf, birch bark, handmade paper, etc. as well as artifacts and sculptures. All these are very unique components of art and culture information carriers, dating back to several centuries and pose unique issues and problems for automation. A uniform standard is to be developed and fragmented material is to be brought together and profiles are to be reconstituted. There is very little work done in this direction. These have to be brought together on a common compatible platform for resource sharing. All such libraries including MSs libraries have not yet been linked through networks. Standardisation of the processing and other systems, needs to be undertaken before linkages are established. Some of the libraries are functioning as appendage to important museums.
- 4.4.3 The libraries in the domain of Humanities with particular reference to Art, have not yet been brought into the mainstream of information storage and dissemination. Marketing and transferring information through modern IT applications has yet to be taken up. Most of these libraries are not using automation except a few such as IGNCA.

### 5. National Libraries

- 5.1 The main thrust of National Library System is to develop, upgrade and modernise the level of National Library System in India to be at par with

the International level and also to ensure universal access to information at the National level.

- 5.2 All the components of the National Library System which comprise the National Library, Calcutta, the Depository Libraries in new Delhi, Bombay and Madras, National Subject Libraries such as National Science Library, National medical Library, Indian Agricultural Research Institute (IARI) Library, National Documentation Centres and libraries of National importance have developed in isolation so far. The system, has been ineffective in the context of developing into a National Information System. These components, therefore, should form part of one cohesive integrated system.
- 5.3 The National Subject Libraries and the National Documentation Centres have all been working as National Institutions in their respective fields of activity, but there has been no statutory recognition to declare these organisations as National Institutions. All these institutions work under other major organisations/ministries and are twice removed from the decision making authorities in their respective set ups. Therefore there has been no uniform development of the system as a whole. Unless these libraries and documentation centres are given proper statutory recognition and uniform status, the development of the National Library System is not possible. Also the activities and funding of these components in the system are adversely affected due to lack of status within the National Library System as a whole.
- 5.4 Prerequisites for rationalised growth of the components are: Space, Funding, staff training and staffing pattern as per the felt need.
- 5.5 In the National Library System, there is a need for rationalisation of acquisition and development of a balanced collection so that resource sharing can be facilitated using modern information technology. Review of the Delivery of Books Act is called for to ensure proper collection development of Indian published material.
- 5.6 Library automation in these libraries and documentation centres with the exception of those in science and medicine is still at different stages of

- development. Modernisation of all the components of the National Library System is also necessary to facilitate uniform growth and development.
- 5.7 The National Library, and the other components of the system have programmes which, if implemented in full, will bring about cohesiveness between the libraries, documentation centers, publishing industry and the users at the National level.
  - 5.8 The Indian National Bibliography (INB) being brought out by the Central Reference Library (CRL) is irregular and has a time lag in the publication schedule. To ensure bibliographic control of materials published 'in India' and those published 'on India' anywhere in the world, the INB should be computerised and made on-line and the National Library should act as the centralised coordinating agency for preparation of databases within the system.
  - 5.9. Most libraries attached to the National Institutions of importance and the National Library, Calcutta have rich and rare collections which should be conserved for posterity. A National conservation programme is the felt need which should be initiated for physical conservation of rare documents as well as conservation through information technology.
  - 5.10 The components of the National Library System should be funded to initiate research projects and impart training in the modern methods of conservation and preservation at the National level for future modernisation of the library system as a whole.
  - 5.11 To give greater thrust to the proper functioning of the system as a whole a National Reference Library may be set up at Delhi under the Department of Culture, Government of India, in the Central Vista, to coordinate with all the National Libraries, networks and important institutions and libraries in India and abroad in order to provide reference service to users. A National Document Delivery Centre, with automated facilities for publications in English, and Regional Document Delivery Centres be established for publications in each recognised Indian language at the institutions rich in

the publications in those languages, with proper linkages with the National Reference Library.

## 6. Informatics

Information is considered to be a vital resources for any developmental activity and informatic relates to process, methods, storage, retrieval and dissemination, rules and regulations concerned with information. The present scenario reveals that a large segment of libraries have not yet been able to use informatics fully because of various reasons. An important reason being the inadequate knowledge of the concepts and application of the technology. The education and training programming for this purpose should lay emphasis on information handling, organaisation usage and all aspects of computer applications. Library software packages promoted and developed by agencies like NISSAT, NIC, INSDOC, DESIDOC, etc. should become available to a large number of libraries and information centres. The NICNET Phase IV should establish communications links within the country and abroad with all libraries, institutions networks, etc. as this would help to utilise the National information resource and make use of infrastructural resources.

During the Eighth Five Year Plan period considerable effort has been put in by some libraries to computerise their operations and services. However, these are still

at initial stages of library automation. Various metropolitan networks have been planned and some of them such as DELNET have shown substantial progress.

## 7. Manpower Development

- 7.1 At present there are about 80 universities imparting education and training at the Bachelor's degree level (BLISc) and 35 of these offer courses at Master's degree (MILISc) level, 4 of them have provision for M. Phil and about 15 for Ph.D in Library and Information Science. Two institutions award Associateship in Information Science and Documentation. The content and quality of professional education imparted by these institutions is at variance. The UGC during the 8th Five Year Plan brought out a CDC Report which has been found to be unsatisfactory, and has, therefore, not been adopted by most of the Universities. In view of the technological developments and the need for their application in Libraries and Information Centres the curricula need an urgent fresh look. These should lay emphasis on use and application of Information Technology and modern management theories.

### CHAPTER – 3

## Recommendations

### A. General Recommendations

1. The responsibility of developing a public library system lies with the State Government for better dissemination of information to all levels of citizens. Library legislation should act as a support for a proper and systematic development of public library system in the State. At present, only ten States

have enacted the library legislation for public libraries. Therefore, all the States should enact necessary legislation for supporting a well organised of a public library system.

2. Under the existing State Library Systems, District Central Libraries are placed at the apex of the District Library Systems. This structure now needs to be reviewed in view of the 73rd and 74th amendments to the Indian Constitution.
3. India being a multilingual Nation, the State Central Libraries should have multilingual collections to serve the different linguistic groups residing in the State concerned. Efforts made in this direction during the previous Plan should be continued.
4. Model libraries may be set up with a view to promote access to library resources and reposing trust and confidence in the users of the libraries. It is recommended that all checks in issue and return of books (except rare books, periodicals, and reference and information sources) be removed in one of the leading university libraries and a college library in each region after these have been fully computerised, on experimental basis. It is felt that this practice will help in character building among the youth and help in developing proper value system. The experiment should be carefully monitored and loss of reading material, etc. should be written of by the authorities concerned. The model if found successful be tried in other libraries in a phased manner.
5. The technological developments and their application in academic libraries have necessitated the reformulation of norms and standards for buildings, furniture, size and type of the document collection and staffing, etc. by the UGC and other concerned agencies such as Bureau of Indian Standards.
6. The National Information System for Science and Technology (NISSAT) has come to be recognised at the National as well as International levels. However, it needs to expand the scope to other sectors and have connectivity with other information systems and networks at the local and National level such as INFLIBNET.

7. In order to achieve resource sharing on local, regional and National levels, development of local area networks and wide area networks of libraries be promoted.
8. The Government libraries should be modernised and a union catalogue of all the Government official documents and monographs available in Government Departmental Libraries be compiled. Also as there are no norms for funding of Government of India libraries, it is recommended that such norms be formulated.
9. All libraries should be linked through networks. Special efforts should be made in the domain of Humanities with particular reference to Arts including MSS libraries. As a prerequisite to setting up such networks, standardisation of the processing and other related activities should be ensured.
10. An autonomous Apex Body to review the existing library services, coordinate and monitor the activities of different library systems, oversee modernisation of library operations and services by laying down guidelines and policies for their development, develop a databank of library data, and supervise manpower training and accreditation of library and information science departments be set up, under the Department of Culture, Ministry of Human Resources Development.
11. All the components of the National Library System have developed in isolation so far, thereby contributing to its ineffectiveness. It is recommended that there should be a National Library System (NLS) comprising the National Library (NL), Calcutta as the National Library of India, National Depository Libraries in Delhi, Bombay and Madras, National Subject Libraries such as National Science Library, National Medical Library, etc. and National Documentation Centres such as Defence Scientific Information and Documentation Centre (DESIDOC), Indian National Scientific Documentation Centre (INSDOC), National Social Sciences Documentation Centre (NASSDOC), etc., and such other libraries of National importance. These should form part of one cohesive integrated system.

12. Development of balanced collections within the system be promoted by rationalisation of acquisition of reading materials. It will facilitate resource sharing using Information Technology. In this process, the Press and Registration Act and the Delivery of Books Act may be reviewed for fruitful implementation.
13. National Library, Calcutta and Central Reference Library should correlate their activities regarding computerisation of Indian National Bibliography (INB), thus making INB not only a standard book selection tool but also the Ministry of bibliographical control of the country's published heritage.
14. A National Conservation Programme needs to be formulated and implemented. This important programme may be initiated in two parts:
  - (i) Physical conservation of rare documents; and
  - (ii) Conservation through reprography/micrographics and electronic imaging.
15. Keeping in view the deteriorating conditions of Indian manuscripts and rare books in public and private collocations, a National Mission on MSS and Rare documents under the Department of Culture be established to look into the related issues and to convert such rare materials into CD-ROMs with proper indexing facilities. In addition, the Mission should provide assistance to the libraries for preservation and publication of the rare MSS and documents. Important manuscripts whether in private or public holdings may be identified and efforts be made to publish them.
16. The modernisation of libraries using information technology should result in the creation of standard bibliographic databases. Necessary and adequate assistance be given to institutions for the purpose in accordance with their performance with a view to avoiding duplication of costly documentary resources in the libraries and optimizing their use and availability to scholars, researchers and public. It is recommended that resource sharing through networks be undertaken.
17. NICNET established by National Informatic Centre (NIC) should establish

communication links within the country and abroad with all libraries, information centres, institutions, networks, etc.

18. Professional Library Associations always play a significant role in the development of the profession and its personnel. At the National level, there are several such Library Associations e.g. ILA, IASLIC, GILA and a few others. Such Library Associations also exist at State/UP and local levels. Most of these Library Associations are hampered in their activities because of paucity of funds and the consequent lack of resources. A scheme should be formulated to give grants to such Library Associations in the country.

## B. Specific Recommendations

### I. Public Library System

1. Children's Libraries: All Public libraries should have separate sections for children and, depending on the area of location of the library, the children's literature in the language of the area as well as in some other languages should be available.
2. Services to the Neo-literates: The public libraries should have a special section for new-literates and the libraries should work in tandem with Literacy Missions of both Central and State Governments in providing proper reading materials for neo-literates which should be made available to the said clientele.
3. Services to the Handicapped:
  - (a) Facilities for handicapped library users should be made available in the Public Libraries.
  - (b) Public library service should be provided to the visually handicapped persons by establishing Braille sections in close cooperation with the National Institute for the Visually handicapped, Dehradun and the National Institute of health and Family Welfare, new Delhi

4. Audio-Visual Aids: Non-book materials have been one of the major agents of dissemination of information. All public libraries specially those attached to the community centres should use audio-visuals which have been prepared in collaboration with Central and State Government agencies.
5. Libraries for Tribal Groups: While opening new public libraries the importance of opening such centers in areas inhabited by the tribal groups may be favourably considered. Special care should be taken to establish and develop libraries which will make reading materials available in tribal languages for preservation of their culture.

