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The Gazette of the Democratic Socialist Republic of Sri Lanka

EXTRAORDINARY

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PART IV (A) — PROVINCIAL COUNCILS

Provincial Councils Notifications

EHELIYAGODA PRADESHIAYA SABHA

By-law on regularization and control of public libraries of Eheliyagoda Pradeshiya Sabha

1. THIS constitution shall be cited as the by-law on regularization, supervision and control of the public library of Eheliyagoda Pradeshiya Sabha.

2. This by-law is enacted by the Eheliyagoda Pradeshiya Sabha to streamline and control the public library service through the provision of diverse resources and services to meet the educational development, interest in reading, development of personal discipline and personality, recreational and creative needs of people living within the jurisdiction of Eheliyagoda Pradeshiya Sabha.

3. The public library of Eheliyagoda Pradeshiya Sabha consists of the following sections and services.

I. Lending Division
II. Reference Division
III. Children's Division
IV. Periodicals and Newspapers Division
V. Special Collections and Regional Collections
VI. Community Information Services
VII. Book Preservation Division
VIII. Mobile and Branch Library Services
IX. Study Section
X. Computer Section

4. There shall be one Librarian for each library for the public libraries of the Eheliyagoda Pradeshiya Sabha and the person so appointed will be responsible to the Pradeshiya Sabha for maintaining the organization and management of the public library.

5. The supervision and general administration of public libraries is vested in the Library Advisory Committee (hereinafter referred to as the Library Committee).

   i. This committee is appointed annually by the Pradeshiya Sabha. It will consist of the following persons.

      (a) Hon. Chairman of the Pradeshiya Sabha
      (b) Not more than three members elected from among the Hon. Members of the Pradeshiya Sabha,
      (c) A representative for each religion in such a way as to represent the main religions practiced by the people residing in the jurisdiction of the Pradeshiya Sabha,
      (d) Not more than three eminent persons residing in the jurisdiction of the Pradeshiya Sabha elected by the Pradeshiya Sabha.
      (e) Secretary to the Pradeshiya Sabha
      (f) Community Development Officer
      (g) The Librarian of the main library of the Pradeshiya Sabha.
      (h) A principal of a main school in the jurisdiction.
      (i) A representative of a community board in the jurisdiction

   ii. The Chairman of the Pradeshiya Sabha shall be the ex officio Chairman of the committee and shall preside at every meeting of the committee.

   iii. In the absence of the Chairman, a member elected from among the members present shall preside at the meeting. The Librarian shall be the Secretary of the Committee.

   iv. The secretary of the Pradeshiya Sabha shall be the convener.

   v. The quorum shall be one-third of the number of members.

   vi. The presiding member of any meeting shall have one primary vote and a casting vote in the event of a tie vote if the number of party and opposition votes are equal on a certain issue.

6. Getting Membership

   i. Every person seeking library services shall apply for membership by paying a fee, which shall be determined by a resolution previously agreed upon by the Sabha and obtaining an application as shown in Annexure 1 from the Librarian and the said application shall be certified by the following person.

      (a) Grama Niladhari of the area of residence
      (b) a Magistrate or a Member of the Pradeshiya Sabha
      (c) In case of a school applicant, the Principal of the school in which he or she studies

   ii. The following qualifications are required to obtain library membership.

      (a) Being a permanent resident or property owner or employed within the jurisdiction of the Pradeshiya Sabha - for general membership.
      (b) Being a student under 11 years of age in a local school or pirivena - for child membership.

iii. Membership fees

(a) The annual membership fee for an ordinary member is Rs. 100.00. Membership shall be renewed by paying Rs. 100.00 once a year. The annual membership fee shall be such fee as shall be decided at the Pradeshiya Sabha meeting from time to time.

(b) The membership fee for child membership is Rs. 100.00. Membership shall be renewed by paying Rs. 100.00 once a year. (Subject to the payment of such amount as membership fees as may be proposed by a resolution convention by the General Assembly from time to time on the recommendation of the Committee.)

iv. Guarantors

(a) As guarantors for ordinary members, a permanent resident of Eheliyagoda area in government service shall sign as a guarantor.

(b) In addition to a Government servant Permanently resident in the jurisdiction, their mother/father/guardians shall also sign as guarantors for child members.

(c) A public servant permanently resident in the jurisdiction shall be a guarantor for a person employed in the jurisdiction.

(d) If it is not possible to present a guarantor, instead of personal guaranty, cash guaranty can also be given. It is an amount of Rs.2000.00 and the amount can be revised annually based on the decision of the Library Advisory Committee.

7. Two cards are issued to a member of the lending library and the member is responsible for every book carried by the member.

8. A book taken out by a library member shall be returned to the Librarian within 14 days from the date of receipt.

9. In the event that a member fails to return any book to the Librarian within a period of 14 days as mentioned in Section 08 of the by-law he will be subjected to payment of late fee of Rs. 1.00 per each day for one month for one day beyond the date on which the book is to be returned and for the days beyond that the borrower will be responsible for paying an amount as late fees, which will be determined by the General Assembly through a consensus and published in the *Gazette* on the recommendation of the Committee.

10. As mentioned in the Eighth Section of the by-law, a reminder letter shall be sent to the member and a guarantor shall be notified once after 07 days after the expiry of the 14-day period, and the fees incurred for the same shall be collected from the relevant member or guarantor. In cases where the book is not handed over even after giving such a notice, the book will be considered as a lost book.

11. In the event that a book is considered lost, the relevant member ,or guarantor shall pay the current value of the book, an additional 25% service charge and the fines mentioned in Section 09 of the by-law.

