

National Library of Sri Lanka

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ජනරජයේ පුස්තකාලය NATIONAL LIBRARY



The Last Resort of Information Seekers

1040756 BL

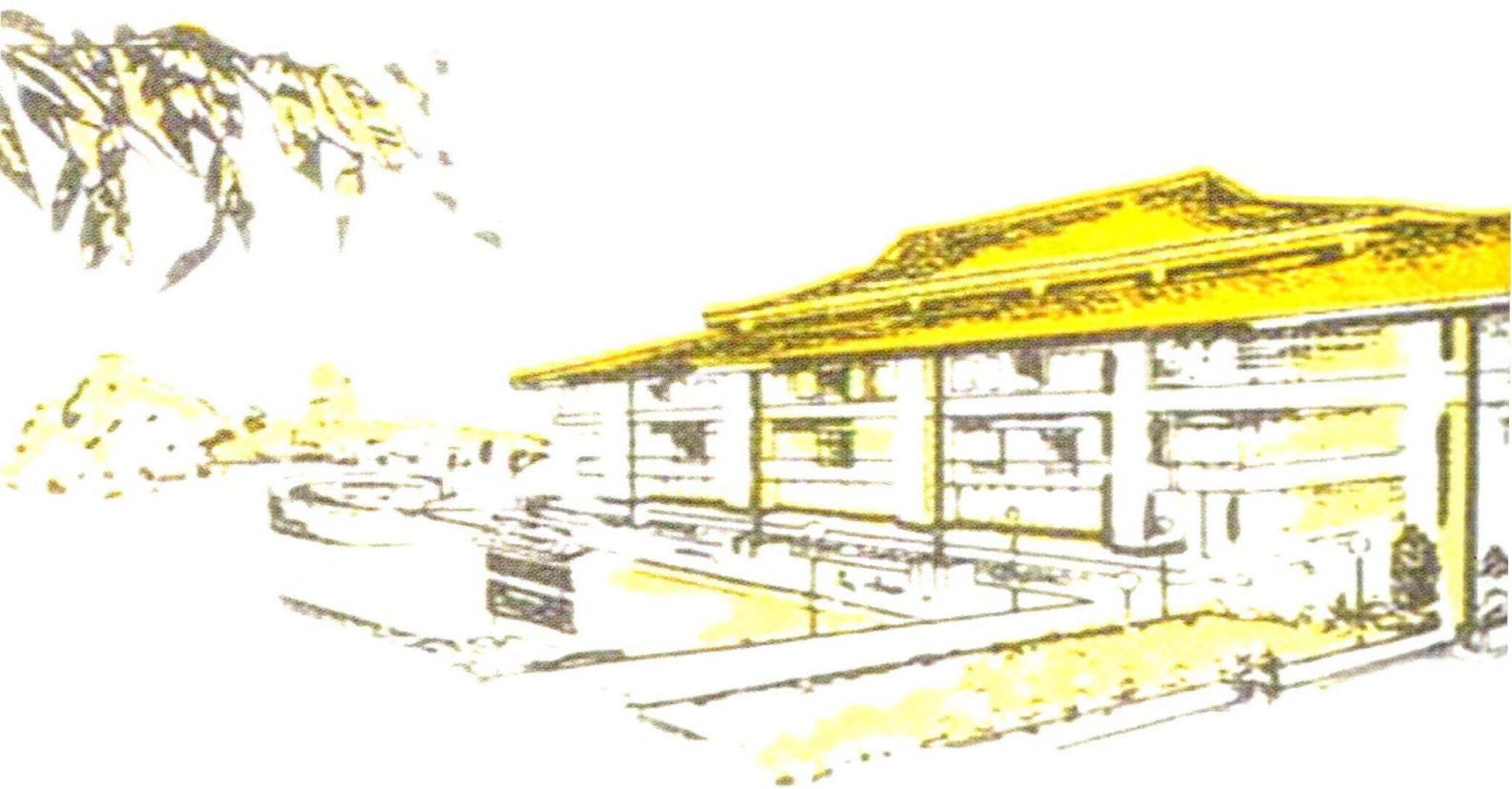
24 JUL 2017

NATIONAL LIBRARY AND
DOCUMENTATION CENTRE

VISION

Being the National Knowledge Centre
providing access to library and
information services for all
members of the public

1040756



MISSION

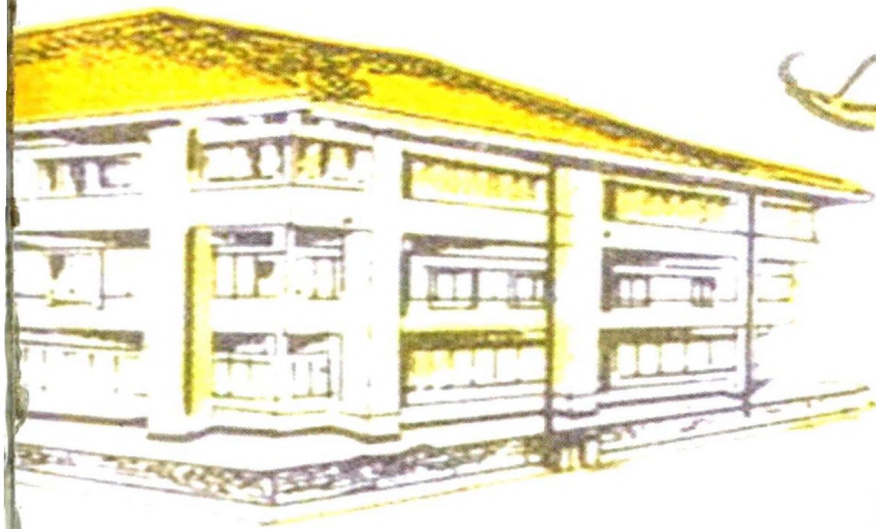
Creating a knowledge society through the preservation of intellectual heritage of the nation.

Developing of National Library and information system.

Encouraging the utilization of information communication technology for an effective library service.

Providing bibliographical services and assisting in book publication.

2003



National Library & Documentation Centre

Aims and Objectives

- To provide leadership for libraries of all categories in Sri Lanka, leadership in providing information to the nation and for all services.
- Establishment, development and maintenance of a complete national collection of written, printed and non print media published in Sri Lanka or abroad.
- Establishment and maintenance of Bibliographic and Documentation Services.
- Advise the government on Library and Information Science, Education and Training, Extension Services and Professional matters and formulation of standards.
- Organization of human resources and Promotion of physical resources for the development of libraries in Sri Lanka.
- Encourage the local book publication and promotion of reading.
- Encourage utilization of Information Technology for library and information services.
- Promote co-operation with the institutions and organizations at national, regional and international level related to library and information field.
- Organization of library and information services respecting to the cultural identity of different groups in the society.
- Provide resources and organize services needed for academic research activities.

Architectural Concept



The tree is one of the most expressive symbols of nature. It signifies protection, shade from the sun, as a source of nourishment and a place for calm reflections.

In the Buddhist context, a tree stands for supreme enlightenment.

It is a happy augury that the Consultant Architect visualised the National Library building as a big tree, a shelter from the

elements, with its dominant feature a big, overhanging roof.

Along with the association of growth here, of an organic structure driving roots into, and drawing sustenance from our native soil, is the idea of conservation and longevity. Here, too the architect saw the core of the building as a place of endless rejuvenation, the air conditioned book stack running through the entire building and forming its heart.

Like the core of the tree where the vital sap pulses, in this zone will be the ultimate treasure of the library - our national treasure - all the priceless books, periodicals, documents, newspapers, tapes and micro films covering both print and non-print material that will remain in the care and custody of the National Library for the benefit of users for many, many years to come.

And to enable the readers to have, in the words of the English poet, Andrew Marvel, "a green thought in a green shade", there are reader spaces which are naturally ventilated, where readers, when weary, may refresh their eyes by resting them among the lush greenery visible on all sides around the building.