## II. Academic and Special Libraries

6. The UGC till the end of the 7th Five Year Plan had been monitoring the development of the university and college libraries with the help of a standing library committee. Since the beginning of the 8th Five Year Plan, despite specific recommendation to this effect by the working group the UGC did not have any Committee for the purpose. It is recommended that the UGC may constitute a committee, on priority basis, to oversee, monitor and lay down policies and guidelines for the development of the university and college libraries.
7. The data for library budget and total budget of a university reveal that the university libraries are spending less than 4 per cent of their budget on libraries. In view of the increasing cost of reading materials, it is recommended that atleast 10 per cent of the universities budget be allocated to book budget (i.e., for book and periodicals).
8. During the Eighth Five Year Plan, the UGC has given substantial financial assistance to Central universities and State Universities to the tune of Rs. 2 crores and Rs. 50 Lakhs respectively for computerisation of library operations and services. The Working Group while appreciating the efforts of the UGC in this regard recommends continuation and strengthening of the programmes and is of the view that adequate provision be made for such grants to the

Central and State Universities respectively in the Ninth Five Year Plan.

9. The automation and modernisation of university and college libraries should be speeded up. The databases in these libraries should be created using International standards.
10. The UGC should provide sufficient financial assistance to the universities and college libraries for creation of database of retrospective collections. In the first phase, priority may be given to the much used collection.
11. Each university should establish Local Area Network (LAN) and provide terminals in each Teaching Department for quick access to the resources of the Library.
12. The facilities provided by Information Centres set up by UGC/AICTE at Bangalore, Baroda and Bombay need to be further augmented. Similar Information Centres should be established in other regions which should have linkages with other library and information networks in the country.
13. INFLIBNET (Information and Library Network) should be made fully operational.
14. The escalation in the costs of publications, equipments, and professional manpower on one hand and constraints of funding the libraries from Governmental sources on the other, have necessitated generation of resources. With a view to generating financial resources the University and College Libraries should make a beginning and experiment with some of the methods of marketing of information products and services. Some of these are:
  - (i) Libraries could generate resources by providing paid precision oriented services such as bibliographical services, Current Awareness Service (CAS) and Selective Dissemination of Information (SDI) to researchers and faculty members;
  - (ii) Libraries may also market the services and products and provide facilities to use the libraries to outside scholars, academics and other i.e., who are not bonafide members of the libraries and need

information;

- (iii) Collaborate with industries and other R&D establishments for supply of information and consultancy services;
  - (iv) Allow use of libraries to the beneficiaries of the distance education programme against payment by the authorities; and
  - (v) Increase membership fees periodically keeping in view the costing of library operations and services.
15. While starting a new course or even establishing a college or a university, the library facilities should be planned properly and provided for with adequate financial resources both for physical infrastructure and equipment as well as document collection. No college or a university should be established and even no new course should be started without adequate library support.
  16. A school library-elementary, middle, secondary or senior secondary must be administered by a professionally qualified librarian. Besides supporting the academic activities, the librarian should assist in developing reading habits amongst the school children.
  17. The professionally qualified staff in academic libraries should be regarded as members of the academic community and accorded academic status for all intents and purposes.
  18. Reducing the cost of serving information, the science-technology libraries should experiment with marketing of information services and products to generate some external cash flow as this experiment carried out by a few major institutions has been found to be successful. It is recommended that Science and Technology libraries should collaborate with industries and provide information against necessary payment.
  19. A National Information System in Social Sciences (NISs) should be developed on priority basis. The conservation and preservation of social science journals, reports, and theses in documentary and in other electronic forms be taken up at the earliest. All the social science research libraries be modernised in

a phased manner during the Ninth Five Year plan.

20. In social Sciences and Humanities, identification of libraries for developing National databases on specific subjects be done and assistance given to them.
21. The secondary sources of information in Social Sciences and Humanities being produced in India and abroad should be acquired in digital format for better resource sharing.
22. There is no Union Catalogue of Government documents available in Government libraries. The Central Secretariat Library may be assigned the work of compilation of on-line union catalogue of holdings of documents available in Government Libraries.
23. It is recommended that important Government documents be stored in microforms and CD-ROMs as one of the major activities in the modernisation process.
24. The funding of Government libraries is at variance. About 25 per cent of these libraries spend between Rs. 50,000 to and Rs. 2 lakhs and about 15 per cent spend little more than Rs. 2 lakhs with the exception of Central Secretariat Library. All the other libraries are spending less than Rs. 50,000 on books and periodicals. It is recommended that norms be formulated for the funding of Government libraries.
25. The libraries in the domain of Humanities with particular reference to Arts are not properly developed. These are to be brought into the mainstream of information storage and dissemination. Marketing and transferring of information through information technology applications should be the thrust area among the Art libraries.
26. A uniform standard be developed for the Art and Humanities collections and fragmented materials be brought together and document profiles be reconstituted. It has been observed that in certain cases the libraries are appendages to important museums and archives. This hampers the

development of libraries. It is recommended that these libraries should be developed as independent libraries.

27. With a view to preserving and disseminating the cultural heritage of India, it is desirable that the Cultural heritage Information System be developed linking all the libraries, archives, museums, institutions and other centres across the country for free flow of information and material to serve the community. In this context, it will be essential to develop libraries of National importance in different disciplines and other libraries in Arts and Humanities. In view of the strong collection and modernisation of Indira Gandhi National Centre for Arts (IGNCA), it is recommended IGNCA be entrusted with the responsibility to act as an Information Clearing House for the purpose.

### III. National Library System

28. The National Library, Calcutta and the Central Reference Library, Calcutta should correlate their activities regarding the computerisation of Indian National Bibliography (INB), thus making INB not only the standard book selection tool, but also the mainstay in bibliographical control of the India's published heritage. Indian National Bibliography should be published without delay and made available on-line, incorporating books, documents, government documents, CD-ROMs etc. in all Indian languages.
29. National Subject Libraries, four recipient libraries under DB Act and libraries of National importance should merge their data in a common database following uniform standards, uniform/compatible softwares and computer systems on the pattern of OCLC. This will help in ensuring quick and exhaustive access to information and also save duplication in processing of material by other libraries in the country. The database may include books, periodicals, non-book material, reports, standards etc. and also non-print material in electronic form. In this database the complete catalogue of the National Library, Calcutta in all languages should become available on-line using standard International format. The National Library will act as the

centralised coordinating agency for such a database within the National Library System (NLS).

30. All the participating libraries in the NLS should be networked for which necessary infrastructure should be developed and standardisation/compatibility of computer system (hardware and software) must be ensured. National Informatics Centre may act as the agency for ensuring development of proper facilities within the system.
31. Existing conservation programmes should be strengthened so that the National Library and libraries of National importance are able to play the role of repository of the cultural heritage of India. The NLS should provide access to publications generated in India and those published on India and by Indians in any part of the world in any language. The National Library should develop phase-wise INDIA MEMORY in multimedia format using state of the art technology i.e., CD Publishing. Existing conservation facilities in the NLS should be evaluated and strengthened. A nodal agency may be set up for coordinating conservation activities.
32. A National Reference Library should be established in New Delhi in the Central Vista which will coordinate the activities of the different types of libraries, networks and important institutions and libraries in India and abroad to act as the National Referral Centre and the contact point for International organisations and foreign governments. It will also have within its fold a National Document Delivery Centre with automated facilities for publications in English and Hindi, and Regional Document Delivery Centres for publications in each recognised Indian languages. It will establish work-standards for the profession, plan publications, research, surveys, and librometric studies of National/International importance. It will help in the accreditation of professional qualifications and their equivalence for research and recruitment. The National Reference Library will not in any way overlap the functions of the National Library, Calcutta and the Central Reference Library, Calcutta.

33. At present, it is difficult to get statistical and other data on all types of libraries in India. A database should be developed for this purpose by the National Referral Library which will be established in Delhi.

#### IV. Modernization

34. Public libraries need to be modernised. Special assistance be given to Raja Rammohun Roy Library Foundation and to the depository libraries, i.e. National Library, Calcutta; Connemara Public Library, Madras; Central Library Bombay; and Delhi Public Library, Delhi for their modernisation activities.
35. Promotion and creation of bibliographic databases should be done in all recognised Indian languages. Expertise developed by various agencies in this regard may be utilised.
36. The libraries attached to museums and archives be modernised and sufficient assistance be given to them.
37. Retrospective conversion of old documents in libraries in machine readable form be undertaken without duplication of efforts. Assistance should be given for retro-conversion work on the basis of the subject specialisation. The services of the existing library networks may be utilised in this regard.
38. All secondary sources of information in all subject areas may be converted into digital format for better information access.
39. In order to achieve resource sharing on local, regional and National levels, development of local area networks and wide area networks of libraries be promoted.
40. National Informatics Centre (NIC) of the Planning Commission be suitably financed to support the infrastructure requirements of National, regional and local networks. The NIC may devise ways for interlinking networks to achieve better access to resources. It will also oversee the implementation

of INTERNET facilities and application of new information technologies emerging from time to time and devise ways for adopting them by the libraries and information centres.

41. Among the different city networks, it has been found that DELNET has emerged as an operational library network in India with 60 libraries in Delhi and 6 states as its members. It has developed on-line union catalogue of books, and periodicals. It is recommended that DELNET be supported to create National database and develop on OCLC pattern covering all subjects. It is also recommended that other city networks viz. CALIBNET, MALIBNET, etc. be financially supported to undertake creation of databases at state and city levels.
42. INFLIBNET should coordinate with the existing networks and institution so that duplication in various categories may be avoided.
43. All government libraries including research and official libraries, documentation centres and information centres, public libraries etc. should be encouraged to join a library network and follow the prescribed standards for database creation, information retrieval etc.
44. National Information System for Science and Technology should strengthen and expand its role in science and technology, and industrial sectors.

#### V. Manpower Development

45. The content and quality of the professional education imparted by different universities are at variance. The UGC Panel on Library and Information Science has been entrusted with the education and training of librarians. The UGC during the 8th Five Year plan brought out a Curriculum Development Committee (CDC) report which, by and large, has not been adopted by the universities. The present courses do not provide for education and training in preservation and conservation of reading materials and a provision of such specialised courses at the Master's degree level is needed. Further, the technological developments, growing importance of networks at National

and International level, growth of machine-readable databases, the demand for manpower having specialised knowledge in use and application of the information technology to various activities and services being rendered by libraries as well as the quality in library services has also necessitated a fresh look at the curricula to incorporate new and fast developing areas in the education and training programmes of Departments of Library and Information Science. It is recommended that raining of working library professionals in information science and information technology be undertaken on a regular basis.

46. Conventional curricula followed by some of the Departments of Library and Information science in the Universities should be redesigned by introducing the component of information science. Sufficient financial support for upgradation of these courses should be provided. It should be mandatory for the Departments of Library and Information Science to organise training facilities in information technology. Till such time, they should use information technology training facilities available at other institutions. Existing teaching faculty and library professionals working in libraries should get suitably trained in relation to the modernisation requirements of a library so that they can render proper service.
47. The output of the professional manpower needs to be correlated with the manpower requirements of the various libraries and information centres in the country. At present there are about 80 universities and 2 institutes imparting education in and training at the Bachelor's degree (BLISc) level and 50 of these offer courses at the Master's degree (MLISc) level, 4 of them have provisions for MPhil course and about 30 for PhD programme in Library and Information Science. Two institutions award Associateship in Information science and Documentation. The whole programme has, therefore, to be linked up with the professional manpower requirements of library and information centres. An expert committee be appointed to assess the manpower requirements for the next 10–15 years.
48. With a view to bring in quality in professional education and research and

make use of the technological and other developments in library operations and services, a National Institute of Library and Information Science be established in Delhi. The Institute should be a centre of excellence and be responsible for professional manpower development at different levels keeping in view of the changing requirements.

