

Certificate Course of Library Preservation and Conservation

(CCLPC)

Syllabus and Curriculum

2023

National Library of Sri Lanka

VISION

Being the national knowledge center provides all access to library and information services.

MISSION

Creating a knowledge society through the preservation of the intellectual heritage of the nation. Development of National library and information system.

Encouraging the utilization of information and communication technology for effective library service. Providing bibliographical services and assisting with book publication.

Syllabus Development Committee

Advisory Committee

Prof. Nanda Dharmarathna (Chairman, National Library of Sri Lanka)

Mr.W. Sunil (Director General, National Library of Sri Lanka)

Prof.Wasantha Subasinghe, (University of Kelaniya)

Dr. Priyanwada Wanigasooriya, (Senior lecturer, University of Kelaniya)

Mrs.Padma Bandaranayake (Director, National Library of Sri Lanka)

Syllabus Development Committee

Dr.Saroja Wettasinghe (Former Director General, Department of National Archives)

Dr.Udaya Cabral (Assitant Director (Conservation), National Library of Sri Lanka)

INTRODUCTION

The National Library of Sri Lanka was established on 27th April 1990. Ceylon National Library Services Board Act No.17 of 1970 provided the legal base for the National Library in its initial period. The National Library and Document Services Board's new amendment, [Act No. 51, was introduced in 1998](#). The powers and responsibilities of the National Library were clearly spelled out for the first time, and this was a fulfillment of a long-felt need. Organizing and introducing this new institution to the country and the general public has become arduous.

The National Library is mainly a research and reference library, the main library and information center in Sri Lanka. It intends to provide library resources and information to all Sri Lankans through the National Library. The current library material stock of approximately 1,000,000 volumes will form the nucleus of the future national collection.

Currently, the National Library of Sri Lanka is conducting several money-oriented workshop series for the public on research methodology, book building, and training programs for librarians on book building, conservation and preservation, library automation, soft skills, and capacity development programs. Therefore, National Library has identified timely essential courses for the general public and the library staff of the county. Thus, it has recognized suitable resource persons for the relevant fields as well.

JUSTIFICATION

This is a six months Certificate Course of Library Preservation and Conservation conducted by the National Library of Sri Lanka. The course appeals to those who need a better understanding and practical knowledge on library conservation and preservation to deploy them in their studies or professional fields. This course thoroughly discusses the types, nature and structure of library materials, conservation and preservation techniques of different library materials, conservation ethics, assess the condition of documents tools and equipment, material in use, practical aspects of preservation, conservation, and restoration of library material and safety measures and disaster management techniques.

AIM

- To provide a scientific understanding on Preservation and Conservation techniques.

OBJECTIVES

The objectives of this Certificate Course are as follows:

- To give a comprehensive knowledge on traditional and modern techniques of preservation and conservation
- To provide an understanding of Occupational health and safety standards and protocols

PROGRAMME LEARNING OUTCOMESs,

On successful completion of the DLCP, students will be able to

- (a) State types, nature and structure of library material
- (b) Name deterioration of library material
- (c) Describe preservation of library material
- (d) Recognize conservation of library material
- (e) Explain restoration of library material
- (f) Illustrate ideal setup of a conservation laboratory/studio

ENTRY QUALIFICATIONS:

1. Passed G.C.E. A/L
or
2. G.C.E O/L with five years of working experience in library related services.

ADMISSION PROCESS

Applicants should produce a duly completed application obtained from the Assistant Registrar, National Library of Sri Lanka.

Applicants are required to appear for an interview. The number of candidates to be enrolled in the programme will vary from time to time, up to 25 according to the availability of resources and other facilities.

FEES

The course fee, which includes registration fee, examination fee, course fee, library fee, and IT/ Computer literacy, will be decided by the NLSL

For each re-sitting of examinations, an additional fee will be charged per course as per the Recommendation of the NLSL Director board.

DURATION: 3 months (12 days, 54 hours)

MEDIUM: Sinhala/English

EVALUATION: Assignments, practical and written examinations

ELIGIBILITY TO AWARD THE CERTIFICATE DIPLOMA

Participants will be eligible to obtain a 'Pass' in the Certificate in Preservation and Conservation of Library Material by fulfilling the requirements given below.

- Obtaining average mark of 40 from the final exam
- Actively access participation to all the modules of the course

Syllabus

Theory - 6 Days-24 hours

Practical -6 Days-30 hours

Theory

- Introduction to Library Conservation and Preservation (History, Definitions, Ethics)
- Deterioration of Library Material, Causes and Types of library material (paper, palm leaves)
- Preservation of library materials, proper storage, a preservation plan, and a disaster management plan.
- Conservation instruments, equipment and material
- Conservation techniques, de-acidification, drying and usage of conservation paste.
- AV materials- deterioration, conservation, and preservation

Practical

Cleaning books, documents, Preparing a condition Report (Measuring pH and other observations)

- Book binding;
 - Single section binding: Single section book
 - Section binding using tapes: Section book.
 - Ledger binding:
 - Cease binding – book preparing loose papers.
- Preparation of pamphlet boxes and personal files
- Fumigation (Phosphine /Thymol)
- Repairing of documents
 - Conservation: first aid and minor repairs: torn papers, books with loose spine etc.
 - Restoration: half repairing, full repairing: brittle papers