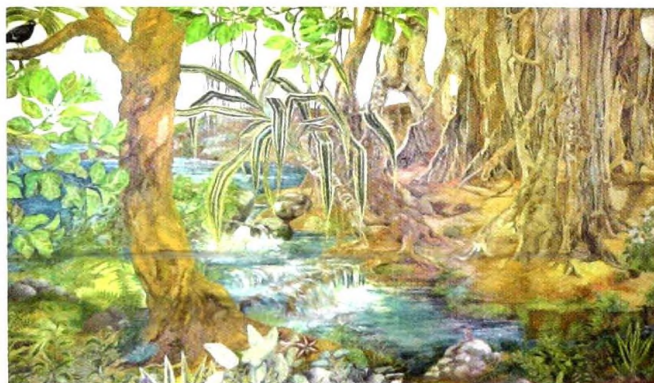
The librarians and all staff may similarly

work in a cool and tranquil atmosphere, so conducive to the creation of a tranquil mind and gracious temperament.

The building is also intended to reflect its lofty purpose, to inspire a sense of awe and wonder and have over and above all the appearance of a building that has, in the words of the architect, "something of the solidity and weight associated with certain traditional buildings, like the Temple of the Tooth and other important shrines."

Prof. Michael Brawne hoped the building would be like other national monuments- the Museum, Independence Hall, the Colombo Town Hall, the new Parliament Building - a symbol of our nation's cultural aspirations and values.

To this end, materials that have emerged from the soil of the country have been used-local hard woods, local clay tiles on the floor, brick and concrete from the enduring earth and rocks of our native quarries. The art work to follow will likewise, be by local artists, expressing the soul of our people. The mural on the wall depicting local vegetation is considered the largest mural in this part of the world.



NATIONAL LIBRARY OF SRI LANKA

The National Library of Sri Lanka was inaugurated on 27th April 1990 by HE Ranasinghe Premadasa, then President of the Democratic Socialist Republic of Sri Lanka. This event marks a significant step in the country's educational, cultural, library and information fields.



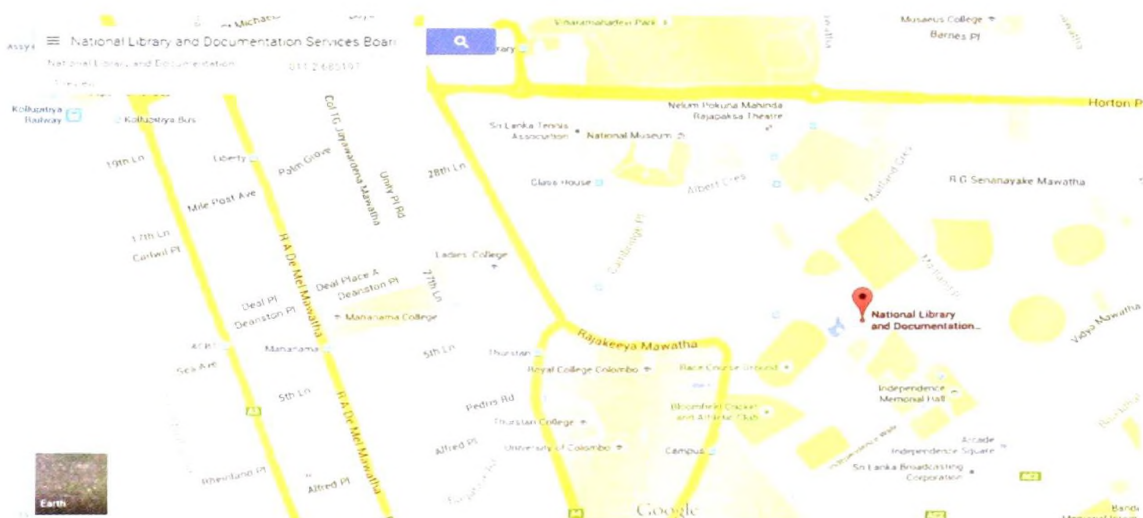
Opening of the National Library of Sri Lanka - 27th April 1990

The Ceylon National Library Services Board Act No.17 of 1970 provided the legal base for the National Library at its initial period.

Hon. Dr. Richard Pathirana, Minister of Education submitted the draft legislation to the Parliament in 1997. Under the Parliament Act No.51 of 1998, powers and responsibilities of the National Library were clearly spelled out for the first time and this was a fulfilment of a long felt need. The name was changed from the National Library of Sri Lanka to the National Library and Documentation Centre which is more appropriate, considering the functions of the institute. However, in general, it is still known as the National Library. It has become a herculean task to organise and introduce this new institution to the country and to the general public.

LOCATION

The National Library is located at No. 14, Independence Avenue Colombo 07, Sri Lanka



NATIONAL LIBRARY READER SERVICES

The National Library is mainly a research and a reference library and it is technically a library of last resort. It intends to provide library resources as well as information to all Sri Lankans through the National Library, library networks, information centres and resource centres. The library has five floors with a floor area of 11,250 sqm. and 866 meters of shelving. There are three reading areas with a seating capacity for 320 readers and several special study rooms, air conditioned auditorium with 120 seats and a conference room with 30 seats. The library has space to accommodate around ten million (10,000,000) volumes

of library material. The current library martial stock of approximately over 600,000 volumes will form the nucleus of the future national collection.

The National Library has been building it's collection since the 1970's through it's acquisition programme. Methods of acquiring library material are purchases, deposits, gifts and donations, and exchange (local and international). The National Library was attributed the Legal Deposit status by the Printers and Publishers Act in 1976 which made provisions to deposit a copy of each local publication in the National Library.

OPENING DAYS AND HOURS

MONDAY, WEDNESDAY, FRIDAY AND SATURDAY 8.30 AM - 4.15 PM

TUESDAY AND THURSDAY 8.30 AM – 6.15 PM

SUNDAY AND PUBLIC HOLIDAYS CLOSED

REGISTRATION

Every individual who wants to use the library's services and facilities must register as a member.



MEMBERSHIP FEE

Temporary membership

For one day membership Rs. 20.00

Permanent membership

For three months membership Rs. 100.00

For one year membership (annual membership) Rs. 350.00

Life membership Rs. 1000.00

Institutional membership for one year Rs. 2500.00

Life membership for retired officers of the national Library Free

According to the users wish, they can select a suitable membership. At the end of each period the membership has to be renewed by paying the relevant fee.

NATIONAL LIBRARY COLLECTIONS

Reference Collection



The main reference collection contains Tertiary Sources such as General and Subject Encyclopedias, Dictionaries of English Language, other languages, Bilingual Dictionaries and Subject Dictionaries, Composite and Subject Glossaries, Year Books, Almanacs, Directories, International, National and Subject Biographies, Maps, Atlases, Gazetteers, Guide Books, Hand Books, Manuals and Thesaurus, CD ROMs including Encyclopedia Britannica, Encarta, etc. In addition,

this collection consists of Secondary Sources such as National, Subject and Trade Bibliographies, Indexes, Indexing Journals namely, Science Citation Index, Social Science Citation Index, Abstracting Journals such as Library and Information Science Abstract plus Current Research (LISA) and Current Content. Although the majority of the reference sources is of international level, a complete basic reference collection relevant to Sri Lanka is also available.

Sri Lanka Collection

The National Library of Sri Lanka has been a deposit library since 1976 and receives copies of Sri Lankan Publications under the Printers and Publishers Ordinance of 1885. However the building of the Sri Lanka Collection commenced since the establishment of the Sri Lanka National Library Services Board in 1970. Other methods of publications acquired to enrich the Sri Lanka Collection include purchasing, exchange of publications,

gifts and donations. Other than general reference material, the National Library is interested in acquiring books published in Sri Lanka, books published on Sri Lanka in foreign countries and books by Sri Lankan authors. This collection is supplemented by 38 special collections of eminent scholars, 05 collections of others and 13 collections of National Institutions and International Organizations.



Ola Leaf Manuscripts Collection

Although the number is quite small, National Library has a fairly good collection of Ola-leaf manuscripts and its developing continuously. This valuable and rare indigenous library material collection consists of ola-leaf manuscripts in Sinhala, Pali and Sanskrit languages of Buddhism, Buddhist Sutras, Ayurvedic medicine, Sinhala language and Literature, History, Astrology, Jathaka Stories, Charm, Occultism etc. Literary works published for over several decades

as well as number of ola manuscripts of national importance included in this collection.