49. Library Networks and institutions with requisite information technology facilities be recognised and assisted to provide short terms training courses to the staff working in the libraries. Mobility of trained staff between units be encouraged.
50. In view of networking of libraries and use of information technology, new staffing norms for different types of jobs in libraries be finalised and adopted.
51. An All India cadre for Library and Information Services with uniform recruitment rules should be made to ensure systematic staffing pattern and development of human resource to meet the new challenges. This will also help in effective management and development of the National Library and Information Grid.

## VI. Informatics

52. Development of Information Highway should be given priority so that the institutions including the libraries and information centres and individuals scattered in the country are interlinked for teleconferencing, surfing through INTERNET etc.
53. About 30 high end sites at the libraries of National and regional status and 600 local libraries (low end sites) may be networked by National Informatics Centre (NIC).
54. A National Centre on Informatics and Libraries be set up for coordination of networks at the National level.
55. Telecom infrastructure should be made broad and multidimensional so that

acquisition, processing, and dissemination of information is possible on a large scale in different centres in the country and support should be given for establishment of digital libraries.

56. Innovations in information technology should be incorporated within a time frame. Library software packages promoted and developed by organisation such as NIC should be made available to maximum number of libraries in the country.
57. As the redundancy of hardware and software is of high proportion in information technology, a common agenda should be adopted for deploying them at suitable sites to make best use of equipment and services.

### C. Financial Estimates (Libraries and Informatics)—Ninth Five Year Plan

The Financial Estimates of the whole sector of Libraries and Informatics for the Ninth Five Year Plan are as under:

Sl. No.	Category	Requirement (Rs. in Crores)
<b>I. Public Library System</b>		
1.	Public Libraries	250
2.	Panchayat Libraries	125
3.	Raja Rammohun Roy Library Foundation	25
Total		400
Sl. No.	Category	Requirement (Rs. in Crores)
<b>II. Academic Libraries</b>		
1.	University and Higher Education	300
2.	Secondary/Higher Secondary Education	100
3.	Elementary Education	100
4.	Technical Education	200

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Compendium of Select Government Reports on Library & Information Services in India

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Total	700
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III. Special Libraries	
1. Science & Technology Libraries/Information Centres	250
2. Government Ministries/Department Libraries	50
3. Arts, Culture & Humanities Libraries	100
Total	400
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IV. National Library System	
1. National Library Calcutta, including CRL	75
2. National Science Library and IARI	75
3. National Medical Library System	100
4. National Social Science Library	25
5. National Reference Library, New Delhi	100
5.1 National Document Delivery Centre	50
5.2 Regional Document Delivery Centres in Indian Languages	100
Total	525
<hr/>	
V. Informatics	
1. National Information System for Science & Technology (NISSAT)	10
2. NICNET: Application for libraries and National Centre on Informatics and Libraries	50
<hr/>	
Sl. No.	Requirement (Rs. in Crores)
<hr/>	
3.	INFLIBNET: Computer Communication Network of Libraries and Bibliographical Information

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Centres	50
4. DELNET and National Database	50
5. City Networks	50
6. National Mission on Rare Books and Manuscripts	100
Total	310
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VI. Apex Body on Libraries and Information Systems	
VII. Manpower Development	
1. Manpower Development and R&D	50
2. National Institute of Library and Information Science	2
Total	52
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VIII. Other Activities	
1. Establishment/strengthening of Library Directorates/Departments (including the Library Bureau of the Department of Culture, Government of India)	20
2. Grants to Library Associations	2
3. Publication/Production of printed and audio-visual materials in English and Regional Languages	30
Total	52
Grand Total	2,444
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CHAPTER – 4

## Conclusion

Knowledge, more than ever before, is power. A counter ahead in information could have the potential to become more powerful than others. The ability to convert information into knowledge demands ability to integrate complex information systems. The importance of technology, education and institutional strength, including its flexibility, are very important. Information revolution clearly is in its formative stages, but one can foresee that the next step will involve the convergence of key technologies such as digitisation, computer, telephone, television, and library networking. But to capture the growing capabilities, particularly the interaction among them, is difficult.

2. There has been an explosion of information. At the same time some kinds of information are not easily accessible as several of the developed countries are not willing to part with information and/or technology that they consider vital to their supremacy or leadership. Nonetheless it is widely believed that printed information in books and manuscripts are really about 80 per cent of total information.
3. The libraries will have to play an important role, both as respiratory of information and also as centres where people can interact with each other to enhance their capabilities in different fields of life.
4. Keeping these facts in mind, it is felt that the major plan schemes under the Eighth Five Year Plan should be continued during the Ninth Five Year plan. New emphasis has to be given to the following recommendations which should have been taken up as schemes during the Eighth Plan:
  - (a) To ensure a well directed and planned development of the Library and Information System, it is necessary to formulate a 'National Policy on Library and Information System', duly approved by the Parliament.
  - (b) An autonomous Apex Body which may be called the National Commission on Libraries and Information Systems should be set up to oversee, coordinate and monitor the country's programmes on Library and Information Systems. This should be under the Department of Culture, Government of India.

- (c) At the Centre, a Bureau of Library and Information System should be set up in the Department of Culture. It should be headed by a Bureau head of the rank of Joint Secretary. At the State/Union Territory level, separate Directorates of Library and Information Systems should be set up.
  - (d) The Central and the State/UT Governments and other agencies such as National Book Trust, Central Hindi Directorate, Sahitya Akademi and comparable agencies at the State level should produce suitable books (including translations of classics and other important works), audio-visual materials and other reading materials to meet the different reading needs of the people. These materials should be made available at subsidised rates.
5. In addition to these, the following schemes under the Raja Rammohun Roy Library Foundation should be implemented to the maximum during the Ninth Five Year Plan.

Matching Schemes

- (a) Assistance towards building up of adequate stock of books and reading material.
- (b) Assistance towards development of rural book deposit centres and mobile library services.
- (c) Assistance towards organisation of seminars, workshops, training courses orientation/refresher and books exhibitions.
- (d) Assistance towards storage and display of books.
- (e) Assistance to public libraries below district level for increasing accommodation.
- (f) Assistance to State Central Libraries and District Libraries to acquire TV-cum-VCR sets educational purposes.

Non-Matching Schemes

- (g) Assistance to voluntary organisations providing public library services.
  - (h) Assistance to children libraries or children's sections of general public libraries.
  - (i) Assistance to public libraries towards centenary celebrations.
  - (j) Assistance towards organisation of seminar/conference by National Level Library organisation.
6. The important schemes proposed by the National Library which have been approved in principle are as follows:
- (i) Setting up of a Monitoring Cell for National Book Production mainly to fructify the delivery of Books Act;
  - (ii) Modernisation of the National Library, Calcutta;
  - (iii) Setting up of a Microform Library to act as a nodal agency for microforms of Indian regional languages documents published in India during the British period and after independence; and
  - (iv) Preparation of the National Union Catalogue should be continued during the Ninth Five Year Plan.
7. Development schemes of the Delhi Public Library to give proper direction to library service within Delhi and its neighbourhood need augmentation during the Ninth Plan Period.
- However, the emphasis of the Ninth Plan being mainly service orientation, these schemes which have been partially implemented or not implemented at all, must now become part of one cohesive system with proper linkages. Such an integrated system of action will ensure resource sharing at all levels for better library services in all parts of India.
8. To fulfil the need for information and to ensure balanced socio-economic development at the National and State levels the Ninth Plan must emphasis

the implementation of the following:

- (a) The Public Library system will have to be systematically developed through library legislations and state enterprises to cover village and municipal areas, keeping in view the 73rd and 74th amendments of the Indian Constitution. The Public Library system will have to develop collections to serve the multi-lingual information needs at all levels.
  - (b) The National library system has to develop into a cohesive integrated system taking into consideration the recommendations of the Empowered Committee on the National Policy on Library and Information System and those of the Highpowered Committee on the National Library, Calcutta.
  - (c) There has to be linkages between the Ministry of Human Resource development and other agencies which are directly responsible for the development of academic libraries, special libraries, information/documentation centre, networks etc., such as the UGC, CSIR, ICAR, DST, NIC and other concerned ministries.
  - (d) An overall change in the infrastructure of libraries of different categories will be needed for the development of networks with the help of information technology. There has to be networks at the National, regional, local and city levels which will ultimately help in formulation of the National Library and Information Grid.
  - (e) An ancient civilisation like India cannot overlook the necessity of conservation of its cultural heritage. A National programme for conservation of rare documents through traditional and modern methods is the felt need.
9. There is need to have an All India Cadre for Library and Information Services with uniform recruitment rules, to ensure systematic staff pattern and development of human resource to meet the new challenges of the 21st century.

10. Though there are many recommendations to set up various institutions within this field of activity, it is felt that it will be more feasible to set up the following institutions during the IX Five Year Plan:
- (a) To give emphasis to a cohesive reference service and document delivery system for resource sharing at the National and International levels, and to activate the use of informatics at all levels of library services, there is need to set up a National Reference Library in Delhi, with document delivery centres under its control.
  - (b) With a view to bring in quality in professional education and research and to make use of the technological and other developments in library operations and services, a National Training Institute of Library and Information Science be established in Delhi. The institute should be a centre of excellence and be responsible for professional manpower development at different levels keeping in view the changing requirements.
  - (c) To oversee the vast gamut of functions in the field of libraries and informatics, there is need to set up an autonomous Apex Body under the Department of Culture, Ministry of Human Resource Development to

review existing library services, coordinate and monitor the activities of different library systems, oversee modernisation of library operations and services by laying down guidelines and policies for their development, develop a databank of library data, and supervise manpower training and accreditation of Library and Information Science departments.

11. The financial estimates have been increased by more than fifty per cent in comparison to the Eight Five Year Plan proposals. The justification for the increase lies in aspects such as increase in the price index and fluctuation in foreign currency rates, the need to modernise library facilities and improve services through modern technology; establishment of infrastructure for specialised activities e.g., conservation, development of human resources, networking of reference services and document delivery systems.
12. Some people advocate that library movement in India could better be left to non-Governmental organisations. These organisations can do much to disseminate information and to encourage public to inoculate reading habits. It may, however, be realised that leaving things solely to market foresees in the realm of library movement will not be possible as in different parts of India library movement itself is at various stages of development. The Government sponsorship of the library movement is an absolute must. What, however, could be done is to avoid duplication of efforts at a particular place where we have major public or private sector undertakings. In these places, large organisations could be encouraged to contribute substantially in augmenting resources of public library and public library in turn could provide earmarked wings to meet specialised requirements of these organisation. This would mean stoppage of duplication of efforts and full utilisation of available resources and synergy.

#### ANNEXURE – I

## List of Members of the Working Group on Libraries and Informatics for the

## Ninth Five Year Plan

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|--|-------------|
| 1. Shri B.P. Singh<br>Secretary,<br>Department of Culture<br>Ministry of HRD<br>Shastri Bhawan<br>New Delhi-110 001.                   | Chairperson |
| 2. Dr. P.K. Jayaswal<br>Director<br>Raja Rammohun Roy Library Foundation<br>Salt Lake, Sector No.1<br>Block DD 34<br>Calcutta-700 084. | Member      |
| 3. Dr. Chandan Roychaudhuri<br>General Secretary<br>Asiatic Society<br>1 Park Street<br>Calcutta-700 016.                              | Member      |
| 4. Dr. W.H. Siddiqui<br>OSD<br>Rampur Raza Library<br>Fort, Rampur-244 001 (UP).   | Member      |
| 5. Mr. Habibur Rahman Chighani<br>Director<br>Khuda Baksh Oriental<br>Public Library<br>Patna-600 004.                                 | Member      |

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Report of the Working Group of the Planning Commission on Libraries...

