APPENDICES
# A RESEARCH QUESTIONNAIRE - 1

**Research topic:** An Assessment of Role of State and District Libraries for the Socio-Cultural and Educational Development in Mizoram

Research Scholar: R K Ngurtinkhuma  
Supervisor: Prof. Pravakar Rath

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(This research questionnaire will be kept confidential and utilized for the purpose only)

## Part 1

1. Name of the library :  

2. Full address :  
   - Town/City  
   - District  
   - State  
   - P.O.  
   - PIN  
   - Phone No.  
   - E-mail address:  
   - Website :  

3. Year of establishment :  

5. No. of professional staff  

6. No. of supporting staff  

7. No. of clerical staff  

8. No. of Library working days in a week  

9. Library hours  

10. How many Computers do you have in your library?  

11. Membership fee  

12. No. of Library members:  
   - Adult  
   - Children  
   - Student  

67
13. Average daily issue of books  
14. Average daily users of the library  
15. Floor area of the Library  
16. Main source of Finance  
17. Growth of collection for the last six years  
   2001  
   2002  
   2003  
   2004  
   2005  
   2006  
18. Library Budget:  
   2003-04  
   2004-05  
   2005-06  
   2006-07  

Part II

A. Please tick against the most appropriate box.

1. Do you have the following sections (please tick):  
   ☐ Acquisition
   ☐ Technical
   ☐ Maintenance
   ☐ Reference
   ☐ Periodical
   ☐ Circulation
   ☐ Children
   ☐ Women

2. Classification Scheme followed:  
   ☐ DDC
   ☐ UDC
   ☐ CC
   ☐ Others

3. Book number used:  
   ☐ Cutter-Stubborn
   ☐ First three letters of author
   ☐ Ranganathan’s system
   ☐ Others

4. Catalogue Code:  
   ☐ AACR1
   ☐ AACR2
   ☐ Classified Catalogue Code
   ☐ Others

5. Subject Headings:  
   ☐ Sears’ List of Subject Heading
   ☐ Library of Congress Subject Heading
   ☐ Others

6. Charging system followed:  
   ☐ Indicator System
   ☐ Browne system
   ☐ Newark system
   ☐ Photographic system
7. Total Library collection:
   Books __________________
   Back Volumes ____________
   Electronic Materials ____________

8. No. of Journals Subscribe:
   Indian __________________
   Foreign __________________

9. No. of Newspapers subscribed:
   Foreign __________________
   National ________________
   Local/Regional ________________

10. Services provided (please tick ☑)
   ☑ CAS
   ☑ SDI
   ☑ Reprography
   ☑ Circulation
   ☑ Lectures/Seminars
   ☑ Audio-Visual
   ☑ Translation
   ☑ Quiz
   ☑ Book Exhibition
   ☑ Essay Writing

Part III

(Please tick ☑ against the appropriate box)

1. Is your library Automated
   ☑ Yes ☐ No
   If yes, (1) From which year __________________
   (2) What is your automation Software? __________________
   (3) Do you provide OPAC ☑ Yes ☐ No

2. Do your library have Internet connectivity:
   ☑ Yes ☐ No
   If yes, (1) Bandwidth __________________
   (2) Service Provider name __________________
   (3) IP Address __________________
   (4) For what kind of activities ☑ E-mail
   ☑ FTP
   ☑ Web browsing
   ☑ Accessing E-Journal
   ☑ Others
   ☑ All
3. Do you have Networking? □ Yes □ No
   If yes, what kind of network
   □ LAN □ WAN
   how many systems do you have?

Part IV

1. Give the main problems you faced for the development of your library.

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2. What is your vision plan for the promotion and development of library
   services in your area?

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3. Any other informations.

