

Library Rules of the Library of the Institute of Atmospheric Physics

The legal status

The library regulations have been issued in accordance with Act No. 283/1992 Coll., about the Academy of Sciences of the Czech Republic as amended by Act No. 220/2000 Sb., the Statutes of the Academy of Sciences of the Czech Republic dated 19 February 2001 (article 46d) and the founding charter of the Institute of Atmospheric Physics.

The library's mission

The library's mission is to collect, process, and store and make available scientific information contained in the specialised library collection designed to meet the needs of scientific research work.

Relation to other laws

According to article 17, paragraph 4 of the Charter of Fundamental Rights and Freedoms, the library allows equal access to information not only to the members of staff, but also the broader public, providing library and information services in accordance with Act no. 257/2001 Coll., On libraries and conditions of public library information services (the Library Act).

Library and information sections

Thematic and specific contents of both the primary and secondary library sections correspond to the specialisation of the IAP scientific research. The profiled library is being expanded by purchases, exchanges and other sources, in coordination and cooperation with the libraries of the same or related specialisation. The library and information section is not limited only to the classic carriers of information, but also includes electronic information resources and sections.

Library and information services

The library provides its services primarily to the members of the staff. It also provides free access to the library documents to the wider public, oral bibliographic, reference and factual information, and information from external sources it has free access to.

Users of library and information services

The basic categories of library users are internal users, i.e. the staff of the IAP, and external users, i.e. the staff of other CAS departments, university teachers and the wider public. Any natural or legal person can become an external user after completing the application form and verifying their personal data by the library staff. Users of the library have to comply with the loan regulations.

Loan regulations

Borrowing documents from the library and information section is free of charge.

Periodical are lent to both categories of users for reference only.

Monographs and special kinds of documents are lent to individual internal users for a limited time only. The library can shorten the loan period if the publications are requested by other users. After the termination of employment, internal users have to settle their obligations to the library.

External users can usually borrow monographs and special kinds of documents for reference only.

External users can use the IAP library on:

Monday 1.00-3.30 pm

Thursday 9.00-11.30 am

Electronic services

include

- a) Services offered via the library website (once it is updated)
- b) Access to online electronic information sources the IAP library has free access to

Other services

include

- a) Copy services
- b) Interlibrary loan services

Fines for non-compliance with the library regulations

The library user is obliged to pay the loss of a damaged or destroyed library document. In the case of a major exceeding of the loan period, the user can be penalized by the library staff.

Final provisions

Exceptions from the library regulations are authorized by the Director of the IAP or an authorized person.