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- |     |  |        |
|-----|--|--------|
| 6.  | Director<br>Sikkim Research Institute of<br>Tibetology and other Buddhist Studies<br>Gangtok-787 101.  | Member |
| 7.  | Smt. Kalpana Dasgupta<br>Director<br>Delhi Public Library<br>S.P. Mukherjee Road<br>Delhi-110 008.   | Member |
| 8.  | Shri S.P. Rastogi<br>Representative of Special Secretary<br>& Director General<br>National Informatics Centre<br>CGO, Lodhi Road<br>New Delhi. | Member |
| 9.  | Shri K. Vijayan<br>Director<br>Oriental Research Institute &<br>Manuscripts Library<br>Kariavattam<br>Thiruvananthapuram-695 581.              | Member |
| 10. | Shri H.K. Kaul<br>Director<br>Delhi Library Network<br>(DELNET)<br>C/o India International Centre<br>40-Lodhi Estate<br>New Delhi-110 003.     | Member |

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Compendium of Select Government Reports on Library & Information Services in India

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|-----|---|--------|
| 11. | Shri M.R. Balakishnan<br>Head<br>Library and Information<br>Services Division<br>Bhabha Atomic Research Centre<br>Trombay<br>Bombay-400 085   | Member |
| 12. | Prof. J.L. Sardana<br>Deptt. of Library & Information Science<br>Delhi University<br>Delhi-110 007.   | Member |
| 13. | Ms. Radhika Sabhawala<br>General Manager<br>Marg Publishers<br>Army & Navy Building, 3rd Floor<br>148, Mahatma Gandhi Road<br>Bombay-400 023. | Member |
| 14. | Prof. T. Viswanathan<br>Director<br>INSDOC<br>Satsang Vihar Marg<br>Institutional Area<br>New Mehrauli Road<br>New Delhi.                     | Member |
| 15. | Shri N. Gopaldaswami<br>Advisor (Education)<br>Planning Commission<br>Yojana Bhawan<br>New Delhi-110 001.                                     | Member |

- |     |   |          |
|-----|---|----------|
| 16. | Smt. P.V. Vatsala G. Kutty<br>Director<br>Book Promotion and Copyright<br>Department of Education<br>Shastri Bhawan<br>New Delhi-110 001. | Member   |
| 17. | Shri Ashok Vajpeyi<br>Joint Secretary<br>Department of Culture<br>Shastri Bhawan<br>New Delhi-110 001.                                    | Convenor |

#### Special Invitees and Co-opted Members

- |    |   |                 |
|----|---|-----------------|
| 1. | Dr. A. Lahiri<br>Director<br>NISSAT<br>New Delhi.   | Special Invitee |
| 2. | Dr. K.G. Tyagi<br>Director<br>National Social Science<br>Documentation Centre ICSSR<br>New Delhi-110 001. | Special Invitee |
| 3. | Dr. T.A.V. Murthy<br>Librarian<br>IGNCA Library<br>New Delhi-110 001.                                     | Special Invitee |
| 4. | Dr. Pramod Kumar  | Special Invitee |

- Director  
INFLIBNET  
Gujarat University Campus  
Ahmedabad-380 015.
5. Mr. John Joseph Special Invitee  
Director  
Parliament Library  
New Delhi-110 001.
6. Dr. D.N. Banerjee Co-opted Member  
Director  
National Library  
Calcutta.
7. Smt. Kalpana Dasgupta Co-opted Member  
Director  
Central Secretarial Library  
Shastri Bhawan  
New Delhi-110 001.
8. Prof. P.B. Mangla Co-opted Member  
Head,  
Deptt. of Library and Information Science  
University of Delhi  
Delhi-110 007.

ANNEXURE – II

## Composition of the Sub-Groups

## I. Public Library System

- |    |  |          |
|----|--|----------|
| 1. | Dr. D.N. Banerjee<br>Director<br>National Library<br>Calcutta.                                       | Convenor |
| 2. | Dr. P.K. Jayaswal<br>Director<br>Raja Rammohun Roy Library<br>Foundation<br>Calcutta.                | Member   |
| 3. | Smt. Kalpana Dasgupta<br>Director<br>Central Secretariat Library &<br>Delhi Public Library<br>Delhi. | Member   |
| 4. | Mr. D.R. Kalia<br>Ex-Director, CSL<br>New Delhi.   | Member   |

## II. Academic and Special Libraries

### A: Academic Libraries

- |    |  |          |
|----|--|----------|
| 1. | Prof. J.L. Sardana<br>Deptt. of Library and<br>Information Science<br>University of Delhi<br>Delhi | Convenor |
| 2. | Shri M.K. Jain   | Convenor |

- Former Director  
Planning Commission  
New Delhi
3. Shri Sutinder Singh Convenor  
Joint Secretary  
Association of Indian Universities  
New Delhi.
4. Prof. A.P. Srivastava Convenor  
Librarian  
University of Delhi  
Delhi.
5. Prof. V.B. Nanda Convenor  
Former Librarian  
Jawaharlal Nehru University  
New Delhi.
6. Prof. Nurul Hassan Khan Convenor  
Librarian  
Aligarh Muslim University  
Aligarh.
7. Shri prem Singh Convenor  
Librarian  
CCS Haryana Agricultural University  
Hissar.
8. Prof.K.L. Lughra Convenor  
Librarian  
National Council of Educational  
Research & Training  
New Delhi.

B: Special Libraries

- |    |  |          |
|----|--|----------|
| 1. | Prof. J.L. Sardana<br>Deptt. of Library & Information Science<br>University of Delhi<br>Delhi.       | Convenor |
| 2. | Dr. K.G. Tyagi<br>Director<br>National Social Science<br>Documentation Centre<br>ICSSR<br>New Delhi. | Member   |
| 3. | Dr. T.A.V. Murthy<br>Librarian<br>Indira Gandhi National Centre for Arts<br>New Delhi.               | Member   |
| 4. | Shri M.K. Jain<br>Former Director<br>Planning Commission<br>New Delhi.                               | Member   |

III. National Library System

- |    |  |          |
|----|--|----------|
| 1. | Smt. Kalpana Dasgupta<br>Director<br>Central Secretariat Library<br>New Delhi-110 001. | Convenor |
| 2. | Dr. D.N. Banerjee<br>Director<br>National Library<br>Calcutta.                         | Member   |

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|----|--|--------|
| 3. | Prof. T. Vishwanathan<br>Director<br>INSDOC and<br>National Science Library<br>New Delhi.            | Member |
| 4. | Dr. C.K. Ramaiah<br>Scientist<br>Nominee of Dr. S.S. Murthy<br>Director<br>DESIDOC<br>New Delhi.     | Member |
| 5. | Mr. Chhote Lal<br>Head, Library Services<br>IARI Library<br>New Delhi.                               | Member |
| 6. | Mr. Rameshwar Das Mehla<br>Deputy Director (Libraries)<br>National Medical Library<br>New Delhi.     | Member |
| 7. | Dr. K.G. Tyagi<br>Director<br>National Social Science<br>Documentation Centre<br>ICSSR<br>New Delhi. | Member |
| 8. | Dr. T.A.V. Murthy<br>Librarian<br>IGNCA Library<br>New Delhi.  | Member |
| 9. | Dr. R.K. Chaddha   | Member |

Joint Director  
Nominee of Mr. John Joseph  
Director  
Parliament Library  
New Delhi.

IV. Modernisation, Manpower Development, Informatics,  
and Finance

- |    |  |          |
|----|--|----------|
| 1. | Shri H.K. Kaul<br>Director<br>Delhi Library Network<br>New Delhi.                      | Convenor |
| 2. | Prof. T. Vishwnathan<br>Director<br>INSDOC<br>New Delhi.                               | Member   |
| 3. | Dr. T.A.V. Murthy<br>Librarian<br>Indira Gandhi National Centre for Arts<br>New Delhi. | Member   |
| 4. | Dr. K.G. Tyagi<br>Director<br>NASSDOC  | Member   |

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|----|---|--------|
| 5. | Dr. S.S. Murthy<br>Director<br>DESIDOC<br>Delhi.  | Member |
| 6. | Dr. Bhushan Lal<br>Librarian<br>IIT<br>Kanpur.  | Member |
| 7. | Dr. P.K. Jayaswal<br>Director<br>Raja Rammohun Roy<br>Library Foundation<br>Calcutta.           | Member |
| 8. | Dr. M.V.V.S. Reddy<br>Principal System<br>Analyst,<br>National Informatics Centre<br>New Delhi. | Member |



REPORT OF THE STEERING COMMITTEE  
ON ART & CULTURE FOR THE  
NINTH FIVE YEAR PLAN,  
2002–2007





## Forward

The culture of India is a valued Treasure House of great legacy—evolving all the time which is seen not only in its performing arts, but is contained also in its museums and libraries, archives and archaeological finds, schools of art and academies, in its myriad of writers and poets, in association of like minded individuals dedicated to the promotion and propagation of our great art. Culture today has emerged from a footnote to the Front Page of National Focus. This has happened in many ways, in reorientation of the Government priorities, in the mass based participative manifestation of this rich cultural heritage and ultimately in the emergence of cultural Institutions of high order in the country and in the voluntary sector. Culture plays a major role in the National Ethos today.

The planning Commission constituted a Steering Committee on Art & Culture to review the current status of the sector and to provide further focus for the development perspective and policy directions for the Tenth Plan. The Report of the Working Group was discussed in the Second Meeting of the Steering Committee held on 12.9.2001. Based on the deliberations of the Committee, a final Report has been prepared. The Report has tried to cover various issues with a view to preserving and promoting the rich cultural heritage of the country.

I acknowledge the contribution made by all the Members of the Steering Committee, and the Working Group on Art & Culture. I would like to place on record a special word of thanks to the Principal Adviser (Education), Planning Commission and the secretary, Department of Culture for their devoted interest in the preparation of this Report. I would also like to thank the officers and staff of the Education Division, Planning Commission for their unstained support.

New Delhi  
Dates : 21.12.2001  
Commission

(Dr. K. Venkatasubramanian)  
Member, Planning

## Preface

India's rich cultural heritage rooted in its pluralistic society has been the foundation of its socio-economic development. Running through the diversity of people, their languages, religions and traditions is the thread of cultural unity which has not only driven creativity but has also helped bind the Nation together.

The Department of Culture has given a fillip and helped to preserve this diverse cultural background through a network of institutions and schemes. Our cultural heritage has been regenerated through organisations such as the Archaeological Survey of India and the Anthropological Survey of India, and a network of Museums and Archives. The setting up of Zonal Cultural Centers has created awareness among the masses at the regional level. The department has also provided a forum for the exchange of cultural traditions with other Nations.

In order to give direction to this crucial aspect of Human Development in the Tenth Plan and to ensure that our rich cultural traditions are preserved even through the winds of economic planning and development, the Planning Commission constituted a Steering Committee on Art & Culture for the formulation of a Plan for Art & Culture for the Tenth Plan, under the Chairmanship of Dr. Venkatasubramanian, Member, Planning Commission vide Order No. M. 12015/3/20002-Edn. dated December 4, 2000. The Committee consisted of distinguished Members representing different organisations and interest groups. The Planning Commission also constituted a Working Group for this task vide Order No. M-12015/6/2000-Edn. Dated December 4, 2000.