Periodicals Collection

Current information can be obtained from the articles of periodicals. Therefore periodicals are of great importance where research is concerned. All periodicals published in Sinhala, Tamil and English in Sri Lanka, are acquired by the National Library, according to its acquisitions policy. Foreign Periodicals too acquire in the fields of Social Science, Humanities, Science and Technology and Library and Information Science. Periodicals are acquired through purchases, exchange, gifts and donations.



Newspaper Collection



The complete National Newspaper Collection from 1976 to date deposited

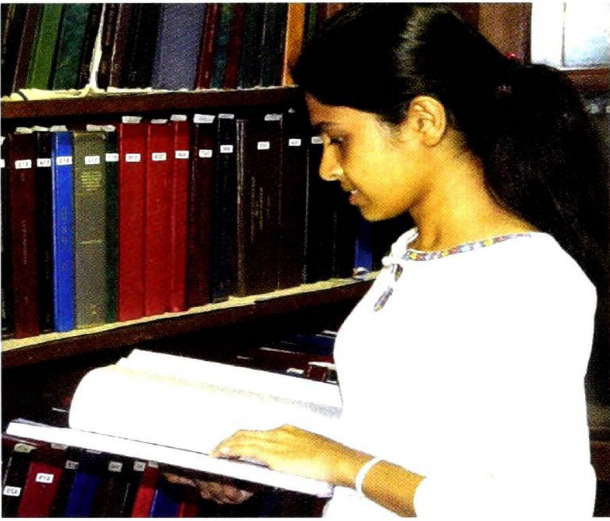
in the library attracts a large number of researches and readers to the library. The collection is being microfilmed at present and the newspapers can be used either in microfilm form or the original form. In addition microfilm edition of a number of leading national newspapers are being acquired to the national collection. The present stock of newspapers contains approximately 1677 titles.

Newspaper Clipping Collection

A collection of newspaper clippings of special articles and important news items appearing in newspapers are available for readers. The clippings collection consists of scholarly and feature articles on 127 subjects. Main emphasis is given on articles relating to current topics. This collection is arranged systematically by subjects with an index to each subject.



Theses and Dissertation Collection



Building of a theses and dissertation collection was commenced in the latter part of 1999. The theses/ dissertation submitted to obtain PhD, M. Phil, MA, MLS degrees from a recognized university or a similar institution in Sri Lanka or abroad by Sri Lankans were acquired. The subject for the theses should be relevant to Sri Lanka. These/ dissertation submitted after 1980 are given priority in acquisition.



Folklore Collection

This is an important collection where the oral literature is preserved in the form of writing or audio-visual media. It includes a large collection of manuscripts written by late Mr. Peter Wijesinghe an eminent folklorist in Sri Lanka. Sinhalese Folk Songs, Sinhalese folk Tales, Sinhalese Legends, Sinhalese Customs and Ceremonies, Rituals, Deities and Demons of Sri Lanka, Betel Customs, Traditional Cookery, Folk Beliefs, Essays on Paddy Cultivations, Essays on Chena Cultivations, Essays on Agricultural Customs, Village Names of Sri

Lanka, Place Names of Sri Lanka, Essays on Elephant Lore, Bee keeping, Gods and Goddess etc. are some of his writings in folk culture.



Intangible Cultural Heritage Collection



Intangible Cultural Heritage (ICH) is promoted by UNESCO as a counterpart of the World Heritage which focuses mainly on the aspects of culture. Intangible Culture includes songs, music, drama, skills, cuisine, annual festivals, crafts and the other parts of culture that can be recorded but cannot be touched. National Library and Documentation Services Board is involved in the project known as Safeguarding of the Intangible Cultural Heritage. Building up of a collection of Intangible Cultural Heritage is one of the tasks undertaken by the National Library.

Library and Information Science Collection

As the leading institution in the field of Library and Information Science, National Library maintains a comprehensive and an up-to-date collection of materials on Library and Information Science. The Library and Information Science collection of the National Library is considered one of the country's best collections in this field. This collection contains reference sources such as Encyclopedia of Library and Information Science etc., Glossaries pertaining

to Library and Information Science. Primary sources such as Monographs, Conference Proceedings, Reports and all leading professional journals. The CD-ROM version of Library and Information Science Abstract (LISA) provides up to date information on researches and publications in the field. Special facilities have been provided to the teachers and students of the institutes of Library and Information Science to use this collection.



Sri Lanka Government Publications Collection

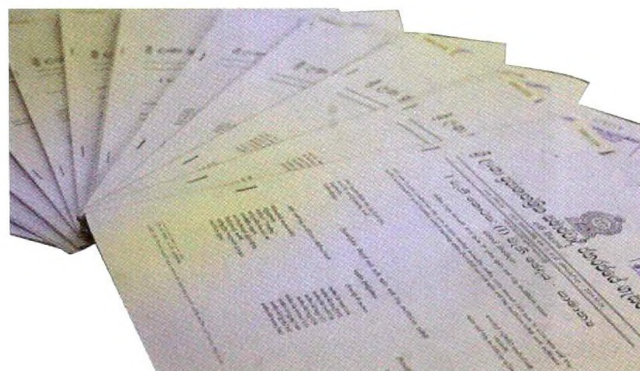
This collection includes publications such as Bills, Acts, Ordinances, Parliamentary Debates (Hanzards), Sessional Papers, Parliamentary Series, Gazettes, Sri Lanka Law Reports, New Law Reports, Administration Reports, Commission Reports, Hand Books, Guide Books, Directories, Project Reports, Blue Books, etc. published on Sri Lanka by various Institutions. These institutions are Presidential Secretariat, Parliament, General Treasury, Government Ministries, Departments, Corporations, Statutory

Boards, National Institutions, Institutions connected to Local Government, State Banks, Limited Liability Companies etc. Government publications are acquired through deposits, purchases and donations.

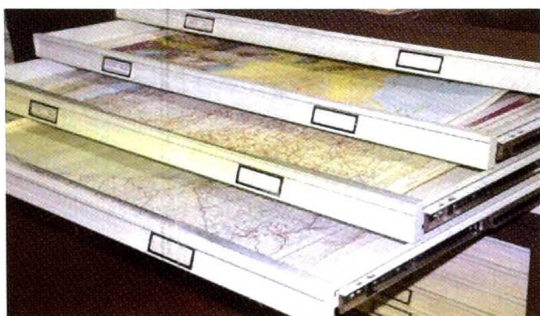


Gazette Collection

It is noteworthy to mention that the National Library has a complete collection of gazettes published in Sri Lanka since 1888 to date. Gazettes for the year from 1888 – 1976 was donated by the Government Publications Bureau. From 1976 to date, gazettes are received as deposits.



Map Collection



Special emphasis is given on building up a complete collection of maps relevant to Sri Lanka. Building up of a map collection commenced in 1980. The majority of the

maps are published by the Department of Survey with different scales. The map collection comprises of world maps, Ceylon maps, maps of India and various countries.

The maps in this collection are already divided, to name them. One inch maps – scale 1:63500, Sri Lanka Metric Maps – scale 1:50000, Land use maps, Historical maps, Satellite maps, Road – maps, Provincial wise maps, District wise maps, Divisional Secretarial wise maps, etc.

Special Collections

The private collection of Martin Wickramasinghe, a foremost writer in Sri Lanka is one of the largest of such collections. This collection was donated to the National Library by the Martin Wickramasinghe Trust. The collection consists of his personal collection of books, draft manuscripts of his writings, personal effects such as his desk, typewriter, pen, wrist watch, armchair

and a number of cultural artefacts collected by him.

In addition to this collection, private collections of thirty seven (37) eminent scholars, five (05) collections of others and thirteen (13) collections of National Institutions and International Organizations could be mentioned as special collections.