12. A member shall not damage or in any way deface a book taken away.

13. In the event that a member fails to notify the Librarian of damage or mutilation of a book intended to be borrowed, the book shall be deemed to have been issued to the member without damage or mutilation.

14. In the event that the Librarian is satisfied that a book returned by a member has been damaged or defaced to such an extent that it is unfit for issue again, the member concerned is bound to bear the cost of re-supplying it. The book shall be given to the members under seal as "Sold as a damaged book" after being recovered.

15. Books borrowed from the library shall not be alienated by any member.

I. The membership of any member who violates the instructions mentioned in Section 13 above will be cancelled.

II. No member shall return to the library any book known to him to have been used by any person suffering from an infectious or contact disease.

III. When a book taken out has been used by a person suffering from an infectious or contact disease, the book shall be destroyed and the member shall pay the Librarian the cost of resupplying it.

IV. In case a card issued to a member of the lending library is misplaced by him, he shall notify the Librarian in writing of the loss. If the Librarian is satisfied that no book has been taken out of the library, the member can be issued a sub-membership card.

V. The Librarian shall not issue a duplicate unless 14 days have passed since the card was reported missing.

16. When a dispute arises between two or more members as to which member shall be given a particular book, the Librarian shall resolve the dispute.

17. A lending book shall be issued when requested by a member and if the book had already been issued, the names of the applicant or applicants shall be recorded in a waiting list and once the book is received by the library, the Librarian shall act to give it to the person.

18. The opening dates and times may be changed on the library Advisory committee's recomendation.

19. Reference Division

I. With the permission of the Librarian, the books shall be referred by signing the document form kept in the reference section.

II. No library book or other item issued to them for reading shall be taken out of the reference section. However, if a photocopy service is in operation, under the approval and custody of the librarian, space should be provided to any person who requests to obtain photocopies of the required pages of the publication on payment of the prescribed fee.

On the recommendation of the Advisory Committee, the Sabha may charge for this photocopying service a certain amount to be determined by a resolution passed by the Sabha from time to time.

20. Reading Rooms

I. On every opening day the Library Reading Room shall be opened from 8.00 a.m. to 4.45 p.m. or on such dates and times as may be fixed by the General Assembly on the recommendation of the Committee. Any person using the reading room can use the services of the reading room by noting the name and time of arrival on the document kept in the reading room.

II. No newspaper or periodical or map kept in the reading room or belonging to the reading room shall damage any other library material and shall not be removed.

21. No person

I. shall behave in an unruly manner or act in such a manner as to cause harassment in or around the public library premises.

II. shall damage or in any way deface any building or part of a building or property of the Pradeshiya Sabha in or around the library.

III. shall remain idle in the library premises after the opening hours of the library.

IV. shall drink, smoke or spit in the library premises.

V. shall gamble with dice or decks of cards within the library premises.

VI. shall disturb the users of the library by shouting, singing or making any other noise within the premises of the library.

VII. shall enter the public library in an unclean condition.

VIII. shall bring any animal into the library premises.

IX. shall sleep or eat in the library premises.

X. shall obstruct the Librarian or any other person acting under the direction of the Librarian in the lawful performance of his duties under this by-law.

XI. shall enter the public library premises until the period of contagion has expired if he/she is suffering or having recently suffered from any infectious, contact or skin disease or who has recently been in the care of a person suffering from such disease.

XII. shall use mobile phones in the library. If a mobile phone is brought into the library, arrangements shall be made to keep it switched off.

22. Annual Stock Survey

I. It is the responsibility of the Secretary of Pradeshiya Sabha to conduct annual stock surveys for the library every year.

II. Annual stock survey reports shall be submitted to the Sabha.

III. The recommendations passed by the Sabha shall be implemented within two months from the date of adoption by the Sabha.

23. It is an offence to violate any section of this by-law, any person convicted of an offence by a court of competent jurisdiction shall be liable to fine as stipulated in section 122 (2) of the pradeshiya sabha Act, No 15 of 1987 and if the violation continues after conviction, the offender shall incur an additional fine as per section 122(2) of the pradeshiya sabha Act for each day the contravention persists, following the service of a written notice by the chairman, secretary of the sabha, or any authorized officer drawing attention to the said contravention.

24. Unless the context otherwise requires

25. In case of any inconsistency between the Sinhala/ English/ Tamil versions of this by-law, the Sinhala version shall prevail.

EOG 07 - 0362/1

BY-LAWS

Eheliyagoda Pradeshiya Sabha

THE Eheliyagoda Pradeshiya Sabha, in terms of the powers vested in the Pradeshiya Sabha by Section 122 of the Pradeshiya Sabha Act, No. 15 of 1987, read with Section 126 of the said Act,and the Eheliyagoda. The following by-laws, adopted by the Secretary of the Pradeshiya Sabha by Resolution No. 02 dated 18.05.2023, are in accordance with Section 123(1) of the said Pradeshiya Sabha Act, read with Section 2 of the Provincial Councils (Incidental Provisions) Act, No. 12 of 1989. It is hereby notified that the said by-law has been approved by the Hon. A. A. C. J. Rajaratne, Governor of the Sabaragamuwa Provincial Council in accordance with the provisions of this section and that the said by-law shall come into force within the jurisdiction of the Eheliyagoda Pradeshiya Sabha from the date of publication of this notification in the *Gazette*.

A. A. C. J. RAJARATNE,
Governor,
Sabaragamuwa Province.

Sabaragamuwa Provincial Council,
15th July, 2026.

EOG 07 - 0362/2