The Steering Committee's main task was to undertake a review of the current status of the sector and provide the focus for the development perspective for the sector for the Tenth Five Year Plan and to oversee and guide the Working Group in all respects. The Steering Committee met twice and taking into consideration the reports of the Working Group finalized its recommendations which is now being

made available in the form of a Report of the Steering Committee. The task of preparing the Steering Committee's Report was entrusted to a 2-Members Drafting Committee comprising Joint Secretary, Department of Culture and Deputy Adviser, Education Division, Planning Commission.

As Member-Secretary, I place on record my sincere thanks to the Chairperson, Dr. K. Venkatasubramanian, members, Planning Commission who guided the deliberations of the Steering Committee, and to the members of the Working Group and members of the Steering Committee for their valuable contributions. I would also like to thank the Members of the Drafting Committee for carefully recording the various views that emerged during the course of the lengthy discussions on the subject. Last but not the least, I express my sincere thanks to Mr. A. Kachhap, Deputy Adviser (Education/Culture) for drafting the Report and the staff of the Education division for their able support.

New Delhi

Dates : 21.12.2001

&

(Kiran Aggarwal)

Principal Adviser (Education)

## Report of the Steering Committee for Formulation of Tenth Five Year plan (2002-07) on Art & Culture

To review the current status of the sector and to provide the focus for the development perspective in order to formulate necessary policy directions for the Tenth Plan, the Planning Commission constituted a Steering Committee on Art & Culture vide Planning Commission's Order No. M-12015/3/2000-Edn. dated December 4, 2000 with Dr. K. Venkatasubramanian, Member (Education), Planning Commission as its Chairman.

### Introduction

1. India is one of the unique Nations in the world having a developed culture and a developing economy. Its culture is deeply rooted in a pluralistic ethos of age-old history providing creative expression, value-sustenance and belief patterns to society. India also occupies an important place on the cultural map of the world. We have witnessed in India the emergence of the role of culture as giving meaning to our existence. The role of culture lies not only in encouraging self-expression and exploration on the part of individuals and communities, but also in supporting arts and artists and also correcting some of the distorting effects of cultural expression by people at large, and developing creativity as a social force.
2. An attempt has been made by the Department of Culture to build up linkages through a network of institutions and schemes between the past and the present in terms of their bearing on future development. Within this

conceptual framework, the preservation of our cultural heritage through the Archaeological Survey of India, Museums and Archives, has maintained the continuity of cultural traditions in the context of development.

3. Culture is an important element for human resource development in a country. The Department of Culture operates Plan Schemes of the Government of India for preserving and promoting the cultural heritage of the country. It has a network of subordinate and attached offices besides a number of other autonomous institutions/organizations in the field of Cultural, such as, Archaeological Survey of India, Anthropological Survey of India, National Institutes, Museums, Libraries, Academies, etc. The focus of the Schemes of Deptt. of Culture has been on development of Culture from the grassroots level in association with a network of institutions for promotion, preservation and dissemination of the cultural heritage of the country.
4. Broadly speaking there are three dimensions of culture: National Identity, Mass Media, and Tangible & Intangible Heritage. However seen from a Higher perspective, it also addresses issues relating to history, values and beliefs in conjunction with several other Ministries/Departments, such as, Tourism, Education, Textiles and External Affairs. Within this conceptual framework, the preservation of cultural heritage through the Archaeological Survey of India, Museums & Archives, has maintained the continuity of cultural tradition in the country. The programmes of encouragement of contemporary creative activities through three National Academies of performing, literary and visual arts as well as through incentives, awards and fellowships have helped in the articulation of the creative genius of India. The establishment of 7 Zonal Culture Centers has highlighted not only the cultural kinship transcending territorial bonds, but also close relationships that subsist between sharpening of people's cultural consciousness and upgradation of Human Resource Development.

Overview:

1. Through the centuries Indian culture-while retaining and revitalizing its unique insights and expressions, its wisdom and multiplicity- has always remained open to outside influences. It is in the realm of culture that the Indian dynamics of internalizing change within tradition, of integrating modernity with traditional wisdom, of bringing about a consonance between continuity and innovation, has most clearly, constantly and effectively manifested itself.
2. Any development plan will be incomplete unless it caters to the preservation of that unique heritage and takes into consideration the cultural strengths and diversities of the people.
3. In the early Five Year Plans, right from the first to the seventh, the main concentration was on the building of cultural institutions in the field of Archaeology, Anthropology, Ethnography, Archives/ Libraries, Museums, Academics, etc. for the conservation and promotion of our cultural heritage. Central Conservation Laboratories were also establishment. It was only in the Sixth Plan that serious efforts were made to recognize culture as one of the basic concepts to be integrated with all development activities. During the Seventh Plan, thrust was given mainly to contemporary creativity, preservation, documentation and conservation of cultural heritage. More emphasis was given on establishment cultural institutions such as Museums, Archives, etc. A large number of programmes for preservation of monuments and sites of National importance were taken up on priority basis. Efforts have also been made to link up cultural & educational institutions, such as CCRT & Zonal Cultural Centers, for promoting and preserving our rich culture & heritage during Seventh Five Year Plan. Similarly, during the Eighth Plan a major stress was laid on promoting rural libraries in order to develop reading habit among people by setting up school-cum village libraries with a view to accelerating literacy programmes. Efforts have also been made for the strengthening of

Regional & Local Museums, for promoting tribal & folk culture through systematic documentation by the ASI, Anthropological Survey of India, Indira Gandhi Rashtriya Manav Sangrahalaya (IGRMS), ZCCs, Academes, IGNCA, Science Museums, Literacy through libraries and associated activities.

#### Major Achievements During Eighth Plan:

1. The Eighth plan, in spite of its inadequate financial outlays, aimed at making the various cultural institutions play a conscious and meaningful role. In the field of promoting and Dissemination of Culture, one of the most significant development during the Eighth Five Year plan was the establishment of Multipurpose Cultural Complexes in the States including Complexes for Children. The 7 Zonal Cultural Centers (ZCCs), apart from organising a regular series of Cultural programmes in major city Centers, as well as in rural and far-flung areas, establishment linkages with State Departments and NGOs for the Preservation, Promotion and Propagation of a Tribal and folk Art Forms. The ZCCs took up the tasks of exchange programme as well as of setting up of Shilpgrams for providing promotion and marketing facility for craftsman and of establishment Documentation Centers to document vanishing and dying rare art forms.
2. The Archaeological Survey of India (ASI), through its vast network of 3562 centrally protected monuments in the country including the 16 World Heritage Monuments, carries out its work of conservation, preservation and maintenance of our heritage. The ASI received International recognition for its conservation and restoration work of the sprawling Temple Complex at Angkor Vat, Cambodia. Contribution of ASI in preserving and conserving monuments was commended by Internationally recognized archaeologists and conservationists.
3. In the field of Archives the National Archives of India did significant work in the preservation of Government records and private papers of permanent

value.

4. The Anthropological Survey of India has done a pioneering work on the National project PEOPLE OF INDIA”.
5. The Indira Gandhi Rashtriya Manav Sangrahalaya (IGRMS), Bhopal, has developed many open-air exhibitions, namely, Tribble Habitat, Rock Art Heritage and the Desert Village. Work also started on two UNESCO projects on the Himalayan Ecology and the South East Asian Arts.
6. The National Museum organized a number of National and International exhibitions in India and abroad, besides setting up an Art Gallery.
7. The Indian Museum has added a new gallery named ‘Earth and Meteorite’. The museum has organized many exhibitions both in India and abroad. The National Council of Science Museums (NCSM), during the Eighth Plan, completed and inaugurated the National Science Center at Delhi and Regional Centers at Guwahati, Nagpur, Bhopal, Triupati and Calicut, along with a Planetarium each at Nagpur and Calicut.
8. The year-long-festival of India in Thailand was inaugurated in December 1995. In the field of International Cultural Relations India maintained Culture Agreements with 97 countries.
9. The National School of Drama organized around 110 workshops, including intensive Theatre Workshops and Children Theatre Workshops in different parts of the country.

#### Thrust Area of the Ninth Five Year Plan:

During the Ninth Plan, Stress was laid on improving literacy through libraries and associated activities. Efforts were made and concentrated on inculcating reading habits among the people covering rural, urban and inaccessible areas.

#### Major Thrust/Achievements during the IX Plan (1997–02)

1. Seven Zonal Cultural Centers (ZCCs) were set up for creative development

of Indian Culture in various regions. The essential thrust of these centres has been to create cultural awareness among people and to identify, nurture and promote the vanishing folk art traditions in the rural and semi-urban areas of the states. Eastern Zonal Cultural Centre (EZCC) Kolkata, organised a number of festivals including National drama Festival, Dweep Mathotsav, Birth Centenary of Kavi Nazrul-Islam, World Music Day, Multilingual Theatre Festival, etc. at Kolkata. Similarly, North East Zonal Cultural Centre (NEZCC) at Dimapur organised various programmes for propagating art and culture such as “North East Young Dance Drama Festival”, “Classical and Innovative Dance Programme”, “Best of Music”, etc. in various regions of the North East. The WZCC at Udaipur has also organised a number of programmes to create cultural awareness among the masses through Shilp Gram Utsav, Balotsav Folk Festival at Sanskriti Kunj, etc. Similarly, the SZCC also organised various programmes at various places in Southern India. The NCZCC, Allahabad, organised Ramrajya Abhishekh Utsav in collaboration with Patharchatti Ram Lila Committees. A festival of handicrafts in collaboration with the Directorate of Handicrafts was also organised by the Centre. During the 9th plan period the Zonal Cultural Centres have been assigned two more activities, namely, Republic Day/Fold Dance Festival & Craft Fair and documentation of vanishing folk art forms. The Department of Culture through the Zonal Cultural Centres participated in the Republic day Parade during the year 1998–99. A Republic Day Folk Dance Festival 2001 was also organised. “Resurgent India” as the central theme for the festival. A special programme called “UMANG” was organised on the occasion in which hundreds of handicapped children participated.

2. National Cultural Fund (NCF), a charitable trust, was constituted by the Government of India in the year 1996 as a mechanism to mobilise funds to preserve and promote Indian Art, culture and heritage. All contributions made to it are wholly exempted from income tax. The following projects have been undertaken in collaboration with NCF during the last five years:

Shanivarware, Pune,  
Jnana Pravaha, Varanasi,  
Humayun Tomb, Delhi, and  
Durgapur Children's Society, Durgapur, West Bengal.

There are five additional projects, which have been up in collaboration with Indian Oil Foundation and India Oil Corporation. MOUs have also been signed with the Taj Group of Hotels and APJ Surendra Group for maintaining Taj Mahal (Agra) and Jantar Mantar (New Delhi) respectively. The initiatives taken through NCF succeeded in mobilising resources amounting to approximately Rs. 30.00 crores. Under NCF only Rs. 6.01 Crores has been provided as corpus fund by the Department of Culture. This along with the interest of Rs. 1.35 crores is not sufficient for meeting its objectives. The NCF is required to be propagated in a big way through advertisements and massive public relation effort of mobilise sufficient funds.