Eminent Scholars

- The Private collection of Mr. Martin Wickramasinghe a foremost writer in Sri Lanka
- Professor A. V. Suraweera Collection
- Professor Brandon Gunaratne Collection
- Professor Carl Gunawardhana Collection
- Professor D. E. Hettiarachchi Collection
- Professor Miniwan P Thilakaratne Collection
- Professor Pandith Gunapala Senadeera Collection
- Professor Ralph Pieris Collection
- Professor Russell Bowden Collection
- Professor Tikiri Abeysinghe Collection
- Professor Wimala Wijeyasuriya Collection

- Dr. E. M. Wijerama Collection
- Dr. H. A. P. Abeywardena Collection
- Dr. K. Jayatilake Collection
- Dr. M. H. Peter Silva Collection
- Dr. Nandana Karunanayaka Collection
- Dr. P. B. Sannasgala Collection
- Dr. S. G. Samarasinghe Collection
- Dr. Susunaga Weeraperuma Collection
- Mr. A. P. S. Galapatha Collection
- Mr. Cyril C Perera Collection
- Mr. D. C. D. Alwis Collection
- Mr. Edmond Samarakkody Collection
- Mr. G. D. Ranasinghe Collection
- Mr. K. B. Jinadasa Pathirana Collection
- Mr. Lionel Fernando Collection
- Mr. M. J. Perera Collection
- Mr. Madawala S Ratnayaka Collection
- Mr. Mervyn Casichetti Collection
- Mr. Oliver De Soysa Collection
- Mr. P. Wattegama Collection
- Mr. Peter Jayasuriya Collection
- Mr. Peter Wijesinghe Collection
- Mr. S. H. Wanasinghe Collection
- Mr. Sunil Shantha Collection
- Mr. U. D. I. Sirisena Collection
- Mr. W. M. A. Warnasuriya Collection
- Mrs. Theja Gunawardana Collection

Others

- Mr. D. D. Jayasoma Collection
- Mr. D. G. Jayawardena Collection
- Mr. S. R. M. Upali Bandara Collection
- Mrs. Chandra Jayasekera Collection
- Mrs. Kumarihamy Collection

Local and International organizations

Local

- Braille Press
- Department of External Resources Report Collection
- Government Publications Bureau Collection (Gazettes Since 1888 to 1976. A complete set)
- Jathika Sarvodaya Sharamadana Sangamaya
- Ministry of Public Administration (Circulars Collection)
- Public Performance Board (Drama Manuscript Collection)
- Sri Lanka Council for the Blind
- Sri Lanka Federation for the Visually Handicapped

International

- Asian Development Bank (ADB) Collection
- European Economic Community (EEC) Collection
- Food and Agriculture Organization (FAO) Collection
- UNESCO Collection
- UNICEF Collection

Report Collection

The Report collection consists of Annual Reports, Administration Reports, Technical Reports, Research Reports and so forth. These reports are either published by the governmental or by the private sector. Some of the reports are published by the non-governmental institutions. A valuable collection of reports numbering over 500 has been donated to the National Library

by the Department of External Resources. These include research reports, progress reports, technical reports, census reports, statistical reports and various types of project reports related to Sri Lanka. In addition this collection consists of various reports submitted by foreign and local experts as a part of development projects funded by International donor agencies.

Circular Collection

This collection includes Circulars issued by the Ministry of Public Administration from 1970.

Drama Manuscript Collection

The National Library commenced building up a collection of Drama Manuscripts in 1995.

Audio-Visual and Microforms Collection

Audio visual materials to be used as teaching aids or as information sources are included in this collection. Microfiches including annual reports of the Central Bank of Sri Lanka, government publications of Sri Lanka, Bibliographies of some of the National Libraries in the Asia Pacific region, International Standard Serial

Numbering (ISSN) register etc, Microfilms including theses and dissertations on Sri Lanka, some of the National Newspaper etc, Audio-cassettes, Video tapes, CDs and DVDs and Gramophone records of Sri Lankan songs, documentaries, plays and teledramas etc.



In-House Computerised Database

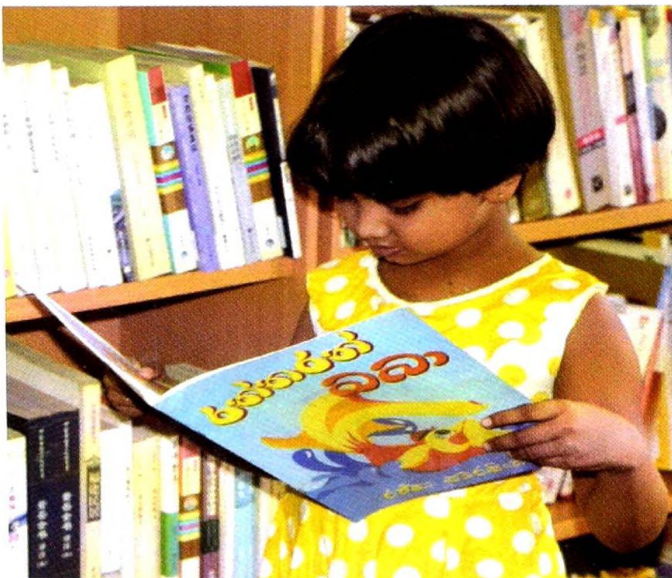
Some of the divisions of the National Library and Documentation Centre have created computerized databases for bibliographic information and for directories of persons and institutions with the assistance of the Information Technology Division of the National Library.

- Sri Lanka Conference Index
- Index to Postgraduate Theses
- Devolution of Power and Ethnic Conflict

- National Library Collection
- National Union Catalogue
- Sri Lanka Newspaper Article Index
- ISBN Publishers Directory



Children's Book Collection



The Children's Book Collection was separated recently. This collection consists of books from pre grade to grade five (05), on all subjects. The collection contains material received under deposits, purchases, gifts and donations.

Board Publications Collection

This collection comprises of publications compiled by the divisions of the National Library and Documentation Services Board and National Library and Documentation Centre, administration reports of the National Library since its establishment in 1970 to date. In addition the publications

compiled by the individuals with the financial support of the National Library and Documentation Services Board, mainly relevant to Library and Information Science. Currently There are 224 Board Publications in this collection.

Braille Collection



In order to build up a national collection of Braille literature for blind and visually handicapped persons in the country, the National Library commenced acquiring

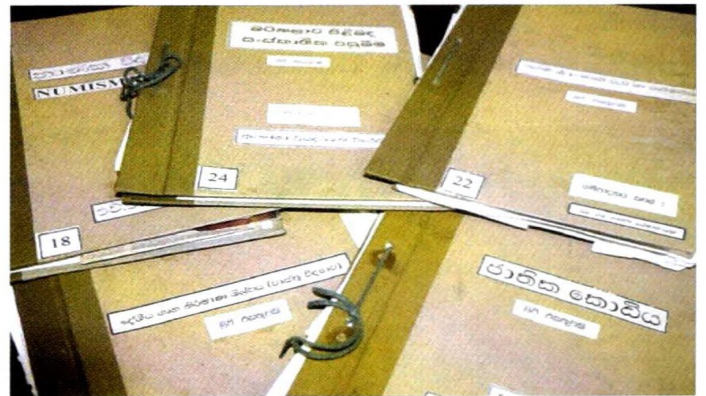
Braille and large print books in June 1990. This collection consists of approximately 555 Braille and large print books mainly received as donations. The books were donated by the Braille Printing Press then located in the premises of the National Institute of Education, Maharagama, Sri Lanka Jathika Sarvodaya Shramadana Sangamaya, Sri Lanka Council for the Blind and Sri Lanka Federation for the Visually Handicapped.

Information Repackaging Collection

Building up of this collection commenced in the year 2000. Information gathered from different sources such as books, periodical articles, newspaper articles, internet etc. and condensing it on selected topics is the main task of this information repackages.