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Appendix - 2

A RESEARCH QUESTIONNAIRE - 2

Research topic: An Assessment of Role of State and District Libraries for the Socio-Cultural and Educational Development in Mizoram

Research Scholar: R K Ngurtinkhuma
Supervisor: Prof. Pravakar Rath

(This research questionnaire will be kept confidential and utilized for the purpose only)

A. Please tick against the most appropriate box.

1. What is your age?
   (I kum zat le)
   - Below 18 years
   - Between 19 - 30 years
   - Between 31 - 40 years
   - Above 41 years

2. What is your sex?
   (Mipa nge i nih hmeichhia)
   - Male
   - Female

3. Your Educational Qualifications.
   (Engnge i zir thlen tawh)
   - Below HSLC
   - HSLC
   - Graduate
   - Post Graduate

4. Your marital status
   (Nupw/pasal i nei tawh em?)
   - Married
   - Unmarried

5. Your occupation
   (Eng hna nge i thawh)
   - Student
   - Service
   - Self employed
   - Others

6. Your library membership.
   (Khawiah nge library member i nih)
   - State Library
   - District Library
   - Both
   - None

7. Frequency of your library visit
   (Library i tlawh thin dan)
   - Daily
8. Purpose of your library visit
(Eng ti turin nge libray-ah i kal thin?)
☐ To read books
☐ To read Periodical
☐ To borrow books
☐ Others

9. Your approaches to the library
(Library ah chuan englam hi nge i zawn ber thin)
☐ Social information
☐ Cultural information
☐ Educational information
☐ Recreational/Leisure
☐ Others

10. What is your main sources of information in the library
(Libraray-ah chuan englam nge i chhiar tam ber thin?)
☐ Books
☐ Journals
☐ Audio-Visual
☐ Others

11. How do you grade your State/District library services
(In State/District library chu tha tawk i ti em?)
☐ Poor (Tha lo)
☐ Fair (Tha thawkhat)
☐ Good (Tha)
☐ Excellent (Tha hle)

12. What is your most convenient time to visit the library?
(Library a kal nan eng hun lai hi nge i tan remchang ber ang?)
☐ Before 10 am
☐ Between 10:00am to 3:00pm
☐ Between 3:00 pm to 6:00 pm
☐ After 6:00 pm

B. Please tick ✓ against either ‘Yes’ or ‘No’ or ‘No idea’.

1. Whether available resources in the State/District Library cater information needs for the benefit of local community? (State/District Library a lehkhabu leh thil dangte hian i mamawh a phuhruk zo em?)
☐ Yes  ☐ No  ☐ No Idea

2. Do you think that State/District Libraries supports life long learning in the present educational system? (State/District Library hian tuliaia kan lehkhazirdanah hian min tanpui tha tawkin i hria em?)
3. Do you feel that State/District Library contributed valuable resources for the promotion of social life? (Kan khawl rang nun a lo that zawk nan State/District Library hnathawh dan hi tha i ti em?)
   □ Yes □ No □ No Idea

4. Do you agree that State/District Library contributed for the promotion and preservation of cultural heritage through its services? (Hnam zia leh hnamro te a lo changkan zawk theih nan State/District library hian thawk tha/thawhhlawk in i hria em?)
   □ Yes □ No □ No Idea

5. Do you think that State/District Library is a centre of formal and non-formal education? (State/District Library hi kan zirna hrang hrang atan hian a hnuuk a ni tih hi i hre tawh ngai em?)
   □ Yes □ No □ No Idea

6. Do you agree that State/District Library is the local centre of information to its users? (State/District Library hi khawl langin kan thuhriatna laipui ber a ni an tih thin hi dikin i hria em?)
   □ Yes □ No □ No Idea

7. Do you agree that State/District Library provides opportunity for personal creative developments? (State/District Library hian mi thiamna bik nei te hi an thiamna ti puitling tak tak tur hian tanpui tha tawkin i hria em?)
   □ Yes □ No □ No Idea

8. Do you agree that library plays an important role for the national integration? (Library hi hnam inpumkhahtra atan a pawimawh in i ring em?)
   □ Yes □ No □ No Idea

9. Do you agree that State/District Library is the meeting place of the locality for recreation and leisure interests? (State/District Library hi khawtlang mipuite tan intihhlimna leh hunawl hman thatna a nih i ring em?)
   □ Yes □ No □ No Idea