3. Under the scheme for development of cultural organisation, R.K. Mission Institute of Culture, Kolkata, which is a branch of Ramakrishna Mission, has been provided granting-aid during the Ninth Plan period.
4. There are central schemes through which Department of Culture is providing grants of Fellowships to Outstanding Artists, Scholarships to Young Artists and persons distinguished in letters and Arts and in such other walks of life. Financial assistance is provided to professional groups and individuals for specific performing art projects and also to Voluntary Cultural Organisations for construction of building and purchase of equipments in order to promote and disseminate the tribal/folk art and culture. There is a scheme for financial assistance in the Department of Culture exclusively to support Buddhist/Tibetan organisations by providing grants to organisations engaged in the propagation and scientific development of Buddhist/Tibetan Culture, Tradition, and Research in related fields. Setting up of Multi Purpose Cultural Complexes including

those for Children has also been undertaken by the Department; it provides funds to autonomous bodies of the State Governments during the Ninth Plan.

5. In case of Archaeological Survey of India, which is an attached office of the Department, there has been a major expansion of activities to include inter alia maintenance, conservation and preservation of centrally protected monuments/sites and remains, conducting archaeological explorations and excavations, chemical preservation of monuments and antiquities and remains, architectural survey of monuments, archaeological excavations outside India and maintenance of archaeological libraries, etc. Recently, the entry fee in various monuments has been increased. As a result, the receipt of funds has increased from Rs. 7.00 crores per year to Rs. 84.00 crores approximately. Monuments have been divided into three different categories—Group A (27), Group B (100), and Group C (all remaining monuments). Group A consists of 16 monuments inscribed in the World’s Heritage Sites. Group B consists of the remaining 100 centrally protected monuments where ASI is charging entry fees. The rest of the monuments have been placed in the category ‘C’, as ASI requires huge amounts not only for refurbishing them but also for providing basic facilities to tourists at these monuments.
6. During the Ninth Five Year Plan period, the National Museum, another attached office of the Department, has organised a number of exhibitions, namely, “50 years of Supreme Court of India and the India Legal System”, “Sikh Heritage & Arts”, “Indigenous Chile”, “Medieval art in Germany” as a part of the German Festival in India, etc. National Museum also organised a programme for celebrating Golden Jubilee of India’s Independence. During the period, the National Museum carried out the modernisation of its permanent galleries like the Harappan Civilization Gallery, etc. The National Museum was also designed as the nodal agency for organising exhibition entitled “Use and significance of Coral in India Jewellery and Handicrafts” at the Banca Di Credit, NAPLES, Italy.

7. Museums like Allahabad, Salar Jung, and Indian Museums in various cities, had taken up a number of activities such as photographic exhibitions, viz. Glimpses of 53 Himalayan Peaks, Buddhist Shrine Glimpse, lectures on the World of Shrijan Parvis, Upendranath Ishq ke Natak, History and a dialogue between Past and present, and Summer Art Camps for children, college students and professionals. During the Summer Art camps, the children are trained to draw with different mediums like Crayons, water colour and oils.
8. Indian Museums also organised inter state exhibitions viz. Panorama of Bengal Art at Salar Jung Museum, Hyderabad, and of Bengal Paintings from Bharat Kala Bhawan, Varanasi. Indian Museums, in addition, organised two International exhibitions viz. Yogi and Buddha, Glimpses of Indus Valley Civilisation, Life of Buddha and Treasures of Indian Art from Germany. Insofar as the National Council of Science Museums is concerned, during the Ninth Five Year Plan the development of Kurukshetra Panorama and Science Centre have been completed. The development work relating to Goa Science Centre is also near completion and a new gallery space—“Emerging Technology in the Service of making—was inaugurated. Besides, a new gallery hall of chemistry at Regional Science Centre, Guwahati, was also inaugurated.
9. Repairs of the main building and the remodeling and renovation of five galleries of the Victoria Memorial Hall has been entrusted to the supervision of ASI. The Victoria memorial Hall organised a number of exhibitions including two major exhibitions of the Sepoy Mutiny of 1857 and on the Contemporary art of Bengal. Son et Lumiere, a programme of light and sound, depositing the history of Kolkata, was, started during the Ninth Plan much to the appreciation of the general public.
10. During Ninth Five Year Plan, the National Archives of India carried out the appraisal or records to the tune of 1,64,948 files. Vetting of records’ retention schedule was done in case of 89 records. During the period, 504 departmental record officers were appointed in various central government

organisations/public sector undertakings as a result of efforts made by NAI. 22 orientation courses for departmental officials were conducted, imparting training to 294 DROs.

11. During the Ninth Five Year Plan, the National Library started three new schemes, viz. (1) thorough renovation of the old main building of the National Library; (2) Libraries on non-paper and other media; and (3) introduction of Special Components Plan (SCP) and Tribal Sub Plan (TSP). Besides these development schemes, there were proposals for Capital Works to be implemented largely by the CPWD for the National Library. Except for a fully air-conditioned building, to be called the Bhasha Bhawan, no other work has been taken up during the Ninth Five Year Plan. However, there are other major schemes to be implemented by the National Library. During the Ninth Five Year Plan, the Delhi Public Library purchased 30,000 new books on various subjects such as English, Hindi, Urdu and Punjabi. It also received 1,57,154 books in various Indian Languages.
12. The major achievements during the Ninth Five year Plan in case of Central Secretariat Library relate to the enhancement of the document resources of the Library for acquiring 6,800 books in English, Hindi and regional languages. Besides, CSL has for acquiring 6,800 books in English, Hindi and regional languages. Besides, CSL has acquired/received 133 CD ROM titles during the period and special efforts are being made for collection of CD ROM databases, microfilms of newspapers and census reports. Various computer training programs were conducted by CSL such as computer awareness training program, guest lecture cum training workshop, designing and publication in coordination with IGNCA, training in UNIMARC and MINSIS, UNIX training for CSL and TSL staff. Advance publishing training, meeting for hands on work on networking for resource sharing, standardisation of cataloguing format and cooperative acquisition were also taken up.

## Approach and Strategy for the Tenth Plan

1. For the Tenth Plan the focus has to be on a comprehensive plan of preservation of the archaeological heritage and development of the Museums in the country. Further, efforts have also to be directed towards the preservation of archival heritage and the promotion of classical, folk & tribal arts and crafts, and oral traditions which are threatened with extinction.
2. The Department of Culture undertakes major schemes and programmes of the Government of India for promoting art & culture in the country. Its Plan programmes relating to promotion, preservation and conservation of the cultural heritage of the country will be implemented through a network of 34 Attached/Subordinate & Autonomous offices/organisations and cultural institutions under its control and through a number of schemes of promotion and dissemination of art and culture. Its activities and programmes have been organised under seven broad heads. They are Archaeology, Museums, Archives, Anthropology, Performing Arts, Libraries, Buddhist and Tibetan Institute and others.
3. Besides continuing its on-going programmes, promoting and preserving various art & cultural forms and cultural heritage, emphasis has been accorded to strengthening inter-organisational networks and to introducing management-oriented approaches in administration of cultural institutions. Networking amongst central museums will be strengthened for enabling these institutions to share their experiences and resources in undertaking service training, organising exhibitions, etc.
4. There is a need to constitute a National Commission on Museums which may be mandated to review the current status as well as recommend steps to achieve the stipulated goals. A distributive network of museums has been established with nodal responsibility resting with National museums in northern States, Salarjung Museum for southern States, Indian Museum and Victoria memorial for Eastern and North-Eastern States, Allahabad

Museum for Central India, and Prince of Wales Museum and National Gallery of Modern Art (NGMA), Mumbai for Western States.

5. A Scientific Advisory Committee has also been constituted to ensure availability of better science and technology imports for conservation of cultural heritage. There is a need for new research studies in areas such as cultural economics, management of cultural, scientific/technological principles of conservation, etc. Funds will need to be provided for this purpose. The scheme of financial assistance for strengthening of regional and local museums has also been revised in October 1999, widening its scope for assisting smaller museums in the country. Museums should be directed to give emphasis on digitalisation and documentation of works of arts are objects as part of their plan activities effectively.
6. Archaeological Survey of India, a pioneer institute in the field of archaeology oriented activities, is entrusted with the responsibilities for maintenance, preservation, conservation and management of centrally protected Monuments. During the Tenth Plan it is proposed to give priority to exploration and excavation of selected sites/regions, which provide necessary evidence for bridging of many missing links in Ancient Indian history and Culture. Apart from the major excavation projects, which are already in progress, ASI proposes to carry out these archaeological excavations and explorations during the Tenth Five Year Plan. (1) Excavation at Rakhigarhi; (2) Khajuraho; (3) Kesariya; (4) Udaigiri; (5) Malpur (District Jammu, J&K); (6) Guru baba-Ka-Tibba (District Jammu, J&K); (7) Jafar Chak (District Jammu, J&K); (8) Kanispur (District Baramulla, J&K); and Fateh Pur Sikri.
7. In order to cope with the enhanced activities proposed for the Archaeological Excavations, necessary minimum infrastructure facilities, both administrative and technical, are to be provided and strengthened for effective implementation and co-ordination of its activities.
8. During the Tenth Five Year Plan, the major thrust will be on modernisation of preservation facilities to accelerate the pace of repair and rehabilitation

of records. Augmentation of facilities to increase pace of preparation of microfilms to facilitate easy accessibility of records housed in the NAI will be carried out. It is also proposed to provide compute network between NAI and its regional offices, records centres, state archive departments and departmental records' rooms of all Central Government Organisations. Besides, support for the preservation of documentary heritage will be continued to be provided through financial schemes being operated by NAI. It is also suggested to develop the conservation research laboratory into a Modern Paper Conservation laboratory equipped with various Modern Paper testing equipments.

9. During the Tenth Five year Plan, the National Museum proposes to undertake computerisation work with assistance of NIC which would include LAN and WAN and digitalisation of the collection of the National Museum, Reprography/Microfilming of manuscripts and introduction of equipment for Audio Tours.
10. Eight new galleries are to be set up in Victoria memorial hall during the Tenth Five Year Plan. The website VMH has been launched. The work of documentation and creation of computerised catalogue of art objects is expected to be completed during the Tenth Plan. The exhibition on Daniel's "Oriental Scenery" is to be taken to four metro cities during the period. An exhibition on "Mughal manuscripts" and another on Tipu Sultan to be organised jointly with ASI, both at the Victoria Memorial hall as well as Srirangapatnam, is being planned. A huge volume of conservation and restoration work remains to be carried out in the Victoria Memorial Hall during the Tenth Five Year Plan.
11. In the Library sector, the Department has proposed to establish a Regional Language Library (Bhasha Pustakalaya), a reference library in the West Zone Library, Patel Nagar, and Computerisation of its Administrative Block during 2002-03. Due to paucity of space Thanjavour Maharaja Srfoji Saraswathi Mahal Library has also proposed to construct 6-storied building. Various building constructions have been undertaken like Bhasha

Bhavan, Calcutta, during Ninth Plan.

### Financial Allocation for the Tenth Five Year Plan (2002–07)

For the Ninth Five Year Plan, Department of Culture has been allocated an amount of Rs. 920.41 crore. For the Tenth Five Year Plan, an amount of Rs. 2708.33 crore has been recommended by the Working Group on Art & Culture. Outlays proposed by the Working Group for the Tenth Five Year plan is three times greater than the approved outlay of Ninth Five Year Plan. The budgetary support that could be provided by the Planning Commission for the Department of Culture will depend on the total size of the budgetary support allocated by the Ministry of Finance for the Plan and, further, on the inter-sectoral priorities by the Planning Commission for the Plan as a whole. The Steering Committee wanted the Department to priorities its schemes, both the continuing ones and the new schemes being proposed for the Tenth Plan, so that in case the allocation is less than that proposed, the prioritised

schemes get due attention. It was also emphasised to involve private participation for preservation and promotion of our rich cultural heritage during the Tenth Five Year Plan (2002–07).