Few examples are as follows:

1. Child abuse
2. Copyright
3. Copyright - Based business :
Censorship, publishing and access to knowledge
4. Endangered species
5. අනුරාධපුර යුගයේ රජවරු හා



- ගොවිතැන් ක්‍රම
6. අපේ රටට ආවේණික කරුල්ලෝ
7. අපේ රටට බුදු දහම හඳුන්වාදීම
මහින්දාගමනයට පෙර හා පසු
8. අපේ රටට සාමය අවශ්‍ය ඇයි

SERVICES

Information Service for Visually Handicapped Readers

National Library and Documentation Services Board (NLDSB) in collaboration with the Daisy Lanka Foundation started an information service for visually handicapped readers in the National Library. The objective of this service is to provide facilities for the visually handicapped readers to search information providing special information resources to suit their needs. This service includes a collection of audio books and databases useful for visually handicapped readers. This service was officially



inaugurated on 20th October 2014 at the National Library and Documentation Services Board. NLDSB hopes to expand this service to other libraries on their agreement in the future.

Reference Service

Reference Service is provided using the entire National Library collection according to the requirements of the users. Different types of collections are

located on the ground, first and second floors and facilities are provided in the reader areas of all three floors, with a seating capacity of 320 readers at a time.



Inquiry Service

Different types of inquiries are made by readers and researchers such as bibliographic information (author, title, subject, etc.), factual inquiries (quick reference), subject inquiries (more information on a subject), research inquiries (guide the researcher in finding the material that he needs), inquiries for literature searches, etc. Inquiries are made in writing, by telephone calls, fax messages, and email or in person are

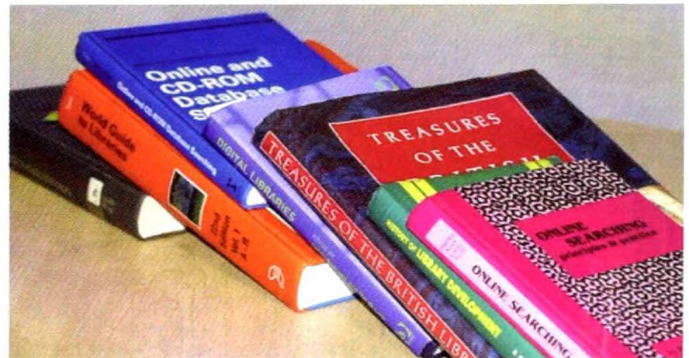
answered either by letters, telephone calls, fax replies and e-mails free of charge.



Inter Library Loan Service

The National Library strives to serve researchers, intellectuals, academics as well as the general public in every corner of Sri Lanka through inter-library loan service. Facilities are available to obtain required library material from the National Library through inter-library loan, if it is not available in a particular library. Loan of library materials are only for the requesting libraries and not for individuals. Inter-library loans are being carried out between public, university and special libraries at present. The libraries request for inter-library loans have to sign the inter-library loan agreement before obtaining the publications on loan. Therefore, individuals can have

access to the library materials through the libraries, to use within the library. The National Library will lend materials such as monographs, periodicals, government publications etc. on inter-library loan with the exception of rare and unique materials.



Current Awareness Service (CAS)

This is a service that keeps the members of the National Library informed about the new materials available. Mostly this service takes the form of acquisitions list and a list of new arrivals. The frequency of the publication of this list varies from one library to another. The acquisitions list of the National Library is a monthly

publication. Other important materials acquired by the National Library will be sent to the libraries as and when acquired, by way of lists of new arrivals. Apart from these services current information will be disseminated to users by way of newsletters, news bulletins and brochures.

Selective Dissemination of Information (SDI)

Through the SDI Service researches involved in various fields are identified as they are looking for specific information. User profiles with their subject interests as well as the contact details are compiled. Current information will be disseminating to individuals/small groups that enables to

receive relevant information on a regular basis, through profiles that reflect their information needs. Relevant information will be provided through compilation of abstract, indices, content pages, quick references, literature searches etc. to the users immediately.



Reprographic service

Reprographic services such as photocopies, copies of electronic sources, scanning etc. are available. National Library has made arrangements to provide photocopies, computer printouts and scan copies at a concession rate to all users of the National Library. Providing of copies are subject to the conditions of the copyright regulations.



Internet and CD-Rom Database Searches

Through Internet and CD-ROM database facilities of the National Library, users have access to information available throughout the world. National Library has acquired number of important CD-ROM (Compact Disk Read Only Memory)

databases and use of CD-ROMs has extended the accessibility of information sources by library users. National Library provides free searching facilities on CD-ROMs.



Information Repackaging Service

A collection of Information Re Packages compiled on different topics are important especially for the students for

their assignments and projects. These Repackages are heavily used by students.

User Education Service

Users of the National Library are mainly educated on its resources and services through different types of user education programmes carried throughout the year. Programmes are as follows:

- How to search the computerized catalogue to find out bibliographic information on library material and location of collections by floors (ground floor, first floor and second floor)
- National Library Tours are organized for the benefit of School Children, University

Students and other Institutions and also for the interested groups

- Island wide seminars and lectures conducted on resources and services of the National Library as a part of the user education programme
- Exhibitions displaying resources of the National Library are a regular feature
- Brochures, booklets, posters and newspaper advertisements create awareness among the public about the National Library activities.



Friends of the National Library

Anyone who wishes to extend his/ her cooperation and provide with valuable ideas, suggestions and expertise for upgrading the National Library, may join the “Friends of the National Library”

which is a voluntary organization. When you become a member you will be keep in touch with the National Library activities and will be invited for its functions.

Bibliographic Services

The main responsibility of the Bibliographic Control Division is to present information on various publications generated in and on the country, in an organized manner for the benefit of researchers as well as general users through bibliographic control. It

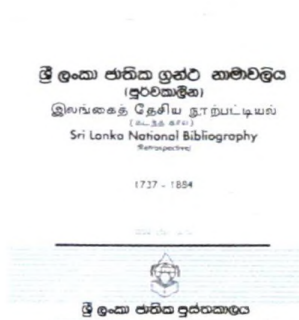
Compilation of the Sri Lanka National Bibliography

Sri Lanka National Bibliography(Current)

The National Library and Documentation Centre is one of the main centers for the bibliographic control of Sri Lankan literature. Sri Lanka National Bibliography (SLNB), the only authoritative record of current publishing in Sri Lanka, compiled and published by the National Library since 1974, has made an attempt for bibliographic control of the national output of literature of the nation. This bibliography which is mainly based on the Sri Lankan Publications received under the deposit law was able to include extensive coverage of bibliographical information on all subject areas. The following could be mentioned as the developments of the Sri Lanka National Bibliography in the

provides bibliographic details (Meta data) to make users and knowledge records meet together. This includes all materials published in both print and non-print media which represent the creative and intellectual products of the nation.

recent years: since January, 1994 it has become a monthly publication. (previous frequency was quarterly). ISBN, ISSN and ISMN are included in the entries under bibliographic information; pre publication information is included as a separate section titled "Catalogue of Forthcoming Publications".



Sri Lanka National Bibliography (Retrospective)

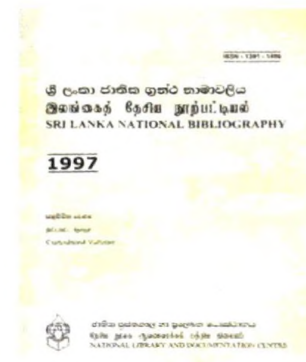
Compilation of the retrospective Sri Lanka National Bibliography is another important project launched by the National Library in 1991. This will cover the period beginning from 1962 and goes backwards to 1737, covering a

period of 225 years. Sri Lanka National Bibliography (Retrospective) includes bibliographic information on publications published in Sri Lanka, publications on Sri Lanka published in foreign

countries and publications written by Sri Lankans published in foreign countries. Bibliographic information in Sinhala, Tamil and English publications are included.

Sri Lanka National Bibliography Cumulative Volume

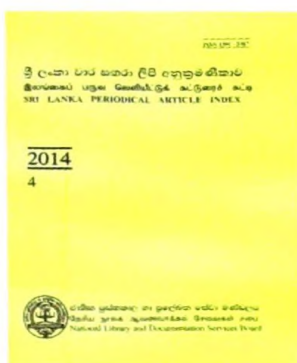
Sri Lanka National Bibliography is a monthly publication and there are 12 issues published within a year. The 12 issues previously appeared in periodically published parts are re-assembled into one volume. Bibliographic information on publications published in Sinhala, Tamil and English within one year are cumulated under subjects through this bibliography.



