

Library Rules of the African Court on Human and Peoples' Rights

In order to ensure that the best possible environment for study and research is provided for all users, each user of the library will be required to follow the *Library Rules and Regulations* listed below:

General

- a) All users are required to present an identity card or similar document before using the library.
- b) Library materials must not be marked, defaced, mutilated or annotated in any way.
- c) Consultations and discussions in the Library are strictly prohibited. The court provides other areas for such activity.
- d) Users must observe copyright regulations and provision in respect of all library items.
- e) The PCs in the library are meant for searching the library database and the Internet.
- f) Readers are requested to use the coat stand and baggage area provided at the Library entrance for their personal belongings.

Borrowing

- g) The number of items that a user may borrow at any given time and the loan periods shall be set by the librarian.
- h) Borrowed items may not be lend to third parties.
- i) Users must immediately inform the library of changes in their contact address.
- j) Loss of any library items must be immediately reported to the library.
- k) No Library book shall be taken out of the Library without due procedure.
- l) Books/Journals must be left on the tables where they were used. Users should not return them to the shelves.

Conduct in the library

- m) Mobile telephones must be switched off and may not be used in the reading room.
- n) Smoking and eating are not permitted in the Library.
- o) Notices may not be displayed in the Library without the approval of the Librarian.
- p) Personal items should not be left unattended in the library. The library shall not accept responsibility for loss or damage to such items.
- q) Bags, briefcases, raincoats, and umbrellas shall not be taken into the Library, but should be left at the baggage area.
- r) Desks and furniture should not be moved without the permission of the Librarian.
- s) Users should demonstrate courtesy to other users and staff at all times.
- t) Readers must leave the Library building promptly at closing time.

Users may be subject to inspection at the exit.