The details of continuing schemes and financial projection for the Tenth Plan are given at Annexure-III.

ANNEXURE – I

No. M. 12015/5/2000-Edn.  
Planning Commission  
(Education Division)

Yojana Bhawan,  
Parliament Street,  
New Delhi-110001.  
December 4, 2000.

**Order**

Subject: Constitution of the Working Group on Art & Culture for the  
formulation of Tenth Five Year Plan 2002–07.

1. In the context of the formulation of the Tenth Five Year Plan (2002–07) it has been decided to set up a Working Group on Art & Culture under the Department of Culture, Ministry of Human Resource Development.
2. The Terms of Reference of the Working Group may be seen in Annexure–I.
3. The composition of the Working Group may be seen Annexure–II.
4. The Chairman of the Working Group, if deemed necessary, may constitute Sub-groups and/or may co-opt additional members. However, Convener of the Working Group should concurrently keep Education Division of the

Planning Commission informed about the same.

5. The Working Group will finalise its report by 31st May, 2001.
6. The expenditure on TA/DA etc. of official members in connection with the meetings of the Working Group will be borne by the parent department/ ministry/organisation to which the member belongs. Non-official members will be entitled to TA/DA as admissible to Grade-I Officers of the Government of India and this expenditure will be borne by the Convener Department.

–sd/-

(T.R. Meena)

Deputy Secretary (Administration)

Copy to : Chairman and Members of the Working Group on Art and Culture.

Copy forwarded to :

1. PS to Deputy Chairman, Planning Commission.
2. PS to MOS (P&PI).
3. PS to all Member of Planning Commission.
4. PS to Member-Secretary, Planning Commission.
5. PS to Special-Secretary, Planning Commission.
6. PS to Secretary (Expenditure), Deptt. of Expenditure, Ministry of Finance (Plan Finance Division).
7. Ministry of Home Affaris.
8. Advisers/heads of Divisions.
9. IFA Unit, Planning Commission.
10. Admn./Accounts/General Branches, Planning Commission.
11. US (Admn.), Planning Commission.

12. Information Officer, Planning Commission.
13. Library, Planning Commission.
14. Plan Coordination Division, Planning Commission.
15. PS to DS (Admn.), Planning Commission.

### Terms and Reference of Working Group on Art and Culture-Tenth Five Year Plan (2002–2007)

1. To review the existing approach, strategy, priorities; on-going policies and programmes and their implementations for protection and preservation of National heritage and culture and to suggest rationalisation/minimisation of the on-going programme and effective inter-sectoral conversions.
2. To review the status of various Institutions/NGOs working in the sector for providing the focus attention for the development perspective for this sector for the Tenth Five Plan.
3. To review the functioning of the existing administrative Structures and mechanisms both at the Central State and Project levels with a special reference to setting up of various Science Museums and Science City and suggest improvements, if necessary;
4. To identify neglected areas and groups; gaps, weakness and bottlenecks; and to take note of the persisting and emerging problems/situations related to various forms of Art and Culture and to suggest the future directions of the programmes including expansion and qualitative up-gradation in terms of standards, facilities and attainments with special reference to tribal Folk Art/Culture.
5. To suggest measures to create effective linkage between different organisations engaged in the sector and better utilisation of infrastructure.

To examine critically the following :

- 1 Resources assessment under different activities/programmes; ways and means for mobilisation of additional resources; and ways and means for

the involvement of Non-Government Organisations/community/other private organisations, Panchayati Raj Institution including and trade in the programmes under this sector.

- 1 To review the physical and financial achievements in relation to the targets set under various programmes during the Tenth Plan and project

programme-wise requirements, both physical and financial in the Tenth Five Year Plan (2002–07)

1. To converse the similar schemes/programmes under CS/CSS to avoid implications of efforts and reduced their number.

### Composition of the Working Group for formulation of Tenth Five Year Plan

#### Working Group of Art and Culture–Tenth Five year Plan

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|---|----------|
| 1. Shri R.V.V. Ayyar,<br>Secretary,<br>Department of Culture,<br>Ministry of Tourism & Culture, Shastri Bhawan,<br>New Delhi. | Chairman |
| 2. Mrs. Kiran Aggarwal,<br>Pr. Adviser (Edn.),<br>Planning Commission,<br>New Delhi.  | Member   |
| 3. Member-Secretary,<br>Indira Gandhi National Centre for Arts,<br>Janpath,<br>New Delhi.                                     | Member   |
| 4. Director General (Tourism)<br>Government of India,<br>New Delhi.   | Member   |
| 5. Kerala Sastra Sahitya Parishad,<br>Thiruvananthapuram.   | Member   |
| 6. Director-General,<br>National Council of Science Museums,  | Member   |

- Sector V, Block GN,  
Bidhan Nagar, Calcutta-700 091
7. Secretary (Culture), Member  
Government of Madhya Pradesh, Bhopal.
8. Ms. Premlata Puri, Member  
Director-General,  
Centre for Culture Resources & Training,  
New Delhi.
9. Prof. K.N. Panikkar, Member  
Centre of Historical Studies,  
Jawaharlal Nehru University,  
Mehrauli Road, New Delhi.
10. Shri Krishen Khanna Member  
C/o Lalit Kala Academies  
Artist Corner, Garhi Village,  
East of Kailash, Kalka Devi Marg  
New Delhi-110065.
11. Dr. R. Bhattacharya, Member  
Director,  
Anthropological Survey of India,  
West Block II,  
Wing No. 6, Ist Floor,  
R.K. Puraam,  
New Delhi.
12. Shri S. Sarkar, Member  
Director General,  
National Archives of India,  
Janpath,  
New Delhi-110001.

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Compendium of Select Government Reports on Library & Information Services in India

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| 13. Additional Director General,<br>Archaeological Survey of India,<br>Janpath,<br>New Delhi-110001                             | Member |
| 14. Shri J.A. Bhabha,<br>Chairman,<br>Sangeet Natak Academic,<br>Rabindra Bhavan,<br>Ferozeshah Road,<br>New Delhi-110001.      | Member |
| 15. Prof. H.R. Ananta Murty,<br>Chairman,<br>Sahitya Academi,<br>Rabindra Bhavan,<br>35, Ferozeshah Road,<br>New Delhi-110001.  | Member |
| 16. Shri Anand Dev,<br>Acting Chairman,<br>Lalit Kala Academi,<br>Rabindra Bhavan,<br>35, Ferozeshah Road,<br>New Delhi-110001. | Member |
| 17. Dr. O.P. Agrawal,<br>Director General,<br>International Cultural Centre (I.C.I.),<br>Lucknow, Uttar Pradesh                 | Member |
| 18. Director,<br>Indian Museum,<br>27, Jawaharlal Nehru Road,<br>Calcutta-700016.   | Member |

- |   |                  |
|---|------------------|
| 19. Director,<br>Bharat Kala Bhavan,<br>Banaras Hindu University<br>Varanasi-221005.  | Member           |
| 20. Director,<br>National School of Drama,<br>Bahawalpur House,<br>New Delhi.   | Member           |
| 21. Director,<br>North Eastern Zonal Cultural Centre,<br>Dimapur.   | Member           |
| 22. Dr. K.K. Chakravarty,<br>Director,<br>Indira Gandhi Rashtriya Manav Sanghralya,<br>Post Box No. 2,<br>Shamla Hills, Bhopal. | Member           |
| 23. Mrs. Komal Anand<br>Director General<br>ASI<br>New Delhi.   | Member           |
| 24. Rev. Kanpo,<br>President,<br>All Ladakh Gonpa Sangh,<br>Leh, Ladakh.  | Member           |
| 25. Dr. Amita Ray,<br>Retd. Prof. of Archaeology,<br>Calcutta University, Calcutta.   | Member           |
| 26. Mrs. Chitra Chopra<br>Additional Secretary (Planning),  | Member-Secretary |

Department of Art & Culture,  
Ministry of Human Resource Development,  
Shastri Bhavan,  
New Delhi.

ANNEXURE – II

No. M. 12015/5/2000-Edn.

Government of India  
Planning Commission  
(Education Division)

Yojana Bhawan,  
Parliament Street,  
New Delhi-110001.  
December 4, 2000.

**Order**

Subject: Formulation of the Tenth Five Year Plan (2002–07) Constitution  
of Steering Committee on Art & Culture.

1. In the context of the formulation of the Tenth Five Year Plan (2002–07) for the Sector of Art & Culture, it has been decided to set up a Steering Committee.
2. To composition of the Steering Committee is at Annexure–I.
3. Terms of Reference of the Steering Committee :
  - (i) To review the current status of the Sector and provide the focus for the development perspective for the Sector for the Tenth Five Year Plan.
  - (ii) To over-see and guide the Working Group in all respects.
  - (iii) To consider and suggest the financial resources and the optimum financial outlays for the different schemes of the sector for the Tenth

Plan period.

4. The Chairman of the Steering Committee, it deemed necessary may constitute sub-Group and or co-opt additional member.
5. The expenditure on TA/DA etc. of official members in connection with the meetings of the Steering Group will be borne by the respective Government Departments Institutions to which the member belongs. Non-official members will be entitled to TA/DA as admissible to Grade-I Officers of the Government of India and this expenditure will be borne by the Convener Department.

–sd/-

(T.R. Meena)

Deputy Secretary (Administration)

Copy to : Chairman and Members of the Steering Committee on Art and Culture.

Copy also to :

1. PS to Deputy Chairman, Planning Commission.
2. PS to MOS (P&PI).
3. PS to all Member of Planning Commission.
4. PS to Member-Secretary, Planning Commission.
5. PS to Secretary (Expenditure), Deptt. of Expenditure, Ministry of Finance (Plan Finance Division), North Block, New Delhi.
6. PS to Secretary, Ministry of Home Affairs, North Block, New Delhi.
7. Advisers, Heads of Divisions, Planning Commission.
8. IFA Unit, Planning Commission.
9. Admn./Accounts/General Branches, Planning Commission.
10. US (Admn.), Planning Commission.
11. Information Officer, Planning Commission.
12. Library, Planning Commission.