10. Do you satisfy with the library services provided at your locality? (In venga library hnathawh danah i lungawi tawk em?)
    □ Yes □ No □ No Idea
C. How do State and District Libraries in Mizoram helped to develop socio-cultural activities in the society. (Mizoram a State leh District Library te hi khawtlang nun leh zirna atan an tangkai dan han sawi teh)

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D. Do you think documentary resources in State/District Library helped formal/non-formal education. (State/District Library a Lekhabu/thildang te hi zirlai/thiamna atan a tangkai in I hria em?)

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E. Suggest some measures for the improvement of public libraries in Mizoram to cater social, cultural and educational developments of the people at large. (Mizoramah khawtlang nun, hnam zia leh zirna/thiamna atan public library a lo tangkai zawk theih dan tur a i ngaihte han sawi teh)

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RECOMMENDATIONS

In order to reach the goal of creating a knowledge society, the majority of the people of India must be helped to overcome ‘information poverty’. The knowledge deprived have to be given access to relevant and timely information and knowledge to address the roles they should play in the developmental process. It is critical that the Library and Information Services sector is given the necessary fillip to ensure that people from all walks of life and all parts of India have easy access to knowledge relevant to their needs and aspirations.

In this new situation, libraries in India need to make a paradigm shift from their present strategy of collection or acquisition of knowledge to a strategy of knowledge access. Libraries and librarians have to recognize their social functions and their critical role in creating a knowledge society. The library and information sector is committed to support the creation of knowledge society by providing equitable, high quality, cost-effective access to information and knowledge resources and services to meet the informational, educational, recreational and cultural needs of the community through a range of national, institutional and public libraries.

Keeping in mind the fact that the stakeholders of all the focus areas of the NKC mandate will need well-organized and systematic library and information services to support all their activities, it was felt that the existing institutions and services are ready for significant change. The Commission has therefore made the following recommendations to ensure sustained attention to development of libraries:

1. **Set up a National Commission on Libraries:** There is need of a permanent, independent and financially autonomous statutory body to address all the library-related concerns and measures that require attention, if the information and learning needs of the citizens of India are to be met. To launch the process in a
mission mode, the Central Government should set up a National Mission on Libraries immediately, for a period of three years. This Mission should subsequently be converted into a permanent National Commission.

2. **Prepare a National Census of all Libraries:** A national census of all libraries should be prepared by undertaking a nation-wide survey. Collection of census data on libraries would provide baseline data for planning. The Task Force that has been set up by the Department of Culture for this purpose should be given financial and administrative support to implement this activity and complete the survey on priority basis (within one year). Survey of user needs and reading habits should be periodic at the national level as part of the National Sample Survey.

3. **Revamp Library and Information Science education, training and research facilities:** The proposed Mission on Libraries must access as soon as possible the manpower requirements of the country in the area of Library and Information Science management, and take necessary steps to meet the country’s requirement through Library and Information Science education and training. To keep the sector abreast of latest development, necessary encouragement should be given to research after evaluating the research status in this field. Establishing a well-equipped institute for advanced training and research in library and information science and services would provide the necessary impetus to this task.

4. **Re-assess staffing of libraries:** In the changed context, it is necessary to assess the manpower requirements for different types of libraries and department of library and information science, keeping in mind job descriptions, qualifications, designations, pay scales, career advancement, and service conditions.

5. **Set up a Central Library Fund:** A specified percentage of the Central and State education budgets must be earmarked for libraries. In addition, a Central Library Fund should be instituted for upgrading existing libraries over a period of three to five years. Initial funding from the government sector may be Rs. 1,000 crores, which may be matched by the private sector through corporate philanthropy. This fund should be administered by the National Mission on Libraries.
6. **Modernize library management:** Libraries should be so organized and the staff so trained that they become relevant to user communities (including special groups) in every respect. Also, to optimize resources, efforts should be made to synergize the strengths of different types of libraries through innovative collaboration. A proposed outline for this modernization includes a model library Charter, a list of services to be performed by libraries, and proposals for a library network and a National Repository of Bibliographic Records.