Sri Lanka Periodical Article Index

Indexing of articles published in periodicals has made an attempt to make aware of what is published, on what subjects and to provide easy access to

periodical articles. Sri Lanka Periodical Article Index which is a quarterly publication commenced publishing in 1998 by the bibliographic control division. It covers articles published in Sinhala, Tamil and English in periodicals published in Sri Lanka, articles on Sri Lanka published in foreign journals and articles written by Sri Lankans published in foreign journals. It includes bibliographic information of articles as well as title, author and subject indexes for quick and easy reference.



National Union Catalogue (NUC/ UCAT)

This is one of the major projects of the National Library and Documentation Centre. Eighty three (83) major libraries in

the country are currently participating in the UCAT project, including Social Science Libraries, Scientific and Technical Libraries

and Information Centers. Compilation of the NUC commenced in 1986 and up to 1996 it was maintained only as a card catalogue. Since 1996, the National Union Catalogue has been converted into a computerized bibliographic database. Presently this database of NUC consists of approximately 460,241 records. The NUC provides easy access

Sri Lanka Newspaper Article Index

The National Library and Documentation Centre commenced compiling this index in 1993. Important articles published in the National Newspapers of Sri Lanka have been indexed. Articles on all subjects including Social Science, Humanities,

Sri Lanka Conference Index

Conference proceedings which falls under the category of "grey literature" is received an increasing attention among special libraries as well as their users. These types of material are not usually available through normal commercial channels and therefore bibliographic control of such material is not possible at all times. With the intention of minimizing the lack of information on conferences, the National Library and Documentation Centre

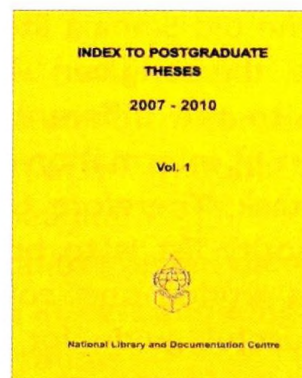
to publications with its location. This has enhanced the activities such as inter library lending, referral services, resource sharing, national planning and assisting the researchers and entire public in Sri Lanka and abroad, seeking bibliographic information of publications. Currently this is an online database.

Science and Technology etc. are being indexed and compiled separately as Sinhala, Tamil and English. In 1995 the index was converted to a database. Currently this is an online database.

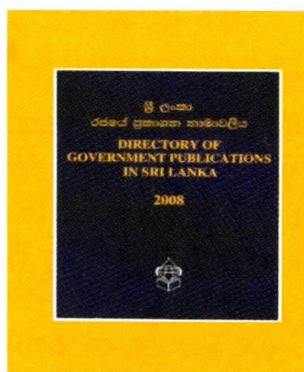
commenced compiling and publishing the Sri Lanka Conference Index in 1988. It has published five indices in printed form covering the period 1976 - 1986, 1987 - 1990, 1991 - 1992, 1993, 1994 - 1995. This index consists of information on conferences, seminars and workshops held in Sri Lanka and covers conferences related to Social Sciences, Humanities, Science and Technology etc.

Index to Postgraduate Theses

Index to Postgraduate Theses is a listing of holdings of theses in the libraries of the Universities, Postgraduate Institutions, Research institutions and Special libraries etc. in Sri Lanka. This index contains information on theses submitted to the Sri Lankan universities and foreign universities by Sri Lankans.



Directory of Government Publications in Sri Lanka



The aim of compilation of this directory is to provide bibliographic information on publications published by the Government Institutions in Sri Lanka such as Ministries, Departments, Corporations, Statutory Boards, Parliament, Provincial Councils, and Local

Government Institutes etc. This includes information on publications such as Bills, Acts, Ordinances, Parliamentary Debates (Hanzards), Sessional Papers, Gazettes, Sri Lanka Law Reports, Administration Reports, Annual Reports, Hand Books, Guide Books, Project Reports etc. This directory is a useful source for persons who are preparing development plans, involved in decision making, researchers, government officers, scholars or anyone who is seeking information on government publications. The ompilation of this directory commenced in 1990 and it has published eleven volumes.

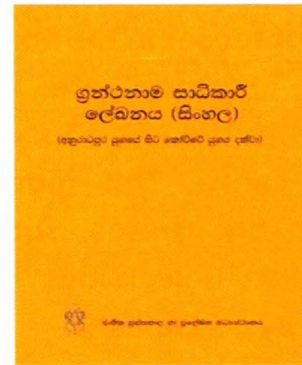
Cataloguing-In-Publication (CIP)

Providing of Cataloguing-In-Publication (CIP) data commenced in 1996 with the objective of improving cataloguing activities in libraries and creating an uniformity in the publishing field. The advantages of Cataloguing-In-Publication (CIP) are to facilitate librarians in cataloguing and classification of books

acquired to libraries. CIP is issued before a publication is printed. The CIP entry includes information such as author, title, publisher, place of publication, year, ISBN, ISMN, ISSN, Dewey Decimal Classification (DDC) number and Library of Congress subject headings.

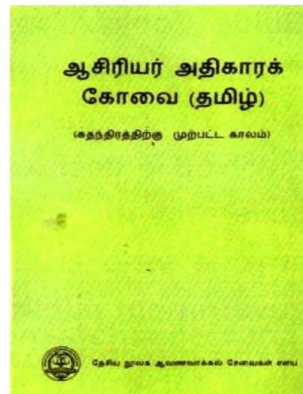
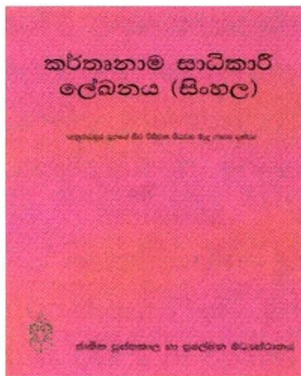
Authority List of Sinhala Titles

In editing the old Sinhala literacy books, titles have been given in different ways. Due to the differences in titles, organization of information has become a difficult task. Therefore the objective of an authority list is to bring titles of all editions under one common title. This is a useful guide for maintaining the uniformity in cataloguing, avoiding duplication and providing searching facilities related to Sinhala literature.



Authority List of Authors (Sinhala and Tamil)

Compilation of the authority list is one of the main responsibilities of the NLDSB. The objective of the project is to share authority information in national level.

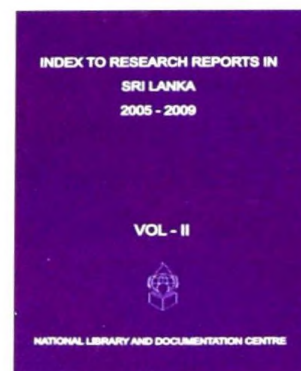


In editing the old literary books, author's name have been given in different ways. Due to the differences in author's names, organization of information has become a difficult task. Therefore, the objective of an authority list is to bring different forms of author's names of all editions under one common name. This is a useful guide for maintaining the uniformity in cataloguing, avoiding duplication and providing search facilities related to Sinhala and Tamil literature.

Index to Research Reports in Sri Lanka

This index includes information on research reports compiled by Universities, Postgraduate Institutes, Research Institutes and Scholars in Sri Lanka. The index is a very useful source for researchers, academics, students as well as entire users who seek information on Research Reports relevant to Sri Lanka. The compilation of this directory commenced in 2005 and published vol. I

and II covering the period 2005 – 2009.



Conservation and Preservation Services

The role of the conservation and Preservation Division is to conserve and Preserve the numerous collections of library material in the National Library and Documentation Centre.

- Special measures have been taken to protect the National Collection. The National Library Collection is deposited in the middle core area of the building which is of secure, with air conditioned and humidity control.

- The NLDC attends to number of activities relevant to conservation and preservation of the National Collection

 - Regular cleaning

 - Fumigation to prevent damages caused by insects and fungus

 - De-acidification

 - Document repairing

 - Library pest control

 - Digitization of rare documents

 - Book binding



- Establishment of conservation centers island wide in Public, School, Pirivena and Temple Libraries.

