



PROVINCIAL INFORMATION & LIBRARY RESOURCES BOARD
PROVINCIAL ADMINISTRATION DIVISION

POLICY

Category: Operational	Subject: Cell Phone Use	Circulation: Staff and Patrons
Number: Operations 4 - 60	Motion: N/A	Replaces: New
Approved by: <i>Shawn Telford</i>	Date Issued: February 1, 2007	File: U:\Governance Policies\Operations\cellphones.wpd

Background:

Over the past few months, the use of cell phones in Newfoundland and Labrador public libraries has become a problem. In a traditionally quiet environment, periodic ringing and regular telephone conversations cause distractions to patrons who study, read or relax. In addition to this, the use of camera phones create potential copyright issues and a threat of personal privacy invasion. While recognizing that technological changes have and will continue to occur in the library environment, it is important that a public library provide an environment where all users can make the best use of the facilities and resources available.

Policy:

Upon entering a public library, cell phone holders must:

- turn the phone off or set the ringer to a non-audible signal;
- in larger libraries, where an area has been designated cell phone friendly, move immediately to the designated area before making or receiving a call;
- keep conversations short and in a lowered voice; and
- not copy images of books, magazines or other print material or take pictures of other patrons with a cell phone having camera capabilities.

In larger libraries, staff may designate a cell phone friendly area. Cell phone use will not be permitted, however, in small libraries where there is no cell phone friendly space.

Library patrons wishing to report inappropriate cell phone use or other inappropriate activity should contact library staff. Library staff reserves the right to remove internal library privileges if a patron is using a cell phone in a prohibited area, is not following the cell phone rules or is disturbing others in any area of the library. **Repeat offenses by a library patron whereby she/he fails to follow the library rules and policies may result in the removal of privileges to enter the library.**

Notice to Patrons



Upon entering a public library, cell phone holders must:

- turn the phone off or set the ringer to a non-audible signal;
- in larger libraries, where an area has been designated **cell phone friendly**, move immediately to the designated area before making or receiving a call;
- keep conversations short and in a lowered voice; and
- not copy images of books, magazines or other print material or take pictures of other patrons with a cell phone having camera capabilities.

Cell phone use will not be permitted in small libraries where there is no **cell phone friendly** space designated for cell phone use.

Library patrons wishing to report inappropriate cell phone use or other inappropriate activity should contact library staff. Library staff reserves the right to remove internal library privileges if a patron is using a cell phone in a prohibited area, is not following the cell phone rules or is disturbing others in any area of the library. **Repeat offenses by a library patron whereby she/he fails to follow the library rules and/or policies may result in the removal of privileges to enter the library.**