7. **Encourage greater community participation in library management:** It is necessary to involve different stakeholders and user groups in the managerial decision-making process of libraries. Public libraries must be run by local self-government through committees representing users of the library. These committees should ensure local community involvement and should be autonomous enough to take independent decisions to conduct cultural and educational community based programmes. Libraries should integrate with all other knowledge-based activities in a local area to develop a community-based information system. In rural areas, the responsibility for village libraries and community knowledge centres must lie with the Panchayats. These should be set up in school premises or close to them.

8. **Promote Information Communication Technology (ICT) application in all libraries:** The catalogue of all libraries should be put on local, state and national websites, with necessary linkages. This will enable networking of different types of libraries and setting up of a National Repository of Bibliographic Records and a centralized collaborative virtual enquiry handling system using the latest ICT. To enable equitable and universal access to knowledge resources, libraries should be encouraged to create more digital resources by digitizing relevant reading material in different languages; this can be shared at all levels. Peer-reviewed research papers resulting from publicly funded research should also be made available through open access channels, subject to copyright regulations. The use of open standards and free and open-source software is recommended for this.

9. **Facilitate donations and maintenance of private collections:** There are numerous rich, private and personal collections in India which need to be identified, documented and preserved for prosperity. While there is a need to create a
decentralized model for identification of personal collections, it is also necessary to sensitize organization to receive and preserve donations of personal collections through a simplified process. The proposed National Mission may set up a Committee on Private and Personal Collections under the chairpersonship of an eminent scholar. Since special facilities for maintaining private or personal collections are not easily available, it is suggested that ten regional Centres with specific mandates be set up in different parts of the country for this purpose.

10. **Encourage public – private partnerships in development of library and information services:** Philanthropic organizations, industrial houses and other private agencies should be encouraged through fiscal; incentives to support existing libraries or set up new libraries. Also, the ingenuity of civil society can be utilized for preparing necessary infrastructure to meet the special ICT needs of libraries and information services.
NOTIFICATION

Consequent upon the decision of the Government of Mizoram to create two more Directorates under Education Department, the Governor of Mizoram is pleased to order trifurcation of the existing Directorate of Education into Directorate of School Education, Higher & Technical Education and Art & Culture.

2. Further the following wings shall function under each Directorate as shown below:

A. Directorate of School Education
   (a) Elementary Education
   (b) High School Education
   (c) Adult Education
   (d) Hindi Propagation
   (e) Teacher’s Training Institute
   (f) S.C.E.R.T.
   (g) Science Promotion
   (h) Pre-Matric Scholarship
   (i) Statistics

B. Directorate of Higher Education
   (a) University Education
   (b) Collegiate Education
   (c) Polytechnic
   (d) Mizoram Institute of Education
   (e) Mizoram Hindi Training Institute
   (f) Special Hindi Education
   (g) Post-Matric Scholarship and Fellowships
   (i) Statistics
C. Directorate of Art & Culture
   (a) Cultural Exchange Programmes
   (b) Museum
   (c) Archives
   (d) Library Services
   (e) Institute of Music and Fine Art
   (f) Tribal Research Institute
   (g) District Gazetteer
   (i) Statistics

Sd/- RIN SANGA
Secretary to the Govt. of Mizoram
Education & Human Resources Department


Copy to:-
1. The Secretary to the Governor, Mizoram, Aizawl
2. The Secretary to Chief Minister
3. All P.A. to Minister/Speaker/Dy.Speaker, Mizoram
4. The P.A. to Chief Secretary
5. All Administrative Departments, Mizoram
6. The Director of Education, Mizoram
7. The Director of Accounts & Treasuries, Mizoram
8. The Controller of Printing & Stationeries, Mizoram Aizawl, with 5 spare copies for publication in the Mizoram Gazette
9. All Deputy Commissioners
10. All Head of Departments, Govt. of Mizoram
11. The Treasury Officer, Aizawl/Lunglei/Saiha
12. Guard File