- National conservation project launched in 1992. Currently 126 conservation centers have established

- Provide specifications and criteria for Conservation and Preservation Centers/ Division of the Public Libraries

- Publication of leaflets, brochures, posters on conservation and

preservation.

- The National Library and Documentation Centre provide advice on conservation and preservation of library material to other libraries in the country through advisory services.

 - Serving as the focal point of the

 - UNESCO Memory of the World Project

- Implementation of the Intangible Cultural Heritage Conservation Programme

- Conducts seminars, workshops, theoretical and practical training programmes in stage I and II on conservation of ola leaf manuscripts, book binding, document repairing, conservation of library material for library staff of all types of libraries, persons in-charge of conservation centers, record rooms and individuals with the aim of creating awareness in scientific conservation methods.



- Invention of traditional herbal oil for the preservation of palm leaf manuscripts by the Conservation and Preservation Division of the National Library and Documentation Services Board of Sri Lanka. This oil is known as "PANHINDA". The main aim of this project is to enhance the preservation of ola leaf manuscript collections Island wide.



Information Technology Services

Introduce Information Technology (IT) to activities of the divisions of the National Library and create awareness on use of Information Communication Technology (ICT) for the activities of the divisions of the National Library

IT Projects at National Level

- Popularize Information Technology among libraries in Sri Lanka
 - Assistance in preparation of preliminary IT project reports
 - Technical evaluation of hardware
 - Provide necessary technical advisory services/ consultancies to libraries related to IT
 - Project on introduction of IT to libraries
 - Conduct in-service training programmes for librarians and library staff on Information Technology that could be used in libraries.
 - Create awareness on IT through seminars, lectures, etc.
- Writing of project proposals/ concept papers to obtain financial assistance from funding agencies to get the necessary IT equipment
 - Maintain the National Library web site, updating of information and modernization
 - Maintenance of the National Library web server and mail server according to the needs of the National Library
 - Provide technical advice and assistance for Reader Services Division and officers of the National Library with regard to internet searches
 - Maintain the Local Area Network (LAN) its administration and further to extent it and improve the quality and its security
 - Digitization of the publications and Development of the Digital Collection



- Koha is the software package used for library automation since April 2015.

Koha was created in 1999 by Katipo Communications for the Horowhenua Library Trust in New Zealand, and the first installation went live in January 2000. Koha is an open source Integrated Library System (ILS), used world-wide by University, special, public and school libraries. The name comes from a Māori term for a gift or donation.

Koha is web-based ILS, with a SQL database (MySQL preferred) backend with cataloguing data stored in MARC and accessible via Z39.50 or SRU. The user interface is very configurable and adaptable and has been translated into many languages.[3] Koha has most of the features that would be expected in an

ILS, including:

- Various Web 2.0 facilities like tagging, comment, Social sharing and RSS feeds
- Union catalog facility
- Customizable search
- Circulation and borrower management
- Full acquisitions system including budgets and pricing information (including supplier and currency conversion)
- Simple acquisitions system for the smaller library
- Ability to cope with any number of branches, patrons, patron categories, item categories, items, currencies and other data
- Serials system for magazines or newspapers
- Reporting
- Reading lists for members



Library Research Activities

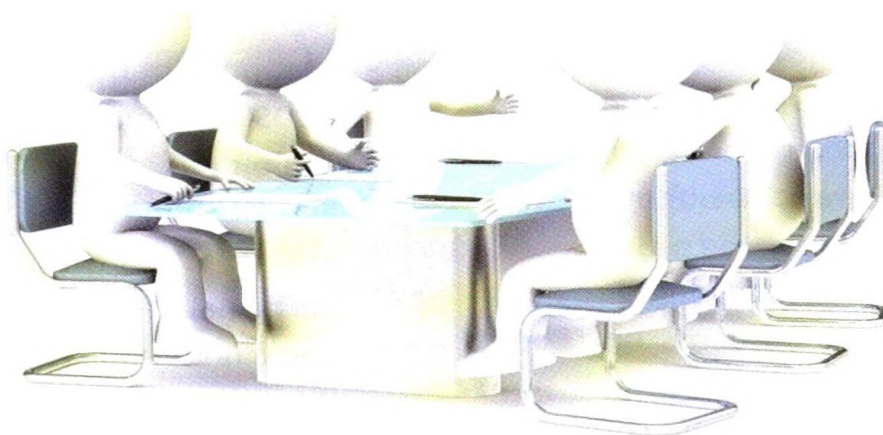
- Main objective of the Library Research Division is to conduct research relevant to Library and Information Science field at national level.
- Completed research projects. Following are the completed publications:
 1. Study on the attitudes of the library professionals on resources and services of the National Library and Documentation Centre, Sri Lanka
 2. Statistical Hand Book on libraries in Sri Lanka - 2010
 3. Statistical Hand Book on libraries in Sri Lanka - 2011
 4. Directory of Public Libraries in Western Province 2013
 5. Directory of Public Libraries in Southern Province of Sri Lanka
 6. Directory of public libraries in the Sabaragamuwa Province

- Workshops on Library Research Methodology for Librarians. Main areas covered are types of research, data gathering techniques, data analysis and report writing
- Compilation of “National Library Review”. This is a journal on library and information science. Its frequency is bi-annual

Extension Services

Extension Services of the National Library and Documentation Services Board extends its services to public, school, departmental and special libraries in Sri Lanka. Planning and development of library services at national level, advising on library matters and formulating

various library standards are the main extension services. Through these functions the extension services aims to bring the libraries in the country to excellent information resource centers and thereby serve the nation by satisfying their information needs.



Library development and advisory services

1. Professional advice on library buildings
 - Provide library building plans upon requests
 - Advice on designing and interior planning of library buildings
 - Visit libraries and provide advice related to library buildings upon requests made by libraries
2. Professional advice on library furniture and equipment
 - Requests for furniture specifications
3. Advice and assists in organizing of library material and collection development
 - Organizing of library services
 - Advice on applying Information Technology (IT) to libraries
 - Formulating of library standards
 - NLDSB deals with preparing and updating standards for public, school, departmental and special libraries in the country.

- Evaluation and grading of libraries
According to the standards, the NLDSB evaluate and grade the libraries into Supra, Grade I, Grade II and Grade III. This helps relevant authorities to upgrade their libraries, their librarians and also to fill their cadre vacancies.

- Provincial council library development project
Provincial council library development project was started in order to involve the provincial councils too in the development of libraries in their respective provinces. Under this project Extension Services Division of the NLDSB assisted some of the provinces for preparing statutes to establish Provincial Library Services Boards.

Currently the following Provincial Library Services Boards have been established.

1. Central Provincial Library Services Board
2. Uva Provincial Library Services Board
3. North Central Provincial Library Services Board

National Library and Documentation Services Board involved into matters of these boards when requests are made. The Director General of the NLDSB is serving as a Board Member of these Provincial Library Services Boards.

- Donation of books to libraries

Donating books to local libraries is yet another important function of the NLDSB. Local books are donated to needy public, school, departmental, pirivena and some special libraries.

- Conducting reading promotion programmes
The extension services division of the NLDSB conducts reading promotion programmes in selected less-privileged schools and these schools too receive book donations in addition to talk by children's authors. These events are organized in the schools by the NLDSB.

- Mounting of book exhibitions
NLDSB organizes and conducts book exhibitions at the National Library and Documentation Services Board and in other provinces and also participate at the international book fairs and other book fairs in the country. Special discounts are given in these book exhibitions and a number of public and school libraries benefit annually from these exhibitions.

- Celebrating of international and national days and months
Celebrating international and national days and months pertaining to the field of library and information science. Extension services division currently co-ordinate functions to celebrate the following.

1. International books and copyright day

2. International school librarians' day
3. National Library week
4. National Literary month

- National Reading Month Project

The National Reading Month was declared in the year 2004. National Library and Documentation Services Board together with the Ministry of Cultural Affairs and National Heritage declared the month of October as "National Reading Month". Main objectives of this project are,

- To give publicity to the published books among people
- Encourage/ motivate people to read books

Under this project NLDSB implement the following activities.