13. Plan Coordination Division, Planning Commission.
14. PS to Deputy Secretary (Admn.), Planning Commission.

–Sd/-

Deputy Secretary (Administration)

**Steering Committee on Art and Culture for Formulation  
of Tenth Five year Plan**

- |   |          |
|---|----------|
| 1. Shri K. Venkatasubramaniam<br>Member, Planning Commission,<br>New Delhi.                             | Chairman |
| 2. Dr. R.V.V. Ayyar<br>Secretary,<br>Deptt. of Culture, Shastri Bhavan,<br>New Delhi.                   | Member   |
| 3. Secretary (Culture),<br>Government of Orissa,<br>Bhubneswar.   | Member   |
| 4. Secretary (Culture),<br>Government of Rajasthan, Jaipur  | Member   |
| 5. Secretary (Culture),<br>Government of Jharkhand, Ranchi.   | Member   |
| 6. Secretary (Culture),<br>Government of Chhatisgarh, Raipur  | Member   |
| 7. Prof. & Coordinator,<br>Central of advance Study in History,<br>Alligarh Muslim University, Aligarh. | Member   |
| 8. The Academic Director,<br>IGNCA, Rajendra Prasad Road,<br>New Delhi.                                 | Member   |

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|--|--------|
| 9. Chairman,<br>Lalit Kala Academy,<br>Rabindra Bhawan,<br>35, Feroz Shah Road,<br>New Delhi.            | Member |
| 10. Chairman<br>Sangeet Natak Academy, Rabindra Bhawan,<br>Feroz Shah Road, New Delhi                    | Member |
| 11. Chairman,<br>Sahitya Academy, Rabindra Bhawan,<br>35, Feroz Shah Road,<br>New Delhi.                 | Member |
| 12. Secretary,<br>Government of India,<br>Deptt. of Tourism, Parivahan Bhavan,<br>Sansad Marg, New Delhi | Member |
| 13. Secretary,<br>Deptt. Fine Arts, M.S. University,<br>Baroda.  | Member |
| 14. Director,<br>Central Institute of Indian Languages,<br>Mysore, Karnataka.                            | Member |
| 15. Director,<br>Indian Council of Social Science Research,<br>35, Ferozeshah Road,<br>New Delhi.        | Member |
| 16. Prof. B.B. Lal,<br>Archaeologists.<br>F-7, Hauz Khas Enclave,  | Member |

- Panchsheel Park, New Delhi-110017
17. Shri Amjad Ali Khan, Member  
8, Sadhana Enclave,  
Panchsheel Park,  
New Delhi-110017.
18. President, Member  
ICHR & Director,  
Nehru Memorial Museum & Library,  
Teen Murti House, New Delhi-110003
19. Director General, Member  
National Council of Science Museums,  
Sector V, Block GN, Bidhan Nagar,  
Calcutta-700091.
20. Prof. R.D. Munda, Member  
Ex-Vice Chancellor,  
Ranchi University, Ranchi,  
Jharkhand.
21. Shri G.B. Panda, Member  
Deputy Adviser (TD),  
Backward Classes Division  
Planning Commission, New Delhi

ANNEXURE – III

Planning Commission (Education Division)

State showing the details of the Financial outlays for the Ninth Plan and proposed outlays for Tenth Plan (2002-07) — Ministry of Tourism & Culture.

Sl.	Schemes	Approved outlay IXth Plan (1997-02)	2002-03	2003-04	2004-05	2005-06	2006-07	Demand for Tenth Plan (2002-07)	% increased over the col. 9/3	Recomm- ended Outlay by the P.C.
1	2	3	4	5	6	7	8	9	10	11
I.	Direction & Administration	350.00	120.00	120.00	120.00	120.00	120.00	600.00	71.43	
II.	Promotion of Art & Culture									
(a)	Schemes									
	Zonal Cultural Centres	1950.00	829.75	904.45	911.05	964.05	1031.10	4641.30	138.02	
	Centre for Cultural Resource Training	3200.00	1696.00	1701.00	831.00	897.00	970.00	6095.00	90.47	
	Building Grants to Vol. Culture Organisations	875.00	300.00	300.00	300.00	300.00	300.00	1500.00	71.43	
	Asst. for Dance, Drama & Theatre	2600.00	1125.00	1125.00	1125.00	1125.00	1125.00	5625.00	116.35	
	Development of Cultural Organisation	250.00	10.00	10.00	10.00	10.00	10.00	50.00	-80.00	

Compendium of Select Government Reports on Library & Information Services in India

1	2	3	4	5	6	7	8	9	10	11
	R.K. Mission Institute of Culture	674.00	80.00	80.00	80.00	80.00	80.00	460.00	-31.00	
	Asst. for promotion of Tribal/Folk Art	375.00	100.00	100.00	100.00	100.00	100.00	500.00	33.33	
	Asst. for promotion of Himalayas Art	220.00	80.00	80.00	80.00	80.00	80.00	400.00	81.82	
	Setting up of Multipurpose Cultural Complexes	1100.00	500.00	500.00	500.00	500.00	500.00	2500.00	127.27	
	Khalashetra, Madras	545.00	100.00	100.00	100.00	100.00	100.00	500.00	-8.26	
	M.P.C.C. Guwahati (Discontinued)	401.00								
	National Culture Fund	1650.00	200.00	100.00	100.00	75.00	75.00	550.00	-66.67	
	Total-2(a)	13840.00	5020.75	5000.45	4157.05	4251.95	4391.10	22821.30	64.89	
2(b)	Academies									
	Sahitya Academi	2200.00	661.00	871.00	1039.50	1081.00	950.00	4603.00	109.23	
	Sangeet Natak Akademi	1900	1326.00	1516.00	1726.00	1891.00	2161.00	8620.00	353.68	
	Lalit Kala Akademi	1300.00	516.40	516.40	516.40	516.40	516.40	2582.00	98.62	
	National School of Drama	1900.00	2710.00	2865.00	3265.00	4240.00	3915.00	16995.00	794.47	
	Total-2(b)	7300.00	5213.40	5768.40	6546.90	7728.40	7542.90	32800.00	349.32	

Report of the Steering Committee on Art & Culture for the Ninth Five Year Plan...

1	2	3	4	5	6	7	8	9	10	11
2	Training & Research									
(c)	Scholarships to outstanding Artists	1100.00	465.00	512.00	563.00	619.00	680.00	2839.00	158.09	
	Asst. to persons distinguished in arts	500.00	144.00	144.00	144.00	144.00	144.00	720.00	44.00	
	Total 2 (c)	1600.00	609.00	656.00	707.00	763.00	824.00	3559.00	122.44	
	Prom. of Art & Culture 2(a+b+c)	22740.00	10843.15	11424.85	11410.95	12743.35	12758.00	59180.00	160.25	
3.	Archaeology	18249.00	10217.00	11344.00	12635.00	14174.00	16024.45	64396.00	252.87	
4.	Archives & Records									
	National archives of India	2300.00	850.00	850.00	600.00	600.00	600.00	3500.00	52.17	
	Kuda Baksh Oriental Public Library	385.00	166.95	166.95	166.95	166.95	166.95	834.75	116.82	
	Rampur Raza Library	500.00	217.00	212.00	135.00	142.00	138.00	844.00	68.80	
	Asiatic Society	700.00	482.00	370.00	313.00	231.00	121.00	1517.00	116.71	
	TMSSML	300.00	122.00	122.00	122.00	122.00	122.00	610.00	103.33	
	National mission for Manuscripts	100.00	500.00	1000.00	1500.00	1500.00	500.00	5000.00	4900.00	
	Asst. for bringing out lit. books magazines.	50.00	50.00	10.00	10.00	10.00	10.00	50.00	0.00	
	Total	4335.00	2347.93	2730.95	2846.95	2771.95	1657.95	123.35.75	185.02	

Compendium of Select Government Reports on Library & Information Services in India

1	2	3	4	5	6	7	8	9	10	11
5.	Museums									
	National Museum, New Delhi	2100.00	958.00	902.00	842.00	963.00	973.00	4638.00	120.86	
	Indian Museum, Calcutta	1580.00	911.00	1116.00	1153.00	1125.00	1675.00	5980.00	278.48	
	Salajung Museum, Hyderabad	2075.00	805.00	805.00	805.00	805.00	805.00	4025.00	93.98	
	Victoria Memorial Hall	1125.00	550.00	550.00	500.00	355.00	355.00	2310.00	105.33	
	National Gallery of Modern Art	3100.00	1089.00	1089.00	1089.00	1089.00	1089.00	5445.00	75.65	
	Allahabad Museum, Allahabad	425.00	219.78	161.92	160.27	169.82	182.02	893.81	110.31	
	NCSM, Calcutta (Incl. Sc. Cities)	2800.00	2238.0	1490.00	1220.00	1220.00	1220.00	7388.00	163.86	
	Science Cities	8600.00	3500.00	4600.00	4900.00	1200.00	1200.00	15400.00	79.07	
	NRLC, Lucknow	850.00	139.00	282.00	284.00	130.00	137.00	972.00	14.35	
	Nehru Centre, Bombay	80.00	10.00	10.00	10.00	10.00	10.00	50.00	-37.50	
	National Museum Institute	350.00	120.00	120.00	120.00	120.00	120.00	600.00	71.43	
	Promotion of Regional & local museum	650.	1000.00	1000.00	1000.00	1000.00	1000.00	5000.00	669.23	
	INTACH	40.00	100.00	100.00	100.00	100.00	100.00	500.00	1150.00	
	Total	23775.00	11639.78	12225.92	12183.27	8286.82	8866.02	53201.81	123.77	

1	2	3	4	5	6	7	8	9	10	11
6.	Anthropology and Ethnology									
	Anthropology Survey of India	2500.00	1489.00	1869.00	1644.00	1149.00	179.00	6330.00	153.20	
	IGRMS, Bhopal,	2200.00	2200.00	2300.00	1700.00	1200.00	1600.00	9000.00	309.09	
	Total	4700.00	3689.00	4169.00	3344.00	2349.00	1779.00	15330.00	226.17	
7.	Public Libraries									
	National Library	5400.00	2038.00	570.50	603.50	651.00	703.50	4566.50	-15.44	
	CRL, Calcutta	200.00	24.10	24.10	24.10	24.10	24.10	120.50	-39.75	
	Delhi Public Library	550.00	656.00	721.00	422.00	622.00	420.00	2841.00	416.55	
	C.S.L. (Incl. N.B. Database)	1000.00	428.00	478.00	378.00	428.00	448.00	2160.00	116.00	
	Raja Ram Mohan Roy Foundation	2805.00	7685.00	1321.00	1421.00	1535.70	1635.70	13598.40	384.79	
	Central State Library, Bombay	250.00	5.00	5.00	5.00	4.00	4.00	23.00	-90.80	
	Connemera Public Library, Madras	250.00	46.30	46.30	29.11	29.11	29.11	179.93	-28.03	
	DELNET	375	100.00	100.00	100.00	100.00	100.00	500.00	33.33	
	India Library (Discontinued)	301.00	-	-	-	-	-	-	-	
	Streng. of small Libs. (Discontinued)	50.00	-	-	-	-	-	-	-	

Compendium of Select Government Reports on Library & Information Services in India

1	2	3	4	5	6	7	8	9	10	11
	NAPLIS	115.00	10.00	10.00	10.00	10.00	10.00	50.00	-56.32	
	Asstt. for Lit. books & Magazines		10.00	10.00	10.00	10.00	10.00	50.00	-	
	Total	11296.00	11002.40	3285.90	3002.71	3413.91	3384.41	24089.33	113.26	
8.	IGNCA	401.00	4500.00	4500.00	4500.00	3500.00	3000.00	20000.00	4887.53	
9.	Tibetan and Buddhist Studies									
	Central Instt. of Buddhist Studies	700.00	936.87	960.43	985.76	987.98	995.63	4866.67	595.24	
	Central Instt. of Higher Tibetan Studies	800.00	455.00	625.00	320.50	344.25	365.50	2120.25	163.78	
	Cenmtra Instt. of Himalayan Cul. Studies		231.14	295.96	311.78	423.58	483.88	1746.34	-	
	Development of Buddhist/ Tibetan	450.00	150.00	150.00	150.00	150.00	150.00	750.00	66.67	
	Total	1950.00	1773.01	2031.39	1768.04	1905.81	1995.01	9473.26	385.81	

1	2	3	4	5	6	7	8	9	10	11
10.	Other Expenditure									
	Gandhi Smriti and Darshan Samiti	1050.00	180.00	180.00	180.00	180.00	180.00	900.00	-14.29	
	Nehru Memorial Museum & Library	1260.00	436.00	436.00	436.00	436.00	436.00	2180.00	74.40	
	Nav Nalanda Mahavihara	805.00	364.50	358.25	447.00	494.50	393.00	2057.25	155.56	