Sd/-Secretary to the Govt. of Mizoram
Education & Human Resources Department
NOTIFICATION

No.D.30017/2/94-EAC: The Governor of Mizoram is pleased to upgrade the existing 3 (three) Sub-Divisional Libraries into District Libraries viz. Sub-Divisional Library at Aizawl, Kolasib and Champhai under Art & Culture Department on condition that there should be no creation of New posts or Upgradation of the existing posts. This issues with the approval of DP & AR (ARW) vide I.D.No.ARW/EAC/2000-2001/300-'B’ dated 28.3.2001 and concurrence of Finance Department vide I.D.No.FIN(E) 1152/2000, dt.9.5.2001.

Sd/- R.K.SINGHA

Joint Secretary to the Govt. of Mizoram

Memo No.D.30017/2/94-EAC: Dated the 17th May, 2001

Copy to:- 1. Secretary to Governor, Mizoram
2. P.S. to Chief Minister, Mizoram
3. P.S. to Minister, Art & Culture.
4. P.S. to All Ministers/Speaker/Dy.Speaker.
5. P.S. to Chief Secretary
6. Controller of Printing & Stationeries with 5 spare copies for publication in the Gazette.
7. All Head of Departments
8. All Administrative Departments
9. Director, Art & Culture
10. State Librarian, Mizoram State Library
11. Deputy Commissioners, Aizawl, Kolasib and Champhai
12. Sub-Divisional Librarian, Aizawl, Kolasib and Champhai

Sd/- ( R. CHALLIANA )

Under Secretary to the Govt. of Mizoram
THE MIZORAM PUBLIC LIBRARIES ACT, 1993

AN

ACT

to provide for the establishment, maintenance and development of comprehensive public libraries system in the state of Mizoram.

Be it enacted by the Legislative Assembly of the State of Mizoram in the Forty-Fourth Year of the Republic of India as follows: -

CHAPTER - I

PRELIMINARY

Short title 1. (1) This Act may be called the Mizoram Public Libraries Act, 1993

Extent and commencement (2) It shall extend to the whole of the State of Mizoram

(3) It shall come into force on such date as the Government may, by notification in the official Gazette, appoint.

Definition 2. In this Act, unless the context otherwise requires-

(a) “Council” means State Library Council;

(b) “Department” means the Department of Education and Human resources;

(c) “Director” means the Director of Public Libraries appointed as such;

(d) “Government” means the State Government of Mizoram;

(e) “Notification” means a Notification published in the Mizoram Official Gazette;

(f) “prescribed” means prescribed by the Rules made under this Act;
“Public Library” means a Library which serves the general public, and includes State, District, Sub-Divisional and Village Libraries;

“Rule mean the Rules made under this Act;

“State” means the state of Mizoram;

“Year” means the financial year.

CHAPTER - II
THE STATE LIBRARY COUNCIL

Constitution of State Library Council
There shall be constituted, by notification, the State council consisting of-

(a) the following ex-officio members-

(i) The Minister of Education & Human Resources who shall be the Chairman;
(ii) The Secretary of Education & Human Resources who shall be the Secretary of the Council;
(iii) The Director of Art & Culture;
(iv) The Director of School Education;
(v) The Director of Higher & Technical Education;
(vi) The Director of Adult Education;
(vii) The Director, SCERT;
(viii) The Director of Information & Public Relations;
(ix) The Station Director, AIR;
(x) The Director of Public Libraries;
(xi) The Librarian, NEHU, Mizoram Campus, Aizawl, and
(xii) The State Librarian

(b) Other members such as-
(i) Two members of the Mizoram Legislative Assembly to be nominated by the Government;

(ii) One representative of the Mizoram Library Association;

(iii) One representative of Central YMA;

(iv) One representative of Mizo Academy of Letters; and

(v) One representative of Mizoram Publication Board.

Term of office 4. The term of office of the members of the Council of the Council shall be for a period of three years.