1. Create an awareness among libraries about the National Reading Month
2. Evaluate the libraries those who

promote reading programmes at regional level

3. Organizes seminars, reading camps, competitions relevant to National Reading Month
4. Organize the National Ceremony on National Reading Month
5. Publication of the National Reading Month souvenir

- National Library Bookshop

The National Library publications and publications of others are sold at reasonable price by the bookshop of the National Library. Special discounts are given to libraries in their purchases. In addition to books library stationary such as catalogue cards, book labels, book cards, accession registers and pamphlet boxes are also available in the bookshop.

- Publication of the magazine "ಆಲೋಚನಾ"



Education and Training Services

The role of the Education and Training services is to identify the training needs of the different categories of libraries, organize and conduct In-service training programmes, seminars, workshops, lectures etc. for librarians and library staff, awareness seminars for heads of

institutions which the libraries are under them, directing and coordinating of library education activities in Sri Lanka. Through these programmes, education and training service expect to upgrade the efficiency and effectiveness of the library professionals in the country.



Co-ordination with national and provincial level institutions and organizations

- Ministry of Provincial Council, Provincial Councils and Local Government institutions in the country
- Ministry of Education and Ministry of Vocational Training
- Department of Library and Information

Science, University of Kelaniya

- National Institute of Library and Information Science (NILIS), University of Colombo
- Sri Lanka Library Association

Training Programmes for school librarians and the staff

Training programmes for librarians in

- Different areas of the country



- Seminars at national and regional level

Training programmes for public librarians

Training programmes, workshops and seminars for public librarians and the other library staff in Sri Lanka.

Training programmes for officers in charge of pirivena libraries

Training programmes for officers in charge of pirivena libraries in various areas of the country.

Training programmes for staff and trainees of the training colleges and colleges of education

Training programmes and workshops for staff and trainees of the training colleges and colleges of education Island wide.

Training programmes on conservation

Theoretical and practical training programmes on conservation.

Training programme on conservation of Ola-leaf manuscripts

Training programmes on document conservation and book binding for officers and in-charge of record rooms

Information Communication Technology (ICT) training programmes are conducted for library staff of different types of libraries

In-service training programmes for five days

Persons who intend to have training on library activities may request to National Library and Documentation Services Board.

Workshops on book publishing and printing methods for printers/publishers/ writers

Other training programmes for librarians

- Compilation of the National Union Catalogue
- Compilation of documentation sources (secondary information sources) and community information services
- Cataloguing and classification of library materials
- National Library study tours for school children, university students and the students following library and information science in different institutes.



National Library monthly lecture series

With the aim of widening the knowledge of the general community as well as to create an awareness of the National Library and also to attract readers to the library, a monthly lecture programme is conducted since June 1990. Eminent scholars in the fields of History, Culture, Literature, Library and Information Science etc. in Sri Lanka as well as abroad will deliver lectures under the National

Library lecture series. Attempt has been made to attract readers to the National Library through this lecture series. Since January 2014, National Library and Documentation Services Board in collaboration with the National Literary Panel of the Department of Cultural Affairs commenced organizing and conducting the lecture series.



Publication and Book Development ISBN, ISSN, ISMN

The National Library and Documentation Services Board have realized that in any country there should be high quality and suitable books for the public to read. Therefore the NLDSB has thought it is one of their responsibilities to have a qualitative development in book publishing in the country.

Publications assistance project, children and youth literary assistance project, purchase of new publications

project, editing and publishing of old classics, publishing of National Library publications, maintaining of International Standard Book Numbering, International Standard Serial Numbering and International Standard Music Numbering projects (ISBN, ISSN, ISMN projects), advise on production of books and matters related to local book development are the main activities.

- **Publications Assistance Project**

Aim of this project is to encourage authors on creative writing and to develop quality book production in the country. This project was launched to achieve the following objectives.

1. Making quality local publications freely available
2. Helping the publishing industry in the country
3. Assisting authors, translators etc.
4. Improving the quality and standard of publications.
5. Promoting the reading habit
6. Maintaining the prices of publications at a fair level
7. Promoting library services at national level

- **Children's and youth literary assistance project**

Under this project authors who write books for children and youth are encouraged and assist them by providing financial assistance to print and publish their books.

- **Purchasing of new publications project**

Through this project, help authors by purchasing copies of their new publications. Authors are mainly benefitted.

- **Editing and publishing of old classics**

This is another project of the NLDSB. Eg: Poojavalaya (පූජාවලිය), Pansiya Panas Jathaka Potha (පන්සිය පනස් ජාතක පොත), Mahawansaya (මහාවංශය), Buthsarana (බුත්සරණ)

- **National Agency for implementing ISBN, ISSN and ISMN International Numbering Systems in Sri Lanka**

National Library and Documentation Services Board has been nominated as the National Agency in Sri Lanka for ISBN, ISSN and ISMN International Standard Numbering Systems.

- **International Standard Book Numbering project (ISBN)**



International Standard Book Numbering (ISBN) is a system designed to provide identification for all books published in Sri Lanka. ISBN is a unique and unchangeable number which identifies one work or one binding or one edition of a work issued by a given publisher. It is an internationally recognizable number consisting of thirteen digits. The National Agency for Sri Lanka which is the NLDSB, register Sri Lankan publishers that comes under the categories of commercial, governmental and non-governmental institutions and author/ private publishers (individuals) and allocate publisher prefixes as well as ISBN to their publications.

- **Use of ISBN in publishing houses**

The different stages of editing and manufacturing a book

- Stock control
- Ordering
- Accounting and billing
- Handling of returns

Use of ISBN in libraries

- Ordering
 - Cataloguing
 - Information retrieval
 - Retrieval and downloading of catalogue records
 - Circulation and inter lending
 - The National Bibliography
- **International Standard Serial Numbering Project (ISSN)**



International Standard Serial Number is a unique eight-digit code that identifies individual serial publications in Sri Lanka such as periodicals, newspapers, annuals (annual reports, year books, directories, etc.) journals, memoirs, proceedings, transactions of societies and monographic series. The ISSN facilitates the national and international exchange of information about serial publications for the purposes of ordering, inventory control, processing and retrieval.

- **International Standard Music Numbering Project (ISMN)**



International Standard Music Number is a unique thirteen digit number that identifies all printed music publications, whether available for sale, hire or gratis—whether a part, a score or an

element in a multi-media kit. (Printed music – books with songs and relevant scores)

Benefits of using ISMN

- Allows fast and unique identification
 - Allows quick and efficient ordering
 - Speeds up distribution
 - Allows the creation of a trade music directory, music in print
 - Allows a variety of computer applications
- **Conducting seminars, workshops for authors, publishers and printers**
Conducting seminars and workshops for authors, publishers and printers on book publishing and relevant standards. Authors, publishers and printers are educated through these seminars and workshops.
 - To give publicity on International Standard Numbering (ISBN, ISSN, ISMN) among authors, publishers and printers, seminars and workshops are conducted under these projects. Through these seminars and workshops awareness is created among them on international standard numbering.
 - **Publication of hand books on book publishing**

In order to introduce international standards on book publishing among publishers and novice writers, handbooks were published. Workshops have been conducted on methods of book publishing and printing.

Library Co-operation Programme

- The aim of the library co-operation programme is to improve co-operation at national and international level. Through various programmes, NLDSB organizes programmes with other libraries and institutions relevant to the library field, and to have co-operation with the National Libraries of the world, Library Associations of the world and International Institutes in the field of library such as IFLA, ALA, COMLA, UNESCO, CDNLAO, REFSALA, IASL, FID etc.
- To have links with unions relevant to the library field.
- To improve the professional knowledge of the librarians and discuss their problems
- Librarians and institutions contact NLDSB to clarify matters regarding recruitments, appointments etc. If necessary, NLDSB forwards their problems to the relevant authorities for consideration
- Identifies the shortcomings in the rules and regulations and circulars related to local libraries and assists in revising such documents. Maintains close relations with professional institutions in the field of Library and Information Science such as the Sri Lanka Library Association, National Institute of Library and Information Science, University of Colombo, Department of Library and Information Science, University of Kelaniya.



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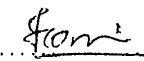
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