Membership of 5. If a member ceases to hold the position by virtue of which he was so nominated or elected, he shall automatically cease to be a member of the Council.

Vacancy in the membership of council 6. A vacancy in the office of a nominated member of the Council shall be filled by nomination and the new member shall hold office only for the remaining period of time.

Meeting of the Council 7. (1) The Council shall meet at least twice in a year. (2) In the absence of the Chairman, members at the meeting shall elect chairman for that meeting from amongst themselves. (3) Six members shall form a quorum.

Duties of the Council 8. (1) The Council shall advise the Government on all matters relating to Libraries arising out of the provisions of this Act and also in regards to promotion and development of Library Services in the State.
(2) The Council shall take suitable steps to establish and promote a Public Library System.

CHAPTER - III
DEPARTMENT OF PUBLIC LIBRARIES

Constitution of Public Libraries 9. (1) On the commencement of this Act, the Public Department of Public Libraries shall be constituted with a Director as its head.

(2) The Director shall be assisted by the Joint Director, the Deputy Director and other necessary supporting staff.

Appointment of Officers and Staff 10. The appointment of Officers and the supporting staff shall be made by the Government in accordance with the provisions of the rules made under this Act.

Conditions for absorption of existing staff 11. The existing Library Staff, for the purpose of absorption shall have to obtain necessary qualification within a limit of time as may be prescribed.

CHAPTER - IV
CATEGORIES OF PUBLIC LIBRARIES

Categories of Public Libraries 12. The Public Libraries in the State shall be divided categories as follows:-

(i) State Library;
(ii) District Library;
(iii) Sub divisional Library; and
(iv) Village Library.

State Library 13. (1) There shall be a State Library located in the capital of the State.
(2) The State Library shall consist of the following sections:-

(i) Bureau of copyright;
(ii) State Library for the blind;
(iii) Inter Library Loan;
(iv) State Bibliographical Bureau;
(v) Technical Services; and
(vi) Mobile Services.

Functions of State Library 14. The State Library shall function as Library as well as reservoir of books.

District Library 15. There shall be a District Library in every District headquarters of the State.

Sub-divisional Library 16. There shall be Sub-divisional Library in each sub-divisional headquarters.

Village Libraries 17. There shall be recognized Village Libraries in such villages as may be found and considered deserving and suitable by the Government from time to time.

CHAPTER - V
FINANCIAL ASSISTANCE TO RECOGNISED VILLAGE LIBRARIES

Grant-in-Aid to Village Libraries 18. The Government may sanction Grant-in-Aid to recognized Village libraries in accordance with the rules made under this Act.

CHAPTER – VI
MISCELLANEOUS PROVISIONS

State Library Association 19. (1) The Council may recognized any one body as the State Library Association, the
(1) The Government may, by notification, make to carry out the purpose of this Act.

(2) In particular and without prejudice to the generality of the foregoing power, such rule may provide for all or any of the following matters, namely-

(a) the requisite qualifications for appointment as the Director, Joint Director, Deputy Director, State Librarian, the District Librarian, Sub-divisional Librarian and other supporting staff;

(b) the mode of payment in respect of the assistance and the special grant-in-aid to the recognized libraries; and

(c) such other rules as the Government may deem it necessary.

(3) Every rule made under this Act shall be laid, as soon as may be after it is laid, before the Legislative Assembly of Mizoram while it is in session for a total period of seven days which may be comprised in one session or in two successive sessions; and if, before the expiry of the session in which it is so laid or the session immediately following the Legislative Assembly of Mizoram makes any modification in the rule or decides that the rule should not constitution of which shall be approved by the Council.

(2) The Director shall consult Library Association on important matters relating the Libraries and Librarian of the State.
be made, the rule shall thereafter have effect as the case may be, so however that any such modification or annulment shall be without prejudice to the validity of anything previously done under that rule.

Sd/- Dr. H.C.THANHRANGA
Secretary to the Govt. of Mizoram
Law, Judicial & Parliamentary Affairs Deptt.